



AGENDA MEMORANDUM

Public Hearing & First Reading Ordinance for the City Council Meeting 10/01/19
Second Reading Ordinance for the City Council Meeting 10/15/19

DATE: August 16, 2019
TO: Peter Zaroni, City Manager
FROM: Al Raymond, Director,
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Unified Development Code Amendments regarding Certificate of Appropriateness

CAPTION:

Ordinance amending the Unified Development Code pursuant to the annual review process to only require a Certificate of Appropriateness if modifications are occurring to the exterior of a building that is designated a historic landmark; and providing for penalty.

SUMMARY:

The purpose of this item is to modify current requirements regarding Certificates of Appropriateness.

BACKGROUND AND FINDINGS:

On a continual basis, Development Services reviews the requirements and effectiveness of the standards set by the UDC. The proposed text amendment originated through a citizen request. The proposed amendments were presented to the Landmark Commission and received a recommendation of approval. The proposed text amendment is summarized below.

- **“Certificate of Appropriateness”:** This proposed text amendment will only require a Certificate of Appropriateness if the exterior of a building with a historic designation is being modified. Currently, a Certificate of Appropriateness is required if any building permit or certificate of occupancy is requested. As part of the review process, the Landmark Commission is required to ensure that all remodeling work is consistent with The Secretary of The Interior’s Standards for The Treatment of Historic Properties: With Guidelines for Preserving, Rehabilitation, Restoring & Reconditioning. However, work defined as “Ordinary Repair and Maintenance” is exempt from obtaining a Certificate of Appropriateness. According to the Unified Development Code, “Ordinary Repair and Maintenance” is defined as, “Actions that do not involve changes in architectural and historical style or value, general design structural arrangement, type of building material, primary color or basic texture. Examples of ordinary repairs and maintenance are: repainting, restoration of damaged windows in same style and dimension, replacement of rotted or broken exterior material of the same style and dimension or trimming of trees and shrubs.”

ALTERNATIVES:

- Denial of the amendment will result in a certificate of appropriateness being required

from the Landmark Commission for any interior structural work and/or any work requiring a building permit or certificate of occupancy.

FISCAL IMPACT:

There is no financial impact associated with this item.

Funding Detail:

Fund:

Organization/Activity:

Mission Element:

Project # **(CIP Only)**:

Account:

RECOMMENDATION:

City Staff and the Planning Commission recommend approval. The Planning Commission will hear this item during a public hearing on September 4, 2019. The Landmark Commission also approved this item.

LIST OF SUPPORTING DOCUMENTS:

Ordinance