

Seguin Main Street Program
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HISTORIC DESIGN REVIEW COMMITTEE MEETING MINUTES

Friday, August 24, 2018
12:00 p.m.
City Hall Council Chambers
210 East Gonzales Street
Seguin, Texas 78155

Members Present: *Mary Reiley* *Lisa Fredrickson*
Kelley Rose

Others Present: *Kyle Kramm* *Christy Hopper*
Ismael Segovia

1. Call to Order.

The meeting was called to order at 12:07 pm.

2. Hearing of Residents:

Invitation to hear citizens and board members in advance of regular business on items other than what is on the agenda, which shall be limited to five (5) minutes. Discussion of any item not on the agenda shall be limited to 1) Statements of specific factual information given in response to any inquiry; 2) A recitation of existing policy in response to any inquiry; 3) A proposal to place the subject on the agenda for a future meeting.

No public comments.

3. Discussion and possible action on approval of the May 25, 2018 meeting report.

Kelley Rose made a motion to approve the minutes with amendments. Lisa Fredrickson second the motion. Motion carried.

4. Discussion and possible action on a Specific Use Permit for an Auto Repair Business located in the Downtown Historic District at 417 North Camp Street – Kyle Kramm, Main Street and CVB Director/HPO.

Auto repair businesses operating within the downtown historic district are required to operate under a specific use permit. The specific use permit (SUP) allows the City to establish rules for that use at a specific property.

An auto repair business was operating at 417 N. Camp Street under a SUP with restrictions on screening, length of time a vehicle is allow to remain on site, operational hours, storage of vehicles and more.

A new auto repair shop opened in the location and has been operating without a SUP.

Staff is seeking input from the committee on design requirements in addition to the screening as is required for the SUP.

Per Ismael Segovia, Assistant Planning Director Planning advised the Unified Development Code (UDC) mandates the requirements of automotive repair, paint and body shops that are near residential areas. That a minimum of a six-foot solid screening fence along the property line adjacent to, or across an alley from, the residential use is required.

Lisa Fredrickson made a motion that lattice is no longer acceptable that the tenant is required to install a six (6) foot privacy/solid screening fence around the perimeter, hiding all vehicles from the public. Kelley Rose second the motion. Motion carried.

5. Discussion and possible action on amending Seguin's Preservation Ordinance – Kyle Kramm, Main Street and CVB Director/HPO.

The Historic Preservation Ordinance establishes the Historic Design Review Committee, provides for designating local landmarks, review and approval of changes for historic properties within the districts and developing design guidelines.

Per Kramm, some significant changes need to be made to the ordinance, some of which were suggested by the Texas Historical Commission. Staff used the City of Belton's and Clark County's Preservation Ordinance as a template to recreate the proposed ordinance.

After much discussion, the board concurred with the suggested changes made by staff with a few additional revisions to follow: changing the name of the board from Historic Design Review Committee to Historic Preservation and Design Review Commission; allow the commission to designate landmarks without the owner's request, beef up enforcement and raise minimum standards for buildings; adding definitions; adding additional responsibilities of the Commission and Historic Preservation Officer; change Certificate of Appropriate Design to Certificate of Appropriateness; adding to the criteria of designating landmarks; adding a section regarding National Register nominations and Section 106 review as necessary; adding a Certificate of Appropriateness for demolition and relocation of historic properties; adding a section for Demolition by Neglect; Economic Hardship; enforcement; and penalties.

After the suggested additional revisions are made, staff will bring back to the board for approval.

6. Discussion on selection of a firm to complete a Historic Resource Survey in conjunction with the Certified Local Government grant – Kyle Kramm, Main Street and CVB Director/HPO.

Per Kramm, five (5) firms had submitted proposals to perform Seguin's historic resource survey. Staff has narrowed down the top two (2) candidates, Cox McLain Environmental Consulting (CMEC) and HHM & Associates, Inc. Staff will be making a selection soon.

7. Adjourn.

There being no further business the meeting adjourned at 1:00 pm.



Mary Reiley, Chair
Historic Design Review Committee

10-5-18

Date