



City of Hutto

Agenda

**Historic Preservation Commission
Tuesday, August 27, 2024 at 6:00 PM
Council Chambers**

In accordance with the Texas Open Meetings Act this meeting agenda is posted for public information, continuously, for at least 72 hours prior to the scheduled time of the meeting on the bulletin board located on the exterior wall of the City Hall building at 500 West Live Oak, Hutto, Texas. This meeting agenda is also accessible via the Internet at huttotx.gov

1. CALL SESSION TO ORDER

2. ROLL CALL

3. PUBLIC COMMENT

Any citizen wishing to speak during public comment may do so after completing the required registration form. The purpose of this item is to allow the residents of Hutto and other interested persons an opportunity to address the City Council on agenda issues and on non-agenda issues that are a matter of the jurisdiction of the City Council (i.e., City policy or legislative issues). Non-agenda issues regarding daily operational or administrative matters should be first dealt with at the administrative level by calling City Hall at (512) 759-4839 during business hours. Each person providing public comment will be limited to 3 minutes. Any citizen wishing to speak during public comment may do so after completing the required registration form. Written comments for this meeting may also be sent to comments@huttotx.gov PRIOR to 4:00 pm on August 27, 2024. The email must include name, address, phone # and email to be recognized properly. Written comments will be provided to Council.

4. AGENDA ITEMS

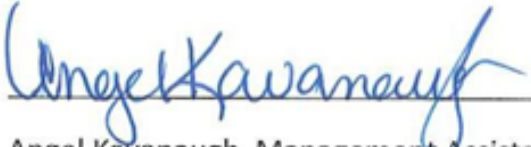
- 4.1. Consideration and possible action on the meeting minutes from the regular scheduled Historic Preservation Commission meeting held on June 26, 2024.
- 4.2. Discussion on the Historic Preservation Commission powers and duties as listed in the Code of Ordinances.
- 4.3. Discussion on the History of Hutto website.
- 4.4. Discussion on possible historical preservation month activities.
- 4.5. Presentation of a report on the Chamber of Commerce meeting, Rotary Club meeting, Writing Committee update and next steps, Texas Treasures, budget proposal for FY2025, and a school district meeting.
- 4.6. Possible Future Agenda Items

5. ADJOURNMENT

6. CERTIFICATION

I certify that this notice of the August 23, 2024 Hutto Historic Preservation Commission meeting was posted on the City of Hutto website and the City Hall bulletin board of the City of Hutto on August 27, 2024 before 5:00 P.M.




Angel Kavanaugh, Management Assistant

The City of Hutto is committed to comply with the Americans Disability Act. The Hutto City Council Chamber is wheelchair accessible. Request for reasonable special accommodations must be made 48 hours prior to the meeting. Please email the City Secretary's office at City.Secretary@huttox.gov or call (512) 759-4033 for assistance.



City of Hutto

Minutes

**Historic Preservation Commission
Wednesday, June 26, 2024 at 7:00 PM
City Council Chambers**

1. CALL SESSION TO ORDER

Historic Preservation Commission meeting was called to order at 7:18 PM

2. ROLL CALL

Historic Preservation commission members in attendance were: Robert Lykins, Jon Stephenson, Alexis Ortiz . DeAnne Worley, Ray Alba and Norman Delay were not in attendance

3. PUBLIC COMMENT

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There were no public comments

4. AGENDA ITEMS

- 4.1. Discussion and possible action on possible historic marker alternatives on eligible buildings in the historic district.

A motion was made by Commissioner Alexis Ortiz to keep medallion project on the agenda and meet with Rotary on their idea. Seconded by Commissioner Robert Lykins, motion passed 4 Ayes to 0 Nays. Texas treasure medallions are for businesses operating 50+ years.

- 4.2. Discussion and possible recommendation on collaboration with downtown business alliance regarding a partnership on ideas for historic preservation month.

Commissioner Jon Stephenson made a motion to meet with Chamber and DBA for begin discussion s on collaborating, seconded by Commissioner Robert Lykins. Motion passed 4 Ayes to 0 Nays.

- 4.3. Discussion and possible recommendation on the promotion of the history writing project.

A motion was made by Commissioner Alexis Ortiz to send out Commissioner Stephensons proffered wording on the new history page online/website,seconded by Commissioner Robert Lykins. Motion passed 4 Ayes to 0 Nays

- 4.4. Discussion and update on the old train depot building.

Commissioner Robert Lykins expressed his displeasure of not saving the building and questioned if the community even supports Historic Preservation. No vote needed

5. ADJOURNMENT

The meeting closed at 8:06 PM

6. CERTIFICATION

I certify that this notice of the June 26, 2024 Hutto Historic Preservation Commission meeting was posted on the City of Hutto website and the City Hall bulletin board of the City of Hutto on June 21, 2024 before 5:00 P.M.

Historic Preservation Commission Chair

Chapter 2. Administration and Personnel

ARTICLE 2.02. BOARDS, COMMISSIONS AND AUTHORITIES

Division 6. Historic Preservation Commission

§ 2.02.151. Creation.

- (a) The historic preservation commission members shall consist of seven members that serve three-year terms.
- (b) The city will designate a member of development services staff to act as liaison of the historic preservation commission. The liaison may in an advisory capacity participate in discussions, but has no right to vote. The liaison of the historic preservation commission will also serve as the local preservation officer and fulfill all duties as may be required under any certified local government agreement with the state historical commission.
- (c) Historic preservation commission members should, to the extent reasonably possible, have a demonstrated outstanding interest in the historic traditions of the city and have experience in the preservation of the historic character of the city. City council will try, to the extent reasonably possible, to appoint members from the following categories:
 - (1) Architect, planner or design professional; historian.
 - (2) Licensed real estate broker/appraiser; attorney at law.
 - (3) Archaeologist or member of a related scholarly discipline.
 - (4) Member of chamber of commerce (either the chamber president or a member designated by the chamber president).
- (d) Texas Secretary of the Interior Standards for Rehabilitating Historic Buildings, approved by the state historical commission, serves as a guideline for decisions made by the historic preservation commission.

(Ordinance O-18-07-05-8B adopted 7/5/18)

§ 2.02.152. Powers and duties.

The historic preservation commission will:

- (1) Adopt rules and procedures for its governance.
- (2) Establish committees as needed.
- (3) Consider and recommend designation of a historic district or historic landmark.

- (4) Consider and render decisions on certificates of appropriateness and demolition requests in designated historic districts.
- (5) Conduct and administer historic resource surveys.
- (6) Develop public outreach/education/awareness programs.
- (7) Recommend acquisition of endangered historic resources to city council when necessary.
- (8) Recommend acceptance of donations of preservation easements.
- (9) Submit an annual report to city council and the mayor on the status of preservation in the community and on the work of the historic preservation commission.
- (10) Recommend tax or other financial incentives to encourage preservation of historic resources.
- (11) Prepare and promote design guidelines for historic landmark districts.
- (12) Make an annual report to the city council showing the activities of the commission for the current year.

(Ordinance O-15-01-22-7C adopted 1/22/15)

§ 2.02.153. Initiation of requests.

Development services staff, the city manager, city council, and the planning and zoning commission may make a request requiring historic preservation commission consideration.

(Ordinance O-15-01-22-7C adopted 1/22/15)

§ 2.02.154. Appeals.

The historic preservation commission is an administrative body. The applicant or city may appeal decisions to city council.

(Ordinance O-15-01-22-7C adopted 1/22/15)

§ 2.02.155. through § 2.02.180. (Reserved)