AGENDA
LANDMARK COMMISSION
REGULAR MEETING
4:00 p.m. Monday, March 2, 2020
City Council Chambers, 2nd Floor of City Hall
823 Rosenberg, Galveston, Texas

1. Call Meeting To Order

2. Attendance

3. Conflict Of Interest

4. Approval Of Minutes: February 17, 2020

   Documents:

   2020-02-17 LC MINUTES.PDF

5. Request To Address Commission On Agenda Items Without Public Hearings And Non-Agenda Items (Three-Minute Maximum Per Speaker. If Speaking Through A Translator, Six-Minute Maximum Per Speaker)

6. New Business And Associated Public Hearings

   A. 20LC-013 (1914 Avenue M) The Applicant Is Requesting A Certificate Of Appropriateness In Order To Add A New Landing And Stairs To An Existing Walkout Door. Property Is Legally Described As M.B. Menard Survey, Lot 10 And East One-Half Of Lot 11 Block 19, In The City And County Of Galveston, Texas. Applicant: Brian Root Property Owner: Derek And Theressa Stonecipher

      Documents:

      20LC-013 PKT.PDF

   B. 20LC-017 (1518 Rosenberg/25th Street) Request For A Certificate Of Appropriateness For Modifications To The Structure Including Front-Porch Railing. Property Is Legally Described As The Lot 10, Northwest Block 42, Galveston Outlots Special Subdivision, In The City And County Of Galveston, Texas. Applicants: David Hyde And Donald Stewart Property Owner: David Hyde

      Documents:

      20LC-017 MEMO TO DEFER - 03-02-2020.PDF

   C. 20LC-018 (210/212 Kempner/22nd Street) Request For A Certificate Of Appropriateness For The Placement Of Planters, Which Will Obscure Architectural Features. Property Is Legally Described As The Part Of Lots 1 And 2 (1-1), Block 621, In The City And County Of Galveston, Texas. Applicant: Brittney Maynard Property Owner: John And Catherine Buergler

      Documents:

      20LC-018 STF PKT.PDF

7. Discussion And Action Items

    - Reminder regarding Ex-Parte Communication (Staff)

8. Adjournment

I certify that the above Notice of Meeting was posted in a place convenient to the public in compliance with Chapter 551 of the Texas Government Code on February 28, 2020 at 4:00 P.M.

Prepared by: Karen White, Planning Technician

Note: An aggrieved applicant must file a letter requesting an appeal to the Historic Preservation Officer within 10 days of the rendition of the Commission's decision.

IN ACCORDANCE WITH THE PROVISIONS OF THE AMERICANS WITH DISABILITIES ACT (ADA), PERSONS IN NEED OF A SPECIAL ACCOMMODATION TO PARTICIPATE IN THIS PROCEEDING SHALL, WITHIN THREE (3) DAYS PRIOR TO ANY PROCEEDING, CONTACT THE CITY SECRETARIES OFFICE, SUITE 201, 823 ROSENBERG, GALVESTON, TEXAS 77550 (409-797-3510).

MEMBERS OF CITY COUNCIL MAY BE ATTENDING AND PARTICIPATING IN THIS MEETING

City of Galveston

MINUTES OF THE LANDMARK COMMISSION OF THE CITY OF GALVESTON
REGULAR MEETING – February 17, 2020

CALL MEETING TO ORDER

The meeting was called to order at 4:00 p.m.

ATTENDANCE

Members Present:	Click, Griffin, Heatley (ALT), Huddleston, Lang, McLean, Patterson, Swanson (ALT), Wood, Collins (Ex-Officio)
Members Absent:	None
Staff Present:	Tim Tietjens, Development Services Director; Catherine Gorman, AICP, Assistant Director/Historic Preservation Officer; Daniel Lunsford, Planner; Karen White, Planning Technician; Donna Fairweather, Assistant City Attorney

CONFLICT OF INTEREST

None

APPROVAL OF MINUTES

The February 3, 2020 minutes were approved as presented.

REQUEST TO ADDRESS COMMISSION ON AGENDA ITEMS AND NON-AGENDA ITEMS (THREE MINUTE MAXIMUM PER SPEAKER)

None

CONSENT AGENDA

TAX VERIFICATION

20LC-009 (1212 19th Street) Request for Verification as a participant in the Substantial Rehabilitation for Historic Properties Tax Exemption program. Property is legally described as the South 47 Feet of Lot 1 (1-1), Block 18, in the City and County of Galveston, Texas.
Applicant: Barbara Canetti, Carios LLC
Property Owner: Same

CERTIFICATE OF APPROPRIATENESS

20LC-004 (1714 Market/Avenue D) Request for a Certificate of Appropriateness for alterations to the structure including the installation of solar panels. Property is legally described as Lot 11, Block 557, in the City and County of Galveston, Texas.
Applicant: Dominique Johnson
Property Owners: Alicia Boyer

20LC-010 (1209 Winnie/Avenue G) Request for a Certificate of Appropriateness for modifications to the rear of the structure including constructing a new landing, stairs and railing, extending the existing awning and relocating a window. Property is legally described as Lot 5, Block 312, in the City and County of Galveston, Texas.
Applicant: Brax Easterwood, AIA
Property Owner: Kenneth Ronald and Ester Bingman

20LC-012 (2323 Avenue L) Request for a Certificate of Appropriateness in order to remove the screened from two upper porches in the rear of the structure and install posts and railing to match the existing. Property is legally described as Lots 1 and 2, Block 23, in the City and County of Galveston, Texas.
Applicant and Property Owner: Donald Dressler and Renee LeBlanc

20LC-011 (1827 Avenue M) Request for a Certificate of Appropriateness for modifications to the structure including the removal and relocation of the side staircase and the replacement of the existing door with a window and infill of a rear door. Property is legally described as the North 54-feet of Lot 1 (1-3), in the Northwest Block 20, Galveston Outlots, in the City and County of Galveston, Texas.
Applicant: Brax Easterwood, AIA
Property Owner: Mary Elizabeth Pennington

Constance Patterson recused herself citing a conflict of interest in case 20LC-010.

Staff presented the staff reports.

Chairperson Fred Huddleston called for questions or comments from the Commission.

Vice-Chairperson Joanne Griffin made a motion to approve the Consent Agenda. Sarah Moore Click seconded, and the following votes were cast:

In favor:	Click, Griffin, Huddleston, Lang, Swanson (Alt), Wood
Opposed:	None
Absent:	McLean, Heatley (Alt)
Abstain:	Patterson
Non-voting participant:	CM Collins (Ex-Officio)

The motion passed.

NEW BUSINESS AND ASSOCIATED PUBLIC HEARINGS

LICENSE TO USE

20LC-016 (Adjacent to 1827 Avenue M) Request for a recommendation regarding a License to Use in order to relocate an existing entry staircase, landing, awning and railing in the right of way. Adjacent property is legally described as the North 54-feet of Lot 1 (1-3) in the Northwest Block 20, Galveston Outlots, in the City and County of Galveston, Texas.
Applicant: Brax Easterwood, AIA
Adjacent Property Owners: Mary Elizabeth Pennington
Easement Holder: City of Galveston

Staff presented the staff report and noted that of thirty-four (34) notices of public hearing sent, two (2) had been returned in favor.

Chairperson Fred Huddleston opened the public hearing on case 20LC-016. Applicant Brax Easterwood, AIA, presented to the Commission. The public hearing was closed and the Chairperson called for questions or comments from the Commission.

Constance Patterson made a motion to recommend approval of case 20LC-016 with staff's recommendations. Vice-Chairperson Joanne Griffin seconded, and the following votes were cast:

In favor:	Click, Griffin, Huddleston, Lang, Patterson, Swanson (Alt), Wood
Opposed:	None
Absent:	McLean, Heatley (Alt)
Non-voting participant:	CM Collins (Ex-Officio)

The motion passed.

CERTIFICATE OF APPROPRIATENESS

20LC-005 (1911 Avenue M) Request for a Certificate of Appropriateness regarding modifications to the structure including the installation of replacement windows and a fence of an alternative design. Property is legally described as M.B. Menard Survey, Lot 5, Northeast Block 19, Galveston Outlots, in the City and County of Galveston, Texas.
Applicant and Property Owner: Lori Mitchell

Staff presented the staff report and noted that of seven (7) notices of public hearing sent, zero (0) had been returned.

Chairperson Fred Huddleston opened the public hearing on case 20LC-005. Representative of the applicant Steven Crates (phonetic) and applicant and property owner Lori Mitchell presented to the Commission. The public hearing was closed and the Chairperson called for questions or comments from the Commission.

Chairperson Fred Huddleston made a motion to approve case 20LC-005 with staff's recommendations. Vice-Chairperson Joanne Griffin seconded, and the following votes were cast:

In favor:	Click, Griffin, Huddleston, Lang, Patterson, Swanson (Alt), Wood
Opposed:	None
Absent:	McLean, Heatley (Alt)
Non-voting participant:	CM Collins (Ex-Officio)

The motion passed.

20LC-006 (1915 Avenue M) Request for a Certificate of Appropriateness regarding modifications to the structure including a change of roofing materials and fence of an alternative design. Property is legally described as M.B. Menard Survey, Lot 4 and 10.9 feet of Lot 3, Northeast Block 19, Galveston Outlots, in the City and County of Galveston, Texas.
Applicant and Property Owner: Lori Mitchell

Staff presented the staff report and noted that of seven (7) notices of public hearing sent, two (2) had been returned in favor.

Chairperson Fred Huddleston opened the public hearing on case 20LC-006. The public hearing was closed and the Chairperson called for questions or comments from the Commission.

Chairperson Fred Huddleston made a motion to approve case 20LC-006 with staff's recommendations. Sarah Moore Click seconded, and the following votes were cast:

In favor:	Click, Griffin, Huddleston, Lang, Patterson, Swanson (Alt), Wood
Opposed:	None
Absent:	McLean, Heatley (Alt)
Non-voting participant:	CM Collins (Ex-Officio)

The motion passed.

20LC-013 (1914 Avenue M) The applicant is requesting a Certificate of Appropriateness in order to add a new landing and stairs to an existing walkout door. Property is legally described as M.B. Menard Survey, Lot 10 and East One-Half of Lot 11 Block 19, in the City and County of Galveston, Texas.
Applicant: Brian Root
Property Owner: Derek and Theressa Stonecipher

Staff presented a memorandum requesting that case 20LC-013 be continued until the regular meeting on March 2, 2020 in order to allow the applicant to provide additional information requested by staff.

Chairperson Fred Huddleston opened the public hearing on case 20LC-013. The public hearing was closed and the Chairperson called for questions or comments from the Commission.

Chairperson Fred Huddleston made a motion to continue case 20LC-013 until March 2, 2020 per staff's request. Stephanie Lang seconded, and the following votes were cast:

In favor:	Click, Griffin, Huddleston, Lang, Patterson, Swanson (Alt), Wood
Opposed:	None
Absent:	McLean, Heatley (Alt)
Non-voting participant:	CM Collins (Ex-Officio)

The motion passed.

20LC-014 (1724 Market / Avenue D) Request for a Certificate of Appropriateness regarding modifications to the structure including the installation of new doors, windows, and openings in the front facade. Property is legally described as M.B. Menard Survey, West One-Half of Lot 13 (13-2), Block 557, in the City and County of Galveston, Texas.
Applicant and Property Owner: TDP Holdings, LLC, Dan Powell

Staff presented the staff report and noted that of eight (8) notices of public hearing sent, zero (0) had been returned.

Chairperson Fred Huddleston opened the public hearing on case 20LC-014. Applicant Dan Powell presented to the Commission. For additional presentations to the Commission, please refer to the attached list. The public hearing was closed and the Chairperson called for questions or comments from the Commission.

Constance Patterson made a motion to approve case 20LC-014 with staff's recommendations. Sarah Moore Click seconded, and the following votes were cast:

In favor:	Click, Griffin, Huddleston, Lang, Patterson, Swanson (Alt), Wood
Opposed:	None
Absent:	McLean, Heatley (Alt)
Non-voting participant:	CM Collins (Ex-Officio)

The motion passed.

<u>LANDMARK DESIGNATION</u>
20LC-007 (4824 Austin Drive) Request for designation as a Galveston Landmark. Property is legally described as Lot 8, Palm Gardens, a Subdivision, in the City and County of Galveston, Texas.
Applicant and Property Owner: Dr. Calvin E. Buckley

Staff presented the staff report and noted that of thirty (30) notices of public hearing sent, zero (0) had been returned.

Chairperson Fred Huddleston opened the public hearing on case 20LC-007. Applicant and property owner Dr. Calvin Buckley presented to the Commission. The public hearing was closed and the Chairperson called for questions or comments from the Commission.

Constance Patterson made a motion to recommend approval of case 20LC-007 with staff's recommendations. Sarah Moore Click seconded, and the following votes were cast:

In favor:	Click, Griffin, Huddleston, Lang, Patterson, Swanson (Alt), Wood
Opposed:	None
Absent:	McLean, Heatley (Alt)
Non-voting participant:	CM Collins (Ex-Officio)

The motion passed.

DISCUSSION AND ACTION ITEMS

- **20PA-004 (1227 Ball/Avenue H)** Review of fencing application per Section 10.106 (D) of the Land Development Regulations.

  Staff presented the staff report.

  Chairperson Fred Huddleston opened the public hearing on case 20PA-004. The public hearing was closed and the Chairperson called for questions or comments from the Commission.

  Chairperson Fred Huddleston made a motion to approve case 20PA-004. The motion failed due to lack of a second.

  Constance Patterson made a motion to deny case 20PA-004 due to nonconformance with the *Design Standards for Historic Properties*. Vice-Chairperson Joanne Griffin seconded, and the following votes were cast:

  In favor: Click, Griffin, Huddleston, Lang, Patterson, Swanson (Alt), Wood

Opposed:	None
Absent:	McLean, Heatley (Alt)
Non-voting participant:	CM Collins (Ex-Officio)

The motion passed.

THE MEETING ADJOURNED AT 4:57 PM

Landmark Commission
Development Services Department
City of Galveston
March 2, 2020

20LC-013 STAFF REPORT

ADDRESS:
1914 Avenue M

LEGAL DESCRIPTION:
Property is legally described as M.B. Menard Survey, Lot 10 and East One-Half of Lot 11 Block 19, in the City and County of Galveston, Texas.

APPLICANT/REPRESENTATIVE:
Brian Root

PROPERTY OWNER:
Lowell and Theressa Stonecipher

ZONING DISTRICT:
Residential, Single Family (R-3)

HISTORIC DISTRICT:
Lost Bayou Historic District

REQUEST:
The applicant is requesting a Certificate of Appropriateness in order to add a staircase to an existing second story walkout door.

STAFF RECOMMENDATION:
Approval with conditions

EXHIBITS:
A – Applicant Drawings
B – Historic Sites Inventory Sheet

STAFF:
Daniel Lunsford, Planner
409-797-3659
dlunsford@galvestontx.gov

Public Notice and Comment:

Sent	Returned	In Favor	Opposed	No Comment
8				

Zoning and Land Use

Location	Zoning	Land Use
Subject Site	Residential Single-Family, Historic (R-3-H)	Residential
North	Residential Single-Family, Historic (R-3-H)	Residential
South	Residential Single-Family, Historic (R-3-H)	Residential
East	Residential Single-Family, Historic (R-3-H)	Residential
West	Residential Single-Family, Historic (R-3-H)	Residential

Historical and/or Architectural Significance

Date	1887
Style	Queen Anne
Condition	Excellent
Priority Rating	High/Contributing
Alterations	Roof material replaced

Executive Summary

The applicant is requesting a Certificate of Appropriateness in order to add an exterior staircase to an existing second story walkout door. According to the applicant, the stairs, landing, and handrails will be made of wood, with handrails of a simple, square design. The applicant's submittal is included in Attachment A.

Design Standards for Historic Properties

The following *Design Standards* are applicable to the project:

Historic Residential Porches and Decks

Porches and galleries are, and always have been, the focal point of Galveston houses. They frame and protect the main entrances. They also display a concentration of decorative details. In many neighborhoods, they continue to serve as outdoor living rooms. Some very simple houses, including alley houses, have an uncovered porch or stoop at the entrance.

Most porches are built entirely of wood, in keeping with the frame house construction. There are some exceptions, such as Craftsman-style dwellings that have wooden tapered columns on top of masonry pedestals. A few early frame houses also have cast-iron balustrades that are original.

Preserving front porches is a high priority. Rear and side porches also may be important architectural features, especially for buildings that are located on corner lots, and their preservation is encouraged (although these may also be appropriate locations for new additions.)

3.14 Maintain an original porch or gallery on a house.

Appropriate
• Maintain the height and shape of the porch roof.
• Re-open an enclosed rear porch.
• Consider removing a non-historic rear access stair.
Inappropriate
• Do not enclose or screen a front porch.

3.15 If necessary, replace damaged porch elements.

Appropriate
• Use materials that are similar to the historic building materials.
• An alternative material may be considered for a porch in a secondary location, when the appearance is similar to that of the original. See "Using Alternative Materials on a Historic Structure" on page 31 for more information.

3.16 If necessary, replace damaged porch railings and steps.

Appropriate
• Use as much of the original materials and ornamentation as possible.
• Where necessary, replace original railing and step materials with alternative materials that have a similar texture and finish to the original materials.
• Re-install porch rails to match existing rails when appropriate. See the sidebar on "Administrative Approval of Porch Rail Reinstallation."

Inappropriate
• Do not use cast-iron columns and railings where no evidence exists that they were used historically.
• Do not use brick bases for wood columns (exception is Craftsman styles).
• Do not use steel pipe columns.
• Do not use horizontal railings or railings that are too elaborate for the building (of a different style).
• Do not use concrete supports and/or steps.
• Do not relocate front stairs or steps.

Conformance with the Design Standards

The new landing and stairs are located in Location C: Less Visible Secondary Wall: Preservation is still preferred but additional flexibility exists for compatible replacement or alteration. Historic Sanborn maps do not clearly show a staircase at that location in the past; however, there is an existing second-story door on the west façade with no landing or staircase attached.

Staff finds the addition of a landing and stairs is generally in conformance with the Design Standards since the existing second-story door indicates a staircase and landing were likely present at some point in the past, and because the Design Standards allow some flexibility for less visible facades. Finally, the proposed handrail is a simple, square design that conforms to the Design Guidelines.

Staff Recommendation

Staff recommends Case 20LC-013, request regarding a Certificate of Appropriateness be approved with the following conditions:

Specific Conditions:

1. The work shall conform to design, materials, and placement as presented in Exhibit A;

Standard Conditions:

2. Any significant alteration from the design approved by the Landmark Commission, shall require the request to be returned to the Commission for review;
3. The applicant shall obtain a building permit prior to beginning construction;
4. Any additional work will require a separate building permit from the Building Division, and may require review by the Landmark Commission and/or the City's Historic Preservation Officer prior to construction;
5. The Landmark Commission approval shall expire after two years if no progress has been made toward completion of a project unless the applicant files a request for an extension or can show progress toward completion of a project; and,
6. In accordance with Section 10.110 of the Land Development Regulations, should the applicant be aggrieved by the decision of the Landmark Commission, a letter requesting an appeal must be submitted to the Historic Preservation Officer within 10 days of the Commission decision. Additionally, a Zoning Board of Adjustment application must be submitted to the Development Services Department by the next respective deadline date.

Respectfully Submitted,

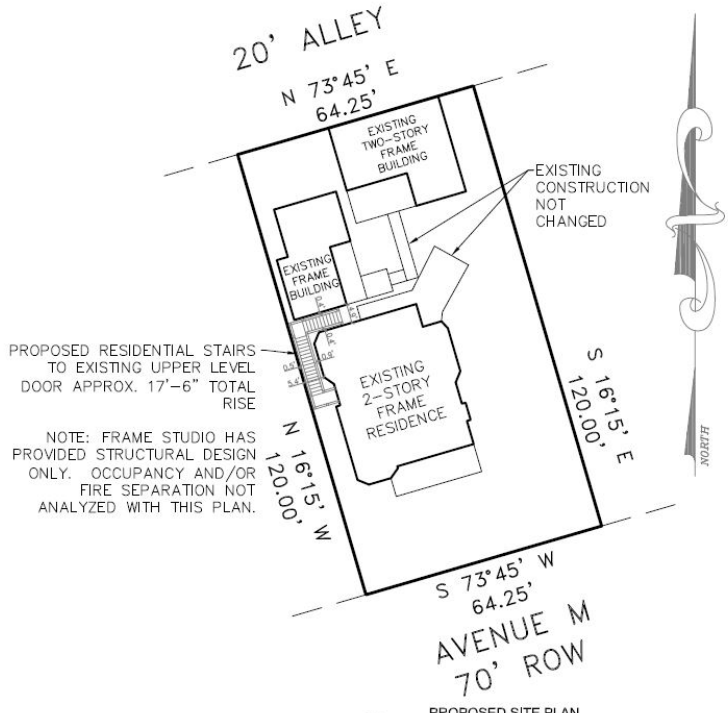
Daniel Lunsford — 03/02/2020

Daniel Lunsford, Planner — Date

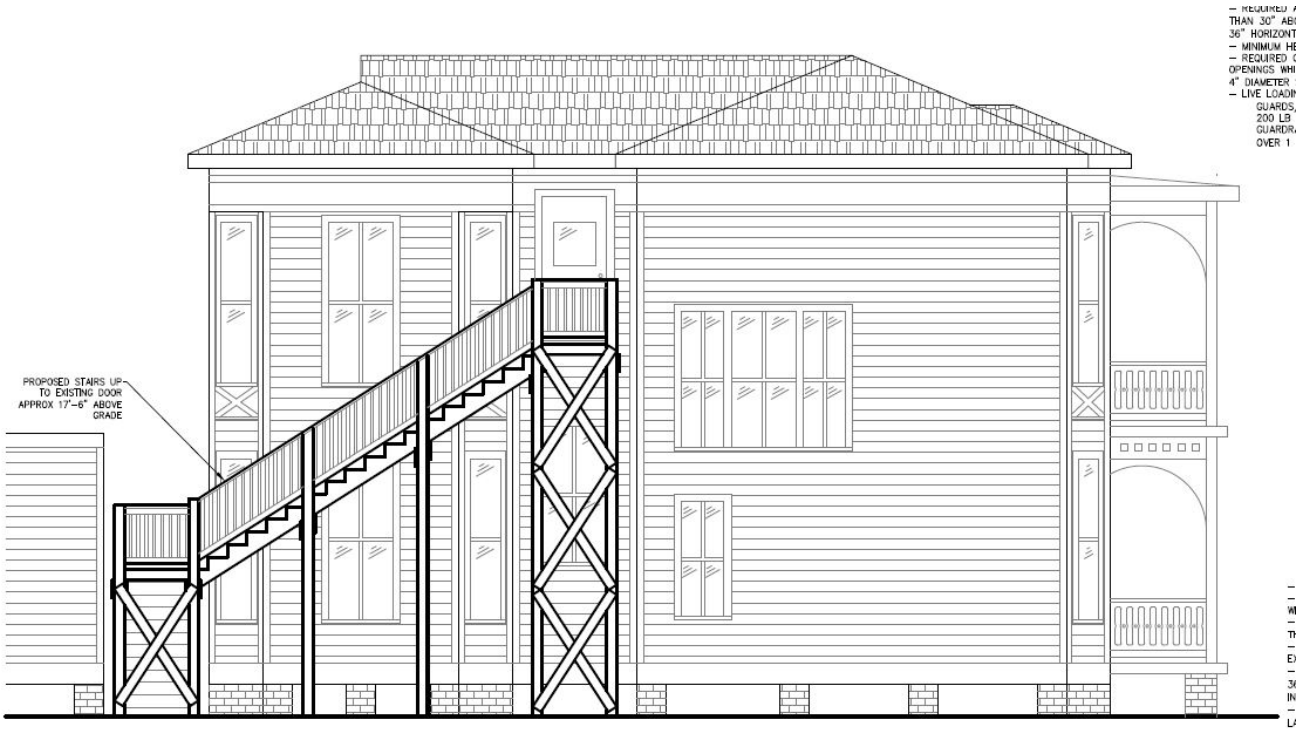
03/02/2020

Catherine Gorman, Assistant Director, HPO, AICP — Date

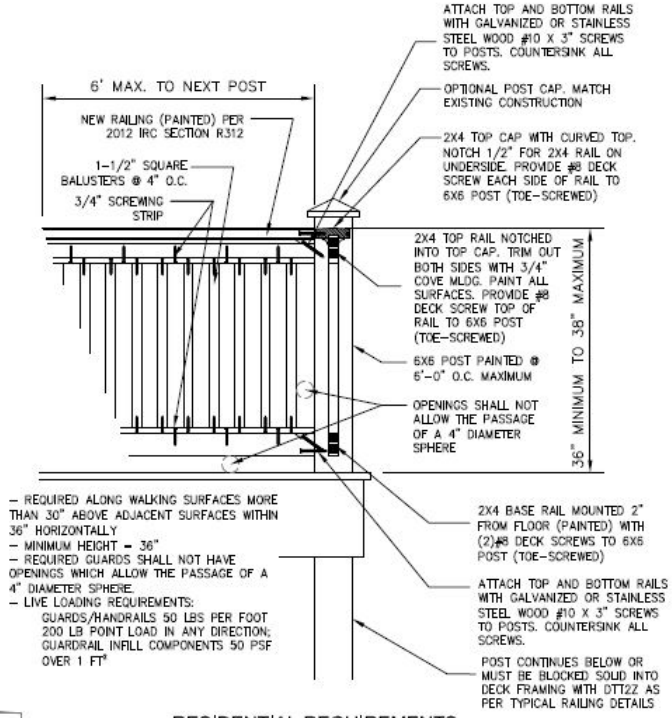
ATTACHMENT A



1/50 PROPOSED SITE PLAN & DIMENSION CONTROL
SCALE: 1" = 20'



3/50 PROPOSED STAIRS ELEVATION VIEW
SCALE: 1/4" = 1'-0"



D2 / S0 RESIDENTIAL REQUIREMENTS ALTERNATE RAILING DETAIL
SCALE: 3/4" = 1'-0"

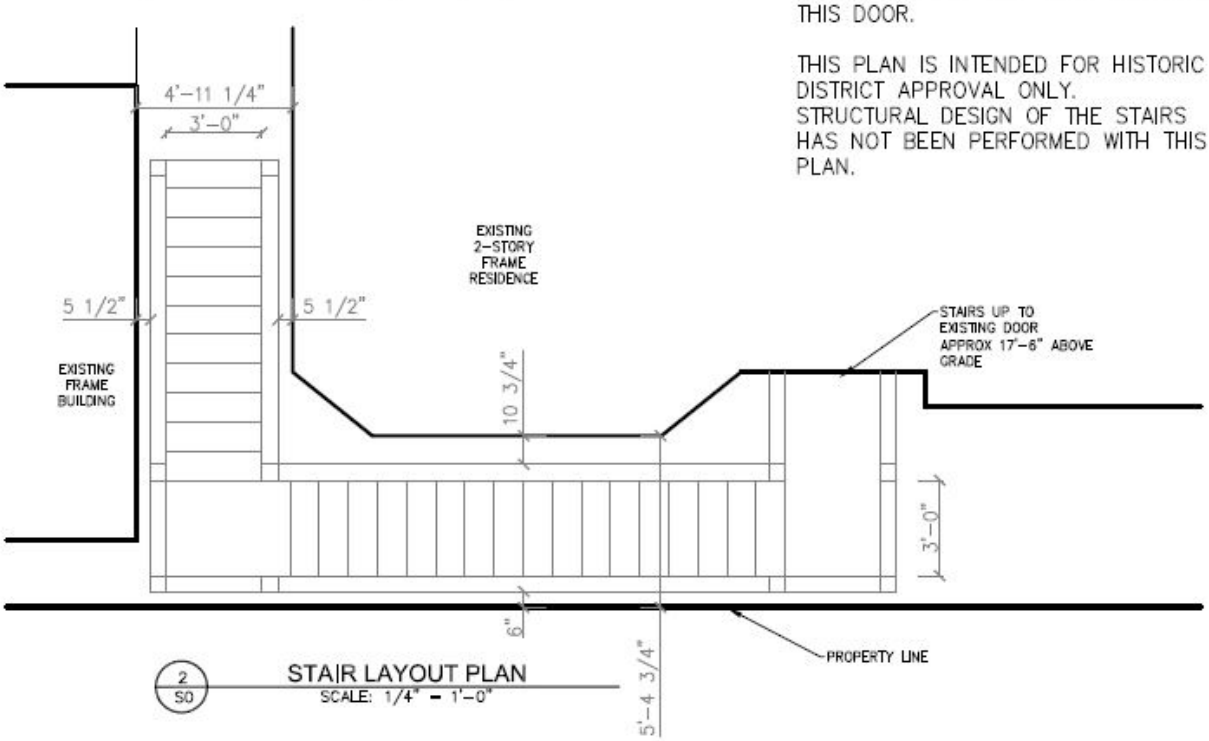
Plan Notes: (Typical, Unless Noted Otherwise)

- No analysis of the existing structure that is not part of the structural changes is implied or has been done by FrameStudio, Inc. Please call us at 409-765-7777 if there is any portion of the plans that is incorrectly shown or if structural advice is requested.
- Site survey provided by client. FrameStudio makes no guarantee of the location of any existing or proposed construction. FrameStudio has provided structural and building layout design only.

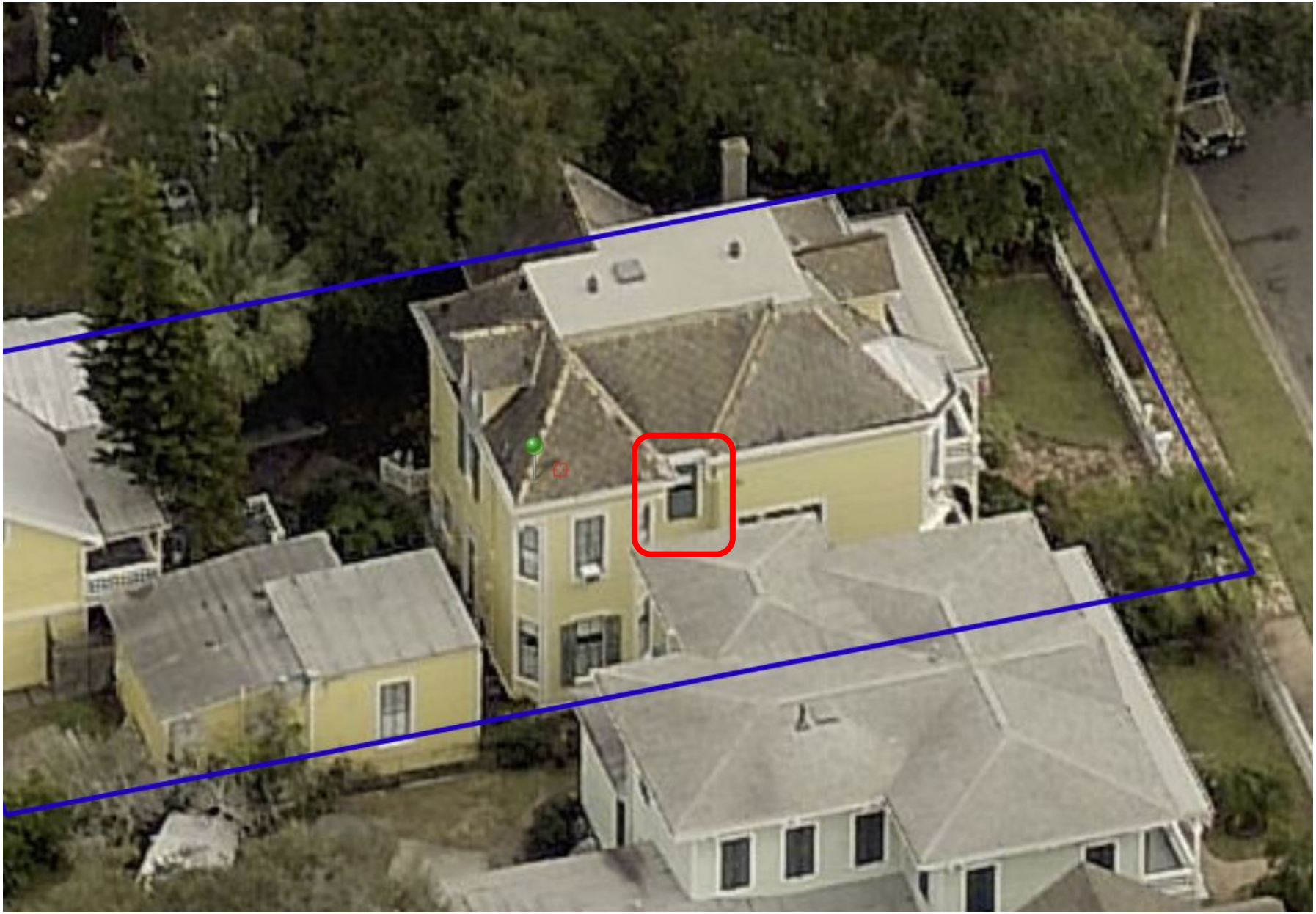
SCOPE OF WORK

THIS PLAN IS TO BUILD A NEW STAIRCASE TO SERVE AN EXISTING DOOR. IT IS LIKELY THAT THERE WAS A STAIRCASE AT ONE POINT TO SERVE THIS DOOR.

THIS PLAN IS INTENDED FOR HISTORIC DISTRICT APPROVAL ONLY. STRUCTURAL DESIGN OF THE STAIRS HAS NOT BEEN PERFORMED WITH THIS PLAN.



2 / S0 STAIR LAYOUT PLAN
SCALE: 1/4" = 1'-0"



ATTACHMENT B

1914 AVE M, GALVESTON, TX 77550

Parcel ID	61	Year Built	1887
District	Lost Bayou Historic District	Priority Rating	High
Building Faces	S		

High = Individually Eligible/Listed; Contributing
Medium = Contributing
Low = Non-Contributing

DESCRIPTION

Type	Residential Single-Family House
Stylistic Influences	Queen Anne
Stories	2
Exterior Wall Materials	Horizontal wood board
Foundation Type	Pier-and-beam
Fence Type	Picket fence
Outbuildings	Alley residence
Outbuilding Condition	Good

ROOF

Roof Shape	Hipped, Side-gabled
Roof Materials	Asbestos shingles
Roof Features	Decorative eave brackets
No. of Dormers	1
Dormer Roof Type	Gable

WINDOWS & DOORS

Window Types	Double-hung
Window Frame Materials	Wood
Window Light Configuration	1/1
Window Features	Wood shutters
Door Materials	Wood
Door Types	Single door primary entrance
Door Features	Integrated light, Transom light

CHIMNEYS

PORCH

Porch Type	Double gallery, Partial width
Porch Location	Front
Porch Roof	Flat
No. of Porch Bays	3
Porch Support Type	Turned wood posts

INTEGRITY

Condition	Excellent
Alterations	Roof material replaced

TX_GalvestonCounty_1914_Ave_M_1.jpg

Landmark Commission
Development Services Department
City of Galveston
March 2, 2020

20LC-017 MEMORANDUM

TO: Fred Huddleston**,** Landmark Commission Chair and Landmark Commission

FROM: Karen White - Planner
Development Services Department

DATE: February 28, 2020

RE: **20LC-017 (1518 Rosenberg/25th Street)** Request for a Certificate of Appropriateness for modifications to the structure including front-porch railing. Property is legally described as the Lot 10, Northwest Block 42, Galveston Outlots Special Subdivision, in the City and County of Galveston, Texas.
Applicants: David Hyde and Donald Stewart
Property Owner: David Hyde

Staff is requesting this case be continued until the March 16, 2020, regular Landmark Commission meeting in order for the applicant to provide additional information requested by staff.

This is the first continuance of this case and there are no costs associated with the request.

Landmark Commission
Development Services Department
City of Galveston
March 2, 2020

20LC-018 STAFF REPORT

ADDRESS:
210/212 Kempner /22nd Street

LEGAL DESCRIPTION:
Property is legally described as the Part of Lots 1 and 2 (1-1), Block 621, in the City and County of Galveston, Texas.

APPLICANT/REPRESENTATIVE:
Brittney Maynard

PROPERTY OWNER:
John and Catherine Buergler

ZONING DISTRICT:
Central Business, Historic District, Galveston Landmark (CB-H)

HISTORIC DISTRICT:
Strand/Mechanic

REQUEST:
Request for a Certificate of Appropriateness for the placement of items which will obscure an architectural feature

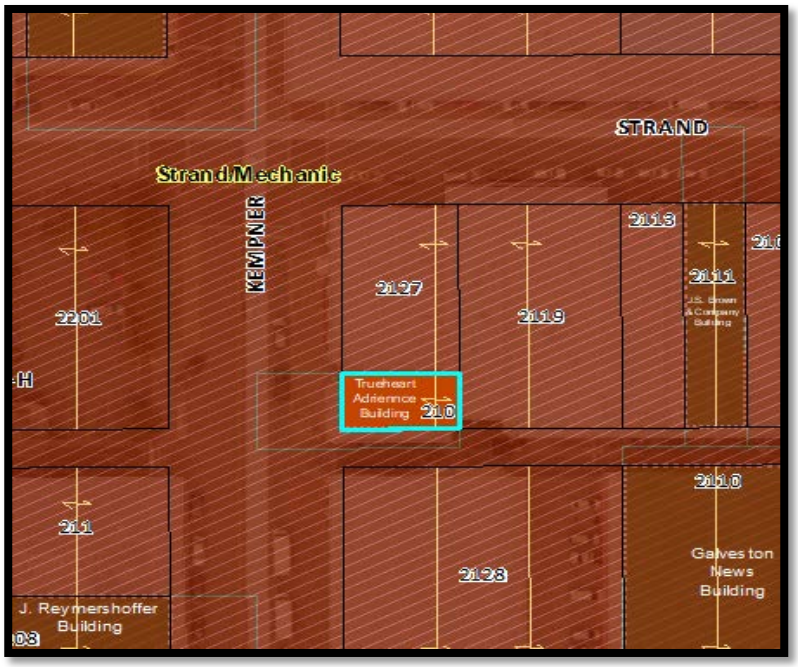
STAFF RECOMMENDATION:
Approval with Conditions

EXHIBITS:
A – Applicant's Submittal

STAFF:
Janice Norman, Planning Manager
409-797-3670
jnorman@galvestontx.gov

Public Notice and Comment:

Sent	Returned	In Favor	Opposed	No Comment
5				



Historical and/or Architectural Significance

Date	1881
Style	Neo-Renaissance / Commercial
Condition	Good
Evaluation	Contributing: Contributes to the historical significance of the district through location, design, setting, materials, workmanship, feeling and/or association.
Note(s)	Trueheart Adriennce Building

Background

In September of 2019, the City Council adopted Ordinance 19-051 amending Chapter 23 of the Code of the City of Galveston, which prohibits the obstruction of any architectural feature by any means. Enforcement of the regulations is now underway. The ordinance allows the Landmark Commission to grant a Certificate of Appropriateness for obscuring architectural features.

Executive Summary

The applicant is requesting approval of a Certificate of Appropriateness for the placement of items, which will obscure architectural features. The proposed items are:

- Two iron planters with plants flanking the entrance.

Code of the City of Galveston, Chapter 23, Article VII, Section 23-114 – Review by the Landmark Commission

The Code of the City states the following:

a. An owner of occupant of a premises covered by this Article may request a Certificate of Appropriateness for the placement of any item which will obscure an architectural feature of the premises.
b. Applications for a Certificate of Appropriateness will be filed with the Department of Development Services on a form prescribed by the department.
c. The Landmark Commission will approve the application for the placement of an item with will obscure an architectural feature upon a finding that:
    i. There is no practical alternative to the placement of the item,
    ii. The placement is done in such a way as to minimize the obscuring of the architectural feature, and
    iii. The placement of the item enhances the appearance of the architectural feature.

Architectural feature is defined as:
Architectural feature means the interior or exterior surface of a door along with its hinges and hardware; features on the exterior of the building such as name and or date plates; brick surfaces, cast iron columns; porticos; transoms, entablatures, cornices, escutcheon plates; cast stone, cast-crete, terra cotta, cornerstones, wood framed windows, window hoods of brick, cast iron, sheet metal, wood, or stone; or keystones on any premises within the Strand/Mechanic Historic District.

Obscure is defined as:
Obscure means to conceal or prevent from being seen partially or completely.

Conformance with the City Code Requirements

In order to approve, the Landmark Commission has to find that **all** of the following conditions have been met:

i. There is no practical alternative to the placement of the item,
ii. The placement is done in such a way as to minimize the obscuring of the architectural feature, and
iii. The placement of the item enhances the appearance of the architectural feature.

When making a motion for approval, the Landmark Commission must articulate how each of the above conditions have been met. When making a motion for approval, the Landmark Commission must articulate how any of the conditions are not being met.

Respectfully Submitted:

Janice Norman, Planning Manager	2/28/20 Date
Catherine Gorman, AICP, Assistant Director/HPO	2/28/2020 Date

tippy toes
tippy toes