



City of Richmond

Where History Meets Opportunity

Richmond Historical Commission Meeting Minutes

City Commission Room (In Person and Zoom)

600 Morton Street, Richmond, Texas 77469

Tuesday, May 18, 2021, at 8:00 a.m.

The Richmond Historical Commission met in a regular meeting on Tuesday, May 18, 2021, at 8:00 a.m. Jose Abraham, Historic Preservation Officer, called the meeting to order. A quorum was present, with the following members in attendance:

Karen Bleil
Carol Edwards
Jess Stuart
Claire Rogers

Staff in attendance: Jose Abraham, *Historic Preservation Officer (HPO)*; Brittany Mullings, *Public Works Executive Secretary*; Gary Smith, *City Attorney*; and Lori Bownds, *Building Official*.

Chairperson Bleil declared the meeting open.

Chairperson Bleil, introduced agenda item number A2., Recite the Pledge of Allegiance to the U.S. Flag and Texas Flag. Pledge of Allegiance to the U.S. Flag and Texas Flag was recited.

Chairperson Bleil, introduced agenda item number A3., Public comments. She asked if there were any public comments. Hearing no public comment, the agenda item was closed.

Chairperson Bleil introduced consent agenda items B1-B2.

- B1. Review and approve minutes from May 18, 2021, regular meeting.
- B2. Announce the next Richmond Historical Commission meeting to be held on June 15, 2021.

Mr. Abraham, HPO, mentioned there was a typographic error on Ms. Rogers name, and that it will be corrected. Commission member Edwards moved to approve the minutes as amended. Commission member Rogers seconded the motion. The vote for approval was unanimous.

Chairperson Bleil, introduced agenda item C1a., Community and Museum Events Update. Commission member Rogers provided the following updates:

- Fort Bend Museum has the Sunset Music Series, on May 20, 2021, at The Moore House. The band will be the Brazos River Pickers.
- The Fort Bend Museum is planning its reopening on July 17, 2021. Free admission.
- HRA is planning Motown on Morton, the date is to be determined.

Chairperson Bleil, introduced agenda item C2., Discuss and consider taking action on recommending an amendment to Sec 6.2.104.D.1 "Membership" of the Unified Development Code to provide for the nomination of members of the Richmond Historical Commission by a City Commissioner and the appointment of an alternate member. Mr. Smith stated that the City Commission has adopted a policy relating to appointments of Board members. He explained that in the past, nominations were made by the Mayor. The City Commission and the Mayor have decided they want to change the process. The process being considered is to have two Commissioners on an Interview Committee which would be responsible for specific the Boards and Commissions. He added that the policy also intends to consider specific qualifications and training for Board and Commission members to be better empowered. Mr. Smith concluded that the proposed text amendment is intended to reflect this new policy under consideration and that the recommendation from the Richmond Historical Commission will be forwarded to the Planning and Zoning Commission which in turn will make a recommendation to the City Commission.

Commission member Edwards noted that the overall policy direction and proposed amendments are positive changes and moved to a recommendation of approval to the Planning and Zoning Commission and City Commission. Commission member Rogers noted that ex-officio members are non-voting members and asked about the implications of that in terms of quorum. Chairperson Bleil recommended that ex-officio members be allowed to vote. Commission member Rogers amended the motion to include an amendment to allow ex-officio members to be voting members. Mr. Smith added that the policy also includes the provision of an alternate member who participates in the absence of a Board member or Commissioner. Chairperson Bleil seconded the motion. The vote for the motion was unanimous.

Chairperson Bleil, introduced agenda item C3., General discussion about Section 6.3.404 of the Unified Development Code which provides the procedural requirements for Certificate of Appropriateness. Mr. Abraham explained that Section 6.3.404 provides processes and procedures related to the Certificate of Appropriateness. The Unified Development Code specifies that there has been an application or addition or modification of any property within the Historic District or Landmark. He explained that staff is considering text amendment to the section to ensure that the Certificate of Appropriateness process is efficient. He indicated that the UDC presently requires a separate application form and public hearing for all requests for Certificate of Appropriateness. He explained that staff is considering some changes such as including certificate of Appropriateness as on the Building department form and not requiring a public hearing for smaller projects. Staff and Commission members had a general discussion and the agenda item was closed.

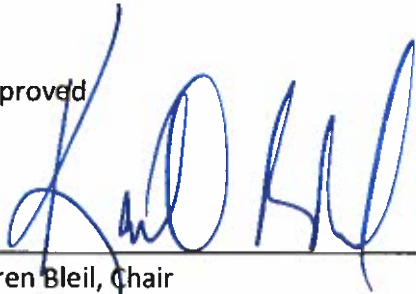
Chairperson Bleil, introduced agenda item C4., Discuss budget allocations of Richmond Historical Commission for the Fiscal Year 2021-2022. Mr. Abraham explained the Planning Department allocates funds in their budget for the general needs of Boards and Commissions that are working closely with the Planning Department. Mr. Abraham asked the Commission if there are any specific needs for the upcoming fiscal year. Commission member Stuart asked if they can follow-up with inputs and Mr. Abraham confirmed that they can. There were no further comments.

Chairperson Bleil, introduced agenda item C5., Consider agenda item request by Commission Members for June 15, 2021, regular meeting. Mr. Abraham indicated that a discussion will be included at the next regular meeting. He explained that staff is reviewing the ordinance that preceded the UDC and would like to discuss some of the differences between the ordinance and the UDC provisions and seek input from the Commission. He added that such a review is necessary to ensure that the UDC accurately reflects the intent of the ordinances that have established the Richmond Historical Commission and the Historic District.

Chairperson Bleil, introduced agenda item C6., Excuse from attendance at regular Richmond Historical Commission Meeting. Mr. Smith explained this agenda item is added to allow the Commission to approve excuse from attendance at regular meetings. Staff and Commission members generally discussed the approval process and situations in which absence may be excused. Mr. Abraham, HPO indicated that Commission member Lonnie is not able to attend the meeting due to a doctor's appointment. Commission member Edwards moved to excuse the absence. Commission member Stuart seconded the motion. The vote for approval was unanimous.

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

Approved



Karen Bleil, Chair

Richmond Historical Commission