



City of Hutto

Agenda

Historic Preservation Commission Wednesday, September 24, 2025 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 September 24, 2025. 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. Election of Chair and Vice Chair.

4.2. Consideration and possible action on the meeting minutes for the regular scheduled Historic Preservation Commission meeting held on June 25, 2025.

4.3. Consideration and possible action on the Certificate of Appropriateness for an exterior update on an existing contributing structure, Lot 12, Block 3, Railroad Addition, known as 117 East Street.

5. ADJOURNMENT

6. CERTIFICATION

I certify that this notice of the September 24, 2025 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 18, 2025 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.

AGENDA ITEM REPORT

4.1.



To: Historic Preservation Commission
Subject: Election of Chair and Vice Chair.
Meeting: Wednesday, September 24, 2025
Department: Development Services
Staff Contact:

BACKGROUND INFORMATION:

SUMMARY OF REQUEST:

STAFF REVIEW:

FISCAL NOTES:

POLICY IMPLICATIONS:

ATTACHMENTS:

None

AGENDA ITEM REPORT

4.2.



To: Historic Preservation Commission
Subject: Consideration and possible action on the meeting minutes for the regular scheduled Historic Preservation Commission meeting held on June 25, 2025.
Meeting: Wednesday, September 24, 2025
Department: Development Services
Staff Contact:

BACKGROUND INFORMATION:

SUMMARY OF REQUEST:

STAFF REVIEW:

FISCAL NOTES:

POLICY IMPLICATIONS:

ATTACHMENTS:

1. Historic Preservation commission meeting minutes 6.25.2025



City of Hutto

Minutes

**Historic Preservation Commission
Wednesday, June 25, 2025 at 7:00 PM
City Council Chambers**

1. CALL SESSION TO ORDER

The meeting was called to order at 7:00 PM

2. ROLL CALL

Members of the Historic Preservation Commission in attendance were: Robert Lykins, Catherine Skeen, Jon Stephenson and Norman Delay. Not in attendance were DeAnne Woorley and Alexis Ortiz.

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 June 25, 2025. The email must include name, address, phone # and email to be recognized properly. Written comments will be provided to Council.

4. PRESENTATION

4.1. Presentation by the Rotary Club on the Historical Marker Project.

Celina Thomas presented - A motion was made by Commissioner Jon Stephenson to work with the Rotary club board on the Historic Marker project, seconded by Acting Chair Robert Lykins. Motion passed 4 Ayes to 0 Nays.

5. CONSENT AGENDA

5.1. Consideration and possible action on the meeting minutes for the regular scheduled Historic Preservation Commission meeting held on April 30, 2025.

A motion was made by Acting Chair Robert Lykins to accept the meeting minutes as written from the regularly scheduled Historic Preservation Commission meeting held on April 30, 2025, seconded by Commissioner Jon Stephenson. Motion passed 4 Ayes to 0 Nays.

6. AGENDA ITEMS

6.1. Consideration and possible action on the Certificate of Appropriateness for an exterior update on an existing commercial structure on Lot 5-6, Railroad Addition, known as 201 N FM 1660.

John Byrum presented the COA for agenda item 6.1. Dr. Poth spoke. Commissioner Jon Stephenson and Robert Lykins spoke. Acting Chair Robert Lykins made a motion to approve the Certificate of Appropriateness for an exterior update on an existing commercial structure on Lot 5-6, Railroad Addition, known as 201 N FM 1660 as presented, seconded by Commissioner Catherine Skeen.

Motion passed 4 Ayes to 0 Nays

- 6.2. Consideration and possible action on a Certificate of Appropriateness request to add an antenna to the main building of the City of Hutto Police Department within the Historic District, located at 401 West Front Street.

John Byrum presented agenda item 6.2. A motion was made by Acting Chair Robert Lykins to approve a Certificate of Appropriateness request to add an antenna to the main building of the City of Hutto Police Department within the Historic District, located at 401 West Front Street, seconded by commissioner Jon Stephenson. Motion passed 4 Ayes to 0 Nays.

- 6.3. Consideration and possible action on being added to the Council agenda in July or August to update the Council on the current status of the continuing effort to write the history, specifically Chapter 2, on "The Formation of a Town". (DeAnne Worley)
Commissioner Jon Stephenson presented agenda item 6.3. A motion was made by Commissioner Jon Stephenson to approve consideration and possible action on being added to the Council agenda in July or August to update the Council on the current status of the continuing effort to write the history, specifically Chapter 2, on "The Formation of a Town", seconded by Commissioner Catherine Skeen.

Notion passed 4 Ayes to 0 Nays

- 6.4. Consideration and possible action on having the history writing copyrighted. (DeAnne Worley)

Commissioner Jon Stephenson presented agenda item 6.4, Legal spoke to Commissioners on the agenda item. A motion was made by Commissioner Jon Stephenson to approve copyright by the city, seconded by Acting Chair Robert Lykins. Motion passed 4 Ayes to 0 Nays.

- 6.5. Consideration and possible action to have the history submitted to the Diversity and Inclusion Commission for review. (DeAnne Worley)

Commissioner Catherine Skeen will talk with Diversity and Inclusion Commission

7. ADJOURNMENT

The meeting was adjourned at 7:48 PM

8. CERTIFICATION

I certify that this notice of the June 25, 2025 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 20, 2025 before 5:00 P.M.

Historic Preservation Commission Chair or Representative

AGENDA ITEM REPORT

4.3.



To: Historic Preservation Commission
Subject: Consideration and possible action on the Certificate of Appropriateness for an exterior update on an existing contributing structure, Lot 12, Block 3, Railroad Addition, known as 117 East Street.
Meeting: Wednesday, September 24, 2025
Department: Development Services
Staff Contact: John Byrum

BACKGROUND INFORMATION:

The property at 117 East Street is currently zoned OT-5H (Historic). The site is a contributing structure and a part of the national register of historic places.

Surrounding Properties Zoning Districts:

NORTH - OT-5H (Historic)

EAST - OT-5H (Historic)

SOUTH - OT-5H (Historic)

WEST - OT-5H (Historic)

A Certificate of Appropriateness is required for certain types of alterations and changes to historic structures and sites, to help ensure historic preservation goals and objectives are being met.

SUMMARY OF REQUEST:

The applicant is proposing to replace the existing front doors. The scope of work for this project will be to replace the four French doors with new exterior doors that are similar in design. The doors will be painted along with the exterior trim around the doors. The proposed color is included as an attachment to the staff report.

A Certificate of Appropriateness is required for the following change to the exterior of a structure with a designated or pending historic designation:

- Visible change to the exterior of a designated contributing structure

Building Design and Architectural Standards

Old Town Hutto has a 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

AGENDA ITEM REPORT

4.3.



preservation, sustainability, and visual quality of this unique environment. Buildings shall be located and designed so that they provide visual interest and create enjoyable, human-scaled spaces.

Applicable Key Design Principles:

- New buildings/building facades shall utilize building elements and details to achieve compatibility with existing buildings in Old Town.
- Compatibility is not meant to be achieved through uniformity or replication of existing architecture, but through the use of variations in building elements to achieve individual building identity.
- Building facades must include appropriate architectural details and ornament to create variety and interest.

STAFF REVIEW:

A Certificate of Appropriateness is evaluated, in part, to the following criteria:

1. The structure or site will be used for its historic purpose or be placed in a new use that is permitted under this code. The use will require minimal change to the defining characteristics of the structure, property, site and environment.
2. The historic character of a structure or style will be kept and preserved. Removal of historic materials or alteration of features and spaces characterizing a structure or property will be avoided.
3. The structure and/or site remains as a physical record of its time, place and use. Changes will not create a false sense of historical development, such as adding conjectural features or architectural elements from other structures or property.
4. Most structures and property change over time; changes that acquired historic significance in their own right will be kept and preserved.
5. Distinctive features, finishes and construction techniques or examples of craftsmanship characterizing a structure or property will be preserved in the limits permitted by applicable regulations.
6. Deteriorated historic features will be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature must match the old in design, color, texture and other visual qualities; and, where possible, materials, if they meet other applicable codes and ordinances. Replacement of missing features will be proven by documentary, physical or pictorial evidence.
7. Chemical or physical treatments that could damage historic materials are prohibited. Surface cleaning of structures, if appropriate, must be undertaken using the gentlest method possible.
8. New additions, exterior alterations, or related new construction will not destroy historic materials characterizing the structure or property. New work will be differentiated from the old and will be compatible with the massing, size, scale and architectural features to protect the historic integrity of the structure or property and its environment.

AGENDA ITEM REPORT

4.3.



9. New additions and adjacent or related new construction will be undertaken in a way that the essential form and integrity of the historic structure or property and its environment will be unimpaired if it is removed in the future.
10. New construction taking place after demolition or removal of a structure or property in an historic district will conform to the design guidelines for the district.

Staff recommends approval of the proposed Certificate of Appropriateness.

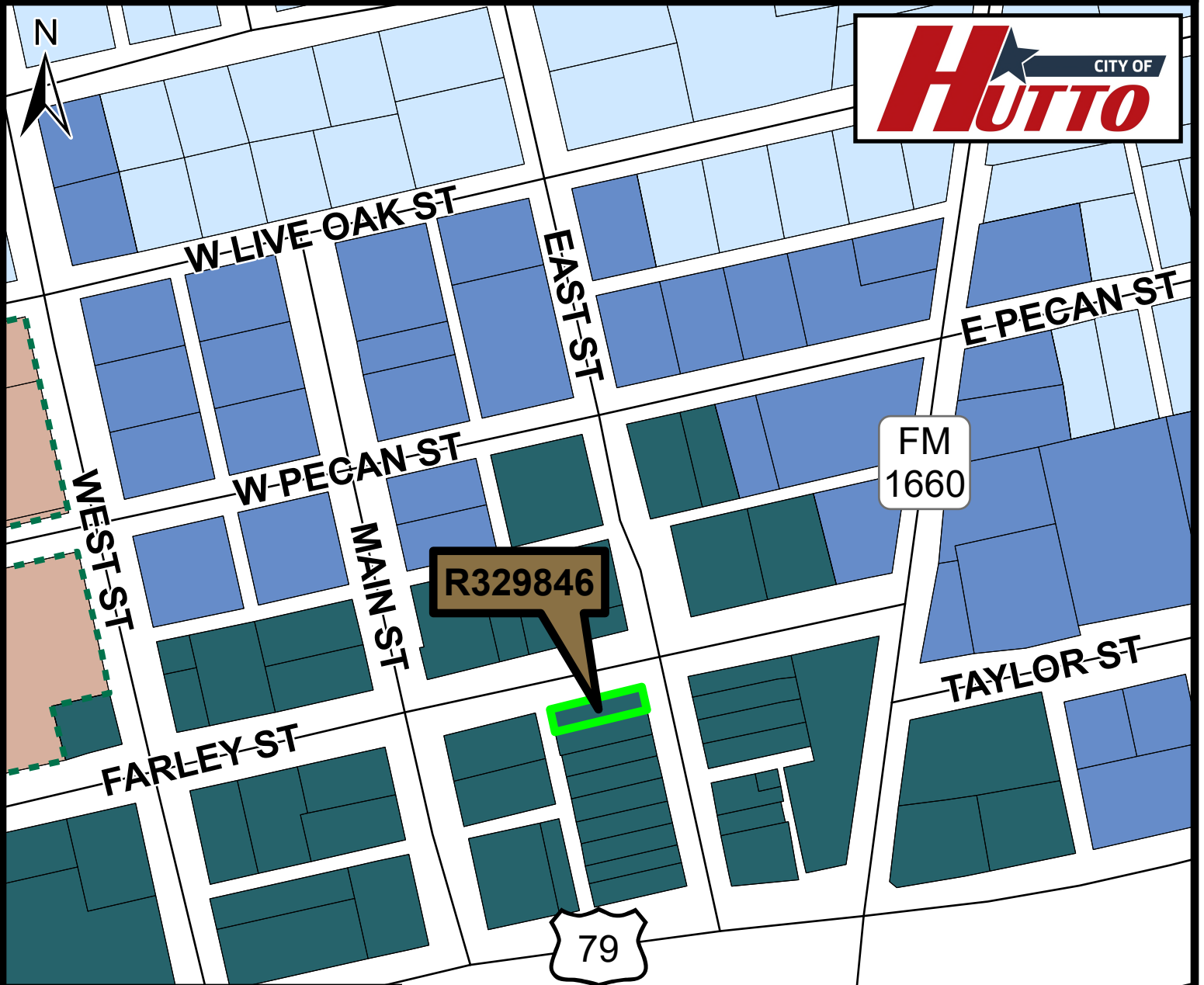
FISCAL NOTES:


POLICY IMPLICATIONS:


ATTACHMENTS:


1. 117_East_Street_Zoning_Map
2. 117_East_Street_Future_Land_Use_Map
3. City_of_Hutto_Historic_and_Contributing_Structures_Map_2025(8.5x11)
4. 117 East ST COA Door StaffComments 9-5-25
5. Init-ExteriorDoorPlan-117EastSt-2(8-26-25)
6. Init-LetterofScopeofWork-117EastSt(8-26-25)
7. Init-Photos-117EastSt(8-26-25)

117 East Street











 117 East Street

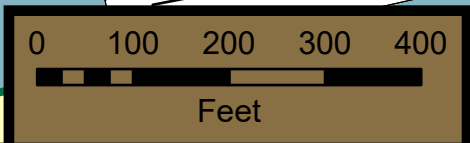
 Parcels

 Roadways

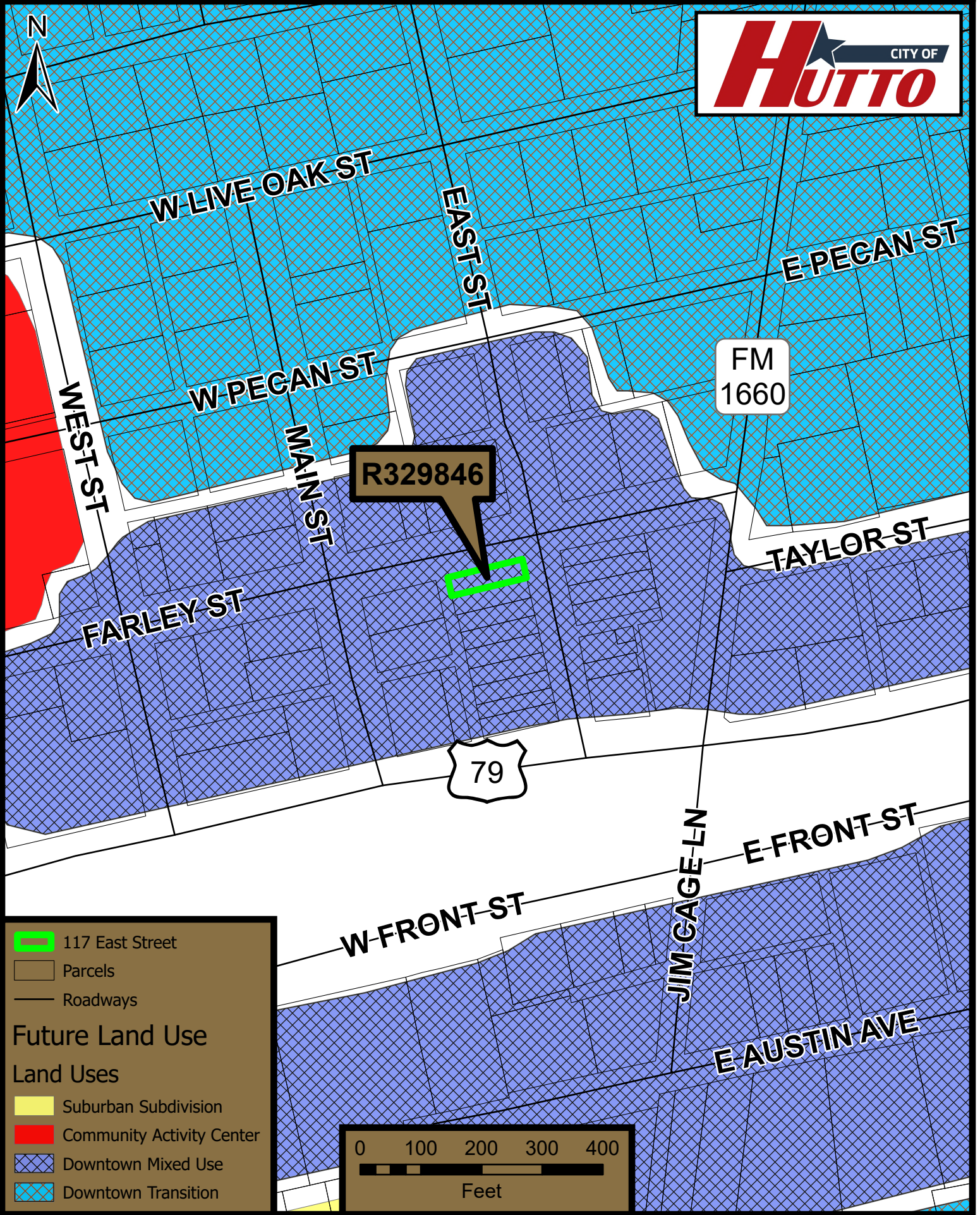
Hutto Zoning Districts

Zoning

-  Historic (OT-5H)
-  Historic Overlay District (H)
-  Planned Unit Development (PUD)
-  Residential (OT-3)
-  Single Family (SF-1)
-  Special District (SD-A)
-  Transition (OT-4T)
-  Urban Residential (OT-4R)



117 East Street



R329846

FM 1660

79

 117 East Street

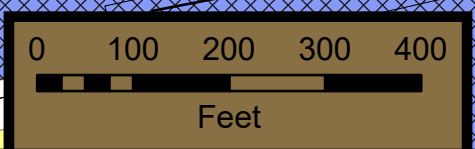
 Parcels

 Roadways

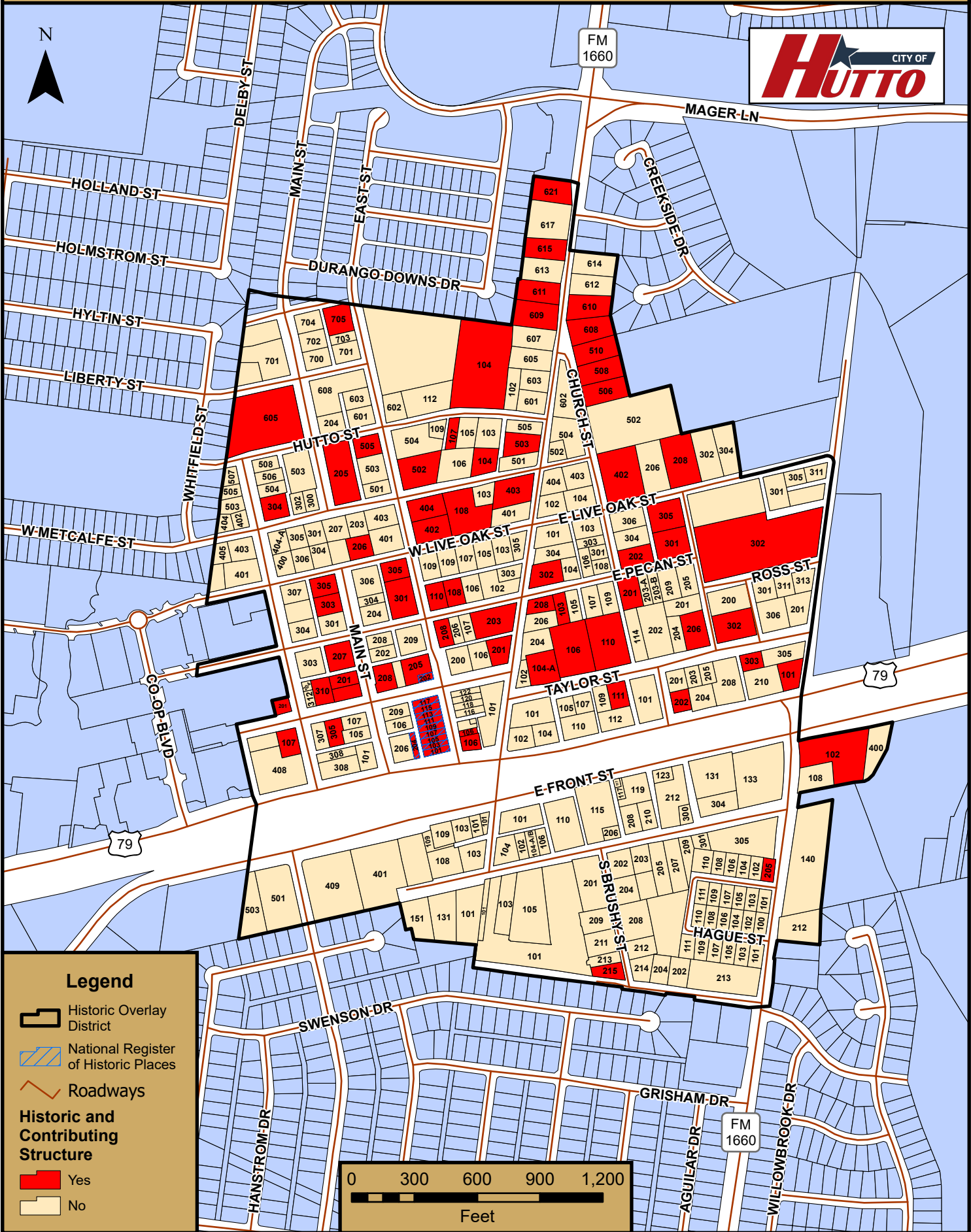
Future Land Use

Land Uses

-  Suburban Subdivision
-  Community Activity Center
-  Downtown Mixed Use
-  Downtown Transition



City of Hutto Historic and Contributing Structures Map



Legend

- Historic Overlay District
- National Register of Historic Places
- Roadways

Historic and Contributing Structure

- Yes
- No



117 East ST COA Door 9-17-25

9/5/2025

Attendees

jbyrum (john.byrum@huttotx.gov)
Manny Hernandez (manny.hernandez@huttotx.gov)

Documents

Init-LetterofScopeofWork-117EastSt(8-26-25).pdf
Init-Photos-117EastSt(8-26-25).pdf
Init-ExteriorDoorPlan-117EastSt-1(8-26-25).pdf



Planning review by:
John Byrum
john.byrum@huttotx.gov
512-759-5974
APPROVED

Property Address: 117 East Street, Hutto, TX 78634

To whom it may concern,

This letter serves to inform you that BesTex Solutions is the general contractor for the property located at the above address. The scope of work will include the complete removal of the existing doors and the installation of new exterior doors to ensure safety and compliance with relevant codes.

- Remove and replace 4 French doors
- Paint exterior trim and door, inside and out. (each door)
- Color: Stormy Blue

Chris Carey

Owner

Chris@bestxsolutions.com

833-766-3748

Roofing License: 03-0431

Certificate of Appropriateness is required -
going to September HPC for approval from
commission



6:21

📶 28%



May 29
9:00 AM



Planning review by:
John Byrum
john.byrum@huttotx.gov
512-759-5974
APPROVED





May 29
9:00 AM





May 29
9:00 AM





May 29
9:00 AM





May 29
9:04 AM





May 29
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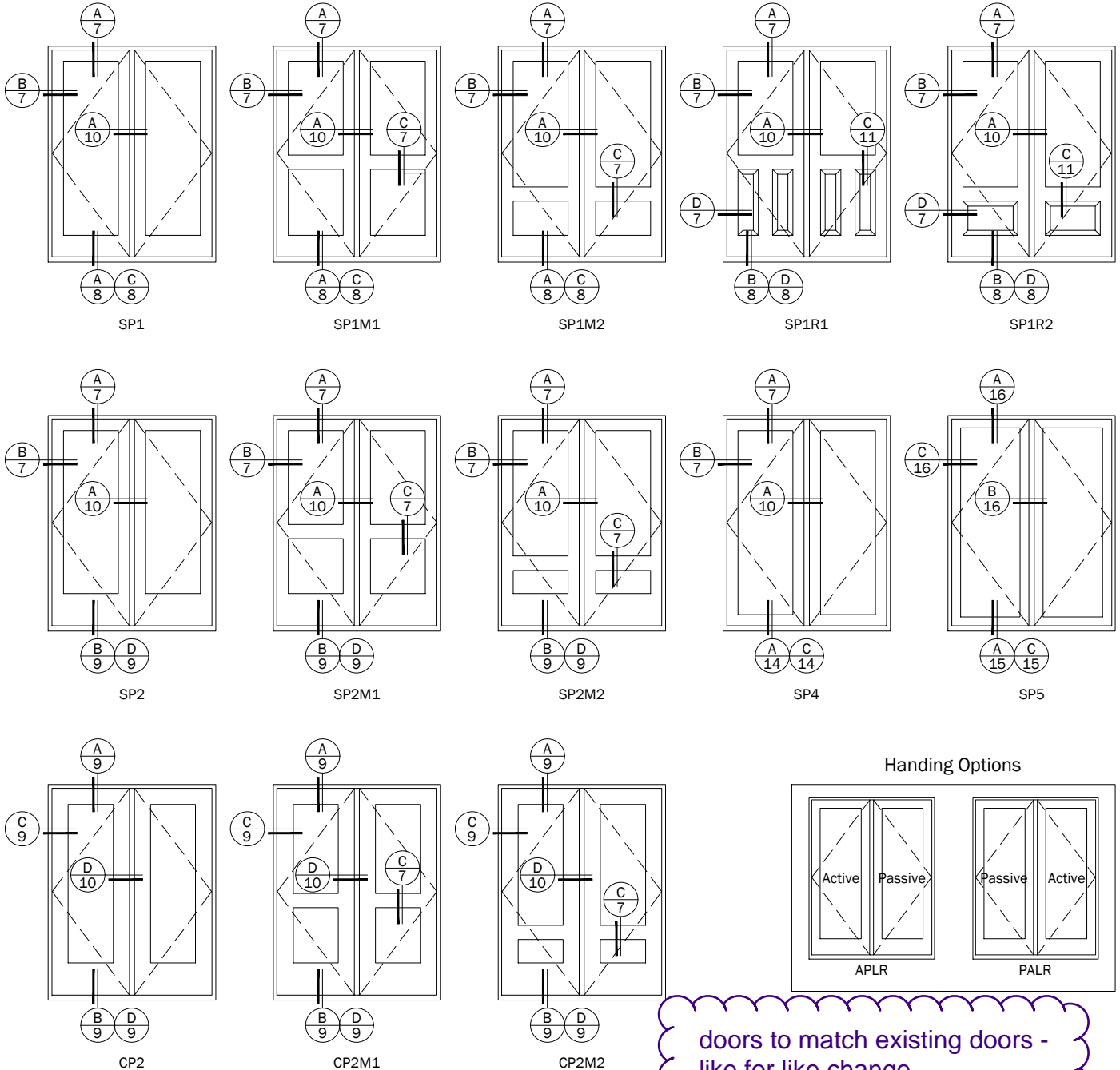


E-Series

Hinged Inswing Patio Doors
4 9/16" Frame Depth
(3 9/16" to 5 9/16" Wall Depths)

Planning review by:
John Byrum
john.byrum@huttotx.gov
512-759-5974
APPROVED

Double Doors



Notes:

Details have been optimized for use in architectural software and do not match manufacturing specifications. Dimensions in parentheses are in millimeters.

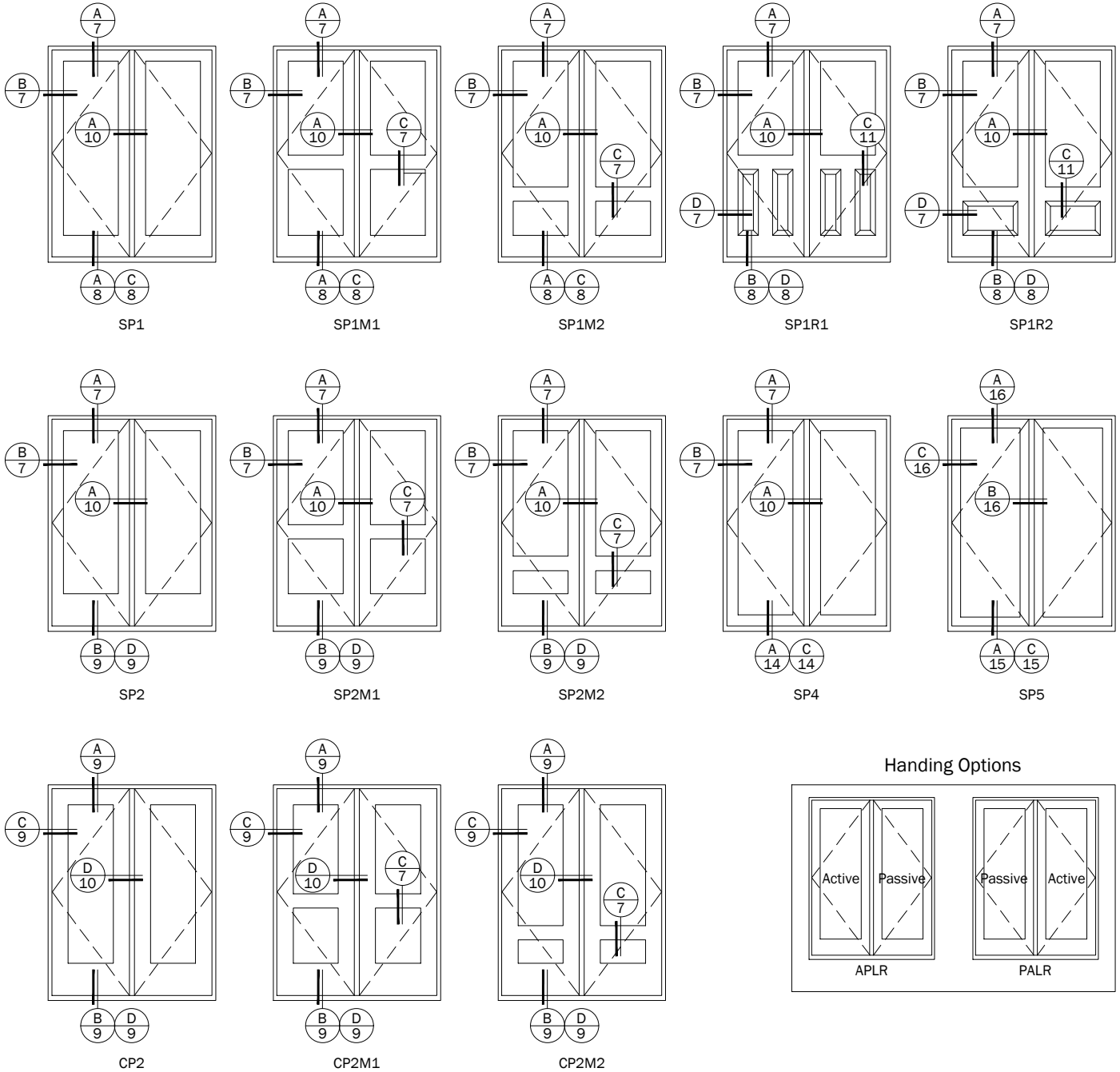
See Pages 17 Thru 28 for Options and Accessories

E-Series

Hinged Inswing Patio Doors
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Double Doors



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Roofing License: 03-0431



6:21

📶 28%



May 29
9:00 AM





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