

**Notice of Meeting for the  
Historic and Architectural Review Commission  
of the City of Georgetown  
May 14, 2020 at 6:00 PM  
at Video conference**

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.

**The regular meeting will convene at 6:00pm on May 14, 2020 via teleconference. To participate, please copy and paste the weblink into your browser: <https://bit.ly/39DVbV2>**

**If you're attending the live event on the web, use a media-source extension (MSE) - enabled web browser like Chrome, Firefox, or Edge. Safari is not currently supported.**

**To participate by phone:**

**Call in number: 512-672-8405**

**Conference ID: 141 493 630#**

**Public comment will be allowed via the above conference call number or the "ask a question" function on the video conference option; no in-person input will be allowed.**

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## **Regular Session**

(This Regular Session may, at any time, be recessed to convene an Executive Session for any purpose authorized by the Open Meetings Act, Texas Government Code 551.)

**A *(Instructions for joining meeting attached)***

Discussion on how the Historic and Architectural Review Commission virtual conference will be conducted, to include options for public comments and how the public may address the Commission -- Sofia Nelson, CNU-A, Planning Director

**B The Historic and Architectural Review Commission, appointed by the Mayor and the City Council, is responsible for hearing and taking final action on applications, by issuing Certificates of Appropriateness based upon the City Council adopted Downtown Design Guidelines and Unified Development Code.**

**Welcome and Meeting Procedures:**

- Staff Presentation
- Applicant Presentation (Limited to ten minutes unless stated otherwise by the Commission.)
- Questions from Commission to Staff and Applicant
- Comments from Citizens \*
- Applicant Response
- Commission Deliberative Process
- Commission Action

\* Once staff and the applicant have addressed questions from the Commissioners, the Chair of the Commission will open the public hearing. If a member of the public would like to provide comments on the agenda item under discussion, the chair will ask if anyone would like to speak. To speak, unmute yourself by pressing \*6 on your phone and state your name and address. Once the Chair has the names of everyone who would like to speak, the Chair will call the names in order, and when your name is called you will have up to 3 minutes. A speaker may allot their time to another speaker for a maximum of 6 minutes. If a member of the public wished to allot their time to another speaker, they may do so when their name is called by the Chair. Please remember that all comments and questions must be addressed to the Commission, and please be patient while we organize the speakers during the public hearing portion.

- The public also has the opportunity to provide comments through the Q&A section of the Live Meeting, located on the right-hand side of your computer screen. Please provide your full name and address for the record, and your comment will be read by Staff.

- After everyone who has asked to speak has spoken, the Chair will close the public hearing and provide a few minutes of rebuttal time to the applicant if they so choose.

## Legislative Regular Agenda

C Consideration and possible action to approve the minutes from the April 23, 2020 regular meeting of the Historic and Architectural Review Commission. - Mirna Garcia, Management Analyst

D **Public Hearing and Possible Action** on a request for a **Certificate of Appropriateness (COA)** for a 0.3' setback encroachment into the required 6' side (east) setback to allow a residential structure 5.9' from the side (east) property line; and a 1'-0" setback encroachment into the required 6' side (west) setback to allow the construction of a detached carport 5'-0" from the side (west) property line at the property located at 303 E. 19th Street, bearing the legal description of Lot 1, Block 2 of the Peterson Addition. – Britin Bostick, Downtown & Historic Planner

E **Public Hearing and Possible Action** on a request for a **Certificate of Appropriateness (COA)** for an addition that adds to or creates a new street-facing façade, and a 4'-6" setback encroachment into the side (east) setback to allow the construction of a detached carport 1'-6" from the side (east) property line at the property located at 507 E. 7th Street, bearing the legal description of 0.32 acres out of a portion of lots 2-7 in Block 35 of the Glasscock Addition. - Britin Bostick, Downtown & Historic Planner

F **Public Hearing and possible action** on a request for a **Certificate of Appropriateness (COA)** for new signage that is inconsistent with an approved Master Sign Plan or applicable guidelines for the property located at 815 S. Main Street, bearing the legal description of Lot 6B1, Block 52, Amending Plat Lot 6, Block 52 City of Georgetown. – Britin Bostick, Downtown & Historic Planner

G Updates, Commissioner questions, and comments. - Sofia Nelson, Planning Director

## Adjournment

### 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 as required by law, on the \_\_\_\_\_ day of \_\_\_\_\_, 2020, at \_\_\_\_\_, and remained so posted for at least 72 continuous hours preceding the scheduled time of said meeting.





City of Georgetown, Texas  
Historic and Architectural Review  
May 14, 2020

**SUBJECT:**

*(Instructions for joining meeting attached)*

Discussion on how the Historic and Architectural Review Commission virtual conference will be conducted, to include options for public comments and how the public may address the Commission -- Sofia Nelson, CNU-A, Planning Director

**ITEM SUMMARY:**

Attached is a set of meeting instructions and procedures to assist in joining and participating in the meeting.

**FINANCIAL IMPACT:**

N/A

**SUBMITTED BY:**

Andreina Dávila-Quintero, AICP, Current Planning Manager

**ATTACHMENTS:**

<b>Description</b>		<b>Type</b>
	Instructions on How to Participate	Cover Memo

## Participating in a Public Meeting Commissioners and Public

4.2.2020 Draft (we will continue to update to improve- if you have suggestions for improvement after use please email [sofia.nelson@georgetown.org](mailto:sofia.nelson@georgetown.org) so the sheet can be updated)

Each agenda will have the following link to access the meeting. Agenda links can be found at [www.agendas.georgetown.org](http://www.agendas.georgetown.org) :

- **WEBSITE**
  - *this will change for each meeting/ an updated link will be posted with each agenda*
- **CALL IN NUMBER**
  - *this will change for each meeting/ an updated phone number and conference id will be posted with each agenda*

EXAMPLE:

Website to  
access  
meeting

Commission name  
Date and Time of Meeting

Notice of Meeting for the  
Georgetown Economic Development Corporation  
of the City of Georgetown  
March 30, 2020 at 4:00 PM  
at

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.

This special meeting of the Georgetown Economic Development Corporation will convene at 4 p.m., Monday, March 30, 2020 via videoconference.  
Website: <https://tinyurl.com/qu2rong>  
Call-In Number: 512-672-8405, Conference ID: 226 444 046#  
Public comment will be allowed via the above conference call number above or the "ask a question" function on the video conference option; no in-person input will be allowed.  
The meeting will be available for viewing at this link: <https://tinyurl.com/qu2rong>

Call In # &  
Conference  
ID #

### FAQs for Participating in a Meeting.

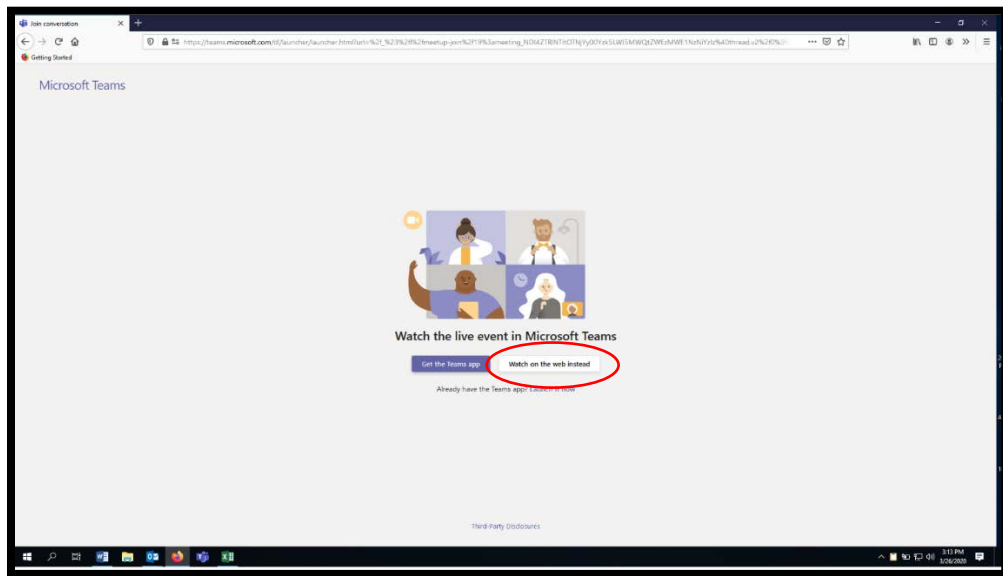
- **If I log into the meeting on my computer can you see me?** NO. Logging into the meeting via the computer is the equivalent of watching the meeting on your TV. We cannot see you and we cannot hear you. If you want to participate in public comment or as a commissioner in voting and discussion you need to follow both the phone and/or web instructions below.
- **If I do not have a computer to log into the meeting can I still participate via phone?** YES. Please use the dial in number and listen along to the meeting and speak as directed by the Chair of the commission.
- **If I would like to sign up to speak during public comment- how do I do that on this platform?**  
Please join the meeting (via below instructions) 15 minutes in advance of the start of the meeting and announce your name and the agenda item you would like to speak on. The chair will announce the public hearing for that item at the appropriate time. You will need to share your name and address and the time limits associated with a physical meeting still apply.



see instructions below

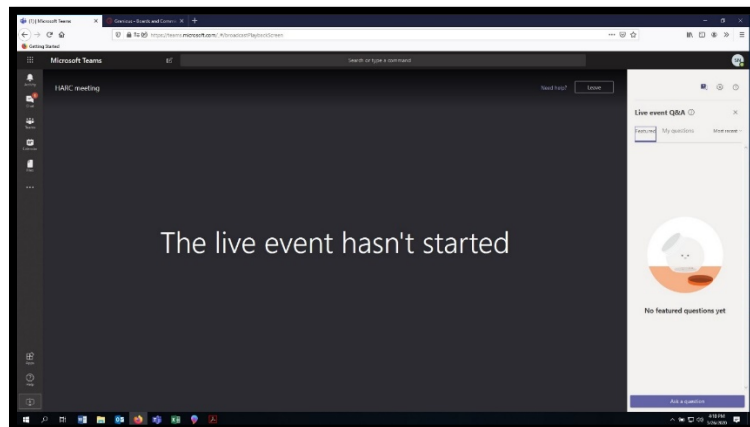
## Steps for joining the meeting

- **Step 1-** Join by copying and pasting the weblink into your browser.  
*If you're attending the **live** event on the web, use a media-source extension (MSE)-enabled web browser like Chrome, **Firefox**, or Edge. Safari is not currently supported.*
- **Step 2:** The below screen will come up:  
*Click watch on the web instead (**circled in red below**)*



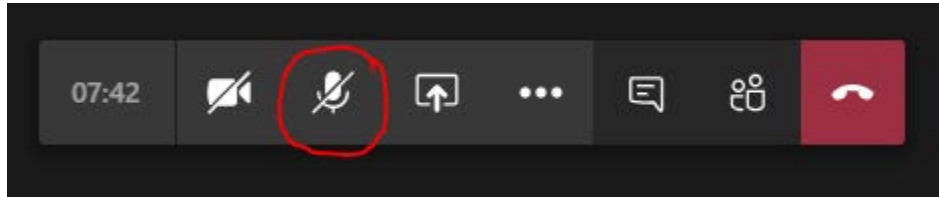
- **Step 3:** You will enter the meeting and see this screen. Wait here until the event starts. If you intend on participating in the meeting (public comment/ commissioner deliberations), please take this time to also call in via the dial in number above.

Turn down your volume on your computer and listen via phone. There will be a 20-40 second lag- we are working on it.

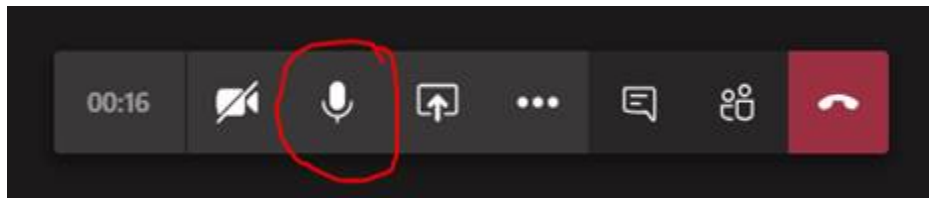


- **Step 4: Prepping for the Meeting** - mute your mic until you need to speak. To unmute yourself when you are on the phone, press the unmute button on your screen & **PRESS \*6 in your key pad.**

To mute your device-



To unmute- press the screen unmute button **AND then \*6 ( WE WILL NOT HEAR YOU IF YOU DO NOT PRESS \*6)** you should keep your keypad on your phone up/open and be ready to respond on the phone. Then mute when you are done talking, to avoid external noises coming into the meeting



- **Step 5 Meeting Starts. Orientation to meeting screen**

This is the meeting screen.

A screenshot of the Microsoft Teams meeting screen. The top bar shows the meeting title "Special Council Meeting - GEDCO Grant - Starts 3:00 p.m." and a "Leave" button. The main content area shows an "Overview" slide with bullet points about the Georgetown Chamber of Commerce and GEDCO. On the right side, there is a "Live event Q&A" panel with a "Featured" tab selected. Below the Q&A panel is an "Ask a question" button. Red arrows point from text annotations to these elements: "Meeting title" points to the top bar, "Q&A selection button" points to the "Featured" tab, and "Ask a question Function--IF you attend late please announce yourself using this function." points to the "Ask a question" button.

Meeting title

Q&A selection button

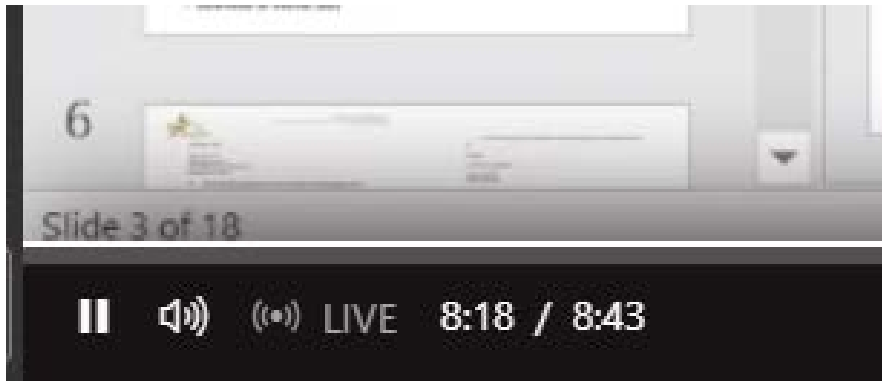
Ask a question Function--IF you attend late please announce yourself using this function.

If you would like to submit written comments during public hearing for the commission please alert the recording secretary using this box

## Quick Tips

You do NOT need to download Microsoft Teams-

- If you are watching the meeting in the web browser on your computer, any click on your screen may make the meeting pause momentarily. The video will then be a few seconds behind. If this happens, click “LIVE” at the bottom right of the screen to jump to the live recording.



- If you already have TEAMS, please sign out completely from the Microsoft suite & join anonymously on the web.
- If you're attending the live event on the web, use a media-source extension (MSE)-enabled web browser like Chrome, Firefox, or Edge. **Safari is not currently supported.**
- If participating by web browser and phone, be sure to turn down the volume of your computer to avoid an echo.

City of Georgetown, Texas  
Historic and Architectural Review  
May 14, 2020

**SUBJECT:**

Consideration and possible action to approve the minutes from the April 23, 2020 regular meeting of the Historic and Architectural Review Commission. - Mirna Garcia, Management Analyst

**ITEM SUMMARY:**

**FINANCIAL IMPACT:**

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**SUBMITTED BY:**

Mirna Garcia, Management Analyst

**ATTACHMENTS:**

Description		Type
	minutes	Backup Material

City of Georgetown, Texas  
Historic and Architectural Review Commission  
**Minutes**  
April 23, 2020 at 6:00 p.m.  
Teleconference meeting: <https://bit.ly/34967st>

The regular meeting convened at 6:00PM on April 23, 2020 via teleconference at: <https://bit.ly/34967st>

To participate by phone: Call in number: +1 512-672-8405 Conference ID#: 684743473#.

**Public Comment was allowed via the conference call number or the “ask a question” function on the video conference option; no in-person input was allowed.**

Members present: Amanda Parr, Chair; Catherine Morales; Art Browner; Faustine Curry; Pam Mitchell; Steve Johnston; Terri Asendorf-Hyde; Karalei Nunn; Robert McCabe

Staff present: Nat Waggoner, Long Range Planning Manager; Mirna Garcia, Management Analyst; Britin Bostick, Historic Planner

Call to order by Commissioner Parr at 6:06 pm.

### **Regular Session**

(This Regular Session may, at any time, be recessed to convene an Executive Session for any purpose authorized by the Open Meetings Act, Texas Government Code 551.)

- A. (Instructions for joining meeting attached). Discussion on how the Historic and Architectural Review Commission virtual conference will be conducted, to include options for public comments and how the public may address the Commission. – Sofia Nelson, CNU-A, Planning Director
- B. The Historic and Architectural Review Commission, appointed by the Mayor and the City Council, is responsible for hearing and taking final action on applications, by issuing Certificates of Appropriateness based upon the City Council adopted Downtown Design Guidelines and Unified Development Code.

### **Welcome and Meeting Procedures:**

- Staff Presentation
- Applicant Presentation (Limited to ten minutes unless stated otherwise by the Commission.)
- Questions from Commission to Staff and Applicant
- Comments from Citizens\*
- Applicant Response
- Commission Deliberative Process
- Commission Action

\*Once staff and the applicant have addressed questions from the Commissioners, the Chair of the Commission will open the public hearing. If a member of the public would like to provide comments



on the agenda item under discussion, the chair will ask if anyone would like to speak. To speak, unmute yourself by pressing \*6 on your phone and state your name and address. Once the Chair has the names of everyone who would like to speak, the Chair will call the names in order, and when your name is called you will have up to 3 minutes. A speaker may allot their time to another speaker for a maximum of 6 minutes. If a member of the public wished to allot their time to another speaker, they may do so when their name is called by the Chair. Please remember that all comments and questions must be addressed to the Commission, and please be patient while we organize the speakers during the public hearing portion.

- The public also has the opportunity to provide comments through the Q&A section of the Live Meeting, located on the right-hand side of your computer screen. Please provide your full name and address for the record, and your comment will be read by Staff.
- After everyone who has asked to speak has spoken, the Chair will close the public hearing and provide a few minutes of rebuttal time to the applicant if they so choose.

### **Legislative Regular Agenda**

- C. Consideration and possible action to approve the minutes from the April 9, 2020 regular meeting of the Historic and Architectural Review Commission. - Mirna Garcia, Management Analyst

**Motion to approve the minutes as presented by Commissioner Morales. Second by Commissioner Curry. Approved (7-0).**

- D. **Public Hearing** and possible action on a request for a **Certificate of Appropriateness (COA)** for replacing a historic architectural feature with a non-historic architectural feature and the addition of an awning or canopy for the property located at 224 W. 8<sup>th</sup> Street, bearing the legal description of 0.2983 acres out of part of Lots 6 and 7 of Block 50 of the City of Georgetown. – Britin Bostick, Downtown & Historic Planner

Staff report presented by Bostick. The applicant is requesting HARC approval to alter the storefront entrance in the western-most lease space of the building addressed at 224 W. 8<sup>th</sup> Street and to remove the existing double entrance doors and replace them with a recessed single-door storefront section with sidelights, which would retain the existing historic brick below the current storefront windows, and frame out a new, wood, recessed entrance with wood kick plates, windows in the sides of the recessed entrance and a single entrance door with windows on either side of the wood door. The applicant has pointed out that recessing the entrance could assist with weather-related water infiltration issues, which can be common to north-facing entrances that are not covered in Downtown Georgetown, especially when the entrance has wood doors that do not have the same weather seal as a new storefront door may. The applicant is also requesting HARC approval for the addition of a 6' deep wood and metal flat canopy over the entire section of storefront in the lease space. The new canopy would be installed between the existing storefront windows and transom windows, with metal tie rods for support.

The applicant, Davin Hoyt addressed the Commission and explained the reason for the request. To replace the existing doors. He explained that this alteration would help with weather related

issues. There is currently wood rot due to the rain. Chair Parr asked if a canopy will mitigate the problem, and the applicant explained it would somewhat but not entirely. Commissioner Morales asked if other storefronts are experiencing the same damage, and the applicant explained they are.

Chair Parr opened and closed the Public Hearing as no one signed up to speak.

**Motion to approve the replacement of storefront doors requested in Item D (2020-11-COA) by Commissioner Nunn. Second by Commissioner Curry. Approved (7-0).**

**Motion to deny the applicant's second request for an addition of a 6' deep wood and metal flat canopy in Item D (2020-11-COA) by Commissioner Browner. Second by Commissioner Morales. Denied (7-0).**

- E. Public **Hearing** and Possible Action on a request for a **Certificate of Appropriateness (COA)** for a 6' setback encroachment into the required 6' side (west) setback to allow the expansion of a residential accessory structure 0' from the side (west) property line at the property located at 1202 E 15<sup>th</sup> St., bearing the legal description of 0.517 acres out of Block 9 out of Outlot Division B – Britin Bostick, Downtown & Historic Planner

Staff report presented by Bostick. The subject property includes the Chesser-Morgan House, which is individually listed on the National Register of Historic Places as well as included in the Olive Street National Register Historic District. On the property are two accessory structures, a detached carport and a detached accessory structure that may have previously been used as a garage, barn or storage outbuilding. The carport is not historic, but the accessory structure is listed as a medium priority structure on the 2016 Historic Resource Survey, with an estimated construction date of 1920. The structure is a simple rectangular form with board and batten siding and a gable roof, which is presently a red standing seam metal roof. When the applicant purchased the property in 2019 the subject structure had an addition to the rear or south side of the structure with a flat roof, which is not consistent with the style of the historic structure and which has been discovered to have structural issues related to water infiltration and construction. As it is situated along the west property line and in the 6' side setback required by the Residential Single-Family (RS) zoning district, a proposed addition and alteration to correct the deficiencies of the addition requires approval by HARC. The applicant would like to extend the gable roof of the original portion of the structure over the addition, as well as build out the addition so that the exterior walls complete a rectangle, consistent with the form of the original structure. Due to its current placement within the side setback, the extension of the roof proposed would also be within the required side setback. Therefore, the applicant requests a setback modification to allow for the additional square footage and roof extension.

Chair Parr opened the Public Hearing.

Jerry, public speaker, supports the request.

Michael Walton also supports the request.

Chair Parr closed the Public Hearing.

**Motion to approve Item E (2020-22-COA) by Commissioner Nunn. Second by Commissioner Morales. Approved (7-0).**

F. Updates, Commission questions, and comments. – Sofia Nelson, Planning Director

No updates at this time.

**Adjournment**

Motion to adjourn by Commissioner Nunn. Second by Commissioner Morales.

Meeting adjourned at 6:57pm

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Approved, Amanda Parr, Chair

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Attest, Terri Asendorf-Hyde, Secretary

City of Georgetown, Texas  
Historic and Architectural Review  
May 14, 2020

**SUBJECT:**

**Public Hearing** and **Possible Action** on a request for a **Certificate of Appropriateness (COA)** for a 0.3' setback encroachment into the required 6' side (east) setback to allow a residential structure 5.9' from the side (east) property line; and a 1'-0" setback encroachment into the required 6' side (west) setback to allow the construction of a detached carport 5'-0" from the side (west) property line at the property located at 303 E. 19th Street, bearing the legal description of Lot 1, Block 2 of the Peterson Addition. – Britin Bostick, Downtown & Historic Planner

**ITEM SUMMARY:**

The subject property is located along the southern border of the Old Town Overlay District, on the north side of E. 19<sup>th</sup> Street. It is listed as a low priority structure on the Historic Resource Survey, which notes that the property lacks significance. The structure is estimated to have been constructed in 1960 and is a rectangular residential structure with a simple gable roof, asbestos siding, vinyl windows and asphalt shingle roof.

The applicant is requesting approval of a Certificate of Appropriateness for an addition to the rear of the main structure, alterations to the exterior, and the addition of a detached carport. The existing residential structure encroaches 0.3' into the required 6' side (east) setback, and as the proposed 10' wide rear addition continues the line of the building that encroaches into the side setback, the applicant is requesting a setback modification for the existing structure so that the addition can be constructed. The applicant is also requesting a 1' setback encroachment into the required 6' side (rear) setback for the construction of a detached, pre-fabricated metal carport 5' from the west property line. The carport is proposed to be set back from the façade of the main structure. Its dimensions are 21' long by 12' wide by 8' high, and the roof is proposed to be a color similar to that of the asphalt shingle roof. HARC is the review authority for requested setback modifications.

As the subject structure is listed as a Low Priority Structure on the Historic Resource Survey, the proposed additions and modifications to the exterior are reviewed by the HPO, including the design of the carport addition. The proposed changes include the removal of the existing asbestos siding and replacement with composite fiber lapped siding with a manufactured stone wainscot on the front façade, as well as the installation of new double-paned, white vinyl windows in the addition to match the existing windows. The proposed addition to the rear would change the rear-facing roof slope of the existing gable roof to a lower slope to extend over the addition, while the existing front-facing roof slope would be retained.

**FINANCIAL IMPACT:**

N/A

**SUBMITTED BY:**

Britin Bostick, Downtown & Historic Planner

## **ATTACHMENTS:**

	<b>Description</b>	<b>Type</b>
📎	Staff Report	Cover Memo
📎	Exhibit 1 - Location Map	Exhibit
📎	Exhibit 2 - Letter of Intent	Exhibit
📎	Exhibit 3 - Plans & Specifications	Exhibit
📎	Exhibit 4 - Historic Resource Survey	Exhibit
📎	Staff Presentation	Presentation

# Planning Department Staff Report

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## Historic and Architectural Review Commission

Meeting Date: *April 23, 2020*

File Number: *2020-13-COA*

### AGENDA ITEM DESCRIPTION

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Public Hearing and Possible Action on a request for a Certificate of Appropriateness (COA) for a 0.3' setback encroachment into the required 6' side (east) setback to allow a residential structure 5.9' from the side (east) property line; and a 1'-0" setback encroachment into the required 6' side (west) setback to allow the construction of a detached carport 5'-0" from the side (west) property line at the property located at 303 E. 19th Street, bearing the legal description of Lot 1, Block 2 of the Peterson Addition.

### AGENDA ITEM DETAILS

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Project Name: *303 E. 19<sup>th</sup> St. Addition*  
Applicant: *Michael Catherwood (Red Trailer Properties, LLC)*  
Property Owner: *Red Trailer Properties, LLC*  
Property Address: *303 E. 19<sup>th</sup> Street*  
Legal Description: *Lot 1, Block 2 of the Peterson Addition*  
Historic Overlay: *Old Town Overlay District*  
Case History: *N/A*

### HISTORIC CONTEXT

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Date of construction: *1960 (HRS)*  
Historic Resources Survey Level of Priority: *Low*  
National Register Designation: *N/A*  
Texas Historical Commission Designation: *N/A*

### APPLICANT'S REQUEST

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HARC:

- ✓ Setback modifications

HPO:

- ✓ Addition that creates a new, or adds to an existing street-facing facade

### STAFF ANALYSIS

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The subject property is located along the southern border of the Old Town Overlay District, on the north side of E. 19<sup>th</sup> Street. It is listed as a low priority structure on the Historic Resource Survey, which notes that the property lacks significance. The structure is estimated to have been constructed in 1960, but the 1964 aerial photo of Georgetown does not show any structures on that lot. It is a rectangular residential structure with a simple gable roof, asbestos siding, vinyl windows and asphalt shingle roof.

# Planning Department Staff Report

## Historic and Architectural Review Commission

The applicant is requesting approval of a Certificate of Appropriateness for an addition to the rear of the main structure, alterations to the exterior, and the addition of a detached carport. The existing residential structure encroaches 0.3' into the required 6' side (east) setback, and because the proposed 10' wide rear addition continues the line of the building along the side setback that encroaches into the east side setback, the applicant is requesting a setback modification for the existing structure so that the addition can be constructed. The applicant is also requesting a 1' setback encroachment into the required 6' side setback for the construction of a detached, pre-fabricated metal carport 5' from the west property line. The carport is proposed to be set back from the façade of the main structure. Its dimensions are 21' long by 12' wide by 8' high, and the roof is proposed to be a color similar to that of the asphalt shingle roof. HARC is the review authority for requested setback modifications.

As the subject structure is listed as a Low Priority Structure on the Historic Resource Survey, the proposed additions and modifications to the exterior are reviewed by the HPO, including the design of the carport addition. The proposed changes include the removal of the existing asbestos siding and replacement with composite fiber lapped siding with a manufactured stone wainscot on the front façade, as well as the installation of new double-paned, white vinyl windows in the addition to match the existing windows. The proposed addition to the rear would change the rear-facing roof slope of the existing gable roof to a lower slope to extend over the addition, the existing front-facing roof slope would be retained.

### APPLICABLE DESIGN GUIDELINES

The following guidelines are applicable to the proposed scope of work in accordance with the adopted Downtown and Old Town Design Guidelines:

GUIDELINES	FINDINGS
<b>CHAPTER 14 – DESIGN GUIDELINES FOR INFILL CONSTRUCTION AND ADDITIONS IN THE OLD TOWN OVERLAY DISTRICT</b>	
<b>14.10 Non-traditional siding materials are discouraged.</b> <ul style="list-style-type: none"><li>Typically, artificial stone and brick veneer are not appropriate.</li><li>✓ Asphalt shingles are not appropriate.</li><li>✓ Aluminum and vinyl are not appropriate.</li></ul>	<b>Partially Complies</b> The proposed siding materials are fiber composite lapped siding with a manufactured stone wainscot across the front façade. While artificial stone is typically not appropriate, the manufactured stone will be difficult to distinguish from real stone and the primary structure on the property to the west also has a stone veneer on the front façade. The proposed removal of the asbestos siding is an improvement in the street-facing façade.
<b>14.11 Avoid alterations that would damage historic features.</b>	<b>Complies</b> This low priority structure lacks historic or architectural significance; however, the

# Planning Department Staff Report

## Historic and Architectural Review Commission

GUIDELINES	FINDINGS
<b>CHAPTER 14 – DESIGN GUIDELINES FOR INFILL CONSTRUCTION AND ADDITIONS IN THE OLD TOWN OVERLAY DISTRICT</b>	
<ul style="list-style-type: none"><li>✓ Avoid alterations that would hinder the ability to interpret the design character of the original building or period of significance.</li><li>✓ Alterations that seek to imply an earlier period than that of the building are inappropriate.</li></ul>	proposed alterations retain the building form as well as the window openings on the front façade, and the proposed alterations do not imply a different design character.
<b>14.16 An addition shall be compatible in scale, materials, character, and architectural style with the main building.</b> <ul style="list-style-type: none"><li>• An addition shall relate to the historic building in mass, scale and form. It should be designed to remain subordinate to the main structure.</li><li>✓ While a smaller addition is visually preferable, if a residential addition would be significantly larger than the original building, one option is to separate it from the primary building, when feasible, and then link it with a smaller connecting structure.</li><li>✓ An addition should be simple in design to prevent it from competing with the primary façade.</li><li>✓ Consider adding dormers to create second story spaces before changing the scale of the building by adding a full second floor.</li></ul>	<b>Partially Complies</b> The proposed rear addition as well as the proposed carport addition are compatible in scale, character and architectural style with the existing structure, and are subordinate to the main structure as the proposed rear addition is fully to the rear and the proposed carport is set back approximately 24' from the front façade. However, the carport is proposed to be a prefabricated metal structure, and the use of pre-fabricated metal, while providing for a simple design and roof form that relates to the historic structure, is not consistent with the exterior materials of the primary structure.
<b>14.17 An addition shall be set back from any primary, character-defining façade.</b> <ul style="list-style-type: none"><li>✓ An addition should be to the rear of a building, when feasible.</li></ul>	<b>Complies</b> The proposed rear addition is fully to the rear of the existing structure and the proposed carport is set back approximately 24' from the primary façade.

### CRITERIA FOR APPROVAL

In accordance with Section 3.13.030 of the Unified Development Code, the HARC must consider the following criteria:

SECTION 3.13.030 CRITERIA	FINDINGS
1. The application is complete and the information contained within the application is correct and sufficient enough to allow adequate review and final action;	<b>Complies</b> Staff reviewed the application and deemed it complete.



# Planning Department Staff Report

## Historic and Architectural Review Commission

SECTION 3.13.030 CRITERIA	FINDINGS
2. Compliance with any design standards of this Code;	<b>Partially Complies</b> Proposed rear addition and carport addition require setback modifications.
3. Compliance with the Secretary of the Interior's Standards for the Treatment of Historic Properties to the most extent practicable;	<b>Complies</b> SOI Standard #9: "New additions, exterior alterations or related new construction will not destroy historic materials, features and spatial relationships that characterize the property. The new work will be differentiated from the old and will be compatible with the historic materials, features, size, scale and proportion, and massing to protect the integrity of the property and its environment."  In this case the proposed rear addition alters the rear roof pitch, however that does not alter the street-facing façade and the proposed carport addition is differentiated from the main structure. Additionally, this structure lacks significance per the Historic Resource Survey entry.
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;	<b>Partially Complies</b> Complies or partially complies with applicable Guidelines in Chapter 14.
5. The general historic, cultural, and architectural integrity of the building, structure or site is preserved;	<b>Complies</b> The Historic Resource Survey entry notes the primary structure to have no design influence, and to lack significance. The proposed rear addition does not alter the street façade, and the proposed exterior alterations are a cosmetic improvement to the structure while retaining the form, roof form and window openings, and the proposed addition, alterations and carport are consistent with surrounding properties.
6. New buildings or additions are designed to be compatible with surrounding properties in the applicable historic overlay district;	<b>Complies</b> Most surrounding properties along E. 19 <sup>th</sup> Street do not have carports or carport additions; however, the proposed carport

## Planning Department Staff Report

### Historic and Architectural Review Commission

SECTION 3.13.030 CRITERIA	FINDINGS
	addition is similar to other surrounding properties in the Old Town Overlay District.
7. The overall character of the applicable historic overlay district is protected; and	<b>Complies</b> Proposed setback modifications do not negatively impact the character of the historic district.
8. The Master Sign Plan is in keeping with the adopted Downtown and Old Town Design Guidelines and character of the historic overlay district.	<b>Not Applicable</b> No signage is proposed as part of this project.

In addition to the approval criteria listed above, HARC must also consider the following criteria for a request for COA for a setback modification:

SECTION 3.13.030.D.2 CRITERIA	FINDINGS
a. Whether the proposed setback encroachment is solely a matter of convenience;	<b>Partially Complies</b> The proposed setback encroachment for the addition is due to the existing structure's encroachment into the side setback. The proposed setback for the carport is for the convenience of having a detached carport structure.
b. Whether there is adequate room on the site to allow the proposed addition or new structure without encroaching into the setback;	<b>Partially Complies</b> The proposed addition would have to be configured differently due to the condition of the existing side setback encroachment by the main structure, which would be feasible but which may not be as consistent with the simple form of the existing structure and which may not provide sufficient space for the proposed interior alterations. The proposed carport could be added without encroaching into the side setback, either by being placed outside of the setback or by being constructed as an attached addition to the main structure.

# Planning Department Staff Report

## Historic and Architectural Review Commission

SECTION 3.13.030.D.2 CRITERIA	FINDINGS
c. Whether the proposed setback is compatible and in context within the block in which the subject property is located;	<p><b>Complies</b></p> <p>The proposed setback modifications, which are 1'-0" or less, are compatible and consistent with other properties in the block which have primary or accessory structure in the side setbacks.</p>
d. Whether the proposed addition or new structure will be set closer to the street than other units within the block;	<p><b>Complies</b></p> <p>Proposed addition and carport are not closer to the street than the existing main house.</p>
e. Whether the proposed structure is replacing a structure removed within the past year;	<p><b>Not Applicable</b></p> <p>No structures have been removed on this property.</p>
f. Whether the proposed structure will replace a structure that previously existed with relatively the same footprint and encroachment as proposed;	<p><b>Not Applicable</b></p> <p>No structures are proposed to be replaced with this project, setback encroachments are for an addition to an existing structure and a new detached carport.</p>
g. If the proposed encroachment is for a structure that is replacing another structure, whether the proposed structure is significantly larger than the original;	<p><b>Not Applicable</b></p> <p>No structures are proposed to be replaced with this project, setback encroachments are for an addition to an existing structure and a new detached carport.</p>
h. If the proposed encroachment is for an addition, the scale of the addition compared to the original house;	<p><b>Complies</b></p> <p>The proposed rear addition is 10' wide and 435 sq. ft. compared to the existing 1008 sq. ft. structure and is situated to the rear of the main structure. The proposed carport is 252 sq. ft.</p>
i. The size of the proposed structure compared to similar structures within the same block;	<p><b>Complies</b></p> <p>Proposed addition would not cause the main structure to be larger than other structures within the same block, and proposed detached carport is a compatible size with the main structure and other structures within the block.</p>
j. Whether the proposed addition or new structure will negatively impact adjoining properties, including limiting their ability to maintain existing buildings;	<p><b>Complies</b></p> <p>Proposed addition and new carport would not negatively impact the adjoining property or the maintenance of existing buildings.</p>

# Planning Department Staff Report

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## Historic and Architectural Review Commission

SECTION 3.13.030.D.2 CRITERIA	FINDINGS
k. Whether there is adequate space for maintenance of the proposed addition or new structure and/or any adjacent structures; and/or	<b>Complies</b> Proposed setback encroachments would allow sufficient room for maintenance within the subject property.
l. Whether the encroachment would enable existing large trees or significant features of the lot to be preserved.	<b>Not Applicable</b> No large trees or other significant features of the lot are proposed to be preserved.

### STAFF RECOMMENDATION

---

Based on the findings listed above, staff recommends *APPROVAL* of the request for the reasons stated above. In addition, the proposed alterations and additions fit within the context of the surrounding structures both in the same block (inside the Old Town Overlay District) and across the street (outside the Old Town Overlay District), and are compatible with the design and character of structures and properties in this part of the overlay district.

### PUBLIC COMMENTS

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As of the date of this report, staff has received *no* written comments.

### ATTACHMENTS

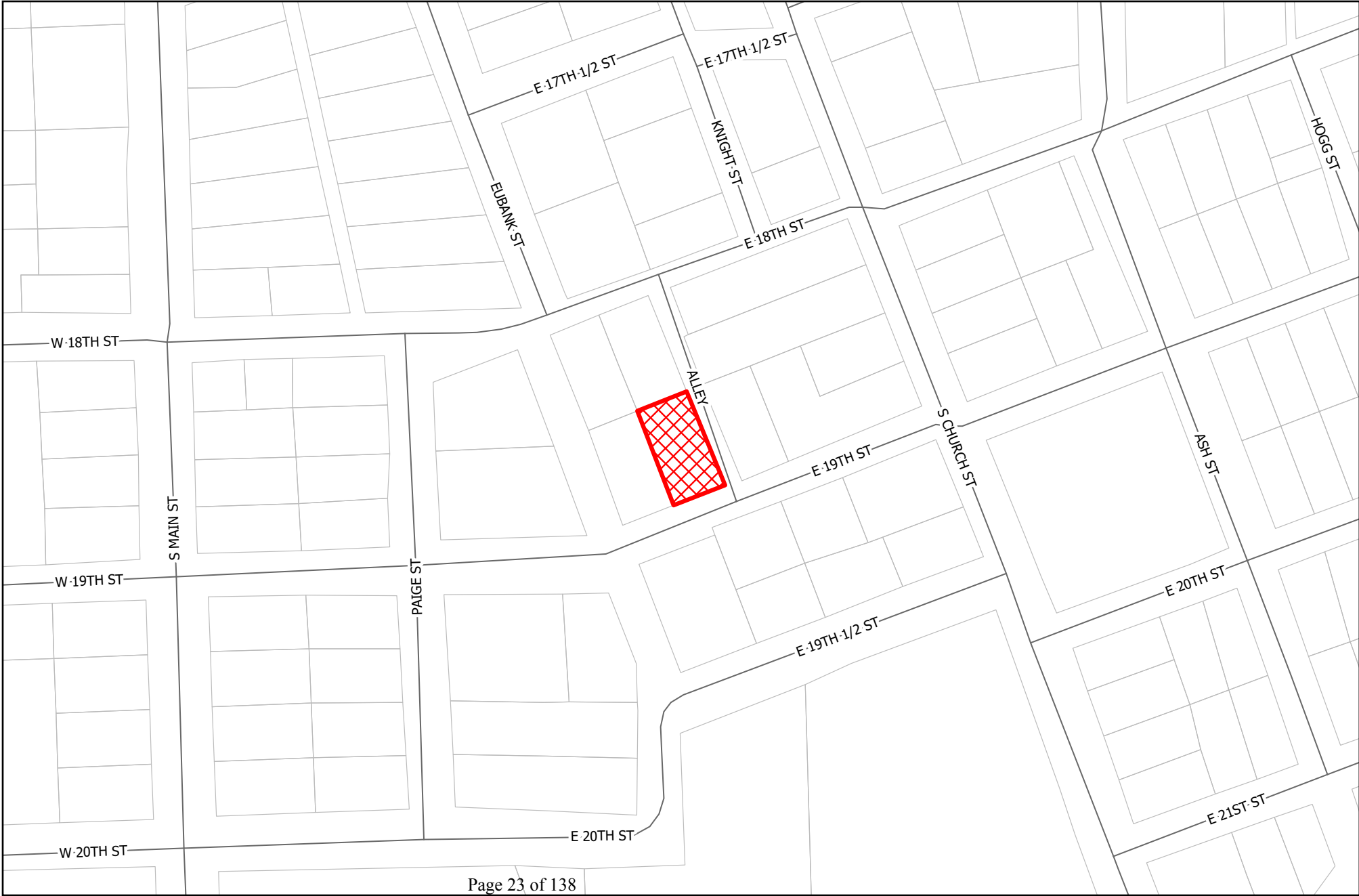
---

Exhibit 1 – Location Map  
Exhibit 2 – Letter of Intent  
Exhibit 3 – Plans and Specifications  
Exhibit 4 – Historic Resource Survey

### SUBMITTED BY

---

*Britin Bostick, Downtown & Historic Planner*

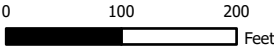


# LOCATION

2020-13-COA

Exhibit #1

-  Site
-  Parcels





Red Trailer Properties, LLC

March 4th, 2020

Britin Bostick  
Downtown and Historic Planner  
Georgetown Planning and Development,  
406 W 8th St.,  
Georgetown, TX 78628

Dear Britin,

**Subject: COA Letter of Intent Regarding 303 E. 19<sup>th</sup> St**

Per the COA Application checklist, this letter includes a description of the project to be reviewed, and provides information with regard to how it meets the requirements outlined in the UDC Section 3.13.030, Subsections B-E. Not all Subsections are applicable, so only those that are relevant to the application are discussed.

**General Description:** The proposal is for a 435sqft addition to the rear of the existing property which will change it from a 1008sqft 3/1 to a 1443sqft 3/2 house. The addition will add ~9ft to the entire length of the house as shown in the accompanying draft plan. The additional living area will extend the kitchen and master bedroom, and add a master bath and laundry/pantry room. The family bath will also be reconfigured and the hot water tank relocated to create a more efficient layout. Included in the renovation will be new siding for the entire house and a new HVAC system. The plan also calls for a single width carport to be added, and the existing fence to be reconfigured accordingly.

**Siding and Trim:** The siding will be 8.25" HardyPlank Select Cedarmill fiber cement lap siding. The façade will be a mix of lap siding and stone veneer with cap as shown in the elevation. We believe this to be in keeping with Subsection B5, B6 and B7.

Stone veneer: Norwich Colorado polyurethane stacked stone veneer panels, Model #NWSSPNTS

Siding paint color: Kelly-Moore Corkscrew Willow KM4515

Trim paint color: Kelly-Moore Whitest White KMW43

**Roof Modification:** The roof line will be modified to extend a new roof from the ridge to cover the addition, creating an asymmetric gable. The gable vents will be removed and sided in lieu of a new ridge vent. The existing roof is essentially new, so only the rear roof shingles will be replaced to match those of the front. We believe this to be in keeping with Subsection B5, B6 and B7 (when compared to adding an extension to the existing roofline).

**Parking:** The proposal includes the addition of a single width 7' high carport of conventional metal design. The dimensions will be 12' x 21' (i.e., an area of 252sqft which is less than 25% of the proposed house area per UDC Section 6.05.010C). Set back is such that we believe it will satisfy UDC Section 6.05.010D. Carport roof color will be chosen to match house trim as closely as possible (i.e., white). Concrete flatwork per draft plan to be added for both carport and an additional parking area in front of it.



## Red Trailer Properties, LLC

**Setbacks:** A setback modification is requested for the southeast corner of the house which slightly encroaches into the setback requirements.

Sincerely,

Mike Catherwood

Member of Red Trailer Properties, LLC.

LOT 1, BLOCK 2, F.A. PETERSON ADDITION, A SUBDIVISION IN WILLIAMSON COUNTY, TEXAS,  
 ACCORDING TO THE MAP OR PLAT THEREOF, RECORDED IN CABINET A, SLIDE 103, OF THE PLAT  
 RECORDS OF WILLIAMSON COUNTY, TEXAS AND THE SAME PROPERTY DESCRIBED IN A DEED TO  
 ERIC CEDIS VILLAREAL IN VOLUME 575, PAGE 30, DEED RECORDS, WILLIAMSON COUNTY, TEXAS.

JOB NO: 191419

DRAWN: RCG

F.C.: JG/JS

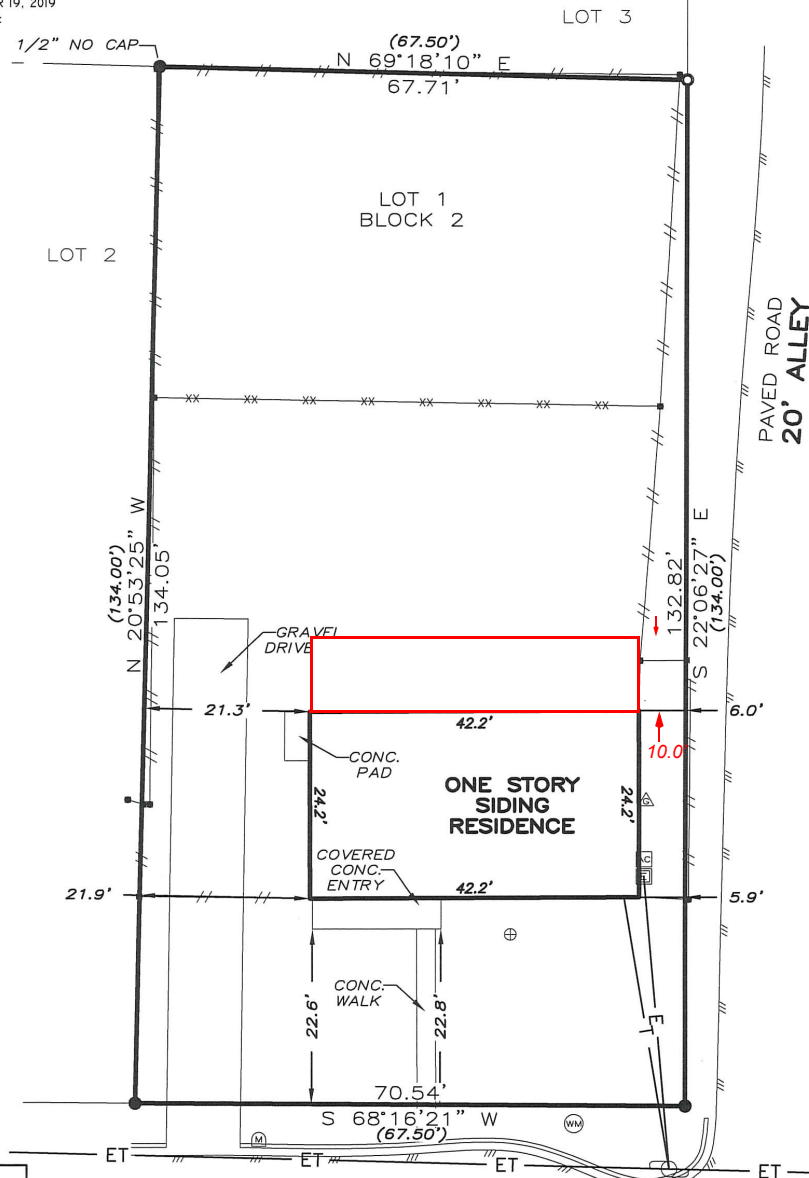
RESTRICTIVE COVENANTS:  
 THOSE EASEMENTS AND THAT INFORMATION LISTED IN TITLE  
 COMMITMENT #1949028-ARB, EFFECTIVE DATE OF NOVEMBER 19, 2019  
 RE-LISTED BELOW WERE CONSIDERED FOR THIS SURVEY:

ADJURY RELATED MATTERS LISTED.



Scale: 1" = 20'

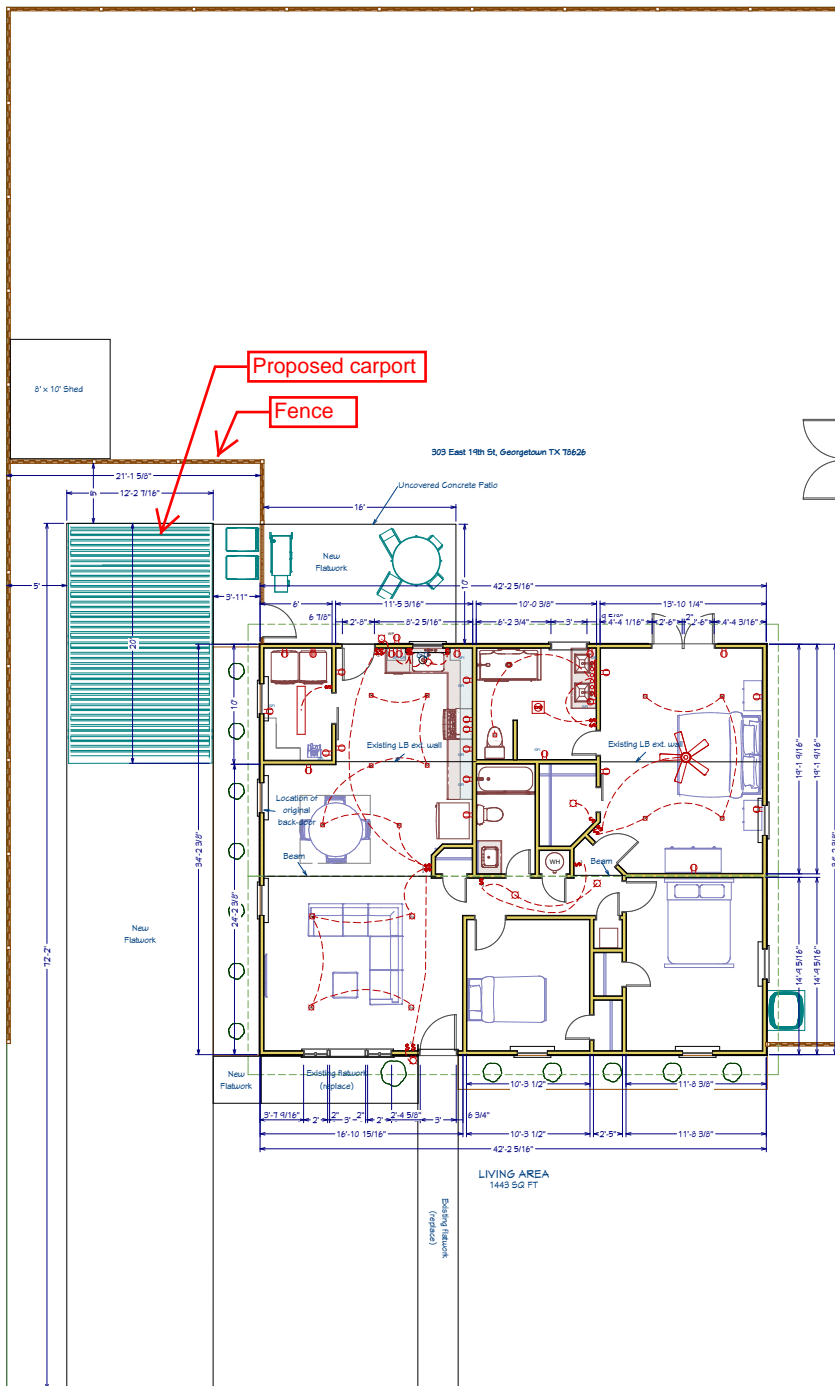
BEARINGS CITED HEREON BASED ON  
 TEXAS STATE PLANE COORDINATE  
 SYSTEM, NORTH AMERICAN DATUM  
 1983/93, TEXAS CENTRAL ZONE.



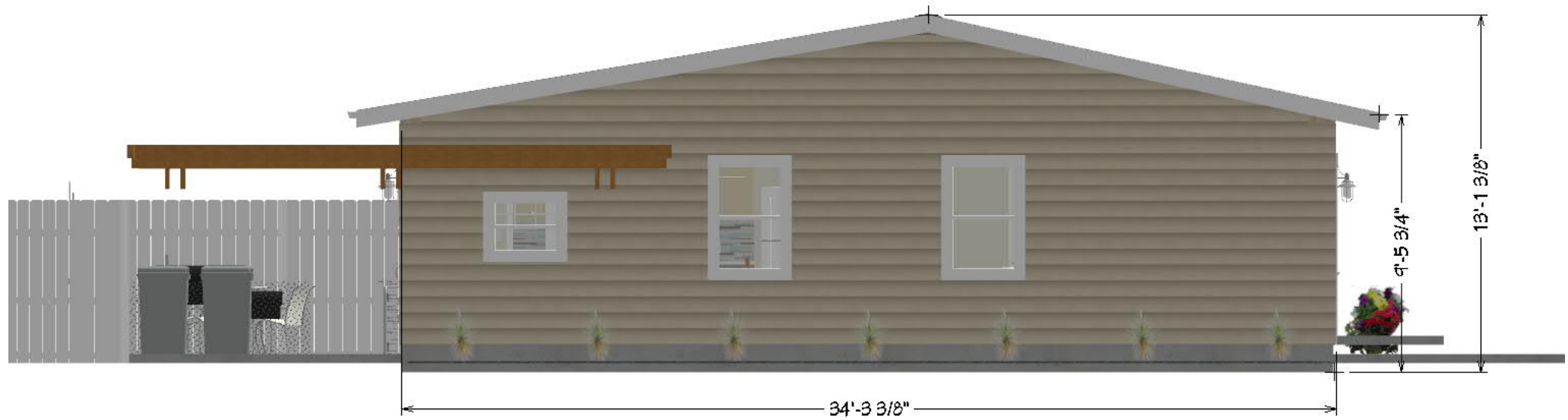
LEGEND	
5/8" IRON ROD FOUND (UNLESS OTHERWISE NOTED)	
1/2" PIPE FOUND	
PAVEMENT	
FENCE POST	
CHAIN LINK FENCE	
WOOD FENCE	
UTILITY POLE	
ELECTRIC LINES	
ELECTRIC/TELEPHONE LINES	
TELEPHONE LINES	
AIR CONDITIONER	
ELECTRIC	
GAS METER	
MAILBOX	
WATER METER	
WATER VALVE	
RECORD INFORMATION	

PAVED ROAD - CONC. CURB  
**303 EAST 19TH STREET**  
 (50' R.O.W.)

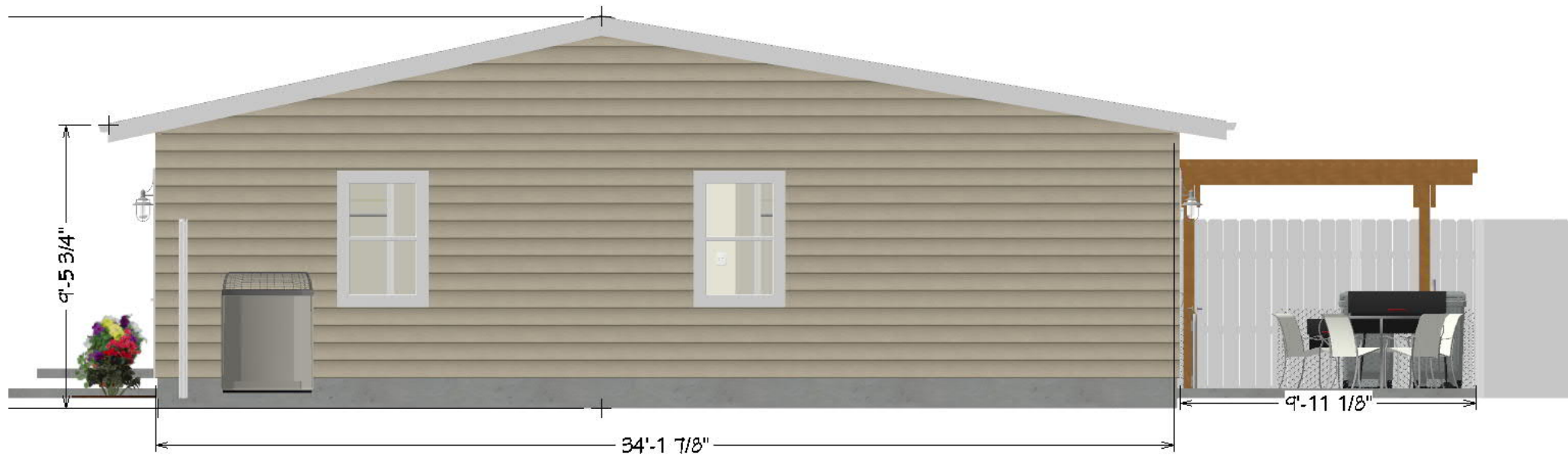












# PRIMED FOR PAINT

James Hardie's primed for paint collection gives you the power to choose paint for your home's exterior. It's primed. It's ready for field painting. It's a durable, high-performance canvas.



## AVAILABLE SIZES

THICKNESS:	0.312"	
LENGTH:	144" boards	
WIDTHS:	6.25"	8.25"
EXPOSURES:	5"	7"
	9.25"	12"
	8"	10.75"
	5.25"	7.25"
	4"	6"

Warranty Information >

Request a Quote >

Request a Sample >



## Norwich Colorado Stacked Stone Toasted Brown Panel

Rollover to select a picture



[Photo Gallery](#)



TEXAS HISTORICAL COMMISSION

HISTORIC RESOURCES SURVEY FORM

Address: 303 W 19th St 2016 Survey ID: 125034  
 City: Georgetown 2016 Preservation Priority: Low  
 County: Williamson Local District: Old Town District

SECTION 1

Basic Inventory Information

Owner/Address VILLAREAL, MERCEDIA, 305 E 19TH ST, , GEORGETOWN, TX 78626-7908  
 Current/Historic Name: None/None  
 Latitude: 30.626454 Longitude -97.674739  
 Legal Description (Lot/Block): PETERSON ADDITION, BLOCK 2, LOT 1 WCAD ID: R044914  
 Addition/Subdivision: S4372 - Peterson 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: 1960 ☒ 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 3/16/2016



Photo direction: North

Note: See additional photo(s) on page 4



**TEXAS HISTORICAL COMMISSION**

**HISTORIC RESOURCES SURVEY FORM**

Address:	303 W 19th St	2016 Survey ID:	125034
City:	Georgetown	2016 Preservation Priority:	Low
County:	Williamson	Local District:	Old Town District

**SECTION 2**

**Architectural Description**

General Architectural Description:

One-story, rectangular house with no particular style clad in asbestos shingle siding; side-gabled roof with a shed roof extension over a flush entry, single front door.

☒ Additions, modifications: Door replaced

☐ 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:

**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:

**Windows**

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

**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: N/A

**Materials:**

☐ Metal ☐ Wood ☐ Fabric ☒ Other: N/A

# 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: 303 W 19th St  
 City: Georgetown  
 County: Williamson  
 2016 Survey ID: 125034  
 2016 Preservation Priority: Low  
 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: ☐ National ☐ State ☐ Local
- Integrity: ☒ Location ☒ Design ☐ Materials ☒ Workmanship
- ☒ Setting ☒ Feeling ☒ Association

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: Property lacks significance

Other Info:

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

Documentation details 2007 ID: Not Recorded 1984 ID: Not Recorded  
 2007 Survey Priority: Not Recorded 1984 Survey Priority: Not Recorded

General Notes:

Questions?

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



**HISTORIC RESOURCES SURVEY FORM**

Address: 303 W 19th St

City: Georgetown

County: Williamson

2016 Survey ID: 125034

2016 Preservation Priority: Low

Local District: Old Town District

## Additional Photos

Photo Direction    Northeast



# 303 E. 19<sup>th</sup> Street Addition 2020-13-COA

**Historic & Architectural Review Commission**  
May 14, 2020

# Item Under Consideration

## **2020-13-COA – 303 E. 19<sup>th</sup> Street Addition**

- Public Hearing and Possible Action on a request for a Certificate of Appropriateness (COA) for a 0.3' setback encroachment into the required 6' side (east) setback to allow a residential structure 5.9' from the side (east) property line; and a 1'-0" setback encroachment into the required 6' side (west) setback to allow the construction of a detached carport 5'-0" from the side (west) property line at the property located at 303 E. 19th Street, bearing the legal description of Lot 1, Block 2 of the Peterson Addition.

# Item Under Consideration

## HARC:

- Setback modifications

## HPO:

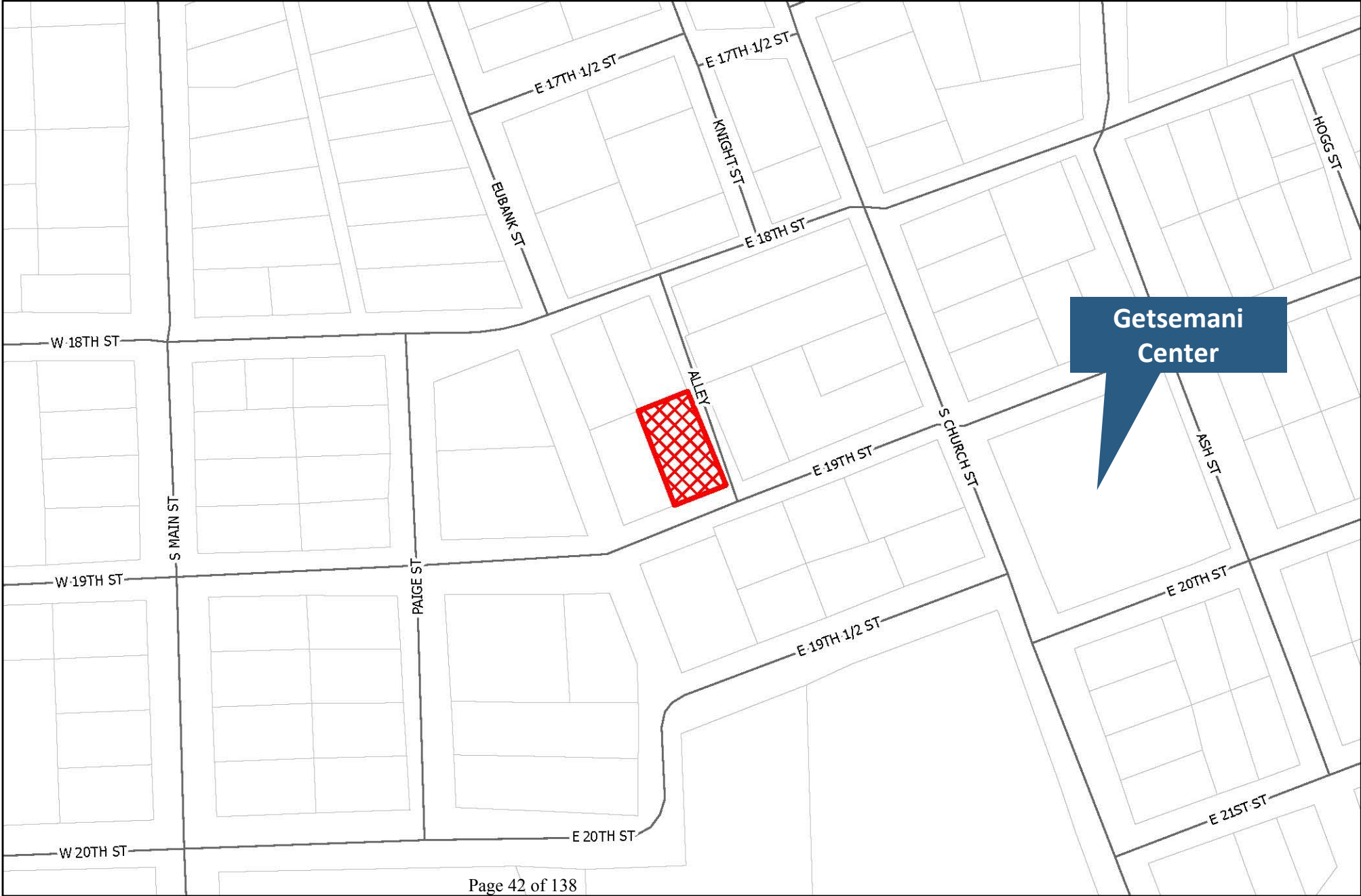
- Addition that creates a new, or adds to an existing street-facing facade



# Item Under Consideration





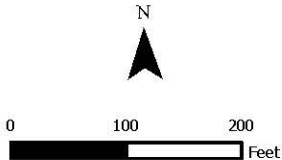


**LOCATION**

2020-13-COA

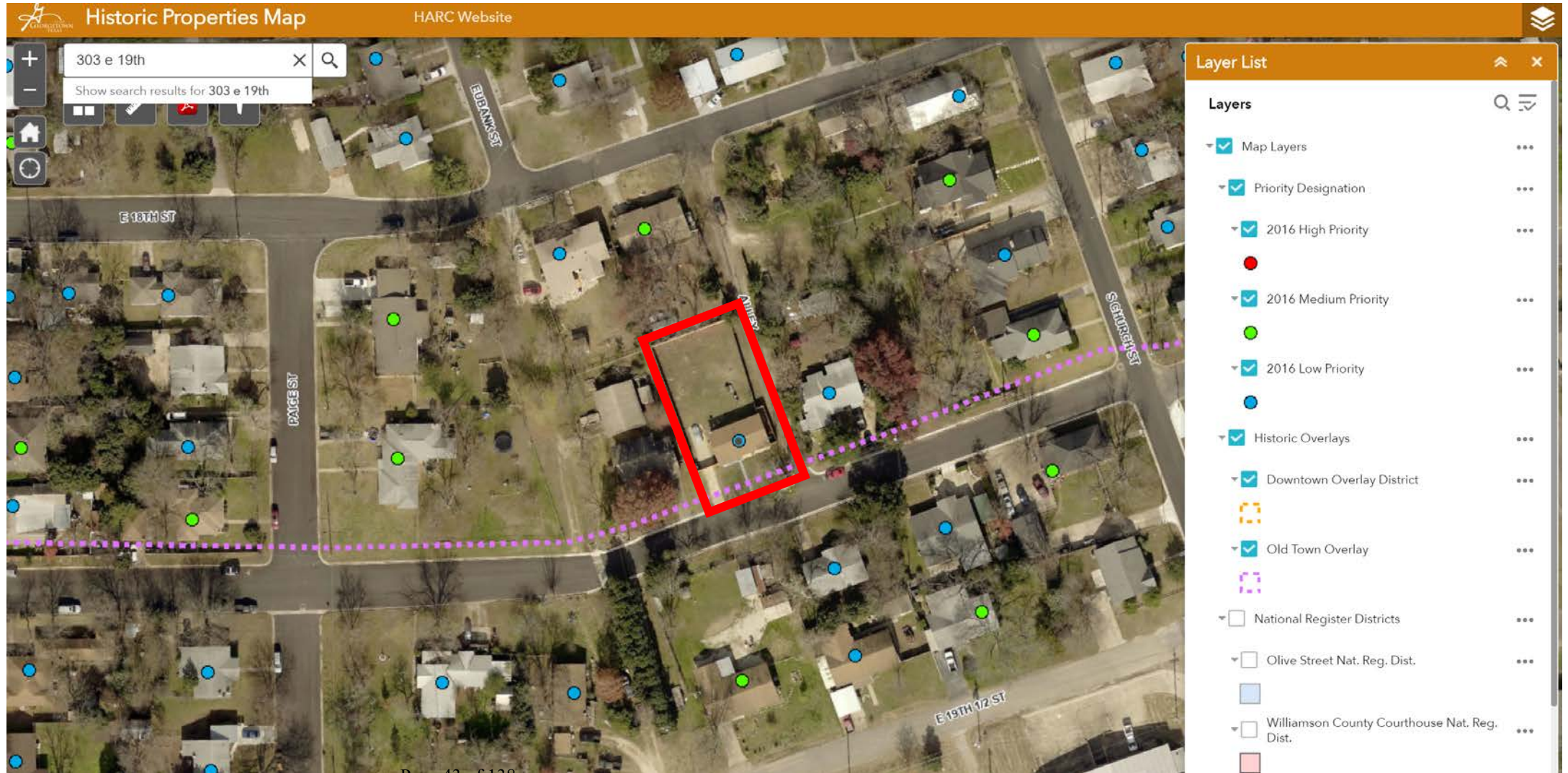
Exhibit #1

-  Site
-  Parcels





# Current Context

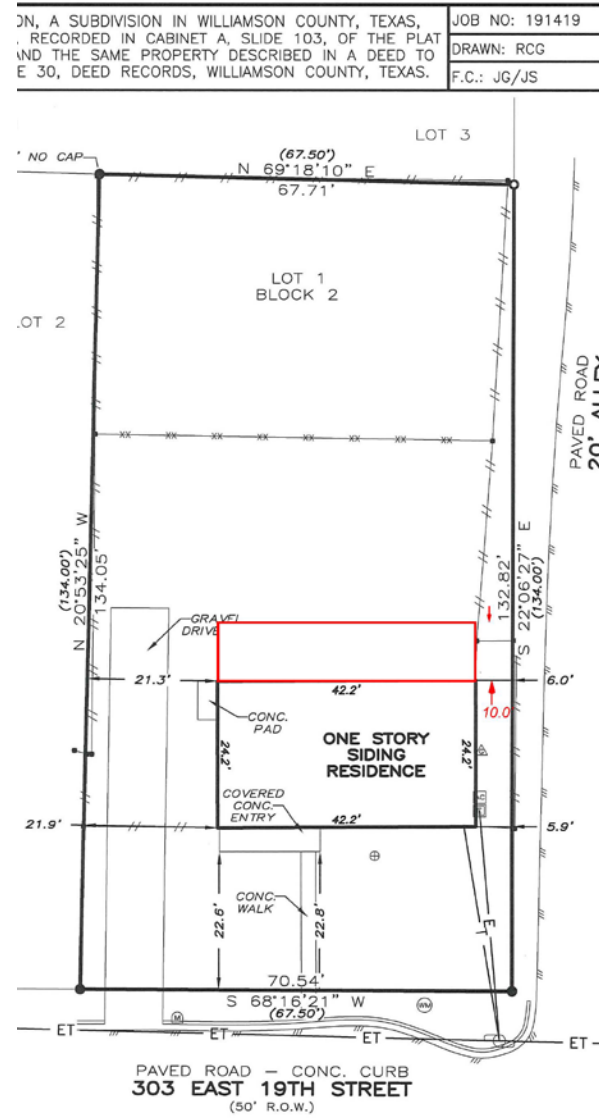




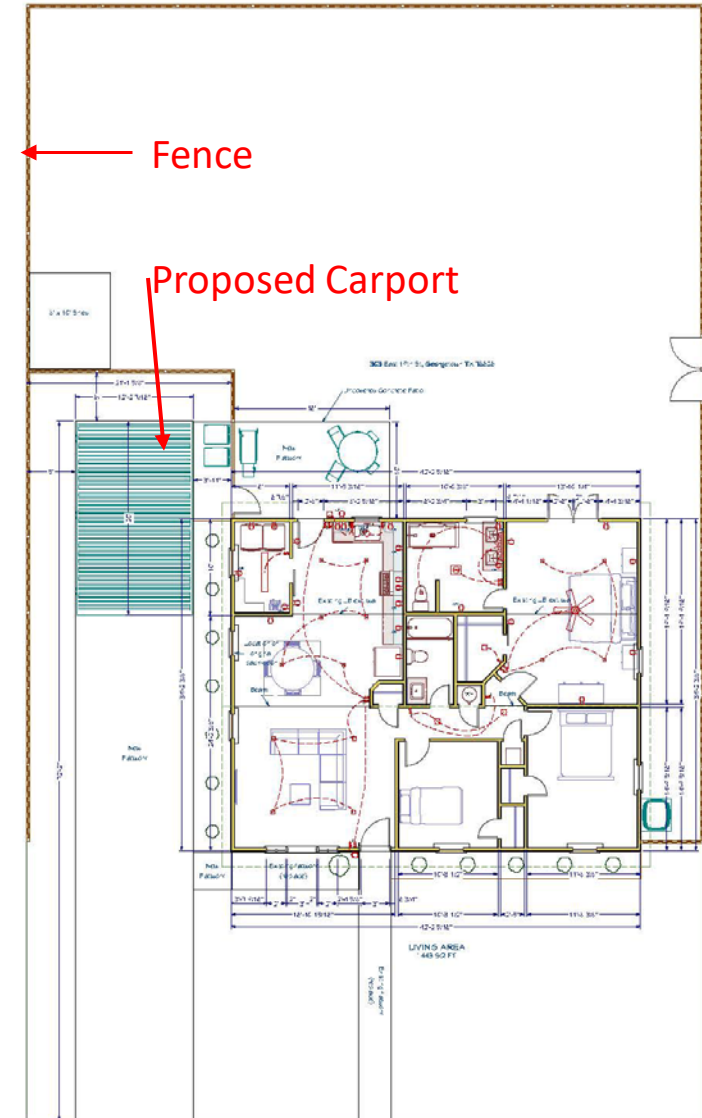
# 303 E. 19<sup>th</sup> Street – 1964 Aerial Photo



# 303 E. 19<sup>th</sup> Street



Property Survey



Proposed Floor Plan



# 303 E. 19<sup>th</sup> Street – Proposed Elevations



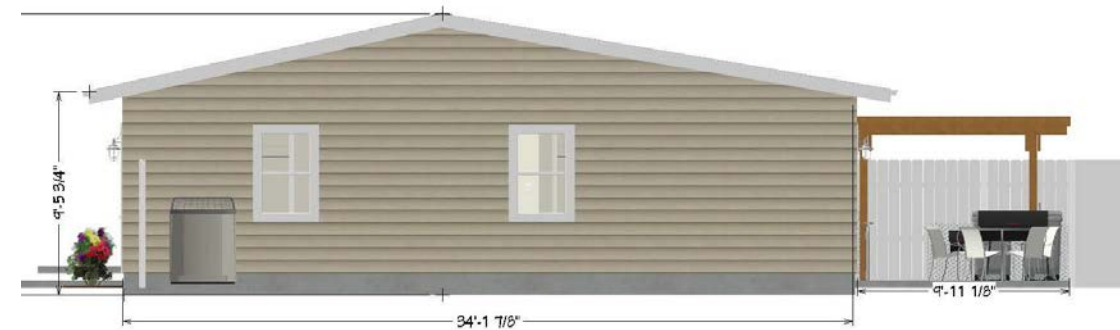
Front (south) Elevation



Side (west) Elevation



Rear (north) Elevation



Side (east) Elevation

# 303 E. 19<sup>th</sup> Street – Proposed Carport & Materials

**PRIMED FOR PAINT**

James Hardie's primed for paint collection gives you the power to choose paint for your home's exterior. It's primed. It's ready for field painting. It's a durable, high-performance canvas.



**AVAILABLE SIZES**

**THICKNESS:** 0.312"

**LENGTH:** 144" boards

<b>WIDTHS:</b>	6.25"	8.25"
<b>EXPOSURES:</b>	5"	7"
	9.25"	12"
	8"	10.75"
	5.25"	7.25"
	4"	6"

Warranty Information >

[Request a Quote >](#)

[Request a Sample >](#)

## Fiber Composite Siding

Norwich Colorado Stacked Stone Toasted Brown Panel  
 Rollover to select a picture



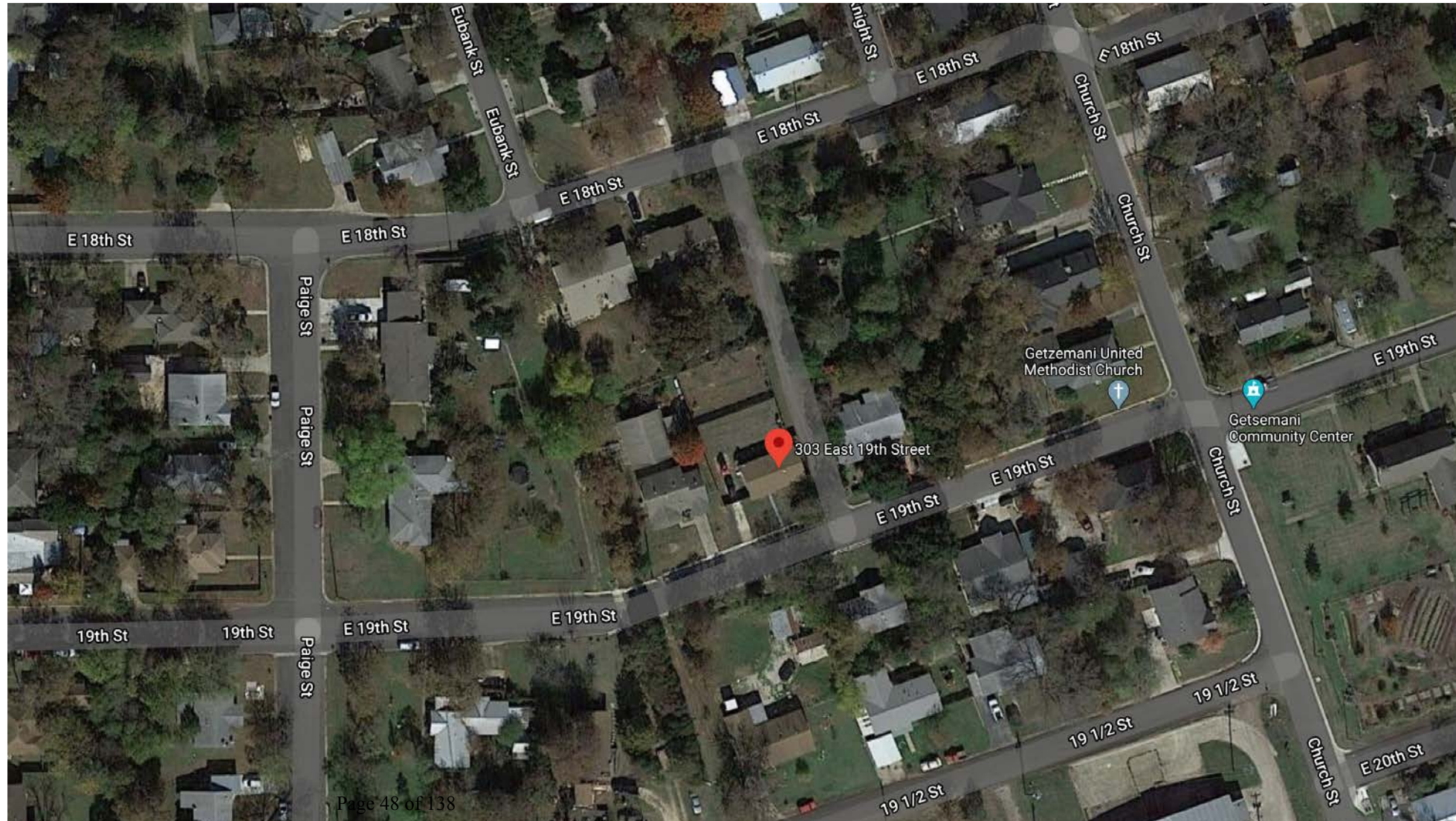
Rear (north) Elevation



Proposed Carport



# Current Context





# Current Context



Other nearby structures in the same block and across the street have stone veneers and/or manufactured stone wainscot similar to what is proposed, as well as detached, prefabricated carport structures.

# Approval Criteria – UDC Section 3.13.030

Criteria	Staff's Finding
1. The application is complete and the information contained within the application is correct and sufficient enough to allow adequate review and final action;	<b>Complies</b>
2. Compliance with any design standards of this Code;	<b>Partially Complies</b>
3. Compliance with the Secretary of the Interior's Standards for the Treatment of Historic Properties to the most extent practicable;	<b>Complies</b>
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;	<b>Partially Complies</b>
5. The general historic, cultural, and architectural integrity of the building, structure or site is preserved;	<b>Complies</b>
6. New buildings or additions are designed to be compatible with surrounding properties in the applicable historic overlay district;	<b>Complies</b>
7. The overall character of the applicable historic overlay district is protected; and	<b>Complies</b>
8. The Master Sign Plan is in keeping with the adopted Downtown and Old Town Design Guidelines and character of the historic overlay district.	<b>N/A</b>



# Setback Approval Criteria – UDC Section 3.13.030

Criteria	Staff's Finding
a. Whether the proposed setback encroachment is solely a matter of convenience;	<b>Partially Complies</b>
b. Whether there is adequate room on the site to allow the proposed addition or new structure without encroaching into the setback;	<b>Partially Complies</b>
c. Whether the proposed setback is compatible and in context within the block in which the subject property is located;	<b>Complies</b>
d. Whether the proposed addition or new structure will be set closer to the street than other units within the block;	<b>Complies</b>
e. Whether the proposed structure is replacing a structure removed within the past year;	<b>N/A</b>
f. Whether the proposed structure will replace a structure that previously existed with relatively the same footprint and encroachment as proposed;	<b>N/A</b>

# Setback Approval Criteria – UDC Section 3.13.030.D.2

Criteria	Staff's Finding
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;	Complies
i. The size of the proposed structure compared to similar structures within the same block;	Complies
j. Whether the proposed addition or new structure will negatively impact adjoining properties, including limiting their ability to maintain existing buildings;	Complies
k. Whether there is adequate space for maintenance of the proposed addition or new structure and/or any adjacent structures; and/or	Complies
l. Whether the encroachment would enable existing large trees or significant features of the lot to be preserved.	N/A

# Public Notification

- One (1) sign posted
- 30 letters mailed
- No comments received

# Recommendation

Staff recommends ***Approval*** of both setback modifications.

# HARC Motion

- Approve (as presented by the applicant)
- Deny (as presented by the applicant)
- Approve with conditions
- Postpone

City of Georgetown, Texas  
Historic and Architectural Review  
May 14, 2020

**SUBJECT:**

**Public Hearing** and **Possible Action** on a request for a **Certificate of Appropriateness (COA)** for an addition that adds to or creates a new street-facing façade, and a 4'-6" setback encroachment into the side (east) setback to allow the construction of a detached carport 1'-6" from the side (east) property line at the property located at 507 E. 7th Street, bearing the legal description of 0.32 acres out of a portion of lots 2-7 in Block 35 of the Glasscock Addition. - Britin Bostick, Downtown & Historic Planner

**ITEM SUMMARY:**

The main structure on the subject property is listed as a medium priority structure on the Historic Resource Survey, with an estimated construction date of 1890. The 1916 Sanborn Fire Insurance Map shows that the main structure was one of only two houses on the block at that time, and the house directly east, which is featured on the 1916 map, is also estimated to have been constructed in 1890, although the two houses are of different architectural styles. The simple form of the subject property's main structure and its situation on such a large lot indicate that it may be the oldest structure on the block, and it can be seen in a 1934 photo in which the house is not obscured by any front yard trees. The original siding and windows have been replaced, as has the address, which was noted as 602 E. 7<sup>th</sup> St. on the Sanborn Map.

The applicant is proposing to install two prefabricated metal carport structures on their existing driveway, situated at the front right corner of the historic main structure as viewed from E. 7<sup>th</sup> Street. The carport structure would be detached from the main structure, with metal columns and curved metal roofs. The two carport structures are proposed to cover the applicant's two vehicles, with a 6" space in between. The carport structures are two different sizes to accommodate the needs of the family and the vehicle uses, with the carport located closer to the house being 11.9' wide and 16.5' deep and the carport proposed to encroach 4'-6" into the 6' side (east) setback being 9.5' wide and 16.4' deep. Both carports are just under 8' tall. The carports are proposed to be located at the front of the main structure to make use of the existing driveway and leave the existing front yard and privacy fences in place.

**FINANCIAL IMPACT:**

N/A

**SUBMITTED BY:**

Britin Bostick, Downtown & Historic Planner

**ATTACHMENTS:**

Description		Type
<input type="checkbox"/>	Staff Report	Cover Memo
<input type="checkbox"/>	Exhibit 1 - Location Map	Exhibit
<input type="checkbox"/>	Exhibit 2 - Letter of Intent	Exhibit
<input type="checkbox"/>	Exhibit 3 - Plans & Specifications	Exhibit
<input type="checkbox"/>	Exhibit 4 - Historic Resource Survey	Exhibit



# Planning Department Staff Report

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## Historic and Architectural Review Commission

Meeting Date: *May 14, 2020*

File Number: *2020-16-COA*

### AGENDA ITEM DESCRIPTION

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Public Hearing and Possible Action on a request for a Certificate of Appropriateness (COA) for an addition that adds to or creates a new street-facing façade, and a 4'-6" setback encroachment into the side (east) setback to allow the construction of a detached carport 1'-6" from the side (east) property line at the property located at 507 E. 7th Street, bearing the legal description of 0.32 acres out of a portion of lots 2-7 in Block 35 of the Glasscock Addition.

### AGENDA ITEM DETAILS

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Project Name: *Carport Installations at 507 E. 7th*  
Applicant: *Roger Davis*  
Property Owner: *Roger & Marci Davis*  
Property Address: *507 E. 7th Street*  
Legal Description: *0.32 acres out of a portion of lots 2-7 in Block 35 of the Glasscock Addition*  
Historic Overlay: *Old Town Overlay District*  
Case History: *N/A*

### HISTORIC CONTEXT

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Date of construction: *1890 (HRS)*  
Historic Resources Survey Level of Priority: *Medium*  
National Register Designation: *N/A*  
Texas Historical Commission Designation: *N/A*

### APPLICANT'S REQUEST

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HARC:

- ✓ Addition that adds to or creates a new street-facing façade
- ✓ Setback modification

### STAFF ANALYSIS

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The main structure on the subject property is listed as a medium priority structure on the 2016 Historic Resource Survey, with an estimated construction date of 1890. The 1916 Sanborn Fire Insurance Map shows that the main structure was one of only two houses on the block at that time, and the house directly east, which is featured on the 1916 map, is also estimated to have been constructed in 1890, although the two houses are of different architectural styles. The simple form of the subject property's main structure and its situation on such a large lot indicate that it may be the oldest structure on the block, and it can be seen in a 1934 photo in which the house is not obscured by any front yard trees. The original siding and windows have been replaced, as has the address, which was noted as 602 E. 7th St. on the Sanborn Map.



# Planning Department Staff Report

## Historic and Architectural Review Commission

The applicant is proposing to install two prefabricated metal carport structures on their existing driveway, situated at the front right corner of the historic main structure as viewed from E. 7<sup>th</sup> Street. The carport structures would be detached from the main structure, with metal columns and curved metal roofs. The two carport structures are proposed to cover the applicant's two vehicles, with a 6" space in between. The carport structures are two different sizes to accommodate the needs of the family and the vehicle uses, with the carport located closer to the house being 11.9' wide and 16.5' deep; and the carport proposed to encroach 4'-6" into the 6' side (east) setback being 9.5' wide and 16.4' deep. Both carports are just under 8' tall. The carports are proposed to be located closer to the street than the main structure, in order to make use of the existing driveway and leave the existing front yard and privacy fences in place.

### APPLICABLE DESIGN GUIDELINES

The following guidelines are applicable to the proposed scope of work in accordance with the adopted Downtown and Old Town Design Guidelines:

GUIDELINES	FINDINGS
<b>CHAPTER 14 – DESIGN GUIDELINES FOR INFILL CONSTRUCTION AND ADDITIONS IN THE OLD TOWN OVERLAY DISTRICT</b>	
<b>14.12 An addition shall be compatible in scale, materials, and character with the main building.</b> <ul style="list-style-type: none"><li>✓ An addition shall relate to the building in mass, scale, and form. It should be designed to remain subordinate to the main structure.</li><li>• An addition to the front of a building is usually inappropriate.</li></ul>	<b>Partially Complies</b> The proposed detached carport additions are of a scale that is compatible with the main structure, and do not overwhelm or detract from the historic structure. Although the form of the proposed carports is not similar to the main structure, it is not incompatible with it; however, the proposed carports are prefabricated metal structures and not consistent with the materials, character or architectural style of the main building.
<b>14.14 Place an addition at the rear of a building or set it back from the front to minimize the visual impacts.</b> <ul style="list-style-type: none"><li>• This will allow the original proportions and character to remain prominent.</li><li>• Locating an addition at the front of a structure is usually inappropriate.</li></ul>	<b>Does Not Comply</b> Although the proportions and character of the main structure are still visible and prominent, the proposed location of the carports to the front of the main structure will cause them to be prominent from the street view.
<b>14.16 An addition shall be compatible in scale, materials, character, and architectural style with the main building.</b> <ul style="list-style-type: none"><li>• An addition shall relate to the historic building in mass, scale and form. It should be</li></ul>	<b>Partially Complies</b> The proposed detached carport additions are of a scale that is compatible with the main structure, and do not overwhelm or detract from the historic structure; however,

# Planning Department Staff Report

## Historic and Architectural Review Commission

GUIDELINES	FINDINGS
<b>CHAPTER 14 – DESIGN GUIDELINES FOR INFILL CONSTRUCTION AND ADDITIONS IN THE OLD TOWN OVERLAY DISTRICT</b>	
<p>designed to remain subordinate to the main structure.</p> <ul style="list-style-type: none"><li>✓ While a smaller addition is visually preferable, if a residential addition would be significantly larger than the original building, one option is to separate it from the primary building, when feasible, and then link it with a smaller connecting structure.</li><li>✓ An addition should be simple in design to prevent it from competing with the primary façade.</li><li>✓ Consider adding dormers to create second story spaces before changing the scale of the building by adding a full second floor.</li></ul>	<p>the structures are prefabricated metal and not consistent with the materials, character or architectural style of the main building.</p>
<p><b>14.17 An addition shall be set back from any primary, character-defining façade.</b></p> <ul style="list-style-type: none"><li>• An addition should be to the rear of a building, when feasible.</li></ul>	<p><b>Partially Complies</b></p> <p>The proposed carport additions are to be fully in front of the main structure, although still located within the required 25' front setback. The existing driveway is also to the front of the main structure. According to the applicant, placing of the structures on the existing driveway is significantly more cost effective than is extending the paving to install the carports further back and to the side of the house. The lot appears to have sufficient space to set the carports further back on the site, however.</p>
<p><b>14.18 The roof of a new addition shall be in character with that of the primary building.</b></p> <ul style="list-style-type: none"><li>• Typically, gable, hip, and shed roofs are appropriate for residential additions. Flat roofs may be more appropriate for commercial buildings.</li><li>• Repeat existing roof slopes and materials.</li><li>✓ If the roof of the primary building is symmetrically proportioned, the roof of the addition should be similar.</li></ul>	<p><b>Partially Complies</b></p> <p>The roof of the main structure is a gable roof with a symmetrical slope that faces east and west. The proposed carports have symmetrical curved roofs and are proposed to have north – south orientations.</p>

# Planning Department Staff Report

## Historic and Architectural Review Commission

### CRITERIA FOR APPROVAL

In accordance with Section 3.13.030 of the Unified Development Code, the HARC must consider the following criteria:

SECTION 3.13.030 CRITERIA	FINDINGS
1. The application is complete and the information contained within the application is correct and sufficient enough to allow adequate review and final action;	<b>Complies</b> Staff determined the application to be complete.
2. Compliance with any design standards of this Code;	<b>Partially Complies</b> One of the proposed carport structures encroaches into the side setback.
3. Compliance with the Secretary of the Interior's Standards for the Treatment of Historic Properties to the most extent practicable;	<b>Partially Complies</b> SOI Standard #9: "New additions, exterior alterations or related new construction will not destroy historic materials, features and spatial relationships that characterize the property. The new work will be differentiated from the old and will be compatible with the historic materials, features, size, scale and proportion, and massing to protect the integrity of the property and its environment."  The prefabricated metal carport structures are differentiated from the historic main structure and are not connected but are of a different style and material than the historic main structure.
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;	<b>Partially Complies</b> Partially complies with applicable Guidelines, except does not comply with Guideline 14.14: "Place an addition at the rear of a building or set it back from the front to minimize the visual impacts."
5. The general historic, cultural, and architectural integrity of the building, structure or site is preserved;	<b>Partially Complies</b> Although the historic main structure is not directly impacted as the proposed carports will be detached, the prefabricated metal structures will be prominent on the front of the property.

## Planning Department Staff Report

### Historic and Architectural Review Commission

SECTION 3.13.030 CRITERIA	FINDINGS
6. New buildings or additions are designed to be compatible with surrounding properties in the applicable historic overlay district;	<b>Partially Complies</b> The proposed carports are of a compatible scale with surrounding properties, and there are other accessory structures, including carports, on surrounding properties. However, the contemporary prefabricated metal design is not the most compatible material and form for the surrounding historic properties.
7. The overall character of the applicable historic overlay district is protected; and	<b>Complies</b> The proposed carports do not diminish the overall character of the Old Town Historic District.
8. The Master Sign Plan is in keeping with the adopted Downtown and Old Town Design Guidelines and character of the historic overlay district.	<b>Not Applicable</b> No signage is proposed as part of this project.

In addition to the approval criteria listed above, HARC must also consider the following criteria for a request for COA for a setback modification:

SECTION 3.13.030.D.2 CRITERIA	FINDINGS
a. Whether the proposed setback encroachment is solely a matter of convenience;	<b>Partially Complies</b> The proposed encroachment is for the convenience of parking vehicles underneath a carport, however the property does not currently have a garage or carport, and the location of the driveway as well as the historic house lend themselves to parking along the east side of the property.
b. Whether there is adequate room on the site to allow the proposed addition or new structure without encroaching into the setback;	<b>Partially Complies</b> The main structure is situated 29.8' from the side (east) property line, which has a required 6' setback, leaving 23.8' for vehicle parking between the main structure and the setback line. While 23.8' is sufficient width for parking two vehicles, and the width of the proposed carport structures with the 6" space in between is 21.9', the applicant is proposing to leave 6.4' between the carport

# Planning Department Staff Report

## Historic and Architectural Review Commission

SECTION 3.13.030.D.2 CRITERIA	FINDINGS
	structures and the main structure in order to work around the existing driveway and fence locations.
c. Whether the proposed setback is compatible and in context within the block in which the subject property is located;	<b>Complies</b> The proposed setback encroachment is compatible and in context with both the block in which the subject property is located as well as surrounding blocks, which have other accessory structures that encroach into side setbacks.
d. Whether the proposed addition or new structure will be set closer to the street than other units within the block;	<b>Complies</b> Other accessory structures, including an accessory structure on the adjacent property to the east, are closer to the street than the proposed new carports. The request does not include the modification of the required front setback.
e. Whether the proposed structure is replacing a structure removed within the past year;	<b>Not Applicable</b> No structures are proposed to be replaced with this request.
f. Whether the proposed structure will replace a structure that previously existed with relatively the same footprint and encroachment as proposed;	<b>Not Applicable</b> No previous structures are known to have existed in this location.
g. If the proposed encroachment is for a structure that is replacing another structure, whether the proposed structure is significantly larger than the original;	<b>Not Applicable</b> No structures are proposed to be replaced with this request.
h. If the proposed encroachment is for an addition, the scale of the addition compared to the original house;	<b>Complies</b> The main structure is approximately 2,450 sq. ft. and the proposed total size of the carports is 352.15 sq. ft., or approximately 14.4% of the square footage of the main structure. The scale of the proposed carports does not overwhelm the main structure.
i. The size of the proposed structure compared to similar structures within the same block;	<b>Complies</b> The proposed carports are similar in size or slightly smaller than other accessory

# Planning Department Staff Report

## Historic and Architectural Review Commission

SECTION 3.13.030.D.2 CRITERIA	FINDINGS
	structures on the block and adjacent blocks, including the adjacent property to the east.
j. Whether the proposed addition or new structure will negatively impact adjoining properties, including limiting their ability to maintain existing buildings;	<b>Complies</b> Proposed new carport structures do not negatively impact the adjoining property sharing the east property line, and no limitations to the maintenance of existing buildings is anticipated. In addition, the applicant has included a letter of support from the adjoining property owner expressing their support for the proposed project.
k. Whether there is adequate space for maintenance of the proposed addition or new structure and/or any adjacent structures; and/or	<b>Complies</b> Although the carport structure proposed to encroach into the side setback would be only 1.5' from the side (east) property line, the carport has an open side that would not preclude room for maintenance or hinder the maintenance of adjacent structures.
l. Whether the encroachment would enable existing large trees or significant features of the lot to be preserved.	<b>Not Applicable</b> No trees or other significant features are proposed to be preserved with this project.

### STAFF RECOMMENDATION

Based on the findings listed above, staff recommends *APPROVAL* of the request for the addition of the carports and the setback modification *WITH THE CONDITION* that the carports be placed behind the front (south) face of the main structure, on the east side of the main structure, so that the carport structures are not prominent on the site.

### PUBLIC COMMENTS

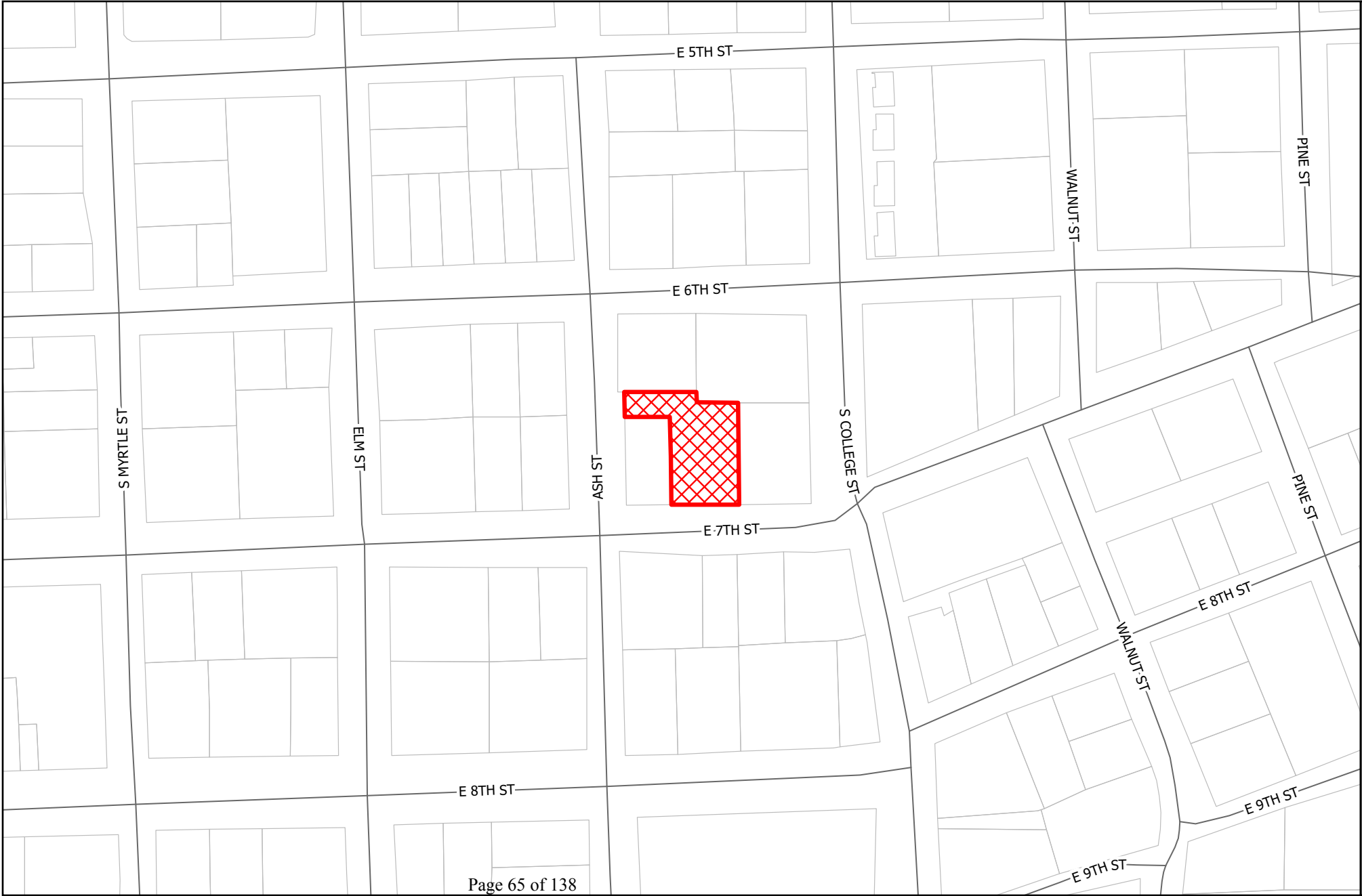
As of the date of this report, staff has received *no* written comments.

### ATTACHMENTS

Exhibit 1 – Location Map  
Exhibit 2 – Letter of Intent  
Exhibit 3 – Plans and Specifications  
Exhibit 4 – Historic Resource Survey

### SUBMITTED BY

*Britin Bostick, Downtown & Historic Manager*



# LOCATION

2020-16-COA

Exhibit #1

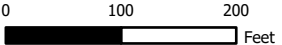


Site



Parcels

N



Roger Davis

507 E 7<sup>th</sup> St, Georgetown, TX 78626

[rjusme@gmail.com](mailto:rjusme@gmail.com) 512-788-1690

03-11-20

### Letter of Intent: Carport Installations

To Whom It May Concern:

This correspondence is provided to state my intent to install 2 single car carports in the driveway of my personal residence at 507 East 7<sup>th</sup> Street in Georgetown, TX.

The installation will consist of 2 complementary carports manufactured by Palram Americas headquartered in Kutztown, PA. (<https://www.palram.com/us/>)

2 different carports will be installed to address size constraints and functional needs of the residents. The larger carport will be used by Mrs. Davis providing more room to allow our children to enter and exit the cars as well as support the vehicle that enters and exits the property the most.

The carports will be installed at the bottom of the driveway near the residence. It is understood that this request requires an exception to the side setback but this is required to accommodate current parking for the residence based on the legacy layout and location of the driveway. Our adjacent next door neighbor has provided his approval for a written support of same.



**CARPORT 1: Palram Vitoria 5000. Dimensions 196.4 "L x 114.1"W x 94.5" H**

This is the smaller of the 2 carports and will be installed on the East side of the property approximately 1 foot away from the side fence .

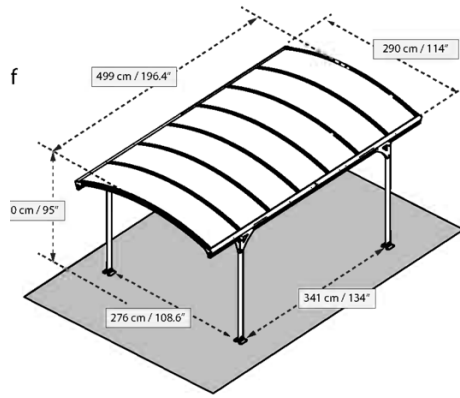


Fig.1 – Vitoria Diagram



Pic. 1- Example Vitoria carport

\*\*\*\*\*

**CARPORT 2: Palram Arcadia 5000. Dimensions 197.6" L x 142.5"W x 95.3" H**

This slightly larger (wider) carport will be installed parallel to Carport 1 with a gap of approximately 6 inches to allow for leaf and tree debris to fall between the carports. This positions the carport approximately 11 feet from the fence on the east side of the property.

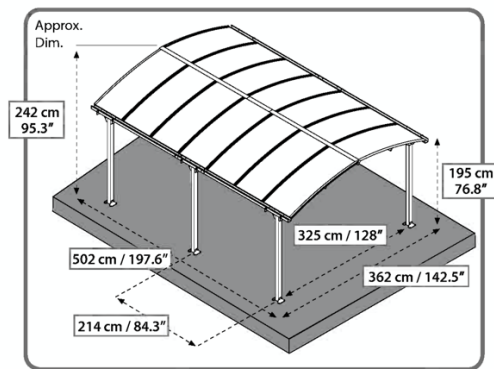


Fig. 2- Arcadia Diagram



Pic. 2- Example Arcadia Carport

To: City of Georgetown Texas, Planning and Permits

I, Thomas Cavness, I am the owner of the property at 604 S College St, Georgetown, TX, 78626 as show in the records of Williamson County, Texas.

I agree with and support the installation of the carport by Roger and Marci Davis at 507 E. 7Th street, understanding that this carport will be only about one foot off my western side property line.

Thomas Cavness

A handwritten signature in black ink that reads "Thomas J. Cavness". The signature is written in a cursive style with a large, looping "T" and a distinct "J" and "Cavness" following.

Date: 3/12/2020

Additional information as well as specific responses to remarks and questions below.

With no carport, I am forced to park my vehicle near the sidewalk to avoid debris from the heritage pecan tree as well as detritus from the birds and squirrels perching in the branches. A carport will allow me to park in the driveway proper clearing the view from the street and sidewalk to our property.

From a visual appearance perspective, I would suggest that no carport is worse than what I am requesting. (Below: current parking placement with no carport.)



Pic 1- Current Parking Arrangement



Pic 2- Current Parking Arrangement

The proposed carports have minimal fascia when seen from the front. The images below show how the cars could be parked with the carport in place.



Pic 3- Proposed Future Parking Arrangement



Pic 4- Proposed Future Parking Arrangement



Based on placement, the carports will be barely visible from the College Street side based on the existing carriage house on the property next door. (Below: view from College St.)



Pic 5- View from College St (black car on far side of carriage house in Future Parking Arrangement)

The same carriage house already obstructs views facing College St. from the other direction. The requested carports would not add any visual obstruction. (Below: view from 7<sup>th</sup> St.)



Pic 6- View from 7<sup>th</sup> St. (Proposed Future Parking Arrangement)

**COMMENT 1:** *The Unified Development Code requires that all parking be on an approved paved surface (concrete, asphalt or engineered pavers). Installing cover for parking will require compliance with the parking surface requirements.*

**RESPONSE:** The original crushed granite drive was replaced with a concrete driveway upon which the carports would be installed.

**COMMENT 2:** *Is the fence proposed to be moved to accommodate driveway space to fit the vehicle into the carport?*

**RESPONSE:** I am not proposing to move any fences to install the carport. The future parking arrangement depicted in the pictures above takes into account clearance included in proposed carports.

**COMMENT 3:** *Design Guideline 14.14: "Place an addition at the rear of a building or set it back from the front to minimize the visual impacts." Is it feasible to move the carports further back in the yard and behind the front of the house?*

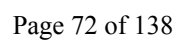
**COMMENT 4:** *Proposed design is not consistent with Design Guideline 14.12: "An addition shall be compatible in scale, materials, and character with the main building."*

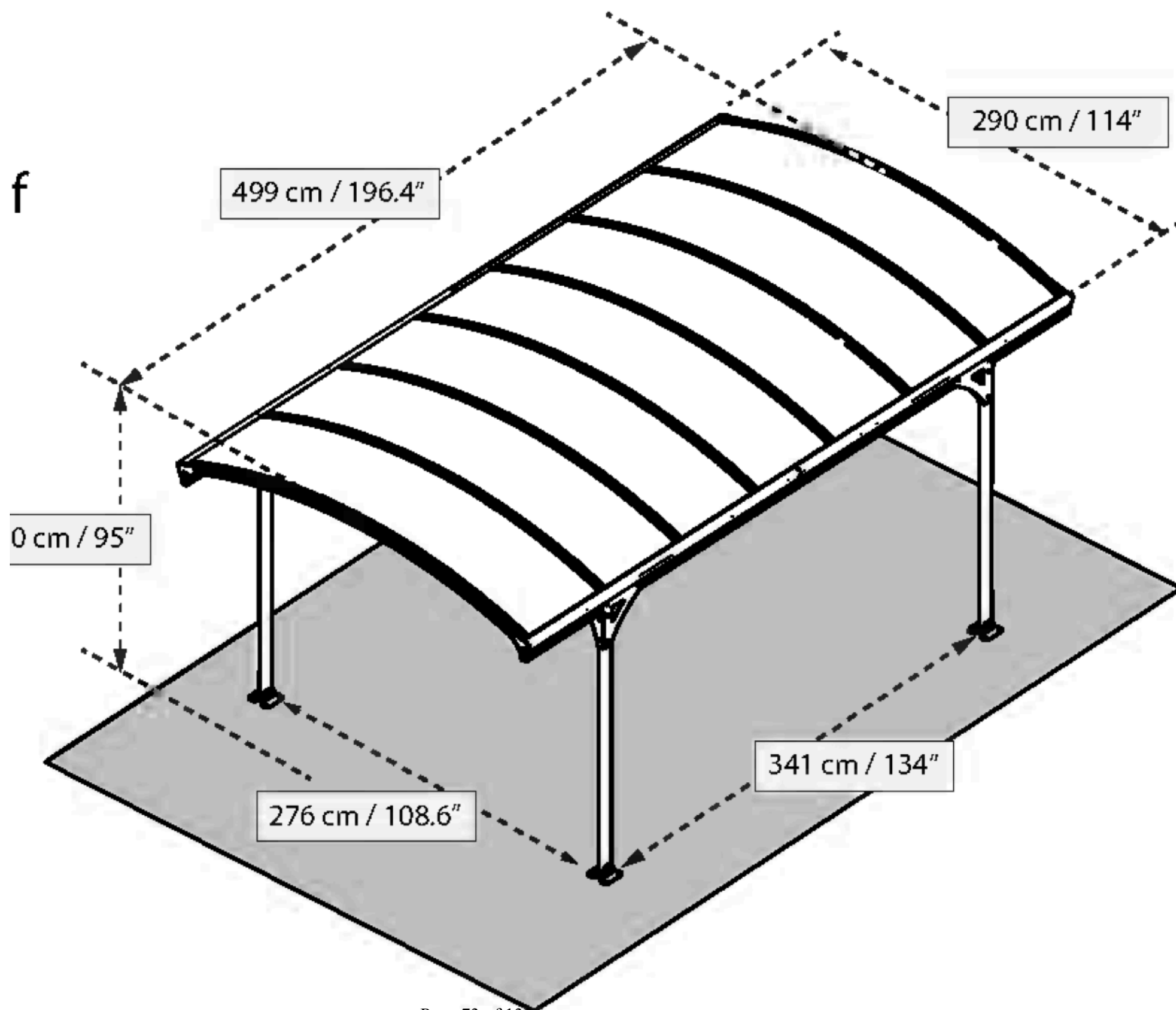
**RESPONSE (3 & 4):** I frankly cannot afford to put in a more costly custom-built carport architected to specifically match the house style. Additional, burdensome, expenses would also be required to place the carports behind the front of the house. This would require removing and replacing the existing fence and irrigation. I would also have to pour a significant amount of concrete as the backyard slope is steep. This would reduce the play area for our children. Based on the evidence provided above, all this would come at a significant cost for minimal additional visual appeal mostly hidden by existing structures.

In closing, I have requested what I can afford and sought to maximize style and appeal as well as usability. I again suggest that no carport is worse than what I am requesting and humbly seek your approval for our plan.

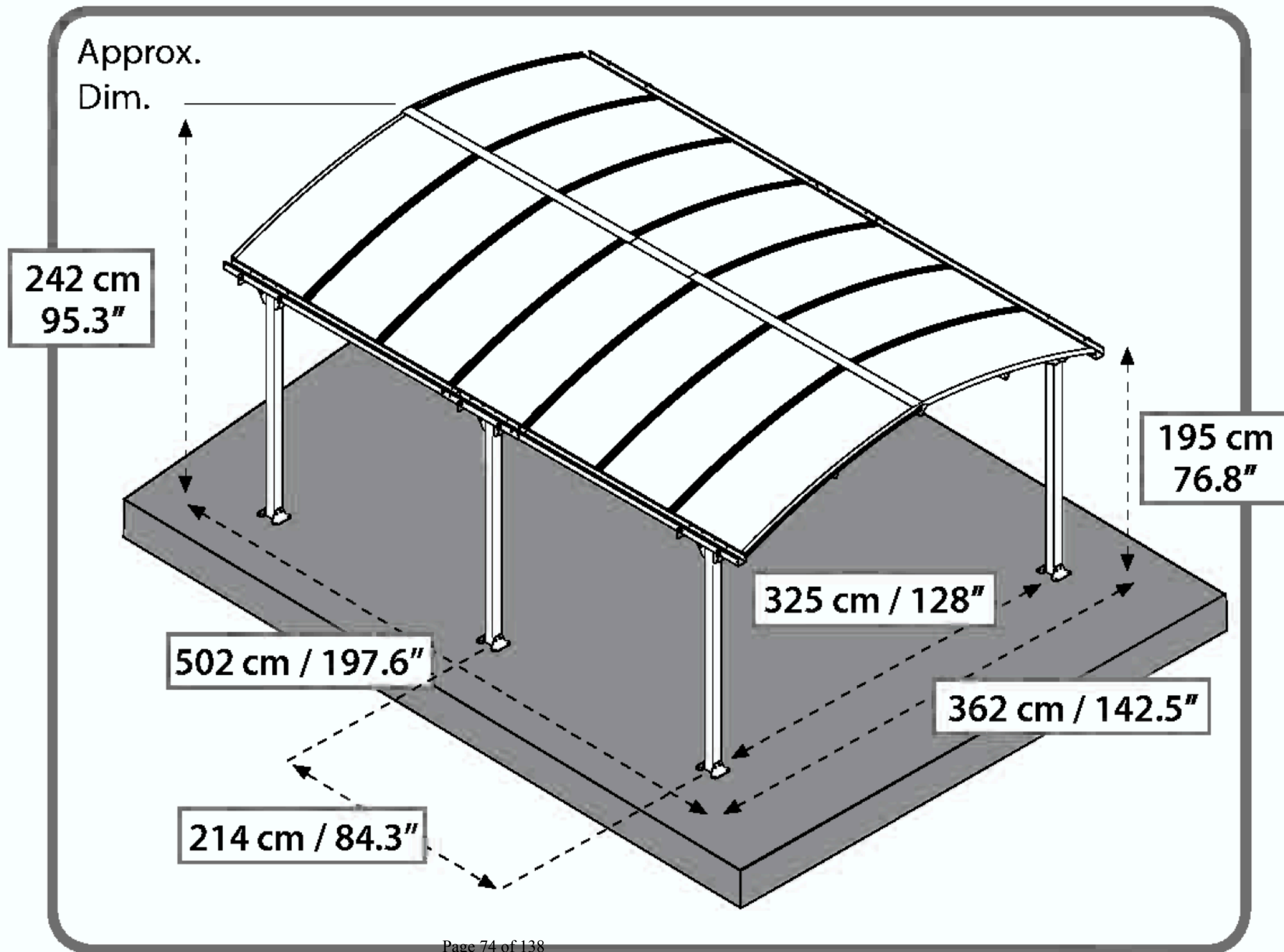
Thanks for your consideration.

Roger and Marci Davis



















**TEXAS HISTORICAL COMMISSION**

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

Address:	507 E 7th St	2016 Survey ID:	124997
City:	Georgetown	2016 Preservation Priority:	Medium
County:	Williamson	Local District:	Old Town District

**SECTION 1**

**Basic Inventory Information**

**Property Type:** ☒ Building ☐ Structure ☐ Object ☐ Site ☐ District WCAD ID: R042587

Construction Date: 1890 ☒ Actual ☐ Estimated Source: WCAD

Latitude: 30.637807 Longitude -97.672744

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 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\***

<input type="checkbox"/> L-plan	<input type="checkbox"/> T-plan	<input type="checkbox"/> Modified L-plan	<input type="checkbox"/> 2-room	<input type="checkbox"/> Open	<input checked="" type="checkbox"/> Center Passage	<input type="checkbox"/> Bungalow	<input type="checkbox"/> Shotgun
<input type="checkbox"/> Irregular	<input type="checkbox"/> Four Square	<input type="checkbox"/> Rectangular	<input type="checkbox"/> None Selected	<input type="checkbox"/> Other:			

**Priority:** **2016 Survey** ID: 124997 ☐ High ☒ Medium ☐ Low

**Explain:** Despite some alterations, property is significant and contributes to neighborhood character

**2007 Survey** ID: 140 ☐ High ☒ Medium ☐ Low

**1984 Survey** ID: 48 ☒ High ☐ Medium ☐ Low

**General Notes:** (Notes from 2007 Survey: vinyl siding & shutters; porch changed; rear addition)

Recorded by: CMEC

Date Recorded 5/2/2016

\*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.



Photo direction: North

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

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

Address: 507 E 7th St

2016 Survey ID: 124997

City: Georgetown

2016 Preservation Priority: Medium

County: Williamson

Local District: Old Town District

## Additional Photos

Photo Direction Northwest



Photo Direction North

Shed



1. County Williamson WM 5. USGS Quad No. 3097-313 Site No. 48  
 City/Rural Georgetown GE UTM Sector 627-3389  
 2. Name \_\_\_\_\_ 6. Date: Factual \_\_\_\_\_ Est. 1890  
 Address 507 E. 7th 7. Architect/Builder \_\_\_\_\_  
 Contractor \_\_\_\_\_  
 3. Owner Simon Correa 8. Style/Type vernacular  
 Address Same, 78626 9. Original Use residential  
 4. Block/Lot Glasscock/Blk. 35/Lot p. 4,5 Present Use residential  
 10. Description One-story wood frame dwelling; I-house plan w/ additions; exterior walls w/ weatherboard siding; gable roof w/ composition shingles; front elev. faces S.; aluminum sash single-hung windows w/ 2/2 lights; single-door entrance w/ transom; one-bay porch w/ hip roof on S. elev., wrought-iron supports. Other noteworthy features include >  
 11. Present Condition Good; altered--porch changed; rear additions  
 12. Significance Primary area of significance: architecture. A good example of a late nineteenth century vernacular dwelling w/ I-house plan.  
 13. Relationship to Site: Moved Date \_\_\_\_\_ or Original Site ☒ (describe) \_\_\_\_\_  
 14. Bibliography Tax rolls, Sanborn Maps 15. Informant \_\_\_\_\_  
 16. Recorder A. Taylor/HHM Date July 1984

DESIGNATIONS

PHOTO DATA

TNRIS No. \_\_\_\_\_ Old THC Code \_\_\_\_\_ B&W 4x5s \_\_\_\_\_ Slides \_\_\_\_\_  
☐ RTHL ☐ HABS (no.) TEX- \_\_\_\_\_ 35mm Negs.  
 NR: ☐ Individual ☐ Historic District  
☐ Thematic ☐ Multiple-Resource  
 NR File Name \_\_\_\_\_  
 Other \_\_\_\_\_

YEAR	DRWR	ROLL	FRME		ROLL	FRME
		1	33A	to		
		26	27	to		
				to		

CONTINUATION PAGE

No. 2 of 2

TEXAS HISTORIC SITES INVENTORY FORM - TEXAS HISTORICAL COMMISSION (rev. 8-82)

1. County Williasmon WM 5. USGS Quad No. 3097-313 Site No. 48  
 City/Rural Georgetown GE  
 2. Name \_\_\_\_\_  
 #10. Description (cont'd): stone block foundation; symmetrical three-bay facade. Outbuildings include modern wood frame storage bldg.

# Carport Installations at 507 E. 7<sup>th</sup> 2020-16-COA

**Historic & Architectural Review Commission**  
May 14, 2020

# Item Under Consideration

## **2002-16-COA– Carport Installations at 507 E. 7th**

- Public Hearing and Possible Action on a request for a Certificate of Appropriateness (COA) for an addition that adds to or creates a new street-facing façade, and a 4'-6" setback encroachment into the side (east) setback to allow the construction of a detached carport 1'-6" from the side (east) property line at the property located at 507 E. 7th Street, bearing the legal description of 0.32 acres out of a portion of lots 2-7 in Block 35 of the Glasscock Addition.

# Item Under Consideration

## HARC:

- Addition that adds to or creates a new street-facing façade
- Setback modification

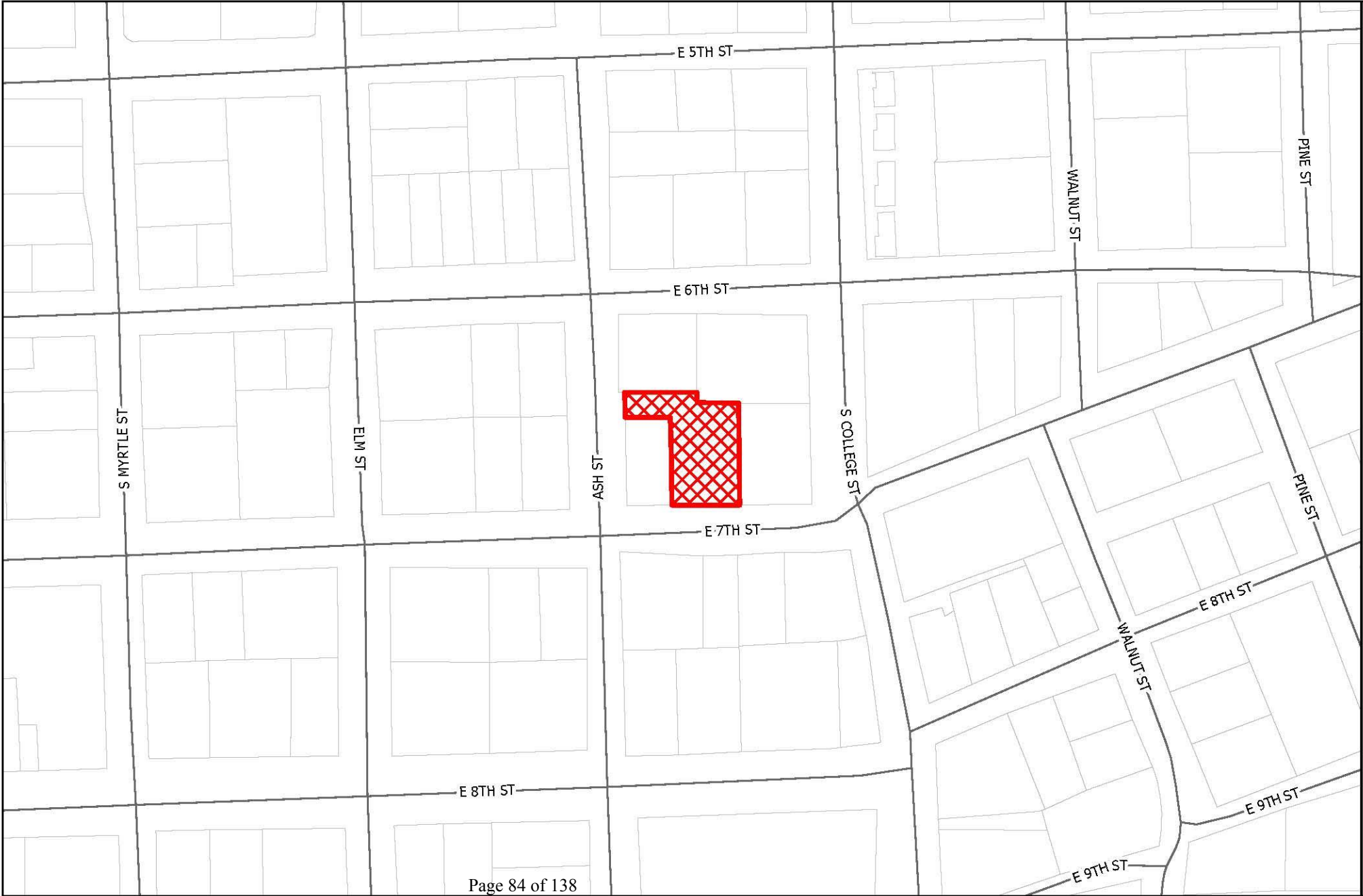


# Item Under Consideration



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# LOCATION

2020-16-COA

Exhibit #1

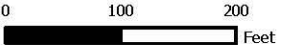


Site



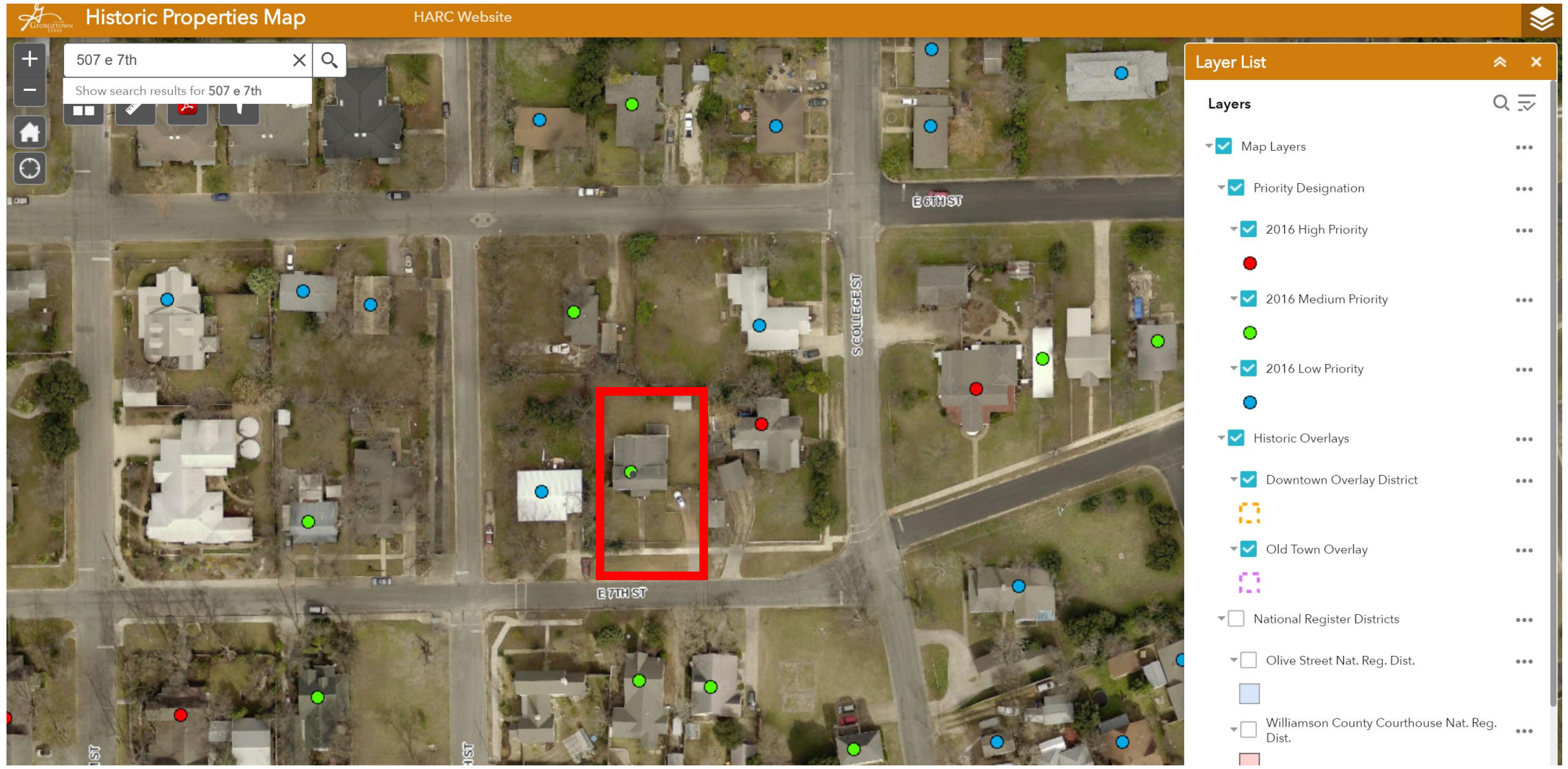
Parcels

N

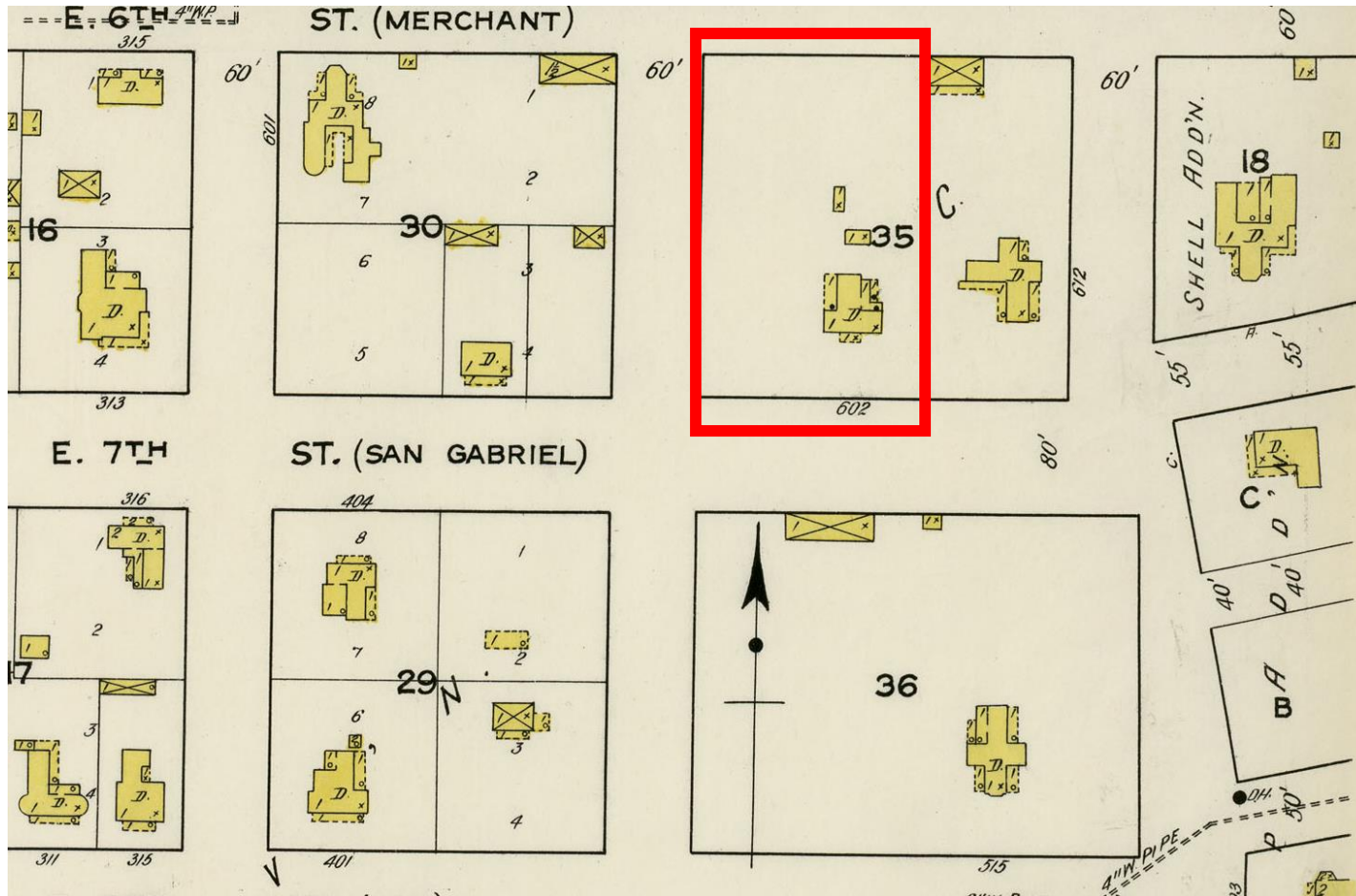




# Current Context



# 507 E. 7<sup>th</sup> Street – Historic Map & Photo



Slide from 1984 Historic Resource Survey

From page 6 of the 1916 Sanborn Fire Insurance Map of the City of Georgetown

Page 86 of 138

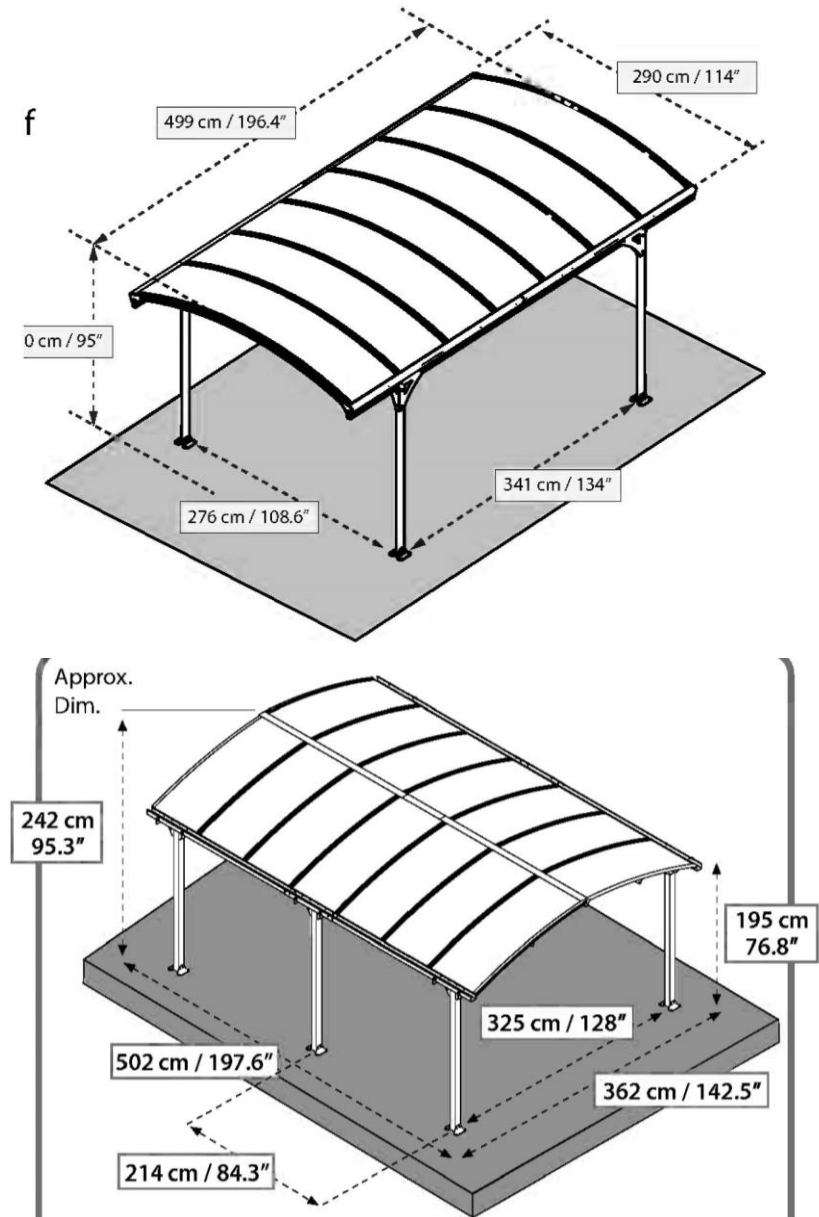
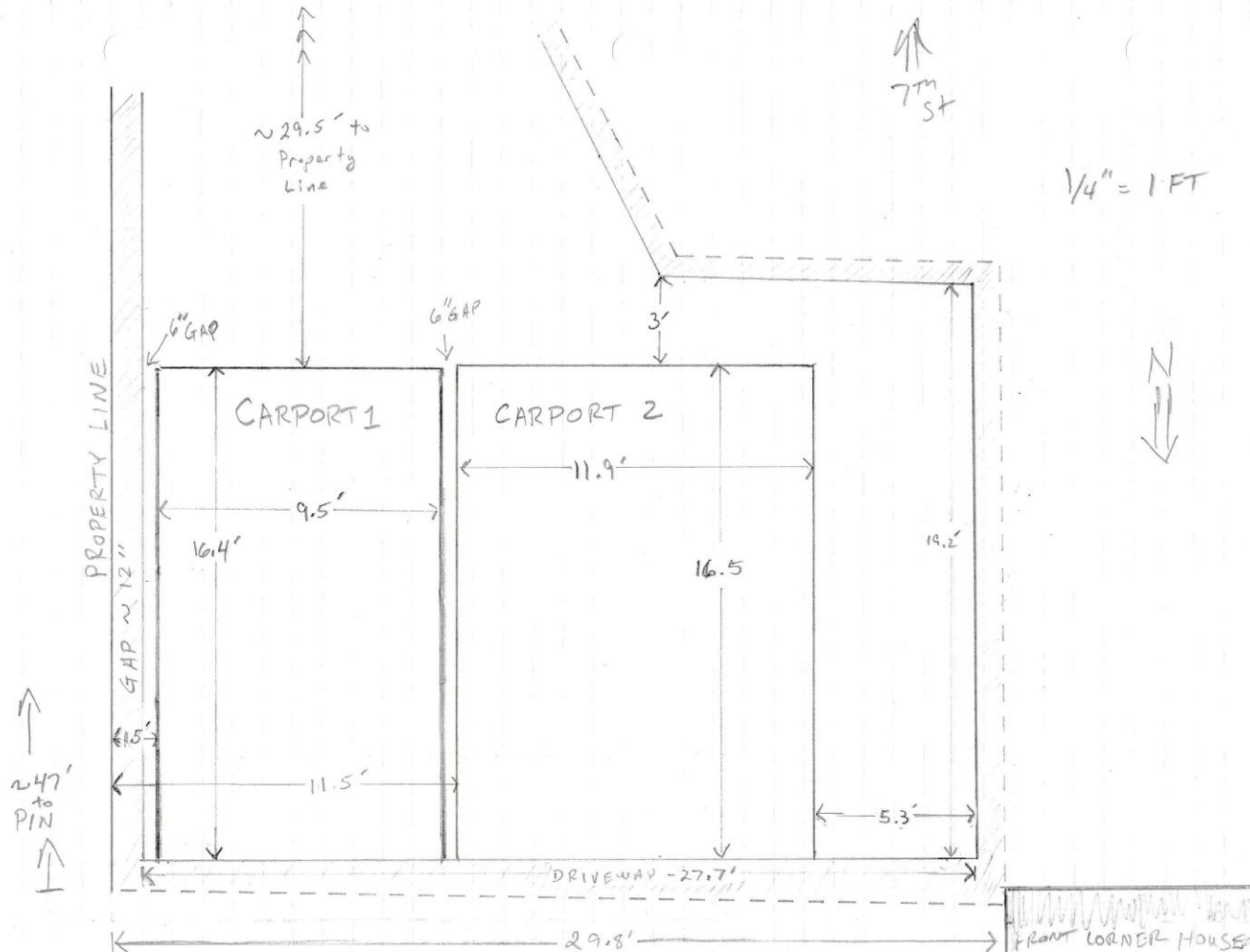


# 507 E. 7<sup>th</sup> Street – Historic Map & Photo



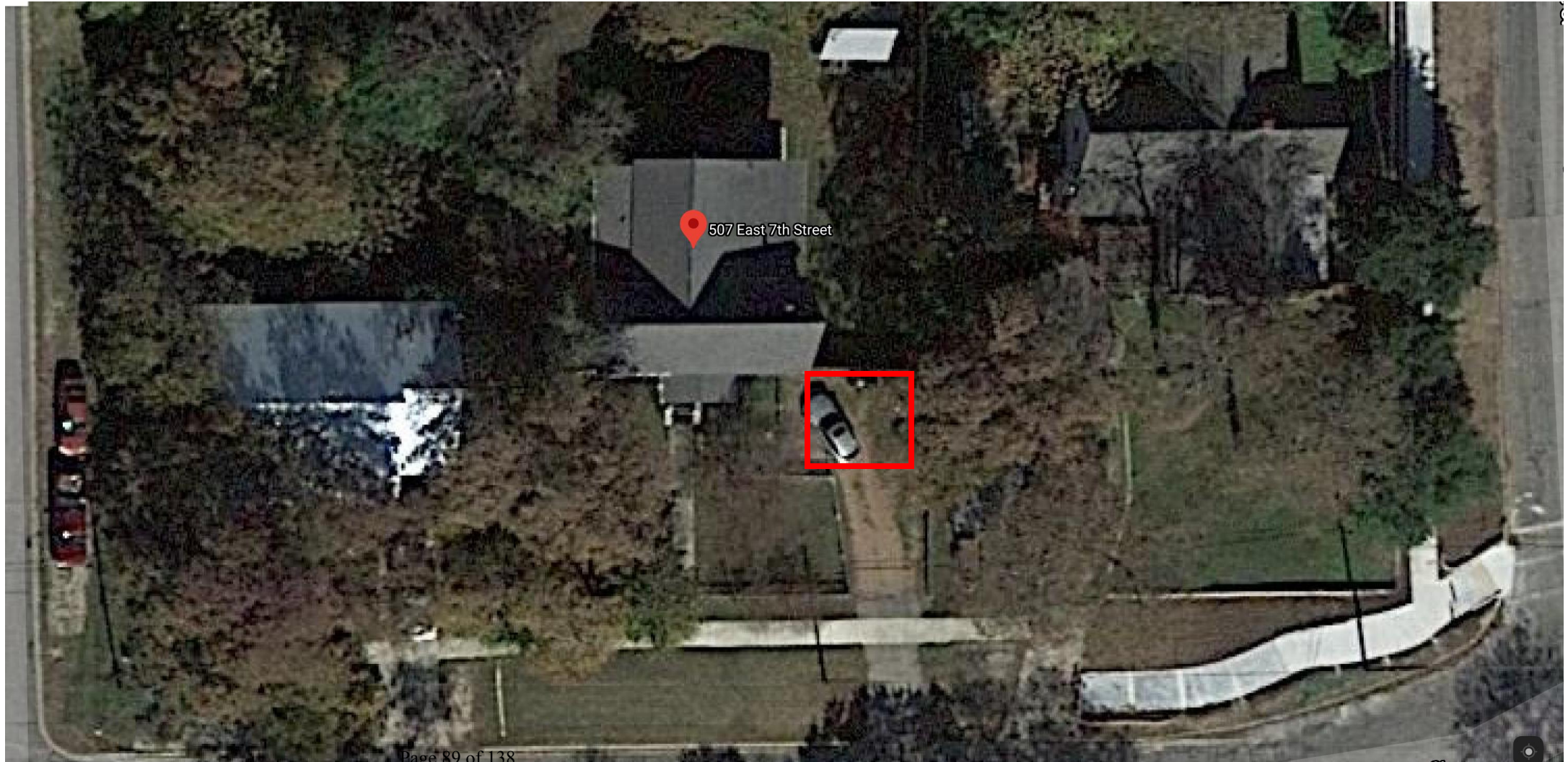
Photo c. 1934

# 507 E. 7<sup>th</sup> Plan & Drawings





# Proposed Carport Location





# Current Context





# Approval Criteria – UDC Section 3.13.030

Criteria	Staff's Finding
1. The application is complete and the information contained within the application is correct and sufficient enough to allow adequate review and final action;	<b>Complies</b>
2. Compliance with any design standards of this Code;	<b>Partially Complies</b>
3. Compliance with the Secretary of the Interior's Standards for the Treatment of Historic Properties to the most extent practicable;	<b>Partially Complies</b>
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;	<b>Partially Complies</b>
5. The general historic, cultural, and architectural integrity of the building, structure or site is preserved;	<b>Partially Complies</b>
6. New buildings or additions are designed to be compatible with surrounding properties in the applicable historic overlay district;	<b>Partially Complies</b>
7. The overall character of the applicable historic overlay district is protected; and	<b>Complies</b>
8. The Master Sign Plan is in keeping with the adopted Downtown and Old Town Design Guidelines and character of the historic overlay district.	<b>N/A</b>

# Setback Approval Criteria – UDC Section 3.13.030

Criteria	Staff's Finding
a. Whether the proposed setback encroachment is solely a matter of convenience;	<b>Partially Complies</b>
b. Whether there is adequate room on the site to allow the proposed addition or new structure without encroaching into the setback;	<b>Partially Complies</b>
c. Whether the proposed setback is compatible and in context within the block in which the subject property is located;	<b>Complies</b>
d. Whether the proposed addition or new structure will be set closer to the street than other units within the block;	<b>Complies</b>
e. Whether the proposed structure is replacing a structure removed within the past year;	<b>N/A</b>
f. Whether the proposed structure will replace a structure that previously existed with relatively the same footprint and encroachment as proposed;	<b>N/A</b>

# Setback Approval Criteria – UDC Section 3.13.030.D.2

Criteria	Staff's Finding
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;	Complies
i. The size of the proposed structure compared to similar structures within the same block;	Complies
j. Whether the proposed addition or new structure will negatively impact adjoining properties, including limiting their ability to maintain existing buildings;	Complies
k. Whether there is adequate space for maintenance of the proposed addition or new structure and/or any adjacent structures; and/or	Complies
l. Whether the encroachment would enable existing large trees or significant features of the lot to be preserved.	N/A

# Public Notification

- One (1) sign posted
- 39 letters mailed
- No comments received

# Recommendation

Staff recommends ***APPROVAL*** of the request for the addition of the carports and the setback modification ***WITH THE CONDITION*** that the carports be placed behind the front face of the main structure and to the east side of the main structure.

# HARC Motion

- Approve (as presented by the applicant)
- Deny (as presented by the applicant)
- Approve with conditions
- Postpone



City of Georgetown, Texas  
Historic and Architectural Review  
May 14, 2020

**SUBJECT:**

**Public Hearing** and **possible action** on a request for a **Certificate of Appropriateness (COA)** for new signage that is inconsistent with an approved Master Sign Plan or applicable guidelines for the property located at 815 S. Main Street, bearing the legal description of Lot 6B1, Block 52, Amending Plat Lot 6, Block 52 City of Georgetown. – Britin Bostick, Downtown & Historic Planner

**ITEM SUMMARY:**

The new structure at 815 S. Main Street, called the “Watkins Building”, was approved by HARC in 2017 and is now nearing completion. The first floor has a restaurant and bar lease space on the south part of the building, which is occupied by Kork Wine Bar. The north part of the first floor and the second floor are owner-occupied by the Watkins Insurance Group. The applicant is proposing a building sign package that includes signage for both tenants, which includes the installation of illuminated flush-mounted primary signage, illuminated above-canopy signage, and vinyl window signs.

**FINANCIAL IMPACT:**

N/A

**SUBMITTED BY:**

Britin Bostick, Downtown & Historic Planner

**ATTACHMENTS:**

<b>Description</b>		<b>Type</b>
<input type="checkbox"/>	Staff Report	Cover Memo
<input type="checkbox"/>	Exhibit 1 - Location Map	Exhibit
<input type="checkbox"/>	Exhibit 2 - Letter of Intent	Exhibit
<input type="checkbox"/>	Exhibit 3 - Plans & Specifications	Exhibit
<input type="checkbox"/>	Staff Presentation	Presentation

# Planning Department Staff Report

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## Historic and Architectural Review Commission

Meeting Date: *May 14, 2020*

File Number: *2020-15-COA*

### AGENDA ITEM DESCRIPTION

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Public Hearing and possible action on a request for a Certificate of Appropriateness (COA) for new signage that is inconsistent with an approved Master Sign Plan or applicable guidelines for the property located at 815 S. Main Street, bearing the legal description of Lot 6B1, Block 52, Amending Plat Lot 6, Block 52 City of Georgetown.

### AGENDA ITEM DETAILS

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Project Name: *The Watkins Building*  
Applicant: *Chris Scott (Watkins Insurance Group)*  
Property Owner: *815 Main Street LLC*  
Property Address: *815 S. Main Street*  
Legal Description: *Lot 6B1, Block 52, Amending Plat Lot 6, Block 52 City of Georgetown*  
Historic Overlay: *Downtown Overlay District*  
Case History: *HARC approved the new building via COA-2017-021 in August 2017*

### HISTORIC CONTEXT

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Date of construction: *2020*  
Historic Resources Survey Level of Priority: *Noncontributing*  
National Register Designation: *Located in Williamson County Courthouse National Register Historic District*  
Texas Historical Commission Designation: *N/A*

### APPLICANT'S REQUEST

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HARC:

- ✓ New signage that is inconsistent with an approved Master Sign Plan or applicable guidelines

HPO:

- ✓ Master Sign Plan
- ✓ New signage, to include new signage that is consistent with an approved Master Sign Plan

### STAFF ANALYSIS

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The new structure at 815 S. Main Street, called the "Watkins Building", was approved by HARC in 2017 and is now nearing completion. The first floor has a restaurant and bar lease space on the south part of the building, which is occupied by Kork Wine Bar. The north part of the first floor and the second floor are owner-occupied by the Watkins Insurance Group. The applicant is proposing a building sign package

# Planning Department Staff Report

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## Historic and Architectural Review Commission

that includes signage for both tenants, which includes the installation of illuminated flush-mounted primary signage, illuminated above-canopy signage, and vinyl window signs.

The signage proposed for the Watkins Insurance Group which is reviewed by HARC includes an illuminated primary sign, mounted flush to the building façade on the northwest corner of the building facing S. Main Street (a second sign shown in the project drawings on the southeast corner of the building facing E. 9<sup>th</sup> Street has been removed from the request). The sign is proposed to be 36 sq. ft. in size, and illuminated with a “halo” illumination style, in which the lighting is in the sign letters and projects toward the face of the building, creating a glow or “halo” effect around the sign. The “W” portion of the Watkins logo would be illuminated, and the “Insurance Group” letters would have a pushthrough illumination effect, in which the sides of the letters rather than the front of the letters is illuminated, to create a glow around the letters. This sign would be located approximately 30’ above ground level. The building façade is 40’ wide, and per the Design Guidelines 1 sq. ft. of flush-mounted sign area is allowed per 1 sq. ft. of façade width. The flush-mounted primary sign facing S. Main Street complies with the allowed sign area of 40 sq. ft. The building is 119’ in depth, which provides a long, exposed building side due to its location adjacent to City property and the Grace Heritage Church building. The side of a building that is not abutting a street or right-of-way is not considered a façade and does not provide façade width for the calculation of allowed sign width. The proposed window signs for the Watkins group are reviewed by the HPO and comply with the Design Guidelines.

The signage proposed for Kork Wine Bar that is reviewed by HARC is an illuminated primary sign mounted atop the corner of the 5’ deep flat metal canopy that wraps the southwest corner of the building. The entrance to Kork is on the south façade of the building and faces the wide walkway rather than facing S. Main Street. The “Kork” portion of the sign is proposed to be mounted at the front edge of the canopy facing S. Main Street and be 13.5 sq. ft. The “Wine Bar” portion of the sign is proposed to be mounted to the perpendicular edge of the canopy facing south and be 12.2 sq. ft. The wine bar sign is proposed to have the face of the letters illuminated. The combined size of the sign sections is 25.7 sq. ft. Per the Design Guidelines, awning and canopy signs shall not exceed one square foot of sign per one linear foot of façade width (40’), and the size of an awning or canopy sign shall be included in the calculation for total allowable building signage. The proposed window signs for Kork Wine Bar are reviewed by the HPO and comply with the Design Guidelines.

The combined building primary signage, both flush-mounted and canopy signage, totals 61.7 sq. ft., or 54% more than the signage allowed by the 40’ façade width. However, the building has a unique situation in that while it is not located on a corner lot, it does have a corner condition and the two primary entrances are located on both the west and south facades. Additionally, the building has a flat canopy that wraps the southwest corner and extends along the south side of the building.

### APPLICABLE DESIGN GUIDELINES

The following guidelines are applicable to the proposed scope of work in accordance with the adopted Downtown and Old Town Design Guidelines:

# Planning Department Staff Report

## Historic and Architectural Review Commission

GUIDELINES	FINDINGS
<b>CHAPTER 9 – DESIGN GUIDELINES FOR SIGNS</b>	
<b>9.1 Consider the building as part of an overall sign program.</b> <ul style="list-style-type: none"><li>✓ Coordinate a sign within the overall façade program.</li><li>✓ A sign should be in proportion to the building, such that it does not dominate the appearance.</li><li>✓ Develop a master sign plan for the entire building; this should be used to guide individual sign design decisions.</li><li>✓ This is especially important in Area 2 where the use of contemporary building forms and styles and several colorful, attention-getting signs have appeared in the past. Such a typical “strip-commercial” development pattern is inappropriate in the Downtown and Old Town Overlay Districts.</li></ul>	<b>Complies</b> <p>Proposed signage is coordinated with the building design and has a cohesive sign program.</p>
<b>9.2 A sign shall be subordinate to the overall building composition.</b> <ul style="list-style-type: none"><li>✓ A sign should appear to be in scale with the facade.</li><li>✓ Locate a sign on a building such that it will emphasize design elements of the facade itself.</li><li>✓ Mount a sign to fit within existing architectural features. Use the shape of the sign to help reinforce the horizontal lines of moldings and transoms seen along the street.</li></ul>	<b>Complies</b> <p>Proposed signage is in scale with the building façade and emphasizes the building’s architectural design.</p>
<b>9.3 A primary sign should identify the services or businesses offered within.</b> <ul style="list-style-type: none"><li>✓ To avoid driver confusion, the information on the primary sign should be in a large enough font or design that it is easily viewable from a vehicle.</li><li>✓ The sign should contain only enough information to alert the viewer in a vehicle to the location of the business or entity at the building.</li></ul>	<b>Complies</b> <p>Proposed primary signs are simple, easy to read and oriented to the street view.</p>

# Planning Department Staff Report

## Historic and Architectural Review Commission

GUIDELINES	FINDINGS
<b>CHAPTER 9 – DESIGN GUIDELINES FOR SIGNS</b>	
<ul style="list-style-type: none"> <li>✓ Whenever possible, other signs should be utilized for information geared towards pedestrian or other viewers.</li> <li>✓ The primary sign should be easily viewable from a vehicle with as little visual clutter as possible.</li> </ul>	
<p><b>9.7 A flush-mounted wall sign shall not exceed one square foot for every one foot of linear façade width.</b></p> <ul style="list-style-type: none"> <li>✓ For instance, a building with twenty feet of street frontage would be eligible for a sign of twenty square feet (<math>20 \times 1 = 20</math>). In true sign dimensions, this would be a sign of approximately two feet by ten feet.</li> <li>✓ Note that the formula establishes the maximum permitted sign area, when all other factors of scale, proportion, and compatibility are met. A sign does not have to be as large as this equation allows. The first consideration shall be compatibility with the size and character of the facade.</li> <li>✓ In a case where a building has more than one face exposed to a public way, the allowed sign area may not be combined.</li> </ul>	<p style="text-align: center;"><b>Complies</b></p> <p>The building façade width is 40', allowing for 40 sq. ft. of flush-mounted wall signage. The proposed flush-mounted sign is 36 sq. ft.</p>
<p><b>9.11 Awning and canopy signs may be considered.</b></p> <ul style="list-style-type: none"> <li>✓ An awning or canopy sign shall not exceed one square foot for every one linear foot of facade width. In no case should an awning or canopy sign exceed the size of the awning or canopy surface to which it is applied.</li> <li>• The size of an awning or canopy sign shall be calculated by its actual area and shall be included in the calculation for total allowable building signage.</li> <li>✓ Consider mounting a sign centered on top of a building canopy where a flush-mounted sign would obscure architectural details.</li> <li>• A sign mounted on top and affixed to a building canopy, and located perpendicular to the building shall not be allowed.</li> </ul>	<p style="text-align: center;"><b>Partially Complies</b></p> <p>The building façade width is 40', allowing for 40 sq. ft. of canopy signage; however, the canopy signage is part of the total allowed signage calculation. The combined size of the canopy sign sections is 25.7 sq. ft., and when combined with the flush mounted sign size is 61.7 sq. ft. total, or 54% more than the signage allowed by the 40' façade width. However, the proposed canopy sign design fits the entrance configuration and the building design.</p>

# Planning Department Staff Report

## Historic and Architectural Review Commission

GUIDELINES	FINDINGS
<b>CHAPTER 9 – DESIGN GUIDELINES FOR SIGNS</b>	
<ul style="list-style-type: none"><li>✓ Appearance of a sign as viewed from an upper level out must be considered.</li></ul>	
<p><b>9.12 A directory sign for multi-tenant buildings must be considered.</b></p> <ul style="list-style-type: none"><li>✓ A Master Sign Plan is required for multi-tenant buildings.</li><li>• Where several businesses share a building, coordinate the signs. Align several smaller signs, or group them into a single panel as a directory.</li><li>• Use similar forms or backgrounds for the signs to tie them together visually and make them easier to read.</li><li>• The manner in which a directory sign is mounted to a building, either flush to or projecting from a wall, will determine the maximum allowable sign area.</li><li>✓ Electronic message centers are not allowed.</li><li>• Signage allocation must be considered when setting up a building for multiple tenants, and the appropriate distribution of allowable sign square footage and sign sizes and locations planned for the various tenants.<ul style="list-style-type: none"><li>- For the maximum area of a flush-mounted sign see design guideline 9.7.</li><li>- For the maximum area of a projecting sign see design guideline 9.10.</li></ul></li></ul>	<p><b>Partially Complies</b></p> <p>Although directory signs should be considered for multi-tenant buildings, in this instance the building has only two tenant spaces, and the multi-tenant sign is not a fitting signage solution. The proposed signage has coordinated signage styles and colors that are consistent with the building design.</p>
<p><b>9.16 Signs that are out of character with those seen historically and that would alter the historic character of the street are inappropriate.</b></p> <ul style="list-style-type: none"><li>✓ Animated signs are prohibited.</li><li>✓ Any sign that visually overpowers the building or obscures significant architectural features is inappropriate.</li><li>✓ Murals that include signage may be considered appropriate and HARC may exclude portions of the mural from the size calculations of Guideline 9.7.</li></ul>	<p><b>Complies</b></p> <p>Proposed signage is consistent with adjacent building signage.</p>



# Planning Department Staff Report

## Historic and Architectural Review Commission

GUIDELINES	FINDINGS
<b>CHAPTER 9 – DESIGN GUIDELINES FOR SIGNS</b>	
<ul style="list-style-type: none"><li>✓ Murals shall not be painted onto previously unpainted brick or masonry of historical significance.</li></ul>	
<p><b>9.17 Sign materials should be compatible with that of the building façade.</b></p> <ul style="list-style-type: none"><li>✓ A simple, easy-to-read sign design is preferred.</li><li>✓ Typefaces that are in keeping with those seen in the area traditionally are encouraged.</li><li>✓ Select letter styles and sizes that will be compatible with the building front. Generally, these are typefaces with serifs.</li><li>✓ Avoid hard-to-read or overly intricate typeface styles.</li><li>✓ Painted wood and metal are appropriate materials for signs. Their use is encouraged. Unfinished materials, including untreated wood, are discouraged because they are out of character with the context of the Overlay Districts.</li><li>• Plastic is not permitted, except for flush, adhesive, professionally installed lettering.</li><li>✓ Highly reflective materials that will be difficult to read are inappropriate.</li><li>✓ Painted signs on blank walls were common historically and may be considered.</li></ul>	<p><b>Partially Complies</b></p> <p>Proposed signage has acrylic elements for illumination as well as aluminum elements and will be professionally constructed and installed.</p>
<p><b>9.19 Use colors for the sign that are compatible with those of the building front.</b></p> <ul style="list-style-type: none"><li>✓ Sign colors should be limited. In general, no more than three colors should be used. For these Guidelines, black and white are not counted as colors.</li><li>✓ HARC may consider different shades of a color similar enough to count as one color in the determination of the number of colors being allowed.</li></ul>	<p><b>Complies</b></p> <p>Proposed signage has no more than three colors and compliments the building façade.</p>

# Planning Department Staff Report

## Historic and Architectural Review Commission

GUIDELINES	FINDINGS
<b>CHAPTER 9 – DESIGN GUIDELINES FOR SIGNS</b>	
✓ Signs with photo images, including multiple colors, are appropriate on A-frame/ sandwich board type signs only.	
<b>9.21 If internal illumination is used, it should be designed to be subordinate to the overall building composition.</b> <ul style="list-style-type: none"><li>• Internal illumination of an entire sign panel is discouraged. If internal illumination is used, a system that backlights only the sign text is preferred.</li><li>✓ Neon and other tubular illumination may be considered. However, use neon in limited amounts so it does not become visually obtrusive.</li><li>✓ Internal illumination of an awning is inappropriate.</li></ul>	<b>Partially Complies</b> The proposed “halo” illumination style will cast light against the building and backlight the sign letters by outlining them, and the pushthrough lighting of the letters on the Watkins “Insurance Group” letters has a similar effect to the “halo” lighting style in which the outline of the letters is illuminated, but through the letter edges.

### CRITERIA FOR APPROVAL

In accordance with Section 3.13.030 of the Unified Development Code, the HARC must consider the following criteria:

SECTION 3.13.030 CRITERIA	FINDINGS
1. The application is complete and the information contained within the application is correct and sufficient enough to allow adequate review and final action;	<b>Complies</b> Staff reviewed the application and deemed it complete.
2. Compliance with any design standards of this Code;	<b>Partially Complies</b> Proposed total area for flush mounted and canopy signs is greater than the allowed area per the width of the building façade.
3. Compliance with the Secretary of the Interior's Standards for the Treatment of Historic Properties to the most extent practicable;	<b>Not Applicable</b> Property is not historic.
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;	<b>Partially Complies</b> Complies or partially complies with the applicable Design Guidelines.

## Planning Department Staff Report

### Historic and Architectural Review Commission

SECTION 3.13.030 CRITERIA	FINDINGS
5. The general historic, cultural, and architectural integrity of the building, structure or site is preserved;	<b>Complies</b> The proposed signage is consistent with the style and character of the building, as well as its architectural features.
6. New buildings or additions are designed to be compatible with surrounding properties in the applicable historic overlay district;	<b>Not Applicable</b> New building was previously approved by HARC.
7. The overall character of the applicable historic overlay district is protected; and	<b>Complies</b> The Downtown Overlay District has other business signage with a similar illumination style, and the size of the proposed signage is not out of scale with the building façade.
8. The Master Sign Plan is in keeping with the adopted Downtown and Old Town Design Guidelines and character of the historic overlay district.	<b>Partially Complies</b> The proposed building signage size, locations and illumination style partially comply with the applicable Guidelines, but are consistent with the building design and with signage on adjacent buildings.

#### STAFF RECOMMENDATION

Based on the findings listed above, staff recommends *APPROVAL* of the request.

#### PUBLIC COMMENTS

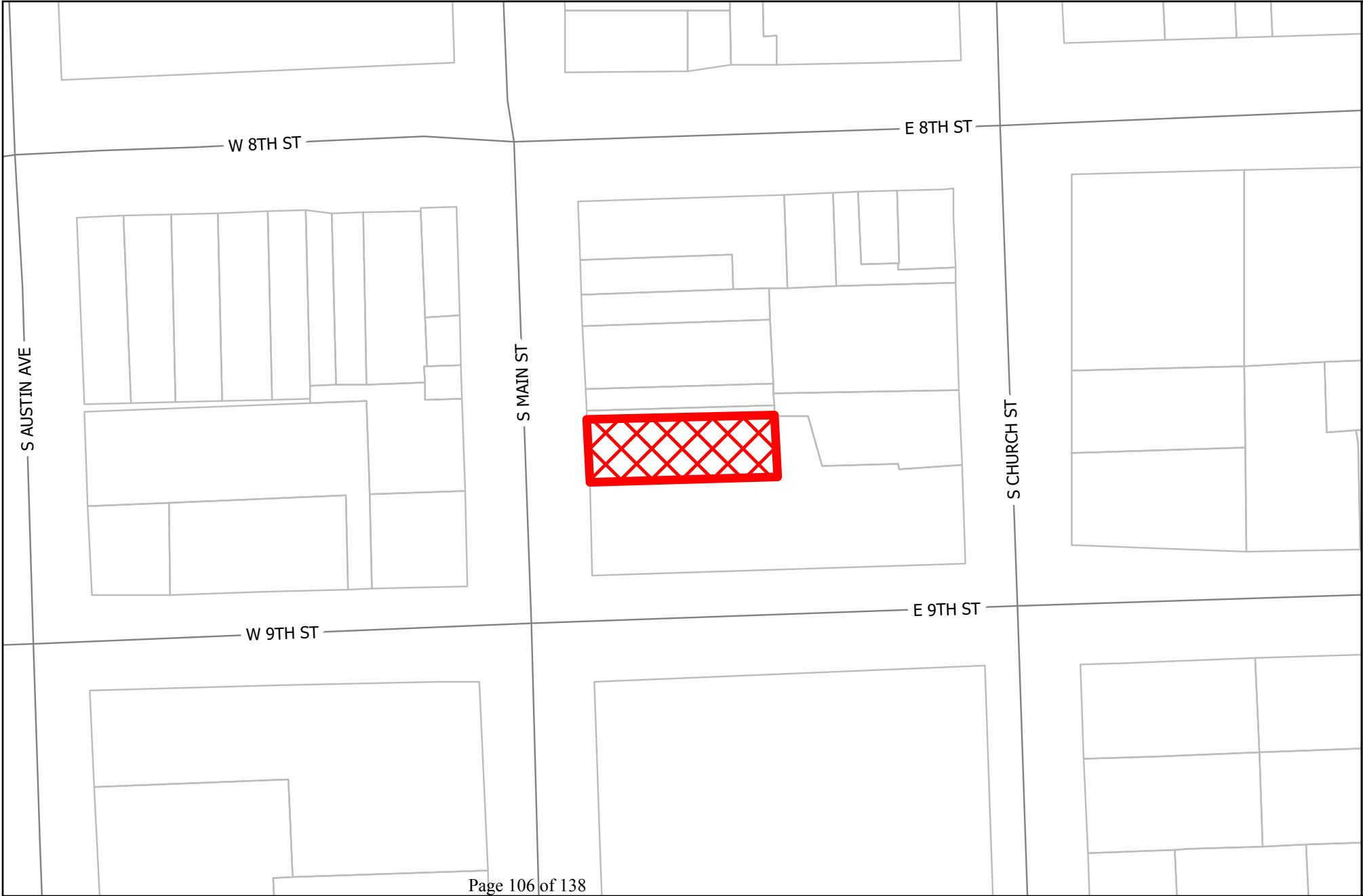
As of the date of this report, staff has received *no* written comments.

#### ATTACHMENTS

Exhibit 1 – Letter of Intent  
Exhibit 2 – Letter of Intent  
Exhibit 3 – Plans and Specifications

#### SUBMITTED BY

*Britin Bostick, Downtown & Historic Planner*



**LOCATION**

**2020-15-COA**

**Exhibit #1**

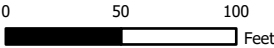


Site



Parcels

N





WATKINS  
INSURANCE GROUP

We're Here to Help.

March 20, 2020

Chris Scott  
Watkins Insurance Group  
3834 Spicewood Springs Road, Suite 100  
Austin, TX 78759  
cscott@watkinsinsurancegroup.com

Britin Bostick  
Downtown & Historic Planner  
City of Georgetown, Planning Department  
406 W. 8<sup>th</sup> St.  
Georgetown, TX 78626

VIA ELECTRONIC SUBMISSION

RE: Letter of Intent for Project 2020-58119 (The Watkins Building)

Dear Ms. Bostick:

I believe you are already familiar with the project in question, The Watkins Building, at 10,000sf two-story mixed-use commercial building located at 815 Main St. in downtown Georgetown. The overall project was previously reviewed and approved by the HARC as COA-2017-021 with approval effective 8/24/2017. The purpose of this application is to request approval of exterior signage for the building.

The primary occupant and owner (through common ownership), Watkins Insurance Group, is requesting approval two exterior internally lit wall signs, one located near the upper left corner of the Main Street façade and the other at the upper right corner of the façade that runs along the Grace Heritage Plaza. In addition, the only other tenant in the building, Kork Wine Bar, is requesting approval of a channel lit sign to be placed above the awning of the building, with part of the sign facing Main St. and part facing the plaza.

Regarding the design guidelines that apply to the allowable sign area, there are two possible readings that could apply. If only the main façade (facing Main Street) is considered, the proposed signs are slightly larger than allowed. However, the Watkins Building is unique relative to almost every other project in the Downtown Historic District. Whereas most buildings have facades that



face only one public thoroughfare (generally a street), the Watkins Building has a relatively narrow façade that faces Main Street and another, very long façade that faces the Grace Heritage Plaza. Both the street and the plaza are public city-owned property which are expected to have a significant amount of both auto and pedestrian traffic. As such, if both facades are considered as part of the allowable sign square footage calculation, the proposed signage is well within size guidelines. Furthermore, the signs are sufficiently distanced from each other to prevent confusion and maintain a proper aesthetic.

We believe that the proposed signage is designed to be compatible with surrounding properties and serve to preserve and protect the overall character of the historic overlay district.

I look forward to discussing this application with you and am happy to provide any additional information that may be needed to complete this application.

Best Regards,

A handwritten signature in black ink, appearing to read 'Chris Scott', with a long horizontal flourish extending to the right.

Chris Scott

SIGN TYPE A  
Qty 1 each

SCOPE:  
Fabricate and install (1) of each channel letter set per specifications below.

SPECIFICATIONS:

A) Face illuminated channel letters with 5" returns and trim caps painted to match 3M translucent Burgundy 3630-49.


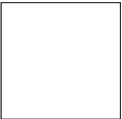

B) Both sets have white acrylic faces; "wine bar" to have translucent vinyl with 3M translucent Burgundy vinyl; inset 1/2" from letter edges.

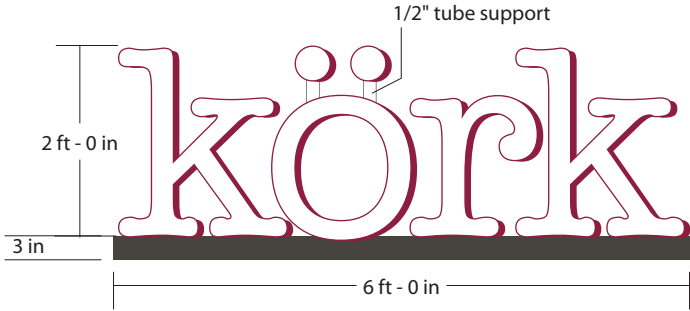
C) Bottom of letters are fastened to 3" x 3" aluminum tube painted to match canopy.

D) Letter mount tube is welded to 3" x 5" aluminum angle; angle is mechanically fastened to canopy.

- NOTES:
- Power supplies/enclosure located inside building.
  - Canopy survey needed prior to fabrication to confirm proposed install method.

PROJECT COLORS / FINISHES

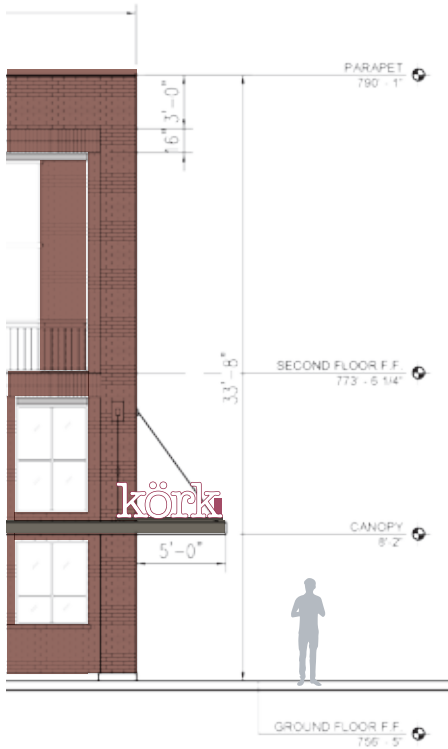
		
3M trans Burgundy 3630-49	White	Color to match canopy



1 FACE VIEW  
Scale: 1/2" = 1'-0"



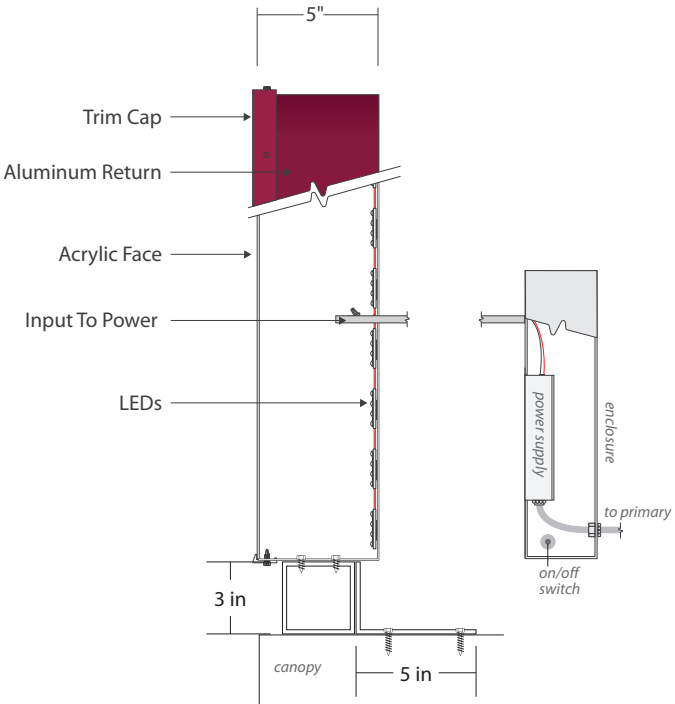
2 FACE VIEW  
Scale: 1/2" = 1'-0"



3 MAIN STREET ELEVATION  
Scale: 3/32" = 1'-0"



4 SOUTH ELEVATION  
Scale: 3/32" = 1'-0"



5 SECTION  
Scale: 1 1/2" = 1'-0"

815 South Main Street, suite 101, Georgetown, Tx	Start Date: 1.3.20 Last Revision: Job#9210828 Dwg. #92J10828AV1S1	Design Rep. Albert Morales Sales: Bob Strobeck	CLIENT APPROVAL APPROVAL: I have reviewed and approved the sign details on this drawing for fabrication and installation.  [IF REQUIRED:] LANDLORD APPROVAL APPROVAL: I have reviewed and approved the sign details on this drawing for fabrication and installation.	MEMBER INTERNATIONAL SIGN ASSOCIATION UL LISTED THIS SIGN IS INTENDED TO BE INSTALLED IN ACCORDANCE WITH THE REQUIREMENTS OF ARTICLE 600 OF THE NATIONAL ELECTRICAL CODE AND/OR OTHER APPLICABLE LOCAL CODES. THIS INCLUDES PROPER GROUNDING AND BONDING OF THE SIGN. © COPYRIGHT 2018 / ALL RIGHTS RESERVED
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Renderings are used to show intent; actual scaling may vary.

MAIN STREET



DAY



NIGHT

SOUTH FACING



DAY



NIGHT

815 South Main Street, suite 101, Georgetown, Tx	Start Date: 1.3.20 Last Revision: Job#9210828 Dwg. #92J10828AV1S2	Design Rep. Albert Morales Sales: Bob Strobeck	CLIENT APPROVAL APPROVAL: I have reviewed and approved the sign details on this drawing for fabrication and installation.  [IF REQUIRED:] LANDLORD APPROVAL APPROVAL: I have reviewed and approved the sign details on this drawing for fabrication and installation.	MEMBER INTERNATIONAL SIGN ASSOCIATION © COPYRIGHT 2018 / ALL RIGHTS RESERVED UL LISTED UL INSTALLATION REQUIREMENTS: THIS SIGN IS INTENDED TO BE INSTALLED IN ACCORDANCE WITH THE REQUIREMENTS OF ARTICLE 600 OF THE NATIONAL ELECTRICAL CODE AND/OR OTHER APPLICABLE LOCAL CODES. THIS INCLUDES PROPER GROUNDING AND BONDING OF THE SIGN.
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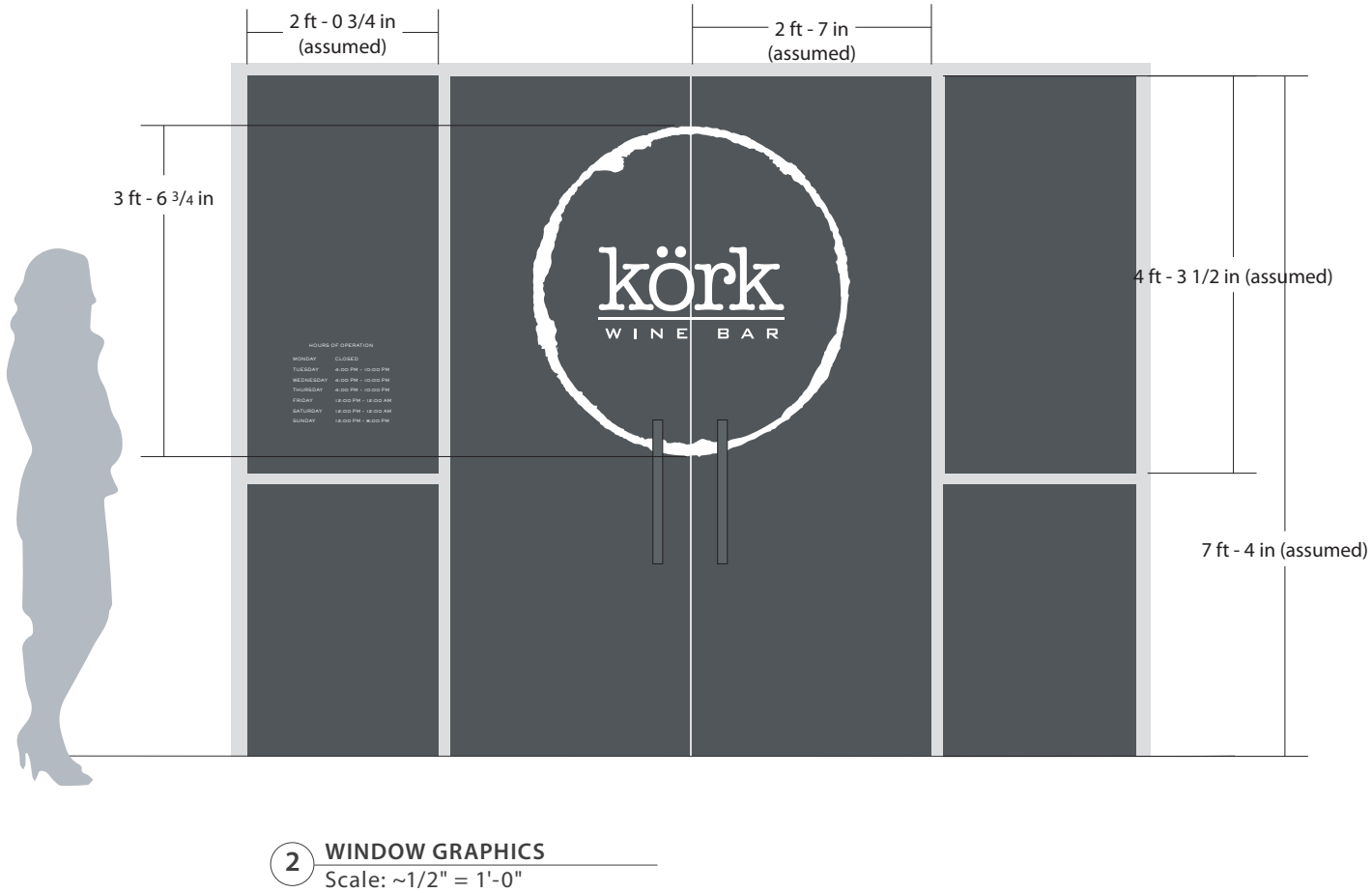
SIGN TYPE B  
Qty 1

SCOPE:  
Install (1) set of vinyl graphics

SPECIFICATIONS:

A) High performance white vinyl applied directly to exterior glass.

Notes:  
Graphics include logo and hours of operation



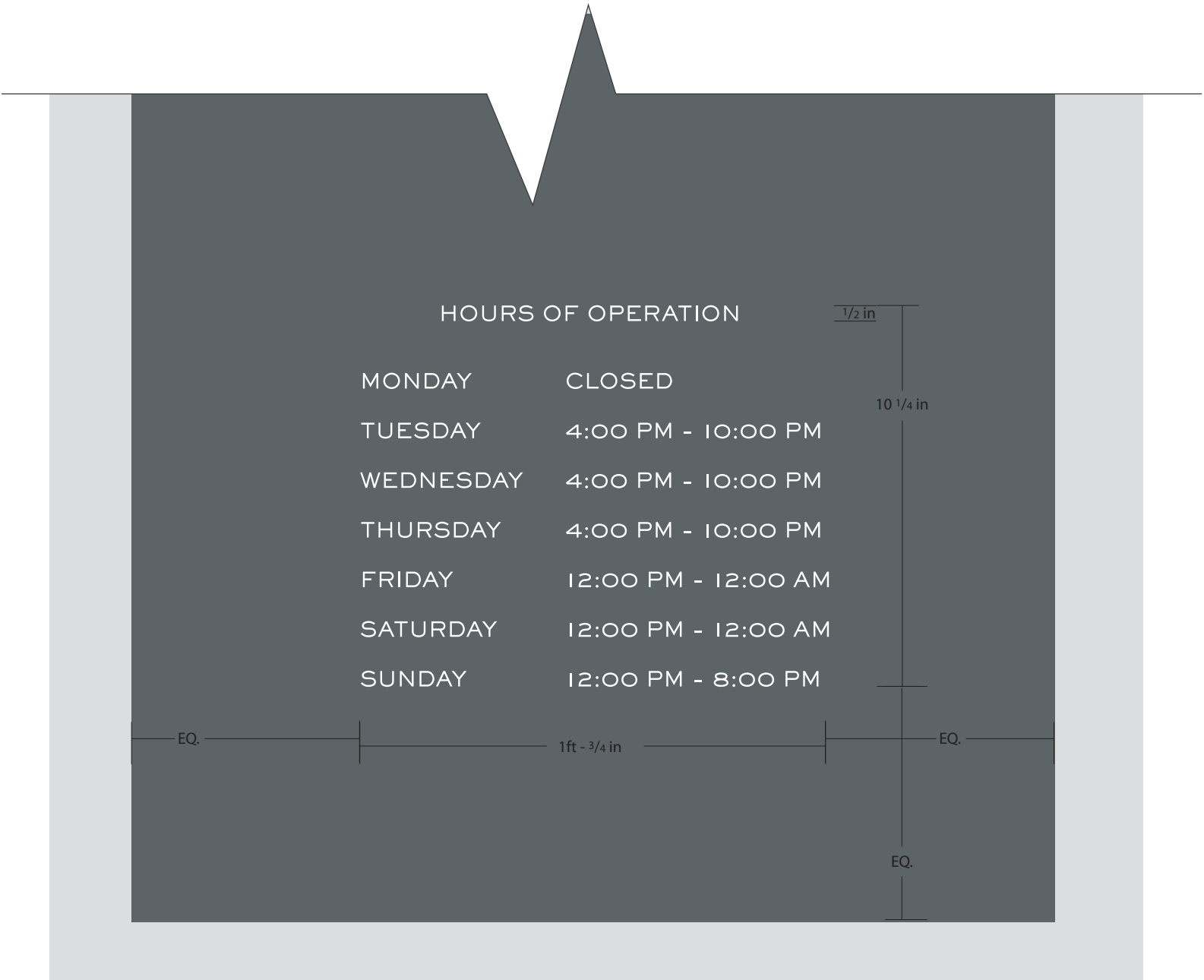
SIGN TYPE B  
Qty 1

SCOPE:  
Install (1) set of vinyl graphics

SPECIFICATIONS:

A) High performance white vinyl applied directly to exterior glass.

Notes:  
Graphics include logo and hours of operation



1 COPY LAYOUT  
Scale: NTS




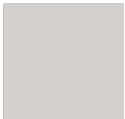
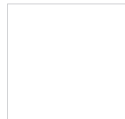
SIGN TYPE A  
Qty 2 (Main Street & South Facing)

SCOPE:  
Fabricate and install (2) channel letter sets and push through cabinets per specifications below.

- SPECIFICATIONS:
- A) "WATKINS" - Illuminated reverse channel letters with 3" returns; painted to match PMS Cool Grey 2 C; stud mounted with 2" projections. Back of letters to have clear lexan for optimal illumination on brick.
- B) "INSURANCE GROUP" - Illuminated reverse aluminum cabinet with 3" returns; painted PMS Cool Grey 2 C; stud mounted with 2" projections. Back of cabinet to have white lexan. Letters are 1/2" thick white acrylic push through letters with .040 aluminum faces painted to match 3M Burgundy 3630-49 with halo illumination.
- C) Round logo - Illuminated reverse channel with 3" returns; painted to match 3M translucent burgundy; stud mounted with 2" projections. Back of logo to have clear lexan for optimal illumination on brick. Round .063 prefinished white aluminum mounted directly on brick.

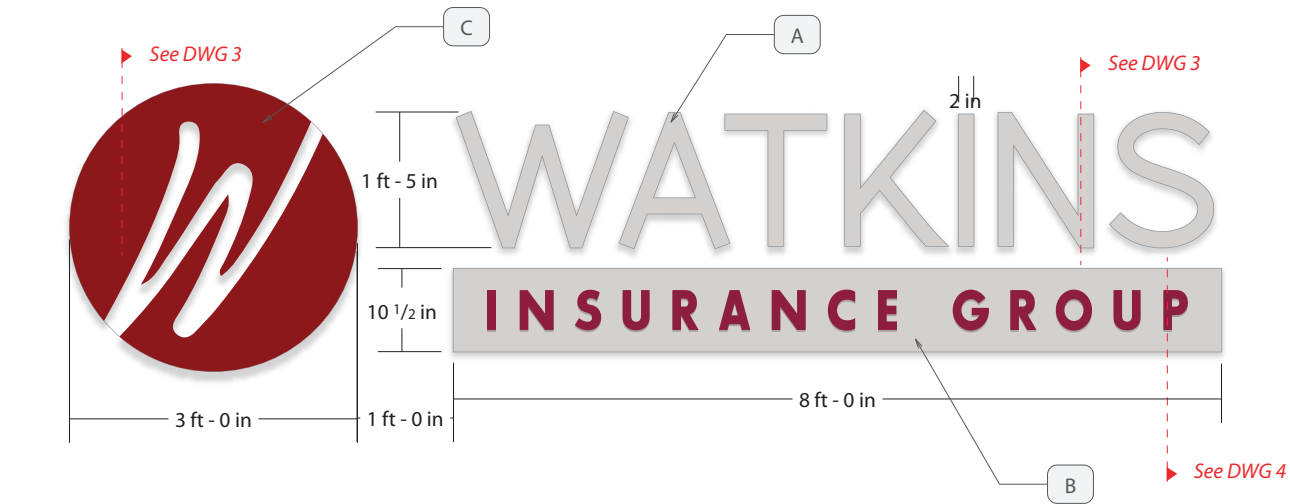
NOTES:  
• Power supplies/enclosure located inside building.

PROJECT COLORS / FINISHES

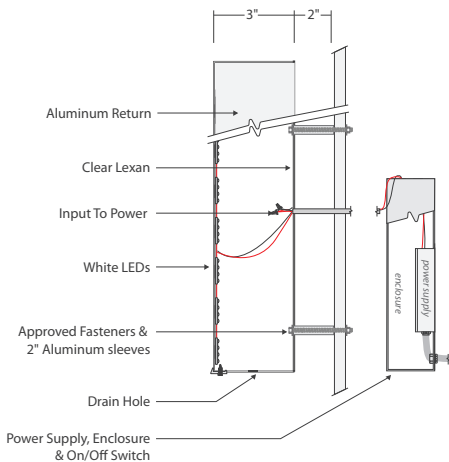
		
3M trans Burgundy 3630-49	PMS Cool Grey 2 C	White



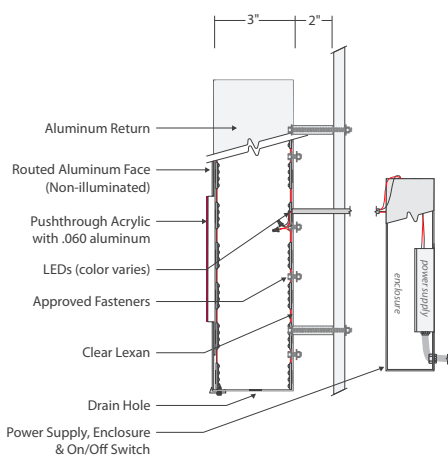
1 MAIN STREET ELEVATION  
Scale: 3/16" = 1'-0"



2 FACE VIEW  
Scale: 1/2" = 1'-0"



3 SECTION - CHANNEL LETTERS  
Scale: NTS



4 SECTION - PUSH THROUGH LETTERS  
Scale: NTS





Rendering used to show intent; actual scaling may vary.



DAY



NIGHT

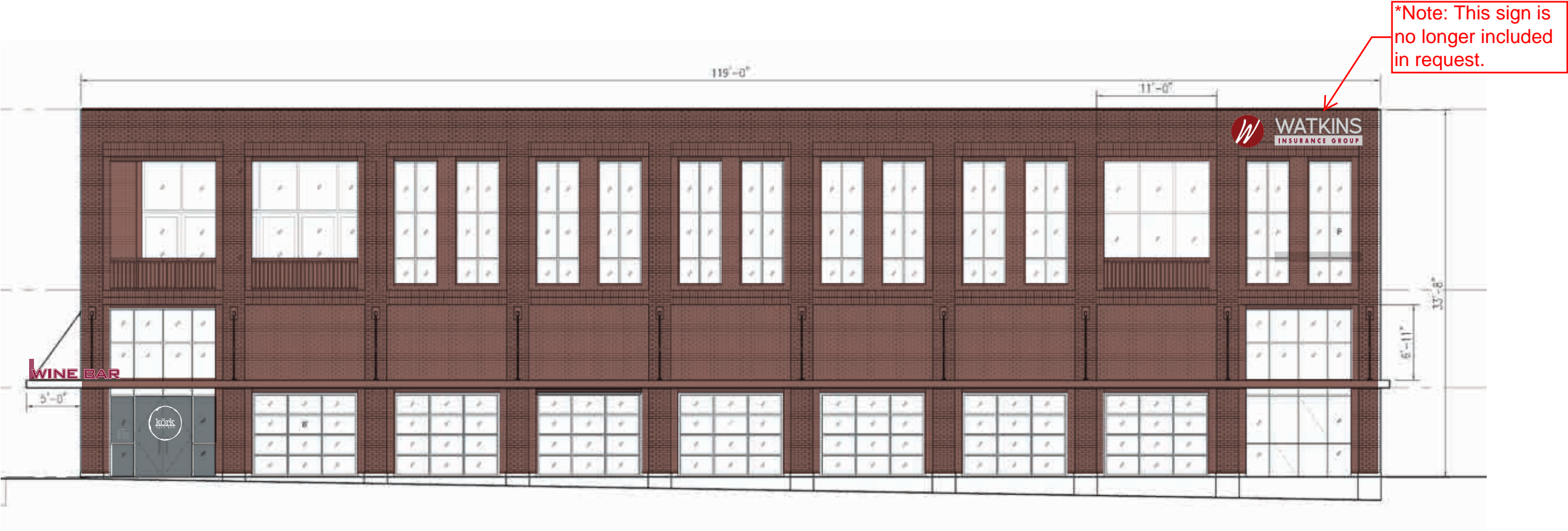
815 South Main Street, suite 101, Georgetown, Tx	Start Date: 1.9.20 Last Revision: 2.24.20 Job#92J10920 Dwg. #92J10920AV6S2	Design Rep. Albert Morales Sales: Bob Strobeck	..... CLIENT APPROVAL      APPROVAL: I have reviewed and approved the sign details on this drawing for fabrication and installation.  [IF REQUIRED:] LANDLORD APPROVAL      APPROVAL: I have reviewed and approved the sign details on this drawing for fabrication and installation.	MEMBER  INTERNATIONAL SIGN ASSOCIATION ® COPYRIGHT 2018 / ALL RIGHTS RESERVED	 LISTED  UL INSTALLATION REQUIREMENTS: THIS SIGN IS INTENDED TO BE INSTALLED IN ACCORDANCE WITH THE REQUIREMENTS OF ARTICLE 600 OF THE NATIONAL ELECTRICAL CODE AND/OR OTHER APPLICABLE LOCAL CODES. THIS INCLUDES PROPER GROUNDING AND BONDING OF THE SIGN.
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1 MAIN STREET ELEVATION  
Scale: 3/16" = 1'-0"

815 South Main Street, suite 101, Georgetown, Tx	Start Date: 1.9.20 Last Revision: 2.24.20 Job#9210828 Dwg. #92J10920AV6S3	Design Rep. Albert Morales Sales: Bob Strobeck	CLIENT APPROVAL APPROVAL: I have reviewed and approved the sign details on this drawing for fabrication and installation.  [IF REQUIRED:] LANDLORD APPROVAL APPROVAL: I have reviewed and approved the sign details on this drawing for fabrication and installation.	MEMBER INTERNATIONAL SIGN ASSOCIATION © COPYRIGHT 2018 / ALL RIGHTS RESERVED	UL LISTED UL INSTALLATION REQUIREMENTS: THIS SIGN IS INTENDED TO BE INSTALLED IN ACCORDANCE WITH THE REQUIREMENTS OF ARTICLE 600 OF THE NATIONAL ELECTRICAL CODE AND/OR OTHER APPLICABLE LOCAL CODES. THIS INCLUDES PROPER GROUNDING AND BONDING OF THE SIGN.
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1 SOUTH ELEVATION  
Scale: 3/32" = 1'-0"

815 South Main Street, suite 101, Georgetown, Tx	Start Date: 1.9.20 Last Revision: 2.24.20 Job#9210828 Dwg. #92J10920AV6S4	Design Rep. Albert Morales Sales: Bob Strobeck	CLIENT APPROVAL APPROVAL: I have reviewed and approved the sign details on this drawing for fabrication and installation.  [IF REQUIRED:] LANDLORD APPROVAL APPROVAL: I have reviewed and approved the sign details on this drawing for fabrication and installation.	MEMBER INTERNATIONAL SIGN ASSOCIATION © COPYRIGHT 2018 / ALL RIGHTS RESERVED UL LISTED UL INSTALLATION REQUIREMENTS: THIS SIGN IS INTENDED TO BE INSTALLED IN ACCORDANCE WITH THE REQUIREMENTS OF ARTICLE 600 OF THE NATIONAL ELECTRICAL CODE AND/OR OTHER APPLICABLE LOCAL CODES. THIS INCLUDES PROPER GROUNDING AND BONDING OF THE SIGN
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SIGN TYPE B  
Qty 1

SCOPE:  
Install (1) set of vinyl graphics

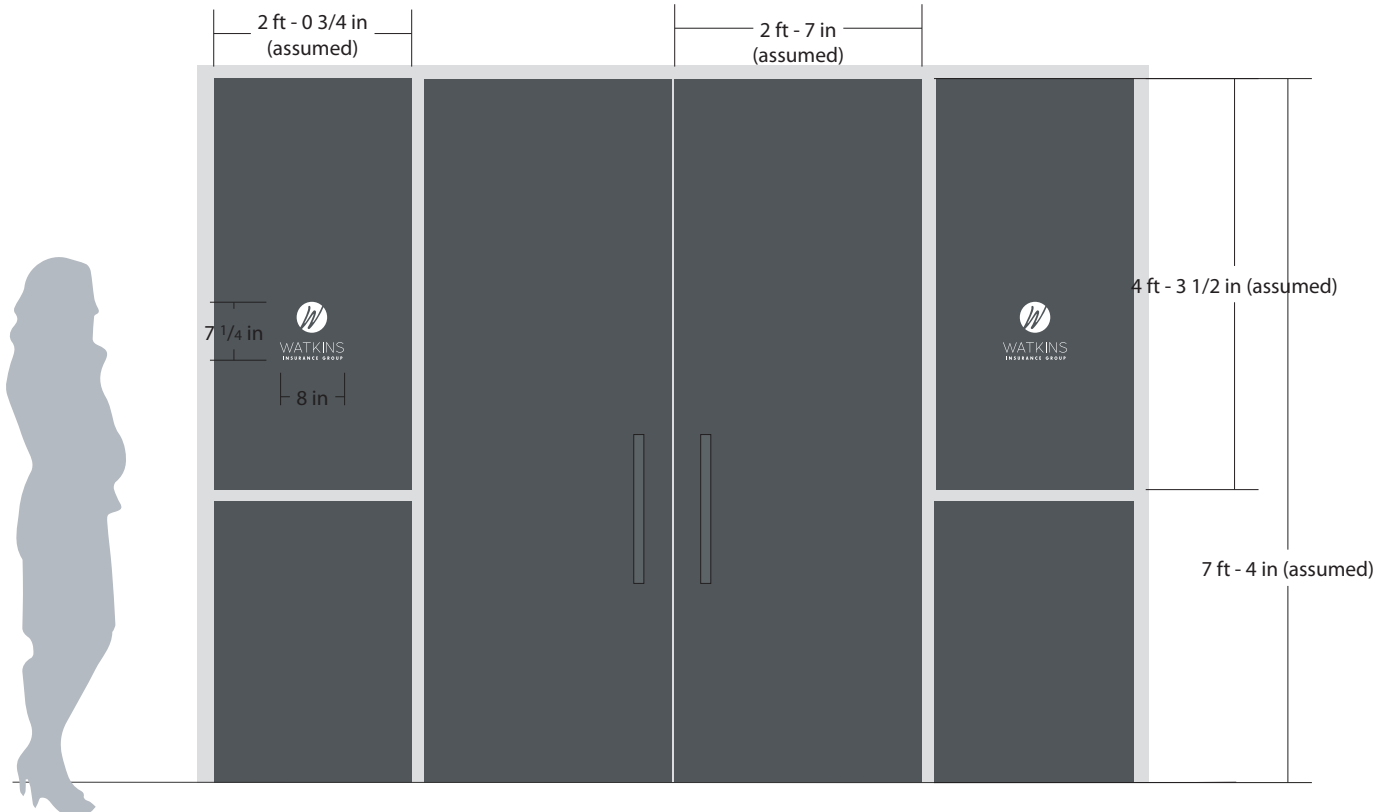
SPECIFICATIONS:

A) High performance white vinyl applied directly to exterior glass.

Notes:  
Graphics include logo and hours of operation



1 SOUTH ELEVATION  
Scale: 3/16" = 1'-0"



2 SOUTH ELEVATION  
Scale: ~1/2" = 1'-0"



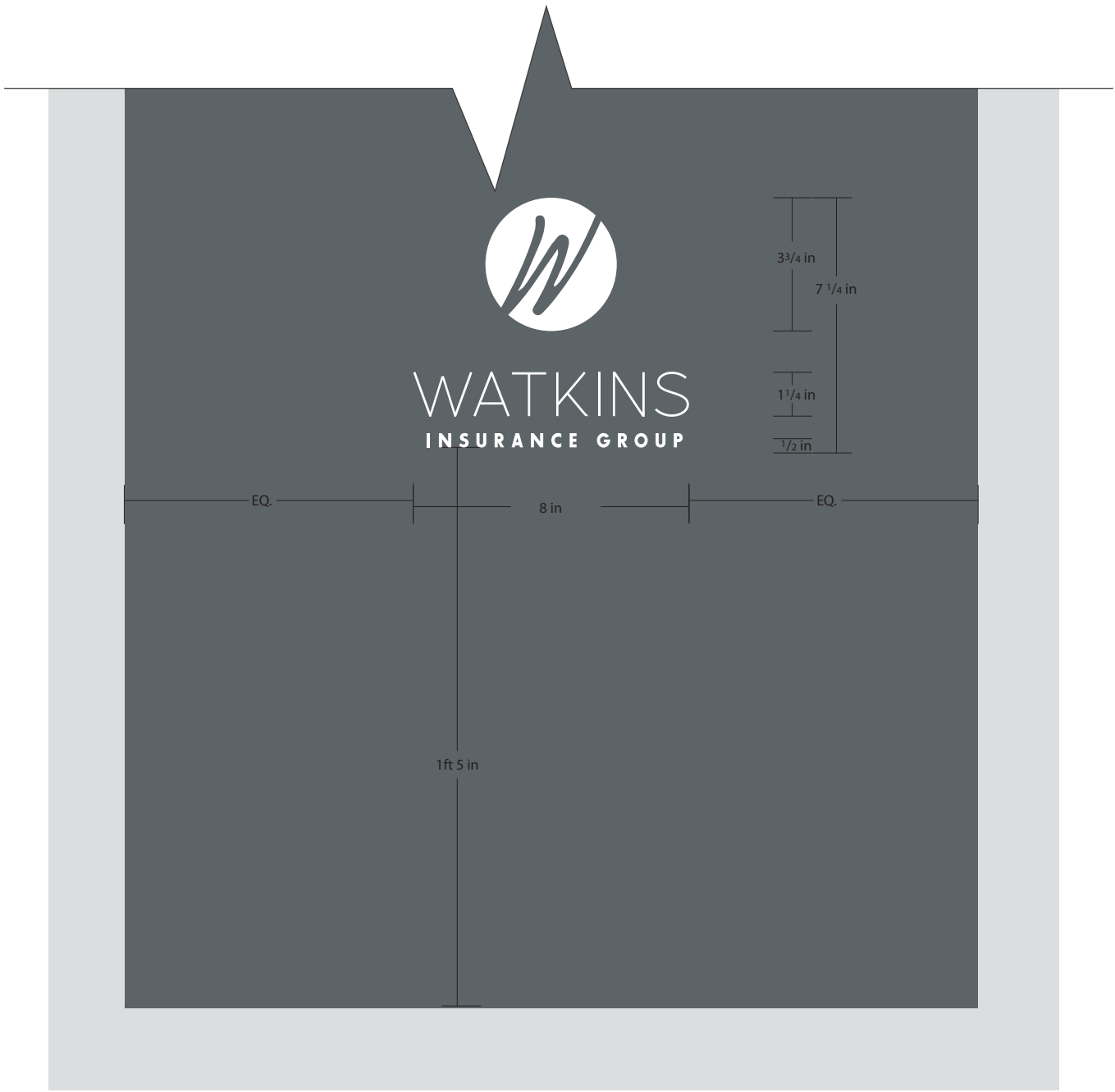
SIGN TYPE B  
Qty 1

SCOPE:  
Install (1) set of vinyl graphics



SPECIFICATIONS:

A) High performance white vinyl applied directly to exterior glass.

Notes:  
Graphics include logo and hours of operation



1 COPY LAYOUT  
Scale: NTS

815 South Main Street, suite 101, Georgetown, Tx	Start Date: 1.7.20 Last Revision: Job#9210828 Dwg. #92J10828BV1S2	Design Rep. Albert Morales Sales: Bob Strobeck	CLIENT APPROVAL APPROVAL: I have reviewed and approved the sign details on this drawing for fabrication and installation.  [IF REQUIRED:] LANDLORD APPROVAL APPROVAL: I have reviewed and approved the sign details on this drawing for fabrication and installation.	MEMBER  INTERNATIONAL SIGN ASSOCIATION © COPYRIGHT 2018 / ALL RIGHTS RESERVED	LISTED  UL THIS SIGN IS INTENDED TO BE INSTALLED IN ACCORDANCE WITH THE REQUIREMENTS OF ARTICLE 600 OF THE NATIONAL ELECTRICAL CODE AND/OR OTHER APPLICABLE LOCAL CODES. THIS INCLUDES PROPER GROUNDING AND BONDING OF THE SIGN.
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# The Watkins Building Signage 2020-15-COA

**Historic & Architectural Review Commission**  
May 14, 2020

# Item Under Consideration

## **2020-15-COA – The Watkins Building Signage**

- Public Hearing and possible action on a request for a Certificate of Appropriateness (COA) for new signage that is inconsistent with an approved Master Sign Plan or applicable guidelines for the property located at 815 S. Main Street, bearing the legal description of Lot 6B1, Block 52, Amending Plat Lot 6, Block 52 City of Georgetown.

# Item Under Consideration

## HARC:

- New signage that is inconsistent with an approved Master Sign Plan or applicable guidelines

## HPO:

- Master Sign Plan
- New signage, to include new signage that is consistent with an approved Master Sign Plan

# Item Under Consideration





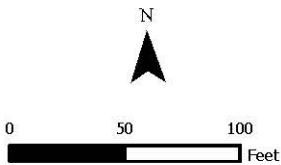


**LOCATION**

2020-15-COA

Exhibit #1

-  Site
-  Parcels



# Current Context

Historic Properties Map HARC Website

Address Search

W 8TH ST E 8TH ST W 9TH ST E 9TH ST S MAIN ST S CHURCH ST

Layer List

Layers

- ☒ Map Layers
- ☒ Priority Designation
  - ☒ 2016 High Priority
  - ☒ 2016 Medium Priority
  - ☒ 2016 Low Priority
- ☒ Historic Overlays
  - ☒ Downtown Overlay District
  - ☒ Old Town Overlay
- ☐ National Register Districts
  - ☐ Olive Street Nat. Reg. Dist.
  - ☐ Williamson County Courthouse Nat. Reg. Dist.

Page 124 of 138

6

# The Watkins Building Signage

**SIGN TYPE A**  
 Qty 2 (Main Street & South Facing)

**SCOPE:**  
 Fabricate and install (2) channel letter sets and push through cabinets per specifications below.

**SPECIFICATIONS:**

**A) "WATKINS"** - Illuminated reverse channel letters with 3" returns; painted to match PMS Cool Grey 2 C; stud mounted with 2" projections. Back of letters to have clear lexan for optimal illumination on brick.

**B) "INSURANCE GROUP"** - Illuminated reverse aluminum cabinet with 3" returns; painted PMS Cool Grey 2 C; stud mounted with 2" projections. Back of cabinet to have white lexan. Letters are 1/2" thick white acrylic push through letters with .040 aluminum faces painted to match 3M Burgundy 3630-49 with halo illumination.

**C) Round logo** - Illuminated reverse channel with 3" returns; painted to match 3M translucent burgundy; stud mounted with 2" projections. Back of logo to have clear lexan for optimal illumination on brick. Round .063 prefinished white aluminum mounted directly on brick.

**NOTES:**

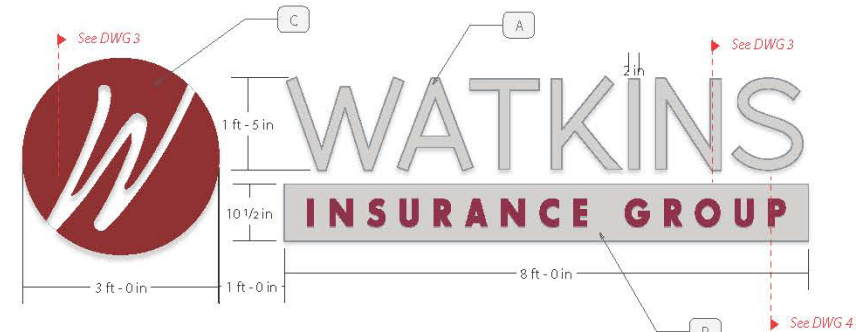
- Power supplies/enclosure located inside building.

**PROJECT COLORS / FINISHES**

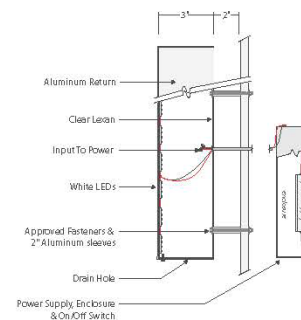
		
3M trans Burgundy 3630-49	PMS Cool Grey 2 C	White



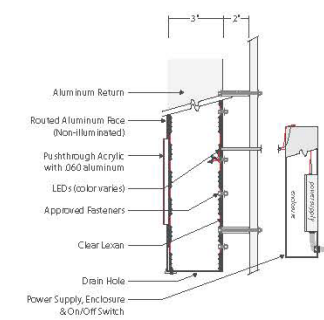
**1 MAIN STREET ELEVATION**  
 Scale: 3/16" = 1'-0"



**2 FACE VIEW**  
 Scale: 1/2" = 1'-0"



**3 SECTION - CHANNEL LETTERS**  
 Scale: NTS



**4 SECTION - PUSH THROUGH LETTERS**  
 Scale: NTS



# The Watkins Building Signage

*Rendering used to show intent; actual scaling may vary.*



DAY



NIGHT

# The Watkins Building Signage

SIGN TYPE A  
Qty 1 each

**SCOPE:**  
Fabricate and install (1) of each channel letter set per specifications below.




**SPECIFICATIONS:**

- A) Face illuminated channel letters with 5" returns and trim caps painted to match 3M translucent Burgundy 3630-49.
- B) Both sets have white acrylic faces; "wine bar" to have translucent vinyl with 3M translucent Burgundy vinyl; inset 1/2" from letter edges.
- C) Bottom of letters are fastened to 3" x 3" aluminum tube painted to match canopy.
- D) Letter mount tube is welded to 3" x 5" aluminum angle; angle is mechanically fastened to canopy.

**NOTES:**

- Power supplies/enclosure located inside building.
- Canopy survey needed prior to fabrication to confirm proposed install method.

**PROJECT COLORS / FINISHES**

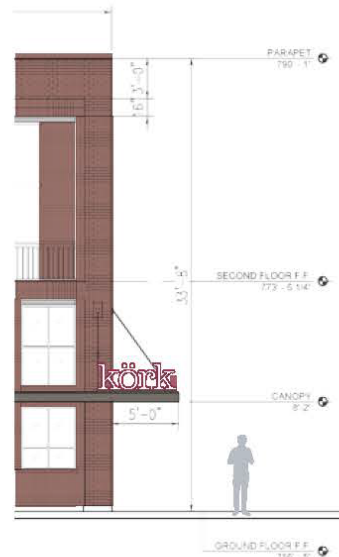
		
3M trans Burgundy 3630-49	White	Color to match canopy



1 FACE VIEW  
Scale: 1/2" = 1'-0"



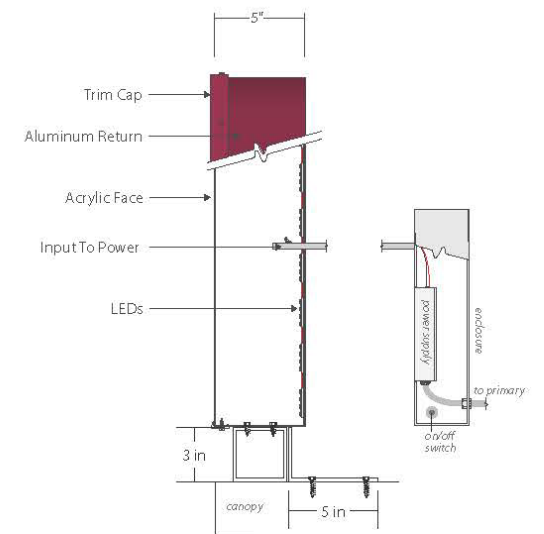
2 FACE VIEW  
Scale: 1/2" = 1'-0"



3 MAIN STREET ELEVATION  
Scale: 3/32" = 1'-0"



4 SOUTH ELEVATION  
Scale: 3/32" = 1'-0"



5 SECTION  
Scale: 1 1/2" = 1'-0"



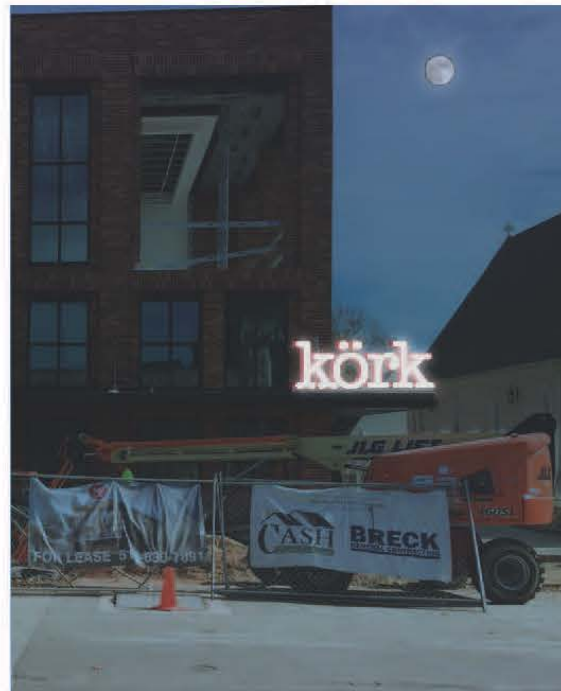
# The Watkins Building Signage

*Renderings are used to show intent; actual scaling may vary.*

MAIN STREET



DAY

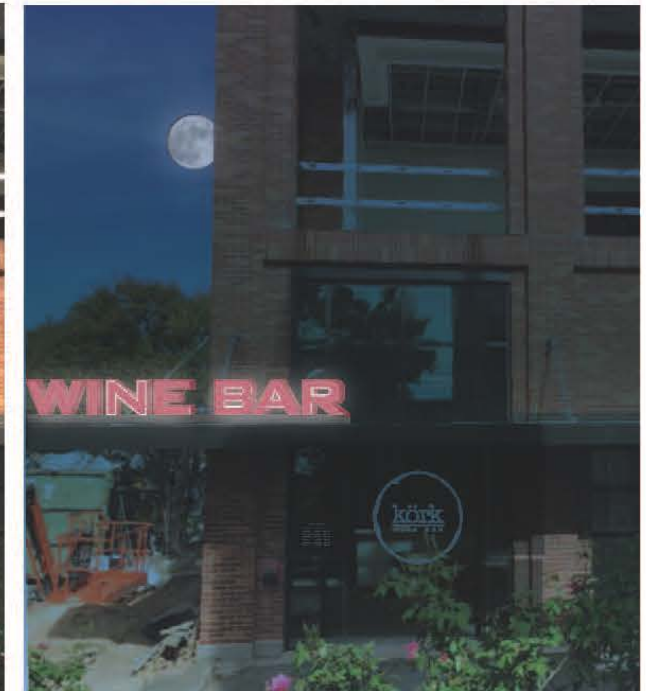


NIGHT

SOUTH FACING



DAY



NIGHT

# The Watkins Building Signage



① MAIN STREET ELEVATION  
 Scale: 3/16" = 1'-0"

# The Watkins Building Signage

\*This sign no longer included in request.



1 SOUTH ELEVATION  
 Scale: 3/32" = 1'-0"



# Current Context



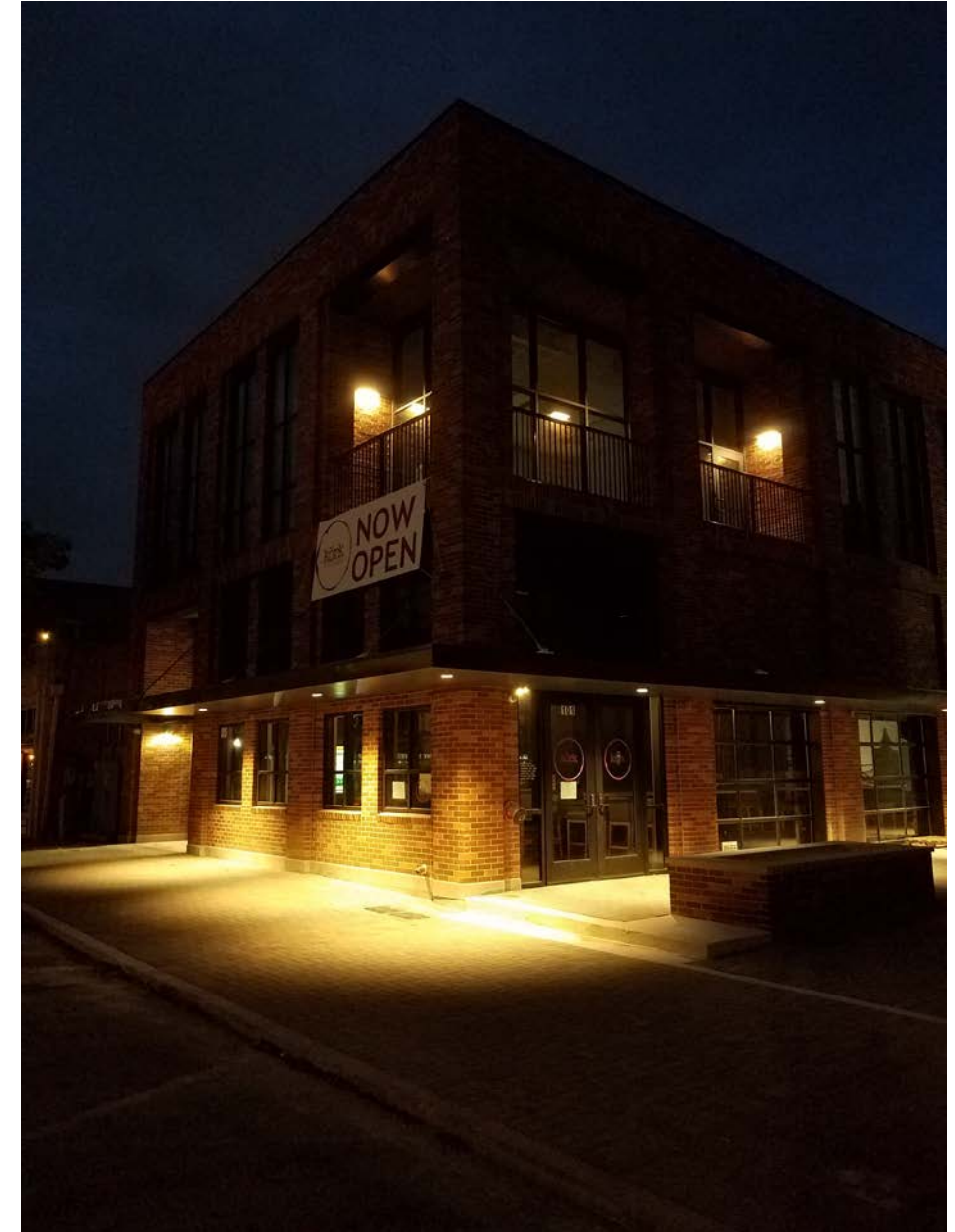


# Current Context





# Current Context



# Recently Installed Illuminated Signs at Night



# Approval Criteria – UDC Section 3.13.030

Criteria	Staff's Finding
1. The application is complete and the information contained within the application is correct and sufficient enough to allow adequate review and final action;	<b>Complies</b>
2. Compliance with any design standards of this Code;	<b>Partially Complies</b>
3. Compliance with the Secretary of the Interior's Standards for the Treatment of Historic Properties to the most extent practicable;	<b>Not Applicable</b>
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;	<b>Partially Complies</b>
5. The general historic, cultural, and architectural integrity of the building, structure or site is preserved;	<b>Complies</b>
6. New buildings or additions are designed to be compatible with surrounding properties in the applicable historic overlay district;	<b>N/A</b>
7. The overall character of the applicable historic overlay district is protected; and	<b>Complies</b>
8. The Master Sign Plan is in keeping with the adopted Downtown and Old Town Design Guidelines and character of the historic overlay district.	<b>Partially Complies</b>

# Public Notification

- One (1) sign posted
- No comments received



# Recommendation

Staff recommends ***APPROVAL*** of the request.



# HARC Motion

- Approve (as presented by the applicant)
- Deny (as presented by the applicant)
- Approve with conditions
- Postpone