

**HISTORIC LANDMARK COMMISSION**  
**September 21, 2016**

The City of Bastrop Historic Landmark Commission met on Wednesday, September 21, 2016 at 6:00 p.m. in the Executive City Council Chambers, 1311 Chestnut Street, Bastrop, Texas.

**1. Call to order the Historic Landmark Commission.**

At 6:05 p.m. Dan Hays-Clark called the meeting to order.

**2. Roll call and confirmation of a quorum for the Historic Landmark Commission.**

|                      |         |                |         |
|----------------------|---------|----------------|---------|
| Christine Cartwright | Present | Susan Long     | Present |
| Robbie Sanders       | Present | Dan Hays-Clark | Present |
| Lisa Patterson       | Present | Blake Kaiser   | Absent  |
| Kathryn Lang         | Present |                |         |

**3. Approval of the August 17, 2016 meeting minutes**

Christine Cartwright made a motion to approve the meeting minutes of August 17, 2016. Seconded by Lisa Patterson, and the motion passed unanimously.

**4. Citizen comments.**

There were no citizen comments

**5. Public Hearing:** To designate 1201 Main Street also known as the First United Methodist Church, including the Memorial Bell Tower, as a Significant Landmark.

- a. Open Public Hearing
- b. Presentation by staff, pertaining to the history of the structure
- c. Receive input from public
- d. Close the Public Hearing
- e. Discussion and possible action by the Historic Landmark Commission to designate 1201 Main Street also known as the First United Methodist Church, including the Memorial Bell Tower, as a Significant Landmark.

Robbie Sanders questioned whether she should abstain from the voting, as she is a member of the church and wrote the history. Christina Cartwright responded that she had from the previous vote because she is a member. Susan Long stated that she is also member of the church, though she attends another church at this time. Dan Hays-Clark noted that there would not be enough members to vote if they recused themselves. Lisa Patterson stated that there is not any gain for them personally, so there was no reason for them not to vote. The next step is the Historic Landmark designation for The First United Methodist Church.

Dan Hays-Clark entertained a motion. Katheryn Lang moved to designate 1201 Main Street also known as the First United Methodist Church, including the Memorial Bell Tower, as a Significant Landmark. Seconded by Lisa Patterson and the motion passed unanimously.

**6. Discussion and possible action to identify properties to be invited to apply for Significant Landmark and Historic designation.**

Melissa McCollum discussed the current working draft of Bastrop Historic Properties and the map. Robbie Sanders compiled additional information for the current listings, as well as some additional addresses that are designated through the Texas and National Registers, but not through the City. Within the working list 23 addresses have been identified as Significant but not Historic within the City. Melissa suggested that we start by

concentrating on these highlighted addresses, to invite these owners to apply for Historic Landmark designation. Dan Hays-Clark inquired if staff should send a friendly letter out and then follow up as a Commissioner. Melissa noted that it would be beneficial for the owners to be approached by someone that already has a relationship with them. It was decided that a letter will be sent out to highlighted property owners with a note that a Commission member would contact them to answer questions or concerns that they may have.

Staff and Commissioners discussed additions and corrections to be made to the current working draft of Bastrop Historic properties, as well as the list of properties that could be considered. A draft of letter to be sent to homeowners will be presented at an upcoming meeting.

**7. Director's Report:**

- a) Direction from the Historic Landmark Commission on any items to be included on future agendas.**

Updates on the Bastrop Historic Properties map and the list of Significant and Historic Landmarks will be given to the Commission and discussed at the next meeting.

- b) Update on the Comprehensive Plan.**

Melissa McCollum gave a status update on the Comprehensive Plan. The Steering Committee has reviewed most of the chapters and those can be found online and viewed from the City's home page.

- c) Update on Form Based Code for the north area**

Melissa McCollum gave a status update that a report has been received from consultants and the Task Force would be giving a presentation at the City Council meeting in the upcoming month.

- d) Future workshop highlighting map changes and discussions regarding properties listed as City designated Significant and Historic and State of Texas Medallions and National Historic.**

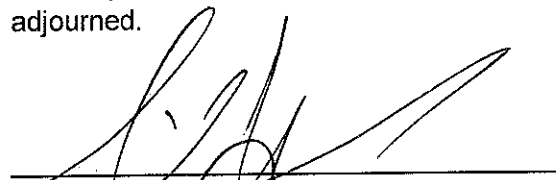
Discuss updated lists and map.

- e) Possibly combining invitation and public hearing for Significant Landmark designation at the same meeting.**

Melissa suggested shortening the process of designating Significant Landmarks by combining the invitation and the public hearing into one. Possibly even combining the process to go from Significant to Historic at the same time if the property qualifies.

**8. Adjourn.**

At 7:00 p.m. Lisa Patterson made a motion to adjourn. Seconded by Christine Cartwright and the meeting adjourned.

  
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Dan Hays-Clark, Chair