

**Notice of Meeting for the
Historic and Architectural Review Commission
of the City of Georgetown
April 25, 2019 at 6:00 PM
at City Council Chambers - 510 West 9th St., Georgetown, TX 78626**

The City of Georgetown is committed to compliance with the Americans with Disabilities Act (ADA). If you require assistance in participating at a public meeting due to a disability, as defined under the ADA, reasonable assistance, adaptations, or accommodations will be provided upon request. Please contact the City Secretary's Office, at least three (3) days prior to the scheduled meeting date, at (512) 930-3652 or City Hall at 808 Martin Luther King Jr. Street, Georgetown, TX 78626 for additional information; TTY users route through Relay Texas at 711.

Legislative Regular Agenda

- A Consideration and possible action to approve the Minutes from the February 28, 2019 HARC meeting. Madison Thomas, Historic and Downtown Planner
- B **Public Hearing** and **possible action** on a request for a A Certificate of Appropriateness for: 1) 10' setback encroachment along the property line adjacent to the unimproved Ash Street, into the required 15' setback, allowing for a residential structure 5' from the property line per the Unified Development Code (UDC) Section 4.08d.080.D; for the property located at 407 E. 5th Street, bearing the legal description of 0.33 ac. Glasscock Addition, Block 32, Lot 3-4 (COA-2018-59). Madison Thomas, Downtown Historic Planner
- C **Public hearing** and **possible action** for the demolition of a high priority structure located outside of the historic overlay districts at 608 W. 15th Street– Madison Thomas, AICP, Historic and Downtown Planner
- D **Consideration** and **review** of by-laws, including the proposed revision that would establish provisions for two regular meetings per month and the attendance policy.
- E **Presentation** and **discussion** on the process and standards related to the Unified Development Code HARC approval criteria. Madison Thomas, AICP, Historic and Downtown Planner.

CERTIFICATE OF POSTING

I, Robyn Densmore, City Secretary for the City of Georgetown, Texas, do hereby certify that this Notice of Meeting was posted at City Hall, 808 Martin Luther King Jr. Street, Georgetown, TX 78626, a place readily accessible to the general public at all times, on the _____ day of _____, 2019, at _____, and remained so posted for at least 72 continuous hours preceding the scheduled time of said meeting.

Robyn Densmore, City Secretary

City of Georgetown, Texas
Historic and Architectural Review
April 25, 2019

SUBJECT:

Consideration and possible action to approve the Minutes from the February 28, 2019 HARC meeting.
Madison Thomas, Historic and Downtown Planner

ITEM SUMMARY:

FINANCIAL IMPACT:

N/A

SUBMITTED BY:

Madison Thomas, AICP, Historic & Downtown Planner

City of Georgetown, Texas
Historic and Architectural Review
April 25, 2019

SUBJECT:

Public Hearing and **possible action** on a request for a A Certificate of Appropriateness for: 1) 10' setback encroachment along the property line adjacent to the unimproved Ash Street, into the required 15' setback, allowing for a residential structure 5' from the property line per the Unified Development Code (UDC) Section 4.08d.080.D; for the property located at 407 E. 5th Street, bearing the legal description of 0.33 ac. Glasscock Addition, Block 32, Lot 3-4 (COA-2018-59). Madison Thomas, Downtown Historic Planner

ITEM SUMMARY:

The applicant is requesting to add a carport adjacent to the existing garage at the rear and side of the lot which also contains a historic home. The carport is proposed to be 240 square feet and will match the two other existing structures in roof pitch, roof materials which is metal roofing, siding materials which is hardie and color. The applicant is requesting a 10' encroachment along the property line adjacent to the unimproved Ash Street, into the required 15' setback, allowing a residential structure 5' from the property line. The applicant is requesting this encroachment to align the carport up with the existing driveway and because other areas for a carport on the site are limited.

FINANCIAL IMPACT:

N/A

SUBMITTED BY:

Madison Thomas, AICP, Historic & Downtown Planner

ATTACHMENTS:

Description		Type
<input type="checkbox"/>	Exhibit 1- Location Map	Exhibit
<input type="checkbox"/>	Exhibit 2- Letter of Intent	Exhibit
<input type="checkbox"/>	Exhibit 3- Plans and Renderings	Exhibit
<input type="checkbox"/>	Exhibit 4- Historic Resource Survey 2016	Exhibit
<input type="checkbox"/>	Exhibit 5- Staff Report	Exhibit

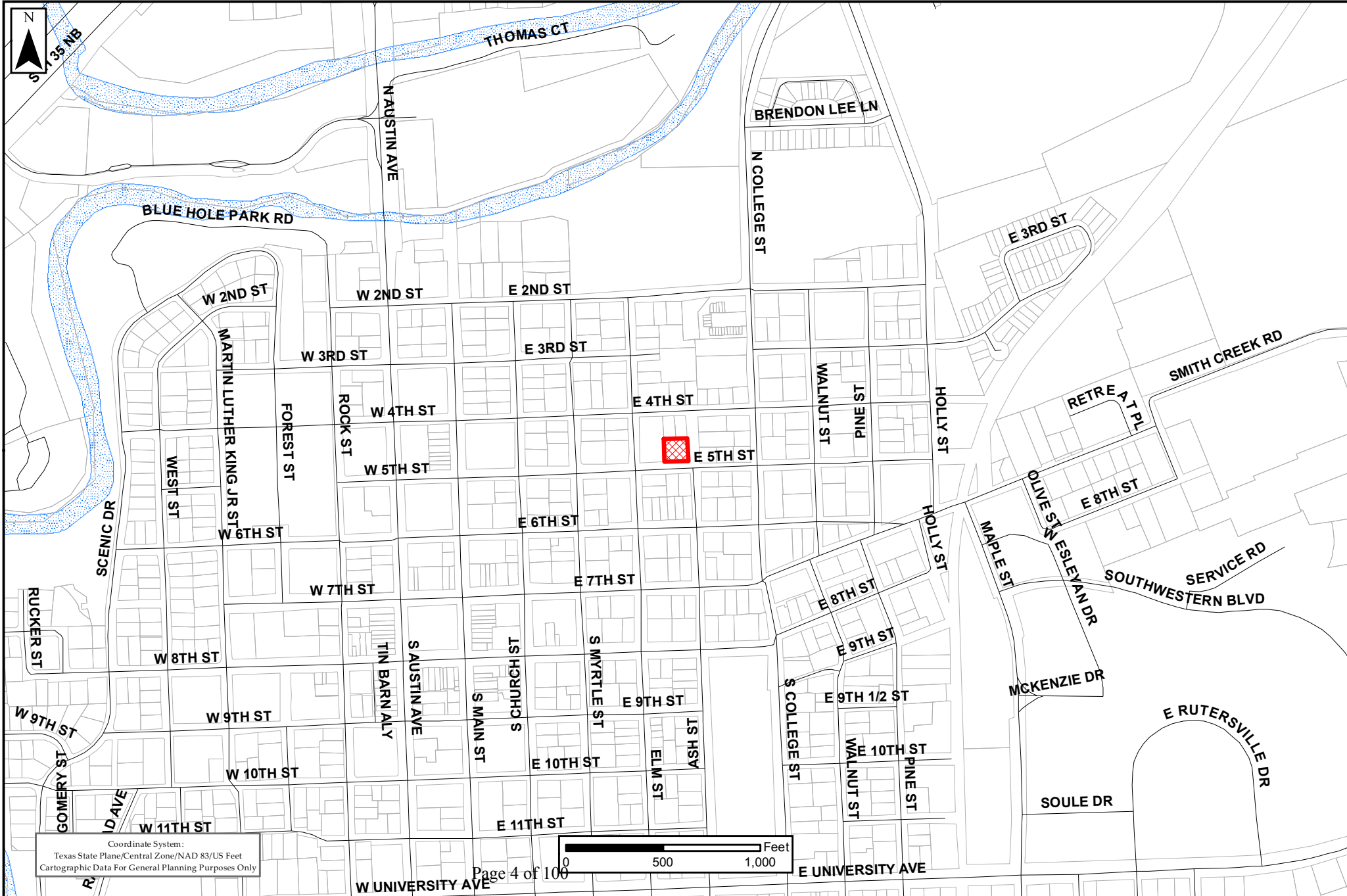


Location Map

COA-2018-059

Exhibit #1

- Legend
-  Site
 -  Parcels
 -  City Limits
 -  Georgetown ETJ



Coordinate System:
Texas State Plane/Central Zone/NAD 83/US Feet
Cartographic Data For General Planning Purposes Only

Dear Georgetown City Staff and HARC Members:

The renovation plan to the property located at 407 East 5th Street is to remodel an existing shed/apartment located behind the primary homestead. The purpose of the remodel is to update the existing apartment and to create a more useful one car garage space. The renovation would also include a detached car port to accommodate a second vehicle. This detached carport would need to encroach 10' into the building set back in order to allow an appropriate traffic flow without removing large trees. We are requesting a setback Variance from HARC.

In 2016 the Mauldins renovated and enlarged the primary homestead located at 407 East 5th Street. The homestead had been built in 1942 and had been unoccupied for many months. With the renovation of the main homestead completed, we decided to remodel the shed/ apartment on the property and add a detached car port. A garage and detached car port are needed to house our vehicles. The apartment needs to be remodeled to make it handicap accessible for the possible need of a family member who may be unable to climb stairs and needs additional accommodations within the space.

Although inquiries were made regarding the date that the apartment was included in the shed space, both of the prior owners are deceased and their son no longer lives in the area. There was no response from the son to our communication efforts.

Additional Information

1. According to the updated plans submitted to your office on November 30, 2018, the front façade is described as follows:
 - a. The non-working garage door would be replaced with a custom, working, wood carriage style garage door. This would not be original but would be built to resemble original features.
 - b. The rotting two-door unit with panels would be replaced with a custom door unit with glass panels to resemble the existing rotting structure.
 - c. No windows on front facing façade will be changed, added or deleted
2. The rotting wood siding materials would be Repaired, Patched and Replaced as needed.
3. The original shingle roof is to be replaced with metal roof which would model the existing roof materials used on the north side of the primary homestead closest to the shed/apartment. This change would provide a much longer lasting and higher quality roof. The form, pitch and shape of the roof would not be changed.
4. Paint colors that will be used are the same approved colors from the prior City/HARC submission for the primary homestead.

Respectfully submitted by,

Travis Adams, Builder

Stan and Jen Mauldin, Homeowners



RIATA BUILDERS

1799 CR 245
Georgetown, Texas 78633
Phone: 512-818-1117
E-mail: tadams.riata@hotmail.com

PRELIMINARY PROPOSAL

Owner: Stan and Jen Mauldin
Job Address: 407 E. 5th st
Phone #: 512-763-6553
E-mail: shmauldin85@gmail.com, jenmauldin4@gmail.com
Date: 11/30/2018

We hereby propose to furnish all labor and material to build a custom home based on the following scope of work, allowances and exclusions on Owners Property
Approximate Living Square Footage is: 562

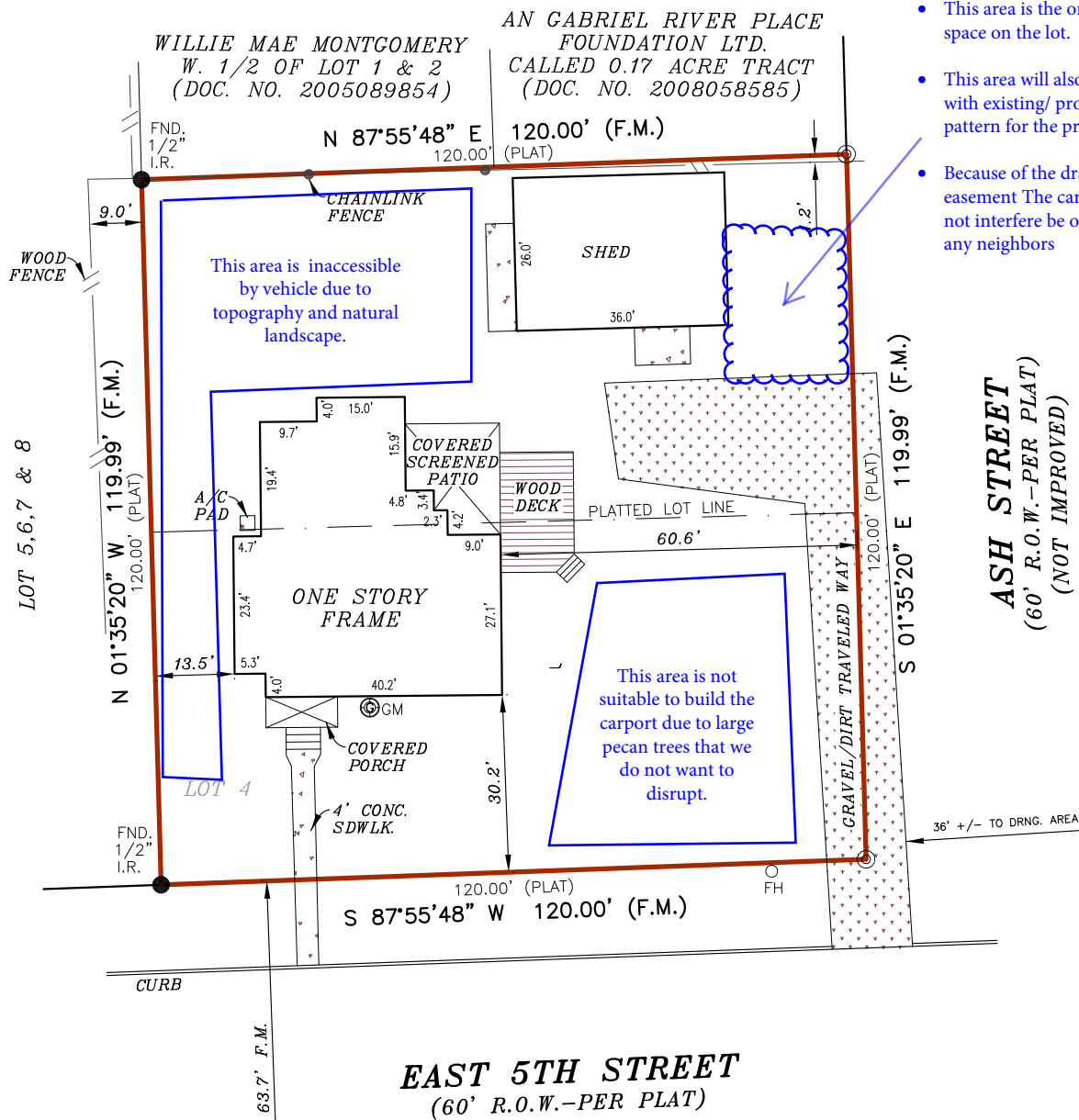
Scope of Work

Scope summary

Renovation of existing garage/ Guest House.
Demo interior walls and roof of existing building
Repair/ rebuild exterior walls, roof framing and roof decking to deal with any existing rot or damage
Roof shape to be rebuilt to match existing. Material to be snaplock V groove metal
Rebuild interior and exterior of building to meet current code
New siding, roof and exterior facades to match existing main house/ resemble existing shed.
New electrical, Plumbing and mechanical in new Guest house.
New concrete walk path along south side of building
New flatwork approach to garage from existing driveway.
Build new Carport next to garage

Scope Specs

Permits, foundation engineering and insurances
Engineered foundation with broom finished concrete on porches
Conditioned areas have 5/8" plywood roof decking
7/16" OSB sheathing with Tyvek wrap on whole house
Snap-lock V groove metal roof with Kynar finish Color TBD
Try Supply Vinyl windows with insulated low E glass, Color is White (to match existing)
6'8" Fiberglass one lite exterior doors
Open Cell foam insulation in the exterior walls and roof cavities
14 SEER air conditioning system with Electric Heat Pump and programmable T-stats
Custom cabinets per plan in paint grade material
Painted trim package including 5 1/4" base board and 3 1/4" door casing.
6'8" masonite solid core interior doors with Satin Hardware
Ceramic Tile Flooring in Bathroom
Vynil plank wood Floor in Living, Kitchen, Bedroom and closets.
Tile shower surround and pan in bath with frameless clear glass enclosure
Granite tops with tile backsplash in kitchen,
Gas Tankless water heater mounted on ext of building
Plumbed for Water Softner Loop



- This area is the only available space on the lot.
- This area will also flow best with existing/ proposed traffic pattern for the primary garage.
- Because of the drainage easement The carport would not interfere be obtrusive to any neighbors

- This street is unimproved
- This easement appears to only be used for drainage

MAULDIN RESIDENCE

APARTMENT/ GARAGE

407 E. 5TH ST
GEORGETOWN
TEXAS

WCAD INFO:

Property Type - Residential

Legal Description - GLASSCOCK ADDITION, BLOCK 32, LOT 3-4, ACRES .33

Neighborhood - G652H - Old Town Gtown Class H2

Account - R-20-4800-0000-0184

Map Number - 3-1127

Layout Page Table			
Label	Title	Description	Comments
P-01	Plan Info		NTS
P-02	Existing		1/4"=1'
P-03	Existing Elevation Photos		NTS
P-04	Proposed floorplan		1/4"=1'
P-05	Proposed Ext. Elevations		1/8"=1'
P-06	Proposed Ext. Elevations		1/8"=1'
P-07	Proposed Roof Plan		
P-08	Electrical		1/4"=1'
P-09	Material Specs - Scope		
P-010	Garage Door		NTS
P-011	Carport		1/4"=1'
P-012	Carport 3D		NTS
P-013	Site plan		1"=20'
P-014	Underground Utilities		1"=20'



407 E. 5TH ST
Georgetown, TX 78626

Plan Info

DRAWINGS PROVIDED BY:
Travis Adams
Riata Builders
Tadams.riata@hotmail.com
512.816.1117



DATE:

3/31/2019

SCALE:

NTS

SHEET:

P-01



Roof Example



Window example



Trim material/ Color



Siding material/ Color

some example photos may be effected by light and or poor quality camera, and may not resemble color accurately

Scope:

- Renovation of existing garage/ Guest House.
- Demo interior walls and roof of existing building
- Repair/ rebuild exterior walls, roof framing and roof decking to deal with any existing rot or damage
- Rebuild interior and exterior of building to meet current code
- New siding, roof and exterior facades to match existing main house/ resemble existing shed.
- New electrical, Plumbing and mechanical in new Guest house.
- New concrete walk path along south side of building
- New flatwork approach to garage from existing driveway.
- Build new Carport next to garage

Exterior Facade Material:

Siding material: 6in Hardie Lap cedar mill texture

Trim Material: Cedar mill textured Hardie

Windows: White Vinyl single hung windows to match existing main house

Roof Color: Match Existing main house (snap lock metal)

Exterior Paint colors: (matching existing structure)

Siding: Kelly Moore - KM5818 Kettleman

Trim: Kelly Moore - KMW 43 Whitest White



DRAWINGS PROVIDED BY:
Travis Adams
Riata Builders
Tadams riata@hotmail.com
512.818.1117

DATE:

3/31/2019

SCALE:

SHEET:

P-09

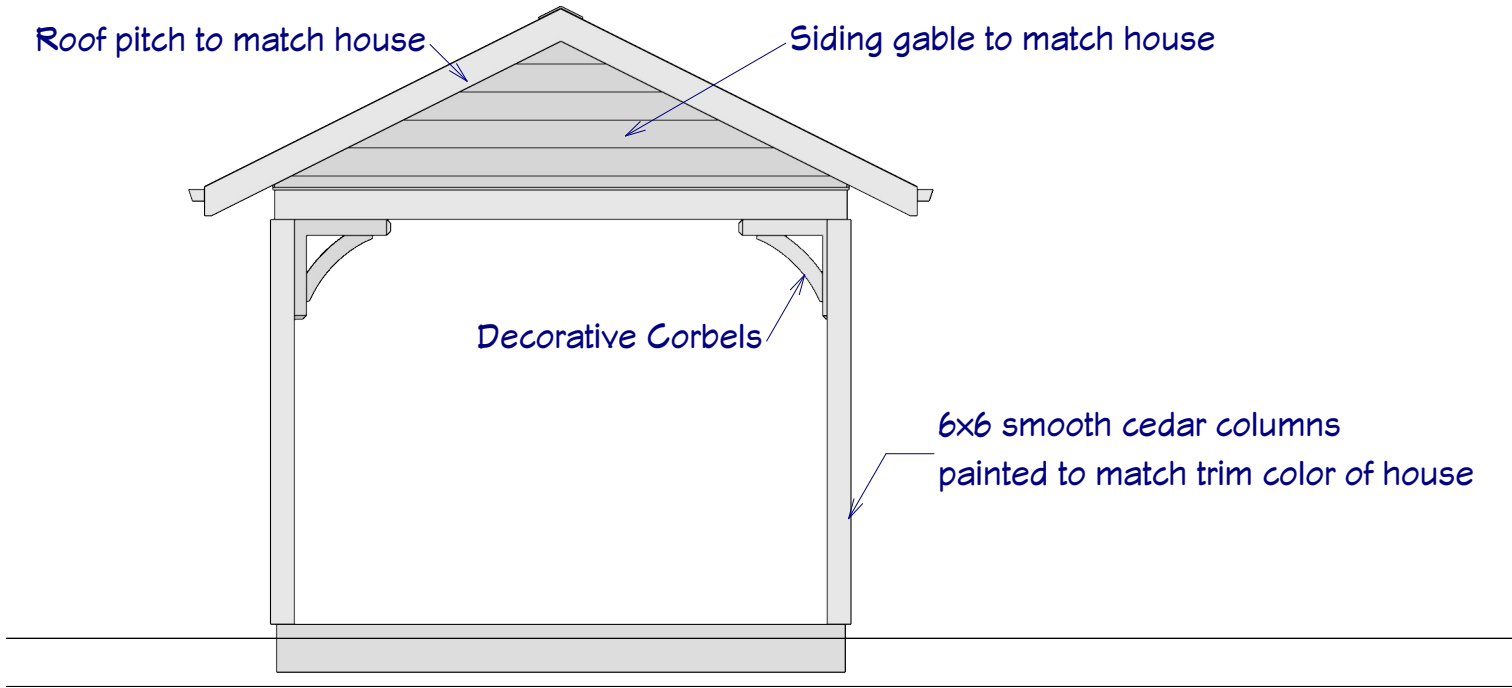
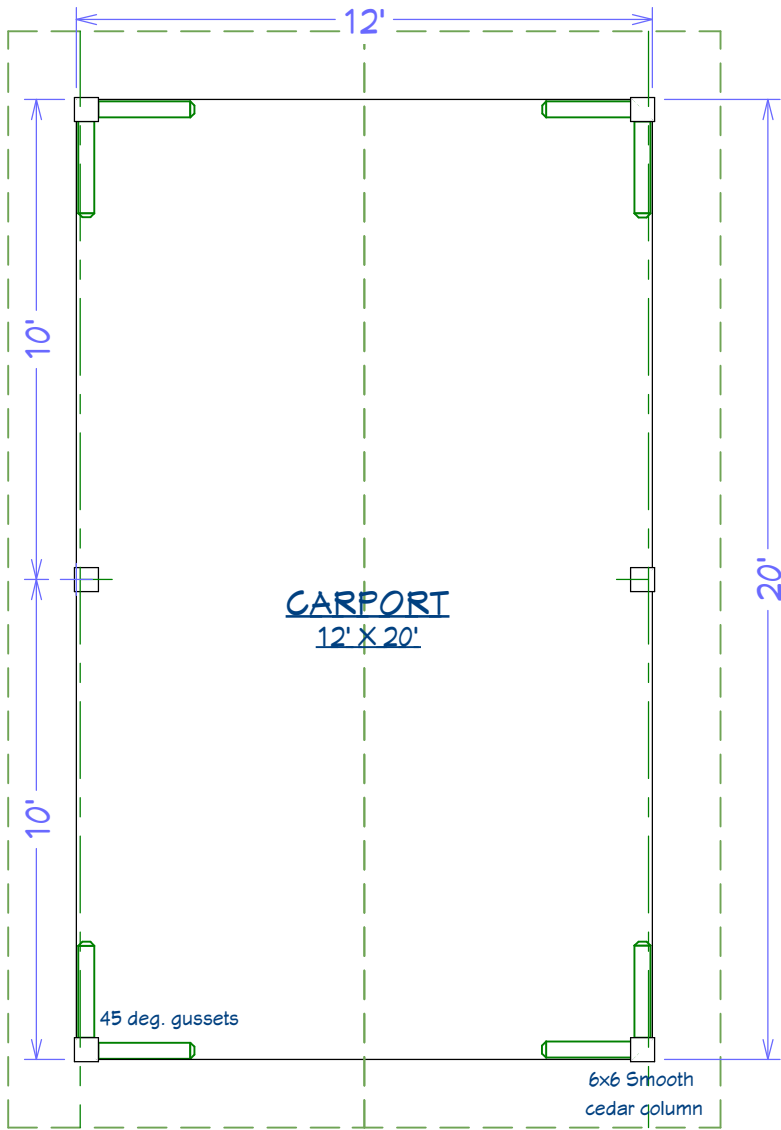
407 E. 5TH ST
Georgetown, TX 78626

Material Specs - Scope

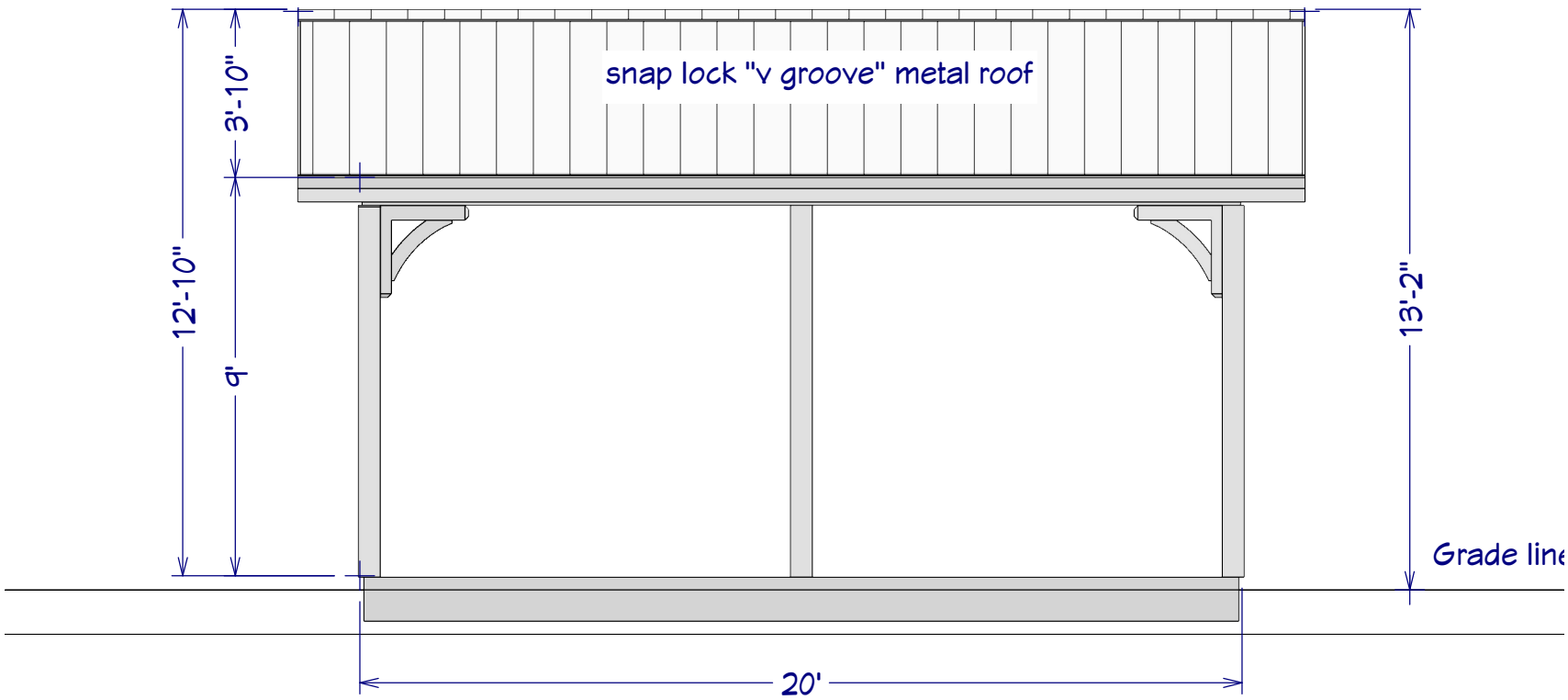


Proposed Carport

- Placement Requires a setback Varience
- Design to resemble/ Complement main house
- Paint colors to match main house



Exterior Elevation Front



Exterior Elevation Right



407 E. 5TH ST
Georgetown, TX 78626

Carport

DRAWINGS PROVIDED BY:
Travis Adams
Riata Builders
Tadams riata@hotmail.com
512.818.1117



DATE:

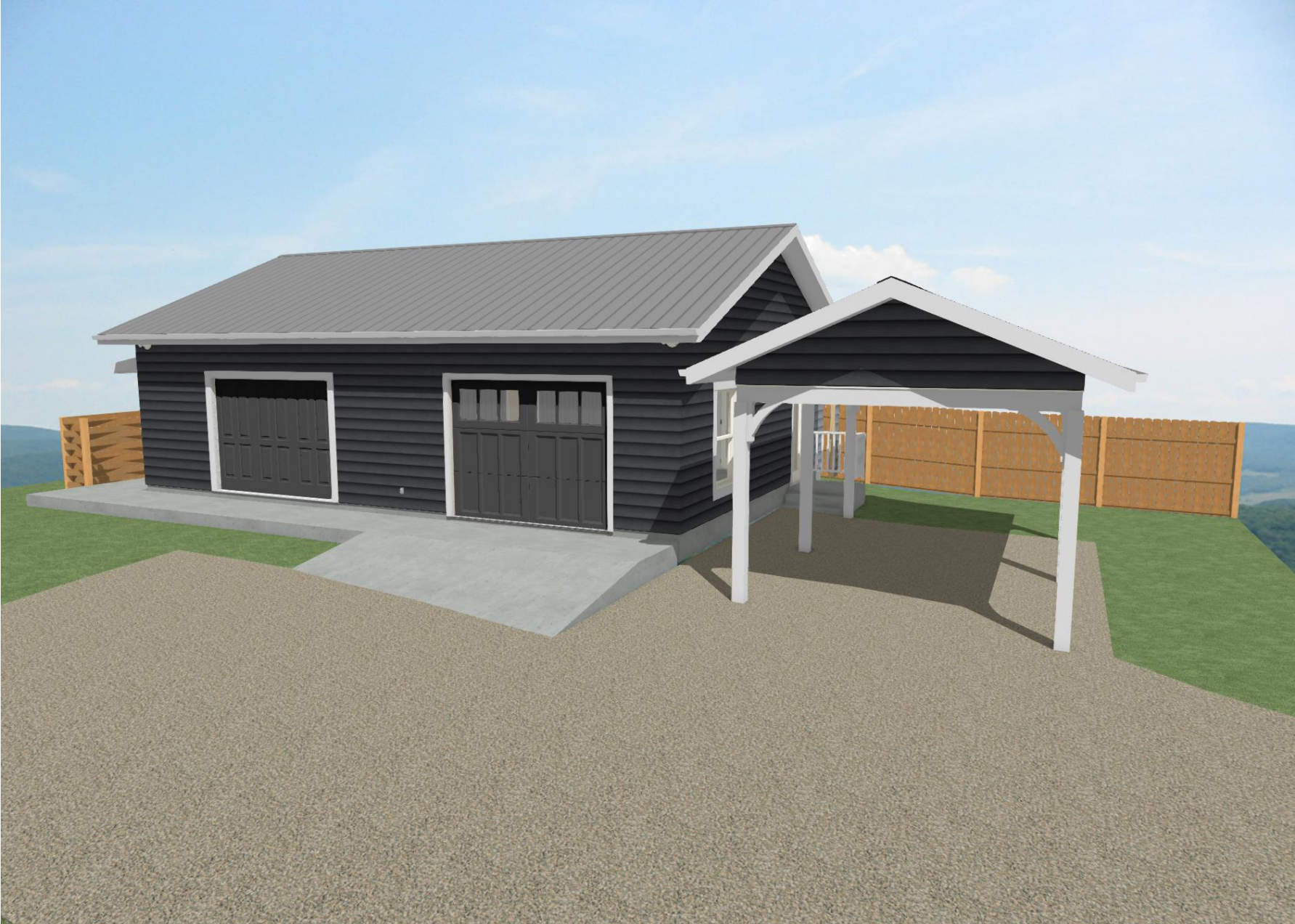
3/31/2019

SCALE:

1/4"=1'

SHEET:

P-011



Revision Table			
Number	Date	Revised By	Description
1	2/21/2019	T. ADAMS	Updated roof material
2	2/21/2019	T. ADAMS	Updated door style



407 E. 5TH ST
Georgetown, TX 78626

Carport 3D

DRAWINGS PROVIDED BY:

Travis Adams

Riata Builders

Tadams@riata@hotmail.com

512.816.1117



RIATA

BUILDERS

DATE:

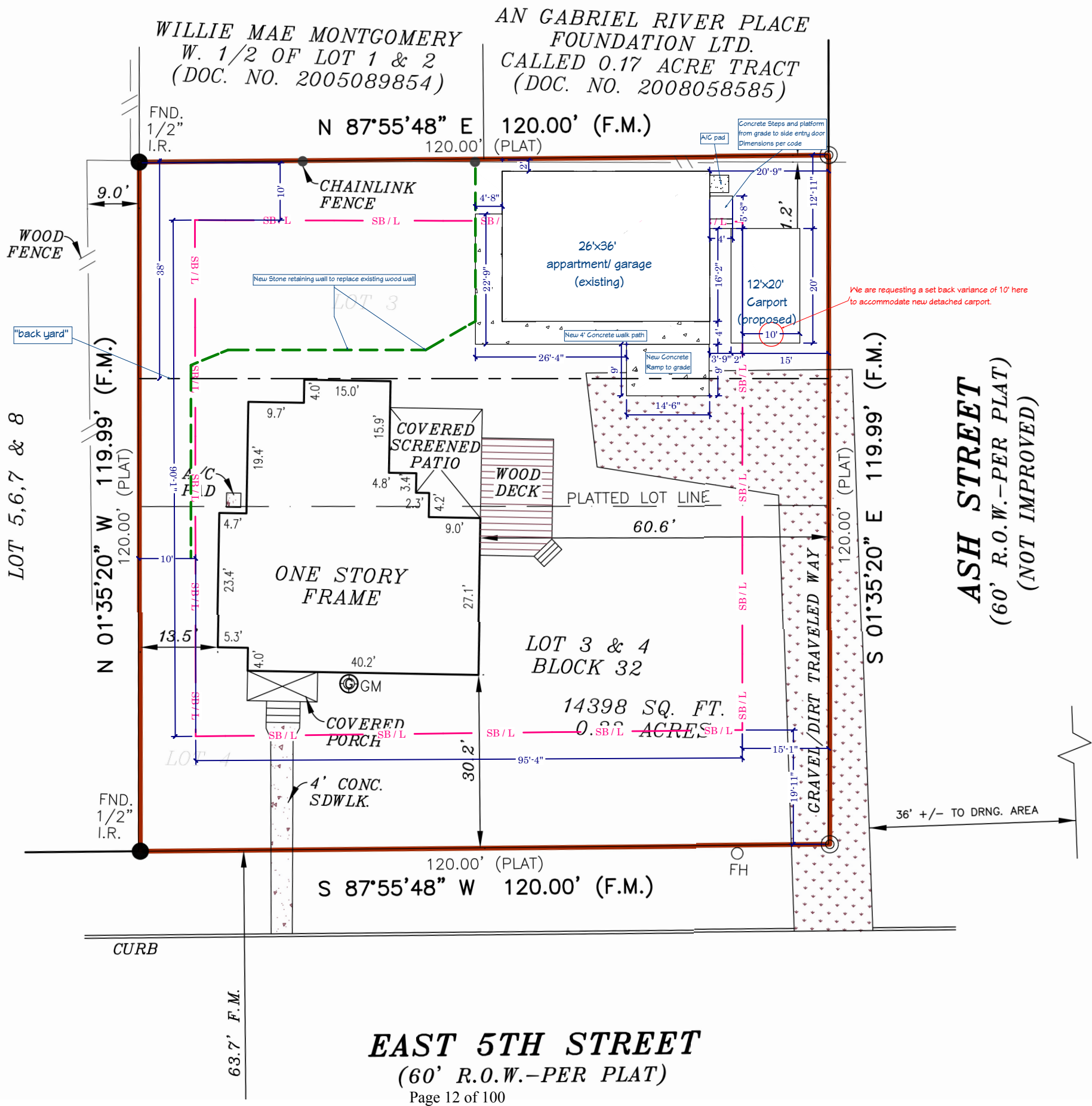
3/31/2019

SCALE:

NTS

SHEET:

P-012



Total Lot (according to WCAD) - 14,375 sq. ft.
Back Yard total - 4,525 sq. ft.

Impervious Cover:


Existing - 2908.97 sq. ft.
Main house (Including covered porches)- 1874.97 sq. ft.
Shed/ Apartment - 936 sq. ft.
Main house A/C pad - 10 sq. ft.
Front entry walk path - 115 sq. ft.

Proposed - 656.18 sq. ft.
Apartment flatwork - 406.18 sq. ft.
Apartment A/C pad - 10 sq. ft.
Carport - 240 sq. ft.

- Proposed Lot Total Impervious - 3565.15 sq. ft. (24.801% of total lot)
- Proposed back Yard Total Impervious - 1592.18 sq. ft. (35.186 % of back yard)
- Proposed back yard total coverage (structures and buildings) - 1185.815 sq. ft. (26.205% of back yard)

Revision Table			
Number	Date	Revised By	Description
1	2/21/2019	T. ADAMS	Changed side set back
2	2/21/2019	T. ADAMS	Added rear yard calc.
3	2/21/2019	T. ADAMS	deminsion from carport to rear prop.


Page size - 11"x17"
Scale - 1"=20'



407 E. 5TH ST
Georgetown, TX 78626

Site plan

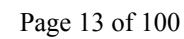
DRAWINGS PROVIDED BY:
Travis Adams
Riata Builders
Tadams@riatabuilders.com
512.818.1117



DATE:
3/31/2019

SCALE:
1"=20'

SHEET:
P-013



TEXAS HISTORICAL COMMISSION

HISTORIC RESOURCES SURVEY FORM

Address: 407 E 5th St 2016 Survey ID: 124262 A
 City: Georgetown 2016 Preservation Priority: Low
 County: Williamson Local District: Old Town District

SECTION 1

Basic Inventory Information

Owner/Address ROSE, REUBEN JR ET AL, 407 E 5TH ST, , GEORGETOWN,TX 78626

Current/Historic Name: None/None

Latitude: 30.639408 Longitude -97.673561

Legal Description (Lot/Block): GLASSCOCK ADDITION, BLOCK 32, LOT 3-4, ACRES .33 WCAD ID: R042567

Addition/Subdivision: S3677 - Glasscock Addition

Property Type: ☒ Building ☐ Structure ☐ Object ☐ Site ☐ District

Current Designations:

☐ NR District (Is property contributing? ☐ Yes ☐ No)

☐ NHL ☐ NR ☐ RTHL ☐ OTHM ☐ HTC ☐ SAL ☒ Local: Old Town District ☐ Other

Architect: Builder:

Construction Date: 1940 ☒ Actual ☐ Estimated Source: WCAD

Function

Current Use: ☐ Agriculture ☐ Commerce/trade ☐ Defense ☒ Domestic ☐ Educational ☐ Government

☐ Healthcare ☐ Industry/processing ☐ Recreation/culture ☐ Religious ☐ Social ☐ Vacant

☐ Other:

Historic Use: ☐ Agriculture ☐ Commerce/trade ☐ Defense ☒ Domestic ☐ Educational ☐ Government

☐ Healthcare ☐ Industry/processing ☐ Recreation/culture ☐ Religious ☐ Social ☐ Vacant

☐ Other:

Recorded by: CMEC Date Recorded 3/17/2016



Photo direction: North

Note: See additional photo(s) on page 4

TEXAS HISTORICAL COMMISSION

HISTORIC RESOURCES SURVEY FORM

Address:	407 E 5th St	2016 Survey ID:	124262 A
City:	Georgetown	2016 Preservation Priority:	Low
County:	Williamson	Local District:	Old Town District

SECTION 2

Architectural Description

General Architectural Description:

One-story single-family home with no particular style. It has a cross-gabled roof, hardiplank siding, and a partial-width, projecting porch with a single front door with partially glazed sidelights.

☒ Additions, modifications: Entry stoop replaced with a partial-width porch (porch roof and porch supports replaced; porch surround added); door replaced, sidelights added, door surround added; siding replaced and string course added; windows resized and replaced; addition at rear

☐ Relocated

Stylistic Influence(s)

<input type="checkbox"/> Log traditional	<input type="checkbox"/> Shingle	<input type="checkbox"/> Gothic Revival	<input type="checkbox"/> Pueblo Revival	<input type="checkbox"/> International
<input type="checkbox"/> Greek Revival	<input type="checkbox"/> Romanesque Revival	<input type="checkbox"/> Tudor Revival	<input type="checkbox"/> Spanish Colonial	<input type="checkbox"/> Post-war Modern
<input type="checkbox"/> Italianate	<input type="checkbox"/> Folk Victorian	<input type="checkbox"/> Neo-Classical	<input type="checkbox"/> Prairie	<input type="checkbox"/> Ranch
<input type="checkbox"/> Second Empire	<input type="checkbox"/> Colonial Revival	<input type="checkbox"/> Beaux Arts	<input type="checkbox"/> Craftsman	<input type="checkbox"/> Commercial Style
<input type="checkbox"/> Eastlake	<input type="checkbox"/> Renaissance Revival	<input type="checkbox"/> Mission	<input type="checkbox"/> Art Deco	<input checked="" type="checkbox"/> No Style
<input type="checkbox"/> Queen Anne	<input type="checkbox"/> Exotic Revival	<input type="checkbox"/> Monterey	<input type="checkbox"/> Moderne	<input type="checkbox"/> Other:

Structural Details

Roof Form

☐ Gable ☐ Hipped ☐ Gambrel ☐ Shed ☐ Flat w/parapet ☐ Mansard ☐ Pyramid ☒ Other: Cross-Gabled

Roof Materials

☐ Wood shingles ☐ Tile ☒ Composition shingles ☐ Metal ☐ Asphalt ☐ Other:

Wall Materials

☐ Brick ☐ Stucco ☐ Stone ☐ Wood shingles ☐ Log ☐ Terra Cotta ☐ Concrete
☐ Metal ☐ Wood Siding ☐ Siding: Other ☐ Glass ☐ Asbestos ☐ Vinyl ☒ Other: Hardiplank

Windows

☐ Fixed ☐ Wood sash ☒ Double hung ☐ Casement ☐ Metal sash ☐ Decorative Screenwork ☒ Other: Vinyl

Doors (Primary Entrance)

☒ Single door ☐ Double door ☐ With transom ☒ With sidelights ☐ Other:

Plan

☐ L-plan ☐ T-plan ☐ Modified L-plan ☐ 2-room ☐ Open ☐ Center Passage ☐ Bungalow ☐ Shotgun
☐ Irregular ☐ Four Square ☒ Rectangular ☐ Other

Chimneys

Specify # 0 ☐ Interior ☐ Exterior ☒ None
☐ Brick ☐ Stone ☐ Stucco ☐ Corbelled Caps ☐ Other

PORCHES/CANOPIES

Form: ☐ Shed Roof ☐ Flat Roof ☐ Hipped Roof ☒ Gabled Roof ☐ Inset ☐ None ☐ Other

Support

☒ Wood posts (plain) ☐ Wood posts (turned) ☐ Masonry pier ☐ Fabricated metal
☐ Box columns ☐ Classical columns ☐ Tapered box supports ☐ Suspension cables ☐ None
☐ Suspension rods ☐ Spindlework ☐ Jigsaw trim ☐ Other:

Materials: ☐ Metal ☒ Wood ☐ Fabric ☐ Other:

of stories: 1 Basement: ☐ None ☐ Partial ☐ Full ☒ Unknown

Ancillary Buildings

Garage ☐ Barn ☐ Shed ☐ Other:

Landscape/Site Features

☐ Sidewalks ☐ Terracing ☐ Drives ☐ Well/cistern ☐ Gardens ☐ Other
☐ Stone ☐ Wood ☐ Concrete ☐ Brick ☐ Other materials:

Landscape Notes:

TEXAS HISTORICAL COMMISSION

HISTORIC RESOURCES SURVEY FORM

Address:	407 E 5th St	2016 Survey ID:	124262 A
City	Georgetown	2016 Preservation Priority:	Low
County	Williamson	Local District:	Old Town District

SECTION 3

Historical Information

Associated Historical Context:

- | | | | | |
|---|---|--|--|---|
| <input type="checkbox"/> Commerce | <input type="checkbox"/> Communication | <input type="checkbox"/> Agriculture | <input type="checkbox"/> Architecture | <input type="checkbox"/> Arts |
| <input type="checkbox"/> Immigration/Settlement | <input type="checkbox"/> Law/Government | <input type="checkbox"/> Education | <input type="checkbox"/> Exploration | <input type="checkbox"/> Health |
| <input type="checkbox"/> Religion/Spirituality | <input type="checkbox"/> Science/Technology | <input type="checkbox"/> Military | <input type="checkbox"/> Natural Resources | <input type="checkbox"/> Planning/Development |
| | | <input type="checkbox"/> Social/Cultural | <input type="checkbox"/> Transportation | <input type="checkbox"/> Other |

Applicable National Register (NR) Criteria:

- ☐ A Associated with events that have made a significant contribution to the broad pattern of our history
- ☐ B Associated with the lives of persons significant in our past
- ☐ C Embodies the distinctive characteristics of a type, period or method of construction or represents the work of a master, or possesses high artistic value, or represents a significant and distinguishable entity whose components lack individual distinctions
- ☐ D Has yielded, or is likely to yield, information important in prehistory or history

Areas of Significance:

Periods of Significance:

- | | | | |
|---|--|---|--------------------------------------|
| Level of Significance: | <input type="checkbox"/> National | <input type="checkbox"/> State | <input type="checkbox"/> Local |
| Integrity: | <input checked="" type="checkbox"/> Location | <input type="checkbox"/> Design | <input type="checkbox"/> Materials |
| <input checked="" type="checkbox"/> Setting | <input type="checkbox"/> Feeling | <input checked="" type="checkbox"/> Association | <input type="checkbox"/> Workmanship |

Integrity notes: See Section 2

Individually Eligible? ☐ Yes ☒ No ☐ Undetermined

Within Potential NR District? ☐ Yes ☐ No ☐ Undetermined

Is Property Contributing? ☐ Yes ☐ No ☐ Undetermined

Priority: ☐ High ☐ Medium ☒ Low Explain: Due to recent alterations, priority has been lowered from the previous survey.

Other Info:

Is prior documentation available for this resource? ☒ Yes ☐ No ☐ Not known **Type:** ☐ HABS ☒ Survey ☐ Other

Documentation details	2007 ID: 78a	1984 ID: 26
1984 survey and 2007 survey	2007 Survey Priority: Medium	1984 Survey Priority: Low

General Notes: (Notes from 2007 Survey: some window replacement)

Questions?

Contact Survey Coordinator
History Programs Division, Texas
Historical Commission
512/463-5853
history@thc.state.tx.us



HISTORIC RESOURCES SURVEY FORM

Address: 407 E 5th St
 City: Georgetown
 County: Williamson

2016 Survey ID: 124262 A
 2016 Preservation Priority: Low
 Local District: Old Town District

Additional Photos

Photo Direction Northwest



Photo Direction Northeast



Planning Department Staff Report

Historic and Architectural Review Commission

Meeting Date: 4/25/2019

File Number: COA-2018-059

AGENDA ITEM DESCRIPTION

Public Hearing and possible action on a request for a Certificate of Appropriateness for 10' setback encroachment along the property line adjacent to the unimproved Ash Street, into the required 15' setback, allowing for a residential structure 5' from the property line per the Unified Development Code (UDC) Section 4.08d.080.D; for the property located at 407 E. 5th Street, bearing the legal description of 0.33 ac. Glasscock Addition, Block 32, Lot 3-4 (COA-2018-59). Madison Thomas, Downtown Historic Planner

AGENDA ITEM DETAILS

Project Name: Carport Setback Encroachment
Applicant: Travis Adams
Property Owner: Stan & Jen Mauldin
Property Address: 407 E. 5th Street, Georgetown Texas 78626
Legal Description: Glasscock Addition, Block 32, Lot 3-4
Historic Overlay: Old Town Overlay
Case History: N/A

HISTORIC CONTEXT

Date of construction:	Main House: 1940	
Historic Resources Survey Level of Priority:	2016 Main House: Low	Garage: Low
	2007 Main House: Medium	Garage: Medium
	1984 Main House: Low	Garage: N/A
National Register Designation:	No	
Texas Historical Commission Designation:	No	

APPLICANT'S REQUEST

The applicant is requesting to add a carport adjacent to the existing garage at the rear and side of the lot which also contains a historic home. The carport is proposed to be 240 square feet and will match the two other existing structures in roof pitch, roof materials which is metal roofing, siding materials which is hardie and color. The applicant is requesting a 10' encroachment along the property line adjacent to the unimproved Ash Street, into the required 15' setback, allowing a residential structure 5' from the property line. The applicant is requesting this encroachment to align the carport up with the existing driveway and because other areas for a carport on the site are limited.

Planning Department Staff Report

Historic and Architectural Review Commission

STAFF ANALYSIS

The proposed carport location is adjacent to the existing apartment/garage. It will meet the rear setback of 10' from the property line, and will be significantly setback from the front property line. The distance between the existing garage and the carport will be approximately 4', however, there are no distance requirements for buildings on the same lot in the building code. The side setback is required to be 15' from a street right-of-way. Although Ash Street is not improved and does not function as a street, it remains a city right-of-way and the 15' setback applies. The Unified Development Code (UDC) requires side setbacks not adjacent to a street to be 6'.

When a setback encroachment is being requested, HARC should consider the following criteria:

D. Additional Criteria for Approval of a Setback Exception.

1. The Historic and Architectural Review Commission may grant a Certificate of Appropriateness, per Section 4.08.080.D of this Code, to modify the setback standards of the underlying base zoning district for residential properties located within the Old Town Overlay District.
2. HARC may take in consideration the following in determining whether to approve a Certificate of Appropriateness for a setback exception:

Approval Criteria	Staff Findings
a. Whether the proposed setback encroachment is solely a matter of convenience;	Complies The proposed location of the carport is appropriate in that it is not being placed in front of either of the existing structures (both are identified on the historic resource survey). It is being proposed at the rear of the lot adjacent to the existing garage structure. There are existing trees and a retaining wall that limits the possible locations on the lot. The carport as it is proposed could be moved closer to the existing garage, reducing the requested setback encroachment. If they move it closer to the garage they would still need to provide enough space for maintenance of the two structures.

Planning Department Staff Report

Historic and Architectural Review Commission

b. Whether there is adequate room on the site to allow the proposed addition or new structure without encroaching into the setback;	<p>Complies</p> <p>Pushing the carport towards the northwest portion of the lot is not an option due to the limited area to maneuver a car between the existing home's screened patio and the existing garage/apartment. This area also has topography issues with an existing wood wall, soon to be replaced with a stone retaining wall blocking off this portion of the backyard. There is also limited space on the lot due to the amount of large trees on the property with trees that run along the west portion of the lot line and a row of trees that follow the existing drive. However, there is some open room on the lot between the house and the trees, though a structure and parking could impact the trees and critical root zone.</p>
c. Whether the proposed setback is compatible and in context within the block in which the subject property is located;	<p>Does Not Comply</p> <p>The block was defined as the properties adjacent to S. Elm Street, E. 4th Street, S. College Street and E. 5th Street. There are no other houses within this block that are less than 15' from these streets. The other properties along the unimproved Ash St. have a detention culvert running along their property and the road, so this context is difficult to determine.</p>
d. Whether the proposed addition or new structure will be set closer to the street than other units within the block;	<p>Partially Complies</p> <p>The proposed setback is compatible with the existing structures on the lot adjacent to E. 5th St., however if Ash St. were to develop, it would be closer than any other structures are to a street.</p>
e. Whether the proposed structure is replacing a structure removed within the past year;	N/A

Planning Department Staff Report

Historic and Architectural Review Commission

f. Whether the proposed structure will replace a structure that previously existed with relatively the same footprint and encroachment as proposed;	N/A
g. If the proposed encroachment is for a structure that is replacing another structure, whether the proposed structure is significantly larger than the original;	N/A
h. If the proposed encroachment is for an addition, the scale of the addition compared to the original house;	N/A
i. Reserved.	
j. The size of the proposed structure compared to similar structures within the same block;	Complies There are a few other properties along the block that have a single-car carport (attached and detached) of a size and scale.
k. Whether the proposed addition or new structure will negatively impact adjoining properties, including limiting their ability to maintain existing buildings;	Complies The proposed location of this structure will not negatively impact the adjoining property, which is an undeveloped road. There are no current plans in place to develop the street, and the proposed structure is setback far enough, that if the road were to develop in the future, it would not impose the line of sight.
l. Whether there is adequate space for maintenance of the proposed addition or new structure and/or any adjacent structures; and/or	Complies The setback from the property line 5' which would allow the maintenance of the structure.
m. Whether the encroachment would enable existing large trees or significant features of the lot to be preserved.	Partially Complies The proposed location of the structure is not impacted by trees, however if placed in other possible locations on the lot, existing trees could be impacted.

STAFF RECOMMENDATION

Staff recommends approval with the condition that the applicant places the structure 6' from the side setback. That is a typical side setback and the adjacent road is unimproved and has been. If it were to

Planning Department Staff Report

Historic and Architectural Review Commission

develop, the structure is proposed far enough back to not impact road visibility. It meets the majority of the criteria outlined, will not negatively impact adjacent properties, and has site limitations to placing it in other locations throughout the lot.

PUBLIC COMMENTS

As of the date of this report, staff has not received any written comments.

ATTACHMENTS

Exhibit 1 – Location Map

Exhibit 2 - Letter of Intent

Exhibit 3– Plans (rendering) and Specifications

Exhibit 4 – Historic Resources Survey

SUBMITTED BY

Madison Thomas, AICP, Historic & Downtown Planner

City of Georgetown, Texas
Historic and Architectural Review
April 25, 2019

SUBJECT:

Public hearing and possible action for the demolition of a high priority structure located outside of the historic overlay districts at 608 W. 15th Street– Madison Thomas, AICP, Historic and Downtown Planner

ITEM SUMMARY:

Background

This approximately .24 acre property includes a high priority structure identified on the 2016 Historic Resource Survey. It was also on the 1984 or 2007 historic resource surveys as a high priority structure. According to the 2016 Historic Resource Survey, the single story structure is estimated to have been built in 1890 and retains sufficient (architectural) integrity and is an excellent or rare example of its type or style. The 2016 survey identifies the structure as an L-plan with Folk Victorian stylistic influences. The property is not located in either of the historic overlay districts, but located in a neighborhood a few blocks west of Old Town. The applicant purchased the home last year, from a family that had owned it since the early 1970's. The applicant considered relocation, however it has been confirmed that due to the structure and condition of the home, relocation is not an option.

Public Comments

As required by the Unified Development Code, all property owners within a 200 foot radius of the subject property that are located within City limits were notified of the rezoning application (13 notices mailed), and one (1) sign was posted on-site. To date, staff has not received any public comments.

Findings

The structure has deteriorated beyond a reasonable amount of repair and maintenance. In its current state it cannot be re-occupied. To bring it to a livable condition, the foundation would need to be leveled and the flooring replaced, the single wall construction would need to be converted to double to allow for electric/gas and plumbing. Existing gas and water plumbing pose safety issues due to the “makeshift” installation and it appears to have extensive termite damage. The property cannot inhabited or provide an alternative use in its current state. The significant amount of damage this house has incurred overtime without routine maintenance has left it in a state of disrepair.

FINANCIAL IMPACT:

N/A

SUBMITTED BY:

Madison Thomas, AICP, Historic & Downtown Planner

ATTACHMENTS:

	Description	Type
□	Exhibit 1- Location Map	Exhibit
□	Exhibit 2- Letter of Intent	Exhibit
□	Exhibit 3- Supporting Documents	Exhibit
□	Exhibit 4- HARC Demolition Process	Exhibit

📎	Exhibit 5- HARC Criteria	Exhibit
📎	Exhibit 6- Demolition Subcommittee Form	Exhibit
📎	Exhibit 7- Historic Resource Survey	Exhibit
📎	Exhibit 8- HPO Report	Exhibit

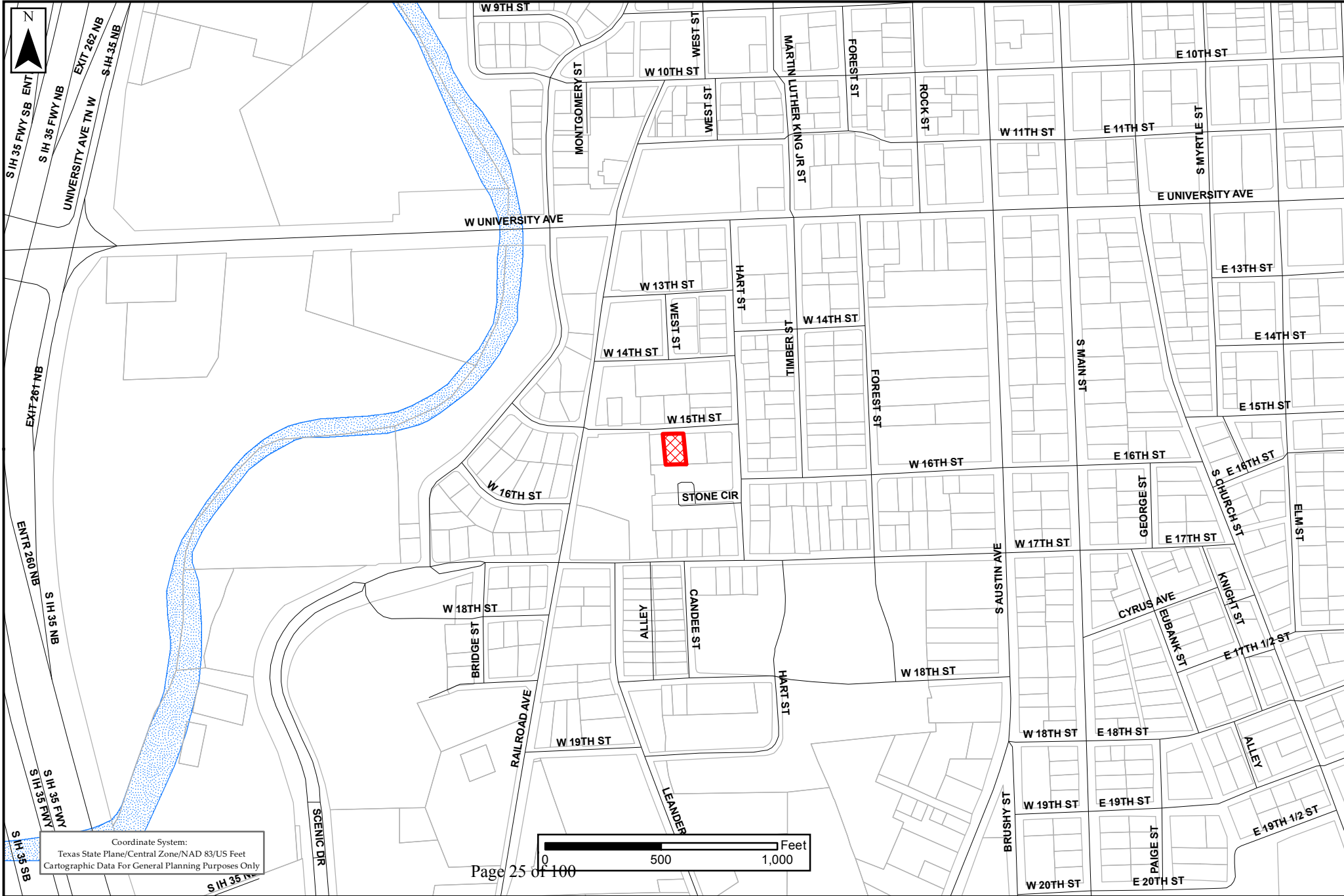


Location Map

2019-10-COA

Exhibit #1

- Legend
- Site
 - Parcels
 - City Limits
 - Georgetown ETJ



Lewis Asset Management, LLC
PO Box 1306
Georgetown, TX 78627

January 29, 2019

Planning and Development
406 W. 8th Street
Georgetown, TX 78626

To Whom It May Concern:

Lewis Asset Management, LLC, has prepared this letter to state our intent to apply for a certificate of appropriateness to demolish the structure at 608 W 15th Street.

The following details apply:

Existing Zoning District: Single Family

Future Land Use: Moderate Density Residential

Growth Tier Designation: Tier 1A (Developed/Redeveloping)

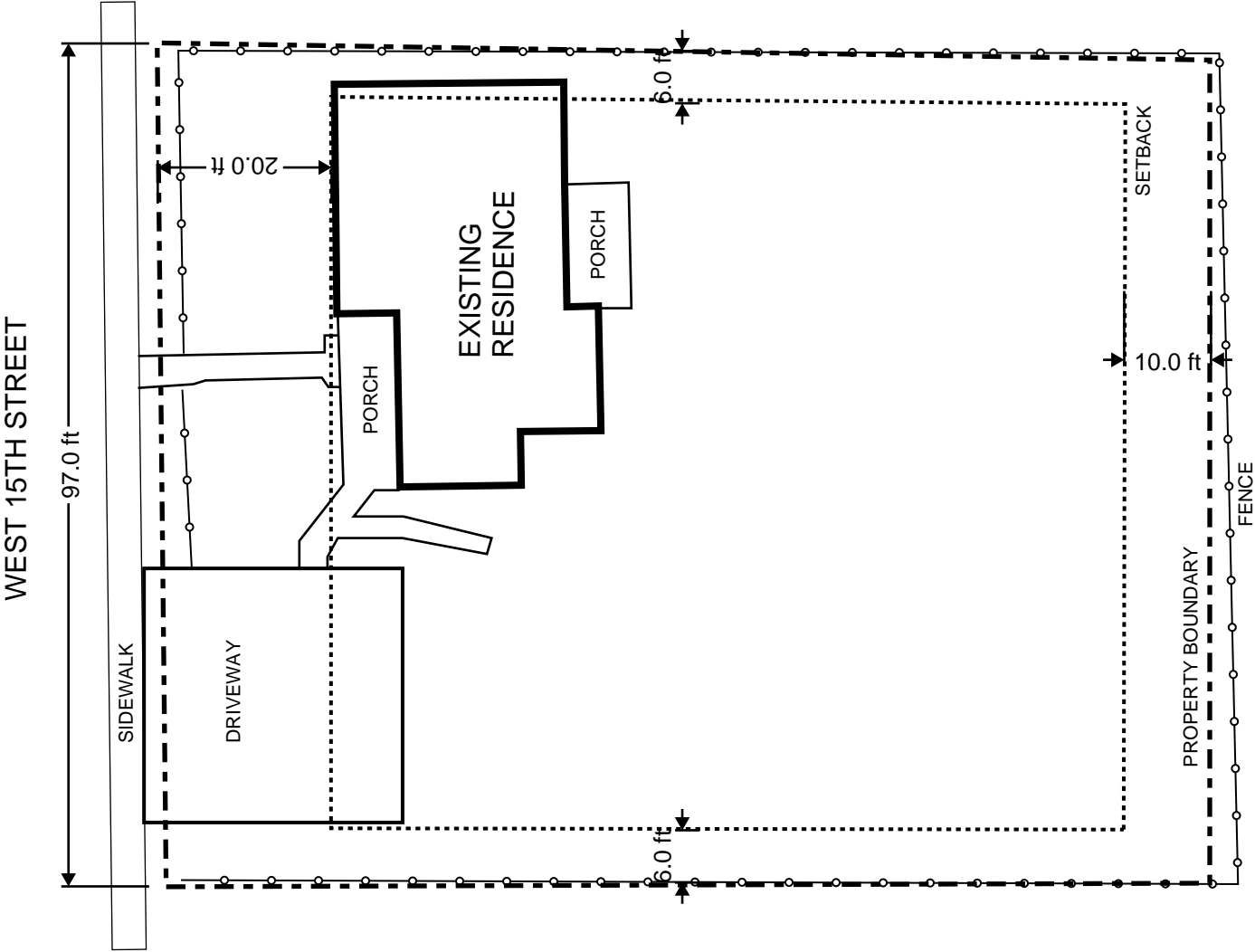
The property at 608 W. 15th Street, Georgetown TX was purchased in April 2018 and is currently in the process of being re-platted from one lot to two. The existing home that is on the property was built in 1890 and although it is not in the Historic Overlay District, it has been recognized by the Historic Resources Survey as having historic value. In a substantial effort to save the structure, our original plan was to split the current lot in two, re-position the home to fit on one of the lots and build a new construction home on the second lot. This plan was derived in an effort to create value with the additional lot since remodeling the house as it sits on the one lot was not financially viable. Upon extensive further research and evaluation of the property, it has now been determined that demolishing the current structure is the only economically feasible option. The house has extensive termite damage, wood rot, major foundation and structural issues as well as hazardous plumbing and electrical issues throughout. The house as it stands today is unsafe and unlivable and there is a not a feasible way to repair the building to those standards.

All options have been exhausted - to repair the home to meet the safe and livable criteria would take more than the home would be worth and to move the structure would be impractical due to the additional framing that would be required in order to keep the home from falling apart in its current state. We ask that the committee approve our request to demolish the structure due to unreasonable economic hardship.

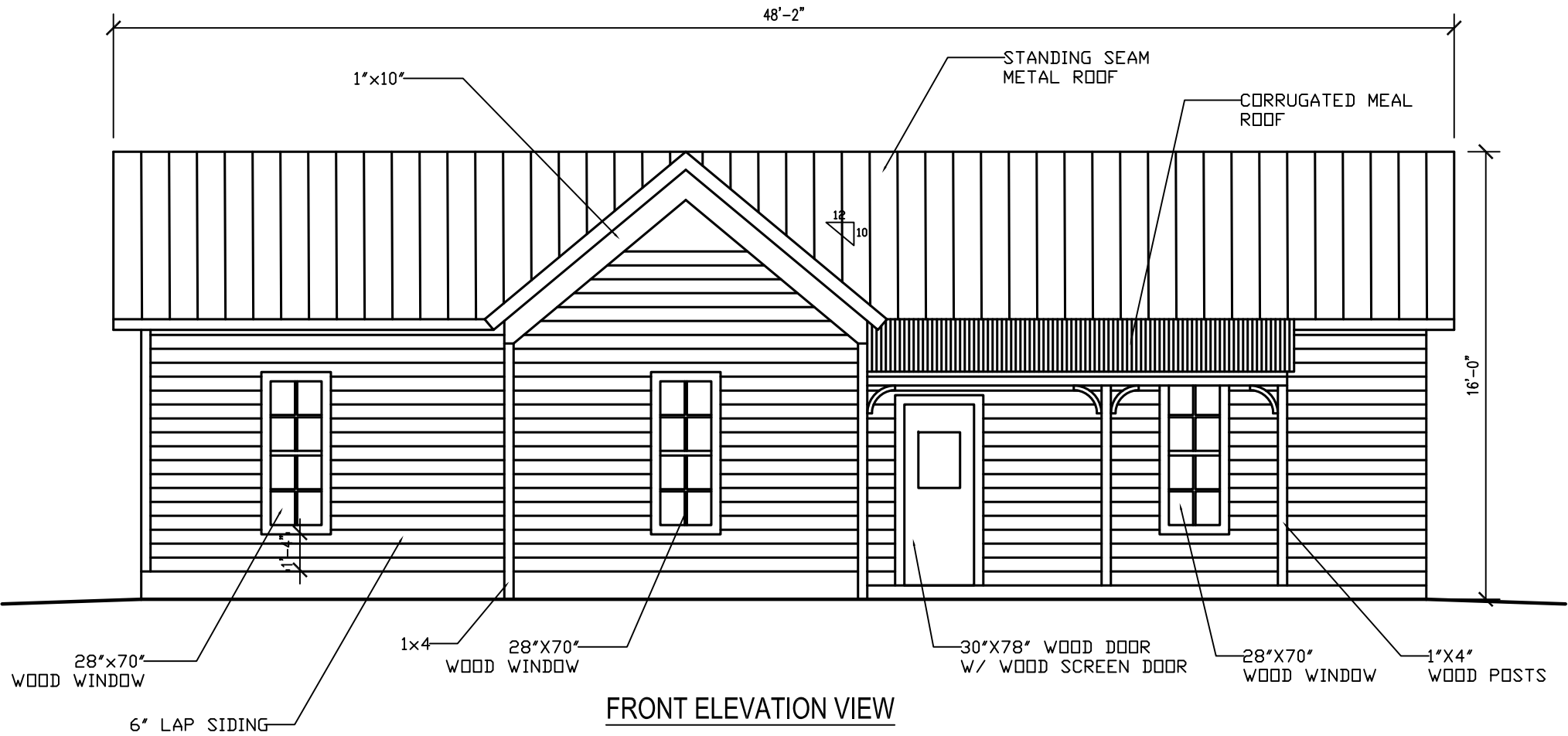
Thank you for your consideration. If there are any questions regarding this application, please feel free to contact me at (512) 948-5306.

Sincerely,

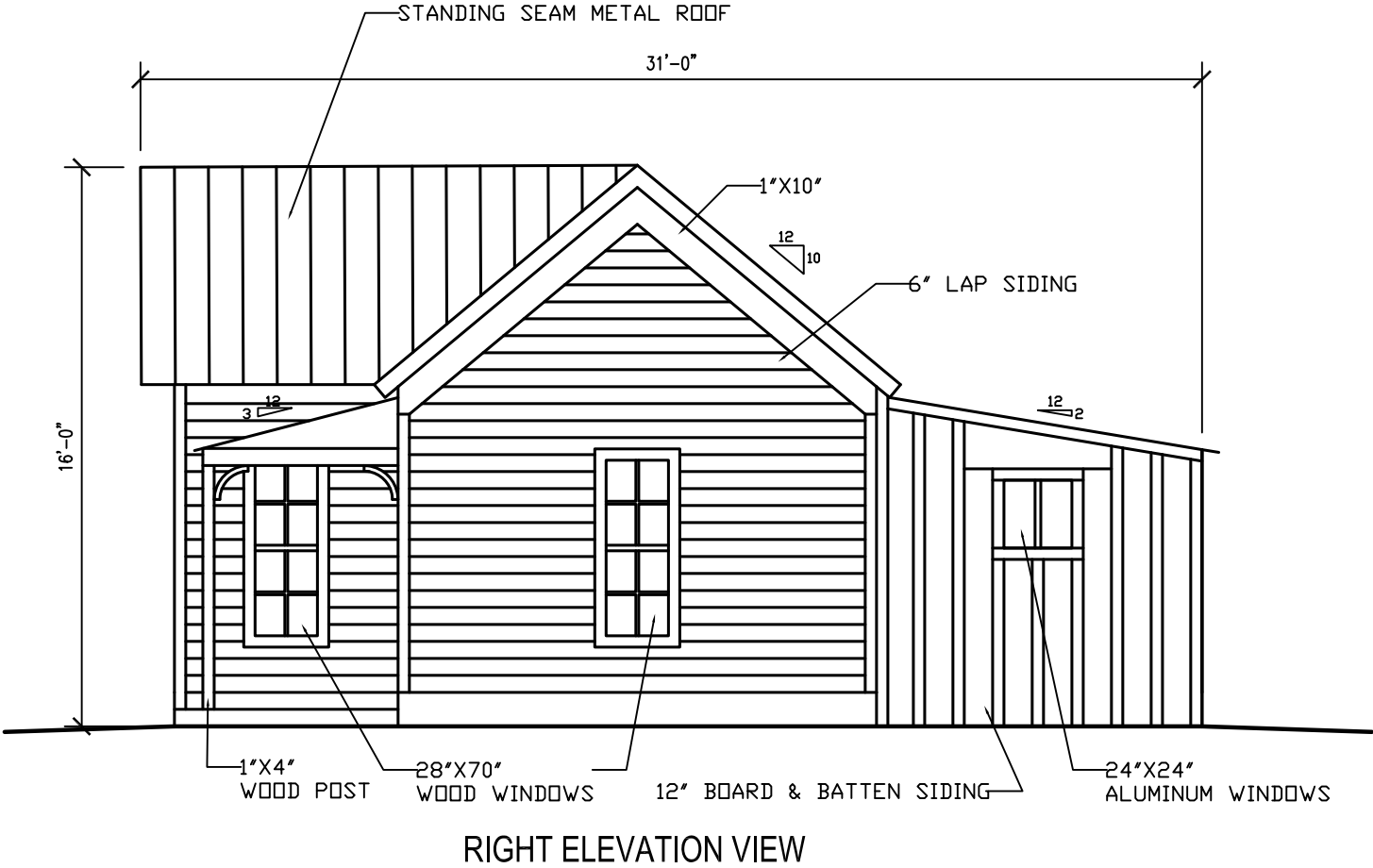
Peyton Lewis
Owner



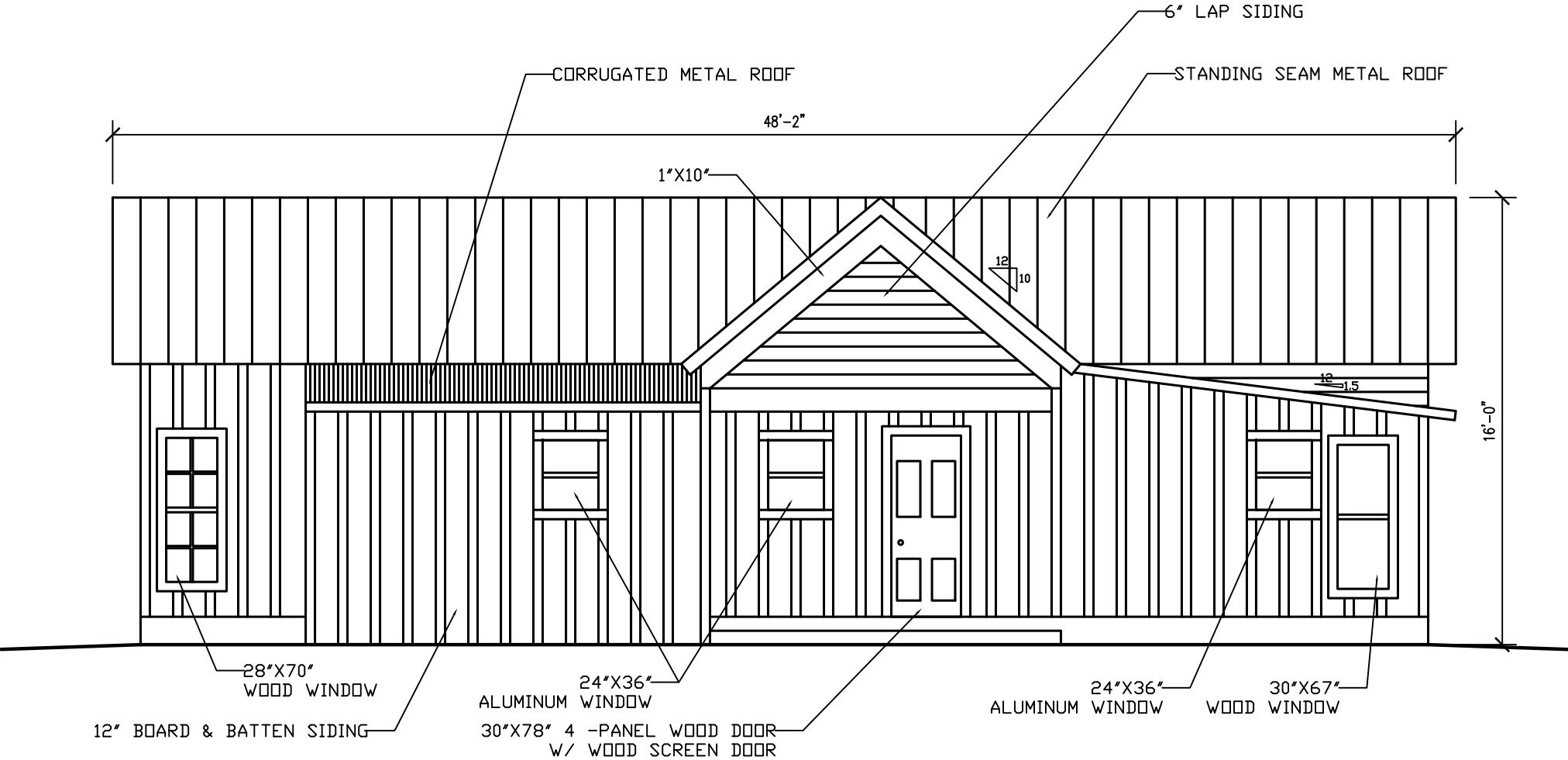
608 15TH ST
GEORGETOWN, TX



608 15TH ST
GEORGETOWN, TX

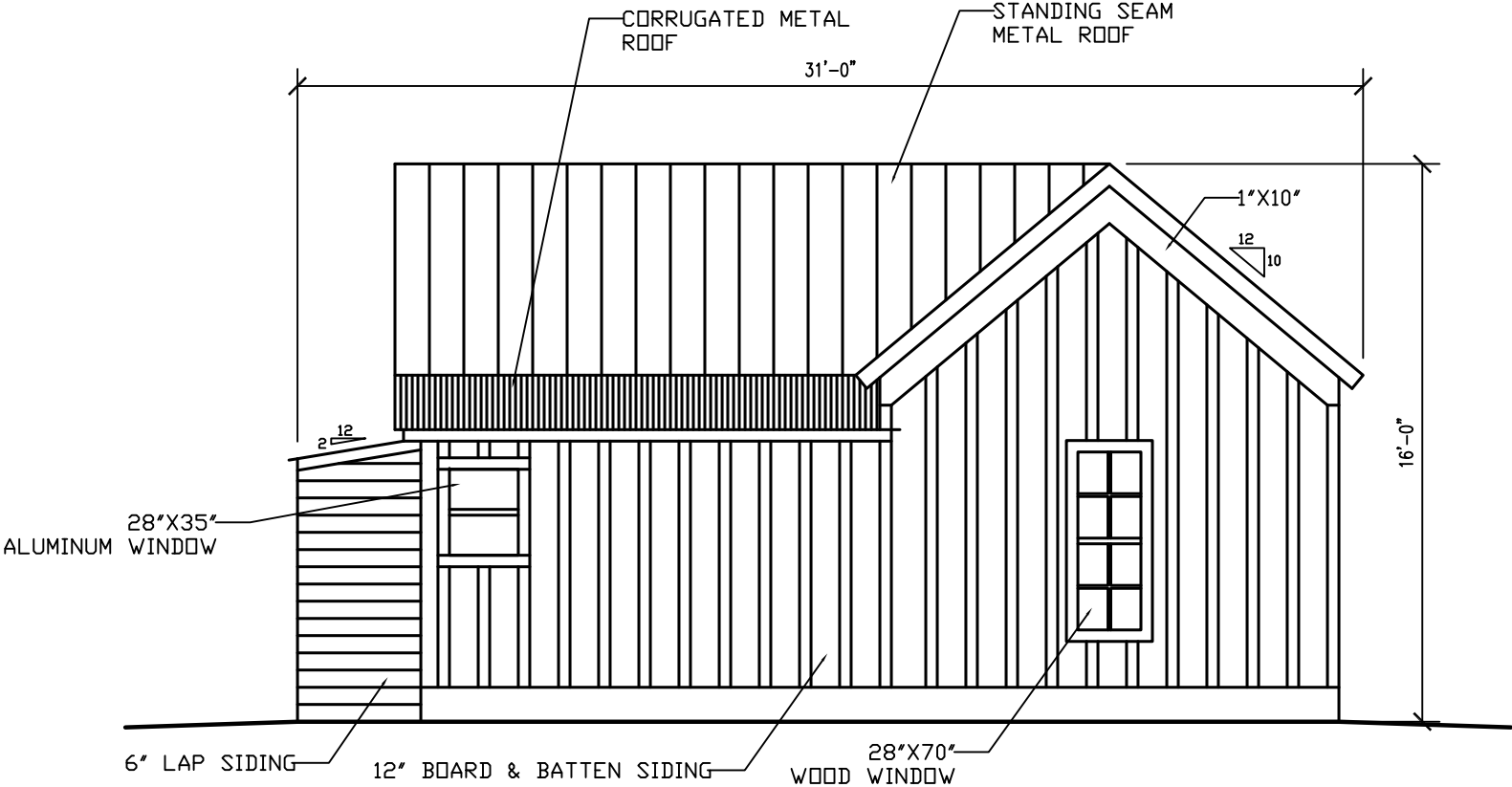


608 15TH ST
GEORGETOWN, TX



REAR ELEVATION VIEW

608 15TH ST
GEORGETOWN, TX



LEFT ELEVATION VIEW





front elevation







Page 36 of 100

front porch



front entry



front porch from right side





front left corner

Page 40 of 100



right elevation





back right corner

Page 43 of 100



rear of the house

Page 44 of 100



rear elevation Page 45 of 100



exposed plumbing and electrical on rear



rotten siding, exposed plumbing and electrical

Page 47






Rotten walls, flooring and siding
makeshift plumbing.

inadequate insulation and mold on ceiling





more rotten walls and flooring as well as rotten and missing siding
Page 51 of 100

A close-up photograph of a wooden ceiling structure. Several horizontal wooden beams are visible, with a diagonal beam crossing them. The wood is aged and shows signs of mold, particularly on the diagonal beam and the lower horizontal beams. There are small white pieces of debris or mold on the top and bottom horizontal beams. The text "mold on ceiling" is overlaid on the image.

mold on ceiling



floor rot

floor joist is compromised





termite damage and rot



termite damage to the floor joist throughout



extensive termite damage

The image shows a close-up of several vertical wooden planks. The wood is a dark brown color, but there are large, irregular areas where the surface has been eaten away, revealing a lighter, fibrous interior. These areas are particularly prominent in the center and on the left side. The texture of the wood is visible, with grain lines running vertically. The overall appearance is one of significant decay and structural damage.

termite damage

termite damage






termite Damage



termite Damage



hazardous electrical panel

A photograph of a house with a porch. The roof is covered in dark shingles, but the wooden decking underneath is severely rotted and crumbling. The porch has white-painted wooden brackets and a white support post. The house has light-colored horizontal siding and a dark-framed window is visible on the left. Large green trees are in the background.

rotten roof decking



rotten roof decking



rotten siding
Page 66 of 100





rotten siding and makeshift skirting



rotten siding and makeshift skirting

Subject: 608 15th Street

To Whom It May Concern,

In this section you will find attached two budgets. The first showing the cost of making the structure livable. This would be the bare essentials with almost nothing being done to the exterior of the house. The second, a budget for a complete remodel of the current house bringing it to a like new condition. Lastly you will find an estimate from River City Structural Movers to move the home and an estimate from Centex for the extensive foundation work.

If any additional information or documentation is needed, please let us know so we can get it to you as soon as possible.

Thank you for your time.

Peyton Lewis

Owner

608 15th Street
Budget to Make it Livable

Foundation repair	19,500
lumber	4,000
repair windows	1,000
framing	5,000
electrical	8,000
plumbing	5,000
plumbing fixtures, tub and water heater	3,000
HVAC	8,000
drywall	5,000
insulation	2,000
paint	3,000
flooring	1,000
appliances	2,500
light fixtures	800
hardware/mirrors/etc	500
haul off and cleanup labor	1,000
blinds	300
Total	<u>69,600</u>
Price per sq/ft	63.27

Sale price	176,000	\$ 160
Purchase price	(95,000)	
Building	(69,600)	
Real estate commission	(10,560)	6%
Closing cost	<u>(1,760)</u>	1%
Loss	<u><u>(920)</u></u>	

608 15th Street
Budget for Complete Remodel

foundation repair	19,500
lumber	10,000
new metal roof	9,000
new windows	3,000
framing	10,000
electrical	8,000
plumbing	5,000
plumbing fixtures, tub & water heater	4,000
HVAC	8,000
drywall	5,500
insulation	2,000
paint	6,500
flooring	8,000
cabinets and countertops	8,000
appliances	2,500
light fixtures	2,000
hardware/mirrors/etc	1,500
haul off and cleanup labor	1,000
blinds	600
Total	<u>114,100</u>
Price per sq/ft	104

Sale price	209,000	\$ 190
Purchase price	(95,000)	
Building	(114,100)	
Real estate commission	(12,540)	6%
Closing cost	<u>(2,090)</u>	1%
Loss	<u><u>(14,730)</u></u>	

Bid#: A111297

Peyton Lewis
608 W 15th St
Georgetown, TX 78626
512-948-5306



Page 1 of 3
P: (512) 444-5438
P: (888) 425-5438
F: (512) 371-9551

CENTEX HOUSE LEVELING - AUSTIN, LLC
PIER & BEAM FOUNDATION REPAIR AGREEMENT

Scope of Work		Charges	
39	Install 10" Sonotube Pier	Scope of Work	\$18752.00
308	Install/Replace 4x6 Wood Beam per Lin Ft	Third Party Fees	\$750.00
1	Improve Level Condition of Foundation	Discount	
1	Skirting, Remove and Dispose. Others to replace.	Sales Tax	
NOTE: Customer is responsible for removal of floors prior to work		Total	\$19,502.00
Optional Pier Types		Discounts	
Third Party Services		Special Contract Provisions	
City Permits and Engineering Certification		If additional work is necessary that is not called for in this Agreement, additional cost will apply for such work thru a separate Agreement..... 2x6 Floor Joists: \$20.00 per In ft. If any existing wood beam is reusable a credit of \$24.00 per In ft will apply.	

Section One: Lifetime Service Agreement

The Lifetime Service Agreement will be applicable and issued only upon (i) completion of the Scope of Work and any Change Order and (ii) payment in full to CenTex House Leveling ("CenTex") by Owner.

Warranty Terms:

a) If future settlement occurs within FIVE (5) years from the date of completion that can be corrected by adjusting ~~on~~ piers previously installed by CenTex, adjustments will be performed at no cost to the Owner, or any future Owners during the applicable warranty term, provided all provisions of the Agreement have been met.

b) If future settlement occurs after FIVE (5) years from the date of completion of all work that can be corrected by adjusting piers previously installed by CenTex, adjustments can be performed at \$100.00/pier, per adjustment, for the life of the structure providing all provisions of the Agreement have been met. If required, Owner is responsible for any permit fees, engineering fees and post repair leak test.

c) The Warranty is limited to the area supported by the pier(s) installed by CenTex. Piering in one area of the structure will not provide warranty coverage for this warranty to any other part of the foundation.

d) Access for warranty adjustments will be performed as called for in this Agreement.

e) The warranty shall be null and void if:

- 1) Payment in full is not received per Agreement.
- 2) Structure has been damaged, added on to, altered or modified since this Agreement.
- 3) Structure and/or piers have been affected by plumbing leaks, water intrusion, adverse drainage conditions, soil erosion, heaving or intentional damage.

Payment Terms - 50% at Start, 50% at Completion of Centex Work



HELPING MAKE A DIFFERENCE: FOR EVERY JOB WE PERFORM, CENTEX DONATES TO HABITAT FOR HUMANITY. WHEN YOU HIRE CENTEX, YOU HELP MORE THAN JUST YOUR HOME'S FOUNDATION.



X _____
Property Owner Date

X _____
Property Owner Date

Dean Zubkoff
Dean Zubkoff
CenTex House Leveling - Austin, LLC
1401@welevelit.com
512-230-2310

1/4/19
Date

CENTEX HOUSE LEVELING - AUSTIN, LLC PIER & BEAM FOUNDATION REPAIR AGREEMENT

Payment Terms and Conditions:

- a) 50% of Agreement at start, 50% at completion of CenTex work.
- b) CenTex reserves the right to stop job and keep idle if payment terms of Agreement are not met, including Change Orders.
- c) Change Orders must be in writing and signed by CenTex & Owner.

Section Two: CenTex's Responsibilities

- a) CenTex shall furnish all labor, materials & equipment to perform services described in the Scope of Work & any Change Order.
- b) If the Scope of Work is to improve the level condition of the foundation (unless otherwise noted), by installing piers, then during the raising process, the extent of improvement to the level condition of the foundation will be in the sole judgment of CenTex.
- c) If the Scope of Work is stabilization only, & not to improve the level condition of the foundation, then stabilization, for the purposes of this Agreement, is defined as preventing, as best as possible, any further or continued downward movement of the structure. The piers installed by CenTex are solely intended to stabilize the foundation. Neither stabilization, nor CenTex' Warranty, limits, protects from, or prevents the potential for the structure to heave with or heave off, the piers installed by CenTex.
- d) CenTex shall temporarily remove any plant(s); shrub(s) & landscaping that may obstruct pier installation. When feasible, all plant(s), shrub(s) & landscaping will be replanted, but CenTex is not responsible for, nor guarantees the livelihood of any disturbed plant(s).

Section Three: General Conditions

- a) All plumbing, including, (i) joints, fixtures or fittings (ii) deteriorated or leaking pipes, or (iii) sprinkler/irrigation systems which have preexisting problems or problems resulting from work performed will not be repaired by CenTex unless otherwise noted in this Agreement or Change Order.
- b) Owner agrees that in order to perform the Scope of Work during the initial piercing as well as any future warranty adjustments, that sheetrock, wallpaper, brick and/or other rigid materials including the slab, framing, roof and walls may crack. If such cracking occurs, CenTex is not responsible for the repair of these items. The Scope of Work does not include any repairs, cosmetic work, electrical work or the replacement of any such materials.
- c) Owner agrees that if it is discovered after work has begun, that the slab foundation, (i) was constructed of substandard materials, (ii) possesses structural deficiencies, or, (iii) possesses inadequate reinforcement to support the load required for the installation of piers, an adjustment in the price of the Agreement may be required and shall be agreed to by Owner in a Change Order. Should the Owner be unwilling to agree to the required Change Order, CenTex will refund monies paid less the cost of material(s), labor performed, engineering fees, and City permits. This Agreement shall then be of no further binding effect and shall be mutually rescinded. CenTex shall issue no Warranty for partial work performed.
- d) Owner agrees that if it is discovered by either party, after installation of the initial Scope of Work per this Agreement, that the foundation, (i) was constructed of substandard materials, (ii) possesses structural deficiencies, or, (iii) possesses inadequate reinforcement to support the load required or sustain the repair ("substandard issues"), CenTex is not responsible to repair or restore the property. CenTex, at its sole discretion, may void future warranty obligations based upon its inspection and discovery of such substandard issues.
- e) Owner agrees that if builder's piers, other preexisting piercing systems, or anchors of any type are discovered after work has begun & it is necessary to disconnect them from the foundation, an additional charge per pier will be assessed by a Change Order.
- f) Owner agrees that if rock is encountered an additional charge of \$250.00/hour will apply thru separate Change Order.
- g) Owner agrees to furnish CenTex the electricity/water to perform the services in accordance with the Scope of Work and any Change Order.

GENERAL TERMS AND CONDITIONS ON PAGES ONE, TWO, AND THREE ARE PART OF THIS AGREEMENT.

BY INITIALING, I HAVE READ, AGREE, AND UNDERSTAND THE TERMS AND CONDITIONS OF THIS AGREEMENT.

Property Owner Initials: _____ Date: _____

Property Owner Initials: _____ Date: _____



Pevton Lewis
608 W 15th St
Georgetown, TX 78626

P: (512) 444-5438
P: (888) 425-5438
F: (512) 371-9551

CENTEX HOUSE LEVELING - AUSTIN, LLC
'IER & BEAM REPAIR AGREEMENT'

Section Four: Dispute Resolution

a) Collection Action: If Owner fails to pay CenTex under the terms of this Agreement, Owner agrees that it will pay all costs and expenses incurred by CenTex in bringing collection action, including but not limited to attorney's fees, collection agency fees, investigation fees, and any other costs associated with litigation such as court costs, witness fees, and travel expenses. Venue is Austin, Travis County, Texas. This Agreement shall be governed by the laws of Texas.

b) Binding Arbitration: Owner and CenTex agree to negotiate with each other in good faith and to use their best efforts to reach a fair and equitable settlement satisfactory to both parties. Other than CenTex's right to bring a Collection Action, should settlement negotiations fail with respect to any and all other disputes or claims arising out of or relating to this Agreement, an alleged breach of this Agreement, or the terms of the Warranty issued by CenTex, including but not limited to claims based on contract, tort, or statute, the dispute shall be submitted to binding arbitration with the American Arbitration Association, following the American Arbitration Association's Construction Industry Rules. Any fee for initiating arbitration must be paid by the party initiating arbitration. Thereafter, the parties shall share the fees and expenses of the arbitration proceeding equally. Each party shall pay its own negotiation, mediation or arbitration expense as those expenses are assessed through the proceeding.

Owner waives its right to a trial by jury.

No Punitive Damages: The arbitrator is not empowered to award punitive damages. The parties expressly waive any claim to punitive damages with respect to any disputes.

IMPORTANT NOTICE: You and your contractor are responsible for meeting the terms and conditions of this contract. If you sign this contract and you fail to meet the terms and conditions of this contract, you may lose your legal ownership rights in your home. **KNOW YOUR RIGHTS AND DUTIES UNDER THE LAW.**

Section Five: Limitation of Liability

a) Both Owner and CenTex agree if CenTex is found liable to Owner under this Agreement, in no event shall any award to Owner be in excess of the contracted price of this Agreement and any Change Orders, less third party fees paid by CenTex for engineering certification, City permits, and plumbing tests/repairs.

b) If CenTex is the prevailing party in any proceeding, be it arbitration or court, it shall be entitled to recover its reasonable and necessary attorney's fees and costs from Owner.

c) It is understood and agreed by CenTex and Owner that this Agreement contains the final and entire agreement between them, and that they shall not be bound by any terms, statements, conditions or representations, oral or written, express or implied, not contained within this Agreement. A written Change Order signed by CenTex and Owner may only modify this Agreement. No oral statements made by any CenTex representative during any phase of the services provided by CenTex are enforceable, unless such oral statement is reduced to writing and contained in this Agreement or any Change Order.

GENERAL TERMS AND CONDITIONS ON PAGES ONE, TWO, AND THREE ARE PART OF THIS AGREEMENT.
BY INITIALING, I HAVE READ, AGREE, AND UNDERSTAND THE TERMS AND CONDITIONS OF THIS AGREEMENT.

Property Owner Initials: _____ Date: _____

Property Owner Initials: _____ Date: _____



20 Redfish Lane
Port Lavaca TX
77979
512-237-1373

Estimate

Date	Estimate #
4/10/2018	13

Name / Address

Stonefish Investment Group
Peyton Lewis
P.O. Box 1306
Georgetown, TX 78627

Description	Qty	Rate	Total
This is the cost to remove existing metal roof and save for reinstallation by others. Roof rafters will be taken down and laid on top of ceiling for house move. House will be cut into two pieces and relocated to its new location.		27,000.00	27,000.00
This is the cost to install new half inch zip wall roof sheathing.		2,000.00	2,000.00
Framing allowance. This allowance is for the cost of new floor systems installed in the home.		11,000.00	11,000.00
This is the cost to install new interior 2x4 walls throughout the home. This is needed for bracing and will remain in place after the house is set onto its foundation.		4,000.00	4,000.00
This is the cost for installation of foundation. Also includes cost for engineering services to determine pier size and layout. Upon receipt of engineer drawings cost may change if engineer calls for exceptional measures.		16,000.00	16,000.00
Building materials will be billed on a cost plus 10% basis. All receipts will be submitted to client upon invoice. This is done as a transparent measure so that client sees actual cost of materials used.		0.00	0.00
Please let us know if you have any questions and we will get back with you as soon as possible.		Total	\$60,000.00

Phone #

5122371373

E. Additional Requirements for Relocation, Removal or Demolition of a Historic Landmark or Contributing Historic Structure.

In addition to the staff review process established in Section 3.13.030.A, applications for a Certificate of Appropriateness for the relocation, removal or demolition of a building or structure designated as a Historic Landmark or contributing historic structure shall be subject to the following additional review:

1. Demolition Delay Period Certified Local Government (CLG) Program.

- a. Upon deeming the application complete, requests for a Certificate of Appropriateness for demolition of a Historic Landmark or contributing historic structure shall be subject to a 60-day demolition delay period. The Historic and Architectural Review Commission shall not take action on a request for demolition until the 60-day demolition delay period is complete.
- b. During this 60-day delay period, the applicant shall coordinate with the Historic Preservation Officer to reach a satisfactory resolution that preserves the building or structure, or that preserves historic and significant architectural features that are unique to the building or structure, era or district.
- c. The Historic Preservation Officer shall coordinate with local, county and other historic organizations to explore possibilities for preserving, to include the possible relocation of the structure.
- d. The Historic Preservation Officer shall present the findings and resolution, if applicable, to the Historic and Architectural Review Commission with the request.

2. Demolition Subcommittee Review.

- a. No later than the 30th day from deeming the application complete, the Historic and Architectural Review Commission's Demolition Subcommittee shall complete a walk-through of the building or structure proposed to be demolished or relocated with the Historic Preservation Officer and the applicant.
- b. The Demolition Subcommittee shall review the application and analyze the building or structure to determine possibility of preservation and restoration, and appropriateness for demolition or relocation. In the event of demolition, the Demolition Subcommittee shall also create a list of historic salvageable materials identified during the walk-through.
- c. The Demolition Subcommittee's report shall include a recommendation for final action.

3. Responsibility of Final Action.

- a. In addition to the application and Historic Preservation Officer's report, the Historic and Architectural Review Commission shall review the recommendation by the Demolition Subcommittee, conduct a hearing in accordance with the HARC's established procedures and state law, and take final action on the application within 35 days of the application hearing unless the applicant agrees to extend the time.
- b. As conditions of approval, the Historic and Architectural Review Commission may require historic materials to be salvaged, archival-quality photo-documentation, and/or architectural drawings of the building or structure proposed to be demolished or relocated similar to those required by the Historic American Buildings Survey to be submitted to the Historic Preservation Officer.

Sec. 3.13.030. - Certificate of Appropriateness—HARC Approval.

F. Criteria for Approval for Relocation, Removal or Demolition of a Historic Landmark or Contributing Historic Structure.

1. The Historic and Architectural Review Commission shall use circumstances or items that are unique to the building or structure proposed to be relocated, removed or demolished when reviewing the application.
2. The Historic and Architectural Review Commission shall make the following findings when considering a request for demolition or relocation of a structure:
 - a. Loss of Significance.
 - i. The applicant has provided information that the building or structure is no longer historically, culturally or architecturally significant, or is no longer contributing to the historic overlay district; and
 - ii. The applicant has established that the building or structure has undergone significant and irreversible changes, which have caused the building or structure to lose the historic, cultural or architectural significance, qualities or features which qualified the building or structure for such designation; and
 - iii. The applicant has demonstrated that any changes to the building or structure were not caused either directly or indirectly by the owner, and were not due to intentional or negligent destruction, or lack of maintenance rising to the level of a demolition by neglect; and
 - iv. Demolition or relocation of the building or structure will not cause significant adverse effect on the historic overlay district or the City's historic resources; or
 - b. Unreasonable Economic Hardship.
 - i. The applicant has demonstrated that the property owner cannot take reasonable, practical or viable measures to adaptively use, rehabilitate or restore the building or structure, or make reasonable beneficial use of, or realize a reasonable rate of return on a building or structure unless the building or structure may be demolished or relocated; and
 - ii. The applicant must prove that the structure cannot be reasonably adapted for any other feasible use, which would result in a reasonable rate of return; or
 - c. There is a compelling public interest that justifies relocation, removal or demolition of the structure.



HISTORIC AND ARCHITECTURAL REVIEW COMMISSION
DEMOLITION SUBCOMMITTEE
REPORT AND RECOMMENDATION

FILE NUMBER: 2019-10-COA

MEETING DATE: 4/5/2019

MEETING LOCATION: 608 WEST 15TH STREET

APPLICANT: Peyton Lewis

SUBCOMMITTEE MEMBERS PRESENT: Amanda P., Lawrence R.

STAFF PRESENT: Madison T., Nat W., Glen Holcomb

OTHERS PRESENT: Josh S., Catherine M.

COMMENTS

Applicant:

Mr. Lewis bought the property to make two (2) lots and planned on keeping the structure and moving it to the other lot. Unfortunately, he determined that the structure was unstable and not structurally sound enough to move. Mr. Lewis already has started collecting some information on the history of the home and information on previous owners.

Subcommittee:

What is the existing (structural) condition of the structure? Are there any structural changes that should be made to the structure for re-occupancy?

Existing single walls will require extensive framing and reinforcement to allow re-occupancy; the floor is rotted out and unlevelled, plumbing issues/makeshift gas lines, and no running water.

Would the original owner be able to recognize the structure today? What changes have been made to the structure (excluding cosmetic features)? Are structural changes needed to bring back the structure to its original design?

There are some additions at the rear and side which are not visible from the street. Some are historic additions and some are just older. It looks like the portion on the west side of the home was a historic addition, with the small shed-like structure at the rear being a more recent addition. The street facing façade of the structure is generally recognizable.

May the structure, in whole or in part, be preserved or restored?

File Number:

Meeting Date:

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Could reuse some of the interior wood however there are concerns with major termite damage which could spread if reused without treatment. See the previous response on the structural condition for required changes for restoration.

May the structure be moved (relocated) without incurring any damages?

No, not structurally sound (termites and single-wall const.) would not allow the structure to be relocated.

Does the structure, including any additions or alterations, represent a historically significant style, architecture, craftsmanship, event or theme?

Yes, as stated in the Historic Resource Survey it has a significant style, identified as "Folk Victorian"

Are there any materials or unique features that can be salvaged? If so, which ones?

Wood could be generally repurposed however the termite infestation could spread.

Other comments

RECOMMENDATION

☐ Approval

☒ Approval with Conditions: Archival with record (history, timeline)

Info on style and others in the area.

☐ Disapproval

Based on:

File Number:

Meeting Date:

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Subcommittee Chair Signature (or representative)

4/18/2019

Date

TEXAS HISTORICAL COMMISSION

Properties Documented with the THC Form in 2007 and/or 1984 That Have Not Changed Preservation Priority

Address: 608 W 15th St 2016 Survey ID: 123882
 City: Georgetown 2016 Preservation Priority: High
 County: Williamson Local District:

SECTION 1

Basic Inventory Information

Property Type: ☒ Building ☐ Structure ☐ Object ☐ Site ☐ District WCAD ID: R042682

Construction Date: 1890 ☐ Actual ☒ Estimated Source: 2007 survey

Latitude: 30.630624 Longitude -97.682379

Current/Historic Name None/None

Stylistic Influence(s)* ☐ None Selected

- | | | | | |
|--|--|---|---|---|
| <input type="checkbox"/> Log traditional | <input type="checkbox"/> Shingle | <input type="checkbox"/> Gothic Revival | <input type="checkbox"/> Pueblo Revival | <input type="checkbox"/> International |
| <input type="checkbox"/> Greek Revival | <input type="checkbox"/> Romanesque Revival | <input type="checkbox"/> Tudor Revival | <input type="checkbox"/> Spanish Colonial | <input type="checkbox"/> Post-war Modern |
| <input type="checkbox"/> Italianate | <input checked="" type="checkbox"/> Folk Victorian | <input type="checkbox"/> Neo-Classical | <input type="checkbox"/> Prairie | <input type="checkbox"/> Ranch |
| <input type="checkbox"/> Second Empire | <input type="checkbox"/> Colonial Revival | <input type="checkbox"/> Beaux Arts | <input type="checkbox"/> Craftsman | <input type="checkbox"/> Commercial Style |
| <input type="checkbox"/> Eastlake | <input type="checkbox"/> Renaissance Revival | <input type="checkbox"/> Mission | <input type="checkbox"/> Art Deco | <input type="checkbox"/> No Style |
| <input type="checkbox"/> Queen Anne | <input type="checkbox"/> Exotic Revival | <input type="checkbox"/> Monterey | <input type="checkbox"/> Moderne | <input type="checkbox"/> Other: |

Plan*

- ☒ L-plan ☐ T-plan ☐ Modified L-plan ☐ 2-room ☐ Open ☐ Center Passage ☐ Bungalow ☐ Shotgun
☐ Irregular ☐ Four Square ☐ Rectangular ☐ None Selected ☐ Other:

Priority: 2016 Survey ID: 123882 ☒ High ☐ Medium ☐ Low

Explain: Excellent and/or rare example of its type or style, and/or has significant associations; retains sufficient integrity

2007 Survey ID: 353 ☒ High ☐ Medium ☐ Low

1984 Survey ID: 249 ☒ High ☐ Medium ☐ Low

General Notes:

Recorded by: CMEC

Date Recorded 2/20/2016

*Photographs and Preservation Priority have been updated in 2016, and the year built date has also been reviewed. However, the plan and style data are sourced directly from the 2007 survey.



Note: See additional photo(s) on following page(s)

TEXAS HISTORICAL COMMISSION

Properties Documented with the THC Form in 2007 and/or 1984 That Have Not Changed Preservation Priority

Address: 608 W 15th St

2016 Survey ID: 123882

City: Georgetown

2016 Preservation Priority: High

County: Williamson

Local District:

Additional Photos

Photo Direction



Photo Direction





HISTORIC AND ARCHITECTURAL REVIEW COMMISSION
HISTORIC PRESERVATION OFFICER
REPORT AND RECOMMENDATION

FILE NUMBER: 2019-10-COA
PROPERTY ADDRESS: 608 W. 15th Street
APPLICANT: Peyton Lewis, Lewis Asset Management, LLC

Background

This approximately .24 acre property includes a high priority structure identified on the 2016 Historic Resource Survey. It was also on the 1984 or 2007 historic resource surveys as a high priority structure. According to the 2016 Historic Resource Survey, the single story structure is estimated to have been built in 1890 and retains sufficient (architectural) integrity and is an excellent or rare example of its type or style. The 2016 survey identifies the structure as an L-plan with Folk Victorian stylistic influences. The property is not located in either of the historic overlay districts, but located in a neighborhood a few blocks west of Old Town. The applicant purchased the home last year, from a family that had owned it since the early 1970's. The applicant considered relocation, however it has been confirmed that due to the structure and condition of the home, relocation is not an option.

Public Comments

As required by the Unified Development Code, all property owners within a 200 foot radius of the subject property that are located within City limits were notified of the rezoning application (13 notices mailed), and one (1) sign was posted on-site. To date, staff has not received any public comments.

Findings

The structure has deteriorated beyond a reasonable amount of repair and maintenance. In its current state it cannot be re-occupied. To bring it to a livable condition, the foundation would need to be leveled and the flooring replaced, the single wall construction would need to be converted to double to allow for electric/gas and plumbing. Existing gas and water plumbing pose safety issues due to the "makeshift" installation and it appears to have extensive termite damage. The property cannot be inhabited or provide an alternative use in its current state. The significant amount of damage this house has incurred overtime without routine maintenance has left it in a state of disrepair.

RECOMMENDATION

- ☐ Approval
☒ Approval with Conditions: Archival Record, See attached recommendation
☐ Disapproval

File Number: 2019-10-COA

Meeting Date: April 25, 2019

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4/10/2019

FOR: Sofia Nelson, CNU-A
Historic Preservation Officer

Date

HIGH PRIORITY

Required	Optional (if available)	Page	Description
X		Cover Page	Picture of house, address, date, who compiled report
X		Table of Contents	
X		Introduction	Year built, Historic Resources Survey info, style, use
X		Property Information Sheet	Address, size, estimated construction date, notable persons, historic significance/features, ownership
X		Building History	
X		Style Information	What style, information on that type
	X	Site Plan	
X		Elevation Drawings	
		Floor Plan	Identify and provide basic information, drawn plan
X		Existing Features/Elements	
X		Sanborn Maps	
		Salvage Plan	
X		Property Survey	
X		Historic Resource Survey	
X		Photos	Current photos (interior, exterior, drone) & past photos
X		Deed History	

City of Georgetown, Texas
Historic and Architectural Review
April 25, 2019

SUBJECT:

Consideration and **review** of by-laws, including the proposed revision that would establish provisions for two regular meetings per month and the attendance policy.

ITEM SUMMARY:

FINANCIAL IMPACT:

N/A

SUBMITTED BY:

Madison Thomas, AICP, Historic & Downtown Planner

ATTACHMENTS:

Description		Type
□	Exhibit 1: 2019 HARC Bylaws	Exhibit

**CITY OF GEORGETOWN
HISTORIC AND ARCHITECTURAL REVIEW COMMISSION
BYLAWS**

ARTICLE I. NAME AND PURPOSE

Section 1.1. Name. Historic and Architectural Review Commission (“Commission” or “HARC”).

Section 1.2. Purpose.

a. The Commission has the power and it shall be its duty:

1. To make recommendations to the City Council on the designation of Historic Overlay Districts and Historic Landmarks;
2. To act and assist the City Council in formulating design guidelines and other supplemental materials relevant to historic preservation or design review;
3. To approve or disapprove Certificates of Appropriateness;
4. To render advice and guidance, upon request of the property owner or occupant, on new construction or the restoration, alteration or maintenance of any historic resource or other building within the districts; and
5. To perform any other functions requested by the City Council.

See Ordinance Chapter 2.50.

b. The Commission shall have the express authority to delegate review of specific projects (as defined by majority vote of the Commission) to either:

1. A Subcommittee of the Commission composed of at least three members; or
2. City Staff as designated by the City Manager.

c. Any permit issued pursuant to such delegation of authority shall require the signature of the Chairman or Vice-Chairman of the Commission and any denial may be appealed to the full Commission.

Section 1.3. Delegation of a Demolition Subcommittee.

- a. The HARC shall appoint a Demolition Subcommittee to review and provide a recommendation to the HARC on requests for a Certificate of Appropriateness for the relocation, removal or demolition of a building or structure designated as a Historic Landmark or a contributing historic structure, in accordance with the process established in the Unified Development Code.
 1. The Demolition Subcommittee shall be composed of at least three members.
 2. The members of the Demolition Subcommittee shall consist of two HARC members and the Building Official.
 3. Whenever possible, one of the HARC members to be appointed to the Demolition Subcommittee shall meet one or more of the following categories:
 1. Licensed Architect, or
 2. Structural Engineer, or
 3. Historic Preservationist.
- b. The Demolition Subcommittee may consult with a licensed architect, structural engineer or historic preservationist to review the request, and make a preliminary report to the subcommittee. In this event, the report shall be made part of the subcommittee's recommendation to the HARC.

ARTICLE II. MEMBERSHIP

Section 2.1. Number of Members. The Commission will be composed of not less than seven (7) Members.

Section 2.2. Eligibility.

- a. At least two Commission Members shall be property owners in the historic Downtown Overlay District. All Commission Members shall be either registered voters of the City or owners of real property that is designated as historic, either in the City's historic survey or with a state or federal historic designation, and located within the Downtown or Old Town Overlay Districts. Commission Members who

are registered voters must have resided within the City for one year preceding their appointment.

- b. Whenever possible, the Commission shall include a minimum of two Members who are property owners in the Downtown Overlay District and a maximum of two Members from each of the following categories having a demonstrated interest in the downtown area or skills in design review. Members of the Commission may meet one or more of the categories:
 - 1. licensed architect;
 - 2. landscape architect, professional planner or urban designer;
 - 3. historian or person with expertise in historic preservation;
 - 4. developer, contractor or realtor; and
 - 5. property owner or non-owner tenant within the Downtown Overlay District.

Citizens-at-large with an interest in historic preservation or urban design shall be appointed to the Commission to fill remaining appointments.

Section 2.3. Appointment of Commission Members and Commissioners-in-Training.

- a. Members of the Commission shall be appointed pursuant to and in accordance with the City Charter.
- b. The City Council shall also appoint two persons, who would be qualified to serve on HARC as Alternate Members. Alternate Members shall serve as alternates with voting privileges for any absent Commissioner. Each individual appointed as an Alternate Member shall be appointed as either Alternate Commissioner serving as a Commissioner when needed. Alternate Members shall be eligible to be appointed to the position of Commissioner upon the expiration of the term of a regular Commissioner upon the creation of a vacancy on the Commission

Section 2.4. Terms of Office. Generally, terms of office for each Member shall be two (2) years. Generally, a Member may serve two (2) consecutive terms. Refer to *Ordinance Section 2.36.030A* for additional provisions regarding terms of office.

Section 2.5. Vacancies. Vacancies that occur during a term shall be filled as soon as reasonably possible and in the same manner as an appointment in accordance with the City Charter. If possible, the Member shall continue to serve until the vacancy is filled.

An appointment to fill a vacated term is not included as a term for purposes of counting consecutive terms.

Section 2.6. Compensation and Expenditure of Funds. Members serve without compensation. The Commission and its Members have no authority to expend funds or to incur or make an obligation on behalf of the City unless authorized and approved by the City Council. Members may be reimbursed for expenses authorized and approved by the City Council and the Commission.

Section 2.7. Compliance with City Policy. Members will comply with City Ordinances, Rules and Policies applicable to the Commission and the Members, including but not limited to *Ethics Ordinance Chapter 2.20* and *City Commissions, Committees and Boards Ordinance Chapter 2.36*.

Section 2.8. Removal. Any Member may be removed from their position on the Commission for any reason, or for no reason, by a majority vote of the City Council.

ARTICLE III. COMMISSION OFFICERS

Section 3.1. Officers. The Commission Officers are Chairman, Vice-Chairman and Secretary. The Chairman is recommended by the Mayor and the City Council shall approve the recommendation by a vote of the majority of the Council during the annual appointment process. Should the Mayor fail to recommend a Chairman for each board, committee, or commission, and/or the Council fails to approve any Chairman recommended by the Mayor, a majority of the Council plus one may approve appointment of a Chairman to serve as a Chairman without a recommendation of the Mayor. The other Commission Officers are elected by a majority vote of the Members at the first meeting after the annual appointment process.

Section 3.2. Terms of Office for Commission Officers. Commission Officers serve for a term of one year. In the event of vacancy in the office of Chairman, the Vice-Chairman shall serve as Chairman until the City Council appoints a replacement Chairman. A vacancy in the other offices shall be elected by majority vote of the Members at the next regularly scheduled meeting, or as soon as reasonably practical for the unexpired term. If possible, a Commission Officer shall continue to serve until the vacancy is filled.

Section 3.3. Duties.

- a. The Chairman presides at Commission meetings. The Chairman shall generally manage the business of the Commission. The Chairman shall perform the duties delegated to the Chairman by the Commission.
- b. The Vice-Chairman shall perform the duties delegated to the Vice-Chairman by the Commission. The Vice-Chairman presides at Commission meetings in the Chairman's absence. The Vice-Chairman shall perform the duties of the Chairman in the Chairman's absence or disability.
- c. The Secretary shall perform the duties delegated to the Secretary by the Commission.

ARTICLE IV. MEETINGS

Section 4.1. Time and Date of Regular Meeting. The Commission shall meet twice a month on the same week of the month, the same day of the week, at the same time, and at the same place. The regular date, time and place of the Commission meeting will be decided by the Members at the first meeting of the Commission after the annual appointment process.

Section 4.2. Agenda. Items may be placed on the agenda by the Chairman, the Director of Planning and Development or designee (as Historic Preservation Officer), the City Manager or designee, or at the request of a Member. The party (or individual) requesting the agenda item will be responsible for preparing an agenda item cover sheet and for the initial presentation at the meeting. Items included on the agenda must be submitted to the Staff Liaison no later than one week before the Commission meeting at which the agenda item will be considered. Agenda packets for regular meetings will be provided to the Members in advance of the scheduled Commission meeting. Agenda packets will contain the posted agenda, agenda item cover sheets, and written minutes of the last meeting.

Section 4.3. Special Meetings. Special meetings may be called by the Chairman or by request of three (3) Members.

Section 4.4. Quorum. A quorum shall consist of a majority of the Members. A quorum is required for the Commission to convene a meeting and to conduct business at a meeting.

Section 4.5. Call to Order. Commission meetings will be called to order by the Chairman or, if absent, by the Vice-Chairman. In the absence of both the Chairman and Vice-Chairman, the meeting shall be called to order by the Secretary, and a temporary Chairman shall be elected to preside over the meeting.

Section 4.6. Conduct of Meeting. Commission meetings will be conducted in accordance with these Bylaws and City Council Meeting Rules and Procedures, as applicable to the Commission. See *Ordinance Chapter 2.24*.

Section 4.7. Voting. Each Member shall vote on all agenda items, except on matters involving a conflict of interest, substantial financial interest or substantial economic interest under state law, the City's Ethics Ordinance, or other applicable Laws, Rules and Policies. In such instances the Member shall make the required disclosures and shall refrain from participating in both the discussion and vote on the matter. The Member may remain at the dais or leave the dais, at the Member's option, while the matter is being considered and voted on by the other Commission Members. Unless otherwise provided by law, if a quorum is present, an agenda item must be approved by a majority of the Commission Members present at the meeting.

Section 4.8. Minutes. A recording or written minutes shall be made of all open sessions of Commission meetings. The Staff Liaison is the custodian of all Commission records and documents.

Section 4.9. Attendance. Members are required to attend Commission meetings prepared to discuss the issues on the agenda. A Member shall notify the Chairman and the Staff Liaison if the Member is unable to attend a meeting. Excessive absenteeism will be subject to action under Council policy and may result in the Member being replaced on the Commission. See *Ordinance Section 2.36.010D*. Excessive absenteeism means failure to attend at least 75% of regularly scheduled meetings, including Commission meetings and Subcommittee meetings. If a Member is removed from the Commission that position shall be considered vacant and a new Member shall be appointed to the Commission in accordance with Section 2.5 above.

Section 4.10. Public Participation. In accordance with City policy, the public is welcome and invited to attend Commission meetings and to speak on any item on the agenda. A person wishing to address the Commission must sign up to speak in accordance with the policy of the Council concerning participation and general public comment at public meetings. Sign-up sheets will be available and should be submitted to the Chairman prior to the start of the meeting. If any written materials are to be provided to the Commission, a copy shall also be provided to the Staff Liaison for

inclusion in the minutes of the meeting. Speakers shall be allowed a maximum of three minutes to speak, but may take up to six minutes if another individual who signs up to speak yields the time to the speaker. If a person wishes to speak on an issue that is not posted on the agenda, they must file a written request with the Staff Liaison no later than one week before the scheduled meeting. The written request must state the specific topic to be addressed and include sufficient information to inform the Commission and the public. A person who disrupts the meeting may be asked to leave and be removed.

Section 4.11. Open Meetings. Public notice of Commission meetings shall be provided in accordance with the provisions of the Texas Open Meetings Act. All Commission meetings and deliberations shall be open to the public, except for properly noticed closed session matters, and shall be conducted in accordance with the provisions of the Texas Open Meetings Act.

Section 4.12. Closed Sessions. The Commission may conduct closed sessions as allowed by law, on properly noticed closed session matters, such as consultation with attorney on legal matters, deliberation regarding the value of real property, competitive utility matters, and economic development negotiations. A recording or certified agenda shall be made of all closed sessions of Commission meetings.

ARTICLE V. REPORTS TO CITY COUNCIL

The Commission shall meet with City Council, as requested, to determine how the Commission may best serve and assist City Council. City Council shall hear reports from the Commission at regularly scheduled Council meetings.

ARTICLE VI. SUBCOMMITTEES

Section 6.1. Formation. When deemed necessary by a majority of the Commission, Subcommittees may be formed for specific projects related to Commission matters.

Section 6.2. Expenditure of Funds. No Subcommittee, or member of a Subcommittee, has the authority to expend funds or incur an obligation on behalf of the City or the Commission. Subcommittee expenses may be reimbursed if authorized and approved by the Commission or by City Council.

Section 6.3. Open Meetings. Subcommittee meetings and deliberations shall be open to the public, except for properly noticed closed session matters, and shall be conducted in accordance with the provisions of the Texas Open Meetings Act.

ARTICLE VII. BYLAW AMENDMENTS

These Bylaws may be amended by majority vote of the Commission Members at any regular meeting of the Commission. The Commission's proposed amendments to the Bylaws must be approved by City Council at the next Council meeting after the Commission's approval. Bylaw amendments are not effective until approved by City Council.

Approved and adopted at a meeting of the City Council on the ____ day of _____, 2019.

ATTEST:

THE CITY OF GEORGETOWN

Robyn Densmore
City Secretary

Dale Ross
Mayor

City of Georgetown, Texas
Historic and Architectural Review
April 25, 2019

SUBJECT:

Presentation and discussion on the process and standards related to the Unified Development Code HARC approval criteria. Madison Thomas, AICP, Historic and Downtown Planner.

ITEM SUMMARY:

Section 3.13 of the Unified Development Code outlines the review and approval process for modifications, infill, signage and demolition of historic resources both within and outside of the historic districts in Georgetown. Staff will provide the Commission an overview of the process and answer any questions of the Commission.

FINANCIAL IMPACT:

N/A

SUBMITTED BY:

Madison Thomas, AICP, Historic & Downtown Planner

ATTACHMENTS:

Description		Type
	Exhibit 1- HARC Approval Criteria	Exhibit

Sec. 3.13.030. - Certificate of Appropriateness—HARC Approval.

A. Review Process.

1. Initiation.

Initiation of a Certificate of Appropriateness to the Historic and Architectural Review Commission may be made upon application by the property owner of the affected property or their authorized agent following the established application processes and requirements of this Chapter.

2. Application Completeness.

- a. The applicant shall submit all of the information and materials required in the UDC Development Manual as specified on the applicable Certificate of Appropriateness checklist.
- b. The Historic Preservation Officer shall determine that a complete application has been submitted with all material necessary to review the Certificate of Appropriateness' conformance with applicable criteria for approval in accordance with this Code.

3. Staff Review.

- a. Once a Certificate of Appropriateness has been initiated and the application deemed complete, the Historic Preservation Officer shall review the application for consistency with any applicable criteria for approval.
- b. The Historic Preservation Officer shall prepare a report to the Historic and Architectural Review Commission.
- c. The Historic Preservation Officer's report shall include a recommendation for final action.

4. Responsibility for Final Action.

- a. The Historic and Architectural Review Commission shall review the application, the Historic Preservation Officer's report, conduct a hearing in accordance with the Historic and Architectural Review Commission's established procedures and State law, and take final action on the application within 35 days of the application hearing unless the applicant agrees to extend the time.
- b. An application before the Historic and Architectural Review Commission shall be considered approved by a majority vote of all members of the Historic and Architectural Review Commission.

B. Criteria for Approval.

The Historic and Architectural Review Commission shall determine whether to grant a Certificate of Appropriateness based on the following criteria:

1. The application is complete and the information contained within the application is correct and sufficient enough to allow adequate review and final action;
2. Compliance with any design standards of this Code;
3. Compliance with the Secretary of the Interior's Standards for the Treatment of Historic Properties to the most extent practicable;
4. Compliance with the adopted Downtown and Old Town Design Guidelines, as may be amended from time to time, specific to the applicable Historic Overlay District;
5. The general historic, cultural, and architectural integrity of the building, structure or site is preserved;

6. New buildings or additions are designed to be compatible with surrounding properties in the applicable historic overlay district;
7. The overall character of the applicable historic overlay district is protected; and
8. The Master Sign Plan is in keeping with the adopted Downtown and Old Town Design Guidelines and character of the historic overlay district.

C. Additional Criteria for Approval for Building Height Exceptions.

1. Applicants requesting exceptions to the building height standards set forth in Section 4.08.020.A must submit documentation to HARC that the following standards will be met if the requested exception to the height standards is approved:
 - a. The proposed building or addition shall not obscure views to and from the Courthouse or overwhelm or detract from views of the Town Square Historic District;
 - b. The proposed building or addition shall be compatible with the height, scale, massing, and volume reflected in the Downtown Overlay District, and the historic character of the District; and
 - c. The proposed building shall be an extraordinary contribution to the aesthetic and economic goals of the Downtown Master Plan.
2. The documentation required by Section 3.13.030.C.1 must include, at a minimum, the following information:
 - a. A visual analysis that identifies:
 - i. The extent to which the building would impact views to and from the Courthouse, and to what extent the building will be visible from four directions; and
 - ii. How the building will relate to the context of the surrounding structures and the character of the district; and
 - b. A summary of the conclusions of the visual analysis as to how the proposed building will impact the District, specifically the immediate surroundings.
3. HARC may grant a request for a variation in height from the standards set forth in Section 4.08.020.A only if it determines that the following goals or purposes will still be achieved:
 - a. Views to and from the Courthouse and to and from the Town Square Historic District will be protected; and
 - b. The character of the Downtown Overlay District and the Town Square Historic District will be defined, reinforced, and preserved; and
 - c. The relationship of the proposed project to the existing structures in the immediate vicinity remains consistent; and
 - d. The proposed project allows for the best utilization of redevelopment in the Downtown Overlay District and the Town Square Historic District; and
 - e. The proposed project protects the historic buildings in the Downtown Overlay District.

D. Additional Criteria for Approval of a Setback Exception.

1. The Historic and Architectural Review Commission may grant a Certificate of Appropriateness, per Section 4.08.080.D of this Code, to modify the setback standards of the underlying base zoning district for residential properties located within the Old Town Overlay District.
2. HARC may take in consideration the following in determining whether to approve a Certificate of Appropriateness for a setback exception:

- a. Whether the proposed setback encroachment is solely a matter of convenience;
- b. Whether there is adequate room on the site to allow the proposed addition or new structure without encroaching into the setback;
- c. Whether the proposed setback is compatible and in context within the block in which the subject property is located;
- d. Whether the proposed addition or new structure will be set closer to the street than other units within the block;
- e. Whether the proposed structure is replacing a structure removed within the past year;
- f. Whether the proposed structure will replace a structure that previously existed with relatively the same footprint and encroachment as proposed;
- g. If the proposed encroachment is for a structure that is replacing another structure, whether the proposed structure is significantly larger than the original;
- h. If the proposed encroachment is for an addition, the scale of the addition compared to the original house;
- i. Reserved.
- j. The size of the proposed structure compared to similar structures within the same block;
- k. Whether the proposed addition or new structure will negatively impact adjoining properties, including limiting their ability to maintain existing buildings;
- l. Whether there is adequate space for maintenance of the proposed addition or new structure and/or any adjacent structures; and/or
- m. Whether the encroachment would enable existing large trees or significant features of the lot to be preserved.

F. Criteria for Approval for Relocation, Removal or Demolition of a Historic Landmark or Contributing Historic Structure.

- 1. The Historic and Architectural Review Commission shall use circumstances or items that are unique to the building or structure proposed to be relocated, removed or demolished when reviewing the application.
- 2. The Historic and Architectural Review Commission shall make the following findings when considering a request for demolition or relocation of a structure:
 - a. Loss of Significance.
 - i. The applicant has provided information that the building or structure is no longer historically, culturally or architecturally significant, or is no longer contributing to the historic overlay district; and
 - ii. The applicant has established that the building or structure has undergone significant and irreversible changes, which have caused the building or structure to lose the historic, cultural or architectural significance, qualities or features which qualified the building or structure for such designation; and
 - iii. The applicant has demonstrated that any changes to the building or structure were not caused either directly or indirectly by the owner, and were not due to intentional or negligent destruction, or lack of maintenance rising to the level of a demolition by neglect; and
 - iv. Demolition or relocation of the building or structure will not cause significant adverse effect on the historic overlay district or the City's historic resources; or

- b. Unreasonable Economic Hardship.
 - i. The applicant has demonstrated that the property owner cannot take reasonable, practical or viable measures to adaptively use, rehabilitate or restore the building or structure, or make reasonable beneficial use of, or realize a reasonable rate of return on a building or structure unless the building or structure may be demolished or relocated; and
 - ii. The applicant must prove that the structure cannot be reasonably adapted for any other feasible use, which would result in a reasonable rate of return; or
- c. There is a compelling public interest that justifies relocation, removal or demolition of the structure.