



NOTICE OF MEETING OF THE BURNET HISTORIC BOARD

Notice is hereby given that a **Meeting of the Burnet Historic Board** will be held on the **24th day of October, 2023** at **2:00** p.m. in the City of Burnet Municipal Offices, Main Conference Room, 1001 Buchanan, Suite 4, Burnet, at which time the following subjects will be discussed, to-wit:

This notice is posted pursuant to the Texas Government Code, Chapter §551-Open Meetings.

1. CALL TO ORDER:

2. ROLL CALL:

3. CONSENT AGENDA:

3.1) Approval of the December 8, 2022 Regular Meeting minutes.

4. ACTION:

4.1) Discuss and consider action: Certificate of Appropriateness for 304 South Main Street: Chase Watson

4.2) Discuss and consider action: Sign determination for 205 S. Pierce Street: Cody Henson

4.3) Discuss and consider action: Review conditions, maintenance and regulatory enforcement of structures in the Historic District.

5. ADJOURN:

I, the undersigned authority, do hereby certify that the above NOTICE OF MEETING of the governing body of the above named City, BURNET, is a true and correct copy of said NOTICE and that I posted a true and correct copy of said NOTICE on the bulletin board, in the City Hall of said City, BURNET, TEXAS, a place convenient and readily accessible to the general public at all times, and said NOTICE was posted on October 20th, 2023, at or before 3 o'clock p.m. and remained posted continuously for at least 72 hours preceding the scheduled time of said Meeting.

Dated this 20th day of October, 2023

Kelly Dix, City Secretary

NOTICE OF ASSISTANCE AT THE PUBLIC MEETINGS:

The City Hall Conference Room is wheelchair accessible. Persons with disabilities who plan to attend this meeting and who may need auxiliary aids or services, such as interpreters for persons who are deaf or hearing impaired, readers, or large print, are requested to contact the City Secretary's office (512.756.6093) at least two working days prior to the meeting. Requests for information may be faxed to the City Secretary at 512.756.8560.

RIGHT TO ENTER INTO EXECUTIVE SESSION:

The Burnet Historic and Preservation Board of Directors for the City of Burnet reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any of the matters listed above, as authorized by Texas Government Code Sections 551.071 (Consultation with Attorney), 551.072 (Deliberations about Real Property), 551.073 (Deliberations about Gifts and Donations), 551.074 (Personnel Matters), 551.076 (Deliberations about Security Devices) and 551.087 (Economic Development).



MEETING MINUTES OF THE BURNET HISTORIC BOARD

Notice is hereby given that a **Regular Meeting of the Burnet Historic Board** was held on the **8th day of December, 2022** at **3:00** p.m. in the Burnet City Hall. Conference Room, 1001 Buchanan, Suite 4, Burnet, at which time the following subjects will be discussed, to-wit:

This notice is posted pursuant to the Texas Government Code, Chapter §551-Open Meetings.

CALL TO ORDER:

The meeting was called to order by Renee Riddell, Board Chair at 3:00 P.M.

ROLL CALL:

Present: Renee Riddell, Kelly Dix, Carly Kehoe Pearson, Habib Erkan

Absent: Cheryl Howell, Jennifer Cowfer

GUESTS: Austin Moore, Chandler West, Brenda West

CONSENT AGENDA:

Approval of the October 17, 2022 Special Meeting minutes. Board Member Habib Erkan, Jr. moved to approve the consent agenda as presented. Board Member Carly Pearson seconded; the motion carried unanimously.

ACTION ITEMS:

Discuss and consider action: 307 S. Main Street- Brenda West: Owners Chandler and Brenda West presented a power point presentation on the current status of the structure located at 307 S. Main Street commonly known as the Kincaid Building. Board Member Carly Kehoe explained the preservation requirements of the City of Burnet Code of Ordinances and the process to move forward with the Historic Preservation of the building. No action was taken.

Discuss and consider action: Appointment of a Historic District Manager: Board Member Habib Erkan, Jr. moved to appoint Carly Pearson as the Historic Preservation Officer for the City of Burnet. Board Member Renee Riddell seconded; Board Member Carly Pearson abstained. The motion carried unanimously.

Discuss and consider action: Amendments to the Historic Preservation Board Ordinance and Bylaws: No action taken. Staff will review and prepare a report of possible changes to both documents.

REQUESTS FROM BOARD FOR FUTURE REPORTS: None.

ADJOURN:

There being no further business, Board Chair Renee Riddell adjourned the meeting at 3:32 p.m.

Burnet Historic and Preservation Board

ATTEST:

Renee Riddell, Chairman

Kelly Dix, Secretary/Treasurer



City of Burnet
Certificate of Appropriateness Application

City of Burnet · Development Services Department · (512) 715-3206
1001 Buchanan Drive · Suite 4 · Burnet, Texas · 78611

Name of Applicant: Chase Watson - SWANGIN HEAT METAL WORKS

Current Address: 1429 E FM 243

City: Bertram State: TX Zip Code: 78605

Primary Phone: (512) 511 - 8029 Cell Phone: (____) _____ - _____

Email: ChaseWatson1987@gmail.com

Name(s) of Property Owner(s): CASSANDRA DOYAL

Current Address: 304 S. MAIN SE

City: Burnet State: TX Zip Code: 78611

Primary Phone: (____) _____ - _____ Cell Phone: (512) 434 9751

Email: Sandy@IHSTX.org

Address of Property: 304 S. MAIN ST Burnet, TX 78611

Legal Description: Lot 1 part, Block 2, Peter Kerr Portion, Burnet County, TX

Total Acreage: _____ Number of Lots: _____

Present Zoning: _____ Present Use: Healthcare clinic

Certificate of Appropriateness for: _____

Applicant Signature: [Signature] Date: 05/03/23

Printed Name: Chase Watson

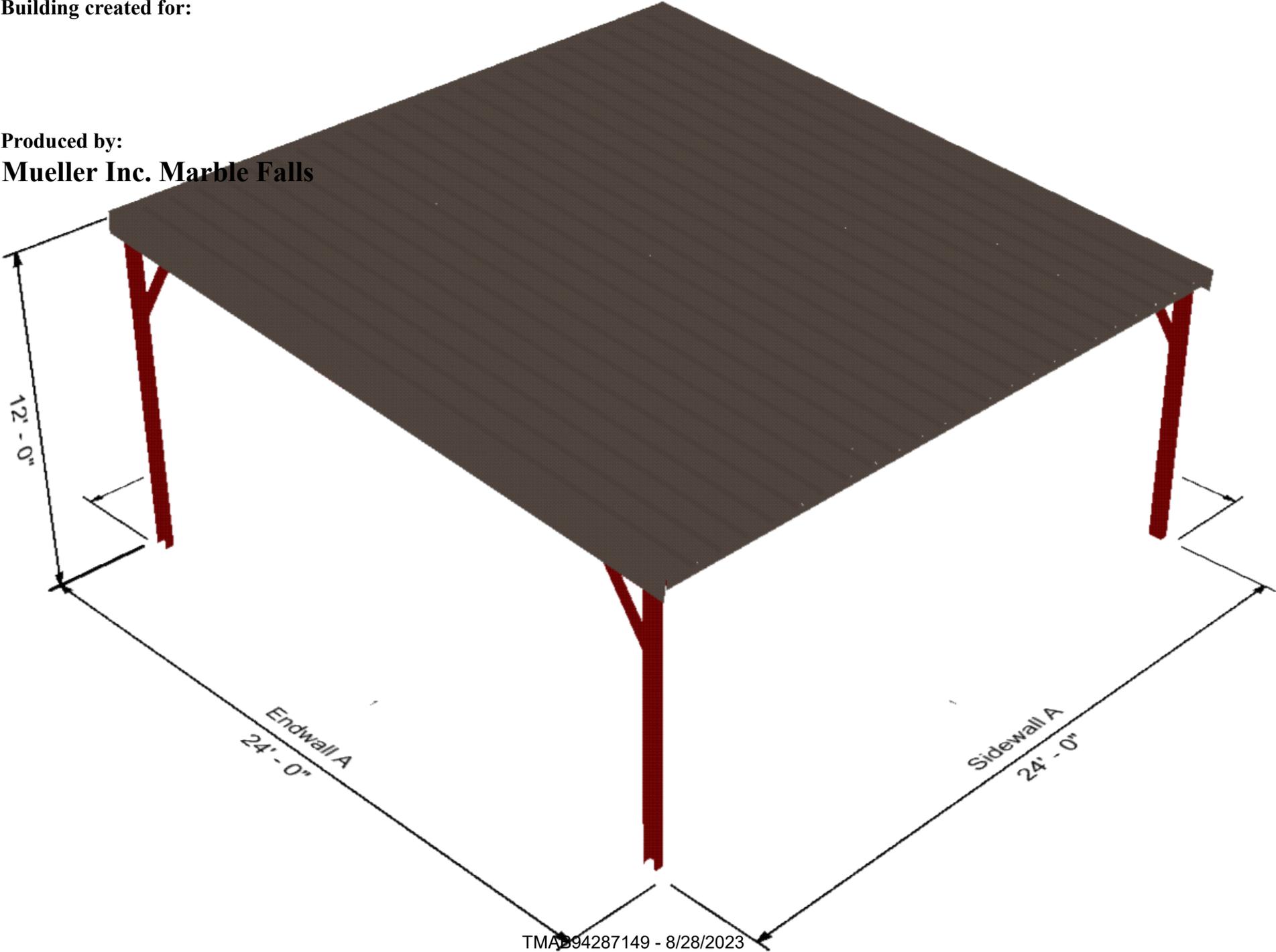
Property Owner Signature: [Signature] Date: 7/24/23

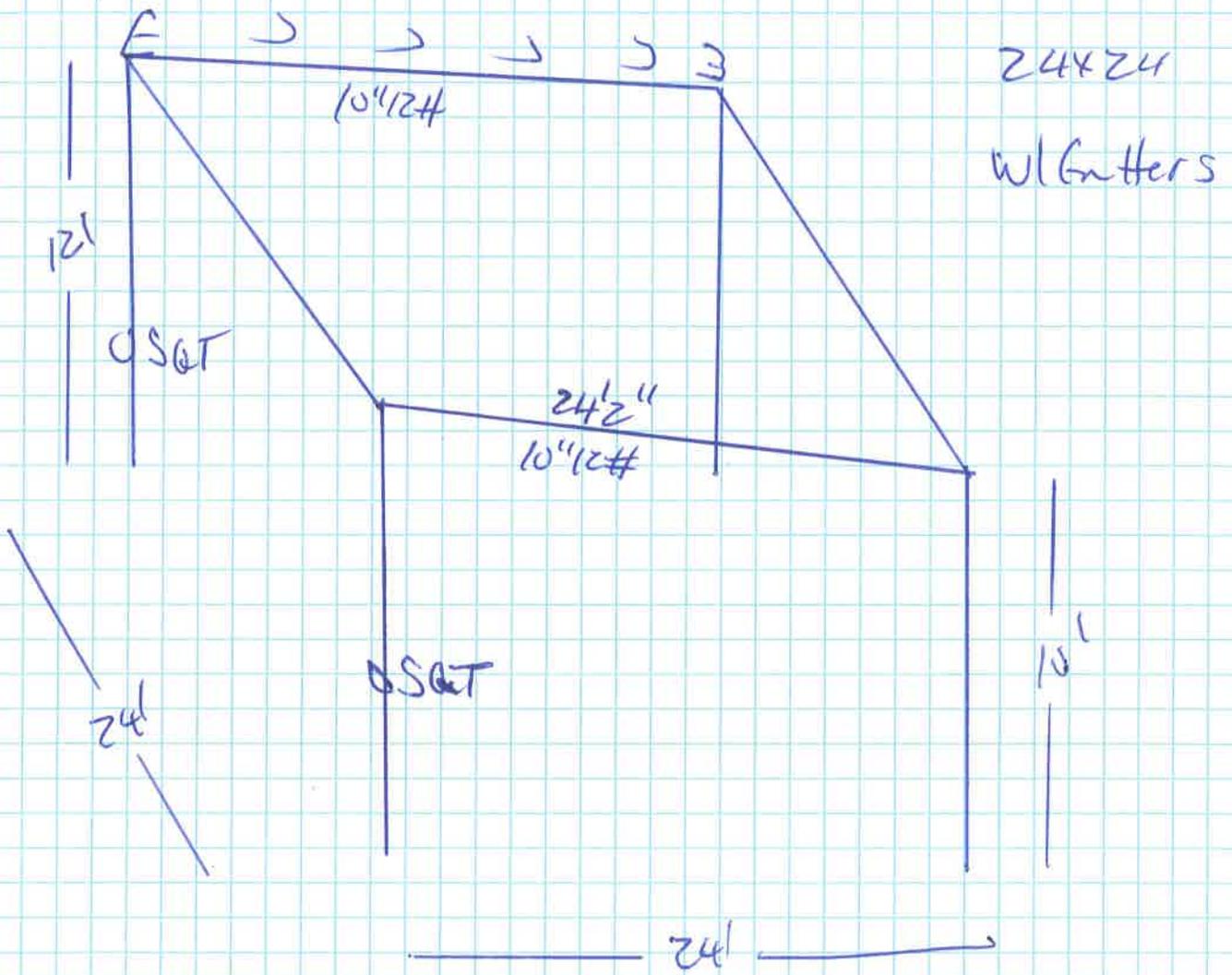
Printed Name: CASSANDRA DOYAL

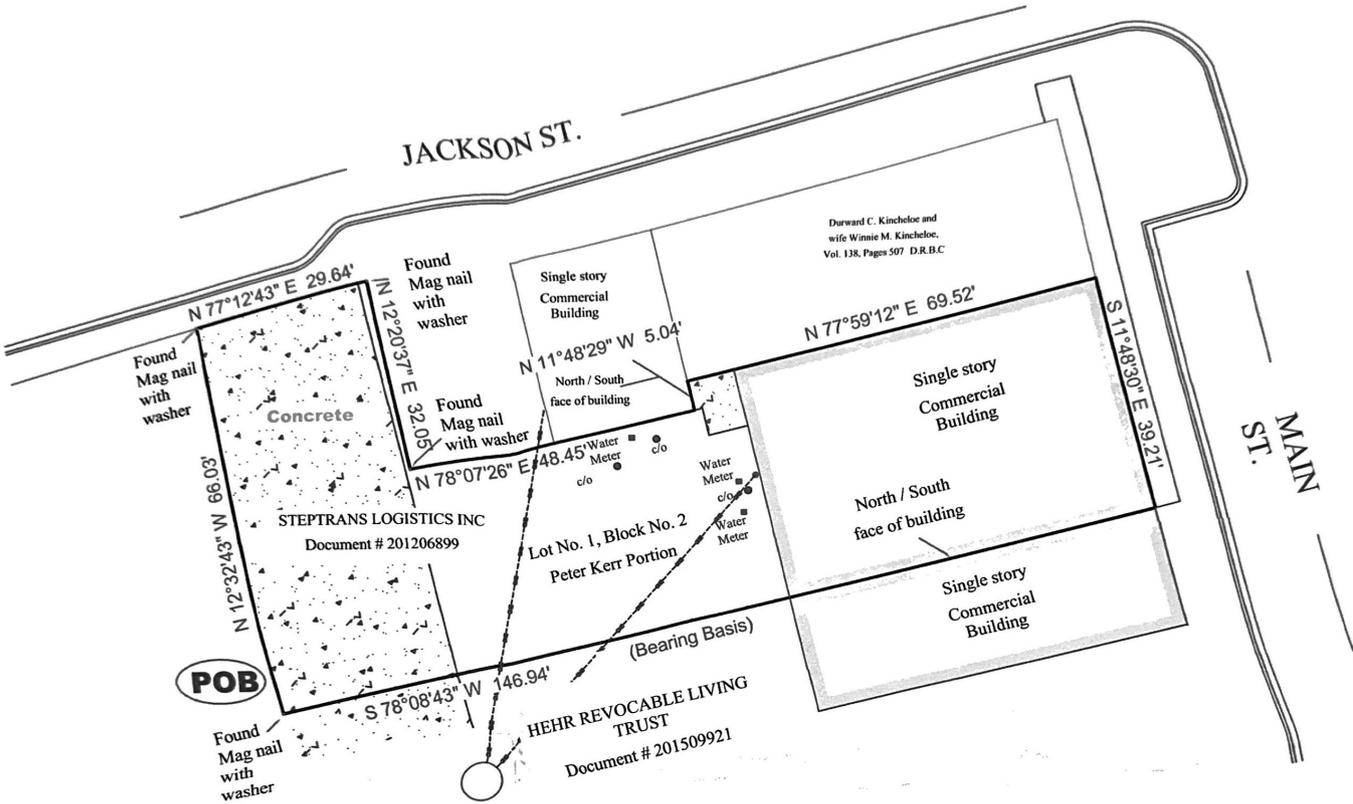
Intake Date: ____ / ____ / ____	Received by: _____
Amount Paid: \$ _____	Cash/Check #: _____ Receipt #: _____
Case #: _____	MPN #: _____ HPB Date: ____ / ____ / ____

Building created for:

Produced by:
Mueller Inc. Marble Falls





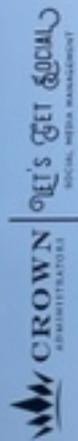


John Hamilton

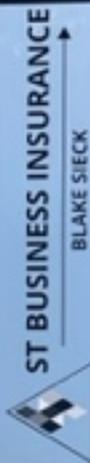
A-1

**COURTHOUSE SQUARE
205 S. PIERCE ST.**

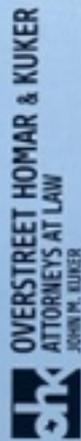
KAYLA RUNGE,
Kayla Runge
exp REALTY



**Ben Breedlove
Breedlove Ranch Sales, LLC**



**KK KICKSTART KIDS
SPEECH THERAPY**



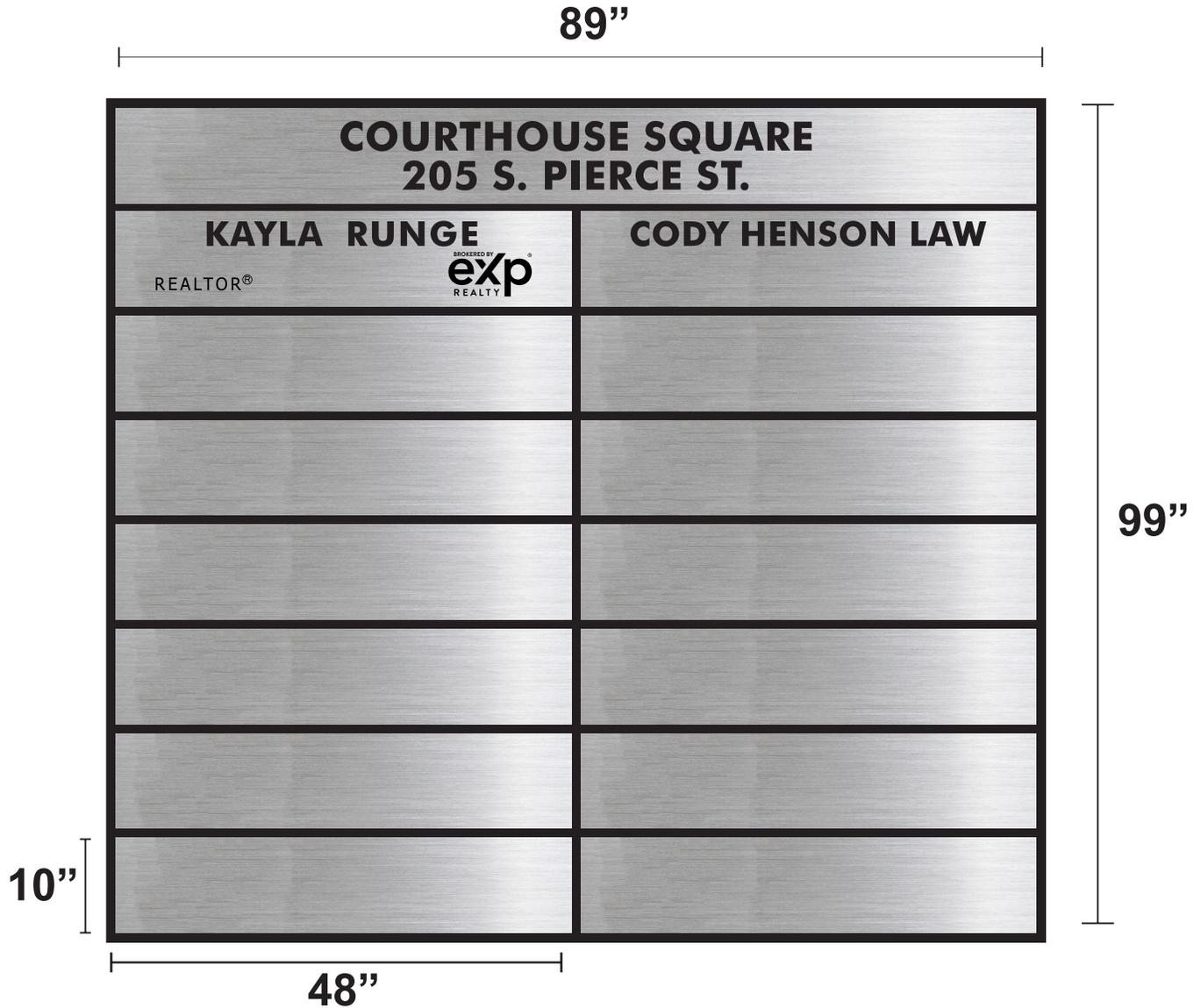


PLEASE review the design proof and verify that all information is correct. Check all phone numbers, addresses, names and colors. Note colors may vary from screen to print, so we cannot guarantee exact color matching. No work will be performed without a deposit or client approval. Client may be liable for extra production charges if changes are made after approval is given. **3 proofs are included with designs at no extra charge, but additional proofs will be \$15 each.**

PROJECT: Hensn Law CONTACT: Cody Henson

DATE: 6/17/23 EMAIL: codygranthenson@yahoo.com

APPROVAL: _____ PHONE: 617-605-6224



Project Description:

x1 double column directory sign with 14 (10''h x 48''w) brushed aluminum slider panels mounted on exterior rock wall

You must respond to this proof with approval and/or corrections to complete the process. We will not make anything without approval.

Designer/Artist: Roger Due Date: _____



DESIGN PROOF

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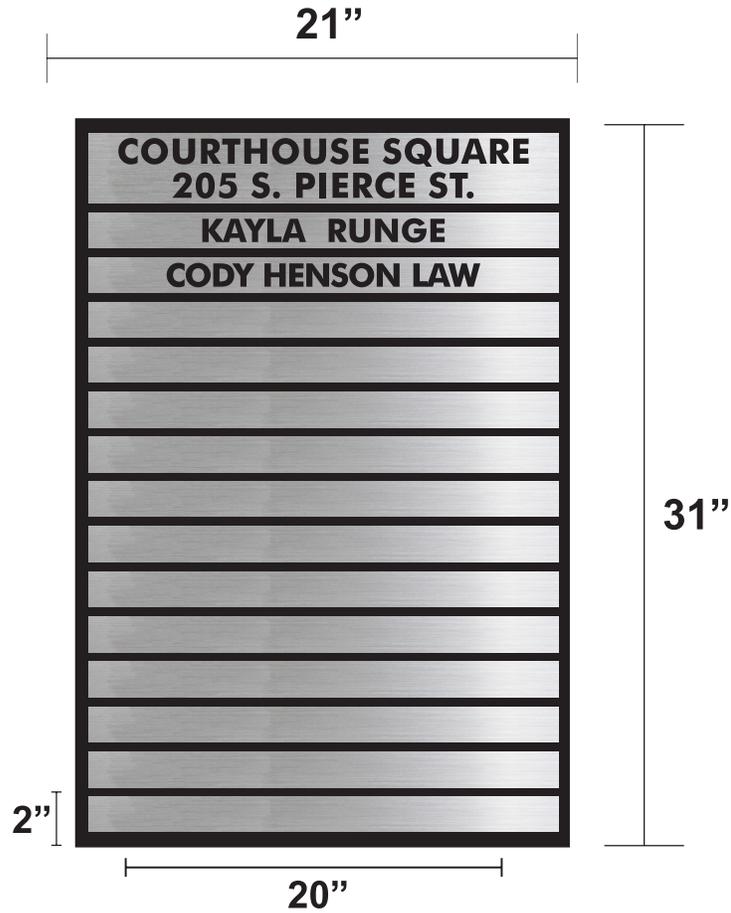


PLEASE review the design proof and verify that all information is correct. Check all phone numbers, addresses, names and colors. Note colors may vary from screen to print, so we cannot guarantee exact color matching. No work will be performed without a deposit or client approval. Client may be liable for extra production charges if changes are made after approval is given. **3 proofs are included with designs at no extra charge, but additional proofs will be \$15 each.**

PROJECT: Hensn Law CONTACT: Cody Henson

DATE: 6/17/23 EMAIL: codygranthenson@yahoo.com

APPROVAL: _____ PHONE: 617-605-6224



Project Description:

x1 single column directory sign with 14 (2" h x 20" w) brushed aluminum slider panels
mounted on knotty alder

office name plate 4" h x 16" w

You must respond to this proof with approval and/or corrections to complete the process. We will not make anything without approval.

Designer/Artist: Roger Due Date: _____

DESIGN PROOF

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Sign Location



ORDINANCE NO. 2023-18

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BURNET, TEXAS, AMENDING THE CODE OF ORDINANCE TO RECODIFY HISTORIC PRESERVATION REGULATIONS FROM CHAPTER 22 (ENTITLED IN CHAPTER 118 (ENTITLED “ZONING”) AND MAKING SUBSTANTIVE REVISIONS TO ESTABLISH THE POSITION OF HISTORIC PRESERVATION OFFICER TO ADMINISTER THE REGULATIONS AND ESTABLISHING A CERTIFICATE OF APPROPRIATENESS PERMIT FEE; MAKING REVISIONS TO CITY CODE CHAPTERS 2 (ENTITLED “ADMINISTRATION”) AND CHAPTER 21 (ENTITLED “SIGNS”) TO COMPORT WITH THE RECODIFICATION; PROVIDING FOR PENALTY; PROVIDING CUMULATIVE, REPEALER AND SEVERABILITY CLAUSES; PROVIDING FOR PUBLICATION; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, in furtherance of protecting its historic business district, its environs and other historic landmarks city council enacted historic preservation regulations by adoption of ordinance no. 2016-19, adopted August 9, 2019; and its predecessors Ord. No. 2012-27, §§ 2—18, adopted August 28, 2012; Ord. No. 2013-19, §§ 2—15, adopted November 12, 2013 and Ord. No. 2013-24, §§ 2—15, adopted January 14, 2014; and

WHEREAS, as the statutory authority for the adoption of the historic preservation regulations included Chapter 211 Texas Local Government Code City Council deems it convenient and efficient to recodify the text in Chapter 118 City Code; and

WHEREAS, city council determines it appropriate and necessary to substantively amend the historic preservation regulations by designating the city representative who administers the regulations as the historic preservation officer; further defining the historic preservation officer’s authority and duties; establishing a Certificate of Appropriateness application fee; and providing a methodology to avoid delays caused by the historic board’s inaction; and

WHEREAS, after a duly notice public hearing held on the first Monday of June, 2023, the Planning and Zoning commission made a recommendation to approve the Ordinance; and

WHEREAS, at a duly notice public hearing, held on a date contemporaneous with the first reading, city council received comments and testimony on the merits of this Ordinance; and

WHEREAS, City Council, finds, determines, and declares that publication of notice of this Ordinance, as required by Section 3.14 of the City Charter and the laws of the State of Texas, was made by the City Secretary within the period prescribed by Section 3.14; and

WHEREAS, City Council, finds, determines, and declares that the meeting at which this Ordinance is adopted was open to the public and public notice of the time, place, and subject matter of the public business to be considered at such meeting, including this Ordinance, was given as required by Chapter 211 of the Texas Local Government Code and Chapter 551 of the Texas Government Code.

NOW THEREFORE; BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BURNET, TEXAS:

Section one. Code amendment. City Code Chapter 22 (entitled “buildings and building regulations”) Article X (entitled “historic preservation”) is hereby recodified and renumbered as Chapter 118 (entitled “zoning”) Article X (entitled “historic preservation”); and amended substantively by adding the text that is underlined (underlined) deleting the text that is stricken (~~stricken~~) as shown on the attachment hereto labeled “*Historic Preservation Code*”; said attachment being incorporated herein for all purposes.

Section two. Code amendment. City Code Chapter 2 (entitled “administration”), Article III (entitled “*Appointed bodies*”) Section 2-44 (entitled “*historic preservation board of directors*”) is hereby amended by adding the text that is underlined (underlined) deleting the text that is stricken (~~stricken~~) as follows:

Sec. 2-44. - Historic preservation board of directors.

The historic preservation board of directors is established and governed by Chapter 118, Article X, City Code ~~chapter 22, article X, division 2.~~

Section three. Code amendment. City Code Chapter 21 (entitled “signs”) Article III (entitled “*zoning district regulations*”) Section 21-25 (entitled “*signs in historic district*”) is hereby amended by adding the text that is underlined (underlined) deleting the text that is stricken (~~stricken~~) as follows:

Sec. 21-25. Signs in historic district.

All applications for construction, reconstruction, alteration, restoration, or rehabilitation of a sign for any historic landmark or any property within a historic district shall be considered and acted upon by the historic preservation officer in accordance with Chapter 118, Article X City Code. ~~proposed signs in the historic overlay district shall be reviewed, by both city historical board and the planning and zoning commission prior to consideration by the city council.~~

Section three. Code amendment. City Code Chapter 21 (entitled “signs”) Article VIII (entitled “*national branded signs*”) Section 21-101 (entitled “*general*”) is hereby amended by adding the text that is underlined (underlined) deleting the text that is stricken (~~stricken~~) as follows:

Sec. 21-101. General.

Signs and sign plans utilized by national retail, commercial, and industrial outlets which do not meet the requirements of this section, may be permitted when, the city council

finds such signs are in conformance with the intent of this section and appropriate to the type of development or structure to which they are related. Signs requesting approval under this provision must meet the following requirements:

- (1) *Signage.* The trademark signs or sign formats or organization is generally standardized in cities nationally and redesign to comply with this section may detrimentally impact the nationally recognized company from locating in Burnet. The height of the sign shall conform with this section but the location, size and number may be approved to appear consistent with similar developments of the national chain.
- (2) *Permit approval.* Nationally branded signs, and/or planned unit developments, which do not conform to the regulations of this section may be granted approval by the city council after the planning and zoning commission has reviewed the sign(s) and site development plan. The planning and zoning commission shall make a recommendation to the city council for approval or denial based on their findings.
- (3) *Notification requirements.* Upon submittal of an application for a nationally branded signs exception, the city shall notify surrounding property owner in accordance with V.T.C.A., Local Government Code tit. 7, ch. 211.007.
- (4) *Historic district.* All applications for construction, reconstruction, alteration, restoration, or rehabilitation of a sign under this section for any historic landmark or any property within a historic district shall be considered and acted upon by the historic preservation officer in accordance with Chapter 118, Article X City Code. ~~All proposed signs requesting approval under this section within the historic overlay district shall be reviewed, by both the historical board and the planning and zoning commission prior to consideration by the city council.~~

Section five. Findings. The recitals contained in the preamble hereof are hereby found to be true, and such recitals are hereby made a part of this Ordinance for all purposes and are adopted as a part of the judgment and findings of the City Council.

Section six. Penalty. A violation of this ordinance is unlawful and subject to City Code of Ordinances Sec. 1-6 (entitled "*General Penalty*").

Section seven. Cumulative. This ordinance shall be cumulative of all provisions of all ordinances and codes, or parts thereof, except where the provisions of this Ordinance are in direct conflict with the provisions of such Ordinances, in which event Section 5, (entitled "*Repealer*") shall be controlling.

Section eight. Repealer. All ordinances and codes, or parts thereof, which are in conflict or inconsistent with any provision of this Ordinance are hereby repealed to the extent of such conflict, and the provisions of this Ordinance shall be and remain controlling as to the matters resolved herein.

Section nine. Severability. If any provision of this Ordinance or the application thereof to any person or circumstance shall be held to be invalid, the remainder of this Ordinance and the application of such provision to other persons and circumstances shall nevertheless be valid, and the City hereby declares that this Ordinance would have been enacted without such invalid provision.

Section ten. Publication. The publishers of the City Code are authorized to amend said Code to reflect the changes adopted herein and to correct typographical errors and to format and number paragraphs to conform to the existing Code.

Section eleven. Effective Date. This Ordinance shall be effective upon the date of final adoption hereof and publication as required by law.

Passed on first reading on the 13th day of June 2023.

Passed, Approved and Adopted on the 27th day of June 2023.

CITY OF BURNET

Gary Wideman, Mayor

ATTEST:

Kelly Dix, City Secretary