



# City of Hutto

## Agenda

### **Special Called Historic Preservation Commission Wednesday, November 19, 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 3 business days prior to the scheduled date 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](http://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](mailto:comments@huttotx.gov) PRIOR to 4:00 pm on November 19, 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. Consideration and possible action on the meeting minutes from the regularly scheduled Historic Preservation Commission meeting held on September 24, 2025.
- 4.2. Consideration and possible action on the meeting minutes from the Special Called Historic Preservation Commission meeting held on October 21, 2025.
- 4.3. Consideration and possible action on the Certificate of Appropriateness request for a fence at 151 West Austin Avenue.

**5. PLANNING MANAGER REPORT**

**6. ADJOURNMENT**

**7. CERTIFICATION**

I certify that this notice of the November 19, 2025 Hutto City Council meeting was posted in accordance with the Texas Open Meetings Act on the City of Hutto website ([huttotx.gov](http://huttotx.gov)) and the City Hall bulletin board (500 W. Live Oak Street) on November 13, 2025 before 5:30 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 [CitySecretary@huttotx.gov](mailto:CitySecretary@huttotx.gov) or call (512) 759-4033 for assistance.

# AGENDA ITEM REPORT

## 4.1.



**To:** Historic Preservation Commission  
**Subject:** Consideration and possible action on the meeting minutes from the regularly scheduled Historic Preservation Commission meeting held on September 24, 2025.  
**Meeting:** Wednesday, November 19, 2025  
**Department:** Development Services  
**Staff Contact:**

### BACKGROUND INFORMATION:

### SUMMARY OF REQUEST:

### STAFF REVIEW:

### FISCAL NOTES:

### POLICY IMPLICATIONS:

### ATTACHMENTS:

1. Historic Preservation Commission Meeting minutes September 24,2025



# City of Hutto

## Minutes

**Historic Preservation Commission  
Wednesday, September 24, 2025 at 7:00 PM  
City Council Chambers**

**1. CALL SESSION TO ORDER**

The meeting was called to order at 7:01 PM

**2. ROLL CALL**

Robert Lykins, Catherine Skeen, Jon Stephenson, Alexis Ortiz and DeAnne Worley were in attendance; Norman Delay was not in attendance.

**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](mailto: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.

There was no public comment

**4. AGENDA ITEMS**

**4.1. Election of Chair and Vice Chair.**

A motion was made by Commissioner Jon Stephenson to keep officers the same, seconded by Commissioner Robert Lykins.

Motion passed 5 Ayes to 0 Nays

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

A motion was made by Commissioner Alexis Ortiz to approve the meeting minutes with the correction of Worley spelling correction, seconded by Commissioner Catherine Skeen.

Motion passed 5 Ayes to 0 Nays .

**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.**

Manny presented the item. Commissioners asked questions to the applicant and discussed among themselves. Motion was made by Commissioner Catherine Skeen to approve COA as presented, seconded by Commissioner Jon Stephenson.

Motion passed 5 Ayes to 0 Nays

**5. ADJOURNMENT**

The meeting was adjourned at 7:33 PM

**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.

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Historic Preservation Commission Chair or Representative

# AGENDA ITEM REPORT

## 4.2.



**To:** Historic Preservation Commission  
**Subject:** Consideration and possible action on the meeting minutes from the Special Called Historic Preservation Commission meeting held on October 21, 2025.  
**Meeting:** Wednesday, November 19, 2025  
**Department:** Development Services  
**Staff Contact:**

### BACKGROUND INFORMATION:

### SUMMARY OF REQUEST:

### STAFF REVIEW:

### FISCAL NOTES:

### POLICY IMPLICATIONS:

### ATTACHMENTS:

1. Historic Preservation Commission meeting minutes October 21,2025



# City of Hutto

## Minutes

**Historic Preservation Commission  
Tuesday, October 21, 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**

- 2.1. Norman Delay  
Robert Lykins  
Catherine Skeen  
Jon Stephenson  
Alexis Ortiz  
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](mailto:comments@huttotx.gov) PRIOR to 4:00 pm on October 21, 2025. 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 regularly scheduled Historic Preservation Commission meeting held on September 24, 2025.  
A motion was made by Commissioner Norm Delay to approve the minutes from the regular scheduled Historic Preservation Commission meeting held on September 24, 2025, seconded by Commissioner Robert Lykins.  
Motion passed 4 Ayes to 0 Nays
- 4.2. Consideration and possible recommendation to City Council on the Texas Historical Commission 2025 Undertold Marker Program.  
Language wrong on the agenda vs the civic agenda No action
- 4.3. Consideration and possible action on the Certificate of Appropriateness request for a fence at 151 West Austin Avenue.  
No action was not on printed agenda

**5. PLANNING MANAGER REPORT**

will have special called on November 19, 2025 at 7 pm

**6. ADJOURNMENT**

the meeting was adjourned at 7:40 pm

**7. CERTIFICATION**

I certify that this notice of the October 21, 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 October 14, 2025 before 5:00 P.M.

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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 request for a fence at 151 West Austin Avenue.  
**Meeting:** Wednesday, November 19, 2025  
**Department:** Development Services  
**Staff Contact:** John Byrum

### BACKGROUND INFORMATION:

This is a request for a Certificate of Appropriateness for a new fence for the site located at 151 West Austin Avenue.

The Historic District was created based on the limits of the original Hutto 1911 plat. Specifically, the code states, "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."

### Surrounding uses:

- North – SD-A (Special District) — Police Department and Vacant Lot
- East – SD-A (Special District) — Watson Dental Laboratory
- South – SF-1 (Single Family) — Vacant Lot
- West – SF-1 (Single Family) — Residential Lots

### COA Applicability

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. New construction is subject to the architectural guidelines in the Hutto SOAR 2040 Plan and the standards of the Form Based Code section of the Unified Development Code. Fences are considered new construction and therefore require a Certificate of Appropriateness, with the exception of certain fence types in the OT-3 district. Exterior changes to contributing structures, including new doors, window shutters, awnings, and railings, also require HPC approval.

### SUMMARY OF REQUEST:

The commercial site located at 151 West Austin Avenue is currently zoned SD-A (Special District). This site is located on the south side of US 79 and is not a contributing structure. The applicant is proposing to put up a fence around an existing storage shed.

The applicant is proposing a 6' tall wood privacy fence with a gate in the front and the side. Fences are considered new construction and therefore require a Certificate of Appropriateness, with the

# AGENDA ITEM REPORT

## 4.3.



exception of certain fence types in the OT-3 district. This type of fence is a pre-approved fence type for the OT-3 district.

### **STAFF REVIEW:**

Staff recommends approval of the proposed Certificate of Appropriateness for the fence at 151 West Austin Avenue.

### **FISCAL NOTES:**

None with this item.

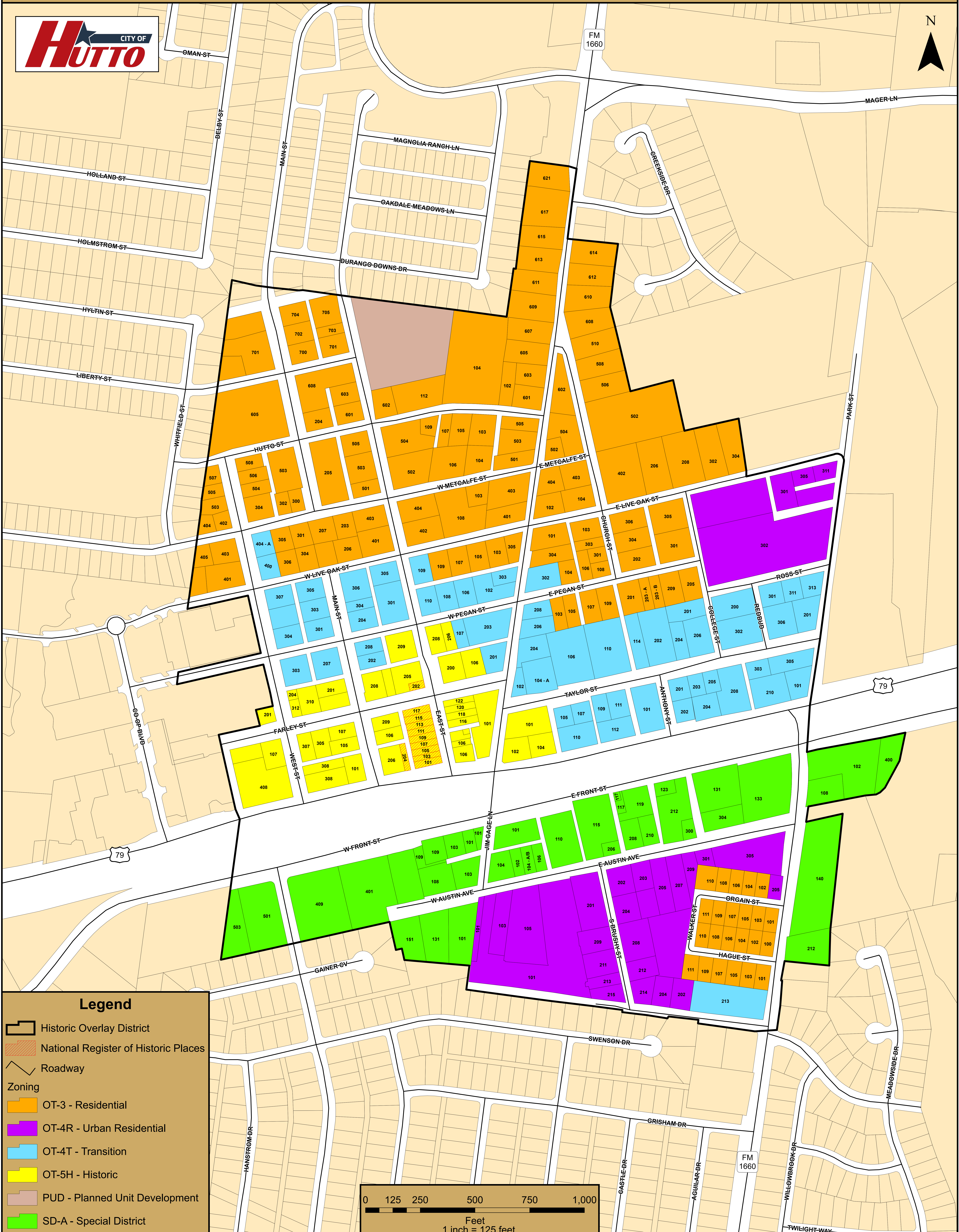
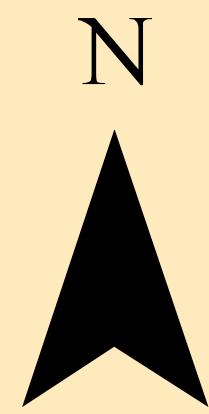
### **POLICY IMPLICATIONS:**

None with this item.

### **ATTACHMENTS:**

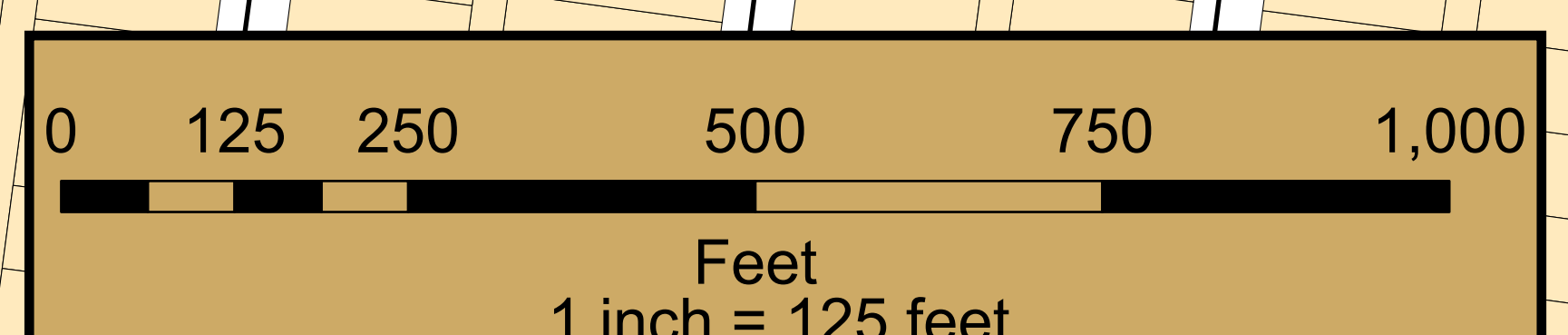
1. City\_of\_Hutto\_Historic\_District\_Zoning\_Map\_2025
2. City\_of\_Hutto\_Historic\_and\_Contributing\_Structures\_Map
3. Fence Brochure and Information for Historic District Only (PDF)
4. 151 W Austin Ave COA Staff Comments

# City of Hutto Historic District Zoning Map



**Legend**

- Historic Overlay District
- National Register of Historic Places
- Roadway
- Zoning**
- OT-3 - Residential
- OT-4R - Urban Residential
- OT-4T - Transition
- OT-5H - Historic
- PUD - Planned Unit Development
- SD-A - Special District



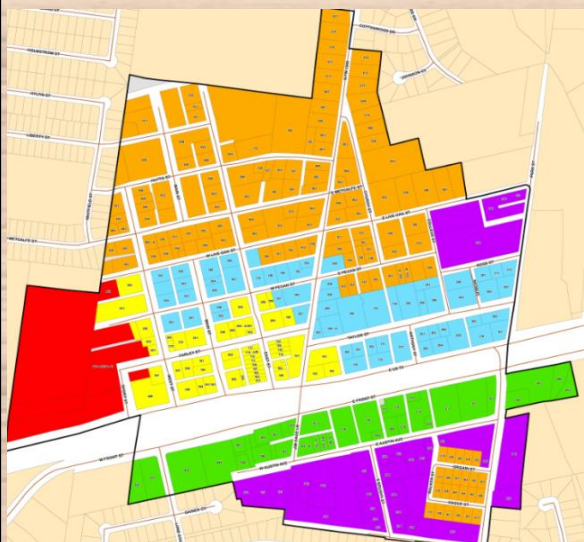


# Other FENCES

The purpose of adopting fence standards for OT-3 is not to discourage creativity in fence design, but to expedite the process for homeowners wishing to build a typical fence. Fences in this brochure may be approved by Development Services staff, rather than requiring a Certificate of Appropriateness from the Historical Preservation Commission.

A COA is required prior to fence construction in OT-3 if the fence does not adhere to the type, material, and height standards in this brochure.

All fences proposed within the OT-4R, OT-4T, OT-5H, OT-5C and SD-A transects will continue to be reviewed by the Historic Preservation Commission.



Properties shown in orange are part of the OT-3 transect, and are eligible for administrative fence approval. Map can be found at [huttotx.gov/oldtown](http://huttotx.gov/oldtown)

## CONTACT the City of Hutto

**Planning Division**  
409 W. Front Street, Suite 200  
Hutto, TX 78634

[planning@huttotx.gov](mailto:planning@huttotx.gov)

Ph: (512) 759-3479

Fx: (512) 759-5962

### Hours:

8:00 am - 5:00 pm  
Monday through Friday

More information online at:  
[www.huttotx.gov/oldtown](http://www.huttotx.gov/oldtown)



## Old Town Residential FENCES



# Permitted FENCES

The following fence types, in the following materials and colors, do not require a Certificate of Appropriateness in OT-3.

Fencing in other districts, or of style, material or color not listed here, must obtain a Certificate of Appropriateness from the Historic Preservation Commission.

## Wood Privacy



Wood fence in natural wood or earth tone stain or paint.

Option: 1' framed lattice atop 5' fence

## Vinyl-Coated Chain Link



Chain link fence with vinyl coating in dark green, black, or dark brown

## Cedar Shadowbox



Cedar shadowbox fence with natural wood or earth tone stain or paint

## Iron



Iron fence in black

## Bamboo



Bamboo fence in natural bamboo or earth tone stain or paint

## Brick or Stone & Iron

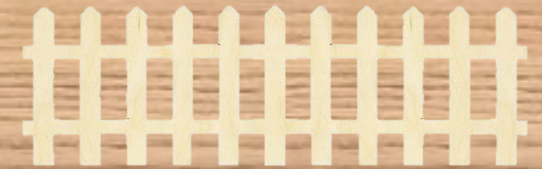


Natural stone or brick pillars with black iron fencing

## Wood Picket



Wood picket fence in natural wood, earth tone stain or paint, or white



## HEIGHT

Side & Rear Yard: 6 feet  
Front Yard: 3½ feet

# 151 W Austin Ave COA

10/7/2025

## Attendees

jbyrum (john.byrum@huttotx.gov)

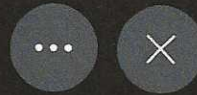
## Documents

Init-FenceSample(10-7-25).pdf

Init-Photos(10-7-25).pdf

Init-ScopeOfWork(10-7-25).pdf

Init-Elevations(10-7-25).pdf



Fence will look like this

6' cedar fence

GATE IN Front & SIDE

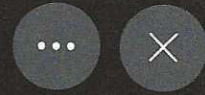
fence on pre-approved list for OT-3. needs COA for SD-A zoning district

### 6 Foot Privacy Fence - Councilnet

councilnet.us

2448 x 1377

View File



**Wood Fence Austin TX | Privacy Fenc...**

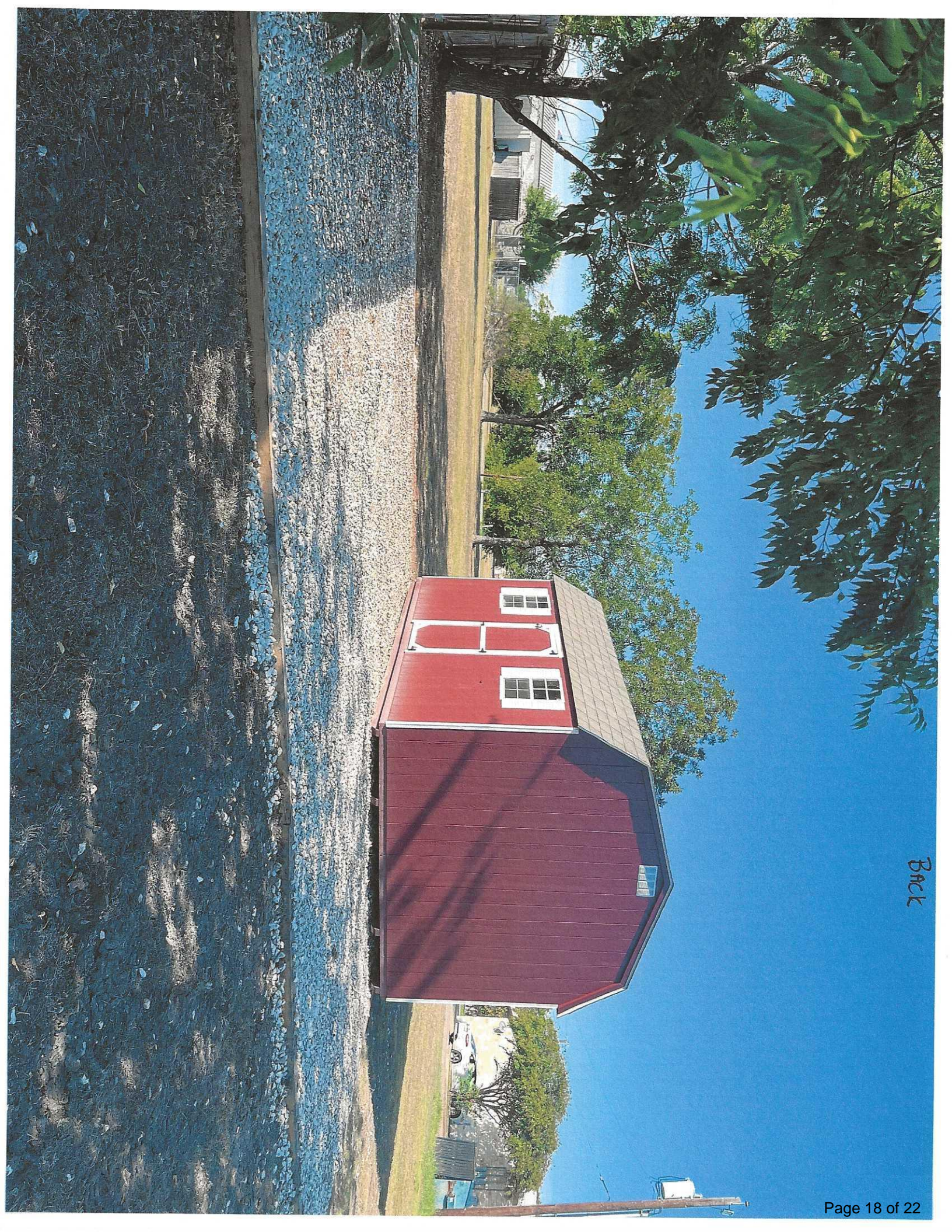
sierrafencetx.com

660 x 380

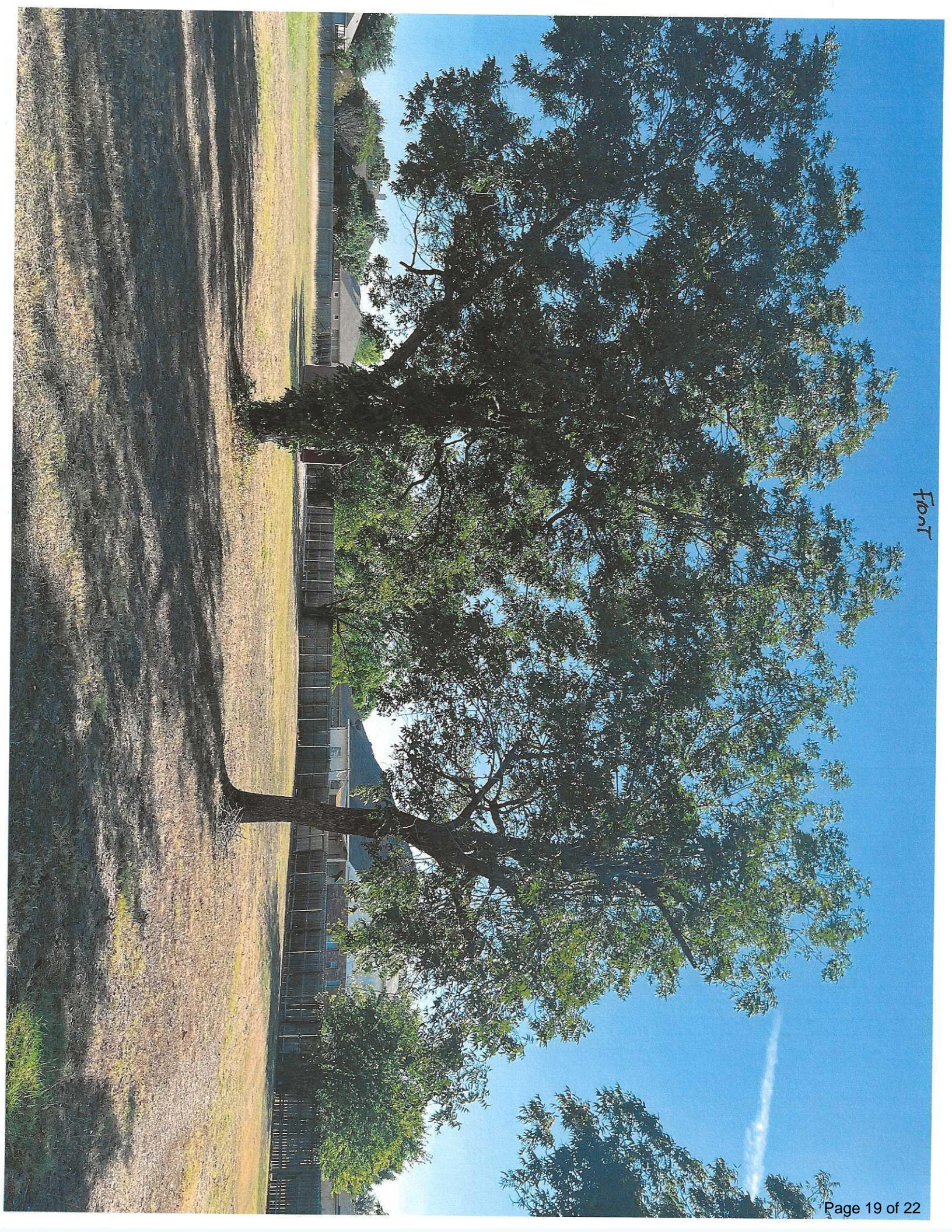
[View File](#)

existing storage shed - under 200 sqft. fence will be around the storage shed. the rest of the lot is vacant





Back



Front



Hello,

10-7-25

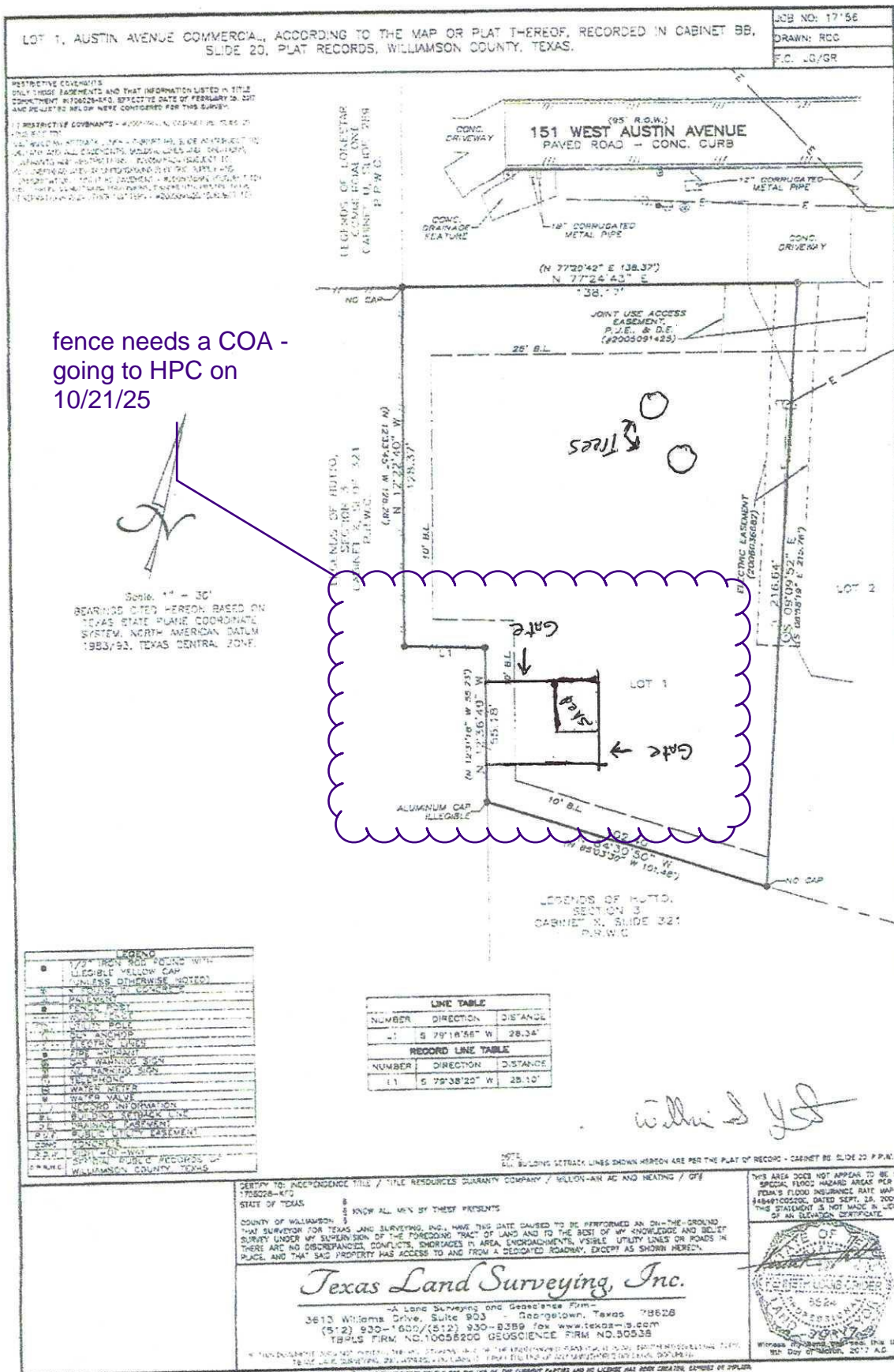
My name is William Yates.

I have some property at  
151 W. Austin Ave in Hutto.

I would like to build a  
fence around shed on the  
property.

Thank you,  
William Yates

with the condition that HPC  
 approves



fence needs a COA -  
 going to HPC on  
 10/21/25

*[Handwritten signature]*

Scale: 1" = 30'  
 BEARINGS CITED HEREON BASED ON  
 TEXAS STATE PLANE COORDINATE  
 SYSTEM, NORTH AMERICAN DATUM  
 1983/83, TEXAS CENTRAL ZONE.

LEGEND

- 1/2" IRON ROD FOUND WITH
- LIEGIBLE YELLOW CAP
- CHAINS OTHERWISE NOTED
- ...

LINE TABLE

NUMBER	DIRECTION	DISTANCE
1	S 79°18'58" W	28.34'

RECORD LINE TABLE

NUMBER	DIRECTION	DISTANCE
11	S 79°38'20" W	28.10'

*[Handwritten signature]*

SECTION TO: INDEPENDENCE TITLE / TITLE RESOURCES GUARANTY COMPANY / YELLOW-AIR AC AND HEATING / OFE  
 1708028-K72  
 STATE OF TEXAS  
 COUNTY OF WILLIAMSON  
 KNOW ALL MEN BY THESE PRESENTS  
 THAT SURVEYOR FOR TEXAS LAND SURVEYING, INC. HAVE THIS DATE CAUSED TO BE PERFORMED AN ON-THE-GROUND  
 SURVEY UNDER MY SUPERVISION OF THE FOREGOING TRACT OF LAND AND TO THE BEST OF MY KNOWLEDGE AND BELIEF  
 THERE ARE NO DISCREPANCIES, CONFLICTS, ENCROACHMENTS, VISIBLE UTILITY LINES OR ROADS IN  
 PLACE, AND THAT SAID PROPERTY HAS ACCESS TO AND FROM A DEDICATED ROADWAY, EXCEPT AS SHOWN HEREON.

*Texas Land Surveying, Inc.*

-A Land Surveying and Geoscience Firm-  
 3613 Williams Drive, Suite 903 - Georgetown, Texas 78628  
 (512) 930-1600 / (512) 930-8388 fax www.texas-land.com  
 TBLR FIRM NO. 10058200 GEOSCIENCE FIRM NO. 80838



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