

# Historic Office of Preservation Board and Commission Training

Thursday, March 24, 2022 at 2:30 p.m.

The Houston Architectural and Historical Commission (HAHC) and the Historic Preservation Appeals Board (HPAB) will conduct this meeting both in-person and virtual via Microsoft Teams. The Commission and Board will have the option of participating by videoconference using Microsoft Teams in accordance with the provision of Section 551.127 of the Texas Government Code that have not been suspended by order of the Governor. This platform will allow for two-way video/audio communication with the members of the Commission and Board who choose to attend virtually.

To join the training please see the following options:

- **In-person meeting:** 900 Bagby Street, City Council Chamber, Public Level, Houston, Texas
- **Join virtually via Microsoft Teams:** <https://bit.ly/3ulKylh>
- **Join via Phone:** 936-755-1521 Conference ID: 704999479#

The Historic Board and Commission will meet in a combined training to discuss the agenda items listed below:

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## AGENDA

Call to Order and Roll Call by Chairs

- A. Welcome - Director Margaret Wallace Brown
- B. Houston Office of Preservation Comments - Roman McAllen, HPO and Team
- C. By HPAB only: Approval of the January 13, 2020 and the February 28, 2022 HPAB Minutes
- D. Legal Ethics, Procedural and Other Issues - Kim Mickelson, City Attorney's Office
  1. Overview of Role and Authority
  2. Conflicts of Interest and Ethics Requirements
    - a. State law
    - b. City of Houston ordinances
  3. Open Government Requirements
    - a. Open Meetings
    - b. Public Records
  4. Rules of Procedure and conduct of meetings
- E. Comments from HAHC and HPAB Members
- F. Public Comment
- G. Adjournment

The Houston Architectural and Historic Commission and the Historic Preservation Appeals Board each reserve the right to convene in Executive Session as authorized by the Texas Open Meetings Act, Texas Gov't Code Chapter 551, under any applicable exception thereto, including but not limited to Sec. 551.071, Consultation with Attorney.

## **Minutes of the Houston Historic Preservation Appeals Board (HPAB)**

(A CD of the full proceedings is on file in the Planning and Development Department)

**January 13, 2020**

Meeting held in  
Council Chambers, Public Level, City Hall Annex  
9:00 a.m.

### **CALL TO ORDER**

Chair J.D. Bartell called the meeting to order at 9:08 a.m., with a quorum present.

J.D. Bartell, Chair

Tanya Debose

Truman Edminster

Douglas Elliott Arrived at 9:10 a.m. during Approval of Minutes

### **EXOFFICIO MEMBERS**

Samantha Bruer, Archivist, Houston Metropolitan Research Center

Michael Kramer, Assistant Director, Planning and Development

### **Executive Secretary**

Margaret Wallace Brown, Director, Planning and Development

### **CHAIR'S REPORT**

**NONE**

### **DIRECTORS REPORT**

The Director's Report was given by Margaret Wallace Brown, Director, Planning and Development Department.

### **APPROVAL OF THE OCTOBER 21, 2019 HISTORIC PRESERVATION APPEALS BOARD MEETING MINUTES**

Motion was made by Board Member Debose, seconded by Board Member Edminster, to approve the October 21, 2019 Historic Preservation Appeals Board meeting minutes. Motion carried unanimously.

### **I. CONSIDERATION OF AND POSSIBLE ACTION ON AN APPEAL OF THE DECISION OF THE HOUSTON ARCHAEOLOGICAL AND HISTORICAL COMMISSION ON JULY 18, 2019 FOR A CERTIFICATE OF APPROPRIATENESS FOR 605 COLUMBIA - HOUSTON HEIGHTS SOUTH HISTORIC DISTRICT.**

Staff recommendation: None. Presentation was given by Kareem Heshmat.

Board action: Reversed the decision of the Houston Archeological and Historical Commission (HAHC), and permit demolition for 605 Columbia - Houston Heights South Historic District.

Motion: **Edminster** Second: **Elliott** Vote: **Carried** Opposed: **Debose**

Speakers: Shelly Immel, Applicant – supportive; Theo Lawrence, opposed; Pete Stockton, Houston Public Works.

## **II. CONSIDERATION OF AND POSSIBLE ACTION ON AN APPEAL OF THE DECISION OF THE HOUSTON ARCHAEOLOGICAL AND HISTORICAL COMMISSION ON DECEMBER 18, 2019 FOR A CERTIFICATE OF APPROPRIATENESS FOR 717 HARVARD - HOUSTON HEIGHTS SOUTH HISTORIC DISTRICT.**

Staff recommendation: None. Presentation was given by Roman McAllen.

Board action: Upheld the decision of the Houston Archeological and Historical Commission (HAHC) for 717 Harvard - Houston Heights South Historic District.

Motion: **Elliott** Second: **Debose** Vote: **Unanimous** Abstain: **None**

Speakers: Mehul Patel, Applicant, Tom Hickman – supportive; Pete Stockton, Houston Public Works.

## **III. PUBLIC COMMENT**

Chair Bartell commented that the level of information provided to the HPAB and to HAHC, and that demolitions are serious. He also stated that applicants should not contact Board Members or Commissioners directly. Board member Elliott stated that appraisals should consider the value of historic properties, and not assume demolition.

## **IV. ADJOURNMENT**

There being no further business brought before the Board, Chair J.D. Bartell adjourned the meeting at 10:48 a.m.

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**J.D. Bartell**  
Chair

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**Margaret Wallace Brown**  
Executive Secretary

# Minutes of the Houston Historic Preservation Appeals Board (HPAB)

February 28, 2022

Meeting held in Council Chambers, Public Level, City Hall Annex,  
with telephonic/video conference via Microsoft Teams <https://bit.ly/3BBboda>  
9:00 a.m.

## CALL TO ORDER

Chair J.D. Bartell called the meeting to order at 9:04 a.m. with a roll call vote and a quorum present.

J.D. Bartell, Chair Present  
Tanya Debose Present virtually  
Truman Edminster Present  
Douglas Elliott, Vice Chair Present virtually  
Rob Hellyer Present

## EXOFFICIO MEMBERS

Samantha Bruer, Archivist, Houston Metropolitan Research Center  
Jennifer Ostlind, Deputy 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 SEPTEMBER 13, 2021 HISTORIC PRESERVATION APPEALS BOARD MEETING MINUTES

Motion was made by Board Member Edminster, seconded by Board Member Debose, to approve the September 13, 2021 Historic Preservation Appeals Board Minutes. Motion carried, with Board Member Hellyer abstaining.

### 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.

Staff recommendation: None. Presentation was given by Amanda Coleman.

Board action: Partially upheld the decision of the Houston Archeological and Historical Commission (HAHC) for a Certificate of Appropriateness for 7542 Cayton St in Glenbrook Valley Historic District, with the condition of allowing an architectural standing seam metal roof as proposed, covering central courtyard.

Motion: **Hellyer** Second: **Debose** Vote: **Carried** Abstaining: **Elliott**

Speaker: Maribel Meza, Applicant/owner representative – supportive.

**II. PUBLIC COMMENT**  
**NONE**

**III. ADJOURNMENT**

There being no further business brought before the Board, Chair J.D. Bartell adjourned the meeting at 9:45 a.m. Motion was made by Board Member Edminster and seconded by Board Member Debose. Motion carried unanimously.

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**J.D. Bartell**  
**Chair**

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**Margaret Wallace Brown**  
**Executive Secretary**