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Sec. 146-166. - Historic Preservation Board.

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(a) There is hereby created a board to be known as the city Historic Preservation Board. The Historic Preservation Board shall consist of seven members appointed by the city council and may be comprised of any citizen of the city interested in historic preservation. The City Council shall endeavor, to the extent reasonably available, to appoint members representing the following professional disciplines: architecture, engineering, urban planning, urban design, history, historic preservation, historic archaeology, architectural history, cultural geography, cultural anthropology, law, construction management, real estate brokerage, or real estate finance. At least one member shall be a property owner of a landmark or of a building in the H Historic Preservation Overlay District. All Historic Preservation Board members, regardless of background, shall have a known and demonstrated interest, competence or knowledge of historic preservation within the city. City Council members and city staff shall not serve as voting members of the Historic Preservation Board.

(b) Historic Preservation Board members shall serve for staggered terms of two years.

(c) The chairman and vice chairman shall be elected by and from the members of the Historic Preservation Board and shall serve for a term of one year.

(d) The Historic Preservation Board shall have the power to:

(1) Adopt rules and procedures as necessary to provide for the orderly conduct of board meetings;

(2) Recommend to the Planning and Zoning Commission the designation of historic properties as historic landmarks and historic districts;

(3) Approve or disapprove an application for a Certificate of Appropriateness which has been referred by the Historic Preservation Officer;

(4) Approve or disapprove an application for a Certificate of Appropriateness in the event that the Historic Preservation Officer does not make a decision within thirty (30) working days from the receipt of a completed application for said Certificate of Appropriateness;

(5) Approve or disapprove an application for a Certificate of Economic Hardship;

(6) Conduct surveys and maintain an inventory of significant historic, architectural and cultural landmarks and historic districts within the city;

(7) Maintain written minutes, which record all recommendations and actions taken by the Historic Preservation Board and the reasons for taking such actions;

(8) Increase public awareness of the value of historic, cultural and architectural preservation by encouraging and participating in public outreach/education programs developed by the Historic Preservation Officer;

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(9) Make recommendations to the City Council concerning the utilization of city, state, federal or private funds to promote the preservation of landmarks and historic districts within the city;

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(10) Recommend to the City Council the acquisition by the city of an endangered historic property where its preservation is essential and where private preservation is not feasible;

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(11) Recommend to the City Council any design guidelines established by the Historic Preservation Officer to assist in the review of applications for Certificates of Appropriateness within the H Historic Preservation Overlay District;

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(12) Approve or disapprove an application for a city historic marker under the Historic Neighborhood Improvement Zone program pursuant to Section 98-84 of the Code of Ordinances. An application disapproved by the Historic Preservation Board under Section 98-84 may be appealed to the City Council; and

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(13) Monitor and report to the Texas Historical Commission (THC), any actions affecting its local county courthouse(s), Recorded Texas Historic Landmarks (RTHLs), National Register (NR) properties, State Archeological Landmarks (SALs), and any locally designated landmark.

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(e) The Historic Preservation Board shall meet at least monthly if business is at hand. Special meetings may be called at any time as requested by the Historic Preservation Officer. All meetings shall be held in conformance with the Texas Open Meetings Act (V.T.C.A., Government Code ch. 551).

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(f) A quorum for the transaction of business shall consist of four of the HPB's members.

(Code 1982, § 41-235; Ord. No. 2002-08-084, § 1.67, 8-20-2002; Ord. No. 2004-01-007, § 3, 1-6-2004; Ord. No. 2007-02-014, § 4, 2-6-2007; Ord. No. 2008-07-066, § 1, 7-14-2008)

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Recommend criteria for the identification of historic, architectural and cultural landmarks;

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Recommend conferral of recognition upon the owners of landmarks or within districts by means of certificates, plaques or markers;