

**NOTICE OF MEETING
LANDMARK COMMISSION
OF THE CITY OF GALVESTON
MONDAY, NOVEMBER 3, 2025 - 4:00 PM
CITY COUNCIL CHAMBERS, 2ND FLOOR OF CITY HALL
823 ROSENBERG, GALVESTON, TEXAS
REGULAR MEETING**

**One or more members of the Landmark Commission may attend the meeting by
videoconference.**

**A quorum of the members of the Landmark Commission will be physically present at the
meeting location.**

1. Call Meeting to Order

2. Attendance

3. Conflict of Interest

4. Approval of Minutes

4.A October 20, 2025

5. Public Comment

Request to Address Commission on Agenda Items Without Public Hearings and Non-Agenda Items (three-minute maximum per speaker. If speaking through a translator, six-minute maximum per speaker)

6. New Business and Associated Public Hearings

6.A CERTIFICATE OF APPROPRIATENESS

6.A.1 25LC-041 (514 17th Street) Request for a Certificate of Appropriateness for a new curb cut and driveway. Property is legally described as M.B. Menard Survey, North 40 feet of Lot 14 (14-1), Block 436, in the City and County of Galveston, Texas.

Applicant: Robert Vaeth

Property Owner: Robert Vaeth

6.B TAX VERIFICATION

2. **25LC-043 (2327 Avenue M)** Request for Verification as a participant in the Substantial Rehabilitation for Historic Properties Tax Exemption program. Property is legally described as the M. B. Menard Survey, (1000-1) Part of Northeast Block 17, Galveston Outlots, in the City and County of Galveston, Texas.

Applicant: Bryan Spratt

Property Owner: Bryan Spratt and Donald P. Long, Sr.

3. **25LC-045 (1721 Postoffice / Avenue E)** Request for Verification as a participant in the Substantial Rehabilitation for Historic Properties Tax Exemption program. Property is legally described as the M. B. Menard Survey, Lot 2 and the West 10-8.5 feet of Lot 3, Block 437, in the City and County of Galveston, Texas.

Applicant: Donna Baker

Property Owner: Donna Baker and Robert Faickney

7. Discussion Items

7.A 2026 Meeting Schedule (Staff)

8. Adjournment

I certify that the above Notice of Meeting was posted in a place convenient to the public in compliance with Chapter 551 of the Texas Government Code on 10/28/2025 at 03:30 PM

Karina Rosales, Planning Technician

Note: An aggrieved applicant must file a letter requesting an appeal to the Historic Preservation Officer within 20 days of the rendition of the Commission's decision.

IN ACCORDANCE WITH THE PROVISIONS OF THE AMERICANS WITH DISABILITIES ACT (ADA), PERSONS IN NEED OF A SPECIAL ACCOMMODATION TO PARTICIPATE IN THIS PROCEEDING SHALL, WITHIN THREE (3) DAYS PRIOR TO ANY PROCEEDING, CONTACT THE CITY SECRETARY'S OFFICE, SUITE 201, 823 ROSENBERG, GALVESTON, TEXAS 77550 (409 797-3510)

MEMBERS OF CITY COUNCIL MAY BE ATTENDING AND PARTICIPATING IN THIS MEETING



City of Galveston

MINUTES OF THE LANDMARK COMMISSION OF THE CITY OF GALVESTON REGULAR MEETING – October 20, 2025

CALL MEETING TO ORDER

The meeting was called to order at 4:00 p.m.

ATTENDANCE

Members Present: Allen (Alternate), Bourgeois, Chastain, Click, Fitz, Langdale, Smith (Alternate), Thierry, Ex Officio CM Lewis

Members Absent: Stetzel-Thompson

Staff Present: Teresa Evans, Special Assistant to Executive Director of Development Services; Catherine Gorman, AICP, Assistant Director/HPO; Daniel Lunsford, Senior Planner; Rebekah Annan, Planner; Mehran Jadidi, Assistant City Attorney; Karina Rosales, Planning Technician.

*** Ex Officio CM Lewis arrives at 4:01p.m.

CONFLICT OF INTEREST

None

ELECTION OF CHAIRPERSON AND VICE-CHAIRPERSON

Vice-Chairperson Click asked for nominations for Chairperson.

Commissioner Bourgeois nominated Sarah Moore Click as Chairperson. No other nominations were made. Vice-Chairperson Click closed the nominations.

Vice-Chairperson Click called for a vote on the nomination of Sarah Moore Click and the following votes were cast:

In favor:	Bourgeois, Chastain, Click, Fitz, Langdale, Smith(Alternate) Thierry
Opposed:	None
Absent:	Stetzel-Thompson,
Non-voting participants:	Allen(Alternate), Ex Officio CM Lewis

The motion passed.

Chairperson Sarah Moore Click asked for nominations for Vice-Chairperson.

Commissioner Chastain nominated Christian Bourgeois as Vice-Chairperson. No other nominations were made. The Chairperson closed the nominations.

Commissioner Thierry made a motion to elect Christian Bourgeois as Vice-Chairperson.

Chairperson Sarah Moore Click called for a vote on the nomination of Christian Bourgeois and the following votes were cast:

In favor: Bourgeois, Chastain, Click, Fitz, Langdale, Smith(Alternate) Thierry
Opposed: None
Absent: Stetzel-Thompson,
Non-voting participants: Allen(Alternate), Ex Officio CM Lewis

The motion passed.

APPROVAL OF MINUTES

The September 15, 2025, Regular Meeting minutes were accepted as presented.

PUBLIC COMMENT

None

NEW BUSINESS AND ASSOCIATED PUBLIC HEARINGS

CERTIFICATE OF APPROPRIATENESS

25LC-040 (212 Kempner / 22nd Street) Request for a Certificate of Appropriateness for modifications to the structure including changes to window openings. The property is legally described as Abstract 628 M.B. Menard Survey, Part of Lots 1 & 2 (1-1) Block 621, in the City and County of Galveston, Texas.

Applicant: Brax Easterwood, AIA

Property Owner: Catherine Buerger, Saint Buerger Property Management, LLC.

Staff presented the report and noted that five public hearing notices were sent, and none returned.

*** Ex Officio CM Lewis steps away and returns to the dais at 4:04p.m.

Chairperson Click opened the public hearing on the case. The applicant, Brax Easterwood, gave a presentation to the commission. The public hearing was closed, and the Chairperson called for a motion.

Commissioner Thierry made a motion to approve the request with Staff's Recommendations, omitting standard condition number four – noted by staff that the item was included as an error in the staff report.

Commissioner Fitz seconded.

The Chairperson called for questions or comments from the Commission. The following votes were cast:

In favor: Bourgeois, Chastain, Click, Fitz, Langdale, Smith(Alternate) Thierry
Opposed: None
Absent: Stetzel-Thompson,
Non-voting participants: Allen(Alternate), Ex Officio CM Lewis

The motion passed.

LICENSE TO USE

25LC-042 (Adjacent to 302 21st Street/Moody) Request for a License to Use to retain construction fencing and scaffolding. Adjacent property is legally described as M.B. Menard Survey, Lots 1, 2 and West 18 Feet of Lot 3 (1-1), Block 560, in the City and County of Galveston, Texas.

Applicant: Dylan DeVito, The ITEX Group, LLC.

Adjacent Property Owner: Galveston 302 21st Street, LLC.

Easement Holder: City of Galveston

Staff presented the report and noted that 12 public hearing notices were sent, and none were returned.

Chairperson Click opened the public hearing on the case. The applicant, Dylan DeVito, gave a presentation to the commission. The public hearing was closed, and the Chairperson called for a motion.

Commissioner Chastain made a motion to recommend approval of the request with Staff's Recommendations.

Commissioner Fitz seconded.

The Chairperson called for questions or comments from the Commission. The following votes were cast:

In favor:	Bourgeois, Chastain, Click, Fitz, Langdale, Smith (Alternate) Thierry
Opposed:	None
Absent:	Stetzel-Thompson,
Non-voting participants:	Allen (Alternate), Ex Officio CM Lewis

The motion passed.

THE MEETING ADJOURNED AT 4:12 PM





25LC-041

STAFF REPORT

ADDRESS:

514 17th Street

LEGAL DESCRIPTION:

Property is legally described as the M.B. Menard Survey, North 40 feet of Lot 14 (14-1), Block 436, in the City and County of Galveston, Texas

APPLICANT:

Robert Vaeth

PROPERTY OWNER:

Robert Vaeth

ZONING:

Residential, Single Family, Historic (R-3-H)

HISTORIC DISTRICT:

East End Historic District

REQUEST:

Request for a Certificate of Appropriateness for a new curb cut and driveway

STAFF RECOMMENDATION:

Denial

EXHIBITS:

A – Applicant's Submittal

STAFF:

Daniel Lunsford
Planning Manager
dlunsford@galvestontx.gov
409-797-3659

Public Notice and Comment:

Sent	Returned	In Favor	Opposed	No Comment
6				



Executive Summary

The applicant is requesting a Certificate of Appropriateness to install a new curb cut and driveway. Please reference Exhibit A of the staff report for additional details.

Note that a License to Use the public right of way (LTU) was granted in 2022 for the stairs and stoop which encroaches into the alley (22LTU-010).

Zoning and Land Use

Location	Zoning	Land Use
Subject Site	Residential, Single Family, Historic (R-3-H)	Residential
North	Residential, Single Family, Historic (R-3-H)	Residential
South	Residential, Single Family, Historic (R-3-H)	Residential
East	Residential, Single Family, Historic (R-3-H)	Residential
West	Residential, Single Family, Historic (R-3-H)	Residential

Historical and/or Architectural Significance

Date	ca. 1880
Description	Single-Family Linear Plan
Condition	Good
Style	Folk Victorian
Evaluation	Contributing - contributes to the historical significance of the district through location, design, setting, materials, workmanship, feeling, and/or association.

Design Standards for Historic Properties

Parking and Driveways

Driveways placed in the city right-of-way must adhere to the requirements for sidewalks as prescribed by the City Code. The proper permits must also be obtained.

3.7 Minimize the visual impact of parking.

Appropriate

- Locate a parking area at the rear or to the side of a site whenever possible.
- Use landscaping to screen parking areas.
- Keep paved areas and curbs cuts for driveways to a minimum width.
- Maintain historic strip driveways. These driveways, from the 1920s and 1930s, allow for better drainage and permit grass to grow between the concrete strips.

Inappropriate

- Paving the front yard for parking is not permitted.
- New driveways and garages that open onto a primary street are not permitted.
- A new semi-circular drive in a front yard is not permitted unless there is evidence of its previous existence.

Conformance with the Design Standards for

Staff finds that the request does not conform to the Design Standards for Historic Properties. The Design Standards state that new driveways on primary streets is inappropriate. As with all driveways, adding a driveway will also remove a parking spot from the street; in this case there will be no net gain in off-street parking spaces as a result.

Staff Recommendation

Due to nonconformance with the Design Standards, Staff recommends the request be denied. However, should the Landmark Commission determine that the request does conform to the Design Standards, the following conditions may be appropriate for approval:

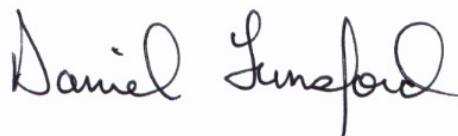
Specific conditions

1. The exterior modifications shall conform to the design, materials and placement presented in Exhibit A of the staff report;

Standard conditions

2. Any significant alteration from the design approved by the Landmark Commission, shall require the request to be returned to the Commission for review;
3. The applicant shall obtain a driveway permit prior to beginning construction;
4. Any additional work will require a separate building permit from the Building Department, and may require review by the Landmark Commission and/or the City's Historic Preservation Officer prior to construction;
5. The Landmark Commission approval shall expire after 2 years if no progress has been made toward completion of a project unless the applicant files a request for an extension or can show progress toward completion of a project; and,
6. In accordance with Section 10.110 of the Land Development Regulations, should the applicant be aggrieved by the decision of the Landmark Commission, a letter requesting an appeal must be submitted to the Historic Preservation Officer within 20 days of the Commission decision. Additionally, a Zoning Board of Adjustment application must be submitted to the Development Services Department by the next respective deadline date.

Respectfully Submitted,



Daniel Lunsford
Planning Manager

October 21, 2025

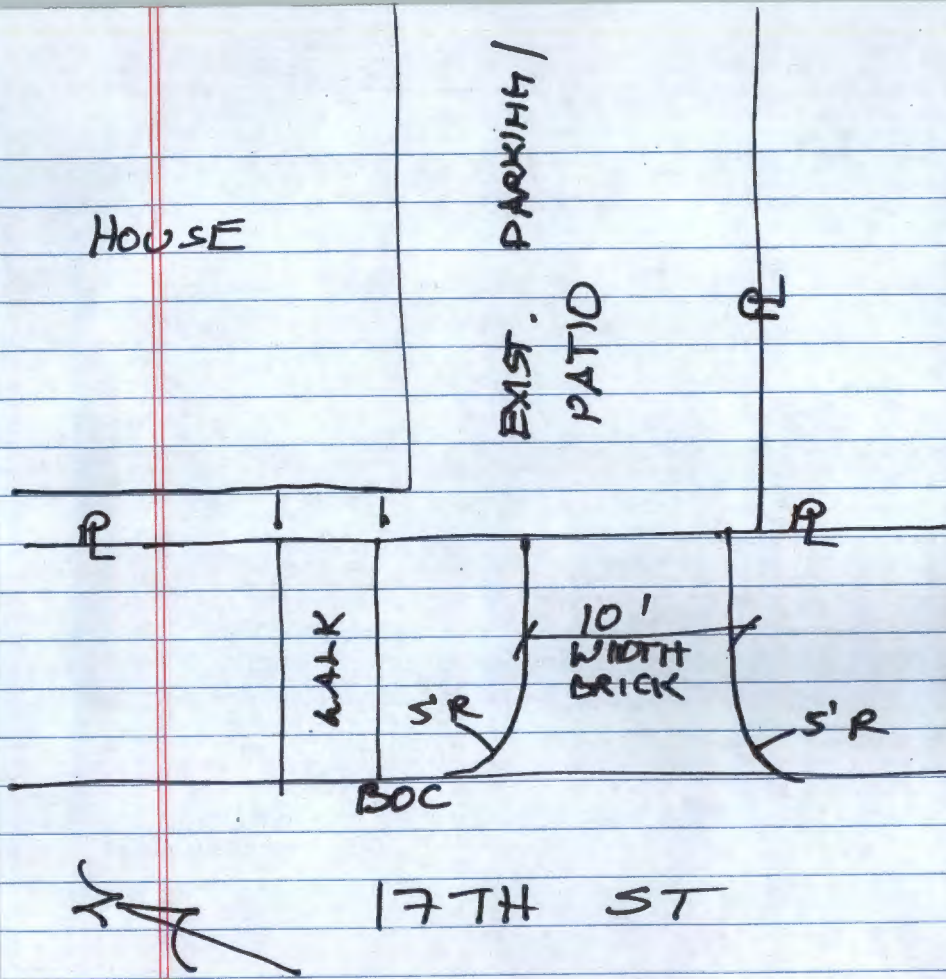
Date



Catherine Gorman, AICP
Assistant Director / HPO

October 21, 2025

Date



LEGEND • ITEMS THAT MAY APPEAR IN •
DRAWING BELOW

A.E. = AERIAL EASEMENT
B.L. = BUILDING LINE
BRS = BEARS
C.F.# = CLERK'S FILE NUMBER
D.E. = DRAINAGE EASEMENT
E.E. = ELECTRIC EASEMENT
F.I.P. = FOUND IRON PIPE
F.I.R. = FOUND IRON ROD
FND. = FOUND

M.P. = METAL POST
M.U.E. = MUNICIPAL UTILITY EASEMENT
P.A.E. = PERMANENT ACCESS EASEMENT
P.C. = POINT OF CURVATURE
P.C.C. = POINT OF COMPOUND CURVATURE
P.E. = POOL EQUIPMENT
P.O.C. = POINT OF COMMENCING
P.O.B. = POINT OF BEGINNING
P.P. = POWER POLE

P.R.C. = POINT OF REVERSE CURVATURE
P.T. = POINT OF TANGENCY
P.U.E. = PUBLIC UTILITY EASEMENT
S.I.R. = SET IRON ROD
S.S.E. = SANITARY SEWER EASEMENT
STW.S.E. = STORM SEWER EASEMENT
U.T.S. = UNABLE TO SET
U.E. = UTILITY EASEMENT
W.L.E. = WATER LINE EASEMENT
W.P. = WOODEN POST
W.S.E. = WATER & SEWER EASEMENT

— = NOT TO SCALE
⊕ = GUY ANCHOR
⊙ = POWER POLE
⊖ = SERVICE DROP

⊕ = CONTROL MONUMENT
• = PROPERTY CORNER
— = PROPERTY LINE
— = EASEMENT LINE
— = BUILDING SETBACK LINE
— = BUILDING WALL

— = WOODEN FENCE
— = CHAIN LINK FENCE
— = METAL FENCE
— = WIRE FENCE
— = VINYL FENCE
— = OVERHEAD ELECTRIC POWER LINE

Reviewed & Accepted by: _____ Date _____	
NOTES: - BEARING BASIS: V-16/P-77 - SUBJECT TO ANY AND ALL RECORDED AND UNRECORDED EASEMENTS - SURVEYOR HAS NOT INDEPENDENTLY ABSTRACTED PROPERTY - UNDERGROUND UTILITY INSTALLATIONS, UNDERGROUND IMPROVEMENTS, FOUNDATIONS AND/OR OTHER UNDERGROUND STRUCTURES WERE NOT LOCATED BY THIS SURVEY - THIS SURVEY IS CERTIFIED FOR THIS TRANSACTION ONLY, IT IS NOT TRANSFERABLE TO ADDITIONAL INSTITUTIONS OR SUBSEQUENT OWNERS - SUBJECT TO RESTRICTIVE COVENANTS AS PER TITLE COMMITMENT - SUBJECT TO ZONING AND BUILDING ORDINANCES ENFORCED BY LOCAL MUNICIPALITIES - DECK OVER PROPERTY LINE - RESIDENCE OVER PROPERTY LINE - SHED OVER PROPERTY LINE	
LEGAL DESCRIPTION ABSTRACT 628, THE NORTH 40 FEET OF LOT 14 (14-1), BLOCK 436 IN THE CITY AND COUNTY OF GALVESTON, TEXAS.	
HDHG TWO, LLC	ADDRESS 514 17TH STREET
	JOB # 2204170
	DATE 4-13-2022
	GF# 2732097-14213
	PRO-SURV P.O. BOX 1366, FRIENDSWOOD, TX 77549 PHONE: 281-996-1113 FAX: 281-996-0112 EMAIL: orders@prosurv.net T.B.P.E.L.S. FIRM #10119300 ONLY SURVEY MAPS WITH THE SURVEYOR'S ORIGINAL SIGNATURE ARE GENUINE TRUE AND CORRECT COPIES OF THE SURVEYOR'S ORIGINAL WORK AND OPINION © 2022 PRO-SURV · ALL RIGHTS RESERVED

DRON

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514 17TH ST, GALVESTON, TX 77550

High = Individually Eligible/Listed; Contributing
 Medium = Contributing
 Low = Non-Contributing

HHM-11269

Parcel ID 690504

Year Built ca. 1880

District East End Historic District

Priority Rating Medium

Building Faces W

DESCRIPTION

Type Single-Family House
 Linear
 Stylistic Influences Folk Victorian
 Stories 2
 Exterior Wall Materials Horizontal wood board
 Foundation Type Pier-and-beam
 Outbuildings Raised residence
 Outbuilding Condition Good

ROOF

Roof Shape Front-gabled
 Roof Materials Asphalt composition shingles
 Gable End Treatment Wood shingle
 Gable End Openings Vent

WINDOWS & DOORS

Window Types Double-hung
 Window Frame Materials Wood
 Window Light Configuration 2/2
 Window Features Wood shutters
 Door Materials Wood
 Door Types Single door primary entrance
 Door Features Transom light

CHIMNEYS

PORCH

Porch Type One story, Entry
 Porch Location Front
 Porch Roof Inset
 No. of Porch Bays 1
 Porch Support Type Square posts
 Porch Features Jig-sawn brackets,

INTEGRITY

Condition Good
 Alterations Porch materials replaced



TX_GalvestonCounty_514_17th_St_1.jpg



25LC-043

STAFF REPORT

ADDRESS:

2327 Avenue M

LEGAL DESCRIPTION:

Property is legally described as the M. B. Menard Survey, (1000-1) Part of Northeast Block 17, Galveston Outlots, in the City and County of Galveston, Texas

APPLICANT/REPRESENTATIVE:

Bryan Spratt

PROPERTY OWNER:

Bryan Spratt and Donald P. Long, Sr.

HISTORIC DISTRICT:

Silk Stocking

REQUEST:

Request for Verification as a participant in the Substantial Rehabilitation for Historic Properties Tax Exemption Program

STAFF RECOMMENDATION:

Approval

EXHIBITS:

A – Expenses Review

STAFF:

Catherine Gorman, AICP
Assistant Director/HPO
409-797-3665
cgorman@galvestontx.gov



Analysis

In July of 2025, the applicant submitted for tax eligibility for work at 2327 Avenue M. Since the applicant has exceeded the minimum threshold for participation, they are requesting verification that the requirements of the program have been met. The threshold to participate was \$136,015. The applicant has submitted documentation that supports a total expenditure of \$180,523 on repairs, roofing, painting, and installation of new systems.

The City Council has the final authority on the Substantial Rehabilitation for Historic Properties Tax Exemption Program. The tax exemption will freeze the City portion of the property tax for a period of 10 years at the pre-improvement value of \$380,000.

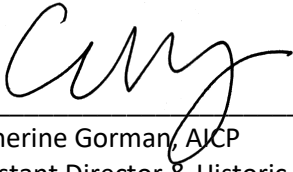
Other Reviews

City Council will review the request at the December 11, 2025 meeting.

Staff Recommendation

Staff recommends to the City Council that the applicant has successfully completed the requirements of the Substantial Rehabilitation for Historic Properties Tax Exemption Program, and that the City Council grant the tax exemption.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'C. Gorman', written over a horizontal line.

Catherine Gorman, AICP
Assistant Director & Historic Preservation Officer

10/23/2025

Date

Threshold for Participation	\$	136,015.00
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Description of Work		Cost
Masonry	\$	4,500.00
Siding	\$	20,000.00
Roof	\$	6,000.00
Porch	\$	5,845.00
Paint	\$	15,000.00
Windows	\$	8,998.00
Plaster/Drywall	\$	10,440.00
Floors	\$	31,800.00
Plumbing	\$	18,995.00
Water Heater	\$	2,395.00
Electrical	\$	27,550.00
Heating	\$	29,000.00
Total	\$	180,523.00



25LC-045

STAFF REPORT

ADDRESS:

1721 Postoffice / Avenue E

LEGAL DESCRIPTION:

Property is legally described as the M. B. Menard Survey, Lot 2 and the West 10-8.5 feet of Lot 3, Block 437, in the City and County of Galveston, Texas

APPLICANT/REPRESENTATIVE:

Donna Baker

PROPERTY OWNER:

Donna Baker and Robert Faickney

HISTORIC DISTRICT:

East End

REQUEST:

Request for Verification as a participant in the Substantial Rehabilitation for Historic Properties Tax Exemption Program

STAFF RECOMMENDATION:

Approval

EXHIBITS:

A – Expenses Review

STAFF:

Catherine Gorman, AICP
Assistant Director/HPO
409-797-3665
cgorman@galvestontx.gov



Analysis

In July of 2024, the applicant submitted for tax eligibility for work at 2327 Avenue M. Since the applicant has exceeded the minimum threshold for participation, they are requesting verification that the requirements of the program have been met. The threshold to participate was \$90,770. The applicant has submitted documentation that supports a total expenditure of \$128,042 on foundation, roofing, plumbing, electrical, and HVAC.

The City Council has the final authority on the Substantial Rehabilitation for Historic Properties Tax Exemption Program. The tax exemption will freeze the City portion of the property tax for a period of 10 years at the pre-improvement value of \$250,000.

Other Reviews

City Council will review the request at the December 11, 2025 meeting.

Staff Recommendation

Staff recommends to the City Council that the applicant has successfully completed the requirements of the Substantial Rehabilitation for Historic Properties Tax Exemption Program, and that the City Council grant the tax exemption.

Respectfully Submitted,



Catherine Gorman, AICP
Assistant Director & Historic Preservation Officer

10/23/2025

Date

Threshold for Participation	\$	90,770.00
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Description of Work		Cost
Foundation	\$	14,500.00
Roofing	\$	37,700.00
Plumbing	\$	27,642.00
Electrical	\$	24,700.00
HVAC	\$	23,500.00
 Total	 \$	 128,042.00

Development Services Department 2026 Commission Schedule

	Landmark Commission 1st and 3rd Monday 4:00	Planning Commission 1st and 3rd Tuesday 3:30	Zoning Board of Adjustment 1st Wednesday 3:30
January	1/5 No Meeting	1/6 No Meeting	1/7
February	2/2 2/16	2/3 2/17 (9:00 am)	2/4
March	3/2 3/16	3/3 3/17	3/4
April	4/6 4/20	4/7 4/21	4/8*
May	5/4 5/18	5/5 5/19	5/6
June	6/1 6/15	6/2 6/16	6/3
July	7/6 7/20	7/7 7/21	7/8*
August	8/3 8/17	8/4 8/18	8/5
September	No Meeting 9/21	No Meeting 9/22	9/2
October	10/5 10/19	10/6 10/20	10/7
November	11/2 11/16	11/3 11/17	11/4
December	12/7 No Meeting	12/8* No Meeting	12/9*

* Denotes Schedule Change