



**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.

<b>4. PHAP25-00024</b>	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.

May 15, 2025

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:

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Providencia Velázquez, Historic Preservation Officer