

Notice of Meeting of the Historic and Architectural Review Commission of the City of Georgetown, Texas October 6, 2026

The Georgetown Historic and Architectural Review Commission will meet on October 6, 2026 at 5:30 PM at Council and Court Building, 510 W 9th Street.

The City of Georgetown is committed to compliance with the Americans with Disabilities Act (ADA). If you require assistance in participating at a public meeting due to a disability, as defined under the ADA, reasonable assistance, adaptations, or accommodations will be provided upon request. Please contact the City Secretary's Office, at least three (3) days prior to the scheduled meeting date, at (512) 930-3652 or City Hall at 808 Martin Luther King Jr. Street, Georgetown, TX 78626 for additional information; TTY users route through Relay Texas at 711.

Public Wishing to Address the Board

On a subject that is posted on this agenda: Please fill out a speaker registration form which can be found on the table at the entrance to the meeting room. Clearly print your name and the letter of the item on which you wish to speak and present it to the Board Liaison prior to the start of the meeting. You will be called forward to speak when the Board considers that item. Only persons who have delivered the speaker form prior to the meeting being called to order may speak. Speakers will be allowed up to three minutes to speak. If you wish to speak for six minutes, it is permissible to use another requestor's granted time to speak. No more than six minutes for a speaker may be granted. The requestor granting time to another speaker must also submit a form and be present at the meeting.

On a subject not posted on the agenda: A request must be received by the Advisory Board or Commission Liaison prior to the day the agenda for this meeting is posted. Each speaker will be given three minutes to address the Board or Commission members. No action can be taken.

Regular Session

1.A Planning Department Boards and Commissions Training

Planning Department board specific training for new, current, and reappointed members for the Planning & Zoning Commission, Historic and Architectural Review Commission, Housing Advisory Board, Unified Development Code Advisory Committee, and Zoning Board of Adjustments -- Bess Hagan, Planning Specialist

Adjournment

Certificate of Posting

I, Robyn Densmore, City Secretary for the City of Georgetown, Texas, do hereby certify that this Notice of Meeting was posted at City Hall, 808 Martin Luther King Jr. Street, Georgetown, TX 78626, a place readily accessible to the general public as required by law, on the _____ day of _____, 2026, at _____, and remained so posted for at least three business days preceding the scheduled time of said meeting.

Robyn Densmore, City Secretary

City of Georgetown, Texas
Historic and Architectural Review Commission
October 6, 2026

SUBJECT:

Planning Department Boards and Commissions Training

SUGGESTED ACTION:

Planning Department board specific training for new, current, and reappointed members for the Planning & Zoning Commission, Historic and Architectural Review Commission, Housing Advisory Board, Unified Development Code Advisory Committee, and Zoning Board of Adjustments -- Bess Hagan, Planning Specialist

ITEM SUMMARY:

Staff presented to the Historic and Architectural Review Commission, Planning & Zoning Commission, Zoning Board of Adjustments, Housing Advisory Board, and UDC Advisory Committee on the following topics: Planning Department Mission and Staff, Board Introductions, the Code of Ordinances and Meeting Schedules, Public Hearings and Parliamentary Procedures, Conflicts of Interest, the Unified Development Code, the Unified Development Code Rewrite, the 2030 Comprehensive Plan and Future Land Use Map, Zoning Maps, and next steps for Commissioners. Staff presented the following topics to the Historic and Architectural Review Commission: HARC Responsibilities, Overview of the COA Process and Review, Overlay districts, Historic Resource Survey, Criteria of Approval When Considering COA Request, Design Guidelines, and Components of a Staff Report.

FINANCIAL IMPACT:

SUBMITTED BY:

Bess Hagan, Planning Department

ATTACHMENTS:

[HARC Training.pdf](#)

[HARC Board-Specific Training 24-25, 25-26, 26-27.pptx](#)

Historic & Architectural Review Commission (HARC) Training Guide



Agenda

- Introductions
- HARC's Responsibilities
- Preparing for a HARC Meeting
- Overview of the Certificate of Appropriateness Process and Review
- Overlay Districts
- Historic Resource Survey
- Criteria of Approval When Considering a COA Request
- Design Guidelines
- Components of a Staff Report

Introductions

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Bylaws & Meeting Procedures

Bylaws

- The Commission meets twice monthly (2nd and 4th Thursdays)
- Seven (7) members and two (2) alternates appointed by City Council for two-year terms, eligible for two (2) consecutive terms
- Officers serve one (1) year terms
- Chair or three (3) members may call special meetings
- May form subcommittees, and must form a Demolition Subcommittee with four HARC members (2x full, 2x alt) and the Building Official
- A quorum for regular meetings is 4 members

HARC's Responsibilities

Final approval body for:

- Certificate of Appropriateness Applications
 - Removal/replacement of historic architectural features
 - New construction within the Historic Districts
 - Setback and building height modification requests
 - Demolitions and relocations
 - Signs, fences, and other administrative projects that do not meet the Design Guidelines

Recommending body for:

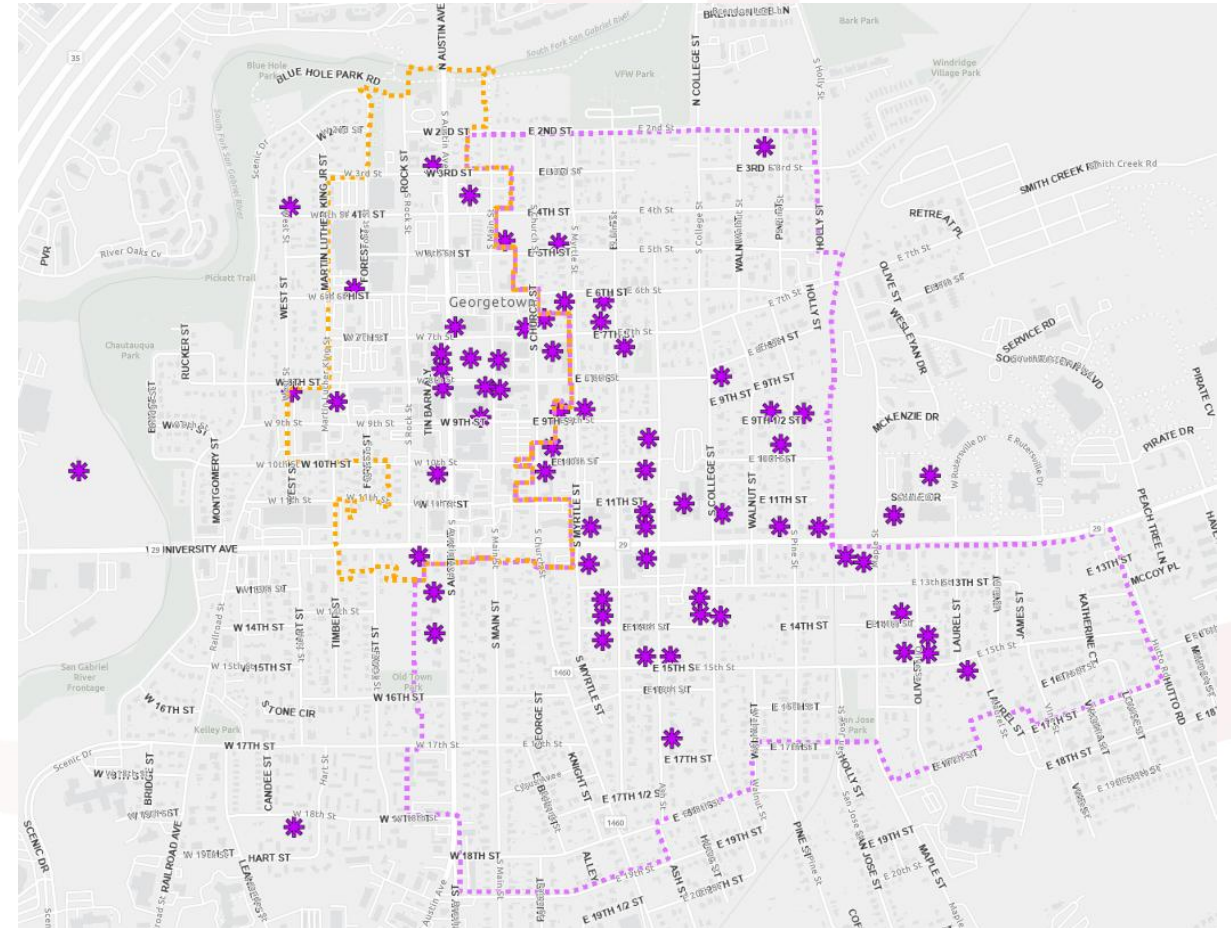
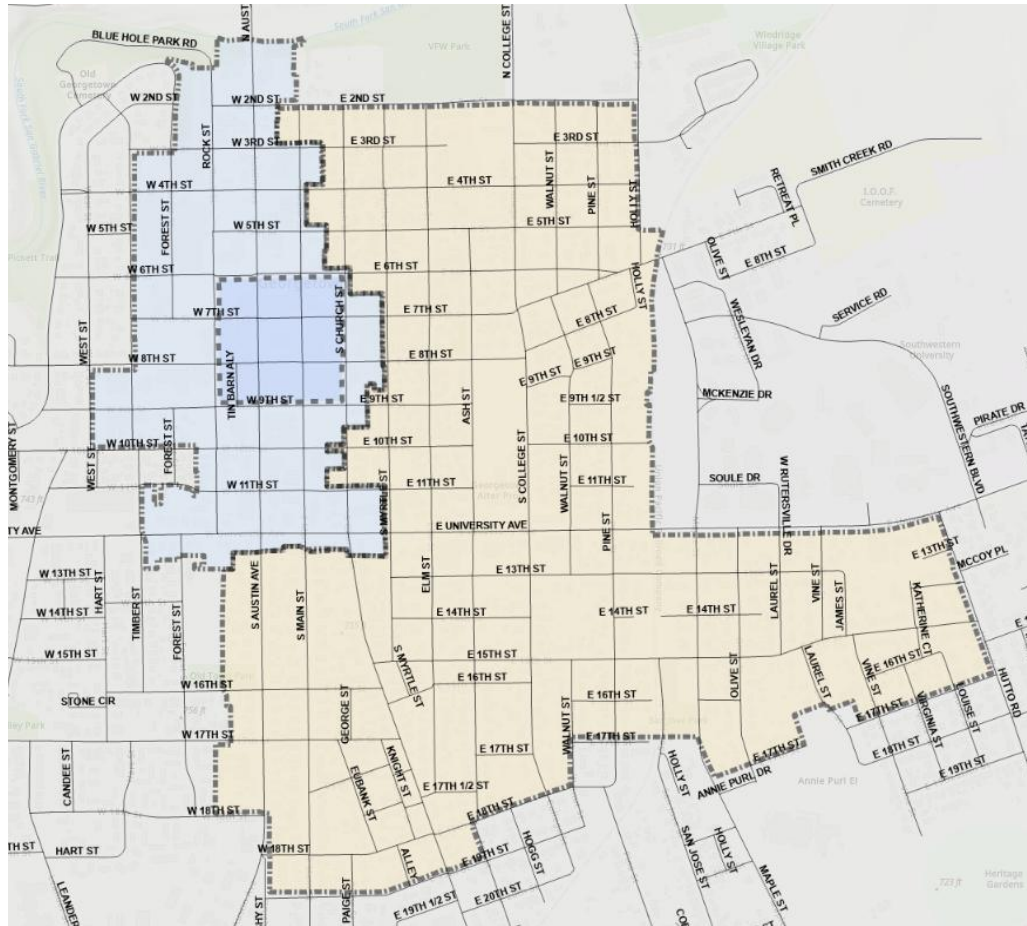
- Designation of Historic Overlay Districts & Historic Landmarks
- Design Guidelines & Supplemental Materials relevant to Historic Pres.

Preparing for a HARC Meeting

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- Direct questions to staff liaison if things are unclear
- Drive by the property and note the surrounding context
- Disclose conflicts of interest

Georgetowntexas.gov/agendas

Historic Overlay Districts and Historic Landmarks



Historic Resources Survey

TEXAS HISTORIC SITES INVENTORY FORM – TEXAS HISTORICAL COMMISSION (rev. 8-82)

1. County Williamson 2. City/Town Georgetown 3. USGS Quad No. 3097-313 Site No. 508
 4. Name 1204 Church 5. Date: Factual 1895-1900 UTM Sector 62N-138Y
 6. Address 1204 Church 7. Architect/Builder Contractor
 8. Owner John Hester Davis 9. Style/Type vernacular
 10. Address Same-78626 11. Original Use residential
 12. Description One-story wood frame dwelling w/ L-plan exterior walls w/ asbestos shingle siding-gable roof w/ composite shingles; front elev. faces E. wood shed double-hung windows w/ L-lighter top; single door entrance on either side of front ell; three-bay porch w/ shed roof within front projecting ell; turned wood posts w/ jigsawn brackets.
 13. Present Condition fairly altered-asbestos siding additions
 14. Significance Primary area of significance: architecture. An example of a late nineteenth century vernacular dwelling.
 15. Relationship to Site: Moved Date or Original Site X (describe)
 16. Bibliography Sanborn Maps, GIS files 17. Informant Date July 1984
 18. Recorder A. Taylor/HHM

DESIGNATIONS PHOTO DATA

THRS No. Old THS Code B&W 4x5 Slides
 NR: ☐ RTHL ☐ HABS (incl) TEX ☐ 25mm Negs ☐ Individual ☐ Historic District ☐ Thematic ☐ Multiple Resource ☐ Other
 NR File Name

CONTINUATION PAGE No. 2 of

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2016 Historic Resources Survey

City of Georgetown, Texas

Report

September 2017

Prepared by:

COX | McLAIN
Environmental Consulting
8401 Shoal Creek Boulevard, Suite 100
Austin, TX 78737



TEXAS HISTORICAL COMMISSION

Properties Documented with the THC Form in 2007 and/or 1984 That Have Not Changed Preservation Priority

Address: 708 S Austin Ave 2016 Survey ID: 125191
 City: Georgetown 2016 Preservation Priority: High
 County: Williamson Local District: Downtown District

SECTION 1

Basic Inventory Information

Property Type: ☒ Building ☐ Structure ☐ Object ☐ Site ☐ District WCAD ID: R041404
 Construction Date: 1891 ☒ Actual ☐ Estimated Source: building façade
 Latitude: 30.637082 Longitude -97.678215
 Current/Historic Name: None/Mileham Building

Stylistic Influence(s)* ☐ None Selected

☒ Log traditional ☐ Shingle ☐ Gothic Revival ☐ Pueblo Revival ☐ International
☒ Greek Revival ☐ Romanesque Revival ☐ Tudor Revival ☐ Spanish Colonial ☐ Post-war Modern
☒ Italianate ☐ Folk Victorian ☐ Neo-Classical ☐ Prairie ☐ Ranch
☐ Second Empire ☐ Colonial Revival ☐ Beaux Arts ☐ Craftsman ☐ Commercial Style
☐ Eastlake ☐ Renaissance Revival ☐ Mission ☐ Art Deco ☐ No Style
☐ Queen Anne ☐ Exotic Revival ☐ Monterey ☐ Moderne ☐ Other:

Plan*

☐ L-plan ☐ T-plan ☐ Modified L-plan ☐ 2-room ☐ Open ☐ Center Passage ☐ Bungalow ☐ Shotgun
☐ Irregular ☐ Four Square ☐ Rectangular ☐ None Selected ☒ Other: Two-Part Commercial Block

Priority: 2016 Survey ID: 125191 ☒ High ☐ Medium ☐ Low
 Explain: Excellent and/or rare example of its type or style, and/or has significant associations; retains sufficient integrity
 2007 Survey ID: 663 ☒ High ☐ Medium ☐ Low
 1984 Survey ID: 363 ☒ High ☐ Medium ☐ Low

General Notes: 708-710 S. Austin Avenue was recorded as a single property in 1984 and 2007. (Notes from 2007 Survey: None)

Recorded by: CMEC Date Recorded: 3/2/2016

*Photographs and Preservation Priority have been updated in 2016, and the year built date has also been reviewed. However, the plan and style data are sourced directly from the 2007 survey.

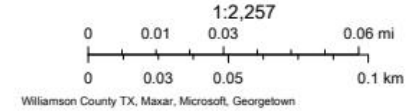
Photo direction: West

Historic Properties Map



2/16/2023, 3:52:45 PM

- Parcels
- Streets
- Georgetown City Limits
- Old Town Overlay
- Downtown Overlay District
- 2016 Medium Priority
- 2016 High Priority
- 2016 Low Priority



City of Georgetown, TX

georgetowntexas.gov/historic

COA Applicability UDC Sec. 3.13.010

COA Applicability and Review Authority is determined by:

- ✓ Project Scope
- ✓ Subject Structure Priority Level
- ✓ Location of Property within or outside the Historic Overlay Districts

Project (Scope of Work)	Historic Significance	Decision Making
HARC = Historic and Architectural Review Commission * HPO = Historic Preservation Officer * NR = Not Required		
New Construction (Infill Development)		
New building construction	All Historic Overlay Districts	HARC
Additions		
Addition that creates a new, or adds to an existing street facing facade	Historic Landmark	HARC
	Contributing Historic Structure (High and Medium Priority Structures as identified on the most recently adopted historic resource survey)	HARC
	Contributing Historic Structure (Low Priority Structures as identified on the most recently adopted historic resource survey)	HPO
	Non-Contributing Historic Structure	HPO
Addition of a non-street facing facades	Historic Landmark	HARC
	Contributing Historic Structure	HPO
	Non-Contributing Historic Structure	NR
New addition does not comply with the zoning standards of the historic overlay district	Historic Landmark	HARC
	Contributing Historic Structure	
	Non-Contributing Historic Structure	
	Historic Landmark	HARC
	Contributing Historic Structure (High and Medium Priority Structures as identified on the most recently adopted historic resource survey) *	HARC

Historic District Design Guidelines

ORGANIZATION OF THE GUIDELINES



INTRODUCTION

The introduction of these Guidelines provides a brief background and history of the historic core of Georgetown. Use these Guidelines when considering improvements to historic properties in Georgetown, and for new construction within the city's Historic Overlay Districts. Districts include the Downtown Overlay District and the Old Town Overlay District.

PREFACE

CITY OF GEORGETOWN HISTORIC DISTRICT DESIGN GUIDELINES



DOWNTOWN GUIDELINES AREA 1

Chapter 1 contains Guidelines for properties within the Town Square Historic District which address site development, building design, and location of parking.

CHAPTER 1



DOWNTOWN GUIDELINES AREA 2

Chapter 2 provides basic information on the use of the Guidelines including a description of the processes for new construction, infill redevelopment and renovation of existing buildings and property in Area 2.

CHAPTER 2

p. 8



OLD TOWN DESIGN GUIDELINES

Chapter 3 contains a general description of the character defining features of the District. The public realm includes the areas that are outside the property lines, such as streets, sidewalks and parkways, alleys, landscape, and historic elements. Individual lot and site character is defined by configuration and the relationship of the principal building to the street and side yards.

CHAPTER 3

CITY OF GEORGETOWN HISTORIC DISTRICT DESIGN GUIDELINES



DEMOLITIONS & RELOCATION

Chapter 4 provides guidance applicable to historic buildings and structures that are intended to be demolished, removed or relocated from the property on which they are located.

CHAPTER 4



SIGNS & COLORS

Chapter 5 provides guidance for types, sizes, locations, materials, illumination, installation and maintenance of signs in the Downtown and Old Town Overlay Districts as well as a guidance for building colors and paint application.

CHAPTER 5

p. 9

Historic District Design Guidelines



COA Process Overview

Application Submitted



Completeness Review by Staff (5 days)



Technical Review by Staff (20 days)



Revisions or Additional Information for Application



Application Decision by HARC



Building Permit

Staff Report Components



Historic & Architectural Review Commission Planning Department Staff Report

Report Date: May 5, 2023
File Number: 2023-13-COA

AGENDA ITEM DESCRIPTION

Public Hearing and Possible Action on a request for new building construction (detached shade structure and outdoor stage) for the property located at 406 W 8th Street bearing the legal description of 1.323 acres out of Block 48, Lots 1-8, City of Georgetown

AGENDA ITEM DETAILS

Project Name: Georgetown City Center - Phase 1A
Applicant: Evan Cuyler c/o Covey Planning + Landscape Architecture
Property Owner: City of Georgetown
Property Address: 406 W. 8th Street
Legal Description: Lot 1-8, Block 48, City of Georgetown
Historic Overlay: Area 2 – Downtown Overlay

HISTORIC CONTEXT

Date of Construction: 1900
Historic Resources Survey Level of Priority: High Priority
National Register Designation: N/A
Texas Historical Commission Designation: Recorded Texas Historic Landmark
Notable Property Owners/Events: N/A

APPLICANT'S REQUEST

HARC:
✓ New infill construction (outdoor stage and shade structure)

STAFF ANALYSIS

Present Property Description:

The subject property is a city-owned lot on the West end of downtown that is bound by three streets: W. 8th Street, Martin Luther King Jr. Street, and W. 9th Street. The property is approximately 1 acre in area and is improved with a High Priority industrial building that is estimated to have been constructed in 1900.

Planning Department Staff Report

Historic and Architectural Review Commission



The structure, known as the "Light and Water Works" building is the only intact industrial building over 50 years of age in the community and reflects the city's earliest efforts to provide water and electricity to its citizens. The first level of the industrial building is covered in a flat roof while the larger second story portion is covered by a two-tiered metal gable roof. Windows in the second story are large 12/12 double-hung wooden windows and a steel sash multi-pane clerestory

between the first and second tiers. A tall concrete smokestack rises at the southeast corner of the building. The building was rehabilitated in 1985-86 to be reused as a police station and it is now used as a municipal office building.

Other improvements on the property include parking areas to the north, south, and west of the building and an internal driveway that provides access between W. 8th Street and W. 9th Street.

Requested Changes:

The applicant intends to remove the existing parking areas to the east and south of the building and the internal driveway to create a pedestrian-oriented public space. The area will include two new structures: an outdoor stage on the south property line and a shade structure on the southwest corner of the property near the intersection of W. 9th Street and Martin Luther King Jr. Street. Other site improvements such as landscaping, lighting, and a new dumpsters enclosure are also proposed.

No changes or alterations to the Light and Water Works building are proposed with this request.

The scope of the project falling under HARC's review authority is the construction of the two structures, which are considered infill construction on the site.

Justification for Requests:

In the provided letter of intent, the applicant states Georgetown City Center is a downtown unification project that aims to provide increased public open space and connectivity among the City of Georgetown's Public Library, Planning Department, City Hall, and Municipal Court.

Technical Review:

Shade Structure

The proposed shade structure will be located at the property line along W. 9th Street. The stage is a half-circle footprint with a radial design for its canopy. The stage will be approximately 56' wide and 25'-7"

Planning Department Staff Report

Historic and Architectural Review Commission

GUIDELINES	FINDINGS
CHAPTER 2 – DOWNTOWN AREA 2 DESIGN GUIDELINES	
A.4 Clearly identify the road edge and project entrances for both automobiles and pedestrians. Use landscaping and lighting accents to identify entrances.	Complies The applicant is proposing to raise the existing curb along W. 8th Street to clearly define the road edge and restrict vehicular access onto the site.
2.3.D Lighting Use lighting for the following: - To accent architectural details - To accent building entrances - To accent signs - To illuminate sidewalks and pedestrian routes - To illuminate parking and service areas, for safety concerns - To illuminate a state or national flag	Complies The proposed lighting will accent the smokestack on the existing building, a significant historic architectural feature that contributes to the historic character of the building. Additional lighting will illuminate the proposed internal pedestrian walkway.
D.1 Site lighting should be used to enhance the pedestrian experience at night by providing a well-lit environment. Site lighting should reinforce the visual continuity of Downtown. The light fixtures (luminaries) and poles (standards) should be unifying design elements that promote visual interest and safety.	Complies The design incorporates column lighting fixtures along the pedestrian area that unify the design on-site and provide continuity to match lighting on other public buildings and lots in the area.
D.2 Minimize the visual impacts of architectural lighting.	
a. All exterior light sources should have a low level of luminescence.	Complies The proposed lighting will not exceed 2 foot candles beyond the property boundary.
c. A lamp that conveys a color spectrum similar to daylight is preferred. Metal halide and sodium are not appropriate.	Complies All proposed lighting will have a color temperature of 3000K which is considered within the spectrum similar to daylight.
d. Light fixtures should be appropriate to the building and its surroundings in terms of style, scale, and intensity of illumination.	Complies The proposed flood light fixed on the existing historic building intended to highlight the smokestack is appropriate in terms of its scale, style, and intensity.

Staff Report Components

Planning Department Staff Report

Historic and Architectural Review Commission

In accordance with Section 3.13.030 of the Unified Development Code, HARC must consider the following criteria. Staff has determined that the applicant *has met 5 out of 8* of these criteria.

SECTION 3.13.030 CRITERIA	FINDINGS
1. The application is complete and the information contained within the application is correct and sufficient enough to allow adequate review and final action;	Complies The application is complete with sufficient information for staff's review.
2. Compliance with applicable design standards of this Code;	Complies The proposed design complies with all applicable requirements adopted in the UDC.
3. Compliance with the Secretary of the Interior's Standards for the Treatment of Historic Properties to the most extent practicable;	Not Applicable The proposed scope of work is for two infill structures that will not impact the historic building on the site.
4. Compliance with the adopted Historic District Design Guidelines, as may be amended from time to time, specific to the applicable Historic Overlay District;	Partially Complies The proposed structures comply in terms of their height, scale, and material. The structures do not comply with Design Guidelines that recommend buildings located on a Residential Blockface to incorporate design elements that match traditional residential forms in the area.
5. The general historic, cultural, and architectural integrity of the building, structure or site is preserved;	Complies The proposed structures do not impact the historic and cultural integrity of the Light & Water Works building.
6. New buildings or additions are designed to be compatible with surrounding properties in the applicable historic overlay district;	Complies The two structures reinforce the industrial material used historically on the west end of downtown and several design choices that mimic architectural features of the existing historic building on the site have been incorporated.
7. The overall character of the applicable historic overlay district is protected; and	Complies The overall character of the district is protected. The west end of Area 2 is known for simpler, unornamented buildings with industrial material used for finishes as proposed.

2023-13-COA – 406 W. 8th Street

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Planning Department Staff Report

Historic and Architectural Review Commission

SECTION 3.13.030 CRITERIA	FINDINGS
8. The Master Sign Plan is in keeping with the adopted Historic District Design Guidelines and character of the historic overlay district.	Not Applicable Signage is not included in this request.

STAFF RECOMMENDATION

Based on the findings listed above and the development strategy for the area recommended in the Downtown Master Plan, staff recommends **APPROVAL** of the request. The proposed design reinforces the industrial material seen in the area and is appropriate in the context of its use for public gathering.

PUBLIC NOTIFICATION

As required by the Unified Development Code, all property owners within a 300-foot radius of the subject property were notified of the Certificate of Appropriateness request (46 notices), and 3 signs were posted on-site. To date, staff has received 0 written comments in favor and 0 in opposition to the request.

ATTACHMENTS

Exhibit 1 – Location Map
Exhibit 2 – Letter of Intent
Exhibit 3 – Plans and Specifications
Exhibit 4 – Historic Resource Surveys
Exhibit 5 – Downtown Master Plan Character Area

SUBMITTED BY

Maddison O'Kelley, Preservation and Redevelopment Manager

2023-13-COA – 406 W. 8th Street

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Criteria of Approval

The Historic and Architectural Review Commission determine whether to grant a Certificate of Appropriateness based on the following criteria:

1. The application is complete and the information contained within the application is correct and sufficient enough to allow adequate review and final action;
2. Compliance with applicable design standards of [the UDC];
3. Compliance with the Secretary of the Interior's Standards for the Treatment of Historic Properties to the most extent practicable;
4. Compliance with the adopted Historic District Design Guidelines, as may be amended from time to time, specific to the applicable Historic Overlay District;
5. The general historic, cultural, and architectural integrity of the building, structure or site is preserved;
6. New buildings or additions are designed to be compatible with surrounding properties in the applicable historic overlay district;
7. The overall character of the applicable historic overlay district is protected; and
8. The Master Sign Plan is in keeping with the adopted Historic District Design Guidelines and character of the historic overlay district.

Questions for Applicants

Appropriate:

- Historic Information/Context
- Type and Configuration of Original and Proposed Replacement Features
- Construction Methods
- Finished Appearance
- Feasible Alternatives

Inappropriate:

- Forms of ownership, occupancy tenure
- Financial status of applicant or tenants
- Singling out a particular use if a zoning district allows multiple uses

Helpful Information

Websites

- georgetowntexas.gov/historic
- georgetowntexas.gov/planning
- georgetowntexas.gov/maps
- georgetowntexas.gov/agendas

Contact Information

Historic@georgetowntexas.gov

Allyson Iiams

Assistant Planning Director

allyson.iiams@georgetowntexas.gov

Madelyn Allen

Historic Planner

Madelyn.allen@georgetowntexas.gov

Historic & Architectural Review Commission (HARC) Training Guide



Agenda

- Introductions
- HARC's Responsibilities
- Preparing for a HARC Meeting
- Overview of the Certificate of Appropriateness Process and Review
- Overlay Districts
- Historic Resource Survey
- Criteria of Approval When Considering a COA Request
- Design Guidelines
- Components of a Staff Report



Introductions

Planning Department Mission

The Georgetown Planning Department is committed to actively preserving the community's heritage and shaping its future by implementing the City's adopted vision and promoting a high-quality built environment.

- *Well-planned development;*
- *Preservation and protection of our rich heritage and natural resources;*
- *Transparent and consistent development standards;*
- *Solution-oriented decision-making;*
- *Innovation and collaboration; and*
- *Quality customer service.*

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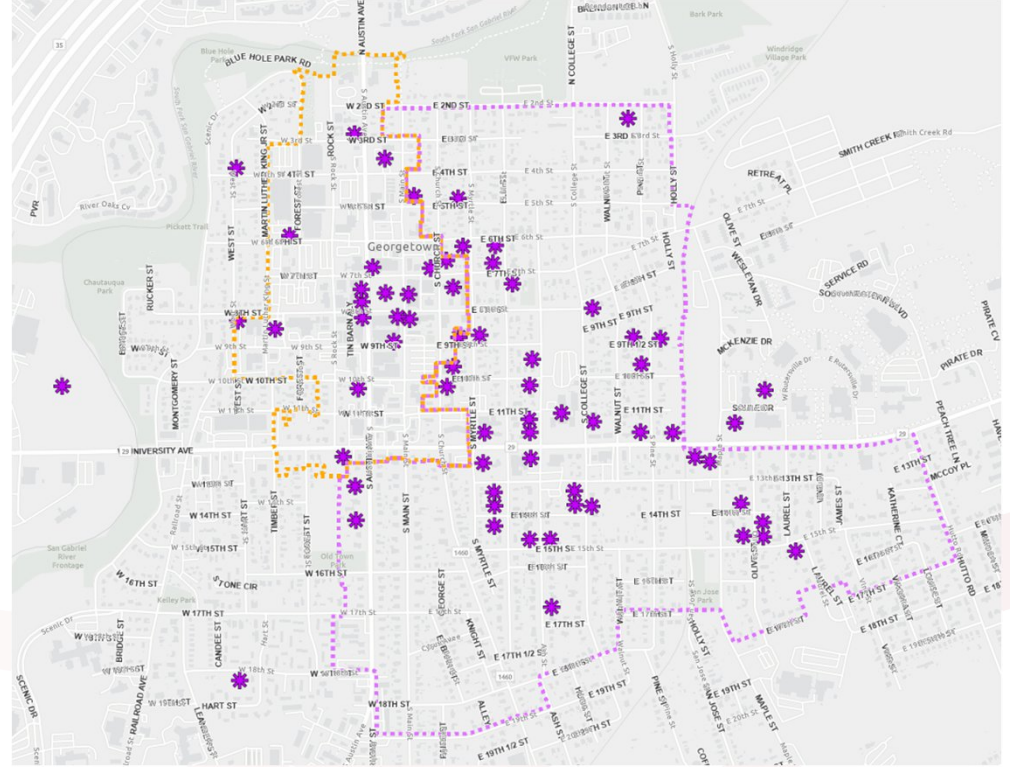
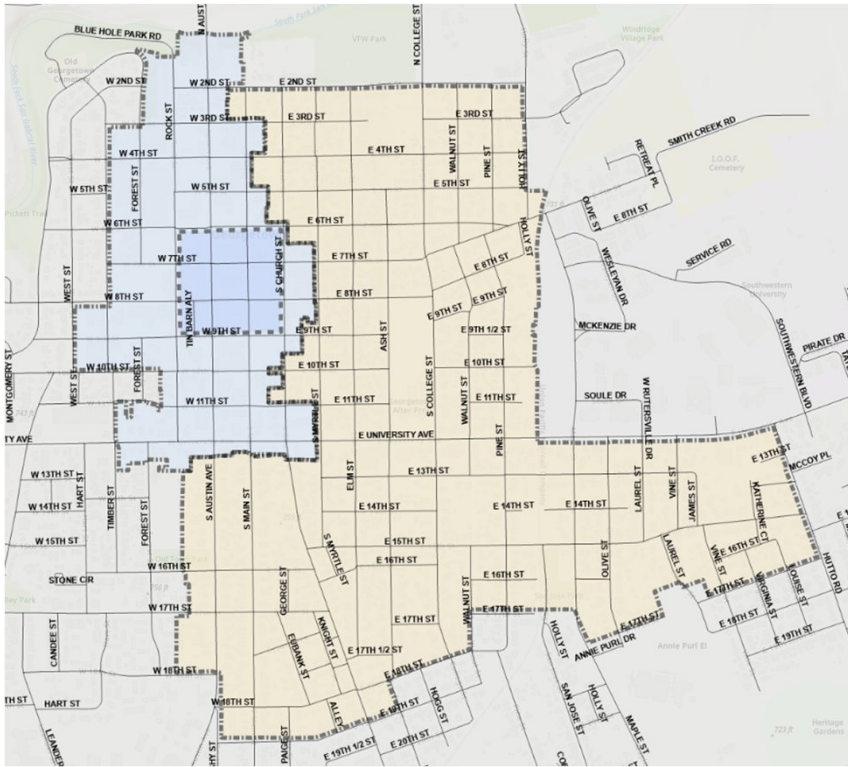
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Historic Overlay Districts and Historic Landmarks



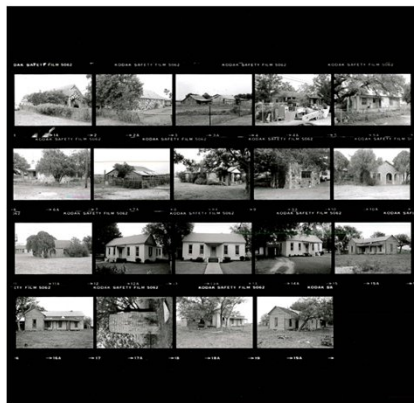
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 7. Architect/Builder Contractor
 8. Owner John Hester Davis 9. Present Use residential
 10. Description One-story wood frame dwelling w/ L-plan; interior walls w/ shingle siding; gable roof of composition shingles; front door, face, & wood work doublehung windows w/ 1-1 lighted top, single door entrance on either side of front ell; three bay porch w/ wide roof within front projecting ell; turned wood posts w/ rippled brackets; gables w/ wide roof within front projecting ell; turned wood posts w/ rippled brackets.
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 13. Relationship to Site: Moved Yes or Original Site X (inserted)
 14. Bibliography Sanborn Maps, 1895 files 15. Informant A. Taylor/BHM Date July 1995
 16. Recorder A. Taylor/BHM Date July 1995
 DESIGNATIONS PHOTO DATA
 THURS No. 1 Old THC Code 508 Ext. 1 Slide 1
 NR: ☐ Individual ☐ Historic District ☐ State Prop. ☐ Other None
☐ Thematic ☐ Multiple Resource
 NR File Name 1204 Church
 Other None
 CONTINUATION PAGE No. 1 of 1

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 Prepared by:
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 Current/Historic Name: None/Mileham Building

Stylistic Influence(s)* ☐ None Selected

☐ Log traditional ☐ Shingle ☐ Gothic Revival ☐ Pueblo Revival ☐ International
☐ Greek Revival ☐ Romanesque Revival ☐ Tudor Revival ☐ Spanish Colonial ☐ Post-war Modern
☒ Italianate ☐ Colonial Revival ☐ Neo-Classical ☐ Prairie ☐ Ranch
☐ Second Empire ☐ Colonial Revival ☐ Beaux Arts ☐ Craftsman ☐ Commercial Style
☐ Eastlake ☐ Renaissance Revival ☐ Mission ☐ Art Deco
☐ Queen Anne ☐ Exotic Revival ☐ Monterey ☐ Moderne ☐ Other:

Plan* ☐ L-plan ☐ T-plan ☐ Modified L-plan ☐ 2-room ☐ Open ☐ Center Passage ☐ Bungalow ☐ Shotgun
☐ Irregular ☐ Four Square ☐ Rectangular ☐ None Selected ☒ Other: Two-Part Commercial Block

Priority: 2016 Survey ID: 125191 ☒ High ☐ Medium ☐ Low
 Explain: Excellent and/or rare example of its type or style, and/or has significant associations; retains sufficient integrity
 2007 Survey ID: 663 ☒ High ☐ Medium ☐ Low
 1984 Survey ID: 363 ☒ High ☐ Medium ☐ Low

General Notes: 708-710 S. Austin Avenue was recorded as a single property in 1984 and 2007. (Notes from 2007 Survey: None)

Recorded by: CMEC Date Recorded: 3/2/2016

*Photographs and Preservation Priority have been updated in 2016, and the year built date has also been reviewed. However, the plan and style data are sourced directly from the 2007 survey.

Photo direction: West

Historic Properties Map



georgetowntexas.gov/historic

COA Applicability UDC Sec. 3.13.010

COA Applicability and Review Authority is determined by:

- ✓ Project Scope
- ✓ Subject Structure Priority Level
- ✓ Location of Property within or outside the Historic Overlay Districts

Project (Scope of Work)	Historic Significance	Decision Making
HARC = Historic and Architectural Review Commission * HPO = Historic Preservation Officer * NR = Not Required		
New Construction (Infill Development)		
New building construction	All Historic Overlay Districts	HARC
Additions		
Addition that creates a new, or adds to an existing street facing facade	Historic Landmark	HARC
	Contributing Historic Structure (High and Medium Priority Structures as identified on the most recently adopted historic resource survey)	HARC
	Contributing Historic Structure (Low Priority Structures as identified on the most recently adopted historic resource survey)	HPO
	Non-Contributing Historic Structure	HPO
Addition of a non-street facing facades	Historic Landmark	HARC
	Contributing Historic Structure	HPO
	Non-Contributing Historic Structure	NR
New addition does not comply with the zoning standards of the historic overlay district	Historic Landmark	HARC
	Contributing Historic Structure	
	Non-Contributing Historic Structure	
	Historic Landmark	HARC
	Contributing Historic Structure (High and Medium Priority Structures as identified on the most recently adopted historic resource survey) *	HARC

Historic District Design Guidelines

ORGANIZATION OF THE GUIDELINES



INTRODUCTION

The introduction of these Guidelines provides a brief background and history of the historic core of Georgetown. Use these Guidelines when considering improvements to historic properties in Georgetown, and for new construction within the city's Historic Overlay Districts. Districts include the Downtown Overlay District and the Old Town Overlay District.

PREFACE

CITY OF GEORGETOWN HISTORIC DISTRICT DESIGN GUIDELINES



DOWNTOWN GUIDELINES AREA 1

Chapter 1 contains Guidelines for properties within the Town Square Historic District which address site development, building design, and location of parking.

CHAPTER 1



DOWNTOWN GUIDELINES AREA 2

Chapter 2 provides basic information on the use of the Guidelines including a description of the processes for new construction, infill redevelopment and renovation of existing buildings and property in Area 2.

CHAPTER 2

p. 8

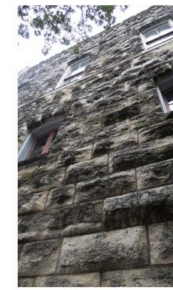


OLD TOWN DESIGN GUIDELINES

Chapter 3 contains a general description of the character defining features of the District. The public realm includes the areas that are outside the property lines, such as streets, sidewalks and parkways, alleys, landscape, and historic elements. Individual lot and site character is defined by configuration and the relationship of the principal building to the street and side yards.

CHAPTER 3

CITY OF GEORGETOWN HISTORIC DISTRICT DESIGN GUIDELINES



DEMOLITIONS & RELOCATION

Chapter 4 provides guidance applicable to historic buildings and structures that are intended to be demolished, removed or relocated from the property on which they are located.

CHAPTER 4



SIGNS & COLORS

Chapter 5 provides guidance for types, sizes, locations, materials, illumination, installation and maintenance of signs in the Downtown and Old Town Overlay Districts as well as a guidance for building colors and paint application.

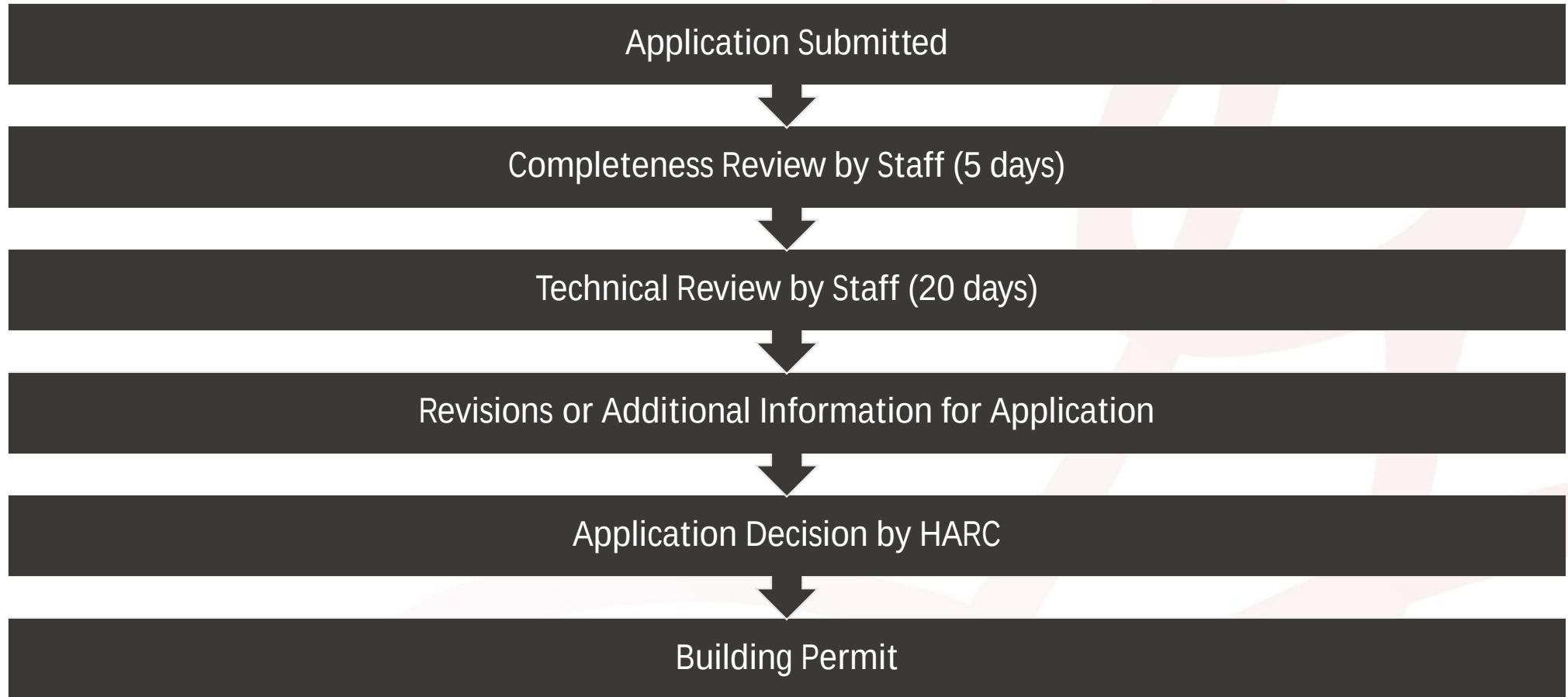
CHAPTER 5

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Historic District Design Guidelines



COA Process Overview



Staff Report Components



Historic & Architectural Review Commission Planning Department Staff Report

Report Date: May 5, 2023
File Number: 2023-13-COA

AGENDA ITEM DESCRIPTION

Public Hearing and Possible Action on a request for new building construction (detached shade structure and outdoor stage) for the property located at 406 W 8th Street bearing the legal description of 1.323 acres out of Block 48, Lots 1-8, City of Georgetown

AGENDA ITEM DETAILS

Project Name: Georgetown City Center - Phase 1A
Applicant: Evan Cuyler c/o Covey Planning + Landscape Architecture
Property Owner: City of Georgetown
Property Address: 406 W. 8th Street
Legal Description: Lot 1-8, Block 48, City of Georgetown
Historic Overlay: Area 2 - Downtown Overlay

HISTORIC CONTEXT

Date of Construction: 1900
Historic Resources Survey Level of Priority: High Priority
National Register Designation: N/A
Texas Historical Commission Designation: Recorded Texas Historic Landmark
Notable Property Owners/Events: N/A

APPLICANT'S REQUEST

HARC:
✓ New infill construction (outdoor stage and shade structure)

STAFF ANALYSIS

Present Property Description:

The subject property is a city-owned lot on the West end of downtown that is bound by three streets: W. 8th Street, Martin Luther King Jr. Street, and W. 9th Street. The property is approximately 1 acre in area and is improved with a High Priority industrial building that is estimated to have been constructed in 1900.

Planning Department Staff Report

Historic and Architectural Review Commission



The structure, known as the "Light and Water Works" building is the only intact industrial building over 50 years of age in the community and reflects the city's earliest efforts to provide water and electricity to its citizens. The first level of the industrial building is covered in a flat roof while the larger second story portion is covered by a two-tiered metal gable roof. Windows in the second story are large 12/12 double-hung wooden windows and a steel sash multi-pane clerestory

between the first and second tiers. A tall concrete smokestack rises at the southeast corner of the building. The building was rehabilitated in 1985-86 to be reused as a police station and it is now used as a municipal office building.

Other improvements on the property include parking areas to the north, south, and west of the building and an internal driveway that provides access between W. 8th Street and W. 9th Street.

Requested Changes:

The applicant intends to remove the existing parking areas to the east and south of the building and the internal driveway to create a pedestrian-oriented public space. The area will include two new structures: an outdoor stage on the south property line and a shade structure on the southwest corner of the property near the intersection of W. 9th Street and Martin Luther King Jr. Street. Other site improvements such as landscaping, lighting, and a new dumpsters enclosure are also proposed.

No changes or alterations to the Light and Water Works building are proposed with this request.

The scope of the project falling under HARC's review authority is the construction of the two structures, which are considered infill construction on the site.

Justification for Requests:

In the provided letter of intent, the applicant states Georgetown City Center is a downtown unification project that aims to provide increased public open space and connectivity among the City of Georgetown's Public Library, Planning Department, City Hall, and Municipal Court.

Technical Review:

Shade Structure

The proposed shade structure will be located at the property line along W. 9th Street. The stage is a half-circle footprint with a radial design for its canopy. The stage will be approximately 56' wide and 25'-7"

2023-13-COA - 406 W. 8th Street

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Planning Department Staff Report

Historic and Architectural Review Commission

GUIDELINES	FINDINGS
CHAPTER 2 – DOWNTOWN AREA 2 DESIGN GUIDELINES	
A.4 Clearly identify the road edge and project entrances for both automobiles and pedestrians. Use landscaping and lighting accents to identify entrances.	Complies The applicant is proposing to raise the existing curb along W. 8th Street to clearly define the road edge and restrict vehicular access onto the site.
2.3.D Lighting Use lighting for the following: - To accent architectural details - To accent building entrances - To accent signs - To illuminate sidewalks and pedestrian routes - To illuminate parking and service areas, for safety concerns - To illuminate a state or national flag	Complies The proposed lighting will accent the smokestack on the existing building, a significant historic architectural feature that contributes to the historic character of the building. Additional lighting will illuminate the proposed internal pedestrian walkway.
D.1 Site lighting should be used to enhance the pedestrian experience at night by providing a well-lit environment. Site lighting should reinforce the visual continuity of Downtown. The light fixtures (luminaries) and poles (standards) should be unifying design elements that promote visual interest and safety.	Complies The design incorporates column lighting fixtures along the pedestrian area that unify the design on-site and provide continuity to match lighting on other public buildings and lots in the area.
D.2 Minimize the visual impacts of architectural lighting.	
a. All exterior light sources should have a low level of luminescence.	Complies The proposed lighting will not exceed 2 foot candles beyond the property boundary.
c. A lamp that conveys a color spectrum similar to daylight is preferred. Metal halide and sodium are not appropriate.	Complies All proposed lighting will have a color temperature of 3000K which is considered within the spectrum similar to daylight.
d. Light fixtures should be appropriate to the building and its surroundings in terms of style, scale, and intensity of illumination.	Complies The proposed flood light fixed on the existing historic building intended to highlight the smokestack is appropriate in terms of its scale, style, and intensity.

2023-13-COA - 406 W. 8th Street

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Staff Report Components

Planning Department Staff Report

Historic and Architectural Review Commission

In accordance with Section 3.13.030 of the Unified Development Code, HARC must consider the following criteria. Staff has determined that the applicant *has met 5 out of 8* of these criteria.

SECTION 3.13.030 CRITERIA	FINDINGS
1. The application is complete and the information contained within the application is correct and sufficient enough to allow adequate review and final action;	Complies The application is complete with sufficient information for staff's review.
2. Compliance with applicable design standards of this Code;	Complies The proposed design complies with all applicable requirements adopted in the UDC.
3. Compliance with the Secretary of the Interior's Standards for the Treatment of Historic Properties to the most extent practicable;	Not Applicable The proposed scope of work is for two infill structures that will not impact the historic building on the site.
4. Compliance with the adopted Historic District Design Guidelines, as may be amended from time to time, specific to the applicable Historic Overlay District;	Partially Complies The proposed structures comply in terms of their height, scale, and material. The structures do not comply with Design Guidelines that recommend buildings located on a Residential Blockface to incorporate design elements that match traditional residential forms in the area.
5. The general historic, cultural, and architectural integrity of the building, structure or site is preserved;	Complies The proposed structures do not impact the historic and cultural integrity of the Light & Water Works building.
6. New buildings or additions are designed to be compatible with surrounding properties in the applicable historic overlay district;	Complies The two structures reinforce the industrial material used historically on the west end of downtown and several design choices that mimic architectural features of the existing historic building on the site have been incorporated.
7. The overall character of the applicable historic overlay district is protected; and	Complies The overall character of the district is protected. The west end of Area 2 is known for simpler, unornamented buildings with industrial material used for finishes as proposed.

2023-13-COA – 406 W. 8th Street

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Planning Department Staff Report

Historic and Architectural Review Commission

SECTION 3.13.030 CRITERIA	FINDINGS
8. The Master Sign Plan is in keeping with the adopted Historic District Design Guidelines and character of the historic overlay district.	Not Applicable Signage is not included in this request.

STAFF RECOMMENDATION

Based on the findings listed above and the development strategy for the area recommended in the Downtown Master Plan, staff recommends **APPROVAL** of the request. The proposed design reinforces the industrial material seen in the area and is appropriate in the context of its use for public gathering.

PUBLIC NOTIFICATION

As required by the Unified Development Code, all property owners within a 300-foot radius of the subject property were notified of the Certificate of Appropriateness request (46 notices), and 3 signs were posted on-site. To date, staff has received 0 written comments in favor and 0 in opposition to the request.

ATTACHMENTS

Exhibit 1 – Location Map
Exhibit 2 – Letter of Intent
Exhibit 3 – Plans and Specifications
Exhibit 4 – Historic Resource Surveys
Exhibit 5 – Downtown Master Plan Character Area

SUBMITTED BY

Maddison O'Kelley, Preservation and Redevelopment Manager

2023-13-COA – 406 W. 8th Street

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Public Hearing Procedures



Public Hearing Process

- Speaker registration forms should be turned into the Board Liaison and/or Chairman prior to the start of the meeting.
 - Speakers limited to 3 minutes unless an additional 3 minutes have been ceded to speaker.
- Chair reminds speaker of their 3 minutes and they are on the clock.
 - 3 minute time limit – Board liaison will notify speaker, time is up. If, speaker continues, it's the discretion of the chair to allow extended time

Public Hearing Process

- MOTION is made and seconded (Chair should not make the motion)
- Chair will ask comments from Commission – (Deliberate on MOTION).
 - Commission may ask clarifying questions of the applicant or staff.
- After commission deliberates, the Chair should call the question (repeat the motion and call for the vote).

Public Hearing Process

- VOTE is taken on the motion presented - Chair clearly states who made the motion and Second. Chair will ask for a show of hands, then states the vote for the record (i.e. unanimous, 5 – 2, etc.)
- On most cases the Commission should:
 - approve
 - deny or
 - (postpone) continue action to the following meeting if there is valid reason not to act

Public Hearing Process – Denial of Request

- Call for a motion
- Motion is seconded, if no second, motion dies
- Vote, majority required to approve
- Failure to approve a positive motion shall be deemed a denial, per 2.24.140 (H) Boards and Commission ordinance
- A person aggrieved by a final action of the Historic and Architectural Review Commission may appeal to the City Council
- Appeals from an administratively issued Certificate of Appropriateness will be processed through the Historic and Architectural Review Commission

Criteria of Approval

The Historic and Architectural Review Commission determine whether to grant a Certificate of Appropriateness based on the following criteria:

1. The application is complete and the information contained within the application is correct and sufficient enough to allow adequate review and final action;
2. Compliance with applicable design standards of [the UDC];
3. Compliance with the Secretary of the Interior's Standards for the Treatment of Historic Properties to the most extent practicable;
4. Compliance with the adopted Historic District Design Guidelines, as may be amended from time to time, specific to the applicable Historic Overlay District;
5. The general historic, cultural, and architectural integrity of the building, structure or site is preserved;
6. New buildings or additions are designed to be compatible with surrounding properties in the applicable historic overlay district;
7. The overall character of the applicable historic overlay district is protected; and
8. The Master Sign Plan is in keeping with the adopted Historic District Design Guidelines and character of the historic overlay district.

Questions for Applicants

Appropriate:

- Historic Information/Context
- Type and Configuration of Original and Proposed Replacement Features
- Construction Methods
- Finished Appearance
- Feasible Alternatives

Inappropriate:

- Forms of ownership, occupancy tenure
- Financial status of applicant or tenants
- Singling out a particular use if a zoning district allows multiple uses

Attendance

- Alternate members are welcome to sit anywhere in the audience but asked to check in with the Board Liaison prior to the start of meeting.
- It is a Council policy to require a minimum of 75 percent attendance of each member at regularly scheduled meetings, including subcommittee meetings.
- Commissioners are encouraged to notify the Board Liaisons and Chair if they are unable to attend prior to the meeting.

Attendance

The agenda, along with staff reports, will be available online at agendas.georgetown.org by 5:00 p.m. the Friday before the meeting

Conflict of Interest Form – Copy in Binder

- Fill out forms prior each meeting, if there is a conflict of interest
- Guidance provided in the City of Georgetown Code of Ordinance - Sec. 2.20.030. - Conflicts of interest.

Unified Development Code (UDC)

Georgetowntexas.gov/udc

- Adopted March 11, 2003
- Primary tool to regulate land development
- Applies to residential and non-residential development in City limits and ETJ
- Establishes procedures for development review
- Governed by multiple departments

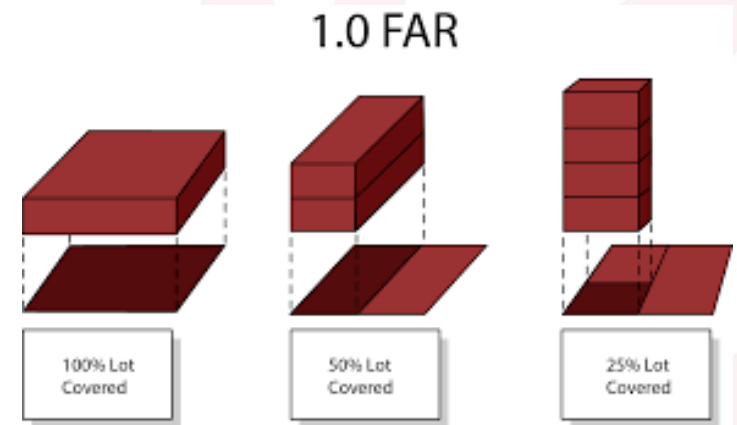
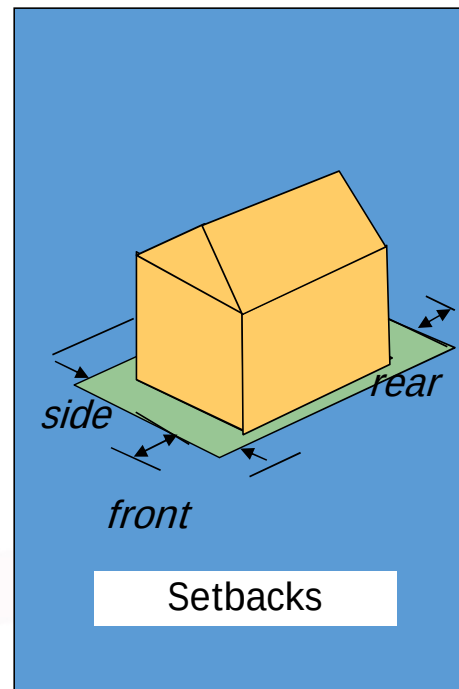
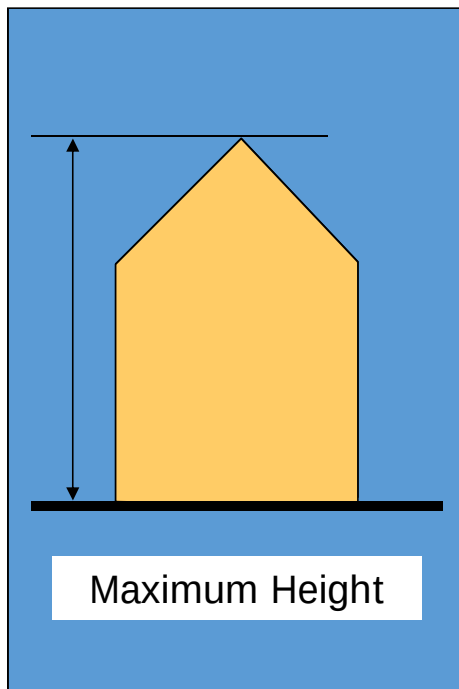
UDC Elements

- Procedures for development
- Zoning districts (recommendation)
- Land uses
- Historic Preservation
- Subdivision design
- Setbacks & Height
- Building Design
- Lighting
- Tree preservation
- Landscaping
- Buffering & screening
- Fencing
- Parking
- Signage
- Impervious cover
- Stormwater management
- Streets & sidewalks
- Driveway access
- Parkland dedication
- Water & wastewater

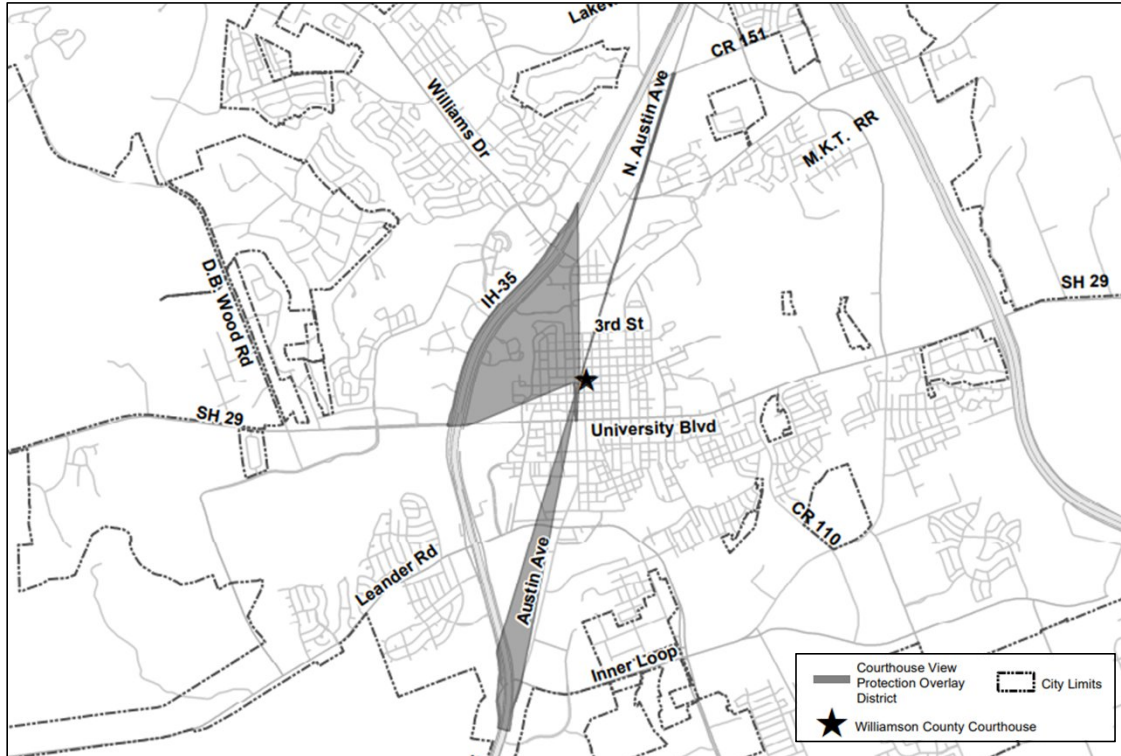
Zoning

- Establishes standards for development and the allowed uses
- Establishes historic district standards or base zoning lot standards
- Zoning regulations are comprised of two components:
 1. The zoning text establishes zoning districts and sets forth development regulations.
 2. The zoning map shows the adopted locations of the zoning districts.

Zoning



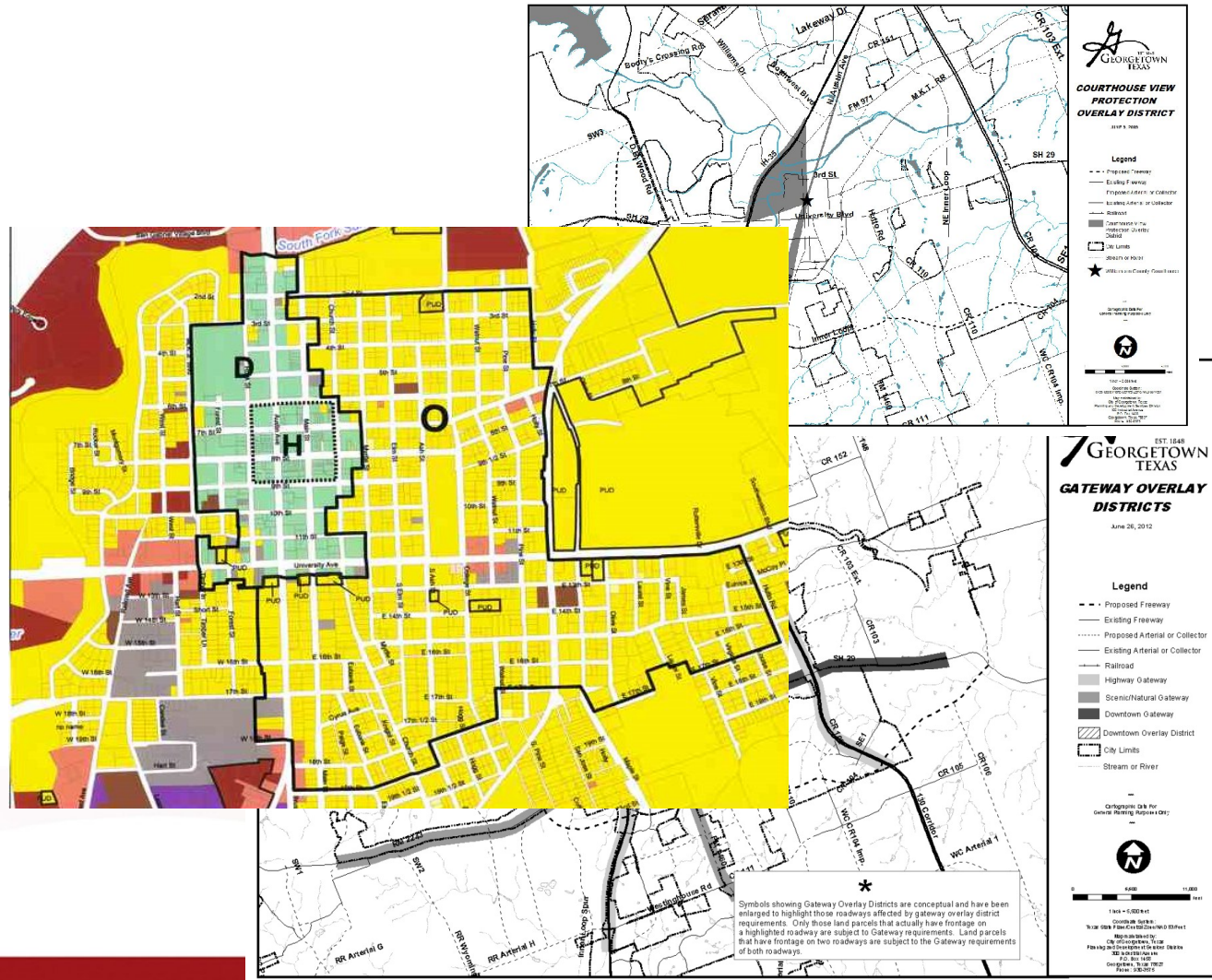
Courthouse View Overlay District



- Building Design and Height
- Site Design and Buildable Area

Overlay District

- Historic
 - Downtown
 - Old Town
- Gateway
 - Highway
 - Scenic/Natural
 - Downtown
- Courthouse
- Landmarks



Helpful Information

Websites

- georgetowntexas.gov/historic
- georgetowntexas.gov/planning
- georgetowntexas.gov/maps
- georgetowntexas.gov/agendas

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