

**HOUSTON ARCHAEOLOGICAL AND HISTORICAL COMMISSION  
MINUTES  
THURSDAY, 10 OCTOBER 2024  
CITY HALL ANNEX, 900 BAGBY ST., PUBLIC LEVEL, HOUSTON, TX 77002**

Call to Order at 2:35 PM by David Bucek, Chair

<b>Commissioners</b>	<b>Quorum – Present / Absent</b>
David Bucek, Chair	Present
Beth Wiedower Jackson, Vice Chair	Present, left at 5:25 during Item G
Shantel Blakely	Present
John Cosgrove	Present
Steven Curry	Present
Tanya Debose	<i>Absent</i>
Ashley Jones	Present
Ben Koush	Present
Stephen McNiel	Present
Rhonda Sepulveda	<i>Absent</i>
Charles Stava	Present
Dominic Yap	Present
Vonn Tran, Secretary	Present

**Legal Department Kim Mickelson**

**Ex-Officio Members** Marta Crinejo, Mayor’s Liaison to HAHC  
Ginger Berni, Architectural Archivist, HHRC

**Chair’s Report**, David Bucek, Chair, announced rules for meeting and speakers. Welcomed new Ex-Officio Ginger Berni.

**Director’s Report**, Vonn Tran, Secretary and Director of the Houston Planning and Development Department, announced the city is hosting both virtual and in-person meetings on proposed changes to the sidewalk ordinance almost every weekday evening for the last two weeks of October. Encouraged anyone with questions to contact Planning Department.

**Mayor Liaison’s Report** – None

**APPROVAL OF MINUTES**

Commission approved the September 12, 2024, HAHC meeting minutes.

Motion: Wiedower Jackson                      Vote: Carried  
Second: Stava    Abstaining: McNiel

**A. PUBLIC HEARING AND CONSIDERATION OF AND POSSIBLE ACTION ON A LANDMARK DESIGNATION APPLICATION FOR BATTLESTEIN’S AT 806 MAIN ST (FORMERLY 812 MAIN ST), HOUSTON, TX 77002.**

Staff recommendation: Approval and forward to City Council for a Landmark Designation.

Commission action: Accepted staff’s recommendation.

Speaker(s): Amanda Coleman

Motion: Yap    Vote: Unanimous  
Second: Stava    Abstaining: None

**B. PUBLIC REHEARING AND CONSIDERATION OF AND POSSIBLE ACTION ON THE SAME APPLICATION FOR 3708 AUDUBON PL, ALTERATION – WINDOWS, IN AUDUBON PLACE HISTORIC DISTRICT.**

Staff recommendation: Denial and Issuance of COR: To replace all windows with wood windows that match the material, style, and lite pattern of what was replaced.

Commission action: Deferred to find out if the windows are still in existence.

Speaker(s): Molly Harding, applicant

Motion: Koush    Vote: Carried  
Second: Curry    Opposed: Jones

**C. PUBLIC REHEARING AND CONSIDERATION OF AND POSSIBLE ACTION ON THE SAME APPLICATION FOR 3711 AUDUBON PL, ALTERATION – WINDOWS, IN AUDUBON PLACE HISTORIC DISTRICT.**

Staff recommendation: Denial and Issuance of COR: Re-install an original window on the front left elevation. If a window on the rear elevation fits, that may be used, or a new all wood window matching the window lite pattern that was removed. Replace all the windows that were removed on the front right elevation and right side with wood windows that match the lite pattern and style of the windows removed.

Commission action: Accepted staff’s recommendation.

Speaker(s): None

Motion: Wiedower Jackson                      Vote: Unanimous  
Second: Stava    Abstaining: None

**D. CONSIDERATION OF AND POSSIBLE ACTION ON CERTIFICATE OF APPROPRIATENESS APPLICATIONS FOR CONSENT AGENDA:**

#	Address	Application Type	Historic District/PLM/LM	Staff Recommendation
1	3423 White Oak	Alteration	Heights South	Approval with Condition(s)
2	1131 Allston St	Alteration – Addition	Houston Heights West	Approval with Condition(s)
3	1131 Allston St	New Construction – Garage	Houston Heights West	Approval with Condition(s)
4	806 Main St	Alteration – Addition	LM: Battlestein’s	Approval with Condition(s)
5	7615 Montglen St	Alteration – Windows	Glenbrook Valley	Denial
6	315 W 13th St	New Construction – Garage	Houston Heights East	Approval with Condition(s)
7	927 W Cottage St	Alteration – Front Façade and Porch	Norhill	Approval with Condition(s)
8	627 Highland St	Alteration – Addition	Woodland Heights	Approval
9	1145 Harvard St	Alteration – Addition, Doors, Windows	Houston Heights East	Approval with Condition(s)
10	1145 Harvard St	New Construction – Garage	Houston Heights East	Approval with Condition(s)

Staff recommendation: Approve recommendations for Item(s) D. 1, 3, and 8.

Commission action: Accepted staff’s recommendations for Item(s) D. 1, 3, and 8, Certificates of Appropriateness (COA) and Certificates of Remediation (COR).

Speaker(s): None

Motion: Cosgrove

Second: Jones

Vote: Unanimous

Abstaining: None

**D.2 1131 ALLSTON STREET**

Staff recommendation: Approval with condition(s), that the side addition bump be removed and that the second front door is to remain.

Commission action: Approved with condition(s), keep the two front doors and allow the side bump-out.

Speaker(s): Devin Ath, applicant; Justin Patterson, architect

Motion: Koush

Second: Cosgrove

Vote: Carried

Opposed: Wiedower Jackson, Yap, Stava

**D.3 1131 ALLSTON STREET**

Staff recommendation: Approval with conditions that the second story balcony and roof over it be removed.

Commission action: Accepted staff's recommendation.

Speaker(s): None

Motion: Koush

Vote: Unanimous

Second: Wiedower Jackson

Abstaining: None

**D.5 7615 MONTGLEN STREET**

Staff recommendation: Denial, does not satisfy criteria.

Commission action: Deferred until the applicant can evaluate window options, leaving the public hearing open for further discussion.

Speaker(s): Letter from Florine Pope, applicant, read by staff member Cara Quigley.

Motion: Wiedower Jackson

Vote: Unanimous

Second: Curry

Abstaining: None

**D.6 315 W 13TH STREET**

Staff recommendation: Approval with condition(s), to work with staff to move garage bump out to other side.

Commission action: Approved with condition(s), that the owner work with staff for an administrative approval of this structure, so long as it does not have a bump-out visible from the street or alley way.

Speaker(s): None

Motion: McNiel

Vote: Unanimous

Second: Wiedower Jackson

Abstaining: None

**A MOTION WAS MADE TO HAVE AGENDA TAKEN OUT OF ORDER.**

**STAFF ASKED TO HAVE ITEM(S) D. 9 AND 10 TO BE TAKEN OUT OF ORDER AND HEARD AT THIS TIME.**

Motion: Wiedower Jackson

Vote: Unanimous

Second: McNiel

Abstaining: None

**D.9 1145 HARVARD STREET**

Staff recommendation: Approval with condition(s), all proposed casement and picture windows be either SH or DH that match the lite pattern, and style of the existing windows on the noncontributing structure or that of the contributing structures in the context area.

Commission action: Approved as submitted with the added approval that can have a full-length sidelight to floor with a transom the spanning the width over both the front door and sidelight.

Speaker(s): Anders Hyde, owner, Jesse Hunt, David Edgar

Motion: McNiel

Vote: Carried

Second: Koush

Abstaining: Cosgrove

Opposed: Yap

**D.10 1145 HARVARD STREET**

Staff recommendation: Approval with Condition(s), That proposed casement windows facing 12th street be either SH or DH that match the lite pattern, and style of the existing windows on contributing structures in the context area.

Commission action: Approved as submitted.

Speaker(s): Jesse Hunt

Motion: McNiel

Second: Koush

Vote: Carried

Abstaining: Cosgrove

**D.7 927 W COTTAGE STREET**

Staff recommendation: Approval with Condition(s), approve all proposed alterations except for installing the stained-glass window.

Commission action: Accepted staff's recommendation.

Speaker(s): Lawrence Febo, applicant, Rod Frego

Motion: McNiel

Second: Wiedower Jackson

Vote: Unanimous

Abstaining: None

**E. COMMENTS FROM THE PUBLIC – None**

**COMMENTS FROM THE HAHC –**

**Key Announcements:**

- **Commissioner Jones:** Announced October as Archaeology Month in Texas; encouraged visiting the Texas Historical Commission's website for local events.
- **Commissioner Curry:** Mentioned the Rice Architecture Civic Forum held on Sept 28 in Glenbrook Valley. Appreciated the success of the event, particularly the public forum and Q&A, and noted community engagement.

**Event Discussions:**

- **Commissioner Blakely:** Clarified the title of the Rice event as "Glenbrook Valley: Preservation for Whom." Thanked Commissioner Curry and Roman McAllen for attending and noted that resources for Glenbrook Valley residents, such as information on windows and contractors, were shared.
- **Commissioner Curry:** Expressed the need for more community outreach models for historic districts. Mentioned a summary of the Rice/Glenbrook Valley event is available online and a recording is on YouTube.
- **Chair Bucek:** Highlighted requests from Glenbrook Valley members for more online resources on the City's website, particularly a list of historic vendors.

**Clarifications & Suggestions:**

- **Commissioner Curry:** Asked Attorney Kim Mickelson for guidance on how to list historic vendors online and noted the need to update the Windows Subcommittee's vendor list.
- **Commissioner McNiel:** Inquired about resources for homeowners on living in historic districts and navigating the permitting process.

- **Commissioner Wiedower Jackson:** Suggested collaborating with the Houston Area Realtors Association (HAR) to educate realtors and buyers about historic districts. Also suggested including a clause about historic district properties in contracts.
- **Chair Bucek:** Added that HAR already includes "historic" in property listings and that HCAD listings indicate whether a property is historic.
- **Commissioner Cosgrove:** Explained that state contract forms cannot be altered to include additional clauses and suggested a formal process for changes.
- **Commissioner Jones:** Noted the gap between living in a historic house versus one in a historic district.
- **Commissioner Blakely:** Raised concerns about the privatization of compliance and suggested working with Rice staff to create a resource model for homeowners.

**Action Items:**

- **Commissioner Yap:** Stressed the importance of reading city ordinances included in title commitments and distinguished between window companies and installers.
- **Attorney Kim Mickelson:** Suggested keeping this topic on future agendas and reminded that May is Historic Preservation Month.

**Conclusion:**

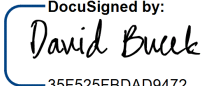
- **Vonn Tran:** Agreed to work with staff to improve website resources for historic district homeowners.


**F. HISTORIC PRESERVATION OFFICER’S REPORT –**

Chief Preservation Officer Roman McAllen announced the approval of six landmarks in August and September, along with the completion of seven design reviews and five Section 106 reviews in September. He mentioned that staff is working on a Request for Proposal (RFP) for the Lyons Avenue National Register of Historic Places nomination. An Administrative Approval (AA) Committee has been created, reducing approval times from two weeks to one. The Norhill Design Guidelines are 85% complete, and public comments have resumed for the Old Sixth Ward Design Guidelines. Staff is also collaborating with HAR Realtors to send a welcome letter and Preservation FAQ to over 50,000 members and is working with Preservation Houston to develop a course for realtors. Additionally, a Historic Window Standard template for new construction and replacement will be added to every Certificate of Appropriateness (COA).

**ADJOURNMENT**

There being no further business brought before the Commission, Chair David Bucek adjourned the meeting at 5:36 PM.

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David Bucek, Chair

Signed by:  
  
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Vonn Tran, Secretary