



# HISTORIC PRESERVATION COMMISSION REGULAR MEETING

City of Dripping Springs

Council Chambers, 511 Mercer St, Dripping Springs, TX

Thursday, October 07, 2021 at 4:00 PM

---

## MINUTES

### CALL TO ORDER AND ROLL CALL

With a quorum of the Commission present, Chair Lewis called the meeting to order at 4:00 p.m.

#### Commission Members present were:

Bruce Lewis, Chair  
Dean Erickson  
Minnie Glosson-Needham  
Nichole Prescott

#### Commission Members absent were:

Emilie Kopp, Vice Chair  
Ashley Bobel  
Tim Brown

#### Staff, Consultants & Appointed/Elected Officials

City Administrator Michelle Fischer  
Planning Director Howard Koontz  
Senior Planner Tory Carpenter  
Planning Assistant 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 July 1, 2021, Historic Preservation Commission regular meeting minutes.**

A motion was made by Commissioner Erickson to approve the **July 1, 2021, Historic Preservation Commission regular meeting minutes with correction to strike XXXXX** and replace with *be consistent with preexisting conditions*. Commissioner Glosson-Needham seconded the motion which carried unanimously 4 to 0.

## BUSINESS

2. **Discuss and consider the Appointment of officers to the Historic Preservation Commission for a term of one (1) year.**

**a. Chair** – A motion was made by Commissioner Erickson to appoint Bruce Lewis as chair of the commission for a term of one (1) year. Commissioner Glosson-Needham seconded the motion which carried unanimously 4 to 0.

**b. Vice Chair** – A motion was made by Chair Lewis to appoint Dean Erickson as vice chair of the commission for a term of one (1) year. Commissioner Glosson-Needham seconded the motion which carried unanimously 4 to 0.

3. **Public hearing and consideration of approval regarding COA2021-0007: an Application for Certificate of Appropriateness for the installation of a Cluster Mail Box Unit at 511 Mercer Street. Vicky Lewis, Applicant.**

A motion was made by Vice Chair Erickson to postpone the item to the November 4, 2021, Historic Preservation Commission regular meeting. Commissioner Prescott seconded the motion which carried unanimously 4 to 0.

- a. Staff Report**
- b. Public Hearing**
- c. COA2021-0007**

4. **Public hearing and consideration of approval regarding COA2021-0005: an Application for Certificate of Appropriateness related to the construction of residential structures and restoration of existing historical structures located on the north side of the 400 block of Hays Street in the Hays Street Historical District, Dripping Springs, Texas. Applicant: John Doucet, Doucet & Associates**

John Doucet presented the item.

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

- (1) **Existing Trees: (Hardwoods over 8")-** “Detailed Tree Preservation Program” shall be reviewed @ Site Development Permit stage: e.g. “Trees to Remain, Trees to be Removed, Trees to be Replaced.”

- a. **Hays Street Frontage Trees**- Trees #3001, 3002, 3003, 3004, 3005, 3008 shall be preserved as shown. All contribute significantly to the Hays Street Frontage & Hays St. Historic District.
  - b. **Hays Street ROW Trees**- (outside the property) Trees #3000, 3006, 3019, 3020, 30021 shall be preserved & protected in place as shown.
  - c. **US 290W Oak Groves @ highway frontage**- Trees #30012, 3013, 3014, 3015, 3016, 3017 shall be preserved as shown in the proposed Landscape Buffer.
- (2) **Architectural Design Review**: Complete architectural design information shall be submitted for each residential Lot, to be reviewed & approved by City Staff prior to issuance of Building Permits:
- a. **Architectural Site Plan**: (w/Setbacks, Building Locations & Existing Trees to Remain)
  - b. **Colors and Materials**: (Colored “Hays Street” Elevations w/dimensioned building heights, materials callouts on all Elevations)
- (3) **Zoning Change / Permits**: COA Approval is conditional on securing necessary Zoning Entitlements and all required Permits (Site Development, Building, etc.). Site Planning & Architectural Design changes, development and refinements shall be reviewed by Staff for consistency with this COA prior to issuance of Permits. Significant changes may require modification or additional COA approvals.

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

**c. COA2021-0005** – A motion was made by Vice Chair Erickson to approve COA2021-0005: an Application for Certificate of Appropriateness related to the construction of residential structures and restoration of existing historical structures located on the north side of the 400 block of Hays Street in the Hays Street Historical District, Dripping Springs, Texas, with recommendations as presented by staff. Commissioner Glosson-Needham seconded the motion which carried unanimously 4 to 0.

**5. Public hearing and consideration of approval regarding COA2021-0006: an Application for Certificate of Appropriateness to replace the an existing cedar roof with a corrugated metal roof at the Pound House located on the Dr. Pound Historical Farmstead, 419-B Founders Park Road, Dripping Springs, Texas. Applicant: Friends of the Pound House**

**a. Staff Report** – Keenan Smith presented the staff report which is on file. Staff recommends approval of the application

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

**c. COA2021-0006** – A motion was made by Vice Chair Erickson to postpone the item to the November 4, 2021, Historic Preservation Commission regular meeting. Commissioner Prescott seconded the motion which carried unanimously 4 to 0.

**6. Update on the Comprehensive Plan and Zoning Code Rewrite.**

Howard Koontz presented the update.

**7. Discuss and consider possible action regarding Historic Preservation Commission Committees.**

**a. Add and/or Remove Committees** – A motion was made by Vice Chair Erickson to remove the Historic District Signage & Banner Committee and Website Committee. Commissioner Prescott seconded the motion which carried unanimously 4 to 0.

**b. Committee Appointments** – No action was taken on appointments.

**8. Discuss and consider approval of the 2022 Historic Preservation Commission meeting calendar.**

A motion was made by Commissioner Prescott to approve **the 2022 Historic Preservation Commission meeting calendar as presented.** Commissioner Glosson-Needham seconded the motion which carried unanimously 4 to 0

## COMMITTEE REPORTS

No committee reports at this time.

- 9. Landscape Improvements Committee**  
*Commissioner Minnie Glosson-Needham*
- 10. Parking Lot Improvements Committee**  
*Commissioners Dean Erickson and Tim Brown*
- 11. Historic District Signage & Banner Committee**  
*Commissioners Ashley Bobel and Emilie Kopp*
- 12. Website Committee**  
*Commissioner Emilie Kopp*

## 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**

November 4, 2021, at 12:00 p.m.

December 2, 2021, at 12:00 p.m.

**City Council Meetings**

October 5, 2021, at 6:00 p.m.

October 19, 2021, at 6:00 p.m.

**ADJOURN**

A motion was made by Commissioner Prescott to adjourn the meeting. Commission Glosson-Needham seconded the motion which carried unanimously 4 to 0.

This regular meeting adjourned at 5:14 p.m.