



AGENDA FOR THE HISTORIC LANDMARK COMMISSION MEETING

**July 24, 2025
MAIN CONFERENCE ROOM, 300 NORTH CAMPBELL AND VIRTUALLY
3:00 PM**

Notice is hereby given that a meeting of the Historic Landmark Commission will be conducted on the above date and time.

Members of the public may view the meeting via the following means:

Via the City's website. <http://www.elpasotexas.gov/videos>

Via television on City15,

YouTube: <https://www.youtube.com/user/cityofelpasotx/videos>

In compliance with the requirement that the City provide two-way communication for members of the public, members of the public may communicate with the Historic Landmark Commission during public comment, and regarding agenda items by calling the following number:

1-915-213-4096 or Toll Free Number: 1-833-664-9267

At the prompt please enter the corresponding Conference ID: 788 489 435#

If you wish to sign up to speak, please contact Berenice Barron at BarronBC@elpasotexas.gov or (915) 212-1583 no later than by the start of the meeting.

A quorum of the Historic Landmark Commission members must be present and participate in the meeting.

The following members of the Historic Landmark Commission (HLC) will be present: Angela Jimenez, Mario Silva, Isaac Harder, Cynthia Renteria, Kim McGlone, Louis Edwards, and Sito Negrón.

PUBLIC COMMENT

This time is reserved for members of the public who would like to address the Historic Landmark Commission on any items that are not on the Historic Landmark Commission Agenda and that are within the jurisdiction of the Historic Landmark Commission. No action shall be taken.

ROLL CALL

REGULAR AGENDA

- 1. PHAP25-00021** 83 Government Hill 20 to 22 (12375 SQ FT), [BC-932](#)
City of El Paso, El Paso County, Texas
Location: 4410 Leeds Avenue
Historic District: Austin Terrace
Property Owner: Martha Jordan
Representative: Karla Terrazas
Representative District: 2
Existing Zoning: R-4/H (Residential/Historic)
Year Built: 1951
Historic Status: Non-Contributing
Request: Certificate of Appropriateness for installation of new windows

Application Filed: 6/12/25
45 Day Expiration: 7/27/25
- 2. PHAP25-00024** 101 Government Hill N 10 Ft Of 15 & S 45 Ft [BC-933](#)
Of 16 (6446.40 Sq Ft), City of El Paso,
El Paso County, Texas
Location: 4771 Cumberland Avenue
Historic District: Austin Terrace
Property Owner: Patricia Beltran
Representative: Patricia Beltran
Representative District: 2
Existing Zoning: R-4/H (Residential/Historic)
Year Built: 1937
Historic Status: Contributing
Request: Certificate of Appropriateness for construction of an addition on a secondary façade

Application Filed: 6/26/25
45 Day Expiration: 8/10/25
- 3. PHAP25-00027** 8 Mundy Heights 9 & 10 (6000 Sq Ft), City of [BC-934](#)
El Paso, El Paso County, Texas
Location: 1516 Upson Drive
Historic District: Sunset Heights
Property Owner: Yelena Kaplivech
Representative: Yelena Kaplivech
Representative District: 8
Existing Zoning: R-4/H (Residential/Historic)
Year Built: 1916
Historic Status: Contributing
Request: Certificate of Appropriateness for construction of a metal structure in the rear yard for solar panels

Application Filed: 7/10/25
45 Day Expiration: 8/24/25

4. **PHAP25-00028** 10 Sunset Heights 41 & E 1/2 of 40 (4500 SQ FT), [BC-944](#)
City Of El Paso, El Paso County, Texas
Location: 655 Upson Drive
Historic District: Sunset Heights
Property Owner: Nadia Powell
Representative: Nadia Powell
Representative District: 8
Existing Zoning: A-2/H (Apartments/Historic)
Year Built: 1904
Historic Status: Contributing
Request: Certificate of Appropriateness for landscaping the
parkway
Application Filed: 7/10/25
45 Day Expiration: 8/24/25

NOTICE TO THE PUBLIC

All matters listed under the CONSENT AGENDA, including those on the Addition to the Agenda, will be considered by Historic Landmark Commission to be routine, or have met all standards for development under state law (plats only not requiring a public hearing), and will be enacted by one motion unless separate discussion is requested by Historic Landmark Commission t or staff and the item is removed from the Consent Agenda. Members of the audience who wish to ask questions or speak regarding items on the Consent Agenda must sign up on the day of the meeting, and such requests to speak must be received by 1:30 p.m. on the date of the meeting. When the vote has been taken, if an item has not been called out for separate discussion, the item has been approved. The Historic Landmark Commission may, however, reconsider any item at any time during the meeting.

CONSENT AGENDA - APPROVAL OF MINUTES

Approval of Minutes

5. Discussion and action on Regular meeting minutes for July 10, 2025. [BC-936](#)

Staff Report

6. HLC Staff Report - Update on Administrative Review Cases since last HLC meeting for the properties listed on the attachment posted with this agenda. [BC-935](#)
(See Attachment "A.")

EXECUTIVE SESSION

The Historic Landmark Commission may retire into Executive Session pursuant to Section 3.5 of the El Paso City Charter and the Texas Government Code, Sections 551.071-551.076 to discuss an item on

the agenda.

ADJOURN

NOTICE TO THE PUBLIC

Sign language interpreters will be provided for this meeting upon request. Requests must be made to Berenice Barron at BarronBC@elpasotexas.gov or (915) 212-1583 a minimum of 72 hours prior to the date and time of this hearing.

If you need Spanish Translation Services, please email BarronBC@elpasotexas.gov at least 72 hours in advance of the meeting.

Posted this the _____ of _____ at _____ AM/PM by _____



Legislation Text

File #: BC-932, **Version:** 1

CITY OF EL PASO, TEXAS
LEGISTAR AGENDA ITEM SUMMARY FORM

AGENDA LANGUAGE:

This is the language that will be posted to the agenda. Please use ARIAL 11 Font.

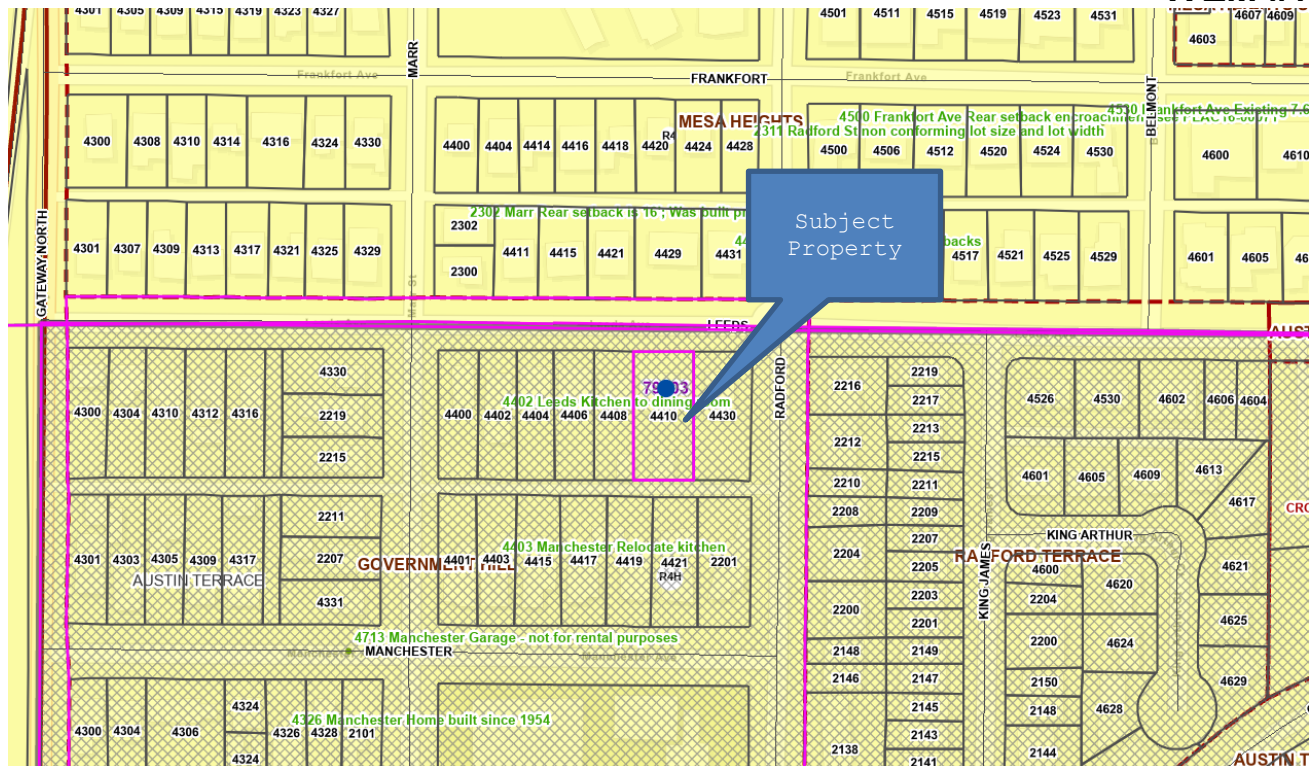
PHAP25-00021	83 Government Hill 20 to 22 (12375 SQ FT), City of El Paso, El Paso County, Texas
Location:	4410 Leeds Avenue
Historic District:	Austin Terrace
Property Owner:	Martha Jordan
Representative:	Karla Terrazas
Representative District:	2
Existing Zoning:	R-4/H (Residential/Historic)
Year Built:	1951
Historic Status:	Non-Contributing
Request:	Certificate of Appropriateness for installation of new windows
Application Filed:	6/12/25
45 Day Expiration:	7/27/25



PHAP25-00021

Date: July 24, 2025
Application Type: Certificate of Appropriateness
Property Owner: Martha Jordan
Representative: Karla Terrazas
Legal Description: 83 Government Hill 20 to 22 (12375 SQ FT), City of El Paso, El Paso County, Texas
Historic District: Austin Terrace
Location: 4410 Leeds Avenue
Representative District: #2
Existing Zoning: R-4/H (Residential/Historic)
Year Built: 1951
Historic Status: Non-Contributing
Request: Certificate of Appropriateness for installation of new windows
Application Filed: 6/12/2025
45 Day Expiration: 7/27/2025

ITEM #1



GENERAL INFORMATION:

The applicant seeks approval for:

Certificate of Appropriateness for installation of new windows

STAFF RECOMMENDATION:

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:

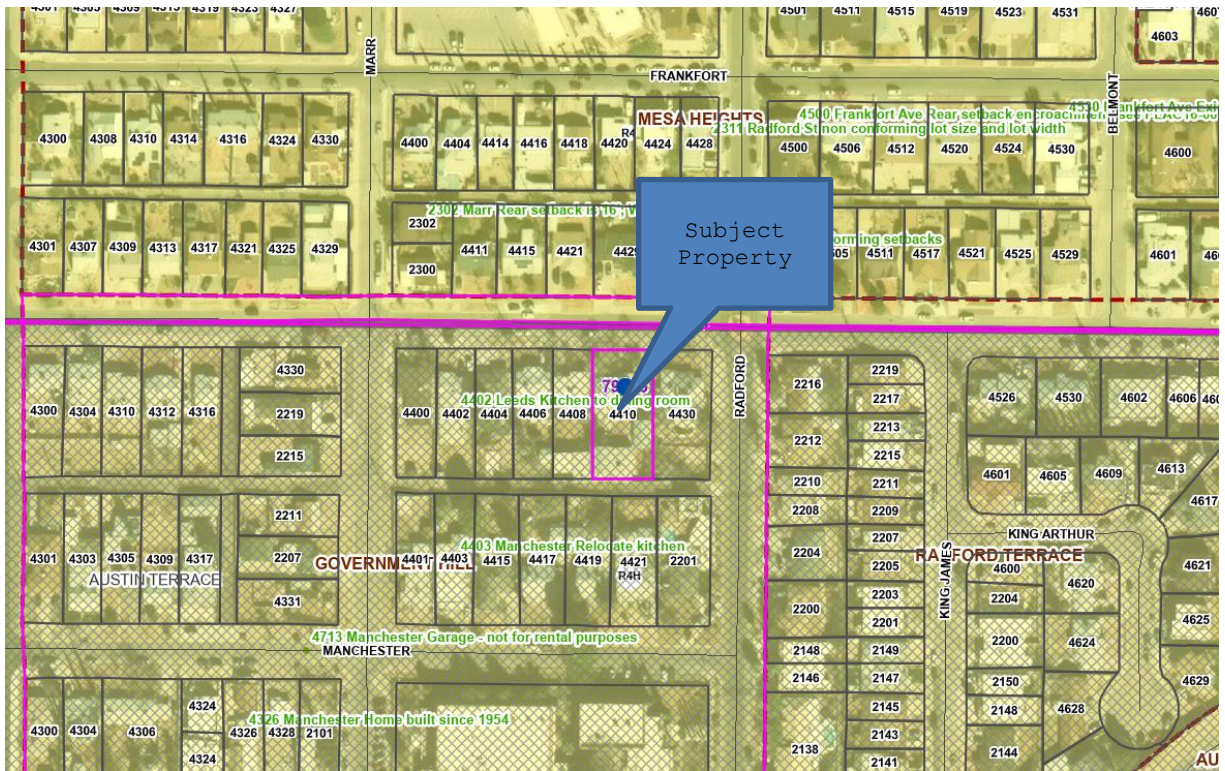
- *Doors and windows are considered important character-defining features because of significant detailing. When windows are involved in the construction process it is recommended to repair rather than replace. In many cases this will entail only the replacement of a broken sash cord, new weather stripping, removing old paint and repainting.*
- *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. Doors and windows for new construction and additions should be compatible in proportion, location, shape, pattern, size, and details to existing units.*
- *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.*

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

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

The modification is that the new windows match the existing or historic windows.

AERIAL MAP



EXISTING WINDOW TYPE



#1

external Grids

PROPOSED WINDOW TYPE

Sales Person:



Customer Acknowledgement
Quote Date
Date Ordered
Quote Not Ordered

Dealer Name:

765430 WINDOW WORLD OF SW TX LLC-005-765430

Bill To:
WINDOW WORLD OF SW TX LLC
4800 N MESA
EL PASO, TX 79912

Ship To:
WINDOW WORLD OF SW TX LLC
4580 DONIPHAN
EL PASO, TX 79922

Order Notes:

Delivery Notes:

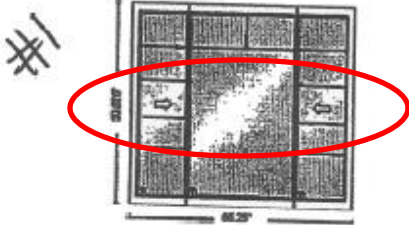
Phone: (915) 533-8227 Fax:

Quote Name:
Jordan Martha

Project Name:
Jordan Martha

QUOTE #	RUSH	STATUS	PO
4078973	No		195-11979

Line Item #	Qty	Width x Height	U	Description
1	1	66.25" X 59.875"	127	



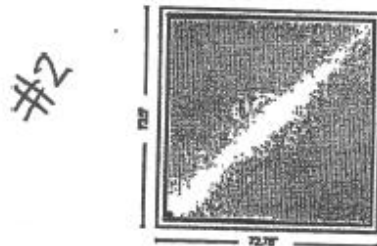
3A03-Mezzo XOX 66 1/4 x 59 7/8
Frame Width = 66.25, Frame Height = 59.875, Sash Split
= 1/4 - 1/2 - 1/4
Option Level = Good, Operation / Venting = XOX
Frame Option = Stucco, Steel Reinforcement
Frame Color = White, Exterior Finish = No Exterior Finish
ClimaTech Elite Extreme, Double Strength, Tempered
Lock Height = Standard Lock Height
Standard Screen
U-Factor = 0.29, CR = 59, SHGC = 0.14, VT = 0.29, CPD
= ASO-A-90-59926-00001
Foam Wrap, Net Overall
Line Item Notes:

external
Grids

Comment / Room:
F DIN 1

Silver AAMA Label ONLY

Line Item #	Qty	Width x Height	U	Description
2	1	72.75" X 73.5"	147	



3A04-Mezzo Picture 72 3/4 x 73 1/2
Frame Width = 72.75, Frame Height = 73.5
Option Level = Good, Operation / Venting = Picture
Frame Option = Standard Block Frame, Composite
Reinforcement
Frame Color = White, Exterior Finish = No Exterior Finish
ClimaTech Elite Plus Extreme, Double Strength,
Tempered
U-Factor = 0.27, CR = 61, SHGC = 0.15, VT = 0.31, CPD
= ASO-A-91-15416-00001
Header Expander, Foam Wrap, Net Overall
Line Item Notes:

NO
Grids

Comment / Room:
F DIN 2



Legislation Text

File #: BC-933, Version: 1

**CITY OF EL PASO, TEXAS
LEGISTAR AGENDA ITEM SUMMARY FORM**

AGENDA LANGUAGE:

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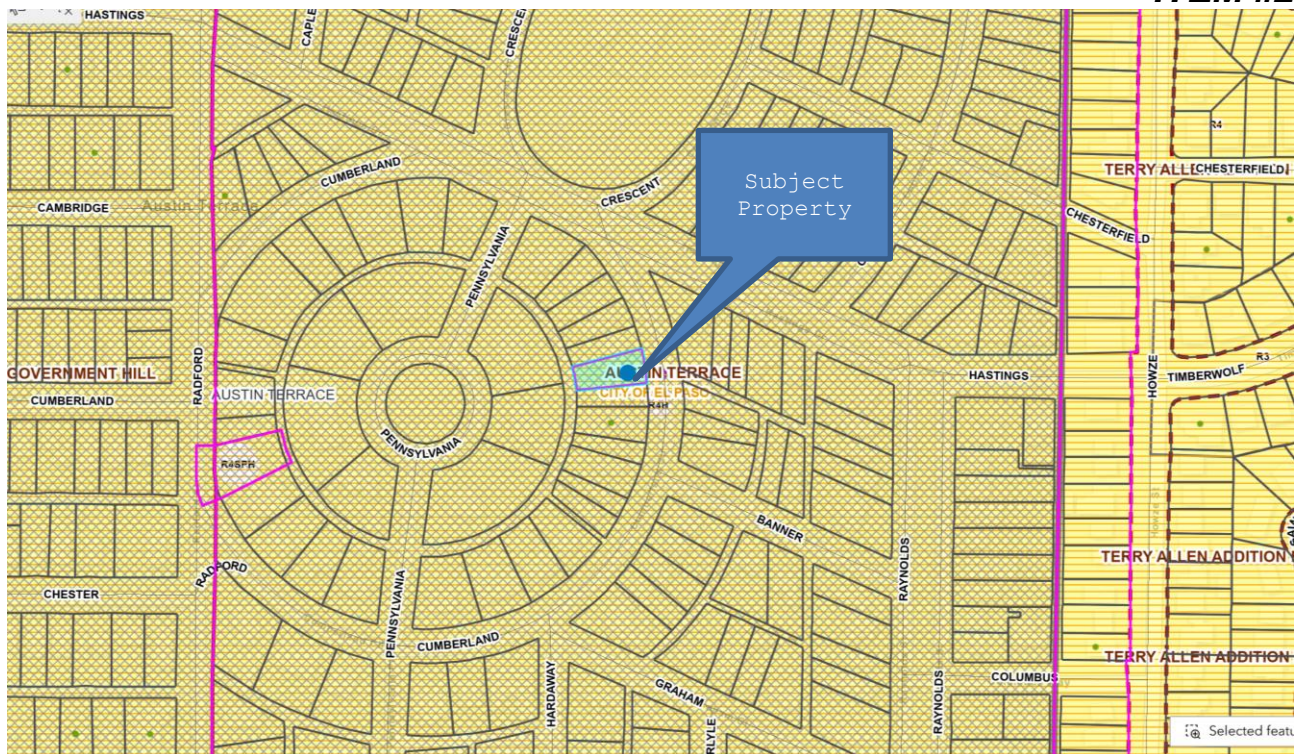
PHAP25-00024	101 Government Hill N 10 Ft Of 15 & S 45 Ft Of 16 (6446.40 Sq Ft), City of El Paso, El Paso County, Texas
Location:	4771 Cumberland Avenue
Historic District:	Austin Terrace
Property Owner:	Patricia Beltran
Representative:	Patricia Beltran
Representative District:	2
Existing Zoning:	R-4/H (Residential/Historic)
Year Built:	1937
Historic Status:	Contributing
Request:	Certificate of Appropriateness for construction of an addition on a secondary façade
Application Filed:	6/26/25
45 Day Expiration:	8/10/25



PHAP25-00024

Date: July 24, 2025
Application Type: Certificate of Appropriateness
Property Owner: Patricia Beltran
Representative: Patricia Beltran
Legal Description: 101 Government Hill N 10 Ft Of 15 & S 45 Ft Of 16 (6446.40 Sq Ft), City of El Paso, El Paso County, Texas
Historic District: Austin Terrace
Location: 4771 Cumberland Avenue
Representative District: #2
Existing Zoning: R-4/H (Residential/Historic)
Year Built: 1937
Historic Status: Contributing
Request: Certificate of Appropriateness for construction of an addition on a secondary façade
Application Filed: 6/26/2025
45 Day Expiration: 8/10/2025

ITEM #2



GENERAL INFORMATION:

The applicant seeks approval for:

Certificate of Appropriateness for construction of an addition on a secondary facade

STAFF RECOMMENDATION:

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:

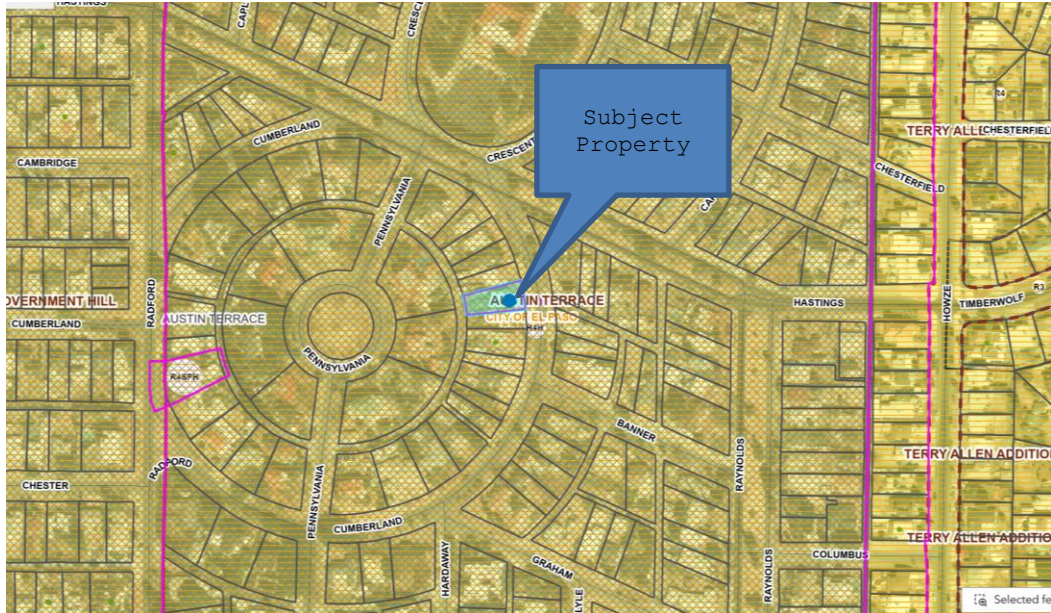
- *New additions should be designed and constructed so that the character-defining features of the historic building are not radically changed, obscured, damaged or destroyed in the process of rehabilitation.*
- *Any new addition should be planned so that it is constructed to the rear of the property 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 building features or details.*
- *It is not appropriate to introduce an addition if it requires the removal of character-defining building features such as patios, mature vegetation or a detached structure.*
- *Design an addition so it is compatible in roof form, proportions, materials and details with the existing structure.*

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

- *New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.*
- *New additions and adjacent or related new construction shall 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 the addition be relocated to the rear façade, that the exterior cladding be changed to a different material, and that the details (window, lantern, door, and railing) be altered to reflect the period of construction and not give a false sense of history.

AERIAL MAP



SITE PLAN

FABRIC

DESIGN • BUILD

1148 S. New Grande Ave., Ste. A-2
El Paso, TX 79903
Office: 915.444.4771
www.fabricdesignbuild.com
PROJECT: 14-0003

4771
CUMBERLAND

DATE: 10-1-2014
PAUSE: 10-1-2014
SCHEDULE:

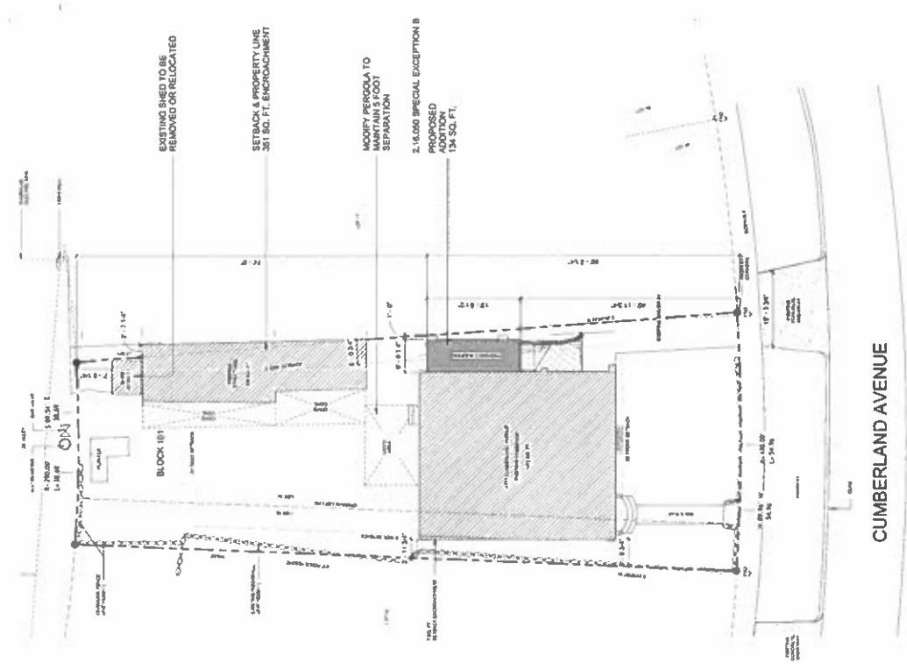
REVISIONS:

1

1

SITE PLAN

A1



4771 CUMBERLAND AVE EL PASO, TX 79903
THE NORTH 10 FEET OF LOT 15 AND THE 4
SOUTH 45 FEET OF LOT 16, BLOCK 181 AUTISM
TREATMENT CENTER, EL PASO COUNTY
GOVERNMENT HILL, ADDITION, CITY OF EL
PASO, EL PASO COUNTY, TEXAS.

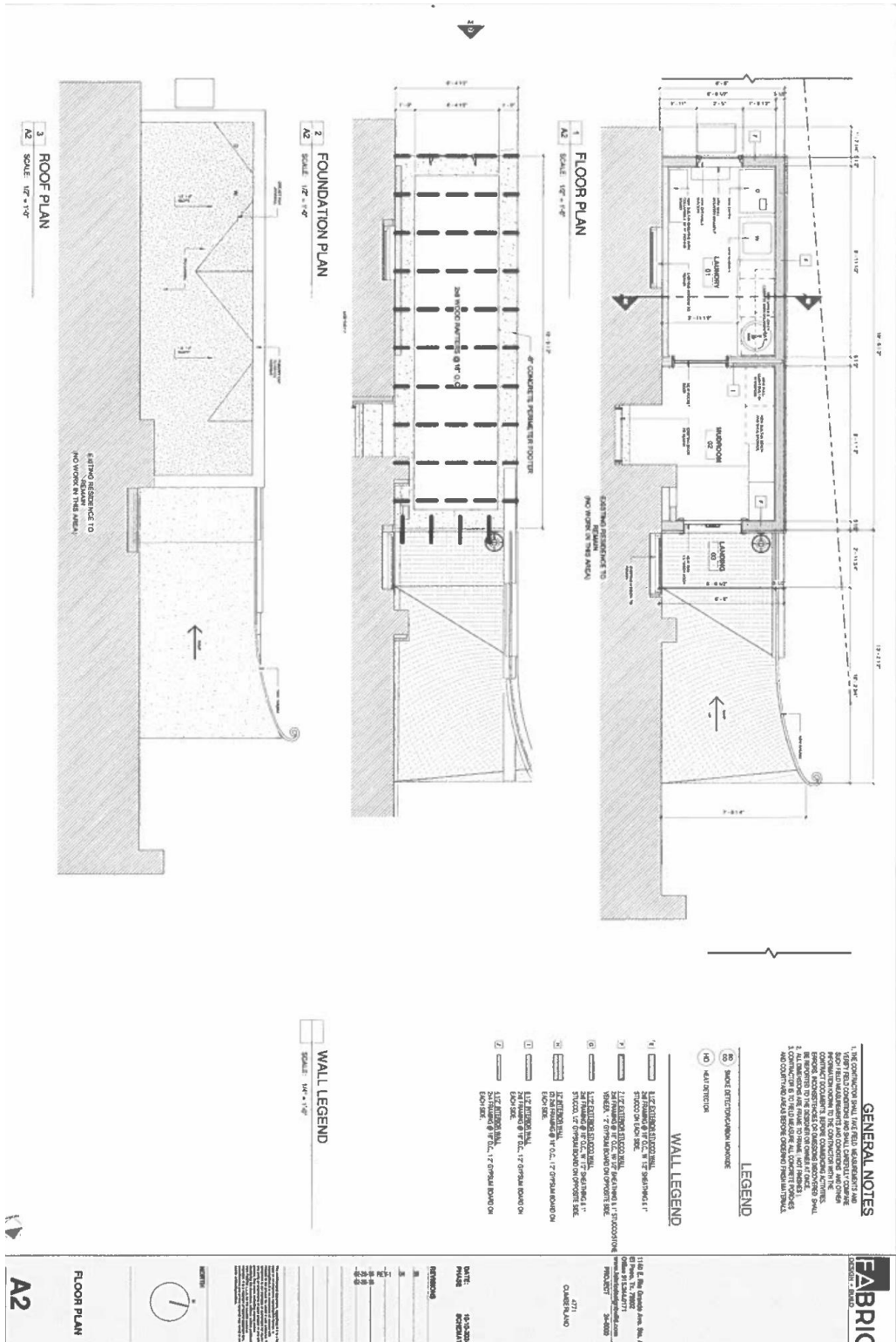
R-4 H
8,448.04 SQ. FT. (0.26 ACRES)

AG
25 FT.
25 FT.
5 FT.
1.1 FT.
N/A

AREA
1,475.65 SQ. FT.
448.80 SQ. FT.
35.50 SQ. FT.
2,960.95 SQ. FT.

1 SITE PLAN
A1 SCALE: 3/32" = 1'-0"

FLOOR PLAN



17





Legislation Text

File #: BC-934, Version: 1

**CITY OF EL PASO, TEXAS
LEGISTAR AGENDA ITEM SUMMARY FORM**

AGENDA LANGUAGE:

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PHAP25-00027	8 Mundy Heights 9 & 10 (6000 Sq Ft), City of El Paso, El Paso County, Texas
Location:	1516 Upson Drive
Historic District:	Sunset Heights
Property Owner:	Yelena Kaplivech
Representative:	Yelena Kaplivech
Representative District:	8
Existing Zoning:	R-4/H (Residential/Historic)
Year Built:	1916
Historic Status:	Contributing
Request:	Certificate of Appropriateness for construction of a metal structure in the rear yard for solar panels
Application Filed:	7/10/25
45 Day Expiration:	8/24/25



ITEM #3



GENERAL INFORMATION:

The applicant seeks approval for:

Certificate of Appropriateness for construction of a metal structure in the rear yard for solar panels

STAFF RECOMMENDATION:

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:

- *New additions should be designed and constructed so that the character-defining features of the historic building are not radically changed, obscured, damaged or destroyed in the process of rehabilitation.*
- *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 building features or details.*
- *It is not appropriate to introduce an addition if it requires the removal of character-defining building features such as patios, mature vegetation or a detached structure.*
- *Design an addition so it is compatible in roof form, proportions, materials and details with the existing structure.*
- *The installation of mechanical equipment, such as air conditioning units, television, radio antennae, satellite dishes, and solar panels often results in a visually cluttered appearance to a building's exterior. Mechanical equipment should be installed in the least-visibly obtrusive location on the building, preferably at the rear of the building. In no case should mechanical equipment be installed on a visually-prominent point on a roof or where it becomes the most noticeable component of the building.*
- *If a new mechanical system is needed, install it so that it causes the least amount of alteration to the building's exterior facades, historic building fabric, and site features.*
- *Locate new mechanical equipment and utilities, including heating and air-conditioning units, meters, exposed pipes, and fuel tanks, in the most inconspicuous area, usually along a building's rear façade, screened from public view.*

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

- *New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.*
- *New additions and adjacent or related new construction shall 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 the solar panels be placed on the rear portion of the roof or on the roof of the secondary structure in the back yard.

AERIAL MAP



CHIKOUSA PREMIER CARPORT

Technical drawing of a roof structure showing dimensions and a 5-degree slope. The drawing includes the following dimensions:

- Overall width: 228.3
- Overall height: 143.75
- Horizontal distance from left support to first vertical line: 67.9
- Horizontal distance between first and second vertical lines: 142.1
- Horizontal distance between second and third vertical lines: 67.9
- Horizontal distance from third vertical line to right edge: 67.9
- Vertical height from ground to top of left support: 111.0
- Horizontal distance from left support to center of first truss: 168.1
- Horizontal distance from center of first truss to center of second truss: 91.7
- Horizontal distance from center of second truss to right support: 126.5
- Vertical height from ground to top of right support: 143.75
- Angle of roof slope: 5°
- Horizontal distance from left support to right support: 177.2
- Horizontal distance from left support to center of first truss: 47.2
- Horizontal distance from center of second truss to right support: 47.2



Legislation Text

File #: BC-944, **Version:** 1

CITY OF EL PASO, TEXAS
LEGISTAR AGENDA ITEM SUMMARY FORM

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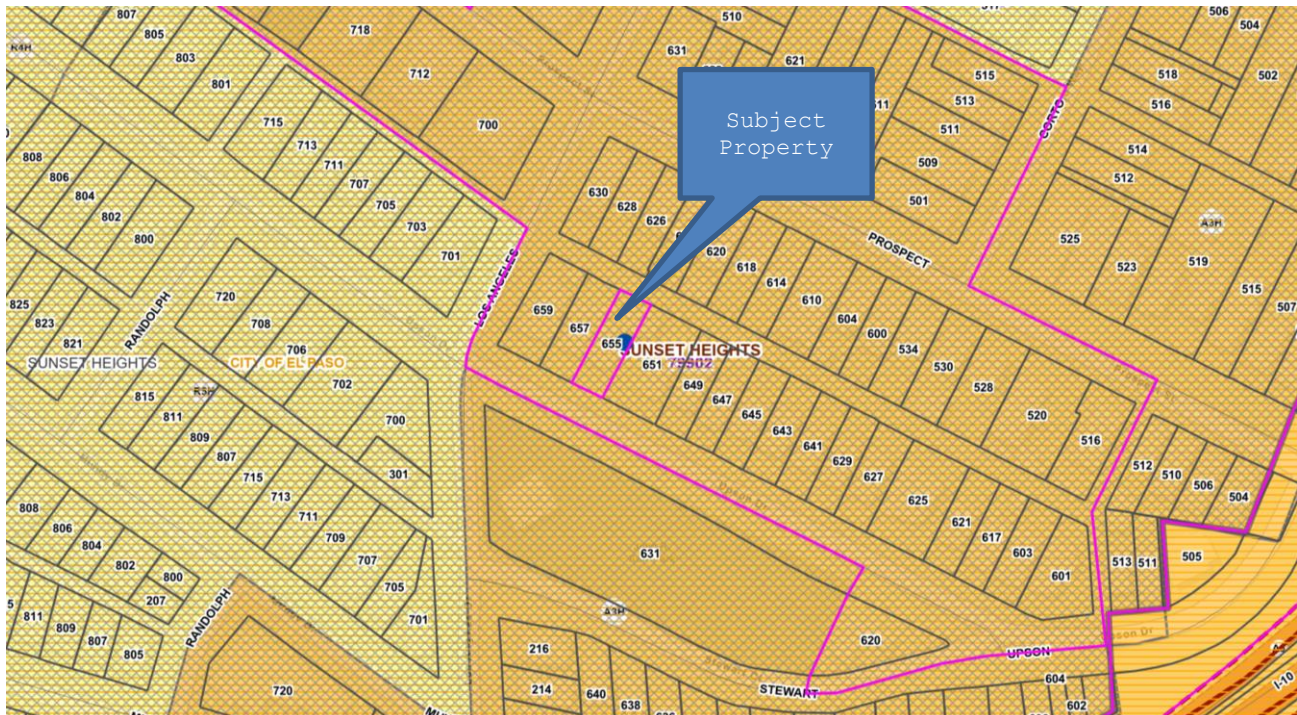
PHAP25-00028 10 Sunset Heights 41 & E 1/2 of 40 (4500 SQ FT),
City Of El Paso, El Paso County, Texas
Location: 655 Upson Drive
Historic District: Sunset Heights
Property Owner: Nadia Powell
Representative: Nadia Powell
Representative District: 8
Existing Zoning: A-2/H (Apartments/Historic)
Year Built: 1904
Historic Status: Contributing
Request: Certificate of Appropriateness for landscaping the
parkway
Application Filed: 7/10/25
45 Day Expiration: 8/24/25



PHAP25-00028

Date: July 24, 2025
Application Type: Certificate of Appropriateness
Property Owner: Nadia Powell
Representative: Nadia Powell
Legal Description: 10 Sunset Heights 41 & E 1/2 Of 40 (4500 Sq Ft), City of El Paso, El Paso County, Texas
Historic District: Sunset Heights
Location: 655 Upson Drive
Representative District: #8
Existing Zoning: A-2/H (Apartments/Historic)
Year Built: 1904
Historic Status: Contributing
Request: Certificate of Appropriateness for landscaping the parkway
Application Filed: 7/10/2025
45 Day Expiration: 8/24/2025

ITEM #4



GENERAL INFORMATION:

The applicant seeks approval for:

Certificate of Appropriateness for landscaping the parkway

STAFF RECOMMENDATION:

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:

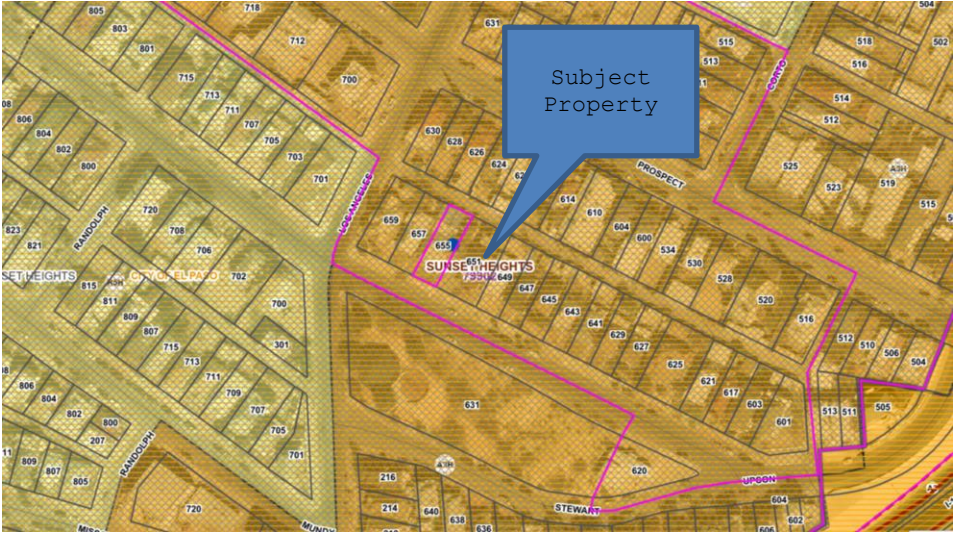
- *Retain mature trees that contribute to the character of the historic district.*
- *When replacing trees that are causing structural problems carefully consider the new location so that the tree will be able to mature in a healthy manner.*
- *Maintain the property's natural topography, and avoid grading that adversely affects drainage and soil stability or could negatively impact existing trees. Slopes shall not be paved.*
- *Retain historic landscape materials such as brick or pavers.*
- *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.*
- *Grass and sod may be removed from front yards, side yards on a corner provided not more than 50% of the area is covered with gravel or other masonry.*
- *Grass and sod may be removed from parkways provided not more than 50% of the area is covered with gravel or other masonry that is made of impervious materials (brick pavers, gravel, and masonry pavers). The remaining 50% must be covered with trees and living plants that provide ground cover.*

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



- *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.*
- *New additions and adjacent or related new construction shall 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.*

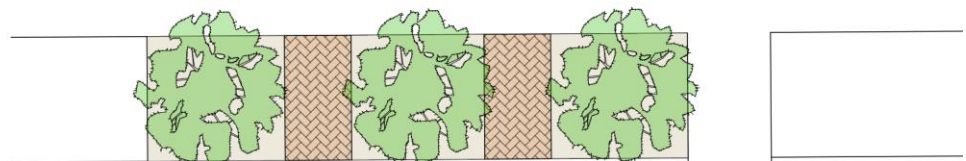
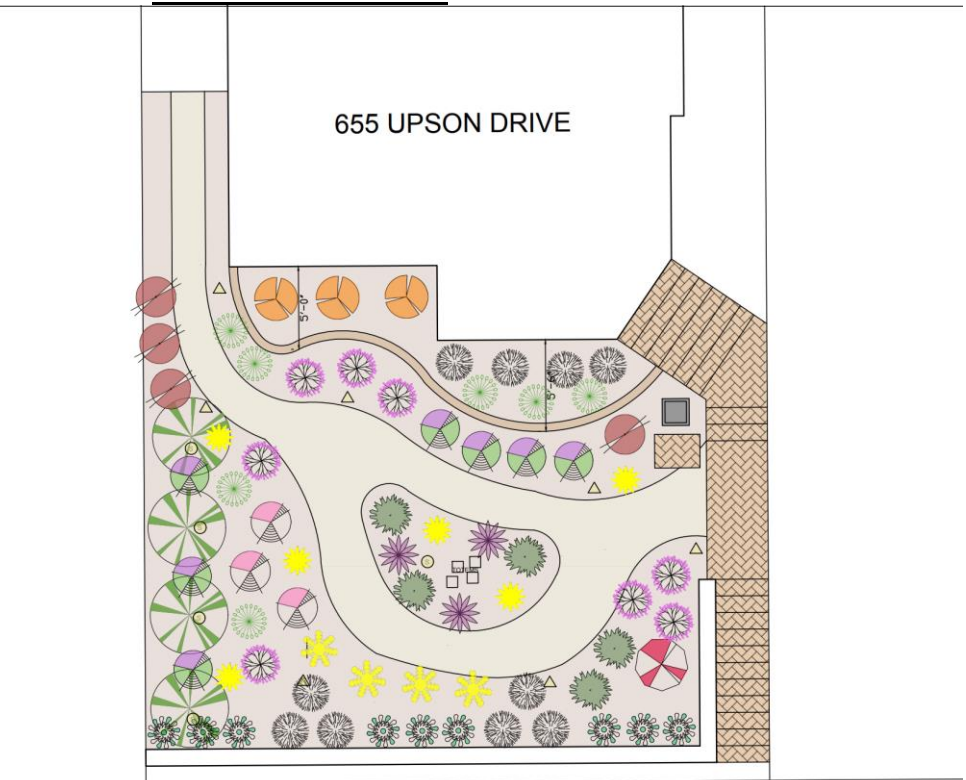
The modification is that the parkway be modified to meet the 50% living ground-cover requirements

AERIAL MAP



LANDSCAPE PLAN

	LACE BARK ELM
	CRAPE MYRTLE
	EGYPTIAN STAR CLUSTER
	NANDINA
	RED GAURA
	AGAPANTHUS
	DWARF PITTOSPORUM
	GERMANDER
	DAYLILIES
	LILYTURF
	BULBINE
	GRAMMA B. AMBITION
	GAILLARDIA
	MYOPORUM
	ROSE BUSH
	3/8" DESERT TAN GRAVEL
	BARK MULCH
	BRICK FLOORING
	LIGHT
	PATH LIGHT





El Paso, TX

300 N. Campbell
El Paso, TX

Legislation Text

File #: BC-936, Version: 1

**CITY OF EL PASO, TEXAS
LEGISTAR AGENDA ITEM SUMMARY FORM**

AGENDA LANGUAGE:

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Discussion and action on Regular meeting minutes for July 10, 2025.



HISTORIC LANDMARK COMMISSION MEETING
Main Conference Room, 2nd Floor, City Hall, 300 N. Campbell Street
July 10, 2025
3:00 P.M.

MINUTES

The Historic Landmark Commission met at the above place and date.

The meeting was called to order at 3:00 p.m. Commission Chair Isaac Harder present and presiding and the following Commissioners answered roll call.

COMMISSIONERS PRESENT:

Isaac Harder
Cynthia Renteria
Angela Jimenez
Kim McGlone
Mario Silva

COMMISSIONERS ABSENT:

Louis Edwards
Isabel Otten
Luis "Sito" Negrón

HISTORIC PRESERVATION OFFICE:

Providencia Velázquez, Historic Preservation Officer
Modesto "Moe" Melendez III, Planner
Russell Abeln, Senior Assistant City Attorney

AGENDA

Providencia Velázquez, Historic Preservation Officer, read the *Statement from the Historic Preservation Office* into the record.

ACTION: *No action was taken.*

AYES: N/A

NAYS: N/A

ABSTAIN: N/A
ABSENT: N/A
NOT PRESENT FOR THE VOTE: N/A

I. CALL TO THE PUBLIC – PUBLIC COMMENT

This time is reserved for members of the public who would like to address the Historic Landmark Commission on any items that are not on the Historic Landmark Commission agenda and that are within the jurisdiction of the Historic Landmark Commission. No action shall be taken.

A sign-up form is available outside the City Hall – Main Conference Room for those who wish to sign up on the day of the meeting. Requests to speak must be received by 3:00 p.m. on the date of the meeting. A total time of three minutes may be allowed for each speaker. The Public Comment portion shall not exceed thirty (30) minutes, unless otherwise approved by the Historic Landmark Commission.

NONE

I. REGULAR AGENDA – DISCUSSION AND ACTION

Certificate of Appropriateness

1. PHAP25-00021 83 Government Hill 20 to 22 (12375 SQ FT), City of El Paso, El Paso County, Texas
- Location: 4410 Leeds Avenue
- Historic District: Austin Terrace
- Property Owner: Martha Jordan
- Representative: Karla Terrazas
- Representative District: 2
- Existing Zoning: R-4/H (Residential/Historic)
- Year Built: 1951
- Historic Status: Non-Contributing
- Request: Certificate of Appropriateness for installation of new windows
- Application Filed: 6/12/25
- 45 Day Expiration: 7/27/25

This item has been postponed.

2. PHAP25-00017 3 Sunset Heights S 1/2 of 19 & N 19.07 ft of 20 (3249 Sq Ft),

City of El Paso, El Paso County, Texas
Location: 1118-1120 N. El Paso Street
Historic District: Sunset Heights
Property Owner: Church of Scientology Mission of El Paso
Representative: Joni Superville
Representative District: 8
Existing Zoning: A-3/H (Apartments/Historic)
Year Built: 1938
Historic Status: Contributing
Request: Reconsideration of a Certificate of Appropriateness for window replacement after-the-fact and alterations to main façade and porch
Orig. Application Filed: 5/1/25
Orig. 45 Day Expiration: 6/15/25

Presentation made by Mr. Melendez to the Commission.

Ms. Joni Superville, property owner, and Alex Alvarez, representative for property owner, spoke to/answered questions from the Commission.

ACTION: Motion made by Commissioner Harder, seconded by Commissioner McGlone, to **APPROVE THIS ITEM with the modifications that the applicant provide a sketch to the Historic Preservation Office showing the frame around the window, the dividing mullion, and the color, material and dimensions; and that the wood shake on the front be replaced to match the original** and unanimously carried.

Motion passed.

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3. PHAP25-00023 28 Sunset Heights 23 & E. 8 ft. of 22 (3960 sq. ft.),
City of El Paso, El Paso County, Texas
Location: 806 Upson Drive
Historic District: Sunset Heights
Property Owner: Sam Lightbourn
Representative: Michael Lightbourn
Representative District: 8
Existing Zoning: R-4/H (Residential/Historic)
Year Built: 1930
Historic Status: Contributing
Request: Certificate of Appropriateness for removal of addition at rear of property due to fire damage
Application Filed: 6/26/25
45 Day Expiration: 8/10/25

Presentation made by Mr. Melendez to the Commission.

ACTION: Motion made by Commissioner Renteria, seconded by Commissioner Jimenez, to **APPROVE THIS ITEM with the modifications that the applicant provide accurate elevations and floor plans minus the final outcome; once the demolition is completed, they return to staff with renditions of what they expect the final outcome will be; and that no new permits be issued until this process is complete** and unanimously carried.

4. PHAP25-00024	101 Government Hill N 10 Ft Of 15 & S 45 Ft Of 16 (6446.40 Sq Ft), City of El Paso, El Paso County, Texas
Location:	4771 Cumberland Avenue
Historic District:	Austin Terrace
Property Owner:	Patricia Beltran
Representative:	Patricia Beltran
Representative District:	2
Existing Zoning:	R-4/H (Residential/Historic)
Year Built:	1937
Historic Status:	Contributing
Request:	Certificate of Appropriateness for construction of an addition on a secondary façade
Application Filed:	6/26/25
45 Day Expiration:	8/10/25

Jorge Limon, designer, spoke to/answered questions from the Commission.

Motion passed.

5. PHAP25-00025	102 Government Hill 10 & 11 (7920 Sq Ft), City of El Paso, El Paso County, Texas
Location:	4500 Hastings Avenue
Historic District:	Austin Terrace
Property Owner:	Timothy and Suzanne Gutierrez
Representative:	Moises Garcia
Representative District:	2
Existing Zoning:	R-4/H (Residential/Historic)

Year Built: 1924
Historic Status: Contributing
Request: Certificate of Appropriateness for driveway extension after-the-fact
Application Filed: 6/26/25
45 Day Expiration: 8/10/25

Presentation made by Mr. Melendez to the Commission.

Moises Garcia, representative, spoke to/answered questions from the Commission.

ACTION: Motion made by Commissioner Harder, seconded by Commissioner Renteria, to **APPROVE THIS ITEM with the modifications that the driveway follow City Of El Paso building standards and that the parkway maintain 50% living ground cover** and unanimously carried.

Motion passed.

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6. PHAP25-00026 18 Sunset Heights 16 To 18 (9000 Sq Ft), City of El Paso,
El Paso County, Texas
Location: 1435 Fewel Street
Historic District: Sunset Heights
Property Owner: Circle of the Solitary
Representative: Reverend Kimberly Shaw
Representative District: 8
Existing Zoning: R-4/H (Residential/Historic)
Year Built: 1929
Historic Status: Contributing
Request: Certificate of Appropriateness for window removal and replacement
Application Filed: 6/26/25
45 Day Expiration: 8/10/25

Presentation made by Ms. Velázquez to the Commission.

Kimberly Shaw, property owner, spoke to/answered questions from the Commission.

ACTION: Motion made by Commissioner Harder, seconded by Commissioner Renteria, to **APPROVE THIS ITEM with the modification that the new windows match the existing or historic windows in terms of operation, dimension, configuration, and finish with the muntins being three-dimensional, exterior-applied** and unanimously carried.

Motion passed.

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7. Addresses of property HLC Commissioners have requested that HLC staff review or investigate and provide a report to the HLC.

THERE WERE NO ADDRESSES NOR PROPERTIES THAT THE HLC MEMBERS WOULD LIKE TO REQUEST FOR AGENDA ITEMS TO BE SCHEDULED AT THE JUNE 26, 2025 MEETING.

II. Consent Agenda

1. HLC Staff Report - Update on Administrative Review Cases since last HLC meeting for the properties listed on the attachment posted with this agenda.
(See Attachment "A.")
2. Discussion and action on Regular meeting minutes for June 26, 2025.

ACTION: Motion made by Commissioner Renteria, seconded by Chair Harder, to **APPROVE THE MINUTES AND TABLE STAFF REPORT** and carried.

Motion passed.

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III. Adjournment of the Historic Landmark Commission's Meeting.

ADJOURNMENT:

ACTION: Motion made by Chair Harder, seconded by Commissioner Renteria and unanimously carried to **ADJOURN**.

Motion passed.

Meeting adjourned at 4:56 p.m.

EXECUTIVE SESSION

The Historic Landmark Commission may retire into Executive Session pursuant to Section 3.5A of the El Paso City Charter and the Texas Government Code, Section 551.071-551.076 to discuss any item on this agenda.

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Approved as to form:

Providencia Velázquez, Historic Preservation Officer



El Paso, TX

300 N. Campbell
El Paso, TX

Legislation Text

File #: BC-935, Version: 1

**CITY OF EL PASO, TEXAS
LEGISTAR AGENDA ITEM SUMMARY FORM**

AGENDA LANGUAGE:

This is the language that will be posted to the agenda. Please use ARIAL 11 Font.

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



Planning and Inspections Department

MAYOR

Renard U. Johnson

PLANNING AND INSPECTIONS DEPARTMENT

July 24, 2025

CITY COUNCIL

District 1

Alejandra Chávez

District 2

Dr. Josh Acevedo

District 3

Deanna M. Rocha

District 4

Cynthia Boyar Trejo

District 5

Ivan Niño

District 6

Art Fierro

District 7

Lily Limón

District 8

Chris Canales

CITY MANAGER

Dionne Mack

ATTACHMENT "A"

TO:

Honorable Chair and Members

Historic Landmark Commission

FROM:

Providencia Velázquez, Historic Preservation Officer

SUBJECT:

Administrative Review Status Report

Title 20, Chapter 20 (Historic Landmark Preservation), El Paso Municipal Code, allows this Department to provide Administrative Review for applications that meet criteria as listed under the Administrative Review Guidelines. Since the Historic Landmark Commission meeting on July 10, the following cases have received Administrative Review:

CHIHUAHUITA HISTORIC DISTRICT

PHHR25-00103-436 Charles Road, Araceli Vargas (owner) – Contributing Property – A request was made for replacement of roof, same color will remain. 90 Roll Brown.

MANHATTAN HEIGHTS HISTORIC DISTRICT

PHHR25-00105-1287 Elm Street, Ronald W. Noel & Sylvia C. Acchione-Noel Rev. Trust (owner) – Contributing Property – A request was made for removal of existing roofing material and install new flat roofing membrane system. All work to comply with city building code and historic preservation requirements.

PHHR25-00108-3144 Wheeling Avenue, Robert Fernandez (owner) – Contributing Property – A request was made for conversion to refrigerated air. Installing a 5-ton package unit in same location as existing.

PHHR25-00109-1815 Elm Street, Victoria and Luis Barrios-Hernandez (owners) – Non-Contributing Property – A request was made for replacement of HVAC unit to refrigeration. 5-ton package unit and reconnect existing electricity, gas, ductwork, and condensation drain.

Philip F. Etiwe, Director

City 3 | 801 Texas Ave. | El Paso, Texas 79901 | (915) 212-0104 | FAX (915) 212-0084



Planning and Inspections Department

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SEGUNDO BARRIO NATIONAL REGISTER HISTORIC DISTRICT

PHHR25-00107-1414 E. Paisano Avenue R-o-W, City of El Paso (owner) – Non-Contributing Property – A request was made for boring underground to install conduit fiber in Segundo Barrio NR HD. As per Section 15.10.090 of the city code for wireless facilities.

SUNSET HEIGHTS HISTORIC DISTRICT

PHHR25-00100-1000 W. Missouri Avenue, Great American Life Insurance Company (owner) – Contributing Property – A request was made for installation of all-in-one Homeline, CSED Ringed Socket 125A Service on accessory structure.

PHHR25-00106-1100 Upson Drive, Hannah Rulli-Nevarez and Amanda Nevarez (owners) – Non-Contributing Property – A request was made for upgrading of electrical service to 100 amps to remain in existing location.

YSLETA HISTORIC DISTRICT

PHHR25-00101-8951 Alameda Avenue, Leo Hudek (owner) – Non-Contributing Property – A request was made for removal of existing shingles and replacement with Owens Corning in "Shasta White" to match existing. Painting previously painted surfaces in Sherwin Williams "Network Gray" SW 7073.

PHHR25-00104-8951 Alameda Avenue, Leo Hudek (owner) – Non-Contributing Property – A request was made for electrical upgrade to 200-amp service. New service will be installed where existing is without making any modification to the exteriors.

Philip F. Etiwe, Director

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