



**NOTICE OF A MEETING
HISTORIC PRESERVATION BOARD
WEDNESDAY, JANUARY 24, AT 5:30 PM
CITY COUNCIL CHAMBERS; CITY HALL
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.]

REGULAR SESSION

- 3. Discuss and Possibly Act Upon Election of Historic Preservation Board Chairperson and Vice Chairperson for a Term of One Year**
- 4. Discuss and Possibly Act Upon Approval of Minutes from the November 28, 2023, Board Meeting**
- 5. Discuss and Possibly Act Upon a Certificate of Appropriateness Application for 309 S Park Street, Brenham, Texas**

WORK SESSION

- 6. Administrative Report**
- 7. Adjourn**

CERTIFICATION

I certify that a copy of the January 24, 2024, 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 Friday, January 19, 2024, at 11:15 am.

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 _____, 2024 at _____.

Signature

Title

HISTORIC PRESERVATION BOARD MINUTES

A regular meeting of the City of Brenham’s Historic Preservation Board was held on Tuesday, November 28, 2023, beginning at 5:30 PM in the Brenham City Hall, Council Chambers, at 200 W. Vulcan Street, Brenham, Texas.

Board Members present:

Hal Moorman- Chair
Becky Bosse
Jennifer Hermann
Charles Keese
Rachel Nordt
Tommy Upchurch

Board Members absent:

Brad Tegeler

City Staff present:

Historic Preservation Officer Jennifer Eckermann
Tourism and Marketing Coordinator Nancy Joiner

Community:

Jeff Kamprath

Call meeting to Order

Chair Hal Moorman called the meeting to order.

Public Comments

None

Regular Session

3. Discuss and Possibly Act Upon Approval of Minutes from August 9, 2023

The motion was made by Board member Rachel Nordt to approve the minutes with a second by Board member Jennifer Hermann.

The motion passed with voting as follows:

Hal Moorman	Yes
Becky Bosse	Yes
Brad Tegeler	Absent
Jennifer Hermann	Yes
Charles Keese	Yes
Rachel Nordt	Yes
Tommy Upchurch	Yes

4. Discuss and Possibly Act Upon a Certificate of Appropriateness for 116 S Park Street, Brenham, Texas

This item was presented by Jennifer Eckermann, Historic Preservation Officer. The original Certificate of Appropriateness application for exterior renovation of the property located at 116 South Park Street was received on Monday, November 7, 2023. Board members Tegeler and Keese met with the Preservation Officer and Jeff Kamprath on November 16 at 3:30 pm to discuss the need for additional details on the project. A revised application was submitted on November 17, 2023, for consideration by the Board, and the new attachment was presented.

A small sign on the front of the SE corner of the building will be moved to the door on the west side. A blade sign is proposed for the corner of the building that would be attached using existing hardware on the building.

Plans also include painting the building, with samples that were supplied at the meeting, and adding a fence at the back of the building to block the view of the utility area.

The Historic Preservation Ordinance Section 13-8 (f), the ordinance states that repair or replacement of missing architectural features should be based on accurate duplication of features, substantiated by historical, physical, or pictorial evidence rather than on conjectural designs or the availability of different architectural elements from other building or structures.

Staff recommends approval of the Certificate of Appropriateness for exterior improvements to the building located at 116 S Park Street.

A motion was made by Board member Charles Keese to approve the Certificate of Appropriateness application submitted by Jeff Kamprath and Bradley Bevers to rebuild crown mold and column corbel caps, move a small sign from the front corner of the building to the side entry, build a sign on the front corner of the building to resemble the sign on the building in the 1960s or 1970's using the hardware from a previous sign, add a fence at the back of the building to block the view to utility area and paint the building at 116 S Park Street, Brenham, Texas. Board member Jennifer Hermann seconded the motion.

The motion passed with voting as follows:

Hal Moorman	Yes
Becky Bosse	Yes
Brad Tegeler	Absent
Jennifer Hermann	Yes
Rachel Nordt	Yes
Charles Keese	Yes
Tommy Upchurch	Yes

5. Discuss and Possibly Act Upon Monthly Meeting Date and Time

This item was presented by Jennifer Eckermann, Historic Preservation Officer. The Historic Preservation Office does not receive COA applications regularly. She proposed to the Board to set a monthly meeting day/evening so that there is no question when an application will be considered. Section 13-9 (c) of the Historic Preservation Ordinance states that the Board shall review applications at a regularly scheduled, or specially called meeting within thirty-five (35) days from the date that the application was received. The time that is needed to process an

application, which includes review to determine completeness, the applications should be submitted at least three weeks before the date of the meeting with the application will be conserved. Once a completed application has been received for consideration, within 10 days of the regularly scheduled meeting, the Board decides whether the meeting will be held or canceled. The Board has preferred to meet on either the 2nd, 3rd, or 4th Tuesdays of the month.

Discussion on the day of the week and which week works best for all. A motion was made by Board member Charles Keese and seconded by Board member Jennifer Hermann to hold monthly meetings on the 4th Wednesday of the month at 5:30 pm if there is an application to consider, otherwise, the meeting will be canceled for that month.

The motion passed with voting as follows:

Hal Moorman	Yes
Becky Bosse	Yes
Brad Tegeler	Absent
Jennifer Hermann	Yes
Rachel Nordt	Yes
Charles Keese	Yes
Tommy Upchurch	Yes

WORK SESSION

6. Administrative Report

This item was presented by Jennifer Eckermann, Historic Preservation Officer. We have heard from potential applicants on two projects in addition to the one on today's agenda. In one project, an application was not received concerning adding an egress door to the property. The applicant decided not to pursue it at this time.

An application was received by our office on 9.11.23, with a follow-up application received on 9.14.2023 and neither application was determined to be complete. The COA Application Narrative says: Please describe the scope of work. Include a description of alterations, new construction, or demolition, materials to be used, impact on the historic fabric, and proposed cleaning methods. How will the 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.* The applicant was asked several times to submit a more detailed description of the work and we have not received it to date.

It was also discussed about the structure covering a BBQ/smoker at 209 S Market. The applicant never completed a new application. The question was raised, does the structure covering the BBQ/smoker still need to be removed since no COA application was ever completed?

Adjourn

Motion to adjourn. The motion passed unanimously.

Hal Moorman
Board Chair

Date

ATTEST:

Nancy Joiner
Tourism and Marketing Coordinator

Date



AGENDA ITEM 5 – REGULAR SESSION

MEMORANDUM

To: Historic Preservation Board Members

From: Jennifer Eckermann, Historic Preservation Officer

Subject: Discuss and Possibly Act Upon a Certificate of Appropriateness Application for 309 South Park Street, Brenham, Texas

Date: January 13, 2024

Ownership and Location

309 S. Park Street (Property ID: 43352) is located at the NE corner of the intersection of Park Street and the BNSF Railroad tracks. The owner is Ross Martella, who has approved the improvements requested by Pioneer Smokehouse owner Mark Renn.





Project Under Consideration

Renn was notified in November of 2023, that the health code now requires that his smoker, located on the east side of the property (bordering Property ID 24868) be enclosed. A plan was developed to build a simple structure around the existing smoker trailer that could be easily roofed with weathered tin and screened with metal screening. Renn plans to complete the bottom half of the enclosure with weathered tin to match surrounding structures.

I attended a meeting with Renn, Development Services Director Stephanie Doland, Building Official Allen Jacobs, Fire Marshall Steven Loving, and Building Inspector Mark Pierce to discuss the project.

Renn explained at the meeting that while the required enclosure was being built, he planned to add covered eating space next to it, using the same materials required for the smoker enclosure.

Development Services determined the plan and drawings presented would meet the new requirements of the health code.

This new construction would not be attached to the historic property.

Historic Preservation Ordinance Consideration

As stated in the Historic Preservation Ordinance, a Certificate of Appropriateness is required for Significant Alterations, and this project, although not connected to a historic building, qualifies as significant because a building permit is necessary to meet construction requirements. (Sec. 13-7 (b)(1))

Recommendation

Staff recommends approval of the Certificate of Appropriateness Application for improvements to the property located at 309 S. Park Street.



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: 309 S. Park St.

APPLICANT/CONTACT PERSON

Name: Mark Renn

Address: 309 S Park St.

City, State, Zip: Brenham, TX 77833

Phone: 713-876-8416

Email: mark@pioneerbrenham.com

Signature: Mark Robert Renn

OWNER (Attach additional sheets, as needed)

Name: Ross Martella

Address: 10985 36N

City, State, Zip: Brenham, TX 77833

Phone: 979-530-6247

Email: cowtalk@yahoo.com

Signature: Ross Martella

THIS CERTIFICATE OF APPROPRIATENESS (COA) APPLICATION APPLIES TO:

Board COA

FOR OFFICE USE ONLY:

Date Received: 1/8/2024 10:53:21 AM

COA Case # 2024-001-3-B

Built Circa:

Type of Project:



Certificate of Appropriateness Application Narrative

GENERAL INFORMATION:

Address of Subject Property: 309 S. Park St.

Anticipated start date: 2024-01-24

Anticipated Completion Date: 2024-02-07

Type of Request:

["New construction"]

Proposed Use:

["Restaurant"]

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.

In November 2023, we (Pioneer Smokehouse) were informed that due to efforts to bring outdoor restaurant kitchens up to health code requirements, we would be required by the Health Department to screen in our outdoor smoker. After discussing with Mark Pierce and Steven Loving, we developed a plan to build a simple rectangular structure around the existing smoker trailer that could be easily roofed (with weathered tin) and screened with metal screen for flies. The bottom half of the structure will be completed with matching weathered/rusty tin to match the existing and surrounding buildings. Metal doors will be added to grant access to the new area. Additionally, since we are digging postholes for this new screened structure, we are also taking this opportunity to add a covered deck adjacent to the smoker. This will be open on the sides and have a matching tin roof. This will serve as a covered seating area and allow us to raise our hanging lights in the backyard.



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	





TEXAS
WLF-76D

DANGER
NEW
COOKING

TEXAS
29Y-VN5

TEXAS
XRV-48J

REPAIRS
IRON WORKS



1LV-L3

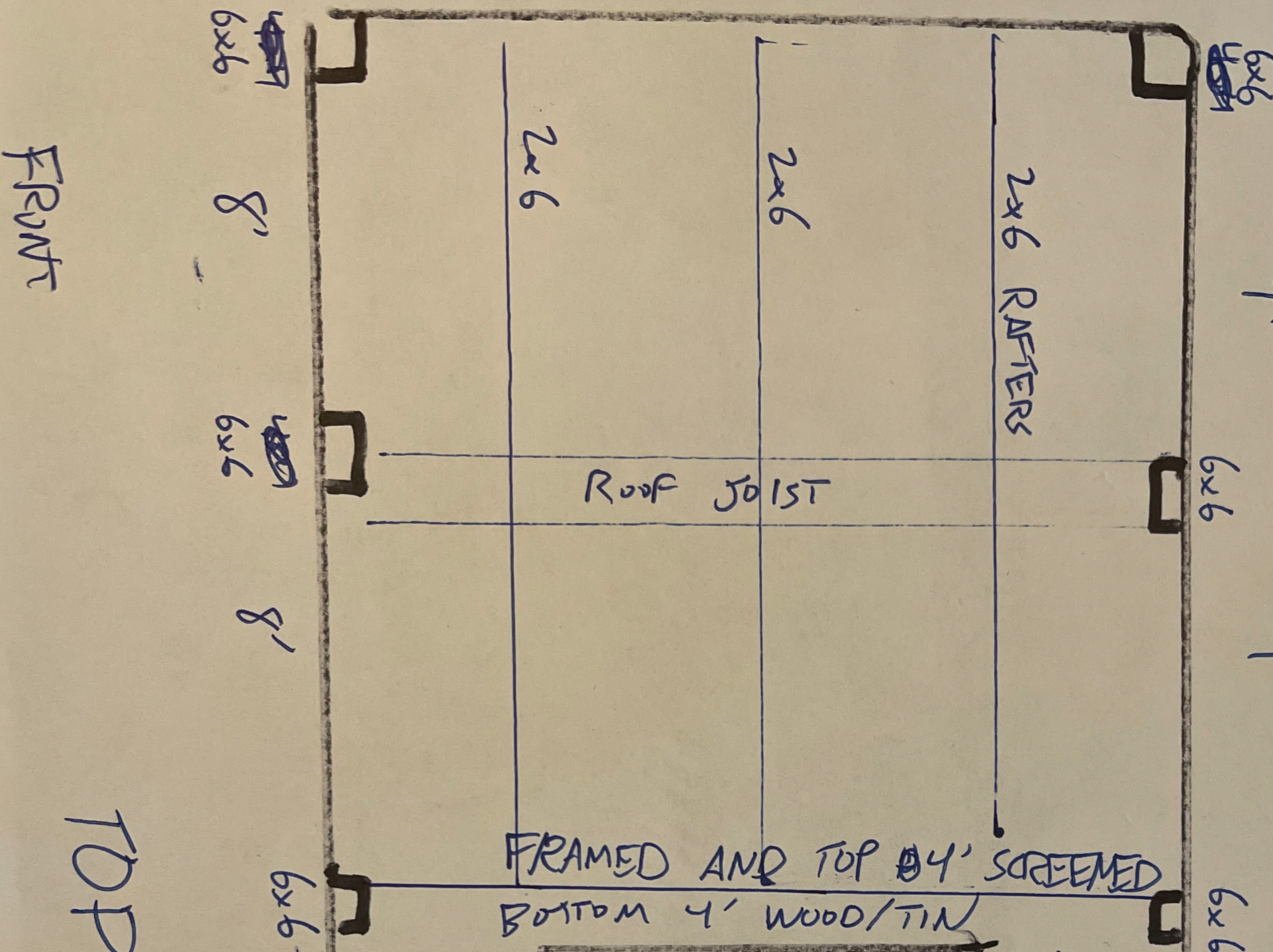
WLE-76D

DANGER
HEAT
COOKING

29Y-VN5

TEXAS
XRV-48J

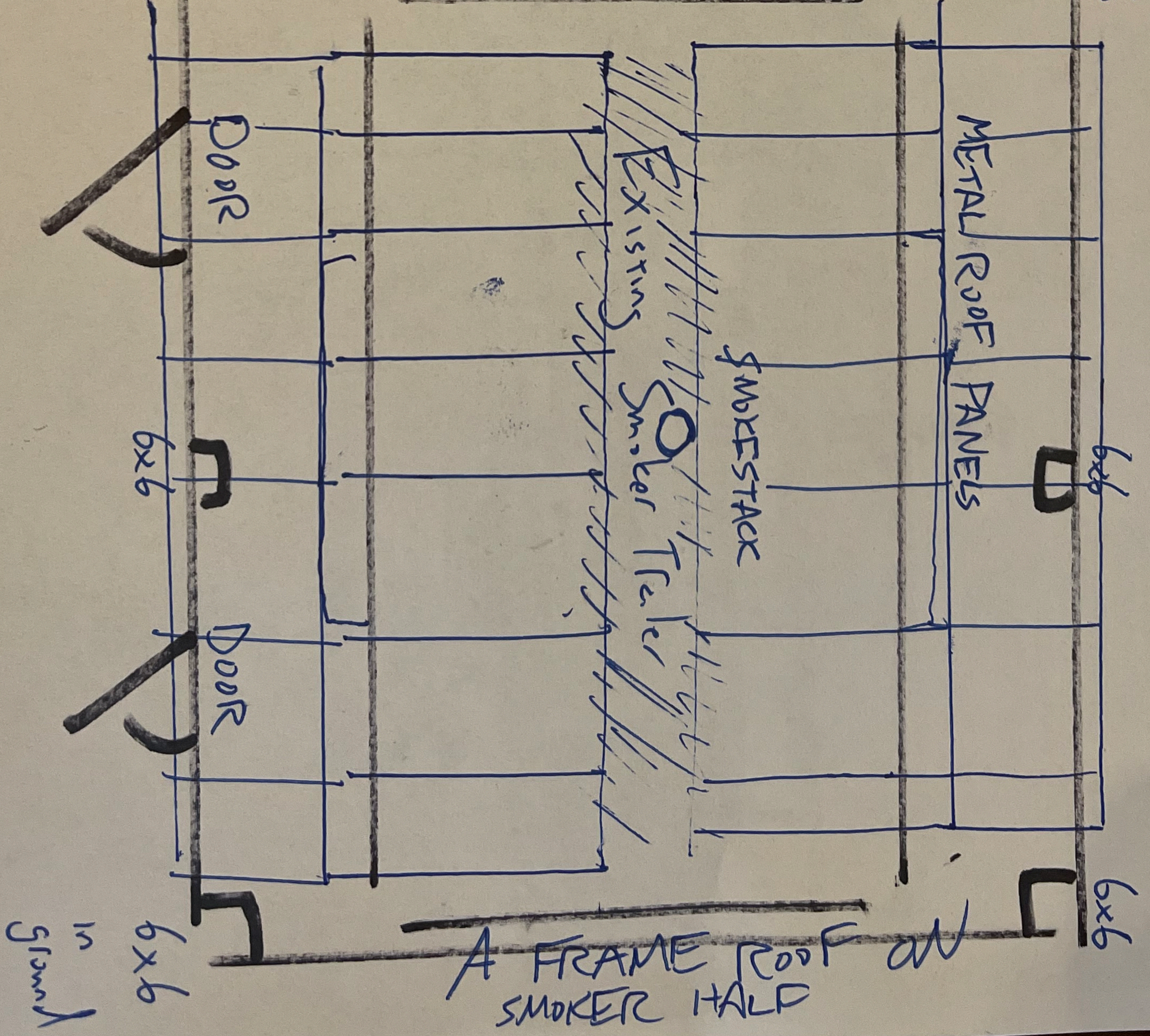
SLOPE ROOF TO DRAIN AT BACK



FRONT

FRAMED AND TOP 4' SCREENED
BOTTOM 4' WOOD/TIN

TDP



A FRAME ROOF ON
SMOKER HALF

6x6 in
ground





AGENDA ITEM 6 – WORK SESSION

MEMORANDUM

To: Historic Preservation Board Members
From: Jennifer Eckermann, Historic Preservation Officer
Subject: Administrative Report
Date: January 18, 2024

1. Since your last meeting, we have worked on two other Certificate of Appropriateness (COA) projects.

The first was an application by the owners of a new business at 210 E. Alamo that, with building owner approval, requested an Administrative COA to paint trim on the building. The request was approved with a Determination Letter dated January 9, 2024.

Another project concerns the property located at 309 S. Park, which is a leased warehouse space. The owner requested approval of Development Services for a storage container to be placed in front of the property, to expand usable space. Development Services staff sent them to me for Historic Preservation Board consideration.

I let them know that as Historic Preservation Officer, I would not recommend approval. Although located in the Southside District, the use of a storage container would not be appropriate. I explained that the City of Brenham has invested heavily in the area to address drainage concerns and accomplish streetscape improvements with a goal of increasing investment in the area. Private investment has already occurred, and the vision for the area is for further private investment in several vacant lots in the area.

I told the owner that, while I don't speak for the board, I felt there would be more chance of approval should an application be submitted, that would be for an expansion of the warehouse space. I spoke to Development Services, and they agreed. They are not in favor of a storage container and would be happy to work with the owner on an expansion.

I expect an application for this project to be completed in time for the next meeting.

2. At the meeting, I will share plans surrounding Visit Brenham's hosting of the Smithsonian's traveling exhibit program, called Museum on Main Street. I will share with you our goals for hosting, partners signed on with the project, and plans underway for local exhibits and cultural programs and activities being planned county-wide.

In addition, I'd like to discuss possible ways the Historic Preservation Board might partner on the program.

3. The next meeting is scheduled for February 28, 2024.