

# HOUSTON ARCHAEOLOGICAL and HISTORICAL COMMISSION

## **Members**

Ashley Jones, *Archaeologist*

Tanya DeBose, *Historian*

Urmila Srinivasan, *Architectural Historian*

Rhonda Sepulveda, *Cultural History Organization Representative*

David Bucek, *Architect, Chair*

Elizabeth Wiedower Jackson, *Commercial Business Representative, Vice Chair*

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 or*

Jennifer Ostlind, *Deputy Director, Planning and Development*

# Agenda

Monday, Oct. 10, 2022, 9:00 a.m.

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

Virtual Microsoft Teams meeting option:

Web: <https://bit.ly/3Ux51AM>

Phone: 936-755-1521

Conference ID: 249 485 872 #

Submit written comments 24 hours in advance to:

[historicpreservation@houstontx.gov](mailto:historicpreservation@houstontx.gov)

Comments by phone to: 832-393-6556

Contact: Roman McAllen, Historic Preservation Officer

[Roman.Mcallen@houstontx.gov](mailto: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](mailto: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

Monday, Oct. 10, 2022, 9:00 a.m.

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
- Join via Web Browser: <https://bit.ly/3Ux51AM> or
- Join via Phone: 936-755-1521 Conference ID: 249 485 872 #

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

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Call to Order  
Chair's Report  
Director's Report

### A. Consideration of and Possible Action on Certificate of Appropriateness Applications

1	615 Heights Blvd	New Construction – Single Family Residential	Houston Heights South
2	615 Heights Blvd	New Construction – Accessory Dwelling Unit	Houston Heights South

- B. Consideration of and possible action on proposed 2023 HAHC Schedule
- C. Comments from the Public
- D. Comments from the HAHC
- E. Adjournment

The Houston Archeological and Historic Commission 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.

# HOUSTON ARCHAEOLOGICAL AND HISTORICAL COMMISSION



PLANNING &  
DEVELOPMENT  
DEPARTMENT

## 2023 HAHC SCHEDULE

COA APPLICATION DEADLINE 12 pm (noon)	HAHC MEETING DATE (2:30 pm)
Mon, December 19, 2022	Thurs, January 26
Mon, January 23	Thurs, February 23
Mon, February 20	Thurs, March 23
-	Thurs, April 20 (Training)
Mon, April 17	Thurs, May 18
Mon, May 22	Thurs, June 29
Mon, June 26	Thurs, July 27
-	Thurs, August (no meeting)
Mon, August 7	Thurs, September 7
Mon, September 11	Thurs, October 11
Mon, October 9	Thurs, November 2
Mon, November 6	Thurs, December 7
Mon, December 18	

<p><b>MEETING TIME &amp; LOCATION:</b>  <b>2:30 p.m.</b> City Hall Annex                  City Council Chambers, Public Level                  900 Bagby Street, Houston, TX with                  Virtual TEAMS option</p>	<p><b>FOR MORE INFORMATION:</b>  <a href="http://www.houstontx.gov/planning/HistoricPres/">http://www.houstontx.gov/planning/HistoricPres/</a>                  email: <a href="mailto:historicpreservation@houstontx.gov">historicpreservation@houstontx.gov</a>                  phone: 832-393-6556</p>
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### NOTES (page 1 of 2)

**Applications:** All applications must be submitted via Historic Preservation Tracker at <https://cohweb.houstontx.gov/hpt/>. <https://cohweb.houstontx.gov/HPT/login.aspx> Application forms can be downloaded at <https://www.houstontx.gov/planning/HistoricPres/certifapp.html>

**Complete Applications:** All materials must be submitted by the deadline listed above to be considered at the following HAHC meeting. Designs must be final at time of application; **major revisions will not be accepted after the deadline. HAHC will not accept new material or redesigns presented at the HAHC meeting; deferral until the following meeting may be necessary to allow for adequate review.**

**Fees:** All COA applications have an application fee. See the *Application Fee Information* at <https://www.houstontx.gov/planning/HistoricPres/certifapp.html>. Project revisions already approved pay the alteration fee (not addition) as the original fee.

**Notice Sign:** All COA applications require a public notice sign to be posted on the property within **3 calendar days** after application submission. See the *COA Sign Requirements* at: <https://www.houstontx.gov/planning/HistoricPres/certifapp.html>

**COA Due Dates:** Certificate of Appropriateness (COA) applications are due 22 calendar days or more in advance of the HAHC meeting by **12 PM (noon)**, on or before **the deadline date listed above**. Application forms can be downloaded at: <https://www.houstontx.gov/planning/HistoricPres/certifapp.html>

**COA Deferral Due Date:** Revisions to items deferred at a HAHC meeting, and fee, are due at least **17 days** in advance of the next meeting.

**Administrative Approval:** Some applications may qualify for approval by the Planning Director. Staff will notify applicants.

**Pre-Application Design Review and Staff Assistance:** You may apply for a pre-application design review and staff will help you with required application materials and design details based on the ordinance. Apply on Preservation Tracker. No fee required; applications assigned weekly to staff teams. <https://cohweb.houstontx.gov/hpt/>.

Approved by HAHC -Date TBD  
(For staff use: Updated