



City of Hutto

Agenda

Historic Preservation Commission Wednesday, October 23, 2024 at 7:00 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

Please fill out required registration form before meeting. Public comment is limited to 3 minutes. City Council can not talk about any items not on the agenda per state law. Written comments for this meeting may also be sent to comments@huttotx.gov PRIOR to 4:00 pm on October 23, 2024. The email must include name, address, phone # and email to be recognized properly. Written comments will be provided to Council.

4. AGENDA ITEMS

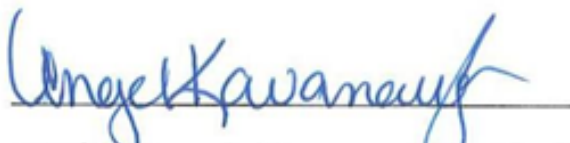
- 4.1. Discussion and possible action on the meeting minutes from the regular scheduled Historic Preservation Commission meeting held on September 25, 2024
- 4.2. Consideration and possible action on the Master Sign Plan for 312 Farley Street.
- 4.3. Consideration and possible action on a Certificate of Appropriateness request to add a second conex building to the City of Hutto Police Department within the Historic District.

5. ADJOURNMENT

6. CERTIFICATION

I certify that this notice of the October 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 October 19, 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@huttotx.gov or call (512) 759-4033 for assistance.



City of Hutto

Minutes

Historic Preservation Commission

Wednesday, September 25, 2024 at 6:00 PM

City Council Chambers

1. CALL SESSION TO ORDER

The meeting was called to order at 6:03 PM.

2. ROLL CALL

Members of the Historic Preservation Commission in attendance were: Jon Stephenson, Alexis Ortiz, Robert Lykins and Ray Alba. Members not in attendance were: Norman Delay and DeAnne Worley

3. PUBLIC COMMENT

Please fill out required registration form before meeting. Public comment is limited to 3 minutes. City Council can not talk about any items not on the agenda per state law. Written comments for this meeting may also be sent to comments@huttotx.gov PRIOR to 4:00 pm on September 25, 2024. The email must include name, address, phone # and email to be recognized properly. Written comments will be provided to Council.

There was no public comment

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.

Commissioner Robert Lykins made a motion to accept the meeting minutes, Commissioner Jon Stevenson seconded, With condition that roll call is correct. Motion passed 4 Ayes to 0 Nays.

- 4.2. Consideration and possible action on the Certificate of Appropriateness request for windows and a fence at 305 East Street.

John Byrum presented. The applicant was not present. The board discussed the item among themselves and asked staff questions. Commissioner Jon Stevenson would like the owner to have a discussion with the neighbors off of East Street to let them know about the fence improvement. Commissioner Ray Alba made a motion to approve as presented, Seconded by Commissioner Jon Stevenson. Motion passed 4 Ayes to 0 Nays

- 4.3. Discussion on the Historic Preservation Commission powers and duties as listed in the Code of Ordinances.

Ashley Bailey presented item. Annual review of rules and procedures for HPC. Discussion among the board with questions to staff as well.

- 4.4. Discussion on the History of Hutto website.

Ashley Bailey presented. Discussion among staff and the commission.

- 4.5. Discussion on possible historical preservation month activities.

Commissioner Jon Stevenson presented item as requested and a discussion about next May 2025 – Historic Preservation Month. Commissioner Stevenson moves to

invite Chamber of Commerce president – Tim Jordan to the next meeting in October to discuss activities for May 2025, seconded by Commissioner Robert Lykins. Motion passed 4 Ayes to 0 Nays.

- 4.6. 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.

Commissioner Jon Stevenson presented item as requested. Discussion among commissioners. Staff answered questions.

- 4.7. Possible Future Agenda Items

Ashley Bailey presented item. Discussion with commissioners.

- 4.8. Discussion on a contributing structure for sale on Taylor Street.

Ashley Bailey presented item. Discussion with commissioners.

5. ADJOURNMENT

Commissioner Norman Delay arrived at 6:46 PM (thought the meeting was at 7:00PM)

Meeting was adjourned at 7:00 PM

6. CERTIFICATION

I certify that this notice of the September 25, 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 September 20, 2024 before 5:00 P.M.

AGENDA ITEM REPORT

4.2.



To: Historic Preservation Commission
Subject: Consideration and possible action on the Master Sign Plan for 312 Farley Street.
Meeting: Wednesday, October 23, 2024
Department: Development Services
Staff Contact: John Byrum

BACKGROUND INFORMATION:

312 Farley Street is a commercial lot, approximately 0.08 acres in size. The property is zoned OT-5H (Historic) and falls under the purview of the Historic Preservation Commission. The applicant (What A Dog Grooming) is proposing new signage.

Surrounding uses:

- North – OT-5H (Historic)
- East – OT-5H (Historic)
- South – OT-5H (Historic)
- West – OT-5H (Historic)

SUMMARY OF REQUEST:

Old Town Hutto has an historic existing character that shall be preserved by rehabilitation of existing significant buildings. In addition, new and infill construction in the district shall reflect the character of the district during its historic period of significance.

The key design principles establish essential goals for development in the Old Town to ensure the preservation, sustainability, and visual quality of this unique environment.

An applicant has the option to establish unique sign standards through a Master Sign Plan that includes standards for size, color, type, design, and location based upon specific performance criteria. A Master Sign Plan in the OT district shall be reviewed by Development Services staff and approved by the Historic Preservation Commission (HPC).

The applicant is proposing one, one-sided sign with a height not to exceed 6 1/2 feet. The sign will be 4x4 cedar posts and painted black. The main sign face will be 6' x 4'.

10.410.4.3 General Sign Standards: Signs shall be designed to be compatible with not just the historic character of the area but convey quality and permanence. To this end, the following sign standards shall apply by sign type (free standing monument sign -single use/building site and/or outparcel):

AGENDA ITEM REPORT

4.2.



- Maximum of 32 square feet per sign face. MEETS
- Maximum 6 feet in height. DOES NOT MEET (requesting a taller sign)
- Maximum of 1 per street frontage. MEETS
- All monument signs shall include a sign face and a sign structure (sides, base and cap).
ESTABLISH UNIQUE STANDARDS THROUGH MASTER SIGN PLAN
 - The sign base and sign structure shall be brick, stone, or masonry material matching the front façade of the building.
 - The sign face shall be framed by a minimum of 6" of brick, stone, or masonry material matching the front façade of the building.
 - The monument sign base shall be a maximum of 2 feet in height and shall be included in the calculation of total height.
- Maximum total height is measured from the finished grade at the center of the sign to the top of the sign cap. If the finished grade at the center of the sign is higher or lower than the finished grade of the fronting street, then the height shall be measured from the finished grade of the fronting street. MEETS
- Monument signs shall not block any driveway or street sight triangles. MEETS
- Monument signs shall only be permitted along: a. street frontages where the building setback is 10 feet or greater; OR US 79 frontage; OR FM 1660 frontage. MEETS

STAFF REVIEW:

Staff recommends approval of the proposed Master Sign Plan for the new signage at 312 Farley Street with the condition that caps are added to the two poles to meet section 10.410.4.3 (i) of the Unified Development Code.

FISCAL NOTES:

None at this time.

POLICY IMPLICATIONS:

None at this time.

ATTACHMENTS:

1. zoning map
2. existing (non permitted) sign
3. existing sign 1
4. existing sign 2
5. existing sign 3
6. proposed sign

AGENDA ITEM REPORT

4.2.



HuttoView

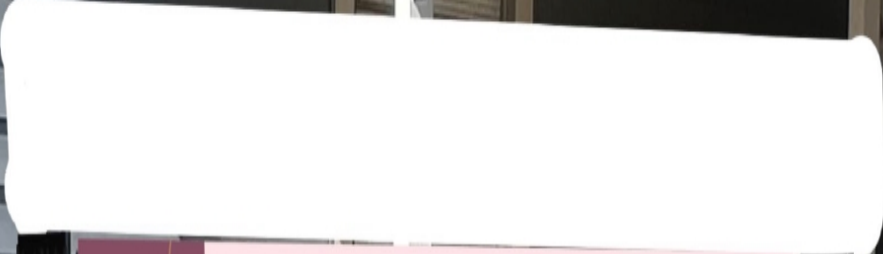












What A Dog Grooming

(512) 846-4044

Walk In Nail
Appointments Welcome



AGENDA ITEM REPORT

4.3.



To: Historic Preservation Commission
Subject: Consideration and possible action on a Certificate of Appropriateness request to add a second conex building to the City of Hutto Police Department within the Historic District.
Meeting: Wednesday, October 23, 2024
Department: Development Services
Staff Contact: John Byrum

BACKGROUND INFORMATION:

This is a request for a Certificate of Appropriateness for a new conex building to be located at 401 West Front Street (Hutto Police Station).

SUMMARY OF REQUEST:

The Hutto Police Department is seeking approval to add a second conex building to this site. The second conex building will provide more office space. The proposed conex building will be 20'x8' and will be located next to the existing conex building, which is located behind the main building at the police station. The new, proposed conex building will match the existing conex building.

The subject site is located within the historic district and zoned SD-A, but it is not a contributing structure or site.

STAFF REVIEW:

Staff is in support of the request for the second conex building for the Hutto Police Department.

FISCAL NOTES:

None at this time.

POLICY IMPLICATIONS:

None at this time.

ATTACHMENTS:

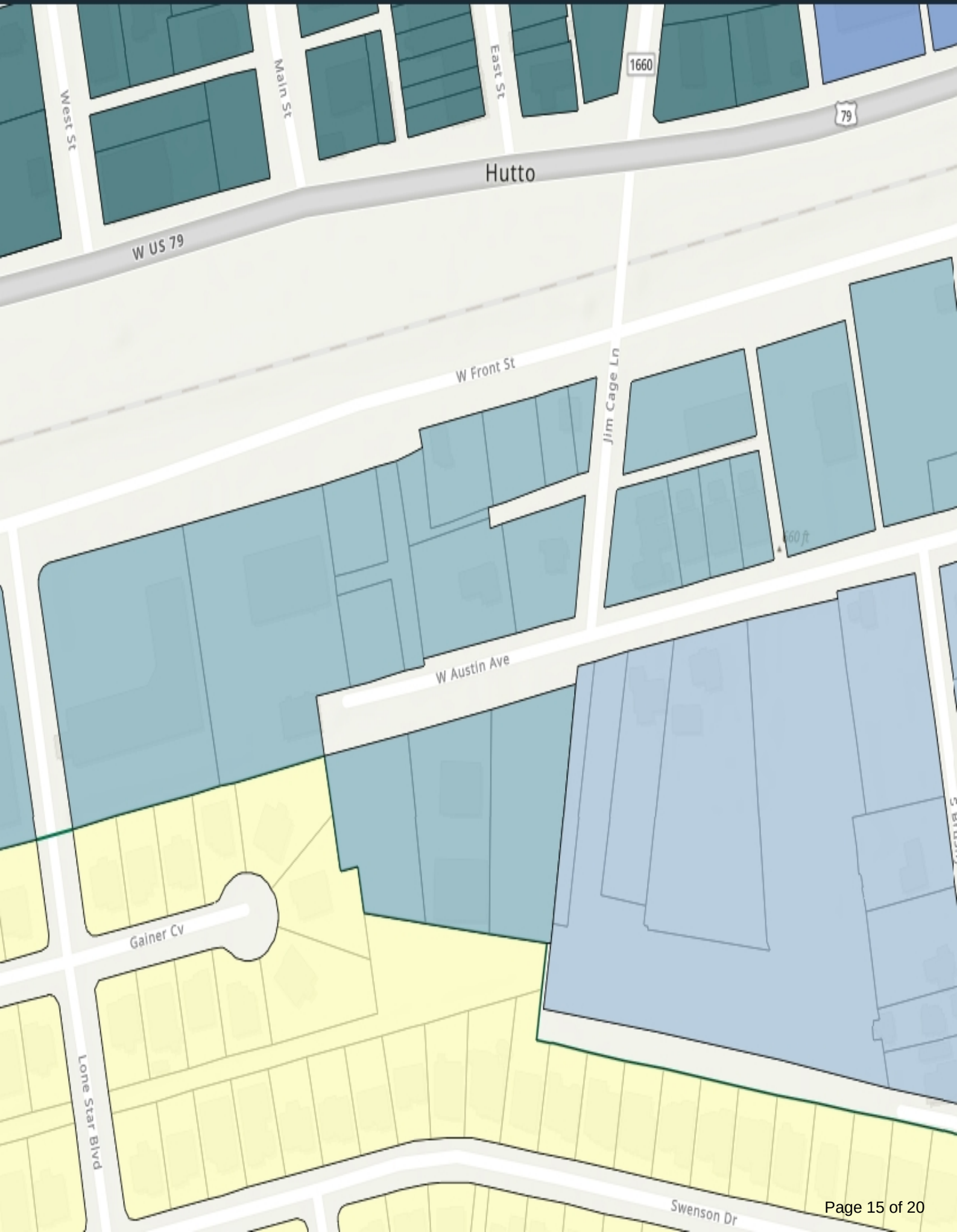
1. zoning map
2. survey
3. conex building location
4. Conex 1
5. Conex 2
6. Conex 3

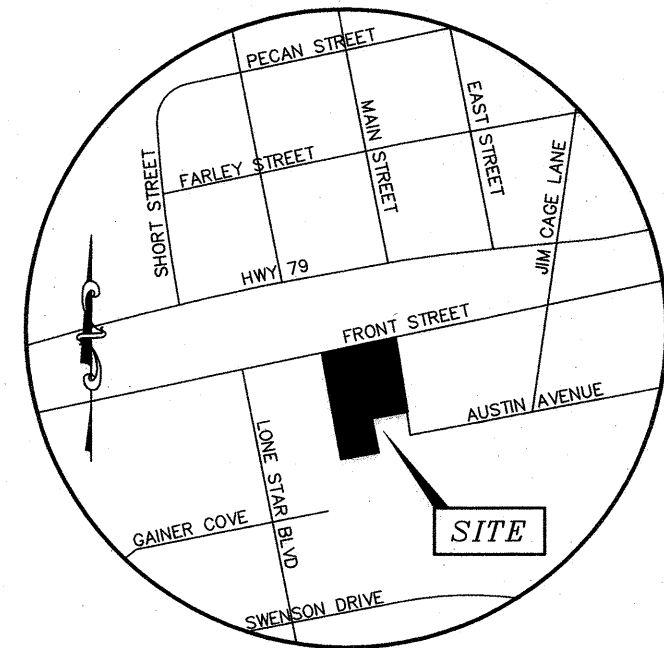
AGENDA ITEM REPORT

4.3.



HuttoView



VICINITY MAP
(NOT TO SCALE)

SCALE: 1" = 20'

BASIS OF BEARINGS:
BEARINGS SHOWN HEREON ARE REFERENCED TO THE TEXAS CENTRAL ZONE COORDINATE SYSTEM, NAD83 (HARN '93) BASED UPON THE ALLTERRA TRIMBLE RTK NET.

GENERAL NOTES:
1. THE SURVEYOR HAS NOT CONDUCTED AN ABSTRACT OF THE SUBJECT TRACT.
2. ALL MONUMENTS SHOWN HEREON ARE CONTROL MONUMENTS.
3. SUBJECT TO ANY AND ALL COVENANTS, RESTRICTIONS, EASEMENTS AND CONDITIONS THAT MAY BE APPLICABLE.
4. NO TITLE COMMITMENT WAS PROVIDED BY THE CLIENT, THEREFORE THE ONLY EASEMENTS DEPICTED ON THIS SURVEY ARE THE PLATTED EASEMENTS FROM THE PLAT OF THE SUBJECT TRACT.

FLOOD NOTE:
BY GRAPHIC PLOTTING ONLY, THIS PROPERTY APPEARS TO BE IN A NON-SHADED ZONE "X" AS SHOWN ON THE FLOOD INSURANCE RATE MAP NO. 48491C0520E, WHICH BEARS AN EFFECTIVE DATE OF SEPTEMBER 26, 2008. NO FIELD SURVEYING WAS PERFORMED TO DETERMINE THIS ZONE AND AN ELEVATION CERTIFICATE MAY BE NEEDED TO VERIFY THIS DETERMINATION OR APPLY FOR A VARIANCE FROM THE FEDERAL EMERGENCY MANAGEMENT AGENCY. THIS FLOOD STATEMENT SHALL NOT CREATE LIABILITY ON THE PART OF THE SURVEYOR.

UTILITY WARNING

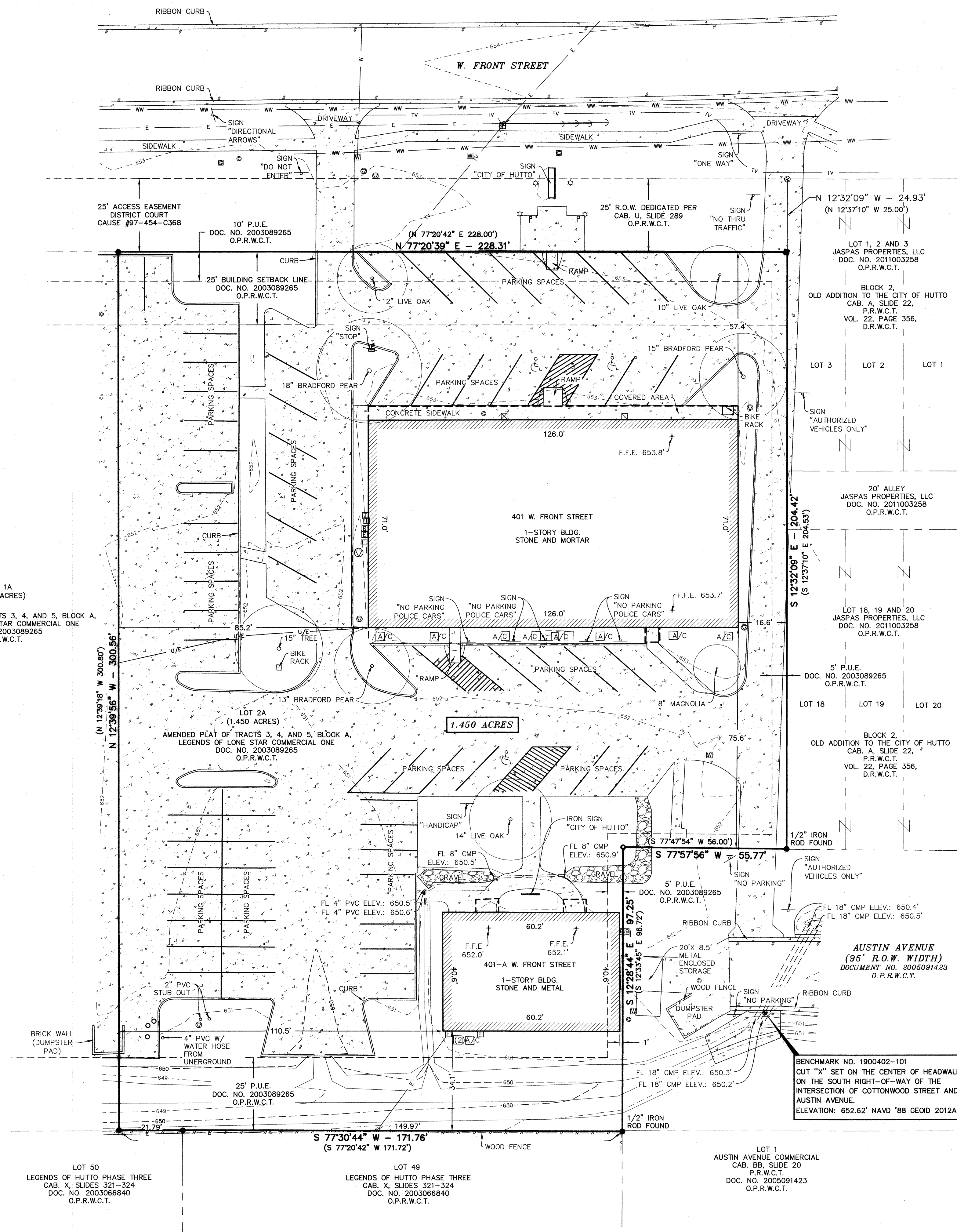
THE UNDERGROUND UTILITIES SHOWN HAVE BEEN LOCATED BY TEXAS 811 CALL SYSTEM AND FROM FIELD SURVEY INFORMATION. THE SURVEYOR MAKES NO GUARANTEE THAT THE UNDERGROUND UTILITIES SHOWN COMPRISE ALL SUCH UTILITIES IN THE AREA, EITHER IN SERVICE OR ABANDONED. THE SURVEYOR FURTHER DOES NOT WARRANT THAT THE UNDERGROUND UTILITIES SHOWN ARE IN THE EXACT LOCATION INDICATED ALTHOUGH HE DOES CERTIFY THAT THEY ARE LOCATED AS ACCURATELY AS POSSIBLE FROM THE VISIBLE EVIDENCE. THE SURVEYOR HAS NOT PHYSICALLY LOCATED THE UNDERGROUND UTILITIES.

LEGEND

● = 1/2" IRON ROD FOUND WITH YELLOW CAP STAMPED "CHAPARRAL BOUNDARY" (UNLESS OTHERWISE NOTED)	○ = POWER POLE
○ = 5/8" IRON ROD SET WITH YELLOW CAP STAMPED "CP&Y"	—E— = GUY ANCHOR
⊗ = "X" CUT IN CONCRETE FOUND	—E— = OVERHEAD UTILITY LINE
■ = PK NAIL FOUND WITH WASHER STAMPED "CHAPARRAL BOUNDARY"	⊙ = IRRIGATION CONTROL VALVE
() = RECORD CALL PER PLAT RECORDED IN DOCUMENT NO. 2003089265 O.P.R.W.C.T.	—S— = SIGN
P.R.W.C.T. = PLAT RECORDS, WILLIAMSON COUNTY, TEXAS	—W— = WATER METER
D.R.W.C.T. = DEED RECORDS, WILLIAMSON COUNTY, TEXAS	—A/C— = AIR CONDITIONER
O.P.R.W.C.T. = OFFICIAL PUBLIC RECORDS, WILLIAMSON COUNTY, TEXAS	■ = CONCRETE
F.F.E. = FINISH FLOOR ELEVATION	■ = GRAVEL
⊕ = BENCHMARK	—B— = BUILDING OVERHANG/ COVERED AREA
⊕ = MAILBOX	—A— = ASPHALT
○ = BOLLARD	○ = TREE
⊕ = FLAG POLE	—WW— = WASTEWATER LINE
⊕ = HANDICAP PARKING	—W— = WASTEWATER LINE
⊕ = ELEC. JUNCTION BOX	—W— = WOOD FENCE
	—TV— = BURIED CABLE (CENTURY LINK)
	—U/E— = UNDERGROUND ELECTRIC
⊕ = 2'X2' LIMESTONE BOX W/ WATER SPIGOT	
⊕ = 2'X2' LIMESTONE BOX	
⊕ = CLEAN OUT	
⊕ = BOLLARD	
⊕ = TELEPHONE RISER	
⊕ = ELECTRIC MANHOLE	
⊕ = ELECTRIC METER	
⊕ = FLOOD LIGHT	

LOT 1A
(1.695 ACRES)
AMENDED PLAT OF TRACTS 3, 4, AND 5, BLOCK A,
LEGENDS OF LONE STAR COMMERCIAL ONE,
DOC. NO. 2003089265
O.P.R.W.C.T.

LOT 2A
(1.450 ACRES)
AMENDED PLAT OF TRACTS 3, 4, AND 5, BLOCK A,
LEGENDS OF LONE STAR COMMERCIAL ONE,
DOC. NO. 2003089265
O.P.R.W.C.T.

**LEGAL DESCRIPTION:**

LOT 2A, AMENDED PLAT OF TRACTS 3, 4, AND 5,
BLOCK A, LEGENDS OF LONE STAR COMMERCIAL ONE,
RECORDED IN DOCUMENT NUMBER 2003089265 OF THE
OFFICIAL PUBLIC RECORDS OF WILLIAMSON COUNTY, TEXAS

SURVEYOR'S CERTIFICATE

THIS IS TO CERTIFY THAT THIS SURVEY WAS MADE ON THE GROUND UNDER MY DIRECT SUPERVISION AND THAT THIS DRAWING REPRESENTS THE FACTS FOUND AT THE TIME OF THE SURVEY. THE FIELD WORK WAS COMPLETED ON MARCH 8, 2019.



03-12-2019
DATE

DANIEL M. FLAHERTY, R.P.L.S. #5004
CP&Y, INC.
ONE CHISHOLM TRAIL, SUITE 130
ROUND ROCK, TEXAS 78681
TBPLS FIRM NO. 10194125
PHONE: (512) 248-0065
WORK ORDER NO. 1900402

BOUNDARY, TOPOGRAPHIC AND TREE SURVEY
OF
**LOT 2A, AMENDED PLAT OF TRACTS 3, 4, AND 5,
BLOCK A, LEGENDS OF LONE STAR COMMERCIAL ONE,
RECORDED IN DOCUMENT NUMBER 2003089265 OF THE
OFFICIAL PUBLIC RECORDS OF WILLIAMSON COUNTY, TEXAS**

PREPARED FOR:
CITY OF HUTTO
210 US 79 EAST, SUITE 103
HUTTO TEXAS, 78634

PREPARED BY:
CP&Y

1 Chisholm Trail, Suite 130, Round Rock, Texas 78681 512.248.0065
TEXAS REGISTERED ENGINEERING FIRM F-1741
TBPLS 10194125

SHEET 1 OF 1

JOB NO.	FIELDBOOK NO.S	SURVEY DATE	FILE NAME	DRAWN BY	DRAFT DATE	CHECKED BY	PLAT #
1900402R	RR 351/48	03-08-2019	1900402R-SURVEY	YYG	03-12-2019	DMF/MAN	D-2246

NO.	DATE	REVISIONS	REMARKS	BY

NO.	DATE	REVISIONS	REMARKS	BY

E

GATE



W AUSTIN AVE

FENCE

FENCE
DRIVEWAY INTO the P.D.

DOOR

2nd CONEX
LOCATION

CURRENT
20 FT CONEX

DOOR

EXISTING BUILDINGS
401 A W. FRONT ST

SIDEWALK

MAIN PD BUILDINGS 401 W. FRONT ST





