



ELGIN HISTORIC REVIEW BOARD

AGENDA

WEDNESDAY MAY 24, 2023

7:30 AM

404 NORTH MAIN STREET, ELGIN PUBLIC LIBRARY

MOLLY ALEXANDER, CHAIR, ED RIVERS, ROBERT RYLAND, SKIE O 'MAHONEY,
MICAH 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) February 26, 2023
 - b) April 24, 2023
- 5) Memo from Staff
- 6) Discussion and Possible Action
 - a. Sec. 46-394. - Downtown Overlay paving materials
 - b. 107 Central Avenue, outdoor seating
 - c. 109 Central Avenue sign application Smith's BBQ
 - d. 109 Central Avenue, sidewalk dining application
 - e. 202 Depot Street Elgin Police Department, new construction
 - f. Veterans memorial Park Expansion, new construction
- 7) Announcements
 - a. Sip, Shop & Stroll June 8th, July 13th, August 10, September 14 October 12 November 9 December 14
 - b. Music in the Park, Fridays in April and May
 - c. May is National Preservation Month
- 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 May 19, 2023.

Audrea Taylor for Amy Miller

Megan Stuart, Acting Administrative Assistant Community Services Division

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 (512-229-3222). Please provide forty-eight (48) hours' notice when feasible.



Historic Review Board MINUTES
Special session
Wednesday April 26, 2023
Elgin Public Library

Attending: Molly Alexander, Sherri Richardson, Barry Barker, Ed Rivers, Cynthia Burchfield, Robert Ryland, and Micha Erwin.

Skie O'Mahoney arrived at 7:31AM. Jake Carter arrived at 7:33AM.

Staff: Amy Miller, Community Services Director, Kristina Alvarez, Main Street Manager
Called at 7:30 AM by Molly Alexander.

Public Comment- No public comments.

Minutes:

February 22, 2023 minutes were provided to the board. Ed Rivers moves to approve the minutes. Sherri Richardson, second. Passed unanimously.

Memo from Staff Memo for April 26, 2023 board meeting was provided.

104 N Main Street – ETX Travel

Updated and clarified application for signage on building, windows, awnings and painting of buildings. For façade application additional information provided about the progress of awning. Motion to approve of awning replacement and color, with staff approval of shade of blue made by Ed, seconded by Sheri. Passed unanimously.

Sign application: Projection sign or blade sign proposed for 104 N Main Street. The storefront is 25 linear feet. This is a primary sign – each storefront is allowed a maximum of two primary signs. Maximum size is 12 sq. ft. as the ordinance allows 1 sq foot per linear ft of storefront and counts both faces of the sign. The sign submitted is 12 sq ft. per face and meets the ordinance requirements. Placement does not obscure the brick detailing. Motion to approve projection sign by Ed, seconded by Skie. Passed unanimously. Vertical window next to door- sign ETX Travel window is 66" long and 14 ½" wide. Sign will be a maximum of 30% of the window area. The two storefront windows are 42" square. Window next to door to have logo ETX Travel Specializing in all things Disney! 512-563-0103 and there are tagline signs for each window. Motion to approve window signage by Ed, seconded by Sherri. Passed unanimously.

115 Central Avenue – The Painted Raven building owner Stephanie Ross

Application submitted by Stephanie Ross for signage approval, repair of missing or damaged brick and mortar (front and rear), repair and painting wood trim (window and doors), replace lighting fixtures and the addition on a deck in the back of building. Due to the deterioration of bricks and lack of mortar, applicant would like to contract with a local company to replace mortar with proper sand ratio to limit water damage and to replace damaged brick. Motion made by Jake to approve proposed front exterior façade as described, with special attention to mortar mix color and sand content, seconded by Micah. Passed unanimously. Motion made by

Sherri to approve decking as proposed in application, seconded by Barry, passed unanimously. Blade sign 6.25 sq ft per face total of 12.5 sq ft the storefront is 25 linear feet. Place above the canopy over middle door entrance, not obscuring architectural brick details. Storefront window signs: Window dimensions are 56" x 82" (31.8 sq feet). Window R signage (8.5 sq feet) takes up 27%, Window L signage (7.24 sq feet) takes up 23%.

Motion made by Ed to approve sign application as presented, seconded by Jake, passed unanimously.

30 N Main Street- Lo-Fi Coffee House & Studio

Owner Ashley Dahlke has applied for signage approval. Pictures, measurements, and graphics were submitted with application. Logo, hours of operation and advertisement of services/products will be hand painted on business doors and windows. The current sign above front door will be repainted to reflect the new business name and address. Application included request for bench for front of store. Existing blade sign to be refaced - painted with LoFi Logo. Size placement and mounting of existing sign meets sign ordinance requirements. Storefront window signage 71.5" x 89" is 45 sq ft. 19% coverage of available glass. Logo LoFi Coffee House and taglines. Ordinance allows for 30% coverage of glass.

Motion made by Ed to approve application for signage and bench, seconded by Sherri, passed unanimously.

114 N Main Street- Chemn Café

Business owner Monica Nava applied to add a bar table and bar stools made of black metal and wood. These items would be free standing and not affixed to the building or the sidewalk to avoid damaging the exterior of building. Pictures of proposed outdoor dining set up and location were provided with the application. The café area will use a maximum of four feet or 48" - The width of the sidewalk is: (R) 90" x 24" & (L) 90" x 24" or apprx 7.5 feet from storefront to curb. Motion to approve proposed dining option made by Sherri, seconded by Skie, approved unanimously.

202 Depot Street - no new information at this time.

Veterans Park-60% plans received at this time.

ANNOUNCEMENTS

- a. Sip, Shop, Stroll May 11th, June 8th, July 13th
- b. Music in the Park, Fridays in April and May
- c. Explore Elgin Arts and Culture May 6th
- d. Circle Brewery Grand Opening May 6th
- e. Imagine the Possibilities Tour May 11th

f. (Movie)

Adjourned 8:30 am

APPROVED:

ATTEST:

TO: Historic Review Board
FROM: Amy Miller, Community Services Director
RE: Board meeting May 24, 2023
DATE: May 19, 2023

Sec. 46-394. - Downtown Overlay paving materials

Staff is researching past minutes to determine when this occurred: The board reviewed the materials for paving and amended this section to allow other materials such as pavers to be used as a border for crushed granite. This item is included on the agenda for the board to review and make recommendations for allowed paving materials.

“Only the following paving materials may be used in the Downtown Overlay for parking areas, rear lot space adjacent to alleys, sidewalks, and driveways:(1)Crushed granite with a border of concrete;(2)Permeable pavers;(3)Paving stones;(4)Concrete;(5)Cut stone;(6)Natural rock;(7)Permeable asphalt;(8)Permeable gravel grids;(9)Permeable grass grids.

107 Central Avenue patio seating application

Application to improve the vacant lot adjacent to 109 Central Avenue. Improved area to provide seating for the Lightnin’ Bar and the Elgin Meadery. The lot would be paved with crushed granite, add wood picnic tables, metal fencing material COR-TEN steel/weathering steel that will not be painted. The fence material will include a metal edge to keep the crushed granite in the patio area. The area of the lot adjacent to the sidewalk will have mulch/flower bed. Metal threshold to remain in place and not be covered with materials. Food truck to be located at rear of lot. Dumpster adjacent to alley. Handicap ramp at rear of lot to be pressure treated 2x6' decking (wood.) Similar to the attached ramp picture but not as large of a ramp.

109 Central Avenue sign application

Sign in glass door – left door at entrance. Smith’s Backyard BBQ sign to be 20” wide 10” tall door glass is 30.5 width x 81” tall

109 Central Avenue sidewalk dining application

Applicant determined to not submit application.

202 Depot Street Elgin Police Department, new construction – site preparation continues.

Veterans Memorial Park Expansion new construction Update: Studio 1619 has provided 90% plans for Block A.

ANNOUNCEMENTS

Sip, Shop & Stroll June 8th, July 13th, August 10, September 14 October 12 November 9
December 14

Music in the Park, Fridays in April and May

May is National Preservation Month

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_ARTVIIISIHIDIHILA

sidewalk dining information –

https://library.municode.com/tx/elgin/codes/code_of_ordinances?nodeId=PTIICOOR_CH34STS_IOTPUPL_ARTIVDIMEOB_S34-101SICA

Paving materials information

https://library.municode.com/tx/elgin/codes/code_of_ordinances?nodeId=PTIICOOR_CH46ZO_ARTIVZ_ODIRE_DIV7GECODI_S46-394DOOV



ELGIN HISTORIC REVIEW BOARD

APPLICATION FOR REVIEW OF MODIFICATIONS TO HISTORICALLY DESIGNATED PROPERTIES

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

Date Submitted: 3/19/2023

APPLICANT INFORMATION

Applicant is:

☐ Building Owner ☒ Business Owner ☐ Contractor

Applicant Name Erin Riley

Applicant Signature Erin Riley

BUILDING INFORMATION

Name of Building Lightnin' Bar

Physical Address 109 Central Ave. Unit B. Elgin, Texas 78621

Owner Name Alan Tolbert

Owner Mailing Address 1126 Swenson Blvd, Suite A. Elgin, Texas 78621

Owner Phone # (512) 619-6638

Allan J Tolbert III 03 / 19 / 2023

Property Owner Signature Allan J Tolbert III (May 19, 2023 11:46 CDT) Date Approved

BUSINESS INFORMATION

Business Name Lightnin' Bar

Bus. Owner Name Erin Riley

Bus. Mailing Address 109 Central Ave. Unit B. Elgin, Texas 78621

Bus. Phone # (843) 422-2107

Email Address lightnin.bar@gmail.com

CONTRACTOR INFORMATION

Contr. Name Caleb Dawson

Contr. Address 701 W. 11th Street. Elgin, TX 78621

Contr. Phone # (512) 318-0086

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 June 15th 2023 Complete June 25th 2023

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

Adding Fencing around empty lot to create a "patio", adding ~~gravel~~ along the ground of the "patio", picnic tables, and a ramp to the back of the building.

decomposed granite

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

Please provide current photos of property.

See attached.

107 Central Avenue - vacant lot adjacent to Building.

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 email

amy.miller@elgintexas.gov

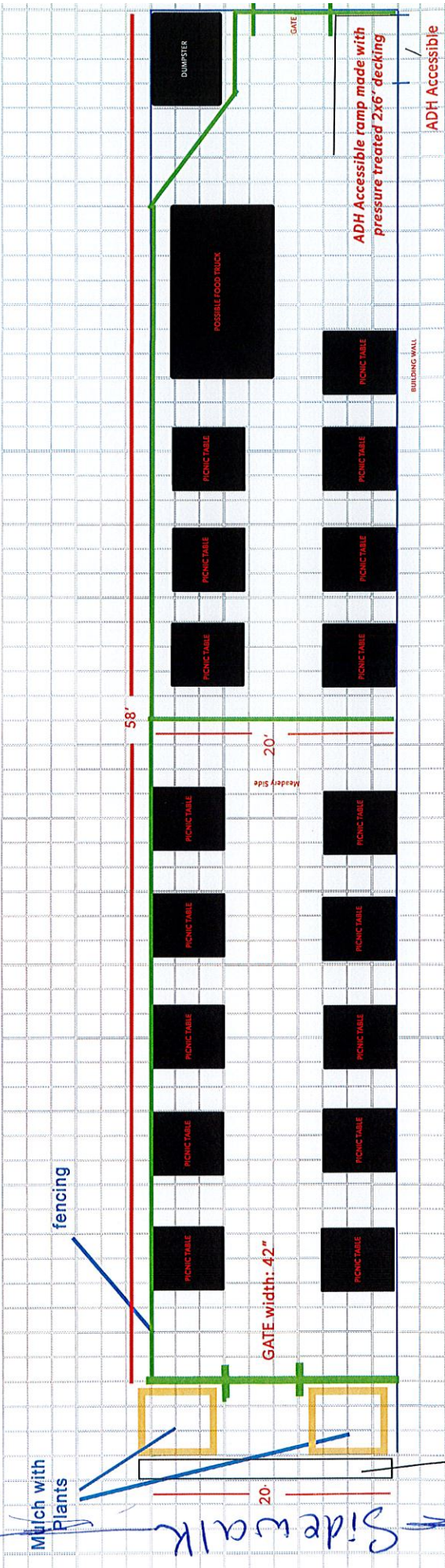
david.harrell@elgintexas.gov

Main Street

McShan Barber Shop

Central Avenue

Alley



ADH Accessible Ramp to covered Patio

ADH Accessible ramp made with pressure treated 2x6 decking

GRAVEL STAYS WITHIN FENCED AREA

Metal part on ground before sidewalk

Meadery

Lighthouse Bar

Existing deck 100' x 100'

MATERIALS USED:

FENCING: steel custom made panels (made in 8x4' sections)

Posts: 1.5" x 1.5" Steel Square Tube. Space 8' apart
4' from up ground level.

Cladding: 5/8" Steel Round Rod. 1' Vertical Spacing.

Top Cap: 2" x 2" Steel Angle.

with a 6" steel
flatbar with gravel
retaining edge.



Blue: polls underground

Red: Retaining edge

*miniature version of the fence - not to scale.

WALKING SURFACE:

Decomposed Granite
Held in with steel
retaining wall along
the fence



PICNIC TABLE:













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Applicant Signature Erin Riley

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Physical Address 109 Central Ave. Unit B. Elgin, Texas 78621

Owner Name Alan Tolbert

Owner Mailing Address 1126 Swenson Blvd, Suite A. Elgin, Texas 78621

Owner Phone # (512-619-6658)

Alan J Tolbert III
Alan J Tolbert III (May 19, 2023 11:40 CDT)

Property Owner Signature Alan J Tolbert III Date Approved 03 / 19 / 2023

BUSINESS INFORMATION

Business Name Lightnin' Bar

Bus. Owner Name Erin Riley

Bus. Mailing Address 109 Central Ave. Unit B. Elgin, Texas 78621

Bus. Phone # (843) 422-2107

Email Address lightnin.bar@gmail.com

CONTRACTOR INFORMATION

Contr. Name R&M Signs

Contr. Address 224 Loesch Drive. Elgin, Texas 78621

Contr. Phone # (843) 422-2107

OTHER CONTACT INFORMATION

SIGN APPLICATION INFORMATION

Sign Type ☐ Projection ☐ Flat Mount ☒ Window

Temporary Banner ☐

Sign Dimensions 20" wide x 10" tall = 200 inches sq ft

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

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

☐ Window Dimensions 30.5" w x 81" tall = 2470 inches sq ft
8 % Coverage; meets standards ☐ yes ☐ no

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

Start 5/30/2023 Complete 06/01/2023

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

~~Example~~, Off white painted logos on exterior windows on front door of building.

Smiths BBQ
Left side Door -

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

See attached.

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