



CITY OF SAN ANTONIO
OFFICE OF HISTORIC PRESERVATION

**HISTORIC AND DESIGN REVIEW COMMISSION
MEETING MINUTES
WEDNESDAY, APRIL 16, 2025**

The City of San Antonio Historic and Design Review Commission (**HDRC**) met on Wednesday, April 16, 2025, at 1901 South Alamo Street, San Antonio, Texas 78204.

MEETING CALLED TO ORDER:

Chair Gibbs called the meeting to order at 3:02 p.m.

ROLL CALL:

PRESENT: Castillo (virtual), Savino, Velásquez, Mazuca, Grube, Cervantes, Holland, Fetzer, and Gibbs

ABSENT: Galloway, Guevara

- Commissioner Guevara arrived virtually at 3:04 p.m.

CHAIR'S STATEMENT:

Chair Gibbs provided a statement regarding meeting processes, appeals, time limits, and decorum.

ANNOUNCEMENT:

- Spanish interpreter services available to the public during the hearing.
- Staff highlighted the upcoming Preservation Month event, Home Repair Fair, on Saturday, May 17, 2025.
- Item 5 was postponed by the applicant.
- Item 8 was withdrawn by the applicant.

APPROVAL OF MEETING MINUTES:

MOTION: Vice Chair Fetzer moved to approve HDRC meeting minutes for April 4, 2025. Commissioner Mazuca seconded the motion.

VOTE: AYE: Castillo, Savino, Velásquez, Mazuca, Guevara, Grube, Cervantes, Holland, Fetzer, and Gibbs
NAY: None.
ABSENT: Galloway

ACTION: **MOTION PASSED with 10 AYES. 0 NAYS. 1 ABSENT.**

PUBLIC COMMENTS:

- No public comments were received for items on the consent agenda.

CONSENT AGENDA:

Chair Gibbs asked if any commissioner would like to pull items from the Consent Agenda.

- Vice Chair Fetzer requested Item 1 be pulled from the Consent Agenda for individual consideration.

MOTION: Commissioner Savino moved to approve items 2, 3, and 4 with staff stipulations. Commissioner Velásquez seconded the motion.

Items on Consent:

Item 2, Case No. 2025-081	418 ATLANTA AVE
Item 3, Case No. 2025-074	110 W ELSMERE PLACE
Item 4, Case No. 2025-090	910 E SOUTHCROSS BLVD

VOTE: AYE: Castillo, Savino, Velásquez, Mazuca, Guevara, Grube, Cervantes, Holland, Fetzer, and Gibbs.
NAY: None.
ABSENT: Galloway

ACTION: MOTION PASSED with 10 AYES. 0 NAYS. 1 ABSENT.

INDIVIDUAL CONSIDERATION ITEMS:

ITEM 1. HDRC NO. 2025-089
ADDRESS: 849 E COMMERCE ST
APPLICANT: Amanda Perez/Protection Development Inc.

REQUEST:

The applicant is requesting a Certificate of Appropriateness for approval to construct a new ramp and covered patio within the lagoon at 849 E Commerce, Rivercenter Mall. The proposed new construction will include the removal of existing, non-ADA compliant elements.

RECOMMENDATION:

Staff recommends approval based on findings a through d with the following stipulations:

- i. That a detailed landscaping plan be submitted to OHP staff for review and approval.

PUBLIC COMMENT: None.

MOTION: Vice Chair Fetzer moved to approve with staff stipulations and the additional stipulations:

1. That the proposed patio be reduced in size to not exceed the existing tower column.
2. That landscaping be added between the walkway at the lagoon level and the patio.

Commissioner Savino seconded the motion.

VOTE: AYE: Castillo, Savino, Velásquez, Mazuca, Guevara, Grube, Cervantes, Holland, Fetzer, and Gibbs
NAY: None.
ABSENT: Galloway

ACTION: MOTION PASSED with 10 AYES. 0 NAYS. 1 ABSENT.

ITEM 6. HDRC NO. 2025-039
ADDRESS: 120 CALLAGHAN AVE
APPLICANT: Daniel Cruz/Design Coop

REQUEST:

The applicant is requesting a Certificate of Appropriateness for approval to construct a 2-story, single-family historic structure on the vacant lot at 120 Callaghan. This lot is located within the Lavaca Historic District.

RECOMMENDATION:

Staff does not recommend approval at this time, based on findings a through v. Staff recommends the applicant address the following items prior to receiving a recommendation for approval.

- i. That a setback that is greater than both of the adjacent, historic structure should be proposed, as noted in finding e. Additionally, staff recommends that a setback diagram should be produced showing the proposed setback in relationship to all existing, historic setbacks.
- ii. That the applicant provide heights of the adjacent structures to determine if the proposed height is consistent with the Guidelines.
- iii. That the second level porch roof feature a design that is consistent with second level porches within the district, as noted in findings j and p.
- iv. That the proposed vertical siding feature individual members, as noted in finding l. Staff also recommends that if metal railing are proposed, they should be proportioned and profiled to relate to those found historically within the district. The proposed standing seam metal roof should feature smooth panels that are 18 to 21 inches wide with a standard galvalume finish, seams that are 1 to 2 inches in height, and a low-profile ridge cap or ridge sleeve. Additionally, stucco facades are to feature traditional, smooth finishes.
- v. That all windows should adhere to the adopted standards for windows in new construction, as noted in finding m.
- vi. That all grouped windows should be separated by a mullion of six (6) inches in width, as found on the adjacent historic structures. Additionally, staff recommends that additional fenestration be added to both side facades as both feature expanses of unseparated walls that are atypical for residential construction within the district.
- vii. That the front-loading garage be eliminated from the design and that the applicant proposes a parking design that is consistent with those found within the district; typically within the side or rear yard, as noted in finding q.
- viii. That the proposed relocated driveway be eliminated, and that the applicant maintains the existing driveway location.
- ix. That a poured concrete walkway that is consistent with the Guidelines for Site Elements be installed, as noted in finding t. The walkway should be centered on the front door.
- x. That the proposed front yard fence not exceed four (4) feet, and that a design that is consistent with the Guidelines be submitted for review and approval, as noted in finding u.
- xi. That a detailed landscaping plan be developed and submitted to the Commission for review and approval, as noted in finding v.

A foundation inspection is to be scheduled with OHP staff to ensure that foundation setbacks and heights are consistent with the approved design. The inspection is to occur after the installation of form work and prior to the installation of foundation materials.

PUBLIC COMMENT:

- The Conservation Society of San Antonio submitted a voicemail in support of staff recommendations to deny approval at this time with the current proposed design.

MOTION 1: Commissioner Velásquez moved to approve as presented minus requests 8, 9, 10, and 11, and those items return to HDRC for approval.
Commissioner Cervantes seconded the motion.

VOTE: AYE: Velásquez, Mazuca, Cervantes
NAY: Castillo, Savino, Guevara, Grube, Holland, Fetzer, Gibbs
ABSENT: Galloway

ACTION: **MOTION FAILED with 3 AYES. 7 NAYS. 1 ABSENT.**

MOTION 2: Commissioner Velásquez moved to approve as submitted by the applicant to include moving the existing driveway to an appropriate to be approved by staff at the administrative level.
No Commissioner seconded the motion.

ACTION: **MOTION FAILED due to no second.**

MOTION 3: Commissioner Grube moved to deny the request.
Commissioner Savino seconded the motion.

VOTE: AYE: Castillo, Savino, Mazuca, Guevara, Grube, Holland, Fetzer, and Gibbs
NAY: Velásquez and Cervantes
ABSENT: Galloway

ACTION: **MOTION PASSED with 10 AYES. 0 NAYS. 1 ABSENT.**

ITEM 7. HDRC NO. 2025-407
ADDRESS: 418 E LOCUST
APPLICANT: Joseph Smith/JMS Architects, Inc.

REQUEST:

The applicant is requesting conceptual approval to construct a 3-story, residential structure on the vacant lot at 418 E Locust, located within the Tobin Hill Historic District.

RECOMMENDATION:

Staff recommends conceptual approval with the following stipulations;

1. That the applicant proposes a setback that is greater than both adjacent structures based on finding d.
 - a. A foundation inspection is to be scheduled with OHP staff to ensure that foundation setbacks and heights are consistent with the approved design. The inspection is to occur after the installation of form work and prior to the installation of foundation materials.
 - b. That the applicant meet all setback standards as required by city zoning and obtain a variance from the Board of Adjustment if applicable.
2. That the applicant reduce the building to lot ratio below 50% lot coverage resulting in a decreased massing based on finding f and h.

3. That the applicant propose a wood or fiber cement vertical siding detail that is dimensioned and profiled to represent historic siding within the district.
4. That the applicant submit window and all material specifications for review based on findings i and j.

PUBLIC COMMENT:

Letters

- Bob Farish submitted a letter in support of the request.
- Larkin O'Hern submitted a letter in support of the request.
- Michelle and Ed Lupomech submitted a letter in support of the request.
- Rachel Ortiz submitted a letter in support of the request.
- Richard Galik submitted a letter in support of the request.
- Shane & Irene Wohlrabe submitted a letter in support of the request.
- The Tobin Hill Community Association submitted a letter in support of the request.
- Trey Porter submitted a letter in support of the request.

Voicemails

- Christine King submitted a voicemail in support of the request.
- Cheryl Armendariz submitted a voicemail in support of the request.
- Cody Doege submitted a voicemail in support of the request.
- Rachel L submitted a voicemail in support of the request.

MOTION: Commissioner Grube moved to approve with staff stipulations.
Commissioner Velásquez seconded the motion.

VOTE: AYE: Castillo, Savino, Velásquez, Mazuca, Guevara, Grube, Cervantes,
Holland, Fetzer, and Gibbs
NAY: None.
ABSENT: Galloway

ACTION: MOTION PASSED with 10 AYES. 0 NAYS. 1 ABSENT.

ITEM 8. WITHDRAWN BY APPLICANT PRIOR TO MEETING

ITEM 9. HDRC NO. 2025-082
ADDRESS: 124 E HUISACHE AVE
APPLICANT: Chase Conn/Richard Mogas Architects

REQUEST:

The applicant is requesting a Certificate of Appropriateness for approval to:

1. Construct a second story addition at the rear of the historic structure. The proposed addition will feature approximately 300 square feet.
2. Extend the existing chimney in height to be visible from the right of way at E Huisache.
3. Construct an open-air deck at the rear of the historic structure.
4. Replace the existing, asphalt shingle roof with a standing seam metal roof.

RECOMMENDATION:

1. Staff recommends approval of item #1, the construction of a second story, rear addition based on findings b through e with the following stipulations:
 - i. That final cut sheets of the proposed windows be submitted to OHP staff for review and approval.

- ii. That the proposed addition feature a shingled roof, consistent with historic structures built in the Prairie Style.
- 2. Staff recommends approval of item #2, the extension of the existing brick chimney based on finding f with the following stipulation:
 - i. That the extension be constructed of matching brick, or brick salvaged from on site.
- 3. Staff recommends approval of item #2, the construction of a rear porch with the following stipulation:
 - i. That the proposed deck feature a shingled roof, consistent with historic structures built in the Prairie Style.
- 4. Staff does not recommend approval of item #4, the installation of a standing seam metal roof. Staff recommends that a shingle roof should be installed to be consistent with the Prairie Style.

PUBLIC COMMENT: None.

MOTION: Commissioner Velásquez moved to approve with stipulations:

- 1. Approve the construction of a second story, rear addition based on findings b through e with the following stipulations:
 - i. That final cut sheets of the proposed windows be submitted to OHP staff for review and approval.
 - ii. That the proposed addition feature a shingled roof, consistent with historic structures built in the Prairie Style.
- 2. Approve the extension of the existing brick chimney based on finding f with the following stipulation:
 - i. That the extension be constructed of matching brick, or brick salvaged from on site.
- 3. Approve the construction of an open-air deck at the rear of the historic structure to include a matching standing seam metal roof.
- 4. That the applicant coordinate with staff for an appropriate standing seam specification.

Commissioner Cervantes seconded the motion.

VOTE: AYE: Castillo, Savino, Velásquez, Mazuca, Guevara, Grube, Cervantes, Holland, Fetzer, and Gibbs
 NAY: None.
 ABSENT: Galloway

ACTION: **MOTION PASSED with 10 AYES. 0 NAYS. 1 ABSENT.**

ITEM 10. HDRC NO. 2025-073
 ADDRESS: 118 PARKVIEW DR
 APPLICANT: Analiza Alvarado

REQUEST:

The applicant is requesting conceptual approval to construct a 2-story, single-family residential structure on the vacant lot at 118 Parkview, located within the Mission Historic District.

RECOMMENDATION:

Staff recommends conceptual approval based on findings a through t, with the following stipulations:

- i. That a setback that is greater than that of the neighboring two historic structures be incorporated, as noted in finding e. An increased setback would likely contribute to a reduction in perceived massing for the proposed 2- story structure. A setback diagram is to be provided to show the proposed new construction's setback in context with neighboring structures and the street, sidewalk, and property lines.
- ii. That measurements of the proposed structure's height as well as the adjacent structure's heights be provided to determine the appropriateness of the proposed height of 2-stories, provided that the total height does not exceed the height of adjacent structures by fifty (50) percent.
- iii. That a foundation height of approximately one (1) foot should be incorporated.
- iv. That the pitch of the shed porch roof be reduced to relate to those found historically on the block and within the Mission Historic District, as noted in finding h and m.
- v. That the footprint of the proposed new construction does not exceed fifty (50) percent of the total lot area, as noted in finding i.
- vi. That materials adhere to the Guidelines for New Construction and that window materials adhere to the adopted window standards, as noted in findings k and l.
- vii. That all rectangular and square fixed windows be modified in size to accommodate a sashed window and that the three grouped windows at the second level on the west elevation be separated by a mullion of six (6) inches in width, as found historically within the district, as noted in finding m.
- viii. That the proposed driveway not exceed ten (10) feet in width and that the proposed walkway feature between three (3) and four (4) feet in width, as noted in finding p and q.
- ix. That a detailed landscaping plan be submitted when returning to the Commission for final approval that notes the location of fencing and provides information regarding landscaping materials, as noted in findings r and s.
- x. That all mechanical equipment be screened from view from the public right of way, as noted in finding t.

A foundation inspection is to be scheduled with OHP staff to ensure that foundation setbacks and heights are consistent with the approved design. The inspection is to occur after the installation of form work and prior to the installation of foundation materials.

Dimensioned, to-scale construction documents are required for final approval. Final approval from the Historic and Design Review Commission must be obtained prior to the issuance of a Certificate of Appropriateness.

PUBLIC COMMENT: None.

MOTION: Commissioner Grube moved to approve with staff stipulations.
Commissioner Velásquez seconded the motion.

VOTE: AYE: Castillo, Savino, Velásquez, Mazuca, Guevara, Grube, Cervantes,
Holland, Fetzer, and Gibbs
NAY: None.
ABSENT: Galloway

ACTION: MOTION PASSED with 10 AYES. 0 NAYS. 1 ABSENT.

ITEM 11. HDRC NO. 2025-085

ADDRESS: 1815 FREDERICKSBURG RD

APPLICANT: Mike Suarez/Maui Mike's TX LLC

REQUEST:

The applicant is requesting a Certificate of Appropriateness to install one (1) single back-lit sign reading “Unko Maui’s” and measuring 24 sf on the Southern façade.

RECOMMENDATION:

Staff recommends the installation of one (1) single back-lit sign reading “Unko Maui’s” and measuring 24 sf on the Southern façade as submitted based on findings a through e.

PUBLIC COMMENT:

- Bianca Maldonado, on behalf of the Monticello Park Neighborhood Association, submitted a voicemail in support of the request.

MOTION: Commissioner Grube moved to approve with staff stipulations.
Commissioner Fetzer seconded the motion.

VOTE: AYE: Castillo, Savino, Velásquez, Mazuca, Guevara, Grube, Cervantes,
Holland, Fetzer, and Gibbs.
NAY: None.
ABSENT: Galloway

ACTION: MOTION PASSED with 10 AYES. 0 NAYS. 1 ABSENT.

ITEM 12. HDRC NO. 2025-035

ADDRESS: 2011 W SUMMIT AVE

APPLICANT: Mark Wilson

REQUEST:

The applicant is requesting conceptual approval to remove the existing detached garage and construct a new two-story rear accessory structure.

RECOMMENDATION:

Staff recommends conceptual approval to deconstruct the existing rear accessory and to construct a new 2-story rear accessory structure with the following stipulations;

1. That the applicant deconstruct the existing detached garage in accordance with the Deconstruction Ordinance.
2. That the applicant reduce the proposed building’s footprint to measure 40% or less in square footage than the primary building’s footprint, reduce the overall height to be no taller than the tallest adjacent rear accessory structure and submit scaled and dimensioned drawings to include plans and elevations based on findings a through c.
3. That the applicant submit all product and material specifications to include windows, garage door, exterior door and siding products based on findings a, e and f.
4. That the applicant meet all setback standards as required by city zoning and obtain a variance from the Board of Adjustment if applicable based on finding d.

PUBLIC COMMENT:

- Bianca Maldonado, on behalf of the Monticello Park Neighborhood Association, submitted a voicemail in support of the request.

MOTION: Vice Chair Fetzer moved to approve with staff stipulations.
Commissioner Velásquez seconded the motion.

VOTE: AYE: Castillo, Savino, Velásquez, Mazuca, Guevara, Grube, Cervantes,
Holland, Fetzer, and Gibbs
NAY: None.
ABSENT: Galloway

ACTION: **MOTION PASSED with 10 AYES. 0 NAYS. 1 ABSENT.**

ITEM 13. HDRC NO. 2025-076
ADDRESS: 238 LOVERA BLVD
APPLICANT: Thomas Villanueva/Nueva General Contractors LLC

REQUEST:

The applicant is requesting a Certificate of Appropriateness for approval to construct an approximately 508 sf detached rear accessory structure.

RECOMMENDATION:

Staff recommends approval to construct a 508 sf rear accessory with the following stipulations;

1. That the applicant incorporate a more traditional window product and fenestration pattern that relates to those existing within the district and primary structure based on findings a and e.
2. That the applicant install a vertical siding material that features a smooth-finish dimensioned and profiled to represent historic siding with individual boards versus sheets based on findings a and f.
3. That the applicant submit all window, door, roofing, and siding specifications to staff for review prior to the issuance of a COA based on findings a, d, e, and f.
4. That the applicant must meet all setback standards as required by city zoning and obtain a variance from the Board of Adjustment if applicable.

PUBLIC COMMENT:

- Laura Thomas submitted a voicemail in opposition to the request.

MOTION: Commissioner Savino moved to refer to the Design Review Committee.
Vice Chair Fetzer seconded the motion.

VOTE: AYE: Castillo, Savino, Velásquez, Mazuca, Guevara, Grube, Cervantes,
Holland, Fetzer, and Gibbs
NAY: None.
ABSENT: Galloway

ACTION: **MOTION PASSED with 10 AYES. 0 NAYS. 1 ABSENT.**

ADJOURNMENT: Chairman Gibbs adjourned the meeting at 4:52 p.m.

APPROVED

J. Maurice Gibbs, Chair
Historic Design Review Commission
City of San Antonio

Date: _____

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