

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

Meeting Minutes: Tuesday, June 10, 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, June 10, 2014 at 8:00 a.m.

**Roll Call**

Place	Member	Position	Roll Call
1	<del>Barry Beard</del>	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*  
*Erica Martinez, Historic Richmond Association*

1. Call to order. Quorum determined, meeting declared open.
2. Review and approve minutes from the May 13, 2014 meeting.

**APPROVED**

Place	Member	Position	Roll Call
1	<del>Barry Beard</del>	Member	Absent
2	Lonnie Meadows	Member	M,Y
3	Cindy Drabek	Member	Y
4	Ann Council	Member	Y
5	Rebecca Haas	Member	S,Y

3. Comments from the public.

**Becky Haas Introduced Erica Martinez with the Historic Richmond Association. Erica organizes the Richmond Car show twice a year.**

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

**No objections. HPO handed out printed schedules and submittal deadlines.**

5. 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 next meeting.

**HPO read some of the benefits of the proposed study, especially the survey and inventory portion.**

**No further discussion. HPO to correct the letter and make available to Drabek for signature.**

**APPROVED**

Place	Member	Position	Roll Call
1	Barry Beard	Member	Absent
2	Lonnie Meadows	Member	S, Y
3	Cindy Drabek	Member	Y
4	Ann Council	Member	Y
5	Rebecca Haas	Member	M, Y

6. Committee Report on organizing downtown merchants and business people for input and assistance with the RHC. Becky Haas

**Becky Haas gave a report on her efforts to contact and involve as many of the land and business owners in the District with the RHC.**

**Erica Martinez with the Historic Richmond Association will be working with Becky to this end.**

**Becky supplied a spreadsheet of progress already made. She said Chuck Littlepage would attend some of the future meetings.**

**HPO to compile an informational handout with details on the RHC and its mission.**

7. Update: Improvements and/or changes to Decker Park.

**Ramp revisions. Robert assisting.**

8. HPO's Monthly Report.

a. Present information City of Richmond Interim Regulations.

HPO gave information about the interim regulations and the Planning & Zoning Commission.

**NO ACTION REQUIRED.**

9. Status updates on current projects.  
a. Harrison Building Awning repair.

**Progress is being made.**

- b. Demolition 211 Calhoun and 200 Houston Street.

**200 Houston is down and 211 Calhoun is waiting on funding of the project.**

- c. Fire Station #1

**Some had concerns about the overall look and questions about the conformance with the guidelines. HPO read a section of the *Secretary of the Interior Standards #9: New additions, exterior alterations, or related new construction will not destroy historic materials, features, and spatial relationships that characterize the property. The new work shall be differentiated from the old and will be compatible with the historic materials, features, size, scale, and proportion, and massing to protect the integrity of the property and its environment.***

**HPO advised that the building is probably in compliance and there must be definitive evidence to challenge the design.**

**Kate Singleton was asked to elaborate and she offered some insight into the process and her evaluation of the building: Material: The new building uses brick and stone that are common materials used for construction of buildings in the downtown area. Scale: the building is similar in scale to the county courthouse (original), the downtown buildings, the old county jail (now police station), the adjacent church, and other buildings in the area.**

**Massing: The massing of the building is similar to other historic buildings in the area and gives a nod to the historic county jail. The two story height (2 ½?) is similar to many of the buildings in the area. The tower, middle area for the fire trucks and the 2 ½ story on the end are balanced massing.**

**Proportion: The proportion of the building is balanced and has a repetitive window pattern that is similar to many of the commercial and institutional buildings in the area.**

**The HPO will arrange a Special Meeting of the RHC and the architects to present their design and be available for questions and answers.**

**NO ACTION**

- d. Richmond Winery. Nancy Hentschel

**A preliminary design was presented by the HPO and well received at this time. HPO will ask the owner to be present at the next RHC Meeting to discuss her design.**

**NO ACTION**

- e. Other.

**No other**

10. Adjournment.
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APPROVED:



Cynthia Drabek, Chair RHC

ATTEST:



Robert Haas, Historic Preservation Officer



# Richmond Historical Commission

402 Morton Street  
RICHMOND, TEXAS

June 10, 2014

Honorable Evalyn W. Moore, President  
Development Corporation of Richmond  
402 Morton Street  
Richmond, TX 77469

RE: Funding Request for a University of Texas at San Antonio Research Program Study of the  
Richmond Historic Overlay District

Dear President Moore,

The Richmond Historical Commission (RHC) has reviewed a proposal from the University of Texas at San Antonio (UTSA), Department of Architecture & Planning, to conduct a study to serve as a preliminary guide for the redevelopment of the Richmond Historic Overlay District. The RHC is recommending and requesting the study to be funded by the Development Corporation of Richmond (DCR).

The RHC requested that UTSA include a new Historical Resources Survey within the scope of the project. The current survey, conducted in 1999-2001 by Knight and Associates, is due for an update of the Historical Resources of the City.

Benefits of this study project would: 1) provide an updated historical resources survey, 2) serve as a supplement (focusing on the Historic Overlay District) to the Comprehensive Master Plan of the City, 3) identify potential on-the-ground projects that would attract investment and jobs to the District, and 4) provide data useful to the Zoning Commission in its emerging work.

One of the most exciting aspects of the study will be the contractors experience at actively engaging the stakeholders to participate in this community development process. Currently the RHC is compiling a list and contact information for the business and property owners in the Historic Overlay District, which will contribute to kicking off this study and increasing awareness throughout the community of the importance of this process and collaboration.

On June 10, 2014 in the regular meeting of the Richmond Historical Commission, the Members voted unanimously to forward this letter to the Development Corporation of Richmond requesting funding for this project.

As Chairwoman of the Richmond Historical Commission, and on behalf of the RHC, we thank you and the Development Corporation of Richmond for your consideration and support.

Sincerely,

Cynthia Drabek, Chair  
Richmond Historical Commission

cc: Terri Vela, City Manager