

HISTORIC PRESERVATION APPEALS BOARD

Members

Truman Edminster, *Position One*

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

Douglas Elliot, *Position Three*

Rob Hellyer, *Position Four*

Tanya Debose, *Position Five*

Executive Secretary

Margaret Wallace Brown *Director, Planning & Development*

Agenda

Monday, Feb. 28, 2022

9:00 a.m.

- In-person meeting location: 900 Bagby Street, City Council Chamber, Public Level, Houston, Texas
- Join via web browser: <https://bit.ly/3BBboda> or
- Join via phone: 936-755-1521 Conference ID: 280 163 265#

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

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

Contact: Roman McAllen, Historic Preservation Officer via Roman.Mcallen@houstontx.gov



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.)** Anyone wishing to speak before the Board may do so. The Board has adopted the following procedural rules on public participation for virtual meetings:

1. Anyone wishing to speak before the Board should sign up to speak via phone 832-393-6556 or email historicpreservation@houstontx.gov, 24 hours in advance preferred.
2. Please note what agenda item you wish to speak on, or if you wish to make a general public comment.
3. You may also sign up to speak in the chat feature of Microsoft Teams, and either ask to speak, or write your comments there, which can be read into the record by staff.
4. All comments submitted in writing or by phone will be included in the agenda or read into the record by staff.
5. Keep your phone or computer on "MUTE" unless identified by the Chair to speak. When your name is called, unmute your phone by pressing your mute button or *6, or unmute your computer. State your name, spell your last name, and make your comments. When you are finished speaking, please mute yourself.
6. 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.
7. HPAB Appellants will be allowed to speak once and are allowed **five minutes** for an opening presentation.
8. All other speakers will be permitted **one minute** to address the Board.
9. No speaker is permitted to accumulate speaking time from another person.
10. Time devoted to answering any questions from the Board is not charged against allotted speaking time. The Board may extend any speaker's speaking time if it is the Board's judgment that additional time is needed to sufficiently discuss an item.
11. 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.
12. The Board reserves the right to stop speakers who do not follow this established decorum.

Staff Use: Reference above and see a base at 020517 N:\PDDCET\CET_Boards\Support



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 HAHC:

1. Any supplemental 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. The appellant will then have five minutes 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 speak for one minute.
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. The HPAB may amend the speaker rules at any time to ensure a timely and equitable appeal.

Historic Preservation Appeals Board

AGENDA

Monday, February 28, 2022

9:00 a.m.

Due to health and safety concerns related to the COVID-19 coronavirus, the HPAB will conduct meetings by video conference for the duration of social distancing restrictions. The Commission will be participating by videoconference using Microsoft Teams in accordance with the provisions of Section 551.127 of the Texas Government Code that have not been suspended by order of the Governor. This platform will allow for a two-way video/audio communication with the members of the HPAB.

To join this Historic Preservation Appeals Board (HPAB) meeting, please use the following options:

- In-person meeting location at: 900 Bagby Street, City Council Chamber, Public Level, Houston, Texas
- Microsoft Teams by installing the App; or
- Join via web browser: <https://bit.ly/3BBboda> or
- Join via phone: 936-755-1521 Conference ID: 280 163 265#

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Call to Order

Chair's Report

Director's Report

Approval of the September 13, 2021, Historic Preservation Appeals Board Minutes

- I. Consideration of and possible action on an appeal of the decision of the Houston Archaeological and Historical Commission on January 27, 2022 for a Certificate of Appropriateness for 7542 Cayton St in Glenbrook Valley Historic District.
- II. Public Comment
- III. Adjournment

Minutes of the Houston Historic Preservation Appeals Board (HPAB)

September 13, 2021

Meeting held in Council Chambers, Public Level, City Hall Annex,
with telephonic/video conference via Microsoft Teams <https://bit.ly/38nTUDp>
9:00 a.m.

CALL TO ORDER

Chair J.D. Bartell called the meeting to order at 9:00 a.m. with a roll call vote and a quorum present.

J.D. Bartell, Chair	Present
Tanya Debose	Present
Truman Edminster	Present
Douglas Elliott	Present

EXOFFICIO MEMBERS

Samantha Bruer, Archivist, Houston Metropolitan Research Center
Jennifer Ostlind, Assistant Director, Planning and Development

Executive Secretary

Margaret Wallace Brown, Director, Planning and Development

CHAIR'S REPORT

Report was given by Chair J.D. Bartell.

DIRECTORS REPORT

Report was given by Margaret Wallace Brown, Director, Planning and Development.

APPROVAL OF THE JUNE 21, 2021 HISTORIC PRESERVATION APPEALS BOARD MEETING MINUTES

Motion was made by Board Member Debose, seconded by Board Member Edminster, to approve the June 21, 2021 Historic Preservation Appeals Board Minutes. Motion carried unanimously.

I. ELECTION OF A VICE CHAIR

A motion was made by Board Member Edminster, seconded by Debose, to elect Doug Elliott to Vice Chair of the HPAB. Motion carried with Board Member Elliott abstaining.

II. CONSIDERATION OF AND POSSIBLE ACTION ON AN APPEAL OF THE DECISION OF THE HOUSTON ARCHAEOLOGICAL AND HISTORICAL COMMISSION ON JULY 29, 2021 FOR A CERTIFICATE OF APPROPRIATENESS FOR 7806 SANTA ELENA ST IN GLENBROOK VALLEY HISTORIC DISTRICT.

Staff recommendation: None. Presentation was given by Madeleine Mayhan.

Board action: Upheld the decision of the Houston Archeological and Historical Commission (HAHC) for a Certificate of Appropriateness for 7806 Santa Elena St in Glenbrook Valley Historic District.

Motion: **Elliott** Second: **Debose** Vote: **Unanimous** Abstaining: **None**
Speaker: Pumpkin John, applicant/owner – supportive.

III CONSIDERATION OF AND POSSIBLE ACTION ON AN APPEAL OF THE DECISION OF THE HOUSTON ARCHAEOLOGICAL AND HISTORICAL COMMISSION ON JULY 29, 2021 FOR A CERTIFICATE OF APPROPRIATENESS FOR 215 BAYLAND AVE IN WOODLAND HEIGHTS HISTORIC DISTRICT.

Staff recommendation: None. Presentation was given by Madeleine Mayhan.

Board action: Overturn the decision of the Houston Archeological and Historical Commission (HAHC) for a Certificate of Appropriateness for 215 Bayland Ave. in Woodland Heights Historic District.

Motion: **Edminster** Second: **Elliott** Vote: **Unanimous** Abstaining: **None**
Speakers: Clayton and Alexandria Mealer, applicant/owner – supportive.

IV. PUBLIC COMMENT
NONE

V. ADJOURNMENT

There being no further business brought before the Board, Chair J.D. Bartell adjourned the meeting at 9:56 a.m. Motion was made by Board Member Debose and seconded by Board Member Edminster. Motion carried unanimously.

J.D. Bartell
Chair

Margaret Wallace Brown
Executive Secretary