



City of Richmond

Where History Meets Opportunity

Richmond Historical Commission Meeting Minutes

City Commission Room

600 Morton Street, Richmond, Texas 77469

Tuesday, January 18, 2022, at 8:00 a.m.

The Richmond Historical Commission met in a regular meeting on Tuesday, January 18, 2022, at 8:06 a.m. Vice-Chair Meadows, called the meeting to order. A quorum was present, with the following members in attendance:

Carol Edwards
Lonnie Meadows
Jackie Atkinson
Payton McGee
Gary Gillen
David Smith

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

Elected Officials in attendance: Mayor Rebecca K. Haas

Vice-Chair Meadows declared the meeting open.

Vice-Chair Meadows 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.

Vice-Chair Meadows introduced agenda item number A3., Public comments, and asked if there were any public comments. Hearing no public comments, the agenda item was closed.

Vice-Chair Meadows introduced agenda item number A4., Swearing in all Richmond Historical Commission Members. All members were sworn in by Laura Scarlato, City Secretary.

Vice-Chair Meadows introduced agenda item number A5., to elect Richmond Historical Commission Chair and Vice-Chair. Vice-Chair Meadows nominated Commission member Edwards for the Chair position. Commission member Edwards accepted. Commission member Gillen moved to elect Commission member Edwards as Chair. Commission member Smith seconded the motion. The vote for the motion was unanimous. Commission member McGee nominated Commission member Meadows for the Vice-Chair position. Commission member Gillen moved to elect Commission member Meadows as Vice-Chair and Commission member Smith seconded the

motion. The vote for the motion was unanimous.

Chairperson Edwards introduced consent agenda items B1-B2.

- B1. Review and approve minutes from November 16, 2021, regular meeting.
- B2. Announce the next Richmond Historical Commission meeting to be held on February 15, 2022, at 8:00 a.m.

Chairperson Edwards moved to approve the minutes. The motion was seconded by Vice-Chair Meadows. The vote for approval was unanimous.

Chairperson Edwards introduced regular agenda item C1., Community and Museum Events Update. There was no discussion on this item.

Chairperson Edwards introduced regular agenda item C2., Certificate of appropriateness for a proposed residential roof replacement located at 612 Houston Street. Mr. Abraham explained in his presentation that the subject site is a single-family home located at the northeast corner of Houston Street and 7th Street intersection. Further, he explained that the applicant is proposing to change the roofing material from composite shingles to a metal roof which is a common material found within the Olde Town zoning district for both residential and non-residential buildings. Mr. Abraham also indicated that the proposed roof conforms to all building code requirements and that a similar roof was recently approved by the RHC for Fort Bend Museum building located at the intersection of Houston St and 5th St. Mr. Abraham concluded by recommending approval for the requested Certificate of Appropriateness. Vice-Chair Meadows moved to approve the Certificate of Appropriateness. The motion was seconded by Commission member McGee. The vote for approval was unanimous.

Chairperson Edwards introduced regular agenda item C3., Discuss proposed exterior improvements for the building located at 301 S 3rd Street. Mr. Abraham explained that the property owner initiated exterior building improvements without permits. He explained that staff met with the owner to discuss plan review and permit requirements. Mr. Abraham indicated that the property owner is working with his design team to prepare necessary drawings to explain the scope of work and that staff will present more details to the Commission as and when received.

Chairperson Edwards introduced regular agenda item C4., Consider agenda item request by Commission Members for the next regular Richmond Historical Commission Meeting on February 15, 2022. Chairperson Edwards requested that an update on the Mercy Goods mural be added to the agenda for the next meeting. Staff noted the request.

Chairperson Edwards introduced regular item C5., Excuse from attendance at regular Richmond Historical Commission Meeting. To provide more clarity regarding Open Meetings Act, excuse from absence, and quorums, Mr. Smith, City Attorney, and Commission members generally discussed these topics. Mr. Abraham indicated that Commission member Stuart is unable to attend the

meeting due to illness. Commission member Atkinson made moved to excuse the absence of Commission member Stuart. Vice-Chair Meadows seconded the motion. The vote for approval was unanimous.

There being no further business to be brought before the Richmond Historical Commission, Chairperson Edwards adjourned the meeting at 8:22a.m.

Approved:



Carol Edwards, Chair

Richmond Historical Commission