



HISTORIC PRESERVATION MANUAL CERTIFICATE OF APPROPRIATENESS REVIEW

Date: September 28, 2021

Project: **City Hall Cluster Mail Box Unit**
511 Mercer Street
Dripping Springs, TX 78620

Applicant: Vicky Lewis

Historic District: Mercer Street

Base Zoning: GUI

Proposed Use: Mail Delivery

Submittals: Current Photograph Concept Site Plan Exterior Elevations
 Color & Materials Samples
 Sign Permit Application (if applicable)
 Building Permit Application (if applicable)
 Alternative Design Standards (if applicable)

The following review has been conducted for the City of Dripping Springs to determine compliance and consistency with the City of Dripping Springs CODE OF ORDINANCES, Title 2 BUILDING AND DEVELOPMENT REGULATIONS, Chapter 24, BUILDING REGULATIONS, Article 24.07: HISTORIC PRESERVATION, Section 24.07.014: "CRITERIA FOR ISSUANCE OF CERTIFICATE OF APPROPRIATENESS."

Project Type & Description:

Preservation Rehabilitation Restoration Reconstruction Protection & Stabilization
 New Construction

Review Summary, General Findings:

General Compliance Determination- Compliant Non-Compliant Incomplete

City of Dripping Springs
P.O. Box 384
Dripping Springs, Texas 78620
512-858-4725

CERTIFICATE OF APPROPRIATENESS

Staff Review Summary / Recommendations / Conditions of Approval

Vicky Lewis, owner of Mazama, and several other businesses on Mercer Street do not have US Postal Service mail boxes. Often times they do not receive deliveries because the sender uses their physical address and not their PO Box, resulting in the shipment being returned. Many businesses on Mercer Street are unable to get a mail box on site because there isn't a place to install one that meets the US Postal Service requirements. Having one cluster box versus several individual boxes is preferred by the US Postal Service and will be more aesthetically pleasing.

The businesses will purchase a cluster mail box unit and it will be installed at City Hall. Vicky Lewis is the Licensee and will coordinate the purchase of the cluster mail box.

The City Hall property is a noncontributing site in the Mercer Street Historic District. The cluster mail box unit will be across the street from the Marshall-Chapman House and the Dripping Springs.

Sherry Watson, Dripping Springs Post Master, approved the installation of the cluster mail box unit with the following conditions: the unit is certified by the US Postal Service; it is installed according to the US Postal Service Specifications (which she provided); the concrete slab for the unit also accommodates the mail receptacle at the east end of the City Hall parking lot; and the cluster mail box unit location is approximately where the mail receptacle is currently on the east end of the parking lot.

The cluster mail box unit will be bronze in color to match the nearby pedestrian light poles. Trash receptacles, and planters on Mercer Street. The location of the concrete slab and cluster mail box unit is the north east corner of the City Hall property where the USPO mail receptacle is currently located. The receptacle will also be mounted on the concrete slab.

The License Agreement allows Vicky Lewis to own, operate, and maintain the cluster mail box unit. The term of the Agreement continues as long as Licensee or its assignee maintains the Mailbox within the License Area or until the Licensor (city) needs the License Area for a use that is incompatible with the mailbox. The Licensor shall give the Licensee 60 days written notice prior to termination of the Agreement and shall coordinate with Licensee for a new site if needed.

CRITERIA FOR CERTIFICATE OF APPROPRIATENESS
(SECTION 24.07.014)

- (a) **STANDARDS & DESIGN GUIDELINES OBSERVED:**
Project is guided by applicable Historic Preservation Standards and Design Guidelines.
 Compliant Non-Compliant Not Applicable
- (b) **MINIMAL ALTERATION:**
Reasonable efforts made to adapt property requiring minimal alteration of building, structure, object site & environment.
 Compliant Non-Compliant Not Applicable
- (c) **ORIGINAL QUALITIES PRESERVED:**
Distinguishing original qualities or characteristics not destroyed. Removal or alteration of historic material or distinguishing architectural features avoided.
 Compliant Non-Compliant Not Applicable
- (d) **PERIOD APPROPRIATENESS:**
Buildings, structures, objects, sites recognized as products of their own time. Alterations without historic basis or creating an earlier appearance discouraged.
 Compliant Non-Compliant Not Applicable
- (e) **CUMULATIVE & ACQUIRED SIGNIFICANCE:**
Cumulative changes with acquired and contributing significance are recognized and respected.
 Compliant Non-Compliant Not Applicable
- (f) **DISTINCTIVE STYLISTIC FEATURES & CRAFTSMANSHIP:**
Distinctive stylistic and characteristic features and examples of skilled craftsmanship are retained where possible.
 Compliant Non-Compliant Not Applicable
- (g) **DETERIORATED ARCHITECTURAL FEATURES:**
Deteriorated architectural features repaired rather than replaced. Necessary replacements reflect replaced materials. Repair or replacement based on historical evidence not conjecture or material availability.
 Compliant Non-Compliant Not Applicable
- (h) **NON-DAMAGING SURFACE CLEANING METHODS:**

Surface Cleaning Methods prescribed are as gentle as possible. No sandblasting or other damaging cleaning methods.
 Compliant Non-Compliant Not Applicable

(i) **ARCHEOLOGICAL RESOURCES PRESERVED:**
Reasonable efforts made to protect and preserve archeological resources affected by, or adjacent to project.
 Compliant Non-Compliant Not Applicable

(j) **CONTEMPORARY DESIGN- CONTEXT SENSITIVE & COMPATIBLE:**
Contemporary alterations & additions do not destroy significant historical, architectural, or cultural material and are compatible with the size, scale, color, material and character of the property, neighborhood or environment.
 Compliant Non-Compliant Not Applicable

(k) **RETROVERSION- ESSENTIAL FORM & INTEGRITY UNIMPAIRED:**
Future removal of new additions & alterations will leave the essential form & integrity of building, structure, object or site unimpaired.
 Compliant Non-Compliant Not Applicable

(l) **PAINT COLORS- HISTORICAL BASIS:**
Paint colors based on duplications or sustained by historical, physical or pictorial evidence, not conjecture.
 Compliant Non-Compliant Not Applicable

(m) **HISTORIC DISTRICT CONTEXT- OVERALL COMPATIBILITY:**
Construction plans are compatible with surrounding buildings and environment vis. height, gross volume and proportion.
 Compliant Non-Compliant Not Applicable

APPLICATION FOR CERTIFICATE OF APPROPRIATENESS (SECTION 24.07.015)

(g) **EXPEDITED PROCESS FOR SMALL PROJECTS: ELIGIBILITY**
Expedited process for small projects (cumulative costs < \$10,000); must be “No” to all:

Building Footprint Expansion/Reduction?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Façade Alterations facing Public Street or ROW?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Color Scheme Modifications?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Substantive/Harmful Revisions to Historic District?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

This is an addition of a new improvement and therefore not eligible for expedited process for small projects.

* * *

Please contact (512) 659-5062 if you have any questions regarding this review.

By: Michelle Fischer, Historic Preservation Officer

City of Dripping Springs
P.O. Box 384
Dripping Springs, Texas 78620
512-858-4725