

HISTORIC PRESERVATION APPEALS BOARD
MINUTES
MONDAY, 14 JULY 2025
CITY HALL ANNEX, 900 BAGBY ST., PUBLIC LEVEL, HOUSTON TX

Called to Order at **9:00 AM** by J.D. Bartell, Chair

Board Members	Quorum – Present/Absent
J.D. Bartell, Chair	Present
Douglas Elliott, Vice Chair	Present
Libby Viera-Bland	<i>Absent</i>
Truman Edminster	Present
Rob Hellyer	Present
Robert Williamson, Executive Secretary	Present

CHAIR’S REPORT – Quick overview of the format and guidelines of this meeting. Chair presented photos of Historic sites which have been lost this year/recent history in fires and floods.

DIRECTOR’S REPORT – None

APPROVAL OF MINUTES

Consideration of the June 16, 2024, HPAB Minutes.

Action: Approved.

Motion: Hellyer

Vote: Unanimous

Second: Edminster

Opposed: None

I. CONSIDERATION OF AND POSSIBLE ACTION ON AN APPEAL OF THE DECISION OF THE HOUSTON ARCHAEOLOGICAL AND HISTORICAL COMMISSION (HAHC) ON JUNE 5, 2025, FOR A CERTIFICATE OF APPROPRIATENESS (COA) AT 247 W 16TH STREET IN THE HOUSTON HEIGHTS WEST HISTORIC DISTRICT.

Action: Denied, Historic Appeals will uphold the decision of the HAHC, Historic Archaeological and Historic Commission.

Speaker(s): Alia De Danda, Tracy Boulware – applicants

Motion: Elliot

Second: Edminster

Vote: Unanimous

Opposed: None

II. PUBLIC COMMENTS

Alia DeDanda, Tracy Boulware utilized this time to add to their project.

Bartell, expressed the differences and shared the need for an analysis to be done, stressed the fact that this would not be a comparison. Elliott mentioned this issue is coming up because the builder utilizing maximum area allowed, asked to stay well within the boundaries. Tracy Boulware shared the seller's disclosure according to HAR. Hellyer questioned the shared documents. Edminister would like documents applicants present to be in the report. Staff members Terrance Jackson and Samantha de Leon shared a criteria, staff reports need to be finalized a week before the meeting, legally staff are unable to alter documents/reports once posted. Staff do have a cut-off time to post the report and if documents are not presented in time they will not be in the report, however they will always be able to share any documents during the commission meetings on the document camera. Ordinance does state, applicants have (7) seven days to provide a reason for their appeal, it does not state that all documentation needs to be submitted. There is nothing "legally" in writing which state documents should be submitted at a particular date or time.

Elliott expressed; they are looking at the information at hand and not new information during the appeal process. Moving forward staff will look into bridging the gap in communication with commissioners and applicants supporting information for their item. Bartell, restated, their main job is to review the decision by the HAHC and to insure they followed the guidelines and if the decision is upheld by the ordinance.

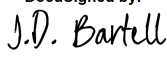
III. HPAB MEMBER COMMENTS

Edminster, in reading the staff report, there was some confusion about Maximum Lot Coverage vs. FAR, asked for specifics and had the two separated from each other along with calculations in the Staff Report, would like staff to show work on how they reached a decision.

Bartell would like staff to come up with an actual definition of a detached garage and have it posted on the historic website.

ADJOURNMENT

There being no further business brought before the Board; Chair J.D. Bartell adjourned the meeting at 10:15 AM.

DocuSigned by:

 J.D. Bartell, Chair

Signed by:

 Robert Williamson, Secretary