



**HISTORIC LANDMARK COMMISSION MEETING MINUTES
CITY COUNCIL CHAMBERS – 2ND FLOOR**

JULY 11, 2011

4:00 P.M.

The El Paso Historic Landmark Commission held a public hearing in the City Council Chambers, 2nd Floor, City Hall Building, July 11, 2011, 4:00 p.m.

Chair Riccillo called the meeting to order at 4:01 p.m.

The following Commissioners were present:

Mr. Joe Riccillo, Chair
Mr. Hugo Gardea, Vice-Chair
Ms. Stephanie Fernandez
Mr. Joel Guzman
Mr. Ricardo Gonzalez
Mr. Randy Brock
Mr. Jim Booher (4:03)
Mr. David Berchermann

The following City Staff were present:

Mr. Robert Almonte, City Attorney's Office, Assistant City Attorney
Ms. Providencia Velázquez, Planning, Historic Preservation Officer
Mr. Tony De La Cruz, Planning, Planner

I. CALL TO THE PUBLIC – PUBLIC COMMENT

None

CHANGES TO THE AGENDA

1. PHAP11-00021 postponed to the meeting of July 25, 2011
2. PHAP11-00023 postponed to the meeting of July 25, 2011

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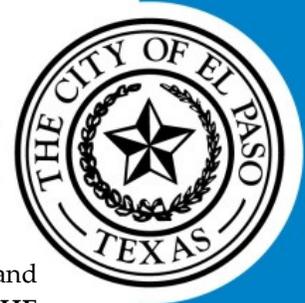
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Joyce A. Wilson



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MOTION:

Motion made by Chair Riccillo, seconded by Commissioner Guzman and **UNANIMOUSLY CARRIED TO APPROVE THE CHANGES TO THE AGENDA. NOT PRESENT FOR THE VOTE:** *Commissioner Booher*

II. REGULAR AGENDA – DISCUSSION AND ACTION

Certificate of Appropriateness

- PHAP11-00021** Being 91 Government Hill 29 & 30 (7000 Sq Ft), City of El Paso, El Paso County, Texas
Location: 4406 Trowbridge
Historic District: Austin Terrace
Property Owner: Herlinda Montano
Representative: Herlinda Montano
Representative District: 2
Existing Zoning: R-4/H
Year Built: 1918
Historic Status: Contributing
Request: Legalization of a circular driveway in the front yard.
Application Filed: June 15, 2011
45 Day Expiration: July 30, 2011

PHAP11-00021 postponed to the meeting of July 25, 2011

MOTION:

Motion made by Chair Riccillo, seconded by Commissioner Guzman and **UNANIMOUSLY CARRIED TO APPROVE THE CHANGES TO THE AGENDA. NOT PRESENT FOR THE VOTE:** *Commissioner Booher*

- PHAP11-00023** Being 9 Manhattan Heights 7 & E 13 Ft Of 6, City of El Paso, El Paso County, Texas
Location: 2910 Aurora Avenue
Historic District: Manhattan Heights
Property Owner: Angela Garcia
Representative: Luis Lopez
Representative District: 2
Existing Zoning: R-3/H

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Year Built: 1918
Historic Status: Contributing
Request: The legalization of the side and rear additions.
Application Filed: June 15, 2011
45 Day Expiration: July 30, 2011

PHAP11-00023 postponed to the meeting of July 25, 2011

MOTION:

Motion made by Chair Riccillo, seconded by Commissioner Guzman and **UNANIMOUSLY CARRIED TO APPROVE THE CHANGES TO THE AGENDA.**

NOT PRESENT FOR THE VOTE: Commissioner Booher

Rezoning

3. **PHAP11-00028** A 1.174 Acre (51,124 S.F.) Tract of land being all of Lots 1 thru 9, all of Lots 48 Thru 52, all of Lot 14, a portion of Lots 10, 11, 12, 13 and 47, and a portion of a vacated alley all within Block 1, Alamo Heights Addition, City of El Paso, El Paso County, Texas
- Location: 2851 Grant Avenue
Request: City-Initiated Re-zoning
Zoning: Re-zoning Historic Overlay Designation
Property Owner: El Paso Independent School District
Representative: Planning and Economic Development Department
District: 2
Staff Contact: Providencia Velázquez, (915) 541-4027,
velazquezpx@elpasotexas.gov

Ms. Velázquez gave a PowerPoint presentation and explained this is a City-initiated Historic Overlay Designation rezoning request for Houston School of Choice, formerly known as Houston Elementary School. *Ms. Velázquez explained only the original structure will be designated; the remaining portions of the structure are located outside the designated portion.* The historic significance of the original structure met the following criteria:

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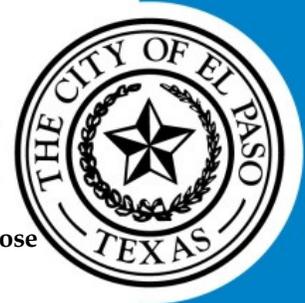
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Criteria D: Identification as the work of an architect or master builder whose individual work has influenced the development of the city;

Henry C. Trost was born in 1860 in Toledo, Ohio. After graduating high school he began his career as an architectural draftsman at the age of seventeen. In 1880 he moved to Denver, Colorado and shortly thereafter he developed an architectural firm with Frank Weston. In his early career Mr. Trost worked throughout the Southwest in addition to Fort Worth, New Orleans, and Pueblo, Colorado. Upon his return to Chicago in 1888 he became a member of the Chicago Architectural Sketch Club which acted as an architectural school. The move to Chicago allowed Trost to be influenced by the notable architects of the time such as Louis Sullivan and Frank Lloyd Wright. Trost arrived in El Paso in the early 1900s where he started the firm of Trost and Trost with his brother Gustavus Adolphus Trost.

Trost achieved a high level of success in El Paso becoming the most sought after and prolific architect of the city. He designed for a variety of private and public clients such as Anson Mills, O.T. Bassett and the El Paso Independent School district. Trost was able to use his talent to design several buildings in a variety of architectural styles from elaborate to modest. Some of his most notable El Paso commissions were the Mills Building, the Bassett Tower, the Cortez Building and El Paso High School. Houston Elementary was designed by the firm in 1922 as a three story masonry, symmetrical, fire-proof structure with quoins to emphasize its verticality and a center concrete bay with an ornamental parapet over the entrance. At the time of its construction the City Beautiful movement was influencing new construction throughout the country by incorporating symmetrical, classical buildings as seen in the 1893 Columbian Exposition in Chicago in an effort to promote a harmonious social order that would increase the quality of life.

Criteria I. Exemplification of the cultural, economic, social, ethnic or historical heritage of the city, state or the United States;

Houston Elementary was originally named Austin School to commemorate the life of Stephen F. Austin, the founder of the Republic of Texas and the first Secretary of State. Due to an increase in population and overcrowded conditions at the school Mrs. E.A. Jennings, the president of the Austin Junior High P.T.A., asked that a new high school be built in the Five Points district. In 1919 authorization was given by the school board to purchase land in east El Paso for the purpose of

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construction the new high school that would be named Austin High School and the Trost designed building was renamed Houston Elementary. The school opened in September 1922 and consisted of three stories, twenty-four classrooms, and a public library.

Houston Elementary had an important cultural and social impact on the City of El Paso by incorporating the first branch of the El Paso Public library located within a school building. The library did not serve just the school but the residents of the Five Points area. It was the first of what was intended to be a chain of public library branches, housed in local schools. The public school branch library was part of the philosophy of a free public education for children and access to a general repository of knowledge for the general public. The library was created to meet the needs and demands for information, knowledge and education for the El Paso population. This branch library, as the first of its kind in the city, was available to all, regardless of age, skill level, or ability to pay. By placing a branch of the library within the school, the city was able to save the expense of building another building to house the repository and made it safe and accessible for younger children who did not have to leave the building to go to the library.

CASE HISTORY

On July 27, 2010, the El Paso City Council approved and authorized a City-initiated rezoning application and allocation of City funds for the preparation of a Detailed Site Plan and related documents to change the zoning of the property from R-4 (Residential) to R-4/H (Residential/Historic Overlay).

APPLICATION DESCRIPTION

The City of El Paso is requesting to change the zoning of the property from R-4 (Residential) to R-4/H (Residential/Historic Overlay) in order to preserve the historic character of the Houston School building and the Manhattan Heights Neighborhood. The property is 1.174 acres in size and functions as a school. The landmark portion of the school was built in 1922 and designed by the architectural firm of Trost and Trost.

HISTORIC LANDMARK COMMISSION RECOMMENDATIONS

On July 11, 2011, the HLC recommended **approval** of the rezoning request from R-4 (Residential) to R-4/H (Residential/Historic Overlay).

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The Plan for El Paso – City-wide Land Use Goals

All applications for rezoning shall demonstrate compliance with the following criteria:

- + Goal: Preserve, protect and enhance the integrity, economic vitality and livability of the City’s neighborhoods.
- + Goal: Provide and enforce standards for providing decent, safe and sanitary housing for all El Pasoans in accordance with Federal, State and Local regulations.
- + Goal: Promote preservation and conservation of historic districts and areas with a historic character by focusing these efforts in retaining the character and integrity of these areas and surrounding neighborhoods.

The application is in compliance with the Plan for El Paso – City-wide Land Use Goals. The purpose of the R-4/H (Residential/Historic) rezoning is to safeguard the city’s historic and cultural heritage, as embodied and reflected in such historic landmarks by appropriate regulations. It is intended to prevent the uprooting of architectural products of distinct periods, which may occur without regard to the feasibility of preserving and continuing the use of such landmarks, and without consideration of the irreplaceable loss to the people of the city of the cultural, historic and aesthetic values represented by such landmarks.

Planning & Economic Development Department – Historic Preservation Division

Historic Preservation Section: Recommends **approval** of the request to rezone from R-4 (Residential) to R-4/H (Residential/Historic).

Development Coordinating Committee Review

The Development Coordinating Committee (DCC) reviewed and discussed the application for rezoning and **offered no objections** to Planning Staff’s recommendation for approval.

Planning & Economic Development – Planning Division

Current Planning: Recommends **approval** of the rezoning request from R-4 (Residential) to R-4/H (Residential/Historic).

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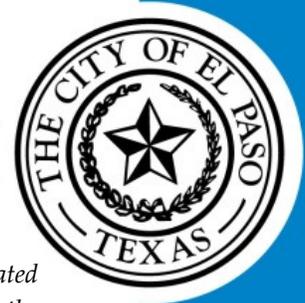
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Houston Elementary, designed by the architectural firm of Trost & Trost in 1922, is located at the northwest corner at the intersection of Grant Avenue and Elm Streets, directly to the south and adjacent to the locally designated Manhattan Heights National Register District. The three story, six bay, red brick building faces Grant Avenue and was constructed by noted builder Vernon E. Ware, who also constructed the Haymon Krupp Building, the first building at UTEP, and the extension of the New Mexico State Capital building. All were designed by Trost & Trost.

COMMENTS/QUESTIONS FROM COMMISSIONERS

Commissioner Guzman asked Staff if the property owner had been notified of the proposed rezoning.

Ms. Velázquez responded yes, Staff has mailed many letters to the property owner (EPISD); however, Staff has not received any response. Approximately two weeks ago, Staff mailed a letter to the property owner regarding today's HLC meeting. Staff also mailed two letters:

1. Regarding the City Plan Commission meeting date;
2. Regarding the City Council meeting date.

Staff did contact EPISD last year during the preliminary stage of this request; at that time, EPISD did not support of the proposed rezoning request. A historic overlay request does not need the property owner's consent or approval.

Commissioner Gonzalez asked why only the original structure, why was there not a more inclusive recommendation. In order to maintain the integrity of the historic district, the connecting and/or surrounding structures should have been included in this request.

Mr. De La Cruz explained, after substantial negotiations last year, between the City and EPISD Board of Trustees, this was the agreed upon recommendation. While the entire property is nine acres in size; this is the only structure that meets the qualifications. The other structures were built circa the 1980s, with additions in the 1990s.

Chair Riccillo commented on the high cost of metes and bounds when Lots and Blocks are subdivided.

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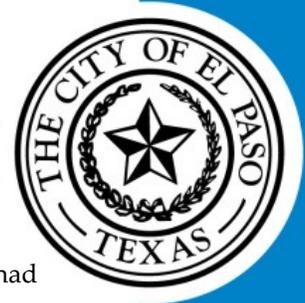
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Mr. De La Cruz explained, to facilitate the metes and bounds, the surveyor had to maneuver around the existing structure.

Vice-Chair Gardea also commented on the unusual metes and bounds survey outline. He asked if the original structure was connected to the attached structures.

Mr. De La Cruz responded there is a 13' separation between the original building and the structure directly north. The connection is achieved by a catwalk that connects the 2nd floors of the original building and the 1980s structure.

Vice-Chair Gardea wondered if the properties on Portland Avenue were included in the Manhattan Heights Historic District boundaries.

Mr. De La Cruz responded yes and noted the boundaries of the Manhattan Heights Historic District are:

To the South – Portland Avenue, at the center line;

To the North – To Louisville Avenue and Aurora Avenue

To the West – To Louisiana Street

To the East – To Copia Street

Vice Chair Gardea noted it would be more efficient if the Manhattan Heights Historic District were expanded to allow the entire property to be included.

PUBLIC COMMENT – MR. CRAIG PETERS

FOR THE RECORD

Mr. Craig Peters, representing Manhattan Heights Historic District, stated *for the record* that the Manhattan Heights Historic District supports the proposed Historic Overlay designation.

HISTORIC SIGNIFICANCE – MURALS, FAMOUS PERSONS

Mr. Peters understood murals, painted by the children, were hung inside the structure. He noted the actress Debbie Reynolds, former El Paso Sheriff Leo Samaniego, and former Mayor Fred Hervey had attended Houston Elementary.

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EPISD – PROPERTY OWNER

Initially, Mr. Peters explained, the property owner was not opposed to the proposed rezoning request; however, approximately one week later Manhattan Heights Historic District members received a letter from the Superintendent, Dr. Lorenzo Garcia, listing several reasons why EPISD was opposed to the proposed request.

Mr. Peters would like to incorporate not only the original structure but all structures into the Manhattan Heights Historic District.

PUBLIC COMMENT – MS. JULIE RUTLEDGE

Ms. Julie Rutledge, resident of the Historic District and Secretary, Manhattan Heights Historic District, per the backup material, other City departments noted no concerns regarding the proposed re-zoning. She wondered if the property owner had any concerns.

Mr. De La Cruz responded a representative from EPISD was present at the DCC (Development Coordinating Committee) meeting; however, he had no comment. Last year we received a letter from Dr. Garcia; at that time, EPISD did not support the historic designation rezoning request.

CONCERNS OF THE PROPERTY OWNER

Ms. Rutledge asked if the HLC took into consideration the concerns of the property owner and if the property owner had been given his/her due process.

Chair Riccillo responded yes and added Staff has received mixed messages from EPISD.

Ms. Rutledge explained she had received a letter from Dr. Garcia, dated September 30, 2010, opposing the proposed historic designation rezoning. On October 8, 2010, Ms. Rutledge met with Dr. Garcia. At that meeting Dr. Garcia, of his own volition, stated that EPISD was not opposed to the H-Overlay.

Commissioner Guzman asked if Staff had a copy of the September 30th letter mentioned by Ms. Rutledge. Ms. Rutledge had a copy of the letter and presented the letter to Commissioners.

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Ms. Rutledge felt designating only the original structure would have a significant impact on the original structure itself, the Manhattan Heights Historic District and surrounding properties. She was concerned that the property owner might demolish the other non-historic structures then later build something that would take away from the original structure. She reiterated that the Manhattan Heights Historic District is very much in favor of the H-Overlay rezoning for the original structure and having as much protection as we can for that and for the surrounding historic district.

Chair Riccillo asked if Commissioners had any further discussion.

Discussion closed to Commissioners.

Commissioner Guzman commented on a wireless antenna case previously presented to the HLC.

Mr. De La Cruz responded the Commissioner was referring to *The Area of Potential Effect*. *The Area of Potential Effect* is specified for certain types of construction such as cell towers. Cell towers are required to be licensed by the Federal Communication Commission. Whenever federal licensing/federal funding is involved, The Area of Potential Effect might be utilized through a Memorandum of Agreement. In this case, if federal funding was used to construct an addition in the areas outside the historic district, the SHPO (State Historic Preservation Office) would have review authority, not the local municipality.

At this time, Commissioners and Staff discussed the metes and bounds survey.

NEW METES AND BOUNDS SURVEY

Per the notification map included in the backup material, Vice-Chair Gardea suggested revising the boundary lines; specifically, the western boundary line extending to Portland Avenue.

Mr. De La Cruz responded unfortunately, if Commissioners approved extending the boundary line, Staff would have to have another metes and bounds survey done, then go back to City Council for approval/authorization.

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Chair Riccillo explained should Commissioners make a motion to include all Lots owned by the EPISD, Staff would have to prepare a new metes and bounds survey.

Rather than having to do a new metes and bounds survey, Vice-Chair Gardea asked Staff if the legal description would suffice.

Mr. De La Cruz responded no, not the way the ordinance is currently written.

Commissioner Gonzalez clarified designating entire Lot(s) and Block(s) does not require a metes and bounds survey, rather a legal description would suffice.

Mr. De La Cruz gave a detailed explanation. Staff would have to research the legal description of the original structure to ensure it was on full Lots and Blocks. However, in doing so, only half of the building(s) would be designated due to the building(s) having been built across Lot lines.

AMENDING MANHATTAN HEIGHTS HISTORIC DISTRICT BOUNDARIES

Vice-Chair Gardea asked if Commissioners were to amend the Manhattan Heights Historic District boundaries, would that necessitate a new metes and bounds survey.

Mr. De La Cruz would research that for Commissioners.

Ms. Velázquez explained amending the guidelines/boundaries requires 50% approval from property owners. She clarified, if approved; the proposed original structure would be classified as an *Independent Historic Structure*.

Mr. De La Cruz stated that it is similar to the McGee Mansion. At this time, Commissioners are providing a recommendation. Staff will then present the rezoning request to the City Plan Commission for recommendation; finally, to City Council for approval.

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Revising the metes and bounds survey would take time and rather than asking Staff to start over, Chair Riccillo suggested Commissioners approve the request as is. In the future, perhaps the Manhattan Heights Historic District would extend the boundaries to include the other Lots.

In the past, Mr. De La Cruz explained, Historic District boundaries were established via legal description, not metes and bounds surveys.

Ms. Rutledge asked what is the cost for a metes and bounds survey.

Mr. De La Cruz responded, for this property, approximately \$5,000.00.

Ms. Rutledge mentioned the Manhattan Heights Neighborhood Association might help fund the metes and bounds survey to include the portion to Portland Avenue. Ms. Rutledge noted the Manhattan Heights Historic District is listed in the National Register. She explained the Texas Historical Commission assisted in developing these boundaries; there are specific reasons why the boundaries are the way they are.

Ms. Velázquez stated there are active classes being held in the Houston School of Choice.

Commissioner Booher wondered what the occupancy of the campus is. He asked Staff if the accessory buildings were currently being used.

Staff was unsure whether or not the accessory buildings were currently being used.

Ms. Rutledge responded, currently, there are slightly fewer than 200 students.

FOR THE RECORD

Chair Riccillo noted for the record there are 200 students currently utilizing the Houston School of Choice.

No further discussion from Commissioners.

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MOTION:

Motion made by Vice-Chair Gardea TO APPROVE PZRZ11-00028 AS PRESENTED BY STAFF WITH A RECOMMENDATION THAT THE MANHATTAN HEIGHTS HISTORIC DISTRICT WORK WITH STAFF ON EXPANDING THE MANHATTAN HEIGHTS HISTORIC DISTRICT BOUNDARIES.

Mr. Almonte stated the recommendation was unclear and suggested the Vice-Chair reword the recommendation language.

REVISED MOTION:

Motion made by Vice-Chair Gardea, seconded by Commissioner Fernandez AND UNANIMOUSLY CARRIED TO RECOMMEND APPROVAL FOR REZONING PZRZ11-00028 TO H-OVERLAY AND WITH A SUGGESTION THAT THE MANHATTAN HEIGHTS HISTORIC DISTRICT NEIGHBORHOOD ASSOCIATION WORK WITH STAFF ON INCLUDING THE ENTIRE PROPERTY, IN THE NEAR FUTURE, INTO THE MANHATTAN HEIGHTS HISTORIC DISTRICT.

4. Addresses of property HLC Commissioners have requested that HLC staff review or investigate and provide a report to the HLC. If no addresses are submitted in advance and listed under this agenda item, Commissioners may announce such addresses under this agenda item. Discussion on property announced at this meeting will take place during the next regularly scheduled meeting. July 11, 2011 deadline for HLC members to request for agenda items to be scheduled for the July 25, 2011 meeting. July 25, 2011 deadline for HLC members to request for agenda items to be scheduled for the August 8, 2011 meeting.

- A. Magoffin Villas at 915, 917, 1001 Magoffin Avenue and 1000, 1008, 1010 Myrtle Avenue

Ms. Velázquez explained Staff did not have an opportunity to go by and take photographs. She believed construction was ongoing; Staff did not receive any change requests.

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Commissioner Gonzalez noted there is now some landscaping and the construction of the wrought iron fence, facing Magoffin Avenue, has begun. He requested Staff stay on top of the landscaping and fencing and ensure that this is done in accordance with the plan submitted to the City. He noted the wrought iron fence is an important architectural feature that somewhat masks Magoffin Avenue.

B. 1725 Arizona Avenue (Fall Mansion)

Ms. Velázquez explained construction is ongoing and progressing due to the updates provided by from Engineering & Construction Management. She reiterated the majority of reconstruction is within the interior of the structure. She reminded Commissioners that tours of the facility are scheduled every Thursday; please let Ms. Velázquez know if Commissioners would like to schedule a tour.

C. Alamo Elementary School at 500 South Hills Street

Ms. Velázquez noted Staff has not heard from the property owner at all despite numerous mailings. Staff notified the property owner of meetings regarding the rezoning request - prior to, during and after City Council approved the request.

HLC Staff Report

5. Update on Administrative Review Cases since last HLC meeting for the properties listed on the attachment posted with this agenda.
(See Attachment "A")

Chair Riccillo asked if Commissioners had any comments or questions.

Commissioner Guzman noticed all cases were located within the Manhattan Heights Historic District.

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6. Update on the appeal of the HLC decision on 209 N. Stanton.

Ms. Velázquez explained the Historic Landmark Commission (HLC), on June 13, 2011, voted 4-3 to recommend **DENIAL** of the application for the demolition of the main façade, construction of a new façade and the construction of a rooftop addition for the structure located at 209 N. Stanton within the Downtown Historic District.

The applicant requested to demolish the main façade, construct a new façade and construct a rooftop addition for the structure located at 209 N. Stanton within the Downtown Historic District.

The HLC found that the proposal does not comply with The Secretary of the Interior's Standards for Rehabilitation and the design guidelines for the Downtown Historic District based on the following:

- Too many architectural features and details are being removed.
- The project as designed lacks historic sensitivity.
- The project is a missed opportunity to restore a Classical Revival building.
- The treatment on the first floor is inappropriate for a historic building.
- The proposed alterations will make the building ineligible for listing on the National Register of Historic Places.

The applicant submitted an appeal to City Council. *City Council unanimously overturned the HLC decision and granted the request.*

Planning & Economic Development Department Reports

7. None

Visionaries in Preservation Report

8. None

Other Business

9. A. Approval of Historic Landmark Commission Meeting Minutes for June 27, 2011.

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Chair Riccillo asked if Commissioners had any changes/corrections/revisions. There being none.

MOTION:

Motion made by Chair Riccillo, seconded by Commissioner Brock and **UNANIMOUSLY CARRIED TO APPROVE THE JUNE 27, 2011 MINUTES.**

ABSTAIN: *Commissioner Guzman and Vice-Chair Gardea*

B. Discussion and action on application review regarding demolition changes.

Ms. Velázquez requested Commissioners give Staff more time to discuss the proposed application review regarding demolition changes with other City Staff.

Chair Riccillo asked Staff to leave the item on the next HLC agenda.

C. Discussion and action regarding re-zonings of designated buildings in other municipalities.

Ms. Velázquez distributed copies of the draft language.

Commissioner Fernandez asked Staff what happens if the HLC and other powers that be are in disagreement.

Mr. De La Cruz responded City Council has the ultimate authority.

Vice-Chair Gardea referred to the proposed wording for the review of zoning changes in historic districts, **Section 20.04.110 – Historic landmark commission**. He noted the language was not in the Historic Landmark Commission ordinance. He asked if the proposed language should also be included in the Historic Preservation ordinance.

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Eddie Holguin Jr.

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City Manager

Joyce A. Wilson





Mr. De La Cruz responded the language is within the Zoning ordinance, broad scope of Boards and Commissions. Staff will work with Legal to determine if the proposed language should be included in the Historic Preservation ordinance. Should Commissioners approve the draft language, Staff will draft an ordinance with the proposed wording; the ordinance would be presented to the CPC and City Council for approval.

Mr. Almonte suggested Commissioners motion to proceed with the draft language as presented.

No further discussion.

MOTION:

Motion made by Vice-Chair Gardea, seconded by Chair Riccillo and **CARRIED TO APPROVE THE DRAFT LANGUAGE THAT THE CITY STAFF HAS PROPOSED UNDER 20.04.110 REGARDING ZONING CHANGES IN HISTORIC DISTRICTS.**

AYES: Commissioners Fernandez, Gonzalez, Gardea, Brock, Booher, and Berchelmann

NAY: Commissioner Guzman

Motion passed. (6-1)

AFTER THE VOTE

Commissioner Gonzalez stated while this is a positive step, he was having second thoughts concerning the limitations placed per the following language:

... *"changes to the zoning on any property with a historic overlay or within a historic district"* ...

Pursuant to integrity issues, Commissioner Gonzalez wondered if it would not be appropriate also to include properties contiguous to H-Overlay properties, to historic landmarks. Mr. Almonte stated Commissioners do not have purview over those properties.

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Mr. De La Cruz questioned if Commissioner Gonzalez was referring to properties adjacent to historic districts.

Commissioner Gonzalez clarified properties located across the street, next door, right behind it, adjacent.

Ms. Velázquez concurred with Mr. Almonte that this was not within the Commissioners' purview.

D. Discussion and action regarding Administrative Review Guidelines.

Ms. Velázquez explained today was the deadline for Commissioners to submit their additions/corrections/revisions for the Administrative Review Guidelines.

Chair Riccillo, as the Chair, stated the cut off to submit your additions/corrections/revisions will be the next HLC meeting. Please bring your additions/corrections/revisions to the next HLC meeting.

Ms. Velázquez stated Commissioners and Staff have had issues and lengthy discussions regarding vinyl fences, windows, landscaping, etc.

ITEMS FOR 08.25.11 HLC AGENDA

None.

ADJOURNMENT

MOTION:

Motion made by Chair Riccillo, seconded by Commissioner Guzman and **UNANIMOUSLY CARRIED TO ADJOURN THE MEETING AT 5:05 P.M.**

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