



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

**COMPLIANCE AND TECHNICAL ADVISORY BOARD  
MEETING MINUTES  
FRIDAY, APRIL 18, 2025**

The City of San Antonio Compliance and Technical Advisory Board (“CTAB”) met on April 18, 2025, at 1901 South Alamo Street, San Antonio, Texas 78204.

**MEETING CALLED TO ORDER:**

Chair Sepulveda called the meeting to order at 9:02 a.m.

**ROLL CALL:**

**PRESENT:** Flores, Garcia, Burgard, Setser, Fullerton, Pollog, and Sepulveda

**ABSENT:** Davis, Vasquez

- Commissioner Davis arrived at 9:06 a.m.

**ANNOUNCEMENTS:**

- Spanish interpreter services available to the public during the hearing.

**CHAIR’S STATEMENT:**

Chair Sepulveda read a statement regarding meeting processes, appeals, time limits, and decorum.

**APPROVAL OF MEETING MINUTES:**

**MOTION:** Commissioner Pollog moved to approve CTAB meeting minutes for March 21, 2025  
Commissioner Flores seconded the motion.

**VOTE:** AYE: Flores, Garcia, Burgard, Setser, Fullerton, Pollog, and Sepulveda  
NAY: None.  
ABSENT: Davis, Vasquez

**ACTION: MOTION PASSED with 7 AYES. 0 NAYS. 2 ABSENT.**

**PUBLIC COMMENTS:**

**In-person Speakers**

- Bianca Maldonado, on behalf of the Monitcello Park Neighborhood Association asked for stop work order reports to be included in the violation case files.
- Item 2 – Pam Carpenter spoke in opposition to the request.
- Item 2 – Bianca Maldonado spoke in opposition to the request.
- Item 4 – John A. Pena spoke in opposition to the request.
- Item 4 – Mickey Conrad spoke in opposition to the request.

**Letters**

- Item 3 – TheDignowity Hill Historic Neighborhood Review Committee submitted a letter in support of staff’s recommendations.
- Item 4 – The King William Association submitted a letter in opposition to the request
- Item 4 – John A. Pena submitted a letter in opposition to the request, along with a petition supporting opposition signed by 32 residents of the Nathan Historic District.

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

- Items 1, 2, and 4 were pulled for individual consideration.

**MOTION:** Commissioner Flores moved to approve items 3 and 5 with staff stipulations.  
Commissioner Pollog seconded the motion.

Items on Consent:

Item 3, Case No. 2025-086

1020 BURNET ST

Item 5, Case No. 2025-088

711 MATAGORDA

**VOTE:** AYE: Davis, Flores, Garcia, Burgard, Setser, Fullerton, Pollog, and Sepulveda  
NAY: None.  
ABSENT: Vasquez

**ACTION:** MOTION PASSED with 8 AYES. 0 NAYS. 1 ABSENT.

**INDIVIDUAL CONSIDERATION ITEMS:**

**ITEM 1. HDRC NO. 2025-079**

ADDRESS: 1232 VIRGINIA BLVD

APPLICANT: Richard Gonzalez

**REQUEST:**

The applicant is requesting a Certificate of Appropriateness for approval to install a new, front yard, cattle panel fence. The proposed fence will feature an overall height of four (4) feet.

**RECOMMENDATION:**

Staff recommends approval based on findings a and b with the following stipulations:

- That the fence feature posts that feature 4 inches square, a top and bottom rails featuring 2" x 4" dimensions, and side rails featuring a width of at least 1.5 inch. Side rails are to be installed on the panel side of each post.
- That a driveway gate not be installed unless it is installed behind the front façade.

**PUBLIC COMMENT:** None.

**MOTION:** Commissioner Pollog moved to approve with staff stipulations.  
Commissioner Garcia seconded the motion.

**VOTE:** AYE: Davis, Flores, Garcia, Burgard, Setser, Fullerton, Pollog, and Sepulveda  
NAY: None.  
ABSENT: Vasquez

**ACTION:** MOTION PASSED with 8 AYES. 0 NAYS. 1 ABSENT.

**ITEM 2. HDRC NO. 2025-054**

ADDRESS: 507 FURR DR

APPLICANT: Marcus McCrary/Sustainable KW

**REQUEST:**

The applicant is requesting a Certificate of Appropriateness for approval to replace the existing, standing seam metal roof with a textured steel tile roof. The proposed steel tiles are to resemble clay barrel tiles.

**RECOMMENDATION:**

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

- i. That the proposed steel tiles resemble the original in color.

**PUBLIC COMMENT:** None.

**MOTION:** Commissioner Garcia moved to deny the request.  
Commissioner Flores seconded the motion.

**VOTE:** AYE: Davis, Flores, Garcia, Burgard, Setser, Fullerton, and Sepulveda  
NAY: Pollog  
ABSENT: Vasquez

**ACTION:** **MOTION PASSED with 7 AYES. 1 NAYS. 1 ABSENT.**

**ITEM 4. HDRC NO. 2025-065**  
ADDRESS: 205 E RISCHE  
APPLICANT: Bruce Forey/BXF Enterprises

**REQUEST:**

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

1. Install a 12'0" wide approach and 10'0 wide permeable paver drive at the NE corner of the property.
2. Repair existing sidewalk.

**RECOMMENDATION:**

Staff recommends the approval to:

1. Install a 12'0" wide approach and 10'0 wide permeable paver drive at the NE corner of the property.
2. Repair existing sidewalk.

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

**MOTION:** Commissioner Flores moved to deny the request.  
Commissioner Pollog seconded the motion.

**VOTE:** AYE: Davis, Flores, Garcia, Burgard, Setser, Fullerton, and Pollog  
NAY: Sepulveda  
ABSENT: Vasquez

**ACTION:** **MOTION PASSED with 7 AYES. 1 NAYS. 1 ABSENT.**

**ITEM 6. HDRC NO. 2025-067**  
ADDRESS: 124 MAY  
APPLICANT: Allison Sultani/Sparklez Realty Management

**REQUEST:**

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

1. Remove existing landscape in rear yard and replace with gravel.
2. Remove existing front yard walkway and concrete parking pad
3. Replace entirety of front yard with crushed granite to accommodate parking.

**RECOMMENDATION:**

1. Staff recommends replacement of the side and rear yards with gravel based on finding e.
2. Staff does not recommend removal of the sidewalk and finds the applicant should re-install the walkway to match the previously demolished walkway in location, dimension, and material based on finding c.
3. Staff recommends the installation of crushed granite in the front yard with the following stipulation;
  - That the applicant reduces the amount of crushed granite to *50% or less* of front yard coverage and incorporate native plantings and/or turf f or remainder of coverage based on finding d.

**PUBLIC COMMENT:**

- The Dignowity Hill Historic Neighborhood Review Committee submitted a letter in support of staff's recommendations.
- The Dignowity Hill Historic Neighborhood Review Committee submitted a voicemail with the same information outlined in the letter.

**MOTION:** Commissioner Garcia moved to approve with staff stipulations.  
Commissioner Burgard seconded the motion.

**VOTE:** AYE: Davis, Flores, Garcia, Burgard, Setser, Fullerton, Pollog, and Sepulveda  
NAY: None.  
ABSENT: Vasquez

**ACTION:** **MOTION PASSED with 8 AYES. 0 NAYS. 1 ABSENT.**

**ADJOURNMENT:** The meeting adjourned at 10:22 a.m.

**APPROVED:**

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Juanita Sepulveda, Chair  
Compliance and Technical Advisory Board  
City of San Antonio

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