



Economic & International Development Department

**HISTORIC LANDMARK COMMISSION MEETING MINUTES
FIRST FLOOR, COUNCIL CHAMBERS
CITY 1 BUILDING, 300 N. CAMPBELL STREET
DECEMBER 7, 2015, 4:00 P.M.**

Mayor

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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, December 7, 2015, 4:00 p.m.

The following commissioners were present:

- Chairman William Helm
- Commissioner Beatriz Lucero
- Commissioner Randy Brock
- Commissioner Edgar Lopez
- Commissioner George Cordova
- Commissioner Melinda Becker 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 Helm called the meeting to order at 4:18 p.m., quorum present.

CHANGES TO THE AGENDA

Ms. Velázquez noted agenda items *1. PHAP15-00043* and *2. PHDM15-00001* would be discussed concurrently as they pertain to the same property.

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.



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Certificate of Appropriateness

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- | | |
|--------------------------|--|
| 1. PHAP15-00043: | Being 23 Sunset Heights 8 to 11, City of El Paso, El Paso County, Texas |
| Location: | 519 Los Angeles Drive |
| Historic District: | Sunset Heights |
| Property Owner: | Setmax LLC |
| Representative: | Cedans Architects |
| Representative District: | 8 |
| Existing Zoning: | R-4/H (Residential/Historic) |
| Year Built: | 1902 |
| Historic Status: | Contributing |
| Request: | Certificate of Appropriateness for the construction of a two story multi-unit apartment building with parking in the rear on an empty lot and Certificate of Demolition for the demolition of existing masonry garage and replacement with a parking lot |
| Application Filed: | 11.23.15 |
| 45 Day Expiration: | 1.7.16 |

Ms. Velázquez gave a presentation and stated the property owner is requesting a Certificate of Appropriateness for the construction of a two story multi-unit apartment building with parking in the rear on an empty lot and Certificate of Demolition for the demolition of existing masonry garage and replacement with a parking lot.

At the November 16th HLC meeting, this property was brought before commissioners for a Certificate of Appropriateness for the rehabilitation of existing property to include removal and replacement of exterior stairs; installation of HVAC equipment; replacement of windows and doors; modification of window openings into doors; creation of new window and door openings; removal of doors and infill with brick; removal of the balcony; and repaving of a walkway. Staff recommended the following modifications:

1. That the slider window on the south elevation be replaced with an operable sash window to match the fenestration pattern of the building;
2. That the landscaping be addressed in the future; and
3. That the it meet the guidelines for landscaping, the front and side yards and parkway

Commissioners approved this Certificate of Appropriateness with the staff modifications.



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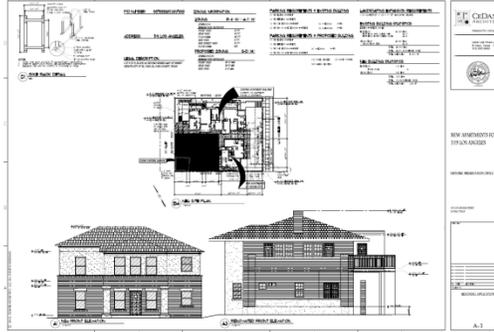
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The property owner is proposing to construct a two-story, four-unit apartment building, as shown in the site plan, lower left corner. Per the site plan, the lower right corner is the existing structure and the site plan above shows the demolition of the existing garage.



The architect has proposed using the four square design model, used throughout the Sunset Heights Historic District. The proposed construction materials are brick and stucco, materials used in many homes in the Sunset Heights Historic District.



The following is the floor plan; there will be four apartments, two above and two on the ground. The two apartments on the ground will each have separate entrances.



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To conclude, Ms. Velázquez stated, the proposed design is appropriate and would fit in nicely. She then read the following into the record:

The Historic Preservation Office recommends **APPROVAL** of the proposed scope of work for new construction and **DENIAL** of the proposed demolition based on the following recommendations.

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

- *All new construction (including detached infill and additions to existing structures) should preserve and enhance the streetscape by appropriately addressing the elements of the historic streetscape.*
- *This does not mean that the new structure should appear historic but it should appear aesthetically and architecturally compatible and reinforce the historic properties of the adjacent buildings.*
- *The height of a new building should conform to the height of the existing surrounding buildings.*
- *New construction with similar square-footage dwellings on similarly sized lots can have new construction the size of the average dwellings on adjacent or nearby lots of similar size.*
- *New construction on a lot must be compatible in scale, setbacks, size, massing, and materials to the adjacent properties.*
- *The proportions of new buildings should be consistent with the dominant proportions of existing buildings.*
- *The recurrent alteration of solids and voids (walls to windows and doors) in the façade of a building establishes a pattern. Architectural elements such as walls, porches, dormers, windows and doors should maintain the pattern and rhythm of the existing buildings.*
- *Front setbacks help to create a unified rhythm along a street.*
- *Existing building lines should not be disturbed by new construction, and new construction of a structure shall be flush with the existing building line.*
- *Most of the older structures in El Paso having parking provided at the rear of the property in a garage or carport structure. Every effort should be taken to maintain the use of the original parking areas.*
- *Retain the original materials and features of historic garages and outbuildings including windows, doors, siding, trim, and latticework.*
- *Where additional parking is necessary it should be located to the rear of the property as well.*

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 historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.*

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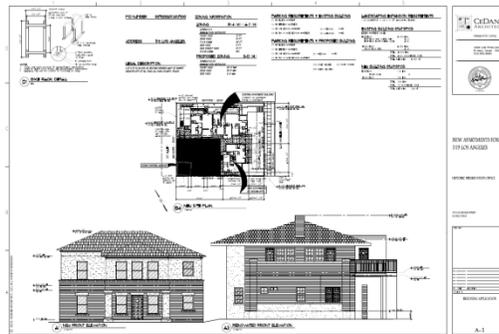
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Chairman Helm verified Ms. Velázquez recommends approval of the new construction and denial of the proposed demolition.

Ms. Velázquez concurred.

Per the site plan, Commissioner Lopez asked Ms. Velázquez what the black square indicated.



Ms. Velázquez explained the black square shows the proposed parking location; additionally, the existing garage to be demolished, is located within the dimensions, lower left, of the black square.

Chairman Helm noted there were no drawings showing the improvements of the parking area close to the existing structure.

Mr. Danny Mendoza, CEDANS Architects, representing the property owner, explained the proposed parking area would serve both properties, existing and proposed.

Chairman Helm noted there would be three proposed parallel parking spaces on the side where the existing garage structure is proposed to be demolished.

Mr. Mendoza agreed and noted the remaining parking spaces would be perpendicular. Mr. Mendoza met with Mr. Rodolfo Pino, Engineering Division Manager, Streets & Maintenance Department, to work out the best solution for the parking area and this was the result. Planning & Inspections Department staff informed Mr. Mendoza that parking related issues are under the purview of the Streets & Maintenance Department.

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Ms. Velázquez agreed with Mr. Mendoza, adding she had also spoken with Planning & Inspections Department staff regarding the parking lot situation. Mr. Mendoza defined this as an “either/or” situation – *either* the garage is demolished and the parking is accommodated and the infill remains in the setback line with the existing buildings *or* the garage remains and in order to accommodate as much parking as possible, that means the new construction will be projected forward and past the existing setback of the buildings. She asked Planning staff what the best solution in this case would be and staff responded the property owner could apply for a parking reduction, which staff felt would be approved due to the densely populated area within the Sunset Heights Historic District. Should the property owner apply for 100% parking reduction and is approved, then the proposed parking would be an amenity and not required.

Regarding the proposed parking lot, Mr. Mendoza explained that previous tenants would park their vehicles in this vacant lot.

Commissioner Lopez asked if the number of parking spaces is within the code.

Mr. Mendoza responded he would submit a Special Permit application for 50% parking reduction. He explained for the two properties, he is required to have 18 parking spaces; however, his drawings show nine.

Chairman Helm recommended Mr. Mendoza submit for the Special Permit application for 50% parking reduction. Chairman Helm suggested Mr. Mendoza *flip* the parking lot where the parallel parking would be located on the opposite side and the perpendicular parking would be adjacent the existing garage. However, in doing so, there will be some loss in parking spaces. Technically, the garage is taking up parking spaces.

Mr. Mendoza explained it was the intention to demolish the garage and use that space for ADA parking; additionally, it is the intention of the property owner to pave the parking lot.

Regarding paving the parking lot, Chairman Helm commented on water surcharge movement with the retaining wall.

Mr. Mendoza replied he intends to direct the water runoff into the street.

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Mr. Mendoza made remarks regarding the size of the garage, possibly removing the garage doors, the location and the poor condition of the garage.

Commissioner Lopez commented on the health and safety of the tenants. He stated he *was not* opposed to the front setback proposal as it was within the guidelines of the historic district; however, he *was* opposed to demolishing the existing garage structure. Regarding the parking situation, Commissioner Lopez recommends “Option B” with the parking reduction.

To light the parking area, Mr. Mendoza proposed installing wall packs, on the side of the building, to reflect into the parking lot. Mr. Mendoza asked if commissioners would approve the reduction in the front setback. He explained half the property is zoned R-4/ (Residential/Historic) and the other half is zoned A-2 (Apartment); Planning & Inspections staff has recommended he submit rezoning application for S-D (Special Development). The S-D zoning allows a 0” front setback.

Chairman Helm asked if the setback, as shown in the drawing, complies with the code.

Mr. Mendoza replied the setback does comply with the R-4/H (Residential/Historic) zoning; however, per the code, apartments in R-4/H zoned properties were not permitted. Planning & Inspections staff stated they would work with him and make it work somehow.

Commissioner Lopez explained setbacks are not under the purview of the Historic Landmark Commission. Should Planning & Inspections not approve the reduction in the front setback additional parking space(s) will be lost. Commissioner Lopez asked Mr. Mendoza if the parking spaces were designed to accommodate compact vehicles.

Mr. Mendoza responded no.

Commissioner Lopez suggested Mr. Mendoza redesign the parking spaces to accommodate compact vehicles; perhaps that would improve the number of existing parking spaces.

To summarize, Mr. Mendoza stated, he would go with “*Option B with the parking reduction*” as suggested by commissioners.

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Referring to the Certificate of Appropriateness for the new construction, Chairman Helm noted commissioners made additional modifications. He asked staff for direction regarding the wording of the motion.

Ms. Velázquez recommended commissioners approve the Certificate of Appropriateness for the new construction and deny the Certificate of Demolition for the garage.

MOTION:

Motion made by Commissioner Lopez TO APPROVE THE NEW CONSTRUCTION AS PRESENTED BUT DENY THE DEMOLITION OF THE EXISTING GARAGE IN THE BACK, THE SETBACK REDUCTION MUST BE DONE WITHIN THE CITY, THE ALTERNATE PARKING PLAN CONSISTS OF FLIPPING THE PARKING FROM THE NORTH TO THE SOUTH, THE PARALLEL PARKING AND MOVING THE BUILDING CLOSER TO THE PROPERTY LINE. THE SETBACK REDUCTION HAS TO BE APPROVED BY THE CITY. THE ALTERNATE PLAN IS DATED 11/2 INSTEAD OF THE ONE PROPOSED 11/19.

MOTION RESTATED:

Motion made by Commissioner Lopez, seconded by Commissioner Lucero AND UNANIMOUSLY CARRIED TO APPROVE THE NEW CONSTRUCTION OF THE APARTMENTS AND DENY THE DEMOLITION OF THE GARAGE IN THE BACK AND RECOMMEND PLAN B DATED 11-2-2015 VERSUS THE PLAN DATED 11-19-2015.

2. PHDM15-00001:	Being 23 Sunset Heights 8 to 11, City of El Paso, El Paso County, Texas
Location:	519 Los Angeles Drive
Historic District:	Sunset Heights
Property Owner:	Setmax LLC
Representative:	Cedans Architects
Representative District:	8
Existing Zoning:	R-4/H (Residential/Historic)
Year Built:	1902
Historic Status:	Contributing
Request:	Certificate of Demolition for the demolition of existing masonry garage and replacement with a parking lot
Application Filed:	11.23.15
45 Day Expiration:	1.7.16

Ms. Velázquez gave a presentation and stated the property owner is requesting a Certificate of Appropriateness for the construction of a two story multi-unit apartment building with parking

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in the rear on an empty lot and Certificate of Demolition for the demolition of existing masonry garage and replacement with a parking lot.

Ms. Velázquez explained the Certificate of Demolition pertains to a one story, two car, brick garage located at the very rear of the property.



The Historic Preservation Office recommends **APPROVAL** of the proposed scope of work for new construction and **DENIAL** of the proposed demolition based on the following recommendations.

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

- *All new construction (including detached infill and additions to existing structures) should preserve and enhance the streetscape by appropriately addressing the elements of the historic streetscape.*
- *This does not mean that the new structure should appear historic but it should appear aesthetically and architecturally compatible and reinforce the historic properties of the adjacent buildings.*
- *The height of a new building should conform to the height of the existing surrounding buildings.*
- *New construction with similar square-footage dwellings on similarly sized lots can have new construction the size of the average dwellings on adjacent or nearby lots of similar size.*
- *New construction on a lot must be compatible in scale, setbacks, size, massing, and materials to the adjacent properties.*
- *The proportions of new buildings should be consistent with the dominant proportions of existing buildings.*
- *The recurrent alteration of solids and voids (walls to windows and doors) in the façade of a building establishes a pattern. Architectural elements such as walls, porches, dormers, windows and doors should maintain the pattern and rhythm of the existing buildings.*
- *Front setbacks help to create a unified rhythm along a street.*
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- *Most of the older structures in El Paso having parking provided at the rear of the property in a garage or carport structure. Every effort should be taken to maintain the use of the original parking areas.*
- *Retain the original materials and features of historic garages and outbuildings including windows, doors, siding, trim, and latticework.*
- *Where additional parking is necessary it should be located to the rear of the property as well.*

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 historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.*

MOTION:

Motion made by Commissioner Lopez, seconded by Commissioner Lucero AND UNANIMOUSLY CARRIED TO APPROVE THE NEW CONSTRUCTION OF THE APARTMENTS AND DENY THE DEMOLITION OF THE GARAGE IN THE BACK AND RECOMMEND PLAN B DATED 11-2-2015 VERSUS THE PLAN DATED 11-19-2015.

- 3. PHAP15-00044:** Being 101 Government Hill Lot 9 & S. 15 ft. of 10, City of El Paso, El Paso County, Texas
- Location: 4715 Cumberland Circle
- Historic District: Austin Terrace
- Property Owner: Carmen Pitzer
- Representative: Grace Pitzer
- Representative District: 2
- Existing Zoning: R-4/H (Residential/Historic)
- Year Built: 1937
- Historic Status: Contributing
- Request: Certificate of Appropriateness for the enclosure of a porch located on the side of the house
- Application Filed: 11.24.15
- 45 Day Expiration: 1.8.16



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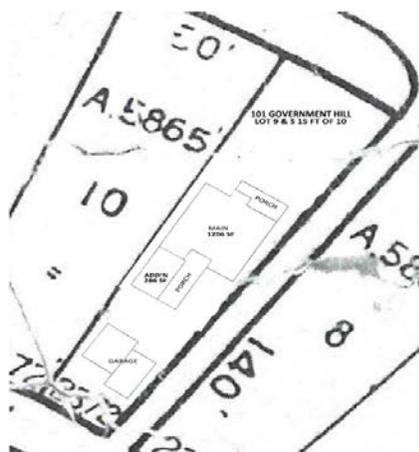
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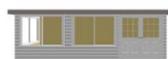
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Ms. Velázquez gave a presentation and stated the property owner is requesting a Certificate of Appropriateness for the enclosure of a porch located on the side of the house. The property owner proposes to enclose the porch located towards the back and facing the right hand side of the house.



The following drawings show the location of the porch to be enclosed and how the porch will look like upon completion. The enclosure material will be Hardie board with some windows and doors added. The enclosure is for the property owner's dogs so that they will not always be outdoors. Per the presentation photographs, the porch enclosure will not be visible from the right of way.



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EL PASO, TEXAS 79903

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Although the Certificate of Appropriateness is for a porch, Ms. Velázquez included in her recommendations the guidelines for an addition as that is what it has turned into. If the proposed porch enclosure was to be on the main façade and visible from the right of way, she would not recommend approval but in this case, the porch is not visible, at all, from the street. Ms. Velázquez did not see any historical features being damaged or destroyed due to the enclosure.

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:

- *A porch and all of its architectural elements should be maintained and repaired.*
- *Enclosure of a porch is not appropriate.*
- *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.*
- *Locate additions carefully so they do not damage or conceal significant buildings features or details*
- *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.*
- *Windows in secondary façades shall be reviewed on a case by case basis.*
- *Retain and preserve the pattern, arrangement, and dimensions of door and window openings on principal elevations. Often the placement of doors and windows is an indicator of a particular architectural style, and therefore contributes to the building's significance.*

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.*
- *Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved.*

Ms. Velázquez stated she is not recommending any modifications to the plan as presented.

Commissioner Lopez asked if Ms. Velázquez had discussed colors with the applicant.

Ms. Velázquez replied no.

Commissioner Lopez asked Ms. Pitzer if the roofline would be modified and if the enclosure color would match the house.

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Ms. Grace Pitzer, representing the property owner, responded no, the roofline would not be modified as there was an existing roof. For the color, the outside siding will be grey and the inside colors will be neutral.

Ms. Velázquez added the property is very built up and there is no room to put in another second addition on the property.

MOTION:

Motion made by Chairman Helm, seconded by Commissioner Cordova AND UNANIMOUSLY CARRIED TO APPROVE BASED ON STAFF RECOMMENDATIONS.

- 4. 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 (Commercial/Historic) |
| Year Built: | N/A |
| Historic Status: | N/A |
| Request: | Certificate of Appropriateness for the construction of a new multi-family residential building |
| Application Filed: | 11.24.15 |
| 45 Day Expiration: | 1.8.16 |

Ms. Velázquez gave a presentation and stated the property owner is requesting a Certificate of Appropriateness for the construction of a new multi-family residential building. The current property is vacant. The plans show a three-story structure with studio apartments along with a walled small courtyard. The proposed construction materials are a combination of brick and stucco, with segmental arched windows and wrought iron gates at the entrance.



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The following is a rendering of the proposed structure and proposed details for windows and doors.

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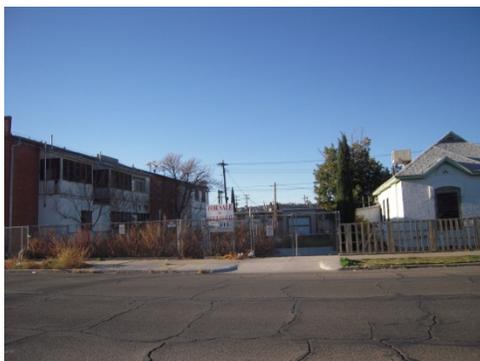
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Below is a photo of the vacant lot and an adjacent property.



The Historic Preservation Office recommends **APPROVAL WITH A 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:

- *All new construction (including detached infill and additions to existing structures) should preserve and enhance the streetscape by appropriately addressing the elements of the historic streetscape.*
- *Design new buildings and their features to be compatible in scale, materials, proportions and details with existing historic structures.*
- *The proportions of new buildings should be consistent with the dominant proportions of existing buildings.*
- *The height of a new building should conform to the height of the existing surrounding buildings.*

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- *New construction with similar square-footage dwellings on similarly sized lots can have new construction the size of the average dwellings on adjacent or nearby lots of similar size.*
- *New construction on a lot must be compatible in scale, setbacks, size, massing, and materials to the adjacent properties.*
- *New construction and additions should be compatible in height and scale to attached and adjacent structures.*
- *The proportions of new buildings should be consistent with the dominant proportions of existing buildings.*
- *Architectural elements such as walls, porches, dormers, windows and doors should maintain the pattern and rhythm of the existing buildings.*
- *Existing building lines should not be disturbed by new construction, and new construction of a structure shall be flush with the existing building line.*

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

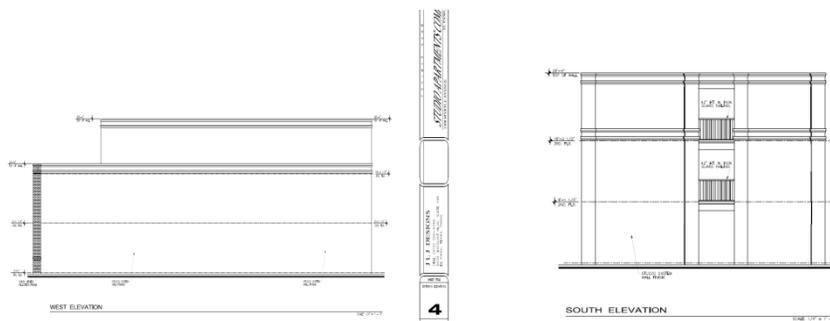
- *New additions, exterior alterations, or related new construction will not destroy historic materials, features, and spatial relationships that characterize the property.*

THE MODIFICATION IS THAT ARCHITECTURAL DETAIL BE ADDED TO ALL THE SECONDARY FAÇADES.

Mr. Jesus Jaime, representing the owner, was present.

Per the modification, Chairman Helm asked Ms. Velázquez to clarify what architectural detail is to be repeated per the elevations.

Per the elevation slide, Ms. Velázquez explained the west elevation is very plain; additionally, the south elevation is extremely plain but with some detail. She requested the structure have some detail so that the elevations are not so monotonous. She suggested some banding or some brickwork.



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Chairman Helm asked Mr. Jaime who the licensed architect is for this commercial building.

Mr. Jaime replied Mr. Wes Gundersen. Mr. Gundersen is not present today.

Chairman Helm thought it appropriate commissioners not take action on this request today due to staff recommendations for additional detail to all secondary façades. He asked Mr. Jaime if the owner was agreeable to the staff modifications.

Commissioner Lopez commented on the cornices and window surrounds. He asked if the window surrounds were stucco. He explained that might be a concern as the stucco surrounds would make it look like a suburban house with the round trims made of stucco instead of brick. Additionally, the rear façade is severely lacking in any detail.

Discussion between Mr. Jaime and the commissioners regarding the rear property line, fenestrations, windows and columns.

MOTION:

Motion made by Chairman Helm, seconded by Commissioner Skillern AND UNANIMOUSLY CARRIED TO POSTPONE THE REQUEST TO THE DECEMBER 21ST HISTORIC LANDMARK COMMISSION MEETING.

- 5. PHAP15-00046:** Being 12 Manhattan Heights All of Block (7500 Sq. Ft.), City of El Paso, El Paso County, Texas
- | | |
|--------------------------|---|
| Location: | 3200 Wheeling Avenue |
| Historic District: | Manhattan Heights |
| Property Owner: | El Paso Independent School District |
| Representative: | Adrian Stresow |
| Representative District: | 2 |
| Existing Zoning: | R-3/H (Residential/Historic) |
| Year Built: | 1920 |
| Historic Status: | Landmark |
| Request: | Certificate of Appropriateness for the installation of playground equipment and landscaping |
| Application Filed: | 11.29.15 |
| 45 Day Expiration: | 1.13.16 |



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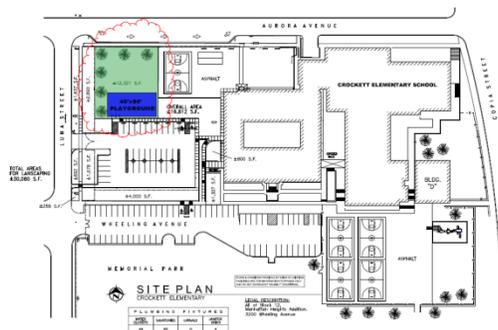
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Ms. Velázquez gave a presentation and stated the property owner is requesting a Certificate of Appropriateness for the installation of playground equipment and landscaping. The request to install playground equipment and landscaping is for Crockett Elementary School. The applicant, El Paso Independent School District (EPISD) is proposing to construct a playground in the northwest corner of the property.



Additionally, the applicant is proposing to install landscaping on the property.



Mr. Adam Train, Planner, read into the record a letter from the Manhattan Heights Neighborhood Association Board of Directors, Secretary, Ms. Julie S. Rutledge. The Manhattan Heights Neighborhood Association is in favor of the installation of playground equipment and the installation of landscaping throughout the property and parkway areas. However, the Association would like additional information detailing the landscape plan, including the irrigation plan, the expected timing of the various phases of the project and any recommended modifications proposed by Ms. Velázquez, Historic Preservation Officer.

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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:

- *Place non-traditional site features such as swimming pools, playground equipment, concrete pads and basketball goals, tree houses, dumpsters, and trash receptacles only in areas such as rear yards, where they are not visible from the street.*
- *Construction of new fences, stairs, or sidewalk rails and replacement of older existing fences is allowed on historic properties provided that the proposed site feature is of a compatible material and scale. Rock, brick, wood and wrought iron are acceptable materials but each case is decided individually. Cinder block and chain link fencing are relatively recent developments and are therefore not appropriate fencing materials.*
- *The height of the proposed fence should complement the structure (primarily as viewed from the street) and should not obstruct the public's view of the building.*
- *Introduce new fences and walls compatible in material, design, scale, location, and size with original fences and walls in the historic district.*
- *The height of the proposed fence should complement the structure and should not obstruct the public's view of the building.*
- *Landscaping is an inherent part of a building's siting and design. Good landscaping reinforces the architectural qualities of a structure and its context. When new landscaping is planned it should be designed to complement the structure and the streetscape. Materials which can be documented as being historic to the area should be given first priority.*
- *Retain mature trees that contribute to the character of the historic district.*
- *Maintain the property's natural topography, and avoid grading that adversely affects drainage and soil stability or could negatively impact existing trees.*
- *Replace mature trees with similar canopy and in the same location when they are damaged or diseased. When the same site location is not practical, select a location for replacement trees that will enhance the appearance and character of the historic streetscape or provide shade.*

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.*
- *New additions and adjacent or related new construction will be undertaken in such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.*

THE MODIFICATIONS ARE THAT A LANDSCAPE PLAN, A PLAN AND SECTION FOR THE ROCKWALL, AND A SCHEDULE FOR THE THREE PHASES OF LANDSCAPING BE SUBMITTED TO THE HISTORIC PRESERVATION OFFICER PRIOR TO GETTING PERMITS.

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Ms. Velázquez explained the landscaping was submitted as part of the request; however, she was unsure what type(s) of trees would be planted. Additionally, she was not provided a schedule of the phases of landscaping nor information regarding the height, construction materials, etc. for the proposed rock wall.

Commissioner Lopez asked Ms. Velázquez if this construction in progress was a sand pit and would it be visible from the street.



Ms. Velázquez replied yes, this is the construction of a sand pit; furthermore, she could see the sand pit from the street.

Mr. Adrian Stresow, Director, Facilities and Construction, El Paso Independent School District, explained the construction in progress would be a landscape wall with a concrete cap to maintain the wood fibers for the future playground.

Per the phased landscape plan, Mr. Stresow elaborated on the proposed phases of landscaping. He noted the Manhattan Heights Neighborhood Association was adamant about being involved in meetings to discuss the proposed landscaping. These community meetings are proposed to take place January 2016. He explained Greenway Studio is under contract for all landscape phases. Regarding the Certificate of Appropriateness for the landscaping, it was not his intention to have commissioners approve the landscaping plan at this time. He will submit a Certificate of Appropriateness for the landscaping, next year, after the community meetings, etc.



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Ms. Velázquez stated commissioners could approve the Certificate of Appropriateness for the installation of the playground equipment.

The following members of the public commented on the proposed landscape plan:

1. Mr. Ray Rutledge, property owner, Manhattan Heights Historic District
2. Ms. Katherine Johnson, property owner, Manhattan Heights Historic District

Mr. Stresow responded to comments from Mr. Rutledge and Ms. Johnson.

Ms. Velázquez stated the Certificate of Appropriateness included the request to install landscaping. Within her recommendations, she requested the property owner retain the mature trees that contribute to the character of the historic district.

MOTION:

Motion made by Chairman Helm, seconded by Commissioner Lucero AND UNANIMOUSLY CARRIED TO APPROVE THE PLAYGROUND EQUIPMENT AND THE 18" PERIMETER WALL TO ENCLOSE THE PLAYGROUND. THE CONSIDERATION FOR THE LANDSCAPING WOULD COME BEFORE THE COMMISSIONERS EARLY FEBRUARY, 2016.

6. 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. December 7, 2015 deadline for HLC members to request for agenda items to be scheduled for the December 21, 2015 meeting. December 21, 2015 deadline for HLC members to request for agenda items to be schedule for the January 11, 2016 meeting.

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



Economic & International Development Department

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 comment from commissioners.

MOTION:

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

Other Business – Discussion and Action

- Approval of Regular Meeting Minutes for November 16, 2015

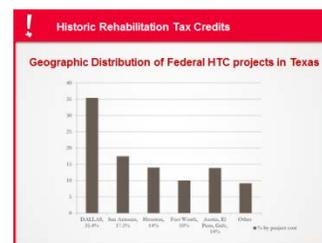
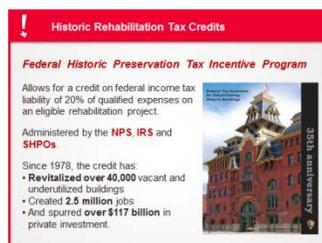
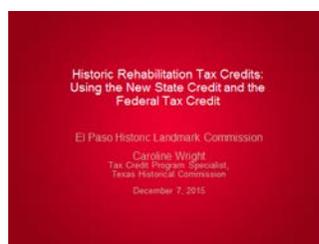
Chairman Helm asked commissioners if they had any additions, corrections and/or revisions. There were none.

MOTION:

Motion made by Chairman Helm, seconded by Commissioner Skillern AND UNANIMOUSLY CARRIED TO APPROVE THE REGULAR MEETING MINUTES FOR NOVEMBER 16, 2015.

- Presentation by Caroline Wright of the Texas Historical Commission

Ms. Caroline Wright, Tax Credit Program Specialist, Texas Historical Commission, gave a presentation regarding historic rehabilitation tax credits as follows.



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Texas Historic Preservation Tax Credit (THPTC)



House Bill 500 was introduced by Rep. Harvey Hilderbrand, during the 83rd Texas Legislative Session (FY 2012-13), to create the Texas Historic Preservation Tax Credit.

Administrative rules were passed by the Texas Historical Commission in 2014 and the program went into effect on January 1, 2015.

Allows for a credit on the Texas Franchise Tax of 25% of qualified expenses on an eligible rehabilitation project.

Administered by the THC and the Texas Comptroller.

Historic Rehabilitation Tax Credits

	Federal Historic Preservation Tax Incentives Program	State Historic Preservation Tax Credit Program
Credit available to:	20% of qualified expenditures	25% of qualified expenditures
Qualifying expenses:	Individual, corporate, partnership	Individual, corporate, partnership, and public and governmental entities
Eligible building use:	Nonresidential use	Nonresidential use, including historic structures, historic structures, historic structures, and public and governmental entities
Required historic designation:	National Register, National Historic Landmark, or National Historic Landmark (through an approved state)	National Register, National Historic Landmark, or National Historic Landmark (through an approved state)
Maximum project:	Historic building rehabilitation project	Historic building rehabilitation project
Application period:	Open based application 12/31	Open based application 12/31
How much tax can be credited:	25%	25%
Application oversight:	National Park Service (NPS) under the Department of the Interior	State Historical Commission (THC) under the Department of Transportation
Application deadline:	March 31st of each year	March 31st of each year
Applications accepted:	Any time	Beginning January 1, 2015

Historic Rehabilitation Tax Credits

Major differences between the federal and state programs:

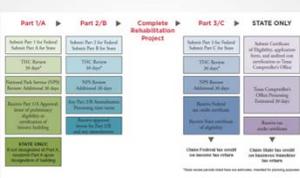
- State program allows for a larger credit based on the same expenses.
- State credit is designed to be easily sold.
- Minimum project cost threshold for state program is much less.
- State program allows for additional types of property ownership.

Historic Rehabilitation Tax Credits

Tax Credit Program Basics

- Buildings must be designated historic or determined eligible for designation.
 - Owners must pursue designation if building is not designated at the beginning of the project.
- Projects must meet the Secretary of the Interior's Standards for Rehabilitation.
- Credit may only be taken against Qualified Rehabilitation Expenses.
 - However, all work items must be reviewed and approved.

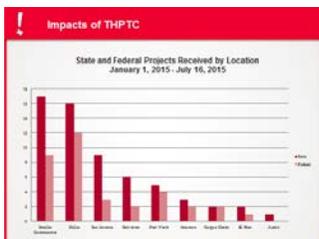
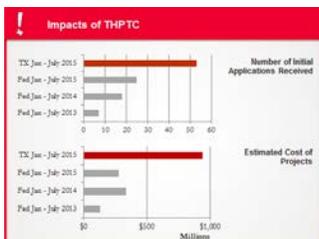
Application Review Process



Impacts of THPTC

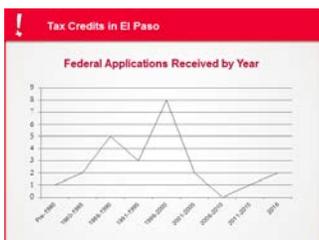
So far:

- Over 100 Part A applications received for state credit, approx 60 Part B applications received.
 - Increase in number of applications for federal credit.
- Increase in geographic distribution of project applications and of project size.
 - More applications from smaller communities and for smaller projects.
- Part B applications received to date represent potential investment of over \$945,000,000 in historic resources in Texas.



Tax Credits in El Paso

- 22 projects approved through Federal program since 1979 with a total investment of \$50,354,000.
- 2 projects currently in process through the federal and state programs.
- One project is completed and awaiting certification, with qualified expenses of \$7 million.
- Second project is under construction with estimated expenses of \$10.8 million.

Tax Credits in El Paso



Historic Rehabilitation Tax Credits

For more information about historic tax credits:

Caroline Wright, Tax Credit Programs Specialist at THC
512-463-7687 | caroline.wright@thc.state.tx.gov

For information on the **Texas Historic Preservation Tax Credit**:
<http://www.thc.state.tx.us/preserve/projects-and-programs/preservation-tax-incentives>

Information on the **Federal Rehabilitation Tax Incentive Program**:
<http://www.nps.gov/frtax-incentives.htm>



Following the presentation, Ms. Wright responded to comments and questions from commissioners.

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10. National Register nomination of the Magoffin Historic District

Ms. Velázquez explained that in 2009 the City of El Paso and the Texas Historical Commission signed a Memorandum of Agreement as part of the construction for the Magoffin Villas. That Memorandum of Agreement called for the National Register Nomination for the Magoffin Historic District.

The Texas Historical Commission sent a completed nomination to Mayor Leeser dated November 23, 2015 and is on schedule. Most recently, she received a letter stating they have accepted and are forwarding the nomination to the State Board of Review. Ms. Velázquez read the letter into the record (copy of letter on file).

After reading the letter into the record, Ms. Velázquez asked commissioners if they were in support of this nomination and, in doing so, commissioners could write a letter that Ms. Velázquez would forward to the State Board of Review.

Chairman Helm asked if commissioners would need to draft a letter and if there was any opposition to the nomination.

Ms. Velázquez replied commissioners could take action at the next HLC meeting. She explained that a public hearing was held last Thursday, December 3, 2015, and there was no opposition. Ms. Velázquez noted the boundaries of the Magoffin National Register Historic District of which include 200 properties, the majority (over 80%) of those are contributing properties.

Mr. Gonzalez, Assistant City Attorney, suggested commissioners draft the letter in advance, have the commissioners review it and give instructions.

11. Discussion on date of the next HLC meeting

Commissioners and staff discussed the availability of commissioners for a December 14th meeting and the currently scheduled meeting December 21st.

It was decided that the next HLC meeting would be held December 21st, as previously scheduled.

MOTION:

Motion made by Chairman Helm, seconded by Commissioner Lucero AND UNANIMOUSLY CARRIED TO ADJOURN THE MEETING AT 5:47 P.M.