

Minutes of the  
**Historic Preservation Commission (HPC)**  
City of Belton  
333 Water Street  
Thursday, January 10, 2019

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The Historic Preservation Commission met at 5:02 P.M. in the Wright Room at the Harris Community Center. The following members were present: Chair Sheila Donahue, Dorothy Coppin and Ann Carpenter. The following staff members were present: Director of Planning Cheryl Maxwell, Planner and HPC Officer Kelly Atkinson, IT Specialist Ryan Brown and Planning Clerk Laura Livingston.

**1. Call To Order.**

Chair Donahue called the meeting to order at 5:02 p.m.

**2. Swear in new Commission member.**

Ms. Carpenter was sworn-in as the new member of the Historic Preservation Commission.

**3. Approve the minutes from the previous meetings.**

Ms. Coppin made a motion to approve the minutes from the November 15, 2018 meeting, and Ms. Carpenter seconded the motion. The minutes were approved with 3 ayes, 0 nays.

**4. H-19-01 Consider a request to perform exploratory demolition to determine what materials will need to be preserved during renovation of the building at 117 North East Street, located in the Downtown Belton Commercial Historic District, on the east side of North East Street, south of East 1<sup>st</sup> Avenue, and north of East Central Avenue.**

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

Chair Donahue opened the public hearing. Applicant Cynthia Hernandez, Executive Director of the Belton Economic Development Corporation (BEDC), said she did not have any comments but she would be happy to answer any questions the Commission might have. BEDC has owned the building for about a year and their intentions are to renovate the 2,400 square feet and finish it out as office space. They began on the interior demolition because it had asbestos and so they have completed the asbestos abatement. The plan is to gut the interior and finish it out for their offices, she said. They are not sure how they will use the remaining portion of the building so there are no plans yet. Having said all of that, she understands the case presented today is about the façade to determine the original material and so forth. They have been working closely with the Texas Historical Commission and they don't want us to recreate anything. We are either preserving it or coming together on a compromise is how she understands it. Assuming this is approved today, they will move forward and remove the materials that are not original while also taking photos of everything and then they will go back to the State commission and give them a plan of how they intend to finish out what they pulled apart and how they might restore everything that is historic.

Ms. Carpenter said it looks like they have done a lot of work. Ms. Hernandez thanked the Planning Department staff for their work.

Chair Donahue entertained a motion. Ms. Coppin made a motion to approve H-19-01. Ms. Carpenter seconded the motion. The item was approved with 3 ayes, 0 nays.

**5. Receive an update regarding administrative approvals granted by the Historic Preservation Officer.**

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

With no further business, the meeting concluded at 5:14 p.m.

A handwritten signature in blue ink, reading "Sheila Donahue", is written over a horizontal line.

Chair, Historic Preservation Commission

## **Staff Report – Historic Preservation Commission**



**Date:** January 10, 2019  
**Case No.:** H-19-01  
**Request:** Exploratory Demolition  
**Address:** 117 North East Street  
**Applicant/Owner:** Belton Economic Development Corp.

### **Agenda Item**

H-19-01 Consider a request to perform exploratory demolition to determine what materials will need to be preserved during renovation of the building at 117 North East Street, located in the Downtown Belton Commercial Historic District, on the east side of North East Street, south of East 1<sup>st</sup> Avenue, and north of East Central Avenue.

### **Originating Department**

Planning Department – Kelly T. Atkinson, Planner/HPO

### **Case Summary**

The applicant has submitted this request to remove the awning, door/window combinations, siding, wood paneling, and garage door opening components consisting of a wooden garage door and galvanized metal at 117 North East Street.

### **Historic District**

Downtown Belton Commercial Historic District

### **Background Information**

This building as it sits at 117 North East Street was built in 1920 (according to the 1990 Historic Resource Survey) for an auto service shop and altered in 1932 with Mission Revival architecture and is front-gabled with parapet. The Downtown Belton Commercial Historic District contains an excellent range of buildings constructed between 1870 and 1959. Forty-six percent of the buildings in this district are Contributing historic structures. 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. The owner of 117 North East Street needs to remove the awning, door/window combinations, siding, wood paneling, and garage door opening components consisting of a wooden garage door and galvanized metal to determine what materials need to be preserved during the renovation.

## **Exhibit A**

This proposed work is listed as Phase I in the Texas Historical Commission's (THC) Historic Preservation Tax Credit Program application completed by the applicant.

### **Findings**

The applicant is renovating this building with the intent to utilize 2,400 square feet of the space to house the BEDC offices. To begin the renovation process, the applicant has presented a scope of work outlining the careful removal of the awning, the inappropriate alterations to the two double door openings, and the existing materials covering the garage opening. The proposed removal of these materials from the front facade will not negatively affect the architecturally significant features of this building. The applicant is working closely with the Texas Historical Commission during this process. THC is not yet certain if the wooden garage door is an element that will require restoration and inclusion in the renovations process, so the owner proposes to keep the door in storage until the THC makes that determination.

### **Recommendation**

Recommend approval of this request to perform exploratory demolition to determine what materials will need to be preserved during renovation of the building at 117 North East Street, located in the Downtown Belton Commercial Historic District.

### **Attachments:**

1. Certificate of Appropriateness Application
2. Location Map
3. Property Owner Notification Letter
4. Photo of current front facade
5. Part B of the THC Tax Credit Application

COA Administrative Approvals

Date	Address	Type of Repair
11/20/2018	617 North Beal Street	4' Tall Chainlink Side Yard Fence
12/05/2018	1000-1022 North Wall Street	6' Tall Wood Private Fence and 4' Tall Chainlink
12/05/2018	402 North East Street	6' Tall Wood Private Fence
12/14/2018	415 Norht Penelope Street	Roof Replace Composition