



**HISTORIC LANDMARK COMMISSION
MONDAY, September 27, 2021 – 6:00 PM**

MEETING WILL BE HELD IN PERSON AT CITY HALL

**Council Chambers
301 W. 2nd Street
Austin, TX 78701**

Some members of the Commission may be participating by videoconference. The meeting may be viewed online at: <http://www.austintexas.gov/page/watch-atxn-live>.

COMMISSION MEMBERS:

x _____ Terri Myers, Chair
x _____ Ben Heimsath, Vice Chair
x _____ Anissa Castillo
x _____ Witt Featherston
x _____ Kevin Koch
x _____ Carl Larosche

x _____ Kelly Little
x _____ Trey McWhorter
x _____ Blake Tollett
ab _____ Beth Valenzuela
x _____ Caroline Wright

AGENDA

CALL TO ORDER

CITIZEN COMMUNICATION: GENERAL

The first (10) speakers who register to speak no later than noon the day before the meeting will be allowed a three-minute allotment to address their concerns regarding items not posted on the agenda.

1. APPROVAL OF MINUTES

- A. August 23, 2021 – Offered for consent approval

**MOTION: Approve the minutes, per passage of the consent agenda, on a motion by Commissioner Larosche. Commissioner Koch seconded the motion.
Vote: 10-0.**

2. PRESENTATIONS, DISCUSSION, AND POSSIBLE ACTION

- A. No items

3. PUBLIC HEARINGS

A. Discussion and Possible Action on Applications for Historic Zoning, Discussion and Action on Applications for Historic District Zoning, and Requests to Consider Initiation of Historic Zoning Cases

A.1. C14H-2021-0144; ZC-2021-140508 – 3004 Belmont Cir. – Discussion Council District 7

Proposal: Owner-initiated historic zoning.

Applicant: Claire Oswalt

City Staff: Kalan Contreras, Historic Preservation Office, 512-974-2727

Staff Recommendation: Consider recommendation of historic zoning.

Clare Oswalt spoke in favor of Historic Zoning. There were no speakers in opposition.

MOTION: Close public hearing, on a motion by Commissioner Koch. Commissioner Tollett seconded the motion. Vote: 10-0.

MOTION: Postpone discussion to October 25, 2021 meeting, on a motion by Commissioner Featherston. Commissioner Little seconded the motion. Vote: 0-10. Motion failed.

MOTION: Recommend historic zoning based on architecture and historical associations, on a motion by Commissioner Little. Commissioner McWhorter seconded the motion. Vote: 10-0.

A.2. PR-2021-092644 – 3703 Meadowbank Dr. – Discussion Council District 10

Proposal: Commission-initiated historic zoning.

Applicant: Linda Sullivan

City Staff: Kalan Contreras, Historic Preservation Office, 512-974-2727

Staff Recommendation: Consider recommendation of historic zoning.

Brian Hardeman spoke in opposition to Historic Zoning. There were no speakers in favor.

MOTION: Close public hearing, on a motion by Commissioner Tollett. Commissioner McWhorter seconded the motion. Vote: 10-0.

MOTION: Release the permit upon completion of a City of Austin Documentation Package, on a motion by Commissioner Koch. Commissioner Little seconded the motion. Vote: 9-1 with Commissioners Myers, Heimsath, Castillo, Featherston, Koch, Little, McWhorter, Tollett, and Wright in favor and Commissioner Larosche in opposition. The motion passes.

**A.3. C14H-2000-0005; HR-2021-103182 – 10621 Pioneer Farms Dr. –
Consent postponement to October 25, 2021
Evangelical Lutheran Church
Council District 1**

Proposal: Commission-initiated historic zoning on the Evangelical Lutheran Church building when relocated to 10621 Pioneer Farms Dr.

Applicant: Mike Ward

City Staff: Elizabeth Brummett, Historic Preservation Office, 512-974-1264

Staff Recommendation: Postpone to allow the relocation to be completed.

MOTION: Postpone the public hearing to October 25, 2021, per passage of the consent postponement agenda, on a motion by Commissioner Koch. Commissioner Larosche seconded the motion. Vote: 10-0.

**A.4. C14H-2000-0005; HR-2021-103182 – 13300 Dessau Rd. – Consent
postponement to October 25, 2021
Evangelical Lutheran Church
Council District 7**

Proposal: Commission-initiated removal of historic zoning from the parcel from which the Evangelical Lutheran Church is being moved.

Applicant: Mike Ward

City Staff: Elizabeth Brummett, Historic Preservation Office, 512-974-1264

Staff Recommendation: Postpone to allow the relocation to be completed.

MOTION: Postpone the public hearing to October 25, 2021, per passage of the consent postponement agenda, on a motion by Commissioner Koch. Commissioner Larosche seconded the motion. Vote: 10-0.

B. Discussion and Possible Action on Applications for Certificates of Appropriateness

**B.1. HR-2021-100814 – 200 Lee Barton Dr. – Consent (postponed August 23, 2021)
Paggi House
Council District 5**

Proposal: Replace existing butterfly roof and construct glass walls between the buildings to fully enclose the courtyard.

Applicant: Marc Toppel

City Staff: Elizabeth Brummett, Historic Preservation Office, 512-974-1264

Committee Feedback: Use caution in working around the historic buildings.

Staff Recommendation: Approve the application.

MOTION: Approve the plans in accordance with the staff recommendation, per passage of the consent agenda, on a motion by Commissioner Larosche. Commissioner Koch seconded the motion. Vote: 10-0.

**B.2. HR-2021-084469 – 1616 Northwood Rd. – Consent
McDonald-Doughtie House
Council District 10**

Proposal: Replace existing wood fence with stucco estate wall in backyard, construct new black iron fence in front yard, replace sidewalk, and create curb-cut landing at street.

Applicant: Nicky & Craig Duewall

City Staff: Elizabeth Brummett, Historic Preservation Office, 512-974-1264

Committee Feedback: Proposed landscape elements are compatible.

Staff Recommendation: Approve the application.

MOTION: Approve the plans in accordance with the staff recommendation, per passage of the consent agenda, on a motion by Commissioner Larosche. Commissioner Koch seconded the motion. Vote: 10-0.

**B.3. HR-2021-135585 – 4208 Avenue F – Consent
Hyde Park Local Historic District
Council District 9**

Proposal: Construct side addition.

Applicant: Joey Gallahan

City Staff: Kalan Contreras, Historic Preservation Office, 512-974-2727

Staff Recommendation: Approve the application.

MOTION: Approve the plans in accordance with the staff recommendation, per passage of the consent agenda, on a motion by Commissioner Larosche. Commissioner Koch seconded the motion. Vote: 10-0.

**B.4. HR-2021-133048 – 608 Baylor St. – Item pulled for Discussion
Taylor House
Council District 9**

Proposal: Construct a new two-story accessory structure.

Applicant: Clare Van Montfrans

City Staff: Elizabeth Brummett, Historic Preservation Office, 512-974-1264

Staff Recommendation: Approve the application.

Mel Lawrence spoke in favor of the project. There were no speakers in opposition.

MOTION: Close public hearing, on a motion by Commissioner Koch. Commissioner Wright seconded the motion. Vote: 10-0.

MOTION: Recommend the applicant attend the Architectural Review Committee, on a motion by Commissioner Larosche. The motion died for lack of a second.

MOTION: Approve the plans in accordance with the staff recommendation, on a motion by Commissioner Featherston. Commissioner Tollett seconded the motion. Vote: 10-0.

C. Discussion and Possible Action on Applications for Permits within National Register Districts

**C.1. PR-2021-055578 – 1805 Waterston Ave. – Item pulled for Discussion (postponed August 23, 2021)
Clarksville National Register District
Council District 9**

Proposal: Demolish a contributing building and construct a new building.
Applicant: DAR Construction

City Staff: Kalan Contreras, Historic Preservation Office, 512-974-2727

Staff Recommendation: Release the demolition permit upon completion of a City of Austin Documentation Package. Comment on and release plans for new construction, encouraging the applicant to simplify the proposed building's roofline and massing, omit or simplify decorative details, and set the garage back from the front of the house if a front-facing orientation is unavoidable.

MOTION: Close public hearing, on a motion by Commissioner Koch. Commissioner Wright seconded the motion. Vote: 10-0.

MOTION: Release the permit with staff comments, on a motion by Commissioner Koch. Commissioner Larosche seconded the motion. Vote: 7-3 with Commissioners Heimsath, Featherston, Koch, Larosche, Little, McWhorter, and Wright in favor and Commissioners Myers, Castillo, and Tollett in opposition. The motion passes.

**C.2. PR-2021-092304 – 2521 Jarratt Ave. – Consent (postponed August 23, 2021)
Old West Austin National Register District
Council District 9**

Proposal: Construct a new house.

Applicant: Joshua Hogan

City Staff: Kalan Contreras, Historic Preservation Office, 512-974-2727

Staff Recommendation: Comment on and release the plans.

MOTION: Approve the plans in accordance with the staff recommendation, per passage of the consent agenda, on a motion by Commissioner Larosche. Commissioner Koch seconded the motion. Vote: 10-0

**C.3. HR-2021-115725 – 1104 Toyath St. – Item pulled for Discussion (postponed August 23, 2021)
Clarksville National Register District
Council District 9**

Proposal: Construct a new building.

Applicant: Todd Bennett

City Staff: Kalan Contreras, Historic Preservation Office, 512-974-2727

Staff Recommendation: Comment on and release the plans.

Olivia Ruiz spoke in opposition to the project. There were no speakers in favor.

MOTION: Close public hearing, on a motion by Commissioner Larosche. Commissioner McWhorter seconded the motion. Vote: 10-0.

MOTION: Postpone the public hearing to October 25, 2021 with an invitation to the October Architectural Review Committee meeting, on a motion by Commissioner Heimsath. Commissioner Little seconded the motion. Vote: 10-0.

**C.4. HR-2021-116459 – 1104 Charlotte St. – Applicant-endorsed postponement (postponed August 23, 2021)
Clarksville National Register District
Council District 9**

Proposal: Addition/remodel.

Applicant: Kindra Welch

City Staff: Kalan Contreras, Historic Preservation Office, 512-974-2727

Committee Feedback: Refine project design and return to the October meeting of the Architectural Review Committee.

Staff Recommendation: Grant the applicant's postponement request.

MOTION: Postpone the public hearing to October 25, 2021, per passage of the consent postponement agenda, on a motion by Commissioner Koch. Commissioner Larosche seconded the motion. Vote: 10-0.

**C.5. HR-2021-122489 – 82 San Marcos St. – Item pulled for Discussion (postponed August 23, 2021)
Willow-Spence National Register District
Council District 3**

Proposal: Demolish a ca. 1941 house.

Applicant: Lisa Vela

City Staff: Steve Sadowsky, Historic Preservation Office, 512-974-6454

Staff Recommendation: Encourage rehabilitation and adaptive reuse, then relocation over demolition, but release the permit upon review of the plans for new construction by the applicant and completion of a City of Austin Documentation Package.

Jim Whitliff spoke in favor of the project. Andria Hill and Sylvia Marroquin spoke in opposition to the project.

MOTION: Close public hearing, on a motion by Commissioner Koch. Commissioner Tollett seconded the motion. Vote: 10-0.

MOTION: Postpone the public hearing to October 25, 2021, on a motion by Commissioner Koch. Commissioner Heimsath seconded the motion. Vote: 10-0

C.6. HR-2021-126308 – 1505 Travis Heights Blvd. – Item pulled for Discussion

**Travis Heights-Fairview Park National Register District
Council District 9**

Proposal: Replace siding, windows, railings, and roof. Convert attic into second floor and crawlspace into basement.

Applicant: J. C. Schmeil

City Staff: Kalan Contreras, Historic Preservation Office, 512-974-2727

Staff Recommendation: Encourage retention of original materials and configuration at façade, but comment on plans and release the permit upon completion of a City of Austin Documentation Package.

MOTION: Close public hearing, on a motion by Commissioner Larosche. Commissioner McWhorter seconded the motion. Vote: 10-0.

MOTION: Postpone the public hearing to October 25, 2021 with an invitation to the October Architectural Review Committee meeting, on a motion by Commissioner Koch. Commissioner Wright seconded the motion. Vote: 10-0.

**C.7. HR-2021-134469 – 1412 Alameda Dr. – Item pulled for Discussion
Travis Heights-Fairview Park National Register District
Council District 9**

Proposal: Construct a two-story addition and replace windows and siding.

Applicant: Carolyn Van Meter

City Staff: Elizabeth Brummett, Historic Preservation Office, 512-974-1264

Staff Recommendation: Encourage retention of original windows, door, siding, and trim on the façade, but comment on and release the permit upon completion of a City of Austin Documentation Package.

Anna Hallmark spoke in favor of the project. There were no speakers in opposition.

MOTION: Close public hearing, on a motion by Commissioner Koch. Commissioner Wright seconded the motion. Vote: 10-0.

MOTION: Postpone the public hearing to October 25, 2021 with an invitation to the October Architectural Review Committee meeting, on a motion by Commissioner Heimsath. Commissioner Featherston seconded the motion. Vote: 9-1 with Commissioner Little recused. The motion passes.

- C.8. HR-2021-121876 – 2400 Pemberton Pl. – Consent
Old West Austin National Register District
Council District 9**
Proposal: Total demolition.
Applicant: DAR Construction
City Staff: Kalan Contreras, Historic Preservation Office, 512-974-2727
Staff Recommendation: Release the demolition permit.

**MOTION: Release the permit in accordance with the staff recommendation, per passage of the consent agenda, on a motion by Commissioner Larosche. Commissioner Koch seconded the motion.
Vote: 10-0.**

- C.9. HR-2021-135437 – 2308 Woodlawn Blvd. – Consent
Old West Austin National Register District
Council District 9**
Proposal: Reconstruct a contributing house following fire damage.
Applicant: Kyle McCollum
City Staff: Elizabeth Brummett, Historic Preservation Office, 512-974-1264
Committee Feedback: Encourage the applicant to replicate lost features.
Staff Recommendation: Release the permit.

**MOTION: Approve the plans in accordance with the staff recommendation, per passage of the consent agenda, on a motion by Commissioner Larosche. Commissioner Koch seconded the motion.
Vote: 10-0.**

- C.10. HR-2021-139703 – 2109 Kenwood Ave. – Consent
Travis Heights-Fairview Park National Register District
Council District 9**
Proposal: Demolish garage, construct addition, and remodel.
Applicant: Hanna LeHeup
City Staff: Kalan Contreras, Historic Preservation Office, 512-974-2727
Staff Recommendation: Comment on and release the plans.

**MOTION: Approve the plans in accordance with the staff recommendation, per passage of the consent agenda, on a motion by Commissioner Larosche. Commissioner Koch seconded the motion.
Vote: 10-0.**

- C.11. HR-2021-130292 – 1400 Mohle Dr. – Item pulled for Discussion
Old West Austin National Register District
Council District 10**
Proposal: Demolish a contributing building and garage.
Applicant: DAR Construction
City Staff: Kalan Contreras, Historic Preservation Office, 512-974-2727

Staff Recommendation: Release the demolition application upon completion of a City of Austin Documentation Package.

Jim Down and Joshua Mackley spoke in favor of the project.

MOTION: Close public hearing, on a motion by Commissioner Koch. Commissioner Little seconded the motion. Vote: 10-0.

MOTION: Release the permit upon the completion of a City of Austin Documentation Package, on a motion by Commissioner Featherston. Commissioner Koch seconded the motion. Vote: 7-3 with Commissioners Featherston, Koch, Larosche, Little, McWhorter, Tollett, and Wright in favor and Commissioners Myers, Heimsath, Castillo, and in opposition. The motion passes.

**C.12. HR-2021-136955 – 1908 W. 33rd St. – Consent
Old West Austin National Register District
Council District 10**

Proposal: Demolish a ca. 1949 duplex and garage and replace with new construction.

Applicant: Rusty Van Zandt

City Staff: Kalan Contreras, Historic Preservation Office, 512-974-2727

Staff Recommendation: Release the demolition permit upon completion of a City of Austin Documentation Package. Comment on and release new construction plans.

MOTION: Approve the plans in accordance with the staff recommendation, per passage of the consent agenda, on a motion by Commissioner Larosche. Commissioner Koch seconded the motion. Vote: 10-0.

D. Discussion and Possible Action on Applications for Demolition or Relocation

**D.1. PR-2021-087495 – 812 W. 12th St. – Consent postponement to October 25, 2021 (postponed August 23, 2021)
Council District 9**

Proposal: Demolish a ca. 1946 commercial building.

Applicant: Neil Vickers

City Staff: Elizabeth Brummett, Historic Preservation Office, 512-974-1264

Staff Recommendation: Grant the applicant's postponement request.

MOTION: Postpone the public hearing to October 25, 2021, per passage of the consent postponement agenda, on a motion by Commissioner Koch. Commissioner Larosche seconded the motion. Vote: 10-0.

**D.2. PR-2021-105009 – 2501 Inwood Pl. – Discussion (postponed August 23, 2021)
Council District 10**

Proposal: Demolish a ca. 1948 house.

Applicant: Dane Wilkin

City Staff: Elizabeth Brummett, Historic Preservation Office, 512-974-1264

Staff Recommendation: Consider initiation of historic zoning. Should the Commission instead choose to release the demolition permit, encourage rehabilitation and adaptive reuse, then require completion of a City of Austin Documentation Package prior to release of the permit; encourage documentation of significant interior features.

Laura Burkhart, Vincent Huebinger, and John McIntyre spoke in favor of the project. Don Waters spoke in neutrality. There were no speakers in opposition.

MOTION: Close public hearing, on a motion by Commissioner Larosche. Commissioner Koch seconded the motion. Vote: 10-0.

MOTION: Initiate historic zoning and postpone the public hearing to October 25, 2021, on a motion by Commissioner Wright. Commissioner Heimsath seconded the motion. Vote: 10-0.

**D.3. PR-2021-123039 – 4711 Delores Ave. – Consent
Council District 1**

Proposal: Convert church building to residence, replacing fenestration and cladding and constructing a two-story addition and third-floor roof deck.

Applicant: We Simply Must, LLC

City Staff: Kalan Contreras, Historic Preservation Office, 512-974-2727

Staff Recommendation: Release the demolition permit upon completion of a City of Austin Documentation Package.

MOTION: Release the permit in accordance with the staff recommendation, per passage of the consent agenda, on a motion by Commissioner Larosche. Commissioner Koch seconded the motion. Vote: 10-0.

**D.4. PR-2021-113751 – 3411 Clearview Dr. – Consent
Council District 10**

Proposal: Demolish a ca. 1951 house and accessory building.

Applicant: Linda Sullivan

City Staff: Kalan Contreras, Historic Preservation Office, 512-974-6454

Staff Recommendation: Encourage rehabilitation and adaptive reuse, but release the demolition permit upon completion of a City of Austin Documentation Package.

MOTION: Release the permit in accordance with the staff recommendation, per passage of the consent agenda, on a motion by Commissioner Larosche. Commissioner Koch seconded the motion. Vote: 10-0.

D.5. PR-2021-117734 – 2103 E. 8th St. – Consent

Council District 1

Proposal: Demolish a house that may have been moved ca. 1939.

Applicant: Dale Thornton

City Staff: Elizabeth Brummett, Historic Preservation Office, 512-974-1264

Staff Recommendation: Release the permit upon completion of a City of Austin Documentation Package.

MOTION: Release the permit in accordance with the staff recommendation, per passage of the consent agenda, on a motion by Commissioner Larosche. Commissioner Koch seconded the motion. Vote: 10-0.

D.6. PR-2021-121884 – 1204 E 6th St. – Discussion

Council District 3

Proposal: Relocate a ca. 1900 house.

Applicant: Cater Joseph

City Staff: Andrew Rice, Historic Preservation Office, 512-974-6454

Staff Recommendation: Consider initiation of historic zoning. Should the Commission instead choose to release the relocation permit, require completion of a City of Austin Documentation Package prior to release of the permit.

Cater Joseph spoke in favor of the project. There were no speakers in opposition.

MOTION: Close public hearing, on a motion by Commissioner Koch. Commissioner Larosche seconded the motion. Vote: 10-0.

MOTION: Initiate historic zoning based on architecture, historical associations, and community value, and postpone the public hearing to October 25, 2021, on a motion by Commissioner Koch. Commissioner Heimsath seconded the motion. Vote: 10-0.

D.7. PR-2021-128017 – 1902 Tillotson Ave. – Consent

Council District 1

Proposal: Demolish a ca. 1932 house.

Applicant: Peter Pevoto

City Staff: Andrew Rice, Historic Preservation Office, 512-974-6454

Staff Recommendation: Release the permit upon completion of a City of Austin Documentation Package.

MOTION: Release the permit in accordance with the staff recommendation, per passage of the consent agenda, on a motion by Commissioner Larosche. Commissioner Koch seconded the motion. Vote: 10-0.

**D.8. PR-2021-121887 – 908 Columbus St. – Consent
Council District 9**

Proposal: Demolish a ca. 1936 house.

Applicant: Vance Cobb

City Staff: Andrew Rice, Historic Preservation Office, 512-974-6454

Staff Recommendation: Release the permit upon completion of a City of Austin Documentation Package.

**MOTION: Release the permit in accordance with the staff recommendation, per passage of the consent agenda, on a motion by Commissioner Larosche. Commissioner Koch seconded the motion.
Vote: 10-0.**

**D.9. PR-2021-130003 – 909 W. Annie St. – Consent
Council District 9**

Proposal: Partially demolish a 1939 house, construct a two-story addition, and replace windows and siding.

Applicant: Liana Davis

City Staff: Elizabeth Brummett, Historic Preservation Office, 512-974-1264

Staff Recommendation: Encourage the applicant to consider design changes to reduce the impact on the house, namely retaining the gabled roof on the front porch, reducing the size of the dormer, and retaining the original windows and siding on the façade; but release the permit upon completion of a City of Austin Documentation Package.

**MOTION: Release the permit in accordance with the staff recommendation, per passage of the consent agenda, on a motion by Commissioner Larosche. Commissioner Koch seconded the motion.
Vote: 10-0.**

**D.10. PR-2021-134048 – 1901 Hamilton Ave. – Consent
Council District 1**

Proposal: Demolish a ca. 1939 house.

Applicant: Garrett Hill

City Staff: Andrew Rice, Historic Preservation Office, 512-974-6454

Staff Recommendation: Release the permit upon completion of a City of Austin Documentation Package.

**MOTION: Release the permit in accordance with the staff recommendation, per passage of the consent agenda, on a motion by Commissioner Larosche. Commissioner Koch seconded the motion.
Vote: 10-0.**

**D.11. PR-2021-134031 – 4512 Avenue C – Consent
Council District 9**

Proposal: Demolish a 1946 house.

Applicant: DAR Construction

City Staff: Elizabeth Brummett, Historic Preservation Office, 512-974-1264

Staff Recommendation: Release the permit upon completion of a City of Austin Documentation Package.

MOTION: Release the permit in accordance with the staff recommendation, per passage of the consent agenda, on a motion by Commissioner Larosche. Commissioner Koch seconded the motion. Vote: 10-0.

E. Discussion and Possible Action on Demolition by Neglect Cases

E.1. No items.

F. Discussion and Possible Action on Applications for Tax Abatement for Rehabilitation of Property in a Local Historic District

F.1. No items.

4. COMMISSION AND STAFF ITEMS

A. Discussion and Possible Action on Committee Reports

A.1. Architectural Review Committee

A.2. Operations Committee

A.3. Grants Committee

A.4. Preservation Plan Committee

- **Update: Equity-Based Historic Preservation Plan**

B. Committee Appointments

Chair Myers appointed Commissioner Castillo to the Operations Committee.

C. Future Agenda Items

ADJOURNMENT—9:50 P.M. Motion by Commissioner Larosche. Commissioner McWhorter seconded the motion. Vote: 10-0.

The City of Austin is committed to compliance with the American with Disabilities Act. Reasonable modifications and equal access to communications will be provided upon request. Meeting locations are planned with wheelchair access. If requiring Sign Language Interpreters or alternative formats, please give notice at least 2 days (48 hours) before the meeting date. Please call the Historic Preservation Office at 512-974-3393 for additional information; TTY users route through Relay Texas at 711.

For more information on the Historic Landmark Commission, please contact Elizabeth Brummett, Manager, Historic Preservation Office, at 512-974-1264; Steve Sadowsky, Historic Preservation Officer, at 512-974-6454; Kalan Contreras, Senior Planner, at 512-974-2727; or Amber Allen, Historic Preservation Planner II, at 512-974-3393.

REGISTER TO SPEAK INSTRUCTIONS

Participants who wish to speak during the Public Hearing will be able to register at the meeting. A sign-in binder will be available on the limestone ledge as you enter Council Chambers 30 minutes prior to the meeting and will be closed at 6:00 PM when the meeting has started, so please arrive early if you wish to register to speak. In the binder, each agenda item will have its own speaker registration page with 3 sections. The first section is for the Applicant/Owner Team. The second and third sections will be for citizen comments, one for those who wish to speak in favor of the item, and the other for those who wish to speak in opposition to the item. If you do not sign-in to speak by the beginning of the meeting, then you will not be able to speak the duration of the meeting.

COVID 19 PROTOCOLS & REQUIREMENTS

Participants are required to wear masks while on City property and should observe social distancing. Disposable masks will be provided to anyone who is not wearing proper face coverings. While the public is always welcome in chambers during the meeting, to allow for social distancing, participants are encouraged to only be in chambers during the item they are addressing. In between cases an announcement will be made to inform participants in the atrium that the next item is ready to be heard.

PARKING & VALIDATION

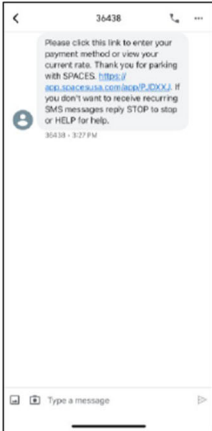
Parking is available at the City Hall parking garage and is free with validation.

A stamp machine will be available to manually stamp the parking ticket.

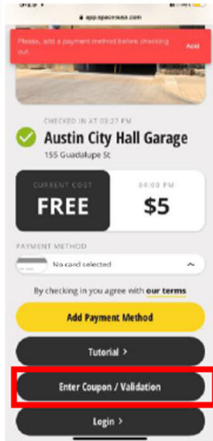
A second option will be to use a new touch-free parking process which allows drivers to enter the garage and park using their smartphones. This technology is phone number based, allowing drivers to call phone numbers that will be posted in the lanes to enter or exit. No app download is required. This video shows how the technology works. Note the video does not demonstrate the available coupon /code option, see attached document. Attached is a reference document that shows how a person can validate their parking using a QR code which will be displayed in chambers. *See additional information below.*

SPACES Parking Validation Process – QR Code

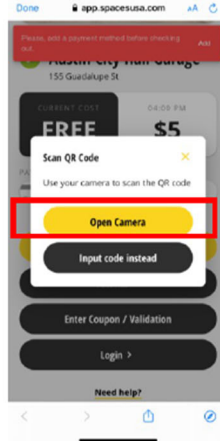
1. Click link in text message that SPACES sent.



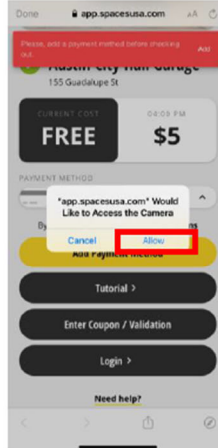
2. Click “Enter Coupon/Validation.”



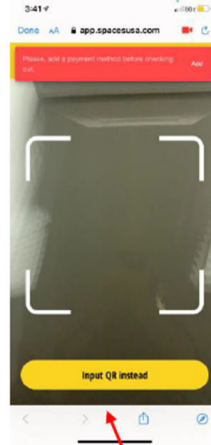
3. Click “Open Camera” from box that pops up.



4. Click “Allow.”



5. Camera will open with box.

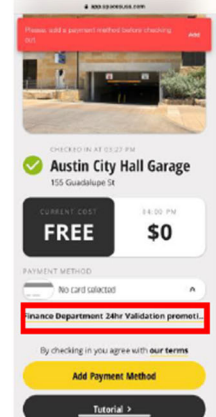


6. Point camera at QR code on display. It can take a few seconds to recognize. Parker may need to move their phone closer or farther away to get it to work.



Note: If QR code doesn't work, click "input QR instead" and type the number code that can be found below the QR code on the display.

7. Once it QR code is recognized, the camera will disappear. A 24-hour validation will appear on screen.



Validation is complete. Parker can head to garage and exit by calling the exit phone number. After exiting, they will get a text receipt.