

**CITY OF SMITHVILLE**  
**HISTORIC PRESERVATION AND DESIGN STANDARDS MEETING**  
**WEDNESDAY, JULY 19, 2023 AT 5:00 P.M.**

NOTICE IS HEREBY GIVEN PURSUANT TO THE TEXAS OPEN MEETING ACT, VERNON'S  
ANN. CIV. ST. art 6252-17 THAT THE CITY OF SMITHVILLE WILL CONDUCT A HISTORIC  
PRESERVATION AND DESIGN STANDARDS COMMITTEE MEETING ON  
**WEDNESDAY, JULY 19, 2023 at 5:00 p.m.**  
**AT CITY HALL, 317 MAIN STREET, IN COUNCIL CHAMBERS.**

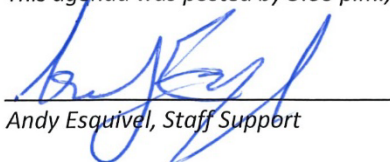
If you have comments regarding an agenda item, please email [jstrube@ci.smithville.tx.us](mailto:jstrube@ci.smithville.tx.us) or call 512-789-3413.  
**Comments must be received by 4:00 p.m. Tuesday, July 18, 2023** to be heard at the 5:00 p.m. meeting.

The meeting will be recorded and uploaded to the City website. Please follow us on our YouTube Page:  
([www.youtube.com/channel/UCN7rJz0wVks4zWV9EvKcH5w](https://www.youtube.com/channel/UCN7rJz0wVks4zWV9EvKcH5w)). You can also go to the City website and click the  
link on the News and Announcements home page to access our YouTube page.

***Open Meeting:***

1. Call to Order
2. Introductions
3. Announcements/Presentations/Proclamations/Awards
  - \* Presentation: EPICs Program (TXDOT Representatives) \*
  - \* Presentation: Smithville Heritage House Historic Marker \*
  - a. Public Comment
4. Discussion and Action: Committee to Elect HPDS Chair Person
  - a. Public Comment
5. Discussion and Action: Review and Approve Meeting Minutes (May 19, 2023)
  - a. Public Comment
6. Discussion: COA on Texas Flag Mural
  - a. Public Comment
7. Discussion: Recommendations for Vacant Position
  - b. Public Comment
8. Discussion and Potential Action: Historic Preservation Awareness in the Historic District
  - a. Public Comment
9. Report and Potential Action: Marker Application and Program Update
  - a. Public Comment
10. Discuss future agenda items and meeting dates/times
  - a. Public Comment
11. Adjourn Committee Meeting

*This agenda was posted by 5:00 p.m., July 16, 2023, pursuant to the Texas Open Meetings Act.*

  
Andy Esquivel, Staff Support

## ITEM 3

### \* Presentation of EPICs by TXDOT

#### EPICs Background and Information

In 2017, the Texas Department of Transportation undertook a project that included sidewalk renovation at the intersection of Main and Loop 230, which would affect four historic properties in the Commercial Business District. At that time, TXDOT approached the members of the Historic Preservation/Design Standards Advisory Committee to request that they monitor the site and apprise TXDOT of anything that may warrant intervention with the contractor. This is part of the TXDOT Environmental Permits, Issues, and Commitments (EPICs).

The following procedure was developed as a result.

#### EPICs Procedure

1. Contractor shall adhere to all measures for protection of historic structures as described on the plan set (see Vicinity Map and General Notes)
2. Contractor shall notify the Austin District Environmental Specialist and the City of Smithville's liaison qualified in Local Government Policy & Procedures (LGPP) (Jill Strube (512.237.3282 x2109, <jstrube@ci.smithville.tx.us>) at least two weeks prior to initiation of work activities in proximity to historic structures.
3. The Smithville Historic Preservation and Design Standard Advisory Committee may act, at their discretion, as on-site monitors and advisors to the contractor on historic preservation issues for the duration of the construction.

### \* Presentation of City Historic Marker to Smithville Heritage Society



# ITEM 5

May 19, 2023 Minutes

## **SMITHVILLE HISTORIC PRESERVATION AND DESIGN STANDARDS ADVISORY COMMITTEE (HPDSAC) MEETING.**

**Minutes: Friday May 19<sup>th</sup> 2023**

**PRESENT:** Bonny Joplin, Walter Winslett, Monica Poss, Nancy Catherman, LeRoy Beherens, Caroline Noya (via zoom), Victoria Allen, Susie Cannon, Jill Strube.

**ABSENT:** None

**Other non-committee members:** None.

1. Meeting called to order at 5:05 pm
2. **Introductions:** None.
3. **Announcements/Presentations/Proclamations/Awards:** Sarah O'Brien thanked the committee members who attended the last City Council meeting where the Proclamation of National Preservation Month was presented. Sarah O'Brien also announced that this was her last meeting as Chair of this committee. She will be leaving the state to relocate. She has served this committee since 2016. Her commitment was acknowledged and appreciated.
4. **Discussion and Actions:** Nancy Catherman, moved to accept April 2023 minutes and was seconded by Bonny Joplin and approved with unanimous vote.
5. **COA for Main Gallery:** Discussion regarding the mural to be painted on the 2<sup>nd</sup> street side of 200 Main Street building. Mr. Fred Beck introduced Helena Martin, a professional muralist. Ms. Martin described the media that would be used on the brickwork, which was noted to be in excellent

shape. The area would have a bond primer then an exterior grade paint to increase longevity. The mural would depict the native trees and birds in the Smithville area. She also noted that some of the yellow colors made fade in about 5 years and would need retouched. It was agreed that the mural does not detract from the historical integrity of the building. Monica Poss moved that we approve the COA, seconded by Nancy Catherman. The motioned passed with two members voting nay.

**6. COA for The Front Room Wine Bar 116 Main Street:**

Discussion regarding the placement of three manual retractable awnings over the door way and both windows above the portico area. These would be “temporary” as they would be easily removed if needed. City Council will have to approve the 2.5-foot encroachment onto the sidewalk. Monica Poss moved to approve the COA, seconded by Walter Winslett, and motion passed with unanimous vote and Victoria Allen abstaining.

**7. Historic Preservation Awareness in the Historic District:** Andy

Esquivel presented a template for use as a door hanger for this project, some deletion of the information is required to allow for the best use of the space on the hanger and possibly be double sided. The cost of the supplies for a total of 500 hangers was estimated at \$342.00, with a one week ordering time required. The material used will be a heavy cardstock. The committee will review and decide on the edited version.

**8. Historic Marker Application Program Update:** Bonny Joplin and Jill Strube reviewed the current application program. The HPDS provided input about this draft of the marker application. Jill will make changes per their

# ITEM 6



## Smithville Historic Preservation and Design Standards Advisory Committee (HPDS) Certificate of Appropriateness (COA)

*The HPDS meets quarterly and as needed throughout the year.*

Received by:
JS
Date Received:
7 / 5 / 2023

DATE SUBMITTED: July / 5 / 2023

### APPLICANT INFORMATION: Applicant is:

☒ Building Owner ☐ Business Owner ☐ Contractor  
Applicant Signature: Victoria Allen  
PRINT Applicant Name: Victoria Allen

### BUILDING INFORMATION

Name of Building: Old Victoria Bank  
Physical Address: 201 Main Street  
Year Built: \_\_\_\_\_  
Owner Name: Victoria Allen  
Owner Mailing Address: 116 Main  
Owner Phone # 612 ) 237-3626  
Owner Email: victoria@frontroomwinebar.com  
Building Owner Signature: \_\_\_\_\_  
Date Approved by Owner: 07 / 10 / 2023

### BUSINESS INFORMATION

Business Name: \_\_\_\_\_  
☒ Business Owner Same as Building Owner  
*If Different:*  
Bus. Owner Name: Victoria Allen  
*(Please continue information on another sheet if necessary)*  
Bus. Mailing Address: \_\_\_\_\_  
Bus. Phone # ( \_\_\_\_\_ ) \_\_\_\_\_  
Bus. Email: \_\_\_\_\_  
☒ I certify that I have been notified about this application:  
Bus. Owner Signature: \_\_\_\_\_

### CONTRACTOR INFORMATION

Contractor Name: \_\_\_\_\_  
Contractor Address: \_\_\_\_\_  
Contr. Phone # ( \_\_\_\_\_ ) \_\_\_\_\_  
Contr. Email: \_\_\_\_\_  
Other Contractor Information: \_\_\_\_\_

### COA REQUEST TO MAKE CHANGE TO:

- ☐ Signage (may also require License Agreement)  
☐ Awnings (will require License Agreement)  
☐ New Paint Color ☐ New Paint on Unpainted Brick  
☐ Windows ☐ Doors ☐ New Building-Mounted Lights  
☒ Other: Adding to existing mural

Intended/desired starting and completion dates of alteration and/or repairs:

Start: TBD / \_\_\_\_ / \_\_\_\_ Complete: TBD / \_\_\_\_ / \_\_\_\_

Please describe the scope of work. Include: Materials to be used, how the project will impact the historic structure and cleaning methods. How the proposed work will be in keeping with the character of the property. Submit sufficient description and supportive documentation so that city staff and HPDS Committee members may understand the project.

Adding "Smithville, Texas" to the Texas flag mural

*(Please continue on another sheet if necessary)*

### Attach supporting documentation, for example:

- ☐ Proposed Paint Color  
☐ Historic and/or Current Photographs  
☐ Materials Specifications  
☐ Elevations or Other Drawings

### TO BE COMPLETED BY STAFF

Application # 003-23  
Bldg. Permit/License Agreement: ☐ Yes ☒ No  
Eligible for Administrative Approval: ☐ Yes ☒ No  
HPDS Meeting Date: 7 / 19 / 2023

### Staff Recommendations/Comments to HPDS

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*(Please continue information on another sheet if necessary)*

### HPDS Recommendation:

☐ Approval ☐ Denial ☐ Not Applicable (Admin. Approval)  
Recommendation Date: 7 / 19 / 2023

*Last revision: March 2, 2020 (JS)*

# ITEM 7



## APPLICATION FOR APPOINTMENT TO A CITY OF SMITHVILLE ADVISORY BOARD, COMMISSION, AND/OR COMMITTEE

Thank you for your interest in serving on a City of Smithville Board, Commission and/or Committee.

### Completing and Submitting an Application

Completed and signed applications can be submitted in person or by email to:

City Secretary  
317 Main St  
Smithville, TX 78957  
[jdlynch@ci.smithville.tx.us](mailto:jdlynch@ci.smithville.tx.us)

### APPLICANT INFORMATION

Name:		
Street Address:		
City:	State:	Zip Code:
Home email:		Work email:
Home Phone:	Work Phone:	Cell Phone:

Please indicate how you wish to be contacted: Phone \_\_\_\_ Email \_\_\_\_

### CONSENT TO USE PERSONAL INFORMATION

Your personal information will be reviewed to determine the most suitable candidates for the committee.  
All applications are kept for one year from the date selected applicants are announced.

### ELIGIBILITY FOR MEMBERSHIP ON AN ADVISORY BOARD

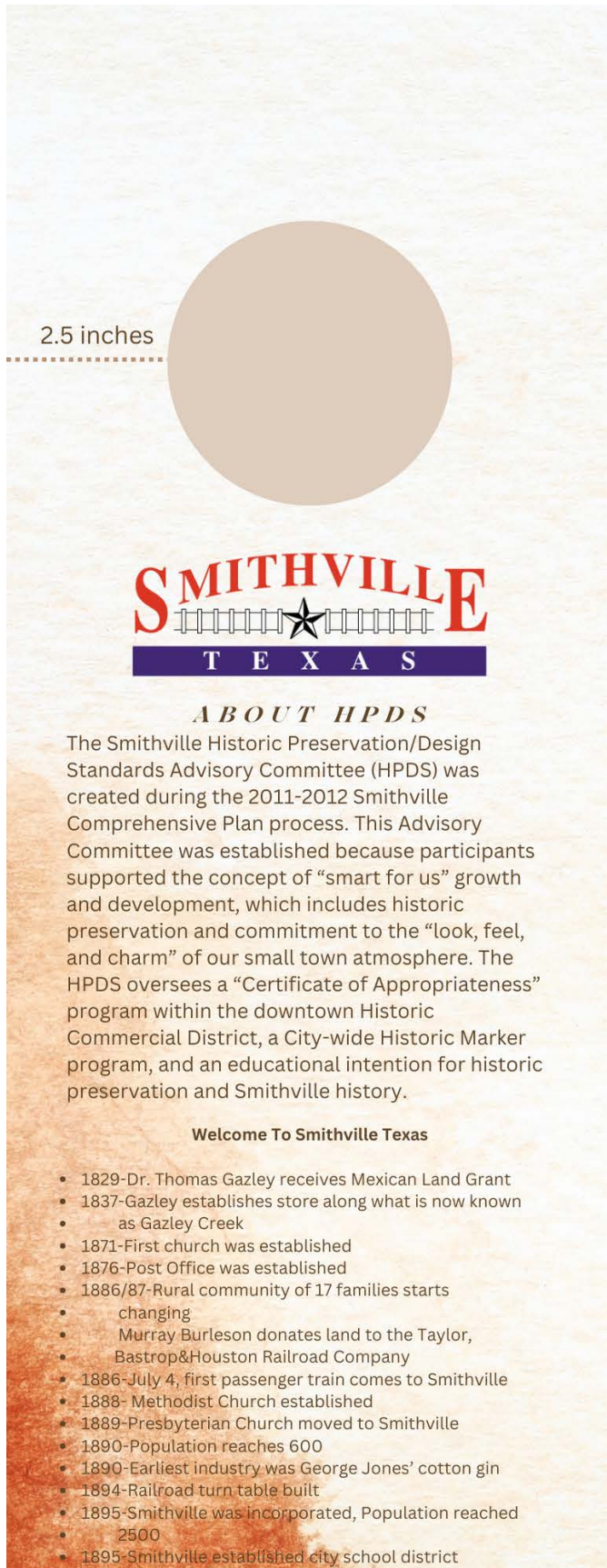
- Membership on city-appointed boards require the applicant to live within the city limit and/or ETJ.
- Applicant cannot be an elected official, officer, or employee of the City of Smithville.
- Members are expected to be able to complete their term.

CITY ADVISORY BOARD, COMMISSION, AND/OR COMMITTEE FOR WHICH YOU ARE APPLYING	
<input type="checkbox"/> AIRPORT ADVISORY BOARD	<input type="checkbox"/> LIBRARY ADVISORY BOARD
<input type="checkbox"/> HOSPITAL AUTHORITY BOARD	<input type="checkbox"/> PLANNING AND ZONING
<input type="checkbox"/> HISTORIC PRESERVATION DESIGN STANDARDS ADVISORY COMMITTEE	<input type="checkbox"/> HOUSING AUTHORITY BOARD
	<input type="checkbox"/> OTHER _____

<input type="checkbox"/> New Applicant	<input type="checkbox"/> Current Board Member Years of Service: _____
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## ITEM 8



### Door Hanger Project

**From:** Andy Esquivel

<AEsquivel@ci.smithville.tx.us>

**Sent:** Friday, May 19, 2023 1:19 PM

**To:** Jill Strube <JStrube@ci.smithville.tx.us>

**Subject:** RE: Door Hangers for HPDS

Jill,

I spoke with Denise. She wants to emphasize that the hanger templates come two to a page so I have to stay away from the edges. I did that on my mock up except on the bottom to show you that there is too much information. The top section About HPDS is at size 10 font. The time line of events is at 8.4. Just wanted you to see what we're looking at here.

Denise's estimate:

- Qty. – 500 (12 months \* ~40 units)
- Cost - \$342.40 (estimate)  
**CONFIRMED THAT THIS IS THE COST FOR DOUBLE-SIDED**
- Turn around – Once art work is set and hanger templates arrive (1 week to order), it will take 2-3 days to print them.

Andy

**UPDATE:** Jill will include this cost along with the cost of someone to do the design work for each door hanger in the FY 2023-24 City Budget. We will request a small amount of funds for the HPDS for projects like this next year.

# ITEM 9

MAYOR  
SHARON FOERSTER

MAYOR PROTEM  
TOM ETHEREDGE

COUNCIL MEMBERS  
JANICE BRUNO  
JIMMIE JENKINS  
TYRONE WASHINGTON  
MITCH JAMESON

CITY MANAGER  
ROBERT TAMBLE



317 MAIN STREET  
P.O. BOX 449  
SMITHVILLE, TEXAS  
78957  
(512) 237-3282  
FAX (512) 237-4549

Dear City Marker Applicant,

The Historic Preservation and Design Standards Advisory Committee enthusiastically applauds your decision to add to our town heritage by participating in the Local Historic Marker Program.

The attached application is meant to be a means to ensure that the City's history is preserved and documented.

Please understand that approval of your application does not mean that the City will purchase your marker (see page 4). The cost of markers from the approved foundry is provided below. You may contact this foundry or find another one of similar quality if you wish.

Thank you for your interest and your dedication to historical preservation in Smithville.

Sincerely,

HPDS Advisory Committee Chair

Medallion Prices Effective 5-18-2023:

QTY 1 ORDERED AT A TIME

- 8" diameter bronze - **\$371** plus shipping
- 8" diameter aluminum - **\$299** plus shipping

QTY 2 to 5 ORDERED AT A TIME

- 8" diameter bronze - **\$346 each** plus shipping
- 8" diameter aluminum - **\$279 each** plus shipping

QTY 6 to 10 ORDERED AT A TIME

- 8" diameter bronze - **\$320 each** plus shipping
- 8" diameter aluminum - **\$259 each** plus shipping

Shipping would be whatever actual UPS Ground charges are to ship to you from here.

Lead time right now is 28-29 business days to ship from when you place the order and approve final artwork.

[michael@wausauawards.com](mailto:michael@wausauawards.com)

### **Nomination Criteria:**

Designation as a Historic Property, Location, Individual or Event must reasonably meet the criteria below. Please give detail on how property or individual meets each selected Criterion for evaluation. Each appropriate or applicable Criterion must be addressed individually.

A written summary no more than two (2) typewritten pages, double spaced in 12 pt. font is recommended. All supporting documents should be included as attachments.

#### **Property:**

- 1) Structures must be at least 50 years old. Individuals are not eligible for nomination until 10 years after death.
- 2) Original character of property must be well preserved and maintained and important to architectural, cultural and historical nature of the local neighborhood.
- 3) Property must possess significance in history, architecture, archeology and/or culture.
- 4) Must represent the work of a master designer, builder or craftsman.
- 5) Property is an important example of a type, period or method of construction, embodying distinctive characteristics of a particular architectural type or specimen in the City of Smithville, e.g., Queen Anne (aka Victorian/ Late Victorian), Classical Revival, Tudor Revival, Bungalow, Arts and Crafts, Ranch-Style, Mid-Century Modern, etc.

#### **Location:**

- 1) Location must be the site of one or more historic events that made a significant contribution to the broad patterns of local, regional, state or national history, or with events that have significance in our past.
- 2) Represents a resource, whether natural or man-made, which greatly contributes to the character or image of a defined neighborhood or community area.
- 3) Possesses significant archeological value, which has produced or is likely to produce data affecting theories of historic or prehistoric interest.

#### **Event:**

- 1) Event must have made a significant impact on their era or contributed to the culture and development of the City of Smithville, Texas or the United States. Markers must be posted in an appropriate location.

#### **People:**

- 1) Individual be from Smithville or spent some part of their life here, and must have made a significant impact on their era or contributed to the culture and development of the City of Smithville, Texas or the United States. Markers must be posted in an appropriate location.

#### **General:**

- 1) Is distinctive in character, interest or value, strongly exemplifies the cultural, economic, social, ethnic or historical heritage of Smithville, Texas or the United States.
- 2) Is designated as a Recorded Texas Historic Landmark or State Archeological Landmark or is included as "contributing" on the National Register of Historic Places.



## CITY OF SMITHVILLE APPLICATION – HISTORIC MARKER/DESIGNATION

### HISTORIC PROPERTY/INDIVIDUAL/EVENT NOMINATED:

Name of Nominated Entity: \_\_\_\_\_

Address (Street & Number-Property Only): \_\_\_\_\_

#### **APPLICANT:**

Name: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

#### **OWNER (If different from Applicant):**

Name: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

**Nomination for:** 1) Historical Structure(s) \_\_\_\_ 2) Historic Location \_\_\_\_ 3) Individual \_\_\_\_ 4) Event \_\_\_\_

(Historic Structure only) Date Structure Built: \_\_\_\_\_ Current Zoning of Property: \_\_\_\_\_

Architectural Style or period: \_\_\_\_\_

**Why is this structure/location/individual/event historically significant?** (Brief summary; add pages if needed)

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**Attach clear and organized complete documentation as appropriate. This includes, but is not limited to:**

- Pictures - if structure/property, taken from all sides; if individual, portrait or other likeness.
- Deeds, plats, maps, or other papers relating to property.
- Letters, news accounts, or other pertinent verifications of facts – either property or individual.
- For individuals - biographies including details of lives and their contribution to the history of Smithville TX: birth/death dates and places, education, occupations, military or civic service, news accounts, etc.

### **Acknowledgments**

I certify that the above information is correct and complete to the best of my knowledge and ability and that I am now or will be fully prepared to present the above proposal at the Historic Preservation/Design Standards Advisory Committee Meeting and City Council hearings. I further certify that I have read and understand the following information concerning the procedure for consideration of my marker request and that I am currently in good standing with all taxing authorities.

I understand that the application for historic marker/designation will first be submitted to the Smithville Historic Preservation and Design Standards Advisory Committee (HPDS) and that the case will be submitted to City Council for consideration at the subsequent City Council meeting.

I understand that I am encouraged to be present or represented at the public hearings.

I understand that if the HPDS recommends approval of the designation, the recommendation will be submitted to the City Council for final determination. If the HPDS recommends denial, I understand that I may appeal the recommendation of denial to the City Council by submitting a letter of appeal to the HPDS within 14 days after the Board's action.

I reserve the right to withdraw this proposal at any time prior to 14 days after the schedule filing deadline for the HPDS meeting, by filing a written request with the Chair of the HPDS Committee. I understand that such withdrawal shall immediately stop all proceedings thereon.

I understand that people, places and events nominated, reviewed and disapproved three (3) times in succession are not eligible for review panel for three (3) years.

I understand that, if accepted, City or Chamber of Commerce historic tours may call attention to the nominated property as an example of Smithville history, and I will allow the City and Chamber to use any images of the marker and its surroundings to help market the program or other kinds of City/Chamber-related publicity.

If the nomination is approved by City Council, I agree to pay for the approved City Historic Marker from the approved vendor at current cost, and I agree to install it on my property in an area that is publicly visible. I understand that the marker will remain with the property structure at its recognized location unless extenuating circumstances, approved by HPDS prevent it from remaining at the historic location.

**SIGNATURE OF PROPERTY OWNER/AGENT**

**SIGNATURE OF PROPERTY CO-OWNER/AGENT  
(if applicable)**

\_\_\_\_\_

\_\_\_\_\_

Print Name: \_\_\_\_\_

Print Name: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**HPDS Approved on (Date):** \_\_\_\_\_

**By HPDS Committee Members (Signatures):** \_\_\_\_\_

\_\_\_\_\_