

**CITY OF LAREDO**  
**HISTORIC DISTRICT/LANDMARK BOARD**  
**PUBLIC NOTICE OF REGULAR MEETING**

City of Laredo City Hall  
City Council Chambers  
1110 Houston Street  
Laredo, Texas  
May 12, 2022  
12:00 p.m.

**MEETING AGENDA**

1. CALL TO ORDER
2. ROLL CALL
3. PLEDGE OF ALLEGIANCE
4. CONSIDER APPROVAL OF MINUTES OF :
  - A. Regular Meeting of December 9, 2021 (Amended)
  - B. Regular Meeting of February 10, 2022
  - C. Regular Meeting of April 14, 2022

REC'D CITY SEC OFF  
MAY 6 '22 PM4:41

5. CITIZEN COMMENTS

Citizens are required to fill out a witness card and submit it to the HPO, or designee, no later than 11:45 a.m. and identify themselves at the microphone. Comments are limited to three (3) minutes per speaker. No more than three (3) persons will be allowed to speak on any side of an issue. Should there be more than three (3) people who wish to speak on a particular issue, they need to select not more than three (3) representatives to speak for them and the presiding officer may limit the public comments further in the interest of an orderly meeting. Speakers may not pass their minutes to any other speaker. Comments should be relevant to City business and delivered in a professional manner. No derogatory remarks will be permitted.

6. PUBLIC HEARING AND CONSIDERATION OF THE FOLLOWING:

- A. Public hearing and consideration of a motion to consider the alteration of the fence of an existing historic property on Lot 9 and 10, Block 143, Western Division, located at 1519 Matamoros Street in the Saint Peter's Historic District.

**HD-006-2022**  
**District VIII**

7. STAFF REPORT AND COMMUNICATIONS:
- A. Presentation by City of Laredo Building Department Staff on the Neighborhood Empowerment Zone (NEZ) Program.
8. ADJOURNMENT

**THIS NOTICE WAS POSTED AT THE MUNICIPAL GOVERNMENT OFFICES, 1110 HOUSTON STREET, LAREDO, TEXAS, AT A PLACE CONVENIENT AND READILY ACCESSIBLE TO THE PUBLIC AT ALL TIMES. SAID NOTICE WAS POSTED FRIDAY, APRIL 6, 2022, BY 5:00 P.M.**



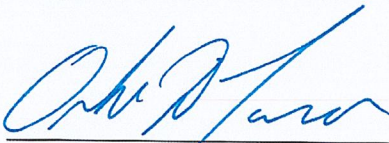
**DISABILITY ACCESS STATEMENT**

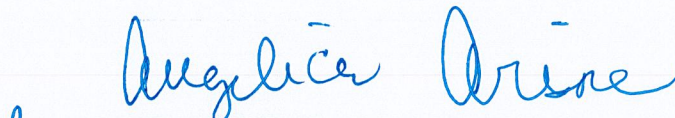
Persons with disabilities who plan to attend this meeting and who may need auxiliary aid or services are requested to contact Laura R. Garza, Planner II, at (956) 794-1613, [lrgarza@ci.laredo.tx.us](mailto:lrgarza@ci.laredo.tx.us), at least two working days prior to the meeting so that appropriate arrangements can be made. The accessible entrance and accessible parking spaces are located at City Hall, 1100 Victoria Ave. Out of consideration for all attendees of the meeting, please turn off all cellular phones and pagers, or place on inaudible signal. Thank you for your consideration.

Pursuant to Section 30.06 Penal Code (trespass by license holder with a concealed handgun), a person licensed under Subchapter H, Chapter 411, Government Code (handgun licensing law), may not enter this property with a concealed handgun.

Pursuant to Section 30.07 Penal Code (trespass by license holder with an openly carried handgun), a person licensed under Subchapter H Chapter 411, Government Code (handgun licensing law), may not enter this property with a handgun that is carried openly.

**Información en Español:** Personas que planeen asistir a esta reunión y que requieran de servicios, auxiliares como: intérpretes para personas sordas o con discapacidad auditiva, lectores de letra grande o en Braille, o un traductor del idioma español, favor de comunicarse con Laura R. Garza, del Departamento de Planificación y Zonificación de la Ciudad, 1413 Houston Street, al teléfono (956) 794-1613, o por correo electrónico a [lrgarza@ci.laredo.tx.us](mailto:lrgarza@ci.laredo.tx.us), cinco días hábiles antes de la fecha en la cual se llevara a cabo dicha reunión, para que los arreglos apropiados puedan ser realizados. Materiales en español serán provistos mediante una petición, la cual deberá ser efectuada también anticipadamente.

  
\_\_\_\_\_  
Orlando D. Navarro  
Director of Planning

  
\_\_\_\_\_  
Jose A. Valdez, Jr.  
City Secretary

**City of Laredo**

**Historic District/Landmark Board**

**Minutes of Regular Meeting of December 9, 2021**

The Historic District/Landmark Board of the City of Laredo convened in a regular meeting on Thursday, December 9, 2021 at 12:00 noon, at the City Council Chambers at 1110 Houston St., in Laredo, Texas 78040, to consider the following:

**1. CALL TO ORDER**

Madam Chair Sepulveda, called the meeting to order at 12:05 p.m.

**2. ROLL CALL**

Madam Chair Sepulveda, called roll and verified a **quorum** existed.

**Members present:** Rebecca Sepulveda  
Robert David Gonzalez  
Christina Davila Villarreal  
Wayne Nance  
Stanley Green  
Priscilla Iglesias  
Marc Gonzalez

**Members absent:** Council District I - Vacant  
Maria Elena Morales

**Staff present:** Orlando Navarro  
Vanessa Guerra

**Others present:** Jason Hinojosa

**3. PLEDGE OF ALLEGIANCE**

**4. CONSIDER APPROVAL OF MINUTES OF:**

**A. Regular meeting of August 12, 2021**

**B. Regular Meeting of October 14, 2021**

**C. Regular Meeting of November 10, 2021**

Bm. Nance made a motion to **approve** the minutes of August 12, 2021, October 14, 2021 and November 10, 2021.

Minutes of the HDLB meeting of December 9, 2021

Second: Bm. Villarreal  
For: 7  
Against: 0  
Abstain: 0

Motion carried unanimously.

## 5. CITIZEN'S COMMENTS

None

## 6. PUBLIC HEARING AND CONSIDERATION OF THE FOLLOWING:

- A. Public Hearing and consideration of a motion to consider new site improvements to an existing historic property on the east one-half of Lot 4 and Lot 5, Block 122 located at 1802 Houston Street in the Saint Peter's Historic District.**

**HD-002-2022**

**District VIII – Cm. Alyssa Cigarroa**

**Staff recommends approval.**

Vanessa Guerra, Planning Staff, gave a presentation on the item. In general, the applicant proposed the placement of a number of solar panels on the south, east, and west sides of the roof of the primary structure.

Mr. Navarro, Planning Director, explained that Staff had consulted with the Texas Historical Commission, who advised that placement of the solar panels on historic structures is only recommended in cases where the panels are placed in such a manner that they are not visible from the street. The primary concern is the preservation of the historic character of the building.

Madame Chair Sepulveda, confirmed that the item was opened for public hearing on HD-002-2022.

Jason Hinojosa, Applicant, spoke in favor of the item and gave a brief presentation and answered questions.

The Board expressed its support for the addition of solar panels on historic structures on a case by case basis, where the panels are placed such that they are not visible from the street.

Bm. Iglesias made a motion to **close** the public hearing and **approve** the solar panels as presented on the site plan exhibit on page 20 of the packet which identified 6 panels (3 over 3) on the Sta. Cleotilde side of the structure.

Second:	Bm. M. Gonzalez
For:	7
Against:	0
Abstain:	0

Motion carried unanimously.

**7. DISCUSSION WITH POSSIBLE ACTION ON THE FOLLOWING:**

- A. Ordinance 2021-O-091 as approved by City Council on May 17<sup>th</sup>, 2021 (2<sup>nd</sup> reading) – which clarified which activities in the historic districts require Historic Board review, and specified that only activity which require a building permit and are not considered repair or maintenance require Historic Board review.**

After a brief discussion, the Board requested Staff develop a draft listing of administrative approval activities and place them on the next Historic Board meeting agenda for review. Madam Chair Sepulveda provided a draft to Staff to share with the rest of the board members. Board would like to continue discussion of the ordinance in the next meeting. Furthermore, the Board requested Staff provide information on incentives and/or resources available to historic property owner to assist in the preservation of their properties.

**8. ADJOURNMENT**

Madam Chair Sepulveda, requested a motion to adjourn the meeting at 1:11 p.m.

Bm. Nance made a motion to **adjourn** the meeting.

Second:	Bm. Villarreal
For:	7
Against:	0
Abstain:	0

Motion carried unanimously.

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Orlando D. Navarro,  
City Planning Director

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Rebecca Sepulveda  
HDLB Chair

**City of Laredo**

**Historic District/Landmark Board**

**Minutes of Regular Meeting of February 10, 2022**

The Historic District/Landmark Board of the City of Laredo convened in a regular meeting on Thursday, February 10, 2022 at 12:00 noon, at the City Council Chambers at 1110 Houston St., in Laredo, Texas 78040, to consider the following:

**1. CALL TO ORDER**

Madam Chair Sepulveda, called the meeting to order at 12:05 p.m.

**2. ROLL CALL**

Madam Chair Sepulveda, called roll and verified a **quorum** existed.

**Members present:** Rebecca Sepulveda  
Maria Elena Morales  
Christina Davila Villarreal  
Wayne Nance  
Stanley Green  
Priscilla Iglesias

**Members absent:** Council District I - Vacant  
Robert David Gonzalez  
Marc Gonzalez

**Staff present:** Orlando Navarro  
Vanessa Guerra  
Laura “Roxy” Garza

**Others present:** Jorge Santana, Jr.  
Sergio Madrigales

**3. PLEDGE OF ALLEGIANCE**

**4. CONSIDER APPROVAL OF MINUTES OF:**

**A. Regular meeting of December 9, 2021**

Bm. Nance made a motion to **approve** the minutes of December 9, 2021 **as amended**.

Second: Bm. Iglesias

Minutes of the HDLB meeting of December 9, 2021

Orlando Navarro, Planning Director, introduced Laura “Roxy” Garza to the Board.

For: 6  
Against: 0  
Abstain: 0

Motion carried unanimously.

**5. CITIZEN’S COMMENTS**

None

**6. PUBLIC HEARING AND CONSIDERATION OF THE FOLLOWING:**

- A. Public Hearing and consideration of a motion to consider new site improvements to an existing historic property on Lot 3, Block 166, located at 1814 Victoria Street in the Saint Peter’s Historic District.**

**HD-003-2022**

**District VIII – Cm. Alyssa Cigarroa**

**Staff recommends approval, conditional to comments.**

Laura Garza, Planning Staff, provided a brief overview on the item.

Bm. Morales, requested a motion to open the public hearing for HD-003-2022.

Second: Bm. Davila  
For: 6  
Against: 0  
Abstain: 0

Motion carried unanimously.

Sergio Madrigales, neighbor, spoke against the item stating that the new construction (terrace) was not originally part of the building and that it invades his and his family’s privacy.

Jorge Santana, Jr., Owner/ Applicant, explained to the Commission that he extended the roof to the terrace of his home, in order to protect two historic doors that lead to the outside in order to protect them from the elements, since they are indoor doors.

Bm. Morales made a motion to close the public hearing for HD-003-2022.

Second: Bm. Davila  
For: 6

Against: 0  
Abstain: 0

Motion carried unanimously.

Discussion.

Bm. Morales made a motion to **approve** item HD-003-2022 as recommended by staff without the lattes.

Second: Bm. Davila  
For: 6  
Against: 0  
Abstain: 0

Motion carried unanimously.

**7. DISCUSSION ON THE FOLLOWING:**

**A. Laredo Land Development Code Section 24.66.4.4 which states that “the Historic District/Landmark Board may authorize staff to administratively approve activities which require Board approval.”**

Laura Garza, Planning Staff, provided a brief overview on the item.

Draft provided by Madam Chair Sepulveda includes purposed revisions to the ordinance.

Board would like to administratively approve activities that will allow the process to be expedited for property owners.

The Historic District Landmark Board application will be sent to the Board for reviewing purposes to provide comments on the wording of the application. Board has expressed the recommendation of reducing or removing the application fee for property owners.

**B. Laredo Land Development Code Section 24-84, entitled Ad Valorem Tax Exemptions for Certified Historic Rehabilitation Projects.**

Laura Garza, Planning Staff, provided a brief overview on the item.

Board is asking if we could provide the Ad Valorem Tax Exemption for Certified Historic Rehabilitation Projects information on our website.

Mr. Navarro mentioned the new Economic Development Director could possibly provide a presentation on different incentives and opportunities for property owners.

Social media was an option to provide information as a platform for community outreach.



## 8. ADJOURNMENT

Madam Chair Sepulveda, adjourn the meeting at 1:34 p.m. All were in consent with adjournment.

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Orlando D. Navarro,  
City Planning Director

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Rebecca Sepulveda  
HDLB Chair

**CITY OF LAREDO**

**HISTORIC DISTRICT/LANDMARK BOARD**

**MINUTES OF REGULAR MEETING OF APRIL 14, 2022**

The Historic District/Landmark Board of the City of Laredo convened in a regular meeting on Thursday, April 14, 2022 at 12:00 noon, at the City of Laredo Planning Department, Main Conference Room, 1413 Houston St., in Laredo, Texas 78040, to consider the following:

**1. CALL TO ORDER**

Board Member (Bm.) Morales called the meeting to order at 12:20 p.m.

**2. ROLL CALL**

Laura “Roxy” Garza, Planning Staff, called roll and verified that **no quorum** existed.

**Members present:**

Maria Elena Morales  
Priscilla Iglesias

**Members absent:**

Rebecca Sepulveda  
Council District I – Vacant  
Robert David Gonzalez  
Christina Davila Villarreal  
Wayne Nance  
Stanley Green  
Marc Gonzalez

**Staff present:**

Orlando Navarro  
Rafael Vidaurri  
Laura “Roxy” Garza  
Ramon Chavez

**Others present:**

**3. PLEDGE OF ALLEGIANCE**

**4. CONSIDER APPROVAL OF MINUTES OF:**

**A. Regular Meeting of December 9, 2021**

**B. Regular Meeting of February 10, 2022**

**5. VIRTUAL MEETING REGARDING LEVERAGING PRESERVATION BENEFITS BY TEXAS HISTORICAL COMMISSION**

**6. ADJOURNMENT**

Due to lack of quorum, the meeting was adjourned at 12:25 p.m.

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Orlando D. Navarro,  
City Planning Director

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Rebecca Sepulveda  
HDLB Chair

NO QUORUM

## Historic District/Landmark Board- Regular

Meeting Date: 05/12/2022

Initiated by: Kyra Properties, Owner; Arturo Tomas Benavides, Applicant; Washington Homes, Representative  
Staff Source: Orlando D. Navarro, Planning Director

Prior Action: On April 8, 2022, the applicant previous came to the Historic District Landmark Board proposing to renovate and restore the property. Proposed work included improvements to the site and exterior of the structure.

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### SUBJECT:

Public hearing and consideration of a motion to consider the alteration of the fence of an existing historic property on Lot 9 and 10, Block 143, Western Division, located at 1519 Matamoros Street in the Saint Peter's Historic District.

### HD-006-2022 District VIII

### BACKGROUND:

#### Action Proposed:

Applicant is proposing to alter the design of the fence which was previously approved by the Historic District Landmark Board. The following is the proposed scope of work:

1. Column to be extended upward 3 feet
2. Light fixture to be placed on the top of each column

**Site** - The property is in an H-R-O (Historic Residential Office District) zoning district.

#### Previous Board Action:

On April 8, 2021, the Historic District Landmark Board approved the previous scope of work which included improvements to the site and exterior of the structure.

1. Replace and/or repair the existing concrete, rebar and seal all the facade cracks with industrial NP1
2. Painting the exterior facade with Sherwin Williams #0046 White Hyacinth, after repair of the facade cracks
3. Replacement of existing fencing with new wrought iron fence
4. Removal of awning on second floor
5. Removal of concrete driveway surrounding structure and replacement with new concrete or flagstone
6. Removal of one stucco accessory building and carport
7. Removal of large tree on south side which has grown into the fence
8. Installation of burglar bars on windows
9. Replacement of roof with matching new materials

#### Letters sent to surrounding property owners: 21

- For: 0
- Against: 0

### STAFF COMMENTS:

Staff **supports** the proposed scope of work for the following reasons:

1. The columns to be extended upward 3 feet shall provide more structural support to the wrought iron fence. This shall ensure retention of the integrity of the historic materials as per The Secretary of the Interior's Standards for the Treatment of Historic Properties with Guidelines for Preserving, Rehabilitating, Restoring, & Reconstructing Historic Buildings.
2. Stucco and concrete shall match the existing structure in color and should not diminish its character to protect the historic integrity as per The Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings.
3. Installation of the light fixture does preserve the character of the existing structure as it has similar qualities as light fixtures in the 20th century.

Staff General Comments:

1. Any improvements which are approved by the Historic District Landmark Board shall also comply with all Building Code requirements and other regulations as provided in the Laredo Development Code.
2. Approval by the Historic District Landmark Board does not guarantee approval of a building permit or any other permit which may be required.
3. It is recommended that all existed improvements utilize the following resources as a guide:
  1. The Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings
  2. City of Laredo Historic Urban Design Guidelines
  3. City of Laredo Historic Preservation Plan

STAFF RECOMMENDATION:

Staff **supports** the proposed improvements.

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Attachments

Maps

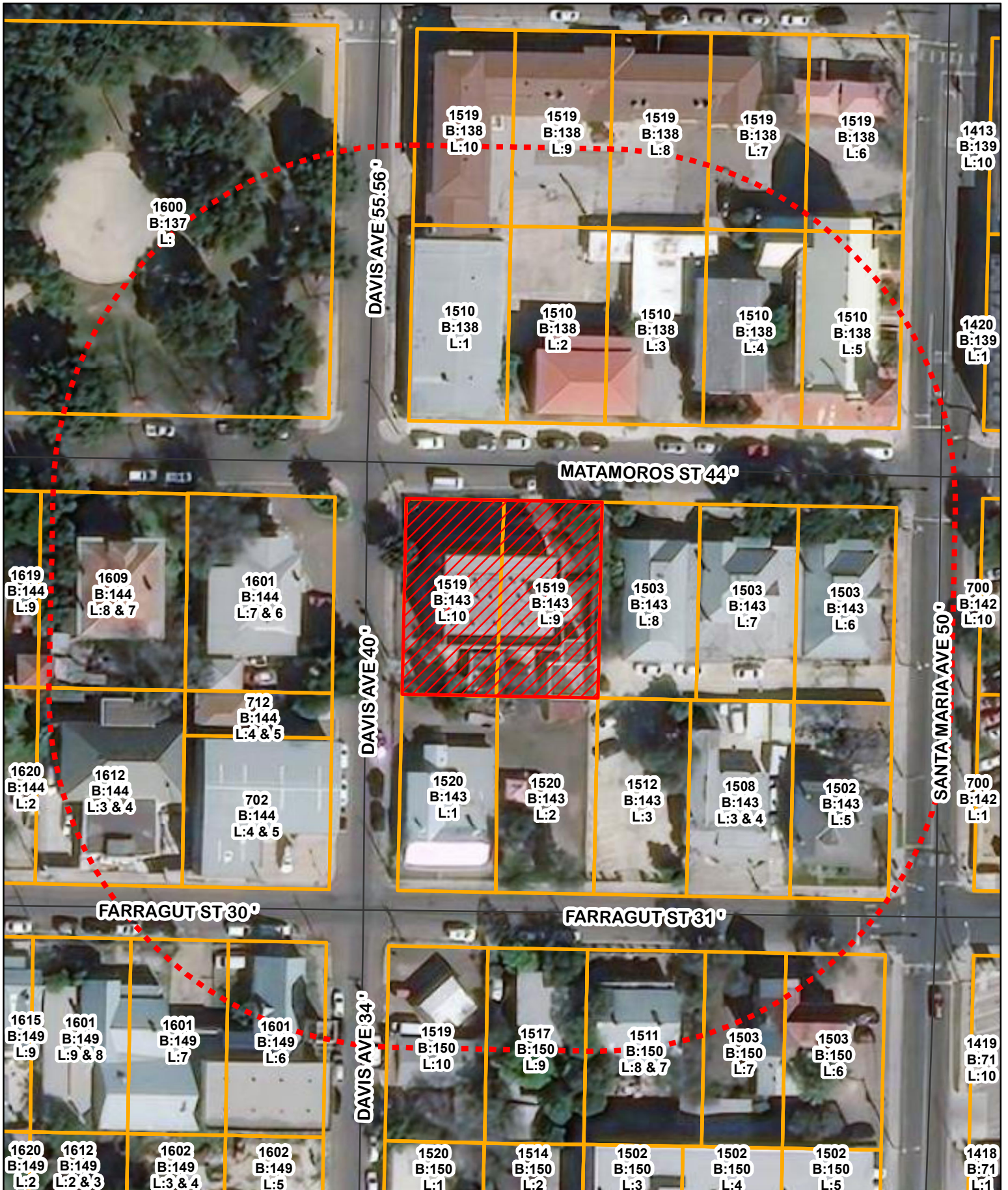
Site Plan

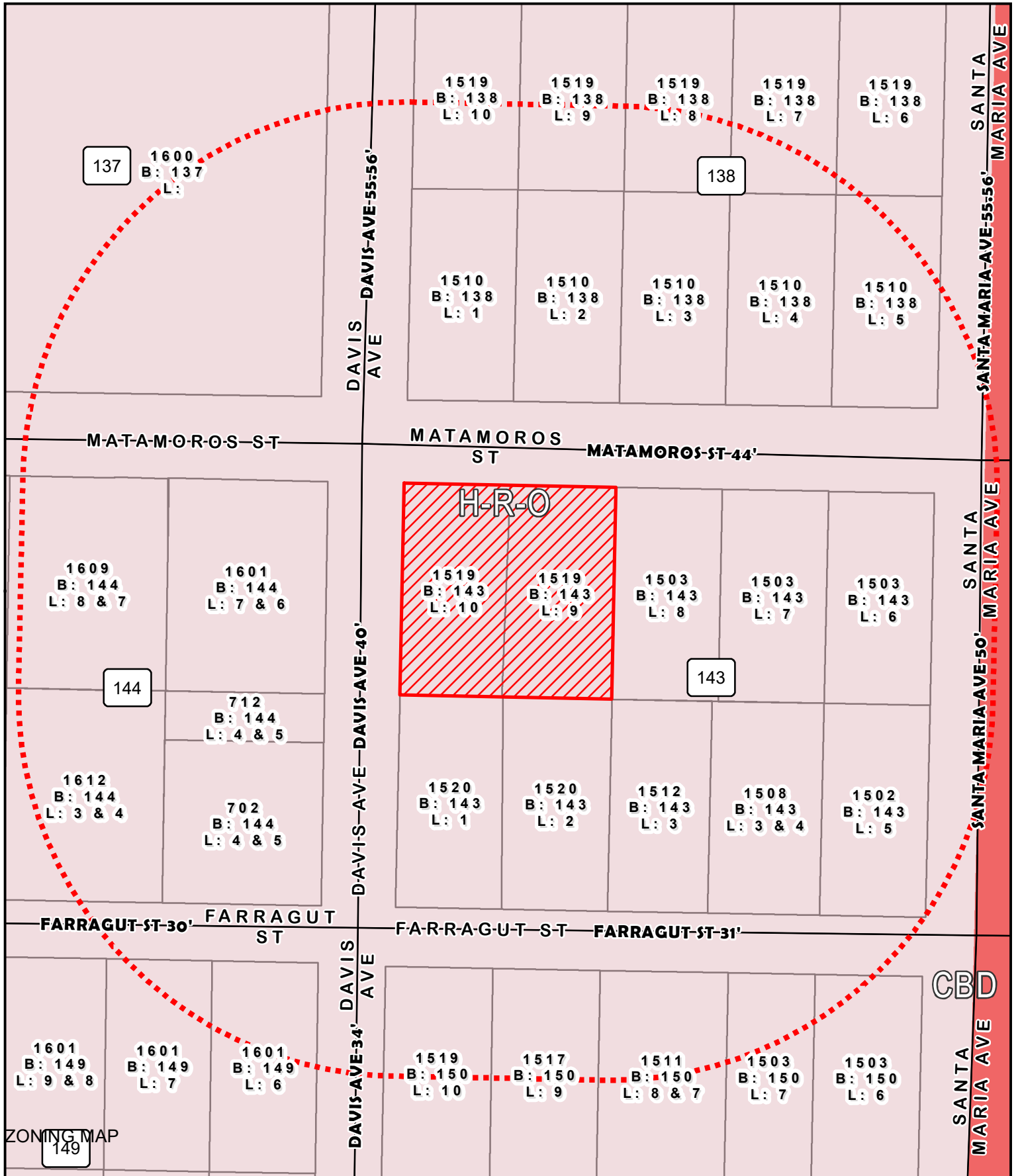
Previous Design

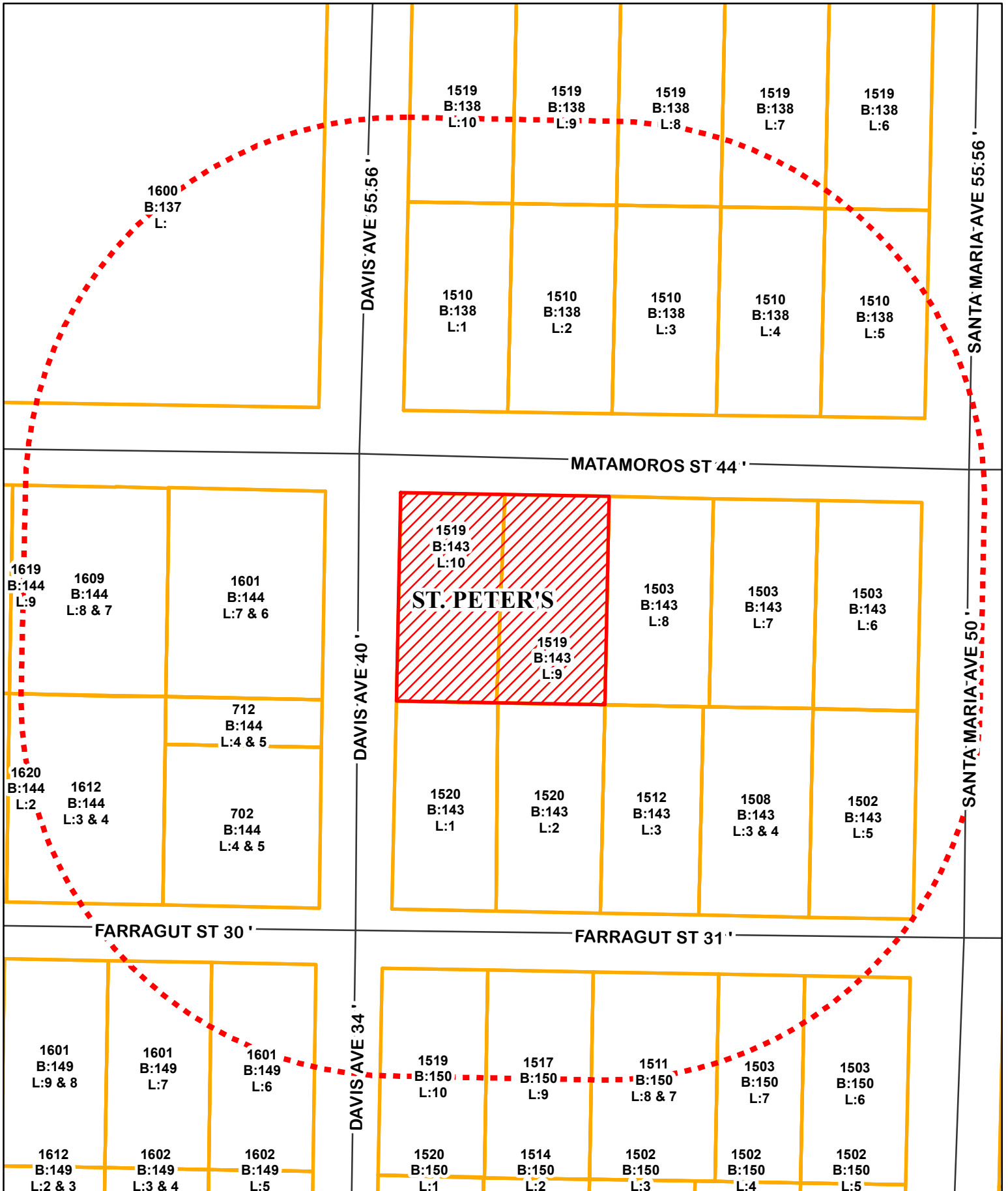
New Design

Materials

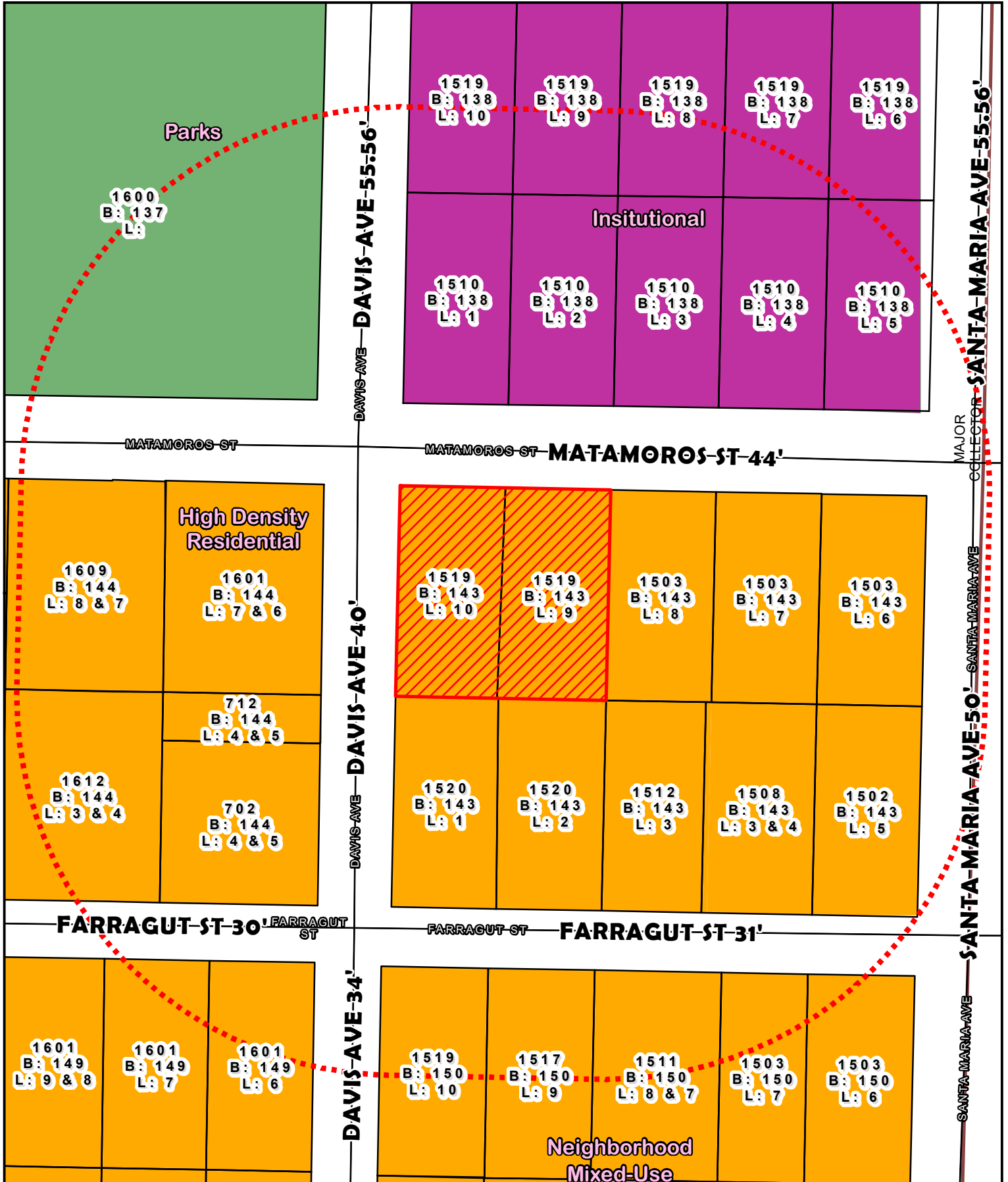
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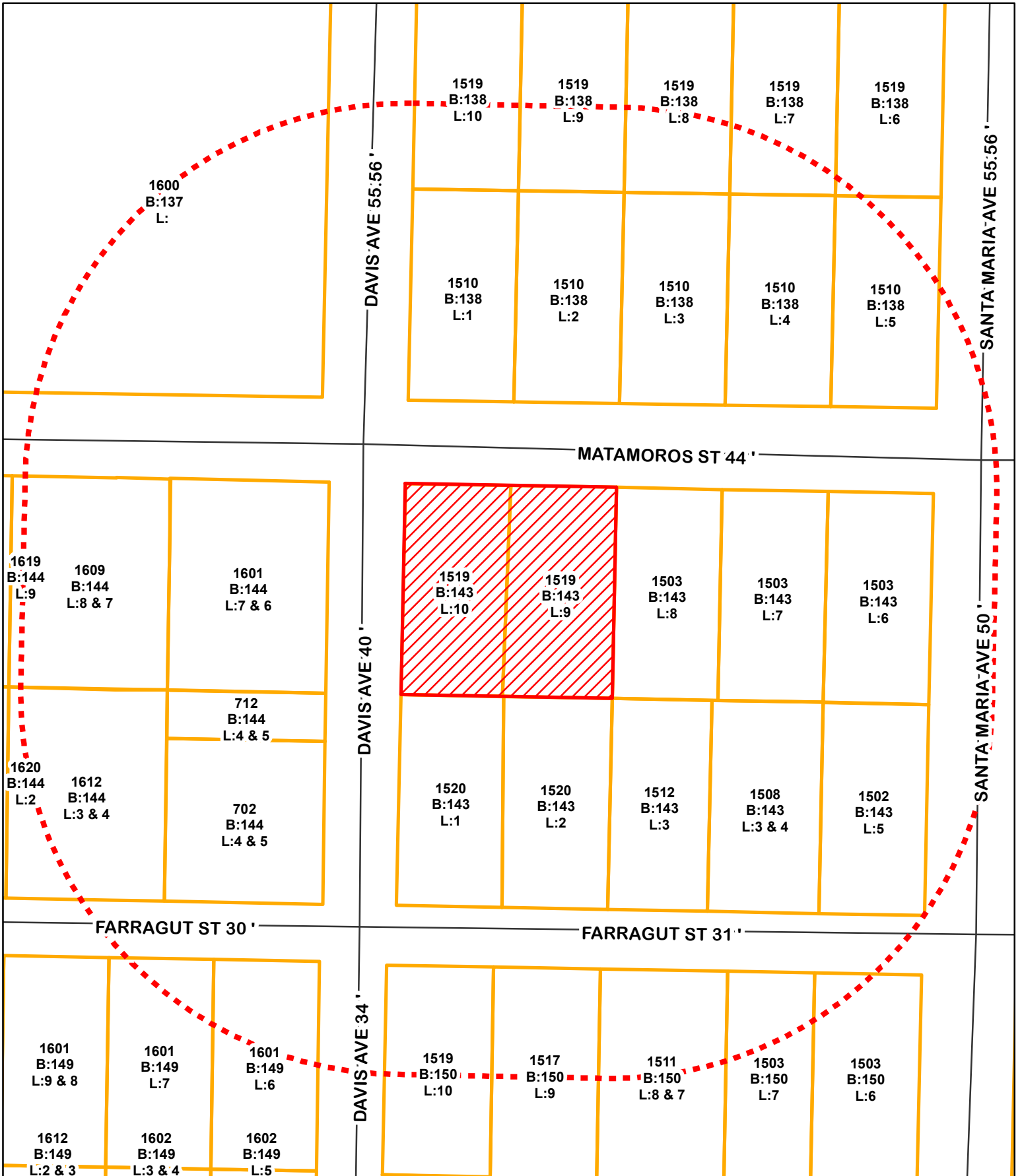




200' NOTIFICATION  
HD-006-2022

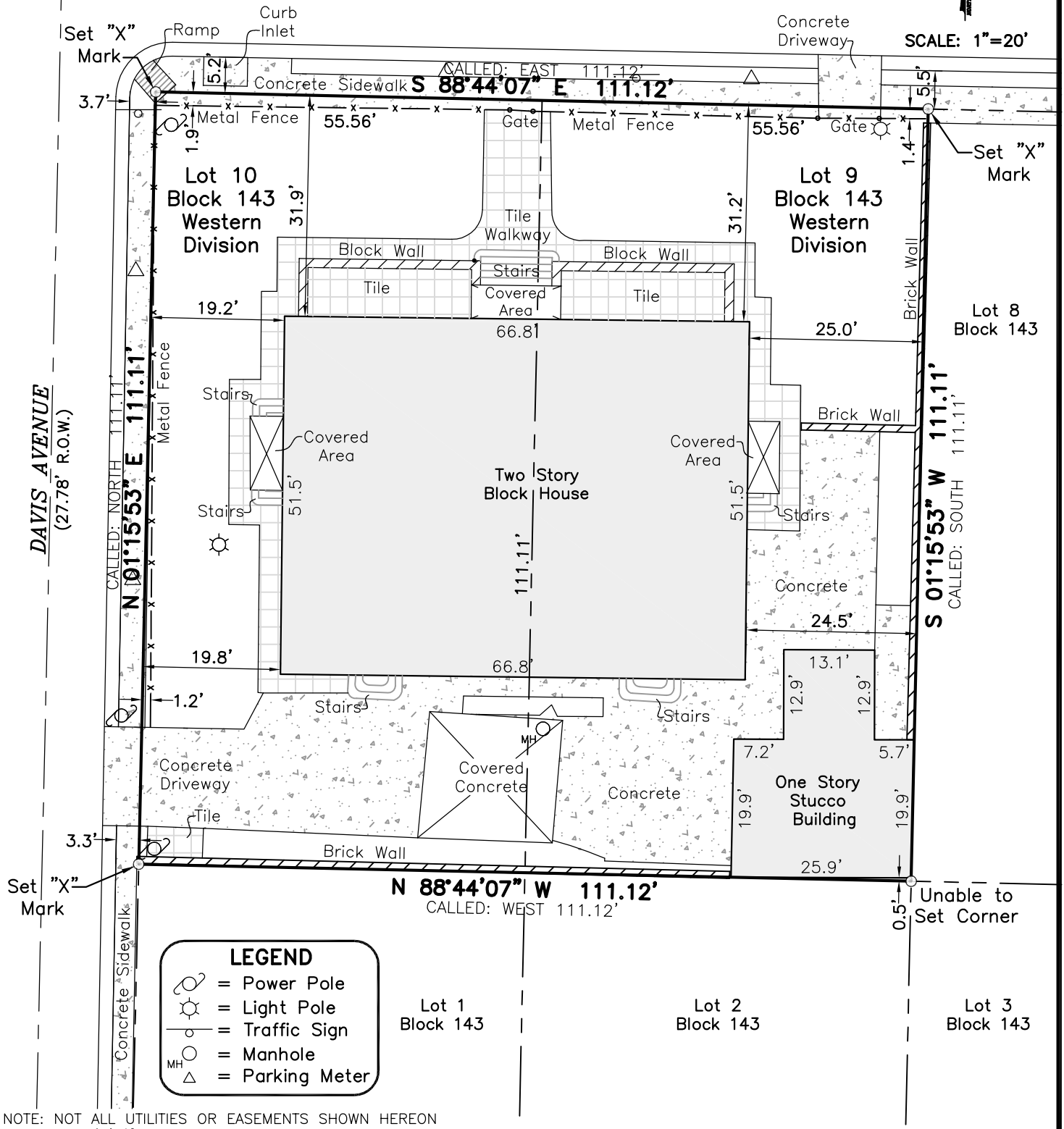
1519 MATAMOROS ST.  
COUNCIL DISTRICT: 8

1 inch = 67 feet  
Date: 4/25/2022



**MATAMOROS STREET**  
(45' R.O.W.)

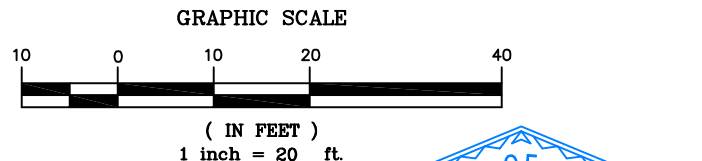
SCALE: 1"=20'



**LEGEND**

- = Power Pole
- = Light Pole
- = Traffic Sign
- = Manhole
- = Parking Meter

NOTE: NOT ALL UTILITIES OR EASEMENTS SHOWN HEREON



**BASIS OF BEARINGS:**  
G.P.S., Texas Coordinate System, Texas South Zone, NAD 1983



STATE OF TEXAS:  
COUNTY OF WEBB:

I, THE UNDERSIGNED A REGISTERED PROFESSIONAL LAND SURVEYOR IN THE STATE OF TEXAS, HEREBY STATE THAT THIS SURVEY IS TRUE AND WAS PREPARED FROM AN ACTUAL SURVEY OF THE PROPERTY MADE UNDER MY SUPERVISION, ON THE GROUND, THAT THE CORNER MONUMENTS SHOWN WERE PROPERLY PLACED OR LOCATED UNDER MY SUPERVISION.

*Enrique A. Mejia III*  
Enrique A. Mejia III, R.P.L.S. No. 5653      01-28-21      DATE

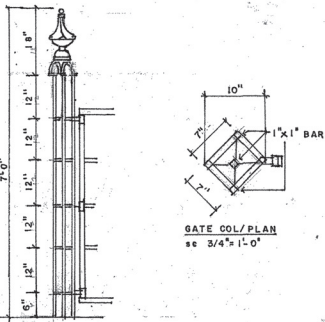
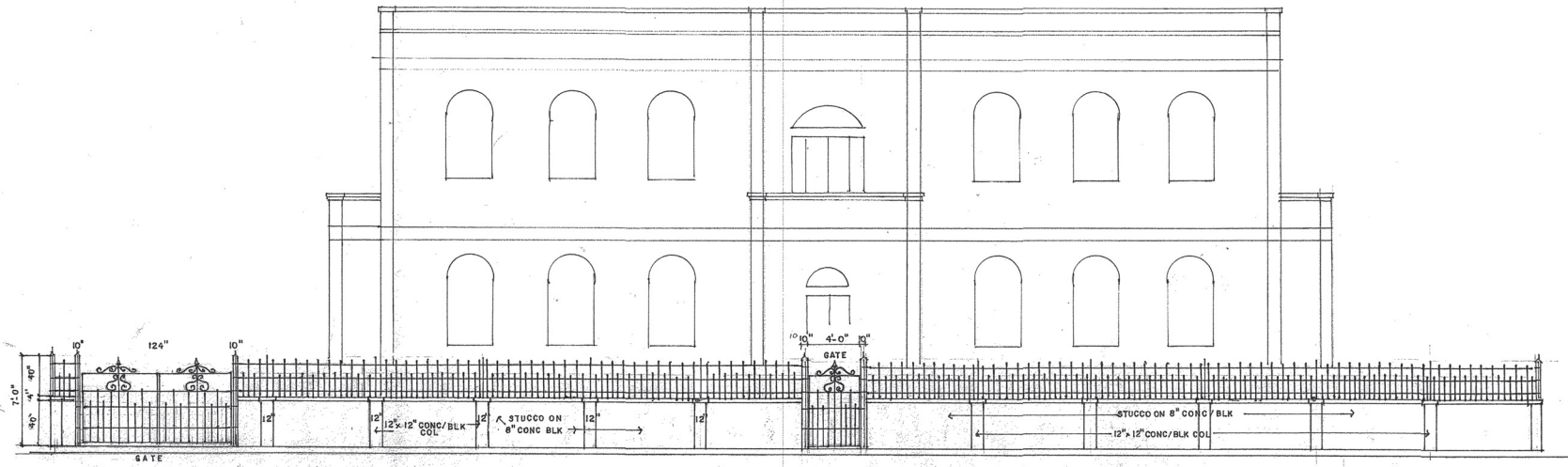
Survey of  
Lot 9 and Lot 10, Block 143,  
Western Division, City of Laredo,  
Webb County, Texas.

Address: 1519 Matamoros Street, Laredo, Texas 78040

**Blue Top Land Surveying**  
101 West Hillside, Suite 10  
Laredo, Texas 78041  
Phone: (956) 724-8423  
Fax: (956) 712-2580  
FIRM # 10071800

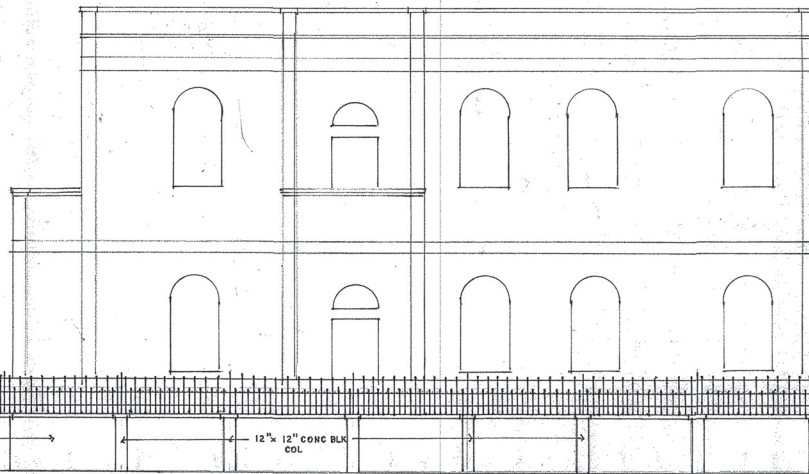
SURVEY BASED ON GF# N/A	
DRAWN BY: A.T.	
CHECKED BY: E.A.M.	
DATE: 01-28-21	
JOB No. 210010	
F.B.	PG.

FILE: 210010 L9 & L10 B143 WESTERN DIVISION.DWG

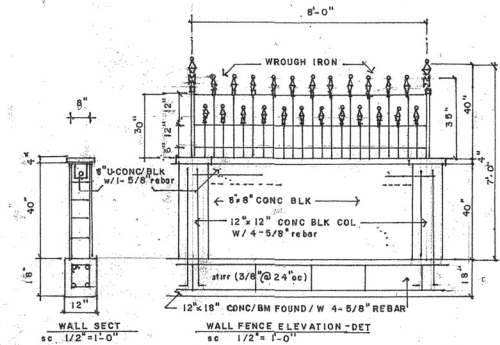


GATE COL/PLAN  
sc 3/4" = 1'-0"

GATE COL ELEV-DET AND CORNER COL  
sc 3/4" = 1'-0"



WALL FENCE ELEVATION  
sc 1/4" = 1'-0"



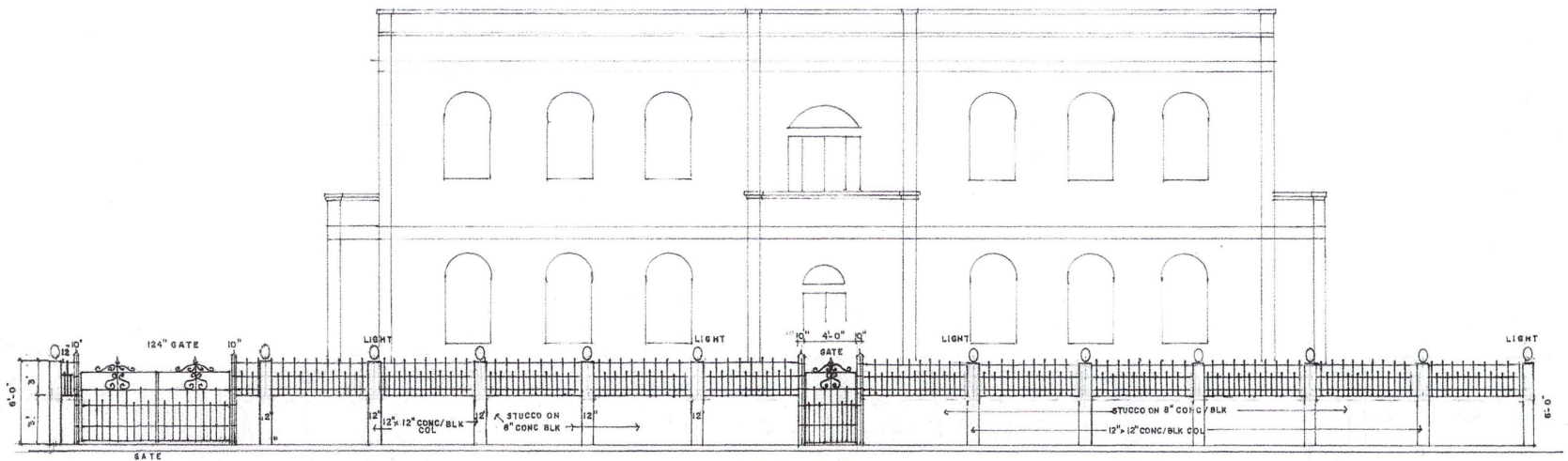
WALL SECT  
sc 1/2" = 1'-0"

WALL FENCE ELEVATION-DET  
sc 1/2" = 1'-0"

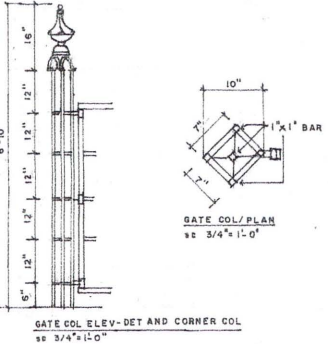
1/2"



MEDARDO GUERRERO DESIGNS (956) 220-2612	BENAVIDES HOUSE RETORATION 1519 NATAMOROS JOHN WASHINGTON CONTRACTOR (986) 764-9946	FENCE PLAN
		02/18/2021

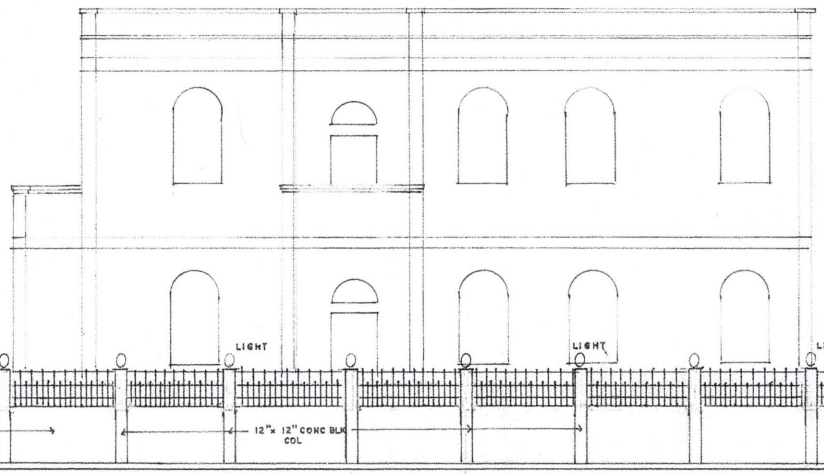


NATAMOROS ST FENCE ELEVATION  
 sc 1/4" = 1'-0"

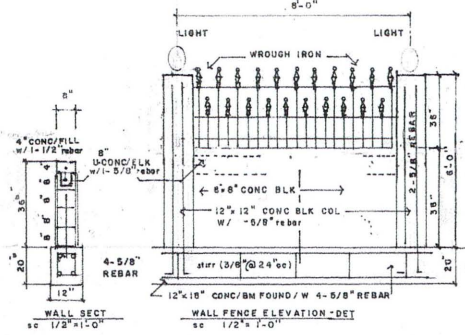


GATE COL ELEV-DET AND CORNER COL  
 sc 3/4" = 1'-0"

GATE COL/PLAN  
 sc 3/4" = 1'-0"



DAVIS AVE FENCE ELEVATION  
 sc 1/4" = 1'-0"



WALL SECT  
 sc 1/2" = 1'-0"

WALL FENCE ELEVATION-DET  
 sc 1/2" = 1'-0"

① FENCE PLAN REVISION 03/30/2022

NEDARDO GUERRERO DESIGNS (956) 220-2612	BENAVIDES HOUSE RETORATION 1519 NATAMOROS JOHN WASHINGTON CONTRACTOR (956) 764-9946	FENCE PLAN 03/18/2021
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Mr. & Mrs. Tom Benavides  
Benavides House Restoration  
1519 Matamoros

New fence: Matamoros St. 111.12 ' Davis Ave. 111.11'

Foundation: 12" x 20" Grade BM with 4 – 5/8" rebar and 3/8 @ 24" OC stirrups.

8" x 16" concrete block fence: width 7' 0" , Hight 3' 0" , 8"x16" U block

At top with 1-5/8 rebar, and 2-5/8 vertical rebar at 3" 6" at each module.

12"x12" x H=6' at 8'0" OC concrete block/col with 2-5/8 rebar.

Wrought iron: 3/4 @ 4" x 7' x H = 3' 0" wrought iron fence on top of 8" x 7' x H=3" concrete block fence.

(2) – 10' -4" x H' = 6' 3/4" @ 4" wrought iron gates.

Gates: 1-4' x H=6' 3/4" wrought iron gate.

Finishes: Stucco on 8"x16: concrete block

: Non rustic paint on wrought iron fence.

( See plan)

The first pictures are the material used to make the plaster and the block that will be used.

Paint of fencing will be (0046 white Hyacinth at Sherman Williams)

The original fencing and gate that will be refurbished and reused.

The iron fence will either be flat black or flat dark brown.



 The Home Depot

8 in. x 8 in. x 16 in. Concrete Block  
1001924

[Visit](#)

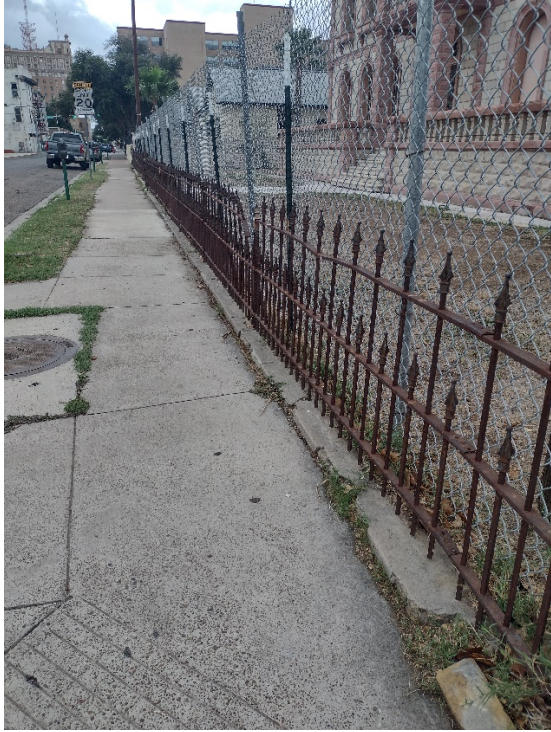
Concrete Block



Cement Mixture



Paint: Sherman Williams 0046 - White Hyacinth



Fence on Matamoros Street



Fence on Davis Avenue



Wrought Iron Gate



<b>Fixture type:</b>	Post Top Lantern	<b>Wire:</b>	N/A
<b>Length:</b>	0	<b>Stem Sections:</b>	N/A
<b>Width:</b>	0	<b>Suitable For Damp Locations:</b>	Yes
<b>Height:</b>	21"	<b>Suitable For Wet Locations:</b>	Yes
<b>Diameter:</b>	9"	<b>Style:</b>	Traditional
<b>Extension:</b>	N/A	<b>Notes:</b>	Cast Aluminum Outdoor Fixture. With Antique Gold
<b>Canopy Size:</b>	N/A		
<b>Backplate:</b>	N/A		
<b>TTM:</b>	N/A		
<b>Finish:</b>	Bronze		
<b>Glass/Shade Type:</b>	Clear Glass		
<b>Material:</b>	Cast Aluminum		
<b>Number of Bulbs:</b>	2		
<b>Bulb Base Type:</b>	Candelabra Base		
<b>Max Wattage:</b>	60		
<b>Uplight/Downlight:</b>	No		



**Historic District/Landmark Board- Regular**

Meeting Date: 05/12/2022

Initiated by: Roland Lozano, Utility  
Coordination Manager

Staff Source: Laura R. Garza, Planner II

Prior Action: On February 10, 2022, Historic District Landmark Board requested Staff provide information on economic incentives, and resources available to assist Historic District property owners rehabilitate their properties.

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**SUBJECT:**

Presentation by City of Laredo Building Department Staff on the Neighborhood Empowerment Zone (NEZ) Program.

**BACKGROUND:**

The Board directed Staff to gather information on resources or incentives available to assist Historic property owners rehabilitate their properties.

The NEZ presentation will provide information on how homeowners, investor-owners, and developers can apply for incentives like building permit fee waivers and municipal property tax abatements for eligible projects.

All historic districts are located in designated NEZ areas.

**STAFF COMMENTS:**

See Above.

**STAFF RECOMMENDATION:**

None.

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