

## HISTORIC AND DESIGN REVIEW COMMISSION

December 20, 2023

**HDRC CASE NO:** 2023-243  
**ADDRESS:** 411 E EVERGREEN  
**LEGAL DESCRIPTION:** NCB 396 BLK 29 LOT 9 & W 14 FT OF 10  
**ZONING:** R-6, H  
**CITY COUNCIL DIST.:** 1  
**DISTRICT:** Tobin Hill Historic District  
**APPLICANT:** GLADYS AYARZAGOITIA/GMAM  
**OWNER:** GLADYS AYARZAGOITIA/GMAM  
**TYPE OF WORK:** Fenestration modifications, porch decking replacement, balcony railing installation  
**APPLICATION RECEIVED:** November 30, 2023  
**60-DAY REVIEW:** January 29, 2023  
**CASE MANAGER:** Claudia Espinosa

### REQUEST:

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

1. Install two fixed aluminum windows on the front façade, in window openings 1 and 2, measuring approximately 7.4 ft x 4.4 ft.
2. Install fixed aluminum transoms, sidelites, and salvaged wood doors in the second-floor front façade openings.
3. Install a wood balcony railing
4. Replace the existing first-floor porch decking with boards installed parallel to the front façade wall plane.

### APPLICABLE CITATIONS:

Historic Design Guidelines, Chapter 2, Exterior Maintenance and Alterations

#### 1. Materials: Woodwork

##### A. MAINTENANCE (PRESERVATION)

- i. Inspections—Conduct semi-annual inspections of all exterior wood elements to verify condition and determine maintenance needs.
- ii. Cleaning—Clean exterior surfaces annually with mild household cleaners and water. Avoid using high pressure power washing and any abrasive cleaning or stripping methods that can damage the historic wood siding and detailing.
- iii. Paint preparation—Remove peeling, flaking, or failing paint surfaces from historic woodwork using the gentlest means possible to protect the integrity of the historic wood surface. Acceptable methods for paint removal include scraping and sanding, thermal removal, and when necessary, mild chemical strippers. Sand blasting and water blasting should never be used to remove paint from any surface. Sand only to the next sound level of paint, not all the way to the wood, and address any moisture and deterioration issues before repainting.
- iv. Repainting—Paint once the surface is clean and dry using a paint type that will adhere to the surface properly. See General Paint Type Recommendations in Preservation Brief #10 listed under Additional Resources for more information.
- v. Repair—Repair deteriorated areas or refasten loose elements with an exterior wood filler, epoxy, or glue.

##### B. ALTERATIONS (REHABILITATION, RESTORATION, AND RECONSTRUCTION)

- i. Façade materials—Avoid removing materials that are in good condition or that can be repaired in place. Consider exposing original wood siding if it is currently covered with vinyl or aluminum siding, stucco, or other materials that have not achieved historic significance.
- ii. Materials—Use in-kind materials when possible or materials similar in size, scale, and character when exterior woodwork is beyond repair. Ensure replacement siding is installed to match the original pattern, including exposures. Do not introduce modern materials that can accelerate and hide deterioration of historic materials. Hardiboard and other cementitious materials are not recommended.
- iii. Replacement elements—Replace wood elements in-kind as a replacement for existing wood siding, matching in profile, dimensions, material, and finish, when beyond repair.

#### 6. Architectural Features: Doors, Windows, and Screens

## A. MAINTENANCE (PRESERVATION)

- i. Openings—Preserve existing window and door openings. Avoid enlarging or diminishing to fit stock sizes or air conditioning units. Avoid filling in historic door or window openings. Avoid creating new primary entrances or window openings on the primary façade or where visible from the public right-of-way.
- ii. Doors—Preserve historic doors including hardware, fanlights, sidelights, pilasters, and entablatures.
- iii. Windows—Preserve historic windows. When glass is broken, the color and clarity of replacement glass should match the original historic glass.
- iv. Screens and shutters—Preserve historic window screens and shutters.
- v. Storm windows—Install full-view storm windows on the interior of windows for improved energy efficiency. Storm window may be installed on the exterior so long as the visual impact is minimal and original architectural details are not obscured.

## B. ALTERATIONS (REHABILITATION, RESTORATION, AND RECONSTRUCTION)

- i. Doors—Replace doors, hardware, fanlight, sidelights, pilasters, and entablatures in-kind when possible and when deteriorated beyond repair. When in-kind replacement is not feasible, ensure features match the size, material, and profile of the historic element.
- ii. New entrances—Ensure that new entrances, when necessary to comply with other regulations, are compatible in size, scale, shape, proportion, material, and massing with historic entrances.
- iii. Glazed area—Avoid installing interior floors or suspended ceilings that block the glazed area of historic windows.
- iv. Window design—Install new windows to match the historic or existing windows in terms of size, type, configuration, material, form, appearance, and detail when original windows are deteriorated beyond repair.
- v. Muntins—Use the exterior muntin pattern, profile, and size appropriate for the historic building when replacement windows are necessary. Do not use internal muntins sandwiched between layers of glass.
- vi. Replacement glass—Use clear glass when replacement glass is necessary. Do not use tinted glass, reflective glass, opaque glass, and other non-traditional glass types unless it was used historically. When established by the architectural style of the building, patterned, leaded, or colored glass can be used.
- vii. Non-historic windows—Replace non-historic incompatible windows with windows that are typical of the architectural style of the building.
- viii. Security bars—Install security bars only on the interior of windows and doors.
- ix. Screens—Utilize wood screen window frames matching in profile, size, and design of those historically found when the existing screens are deteriorated beyond repair. Ensure that the tint of replacement screens closely matches the original screens or those used historically.
- x. Shutters—Incorporate shutters only where they existed historically and where appropriate to the architectural style of the house. Shutters should match the height and width of the opening and be mounted to be operational or appear to be operational. Do not mount shutters directly onto any historic wall material.

### Standard Specifications for Original Wood Window Replacement

- SCOPE OF REPAIR: When individual elements such as sills, muntins, rails, sashes, or glazing has deteriorated, every effort should be made to repair or reconstruct that individual element prior to consideration of wholesale replacement. For instance, applicant should replace individual sashes within the window system in lieu of full replacement with a new window unit.
- MISSING OR PREVIOUSLY-REPLACED WINDOWS: Where original windows are found to be missing or previously-replaced with a nonconforming window product by a previous owner, an alternative material to wood may be considered when the proposed replacement product is more consistent with the Historic Design Guidelines in terms of overall appearance. Such determination shall be made on a case-by-case basis by OHP and/or the HDRC. Whole window systems should match the size of historic windows on property unless otherwise approved.
- MATERIAL: If full window replacement is approved, the new windows must feature primed and painted wood exterior finish. Clad, composition, or non-wood options are not allowed unless explicitly approved by the commission.
- SASH: Meeting rails must be no taller than 1.25". Stiles must be no wider than 2.25". Top and bottom sashes must be equal in size unless otherwise approved.
- DEPTH: There should be a minimum of 2" in depth between the front face of the window trim and the front face of the top window sash. This must be accomplished by recessing the window sufficiently within the opening or with the installation of additional window trim to add thickness.

- TRIM: Original trim details and sills should be retained or repaired in kind. If approved, new window trim must feature traditional dimensions and architecturally appropriate casing and sloped sill detail. Window track components such as jamb liners must be painted to match the window trim or concealed by a wood window screen set within the opening.
- GLAZING: Replacement windows should feature clear glass. Low-e or reflective coatings are not recommended for replacements. The glazing should not feature faux divided lights with an interior grille. If approved to match a historic window configuration, the window should feature real exterior muntins.
- COLOR: Replacement windows should feature a painted finish. If a clad product is approved, white or metallic manufacturer's color is not allowed, and color selection must be presented to staff.
- INSTALLATION: Replacement windows should be supplied in a block frame and exclude nailing fins. Window opening sizes should not be altered to accommodate stock sizes prior to approval.
- FINAL APPROVAL: If the proposed window does not meet the aforementioned stipulations, then the applicant must submit updated window specifications to staff for review, prior to purchase and installation. For more assistance, the applicant may request the window supplier to coordinate with staff directly for verification.

## **FINDINGS:**

- a. The primary structure at 411 E Evergreen was constructed circa 1913 in the Craftsman style with Neoclassical influences and contributes to the Tobin Hill Historic District. The two-story, multi-family structure features a symmetrical entrance with thick columns, flanked by large window openings on each side, and wood siding. The property makes its first appearance in the City Directory in 1913 and on the 1931 Sanborn Maps respectively.
- b. CASE HISTORY – The property owner attended HDRC on June 20, 2023, regarding a number of requests for fenestration modifications. During this time, the HDRC moved the request for window installation on the front facade to a continuance. Since that time, the property owner agreed to look for other window products that would be more appropriate for the installation. Staff conducted a site visit on November 28, 2023, and observed the installation of unapproved aluminum windows on the front façade. Additionally, staff observed modifications to the second-floor balcony and façade to that include the installation of transoms, sidelites, and doors in the existing openings and the installation of a wood balcony railing that were completed prior to approval and the replacement of front porch decking that was completed outside of the approval for in-kind replacement. The property owner has returned to the HDRC to request approval for the modifications.
- c. WINDOW INSTALLATION (FRONT FACADE) – The applicant is requesting to install two fixed aluminum windows on the front façade, in window openings 1 and 2, measuring approximately 7.4 ft x 4.4 ft. Guideline 6.A.i. for Exterior Maintenance and Alterations recommends that historic window openings be preserved. New windows should match the historic or existing windows in terms of size, type, configuration, material, form, appearance, and detail when original windows are deteriorated beyond repair. Fully wood windows would be most appropriate. The windows should feature an inset of two (2) inches within facades and should feature profiles that are found historically within the immediate vicinity. Meeting rails must be no taller than 1.25” and stiles no wider than 2.25”. White manufacturer's color is not allowed, and color selection must be presented to staff. There should be a minimum of two inches in depth between the front face of the window trim and the front face of the top window sash. This must be accomplished by recessing the window sufficiently within the opening or with the installation of additional window trim to add thickness. Window trim must feature traditional dimensions and architecturally appropriate sill detail. Window track components must be painted to match the window trim or concealed by a wood window screen set within the opening. Staff finds the installation of fixed aluminum windows to be inconsistent with the Guidelines. Staff finds that the applicant should install fully wood windows that do not alter the existing opening and feature traditional operations.
- d. FENESTRATION (SIDELITES, TRANSOMS, AND DOORS) - The applicant is requesting to install two fixed aluminum sidelites and a fixed transom on the second-floor of the front façade, on openings 37 and 38, and salvaged wood doors. The Guidelines for Exterior Maintenance and Alterations 6.A.i recommend that historic window openings be preserved and that New windows should match the historic or existing windows in terms of size, type, configuration, material, form, appearance, and detail when original windows are deteriorated beyond repair. Staff finds that the applicant should install fully wood windows that do not alter the existing openings and feature traditional trim detailing.
- e. RAILING INSTALLATION – The applicant is requesting to install a wood porch railing to the second-floor balcony with a traditional design. Guideline 7.B.v. for Exterior Maintenance and Alterations, states to reconstruct porches, balconies, and porte-cocheres based on accurate evidence of the original, such as photographs. If no such

evidence exists, the design should be based on the architectural style of the building and historic patterns. The proposed railings should feature both a top and bottom rail. The bottom rail should feature a vertical orientation and should be installed approximately three to four inches above the porch decking. Both top and bottom rails should be constructed from 2"x4" members. The proposed railing should not feature an overall height of more than three (3) feet. Staff finds the installation of the front porch railing generally conforms to Guidelines; however, a dimensioned elevation drawing should be submitted to staff for review.

f. FRONT PORCH (MATERIALS) – The applicant is requesting approval to replace the existing wood porch decking with wood decking installed parallel to the front façade wall plane on the first-floor porch. The applicant has not provided dimensions for the wood decking at this time. Guideline 7.A.iii. for Exterior Maintenance and Alterations states that original wood or concrete porch floors should be preserved and Guideline 7.B.iii. states to replace porch elements such as ceilings, floors, and columns, with in-kind material when such features are deteriorated beyond repair. Staff finds the proposed decking material and installation is inappropriate. Staff finds that the proposed porch decking should feature 1" x 3" tongue-and-groove wood members laid perpendicular to the front façade plane.

## **RECOMMENDATION:**

Item 1, staff does not recommend approval of the installation of two fixed aluminum windows on the front façade, in window openings 1 and 2, based on finding c. Staff recommends that fully wood one-over-one windows are installed that do not modify the existing opening and feature traditional operations. New windows must meet the following stipulation:

- i. That the applicant installs a fully wood window that meet staff's standard window stipulations and submits updated specifications to staff for review and approval. The windows should feature an inset of two (2) inches within facades and should feature profiles that are found historically within the immediate vicinity. Meeting rails must be no taller than 1.25" and stiles no wider than 2.25". White manufacturer's color is not allowed, and color selection must be presented to staff. There should be a minimum of two inches in depth between the front face of the window trim and the front face of the top window sash. This must be accomplished by recessing the window sufficiently within the opening or with the installation of additional window trim to add thickness. Window trim must feature traditional dimensions and architecturally appropriate sill detail. Window track components must be painted to match the window trim or concealed by a wood window screen set within the opening.

Item 2, staff recommends approval of the installation of new windows and salvaged doors within the existing openings based on finding d with the following stipulation:

- i. That the applicant installs a fully wood windows that meet staff's standard window stipulations and submits updated specifications to staff for review and approval. The windows should feature an inset of two (2) inches within facades and should feature profiles that are found historically within the immediate vicinity. White manufacturer's color is not allowed, and color selection must be presented to staff. There should be a minimum of two inches in depth between the front face of the window trim and the front face of the top window sash. This must be accomplished by recessing the window sufficiently within the opening or with the installation of additional window trim to add thickness. Window trim must feature traditional dimensions and architecturally appropriate sill detail. Window track components must be painted to match the window trim or concealed by a wood window screen set within the opening.

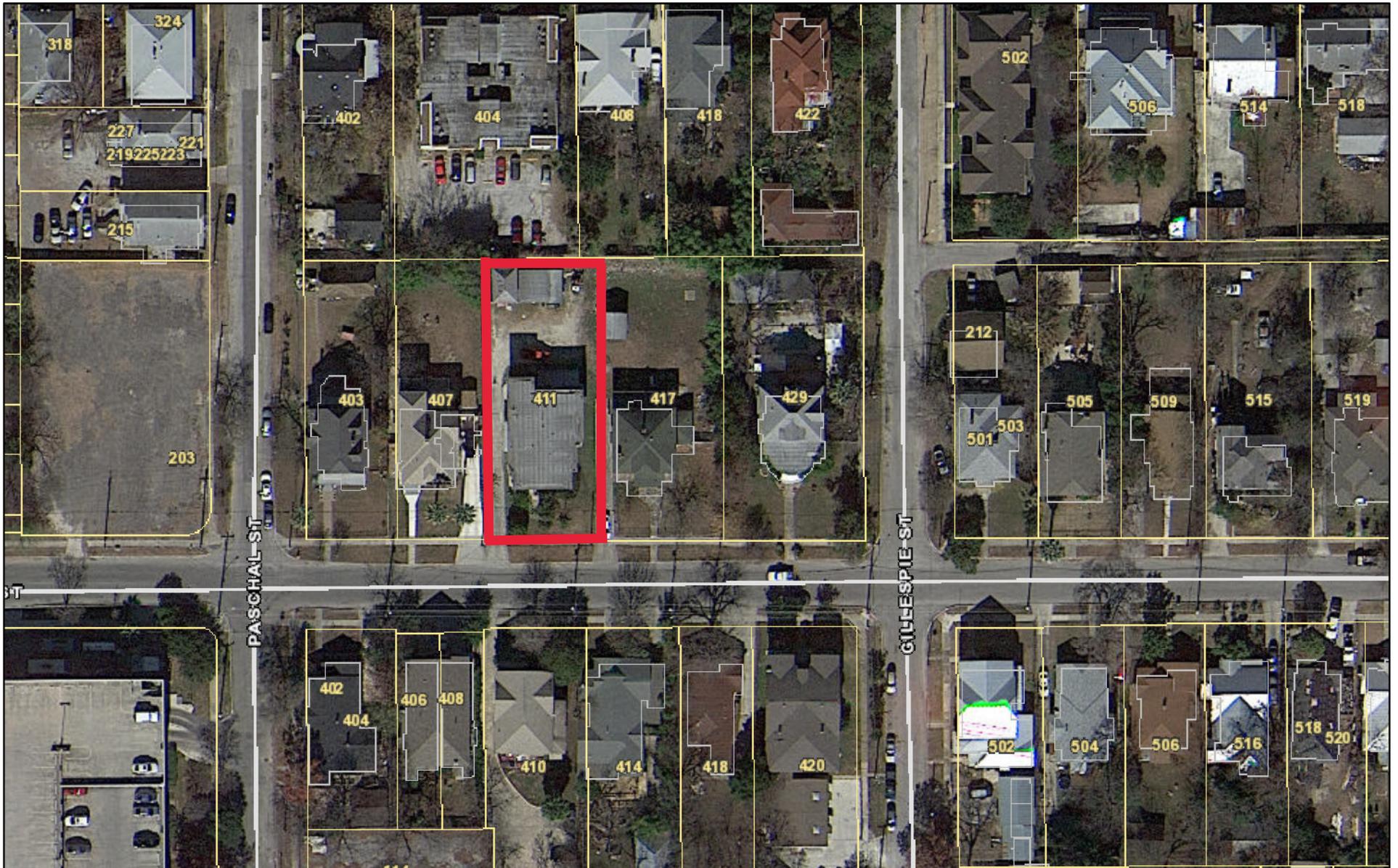
Item 3, staff recommends approval of the wood railing installation on the balcony based on finding e with the following stipulations:

- i. That the applicant submit final material specifications to staff for review prior to the issuance of a Certificate of Appropriateness.
- ii. That the applicant submit a measured elevation drawing of the proposed railing to staff for review prior to the issuance of a Certificate of Appropriateness.

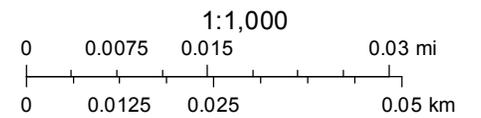
Item 4, staff recommends approval of the replacement of the first-floor porch decking based on finding f, with the following stipulation:

- i. That the proposed porch decking should feature 1" x 3" tongue-and-groove wood members laid perpendicular to the front façade plane.

# City of San Antonio One Stop



May 31, 2023







411





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411 E



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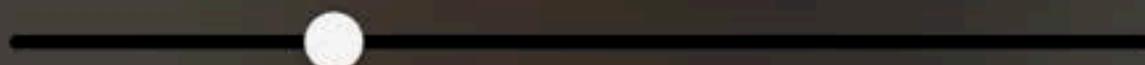
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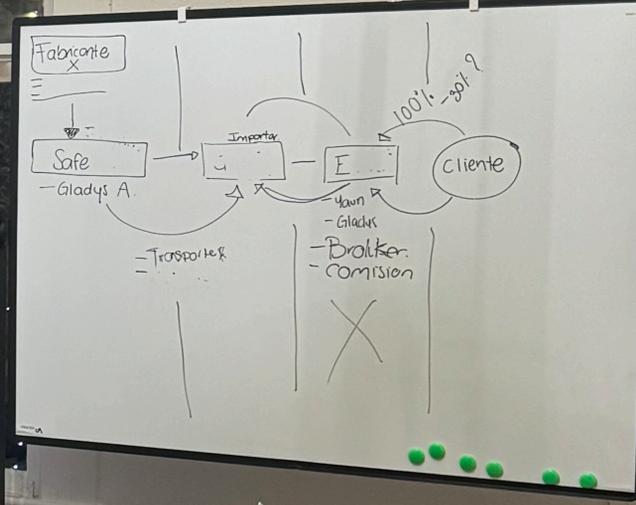
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Desk area containing:

- Laptop
- Mouse
- Calculator
- Stack of papers
- Small Christmas tree decorations
- Smartphone





Nov 28, 2023 at 4:47:27 PM  
407 E Evergreen St  
San Antonio TX 78212  
United States



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411 E Evergreen St  
San Antonio TX 78212  
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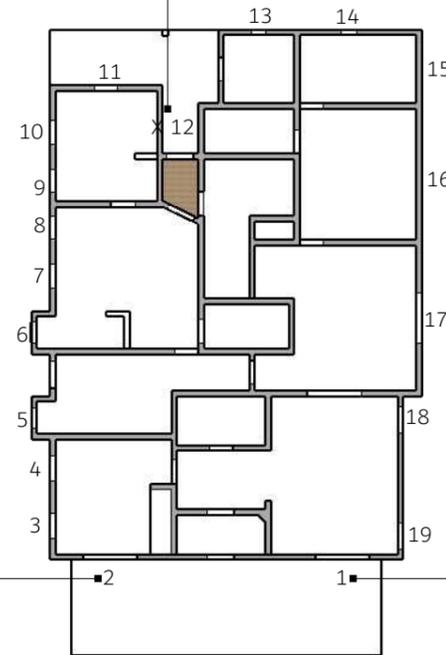
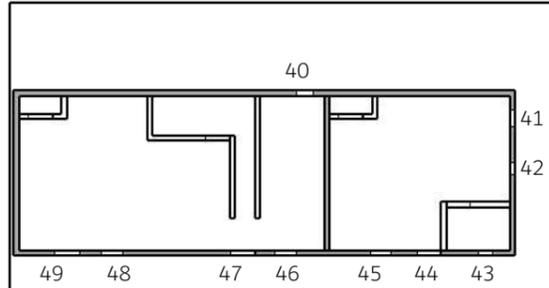


WINDOW #12 INTERIOR



WINDOW #12 EXTERIOR

Existing (Window#12) will be taken out, It will be divided and we are one on window#1 and the second piece on window #2 (Window #1 & #2)



Existing (Window #12) will be placed on (Window #2)

Existing (Window #12) will be placed in (Window#1)



WINDOW #2 EXTERIOR



WINDOW #1 EXTERIOR

**All other windows remain in the original place, no modifications will occur.**

WINDOW SCHEDULE - MAIN FLOOR

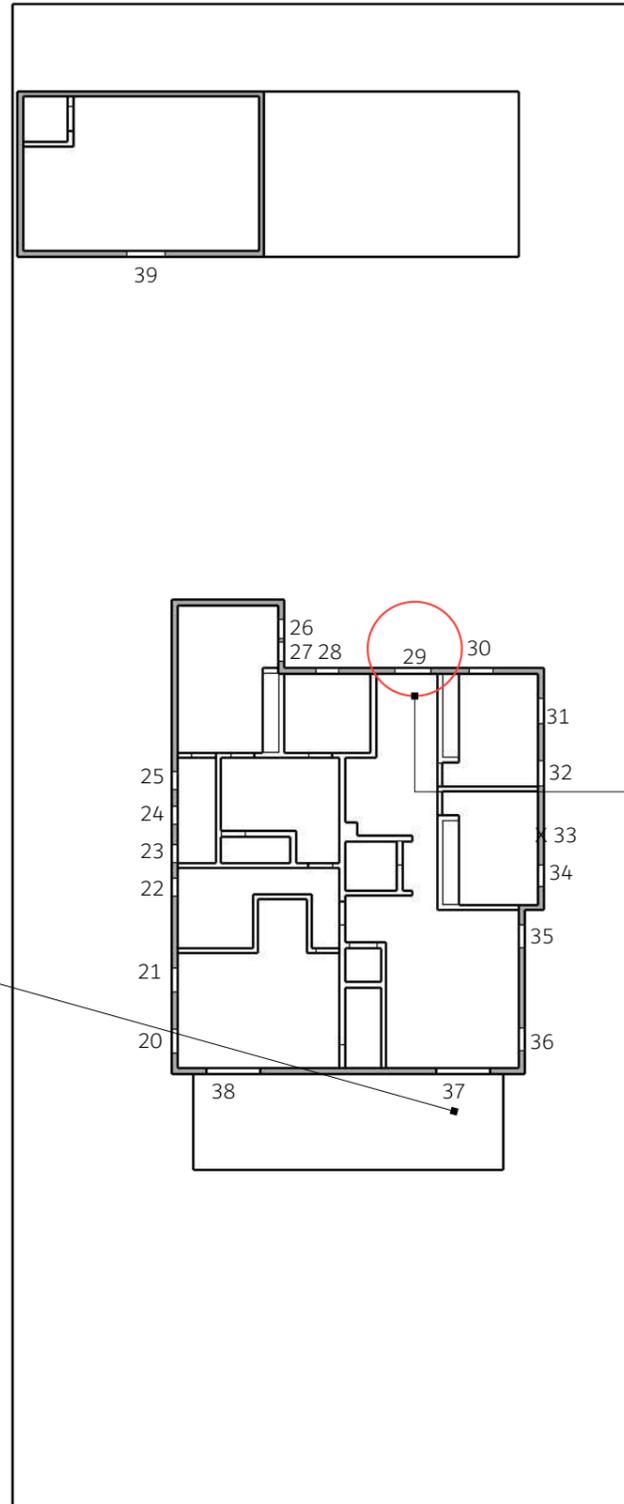


411 EVERGREEN

IMPORTANT: Check all measurements on site prior to construction or commencement of work. Measurements provided in this document are for information only and should not be relied upon for manufacture or installation. All appliance specifications should be taken from spec sheets provided directly by the clients. Any discrepancies should be brought to the attention of MAR INTERIORS prior to the commencement of works.

SCALE 1:24

TO SCALE @ A3



Window #29 - New window

**All other windows remain in the original place,  
no modifications will occur.**

There is currently no window or door on #37 and #38, but the preparation for it is there, the proposal is to place an existing door with sidelites and transoms on each side (See picture attached).



Two Existing Doors

WINDOW SCHEDULE - SECOND FLOOR



411 EVERGREEN

IMPORTANT: Check all measurements on site prior to construction or commencement of work. Measurements provided in this document are for information only and should not be relied upon for manufacture or installation. All appliance specifications should be taken from spec sheets provided directly by the clients. Any discrepancies should be brought to the attention of MAR INTERIORS prior to the commencement of works.

SCALE 1:24

TO SCALE @ A3

Dec 13, 2023 at 3:51:09 PM  
411 E Evergreen St  
San Antonio TX 78212  
United States



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San Antonio TX 78212  
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410 E Evergreen St  
San Antonio TX 78212  
United States



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San Antonio TX 78212  
United States



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407 E Evergreen St  
San Antonio TX 78212  
United States





# CITY OF SAN ANTONIO OFFICE OF HISTORIC PRESERVATION

## ADMINISTRATIVE CERTIFICATE OF APPROPRIATENESS

March 6, 2023

**ADDRESS:** 411 E EVERGREEN  
**LEGAL DESCRIPTION:** NCB 396 BLK 29 LOT 9 & W 14 FT OF 10  
**HISTORIC DISTRICT:** Tobin Hill  
**PUBLIC PROPERTY:** No  
**RIVER IMPROVEMENT OVERLAY:** No  
**APPLICANT:** GLADYS MARGARITA AYARZAGOITIA MOREO/GMAM LLC - 633 ST. MARYS ST  
**OWNER:**  
**TYPE OF WORK:** Foundation/skirting, Roofing, Repair and Maintenance, Painting

### REQUEST:

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

1. Replace the roof in-kind.
2. Repair the foundation and skirting in-kind.
3. Repaint the non-masonry exterior.

Non-requested exterior work may require an additional Certificate of Appropriateness and should be a separate application.

### CITY OF SAN ANTONIO OFFICE OF HISTORIC PRESERVATION

DATE: 3/6/2023 10:12:12 AM

### ADMINISTRATIVE APPROVAL TO:

Approval to:

1. Replace the roof in-kind.
2. Repair the foundation and skirting in-kind.
3. Repaint the non-masonry exterior.

Non-requested exterior work may require an additional Certificate of Appropriateness and should be a separate application.

APPROVED BY: Bryan Morales

Shanon Shea Miller  
Historic Preservation Officer

A Certificate of Appropriateness (COA) serves as a record of design approval and is valid for 180 days. Work that is not completed in accordance with this certificate may be subject to correction orders and other penalties.

A COA does not take the place of any required building permits nor does it authorize the use of a property beyond what is allowed by the Unified Development Code. Prior to beginning your construction project, please contact the Development Services Department at (210) 207-1111 to ensure that all requirements have been met.

This Certificate must remain posted on the job site for the duration of your project. Modifications to an approved design or an expired approval will require a re-issue of your Certificate of Appropriateness by OHP staff. Please contact OHP Staff at (210) 207-0035 with



# CITY OF SAN ANTONIO OFFICE OF HISTORIC PRESERVATION

## ADMINISTRATIVE CERTIFICATE OF APPROPRIATENESS

May 26, 2023

**ADDRESS:** 411 E EVERGREEN  
**LEGAL DESCRIPTION:** NCB 396 BLK 29 LOT 9 & W 14 FT OF 10  
**HISTORIC DISTRICT:** Tobin Hill  
**PUBLIC PROPERTY:** No  
**RIVER IMPROVEMENT OVERLAY:** No  
**APPLICANT:** GLADYS AYARZAGOITIA/GMAM LLC -  
**OWNER:** GMAM LLC -  
**TYPE OF WORK:** Driveway/sidewalk, Exterior alterations, Exterior lighting, Foundation/skirting, Repair and Maintenance, Painting

### REQUEST:

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

1. Repair the driveway with in-kind materials.
2. Paint the exterior of the primary and secondary structures.
3. Install exterior lights on the primary and secondary structure.
4. Repair the sidewalk with in-kind materials.
5. Repair the siding with in-kind materials.
6. Repair the one-over-one sashed window on the second floor on the westside façade with in-kind.
7. Install rain gutters on the rear addition of the primary structure.

### CITY OF SAN ANTONIO OFFICE OF HISTORIC PRESERVATION

DATE: 5/26/2023 4:41:59 PM

### ADMINISTRATIVE APPROVAL TO:

1. Repair the driveway with in-kind materials.

No modifications to the width, configuration, or materials are requested or approved at this time.

2. Paint the exterior of the primary and secondary structures.

Avoid painting historically unpainted masonry and surfaces.

3. Install exterior lights on the primary and secondary structure.

4. Repair the sidewalk with in-kind materials.

No modifications to the width, configuration, or materials are requested or approved at this time.

5. Repair the siding with in-kind materials.

The siding must match the profile, dimension, and materials that is existing.

6. Repair the one-over-one sashed window on the second floor on the westside façade with in-kind.

No modifications to the existing window openings or sashes are to take place. Sashes may be removed from the frames to make repairs; elements such as rails and stiles that are rotten or missing may be replaced with new solid wood elements to match the existing (in kind repairs only). Glass should feature a clarity comparable to the existing (tinted glass should not be used).?

7. Install rain gutters on the rear addition of the primary structure.

Rain gutters are to match the trim and be concealed.

**APPROVED BY:** Claudia Espinosa

A handwritten signature in black ink that reads "Shanon Shea Miller". The signature is written in a cursive, flowing style.

**Shanon Shea Miller**  
**Historic Preservation Officer**

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**This Certificate must remain posted on the job site for the duration of your project. Modifications to an approved design or an expired approval will require a re-issue of your Certificate of Appropriateness by OHP staff. Please contact OHP Staff at (210) 207-0035 with**



# CITY OF SAN ANTONIO OFFICE OF HISTORIC PRESERVATION

## ADMINISTRATIVE CERTIFICATE OF APPROPRIATENESS

June 1, 2023

**ADDRESS:** 411 E EVERGREEN  
**LEGAL DESCRIPTION:** NCB 396 BLK 29 LOT 9 & W 14 FT OF 10  
**HISTORIC DISTRICT:** Tobin Hill  
**PUBLIC PROPERTY:** No  
**RIVER IMPROVEMENT OVERLAY:** No  
**APPLICANT:** GLADYS AYARZAGOITIA/GMAM LLC - 633 S SAINT MARYS ST #3502  
**OWNER:** GMAM LLC - 633 S SAINT MARYS ST #3502  
**TYPE OF WORK:** Porch/Patio, Repair and Maintenance, Painting

### REQUEST:

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

1. Install an approximately 972-square-foot gravel parking pad in the rear of the property.
2. Replace concrete steps with new wooden steps on the front.
3. Repair basement access with in-kind materials
4. Reinstall decorative trim to the sidelites and door frame.
5. Repair and repaint the wooden decking with in-kind materials.

### CITY OF SAN ANTONIO OFFICE OF HISTORIC PRESERVATION

DATE: 6/1/2023 2:29:40 PM

**ADMINISTRATIVE APPROVAL TO:**

1. Install an approximately 972-square-foot gravel parking pad in the rear of the property.
2. Replace concrete steps with new wooden steps on the front.
3. Repair basement access with in-kind materials
4. Reinstall decorative trim to the sidelites and door frame.
5. Repair and repaint the wooden decking with in-kind materials.

The applicant has approval to pain the exterior trim and body of the house and the repaired decking.

Avoid painting any historically unpainted surfaces.

**APPROVED BY:** Claudia Espinosa

**Shanon Shea Miller**  
Historic Preservation Officer

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# CITY OF SAN ANTONIO OFFICE OF HISTORIC PRESERVATION

## ADMINISTRATIVE CERTIFICATE OF APPROPRIATENESS

June 21, 2023

**ADDRESS:** 411 E EVERGREEN  
**LEGAL DESCRIPTION:** NCB 396 BLK 29 LOT 9 & W 14 FT OF 10  
**HISTORIC DISTRICT:** Tobin Hill  
**PUBLIC PROPERTY:** No  
**RIVER IMPROVEMENT OVERLAY:** No  
**APPLICANT:** GLADYS AYARZAGOITIA/GMAM - 633 ST MARYS STREET UNIT 3502  
**OWNER:** GLADYS AYARZAGOITIA/GMAM - 633 ST MARYS STREET UNIT 3502  
**TYPE OF WORK:** Addition, Driveway/sidewalk, Exterior alterations, Window replacement/fenestration changes

### REQUEST:

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

1. Extend the roof on the rear addition with in-kind materials as shown in the site plan.
2. Repair and extend the sidewalk from the front, west, and rear façade with in-kind materials.
3. Widen the sidewalk on the rear façade and add a step to the rear addition with in-kind materials.

### CITY OF SAN ANTONIO OFFICE OF HISTORIC PRESERVATION

DATE: 6/21/2023 10:32:45 AM

**ADMINISTRATIVE APPROVAL TO:**

1. Extend the roof on the rear addition with in-kind materials as shown in the site plan.
2. Repair and extend the sidewalk from the front, west, and rear façade with in-kind materials.
3. Widen the sidewalk on the rear façade and add a step to the rear addition with in-kind materials.

**APPROVED BY:** Claudia Espinosa

**Shanon Shea Miller**  
Historic Preservation Officer

**A Certificate of Appropriateness (COA) serves as a record of design approval and is valid for 180 days. Work that is not completed in accordance with this certificate may be subject to correction orders and other penalties.**

**A COA does not take the place of any required building permits nor does it authorize the use of a property beyond what is allowed by the Unified Development Code. Prior to beginning your construction project, please contact the Development Services Department at (210) 207-1111 to ensure that all requirements have been met.**

**This Certificate must remain posted on the job site for the duration of your project. Modifications to an approved design or an expired approval will require a re-issue of your Certificate of Appropriateness by OHP staff. Please contact OHP Staff at (210) 207-0035 with**



# CITY OF SAN ANTONIO OFFICE OF HISTORIC PRESERVATION

## HISTORIC AND DESIGN REVIEW COMMISSION

### CERTIFICATE OF APPROPRIATENESS

July 19, 2023

**HDRC CASE NO:** 2023-243  
**ADDRESS:** 411 E EVERGREEN  
**LEGAL DESCRIPTION:** NCB 396 BLK 29 LOT 9 & W 14 FT OF 10  
**HISTORIC DISTRICT:** Tobin Hill  
**PUBLIC PROPERTY:** No  
**APPLICANT:** GLADYS AYARZAGOITIA/GMAM -  
**OWNER:** GLADYS AYARZAGOITIA/GMAM -  
**TYPE OF WORK:** Window replacement/fenestration changes

#### REQUEST:

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

1. Remove and infill two window openings on the north (rear) elevation.
2. Reuse the two windows from the north (rear) elevation on the front facade. The existing window openings at this location will be resized to be narrower in order to fit the reclaimed windows.
3. Relocate an additional window from one window from the east elevation for reuse on the north (rear) elevation.

The drawings also depict fenestration changes to the 2nd floor balcony openings on the front façade. This alteration is not included in this request.

#### FINDINGS:

- a. The primary structure at 411 E Evergreen was constructed circa 1913 in the Craftsman style with Neoclassical influences and contributes to the Tobin Hill Historic District. The two-story, multi-family structure features a symmetrical entrance with thick columns, flanked by large window openings on each side, and wood siding. The property makes its first appearance in the City Directory in 1913, and on the 1931 Sanborn Maps respectively.
- b. WINDOW INFILL (NORTH ELEVATION) – The applicant is requesting to infill the ganged window openings, numbers 12 and 16, on the first story of the north elevation of the rear addition. Windows 12 and 16 are one-over-one sashed wood windows and the applicant has proposed to salvage the existing windows for installation on the front facade. The Guidelines for Exterior Maintenance and Alterations 6.A.i recommend that historic window openings be preserved. These windows are of traditional size and are located on the nonoriginal rear addition. Staff finds the request for window infill appropriate provided that the material used to infill the openings matches the existing siding in materials, profile, and dimension.
- c. WINDOW INSTALLATION (FRONT FACADE) – The applicant is requesting to install the two cased one-over-one sashed wood windows that were removed from window openings number 12 and 16 on the front façade, in window openings 1 and 2. The Guidelines for Exterior Maintenance and Alterations 6.A.i recommend that historic window openings be preserved. The installation of the salvaged windows from openings 12 and 16 will require modifications to the size of the original front façade window openings. Staff finds the window installation to be appropriate provided that windows are installed to fit the existing openings in size, profile, and dimension. Staff finds modifications to the size of the existing window openings to be inappropriate. Staff finds that the applicant should source salvaged wood windows that do not alter the existing opening size, profile, and dimension and that the windows removed from the rear elevation be stored on-site for future use.
- d. WINDOW INFILL(EAST ELEVATION) – The applicant is requesting to infill window opening number 33 on the second story of the east elevation. Window number 33 is a one-over-one sashed wood window. The applicant has proposed to salvage and re-install the window in opening number 29 on the rear (north) elevation. The Guidelines for Exterior Maintenance and Alterations 6.A.i recommend that historic window openings be preserved. Staff finds the infill of window opening number 33 to be inappropriate and

inconsistent with the Guidelines. Staff finds that the installation of a sashed wood window in opening 29 would be eligible for administrative approval.

**RECOMMENDATION:**

Item 1, staff recommends approval of the infill of the two ganged windows on the rear elevation based on finding b with the stipulation that the removed windows are salvaged and stored on site for future use.

Item 2, staff does not recommend approval of the reuse of the salvaged windows from the rear addition on the front façade, based on finding c. Staff recommends that a salvaged or new window that fits the existing openings be used instead. Staff does not recommend that the existing openings be modified.

Item 3, staff does not recommend approval of the infill of one window on the east elevation based on finding d. The ow opening should be retained. The installation of a sashed wood window in opening number 29 would be eligible for administrative approval.

**COMMISSION ACTION:**

Item 1, approval of the infill of the two ganged windows on the rear elevation based on finding b with the stipulation that the removed windows are salvaged and stored on-site for future use.

Item 2, moved to continuance.

Item 3, denial of the infill of one window on the east elevation based on finding d. The window opening should be retained. The installation of a sashed wood window in opening number 29 would be eligible for administrative approval.

\*\*Item 2 has been moved to a continuance. The following materials must be given to staff for review prior to attending the next HDRC meeting:

1. That the applicant provides full measurements of the window openings on the front façade.
2. That the applicant provides the measurements of the proposed window installation.



**Shanon Shea Miller**  
**Historic Preservation Officer**

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