



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

**HISTORIC AND DESIGN REVIEW COMMISSION  
MEETING MINUTES  
WEDNESDAY, FEBRUARY 19, 2025**

The City of San Antonio Historic and Design Review Commission (**HDRC**) met on Wednesday, February 19, 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, Galloway (virtual), Grube (virtual), and Gibbs  
**ABSENT:** Mazuca, Guevara, Cervantes, Holland, and Fetzer

- Commissioner Cervantes arrived at 3:01 p.m.
- Commissioner Guevara arrived virtually at 3:02 p.m.
- Vice Chair Fetzer arrived virtually at 3:02 p.m.

**CHAIR'S STATEMENT:**

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

**ANNOUNCEMENT:**

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

**APPROVAL OF MEETING MINUTES:**

**MOTION:** Commissioner Velásquez moved to approve HDRC meeting minutes for February 5, 2025.

Commissioner Cervantes seconded the motion.

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

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

**PUBLIC COMMENTS:**

**In-person Speakers**

- Item 11 – Barbara Witte Howell spoke in opposition to the case; and requested for the HDRC to postpone the case so the neighborhood association could review the request.

### Voicemails

- Item 3 – Lulu Francois, on behalf of the Dignowity Hill Historic Design Review Committee (DHHDRC), submitted a voicemail in support of the application and staff recommendations, requesting a change in the proposed new driveway aprons on Austin St.
- Item 5 – Robin Foster, on behalf of the Monticello Park Neighborhood Association Architectural Review Committee, submitted a voicemail in support of staff recommendations.
- Item 12 – Lisa Lynde on behalf of the King William Association Architectural Advisory Committee submitted a voicemail in support of staff recommendations.

### Letters

- Item 3 – The Dignowity Hill Historic Neighborhood Review Committee submitted a letter with the same information outlined in the voicemail.
- Item 5 – The Monticello Park Neighborhood Association Architectural Review Committee submitted a letter with the same information outlined in the voicemail.
- Item 6 – The King William Association Architectural Advisory Committee submitted a letter in support of staff findings and recommendations.
- Item 8 – The King William Association Architectural Advisory Committee submitted a letter in support of staff findings, recommendations, and stipulation for approval.
- Item 10 – The King William Association Architectural Advisory Committee submitted a letter in support of staff findings and recommendations, with the requested stipulations that the roof form be clarified and the roof details match the primary structure.
- Item 12 – The King William Association Architectural Advisory Committee submitted a letter with the same information outlined in the voicemail.

### **CONSENT AGENDA:**

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

- Commissioner Savino requested Items 1 and 10 be pulled for individual consideration.
- Commissioner Velásquez requested Item 11 be pulled for individual consideration.

**MOTION:** Commissioner Cervantes moved to approve items 2-9 and 12 with staff stipulations. Commissioner Velásquez seconded the motion.

#### Items on Consent:

Item 2, Case No. 2025-034

Item 3, Case No. 2024-371

Item 4, Case No. 2025-022

Item 5, Case No. 2025-055

Item 6, Case No. 2025-025

Item 7, Case No. 2025-011

Item 8, Case No. 2025-028

Item 9, Case No. 2025-031

Item 12, Case No. 2024-373

812 MONTANA

Right of Way on Burleson/10th between N Hackberry and N Alamo, Right of way on Hays between N Hackberry and the Hays Street Bridge, Right of way on Burnet/Brooklyn between N Cherry and N Alamo, Right of Way on Austin between Burnet/Brooklyn and W Jones, Right of way on W Jones between Austin and the Riverwalk, Right of way on McCullough between N Alamo and IH37

116 W SUMMIT AVE

609 KAMPMANN BLVD

422 PEREIDA ST

103 W MAGNOLIA AVE

1001 S ALAMO ST

504 AVENUE E

319 STIEREN

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

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

**INDIVIDUAL CONSIDERATION ITEMS:**

**ITEM 1. HDRC NO. 2025-018**

ADDRESS: Montana St btw S New Braunfels Ave and S Walters St

APPLICANT: Clayton Wallace/City of San Antonio, Development Services

**REQUEST:**

The applicant is requesting a Certificate of Appropriateness for approval to add the Bishop Donny Banks Memorial Way name designation to a portion of Montana Street bounded to the west by South New Braunfels Ave and South Walters Street to the east.

**RECOMMENDATION:**

Staff recommends approval of the Memorial Way name designation based on findings a through c.

**PUBLIC COMMENT:** None.

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

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

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

**ITEM 10. HDRC NO. 2025-033**

ADDRESS: 227 WICKES

APPLICANT: Paul Cella

**REQUEST:**

The applicant is requesting a Certificate of Appropriateness to construct a 320 sf one-story rear accessory structure at the SW corner of the lot.

**RECOMMENDATION:**

Staff recommends approval to construct a 320 sf rear accessory structure at the SW corner (rear) of the lot at 227 Wickes based on findings a through f.

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

**MOTION:**

Commissioner Savino moved to approve with the following stipulations:

1. That the applicant submit updated drawings that clarify the roof form and accurate ridge height.
2. That the applicant match the following details of the primary structure and submit updated drawings reflecting as such. Roof overhang dimensions and open rafter tails, door and window trim, and corner trim.

Commissioner Velásquez seconded the motion.

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

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

**ITEM 11. HDRC NO. 2024-379**  
ADDRESS: 114 DEWBERRY ST  
APPLICANT: Joseph Keresztury/True Stone Custom Homes, LLC

**REQUEST:** The applicant is requesting a Certificate of Appropriateness to construct a new 2-story, single-family residence totaling approximately a 2,400 sf building footprint with an attached porte cochere.

**RECOMMENDATION:** Staff recommends approval to construct a 2-story, single-family residence totaling approximately a 2,400 sf building footprint with an attached porte cochere based on the findings with the following stipulation:

- That the board and batten siding features boards that are twelve (12) inches wide with battens that are 1 – ½" wide.

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

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

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

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

**ITEM 13. HDRC NO. 2025-026**  
ADDRESS: 403 STIEREN  
APPLICANT: MICHAEL PEREZ

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

1. Construct an approximately 368' sf attached carport on the east façade with a maximum height of 11'.
2. Replace the existing 3' tall wood picket fence with a 6' tall wood privacy fence.
3. Install 84x30" wood-member metal awnings on the two pairs of ganged windows on the left elevation.

**RECOMMENDATION:**

Item 1: Staff recommends approval for the carport construction, based on the findings, with the following stipulations:

- i. That the applicant install a standing seam metal roof featuring panels that are 18 to 21 inches wide, seams that are 1 to 2 inches high, a crimped ridge seam, and match the current finish or a standard galvalume finish. Panels should be smooth without striation or corrugation. Ridges are to feature a double-munch or crimped ridge configuration; no vented ridge caps or end caps are allowed. All chimney, flue, and related existing roof details must be preserved. An inspection must be scheduled with OHP staff prior to the

- start of work to verify that the roofing material matches the approved specifications. No modifications to the roof pitch or roof form are requested or approved at this time.
- ii. That new wood columns be a maximum of 6x6" in width and feature a traditional cap and base and chamfered corners.
  - iii. That the carport be detached from the primary structure and updated construction documents submitted to staff for final review prior to the issuance of a Certificate of Appropriateness.
  - iv. That the applicant meets all setback standards as required by city zoning and obtain a variance from the Board of Adjustment if applicable.

Item 2: Staff does not recommend approval of the fence replacement, based on the findings. Staff recommends the applicant retain the existing front yard fence configuration.

Item 3: Staff does not recommend approval of the wood-member metal awning installation, based on the findings. Staff recommends the applicant work with staff for alternative solutions to solar heat gain.

**PUBLIC COMMENT:**

- Kate Ruckman, on behalf of the Conservation Society of San Antonio, submitted a voicemail in support of staff recommendations and requested that the replotting be completed prior to any further action by the HDRC.
- Lisa Lynde on behalf of the King William Association Architectural Advisory Committee submitted a voicemail in support of staff recommendations.
- The Conservation Society of San Antonio submitted a letter with the same information outlined in the voicemail.
- The King William Association Architectural Advisory Committee submitted a letter with the same information outlined in the voicemail.

**MOTION:** Commissioner Velásquez moved to approve with the following stipulations:

- Item 1: approved with staff stipulations i, ii, and iv.
- Item 2: approved the installation of a 4' tall wrought iron fence and driveway gate at 403 Stieren.
- Item 3: approved as presented by the applicant.

Commissioner Cervantes seconded the motion.

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

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

**ITEM 14. HDRC NO. 2024-407**  
ADDRESS: 418 E LOCUST  
APPLICANT: Joseph Smith/JMS Architects, Inc.

**REQUEST:**

The applicant is requesting conceptual approval to construct a 2-story, residential structure on the vacant lot at 418 E Locust, located within the Tobin Hill Historic District.

**RECOMMENDATION:** Staff does not recommend conceptual approval. The following recommendation should be incorporated into the schematic design prior to further review:

1. That the applicant increase the proposed setback to match that of the most adjacent structure fronting E Locust.
2. That the applicant amend the primary entrance to feature a traditional roof form that incorporates the recessed entry and porch as noted in finding e.
3. That the applicant significantly reduce the scale and height or separate the massing of the structure to be more in keeping with the development pattern of the district as noted in finding f.
4. That the applicant simplify the use and rhythm of roof forms throughout the structure as noted in finding g.
5. That the applicant reduce the building to lot ratio to below 50% lot coverage based on finding h.
6. That the applicant propose more traditional exterior materials that relate to the materiality of the district based on finding i.
7. That the applicant submit window specifications and a revised fenestration pattern based on findings j and k.
8. That the applicant amend the site plan to remove front yard parking and submit all landscaping modifications to staff for review based on findings l and m.
9. That the applicant reduce the overall height of the rear garage & accessory structure as noted in findings n.

**PUBLIC COMMENT:**

- Frederica Kushner, on behalf of the Tobin Hill Community Association, submitted a voicemail in opposition to the request, and in support of staff's recommendations to deny the request.
- The Tobin Hill Community Association submitted a letter with the same information outlined in the voicemail.

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

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

**ACTION:** Motion PASSED with 7 AYES. 1 NAY. 3 ABSENT.

**ADJOURNMENT:** Chairman Gibbs adjourned the meeting at 4:33 p.m.

**APPROVED**

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

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