

City of Richmond, Texas

Ordinance # 99-22

AN ORDINANCE DESIGNATING THE AREA OF RICHMOND AS DESCRIBED IN SECTION SEVEN OF THIS ORDINANCE AS A DISTRICT OF HISTORICAL SIGNIFICANCE AND PERMITTING THE DESIGNATION OF FUTURE HISTORIC DISTRICTS OR SITES, REQUIRING REVIEW OF ALL PERMITTED PROJECTS WITHIN THE DISTRICT, INCLUDING ANY NEW CONSTRUCTION, ANY EXTERNAL ALTERATIONS IN ANY MANNER WHATSOEVER WITHIN THE DISTRICT, ESTABLISHING A HISTORIC DISTRICT COMMISSION, PREREQUISITES, FOR MEMBERSHIP THEREON, APPOINTMENT THEREOF, TERM OF APPOINTMENT, MANDATORY RESPONSE TIME ON COMMISSION ACTION, RIGHT OF APPEAL ON COMMISSION ACTION, A PENALTY CLAUSE AND

WHEREAS; the Legislature of the State of Texas has enacted Article 1011a, Vernon's Annotated Civil Statutes empowering cities of the State of Texas to adopt regulations and historical places and areas of historical and cultural importance and significance, and

WHEREAS; the City Commission of Richmond is aware that the City of Richmond has areas, places, buildings, and structures having significant historical value which reflect the heritage of the City, the State, and its people;

NOW BE IT ORDAINED BY THE CITY COMMISSION OF RICHMOND, TEXAS:

SECTION 1. DEFINITIONS:

- A. Historic district – an area of historical, archaeological or cultural importance of value which the City Commission determines shall be protected, preserved or enhanced in the interest of culture, prosperity, education, and welfare of the people. Buildings within the historic district will be defined as one of the following:
1. Significant – any structure that is recognized by the State of Texas or the National Register of Historic Places as a historical landmark within a historic district.
 2. Contributing – a classification applied to a site, structure or object within a historic district signifying that it contributes generally to the qualities that give the historic district cultural, historical, architectural or archeological significance as embodied in the criteria for designating an historic district, but without being itself a landmark.
 3. Noncontributing – any structure which is neither a contributing structure within a district nor a landmark.

SECTION 2. HISTORIC DISTRICT COMMISSION: The City Commission shall establish a commission to be known as the Richmond Historic District Commission, hereinafter called the Historic District Commission, to be composed of 6 members appointed by the City Commission.

Membership shall be comprised as follows:

- A. At least one member shall operate a business within the historic district; at least one member shall be a member of the Fort Bend Museum's Board of Trustees; at least one member shall own property within the historic district, and the City Commission shall have the option to appoint any other person with interests in the preservation of historical sites.

- B. Term of membership shall be two years. The City Commission shall determine the terms of the first appointed members.
- C. Quorum shall be at least 3 members to vote.
- D. A majority of members shall elect a chairman, vice chairman and secretary, who will keep records of meetings.

SECTION 3. APPLICATION AND PERMITS:

- A. All permitted projects, and certain other exterior modifications, within the district must be reviewed by the Richmond Historic District Commission if determined by the City of Richmond's Building Department to qualify under Sections 4 and 5 of this Ordinance.
- B. Applications for permits under the ordinance must file with the Building Department, an application form containing the following information:
 - 1. Name of applicant and property owner.
 - 2. Mailing address of applicant and permanent address of property owner.
 - 3. Location of property to be altered or repaired.
 - 4. A detailed description of the alteration or repair to be done.
 - 5. A drawing or sketch of the proposed work.
 - 6. The intended start date and finish date of proposed alterations or repairs.
- C. Review process:
 - 1. The Building Department shall have 48 hours to notify the Historic District Commission of any permit application within the Historic District, and refer application to the Chairman or Vice Chairman of the Historic District Commission.

2. The Chairman or Vice Chairman shall call a meeting of the Historic District Commission within 5 business days for a majority vote to approve or disapprove the application for permit. The Historic District Commission will notify the Building Department within 24 hours in writing the results of the vote and the reasons. The Building Department shall notify the applicant within 3 to 5 business days the results of the Historic District Commission.
3. The Historic District Commission may adopt supplemental design guidelines to clarify the criteria used in evaluating projects for renovation and new construction. Supplemental guidelines may address issues such as:
 - a. Scale and form of a structure -- height, width, proportion, and roof shapes.
 - b. Composition of the principal facades -- building materials, windows, doors, porches, signs and awnings.
 - c. Relationship of the building to the street -- setbacks, spacing between buildings, directional character of the streetscape, and cohesive walls of enclosure such as masonry walls and other types of fencing.
4. An appeal by the applicant may be made to the City Commission in arbitration at the regular City Commission meeting. The City Commission shall review the application and approve or disapprove the same and such find and ruling of the City Commission shall be binding upon all parties.

SECTION 4. EXTERNAL ALTERATIONS AND REPAIRS:

- A. It shall be unlawful for any person or entity to make any external alterations or external repairs which would alter permanently the architectural appearance, and basic architectural design of any building, structure or site within a historic district designated as "Significant" or "Contributing" by the Historic District Commission without a permit.
- B. Any exterior alterations to a "Contributing" or "Significant" structure that do not require a building permit, but which involves the following activities must be reviewed by the Historic District Commission.
 - 1. Siding installation or replacement.
 - 2. Window and door replacement.
 - 3. Masonry work, including, without limitation, tuckpointing, sandblasting, chemical cleaning.
 - 4. Awnings, porches or other exterior features.
- C. Other standards:
 - 1. All projects within a historic district involving the restoration or adaptive-reuse of a Recorded Texas Landmark or a property placed on the National Register of Historic Places should follow *The Secretary of the Interior's Standards for Rehabilitation*.

SECTION 5. NEW CONSTRUCTION:

- A. The Historic District Commission shall review all new construction projects within the historic district to determine if the new structure or development will contribute to and enhance the long-term goals of the historic district.

SECTION 6. PENALTY: Any person violating any provision of this Ordinance shall be deemed guilty of a misdemeanor, and punished by a fine not exceeding \$200.00, and such violation be continuing, each day's violation shall be a separate offense.

SECTION 7. RICHMOND DOWNTOWN HISTORIC DISTRICT: The City Commission of the City of Richmond, hereby designates the Richmond Downtown Historic District the confines of which shall be defined as follows:

ALL OF BLOCK 1

BLOCK 2, LOT 1&2, ½ (3), LOT 4

ALL OF BLOCK 7

ALL OF MORTON CEMETERY & THE ADJACENT PROPERTY OWNED
BY THE CITY OF RICHMOND

ALL OF BLOCK 85-90 AND PART OF E. P. NEWTON PROPERTY

ALL OF BLOCK 95-101

ALL OF BLOCK 107-112

ALL OF BLOCK 118-123

ALL OF BLOCK 128-133

ALL OF BLOCK 138-143

PASSED AND APPROVED THIS THE 12th DAY OF JULY, 1999.

Hilmar G. Moore
Hilmar G. Moore, Mayor

Attest:

Mona Matak
Mona Matak, City Secretary