

Minutes of the  
**Historic Preservation Commission (HPC)**  
City of Belton  
333 Water Street  
Thursday, July 19, 2018

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The Historic Preservation Commission met at 5:15 P.M. in the Simpson Room at the Harris Community Center. The following members were present: Vice Chair Tammie Baggerly, Dorothy Coppin and Barrett Covington, Commission members Chair Sheila Donahue and Diane Pressley were not present. The following staff members were present: Director of Planning Cheryl Maxwell, Planner and HPC Officer Kelly Trietsch, IT Specialist Ryan Brown, and Planning Clerk Laura Livingston.

**1. Call To Order.**

Vice Chair Baggerly called the meeting to order at 5:15 p.m.

**2. Minutes from the previous meetings.**

Ms. Coppin made a motion to approve the minutes from the June 7, 2018 meeting. Mr. Covington seconded the motion. The minutes were approved unanimously with 3 ayes, 0 nays.

**3. H-18-06 Consider a request to remodel the house to include the repair or replacement of skirting, siding and windows, and to repaint the exterior at 415 North Penelope Street, located in the Central Belton Historic District, on the southeast corner of North Penelope Street and East 4th Avenue.**

Ms. Trietsch presented the staff report (Exhibit A).

Vice Chair Baggerly opened the public hearing. Mr. Rick Donaldson, 1203 Daffodil, Temple, said during the restoration of the house, he felt it would be very expensive, but Ms. Trietsch has shown him some things that can get it back to where it needed to be, with some simple add in's and good ideas that are not expensive, and not put them out of their budget, and restore the house back to its original state. As a matter of fact, he learned something from tonight's presentation with the dentils and they may be able to do that as well. They are open to do as much as they can to restore the house.

Ms. Coppin asked if the front porch will be re-opened? Mr. Donaldson answered the owners are wanting to rent it to college folks, and they need the fifth bedroom. Ms. Coppin said the porch is such a beautiful addition to a house, especially a craftsman house. Mr. Donaldson said that was part of the reason they bought it and the opportunity of income it presented.

With no one else requesting to speak, Chair Baggerly closed the public hearing.

With no other questions from the Commission, Vice Chair Baggerly entertained a motion. Ms. Coppin made a motion to approve item H-18-06, to remodel the house at 415 North Penelope Street to include the following: A) Repair or replacement of skirting and siding; B) Repair of windows; and C) Exterior repainting. Mr. Covington seconded the motion. The item was approved with 3 ayes, 0 nays. NOTE: Window replacement was not approved with this COA; the applicant will bring a request for this to a future meeting.

**4. Update the Historic Preservation Commission regarding administrative approvals granted by the Historic Preservation Officer.**

Ms. Trietsch presented the staff report (Exhibit B).

No questions from the Commission.

**5. Update the Historic Preservation Commission on the status of the Historic Placard program.**

Ms. Trietsch said long time Beltonian, Gary Busby, is really passionate about this program and has started fundraising. An account has been set up with finance to hold those funds. Mr. Busby is wanting to set up a seed funding to help pay for some the placards. All this will go to City Council for approval, after final recommendations from the HPC. The program is not quite there, but it has not fallen off the radar and is still moving forward. Ms. Trietsch said she would like to have everything wrapped up by the next meeting for approved by HPC, and then be able to move forward to City Council.

Ms. Coppin asked who is designing the placards. Ms. Trietsch said she would design them. She has looked at I-Zone in Temple. They did a lot of the other information signs in the city. They are really high-quality signs and she would like to use them for this project, but they do not do design work, so design will be done in house.

**6. Update the Historic Preservation Commission and hold a discussion on the status of the Local Historic Landmark Designation medallion design options.**

Ms. Trietsch said staff has narrowed the focus of the medallion design down to the standpipe. Staff has focused on the standpipe as the main design feature. One of the examples is like the enamel design from Montgomery County. The proposed designs have not gone out for pricing. The cost for enamel may be a lot more, but staff wanted to present it as an option. Of the two different designs, the round design seems to be easier to place than the oval design. These are rough ideas and staff is requesting any feedback from the commission.

Ms. Baggerly suggested having the year established printed together. The 18 and 50 are far apart, and if you are not from around here you may not know we were established in 1850. Ms. Trietsch suggested moving the 1850 to the open area on the top right, with 'Est.' and '1850' below that. Ms. Baggerly said she really likes the oval and suggested to place the 'Est. 1850' in the black space on the left.

Ms. Trietsch said she will get some cost estimates on the round and oval medallions.

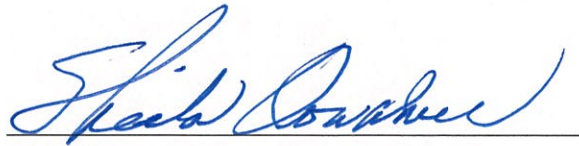
**7. Update the Historic Preservation Commission on upcoming Certified Local Government training opportunities**

Ms. Trietsch said now that Belton is a certified local government, the Historic Preservation Officer is required to get training throughout the year. They also highly recommend that the HPC Chair

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receive training. Ms. Trietsch said she will notify the commission about training that is not too far away and might be feasible to attend. The two upcoming seminars are in Gonzales County and Uvalde. She plans on going to the one in Uvalde and asked them to contact her if anyone would like to attend.

With no further business, the regular meeting concluded at 5:44 p.m.

A handwritten signature in blue ink, appearing to read "Fred Boucher", written over a horizontal line.

Chair, Historic Preservation Commission



## Staff Report – Historic Preservation Commission

**Date:** July 19, 2018  
**Case No.:** H-18-06  
**Request:** Remodel to repair/replace skirting, siding, windows and repaint  
**Applicant:** Rickey Donaldson-Contractor  
**Address:** 415 N. Penelope Street

### Agenda Item

Consider a request to remodel the house to include the repair or replacement of skirting, siding and windows, and to repaint the exterior at 415 North Penelope Street, located in the Central Belton Historic District, on the southeast corner of North Penelope Street and East 4<sup>th</sup> Avenue.

### Originating Department

Planning Department – Kelly Trietsch - Planner/Historic Preservation Officer

### Case Summary

The applicant has submitted this request to remodel the house at 415 North Penelope Street.

### Historic District

Central Belton Historic District

### Background Information

This house is located in the Central Belton Historic District. The Central Belton Historic District contains an excellent range of buildings constructed between 1895 and 1959. Sixty-seven percent of the buildings in this district are Contributing. Most of the buildings that are Non-Contributing have been classified that way due to inappropriate alterations that have covered or removed historic building materials and details.

This front-gabled Craftsman-style bungalow house was built in 1920. The front porch was enclosed around 1940. Although there had been alterations to this house before the historic resources survey was conducted, this house is still listed as Contributing. Sometime around 2013, blue vinyl siding was added to the front portion of this house, the knee braces removed from the eaves, and several windows removed or covered up. All work done at that time was without HPC review and approval and without a building permit.

**Findings**

The applicant has submitted this request to remodel the single-family home for a new owner. The applicant met onsite with both the Historic Preservation Officer and Building Official to discuss items required for HPC consideration and for a building permit application. The Certificate of Appropriateness (COA) application first requests approval to remove the vinyl siding covering the original wood siding and the window to the bedroom upstairs. The proposed scope of work under consideration by the Commission includes four main areas of consideration:

1. Repair and / or replacement of damaged or missing wood siding;
2. Repair and / or replacement of damaged or missing skirting;
3. Replacement of knee braces in the eaves, reflective of the original craftsman-style architecture; and
4. Repair of damaged windows.

The house will also receive a fresh coat of white paint.

The applicant proposes to salvage the tongue and groove wood siding from the skirting to use as replacement wood in areas of damaged or missing wood siding. The skirting will be replaced with new material that is better suited against rot and deterioration, much like the maintenance work performed on many of the historic homes in this district. The knee braces that were removed by a previous owner will be replaced with replicas to return one of the key architectural features of this style of historic house designs. The applicant is proposing to repair several of the wood windows that are original to this home. There are some windows too damaged to repair and some window openings where new windows will need to be placed. The applicant has not submitted the information on the window replacements; therefore, this portion of the request will need to be considered by the HPC at the next scheduled meeting.

The scope of work outlined in the applicant's proposal appears to be appropriate, and a Certificate of Appropriateness may be granted pending Historic Preservation Commission approval.

**Recommendation**

Recommend approval of this request to remodel the house at 415 North Penelope Street to include the following: A) Repair or replacement of skirting and siding; B) Repair of windows; and C) Exterior repainting. Window replacement is not approved with this COA.

**Attachments:**

1. Certificate of Appropriateness Application
2. Location Maps
3. COA notice to property owners
4. Property evaluation sheet
5. Skirting exhibit
6. Paint exhibit
7. Knee brace replacement exhibit

COA Administrative Approvals		Exhibit B
Date	Address	Type of Repair
06/05/2018	114 South East Street	TPO Roof
06/07/2018	206 North Penelope Street	Exterior Lighting Temp
06/08/2018	703 North Main Street	Install New Backflow
06/25/2018	113 East 9th Avenue	Storage shed 7X7
07/02/2018	114 East 10th Avenue	6' Tall Wood Fence in Back Yard
07/05/2018	618 North Penelope Street	Replace siding and paint exterior of home
07/05/2018	320 North Pearl Street	Replace siding storage building, paint metal roof, remove and replace windows/door, new sidewalk
07/02/2018	115 North East Street	Electric Utility Pole for Storage Building and Future Gate