



# City of Richmond

*Where History Meets Opportunity*

## Richmond Historical Commission Meeting Minutes

City Commission Room | 600 Morton Street, Richmond, Texas 77469

**Tuesday, June 18, 2019, at 8:00 am.**

---

The Richmond Historical Commission met in a regular meeting on Tuesday, June 18, 2019 at 8:00 a.m. Cindy Drabek, Chairperson, called the meeting to order and a quorum was present, with the following members in attendance:

Cindy Drabek  
Lonnie Meadows  
Becky Haas  
Claire Rogers  
Karen Bleil

Staff in attendance: Jose Abraham, *Historic Preservation Officer (HPO)*; Mason Garcia, *Associate Planner*; Howard Christian, *Assistant City Manager*; Jamie Walker, *Public Works Executive Secretary*; Lori Bownds, *Building Official*; and Jordan Adams, *GIS Specialist*.

Chairperson Cindy Drabek declared the meeting open.

Chairperson Drabek introduced agenda item number A2., Public comments. She asked if there were any public comments. Hearing no public comment the agenda item was closed.

Chairperson Drabek introduced consent agenda items B1. - Review and approve minutes from May 21, 2019 regular meeting; and B2. - Announce the next Richmond Historical Commission meeting to be held on July 16, 2019 at 8 am. Commission member Haas moved to accept the minutes as written. The motion was seconded by Commission member Meadows. The vote was unanimous for approval.

Chairperson Drabek introduced agenda item C1a., Downtown Richmond Updates. Commission member Haas reported that foot traffic has stopped and added that downtown merchants are very discouraged due to decrease in foot traffic. Ms. Haas mentioned that she had only one customer in her store all week. Ms. Haas also stated that downtown merchants plan to start speaking during the public comment section of the City Commission Meetings.

Chairperson Drabek introduced agenda item C1b., Community and Museum Event Updates. Commission member Bleil reported the following updates on behalf of commission member Rogers:

- Non-profit awareness event at the Rosenberg Civic Center on June 20, 2019 from 4 pm

- to 7 pm;
- New exhibit at the Fort Bend Museum showcasing items from various part of the County and an exhibit of special documents, one signed by both Sam Houston and Stephen F. Austin;
  - Archeology Meeting at the Gus George Academy, on July 16, 2019 at 7 pm;
  - Museum Docent Meeting at the Moore Home, on July 20, 2019.

Chairperson Drabek introduced agenda item C2a., Historic District Demolition by neglect follow-up discussion. Mr. Abraham (HPO) indicated that since the last Historic Commission Meeting, staff has prepared a draft packet to be sent out to owners of buildings identified as potential demolition by neglect. He stated that staff attempted to find email addresses and phone numbers as an alternative to sending a letter but could find email addresses and phone numbers for only two out of the four property owners. He added that after sending the packet, staff will await a response. Whether staff will recommend pursuing demolition by neglect proceedings or not would be based on the response or lack of it.

Mr. Abraham reiterated that demolition by neglect provisions of the Unified Development Code (UDC) is a preservation tool and not a demolition tool. The phrase refers to a situation where lack of maintenance and neglect pushes buildings in the historic district to a point where demolition is the only alternative. He further clarified that the intent of the demolition by neglect proceedings provided by the UDC is to avoid situations where a building deteriorates to such an extent demolition is the only alternative. He also mentioned that the Building and Standards Commission hears and decides if demolition is required for buildings that may have deteriorated to a point that they are dangerous or pose health and safety concerns.

Mr. Abraham summarized that demolition by neglect procedure is a preservation tool and aims at preventing historic buildings from deteriorating, thereby, enhancing the overall image of the historic district. Commission member Meadows asked how much time the property owners have to respond to the letter. Mr. Abraham indicated that staff would wait two to three weeks after the first letter and then send a second follow up letter. He added that if a response from the property owner is not received, staff will initiate demolition by neglect procedure which provides thirty days to respond to the initial letter and if the property owner fails to act after the second letter, the matter is turned over to the City Attorney's office for action in Municipal Court.

There being no further business to be brought before the Richmond Historical Commission, Chairperson Drabek adjourned the meeting.

Approved

  
\_\_\_\_\_  
Cindy Drabek, Richmond Historical Commission Chair