



CITY OF SAN ANTONIO  
**OFFICE OF HISTORIC PRESERVATION**

**HISTORIC AND DESIGN REVIEW COMMISSION  
MEETING MINUTES  
WEDNESDAY, APRIL 2, 2025**

The City of San Antonio Historic and Design Review Commission (**HDRC**) met on Wednesday, April 2, 2025, at 1901 South Alamo Street, San Antonio, Texas 78204.

**MEETING CALLED TO ORDER:**

Chair Gibbs called the meeting to order at 3:00 p.m.

**ROLL CALL:**

**PRESENT:** Castillo (virtual), Savino, Velásquez, Mazuca, Guevara (virtual), Vasquez, Cervantes (virtual), Fetzer, Gibbs

**ABSENT:** Galloway, Holland

- CTAB Commissioner Jason Vasquez served as alternate for Commissioner Grube.

**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.
- Item 4 was postponed by the applicant.

**APPROVAL OF MEETING MINUTES:**

**MOTION:** Vice Chair Fetzer moved to approve HDRC meeting minutes for March 19, 2025. Commissioner Velásquez seconded the motion.

**VOTE:** AYE: Castillo, Savino, Velásquez, Mazuca, Guevara, Vasquez, Cervantes, Fetzer, Gibbs.

NAY: None.

ABSENT: Galloway, Holland

**ACTION:** MOTION PASSED with 9 AYES. 0 NAYS. 2 ABSENT.

**PUBLIC COMMENTS:**

- Item 2 – Bianca Maldonado, on behalf of the Monticello Park Neighborhood Association, submitted a voicemail in support of the request and requested that additional shade structures be considered for the project.

**CONSENT AGENDA:**

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

- Commissioner Vasquez requested Item 2 be pulled from the Consent Agenda for individual consideration.

**MOTION:** Commissioner Velásquez moved to approve items 1, 3, and 5 with staff stipulations. Vice Chair Fetzer seconded the motion.

**Items on Consent:**

Item 1, Case No. 2025-045	1020 BURNET ST
Item 3, Case No. 2025-071	110 TULETA
Item 5, Case No. 2025-077	1108 S FLORES ST

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

**ACTION:** MOTION PASSED with 9 AYES. 0 NAYS. 2 ABSENT

**INDIVIDUAL CONSIDERATION ITEMS:**

**ITEM 2. HDRC NO. 2025-061**  
ADDRESS: 1103 CINCINNATI AVE  
APPLICANT: Laura Hall/Ford Powell and Carson, Inc.

**REQUEST:**

The applicant is requesting a Certificate of Appropriateness for approval to construct a splash pad to the east of Woodlawn Lake adjacent to the existing swimming pool.

**RECOMMENDATION:**

Staff recommends approval of the request, based on findings a and b, as submitted.

**PUBLIC COMMENT:** Provided at the beginning of the meeting.

**MOTION:** Commissioner Vasquez moved to approve as submitted. Commissioner Velásquez seconded the motion.

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

**ACTION:** MOTION PASSED with 9 AYES. 0 NAYS. 2 ABSENT.

**ITEM 6. HDRC NO. 2025-070**  
ADDRESS: 1024 BURNET ST  
APPLICANT: Richard Gonzalez

**REQUEST:**

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

1. Perform rehabilitative scopes of work to include the repair of the foundation, wood siding and wood elements.

2. Replace the existing porch columns with new, wood columns.
3. Replace all existing windows with new windows.
4. Construct a rear addition to feature 518 square feet.

**RECOMMENDATION:**

1. Staff recommends approval of item #1, rehabilitative scopes of work, based on finding c with the following stipulations:
  - i. That all wood repair is done in-kind, with like materials.
2. Staff recommends approval of item #2, the replacement of non-original porch columns, based on finding d with the following stipulations:
  - i. That all columns feature six (6) inches square with capital and base trim and chamfered corners. A revised columns details is to be submitted to OHP staff prior to the issuance of a Certificate of Appropriateness.
3. Staff recommends approval of item #3, the replacement of existing windows, based on finding e, with the following stipulations:
  - i. That all existing wood windows be repaired and reinstalled.
  - ii. That all grouped windows be separated by mullion of six (6) inches to match those found historically on site.
  - iii. That wood, one over one windows be installed on the west façade where original windows were removed without approval in December 2023. This will include the reopening of enclosed window openings.
  - iv. That all replacement windows abide by the adopted standards for window replacement, as noted in finding e and in the applicable citations. Windows are to be submitted to OHP staff for review and approval prior to purchase and installation. Where aluminum windows currently exist, aluminum windows may be installed, with the exception of the window openings on the west façade, previously noted in stipulation ii.
4. Staff recommends approval of item #4, the construction of a rear addition based on findings f through i, with the following stipulations:
  - i. That the proposed addition feature either a setback from the original structure's side facades or a vertical trim piece to differentiate the addition from the original structure.
  - ii. That windows that adhere to the adopted standards for windows in additions be installed. Windows are to be submitted to OHP staff for review and approval prior to purchase and installation.
  - iii. That all columns feature six (6) inches square with capital and base trim and chamfered corners. A revised columns details is to be submitted to OHP staff prior to the issuance of a Certificate of Appropriateness.
  - iv. That the set of ganged, wood windows currently within the rear facing gable be reinstalled within the addition's rear facing gable.

**PUBLIC COMMENT:**

- Lulu Francois, on behalf of the Dignowity Hill Historic Neighborhood Review Committee, submitted a voicemail in support of staff's recommendations and stipulations except for allowing aluminum windows that currently exist to be replaced with aluminum windows.
- The Dignowity Hill Historic Neighborhood Review Committee submitted a letter with the same information outlined in the voicemail.

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

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

**ACTION:** MOTION PASSED with 9 AYES. 0 NAYS. 2 ABSENT

**ADJOURNMENT:** Chairman Gibbs adjourned the meeting at 3:22 p.m.

**APPROVED**

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

Date: \_\_\_\_\_