

STATE OF TEXAS §
 COUNTY OF FORT BEND §
 CITY OF RICHMOND §

Meeting Minutes: Tuesday, May 13, 2014

The Richmond Historical Commission (RHC) convened in regular meeting open to the public and pursuant to notice thereof duly given in accordance with Texas Open Meetings Act, Chapter 551 of the Texas Government Code, in Richmond City Hall Annex within said City on:

Tuesday, May 13, 2014 at 8:01 a.m.

Roll Call

Place	Member	Position	Roll Call
1	Barry Beard	Member	Absent
2	Lonnie Meadows	Member	Present
3	Cindy Drabek	Member	Present
4	Ann Council	Member	Present
5	Rebecca Haas	Member	Present
Ex-Officio	Claire Rogers	FBCHC Advisor	Present
Ex-Officio	Jess Stuart	Advisor	Present

Kate Singleton, Executive Director WFBMD.

Rob Tobias, Executive Director RDC.

Blanca Badillo, 101 Liberty COA Application.

1. Call to order. Quorum determined, meeting declared open.
2. Review and approve minutes from the April 8, 2014 meeting.

No discussion. Motion to approve & second. No other discussion. Vote: 4-Yes, 0-No.

Place	Member	Position	Vote
2	Lonnie Meadows	Member	M-Yes
3	Cindy Drabek	Member	Yes
4	Ann Council	Member	S-Yes
5	Rebecca Haas	Member	Yes
Ex-Officio	Claire Rogers	FBCHC Advisor	
Ex-Officio	Jess Stuart	Advisor	

3. Comments from the public.

None.

4. Set next meeting date for June 10, 2014 at 8:00 am.

Information Only.

5. Review and take action on Certificate of Appropriateness for 101 Liberty a Snow-Cone Stand.

Robert Haas, HPO, introduced the project and the applicant, Blanca Badillo. There was a general discussion about the project. Colors were presented and pictures of existing benches, etc. Proposed planters and plants were discussed. Consensus was to approve with conditions. The building placement was to be temporary in nature with an annual review. Landscaping specifics submitted to the HPO for review. Final color scheme to be reviewed by the HPO. No alterations from the final plan without a new permit. HPO directed to issue the COA with stated conditions. A motion to approve and second. No other discussion. Vote: 4-Yes, 0-No.

Place	Member	Position	Vote
1			
2	Lonnie Meadows	Member	Yes
3	Cindy Drabek	Member	Yes
4	Ann Council	Member	M-Yes
5	Rebecca Haas	Member	S-Yes
Ex-Officio	Claire Rogers	FBCHC Advisor	
Ex-Officio	Jess Stuart	Advisor	

6. Review and take action on the *Proposal for a Downtown Study for Richmond, Texas* by the College of Architecture, UTSA and approval of a letter of recommendation to be forwarded to the Richmond Development Corporation (RDC) at their June 3, 2014 meeting.

Rob Tobias made a presentation and explanation of possible funding and how the UTSA study can help. Drabek asked if there should be other proposals and Singleton suggested a professional company, ensuring the credentials for accreditation and landmark certifications. HPO Haas suggested the current District Inventory should be updated and included. Tobias said that UTSA could update the survey for an estimated \$8,000-\$9,000. Singleton suggested making sure the Historians or architectural historians meet 36CFR 61, Appendix A, minimum professional requirements. Motion was made to ask Tobias to obtain a revised bid that included the survey update, more detail on the proposal, and verify the qualifications. Second. No other discussion. Vote: 4-Yes, 0-No

Place	Member	Position	Vote
1			
2	Lonnie Meadows	Member	Yes
3	Cindy Drabek	Member	Yes
4	Ann Council	Member	M-Yes
5	Rebecca Haas	Member	S-Yes
Ex-Officio	Claire Rogers	FBCHC Advisor	
Ex-Officio	Jess Stuart	Advisor	

7. Establish a committee to recommend selection and locations for placement of exterior fixtures and site furniture in the District. Pending approval, the RHC would forward requests and recommendations to the City of Richmond RDC.

Tobias gave a short explanation on his idea to have the RHC engage the downtown merchants and businesses so they can present ideas for certain amenities and other minor improvements. A committee should be formed comprised of some of the downtown business people. This committee would be chaired by one of the members. After some discussion Becky Haas was appointed. Motion to approve and a second. No other discussion. Vote: 4-Yes, 0-No

Place	Member	Position	Vote
1			
2	Lonnie Meadows	Member	S-Yes
3	Cindy Drabek	Member	Yes
4	Ann Council	Member	M-Yes
5	Rebecca Haas	Member	Yes
Ex-Officio	Claire Rogers	FBCHC Advisor	
Ex-Officio	Jess Stuart	Advisor	

8. Review and approve Rules for Application Submittals and Plan Review.

HPO Haas made a brief explanation of the proposed rules and application process. After a short discussion a motion to approve and a second. No other discussion. Vote: 4-Yes, 0-No

Place	Member	Position	Vote
1			
2	Lonnie Meadows	Member	M-Yes
3	Cindy Drabek	Member	Yes
4	Ann Council	Member	S-Yes
5	Rebecca Haas	Member	Yes
Ex-Officio	Claire Rogers	FBCHC Advisor	
Ex-Officio	Jess Stuart	Advisor	

9. Review and approve applications for Certificates of Appropriateness.

HPO Haas made a brief explanation of the proposed rules and application process. After a short discussion a motion to approve and a second. No other discussion. Vote: All Yes

Place	Member	Position	Vote
1			
2	Lonnie Meadows	Member	
3	Cindy Drabek	Member	
4	Ann Council	Member	
5	Rebecca Haas	Member	
Ex-Officio	Claire Rogers	FBCHC Advisor	
Ex-Officio	Jess Stuart	Advisor	

10. Establish a committee to address changes to the Ordinance to include:

- a. District boundary changes. (Move to table until further notice)
- b. Define standards and development guidelines specific for the City of Richmond Historic District.
- c. Other modifications as determined.

Motion to table. Second. Vote: 4-Yes, 0-No

Place	Member	Position	Vote
1			
2	Lonnie Meadows	Member	Yes
3	Cindy Drabek	Member	Yes
4	Ann Council	Member	S- Yes
5	Rebecca Haas	Member	M-Yes
Ex-Officio	Claire Rogers	FBCHC Advisor	
Ex-Officio	Jess Stuart	Advisor	

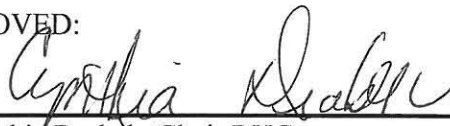
11. Update: Improvements and/or changes to Decker Park.
Clair Rogers provided an update, especially the ramp progress. No action.

12. HPO's Monthly Report.
a. Present Updated Inventory list.
HPO issued an updated inventory in several sorts for reference. No Action.

13. Status updates on current projects.
a. Harrison Building Awning repair.
b. Demolition 211 Calhoun and 200 Houston Street.
c. Other.
HPO briefed the members on these projects. 200 Houston is gone and new Fire Station is going in. 211 Calhoun is not yet demolished. Used for access to rear of the buildings. No Action.

14. Adjournment.
Meeting was adjourned at 9:15 am.

APPROVED:



Cynthia Drabek, Chair RHC

ATTEST:

Robert Haas, Historic Preservation Officer