



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

**HISTORIC AND DESIGN REVIEW COMMISSION  
MEETING MINUTES  
Wednesday, July 19, 2023**

The City of San Antonio Historic and Design Review Commission met on Wednesday, July 19, 2023, at 1901 South Alamo Street, San Antonio, Texas 78204.

**MEETING CALLED TO ORDER:**

Chairman Fetzer called the meeting to order at 3:03 p.m. for work session.

**ROLL CALL:**

Present: Gibbs, Savino, Burgard, Mazuca, Carpenter, Grube, Cervantes, Fetzer

Absent: Fish, \*Velasquez, District 4 Commissioner (VACANT), Baker

\*Commissioner Velasquez's alternate, Commissioner Dr. Karen Burgard, attended the Historic and Design Review Commission in Velasquez's absence.

**CHAIRMAN'S STATEMENT:**

Chairman Fetzer provided a statement regarding meeting and appeal processes, time limits, and decorum.

**APPROVAL OF MEETING MINUTES:**

**MOTION:** Commissioner Carpenter moved to approve the minutes for February 1, 2023, February 15, 2023, and the June 21, 2023, Historic and Design Review Commission (HDRC) meeting. Commissioner Cervantes seconded the motion.

**VOTE:** AYE: Gibbs, Savino, Mazuca, Carpenter, Grube, Cervantes, Fetzer  
NAY: None.  
ABSENT: Fish, Velasquez, District 4 Commissioner (VACANT), Baker  
ABSTAIN: Burgard

**ACTION:** The MOTION PASSED with 7 AYES. 0 NAYS. 4 ABSENT. 1 ABSTAIN.

**ANNOUNCEMENTS:**

Spanish interpreter services available to the public during the hearing.  
Welcome of Dr. Karen Burgard, Commissioner Velasquez's alternate.

**PUBLIC COMMENT:**

Item 5 – The Conservation Society of San Antonio submitted a letter in opposition to the case.  
Item 8 – The Conservation Society of San Antonio submitted a letter in opposition to the case.  
Item 8 – The Lavaca Neighborhood Association submitted a letter in support of the case.  
Item 9 – The Lavaca Neighborhood Association submitted a letter in support of the case.  
Item 11 – Lisa Lynde with the King William Association Architectural Advisory Committee provided comments.  
Item 11 – The King William Association Architectural Advisory Committee submitted a letter with comments.  
Item 13 – Valerie Cortez on behalf of the Concerned Citizens of Dignowity Hill provided comments.  
Item 14 – Valerie Cortez on behalf of the Concerned Citizens of Dignowity supported the case.  
Item 15 – Valerie Cortez on behalf of the Concerned Citizens of Dignowity opposed the case.  
Item 16 – The Dignowity Hill Neighborhood Association Board submitted a letter in support of the case.  
Item 16 – Christine Durham supported the case.  
Item 16 – Lisa Fisher supported the case.  
Item 16 – Rosa Lopez supported the case.

Item 17 – The King William Association Architectural Advisory Committee supported the case.  
Item 17 – The King William Association Architectural Advisory Committee submitted a letter in support of the case.  
Item 21 – The King William Association Architectural Advisory Committee submitted a letter in support of the case.

Commissioner Fetzer asked if any commissioner would like to pull items from the consent agenda.  
Commissioner Cervantes requested Item 1 be pulled from the consent agenda to individual consideration.  
Commissioner Savino requested Items 6, 16, and 18 be pulled from the consent agenda to individual consideration.

**CONSENT AGENDA:**

Item 2, Case No. 2023-221	720 N ST MARYS ST
Item 3, Case No. 2023-258	219 VILLITA ST/145 NAVARRO
Item 4, Case No. 2023-261	1210 E ELMIRA ST
Item 5, Case No. 2023-262	250 LAUREL HEIGHTS PLACE
Item 7, Case No. 2023-259	510 E LOCUST
Item 8, Case No. 2023-270	109 MAGNOLIA DR
Item 9, Case No. 2023-279	620 S PRESA ST
Item 10, Case No. 2023-227	217 VANCE ST
Item 11, Case No. 2023-250	434 ADAMS ST
Item 12, Case No. 2023-248	211 LOSOYA ST
Item 13, Case No. 2023-249	1020 BURNET ST
Item 14, Case No. 2023-272	1431 E COMMERCE ST
Item 15, Case No. 2023-277	502 SHERMAN ST
Item 17, Case No. 2023-224	311 CEDAR ST
Item 19, Case No. 2023-230	813 BURLESON ST
Item 20, Case No. 2023-253	823 CAMDEN ST
Item 21, Case No. 2023-254	335 KING WILLIAM
Item 22, Case No. 2023-246	2507 FREDERICKSBURG RD

**MOTION:** Commissioner Grove moved to approve items 2-5, 7-15, 17, and 19-22 with staff stipulations.  
Commissioner Cervantes seconded the motion.

**VOTE:** AYE: Gibbs, Savino, Burgard, Mazuca, Carpenter, Grube, Cervantes  
NAY: None.  
ABSENT: Fish, Velasquez, District 4 Commissioner (VACANT), Baker  
RECUSE: Fetzer

**ACTION:** The MOTION PASSED with 7 AYES. 0 NAYS. 4 ABSENT. 1 RECUSAL.

**INDIVIDUAL CONSIDERATION ITEMS:**

**ITEM 1. HDRC NO. 2023-273**  
ADDRESS: 11115 WURZBACH RD  
APPLICANT: JAYHAWK GROUP LP (by Caroline McDonald, Brown and McDonald PLLC,  
Auth. Rep.)

**REQUEST:**

The applicant is requesting a Historic Landmark Designation for 11115 Wurzbach Road.

**RECOMMENDATIONS:**

Staff recommends approval of a Finding of Historic Significance and that the Historic and Design Review Commission should recommend approval for the landmark designation of 11115 Wurzbach to the Zoning Commission and to the City Council based on findings a through e.

**PUBLIC COMMENT:** None.

**MOTION:** Commissioner Carpenter moved to approve with staff recommendations.  
Commissioner Savino seconded the motion.

**VOTE:** AYE: Gibbs, Savino, Burgard, Mazuca, Carpenter, Grube, Cervantes, Fetzer  
NAY: None.  
ABSENT: Fish, Velasquez, District 4 Commissioner (VACANT), Baker

**ACTION:** **MOTION PASSED with 8 AYES. 0 NAYS. 4 ABSENT.**

**ITEM 6. HDRC NO. 2023-229**  
ADDRESS: 123 N ST MARYS ST/St. Mary's Street Bridge, River Level  
APPLICANT: Grace Boudewyns/Lake Flato Architects

**REQUEST:**

The applicant is requesting a Certificate of Appropriateness for approval to construct an outdoor bar beneath the N St Mary's bridge over the San Antonio River. The proposed outdoor bar will be located on property within the right of way at the river level, but will not be located within the public pathway at the river level. The applicant has proposed for all modifications to be detached from the original, historic stone wall.

**RECOMMENDATIONS:**

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

- i. That all additional design elements relating to the proposed scupper grottos be submitted to OHP staff for review and approval.
- ii. That a detailed lighting plan be submitted to OHP staff for review and approval prior to the issuance of a Certificate of Appropriateness.
- iii. That the applicant complete coordination with the Center City Development and Operations Department upon receiving a Certificate of Appropriateness.
- iv. ARCHAEOLOGY – The project shall comply with all federal, state, and local laws, rules, and regulations regarding archaeology, as applicable.

**PUBLIC COMMENT:** None.

**MOTION:** Commissioner Savino moved to approve with staff stipulations 1-7, with an added amendment that all work performed be reversible.  
Commissioner Grube seconded the motion.

**VOTE:** AYE: Gibbs, Savino, Burgard, Mazuca, Carpenter, Grube, Cervantes, Fetzer  
NAY: None.  
ABSENT: Fish, Velasquez, District 4 Commissioner (VACANT), Baker

**ACTION:** **MOTION PASSED with 8 AYES. 0 NAYS. 4 ABSENT.**

**ITEM 16. HDRC NO. 2023-252**  
ADDRESS: 606 DAWSON ST  
APPLICANT: Cotton Estes/Cotton Estes Architect PLLC

**REQUEST:**

The applicant is requesting a Certificate of Appropriateness for approval to construct a 950-square-foot rear accessory structure.

**RECOMMENDATIONS:**

Staff recommends approval based on findings b through k with the following stipulation:

- i. That the applicant meets all setback standards as required by city zoning requirements and obtains a variance from the Board of Adjustment if applicable.

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

**MOTION:** Commissioner Grube moved to approve with staff stipulations.  
Commissioner Gibbs seconded the motion.

**VOTE:** AYE: Gibbs, Burgard, Mazuca, Carpenter, Grube, Fetzer  
NAY: Savino, Cervantes  
ABSENT: Fish, Velasquez, District 4 Commissioner (VACANT), Baker

**ACTION:** **MOTION PASSED with 6 AYES. 2 NAYS. 4 ABSENT.**

**ITEM 18. HDRC NO. 2023-242**  
ADDRESS: 210 NOLAN ST  
APPLICANT: Patrick Partch/City of San Antonio

**REQUEST:**

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

1. Install six-foot wrought iron fencing with one (1) gate around the perimeter of the park.
2. Install a mural onto the flooring of the basketball court.
3. Install lighting throughout the park and basketball court.

**RECOMMENDATIONS:**

Staff recommends approval of items 1 through 3 based on findings b through d.

**PUBLIC COMMENT:** None.

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

**VOTE:** AYE: Gibbs, Savino, Burgard, Mazuca, Carpenter, Grube, Cervantes, Fetzer  
NAY: None.  
ABSENT: Fish, Velasquez, District 4 Commissioner (VACANT), Baker

**ACTION:** **MOTION PASSED with 8 AYES. 0 NAYS. 4 ABSENT.**

**ITEM 23. POSTPONED PRIOR TO HEARING**  
**HDRC NO. 2022-557**  
ADDRESS: 616/618 WILMINGTON AVE  
APPLICANT: Office of Historic Preservation

**ITEM 24. HDRC NO. 2023-247**  
ADDRESS: 415 N MESQUITE ST/105 113 BROWN ALLEY  
APPLICANT: Luisa Naves/VERGEL CONSTRUCTION LLC

**REQUEST:**

The applicant is requesting a Certificate of Appropriateness for approval to construct six, multi-story residential structures on the vacant lots addressed as 105, 107, 109, 111, and 113 Brown Street and 415 N Mesquite Street, located within the Dignowity Hill Historic District. The lots are bounded by Brown Street to the south, N Mesquite Street to the east, and Brown Alley to the north. Each of the proposed structures will feature between approximately twenty-three (23) and thirty-three (33) feet in height.

**RECOMMENDATIONS:**

Staff does not recommend approval at this time. Staff recommend the applicant address the following items prior to receiving a recommendation for approval:

- i. That all elements of the proposed new construction (415 N Mesquite), including porch and roof elements feature a setback greater than that of the historic structure to the immediate south (413 N Mesquite), as noted in finding f.
- ii. That overall porch design for each house be modified to feature architectural elements found historically within the district, specifically regarding door and window profiles and placement within porches, and porch depth where the depth is less than five (5) feet. Additionally, recommends that each porch should feature columns that are six (6) inches square and feature capital and base trim.
- iii. That the applicant incorporate ways to reduce the overall heights of the five interior structures, such as the lowering of plate heights and reductions in roof profile, as noted in finding k.
- iv. That the applicant modify the massing and façade profile of the structure on N Mesquite, as noted in finding l. As proposed, the second level features a width wider than the first level. This massing is not found historically within the district.
- v. That the applicant modify the proposed roof forms as noted in finding n. Roof forms that feature nonsymmetrical roof forms, flat roofs, elongated roof slopes, multiples of varying roof forms on one structure and roof forms that occur in sizes that are inconsistent with the historic examples found within the district should be amended. Gabled and hipped roofs are appropriate and are found historically within the district; however, new construction should feature roof forms that relate in profile, form and massing to those found historically within the district.
- vi. That the applicant confirm conformance with the Guidelines regarding all foundation heights, as noted in finding m.
- vii. That all windows feature profiles and proportions that are consistent with the Guidelines and historic examples found within the Dignowity Hill Historic District, as noted in finding o. Additional fenestration should be added to each structure on facades that feature large expanses of walls void of separation and fenestration.
- viii. That the applicant reduce footprints to be no larger than fifty (50) percent of the lot area, as noted in finding p.
- ix. That the board and batten siding, if installed using composite materials should feature smooth boards that are 12 inches wide and battens that are approximately 1.25 inches wide. All horizontal siding should feature smooth boards with an exposure of four (4) inches.
- x. That the proposed clad wood windows adhere to staff's standards for windows in new construction regarding product specifications and installation method and profile, as noted in finding r.
- xi. That the proposed internal parking be eliminated, as parking is not found internal to the footprint of historic structures found within the Dignowity Hill Historic District, as noted in finding t.
- xii. That all mechanical equipment be screened from view from the public right of way, as noted in finding v.
- xiii. That a detailed landscaping plan be submitted for review and approval, as noted in finding x.
- xiv. That the applicant coordinate with Public Works Department to determine whether or not improvements are required for Brown Alley and Brown Street to accommodate emergency vehicles, and how that might impact site design and vehicular access to each lot. Additionally, staff recommends the applicant provide additional information regarding driveways and driveway aprons, including dimensions.

**PUBLIC COMMENT:**

Valerie Cortez on behalf of the Concerned Citizens of Dignowity Hill opposes the case.  
The Conservation Society of San Antonio submitted a letter in opposition to the case.

**MOTION:** Commissioner Grube moved to conceptually approve with all staff stipulations.  
Commissioner Carpenter seconded the motion.

**VOTE:** AYE: Gibbs, Savino, Burgard, Mazuca, Carpenter, Grube  
NAY: Cervantes, Fetzner  
ABSENT: Fish, Velasquez, District 4 Commissioner (VACANT), Baker

**ACTION:** **MOTION PASSED with 6 AYES. 2 NAYS. 4 ABSENT.**

**ITEM 25. HDRC NO. 2023-271**  
ADDRESS: 116 CAMARGO  
APPLICANT: Nate Manfred/French & Michigan

**REQUEST:**

The applicant is requesting a Certificate of Appropriateness for approval to amend a previously issued Certificate of Appropriateness regarding the treatment of the original, rear wing of the historic structure. At this time, the applicant has proposed to demolish the remaining rear caliche stone walls and to reconstruct this original wing using wood frame construction.

**RECOMMENDATIONS:**

Staff does not recommend approval based on finding d. Staff recommends the caliche walls remain at this location through rehabilitation or reconstruction. Additionally, the previous stipulations shall also be met.

- i. That board and batten siding feature boards that are approximately 12 inches wide with battens that are approximately 1 – ½” wide. If composite siding is used, it should feature a smooth finish.
- ii. Standing seam metal roofing should feature panels that are 18 to 21 inches wide, seams that are 1 to 2 inches in height, a standard galvalume finish and a crimped ridge seam or ridge sleeve. Panels should be smooth with no corrugation or striations.
- iii. That the proposed wood windows remain consistent with the adopted window policy document.

A protective plaster coat with an appropriate lime ratio should be applied over all exposed caliche stone walls. Specifications of this protective plaster coat should be submitted to OHP staff for review and approval. The removal of the existing plaster is appropriate as it is cement based.

A standing seam metal roof inspection is to be scheduled with OHP staff to ensure that roofing materials are consistent with approved design. An industrial ridge cap is not to be used.

**PUBLIC COMMENT:** None.

**MOTION:** Commissioner Grube moved to approve the removal of the original walls with staff's stipulations and the additional stipulation that one window be added to the west facade  
Commissioner Gibbs seconded the motion.

**AMENDMENT:** Commissioner Carpenter motioned for an amendment that the reconstruction uses a stucco masonry material only in the location of the original caliche walls.  
Commissioner Cervantes seconded the amendment.

**VOTE:** AYE: Gibbs, Savino, Burgard, Mazuca, Carpenter, Grube, Cervantes, Fetzner  
NAY: None.  
ABSENT: Fish, Velasquez, District 4 Commissioner (VACANT), Baker

**ACTION:** **MOTION PASSED with 8 AYES. 0 NAYS. 4 ABSENT.**

**ITEM 26. HDRC NO. 2023-278**  
ADDRESS: 119 E MAGNOLIA AVE  
APPLICANT: charles ramon/RAMON CHARLES

**REQUEST:**

The applicant is requesting a Certificate of Appropriateness for approval to install a retaining wall and a brick wall at 119 E Magnolia, located within the Monte Vista Historic District. The applicant has proposed for the brick wall to feature heights between 6’ – 9” and 8’ – 0” in height. The wall will feature brick columns with stone or brick column caps. The proposed wall will extend parallel with the front façade of the historic structure to the east and west property lines and then run parallel to those property lines to the rear accessory structures.

**RECOMMENDATIONS:**

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

- i. That the proposed brick wall be set behind the front-most windows on both the east and west facades, as noted in finding d.
- ii. That the wall height not exceed six (6) feet other than at sloped terrain, where it may feature eight (8) feet in height.
- iii. That current violations, both Vacant Building Program and Prevention of Demolition by Neglect violations be addressed prior to the issuance of a Certificate of Appropriateness for site elements, including the proposed wall. The double-height porch, windows and façade restoration should be prioritized.

**PUBLIC COMMENT:**

Ann Vanpelt opposed the case.

Jennifer Flores opposed the case.

Rick Wilson opposed the case.

Tony Garcia opposed the case.

**MOTION:** Commissioner Grube moved to refer to the Design Review Committee.  
Commissioner Savino seconded the motion.

**VOTE:** AYE: Gibbs, Savino, Burgard, Mazuca, Carpenter, Grube, Cervantes, Fetzner  
NAY: None.  
ABSENT: Fish, Velasquez, District 4 Commissioner (VACANT), Baker

**ACTION:** **MOTION PASSED with 8 AYES. 0 NAYS. 4 ABSENT.**

**ITEM 27. HDRC NO. 2023-276**  
ADDRESS: 1921 FREDERICKSBURG RD  
APPLICANT: Alberto Salazar

**REQUEST:**

The applicant is requesting a Certificate of Appropriateness for approval to install a 4-foot-tall steel and wire mesh fence at the perimeter of the vacant lot at 1921 Fredericksburg.

**RECOMMENDATIONS:**

Staff recommends approval of the perimeter fence installation based on findings a through b with the following stipulation:

- i. That the applicant installs an architectural mesh fence with matching posts, or a fence of similar quality based on finding b and submits updated material specifications and plans to staff for review and approval prior to the issuance of a Certificate of Appropriateness.

**PUBLIC COMMENT:**

Bianca Maldonado on behalf of the Monticello Park Neighborhood Association provided comments.

The Monticello Park Neighborhood Association submitted a letter with comments.

**MOTION:** Commissioner Savino moved to approve with staff stipulation 1 and added stipulation that the location of the fencing meets the Development Services Department requirements for Clear Vision Area per the Unified Development Code.  
Commissioner Carpenter seconded the motion.

**VOTE:** AYE: Gibbs, Savino, Burgard, Mazuca, Carpenter, Grube, Cervantes, Fetzner  
NAY: None.  
ABSENT: Fish, Velasquez, District 4 Commissioner (VACANT), Baker

**ACTION:** **MOTION PASSED with 8 AYES. 0 NAYS. 4 ABSENT.**

**ITEM 28. HDRC NO. 2023-268**  
ADDRESS: 814 N OLIVE ST  
APPLICANT: Brad Clawson/Elise Construction

**REQUEST:**

The applicant requests a Certificate of Appropriateness for approval to amend a previous approval to construct three two-story structures on the vacant lot addressed 814 N Olive, formerly addressed 810 N Olive, specifically to:

1. Modify the carport design of the north and south structures to feature entirely metal canopies.
2. Install 5V metal roofing on all three structures.
3. Install aluminum windows on all three structures.

**RECOMMENDATIONS:**

Staff recommends approval of items 1 through 3, based on findings a through e, with the following stipulations:

- i. That the applicant proposes the previously-approved carport design for the north and south structures that features exposed rafter tails and I-beams, as noted in finding c.
- ii. That the applicant installs a standing seam metal roofs on all three structures, as noted in finding d. The roofs should feature 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. 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.
- iii. That the applicant proposes a window product that conforms to standard specifications for windows in new construction, namely a high-quality wood or aluminum-clad wood window product, as noted in finding e.

**PUBLIC COMMENT:**

Valerie Cortez on behalf of the Concerned Citizens of Dignowity Hill provided comments.

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

**VOTE:** AYE: Gibbs, Savino, Burgard, Mazuca, Grube, Cervantes  
NAY: Carpenter, Fetzer  
ABSENT: Fish, Velasquez, District 4 Commissioner (VACANT), Baker

**ACTION:** MOTION PASSED with 6 AYES. 2 NAYS. 4 ABSENT.

**ITEM 29. HDRC NO. 2023-257**  
ADDRESS: 114 DEWBERRY ST  
APPLICANT: Andrea Longoria/Brio Builders

**REQUEST:**

The applicant requests a Certificate of Appropriateness for approval to construct a two-story residential structure on the vacant lot at 114 Dewberry.

**RECOMMENDATIONS:**

Staff recommends approval of the request to construct a two-story residential structure, based on findings a through u, with the following stipulations:



- i. That the applicant incorporates entrance massing and elements that are consistent with the Guidelines and historic examples found throughout the district, as noted in finding e.
- ii. That the applicant incorporates proposed massing and scale consistent with the Guidelines for New Construction, in particular, incorporating an overall building width or arrangement of bays that is compatible with surrounding historic structures, as noted in finding f.
- iii. That, as noted in finding i, the standing-seam metal roof on the front porch features panels that are 18 to 21 inches wide, seams that are 1 to 2 inches high, and a standard galvalume finish. Panels should be smooth without striation or corrugation.
- iv. That the applicant confirms which door material will be used, as noted in finding l.
- v. That a wood or aluminum clad wood window that is consistent with the staff's standards for windows in new construction be installed, as noted in the applicable citations and in finding m.
- vi. That the applicant amends the proposed fenestration profile to incorporate windows that feature a one over one profile rather than the fixed clerestory windows proposed, as noted in finding n.
- vii. That the proposed entrance element and front porch be amended to feature traditional porch massing, as noted in finding p.
- viii. That the proposed front-loading garage be eliminated and that parking should be located elsewhere on site, as noted in finding q. Should the commission find an attached garage appropriate, staff recommends a consistent siding material be used throughout the structure.
- ix. That all mechanical equipment be screened from view from the public right of way, as noted in finding t.
- x. **ARCHAEOLOGY** – An archaeological investigation is required if excavations are necessary near the rear of the property. Impacts to the Upper Labor Acequia shall be avoided. The project shall comply with all federal, state, and local laws, rules, and regulations regarding archaeology, as applicable.

A foundation inspection is to be scheduled with OHP staff to ensure that foundation setbacks and heights are consistent with the approved design. The inspection is to occur after the installation of form work and prior to the installation of foundation materials.

An inspection must be scheduled with OHP staff prior to the start of work on the standing-seam metal roof to verify that the roofing material matches the approved specifications.

**PUBLIC COMMENT:** None.

**MOTION:** Commissioner Grube moved to refer to the Design Review Committee.  
Commissioner Savino seconded the motion.

**VOTE:** AYE: Gibbs, Savino, Burgard, Mazuca, Carpenter, Grube, Fetzer  
NAY: Cervantes  
ABSENT: Fish, Velasquez, District 4 Commissioner (VACANT), Baker

**ACTION:** **MOTION PASSED with 7 AYES. 1 NAY. 4 ABSENT.**

**ITEM 30. HDRC NO. 2023-251**  
**ADDRESS:** 300 SAN FERNANDO ST  
**APPLICANT:** Robert Belden JR/AccuRite Roofing and Construction Services

**REQUEST:**

The applicant is requesting a Certificate of Appropriateness for approval to install a nine-foot-tall monument sign at the northeast corner of the property.

**RECOMMENDATIONS:**

Staff recommends the approval of the installation of a monument sign based on findings a through c with the stipulation that the applicant reduce the size of the proposed monument sign to six feet in height to be consistent with the Guidelines for Signage based on finding b. Updated signage specifications must be submitted to staff for review and approval prior to the issuance of a Certificate of Appropriateness

**PUBLIC COMMENT:** None.

**MOTION:** Commissioner Savino moved for a continuance to the next Historic Design Review Commission. Commissioner Cervantes seconded the motion.

**VOTE:** AYE: Gibbs, Savino, Burgard, Mazuca, Carpenter, Grube, Cervantes, Fetzner  
NAY: None.  
ABSENT: Fish, Velasquez, District 4 Commissioner (VACANT), Baker

**ACTION:** MOTION PASSED with 8 AYES. 0 NAYS. 4 ABSENT.

**ITEM 31. HDRC NO. 2023-243**  
ADDRESS: 411 E EVERGREEN  
APPLICANT: GLADYS AYARZAGOITIA/GMAM

**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 2<sup>nd</sup> floor balcony openings on the front façade. This alteration is not included in this request.

**RECOMMENDATIONS:**

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 existing window and the window opening should be retained. The installation of a sashed wood window in opening number 29 would be eligible for administrative approval.

**PUBLIC COMMENT:**

Frederica Kushner on behalf of the Tobin Hill Community Association provided comments.

**MOTION:** Commissioner Grube moved to approve items 1 and 3 with staff stipulations and item 2 moved to a continuance to the next available Historic and Design Review Commission. Commissioner Carpenter seconded the motion.

**VOTE:** AYE: Gibbs, Savino, Burgard, Mazuca, Carpenter, Grube, Cervantes, Fetzner  
NAY: None.  
ABSENT: Fish, Velasquez, District 4 Commissioner (VACANT), Baker

**ACTION:** MOTION PASSED with 8 AYES. 0 NAYS. 4 ABSENT.

**ITEM 32. HDRC NO. 2023-265**  
ADDRESS: 2119 N IH 35  
APPLICANT: Pedro Ramos/PR Custom Signs

**REQUEST:**

The applicant is requesting a Certificate of Appropriateness for approval to install two roof mounted signs using acrylic, internal illumination, and measure 35.8 square feet each.

**RECOMMENDATIONS:**

Staff does not recommend approval of the request, based on findings a through f. Staff recommends that the applicant submit a signage package for the property that incorporates durable materials, external illumination, reduce the total size of the signage, and not to mount the signs on the roof.

**PUBLIC COMMENT:**

The Government Hill Alliance Neighborhood Association submitted a letter in support of the case.

**MOTION:** Commissioner Grube moved to approve as submitted by the applicant.  
Commissioner Cervantes seconded the motion.

**VOTE:** AYE: Gibbs, Mazuca, Carpenter, Grube, Cervantes  
NAY: Savino, Fetzer  
ABSENT: Fish, Velasquez, District 4 Commissioner (VACANT), Baker  
ABSTAIN: Burgard

**ACTION:** MOTION PASSED with 5 AYES. 2 NAYS. 4 ABSENT. 1 ABSTAIN.

**ITEM 33. WITHDRAWN BY APPLICANT PRIOR TO HEARING**  
**HDRC NO. 2023-244**  
ADDRESS: 328 MADISON ST  
APPLICANT: George Torres III/George Torres Architect PLLC

**ADJOURNMENT:** The meeting adjourned at 7:09 p.m.

**APPROVED**

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Jeffrey Fetzer, Chair  
Historic Design Review Commission  
City of San Antonio

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