

**HOUSTON ARCHAEOLOGICAL AND HISTORICAL COMMISSION**  
**MINUTES**  
**THURSDAY, 11 DECEMBER 2025**  
**CITY HALL ANNEX, 900 BAGBY ST., PUBLIC LEVEL, HOUSTON TX 77002**

Call to Order and Roll Call by Chair Cosgrove at 2:38 PM

<b>Commissioners</b>	<b>Quorum – Present / Absent</b>
David Bucek, Chair	Present
John Cosgrove, Vice Chair	Present
Shantel Blakely	Present
Robert Browning	Present
Josh Broadbeck	Present at 3:00 during Item B.2
Becky Davis	Present
Zion Escobar	<i>Absent</i>
Craig Garcia	Present
David Craig Hille	Present
Ashley Jones	<i>Absent</i>
Sam Seidel	Present, left at 4:38 during Item B.6
Carl Smith	Present, left at 5:30 during Item B.7
Mark Smith	Present
Robert Williamson, Acting Secretary	Present

Legal Department • A. Henderson, Matthew Mendoza  
 Ex-Officio Members • Marta Crinejo, Mayor’s Liaison to HAHC  
 Ginger Berni, Architectural Archivist, HHRC

**Chair’s Report**, David Bucek, Chair, announced speaker rules and meeting procedures.

**Director’s Report**, Robert Williamson, Secretary and Deputy Director for the Planning and Development Department, provided updates on three items: City Council public hearing on landmark designations and historic district reclassifications has been rescheduled to 7 January 2026, with public notice forthcoming and Council action to follow at a subsequent meeting; the Norhill Historic District Design Guidelines public hearing was held 12 November and staff is reviewing comments and preparing final revisions for Commission consideration in January; and lastly a new internal window replacement policy has been finalized, clarifying that vinyl windows are not permitted in historic districts to preserve historic character, with the policy now posted on the department’s website.

**APPROVAL OF MINUTES**

Consideration of November 6, 2025, HAHC meeting minutes

Commission action: Approved November 6, 2025 HAHC meeting minutes, with a correction to be made “Cosgrove reported”

Motion: Cosgrove  
 Second: Hille

Vote: Unanimous  
 Opposed: None

**A. CONSIDERATION OF AND POSSIBLE ACTION ON REFERRAL TO TEXAS HISTORICAL COMMISSION FOR NOMINATION TO THE NATIONAL REGISTER OF HISTORIC PLACES FOR COMMERCE STREET WAREHOUSE HISTORIC DISTRICT, HOUSTON, HARRIS COUNTY, TEXAS, ROUGHLY BOUNDED BY CRAWFORD ON THE NORTHWEST, RUIZ STREET ON THE NORTHEAST, THE REAR PROPERTY LINES ALONG CHENEVERT STREET ON THE SOUTHEAST, AND FRANKLIN STREET ON THE SOUTHWEST.**

Staff recommends referral to Texas Historical Commission for Nomination to the National Register of Historic Places.

Speaker(s): None

**B. CONSIDERATION AND POSSIBLE ACTION ON THE FOLLOWING APPLICATIONS FOR CERTIFICATES OF APPROPRIATENESS; ONE OR MORE ITEMS MAY BE TAKEN IN ONE MOTION AS CONSENT ITEMS:**

#	Address	Application Type	Historic District or Landmark	Staff Recommendation
1	2411 River Oaks Blvd	Alteration – Siding or Trim, Doors, Windows	McHenry Hays Residence	Approval
2	1218 Cortlandt St	Alteration – Addition	Houston Heights East	Approval w/conditions
3	505 Teetshorn St	Alteration – Addition	Woodland Heights	Approval w/conditions
4	519 Bayland Ave	Alteration – Addition	Woodland Heights	Denial
5	3458 Inwood Dr	Alteration – Other	Cleveland Sewall House	Approval
6	728 Euclid St	New Construction – Single Family Residence	Woodland Heights	Approval
7	2924 Watson St	New Construction – Single Family Residence	Woodland Heights	Deferral
8	907 Franklin St	Alteration – Sign, Awning or Canopy	Main Street Market Square	Denial of COA and Assurance of COR
9	2611 Hopkins St	Alteration – Windows	Avondale West	Approval w/conditions
10	7947 Rockhill St	Alteration – Windows	Glenbrook Valley	Denial, and Issuance of COR
11	2007 Kane St	Alteration – Porch or Balcony	Old Sixth Ward	Approval
12	7718 Glenbrae St	Alteration – Windows	Glenbrook Valley	Approval w/conditions
13	3605 Del Monte Dr	Alteration – Windows	Smith-Anderson House	Approval

Staff recommendation: Approve Item B, numbers 11, and 13.

Commission action: Accepted staff recommendations for Item B, numbers 11, and 13. Certificates of Appropriateness (COA) and Certificates of Remediation (COR).

Motion: Cosgrove

Vote: Carried

Second: Garcia

Abstaining: Bucek, 5

**ITEM(S) B. 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 12, WERE REMOVED FOR SEPARATE CONSIDERATION.**

**B.1 2411 RIVER OAKS BOULEVARD**

Staff recommendation: Approval.

Commission action: Accepts staff recommendation for approval.

Speaker(s): None

Motion: C. Smith

Vote: Unanimous

Second: Hille

Opposed: None

**B.2 1218 CORTLANDT STREET**

Staff recommendation: Approval with conditions: that the scalloped siding at the gable of the addition have a slight differentiation from the scalloped siding on the contributing structure.

Commission action: Approved staff recommendation.

Speaker(s): None

Motion: Hille

Vote: Unanimous

Second: Seidel

Opposed: None

**B.3 505 TEETSHORN STREET**

Staff recommendation: Approval, with conditions, the second-floor front wall is pushed 2 feet to the back.

Commission action: Accept staff's recommendation, with the proviso staff verifying that the window that is original, if it is original, is kept, and the front wall moves back 2' (two feet) as promised. Adding to the motion that as a consequence of the movement of the wall, toward the back of the house, the stairwell's new dimension will be 12'7" (twelve feet, seven inches).

Speaker(s): Sam Gianukos, applicant

Motion: Blakely

Vote: Carried

Second: Davis

Opposed/Abstained: Brodbeck

**B.4. 519 BAYLAND AVENUE**

Staff recommendation: Denial; does not satisfy criteria 4, 10 & 11.

Commission action: Deferred.

Speaker(s): Sam Gianukos, applicant

Motion: Brodbeck

Vote: Carried

Second: Cosgrove

Opposed/Abstained: Garcia

**B.5. 3458 INWOOD DRIVE**

Staff recommendation: Approval for Option 1.

Commission action: Accepts staff recommendation for approval for Option 1.

Speaker(s): None

Motion: Brodbeck

Vote: Carried

Second: Hille

Abstaining: Bucek

**B.6. 728 EUCLID STREET**

Staff recommendation: Approval.

Commission action: Accepts staff recommendation for approval.

Speaker(s): Anthony Monaco, applicant – supportive, Michael Graves, Melissa Sternfel, Adam Turner, Emilia Williams – opposed

Motion: Browning

Second: Garcia

Vote: Carried

Opposed: Brodbeck, Davis, Hille, Cosgrove

**B.7. 2924 WATSON STREET**

Staff recommendation: Deferral.

Commission action: Deferred.

Speaker(s): Anthony Monaco, applicant, Melissa Sternfels, Michael Graves, Melissa Sternfel, Adam Turner, Nick Williams, Nick Williams – opposed

Motion: Brodbeck

Second: Cosgrove

Vote: Carried

Opposed: Browning, Blakely

**B.8. 907 FRANKLIN STREET**

Staff recommendation: Denial of a COA and Issuance of a COR for work completed as submitted.

Commission action: Accepts staff's recommendation, deny the COA and Issuance of a COR for work completed as submitted.

Speaker(s): David Hernandez, applicant

Motion: Cosgrove

Second: Brodbeck

Vote: Unanimous

Opposed: None

**ITEM B. 9 WAS RESCINDED FROM CONSENT ITEMS AND HEARD AT THIS TIME.**

Commission action: Remove Item B.9. from Consent vote above and to be heard, per public speaker.

Motion: Cosgrove

Second: Garcia

Vote: Unanimous

Opposed: None

**B.9. 2611 HOPKINS STREET**

Staff recommendation: Approval, with conditions: the proposed right elevation windows be wood, wood clad, or wood composite, with the final product to be submitted to staff for review and approval prior to installation.

Commission action: Deferred.

Speaker(s): Rey Weller, applicant

Motion: Cosgrove

Second: Brodbeck

Vote: Unanimous

Opposed: None

**B.10. 7947 ROCKHILL STREET**

Staff recommendation: Denial - does not satisfy criteria 1, 3, 4, 9, and 10, and issuance of COR requiring removal of paint from brick, removal of replaced vinyl windows, and reversion of inset aluminum windows and shutters to right side window on front elevation.

Commission action: Accepts staff recommendation.

Speaker(s): Jose Ponce, applicant

Motion: Cosgrove

Second: Browning

Vote: Unanimous

Opposed: None

**B.12. 7718 GLENBRAE STREET**

Staff recommendation: Approval, with conditions: Rough-cut timber board and batten wood siding on East, West, and South, Elevations, may only be repaired with in-kind material. Retain extension brick masonry wall (North Elevation) that extends from front façade East.

Commission action: Accepts staffs recommendations.

Speaker(s): None

Motion: Browning

Second: Brodbeck

Vote: Unanimous

Opposed: None


**C. COMMENTS FROM THE PUBLIC – None**

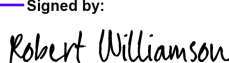
**D. HISTORIC PRESERVATIONS OFFICER’S REPORT –**

Interim Preservation Officer Yasmin Arslan announced that the public hearing for proposed landmarks and designation changes is rescheduled for January 7, 2026, with public comments due by January 5. She reported a successful meeting with Norhill residents regarding Design Guidelines, which have completed their 30-day comment period; staff will now review feedback and coordinate with HAHC for further discussion. An internal window policy has been posted online, with more policies in development. She concluded by thanking staff, the Board, and commissioners, and extending holiday and New Year wishes.

**E. ADJOURNMENT**

There being no further business brought before the Commission, Chair David Bucek adjourned the meeting at 6:07 PM.

DocuSigned by:  
  
35F525FBDAD9472...  
David Bucek, Chair

Signed by:  
  
8F6534365ED8422...  
Robert Williamson, Secretary