



# HISTORIC PRESERVATION COMMISSION REGULAR MEETING

City of Dripping Springs

Council Chambers, 511 Mercer St, Dripping Springs, TX

Thursday, April 06, 2023 at 4:00 PM

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## MINUTES

### CALL TO ORDER AND ROLL CALL

With a quorum of the Commission present, Vice Chair Bobel called the meeting to order at 4:05 p.m.

**Commission Members present were:**

Dean Erickson, Chair (arrived @ 4:08 p.m.)  
Ashley Bobel, Vice Chair  
Delbert Bassett  
Minnie Glosson-Needham  
Haley Hunt  
Steve Mallett

**Commission Member absent was:**

Nichole Prescott

**Staff, Consultants & Appointed/Elected Officials present were:**

Planning Director Tory Carpenter  
City Administrator Michelle Fischer  
Deputy City Secretary Cathy Gieselman  
City Planner Warlan Rivera  
Architectural Consultant Keenan Smith

### PRESENTATION OF CITIZENS

*Each member of the public who desires to address the Historic Preservation Commission regarding any item for an open meeting may do so immediately before or during the Commission's consideration of that item. Citizens wishing to discuss matters not contained within the current agenda may do so, but only during Presentation of Citizens. The Commission may limit the total amount of time the public may speak on a given item. Members of the public requiring the assistance of a translator will be given twice the amount of time as a member of the public who does not require the assistance of a translator to address the Commission. The Commission may not prohibit public criticism of the governmental body, including criticism of any act, omission, policy, procedure, program, or service. This does not apply to public criticism that is otherwise prohibited by law. It is the request of the Commission that members of the public wishing to speak on item(s) on the agenda with a noticed Public Hearing hold their comments until the item(s) are presented for consideration. Speakers are encouraged to sign in. (Section 1. Subchapter A, Chapter 551, Government Code, Section 551.007)*

No one spoke during Presentation of Citizens.

## MINUTES

1. **Discuss and consider approval of the March 2, 2023, Historic Preservation Commission regular meeting minutes.**

A motion was made by Commissioner Mallett to approve the March 2, 2023, Historic Preservation Commission regular meeting minutes. Commissioner Glosson-Needham seconded the motion which carried unanimously 5 to 0.

Chair Erickson arrived @ 4:08 p.m.

## BUSINESS

2. **Public Hearing, discussion, and consideration of approval of a Certificate of Appropriateness for the Stephenson Building, located at 101 Old Fitzhugh Road, Dripping Springs, Texas. Applicant, City of Dripping Springs.**

**a. Staff Report** – Keenan Smith presented the staff report which is on file. Staff recommends approval of a COA with the following conditions of approval:

- 1) *Approval in Concept:* Architectural Design Development and Construction Documents shall be reviewed by the Historic Preservation Commission for consistency with this COA prior to issuance of Building Permits.
- 2) *Staff Review and Assistance:* Staff review, and assistance is recommended to provide support as needed during discovery process and building rehab, to review found conditions and make supportive recommendations which are consistent with the City's Historic Preservation Program, goals, and Implementation Manual.

**b. Public Hearing** – No one spoke during the Public Hearing.

**c. Certificate of Appropriateness** - A motion was made by Commissioner Bobel to approve consideration by City Council for a Certificate of Appropriateness for the Stephenson Building, located at 101 Old Fitzhugh Road, Dripping Springs, Texas with the conditions recommended by staff. Commissioner Hunt seconded the motion which carried unanimously 6 to 0.

Chair Erickson took items #3 and #4 out of sequence. Item #4 was taken first.

3. **Public hearing, discussion, and consideration of approval of a recommendation regarding the Historic Preservation Commission Fiscal Year 2024 Budget.**

No one spoke during the Public Hearing. Keenan Smith and Michelle Fischer reviewed the budget and planning for 2024 and took recommendations from the Board for consideration. An updated budget will be provided to the Commission for review and a vote at the May 2023 meeting.

**4. Discussion and consider approval of Historic Preservation Commission goals and committees.**

A motion was made by Commissioner Hunt to approve the Historic Preservation Commission goals and committees. Commissioner Mallett seconded the motion which carried unanimously 6 to 0.

**EXECUTIVE SESSION**

*The Historic Preservation Commission for the City of Dripping Springs has the right to adjourn into executive session at any time during the course of this meeting to discuss any matter as authorized by Texas Government Code Sections 551.071 (Consultation with Attorney), 551.072 (Deliberations about Real Property), 551.073 Deliberations about Gifts and Donations), 551.074 Personnel Matters), 551.076 (Deliberations about Security Devices), and 551.086 (Economic Development). The Historic Preservation Commission for the City of Dripping Springs may act on any item listed in Executive Session in Open Session or move any item from Executive Session to Open Session for action.*

The Commission did not meet in Executive Session.

**UPCOMING MEETINGS**

**Historic Preservation Commission Meetings**

May 4, 2023, at 4:00 p.m.

June 1, 2023, at 4:00 p.m.

July 6, 2023, at 4:00 p.m.

**City Council Meetings**

April 18, 2023, at 6:00 p.m.

May 2, 2023, at 6:00 p.m.

May 16, 2023, at 6:00 p.m.

**ADJOURN**

A motion was made by Commissioner Bassett to adjourn the meeting. Commissioner Bobel seconded the motion which carried unanimously 6 to 0.

This regular meeting adjourned at 5:43 p.m.