

HISTORIC PRESERVATION APPEALS BOARD

Members

Truman Edminster, *Position One*

J.D. Bartell, Chair, *Position Two*

Douglas Elliot, Vice Chair, *Position Three*

Rob Hellyer, *Position Four*

Libby Viera Bland, *Position Five*

Executive Secretary

Jennifer Ostlind, Interim Director, Planning & Development

Nicole Broussard, Deputy Assistant Director, Acting Secretary

Roman McAllen, Historic Preservation Officer

Agenda

Monday, May 06, 2024, 9:00 a.m.

Meeting Location: City Hall Annex
900 Bagby St., Public Level, Houston TX

NO VIRTUAL OPTION. IN PERSON ONLY.

[Download HPAB staff reports here](#)

Submit comments 24 hours in advance
to historicpreservation@houstontx.gov
or call 832-393-6556

SPEAKER GUIDELINES

WELCOME to a meeting of the City’s Planning and Development Department. Your input is valued. Board members act according to established standards; see rules or policies for details. Staff is available to help orient you on meeting procedures. For the City’s I SPEAK language line, including traducción en español, call 832-393-3000.

The public is encouraged to attend meetings and take an active interest in matters that come before the **Houston Preservations Appeals Board (HPAB.)** The Board has adopted the following procedural rules on public participation:

1. Anyone wishing to speak before the Board is asked to sign up via phone 832-393-6556 or email historicpreservation@houstontx.gov, 24 hours in advance preferred; or sign up in person.
2. All comments submitted in writing or by phone will be included in the agenda or put into the record by staff.
3. If a speaker wishes to discuss any subject not otherwise on the agenda, time is allowed under “public comments”, after all other agenda items have been heard.
4. HPAB Appellants will be allowed to speak first and are allowed to speak for a reasonable amount of time (i.e. five minutes – or up to 15 minutes) for an opening presentation. The appellant is also permitted a two-minute rebuttal after all speakers have been heard. If there are no speakers other than the appellant, there is no rebuttal period. All other speakers will be permitted to speak to the Board members once for a reasonable amount of time (i.e. one minute – or up to 5 minutes.)
5. No speaker is permitted to accumulate speaking time from another person. Time devoted to answering any questions from the Board is not charged against allotted speaking time. The Board may change the speaking times if warranted. Also see procedures for appeals to the HPAB.
6. The Board reserves the right to limit speakers if it is the Board’s judgement that an issue has been sufficiently discussed and additional speakers are repetitive; or if speakers do not follow this established decorum.
7. Beginning May 6, 2024 and thereafter, there is not an option to speak remotely. The meeting can be viewed on the HTV Houston municipal channel and HTV web site.

Commission or Group: Historic

SPEAKER SIGN IN FORM

DATE: _____

AGENDA ITEM NUMBER _____

AGENDA ITEM NAME _____

YOUR NAME (Speaker) _____

Telephone or email (Optional) _____

Do you have handouts or items to be distributed during your comments? _____ (Check if Yes)

Your position or comments: Applicant Supportive Opposed Undecided

Procedures for Appeals to the HPAB



The Historic Preservation Appeals Board (HPAB) may find in favor of the appellant only if it finds that the applicant has demonstrated it meets all appropriate criteria in accordance with Chapter 33 Section 33-253 of the City of Houston Code of Ordinances.

The HPAB has adopted the following procedural rules for hearing appeals from the Houston Archeological and Historical Commission (HAHC):

1. Any materials that the appellant wishes the HPAB to consider must be submitted with the appeal request.
2. At the HPAB meeting, Planning Department staff will first summarize the project and provide the basis for the HAHC's decision.
3. Per the speaker guidelines, the appellant will then have a reasonable amount of time to present arguments for the granting of the appeal. The appellant may yield any amount of this time to other professionals retained by the appellant and directly associated with the project. Any other interested party may also speak once for a reasonable amount of time.
4. Comments should be limited to the ways in which the project meets the criteria.
5. The HPAB may ask questions at any time. Time devoted to answering any questions from the HPAB is not charged against allotted speaking time, nor is any time that may be used for translation, if needed. HPAB may vote to extend speaking time for any speaker.
6. Also see speakers guidelines. The HPAB may amend the speaker rules at any time to ensure a timely and equitable appeal.

Historic Preservation Appeals Board

AGENDA

Monday, May 6, 2024 at 9:00 a.m.
City Hall Annex, 900 Bagby St., Public Level, Houston TX

Download staff reports from [Meeting Documents at www.houstontx.gov/planning/Commissions/HPAB.html](http://www.houstontx.gov/planning/Commissions/HPAB.html)

CALL TO ORDER

Chair's Report

Director's Report

Consideration of the March 11, 2024 HPAB Minutes

Adoption of Speaker's Guidelines and Procedures

- I. Consideration of and possible action on an appeal of the decision of the Houston Archaeological and Historical Commission on March 14, 2024 for a Certificate of Appropriateness for 8530 Glen Valley Dr in Glenbrook Valley Historic District
- II. Public Comments
- III. HPAB Comments

Adjournment

The Historic Preservation Appeals Board reserves the right to convene an Executive Session on any item listed on this agenda as authorized by the Texas Open Meetings Act, Texas Gov't Code Chapter 551, under any applicable exception, including but not limited to Sec. 551.071, Consultation with Attorney.

**HISTORIC PRESERVATION APPEALS BOARD
MINUTES
MONDAY, 11 MARCH 2024
CITY HALL ANNEX - CITY COUNCIL CHAMBER, PUBLIC LEVEL
MICROSOFT TEAMS: [HTTPS://BIT.LY/49OYUBI](https://bit.ly/49OYUBI)
PHONE: 936-755-1521 • MEETING ID: 963 190 836 #**

Call to Order at **9:02 AM** by Chair J.D. Bartell

Board Members	Quorum – Present / Remote / Absent
J.D. Bartell, Chair	Present
Douglas Elliott, Vice Chair	Present
Libby Viera-Bland	Present
Truman Edminster	Present
Rob Hellyer	Present
<i>Nicole Broussard, Acting Ex Officio Executive Secretary</i>	<i>Present</i>

Chair’s Report – None

Director’s Report – Nicole Smothers, Deputy Assistant Director, gave a report and announced Director Wallace Brown’s retirement.

I. APPROVAL OF THE NOVEMBER 28, 2023 HISTORIC PRESERVATION APPEALS BOARD MINUTES

Board action: Approved.

Motion: Viera-Bland
Second: Edminster
Abstaining: None
Vote: Unanimous

Item III was taken at this time.

III. CONSIDERATION OF AND POSSIBLE ACTION ON AN APPEAL OF THE DECISION OF THE HOUSTON ARCHAEOLOGICAL AND HISTORICAL COMMISSION ON JANUARY 18, 2024 FOR A CERTIFICATE OF APPROPRIATENESS FOR:

6715 HOLLYGROVE DR. IN GLENBROOK VALLEY HISTORIC DISTRICT

Presentation by: Terrance Jackson

Board action: Reversed the HAHC decision and granted the Certificate of Appropriateness.

Speaker(s): Balala El-amin – applicant

Motion: Elliott
Second: Viera Bland
Abstaining: None
Vote: Unanimous

II. CONSIDERATION OF AND POSSIBLE ACTION ON AN APPEAL OF THE DECISION OF THE HOUSTON ARCHAEOLOGICAL AND HISTORICAL COMMISSION ON JANUARY 18, 2024 FOR A CERTIFICATE OF APPROPRIATENESS FOR:

7610 ROCKHILL ST IN GLENBROOK VALLEY HISTORIC DISTRICT

Presentation by: Samantha de Leon

Board action: Affirmed the HAHC decision.

Speaker(s): None

Motion: Elliott

Second: Hellyer

Abstaining: None

Vote: Unanimous

III. PUBLIC COMMENT

Chair Bartell asked staff to review the criteria for the Glenbrook Valley Historic District. He also asked for an update on items the Board asked the Historic Commission (HAHC) to review.

IV. ADJOURNMENT

There being no further business brought before the Board, Chair J.D. Bartell adjourned the meeting at **9:53 AM**.

J.D. Bartell, Chair

Nicole Broussard, Acting Secretary