

# HISTORIC AND DESIGN REVIEW COMMISSION

June 21, 2023

**HDRC CASE NO:** 2023-235  
**ADDRESS:** 329 CLUB DR  
**LEGAL DESCRIPTION:** NCB 6704 BLK 14 LOT W 32 FT OF 7 & E 25 FT OF 8  
**ZONING:** R-6, H  
**CITY COUNCIL DIST.:** 7  
**DISTRICT:** Monticello Park Historic District  
**APPLICANT:** Centrix Rei LLC  
**OWNER:** Centrix Rei LLC  
**TYPE OF WORK:** Historic Tax Certification & Verification  
**APPLICATION RECEIVED:** May 31, 2023  
**60-DAY REVIEW:** July 30, 2023  
**CASE MANAGER:** Rachel Rettaliata

## REQUEST:

The applicant is requesting Historic Tax Certification & Verification for the property at 329 Club.

## APPLICABLE CITATIONS:

*UDC Section 35-618. Tax Exemption Qualification.*

(d) Certification.

(1) Historic and Design Review Commission Certification. Upon receipt of the owner's sworn application the historic and design review commission shall make an investigation of the property and shall certify the facts to the city tax assessor-collector within thirty (30) days along with the historic and design review commission's documentation for recommendation of either approval or disapproval of the application for exemption.

*UDC Section 35-618 Tax Exemption Qualifications:*

(e) *Verification of Completion.* Upon completion of the restoration and rehabilitation, together with a fee as specified in Appendix "C" of this chapter, the owner, who may not be the same as at the time of application, shall submit a sworn statement of completion acknowledging that the historically significant site in need of tax relief to encourage preservation has been substantially rehabilitated or restored as certified by the historic and design review commission. The historic and design review commission, upon receipt of the sworn statement of completion, but no later than thirty (30) days thereafter, shall make an investigation of the property and shall recommend either approval or disapproval of the fact that the property has been substantially completed as required for certification. If the historic and design review commission recommends that it has not been substantially completed as so required, then the certified applicant may be required by the historic preservation officer to complete the restoration or rehabilitation in order to secure the tax exemption provided herein. If the verification of completion is favorable, the historic and design review commission shall recommend approval and the historic preservation office may notify the tax assessor-collector in writing of compliance. Thereafter, the tax assessor-collector shall provide the property with the historic tax exemption.

## FINDINGS:

- a. The primary structure located at 329 Club is a 1.5-story, single-family structure constructed circa 1929 in the Tudor Revival style. The property first appears in the city directories in 1929. The house features a gable-on-hip composition shingle roof, brick cladding, decorative gables, an asymmetrical porch entry, and one-over-one wood windows. The property is contributing to the Monticello Park Historic District. The applicant is requesting Historic Tax Certification and Historic Tax Verification.
- b. The scope of work includes a comprehensive interior remodel, mechanical, electrical, and plumbing upgrades, roof replacement, foundation repair, window restoration, brick restoration, fascia, soffit, and gable restoration, landscaping improvements, and site work modifications.
- c. The applicant has met all the requirements for Historic Tax Certification outlined in UDC Section 35-618 and has provided evidence to that effect to the Historic Preservation Officer.

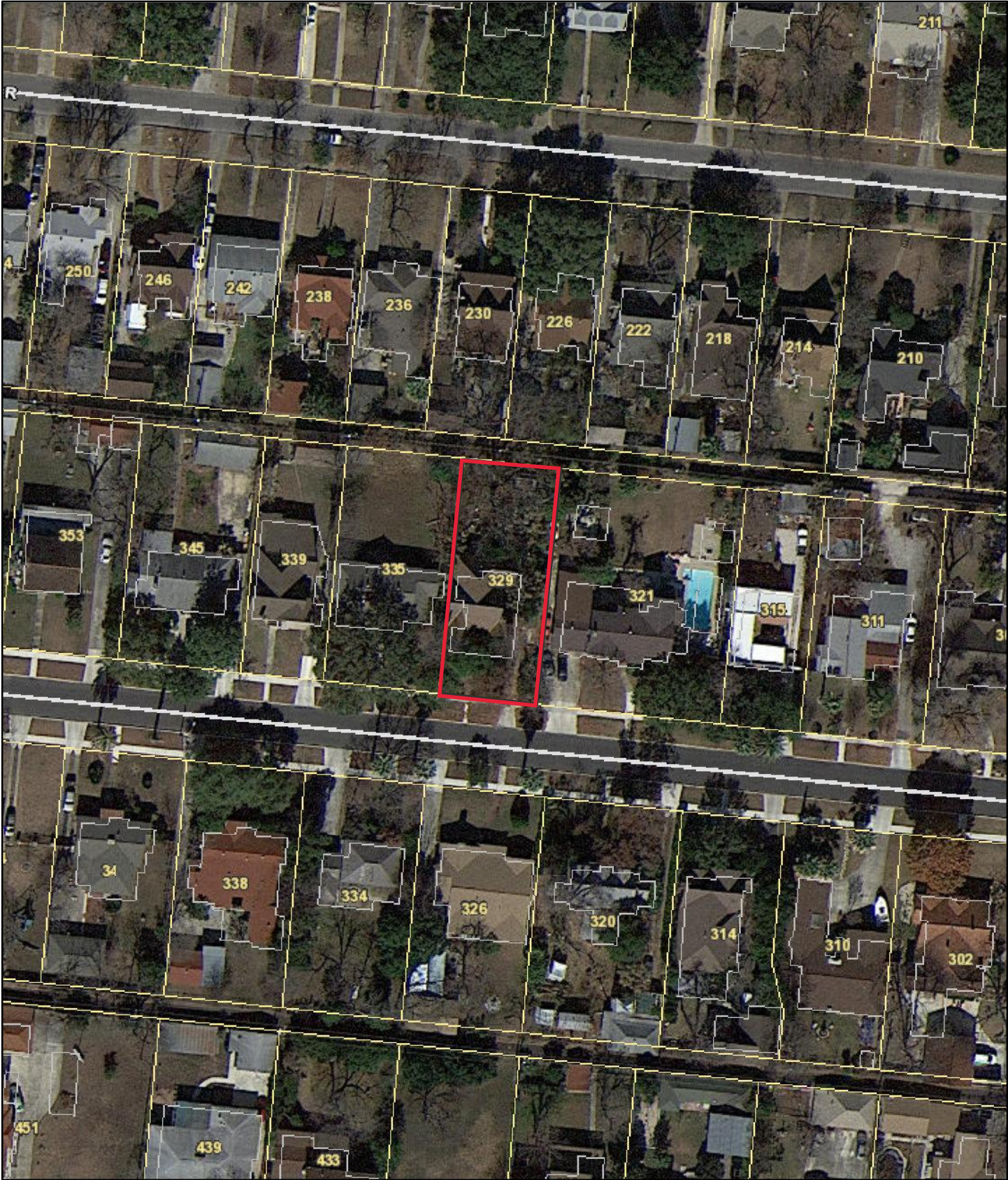
- d. Staff conducted a site visit on June 15, 2023, to examine the conditions of the property. Staff verifies that all work used to qualify for the Substantial Rehabilitation Tax Incentive has been completed and that there are no existing violations on the property.
- e. The applicant has met all requirements of the City's tax verification process as described in Section 35-618 of the UDC and has furnished evidence to that effect to the Historic Preservation Officer, including the submission of an itemized list of costs that meets the threshold to be eligible for the Substantial Rehabilitation Tax Incentive.
- f. Approval of Tax Verification by the HDRC in 2022 means that the property owner will be eligible for the Substantial Rehabilitation Tax Incentive beginning in 2023. The Substantial Rehabilitation Tax Incentive applies to the City of San Antonio tax entity line only.

**RECOMMENDATION:**

Staff recommends approval based on findings a through f.

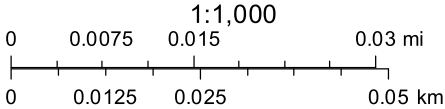


# City of San Antonio One Stop



June 16, 2023

— User drawn lines





329 Club Dr  
San Antonio Tx Renovation Details

## EXTERIOR

### Roof

Need 30 year composition asphalt shingles were installed in 2022.

### Windows

Original windows were kept but were worked on extensively to make them work efficiently and restored as needed.

### Brick

Was restored as needed

### Fascia, soffit, and gable

Replaced and restored as needed

### Foundation

Leveling using concrete pile method

### Yard

Extensive work to trim trees and instal new sod to front and back yard

### Concrete

Driveway and front, back, and side porches to replace broken concrete and rotted wood

## INTERIOR

All new electrical wiring and panels

All new plumbing including water lines and sewer lines

All new central heat and air condition system installed

All new insulation

All new sheetrock

All new light fixtures

All new plumbing fixtures

Wood flooring was restored

## TIME FRAME

Work started in Aug 2021 and fully completed January 2023















