

From: [Ed Richardson](#)
To: [Allen, Amber](#)
Cc: [Brummett, Elizabeth](#); [Contreras, Kalan](#); [Sadowsky, Steve](#)
Subject: Re: July 26 Historic Landmark Commission Meeting Call-In Information
Date: Monday, July 26, 2021 10:38:08 AM
Attachments: [image001.png](#)

*** External Email - Exercise Caution ***

Hi Folks,

I'm out sick today and will not be able to speak on behalf of 1415 W 10th today. What we had planned to share at the meeting was: In response to the small committee meeting comments, our client has agreed to:

- Not have a front fence at the property
- And to incorporate additional landscape screening/planting at the front of the property between the proposed building and the street

Respectfully,

Ed Richardson
Clark Richardson Architects

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From: Allen, Amber <Amber.Allen@austintexas.gov>
Sent: Monday, July 26, 2021 10:25:52 AM
To: Allen, Amber <Amber.Allen@austintexas.gov>
Cc: Brummett, Elizabeth <Elizabeth.Brummett@austintexas.gov>; Contreras, Kalan <Kalan.Contreras@austintexas.gov>; Sadowsky, Steve <Steve.Sadowsky@austintexas.gov>
Subject: July 26 Historic Landmark Commission Meeting Call-In Information

Dear applicants and community members,

In order to join the Historic Landmark Commission meeting this evening, please call the highlighted number below:

Phone Number: 1-844-992-4726

Conference ID: 146 408 8046#

This meeting is scheduled to begin at **6:00 pm**. Please plan to call the number above at least 15 minutes ahead of time **5:45 pm**. Late callers will not be accepted.

Initially when you call in you will hear music before being queued into the actual teleconference of the meeting. Once on the teleconference **it will be silent prior** to the start of the meeting (everyone

is muted). Once the Commission is in session, participants will hear audio of the meeting and then shortly be joined live with the meeting.

All participants should remain muted. When it is your time to speak, unmute yourself. Once you are finished, you can either hand up or mute yourself to listen to the remainder of the meeting.

If you are also viewing the live recording of the meeting (<http://www.austintexas.gov/page/watch-atxn-live>) while on the phone, make sure this is on mute while you're speaking, or else everyone in the meeting will hear echoing feedback.

Meeting Order:

- Roll call and reading of the agenda (Please remain on mute during this time).
- The Commissioners may ask clarifying questions about items on the consent agenda and/or they may decide to pull items off the consent agenda for a full discussion.
- The Commissioners will vote to pass the consent agenda.
- The Commissioners will review items up for postponement and may ask clarifying questions.
- The Commissioners will vote to approve postponed items.
- Briefings
- Public Comment portion
- Discussion cases

If your item is approved on the consent agenda and is not pulled for discussion, or if your item is approved for postponement, please quietly hang up, as you will not need to speak on the case. Follow up with staff at preservation@austintexas.gov if you have questions.

Speaking instructions:

If your project is going to be discussed by the Commission, your opportunity to speak will occur during the public comment portion. This will begin after the consent agenda and postponements have been approved. All speakers, no matter the project, will be called on by the Commission Chair when it is their turn to speak. Each person will be given up to **3 minutes** to speak. When you are not speaking, please remain on mute.

When speaking, say, "Hello my name is ____ and I support/oppose..." and proceed into your remarks. **No need to ask "Can you hear me"**. You will be instructed to pause if you can't be heard. Once you have completed your remarks please mute your device.

If someone speaks in *opposition* to a project, the applicant will be given an opportunity for a rebuttal.

After all speakers have finished, the Commission will begin to discuss the remaining cases in the order that they appear on the agenda. Please see the meeting agenda and related meeting documents

here: https://www.austintexas.gov/cityclerk/boards_commissions/meetings/31_1.htm

Please note the following:

- Applicants and community members will join by telephone only. The meeting will be viewable online (<https://austintexas.gov/page/watch-atxn-live>) and on cable networks.
- Please be advised that once you are queued into the conference call, all audio will be heard by all participants and the public.
- If watching online or on a cable network, during your remarks please mute the device or a loop echo may occur. Also note that the video is 5-10 seconds behind what you will hear over the telephone.
- Commissioners may have questions for applicants, so once you've completed your remarks please stay on the line, but return your telephone to mute mode.

See the attached document for more information about the meeting process.

Let me know if you have any questions,

Amber Allen

Planner II, Historic Preservation Office
City of Austin – Housing & Planning Department

T: 512.974.3393

E: Amber.Allen@austintexas.gov

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