



Economic & International Development Department

HISTORIC LANDMARK COMMISSION MEETING MINUTES FIRST FLOOR, COUNCIL CHAMBERS CITY 1 BUILDING, 300 N. CAMPBELL STREET JULY 11, 2016, 4:00 P.M.

Mayor

Oscar Leeser

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The El Paso Historic Landmark Commission held a public hearing in the Council Chambers, City 1 Building, 300 N. Campbell Street, July 11, 2016, 4:00 p.m.

The following commissioners were present:

Commissioner Edgar Lopez (Chairman)

Commissioner Joseph Longo

Commissioner Randy Brock

Commissioner Charles Stapler

Commissioner George Córdova

The following commissioners were not present:

Chairman William Helm

Commissioner Melinda Skillern

The following City staff members were present:

Ms. Providencia Velázquez, Historic Preservation Officer, Economic & International Development

Mr. Juan Gonzalez, Assistant City Attorney, City Attorney's Office

Mr. Adam Train, Planner, Historic Preservation Office, Economic & International Development

CALL TO ORDER

Chairman Lopez called the meeting to order at 4:05 p.m., quorum present.

PUBLIC COMMENT

Chairman Lopez asked if anyone present would like to address the Commission on issues not posted on the agenda. *There was no response.*

CHANGES TO THE AGENDA/WELCOME NEW COMMISSIONER

Ms. Velázquez welcomed newly appointed Commissioner Charles Stapler.



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1. PHAP15-00045:	Being 16 Franklin Heights 4 & W. ½ of 5, City of El Paso, El Paso County, Texas
Location:	1108 Myrtle Avenue
Historic District:	Magoffin
Property Owner:	Bemity Global LLC
Representative:	Jesus Jaime
Representative District:	8
Existing Zoning:	C-4/H (Commerical/Historic)
Year Built:	N/A
Historic Status:	N/A
Request:	Consideration of changes to a Certificate of Appropriateness for the construction of a new multi-family residential building
Application Filed:	6.27.16
45 Day Expiration:	8.11.16

Ms. Velázquez gave a presentation and explained the request is to consider changes to a previously approved Certificate of Appropriateness for the construction of a new multi-family residential building. The request was initially presented and approved by commissioners, December, 2015 as a three-story multi-family residential structure. Today, the property owner would like commissioners to approve the same design but for a two-story multi-family residential structure.

Mr. Mike Luciano, owner, explained the cost to construct the third story and the steel required were financially astronomical; therefore, it was decided to eliminate constructing the third story. The previous features on the side elevations will remain to include the cornices, fake windows and trim.

The Historic Preservation Office recommends **APPROVAL** of the proposed scope of work based on the following recommendations:

The Magoffin Historic District Design Guidelines recommend the following:

- *New construction should respect the integrity of existing buildings. Existing historic structures and streetscapes need be taken into consideration before designing new infill construction. Setbacks, proportion, rhythm, and building elements should all be addressed.*

The Secretary of the Interior’s Standards for Rehabilitation recommend the following:

- *New additions, exterior alterations, or related new construction will not destroy historic materials, features, and spatial relationships that characterize the property.*



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Chairman Lopez asked if anyone in the audience wished to speak in favor of or opposition to the request. *There was no response.*

Chairman Lopez asked commissioners if they had any comments and/or questions for property owner and/or representative. *No response from commissioners.*

MOTION:

Motion made by Commissioner Córdova, seconded by Commissioner Stapler AND UNANIMOUSLY CARRIED TO APPROVE.

- 2. **PHAP16-00011:** 38 Ysleta Tr. 8-A, City of El Paso, El Paso County, Texas
 - Location: 8757 Old County Road
 - Historic District: Ysleta
 - Property Owner: Alberto and Esther Mata
 - Representative: Alberto and Esther Mata
 - Representative District: 6
 - Existing Zoning: R-4/H (Residential/Historic)
 - Year Built: 1991
 - Historic Status: Non-contributing
 - Request: Certificate of Appropriateness for the construction of a storage structure
 - Application Filed: 6.6.16
 - 45 Day Expiration: 7.21.16
 - Postponed from the 06.27.2016 meeting*

Ms. Velazquez, Historic Preservation Officer, gave a presentation and stated the applicant seeks approval of a Certificate of Appropriateness for the construction of a storage structure. This request was presented at the June 20th HLC meeting; however, since the property owner was not present at the meeting commissioners postponed the request to today's meeting.

Ms. Velázquez gave the presentation and explained the property owners are requesting a Certificate of Appropriateness for the construction of a storage shed.





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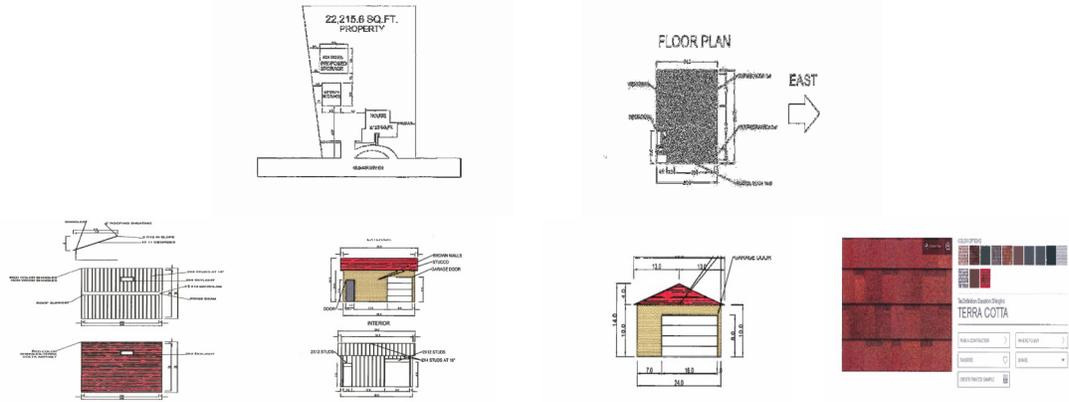
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Seeing most properties on the block are one-storied, this two-story dwelling is quite noticeable. The property owner is proposing to construct a storage structure directly behind the existing garage; therefore, the property owner will have:

1. The main house;
2. The existing storage structure; and
3. The small white storage structure located on the east side of the house.

The proposed storage structure will be considerably larger than the existing storage structure making it visible from the street. Per the floor plan, the property owner is proposing to install a restroom. Per the roof plan, the property owner is proposing to install terra cotta colored asphalt shingles (*as shown above*). The proposed storage structure will have two large garage doors and one small access door. Furthermore, the interior of the proposed storage structure will be large open space; no parkways or paving are proposed.



The rear yard is very large and well landscaped with grass throughout. There is sufficient space to construct the proposed storage structure. There will not be a driveway connecting to the proposed storage structure as the property owner felt it not necessary.



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The Historic Preservation Office recommends **APPROVAL WITH MODIFICATIONS** of the proposed scope of work based on the following recommendations:

The Ysleta Historic District Design Guidelines recommend the following:

- *New additions should be planned so that they are constructed to the rear of the property or on a “non-character defining elevation.”*
- *New additions should be designed and constructed so that the character-defining features of buildings are not radically changed, obscured, damaged, or destroyed in the process of rehabilitation.*
- *Do not add on top of an original historic structure. Rather, add to a more recent addition, or start a new one-to-two story addition on the side or rear of the building.*
- *Additions should complement the original structure, but not necessarily attempt to duplicate or copy it. The older structure should be identifiable from the new addition.*

The Secretary of the Interior’s Standards for Rehabilitation recommend the following:

- *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.*

THE MODIFICATIONS ARE THAT A CEMENT DRIVEWAY MATCHING THE EXISTING DRIVEWAY BE INSTALLED FROM THE FRONT OF THE PROPERTY TO THE NEW STRUCTURE AND THAT THE STORAGE SHED ON THE EAST PORTION OF THE PROPERTY BE REMOVED.

To explain the modification whereby the existing, small, white storage shed, located on the east portion of the property, be removed, Ms. Velázquez explained, per Planning & Inspections Department, Zoning Planners, the property owner is allowed additional structures on the property insofar as the total square footage of these structures does not exceed half the square footage of the main building.

From the June 20th meeting, Chairman Lopez recalled commissioners requested the property owner construct the new addition to mimic the proportions of the existing garage directly in front, especially the height of the roofline.

Mr. Alberto Mata, property owner, explained the height of the proposed addition will match the height of the existing structure; additionally, the shingles for the proposed addition will match the existing structure. Mr. Mata stated he was the contractor and built the existing garage himself; that garage door is 8’ high and 16’ wide. He will construct a driveway between the existing structure and the proposed new addition.



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Ms. Velázquez explained she would take follow-up measurements and photos of the new addition construction for commissioners and permitting staff. She proposed commissioners approve the request with the modifications and add the requirement that the height of the new structure match the existing structure.

Mr. Mata will construct a cement driveway matching the existing driveway between the existing garage and the new addition; additionally, he will remove the storage shed on the east portion of the property.

Chairman Lopez asked if there was anyone from the neighborhood who wished to speak concerning this item. *There were no responses.*

Chairman Lopez asked commissioners if they had any comments and/or questions for property owner and/or representative. *No response from commissioners.*

1ST MOTION:

Motion made by Chairman Lopez APPROVE WITH THE CONSIDERATIONS, PENDING, THAT MR. MATA PROVE THE HEIGHT OF THE PROPOSED ADDITION WILL MATCH THE EXISTING STRUCTURE AND MR. MATA PROVIDE THAT INFORMATION TO MS. VELÁZQUEZ.

Mr. Juan Gonzalez, Assistant City Attorney, requested the motion include the modifications presented by Ms. Velázquez, Historic Preservation Officer.

2ND MOTION:

*Motion made by Commissioner Stapler **THAT THIS ITEM BE APPROVED SUBJECT TO THE MODIFICATIONS THAT WERE SUGGESTED BY THE STAFF.***

Ms. Velázquez requested Commissioner Stapler include in his motion language that the height of the new structure not exceed the height of the existing structure.

2ND MOTION, AMENDED:

*Motion made by Commissioner Stapler **THAT THIS ITEM BE APPROVED SUBJECT TO THE MODIFICATIONS THAT WERE SUGGESTED BY THE STAFF AND THAT THE HEIGHT OF THE PROPOSED STRUCTURE NOT EXCEED THE HEIGHT OF THE ORIGINAL STRUCTURE.***

For clarification, in addition to the motion language not to exceed the height of the existing structure, Mr. Gonzalez requested Commissioner Stapler include a motion to remove the existing metal shed and a motion to add a driveway connecting the two buildings that would match the existing driveway into the first building.



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FINAL MOTION:

Motion made by Commissioner Stapler, Commissioner Brock AND UNANIMOUSLY CARRIED THAT THIS ITEM BE APPROVED SUBJECT TO THE MODIFICATIONS THAT THE HEIGHT OF THE PROPOSED STRUCTURE NOT EXCEED THE HEIGHT OF THE ORIGINAL STRUCTURE, THAT THE EXISTING METAL SHED BE REMOVED, AND TO ADD A DRIVEWAY CONNECTING THE TWO BUILDINGS THAT WOULD MATCH THE EXISTING DRIVEWAY INTO THE FIRST BUILDING.

- 3. **PHAP16-00012:** 81 Government Hill 11 & 12, City of El Paso, El Paso County, Texas
 - Location: 4323 Altura Avenue
 - Historic District: Austin Terrace
 - Property Owner: Carlos and Marylou Robles
 - Representative: Carlos and Marylou Robles
 - Representative District: 2
 - Existing Zoning: R-4/H (Residential/Historic)
 - Year Built: 1917
 - Historic Status: Non-contributing
 - Request: Certificate of Appropriateness for the construction of a rear yard addition and open porch
 - Application Filed: 6.20.16
 - 45 Day Expiration: 8.4.16

Ms. Velazquez, Historic Preservation Officer, gave a presentation and stated the applicant seeks approval of a Certificate of Appropriateness for the construction of a rear yard addition and open porch. Per the presentation photos, Ms. Velázquez noted the proposed rear addition and open porch would not be visible from the front right-of-way and the rear alley. Per the presentation photos, the existing French doors will remain, the proposed addition will be located where the existing metal window and door are and the existing porch, to the right of the French doors, will be reconstructed.





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The Historic Preservation Office recommends **APPROVAL** of the proposed scope of work based on the following recommendations:

The Design Guidelines for El Paso's Historic Districts, Sites, and Properties recommend the following:

- *New additions should be designed and constructed so that the character-defining features of the historic buildings are not radically changed, obscured, damaged, or destroyed in the process of rehabilitation.*
- *Any new addition should be planned so that it is constructed to the rear of the property or on a non-character defining elevation and is minimally visible from the public right of way.*
- *Introduce additions in locations that are not visible from the street-generally on rear elevations.*
- *It is not appropriate to introduce an addition if it requires the removal of character-defining building features such as patios, mature vegetation or a detached structure.*
- *Design an addition so that it is compatible in roof form, proportions, materials and details with the existing structure.*
- *Design an addition so that if removed in the future, the historic building's form and character defining features are not obscured, damaged, or destroyed.*

The Secretary of the Interior's Standards for Rehabilitation recommend the following:

- *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.*

To clarify, Chairman Lopez stated the existing French doors will not be removed or relocated.

Ms. Velázquez agreed.

Mr. Carlos Robles, property owner, explained the existing wood porch columns will be covered in stucco, with the color to match the existing columns. There is a side window for the laundry room, that new window will be white in color and made of vinyl material. The new trim and eave will be painted to match the existing color.



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Chairman Lopez asked if there was anyone from the neighborhood who wished to speak concerning this item. *There were no responses.*

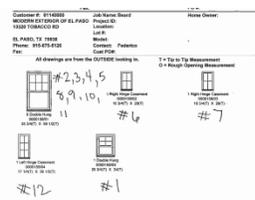
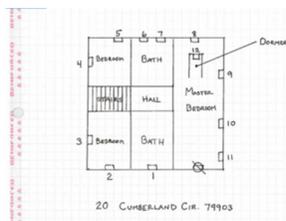
Chairman Lopez asked commissioners if they had any comments and/or questions for property owner and/or representative. *No response from commissioners.*

MOTION:

Motion made by Chairman Lopez, seconded by Commissioner Stapler AND UNANIMOUSLY CARRIED TO APPROVE THE ADDITION WITH THE FOLLOWING COLORS, MATERIALS AND PROPORTIONS AS PRESENTED.

- | | |
|--------------------------|--|
| 4. PHAP16-00013: | 100 Government Hill 8 & W ½ of 7, City of El Paso, El Paso County, Texas |
| Location: | 20 Cumberland Circle |
| Historic District: | Austin Terrace |
| Property Owner: | Raymond and Marilu Beard |
| Representative: | Federico Rodriguez |
| Representative District: | 2 |
| Existing Zoning: | R-4/H (Residential/Historic) |
| Year Built: | 1930 |
| Historic Status: | Contributing |
| Request: | Certificate of Appropriateness for the removal of twelve (12) windows and replacement with vinyl windows to include capping wooden frame with aluminum and installation of vinyl siding on dormer window |
| Application Filed: | 6.20.16 |
| 45 Day Expiration: | 8.4.16 |

Ms. Velazquez, Historic Preservation Officer, gave a presentation and stated the applicant seeks approval of a Certificate of Appropriateness for the removal of twelve (12) windows and replacement with vinyl windows to include capping wooden frame with aluminum and installation of vinyl siding on dormer window.





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Tommy Gonzalez

The Historic Preservation Office recommends **APPROVAL WITH MODIFICATIONS** of the proposed scope of work based on the following recommendations:

The Design Guidelines for El Paso's Historic Districts, Sites, and Properties recommend the following:

- *If areas are deteriorated beyond repair they should be replaced in kind to match the original historic material compounds. Aluminum, vinyl, plywood or other synthetic sidings shall be reviewed by the HLC. However, some may be considered on an individual basis if the proposed material matches the existing historic material, all original detailing is left exposed, window and door trim are not covered, and any unique finishes are intact and not covered or damaged.*
- *If windows are damaged beyond repair, replacement windows should match the type (such as double hung), style (for example six panes over six panes), and finish (paint).*
- *Replacement windows on the main façade shall be comprised of the operable portions of the window and match the type, style, operation, configuration and finish of the original windows.*
- *Installation of windows similar to the original in appearance and structural purpose, regardless of construction materials is permitted.*
- *Retain and preserve original doors and windows, including such elements as sash, glass, sills, lintels, casings, muntins, trim, frames, thresholds, hardware and shutters. If repair of an original window or door element is necessary, repair only the deteriorated element to match the original in size, composition, material, dimensions, and detail by patching, splicing, consolidating, or otherwise reinforcing the deteriorated section. The removal of historic materials should be avoided.*
- *When repair is not feasible, door and window products will be reviewed on an individual basis using the following criteria:*
 - a. Architectural and historical compatibility*
 - b. Comparison to original profile*
 - c. Level of significance of original doors and windows to the architectural style of the building.*
 - d. Three dimensional exterior applied muntins that simulate or match the original muntins may be approved. Single dimension interior applied muntins are not appropriate.*

The Secretary of the Interior's Standards for Rehabilitation recommend the following:

- *When the severity of deterioration requires replacement of a distinctive feature, the new feature will match the old in design, color, texture, and where possible materials.*

THE MODIFICATIONS ARE THAT THE WINDOW FRAMES NOT BE COVERED IN ALUMINUM AND THAT THE NUMBER OF LIGHTS ON THE NEW WINDOWS MATCH THE NUMBER OF LIGHTS ON THE EXISTING WINDOWS.



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Mr. Federico Rodriguez, project manager, provided a sample of the *proposed energy efficient, vinyl window with insulated glass* and a sample of the *pebblestone clay color* of the proposed windows. He noted the proposed windows will have exterior muntins and be retro-fit.

Chairman Lopez asked if the proposed windows would mimic the existing windows with dividing lines and exterior muntins.

Ms. Velázquez agreed and clarified the request is to replace all the windows on the upper floor.

Mr. Rodriguez explained the walls of the dormer will match the current color of the trim, pebblestone clay. He noted the dormer was not original to the house, added in the 1960's, approximately.

Chairman Lopez asked if there was anyone from the neighborhood who wished to speak concerning this item. *There were no responses.*

1ST MOTION:

Motion made by Commissioner Longo TO APPROVE THE CERTIFICATE OF APPROPRIATENESS WITH THE SAID MODIFICATIONS PROPOSED BY STAFF.

Ms. Velázquez asked Commissioner Longo if he agreed with the modifications proposed by staff or would he rather approve as presented.

Chairman Lopez stated he approved the request as presented; the color and materials.

Chairman Lopez asked commissioners if they had any comments and/or questions for property owner and/or representative. *No response from commissioners.*

FINAL MOTION:

Motion made by Chairman Lopez, seconded by Commissioner Brock AND UNANIMOUSLY CARRIED TO APPROVE THE CERTIFICATE OF APPROPRIATENESS WITH THE FOLLOWING MODIFICATIONS:

- 1. DRIFTWOOD COLOR;*
- 2. PVC WINDOWS; AND*
- 3. THE SIDING FOR THE DORMER IN THE SAME TONE.*



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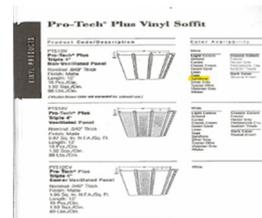
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Tommy Gonzalez

5. PHAP16-00014: 9 Sunset Heights W 11 ft. of 11, City of El Paso, El Paso County, Texas
- Location: 624 W. Yandell Drive
 Historic District: Sunset Heights
 Property Owner: Andres Ruvalcaba
 Representative: Federico Rodriguez
 Representative District: 8
 Existing Zoning: R-4/H (Residential/Historic)
 Year Built: 1904
 Historic Status: Contributing
 Request: Certificate of Appropriateness for the installation of vinyl siding on the balcony and porch
- Application Filed: 6.20.16
 45 Day Expiration: 8.4.16

Ms. Velazquez, Historic Preservation Officer, gave a presentation and stated the applicant seeks approval of a Certificate of Appropriateness for the installation of vinyl siding on the balcony and porch.





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The Historic Preservation Office recommends **APPROVAL WITH MODIFICATION** of the proposed scope of work based on the following recommendations:

The Design Guidelines for El Paso's Historic Districts, Sites, and Properties recommend the following:

- *If areas are deteriorated beyond repair they should be replaced in kind to match the original historic material compounds. Aluminum, vinyl, plywood or other synthetic sidings shall be reviewed by the HLC. However, some may be considered on an individual basis if the proposed material matches the existing historic material, all original detailing is left exposed, window and door trim are not covered, and any unique finishes are intact and not covered or damaged.*

The Secretary of the Interior's Standards for Rehabilitation recommend the following:

- *When the severity of deterioration requires replacement of a distinctive feature, the new feature will match the old in design, color, texture, and where possible materials.*

THE MODIFICATION IS THAT THE EXTERIOR OF THE BALCONY BE COVERED WITH WOOD TO MATCH THE EXISTING COLOR AND PATTERN.

Chairman Lopez stated the existing, painted wood was not original to the house. He guessed the covering of the fascia with the wood trim was installed without permits. Should commissioners approve this request as proposed it will set a precedent.

Ms. Velázquez explained the covering of the fascia with the painted wood trim was installed prior to designation and was grandfathered in.

Chairman Lopez asked Mr. Federico Rodriguez, project manager, if this was the only solution available, were there no other options to improve the aesthetics of the trim? The trim should be horizontal not vertical; additionally, the material could be molding, any kind of prime molding to emphasize the horizontality of the trim. Chairman Lopez suggested Mr. Rodriguez look for a better solution and he suggested Mr. Rodriguez tour the homes within the Sunset Heights Historic District.

For examples of horizontal trim, Commissioner Stapler recommended Mr. Rodriguez tour homes within the Montana and Kern Place areas for examples of horizontal trim.



Economic & International Development Department

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Chairman Lopez asked if there was anyone from the neighborhood who wished to speak concerning this item. *There were no responses.*

City Council

District 1
Peter Svarzbein

Chairman Lopez asked commissioners if they had any comments and/or questions for property owner and/or representative. *No response from commissioners.*

MOTION:

Motion made by Commissioner Stapler, seconded by Commissioner Córdova AND UNANIMOUSLY CARRIED TO POSTPONE.

District 2
Jim Tolbert

At this time, Ms. Velázquez explained legal counsel, Mr. Gonzalez, had to momentarily leave the meeting. She suggested a brief intermission until his return.

District 3
Emma Acosta

District 4
Carl L. Robinson

Following Mr. Gonzalez' return, Ms. Velázquez presented the following:

District 5
Dr. Michiel R. Noe

- 6. PHAP16-00016:** 11 Manhattan Heights 34 and 35, City of El Paso, El Paso County, Texas
- Location: 3127 Wheeling Avenue
- Historic District: Manhattan Heights
- Property Owner: Raymond Telles and Gwen Pulido
- Representative: Raymond Telles and Gwen Pulido
- Representative District: 2
- Existing Zoning: R-3/H (Residential/Historic)
- Year Built: 1925
- Historic Status: Contributing
- Request: Certificate of Appropriateness for removal of casement windows and replacement with 1/1 vinyl window and vinyl, single-pane, fixed windows
- Application Filed: 7.7.16
- 45 Day Expiration: 8.21.16

District 6
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Ms. Velazquez, Historic Preservation Officer, gave a presentation and stated the applicants seek approval of a Certificate of Appropriateness for removal of casement windows and replacement with 1/1 vinyl window and vinyl, single-pane, fixed windows.

City Manager
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The Historic Preservation Office recommends **APPROVAL** of the proposed scope of work based on the following recommendations:

The Design Guidelines for El Paso's Historic Districts, Sites, and Properties recommend the following:

- *However, if windows are damaged beyond repair, replacement windows should match the type (such as double hung), style (for example six panes over six panes), and finish (paint).*
- *Replacement windows on the main façade shall be comprised of the operable portions of the window and match the type, style, operation, configuration and finish of the original windows.*
- *Windows in secondary façades shall be reviewed on a case by case basis.*
- *When repair is not feasible, door and window products will be reviewed on an individual basis using the following criteria:*
 - a. Architectural and historical compatibility*
 - b. Comparison to original profile*
 - c. Level of significance of original doors and windows to the architectural style of the building.*
 - d. Three dimensional exterior applied muntins that simulate or match the original muntins may be approved. Single dimension interior applied muntins are not appropriate.*

The Secretary of the Interior's Standards for Rehabilitation recommend the following:

- *When the severity of deterioration requires replacement of a distinctive feature, the new feature will match the old in design, color, texture, and where possible materials.*

Mr. Raymond Telles, property owner, concurred with staff recommendations.

Chairman Lopez asked if there was anyone from the neighborhood who wished to speak concerning this item. *There were no responses.*

Chairman Lopez asked commissioners if they had any comments and/or questions for property owner and/or representative. *No response from commissioners.*

MOTION:

Motion made by Commissioner Stapler, seconded by Commissioner Longo AND UNANIMOUSLY CARRIED TO ACCEPT THE PARTICULAR PROJECT AS RECOMMENDED BY STAFF.



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City Council

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District 2

Jim Tolbert

District 3

Emma Acosta

District 4

Carl L. Robinson

District 5

Dr. Michiel R. Noe

District 6

Claudia Ordaz

District 7

Lily Limón

District 8

Cortney C. Niland

City Manager

Tommy Gonzalez

- 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 11th, 2016 deadline for HLC members to request for agenda items to be scheduled for the July 25th, 2016 meeting. July 25th, 2016 deadline for HLC members to request for agenda items to be scheduled for the August 8th, 2016 meeting.

No address requests from commissioners.

HLC Staff Report

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

No comment from commissioners.

MOTION:

Motion made by Commissioner Brock, seconded by Commissioner Cordova AND UNANIMOUSLY CARRIED TO APPROVE THE JULY 11TH STAFF REPORT.

Other Business – Discussion and Action

- Discussion on revisions to the ordinance (Chapter 20.20)

Discussion postponed to August 8th, 2016 HLC meeting.

- Approval of Regular Meeting Minutes for June 20th, 2016 and Special Meeting Minutes for June 27th, 2016.

Chairman Lopez asked commissioners if they had any additions, corrections, and/or revisions. *There were none.*



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MOTION:

Motion made by Commissioner Longo, seconded by Commissioner Brock AND UNANIMOUSLY CARRIED TO APPROVE THE REGULAR MEETING MINUTES FOR JUNE 20th, 2016.

ABSTAIN: *Commissioner Stapler*

MOTION:

Motion made by Commissioner Brock, seconded by Commissioner Córdoba AND UNANIMOUSLY CARRIED TO APPROVE THE SPECIAL MEETING MINUTES FOR JUNE 27th, 2016.

ABSTAIN: *Commissioner Stapler*

11. New Commissioner Charles Stapler

See page one **CHANGES TO THE AGENDA/WELCOME NEW COMMISSIONER**

12. Resignation of Commissioner George Córdoba

Ms. Velázquez announced that this was Commissioner Córdoba's last meeting and wished him good luck.

MOTION:

Motion made by Commissioner Stapler, seconded by Commissioner Córdoba AND UNANIMOUSLY CARRIED TO ADJOURN.