



City of Hutto

Agenda

Historic Preservation Commission Meeting Tuesday, July 28, 2020 at 6:30 PM City 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 www.huttotx.gov

Page

1. CALL SESSION TO ORDER
2. ROLL CALL
3. PUBLIC COMMENT

- 3.1. Public Comments will be allowed via email, phone conference call and walk into Council Chambers for public comment. The purpose of this item is to allow the residents of Hutto and other interested persons an opportunity to address the Planning and Zoning Commission on agenda issues and on non-agenda issues.

Citizens wishing to comment by phone call :

One tap mobile

+13462487799,,86343376871#,,,,,0#,,213526#

OR

Manual Dial 1-346-248-7799

Meeting ID: 863 4337 6871

Passcode: 213526

Dial by your location

1-346-548-7799 (Houston)

Meeting ID 863 4337 6871

Passcode: 213526

[Note: The Texas Open Meetings Act, Texas Government Code, Chapter 551, prohibits advisory boards, commissions and committees created by local governmental bodies from fully discussing, debating, or considering subjects for which public notice has not been given on the agenda. Issues that cannot be referred to the City Staff for action may be placed on the agenda of a future meeting.]

4. AGENDA ITEMS

- 4.1. Consideration and possible action on the meeting minutes from the regular

3 - 5

Historic Preservation Commission meeting held on April 28, 2020

[Agenda Item Report - AIR-20-298 - Pdf](#)

- 4.2. Consideration and possible action on the meeting minutes from the Special Called Historic Preservation Commission meeting held on June 16, 2020 6 - 8

[Agenda Item Report - AIR-20-297 - Pdf](#)

- 4.3. Consideration and possible action on a Certificate of Appropriateness for 700 Main Street 9 - 27

[Agenda Item Report - AIR-20-299 - Pdf](#)

5. HISTORIC PRESERVATION OFFICER REPORT

5.1. Annual Report to City Council.

5.2. Discussion on Historic Preservation Commissioner training.

6. ADJOURNMENT

7. CERTIFICATION

I certify that this notice of the **July 28, 2020** Historic Preservation Commission meeting was posted on the City of Hutto website and the City Hall bulletin board of the City of Hutto on July 24, 2020 at 12:00 PM.




Holly Nagy, City Secretary

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.

Historic Preservation Commission

AGENDA ITEM REPORT



To: Historic Preservation Commission

Subject: Consideration and possible action on the meeting minutes from the regular Historic Preservation Commission meeting held on April 28, 2020

Meeting: Historic Preservation Commission - 28 Jul 2020

Department: Development Services

Staff Contact: Ashby Grundman

ATTACHMENTS:

[Historic Preservation Commission - 28 April 2020](#)



MINUTES

Historic Preservation Commission Meeting

6:30 PM - Tuesday, April 28, 2020
City Council Chambers

The Historic Preservation Commission of the City of Hutto was called to order on Tuesday, April 28, 2020, at 6:30 PM, in the City Council Chambers, with the following members present:

PRESENT: Commissioner DeAnne Worley, Commissioner Robert Lykins, Commissioner Curtis Orton, and Commissioner Travis Allen

EXCUSED: Commissioner Mary Belton

1 CALL SESSION TO ORDER

Meeting was called to order at 6:30 pm.

2 ROLL CALL

City Staff members in attendance were, Ashley Lumpkin , Executive Director of Infrastructure and Development Services and Ashby Grundman, Director of Development Services.

3 PUBLIC COMMENT

There were no public comments

- 3.1** 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 Historic Preservation Commission on agenda issues and on non-agenda issues (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.

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4 AGENDA ITEMS

- 4.1** Consideration and possible action on the meetings minutes from the regular scheduled Historic Preservation Commission meeting held on January 28, 2020.

A motion to approve the minutes was made by Commissioner Travis Allen and Seconded by Commissioner Curtis Orton. Motion passed 4 Ayes to 0 Nays.

4.2 Consideration and possible action on a Certificate of Appropriateness for 208 FM 1660 North.

A motion to approve the Certificate of Appropriateness was made by Commissioner Travis Allen and Seconded by Commissioner Curtis Orton. Motion passed 4 Ayes to 0 Nays.

4.3 Consideration and possible action on a Certificate of Appropriateness for 617 FM 1660 North.

A motion to approve the Certificate of Appropriateness was made by Commissioner Curtis Orton and Seconded by Commissioner DeAnne Worley. Motion passed 4 Ayes to 0 Nays.

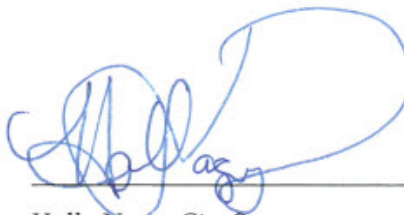
5 ADJOURNMENT

Having no further business a motion to adjourn was made by Commissioner Travis Allen and seconded by Commissioner Curtis Orton. Motion passed 4 Ayes to 0 Nays. Meeting was adjourned at 6:38 pm.

6 CERTIFICATION

I certify that this notice of the **April 28, 2020** Historic Preservation Commission meeting was posted on the City of Hutto website and the City Hall bulletin board of the City of Hutto on **April 24, 2020 at 1:30 P.M.**




Holly Nagy, City Secretary

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Chair, Robert Lykins

Historic Preservation Commission

AGENDA ITEM REPORT



To: Historic Preservation Commission

Subject: Consideration and possible action on the meeting minutes from the Special Called Historic Preservation Commission meeting held on June 16, 2020

Meeting: Historic Preservation Commission - 28 Jul 2020

Department: Development Services

Staff Contact: Ashby Grundman

ATTACHMENTS:

[Historic Preservation Commission - 16 Jun 2020 - Minutes](#)



MINUTES

Historic Preservation Commission Meeting

7:00 PM - Tuesday, June 16, 2020
City Council Chambers

The Historic Preservation Commission of the City of Hutto was called to order on Tuesday, June 16, 2020, at 7:00 PM, in the City Council Chambers, with the following members present:

PRESENT: Commissioner DeAnne Worley, Commissioner Robert Lykins, Commissioner Curtis Orton, and Commissioner Travis Allen

EXCUSED: Commissioner Mary Belton

1 CALL SESSION TO ORDER

Meeting was called to order at 7:00pm.

2 ROLL CALL

City Staff members in attendance were, Ashley Lumpkin , Executive Director of Infrastructure and Development Services and Ashby Grundman, Director of Development Services.

3 PUBLIC COMMENT

There were no public comments

- a) 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 Historic Preservation Commission on agenda issues and on non-agenda issues (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.

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4 AGENDA ITEMS

- a) Consideration and possible action on a Certificate of Appropriateness for 304 West Live Oak Street.

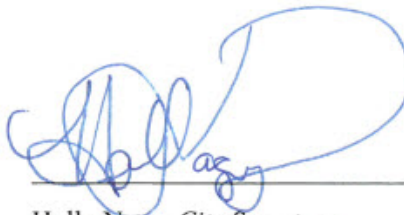
A motion to approve a Certificate of Appropriateness for 304 West Live Oak Street was made by Commissioner Curtis Orton and Seconded by Commissioner DeAnne Worley. Motion passed 4 Ayes to 0 Nays.

5 ADJOURNMENT

Having no further business a motion to adjourn was made by Commissioner Travis Allen and seconded by Commissioner Curtis Orton. Motion passed 4 Ayes to 0 Nays. Meeting was adjourned at 7:06 pm.

6 CERTIFICATION

I certify that this notice of the **June 16, 2020** 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 11, 2020 at 1:30 P.M.**



Holly Nagy, *City Secretary*

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Chair, Robert Lykins

Historic Preservation Commission

AGENDA ITEM REPORT



To: Historic Preservation Commission

Subject: Consideration and possible action on a Certificate of Appropriateness for 700 Main Street

Meeting: Historic Preservation Commission - 28 Jul 2020

Department: Development Services

Staff Contact: Ashby Grundman

BACKGROUND INFORMATION:

The subject property is located on the last block of Main Street in Hutto's Historic District in the OT-3 (Residential) district. The applicant is requesting an amendment to a previously approved Certificate of Appropriateness that was approved on February 27, 2018, for the construction of a new residential structure. This request is to convert a garage into living space.

The initially approved Certificate of Appropriateness (CoA) included the following description of the home:

The home proposed is a one-story residence, reminiscent of Victorian style. The home features many elements consistent with a Victorian home, such as the gable end trim detail, corner brackets, decorative molding, and roof pitch of 12x12 on the front and rear, and 9x12 on the sides. A turret with small windows provides daylight to the high-ceiling interior. The front façade features two bay windows and a large front porch. The right side, which faces Liberty Street, includes the garage and a side door. Primary building materials are hardi siding, fiberglass shingles, with accents of standing seam metal roofing and wood details.

The minutes that approved the CoA on April 28th, 2015, for Item 4E (attached) stated that the following conditions were added: add round vents and gingerbread detail above the vents; a turnback style on the garage side; and round vents on all other instead of rectangular vents.

The additions/modifications to the initially approved Certificate of Appropriateness include the following:

- Conversion of garage into living space. The siding will match the existing house in material and color. It will be hardiplank siding and the color will be perfect plum.

FINANCIAL IMPACT:

Not applicable.

POLICY IMPLICATIONS:

Not applicable.

RECOMMENDATION:

Staff finds that the proposed changes to the home design are in compliance with the Appendix B Old Town Architectural Design Standards. Therefore, staff recommends approval of the request for the Certificate of Appropriateness as proposed by the applicant.

ATTACHMENTS:

[COA Application 6-15-20 for garage conversion](#)



MASTER APPLICATION

Must accompany all application types
Unless otherwise indicated

City of Hutto Development Services
500 W. Live Oak Street Hutto TX 78634
512-759-3479 Planning
512-846-2640 Permits & Inspections
512-759-4038 Engineering
planning@huttotx.gov
building@huttotx.gov
www.huttotx.gov

PROJECT NAME: Garage Conversion APPLICATION TYPE: COA

APPLICANT INFORMATION (property owner or authorized agent) This will be the City's official contact

Name: Rob Peek

Company Name: _____

Address: 700 Main St.

Phone: 512-705-8791 Email: rpeek2@austin.rr.com

PROPERTY INFORMATION

Address: 700 Main St.

Legal Description: Lot(s) Hutto & Metcalfe Addition Block 8 lot 2 Subdivision OT-3

Deed Reference: Volume NA Page(s) NA or Document No. 2018101947

City Limits or ETJ: Hutto Current Zoning District: OT-3

PROPERTY OWNER INFORMATION

Name: Rob Peek

Company Name: _____

Address: 700 Main St.

Phone: 512-705-8791 Email: rpeek2@austin.rr.com

PROPERTY OWNER CONSENT/AGENT AUTHORIZATION

By my signature I hereby affirm that I am the property owner of record, or if the applicant is an organization or business entity, that authorization has been granted to represent the owner, organization or business in this application. I certify that the preceding information is complete and accurate, and it is understood that I agree to the submittal of this application. Additionally, my signature below indicates my awareness of the fee(s) required at the time of application submittal and that this fee(s) is non-refundable even in the event of application withdrawal or if reviewed and denied.

By signing this form, the owner of the property authorizes the City of Hutto to begin proceedings in accordance with the process for the type of application indicated on page one of this application. The owner further acknowledges that submittal of an application does not in any way obligate the City to approve the application and that although City staff may make certain recommendations regarding this application, the City Council may not follow that recommendation and may make a final decision that does not conform to the staff's recommendation.

[Signature]
Property Owner Signature

Rob Peek
Property Owner Printed Name

6/10/20
Date

THE STATE OF TEXAS

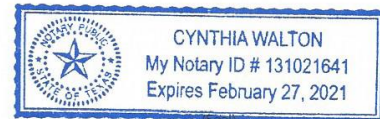
COUNTY OF Williamson

Before me, the undersigned authority, on this day personally appeared Rob Peek, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he executed the same for the purposes and considerations therein expressed.

Given under my hand and seal of office this 15th day of June, 2020 A.D.

[Signature]
Notary Public Signature

Cynthia Walton
Notary Public Printed Name



If there are multiple property owners attach separate page(s) with notarized signature(s)

March 2020



CERTIFICATE OF APPROPRIATENESS APPLICATION

Must be accompanied by a Master Application

City of Hutto Development Services
500 W. Live Oak Street
Hutto TX 78634
Phone: 512-782-2640
Planning: 512-759-3479
Permits & Inspections: 512-846-2640
Engineering: 512-759-4038
planning@huttotx.gov
building@huttotx.gov
www.huttotx.gov

PROJECT NAME: Garage Conversion

PROPERTY ADDRESS: 700 Main St.

Current zoning district: OT-3 Current use: Private residence Occupancy: ☒ Residential ☐ Commercial

*** Pre-application meeting with Development Services staff. (Required for all COA applications.) ***

Request Type (Check One)

☐ New construction ☒ Remodel or Addition ☐ Storage or Accessory Building ☐ Fence construction or Repair

☐ Demolition ☐ Storage or Accessory Building ☐ Other: 700 Main St.

FEES ☐ All required fees may be provided by cash, credit card (plus additional fee) or check made payable to: City of Hutto

See City of Hutto Development Fee flyer for appropriate fees

REQUIRED FOR SUBMITTAL:

ALL SUBMITTAL DOCUMENTS PROVIDED ON A CD (disk) OR OTHER COMPATIBLE ELECTRONIC STORAGE DEVICE

All items listed must be included with application, unless otherwise noted per your Pre-Application meeting.

- ☒ Complete Master application and Certificate of Appropriateness application.
- ☒ Proof of ownership (copy of deed).
- ☒ Photos of lot and existing structure(s) (all sides), submitted digitally/electronically (via: email, flash drive, disc).

If applicable to the project, the following items are to be submitted digitally/electronically (via: email, flash drive, disc) at a minimum scale of (1/8 inch = 1 foot), unless otherwise indicated.

- ☐ 1. Site Plan
 - A. Minimum scale (1 inch = 20 feet) and must include the following:
 - B. North arrow and scale
 - C. Lot lines with dimensions, setback and easement lines
 - D. Existing/proposed structure location(s), accessory structures, and reference dimensions from all lot lines
 - E. Existing trees (with sizes) and locations of all primary/secondary entrances to structures
 - F. Driveway, parking, walkway, fence and retaining wall locations (existing/proposed)
- ☐ 2. Floor Plan
 - G. Existing/proposed structure location on site
 - H. Layout of all rooms, exterior decks, porches, windows and door openings
 - I. Total square footage of overall structure (total heated/cooled area)
- ☐ 3. Roof Plan
 - J. Flue, roof, exhaust vents, chimneys, skylights
 - K. All projections, penetrations, overhang lines and lengths
 - L. Gutters, downspouts, major ridge, valley and eave lines
- ☐ 4. Architectural Elevations
 - M. North, south, east and west side elevations showing: deck/patio, porch, and showing heights for building, plate, foundation and roof pitch
 - N. Calculated areas for all facades and glazed surfaces (windows)
 - O. Additions: show entire structure
- ☒ 5. Significant Architectural Details
 - P. Descriptions and drawings that demonstrate the architectural character of the structure, exposed structural connections, materials, interfaces, etc. (includes finials, corbels, brackets, rafter ends, window casing, etc.)
- ☐ 6. Material Samples
 - Q. Exterior wall/siding, color, texture and finish (photos from current property or any website of materials)
 - R. Trim, masonry type, color, texture and layup (photos from current property or any website of materials)
 - S. Roof, garage, exterior door type and driveway color (if other than asphalt/grey concrete)
 - T. Window type and color (photos from website of materials)
 - U. Site, building exterior lighting fixtures and home numbering (photos from website of materials)

FOR DEPARTMENT USE ONLY:

Submittal date	Date accepted for review	Payment type	Fees paid	HPC Mtg. date	HPC determination
					☐ Approved ☐ Approved with conditions (attached) ☐ Denied

March 2020

Loan Number: 10020026739

RENEWAL AND EXTENSION EXHIBIT

Date:
April 15, 2020

Property Address:
700 MAIN ST
HUTTO, TX 78634

Borrower Name(s):
ROBERT PEEK, and SHIRLEY PEEK
Loan Number: 10020026739

This Renewal and Extension Exhibit is incorporated into and shall amend and supplement the Security Instrument of even date herewith. The Note is in renewal and extension, but not in extinguishment, of the indebtedness, whether one or more, described as follows:

DEED OF TRUST

Dated: November 16, 2018

Original Principal Amount of Note: \$196,000.00

Grantors: **ROBERT PEEK AND SHIRLEY PEEK**

Lender/Secured Party: **PRIMELENDING, A PLAINSCAPITAL COMPANY**

Trustee: **ALLAN B. POLUNSKY**

Recorded at: Volume NA, Page NA, and/or Clerk's File No. 2018101947 of the OFFICIAL PUBLIC RECORDS of WILLIAMSON County, Texas

Lender is expressly subrogated to all rights, liens, equities and remedies securing the original holder(s) of the above debt(s) and the original lien(s) securing the same are renewed and extended to the date of maturity of the Note secured by the Security Instrument in renewal and extension of the indebtedness. Borrower acknowledges that the lien(s) securing the prior debt(s) is valid, that the lien(s) subsists against the Property, and that by this instrument it is renewed and extended in full force until the Note is paid, even though the original lien(s) is released and not assigned to Lender.

This renewal and extension is not a refinance of a debt any portion of which is an extension of credit as defined by Section 50(a)(6) or Section 50(a)(7), Article XVI, of the Texas Constitution.

In addition to the refinance of principal and any interest, if Lender is advancing all or a portion of the costs necessary to refinance debt on the Property, Borrower acknowledges that these costs are reasonable and necessary costs to refinance such debt. Borrower has received no funds from this Loan, but only the benefit of those sums advanced for the payment of 1) principal and any interest on loans being refinanced, 2) any reasonable and necessary closing costs, and 3) any refund to Borrower of closing costs escrowed in connection with the Loan advanced by Borrower. If any portion of the Loan secures a debt for work or material used in constructing improvements on the Property, Borrower understands that funds not used in such construction, if any, must first be used to reduce the unpaid principal of the Loan or, at Lender's option, the note must be modified to evidence the actual funds advanced.

Google Maps



Imagery ©2020 CAPCOG, Map data ©2020 20 ft



March 2, 2018

Rob Peek
110 Brazos Dr.
Hutto, TX 78634
Via email: rpeek2@austin.rr.com

RE: 700 Main Street

Dear Rob:

At their regularly scheduled meeting held February 27, 2018, the City of Hutto Historic Preservation Commission ("HPC") voted to approve the Certificate of Appropriateness for the property referenced above, with no conditions. The approved color palette is main color Perfect Plum (1011-7), accent color #1 Veranda Blue (4004-6B), and accent color #2 Berry Cream, (1004-10B), all from Valspar.

This approval shall go into effect on March 2, 2018.

If you require any additional changes to the work done on the structure on the property, please file a request for a Certificate of Appropriateness (COA), or inquire with City staff as to whether a COA is required for your proposed work.

Sincerely,

Carolyn Horner

Carolyn Horner, AICP
Planning Director
City of Hutto, Texas

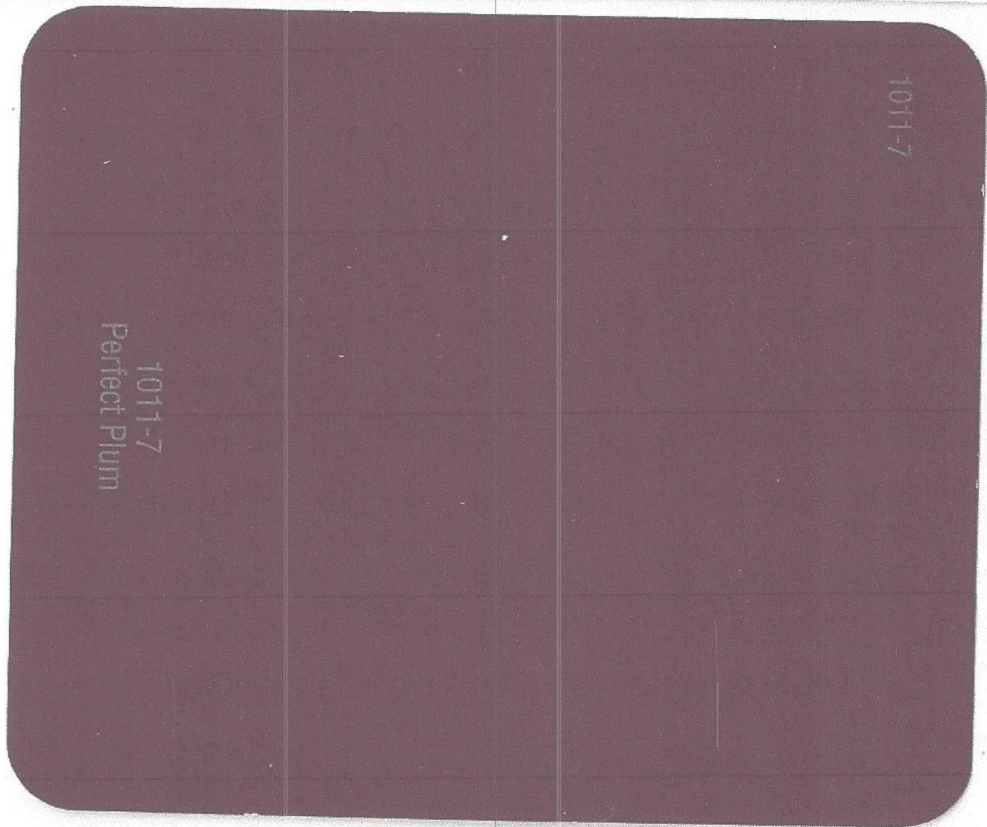
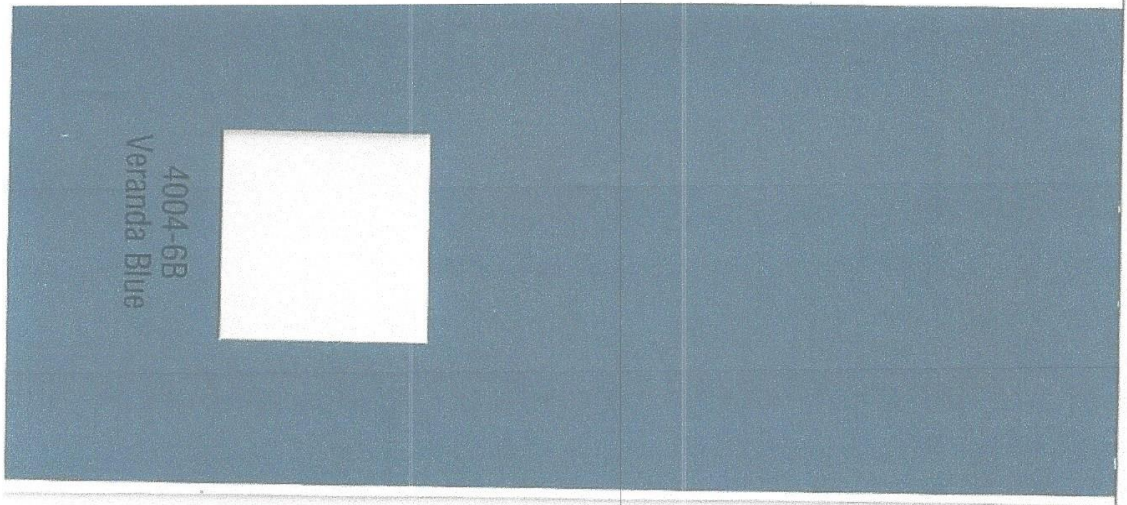
210 U.S. 79 East, Suite 103
Hutto, Texas 78634
Phone (512) 759-3479 • Fax (512) 759-5962 • www.huttotx.gov

Mayor
Doug Gaul

Mayor Pro-tem
Paul Hines, Place 2

Council Members
Scott Rose, Place 1
Nathan Killough, Place 3
Timothy Jordan, Place 4
Lucio Valdez, Place 5
Terri Grimm, Place 6

City Manager
Odis Jones



Test your color before painting the whole room.
Samples available in store or online.

Pruebe su color antes de pintar toda la habitación.
Muestras disponibles en el almacén o en línea.

4004-6B
Veranda Blue

Test your color before painting the whole room.
Samples available in store or online.

Pruebe su color antes de pintar toda la habitación.
Muestras disponibles en el almacén o en línea.

4004-6B
Veranda Blue

valspar®

visit valsparpaint.com

Test your color before painting the whole room.
Samples available in store or online.

Pruebe su color antes de pintar toda la habitación.
Muestras disponibles en el almacén o en línea.

1011-7
Perfect Plum

Test your color before painting the whole room.
Samples available in store or online.

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Muestras disponibles en el almacén o en línea.

1011-7
Perfect Plum

Test your color before painting the whole room.
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1004-10B
Berry Cream

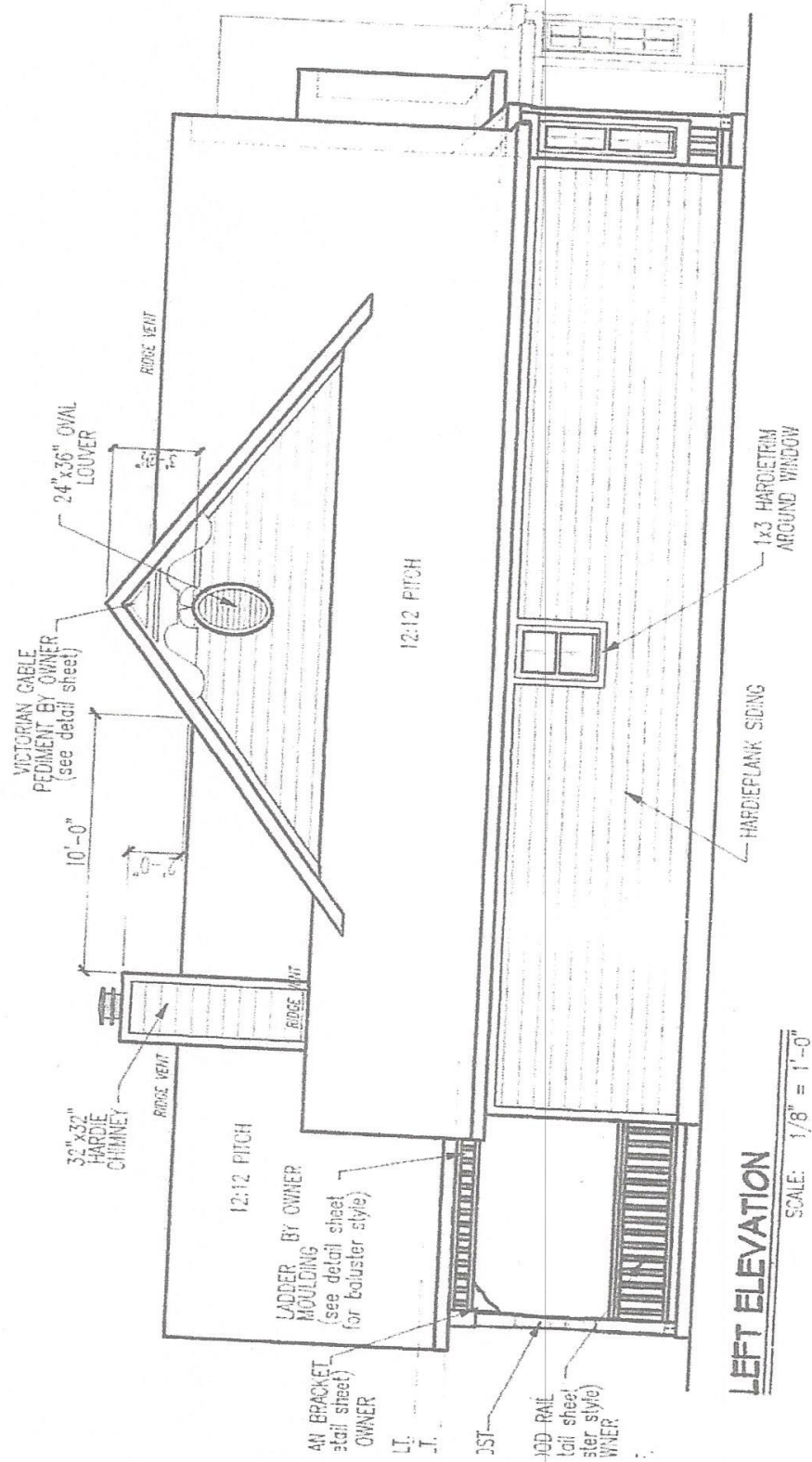
Test your color before painting the whole room.
Samples available in store or online.

Pruebe su color antes de pintar toda la habitación.
Muestras disponibles en el almacén o en línea.

1004-10B
Berry Cream









RIGHT ELEVATION

20AF 100 = 100

current

