



**Economic & International Development Department**

**HISTORIC LANDMARK COMMISSION MEETING MINUTES  
FIRST FLOOR, COUNCIL CHAMBERS  
CITY 1 BUILDING, 300 N. CAMPBELL STREET  
SEPTEMBER 14, 2015, 4:00 P.M.**

**Mayor**

Oscar Leeser

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The El Paso Historic Landmark Commission held a public hearing in the First Floor Council Chambers, City 1 Building, 300 N. Campbell Street, September 14, 2015, 4:00 p.m.

The following commissioners were present:

- Chairman William Helm
- Commissioner Edgar Lopez
- Commissioner Beatriz Lucero
- Commissioner Randy Brock
- Commissioner Cesar Gomez
- Commissioner George Cordova
- Commissioner Melinda Becker Skillern

The following City staff members were present:

- Ms. Providencia Velázquez, Historic Preservation Officer, Economic & International Development
- Mr. Adam Train, Planner, Historic Preservation Office, Economic & International Development
- Ms. Kristen Hamilton-Karam, Assistant City Attorney, City Attorney’s Office

**CALL TO ORDER**

Chairman Helm called the meeting to order at 4:07 p.m., quorum present.

**PUBLIC COMMENT**

Chairman Helm asked if there was anyone present who would like to comment on issues not posted on the agenda. There was none.

**CHANGE IN NUMERICAL ORDER OF AGENDA ITEMS**

Ms. Velázquez noted neither the property owner(s) nor their representative(s) were present for items 1. *PHAP15-00035, 129 N. Schutz Drive* and item 3. *PHAP15-00037, 209 Lawton Street*; however, the representative for item 4. *PHAP15-00038, 2819 Wheeling Avenue* was. Therefore, item 4. *PHAP15-00038, 2819 Wheeling Avenue* was the first item presented to commissioners. *As shown on the agenda, Item 2. PHAP15-00036 was postponed.*



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**Economic & International Development Department**

Certificate of Appropriateness

- 1. **PHAP15-00035:** Being Carpenter & Ammons 7 & 8 (8800 Sq. Ft.), City of El Paso, El Paso County, Texas
  - Location: 129 N. Schutz Drive
  - Historic District: Ysleta
  - Property Owner: Antonia Agustain
  - Representative: Michael Martinez
  - Representative District: 6
  - Existing Zoning: A-2/H (Apartments/Historic)
  - Year Built: 1945
  - Historic Status: Contributing
  - Request: Certificate of Appropriateness for the construction of a screened pergola in the side yard
  - Application Filed: 8/17/15
  - 45 Day Expiration: 10/1/15

*Prior to adjourning the meeting, neither the property owner nor the representative appeared.*

**MOTION:**

*Motion made by Chairman Helm, seconded by Commissioner Gomez AND UNANIMOUSLY CARRIED TO POSTPONE PHAP15-00035 TO THE NEXT HLC MEETING.*

- 2. **PHAP15-00036:** Being 1 Franklin Heights 10 & 11, City of El Paso, El Paso County, Texas
  - Location: 1018 – 1020 Myrtle Avenue
  - Historic District: Magoffin
  - Property Owner: Donald Luciano
  - Representative: Jesus Jaime
  - Representative District: 8
  - Existing Zoning: C-4/H (Commercial/Historic)
  - Year Built: 1928
  - Historic Status: Contributing
  - Request: Certificate of Appropriateness for the demolition of a rear addition, installation of new windows and doors, and resurfacing of front yard
  - Application Filed: 9/1/15
  - 45 Day Expiration: 10/15/15

*This item has been postponed.*

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*Agenda item 3. PHAP15-00037 was discussed immediately following agenda item 4. PHAP15-00038*

- 3. PHAP15-0037:** Being 1 Mundy Heights 3 To 6, City of El Paso, El Paso County, Texas
- Location: 209 Lawton Street
- Historic District: Sunset Heights
- Property Owner: Maria, Lilia, and Andres Favela
- Representative: Andres Favela
- Representative District: 8
- Existing Zoning: R-4/H (Residential/Historic)
- Year Built: 1928
- Historic Status: Contributing
- Request: Certificate of Appropriateness for the construction of a secondary garage and the removal and replacement of windows after-the-fact
- Application Filed: 9/3/15
- 45 Day Expiration: 10/18/15

Ms. Velázquez gave a presentation and stated the property owner is requesting a Certificate of Appropriateness for the construction of a secondary garage and the removal and replacement of windows after-the-fact.

This property has an existing, detached (*not attached to the main structure*) garage; however, the property owners are requesting a second garage in the rear yard. The last historic district survey, taken in 2001, shows a very classy, Mediterranean Revival style house with barrel tile roofing, arched doorways, and multi-light casement windows. Several months ago, Ms. Velázquez received a phone call stating the windows had been removed and replaced with slider windows; slider windows are typically not permitted in historic districts.



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Chairman Helm wondered what was painted blue.

Ms. Velázquez responded the sills and lintels. After being cited, the property owner was given approval to do some painting (sills and lintels) and other small jobs.

### PROPOSED GARAGE

Continuing with the presentation, Ms. Velázquez explained the property owner wants to construct a one-story, two-car garage, not attached to the existing house. The proposed garage will have two garage doors, windows, and a stucco exterior.

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:*

- *Where additional parking is necessary it should be located to the rear of the property as well.*
- *Design new garages and outbuildings to be compatible with the main structure on the lot in material and design, using existing historic outbuildings in the districts as an example.*
- *Limit the size and scale of garages and accessory structures so that the integrity of the original structure, or the size of the existing lot, is not compromised or significantly diminished.*
- *New garages and accessory buildings should be located in rear yards.*
- *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.*
- *Do not use single pane picture windows or horizontal sliding windows if they are not the original window types.*
- *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, dimension, 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.*

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*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 portion, and massing to protect the integrity of the property and its environment.*
- *The removal of distinctive materials or alterations of features, spaces, and spatial relationships that characterize a property will be avoided.*
- *Deteriorated historic features will be repaired rather than replaced. Where 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. Replacement of missing features will be substantiated by documentary and physical evidence.*

**THE MODIFICATIONS ARE THAT:**

- 1. THE GARAGE BE MOVED BACK ONE FOOT SO THAT IT IS FIVE FEET AWAY FROM THE MAIN STRUCTURE;**
- 2. THE REPLACEMENT WINDOWS BE REMOVED AND REPLACED WITH WINDOWS THAT REPLICATE THE ORIGINAL WINDOWS IN TYPE, STYLE, OPERATION, CONFIGURATION AND FINISH;**
- 3. NO PERMITS FOR THE NEW CONSTRUCTION BE ISSUED UNTIL THE REPLACEMENT WINDOWS HAVE BEEN INSTALLED AND ARE IN COMPLIANCE; AND**
- 4. THE NEW WINDOWS BE INSTALLED WITHIN NINETY (90) DAYS**

Ms. Velázquez explained the modification that the garage be moved back one foot so that it is five feet away from the main structure is from Title 20 - Zoning of the municipal code.

Chairman Helm added the property owners would benefit greatly moving the proposed garage back one foot otherwise they might have drainage issues to contend with due to the roof runoff draining into that space. He then asked Ms. Velázquez how the property owners access the new garage.

Ms. Velázquez replied from the alley, through the gate.

Commissioner Lopez wondered how far away from the alley would the proposed garage be located.

Ms. Velázquez was unsure; however, as submitted, the garage is four feet from the main structure.



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Commissioner Lopez asked what the dimensions between the existing and proposed garage are.

Ms. Velázquez responded five feet.

Prior to issuing any permits, Ms. Hamilton-Karam explained Building Permits & Inspections Department would review the plans.

Chairman Helm reiterated the modification to move the garage back one foot, to five feet.

Ms. Velázquez agreed; additionally the five feet is the minimum footage allowed per the code. She spoke with zoning planners who explained the secondary garage would only be allowed if it is moved back the one foot; otherwise, it would be considered an addition to the main structure.

Per the presentation photo of the original house, Commissioner Gomez asked if those windows in the front were sliders or picture windows.

Ms. Velázquez referred to the cut sheets submitted by the property owners and explained it is a combination of both, sliders and picture windows.

PLY GEM WINDOWS

QUOTE # 169234    QUOTE EXPIRES:    Quote Not Certified

BILL TO: ANDY    SHIP TO: ANDY

QUOTE #	QUOTE DATE	LOAD DATE	SHIP DATE	QUOTED BY
169234	4/4/2014		03/01-01-01	Ken Wade
JOB NAME		CUSTOMER POW		

Line Item #	Description	Net Price	Extended
1-1	Rough Opening: 14' 7 1/2" W x 5' 7 1/2" H Custom Builders Series 3700 Picture Slider (68" W x 50.1" H x 0" Leg), 1/4" 1/2" x 1/4" Sash, XCO, Bronze, Nailing Fin Glass: LE SC, Double-Glazed, Argon-filled Screens: Half Screen (Pair), Charcoal Fiberglass, Shipped Separate Performance Rating: IBS-R20, DP -20/-20, U-Factor = 0.33, SHGC = 0.25, VLT = 0.45 Frame Options: Nail Fin Setback-7/8", Frame Depth-2"	\$325.25	\$325.25
Qty: 1			
Room Location:			
Note:			
1-2	Unit 1 Screen: Half Screen (Pair), Charcoal Fiberglass, Shipped Separate	\$17.25	\$17.25
Qty: 1			
Room Location:			
Note:			
2-1	Rough Opening: 10' 7 1/2" W x 50.5" H Custom Builders Series 3700 Picture Slider (107" W x 49.75" H x 0" Leg), 1/2" x 1/2" x 1/2" Sash, XCO, Bronze, Nailing Fin Glass: LE SC, Double-Glazed, Argon-filled Screens: Half Screen (Pair), Charcoal Fiberglass, Shipped Separate Performance Rating: IBS-R20, DP -20/-20, U-Factor = 0.33, SHGC = 0.25, VLT = 0.45 Frame Options: Nail Fin Setback-7/8", Frame Depth-2"	\$399.68	\$399.68
Qty: 1			
Room Location:			
Note:			

Quote #: 169234    PLY GEM    Page 1 of 3  
www.elpasowindows.com    Printed: 04/20/14 10:50:51 AM

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Mr. Andres Favela and Mrs. Lilia Favela, property owners, were present.

### PROPOSED GARAGE

Mr. Favela explained he spoke with Zoning staff who informed him if the proposed garage were located five feet or less from the main structure; it will be considered an addition to the main structure. Per Ms. Velázquez' modification he would move the proposed garage back one foot. The proposed garage will have a flat roof, the exterior will be stucco and painted the same color as the main structure. The proposed garage will resemble, as closely as possible, the exterior of the main structure. Mr. Favela noted the proposed garage would not be visible from the front of the house; furthermore, the garage would not be visible from the rear of the house due to the alley and the fencing.

### WINDOW REPLACEMENT

Regarding the windows, Mr. Favela asked commissioners if he could keep the existing windows. He apologized that he had not met with Ms. Velázquez prior to the removal and replacement window project. The original windows were single-hung, broken, inoperable and a fire and safety hazard. His elderly mother-in-law also resides in the home; therefore, Mr. Favela felt it necessary to remove the old windows and replace with windows that open.

Replacing the old windows with original style, custom windows would be very expensive, something he and his wife certainly could not afford to do at this time. With the wrought iron on the windows, the house looks great, original; additionally, his neighbors have complimented him on how well the exterior looks now.

In the very distant future, he and his wife will be working on the landscape and bringing the house back to life; however, first consulting with Ms. Velázquez. Due to budget constraints, Mr. Favela asked commissioners to allow him to keep the newly replaced windows. In his opinion, the new windows have not changed the historic character of the home. He suggested adding some type of detailing to the windows that would mimic the look of the original windows.

Mrs. Favela also asked commissioners to allow them to keep the newly installed windows. She also suggested adding some type of detail to the windows that would mimic the look of the originals. Due to budget constraints, it would not be feasible for them to replace the windows at this time. The home has been in her family for decades.

Chairman Helm asked Mr. Favela what the material type for the new windows was.

Mr. Favela believed it was aluminum, to include the window frame.

Mrs. Favela added the window frames were painted blue to match the tops and bottoms of the windows.



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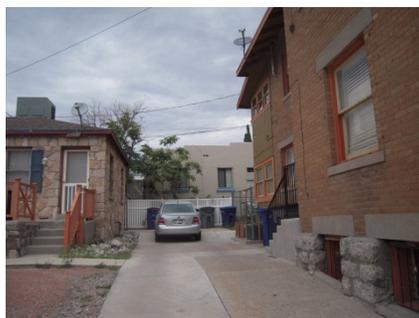
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It was unclear to Chairman Helm if Mr. Favela was aware of the process and procedure of residing in a historic district, specifically in this case, regarding the removal and replacement of the windows.

Mr. Favela replied yes; however, he thought that only pertained to changing the whole specifications and/or design of the home. Regarding the window dimensions, he explained, we did not change the specifications.

Chairman Helm asked to see photos of the home before and after the window replacement.



Ms. Velázquez clarified because the windows are so visible her modifications affect the secondary façade as well.

Commissioner Lopez asked Mr. Favela how he could/would modify the existing windows to mimic the look of the original ones.

Mr. Favela was planning to add vinyl squares or outlines on the outside; whether on the inside or outside of the window, as long as the window functions properly. He also suggested painting the windows/window frames the same bluish color so that the windows would have the same appearance as the original.

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As long as the exterior material of the proposed garage was stucco, Commissioner Lopez had no issues; however, the windows were a whole other issue. He requested the Favelas insure the parapet corners are raised.

Mr. Favela reiterated the old windows were broken, single-pane, not energy efficient; furthermore, at this time, due to budget constraints, replacing the windows with custom windows is not feasible.

Commissioner Lopez asked the Favelas when the window removal/replacement project took place.

Mr. and Mrs. Favela responded this summer. Additionally, Mrs. Favela noted, 90 days is not enough time, even we did have the monies.

Chairman Helm asked Mr. Favela if the aluminum was inside or outside on the top window.

Mr. Favela replied the aluminum is inside the window.

Commissioner Lopez offered the following options:

1. Replace the windows in front of the home; or
2. Modify the existing windows so that they appear to look like the original windows, with exterior applied muntins, divided lines on top, and lines must be on the outside of the window

Regarding option #2, Commissioner Lopez insisted the Favelas provide a sample of modified window to commissioners for review and approval. To reiterate, he is requesting the Favelas provide a model of a window with exterior applied muntins, divided lines on top, lines must be on the outside of the window to commissioners for review and approval. *Commissioner Lopez clarified the modified, existing windows would be for all the windows or just replace the windows in the front.*

Mrs. Favela understood Commissioner Lopez's request was to create a model of the window, similar to the original, with small window squares, with bronze colored window frames. The windows are tinted a light blue.

Chairman Helm and Commissioner Lopez agreed commissioners would not be approving the modifications regarding the removal and replacement of the windows today, not until the property owners bring a sample of the proposed modified window.

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Chairman Helm suggested the Favelas consult with their window supplier for assistance regarding the muntins, etc. He then suggested commissioners postpone the modifications of the windows for 30 days.

Mrs. Favela asked if commissioners would allow the construction of the proposed garage in the interim.

Chairman Helm asked staff if the window and garage issues could be voted on separately.

Ms. Velázquez responded yes, the Favelas could begin construction on the garage. She informed commissioners the next HLC meeting would be Monday, September 28<sup>th</sup>. The Certificate of Appropriateness would expire prior to the proposed 30 day postponement. She requested commissioners postpone the modification regarding the windows to the September 28<sup>th</sup> HLC meeting.

From the alley, Commissioner Lopez asked the Favelas what kind of fencing do you have?

Mr. Favela explained the fencing is half rock wall and half chain link, we already have a gate.

Chairman Helm asked Ms. Velázquez if the garage, as proposed, was visible from the public right-of-way.

Ms. Velázquez responded no, the Favelas covered the chain link fence with a vinyl type material.

Ms. Favela clarified we will be permitted to start construction on the garage; however, commissioners are requesting a model of the windows, to mimic the originals, with bronze trim and little squares.

Chairman Helm asked if there was anyone in the audience who wished to comment on this request. There was none.

**MOTION:**

*Motion made by Commissioner Lopez, seconded by Chairman Helm AND UNANIMOUSLY CARRIED TO:*

- 1. APPROVE THE CONSTRUCTION OF THE GARAGE, AS PRESENTED;**
- 2. PLACEMENT OF THE GARAGE MUST BE FIVE FEET AWAY FROM THE MAIN STRUCTURE;**
- 3. POSTPONE THE REMOVAL AND REPLACEMENT OF THE WINDOWS UNTIL THE PROPERTY OWNERS PROVIDE COMMISSIONERS WITH A SAMPLE OF THE ORIGINAL WINDOWS WITH BRONZE TRIM AND LITTLE SQUARES, TO THE SEPTEMBER 28<sup>th</sup> HLC MEETING.**

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*Agenda item 4. PHAP15-00038, 2819 Wheeling Avenue was the first item for discussion and action by commissioners.*

<b>4. PHAP15-00038:</b>	Being 8 Manhattan Heights 17 To 19, City of El Paso, El Paso County, Texas
Location:	2819 Wheeling Avenue
Historic District:	Manhattan Heights
Property Owner:	Olivia Mejia
Representative:	Graciela Gonzalez
Representative District:	2
Existing Zoning:	R-3/H (Residential/Historic)
Year Built:	1919
Historic Status:	Contributing
Request:	Certificate of Appropriateness for the recladding of the rear yard addition, the removal of windows, alteration of and reduction in the number of window openings, and the installation of new windows
Application Filed:	8/31/15
45 Day Expiration:	10/15/15

Ms. Velázquez gave a presentation and stated the property owner is requesting a Certificate of Appropriateness for the recladding of the rear yard addition, the removal of windows, alteration of and reduction in the number of window openings, and the installation of new windows.

Ms. Velázquez stated this property is located at the corner of Wheeling Avenue and Piedras Street, making the rear yard addition quite visible. She noted the main structure was built in 1919; however, it is not known when the rear yard addition was constructed as no evidence of permits for this structure exists. Access to the addition is available from the rear yard.

The property owner is wanting to re-clad the rear yard addition using Hardie board siding and, in so doing, reducing the number of windows on the rear façade from ten to four, approximately. Furthermore, the property owner wants to remove the current windows and install vinyl, one-over-ones. The existing windows on the second floor are single pane, the first floor windows are one-over-one with transom windows on top.

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:*

- *The size of the door or window opening should not be altered. New doors and windows should be constructed to fit into the existing opening.*
- *If windows are damaged beyond repair, replacements windows should match the type (such as double hung), style (for example six panes over six panes), and finish (paint).*

Economic & International Development  
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- *Doors and windows are considered important character-defining features because of significant detailing.*
- *Installation of windows similar to the original in appearance and structural purpose, regardless of construction materials is permitted.*
- *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.*
- *If it is necessary to replace masonry, always use materials that match the color, size and texture of the masonry being replaced.*
- *Preserve the shape, size, materials, and details of character-defining chimneys and foundations and other masonry/stone features.*

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

- *Where 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 CLADDING MATERIAL BE STUCCO TO MATCH THE EXISTING MATERIAL AND THAT THE EXISTING WINDOW OPENINGS BE RETAINED AND NOT BE CHANGED IN TERMS OF SIZE, LOCATION, OR QUANTITY.**

To clarify, Chairman Helm Ms. Velázquez is recommending stucco rather than Hardie board as requested by the property owner.

Ms. Velázquez replied yes, Hardie board would be too drastic a change in the appearance of the addition; furthermore, it was her understanding that cladding must be redone occasionally. She felt that, in this case, stucco would be a more appropriate material because stucco can be molded to simulate the existing material. Furthermore Ms. Velázquez felt reducing the number of window openings was also too drastic a change especially because of the façade's prominence. *To reiterate, Ms. Velázquez is proposing the property owner replace the existing windows; however, that the number, size and shape of windows openings remain as currently shown.*



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Mr. Rodriguez replied the same look, he intends to match the same window type as currently exists. He added the second floor windows would be sliders. Mr. Rodriguez explained, currently the second floor windows do not open.

Commissioner Lucero asked what function the room on the second floor serves as.

Mr. Rodriguez explained the property owner wants to remodel that area into a sitting area from the master bedroom and/or reading area. He expounded on the proposed interior remodeling.

Chairman Helm asked Mr. Rodriguez if he had spoken to the property owner regarding the modifications proposed by Ms. Velázquez.

Mr. Rodriguez replied no, today was the first time he had heard of the modifications. He would take Ms. Velázquez's modifications to the property owner and discuss them with her.

Chairman Helm thought it beneficial to allow Mr. Rodriguez to inform the property owner of the modifications and whether or not the property owner finds the modifications acceptable.

Mr. Rodriguez noted stucco absorbs a lot of water; however, Hardie board does not absorb water or heat.

### MAINTAINING HISTORIC CHARACTER

Ms. Velázquez reiterated living in a historic district means maintaining historic character. Therefore, when a property owner wants to modernize their property it is usually not something the commission would approve, especially something as prominent as this structure.

Commissioner Lopez clarified the proposed windows will be the same size as the existing windows; however, the proposed windows will be operable.

Mr. Rodriguez replied yes.

Commissioner Lopez asked Mr. Rodriguez if he would be relocating the door.

Mr. Rodriguez replied no, he would be replacing the existing door in the same location.

Commissioner Lopez was very concerned in that the back of this structure is very visible and Mr. Rodriguez stated that stucco may retain water.

Mr. Rodriguez explained stucco cracks and to be patching stucco looks worse; however, Hardie board does not crack or retain water.

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## Economic & International Development Department

Chairman Helm stated he did not have any issues using the Hardie board because, as this was a sleeping porch, he would not want to apply the same material as the main structure, some kind of distinction in material between the two.

Commissioner Lopez questioned if the second floor material was stucco.

Mr. Rodriguez replied no, it is wood. The house across the street had Hardie board.

### MAINTAINING HISTORIC CHARACTER

Ms. Velázquez reiterated the point of owning a home in a historic district is that the home does not look modern but to look like the home belongs within the historic district.

Commissioner Lopez wondered if Mr. Rodriguez would make any repairs to the soffit and/or eaves.

Mr. Rodriguez responded the whole structure needs improvements; however, the property owner would like to address just these issues at the moment.

Chairman Helm asked Mr. Rodriguez what color he selected.

Mr. Rodriguez replied white or whatever color recommended by the commission.

Chairman Helm was opposed to the proposed slider windows on the second floor; that window type operation is not consistent with the existing window type.

Mr. Rodriguez responded he would change that; however, he would rather have the three windows, the two sliders on the end with the picture window in the middle.

Per the window elevation drawing, Commissioner Lopez asked Mr. Rodriguez what the intent of those *columns* around the windows was. Ms. Velazquez clarified that they are not columns but part of the rear façade because the addition does not span the entire width of the façade. Commissioner Lopez clarified that it wasn't the façade he was speaking about but on the sides of the windows and wanted to insure that the windows were not being made narrower.

Commissioner Lopez wanted to ensure Mr. Rodriguez would not infill that space (window surrounds/frames) changing the window shape, making the windows narrower. The existing windows are wide; therefore, the new windows should fit into the same space.

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## Economic & International Development Department

Mr. Rodriguez explained he would match the existing window types/space; however, the number of windows would decrease. Additionally, the proposed windows will be vinyl. Should commissioners approve the slider type windows on the end with the picture window in the middle, Mr. Rodriguez would make those single-hung, no Hardie board spacing. On the addition in the rear, the Hardie board will be installed to the top.

Commissioner Lopez asked Mr. Rodriguez why the windows on the first floor do not match the windows on the second floor.

In the future, Mr. Rodriguez explained the property owner wants to extend the kitchen outward which explains the request to use the Hardie board to enclose those windows on the first floor and to diminish the amount the sunlight coming into the house. This structure has too many windows, most of which are non-operational.

Without speaking into the microphones, commissioners discussed the request amongst themselves.

Mr. Hamilton-Karam reminded commissioners that their discussions are for public benefit; please speak into the microphones so that the members of the public may hear your discussions.

Regarding the windows, Chairman Helm understood Mr. Rodriguez was proposing single hung everywhere, single hung operation windows on the first and second floors.

Mr. Rodriguez added, first and second floors, east and west.

Commissioner Lopez clarified the blueprint did not show single-hung windows; it shows a picture or a fixed window, there was no specificity regarding the windows. Commissioners are requesting you install on the second floor single-hung windows, east and west and the same on the first floor.

Mr. Rodriguez would accommodate the commissioner's requests; however, he was opposed to having to use stucco rather than the Hardie board, as requested by the property owner.

Commissioner Lopez asked if what will be the purpose of the second floor.

Mr. Rodriguez responded it will be a sitting area adjacent the master bedroom.

As a single-hung window on the first floor, Chairman Helm asked Mr. Rodriguez if he would be able to have the separation of the sash offset the way it is shown so that it mimics the original transom.

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## Economic & International Development Department

Mr. Rodriguez asked commissioners if they wanted single-hung, transom windows on the second floor.

For clarification, Ms. Velázquez asked if commissioners were requesting single-hung or single-pane windows for the second floor.

Chairman Helm responded, single-hung.

Mr. Rodriguez asked if commissioners would permit him to do it the same way on the top, instead of having the sash, per the windows on the first floor.

Commissioner Lopez responded no, because the drawings depict single-hung windows for the first and second floors; however, the first floor denotes the transom and the window. It is important not to change the character of the structure too much.

Chairman Helm asked if there was anyone in the audience who wished to comment on this request. There was none.

**MOTION:**

*Motion made by Chairman Helm, seconded by Commissioner Lopez AND UNANIMOUSLY CARRIED TO APPROVE THE APPLICATION AS SUBMITTED WITH THE HARDIE PLANK SIDING AND HARDIE BOARD WINDOW CASINGS WITH THE MODIFICATION THAT ALL THE WINDOWS ARE THE SAME SIZE AS THE ORIGINAL OPENINGS AND ALL SINGLE HUNG OPERATORS WITH A SEPARATE TRANSOM ON THE GROUND FLOOR WINDOWS, COLOR TO MATCH WHAT IT IS TODAY. ADDITIONALLY, APPROVING THE NUMBER OF WINDOWS, AS SHOWN IN THE ELEVATION, NOT THE NUMBER OF WINDOWS AS CURRENTLY EXISTS. THE SPACING OF THE WINDOWS WILL NOT BE CHANGED.*

- 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. September 14, 2015 deadline for HLC members to request for agenda items to be scheduled for the September 28, 2015 meeting. September 28, 2015 deadline for HLC members to request for agenda items to be schedule for the October 5, 2015 meeting.

*No address requests from commissioners for staff to review or investigate.*



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### HLC Staff Report

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

*No comments from commissioners.*

#### **MOTION:**

*Motion made by Commissioner Lucero, seconded by Commissioner Skillern AND UNANIMOUSLY CARRIED TO APPROVE THE HLC STAFF REPORT.*

### Other Business – Discussion and Action

- Approval of Regular Meeting Minutes for August 17, 2015

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

#### **MOTION:**

*Motion made by Chairman Helm, seconded by Commissioner Brock AND UNANIMOUSLY CARRIED TO APPROVE THE AUGUST 17, 2015 MEETING MINUTES.*

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#### **MOTION:**

*Motion made by Chairman Helm, seconded by Commissioner Brock AND UNANIMOUSLY CARRIED TO ADJOURN THE MEETING AT 5:13 P.M.*