



ELGIN HISTORIC REVIEW BOARD
AGENDA
WEDNESDAY, SEPTEMBER 28, 2022
7:30 AM
404 NORTH MAIN STREET ELGIN PUBLIC LIBRARY

MOLLY ALEXANDER, CHAIR, ED RIVERS, ROBERT RYLAND, SKIE O 'MAHONEY,
MICAHA ERWIN, JAKE CARTER, CYNTHIA BURCHFIELD, BARRY BARKER, SHERRI RICHARDSON

- 1) Call to Order
- 2) Welcome
- 3) Public Comment

Individuals may request to speak on items on the agenda, and items not on the agenda, Speaker comments are limited to three (3) minutes. No formal action can be taken on items not posted on the agenda. All speakers must limit their comments to the specific subject matter noted on the "PUBLIC COMMENT FORM" and refrain from personal attacks or derogatory comments directed at any board member, Council Member, member of Staff, other individual or group.

- 4) Approve Minutes
 - a) August 31, 2022
- 5) Memo from Staff
- 6) Discussion and Possible Action
 - a. 206 N Main Street Bancorp South / Cadence Bank facade application
 - b. 206 Depot Street the Poth Building exterior facade renovation
 - c. 24 N Main Street bench application, Off the Rails
 - d. 114 Central Avenue, H&TC Freight Depot exterior maintenance
 - e. Veterans Memorial Park Expansion
 - f. 14 N Main Street facade application
- 7) Announcements
 - a. National Night Out October 4
 - b. Sip Shop Stroll October 8
 - c. Hogeye Festival October 20 , 21, 22
 - d. Safe Trick or Treat October 31
 - e. Dia De Los Muertos November 1
 - f. Arbor Day November 5
 - g. Veterans Appreciation Parade & Lunch November 12
 - h. Shop Small Saturday November 26
 - i. Time to Shine and Lighted Parade December 3
 - j. Sesquicentennial Sip, Shop, Stroll December 8th
 - k. Glowing into 2023 December 31
- 8) Adjourn

Certification:

I certify that the above notice was posted on the bulletin board at Elgin City Hall Annex
in the City of Elgin, Texas on or before 5:00pm Friday, September 23, 2022.

Marissa Pettigrew Admin. Assistant, Community Services

Notice of Possible Quorum: City Council, City of Elgin, Texas. This notice is posted in order to meet the requirements of the Open Meetings Act, in the event that the number of City Council members present at the event makes the Act applicable.

NOTICE OF ASSISTANCE AT A PUBLIC MEETING

The City of Elgin is committed to compliance with the Americans with Disability Act. The Elgin Public Library is wheelchair accessible and special marked parking is available in front of the building. Persons with disabilities who plan to attend this meeting and who may need assistance are requested to contact the City Secretary's Office at (512) 281-5724. Please provide forty-eight (48) hours' notice when feasible.



HISTORIC REVIEW BOARD MINUTES
WEDNESDAY AUGUST 31, 2022
ELGIN PUBLIC LIBRARY

Attending: Molly Alexander, Sherri Richardson, Jake Carter, Skie O'Mahoney, Barry Barker Micah Erwin, Ed Rivers, and Cynthia Burchfield.

Absent: Robert Ryland- work conflicts. Absence acknowledged and approved.

Staff: Amy Miller, Community Services Director, Kristina Alvarez, Main Street Manager

Called at 7:33 am by Molly Alexander. Cynthia Burchfield arrived at 7:36 am

Public Comment- None.

Minutes: Jake Carter moves to approve June 22nd minutes. 2nd by Sherri Richardson. Passed unanimously.

212 North Main Street

Adaptive reuse of existing service station building. Site plan for this project reviewed and approved in November / December 2021. Owner is participating in the State Historic Preservation Franchise tax credits and the National tax credits programs, which requires reviews by the Texas Historic Commission for compliance with the Secretary of the Interiors Historic Preservation standards, link below. All documents have been submitted to the state for review.

Doors will be painted the iron ore color. North elevation windows are in bad shape and will need to be replaced. Consultant stated they needed to be aluminum frame window. There is a window that is currently boarded up that will become a wood frame serving window with frosted glass. The windows will not be tinted. Light fixtures, Garage doors, and windows have been reviewed. Deck material will be composite deck board, will be put across the back yard except playground area. Playground area will be turf. Cedar fence on back and side with front area will have metal fencing to be able to see into the property. Specialist abatement starts September 12th. Demo permit has been obtained. Signage to be presented in future. The application meets historic preservation standards.

Ed Rivers moved to approve the paint colors, fencing materials, windows, other finishes on the exterior, no signage submitted. Cynthia Burchfield 2nd both. Passed unanimously.

101 Central Avenue Elgin Black Icons Mural Main Street side.

Elgin Black Icons Mural on wall facing on Main Street. Reviewed and approved by Design team March 2022, reviewed and approved by Main Street board March 29, 2022. Mural to be paid for by Elgin's Main Street Board. Mural artist: Jeremy Biggers. Portrait murals are a specialty of this artist. He uses photographs to inspire the work. The mural will include Harvey Westbrook, Annie Lee Haywood, Monty Joe Thomas, Dorothy McArthur, and S. H. McShan. Work to start and be completed in the fall. This application followed the public art review process including review by the Main Street design team. The mural is being placed on a stucco wall that has been previously painted. The property owner has reviewed and approved the work. This application is compliant.

Jake Carter moved to approve the mural. Sherri Richardson 2nd. Passed unanimously

101 S. Main Street

Permanent restrooms for Elgin's Backyard. Metal frame structure to have all exterior stucco finish. Exterior is 100% stucco with pre-finished color treatment beige with pre-finished treatment brown trim. ADA Compliant facility with

concrete and paved areas for access. This application meets the city's requirement of 90% masonry, it does not have to be brick. As a small building on an alley the Historic Review board can allow stucco rather than requiring 100% brick.

Sherri Richardson moved to approve the restroom facility. Micah Erwin 2nd. Passed unanimously.

14 N. Main

Owner proposes to install tie rod canopy around the property to resemble 1990s awning. Tie rod canopy proposed to have full support with metal framing. Owner is concerned about structural support and requests to have poles added for stability due to structural concerns. The property has had significant water penetration issues on the first floor at some of the bulkheads. Concern about if the poles are needed for aesthetic purposes, and where the gutters will drop off. Board restated that pole supported awnings are not architecturally the best choice in downtown Elgin and do not reflect the primary era of this structure. Encourages the owner to do a tie rod canopy without pole supports or to provide structural engineering evidence that the pole supports are needed. Board will review again once a drawing is submitted. No motion needed.

31 N. Main Street

Bank cleaned and tuck pointed the brick and painted wood surfaces previously painted with the same colors of paint. Exterior maintenance update was internally reviewed with the owner to support cleaning the brick and painting same colors of the wood frame areas and the stucco finish areas that were already painted. The same colors were used throughout. No motion needed.

34 N. Main Street

Window update. They are continuing to wait for their second story windows and has been provided a supply chain delay notice from his supplier. Planning installation for early November. No motion needed.

ANNOUNCEMENTS

Downtown Sidewalk project in the Central Ave to Main area is almost finished. Paving repair is the final piece.

Sesquicentennial Founders Day Birthday Bash and Full Steam Ahead Gala were successful with great participation.

Time to Shine on December 3. Event with the lighted parade and movie after the parade.

Glowing into 2023 on December 31, is the New Year's Eve event.

Arbor Day tree planning initiative to plant 150 trees this year.

ETX 150 has merchandise available, special Pecan Meade from Elgin Meadery, and ATX Jerky has commemorative jerky.

Board chairs to reach out to board applicants, discuss reappointments with members. Council appoints new members. term limits, chair is to call all applicants and notify the City Secretary. Amy to email the ordinance on appointments and term limits.

Adjourned 8:24am

APPROVED:

ATTEST:

TO: Historic Review Board
FROM: Amy Miller, Community Services Director
RE: Board meeting September 28, 2022
DATE: September 22, 2022

Applications for Review September 28, 2022

206 N Main Street Bancorp South / Cadence Bank

Bancorp South is merging with Cadence Bank and they are remodeling the existing bank building. Built in 1980, the 3,664 sq.ft. building is not historic, but its location in the historic district requires that the board review all alterations visible from a public right of way. Overview of the work: A new entrance will be installed facing Main Street, the existing lobby entry area will be enclosed for a conference room. The façade facing north or towards the parking lot will have one existing window changed to an entryway, the east facing or rear façade will have the door configuration changed to a window. Drive thru remains on the south wall facing 101 N Main Street. Window frames to be bronze dark brown metal to match existing window frames. The building will have a direct entrance from Main Street which is beneficial. Existing large oak tree to be preserved. Drive thru to remain in place same configuration. The modifications are appropriate for a 1980's era commercial structure.

206 Depot Street – The Poth Building corner of Avenue B and Depot Street

Rear façade – storefront modification. The building had an industrial use when constructed. Rather than the formal glass storefront previously submitted, the owner provides the following: Maintain the existing opening in the wall and use the existing track on the interior that supported a sliding door for a new sliding metal door. Overall structure cleaning and paint on the NOT brick Surfaces. No scratch brick or butler tile to be painted. Power wash whole exterior with low pressure setting taking care to preserve the brick. Non brick surfaces: 1 coat of primer and 2 coats of paint at siding, fascia, and soffits. Siding to be green color provided in sample, soffits, and fascia to be white. –

26 N Main Street – bench application

Business Owner for Off the Rails submits application for two wooden benches to be placed in front of the store on the sidewalk.

114 Central H&TC Freight Depot Chamber of Commerce & Visitors Center

Maintenance project – clean and repaint structure. pressure washing whole exterior, caulk where needed, replace three pieces of fascia, three 3 coats of paint to match existing color.

Veterans Memorial Park Expansion

Updated planning documents from Studio 16:19 for the Veterans Memorial Park Expansion. Consider action on Block A: includes an all-abilities historic train-themed playground, stage and outdoor classroom, nature and water play activities, free Wi-Fi, pollinator gardens, trees, lawn for cultural events and a variety of seating. Train themed playground to be sourced from

Kompan, a playground industry leader, founded fifty years ago by Tom Lindhardt, a sculptural artist who decided to make play sculptures. This is a unique play structure selected for its remarkable similarity to the first trains through Elgin. The elements in the park reflect priorities from the Parks Recreation and Open Space Master Plan.

RESOURCES: this park plan has been developed with professional services support from Texas Historic Commission Main Street office, McCann Adams Studio, TRC engineering, and Studio 16:19. It supports the historic district and is appropriate new construction / development for this area.

14 N Main Street Façade application

To be submitted

ANNOUNCEMENTS

EVENTS

- a. National Night Out October 4
- b. Sip Shop Stroll October 8
- c. Hogeye Festival October 20 , 21, 22
- d. Safe Trick or Treat October 31
- e. Dia De Los Muertos November 1
- f. Arbor Day November 5
- g. Veterans Appreciation Parade & Lunch November 12
- h. Shop Small Saturday November 26
- i. Time to Shine and Lighted Parade December 3
- j. Sesquicentennial Sip, Shop, Stroll December 8th
- k. Glowing into 2023 December 31

Elgin Sesquicentennial – continues all year, the new book Milestones and other souvenirs are available online through DHR link www.etx150.com

Resources:

Secretary of interior: <https://www.nps.gov/tps/standards.htm> Sources:

Preservation briefs: <https://www.nps.gov/tps/how-to-preserve/briefs.htm>

Do business downtown: <https://www.elgintx.com/208/Do-Business-Downtown>

sign requirements for size, placement, material and quantity. Resource:

https://library.municode.com/tx/elgin/codes/code_of_ordinances?nodeId=PTIICOOR_CH32SI_ARTVIISI_HIDIHILA



ELGIN HISTORIC REVIEW BOARD

APPLICATION FOR REVIEW OF MODIFICATIONS TO HISTORICALLY DESIGNATED PROPERTIES

The Elgin Historic Review Board meets on the 4th Tuesday of the month. Applications must be submitted ten (10) days prior to the meeting date.

Date Submitted: 9/13/22

APPLICANT INFORMATION

Applicant is:

☐ Building Owner ☐ Business Owner ☒ ^{Architect} Contractor

Applicant Name Stephens Daniel

Applicant Signature [Signature]

BUILDING INFORMATION

Name of Building Cadence Bank

Physical Address 207 N. Main St., Elgin, TX 78621

Owner Name Cadence Bank

Owner Mailing Address 201 South Spring St., Tupelo, MS 38804

Owner Phone # (662) 680-3000

Property Owner Signature Carol M. Drake 9/13/22

Date Approved

BUSINESS INFORMATION

Business Name Cadence Bank

Bus. Owner Name Cadence Bank (Carol Drake)

Bus. Mailing Address 201 South Spring St. Tupelo MS 38804

Bus. Phone # (662) 680-3000

Email Address carol.drake@bxs.com

CONTRACTOR INFORMATION

Contr. Name TBD

Contr. Address _____

Contr. Phone # () _____

OTHER CONTACT INFORMATION

Architect/Applicant - 662-260-4543 stephens@danial-designstudio.com

SIGN APPLICATION INFORMATION

Sign Type ☐ Projection ☐ Flat Mount ☐ Window

Temporary Banner ☐

Sign Dimensions _____ x _____ = _____ sq ft

Projection Sign (sq ft x 2) Total sq ft _____

☐ Building Front Linear Feet _____
meets standards ☐ yes ☐ no

☐ Window Dimensions _____ x _____ = _____ sq ft
% Coverage; meets standards ☐ yes ☐ no

Intended and desired starting and completion date of alteration or repairs.

Start 10/22 Complete 4/23

Description of proposed external alteration or repair (use additional paper if needed)

Storefront window replacement. Removal of some storefront windows at drive thru to be infilled with a metal stud and EIFS veneer. Buildout under existing entrance porch, storefront to match existing. New entrances relocated. Painting exterior brick facade.

Drawing/sketch of the proposed external alteration (use additional paper if needed).

Please provide current photos of property.

(See attached)

CERTIFICATE OF APPROPRIATENESS

☐ Approved ☐ Rejected ☐ Modified

(Building Permit Attached)

Chairman/Vice Chairman Signature _____ Date _____

Building Official or Designee Signature _____ Date _____

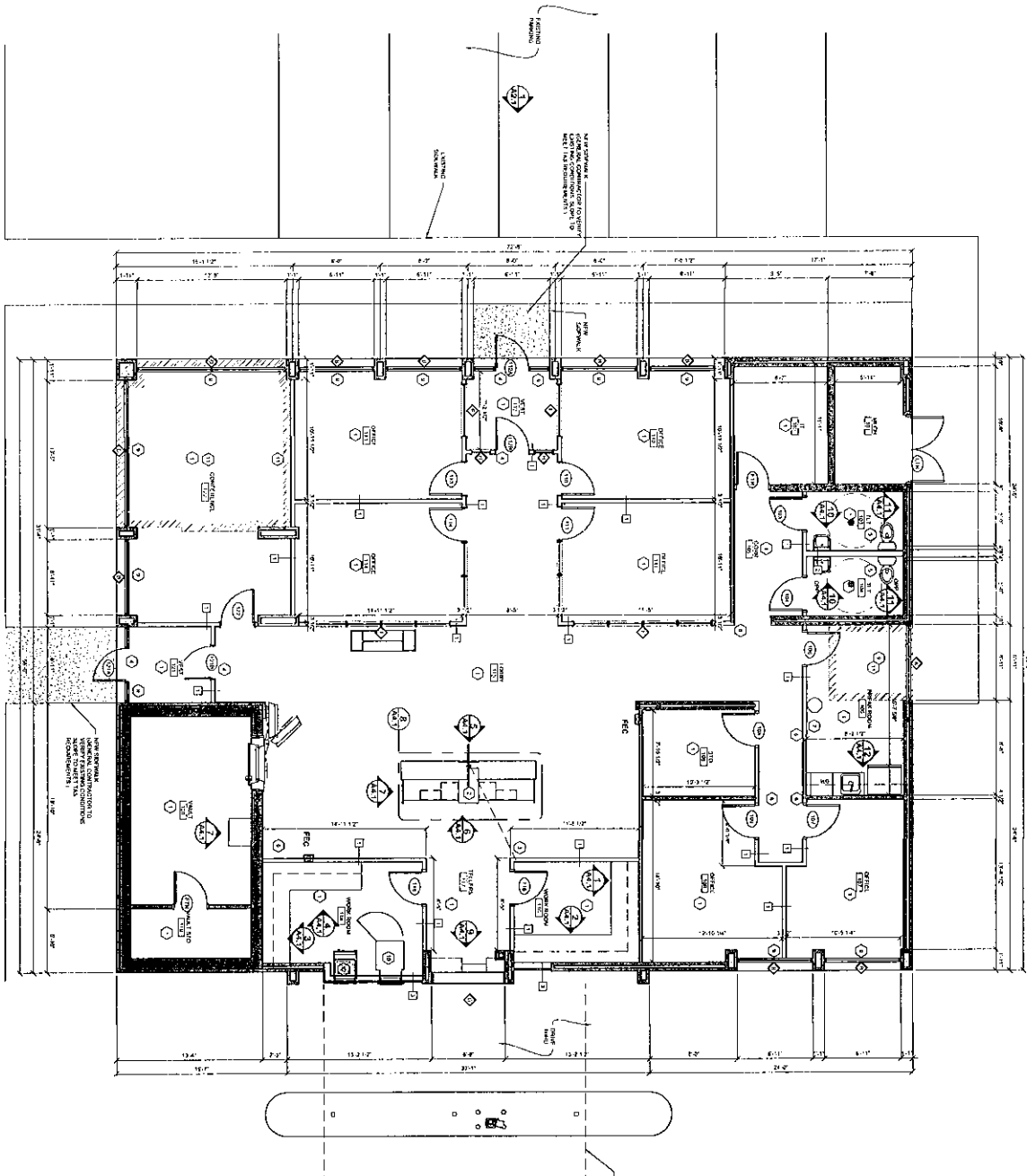
Date(s) Reviewed by Board _____

City Of Elgin Code Chapter 1 Section 5, page 42, states in part "...violations shall be fined \$2000 per day," Each day a violation occurs is a separate violation. Failure to have projects reviewed and failure to follow an approved application constitutes a violation.

Application fee \$50
Temporary Banner fee \$25
Payable to The City of Elgin
P.O. Box 591
Elgin, TX 78621

For questions call (512) 281-0119 or write to
dharrell@ci.elgin.tx.us & amiller@ci.elgin.tx.us





SYMBOL LEGEND

- 1. EXISTING WALL, 1/2" THICK
- 2. EXISTING WALL, 1/2" THICK
- 3. EXISTING WALL, 1/2" THICK
- 4. EXISTING WALL, 1/2" THICK
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FLOOR PLAN SPECIFIC NOTES

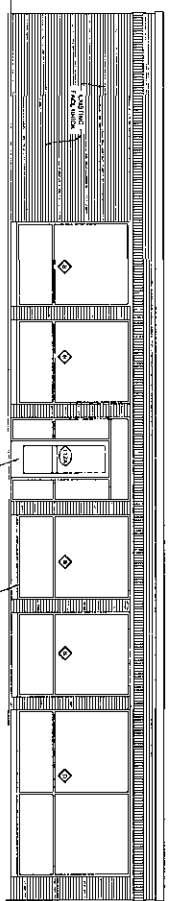
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GENERAL NOTES

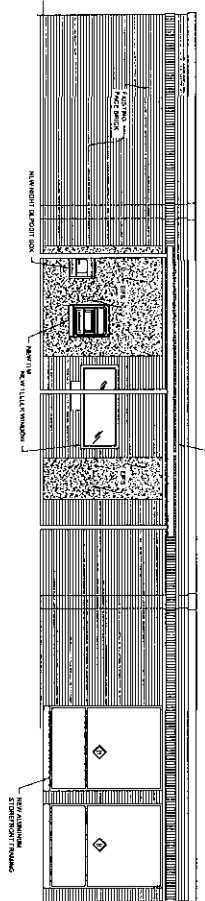
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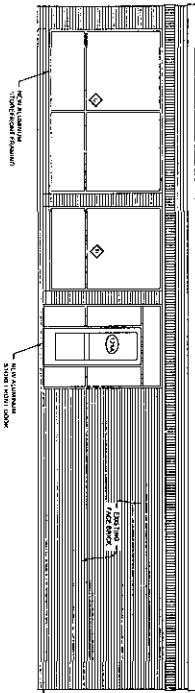
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08.15.11	JD	1.10



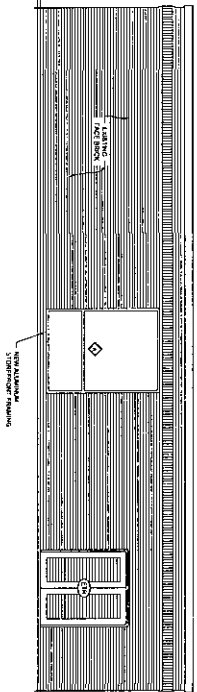
NORTH ELEVATION
SCALE: 1/8" = 1'-0"



SOUTH ELEVATION
SCALE: 1/8" = 1'-0"



WEST ELEVATION
SCALE: 1/8" = 1'-0"



EAST ELEVATION
SCALE: 1/8" = 1'-0"















Community

From: Amy Miller
Sent: Thursday, September 15, 2022 7:44 AM
To: Community
Subject: FW: 2021821 Elgin Branch Bank_ Historic Application and Drawings

Follow Up Flag: Follow up
Flag Status: Flagged

HRB September agenda

Amy Miller
Director of Community Services
Public Information Officer
City of Elgin www.elgintx.com
Cell 512-801-5748
Mailing: PO Box 591 Elgin TX 78621
Physical: 802 North Avenue C
Texas Main Street City
Sausage Capital of Texas
Brick Capital of the Southwest
Social media: VisitElginTx, City of Elgin, Facebook & Instagram



From: Barbara Hollingsworth <barbara.hollingsworth@bxs.com>
Sent: Wednesday, September 14, 2022 12:12 PM
To: Amy Miller <amy.miller@elgintexas.gov>
Cc: Community <community@elgintexas.gov>; Carol Drake <carol.drake@bxs.com>; stephens@daniel-designstudio.com
Subject: Re: 2021821 Elgin Branch Bank_ Historic Application and Drawings

CAUTION: This email originated from outside of the City of Elgin. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hello Amy, I email separately the current exterior elevation photos you requested. Also to answer your question regarding the windows:

Window frames will be silver aluminum in color and will be: FG-3000 Thermal MP Storefront 2x4.5 system with 1 inch insulated glass, clear oxidizing finishing film.

Thank you, let me know if you have any questions or need additional information.

Barbara Hollingsworth | Community Bank President

| Elgin | Granger | Bartlett | NMLS 584134



A Division of Cadence Bank

Office: 512-285-3405 | Cell: 512-663-0516

barbara.hollingsworth@bxs.com

"Guided by uncompromising honesty and integrity, BancorpSouth+Cadence strives to provide relationship-focused financial services in a manner that exceeds the expectations of our **customers**, supports the betterment of our **communities**, instills pride and passion in our **teammates**, and delivers value to our **shareholders**."

On Tue, Sep 13, 2022 at 4:57 PM <stephens@daniel-designstudio.com> wrote:

Ms. Miller,

See the link below to download the Historic Application and additional documents for the Cadence- Elgin Branch Bank Project.

Please let me know if you need any additional information.

I'm using Adobe Acrobat.

You can view "2021821 Elgin Branch Bank_Historic Application and Drawings.pdf" at:

<https://acrobat.adobe.com/link/track?uri=urn:aaid:scds:US:6c55fdbf-1d96-4a43-92bd-d8b91d7b1dc4>

Thank You,

Stephens

Stephens Daniel, AIA, LEED AP BD+C

stephens@daniel-designstudio.com

DANIEL DESIGN STUDIO, P.C.

398 E. Main St., Suite 209

Tupelo, MS 38804

(P) 662.260.4543

CONFIDENTIALITY STATEMENT

This email and any documents transmitted with it may contain information that is confidential or proprietary to BancorpSouth Bank or is subject to legal privilege and is solely for the use of the individuals or entities to whom this email was addressed or intended. If you received this message in error, please immediately notify the sender by reply email and delete the message and any attachments from your computer or other device. Any other use, retention, dissemination, forwarding, printing or copying of this email (or any portion of it) is strictly prohibited.

Amy Miller

HRB add to their App.

From: Barbara Hollingsworth <barbara.hollingsworth@bxs.com>
Sent: Wednesday, September 14, 2022 12:12 PM
To: Amy Miller
Cc: Community; Carol Drake; stephens@daniel-designstudio.com
Subject: Re: 2021821 Elgin Branch Bank_ Historic Application and Drawings

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Hello Amy, I email separately the current exterior elevation photos you requested. Also to answer your question regarding the windows:

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ELGIN HISTORIC REVIEW BOARD

APPLICATION FOR REVIEW OF MODIFICATIONS TO HISTORICALLY DESIGNATED PROPERTIES

The Elgin Historic Review Board meets on the 4th Tuesday of the month. Applications must be submitted ten (10) days prior to the meeting date.

Date Submitted: 9-15-2022

APPLICANT INFORMATION

Applicant is: ☒ Building Owner ☐ Business Owner ☐ Contractor

Applicant Name Tom Mattis

Applicant Signature _____

BUILDING INFORMATION

Name of Building The Poth Building

Physical Address 206 Depot

Owner Name City of Elgin

Owner Mailing Address PO Box 591

Owner Phone # (512) 281-5724

Property Owner Signature _____ Date Approved 9.15.22

BUSINESS INFORMATION

Business Name None / City Elgin

Bus. Owner Name _____

Bus. Mailing Address _____

Bus. Phone # (____) _____

Email Address tom.mattis@elgintexas.gov

CONTRACTOR INFORMATION

Contr. Name Michael Gonzalez

Contr. Address Public Works Dir.

Contr. Phone # (512) 748-4402

OTHER CONTACT INFORMATION

SIGN APPLICATION INFORMATION

Sign Type ☐ Projection ☐ Flat Mount ☐ Window

Temporary Banner ☐

Sign Dimensions _____ x _____ = _____ sq ft

Projection Sign (sq ft x 2) Total sq ft _____

☐ Building Front Linear Feet _____ meets standards ☐ yes ☐ no

☐ Window Dimensions _____ x _____ = _____ sq ft
_____% Coverage; meets standards ☐ yes ☐ no

Intended and desired starting and completion date of alteration or repairs.

Start _____ Complete _____

Description of proposed external alteration or repair (use additional paper if needed)

Exterior Siding paint green.
Replace plywood w/ sliding
metal door on wall @ alley

Drawing/ sketch of the proposed external alteration (use additional paper if needed).

Please provide current photos of property.

CERTIFICATE OF APPROPRIATENESS

☐ Approved ☐ Rejected ☐ Modified

(Building Permit Attached)

Chairman/Vice Chairman Signature _____ Date _____

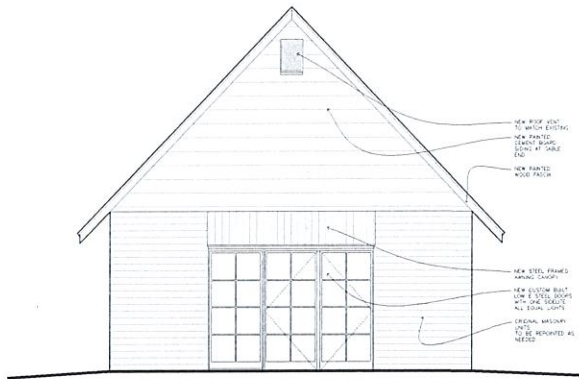
Building Official or Designee Signature _____ Date _____

Date(s) Reviewed by Board _____

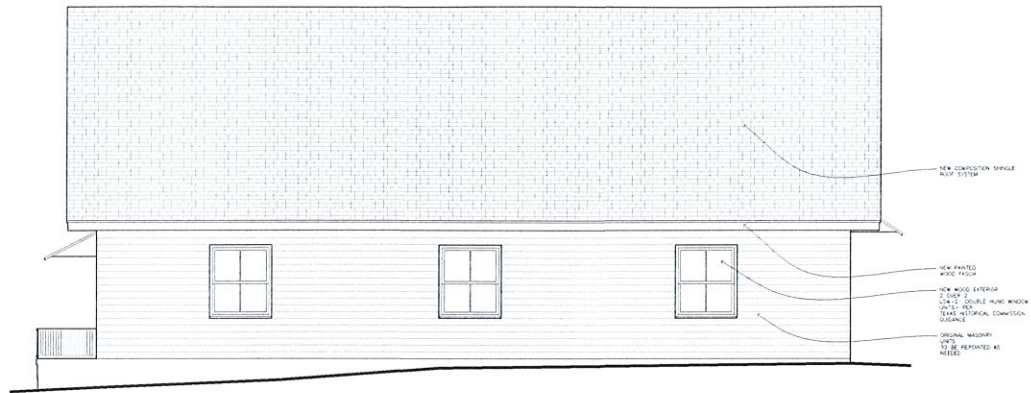
City Of Elgin Code Chapter 1 Section 5, page 42, states in part "...violations shall be fined \$2000 per day," Each day a violation occurs is a separate violation. Failure to have projects reviewed and failure to follow an approved application constitutes a violation.

Application fee \$50
Temporary Banner fee \$25
Payable to The City of Elgin
P.O. Box 591
Elgin, TX 78621

For questions call (512) 281-0119 or write to
dharrell@ci.elgin.tx.us & amiller@ci.elgin.tx.us



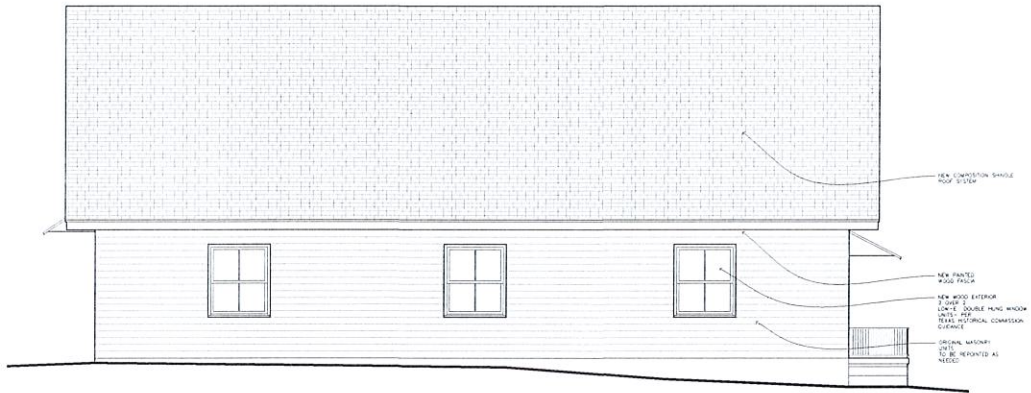
01 Proposed Exterior Elevation—New Entry
SCALE: 1/4"=1'-0"



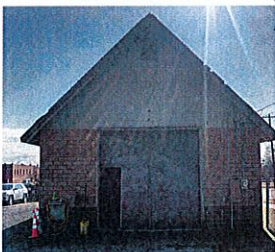
02 Proposed Exterior Elevation—EPD Yard
SCALE: 1/4"=1'-0"



03 Proposed Exterior Elevation—Depot Street
SCALE: 1/4"=1'-0"



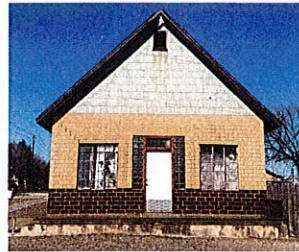
04 Proposed Exterior Elevation—North Avenue B
SCALE: 1/4"=1'-0"



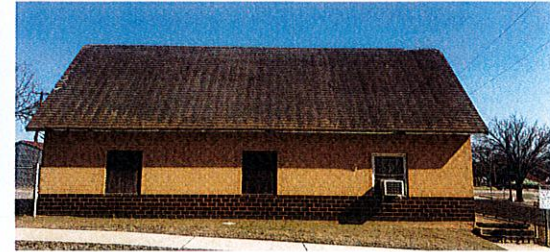
EAST ELEVATION—NEW ENTRY SIDE



EPD YARD SIDE



DEPOT STREET SIDE



NORTH AVENUE B SIDE

05 Photos of Existing Conditions
SCALE: N/A

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ARCHITECT LLC
2881 E 15TH STREET
AUSTIN, TEXAS 78741
512.363.8888
CJM@CJMArchitect.com

PROJECT:
POTH WORKSHOP
REHABILITATION
200 DEPOT STREET
ELGIN, TEXAS

DATE	DATE



112 East 2nd Street

Example of sliding metal door

206 Depot Street
The Poth Building

Paint color for the siding – none of the brick will be painted





HISTORIC REVIEW BOARD MINUTES
THURSDAY, MARCH 4, 2021
VIRTUAL GO TO MEETING

Attending: Molly Alexander, Ed Rivers, Sherri Richardson, Barry Barker, Cynthia Burchfield, Skie O'Mahoney (8:30am) and Micah Erwin (8:30 am)

Absent: Jake Carter (absent due to new baby) and Robert Ryland

Staff: Amy Miller, Community Services Director and La'Richer Parks, Administrative Assistant

Guest: Charlie Melanson, architect

Called at 8:15 am by Molly Alexander.

Public Comment- None.

Welcome- New board members-Sherri Richardson and Barry Barker

Minutes- Minutes from 2020 were provided to the board: May 7, May 28, August 25, September 22, October 20 and November 17. Ed Rivers moves to approve. 2nd by Cynthia Burchfield. Passed unanimously.

206 Depot Street façade application, Amy Miller provided an overview of the property: The Poth building owned by the City of Elgin is a Butler glazed tile and scratch brick industrial style building at the corner of Depot Street and Avenue B. Architect for the project, Charlie Melanson provided an explanation of the exterior elevations for the building renovation. On the North elevation facing the alley, the large existing opening that is plywood and a single frame door will be a uniform storefront with three equal partitions functional double doors, a transom and a canopy. The asbestos siding on the exterior will be removed and abated, hardiplank type siding will be installed in a pattern similar to the original siding. Brick will be cleaned and repointed Rotted fascia and wood trim will be replaced throughout with wood. Windows on the east and west elevations are missing and or not salvageable and will be replaced with a two over two wood frame configuration. South elevation facing Depot Street will have the original steel frame windows rebuilt, new full light door installed retaining existing glass block sidelights, transom window above door and a metal frame canopy. Ed River moves to approve application as presented. 2nd by Cynthia Burchfield. Passed unanimously.

Molly turns meeting over to Ed Rivers.

20 North Main- Presented by Molly Alexander owner of 18 N Main Street and G&M Drygoods. G& M Drygoods, sidewalk dining application, Business is considering additions that would need sidewalk dining. possible future outdoor seating/dining expansion. Furniture would be small metal bistro style table and chairs in blue. Board discussed sidewalk dining ordinance and guidelines. The ordinance regulates size, placement, materials. This application is compliant with the requirements. Cynthia Burchfield moves to approve as presented. 2nd by Sherri Richards. Molly abstained. Motion passed.

Ed River turns the meeting back over to Molly.

Downtown Planters- Amy presents application to the board from the Main Street Board Design Committee. The Design Committee would like to adopt the planter at the corner near 32 N. Main and explore the possibility of painting it as a pilot public art project. The work would be done by Ashley Smith owner of The Clever Tiger. This would be a trial to see if the planters could be painted and how the community responds to it. Board discussed concerns about color schemes, appropriateness of project and how this fit in the Downtown Elgin Public Art Plan. AS part of that plan, public art in the historic district is to be reviewed by the Historic Review Board. The board is generally tasked with responding to the impact on historic structures, not the art itself. Using infrastructure within the district such as planters, benches, trash cans, and transformer boxes is commonplace. Molly turns meeting over to Ed Rivers at 9:05am. This is a pilot project to see if and how this might work in the district on one planter. The Design team and Main Street Board would need to compose an overall plan and garner public input before bringing additional requests to the board for consideration. Cynthia Burchfield moves to approve the pilot planter program to have Ashley Smith paint the planter at 32 N. Main 2nd by Barry Barker. Passed unanimously.

Veterans Park Expansion- Amy Miller shares the Park expansion Plan and the background on the plan with the board. Recommendation in the Sustainable Places plan adopted by City Council in 2015 included purchasing this ten acres fo railroad right of way from Union Pacific Railroad, and developing it as community parks space with a transit stop in the future. This plan showed a general linear park space and transit stop. The Parks & Recreation Advisory Board spent 2020 developing a master parks plan which is in final stages of review and public input before presentation to council. The elements in the Veterans park Expansion plan presented here reflect the priorities and needs expressed by the public in that plan. The plan includes in Veterans park, repair existing sidewalks, from Avenue C to Avenue B a dancing water plaza, green lawn, playscape with shade cover and concession stand, from Avenue B o Avenue A, dog park, sensory park area, and skatepark area. Along all railroad right of way from Avenue C to Avenue A north and south sides, vegetative fencing. The CARTS transit stop at Avenue C and Central which is under construction and will provide public restrooms would include additional reduced pervious cover sustainable parking. Micah Erwin moves to accept the project plan. 2nd by Barry Barker. Passed unanimously.
Cynthia left meeting at 9:25am

Announcements- None

Adjourned 9:33 am

APPROVED:

ATTEST:



ELGIN HISTORIC REVIEW BOARD

APPLICATION FOR REVIEW OF MODIFICATIONS TO HISTORICALLY DESIGNATED PROPERTIES

The Elgin Historic Review Board meets on the 4th Tuesday of the month. Applications must be submitted ten (10) days prior to the meeting date.

Date Submitted: **9/21/22**

APPLICANT INFORMATION Applicant is:

☐ Building Owner ☒ Business Owner ☐ Contractor

Applicant Name **Linda Perez**

Applicant Signature *Linda Perez*

BUILDING INFORMATION

Name of Building _____

Physical Address **24 N Main St**

Owner Name **Tolbert Properties**

Owner Mailing Address **1126 Swenson Blvd**

Owner Phone # **(512) 619 6658**

Property Owner Signature _____ Date Approved _____

BUSINESS INFORMATION

Business Name **off the rails**

Bus. Owner Name **linda perez**

Bus. Mailing Address **24 n main st**

Bus. Phone # **(512) 648 3606**

Email Address **OTRsweetsandtreats@gmail.com**

CONTRACTOR INFORMATION

Contr. Name _____

Contr. Address _____

Contr. Phone # () _____

OTHER CONTACT INFORMATION

SIGN APPLICATION INFORMATION

Sign Type ☐ Projection ☐ Flat Mount ☐ Window

Temporary Banner ☐

Sign Dimensions _____ x _____ = _____ sq ft

Projection Sign (sq ft x 2) Total sq ft _____

☐ Building Front Linear Feet _____ meets standards ☐ yes ☐ no

☐ Window Dimensions _____ x _____ = _____ sq ft
% Coverage; meets standards ☐ yes ☐ no

Intended and desired starting and completion date of alteration or repairs.

Start **9/21/22** Complete **9/21/22**

Description of proposed external alteration or repair (use additional paper if needed)

Add 2 wood benches for seating along exterior window. Each bench measures 2ft wide by 3ft tall by 5ft long

Drawing/ sketch of the proposed external alteration (use additional paper if needed). Please provide current photos of property.

photos attached

CERTIFICATE OF APPROPRIATENESS

☐ Approved ☐ Rejected ☐ Modified

(Building Permit Attached)

Chairman/Vice Chairman Signature _____ Date _____

Building Official or Designee Signature _____ Date _____

Date(s) Reviewed by Board _____

City Of Elgin Code Chapter 1 Section 5, page 42, states in part "...violations shall be fined \$2000 per day," Each day a violation occurs is a separate violation. Failure to have projects reviewed and failure to follow an approved application constitutes a violation.

Application fee \$50

Temporary Banner fee \$25

Payable to The City of Elgin

P.O. Box 591

Elgin, TX 78621

For questions call (512) 281-0119 or write to

धारrell@ci.elgin.tx.us & amiller@ci.elgin.tx.us









ELGIN HISTORIC REVIEW BOARD

APPLICATION FOR REVIEW OF MODIFICATIONS TO HISTORICALLY DESIGNATED PROPERTIES

The Elgin Historic Review Board meets on the 4th Tuesday of the month. Applications must be submitted ten (10) days prior to the meeting date.

Date Submitted: 9-15-2022

APPLICANT INFORMATION

Applicant is:

☒ Building Owner ☐ Business Owner ☐ Contractor

Applicant Name Tom Mattis

Applicant Signature _____

BUILDING INFORMATION

Name of Building H&TC Freight Depot

Physical Address 114 Central Ave

Owner Name City of Elgin

Owner Mailing Address P.O. Box 591

Owner Phone # (512) 281-5724

Property Owner Signature _____

Date Approved 9/15/22

BUSINESS INFORMATION

Business Name Chamber of Commerce

Bus. Owner Name Veronica Seever

Bus. Mailing Address 114 Central

Bus. Phone # (512) 285 4515

Email Address veronicaseever@elgin

CONTRACTOR INFORMATION

Contr. Name Michael Gonzalez

Contr. Address Public Works Dep.

Contr. Phone # (512) 748 4402

OTHER CONTACT INFORMATION

SIGN APPLICATION INFORMATION

Sign Type ☐ Projection ☐ Flat Mount ☐ Window

Temporary Banner ☐

Sign Dimensions _____ x _____ = _____ sq ft

Projection Sign (sq ft x 2) Total sq ft _____

☐ Building Front Linear Feet _____
meets standards ☐ yes ☐ no

☐ Window Dimensions _____ x _____ = _____ sq ft
% Coverage; meets standards ☐ yes ☐ no

Intended and desired starting and completion date of alteration or repairs.

Start ASAP Complete 10 days

Description of proposed external alteration or repair (use additional paper if needed)

Power wash, repair
caulk paint same
color as existing

Drawing/ sketch of the proposed external alteration (use additional paper if needed).

Please provide current photos of property.

CERTIFICATE OF APPROPRIATENESS

☐ Approved ☐ Rejected ☐ Modified

(Building Permit Attached)

Chairman/Vice Chairman Signature _____

Date _____

Building Official or Designee Signature _____

Date _____

Date(s) Reviewed by Board _____

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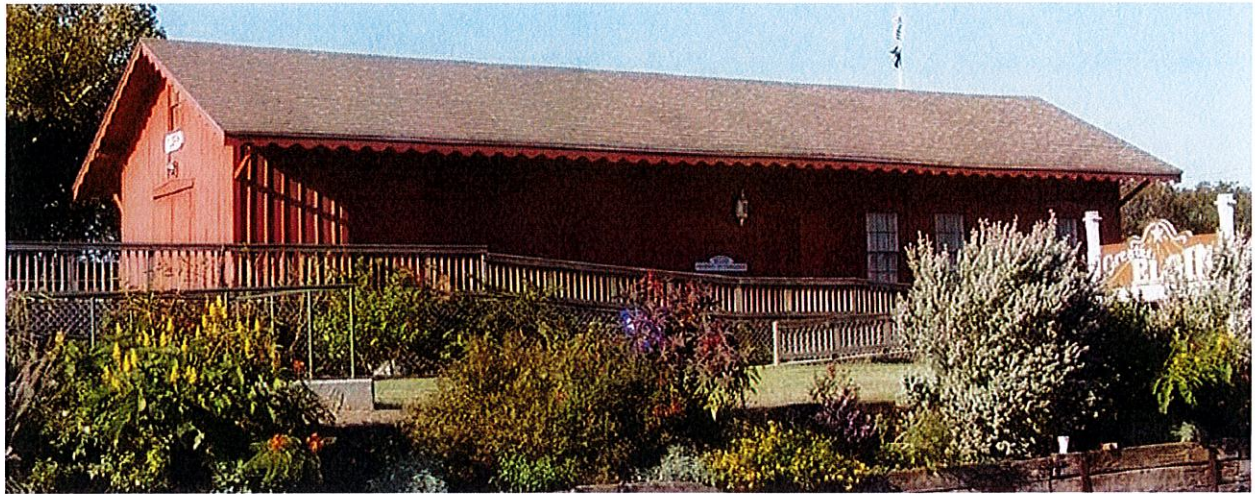
Application fee \$50
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धारrell@ci.elgin.tx.us & amiller@ci.elgin.tx.us

114 Central Avenue

H&TC Freight Depot

Chamber of Commerce and Visitors Center





ELGIN HISTORIC REVIEW BOARD

APPLICATION FOR REVIEW OF MODIFICATIONS TO HISTORICALLY DESIGNATED PROPERTIES

The Elgin Historic Review Board meets on the 4th Tuesday of the month. Applications must be submitted ten (10) days prior to the meeting date.

Date Submitted: 9-19-2022

APPLICANT INFORMATION

Applicant is:

☒ Building Owner ☐ Business Owner ☐ Contractor

Applicant Name Tom Mattis

Applicant Signature _____

BUILDING INFORMATION

Name of Building Veterans Memorial Park

Physical Address # 200 Depot St.

Owner Name City Elgin

Owner Mailing Address PO Box 591

Owner Phone # (512) 281-5724

Property Owner Signature _____ Date Approved 1/1

BUSINESS INFORMATION

Business Name City of Elgin

Bus. Owner Name Tom Mattis

Bus. Mailing Address PO Box 591

Bus. Phone # (512) 281-5724

Email Address tom.mattis@elgintexas.gov

CONTRACTOR INFORMATION

Contr. Name NA

Contr. Address _____

Contr. Phone # ()

OTHER CONTACT INFORMATION

SIGN APPLICATION INFORMATION

Sign Type ☐ Projection ☐ Flat Mount ☐ Window

Temporary Banner ☐

Sign Dimensions _____ x _____ = _____ sq ft

Projection Sign (sq ft x 2) Total sq ft _____

☐ Building Front Linear Feet _____ meets standards ☐ yes ☐ no

☐ Window Dimensions _____ x _____ = _____ sq ft
_____ % Coverage; meets standards ☐ yes ☐ no

Intended and desired starting and completion date of alteration or repairs.

Start _____ Complete _____

Description of proposed external alteration or repair (use additional paper if needed)

Kompan train playstructure

Drawing/ sketch of the proposed external alteration (use additional paper if needed).

Please provide current photos of property.

Review updated park expansion plans Block A.

CERTIFICATE OF APPROPRIATENESS

☐ Approved ☐ Rejected ☐ Modified

(Building Permit Attached)

Chairman/Vice Chairman Signature _____ Date _____

Building Official or Designee Signature _____ Date _____

Date(s) Reviewed by Board _____

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Application fee \$50
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Payable to The City of Elgin
P.O. Box 591
Elgin, TX 78621

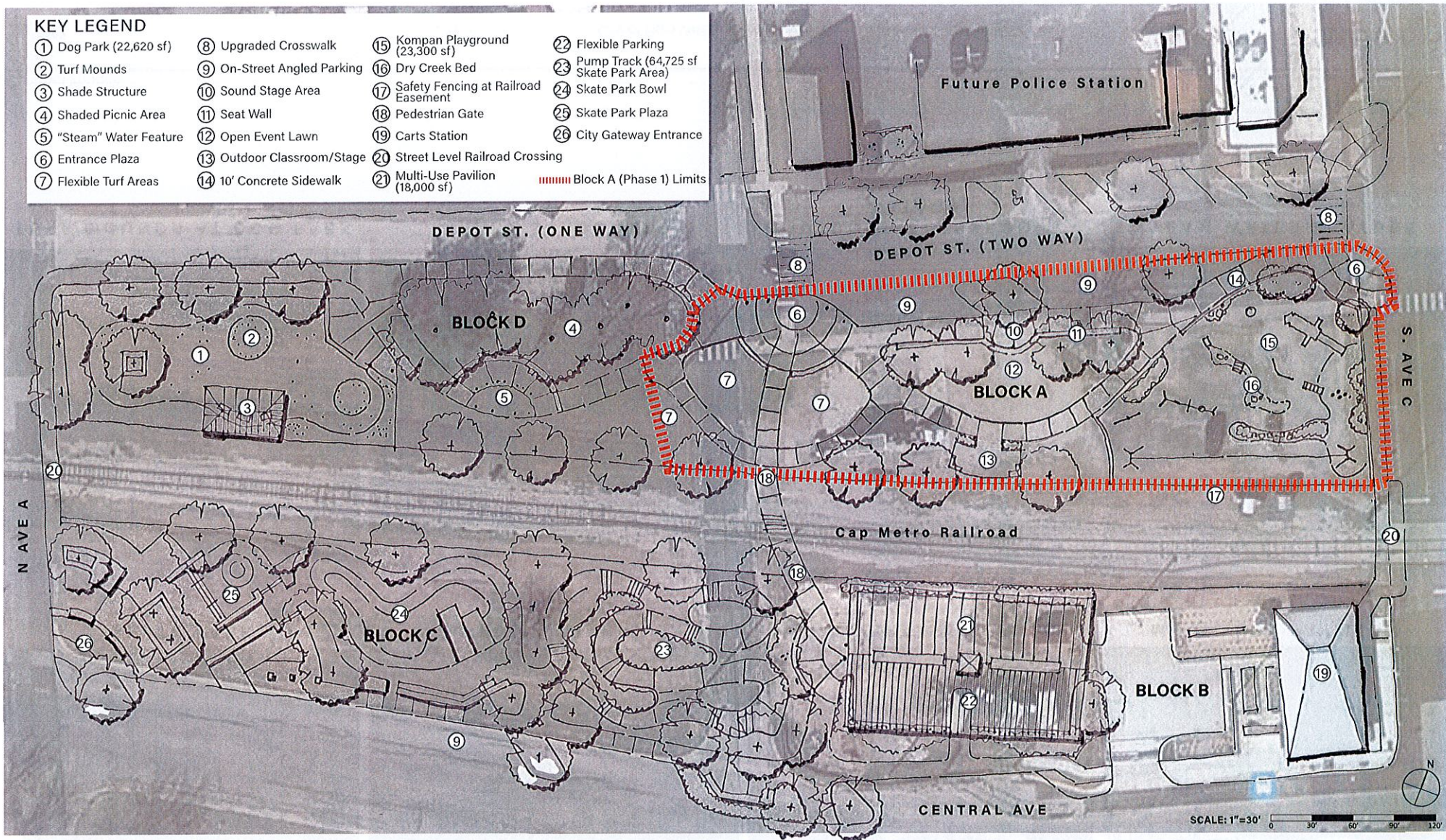
For questions call (512) 281-0119 or write to
धारrell@ci.elgin.tx.us & amiller@ci.elgin.tx.us



Veterans' Memorial Park Expansion Master Plan Update
 Prepared by McCann Adams Studio for the City of Elgin
 DRAFT: April 4, 2023

KEY LEGEND

- | | | | |
|-------------------------|----------------------------|---------------------------------------|--|
| ① Dog Park (22,620 sf) | ⑧ Upgraded Crosswalk | ⑮ Kompan Playground (23,300 sf) | ⑳ Flexible Parking (23,300 sf) |
| ② Turf Mounds | ⑨ On-Street Angled Parking | ⑯ Dry Creek Bed | ㉑ Pump Track (64,725 sf Skate Park Area) |
| ③ Shade Structure | ⑩ Sound Stage Area | ⑰ Safety Fencing at Railroad Easement | ㉒ Skate Park Bowl |
| ④ Shaded Picnic Area | ⑪ Seat Wall | ⑱ Pedestrian Gate | ㉓ Skate Park Plaza |
| ⑤ "Steam" Water Feature | ⑫ Open Event Lawn | ㉒ Carts Station | ㉔ City Gateway Entrance |
| ⑥ Entrance Plaza | ⑬ Outdoor Classroom/Stage | ㉑ Street Level Railroad Crossing | |
| ⑦ Flexible Turf Areas | ⑭ 10' Concrete Sidewalk | ㉒ Multi-Use Pavilion (18,000 sf) | |
- Block A (Phase 1) Limits



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Revised Concept Plan

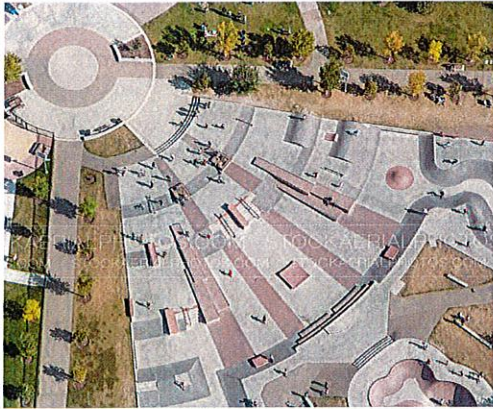
Elgin
TEXAS
perfectly situated.

City of Elgin

City of Elgin Veterans Memorial Park

September 2022

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SKATE PARK



PUMP TRACK



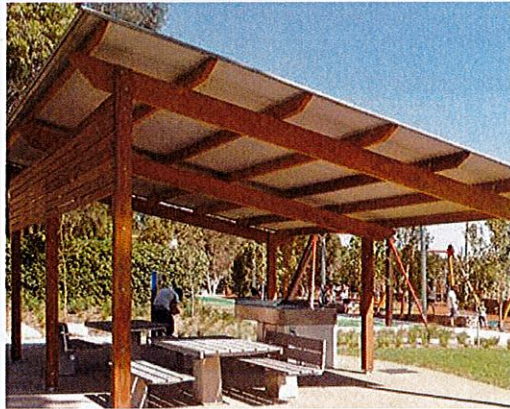
BRICK ART/SEAT WALL



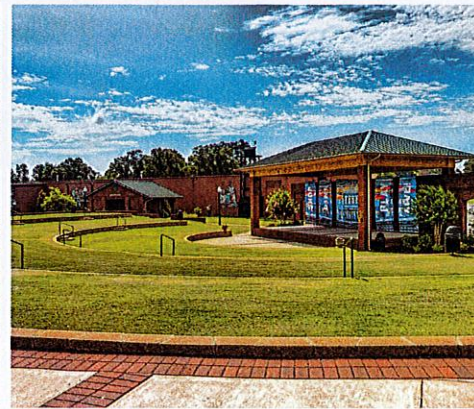
MULTI-USE PAVILION



TURF MOUNDS AT DOG PARK



SHADE STRUCTURE



**OUTDOOR CLASSROOM/
STAGE**



STEAM WATER FEATURE

Concept Imagery

Elgin
TEXAS
perfectly situated...

City of Elgin

| City of Elgin Veterans Memorial Park

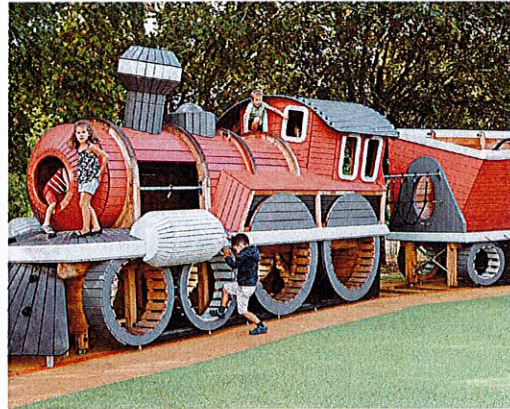
| September 2022

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PLAYGROUND ELEMENTS



KOMPAN TRAIN STRUCTURE



SAUCER SWINGS



CLIMBING WALL



HAND PUMP PLAY FEATURE



DRY CREEK BED



SHADED PICNIC AREA



SAFETY FENCING

Concept Imagery

Elgin
TEXAS
perfectly situated.

City of Elgin

| City of Elgin Veterans Memorial Park

| September 2022

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14 N. Main | Elgin, Texas ~ UPDATED REPORT

The purpose of this revised design recommendation report is to address a previously expedited request for general assistance by Elgin Main Street manager in August of 2021. The Manager provided some photos indicating water infiltration noting the property owner recently had some windows re-caulked. The prior mini report provided some analysis and recommendations the bulk of which is included here for clarity. In September 2022 the Texas Main Street Architect at the request of the Manager visited the site as water infiltration remained an issue despite some additional maintenance in the last year. The owner also relayed to the manager a desire to potentially install a pole supported canopy along the main façade. Texas Main Street Design staff does not recommend a canopy with columns as it is historically not accurate or appropriate in this instance.



Analysis

The Texas Main Street Program helps Texas cities revitalize their historic downtowns and neighborhood commercial districts by utilizing preservation and economic development strategies. The Secretary of the Interior's Standards for Rehabilitation is a list of ten ways to approach rehabilitation on historic buildings. Rehabilitation is defined as "the process of returning a property to a state of utility, through repair or alteration, which makes possible an efficient contemporary use while preserving those portions and features of the property which are significant to its historic, architectural, and cultural values." With the rehabilitation of any property or potential for design, analysis of existing conditions as well as consideration of on-going maintenance is essential.

Since each property might have different building materials, it is important to consider the composition and condition of each. Most commonly in our Texas Main Street communities, properties are primarily a brick or stucco exterior with wood or metal storefront elements. This analysis highlights some nuances related to the repair, protection and maintenance of wood storefront and windows as well as the brick exterior. Specific guidance on wood window maintenance and diagnosing moisture infiltration is contained in [Preservation Brief #9](https://architecturaltrust.org/preservationbyprevention/) from the National Parks Service and inspection: <https://architecturaltrust.org/preservationbyprevention/>.

Assess a property in totality is always recommended as there can be multiple sources of water infiltration, some requiring repair and others requiring on-going maintenance. Photos below provided by Elgin Main Street Manager illustrate water infiltration.

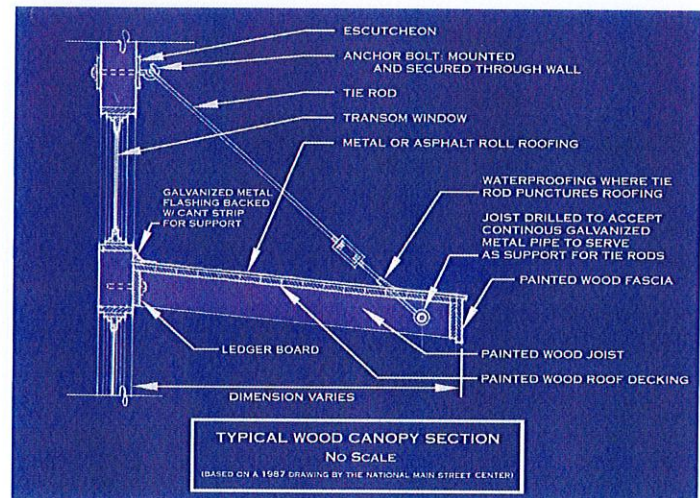


Windows and Storefront

The perimeter locations that appear to have water infiltration are isolated to joint locations. In the case of windowsills and frames that appear to be leaking, it is important to inspect the joints for damage to the substrate and not solely rely on new caulk or sealant applied annually. The material itself can flex or have underlying damage that needs repair. Fortunately, as all these areas appear to be wood, the material can be easily matched, repaired and or replaced by similar wood species and detail. At the base of the storefront (where the wall meets the ground or floor) the leaking could illustrate damage at the plate, lack of proper flashing at the exterior and improper drainage at the exterior resulting in pooling during large weather events. The perimeter should be inspected for adequate slope away from the building and the installation of a canopy is highly recommended.

Canopy

Previously the Texas Main Street Design Team provided a historic analysis and some recommendations for design and preservation. This information included a brief discussion of historic canopies for the property and how these have both changed over time and are now currently not provided. The canopy would aid in a mitigation strategy for water infiltration at openings (windows and doors) from the overall protection they would provide especially during quick and large weather events. The canopy is not the only solution but the building throughout its history was protected by canopies at the perimeter. The illustration (at right) suggests a historically accurate application of the canopy suitable for the property. The added protection is an investment in longer term protection.



Moisture Control

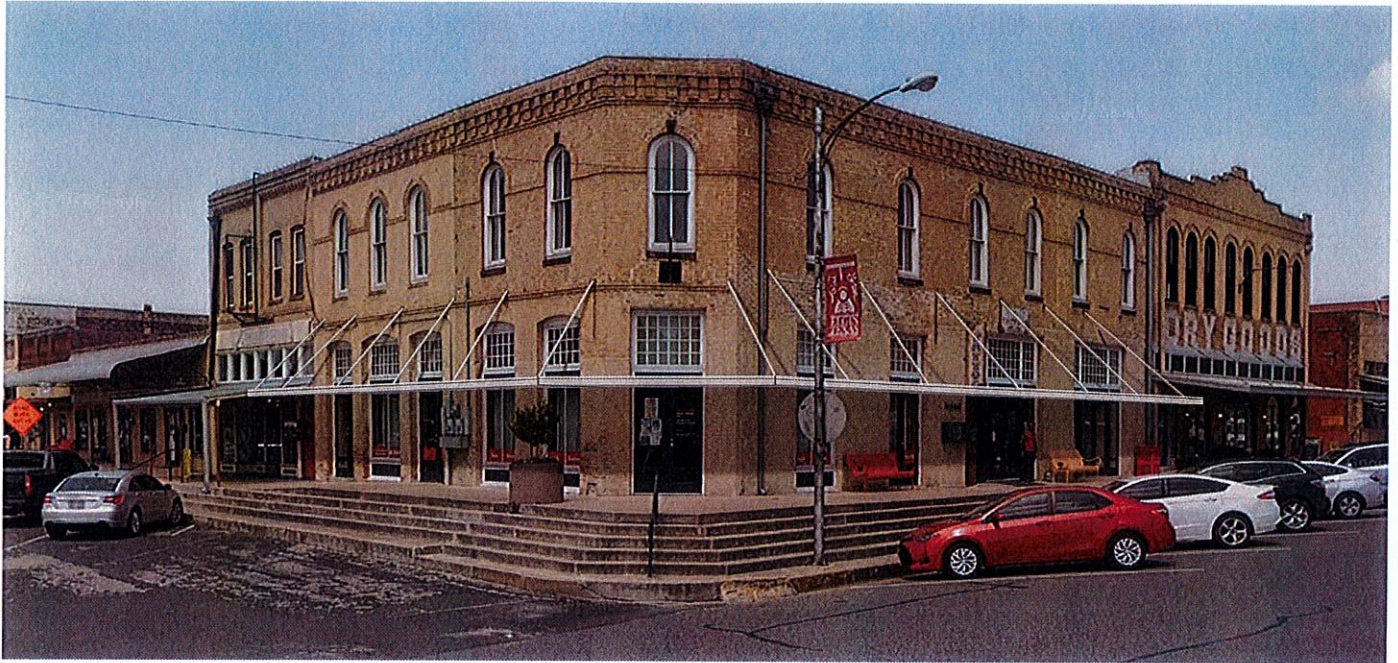
The National Park Service Preservation Brief describes steps in diagnosing moisture damage as “It is important for the building to be surveyed first and the evidence and location of suspected moisture damage systematically recorded before undertaking any major work to correct the problem. This will give a baseline from which relative changes in condition can be noted...*Standing outside to observe a building in the rain may answer many questions and help trace the movement of water into the building.* Evidence of deteriorating materials that cover more serious moisture damage should also be noted, even if it is not immediately clear what is causing the damage.” ([Per Preservation Brief #39](#))

NOTE waterproof coatings might be additionally harmful: Excessive moisture in masonry walls may carry waterborne soluble salts from the masonry units themselves or from the mortar through the walls. If the water is permitted to come to the surface, the salts may appear on the masonry surface as efflorescence (a whitish powder) upon evaporation. Though this does not appear to be occurring on the property, it highlights the need to review and inspect the property as a whole as part of a preventive maintenance initiative. Although many of the newer water-repellent products are more breathable than their predecessors, they can be especially damaging if applied to masonry that contains salts, because they limit the flow of moisture through masonry. ([NPS Preservation Brief #1](#))

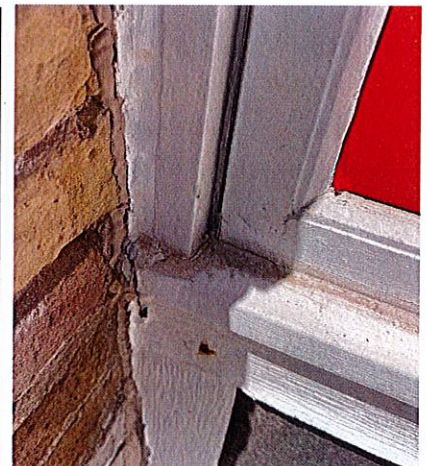
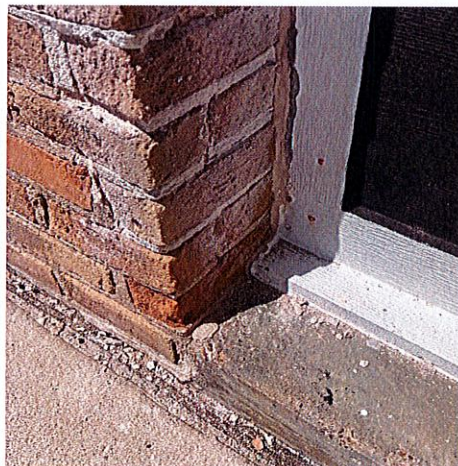
General guidance to note regarding sealants and caulks: “Manufacturer’s recommendations provide instructions on the proper application of caulks and sealants. Special attention should be placed on ensuring that the subsurface or joint is properly prepared and cleaned. Backer rods may be necessary for joints or cracks. Tooling of the caulk or sealant is usually necessary to ensure contact with all edge surfaces and for a clean and consistent appearance.” ([NPS Preservation Brief #47](#))”

Additionally, the on-site review (September 2022) also seemed to indicate that proper pan flashing and sealants might need to be repaired at the concealed framing locations as well as at door thresholds. Installation of tile and wood trim at the exterior to act as a water-dam, is not sufficient and likely is concealing additional damage to framing.

DESIGN RECOMMENATIONS



Proposed tie-rod canopy utilizing existing imbed anchor locations. Note it is recommended that a structural engineer review the integrity of these anchor locations prior to reinstallation – allowing for adjustment or repair accordingly. Images below illustrate current exterior locations of water infiltration. Note the trim, tile and caulk locations are not sufficient to provide protection in this instance. The installation of the canopy and repair to these locations should result in an improved building perimeter.



NOT FOR REGULATORY APPROVAL

The purpose of this report is to provide preservation recommendations, conceptual ideas and schematic designs for projects. Main Street Staff works with business and property owners to provide guidance that meet their objectives while still respecting the historic building and context. For official tax credit review, a separate process must be followed and may involve modified design plans to meet the criteria. Prior to making any improvements to the building façade(s) of an existing structure, the building owner should perform a thorough review of the major structural components including the roof, walls, and foundation. All mechanical and electrical systems should be well maintained in conformity with applicable codes and ordinances. Building uses and interior arrangements of program spaces should also be in conformity with applicable codes and ordinances and remain subject to all applicable regulatory review by building officials having jurisdiction.

In addition, Texas Main Street Staff highly recommends working with an architect, engineer, and other professionals to complete most projects. They can manage the project and work through the complexities of code requirements and constraints of the existing building. If questions arise or additional designs are needed, please contact your local Main Street Manager for assistance. Please note that the designs and recommendations provided do not guarantee approval for the tax credit application, if applicable. Conceptual designs included in this document do not constitute regulatory approval of any kind including but not limited to the local building permit and development process and Texas Accessibility Standards as applicable.

CONSULTING INFORMATION PREPARED WITH ASSISTANCE OF BRYCE HENDRICKSON BY:



Jamie Crawley, AIA, NCARB, LEED AP BD+C
Texas Main Street Architect and Design Lead
Community Heritage Development Division
PO Box 12276 Austin, Texas 78711-2276
P: 512-463-6092
F: 512-463-5862

thc.texas.gov

