



**NOTICE OF A MEETING
HISTORIC PRESERVATION BOARD
MONDAY, NOVEMBER 29, 2021, AT 5:15 PM
SECOND FLOOR CITY HALL BUILDING
COUNCIL CHAMBERS
200 W. VULCAN STREET
BRENHAM, TEXAS**

- 1. Call Meeting to Order**
- 2. Public Comments**
[At this time, anyone will be allowed to speak on any matter concerning this Board that is not on the agenda, for a length of time not to exceed three minutes. No Board discussion or action may take place on a matter until such matter has been placed on an agenda and posted in accordance with the law.]
- 3. Member Drawing of Lots for Terms as Outlined in Section 13-4(c) in the City of Brenham's Historic Preservation Ordinance No. 0-21-016**
- 4. Discuss and Possibly Act Upon the Election of a Chairperson and Vice-Chairperson, Effective Immediately and Continuing for the 2022 Calendar Year**

REGULAR SESSION

- 5. Discuss and Possibly Act Upon a Certificate of Appropriateness for a Building Located at 100 E. Alamo Street, Brenham, Texas**
- 6. Discuss and Possibly Act Upon a Certificate of Appropriateness for a Building Located at 201 W. Main Street, Brenham, Texas**

WORK SESSION

- 7. Staff Report**
 - **Administrative Review and Approval of a Certificate of Appropriateness for the Historic Grand Leader at 100 E. Alamo Street, and for the Historic Brenham Opera House 101 W. Alamo Street.**
 - **Review of Certificate of Appropriateness Application, Possible Board Member Participation in Pre-Application Meeting, and Certificate of Appropriateness Process Chart.**
- 8. Adjourn**

CERTIFICATION

I certify that a copy of the November 23, 2021, agenda of items to be considered by the Historic Preservation Board was posted to the City Hall bulletin board at 200 W. Vulcan, Brenham, Texas on Tuesday, November 23, 2021, at 12:30 pm.

Nancy Joiner

Tourism and Marketing Coordinator

Disability Access Statement: This meeting is wheelchair accessible. The accessible entrance is located at the Vulcan Street entrance to the City Administration Building. Accessible parking spaces are located adjoining the entrance. Auxiliary aids and services are available upon request (interpreters for the deaf must be requested twenty-four (24) hours before the meeting) by calling (979) 337-7200 for assistance.

I certify that the attached notice and agenda of items to be considered by the Historic Preservation Board was removed by me from the City Hall bulletin board on the _____ day of _____, 2021 at _____.

Signature

Title



AGENDA ITEM 3

To: Historic Preservation Board Members

From: Karen Stack, Legal & Legislative Services Manager

Subject: Drawing of Member Positions

Date: November 23, 2021

City of Brenham Ordinance O-21-016 established the Historic Preservation Board. Board members generally serve 3-year terms; however, some of the first Board members will receive initial terms of less than three years in order to stagger terms as required by the Ordinance.

Section 13-4(c) addresses the initial staggering of terms. It provides for full 3 – year terms for the two members elected by downtown property owners. Thus, members Jennifer Hermann and Brad Tegeler will serve full 3 -year terms expiring December 31, 2024.

At the meeting today, the remaining five members of the Board will draw member position numbers to determine their new terms, which will be either two or three years. The new terms will be staggered as follows:

- 4 members will be appointed to two (2) – year terms to expire in December, 2023
- 1 member will be appointed to a three (3) – year term to expire in December, 2024



AGENDA ITEM 4

To: Historic Preservation Board

From: Karen Stack, Legal & Legislative Services Manager

Subject: Board Officer Appointment

Date: November 23, 2021

Section 14 of the Brenham Policies and Procedures for Boards and Commissions reads in part “Each Board shall, in its first meeting of each calendar year, elect a Chair and Vice-Chair to serve for one (1)-year terms. The Chair of each board shall call the meeting to order and preside at the meetings. In the absence of the Chair, the Vice-Chair shall preside.”

We have added an agenda item to enable the Board to appoint the Chair and Vice-Chair for 2021-22. The individuals selected will serve terms that begin immediately upon their selection, and end December 31, 2022. Any board member can nominate, and any board member can be nominated. A board member may also nominate themselves.



AGENDA ITEM 5 – REGULAR SESSION

MEMORANDUM

To: Historic Preservation Board Members

From: Jennifer Eckermann, Historic Preservation Officer

Subject: Request for Certificate of Appropriateness

Date: November 19, 2021

The first Certificate of Appropriateness Application for discussion and consideration by the Board is from Miguel Ramos and Alix Fox of 100 Alamo Investments, LLC.

The major renovation being planned will be the home of Mescalito Coffee in the front of the building on the first floor, and Ballad of the Bird Dog in the back, which faces Commerce Street on the second floor.

They are requesting a Certificate of Appropriateness for the addition of a rear egress/ingress stair on Commerce Street.

Currently, there is only a single means of ingress and egress, which is located at the storefront on Alamo Street.

As a condition to the issuance of building and occupancy permits for the interior renovation proposed for the building, the City of Brenham is requiring a secondary means of egress. The owners met with City of Brenham officials and their architect, and determined the most viable solution would be the addition of a balcony and stair structure on the Commerce Street side of the building, as pictured in your packet on pages 14 - 19.

The design of the staircase uses the first parking space in front of the building on Commerce Street, allowing for continued pedestrian use of the sidewalk and office frontage for the rental property on the first floor.

The use of the parking space required a License to Encroach from the City of Brenham which was granted by the City Council on November 18, dependent upon your approval of the Certificate of Appropriateness.

As stated in the Ordinance in Section 13-9(g), a "Certificate of Appropriateness may be issued for distinct and separate phases of an ongoing project."

While this application is for the stairs for egress required to meet Code and get plan approvals needed to move forward, we expect COA Applications soon for several more significant alterations planned for the building.

In addition, in the COA application, the owner mentions painting of the building which received an Administrative COA.

The owner will be in attendance at the meeting to answer any questions you may have.



HISTORIC PRESERVATION – MAIN STREET

Certificate of Appropriateness Application

APPLICATIONS MUST BE COMPLETED IN THEIR ENTIRETY.

By signing this Certificate of Appropriateness (COA) application, the applicant affirms:

- All submitted information represents an accurate description of the proposed work.
- The project will be constructed in exact accordance with the plans and specifications submitted.
- S/he will conform to all conditions of approval.
- Approval of this application by the Historic Preservation Officer or the Historic Preservation Board in no way constitutes approval of a building permit or other required city permit approvals.
- Filing an application does not guarantee approval.

ADDRESS OF SUBJECT PROPERTY: 100 E. Alamo Street, Brenham, Texas 77833

APPLICANT/CONTACT PERSON


Name (Print): Miguel Ramos

Address: 4222 Vista Road

City, State, Zip: Pasadena, Texas 77504

Phone: (832) 731-0655

Email: miguel@serconstruction.net

Signature: 

OWNER (Attach additional sheets, as needed)


Name (Print): 100 Alamo Investments, LLC

Address: 4222 Vista Road

City, State, Zip: Pasadena, Texas 77504

Phone: (832) 731-0655

Email: miguel@serconstruction.net

Signature: 

THIS CERTIFICATE OF APPROPRIATENESS (COA) APPLICATION APPLIES TO:

ADMINISTRATIVE COA (for Insignificant Changes)

BOARD COA (for Significant Changes)

FOR OFFICE USE ONLY:

Date Received: 11-12-2021

COA Case #: 2021-02-B

Built Circa: 1877

Type of Project:



HISTORIC PRESERVATION – MAIN STREET

**Certificate of Appropriateness
Application Narrative**

**PLEASE TYPE OR PRINT CLEARLY. ILLEGIBLE RESPONSES WILL NOT BE ACCEPTED.
USE ADDITIONAL SHEETS IF NECESSARY.**

GENERAL INFORMATION:

Address of Subject Property: 100 E. Alamo Street, Brenham, Texas 77833

Desired start date: November 22, 2021

Desired Completion Date: December 31, 2021

Type of Request:

- Exterior Alteration (Insignificant)
- Exterior Alteration (Significant)
- New construction
- Demolition
- Other: _____

Proposed Use:

- Commercial
- Office
- Restaurant
- Other: _____

WRITTEN DESCRIPTION OF PROPOSED WORK:

Please describe the scope of work. Include: materials to be used, how the project will impact the historic structure, and cleaning methods. How will proposed work be in keeping with the character of the property? Submit sufficient description and support documentation so that the project can be understood without talking to you. Attach another sheet if necessary.

Please see the attached Description of Proposed Work.

100 ALAMO INVESTMENTS, LLC

Miguel A. Ramos
Manager

November 12, 2021

4222 Vista Road
Pasadena, Texas 77504
(832) 731-0655 Cell
miguel@serconstruction.net

Brenham Historic Preservation Board

Attn: Jennifer H. Eckermann, CTE
200 W. Vulcan Street
Brenham, Texas 77833
JEckermann@cityofbrenham.org

Re: Certificate of Appropriateness Application
Grand Leader Building – 100 E. Alamo Street
Addition of Rear Ingress / Egress Stair; License to Encroach
Description of Proposed Work

Dear Jennifer:

In connection with the Certificate of Appropriateness (“**COA**”) application being filed by 100 Alamo Investments, LLC for alterations to the historic Grand Leader Building located at 100 E. Alamo Street, Brenham, Texas 77833 (the “**Building**”), I would like to provide the following background of the issues that necessitated such alterations and the description of the work being proposed to remedy those issues.

1. **Background of Issues Necessitating Proposed Alterations.**

Currently, the main floor of the Building has only a single means of ingress and egress, which is located at the storefront on Alamo Street. As a condition to the issuance of building and occupancy permits for the interior renovation proposed for the Building, the City of Brenham is requiring a secondary means of ingress and egress. After considerable discussion with and evaluation by City officials and our architect, it was determined that the most viable means of providing such access would be the addition of a balcony and stair structure on the Commerce Street side of the Building.

2. **Description of Proposed Work.**

To address the requirement for a secondary means of ingress and egress, we engaged our architect, Jonathan Smith of Smithdish Architecture (originally associated with Lake Flato), to design a solution that not only fulfilled the access requirements, but also provided an attractive retail storefront on Commerce Street that would invite additional retail businesses in that area of the Historic Downtown District. We believe that the following alterations achieve that goal while preserving the historic aspects of the Building.

- a. Construction of Commerce St. Stair and Balcony Structure (see Exhibit "A" for the full set of balcony and stair renderings).

We propose to construct a new stair and balcony on Commerce Street which would provide a secondary means of ingress and egress for the café and retail spaces in the main floor of the Building. In designing the stair and balcony structure, we referenced historical photos of nearby buildings showing similar solutions. Just east of the Building, on Commerce Street, a steel fire escape stair is used provide egress from the second and third stories in the event of an emergency (see **Figure 1** below). However, in this case, such a stair would have limited utility and would only provide emergency egress from the Building.



Figure 1
Fire Escape Stair – Commerce Street

Additionally, we were drawn to the historic photos of the nearby Brenham Opera House with its exposed steel columns, balcony, and canopy above the second-floor balcony (see **Figure 2** below).



Figure 2
Brenham Opera House w/
Exposed Steel Columns, Balcony, and Canopy

Drawing on these historical elements from nearby properties, the proposed structure would be constructed with exposed steel columns, stair stringers, and handrails, and would feature decorative wire mesh balustrades that would increase visibility to the Building façade on Commerce Street (see **Figure 3** below). A covered canopy would provide protection from the weather for patrons entering and exiting the building. Additionally, the existing second-story window on the Commerce Street side of the Building would be expanded and converted to an inviting entrance to the proposed retail space on the second floor.



Figure 3
Proposed Balcony and Stair Structure

In order to maintain the flow of traffic of the sidewalk along Commerce Street, the installation of the balcony and stair structure would require that we encroach upon one (1) parallel parking space situated upon property owned by the City of Brenham property. We respectfully request that the City of Brenham grant a license to encroach upon such property under an agreement with mutually agreeable terms.

b. Exterior Building Paint (see **Exhibit "B"**).

We propose to paint the Commerce Street side of the Building to compliment the now-existing paint colors along the Park Street side (recently repainted in connection with the Texas Arts and Music Festival mural installation). This paint scheme will give the appearance of one, cohesive building from block corner to block corner and will provide a neutral background for the Park Street mural. The recommendation of the architect is to use Sherwin Williams Shoji White as the primary paint color (with slightly darkened tint for the trim), along with Naval Blue (navy) to be used as an accent color (see **Exhibit "B"** for color samples and application). The balcony and stair structure would be painted shades of Naval Blue to tie the structure in to the color scheme of the mural on the Park Street side of the Building.

We appreciate your consideration of these alterations and hope that you find that they meet the requirements of the Brenham Historic Preservation Ordinance. Please feel free to contact me with any questions or comments that you may have.

Sincerely,

A handwritten signature in black ink, appearing to read "Miguel Ramos", with a long horizontal flourish extending to the right.

Miguel A. Ramos
Manager

EXHIBIT "A"

**PROPOSED BALCONY AND STAIR
RENDERINGS**













EXHIBIT "B"

PROPOSED COLOR SCHEME

SW 7042

Shoji White

Interior / Exterior

Location Number: 254-C4

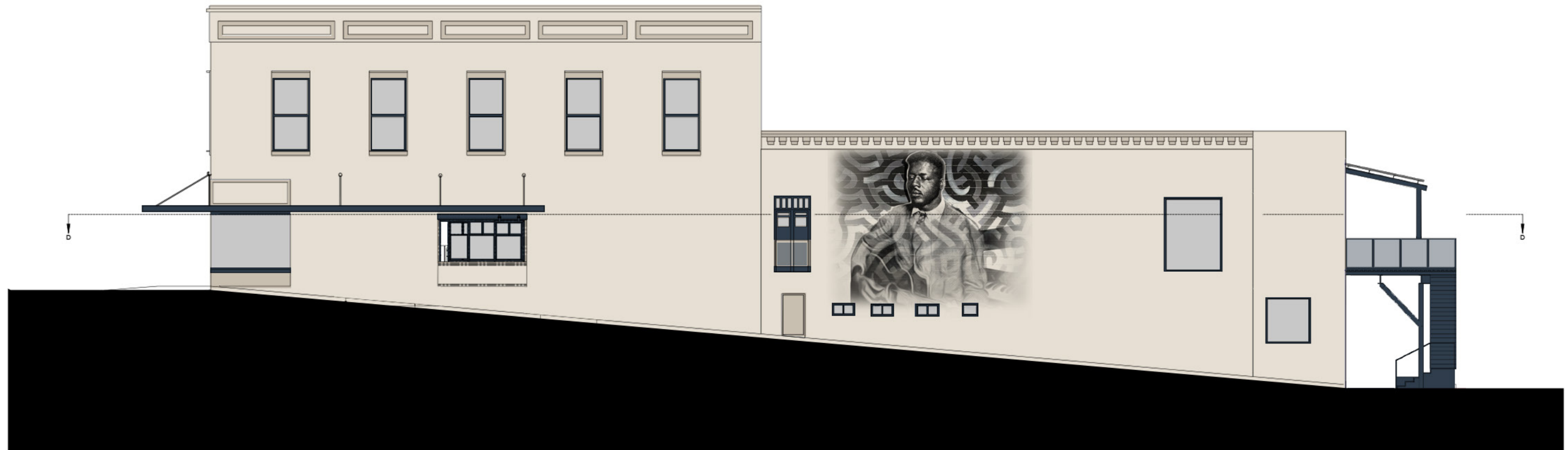
Shoji White
Tinted Darker

SW 6244

Naval

Interior / Exterior

Location Number: 253-C6





AGENDA ITEM 6 – REGULAR SESSION

MEMORANDUM

To: Historic Preservation Board Members

From: Jennifer Eckermann, Historic Preservation Officer

Subject: Request for Certificate of Appropriateness

Date: November 20, 2021

The next Certificate of Appropriateness Application for discussion and consideration by the Board is from Randy and Suzanne Bayer, owners of 201 W. Main Street.

The Bayers are renovating the former Texas Farm Credit building on this location to become Main Street Uncorked, a wine and martini bar.

The application before you is for the removal of the awning currently on the building and the addition of a patio cover in the front to be used for outdoor seating. The proposed patio covers a private parking area in front of the building.

A drawing of the patio cover and a photo are on pages 26 & 27 in your packet. They show the concept of what the Bayers are working to accomplish with this project.

The owner will be in attendance and available to answer any questions you may have.



HISTORIC PRESERVATION – MAIN STREET
Certificate of Appropriateness
Application

APPLICATIONS MUST BE COMPLETED IN THEIR ENTIRETY.

By signing this Certificate of Appropriateness (COA) application, the applicant affirms:

- All submitted information represents an accurate description of the proposed work.
- The project will be constructed in exact accordance with the plans and specifications submitted.
- S/he will conform to all conditions of approval.
- Approval of this application by the Historic Preservation Officer or the Historic Preservation Board in no way constitutes approval of a building permit or other required city permit approvals.
- Filing an application does not guarantee approval.

ADDRESS OF SUBJECT PROPERTY: 201 W Main St

APPLICANT/CONTACT PERSON

Name (Print): Randy Bayer

Address: 7855 Richardson Ln

City, State, Zip: Brenham, TX 77833

Phone: 281-395-8543

Email: randy@brownwatercigar.com

Signature: *Randy S Bayer*

OWNER (Attach additional sheets, as needed)

Name (Print): Suzanne and Randy Bayer

Address: 7855 Richardson Ln

City, State, Zip: Brenham, TX 77833

Phone: 281-395-8543

Email: randy@brownwatercigar.com

Signature: *Randy S Bayer*

THIS CERTIFICATE OF APPROPRIATENESS (COA) APPLICATION APPLIES TO:

ADMINISTRATIVE COA (for Insignificant Changes)

BOARD COA (for Significant Changes)

FOR OFFICE USE ONLY:

Date Received: 11-15-21

Built Circa: 1940

COA Case #: 2021-01-B

Type of Project: _____



HISTORIC PRESERVATION – MAIN STREET

Certificate of Appropriateness Application Narrative

**PLEASE TYPE OR PRINT CLEARLY. ILLEGIBLE RESPONSES WILL NOT BE ACCEPTED.
USE ADDITIONAL SHEETS IF NECESSARY.**

GENERAL INFORMATION:

Address of Subject Property: 201 W Main St

Desired start date: 11/15/2021

Desired Completion Date: 11/29/2021

Type of Request:

- Exterior Alteration (Insignificant)
- Exterior Alteration (Significant)
- New construction
- Demolition
- Other: _____

Proposed Use:

- Commercial
 - Office
 - Restaurant
 - Other: Food and Beverage
-

WRITTEN DESCRIPTION OF PROPOSED WORK:

Please describe the scope of work. Include: materials to be used, how the project will impact the historic structure, and cleaning methods. How will proposed work be in keeping with the character of the property? Submit sufficient description and support documentation so that the project can be understood without talking to you. Attach another sheet if necessary.

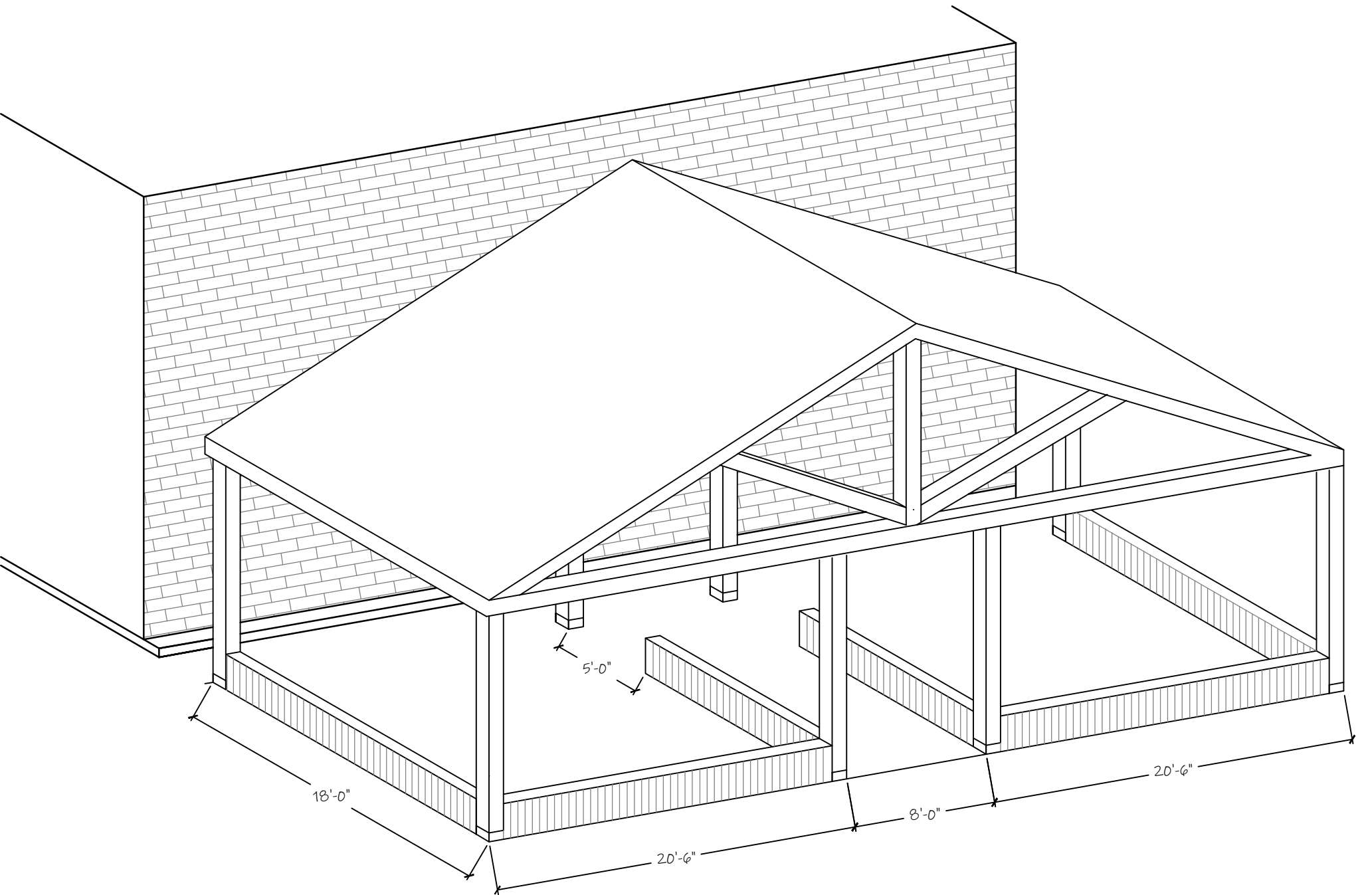
The subject building is not classified as a historical building as it was built approximately 1973 and is classified as Professional Office-Low Quality. In keeping with the "period or era" in which 201 W Main St was built, there are no removal or alterations of historical or distinguishing materials and the proposed addition is using similar features as the existing porch covering.

The existing porch (awning) cover is made of 8" heavy timber cedar posts and beams with dark brown stain and a copper-colored standing seam metal roof. The ceiling under the existing porch is also cedar 1x12 dark-stained planks. Our intention is to remove the existing porch cover to replace with an open-air gabled patio. Removal and replacement of the current intrusive covering will increase the visibility of the front of the building and its entrance which will enhance the appearance of the site.

To keep with the motif of the existing cover, we will again use heavy timber but will replace with lighter wood, specifically Coastal Fir with a natural stain in lieu of the dark brown stain installed on the cedar that will closer match the light color of the masonry veneer. In addition, the ceiling of the new cover will be fir bead board instead of the 1x12 cedar planks on the current cover. The new patio will have a raised plate height of 9' to the bottom of the beams versus 7' currently in place.

The cathedral ceiling will have ceiling fans, low-voltage lighting, and natural gas ceiling-mounted heaters. The patio design is basically three sections. The center section is a clear path from the public walk to the building entrance with lighted paths. Facing from the front, the left section is bordered by the City concrete planter box and an iron fence along Alamo Alley. At the left section front, we will construct a planter-box barrier that will 90° approximately 3' toward the front of the building. The right section will mirror the left. A new iron fence will border the extreme right between the building and Mimosa Hair Salon to match what the City has installed at Alamo Alley. The barriers are necessary for TABC compliance and will have an overall blend with the theme of Alamo Alley.

Each section will seat 16 persons for a total seating capacity of 32. The seating area will consist of lounge areas with gas glass-bead fire pit tables plus standard-height 4-top tables and chairs.



Concept for outdoor space at 201 W. Main Street





AGENDA ITEM 7 – WORK SESSION

MEMORANDUM

To: Historic Preservation Board Members
From: Jennifer Eckermann, Historic Preservation Officer
Subject: Staff Report
Date: November 22, 2021

ADMINISTRATIVE APPROVAL REPORT

Section 13-7(d)1 allows for an Administrative COA by the Historic Preservation Officer for Insignificant Alterations to include changes to exterior paint colors on previously painted surfaces.

We received a request for approval of paint colors to the Historic Grand Leader Building a 100 E. Alamo, on October 11, and for the Historic Brenham Opera House at 101 W. Alamo Street on October 28.

The applicants provided samples of the colors they were considering and received approval.

CERTIFICATE OF APPROPRIATENESS APPLICATION AND POSSIBLE BOARD MEMBER PARTICIPATION IN PRE-APPLICATION MEETINGS

The Certificate of Appropriateness Application included in your packet has been tweaked over the past few weeks and can be changed further once you've had time to review it.

I particularly want to point out on page 35 a checklist that has not been included with the applications reviewed today, as it wasn't required, but I plan to require it in the future.

Section 13-9(a) of the Ordinance says that the owner or owner's representative shall consult with the Historic Preservation Officer before submission of the application.

Through the rather difficult time of having received applications but having no Board in place, I found that a pre-application meeting can benefit all parties. It can be a time-saver to walk through plans for Significant Alterations before submission of the COA Application. I propose that we try to have at least two board members in attendance to answer and/or ask questions that may help the owner present a stronger application with the best opportunity to be approved when first presented.

Section 13-9(c) says the Board shall review the application within 35 days from when it is received and that any additional meetings are needed within sixty days.

A strong application will have a better chance of a more timely approval if questions can be answered before applying.

I'm open to your thoughts about this and any suggestions on how a pre-development meeting could best benefit everyone.

Also, we are currently working on getting the application online and sharing information about the Ordinance and how the process works. I have included a draft of a chart for your review and comment. We plan to have all the information online by the end of the year.



HISTORIC PRESERVATION – MAIN STREET

**Certificate of Appropriateness
Application**

APPLICATIONS MUST BE COMPLETED IN THEIR ENTIRETY.

By signing this Certificate of Appropriateness (COA) application, the applicant affirms:

- All submitted information represents an accurate description of the proposed work.
- The project will be constructed in exact accordance with the plans and specifications submitted.
- Applicant & Owner will conform to all conditions of approval.
- Approval of this application by the Historic Preservation Officer or the Historic Preservation Board in no way constitutes approval of a building permit or other required city permit approvals.
- Filing an application does not guarantee approval.

ADDRESS OF SUBJECT PROPERTY: _____

APPLICANT/CONTACT PERSON

Name (Print): _____

Address: _____

City, State, Zip: _____

Phone: _____

Email: _____

Signature: _____

OWNER (Attach additional sheets, as needed)

Name (Print): _____

Address: _____

City, State, Zip: _____

Phone: _____

Email: _____

Signature: _____

THIS CERTIFICATE OF APPROPRIATENESS (COA) APPLICATION APPLIES TO:

ADMINISTRATIVE COA (for Insignificant Changes)

BOARD COA (for Significant Changes)

FOR OFFICE USE ONLY:

Date Received: _____

Built Circa: _____

COA Case #: _____

Type of Project: _____



HISTORIC PRESERVATION – MAIN STREET

**Certificate of Appropriateness
Application Narrative**

**PLEASE TYPE OR PRINT CLEARLY. ILLEGIBLE RESPONSES WILL NOT BE ACCEPTED.
USE ADDITIONAL SHEETS IF NECESSARY.**

GENERAL INFORMATION:

Address of Subject Property: Click or tap here to enter text.

Anticipated start date: Click or tap here to enter text. **Anticipated Completion Date:** Click or tap here to enter text.

Type of Request:

- Exterior Alteration (Insignificant)
 - Exterior Alteration (Significant)
 - New construction
 - Demolition
 - Other:
-

Proposed Use:

- Commercial
 - Office
 - Restaurant
 - Other:
-

WRITTEN DESCRIPTION OF PROPOSED WORK:

Please describe the scope of work. Include: description of alterations, new construction, or demolition, materials to be used, impact on the historic fabric, and proposed cleaning methods. How will proposed work be in keeping with the character of the property? Submit sufficient description and supporting documentation so that the project can be understood without verbal communication. Attach additional sheets as necessary.

Click or tap here to enter text.



HISTORIC PRESERVATION – MAIN STREET

Certificate of Appropriateness Application Checklist

The following items are requested for consideration of this application. These and additional items may be required, at the request of the Historic Preservation Office, in order to determine the application complete and filed. Please include with submission of your application.		Comments
<input type="checkbox"/>	A pre-application meeting with Historic Preservation Office staff is required unless waived by Office. Please email HistoricPreservation@cityofbrenham.org to set up a meeting.	
<input type="checkbox"/>	Completed Application for Certificate of Appropriateness.	
<input type="checkbox"/>	Completed Application for Certificate of Appropriateness Application Narrative.	
<input type="checkbox"/>	Current photograph(s) of the property and area of alteration	
<input type="checkbox"/>	Samples of materials to be used, including paint colors	
<input type="checkbox"/>	Evidence of historic authenticity (photographs) SIGNIFICANT ALTERATIONS ONLY	
<input type="checkbox"/>	SITE Plan and Exterior Elevations SIGNIFICANT ALTERATIONS ONLY	

Certificate of Appropriateness (COA) Approval Process

