



MEMORANDUM

TO: Historic Landmark Commission

FROM: Cara Bertron, Deputy Historic Preservation Officer
Planning and Zoning Department

DATE: October 24, 2019

SUBJECT: Prince of Peace Lutheran Church
1711 E. Oltorf Street

Historic Preservation Office staff have released the demolition permit application for Prince of Peace Lutheran Church (1711 E. Oltorf Street) to comply with Land Development Code § 25-11-213(F). The code requires a demolition permit application to be placed on a Historic Landmark Commission within 60 days of a complete application, if the case is referred to the Commission.

Staff received the application on July 9, which met the submission deadline for the August 27, 2019 Commission meeting. We did not place the application on the August 27 agenda because we felt that it would be redundant, as the Commission had already initiated historic zoning on the property. However, that decision did not comply with the Land Development Code and now requires the administrative release of the demolition permit application.

We sincerely regret the error and have established a procedure to ensure it does not happen again.