

**Minutes  
Historic Preservation Commission  
City of Dripping Springs  
Regular Meeting  
July 10, 2017**

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A regular meeting of the City of Dripping Springs Historic Preservation Commission was held Monday, July 10, 2017, beginning at 5:30 PM in the City Hall, 511 Mercer Street, Dripping Springs, Texas.

**I. CALL TO ORDER AND ROLL CALL**

COMMISSION:

Melissa Oehler - Chair  
Kathryn Chandler - Vice Chair  
Nicholas Dotin  
Doyle Fellers  
Emilie Kopp  
Bruce Lewis  
Kelli Tucker

STAFF:

Michelle Fischer, City Administrator  
Rachel Goodnight, Administrative Assistant  
Keenan Smith, Exterior Design, Architectural & Land Planning Consultant

Commission Chair Oehler calls the meeting to order at 5:37 PM. All present except for Commissioner Fellers, Commissioner Lewis, and Consultant Keenan Smith.

**II. PRESENTATION BY CITIZENS**

*Floor open to discussion on any subject. No action may be taken by law. Citizens wishing to speak shall do so after being recognized by the Chair. The Chair may establish a time limit on each citizen wishing to speak. No one speaks.*

**III. MINUTES**

*Discussion and possible action regarding:*

**A. Approval of Minutes for June 5, 2017 Regular Commission Meeting**

Commissioner Dotin motions to approve the minutes. Commissioner Tucker seconds. Vote 5:0 in favor, motion passes.

Consultant Keenan Smith joins the meeting at 5:41 PM.

**IV. BUSINESS**

*Discussion and possible action regarding:*

**A. Proposed Old Fitzhugh Road Traffic Control Devices**

Michelle Fischer and Keenan Smith give an overview of the traffic control recommendations. Commission Tucker motions that the Commission has no objections to speed humps and recommends including centerline and edge of pavement striping as a traffic calming measure. Commission Vice Chair Chandler seconds. Vote 5:0 in favor, motion passes.

**B. Application for a Certificate of Appropriateness for Historic Site Plaque on “Site Walls” at 102 Old Fitzhugh Rd., Weeton Properties LLC, Applicant**

1. Presentation- None
2. Sub-Committee Report- Commissioner Dotin provides an overview of his site visit and the committee recommendation. The applicant provided examples of the kind of plaque holder that he would like to use and the committee recommends approval of it.
3. Public Hearing- None
4. Certificate of Appropriateness

City Administrator Michelle Fischer asks which side the applicant wants to put the sign on. Commission Dotin and Consultant Keenan Smith say either side will work.

Commission Vice Chair Chandler says she prefers the sign-post sign as opposed to the double-post because it feels more historic. The Commission clarifies that the sign will be made of granite with carved lettering.

Commissioner Kopp motions to approve the Certificate of Appropriateness given that no Certificate of Occupancy is approved until it is installed, the plaque is 11”x17”, and the plaque follows the characteristics stated in the emails received from the applicant and the illustrations that were provided. Commissioner Dotin seconds. Vote 5:0 in favor, motion passes.

**C. Application for a Certificate of Appropriateness for Demolition of Old Fire Station Building Located at 104 E. Mercer (also known as 27500 Ranch Road 12), Michelle Fischer, City of Dripping Springs**

1. Presentation-same as staff report.
2. Staff Report- Michelle Fischer explains that although the Triangle is in the Mercer Street Historic District, the Old Fire Station Building is a non-contributing building. She states that the building is structurally unsafe, was severely damaged by the 2015 floods, and it is located within the flood plain. Keenan Smith states that the building has not been included as a contributing structure in any of the three historic resource surveys conducted for the city.
3. Public Hearing- No one speaks
4. Certificate of Appropriateness

Commission Kopp asks if this item, coupled with the previous item, sets a precedence for demolition. Consultant Keenan Smith states that he does not think it sets a precedence since they were both noncontributing structures to the historic districts. He clarifies that due to the approval needed to demolish a building, the Commission will still be able to approve or deny requests to demolish.

Commissioner Kopp says she would like to commemorate the building. The Commission supports the idea. City Administrator Michelle Fischer says the Commission could include guidelines on how to commemorate lost sites in the Historic District and Landmark Guidelines.

Commission Chair Oehler motions to approve the Certificate of Appropriateness and recommends that a plaque or some other kind of commemoration be installed when the property is developed or improved in the future. Commissioner Kopp seconds. Vote 6:0 in favor, motion passes.

**D. Discuss Historic Preservation Commission Proposed Goals and Action Items within the scope of the Commission's powers and duties, including but not limited to the following:**

1. Increase public awareness of the City of Dripping Springs Historic Districts
2. Increase quality of pedestrian traffic in the Historic Districts
3. Define Dripping Springs historic district branding guidelines and increase local business awareness and adoption of these guidelines  
No action taken.

**E. Approval of Historic Preservation Commission Goals and Action Items for Remaining Fiscal Year 2017**

Commission Chair Oehler says everyone should state the goals they think the Commission should focus on and then they can review them and pick their priorities.

They state several goals: pole signage and banners on Mercer Street; landscaping and planters on Mercer Street; creating updated brochures for the Historic Districts; adding Historic Districts signs; revisiting documentation and permitting processes; and getting the remainder of the National Historic Registry plaques.

The Commission discusses the drainage issue on Mercer Street by North Street and Drippin' With Delights. Commission Chair Oehler motions to create a subcommittee headed by Commissioner Dotin to address the drainage issue with City Staff. Commissioner Dotin seconds. Vote 5:0 in favor, motion passes.

Michelle notifies the Commission of the upcoming City Council agenda item on July 11<sup>th</sup> to address the spread of oak wilt and tells them that it may be possible to use the Tree Replacement Fund for oak wilt mitigation.

Commissioner Dotin says the trees and signs take priority over landscaping. Commission Chair Oehler says Boerne has a landscaping iconography that indicates a downtown Historic District.

The Commission discusses trash cans and pollution on Mercer Street. Commissioner Tucker says that we should have a volunteer and community service clean up day.

Commission Chair Oehler talks about the street signs and how companies want to redo the poles as well. Commissioner Dotin says he knows a company that can help create signs to go on our existing poles.

Commissioner Dotin says he prioritizes fixing the buildings on Mercer Street.

Commission Chair Oehler motions to accept the goals and action plan for the remainder of 2017 of getting new pole signs and banners, getting new street signs, updating the Historic District brochure, ordering the remaining National Historic Registry plaques, and creating a litter campaign.

Commission Chair Oehler takes up item G. **Creation of Additional Commission Committees** She recommends that the goals will be headed up by the subcommittees of: Street Signs- Commissioners Dotin and Tucker; Banners- Commission Doyle and Vice Chair Chandler; Historic District brochures- Commissioner Kopp and Communications Coordinator Bonnie Gonzalez; Litter Campaign- Commission Tucker and Commission Chair Oehler; and National Historic Registry Plaques- Commission Chair Oehler, Commissioner Tucker, and Administrative Assistant Rachel Goodnight. Commission Vice Chair Chandler seconds. Vote 4:1 in favor, Commissioner Dotin opposes, motion passes.

Commission Vice Chair Chandler motions to accept the aforementioned subcommittees. Commissioner Dotin seconds. Vote 5:0 in favor, motion passes.

Commission Vice Chair Chandler makes a motion to direct Michelle Fischer to speak to the City Council about the Commission's concern regarding oak wilt in the Historic Districts. Commissioner Kopp seconds. Vote 5:0 in favor, motion passes.

#### **F. Proposed Amendment to Fiscal Year 2017 Budget**

Commission Chair Oehler review the budget expenses in light of the approved goals and action items. She recommends the following amendment requests be

submitted to City Council: add Mercer Street Litter Campaign \$1,000, additional waste receptacles for a total of \$6450, add light pole decorative banners and brackets \$6,512.87, National Register Plaques change to \$3,850, and move TXDOT wayfinding signs and Old Fitzhugh Road Historic District signage to FY 2018. Commissioner Kopp motions to accept the noted budget amendments. Commission Vice Chair Chandler seconds. Vote 5:0 in favor, motion passes.

**G. Creation of Additional Commission Committees**-no additional action taken regarding this matter.

**H. Proposed Fiscal Year 2018 Budget Recommendation**

Commission Chair Melissa Oehler recommends that the FY 2018 budget request be the following: \$1,000 for Historic Preservation Consultant, \$1,000 for Mercer Street Litter Campaign, \$20,000 for TXDOT wayfinding signs, and \$3,000 for Old Fitzhugh Road Historic District signage. She also recommends that should any projects in the FY 2017 budget not be completed, those budget items be added to the FY 2018 budget request.

**V. 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).*

**VI. ANNOUNCEMENTS**

A. Regular City Council Meeting, August 11, 2017, 5:30 pm workshop/6:30 pm meeting

B. Regular Historic Preservation Commission, August 7, 2017 at 5:30 pm

Commissioner Dotin motions to adjourn. Commissioner Tucker seconds. Vote 5:0 in favor, motion passes. Meeting adjourns at 7:30 PM.

**VII. ADJOURN**

Commissioner Russell motions to adjourn. Commissioner King seconds. Vote 5:0 in favor, motion passes. Meetings adjourns at 8:32 PM.