

HOUSTON ARCHAEOLOGICAL and HISTORICAL COMMISSION

Members

Ashley Jones, *Archaeologist*

Minnette Boesel, *Chair, Historian*

Urmila Srinivasan, *Architectural Historian*

Rhonda Sepulveda, *Cultural History Organization Representative*

David Bucek, *Architect*

Elizabeth Wiedower Jackson, *Commercial Business Representative*

John Cosgrove, *Real Estate Appraiser*

Stephen McNeil, *Remodeler/Builder*

Steven F. Curry, *Preservation Professional*

Ann Collum, *Citizen Representative*

Dominic Yap, *Citizen Representative*

Charles Stava, *Citizen Representative*

Ben Koush, *Citizen Representative*

Ex-Officio Members

Marta Crinejo, *Mayor's Liaison to HAHC*

Samantha Bruer, *Architectural Archivist, HMRC*

Executive Secretary

Margaret Wallace Brown, *Director, Planning & Development*

Agenda

Thursday, October 21, 2021, 2 pm

In-person meeting location at: 900 Bagby Street, City Council Chamber, City Hall Annex

Microsoft Teams by installing App, or

Web: <https://bit.ly/3AcnHuW>

Phone: 936-755-1521

Conference ID: 576 441 772 #

Submit written comments 24 hours in advance to:

historicpreservation@houstontx.gov

Comments by phone to: 832-393-6556

Contact: Roman McAllen, Historic Preservation Officer

Roman.Mcallen@houstontx.gov

[Download staff reports here](#)

SPEAKER GUIDELINES

WELCOME to a meeting of the City's Planning and Development Department. Your input is valued. Commissioners 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 Archaeological and Historical Commission**. Anyone wishing to speak before the Commission may do so. The Commission has adopted the following procedural rules on public participation for virtual meetings:

1. Anyone wishing to speak before the Commission 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 will 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. Applicants for a Certificate of Appropriateness and historic designations will be allowed to speak first and are allowed **three minutes** for an opening presentation. The applicant is also permitted a two-minute rebuttal after all speakers have been heard. If there are no speakers other than the applicant, there is no rebuttal period.
8. All other speakers will be permitted **two minutes** to address the Commission.
9. No speaker is permitted to accumulate speaking time from another person.
10. Time devoted to answering any questions from the Commission is not charged against allotted speaking time. The Commission may extend any speaker's speaking time if it is the Commission's judgment that additional time is needed to sufficiently discuss an item.
11. The Commission reserves the right to limit speakers if it is the Commission's judgment that an issue has been sufficiently discussed and additional speakers are repetitive.
12. The Commission reserves the right to stop speakers who do not follow this established decorum.

Houston Archaeological and Historical Commission

AGENDA

Thursday, October 21, 2021, 2 pm

Due to health and safety concerns related to the COVID-19 coronavirus, the HAHC 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 HAHC.

To join this Houston Archaeological and Historical Commission (HAHC) 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/3AcnHuW> or
- Join via Phone: 936-755-1521 Conference ID: 576 441 772#

[Download staff reports here](#). The agenda packet may be updated prior to the meeting.

Call to Order
Chair's Report
Director's Report
Approval of September 23, 2021 HAHC Meeting Minutes

- A. Public Hearing and Consideration of and Possible Action on a **Protected Landmark Designation** Application for The Smith-Maxie House at 1428 E 34th St, Houston, TX, 77022.
- B. Public Hearing and Consideration of and Possible Action on a **Protected Landmark Designation** Application for The Zischang-Alvarado House at 2011 Johnson St, Houston, TX 77007.
- C. **Consideration of and Possible Action on Certificate of Appropriateness Applications for Consent Agenda:**

#	Address	Application Type	Historic District
1	1118 W Gardner St	Alteration – Addition, Foundation, Siding or Trim, Doors, Windows, Roof	Norhill
2	1020 W Temple St	Alteration – Addition, Foundation, Siding or Trim, Doors, Windows, Roof, Balcony	Norhill
3	3405 Piping Rock Lane	Alteration – Addition, Foundation, Siding or Trim, Doors, Windows, Roof	Landmark: William and Hazel Knight House
4	7542 Cayton St	Alteration – Doors, Other	Glenbrook Valley
5	540 Frasier St	Alteration – Siding or Trim, Doors, Windows	Freeland
6	618 Euclid St	Alteration – Addition	Woodland Heights
7	4019 Inverness Drive	Alteration – Doors, Roof, Awning or Canopy, Other	Protected Landmark: Dr. Trowe-Howe House

- D. Consideration of and possible action on proposed 2022 HAHC Schedule
- E. Comments from the Public
- F. Comments from the HAHC
- G. Historic Preservation Officer's Report
- H. Adjournment

Minutes of the Houston Archaeological and Historical Commission

September 23, 2021

Meeting held in Council Chambers, Public Level, City Hall Annex,
with telephonic/video conference via Microsoft Teams <https://bit.ly/3AcnHuW>
2:00 p.m.

CALL TO ORDER

Chair Minnette Bickel Boesel called the meeting to order at 2:01 p.m. with a roll call vote and a quorum present.

Minnette Bickel Boesel, Chair	Present
David Bucek, Vice Chair	Present
Steven Curry	Present
Ann Collum	Absent
John Cosgrove	Present virtually
Ashley Elizabeth Jones	Absent
Ben Koush	Arrived virtually at 2:12 p.m. after approval of minutes
Stephen McNiel	Present
Rhonda Sepulveda	Present virtually; arrived at 2:34 p.m. during item B-9
Urmila Srinivasan	Present virtually
Charles Stava	Present virtually
Beth Wiedower Jackson	Absent
Dominic Yap	Present; arrived at 2:20 p.m. before item B

Exofficio Members

Samantha Bruer, Architectural Archivist, Houston Metropolitan Research Center
Marta Crinejo, Mayor's Liaison

Executive Secretary

Margaret Wallace Brown, Director, Planning and Development

CHAIR'S REPORT

Chair Minnette Bickel Boesel commented that this is our first in person meeting in 19 months; she congratulated Roman McAllen on the birth of his second daughter, and commented about the upcoming mayoral historic award to Tanya Debose.

DIRECTOR'S REPORT

Margaret Wallace Brown commented that today's meeting is an in-person meeting, with hybrid/virtual options. The Appeals Board met on September 13 on two items; 7806 Santa Elena St., regarding front door/entrance way, which was upheld, and 215 Bayland St., for solar panels, which was overturned. She spoke about Pleasantville. Ms. Wallace Brown reported that a total of 70 COA's have been approved to date for 2021; and that she approved 14 administrative Certificates of Appropriateness (COA's), bringing the year's total to 91. There were 9 new pre-application design review requests to staff, for a total of 62 this year. She reiterated that Roman and Lisa McAllen's second daughter Flora was born Saturday.

MAYOR'S LIAISON REPORT

Marta Crinejo was present virtually; no report.

APPROVAL OF THE AUGUST 26, 2021 HOUSTON ARCHAEOLOGICAL AND HISTORICAL COMMISSION (HAHC) MEETING MINUTES

Commission Action: Approved the August 26, 2021 Houston Archeological and Historical Commission meeting minutes.

Motion: **Stava** Second: **Curry** Vote: **Unanimous** Abstaining: **None**

A. PUBLIC HEARING AND CONSIDERATION OF AND POSSIBLE ACTION ON A PROTECTED LANDMARK DESIGNATION APPLICATION FOR THE J.F. KESSLER BUILDING AT 1714 HOUSTON AVE, HOUSTON, TX 77007.

The Chair open and closed the public hearing.

Motion by Commissioner Bucek, seconded by Commissioner Cosgrove, to approve the protected landmark designation for the J.F. Kessler Building at 1714 Houston Ave, Houston, Tx 77007, and forwarded to City Council. Motion carried unanimously.

Speaker: Saneea Sakyani, applicant – supportive.

B. CONSIDERATION OF AND POSSIBLE ACTION ON CERTIFICATE OF APPROPRIATENESS APPLICATIONS FOR CONSENT AGENDA

Motion was made by Commissioner Cosgrove, seconded by Commissioner McNiel, to consider items **B-1, B-2, B-3, B-4, B-5, B-6, B-7, B-8, B-10, B-12, B-13 and B-14** together and to accept staff recommendations. Motion carried unanimously.

- B-1. 301 E 5th St – Alteration - Addition – Houston Heights South – Approve**
- B-2. 1202 Ashland St – Alteration - Addition – Houston Heights West – Approve**
- B-3. 803 W Melwood St – New Construction - Garage or Carport – Norhill – Approve**
- B-4. 803 W Melwood St – Demolition - Garage or Carport – Norhill – Approve**
- B-5. 919 W Melwood St – Demolition - Garage or Carport – Norhill - Approve**
- B-6. 1011 Key St – Alteration - Addition, Foundation, Siding or Trim, Doors, Windows, Roof – Norhill – Approve**
- B-7. 1220 Rutland St – Alteration - Addition, Foundation, Siding or Trim, Doors, Windows, Roof, Porch or Balcony – Houston Heights West – Approve**
- B-8. 1844 Columbia St – Alteration - Siding or Trim, Doors, Windows, Roof, Porch or Balcony – Houston Heights East – Approve with Conditions**
- B-10. 527 Frasier St – Alteration - Addition – Freeland - Approve**
- B-12. 1508 Rutland St – New Construction - Single Family Residential – Houston Heights West – Approve**
- B-13. 1512 Ashland St – New Construction - Single Family Residential – Houston Heights West - Approve**
- B-14. 1030 ½ W Temple St – Demolition - Garage or Carport – Norhill – Approve**

B-9. 1126 E 14th St – Demolition - Garage or Carport – Norhill

Motion by Commissioner Srinivasan, seconded by Commissioner Cosgrove, to approve the Certificate of Appropriateness for item B-9. Motion carried with Commissioner Sepulveda abstaining.

B-11. 411 Highland St – Alteration - Addition, Foundation, Siding or Trim, Doors, Windows, Roof, Chimney – Woodland Heights

Motion by Commissioner McNeil, seconded by Commissioner Curry, to approve the Certificate of Appropriateness for item B-11. Motion carried with Commissioner Yap opposing.

B-15. 610 Marshall St – Alteration - Other – Audubon Place

Motion by Commissioner Yap, seconded by Commissioner Bucek, to deny of the Certificate of Appropriateness for item B-15 and issue a Certificate of Remediation per staff report and as follows: to replace the single fixed window on this east side elevation immediately prior to the addition bump out with a 1/1 window of the same fenestration, height and size as the three windows to its left; and replace the four fixed contemporary windows on the east side the addition with a pair of windows, subject to staff’s approval. Motion carried unanimously.

C. COMMENTS FROM THE PUBLIC

Jeff Trevino thanks the Commission for approving the Houston Ave. building.

D. COMMENTS FROM THE HAHC

Commissioner Curry thanked the staff for their work on the hybrid meetings.

Chair Boesel asked the Planning and Development Department staff to introduce themselves, and asked staff to notify Commissioners or all upcoming meetings.

E. HISTORIC PRESERVATION OFFICER’S REPORT

Roman McAllen reported on Norhill and Heights outreach, and other items.

ADJOURNMENT

There being no further business brought before the Commission, Chair Minnette Boesel adjourned the meeting at 3:05 p.m.

Minnette Boesel
Chair

Margaret Wallace Brown
Executive Secretary

2022 – Houston Office of Preservation Calendar

2022 January

Sun	Mon	Tue	Wed	Thu	Fri	Sat
					NYE	1
2	PD	4	5	6	7	8
9	HPAB	11	12	13	14	15
16	MLK	18	PYP	20	21	22
23	24	25	26	HAHC	28	29
30	HAHC Due					

February

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3	4	5
A	PD	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	HAHC	25	26
27	HPAB TC					

March (Ethics)

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3	4	5
A	PD	8	9	10	11	12
13	14	15	PYP	17	18	19
20	HAHC Due	22	23	24	25	26
27	28	29	PD?	Ethics PC		

April

Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
3	HPAB PD?	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	PYP	HAHC	22	23
24	HAHC Due	26	27	28	29	30

May

Sun	Mon	Tue	Wed	Thu	Fri	Sat
Appeal Due	PD	3	4	5	6	7
8	9	10	11	12*	13	14
15	HPAB	17	PYP	HAHC	20	21
22	HAHC Due	24	25	26	27	28
Appeal Due	Mem.	31				

June

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3	4	
5	PD	7	PYP	9	10	11
12	13	14	15*	16	17	18
19	HPAB	21	22	23	24	25
26	HAHC Due	28	PD?	HAHC		

July

Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
3	4	PD	6	7	8	9
Appeal Due	HPAB	12	13	14	15	16
17	18	19	20	21*	22	23
24	25	26	27	HAHC	29	30
31						

August

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	PD	2	3	4	5	6
Appeal Due	HAHC Due	9	10	11	12	13
14	HPAB	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

September

Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1*	2	3
4	Lab.	PD	7	HAHC	9	10
11	12	13	14	15	16	17
Appeal Due	HAHC Due/HPAB	20	PYP	22	23	24
25	26	27	28	29	30	

October

Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	PD	4	5	6	7	8
9	HPAB	11	12	7	14	15
16	HAHC Due	18	PYP	HAHC	21	22
23	24	25	26	27	28	29
Appeal Due	31					

November

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3	4	5
6	PD	9	PYP	10	11	12
13	HAHC Due	15	16	HAHC	18	19
20	21	22	23	THX	THX	26
Appeal Due	HPAB	29	30			

December

Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1	2	3
4	PD	6	7	8	9	10
11	12	13	HAHC	15	16	17
18	HAHC Due/HPAB	20	21	22	Chr.	Appeal Due
25	Chr.	27	28	29	30	31
1	NY					

2022 – Houston Office of Preservation Calendar

2022 PD SCHEDULING BASIS

<p>LOCATION: City Hall Annex City Council Chambers, Public Level 900 Bagby Street, Houston, TX 77002 plus Microsoft TEAMS virtual option</p> <p>30 Minutes: For in person meetings, group requests (30 minutes) time for set up, and cleanup, in addition to publicly posted scheduled times.</p>	<p>TIME RESERVATIONS</p> <p>2:30 pm PC (Reserve 2:00-6 pm*) (*plus 1-2:30 pm MTFP or as noted)</p> <p>2:30 pm (not 2 or 3 pm) HAHC (Reserve 2-5)</p> <p>9 am HPAB (Reserve 8:45- 9:45 am)</p> <p>3 pm PYP (Reserve 2:45- 3:45 pm)</p> <p>3:30 pm TC (Reserve 3:15-5:15 pm)</p> <p>3 pm LP (Reserve 2:30-5 pm)</p> <p>2:30 pm BAC (Reserve 2:00-5 pm)</p>
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Historic:

Tues am before HAHC? - CoA Reviews w/Director, Weekly? What day/time – HOP staff virtual meetings

City Scheduling Parameters

City Holidays 2022 (per City Secretary's office, available on line)

Fri Dec 31 NY observed
Jan 17 MLK
Sun Apr 17 Easter
May 30 Memorial Day
Mon July 4 Independence Day
Mon Sept 5 Labor Day
Fri Nov 11 Veterans Day
Nov 24, 25 Thanksgiving and observance
Dec 23,26 Christmas observed

HTV

Since HTV and Chamber rooms may be tied up with City business, it may be optimum to avoid conflicting with these dates and times. Daryl Hughes of HTV provided this information on 09.27.21:

- WEDNESDAY a.m.'s: City Council (usually finished by 2 p.m.)
- WEDNESDAYS at 2 p.m.:
- Childhood & Youth Committee (2nd Wednesdays)
- Economic Development Committee (3rd Wednesdays)
- Public Safety & Homeland Security Committee (3rd Wednesdays)
- Quality of Life Committee (4th Wednesdays)
- Mayors Press Conferences: Scheduling of Live Mayor's Press Conferences is unpredictable. It was Wed. or Th. afternoons during COVID 19 pandemic in 2020-2021. Occasionally there are Special Called Council Committee Meetings which don't follow the pattern above.

2022 – Houston Office of Preservation Calendar

HAHC (The Mid to end of months at 2:30 not 2 or 3)

Jan 27
Feb 24
Mar 10 (training)
April 21
May 19
June 30
July 28
Aug (no HAHC)
Sept 8
Oct 20
Nov 17
Dec 14 (Wed)

HPAB (2nd Mon at 9)

Jan 10
Feb 28
Mar (no HPAB)
April 4
May 16
June 20
July 11
Aug 15
Sept 19
Oct 10
Nov 28
Dec 19

DRAFT