



# CITY OF SAN ANTONIO OFFICE OF HISTORIC PRESERVATION

## HISTORIC AND DESIGN REVIEW COMMISSION

### MEETING MINUTES

WEDNESDAY, MARCH 15, 2023

The City of San Antonio Historic and Design Review Commission met on Wednesday, March 15, 2023, at 1901 South Alamo Street, San Antonio, Texas 78204.

#### **MEETING CALLED TO ORDER:**

Chairman Fetzer called the meeting to order at 3:04 p.m. for work session.

#### **ROLL CALL:**

Present: Gibbs, Fish, Velasquez, Mazuca, Carpenter, Fetzer

Absent: Savino, Grube, Cervantes, Baker, District 4 Commissioner (Vacant)

\*Commissioner Grube arrived at 3:15 p.m.

#### **CHAIRMAN'S STATEMENT:**

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

#### **ANNOUNCEMENTS:**

Spanish interpreter services available to the public during the hearing.

Staff welcomed a new member to the ScoutSA team, Dr. Charles Gentry.

Item 15 was withdrawn by the applicant.

#### **PUBLIC COMMENT:**

Item 1 – The Concerned Citizens of Dignowity Hill submitted a letter with comments.

Item 2 – Bianca Maldonado on behalf of the Monticello Park Neighborhood Association Architectural Review Committee supported the case.

Item 8 – King William Association Architectural Advisory Committee submitted a letter in support of the case.

Item 9 – King William Association Architectural Advisory Committee submitted a letter with comments.

Item 11– King William Association Architectural Advisory Committee submitted a letter with comments.

Item 13– King William Association Architectural Advisory Committee submitted a letter with comments.

Item 14 – Valerie Cortez on behalf of the Concerned Citizens of Dignowity Hill opposed the case.

Item 14 – The Concerned Citizens of Dignowity Hill submitted a letter in opposition of the case.

Commissioner Fetzer asked if any commissioner would like to pull items from the consent agenda.

Commissioner Gibbs requested Item 14 to be pulled from the consent agenda to individual consideration.

#### **CONSENT AGENDA:**

Item 1, Case No. 2023-092	1003 N HACKBERRY ST
Item 2, Case No. 2023-091	400 CLUB DR
Item 3, Case No. 2023-090	347 PARLAND
Item 4, Case No. 2023-089	320 CEDAR ST
Item 5, Case No. 2023-088	314 MISSION ST
Item 6, Case No. 2023-085	916 W MISTLETOE
Item 7, Case No. 2023-046	920 W MISTLETOE
Item 8, Case No. 2023-078	540 ADAMS ST
Item 9, Case No. 2023-075	410 MISSION ST
Item 10, Case No. 2023-087	703 MISSION RD
Item 11, Case No. 2023-064	148 CROFTON
Item 12, Case No. 2023-067	500 COLUMBUS
Item 13, Case No. 2023-086	315 ADAMS ST

**MOTION:** Commissioner Velasquez moved to approve items 1-13 with staff stipulations.  
Commissioner Gibbs seconded the motion.

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

**ACTION:** The MOTION PASSED with 7 AYES. 0 NAYS. 5 ABSENT.

**INDIVIDUAL CONSIDERATION ITEMS:**

**ITEM 14. HDRC NO. 2023-045**  
ADDRESS: 922 NOLAN ST  
APPLICANT: Jerry Woolf/Woolf Sheds

**REQUEST:**

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

1. Construct a 20Wx12Lx10H feet backyard shed on a concrete slab.
2. Replace and install a double front door to include frosted glass.

**RECOMMENDATIONS:**

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

- i. That the applicant use lapped Hardieboard siding featuring a smooth finish and 4-6" exposure.
- ii. That all windows adhere to the adopted policy guide for windows regarding installation depth and finish.
- iii. That compatible wood doors with traditional glass be installed based on the Guidelines.

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

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

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

**ACTION:** The MOTION PASSED with 7 AYES. 0 NAYS. 5 ABSENT.

**ITEM 16. HDRC NO. 2023-051**  
ADDRESS: 732 LAMAR ST  
APPLICANT: Loren Drum/Texas Home Check Engineers

**REQUEST:**

The applicant requests a Certificate of Appropriateness for approval to:

1. Replace 22 wood windows with new wood windows of the same size.
2. Replace five existing doors.
3. Replace the front porch decking.
4. Replace existing 6' wood privacy fence in kind.

**RECOMMENDATION:**

Item 1: Staff recommends approval of replacement of windows numbered 1-5, 12-19, and 22 on the attached site plan, based on finding c, with the following stipulations:

- i. That all documented historic window conditions be returned.

Staff does not recommend approval of the replacement of windows numbered 6-11, 20, and 21 on the attached site plan, based on finding c. Staff recommends these wood windows be retained and repaired.

Item 2: Staff recommends approval to replace one modern door on the south elevation based on finding g, with the following stipulation:

- i. That the applicant submits materials specifications for the replacement product to staff prior to the issuance of a Certificate of Appropriateness.

Staff does not recommend replacement of the three 15-lite and one half-lite wood doors, based on finding g. Staff recommends repair and retention of these four doors.

Item 3: Staff recommends approval of replacement of the front porch decking based on finding h, with the following stipulation:

- i. That the applicant installs the wood decking perpendicular to the façade.

Item 4: Staff recommends approval of in-kind replacement of the 6' wood privacy fence, based on finding i, with the following stipulations:

- i. That nonconforming and unapproved work is brought into compliance prior to issues of a Certificate of Appropriateness that includes this scope of work.

**PUBLIC COMMENT:**

Lulu Francois provided comments.

The Concerned Citizens of Dignowity Hill submitted a letter with comments.

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

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

**ACTION:** **The MOTION PASSED with 7 AYES. 0 NAYS. 5 ABSENT.**

**ITEM 17. HDRC NO. 2023-044**  
**ADDRESS: 101 PASO HONDO**  
**APPLICANT: ADRIAN VEGA/VECA DEVELOPMENTS LLC**

**REQUEST:**

The applicant is requesting a Certificate of Appropriateness for approval to construct two, 2-story residential structures on the vacant lot at 101/103 Paso Hondo, located within the Dignowity Hill Historic District. This lot is located at the corner of Paso Hondo and N Mesquite.

**RECOMMENDATION:**

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

- i. That an updated setback diagram should be submitted for review and approval, as noted in finding g, that shows the proposed new construction in context with the historic structures on the block.
- ii. That additional porch and entrance elements be added to the southern structure as noted in findings f, n and r. A wraparound porch or a porch that addresses both streets while being integrated into the massing of the overall structure should be incorporated into the design.
- iii. That the applicant install windows on the second floor of the east façade of unit 102, which is currently void of fenestration, as noted in finding m.
- iv. That the proposed aluminum clad wood windows adhere to the approved policy guide. Additionally, staff recommends that every set of grouped windows be separated by a mullion of at least six (6) inches in width.

- v. That the applicant submit final details and heights for all on site fencing, that the applicant consider paving the parking area with pervious materials and that all mechanical equipment be screened from view, as noted in findings t, u, and v.

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.

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

**PUBLIC COMMENT:**

Valerie Cortez on behalf of the Concerned Citizens of Dignowity Hill opposed the case.  
The Concerned Citizens of Dignowity Hill submitted a letter in opposition to the case.

**1<sup>st</sup> MOTION:** Commissioner Velasquez moved to approve as presented by the applicant.  
No Commissioner seconded the motion.

**2<sup>nd</sup> MOTION:** Commissioner Grube moved for conceptual approval with staff stipulations and the added stipulation that the applicant explore additional parking, and attend a Design Review Committee meeting.  
Commissioner Velasquez seconded the motion.

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

**ACTION:** The MOTION PASSED with 7 AYES. 0 NAYS. 5 ABSENT.

**ITEM 18. HDRC NO. 2023-080**  
ADDRESS: 250 LAUREL HEIGHTS PLACE  
APPLICANT: MAURICIO TAFOYA/LEON STUDIO

**REQUEST:**

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

1. Construct a side addition on the east side of the primary historic structure to feature approximately 1,080 square feet in size.
2. Construct a detached, rear accessory structure to feature approximately 660 square feet.

**RECOMMENDATION:**

Staff does not recommend final approval at this time as a construction document set has not yet been developed with details and materials specifications. Staff recommends conceptual approval with the following stipulations:

- i. That the proposed addition be shifted towards the rear of the historic structure as to not obscure original an original, prominent architectural feature.
- ii. That the proposed courtyard wall should be eliminated or moved to the rear of the side arched window as note not obscure the side, arched window, as noted in finding b.
- iii. That the applicant develop a construction document set that features dimensioned construction documents, details and materials specifications as well as a detailed landscaping plan for review for a Certificate of Appropriateness.
- iv. That the proposed steel windows should be consistent with the adopted policy guide regarding finish and installation depth. Windows should not feature faux divided lites or internal grilles.

**PUBLIC COMMENT:** None.

**MOTION:** Commissioner Carpenter moved for conceptual approval with staff stipulations 3 and 4. Commissioner Velasquez seconded the motion.

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

**ACTION:** The MOTION PASSED with 7 AYES. 0 NAYS. 5 ABSENT.

**ITEM 19. HDRC NO. 2023-082**  
ADDRESS: 215 WICKES  
APPLICANT: Camila Mares

**REQUEST:**

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

1. Replace the existing wood siding on the south elevation of the rear addition with Hardie siding.
2. Infill the exterior door opening to the water heater closet on the south elevation.
3. Infill the top left window opening on the south elevation of the addition.

**RECOMMENDATION:**

Item 1, staff does not recommend approval of the replacement of the existing wood siding on the rear addition on the south wall with Hardie siding based on finding b. Staff recommends the applicant replace the siding with materials that match the existing siding in profile, dimensions, material, finish, and reveal.

Item 2, staff recommends approval of the infill of the exterior door to the water heater closet based on finding d.

Item 3, staff recommends approval of the infill of the window on the south elevation of the addition based on finding c.

**PUBLIC COMMENT:**

King William Association Architectural Advisory Committee submitted a letter with comments.

**MOTION:** Commissioner Grube moved to approve item 1 with Hardie siding with the stipulation that the applicant include the corner wall of the rear addition that is street-facing. Replacement siding must feature a reveal no more than 6 inches and a smooth texture, and approve items 2 and 3 with staff stipulations. Commissioner Carpenter seconded the motion.

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

**ACTION:** The MOTION PASSED with 7 AYES. 0 NAYS. 5 ABSENT.

**ITEM 20. HDRC NO. 2023-072**  
ADDRESS: 413 N PINE ST  
APPLICANT: Richard Archer/ARCHER RICK & CAROL

**REQUEST:**

The applicant is requesting a Certificate of Appropriateness for approval to construct an eight-foot rear privacy fence.

**RECOMMENDATION:**

Staff recommends approval of the wooden rear privacy fence with the stipulation that the final construction height of the approved fencing may not exceed the maximum height of 6 feet at any portion of the fence. Additionally, the fencing must be permitted and meet the development standards outlined in UDC Section 35-514.

**PUBLIC COMMENT:**

Valerie Cortez on behalf of the Concerned Citizens of Dignowity Hill supported the case.

Micah Deary submitted a letter in support of the case.

Ben Bowman submitted a letter in support of the case.

Ian and Jules Amen submitted a letter in support of the case.

**MOTION:** Commissioner Velasquez moved to approve as presented during the Historic and Design Review Commission hearing: 1, that the fence height not exceed a maximum height of six (6) feet on Boston Street, 2, that the top of the fence line remains level across the fencing site, as recommended by zoning, and 3, that the fence height not exceed a maximum height of seven (7) feet at the SW corner of the site.  
Commissioner Grube seconded the motion.

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

**ACTION:** The MOTION PASSED with 7 AYES. 0 NAYS. 5 ABSENT.

**ITEM 21. HDRC NO. 2022-428**  
ADDRESS: 1614 E HOUSTON ST  
APPLICANT: William Brewer/Done Right Construction DBA

**REQUEST:**

The applicant is requesting conceptual approval to construct a 1.5-story, single-family structure.

**RECOMMENDATION:**

Staff does not recommend conceptual approval based on findings a through m. Staff recommends that the applicant address the following items prior to receiving a recommendation for conceptual approval:

- i. That the applicant submits a comprehensive site plan showing the location of the proposed new construction on the existing lot and the setbacks of adjacent structures to staff for review based on finding e.
- ii. That the applicant proposed a design that more closely matches the original front façade, specifically to include a low, cross gabled roof with inset front porch, side entry, larger window groupings, porch design, and Craftsman details based on findings k and l.
- iii. That any new windows be fully wood and include the specifications listed in finding j.
- iv. That the applicant proposes window sizes, patterns, proportions, and trim and sill detailing that are consistent with the Guidelines and historic precedents in the district as noted in finding g through k.

**PUBLIC COMMENT:**

The Concerned Citizens of Dignowity Hill submitted a letter in opposition to the case.

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

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

**ACTION:**     **The MOTION PASSED with 7 AYES. 0 NAYS. 5 ABSENT.**

**ITEM 22.     HDRC NO. 2023-073**

ADDRESS: 1946 W GRAMERCY PLACE

APPLICANT: Hannah Kerr/KERR HANNAH GRACE & THOMAS CHANDLER

**REQUEST:**

The applicant is requesting a Certificate of Appropriateness for approval to install non-operational 14Wx62H inches wood shutters on either side of the two window areas on the primary façade.

**RECOMMENDATION:**

Staff does not recommend approval of the request based on findings a and b.

**PUBLIC COMMENT:**

Bianca Maldonado on behalf of the Monticello Park Neighborhood Association opposed the case.

**MOTION:**     Commissioner Grube moved to deny the shutters with the material presented.  
Commissioner Fish seconded the motion.

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

**ACTION:**     **The MOTION PASSED with 7 AYES. 0 NAYS. 5 ABSENT.**

**ITEM 23.     HDRC NO. 2023-076**

ADDRESS: 103 E HUISACHE AVE

APPLICANT: Joseph Cotton

**REQUEST:**

The applicant requests a Certificate of Appropriateness for approval to:

1. Expand driveway and apron from 16' to 26' and expand the curb cut 10' to accommodate.
2. Modify a previously-approved design for an addition to the rear detached garage to include a third garage door.

**RECOMMENDATION:**

Staff does not recommend approval of item 1, expanding the driveway and apron from 16' to 26' and expand the curb cut to accommodate, based on finding c.

Staff recommends approval of item 2, modification of a previously-approved design for an addition to the rear detached garage to include a third garage door, based on finding d, with the following stipulation:

- i. That the driveway and curb cut not be altered to accommodate the new garage door or that drivable pavers be introduced in front of the third bay in lieu of solid concrete. The subject property design was approved in 2021 by HDRC for the addition of a 2<sup>nd</sup> story above the existing garage structure. This request involves a minor change to the approved design to provide handicap access and accommodation:

The addition of a 2<sup>nd</sup> garage door approximately 8 ft in width (single vehicle width) to be added to the left of the existing garage door. This change would allow the interior space to accommodate a vehicle sizable enough for handicap access and use by a handicap member of the household. The length of the vehicle is close to 20 ft - the current garage depth is only 18 feet. This change would allow for an additional 3 ft to be captured beneath the proposed exterior stairwell on the interior of the property, leading to the 2<sup>nd</sup> level. See attached plans for more detail on stairwell.

The architectural prints shared as part of this request shows the addition of the proposed door on the “street side” and the stairwell on the interior side of the garage within view of the pool and general common area.

Expanding the east, interior wall of the existing garage is not possible due to the presence of underground sewer lines and close proximity to the pool. The addition of a third garage bay remains the only option given that the property does not have a driveway aside from the short entry apron allowing entry into the garage building. The space this third bay would consume was initially designed as storage, space for the existing pool equipment, and an interior stairwell situated above that equipment. The pool equipment would be moved elsewhere, while the stairwell would be located on the exterior, as shown in the new (attached) designs.

The additional garage door would be designed to match the existing garage door; being the same height and color as well. There is no driveway on the property; only an entry apron allowing vehicles to enter the garage. The existing apron would be expanded to resemble the same width of entry apron in place now at the property. The expanded apron would also border the alley in the same manner as the property directly across Main Street, where the apron and driveway is situated along the property line shared with the alleyway.

All features of the existing building, and as shown on the approved design, would be emulated so as not to change any aspect of the exterior building finish.

The vehicle intended for this additional garage space is designed to accommodate handicap drivers/passengers. It cannot be parked in the street as it would be inaccessible to the handicap household member.

**PUBLIC COMMENT:** None.

**MOTION:** Commissioner Grube moved for a continuance.  
Commissioner Gibbs seconded the motion.

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

**ACTION:** The **MOTION PASSED with 7 AYES. 0 NAYS. 5 ABSENT.**

**ADJOURNMENT:** The meeting adjourned at 5:38 p.m.

## **APPROVED**

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

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