



Where History Meets Opportunity

Richmond Historical Commission Meeting Minutes

City Commission Room (In-Person and Zoom) | 600 Morton Street, Richmond, Texas 77469

Tuesday, September 19, 2023, at 8:00 a.m.

The Richmond Historical Commission met in a regular meeting on Tuesday, September 19, 2023, at 8:00 a.m. Chairperson Edwards called the meeting to order. A quorum was present, with the following members in attendance:

Carol Edwards - Chair
Jackie Atkinson – Vice-Chair
Payton McGee
Lonnie Meadows
Gary Gillen
David Smith
Jess Stuart

Staff in attendance: Mason Garcia, Historic Preservation Officer (HPO); Gary Smith, City Attorney; Scott Fajkus, Building Official; and Brittany Mullings, Public Works Executive Secretary.

Chairperson Edwards declared the meeting open.

Chairperson Edwards 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 Edwards introduced agenda item number A4., Public comments.

Robert Haas – (1716 Magnolia Ln., Richmond) – Mr. Haas spoke on agenda items C2a and C2b. He would have liked these projects to go before the Historical Commission as a courtesy before they were administratively approved by City Staff. Furthermore, he also noticed a junk yard forming at 2nd Street, by the railroad tracks.

Hearing no further public comments, the agenda item was closed.

Chairperson Edwards introduced consent agenda items B1-B3.

B1. Review and approve minutes from August 15, 2023, regular meeting. Commission Member McGee moved to approve the minutes. The motion was seconded by Commission Member Meadows. The vote for approval was unanimous.

- B2. Review and Approve minutes from the August 7, 2023, Joint meeting with the Planning and Zoning Commission. Commission Member Gillen moved to approve the minutes. The motion was seconded by Commission Member Atkinson. The vote for approval was unanimous.
- B3. Announce the next Richmond Historical Commission meeting to be held on October 17, 2023, at 8:00 a.m. All were in favor.

Chairperson Edwards introduced regular agenda item C1a., Community and Museum Events Update. There was no discussion on this item.

Chairperson Edwards introduced regular agenda item C2a.-C2e., Staff reports:

- C2a. Administratively approved Certificate of Appropriateness for building façade changes at a building located 100 S. 5th Street. Mason Garica, HPO, explained that all city owned facilities were inspected for minimum maintenance standards by Staff. Upon inspection, the tin was rusted and had holes throughout the exterior. Improvements were made to the exterior in accordance with the Historic Overlay District maintenance standards. The building was also repainted. The paint colors were chosen to comply with the Historic Overlay District Color Palette. Commission Member Gillen asked if this item should have been brought to them before any work was done instead of after the work was done. Mr. Garcia explained they will bring it before the Commission from this point forward. Commission Member Gillen also stated he would like to see all sides of the building in the future.
- C2b. Administratively approved Certificate of Appropriateness for building façade changes at a building located 106 S. 2nd Street. Mason Garica, HPO, explained that all city owned facilities were inspected for minimum maintenance standards by Staff. The inspection revealed fading paint and rusty window shields. The exterior was updated to comply with the minimum maintenance requirements of the Historic Overlay District. The paint colors were chosen to comply with the Historic Overlay District Color Palette. Commission Member Gillen asked if there was something the City could do to improve the front of this building to make it more attractive. Mr. Garcia stated he would pass along the feedback.
- C2c. Certificate of Appropriateness for proposed installation of Traffic Box Signal Art Wraps along Highway 90A at S. 2nd Street, S. 3rd Street and S. 5th Street. Commission Member Gillen would like to see something more historic on the wraps oppose to flowers. Commission Member Atkinson asked who chooses the design of the wraps. Mason Garcia, HPO, stated the City Manager proposed Texas native flowers to add a pop of color. He mentioned this item was taken to City Commission and the Commission also had similar comments regarding the design in wanting a more historical aspect. There was a brief discussion on longevity and the cost of the wraps. Mr. Garcia gave a presentation regarding the traffic box signal art wraps. Commission Member Gillen gave a few examples of some historical sites, the front porch of the Moore House, the dome of the Courthouse, and the bridge. Commission Member Gillen motioned to conditionally approved the concept of the wraps with historical images instead of having images of Texas native flowers. The motion was seconded by Commission Member Atkinson. The vote for approval was unanimous.

C2d. Staff Update regarding 405 Richmond Parkway. Mason Garcia, HPO, presented the Commission with an update on the right-of-way abandonment, replatting, tree removal permit, and the conditional use permit. Chairperson Edwards asked if the traffic impact analysis has been completed. Mr. Garcia stated the analysis has not been completed at this time, however the base of the report is done but they are adding additional information per the comments of the City Commission. Chairperson Edwards requested an update at every meeting until the traffic impact analysis is complete. Commissioner Atkinson expressed that she was confused about the Historical Commission's role since City Commission disregarded their action and the public's opposition on this item. Commissioner Gillen explained that the Historical Commission is an advisory board., Mr. Garcia clarified the roles of the City's administrative bodies. He informed the Historical Commission that they are an advisory body with limited powers and act as an advisory board to the City Commission. The Historical Commission has power over Certificate of Appropriateness which do not need to be reviewed by City Commission. Mr. Garcia also clarified that the Planning and Zoning Commission is a recommending body and is an advisory board to the City Commission. The Planning and Zoning Commission made recommendations on the right-of-way abandonment, replatting, tree removal permit, and the conditional use permit and City Commission took final action on these items.. Chairperson Edwards asked for clarification on the effect of Conditional Use Permit approvals and wanted to know if approvals would allow the approved uses by right in any other district. Mr. Garcia explained that the proposed uses that require an approved Conditional Use Permit needs to follow the application procedure which include Public Meetings and Hearings; the Planning and Zoning Commission will make recommendations and City Commission will take final action. Mr. Garcia explained that approved Conditional Use Permits can be revoked by City Commission at anytime. Chairperson Edwards also asked for clarification on the configuration of the property and proposed site plan if the proposed right-of-way abandonment is not approved. Mr. Garcia informed the Commission that the applicant is working to obtain Tract B (different ownership) and intends to move forward with the right-of way abandonment for both Tracts A and B. If the City decides not to approve a portion of the right-of-way (Tract A, City property), the proposed development will not be able to use this site for parking or landscaping and will remain as it is. Commission Member Gillen asked to see the current tree ordinance policy and possibly updating the ordinance to allow for more flexibility.

C2e. Staff update on the Comprehensive Master Plan Update. Mason Garcia, HPO, stated that Kendig Keast Collaborative has organized a series of listening sessions for the purpose of starting the Comprehensive Master Plan Update process. The information collected at these sessions will be synthesized and used to facilitate a general public consultation session.

Chairperson Edwards introduced regular agenda item C3., Consider agenda item request by Commission Members for October 17, 2023, regular meeting. The Commission would like an update on the 405 Richmond Parkway project and the Historic Overlay District inventory update.

Chairperson Edwards introduced regular agenda item C4., Excuse from attendance at regular Richmond Historical Commission Meeting. None to approve.

There being no further business to be brought before the Richmond Historical Commission, Chairperson Edwards adjourned the meeting at 8:46 a.m.

Approved



Carol Edwards, Chair

Richmond Historical Commission