

**HISTORIC AND DESIGN REVIEW  
COMPLIANCE AND TECHNICAL ADVISORY BOARD**

**March 22, 2024**

**HDRC CASE NO:** 2024-108  
**ADDRESS:** 215 MUNCEY  
**LEGAL DESCRIPTION:** NCB 1660 BLK H LOT N 50 FT OF 15 & 16 ARB A15  
**ZONING:** R-6, H  
**CITY COUNCIL DIST.:** 2  
**DISTRICT:** Dignowity Hill Historic District  
**APPLICANT:** CUNNINGHAM TAYLYN & PAULINA  
**OWNER:** CUNNINGHAM TAYLYN & PAULINA  
**TYPE OF WORK:** Window replacement, fenestration modifications, door replacement, painting and exterior modifications  
**APPLICATION RECEIVED:** March 07, 2024  
**60-DAY REVIEW:** May 06, 2024  
**CASE MANAGER:** Edward Hall

**REQUEST:**

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

1. Remove the existing green paint through power washing the brick façade and paint the structure.
2. Replace eight (8) original wood windows with vinyl windows.
3. Modify one (1) window opening on the north façade.
4. Replace two (2) non-original windows in a rear addition on the north facade
5. Create three new window openings on the newest rear addition.
6. Replace an existing exterior door in the newest rear addition with a new vinyl door.
7. Remove one rear door on the rear (west) façade of the newest rear addition.

**APPLICABLE CITATIONS:**

*Historic Design Guidelines, Chapter 2, Guidelines for Exterior Maintenance and Alterations*

2. Materials: Masonry and Stucco

A. MAINTENANCE (PRESERVATION)

- i. Paint*—Avoid painting historically unpainted surfaces. Exceptions may be made for severely deteriorated material where other consolidation or stabilization methods are not appropriate. When painting is acceptable, utilize a water permeable paint to avoid trapping water within the masonry.
- ii. Clear area*—Keep the area where masonry or stucco meets the ground clear of water, moisture, and vegetation.
- iii. Vegetation*—Avoid allowing ivy or other vegetation to grow on masonry or stucco walls, as it may loosen mortar and stucco and increase trapped moisture.
- iv. Cleaning*—Use the gentlest means possible to clean masonry and stucco when needed, as improper cleaning can damage the surface. Avoid the use of any abrasive, strong chemical, sandblasting, or high pressure cleaning method.

B. ALTERATIONS (REHABILITATION, RESTORATION, AND RECONSTRUCTION)

- i. Patching*—Repair masonry or stucco by patching or replacing it with in-kind materials whenever possible. Utilize similar materials that are compatible with the original in terms of composition, texture, application technique, color, and detail, when in-kind replacement is not possible. EIFS is not an appropriate patching or replacement material for stucco.
- ii. Repointing*—The removal of old or deteriorated mortar should be done carefully by a professional to ensure that masonry units are not damaged in the process. Use mortar that matches the original in color, profile, and composition when repointing. Incompatible mortar can exceed the strength of historic masonry and results in deterioration. Ensure that the new joint matches the profile of the old joint when viewed in section. It is recommended that a test panel is prepared to ensure the mortar is the right strength and color.

- iii. Removing paint*—Take care when removing paint from masonry as the paint may be providing a protectant layer or hiding modifications to the building. Use the gentlest means possible, such as alkaline poultice cleaners and strippers, to remove paint from masonry.
- iv. Removing stucco*—Remove stucco from masonry surfaces where it is historically inappropriate. Prepare a test panel to ensure that underlying masonry has not been irreversibly damaged before proceeding.

## 6. Architectural Features: Doors, Windows, and Screens

### A. MAINTENANCE (PRESERVATION)

- i. Openings*—Preserve existing window and door openings. Avoid enlarging or diminishing to fit stock sizes or air conditioning units. Avoid filling in historic door or window openings. Avoid creating new primary entrances or window openings on the primary façade or where visible from the public right-of-way.
- ii. Doors*—Preserve historic doors including hardware, fanlights, sidelights, pilasters, and entablatures.
- iii. Windows*—Preserve historic windows. When glass is broken, the color and clarity of replacement glass should match the original historic glass.
- iv. Screens and shutters*—Preserve historic window screens and shutters.
- v. Storm windows*—Install full-view storm windows on the interior of windows for improved energy efficiency. Storm window may be installed on the exterior so long as the visual impact is minimal and original architectural details are not obscured.

### B. ALTERATIONS (REHABILITATION, RESTORATION, AND RECONSTRUCTION)

- i. Doors*—Replace doors, hardware, fanlight, sidelights, pilasters, and entablatures in-kind when possible and when deteriorated beyond repair. When in-kind replacement is not feasible, ensure features match the size, material, and profile of the historic element.
- ii. New entrances*—Ensure that new entrances, when necessary to comply with other regulations, are compatible in size, scale, shape, proportion, material, and massing with historic entrances.
- iii. Glazed area*—Avoid installing interior floors or suspended ceilings that block the glazed area of historic windows.
- iv. Window design*—Install new windows to match the historic or existing windows in terms of size, type, configuration, material, form, appearance, and detail when original windows are deteriorated beyond repair.
- v. Muntins*—Use the exterior muntin pattern, profile, and size appropriate for the historic building when replacement windows are necessary. Do not use internal muntins sandwiched between layers of glass.
- vi. Replacement glass*—Use clear glass when replacement glass is necessary. Do not use tinted glass, reflective glass, opaque glass, and other nontraditional glass types unless it was used historically. When established by the architectural style of the building, patterned, leaded, or colored glass can be used.
- vii. Non-historic windows*—Replace non-historic incompatible windows with windows that are typical of the architectural style of the building.
- viii. Security bars*—Install security bars only on the interior of windows and doors.
- ix. Screens*—Utilize wood screen window frames matching in profile, size, and design of those historically found when the existing screens are deteriorated beyond repair. Ensure that the tint of replacement screens closely matches the original screens or those used historically.
- x. Shutters*—Incorporate shutters only where they existed historically and where appropriate to the architectural style of the house. Shutters should match the height and width of the opening and be mounted to be operational or appear to be operational. Do not mount shutters directly onto any historic wall material.

#### *Standard Specifications for Original Wood Window Replacement*

- **SCOPE OF REPAIR:** When individual elements such as sills, muntins, rails, sashes, or glazing has deteriorated, every effort should be made to repair or reconstruct that individual element prior to consideration of wholesale replacement. For instance, applicant should replace individual sashes within the window system in lieu of full replacement with a new window unit.
- **MISSING OR PREVIOUSLY-REPLACED WINDOWS:** Where original windows are found to be missing or previously-replaced with a nonconforming window product by a previous owner, an alternative material to wood may be considered when the proposed replacement product is more consistent with the Historic Design Guidelines in terms of overall appearance. Such determination shall be made on a case-by-case basis by OHP and/or the HDRC. Whole window systems should match the size of historic windows on property unless otherwise approved.

- **MATERIAL:** If full window replacement is approved, the new windows must feature primed and painted wood exterior finish. Clad, composition, or non-wood options are not allowed unless explicitly approved by the commission.
- **SASH:** Meeting rails must be no taller than 1.25". Stiles must be no wider than 2.25". Top and bottom sashes must be equal in size unless otherwise approved.
- **DEPTH:** There should be a minimum of 2" in depth between the front face of the window trim and the front face of the top window sash. This must be accomplished by recessing the window sufficiently within the opening or with the installation of additional window trim to add thickness.
- **TRIM:** Original trim details and sills should be retained or repaired in kind. If approved, new window trim must feature traditional dimensions and architecturally appropriate casing and sloped sill detail. Window track components such as jamb liners must be painted to match the window trim or concealed by a wood window screen set within the opening.
- **GLAZING:** Replacement windows should feature clear glass. Low-e or reflective coatings are not recommended for replacements. The glazing should not feature faux divided lights with an interior grille. If approved to match a historic window configuration, the window should feature real exterior muntins.
- **COLOR:** Replacement windows should feature a painted finish. If a clad product is approved, white or metallic manufacturer's color is not allowed, and color selection must be presented to staff.
- **INSTALLATION:** Replacement windows should be supplied in a block frame and exclude nailing fins. Window opening sizes should not be altered to accommodate stock sizes prior to approval.
- **FINAL APPROVAL:** If the proposed window does not meet the aforementioned stipulations, then the applicant must submit updated window specifications to staff for review, prior to purchase and installation. For more assistance, the applicant may request the window supplier to coordinate with staff directly for verification.

#### *Standard Specifications for Windows in Additions and New Construction*

Consistent with the Historic Design Guidelines, the following recommendations are made for windows to be used in new construction:

- **GENERAL:** Windows used in new construction should be similar in appearance to those commonly found within the district in terms of size, profile, and configuration. While no material is expressly prohibited by the Historic Design Guidelines, a high quality wood or aluminum-clad wood window product often meets the Guidelines with the stipulations listed below.
- **SIZE:** Windows should feature traditional dimensions and proportions as found within the district.
- **SASH:** Meeting rails must be no taller than 1.25". Stiles must be no wider than 2.25". Top and bottom sashes must be equal in size unless otherwise approved.
- **DEPTH:** There should be a minimum of 2" in depth between the front face of the window trim and the front face of the top window sash. This must be accomplished by recessing the window sufficiently within the opening or with the installation of additional window trim to add thickness. All windows should be supplied in a block frame and exclude nailing fins which limit the ability to sufficiently recess the windows.
- **TRIM:** Window trim must feature traditional dimensions and architecturally appropriate casing and sloped sill detail.
- **GLAZING:** Windows should feature clear glass. Low-e or reflective coatings are not recommended for replacements. The glazing should not feature faux divided lights with an interior grille. If approved to match a historic window configuration, the window should feature true, exterior muntins.
- **COLOR:** Wood windows should feature a painted finish. If a clad or non-wood product is approved, white or metallic manufacturer's color is not allowed and color selection must be presented to staff.

#### **FINDINGS:**

- a. The historic structure at 215 Muncey was constructed circa 1908 in the Folk Victorian style. The historic structure features a brick façade, a pyramidal hipped roof with a front facing gabled roof, standing seam metal roofing materials, and two rear additions. One rear addition is found on the 1912 Sanborn Map (in the location of a rear porch) while the other is found on the 1951 Sanborn Map. These two additions are considered to be within the structure's period of significance. The historic structure features various non-original elements,

including paint on the original brick, a concrete porch and the previously noted rear additions, which have been modified numerous times since their construction to include fenestration modifications and cladding in stucco/plaster. This structure is contributing to the Dignowity Hill Historic District.

- b. PAST APPROVALS – Certificates of Appropriateness have been issued for in-kind brick repair, painting and roof replacement. The Certificates of Appropriateness for the previously noted scopes of work were issued on June 20, 2023, and have since expired.
- c. VIOLATION – A Stop Work Order was issued by Office of Historic Preservation staff on February 27, 2024, for wood window replacement with vinyl windows. Additional violations including modifications to window openings and the creation of new window openings on a rear addition have also been identified.
- d. PAINT – The applicant has noted that the current paint is latex based and has requested to remove the current latex paint layer(s) by pressure washing the façade and to paint the brick a new color. The Guidelines for Exterior Maintenance and Alterations 2.B.iii. notes that care should be taken when removing paint from masonry. Additionally, the Guidelines note that the gentlest means possible should be used, such as alkaline poultice cleaners and strippers. Additionally, the Guidelines note that high pressure washing should be avoided. Staff finds that pressure washing the brick façade to remove the current paint layer could potentially damage the historic brick by removing the fired brick face, a natural protective layer. Staff finds that the applicant should consider an alternative means to removing the existing, latex paint layer. Additionally, staff finds that the applicant should explore removing all paint layers. If this is not feasible, staff finds painting with a paint designed for masonry applications to be appropriate.
- e. WINDOW REPLACEMENT (Original Structure) – The applicant has proposed to replace eight (8) one over one wood windows with one over one vinyl windows. The Guidelines for Exterior Maintenance and Alterations 6.A.iii. notes that historic windows should be preserved. The Guidelines continue to note that when wood windows are beyond repair, they should be replaced with windows that match the historic or existing in terms of size, type, configuration, material, form, appearance, and detail. Staff finds the proposed vinyl replacement windows to be inconsistent with the Guidelines.
- f. WINDOW OPENING MODIFICATION (North Façade, Original Structure) – The applicant has proposed to modify one (1) window opening on the north façade of the original structure by shortening the overall size of the opening. The Guidelines for Exterior Maintenance and Alterations 6.A.i. notes that existing window and door openings should be preserved. Additionally, the Guidelines for Exterior Maintenance and Alterations 6.B.iv. notes that new windows should match the historic or existing windows in terms of size. Staff finds the proposed modification to be inconsistent with the Guidelines.
- g. WINDOW REPLACEMENT (Rear Additions) – The applicant has proposed to replace two, non-original windows with new, vinyl windows. One window will feature a one over one profile while the other will feature a fixed profile. The Guidelines for Exterior Maintenance and Alterations 6.B.vii. notes that non-historic windows should be replaced with windows that are typical of the architectural style of the building. Generally, staff finds the replacement of both of these windows to be appropriate as both the openings and existing windows are not original to the structure’s construction; however, staff finds that the replacement window should adhere to the adopted Standards for Replacement Windows, as noted in the applicable citations.
- h. NEW OPENINGS (Rear Addition – Newer Addition) – The applicant has proposed to create three window openings on north (side) and rear (west) facades of the newest rear addition. The proposed openings feature rectangular, fixed windows. The Guidelines for Exterior Maintenance and Alterations 6.B.iv. notes that new windows should match the historic or existing in terms of size, type, configuration, material, form, appearance, and detail. Past listing photos from circa 2018 note a number of fenestration modifications to the rear addition’s facades, including infill and modified openings. Generally, staff finds the creation of new windows openings in the rear additions to be appropriate; however, those openings should be consistent with the architectural style of the existing structure. Rectangular, fixed windows are not consistent with the architecture of the historic structure.
- i. DOOR REPLACEMENT (Rear Addition – Newer Addition) – The applicant has proposed to replace an existing exterior door in the newest rear addition with a new vinyl door. Two past photos note two different, non-original doors at this location. Generally, staff finds the replacement of the rear door to be appropriate; however, staff finds that the replacement door should be consistent with the Guidelines; the door should match the size, material and profile of the historic element. Staff finds that a wood door should be installed.
- j. DOOR REMOVAL (Rear Addition – Newer Addition) – The applicant has proposed to remove rear door on the rear (west) façade of the newest rear addition. Staff does not have evidence that this opening is original to the structure and finds its removal to be appropriate.

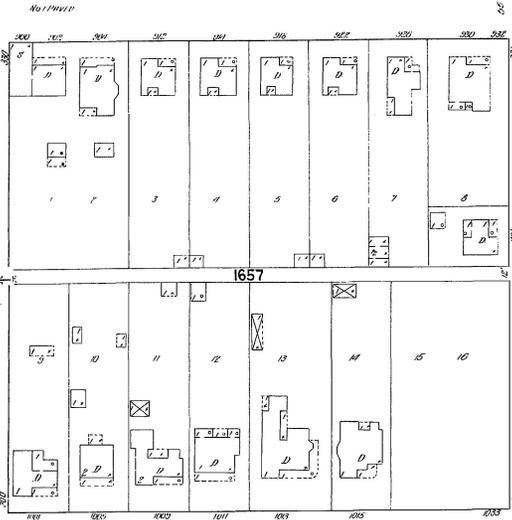
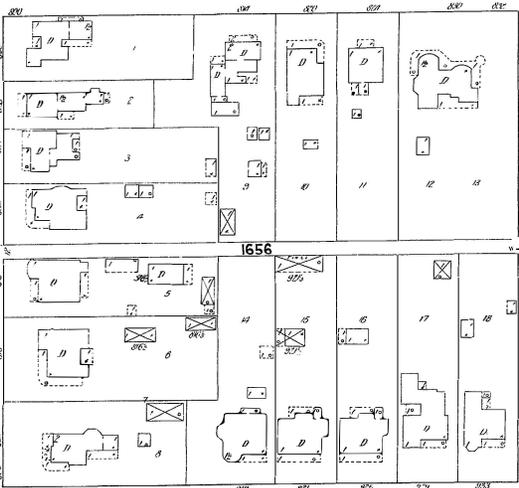
## RECOMMENDATION:

1. Staff does not recommend approval of item #1, pressure washing the historic structure's façade and painting, as proposed, based on finding d. Staff recommends the applicant use a non-abrasive removal technique. Additionally, staff recommends the applicant explore removing all paint layers. If this is not feasible, staff finds painting with a paint designed for masonry applications to be appropriate.
2. Staff does not recommend approval of item #2, the replacement of eight (8) original wood windows with vinyl windows, based on finding e. Staff recommends the applicant repair and reinstall the original wood windows. If the original wood windows have been discarded, staff recommends the applicant install new or salvaged wood windows that match the profile of those that were removed. Replacement wood windows should be submitted to OHP staff for review and approval prior to purchase and installation.
3. Staff does not recommend approval of item #3, the modification of an original window opening on the north façade based on finding f. Staff recommends the applicant restore this opening to its original size.
4. Staff recommends approval of item #4, the replacement of two, non-original windows within the rear addition based on finding g with the following stipulations:
  - i. That the replacement window should adhere to the adopted Standards for Replacement Windows, as noted in the applicable citations.
  - ii. That the proposed replacement windows be submitted to OHP staff for review and approval.
5. Staff recommends approval of item #5, the creation of window opening on the newest rear addition based on finding h with the following stipulations:
  - i. That the openings be consistent with the architectural style of the existing structure. Rectangular, fixed windows are not consistent with the architecture of the historic structure.
  - ii. That the proposed new windows be submitted to OHP staff for review and approval.
6. Staff recommends approval of item #6, the replacement of an existing door on the newest rear addition based on finding i with the following stipulations:
  - i. That the replacement door be wood and appropriate in style for the Folk Victorian style.
  - ii. That the proposed replacement door be submitted to OHP staff for review and approval.
7. Staff recommends approval of item #7, the removal of a rear facing door on the newest rear addition, as submitted, based on finding j.

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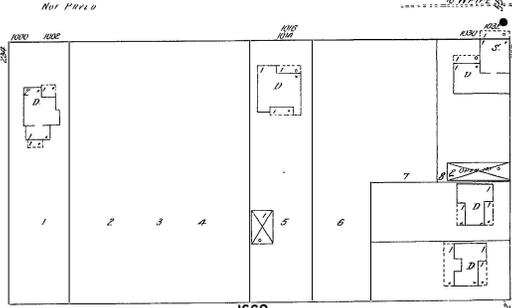
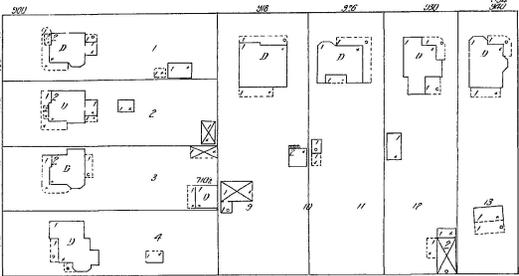
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HAYS



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BURNETT

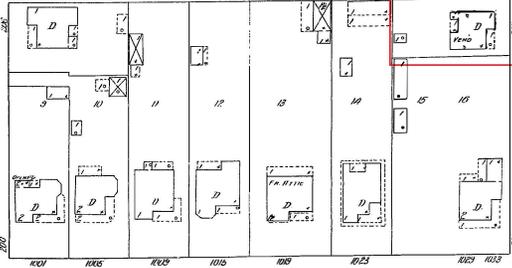
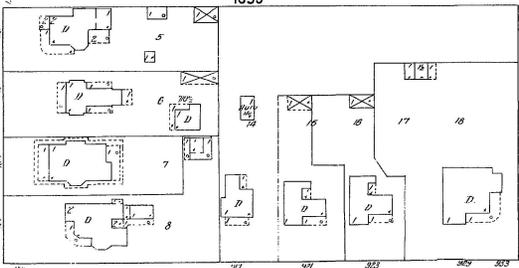


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N. PINE

WILLOW

MUNCEY



NOLAN

Scale of Feet.



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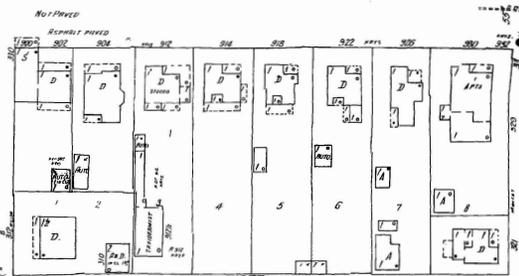
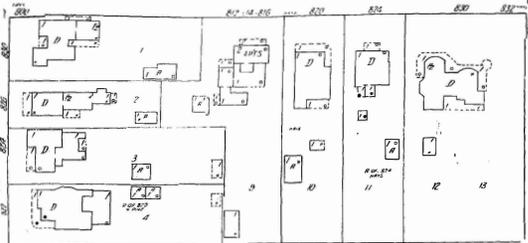
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1912 SANBORN MAP

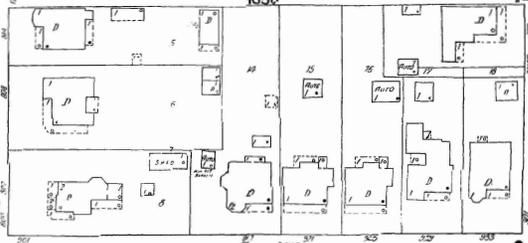
1951 SANBORN MAP

158

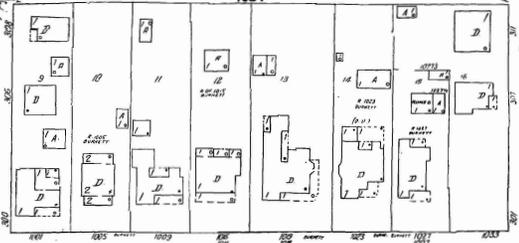
HAYS



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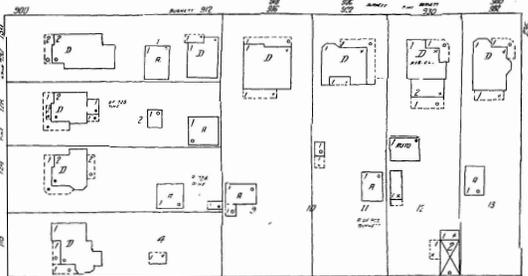


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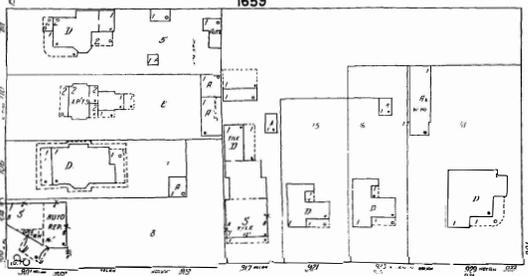


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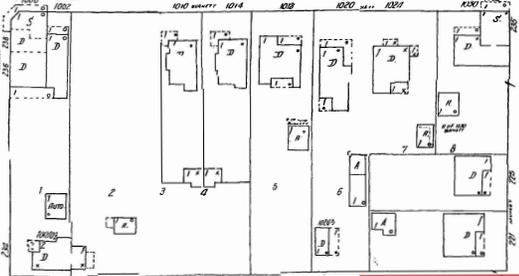


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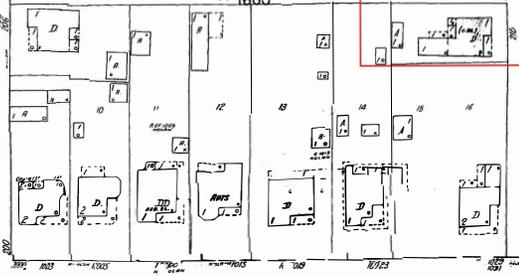


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WILLOW



1660



MUNCEY

NOLAN

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# SELECTING AN APPROPRIATE REPLACEMENT



Wood replacement



Aluminum replacement  
(to replace non-historic windows)



Vinyl replacement

## Replacement windows standards:

**MATERIALS:** If full window replacement is approved, the new windows must feature primed and painted wood exterior finish. Clad, composition, or non-wood options are not allowed unless explicitly approved by the commission.

**SASHES:** Meeting rails must be no taller than 1.25". Stiles must be no wider than 2.25". Top and bottom sashes must be equal in size unless otherwise approved.

**DEPTH:** There should be a minimum of 2" in depth between the front face of the window trim and the front face of the top window sash. This must be accomplished by recessing the window sufficiently within the opening or with the installation of additional window trim to add thickness.

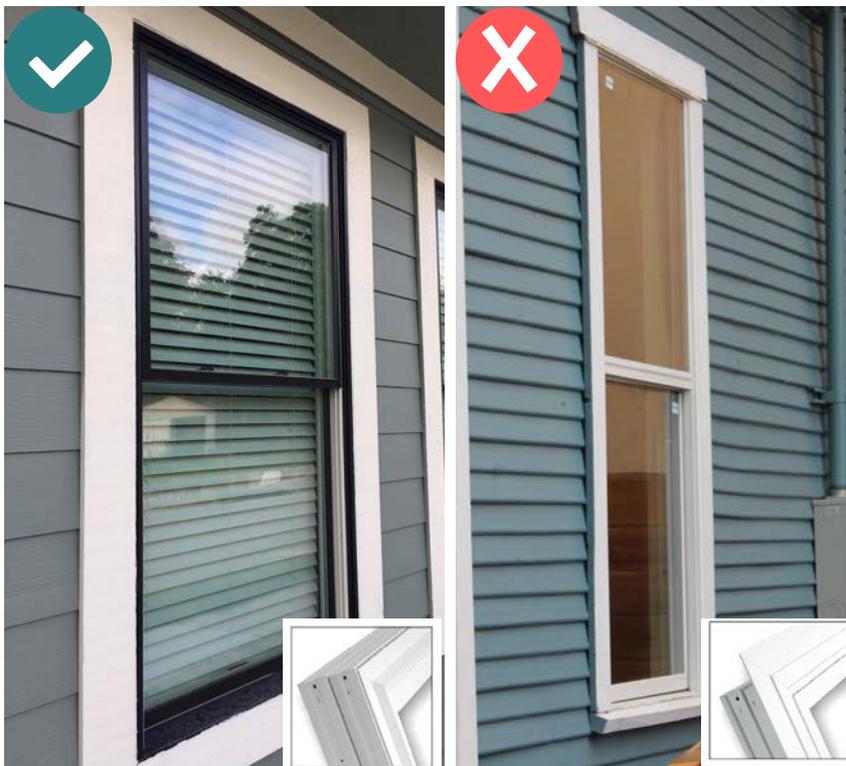
**TRIM:** Original trim details and sills should be retained or repaired in kind. If approved, new window trim must feature traditional dimensions and architecturally appropriate casing and sloped sill detail. Window track components such as jamb liners must be painted to match the window trim or concealed by a wood window screen set within the opening.

**GLAZING:** Replacement windows should feature clear glass. Low-e or reflective coatings are not recommended for replacements. The glazing should not feature faux divided lights with an interior grille. If approved to match a historic window configuration, the window should feature real exterior muntins.

**COLOR:** Replacement windows should feature a painted finished. If a clad product is approved, white or metallic manufacturer's color is not allowed, and color selection must be presented to staff.

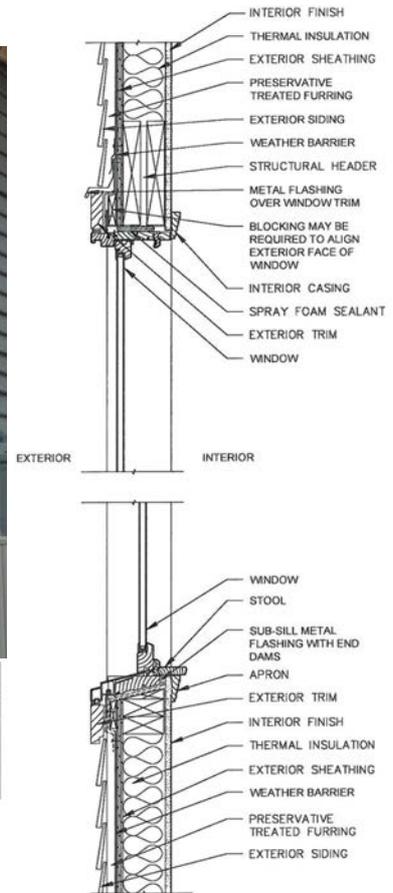
**INSTALLATION:** Replacement windows should be supplied in a block frame and exclude nailing fins. Window opening sizes should not be altered to accommodate stock sizes prior to approval.

# WINDOWS FOR NEW CONSTRUCTION & ADDITIONS



Aluminum clad wood window block frame

Vinyl window - flush flange



## Window standards for new construction and additions:

**GENERAL:** New windows on additions should relate to the windows of the primary historic structure in terms of materiality and overall appearance. Windows used in new construction should be similar in appearance to those commonly found within the district in terms of size, profile, and configuration. While no material is expressly prohibited by the Historic Design Guidelines, a high quality wood or aluminum-clad wood window product often meets the Guidelines with the stipulations listed below. Whole window systems should match the size of historic windows on property unless otherwise approved.

**SIZE:** Windows should feature traditional dimensions and proportions as found within the district.

**SASH:** Meeting rails must be no taller than 1.25". Stiles must be no wider than 2.25". Top and bottom sashes must be equal in size unless otherwise approved.

**DEPTH:** There should be a minimum of 2" in depth between the front face of the window trim and the front face of the top window sash. This must be accomplished by recessing the window sufficiently within the opening or with the installation of additional window trim to add thickness.

**TRIM:** Window trim must feature traditional dimensions and architecturally appropriate casing and sloped sill detail. Window track components such as jamb liners must be painted to match the window trim or concealed by a wood window screen set within the opening.

**GLAZING:** Windows should feature clear glass. Low-e or reflective coatings are not recommended for replacements. The glazing should not feature faux divided lights with an interior grille. If approved to match a historic window configuration, the window should feature real exterior muntins.

**COLOR:** Wood windows should feature a painted finished. If a clad product is approved, white or metallic manufacturer's color is not allowed, and color selection must be presented to staff.

**INSTALLATION:** Wood windows should be supplied in a block frame and exclude nailing fins. Window opening sizes should not be altered to accommodate stock sizes prior to approval.

## 215 Muncey Request #1

- Power wash off the current incorrect latex paint
- Paint the house white or off white.

## 215 Muncey Request #2

- Approval of replacement of old broken wooden windows with new quality vinyl windows from Window World San Antonio. 8x

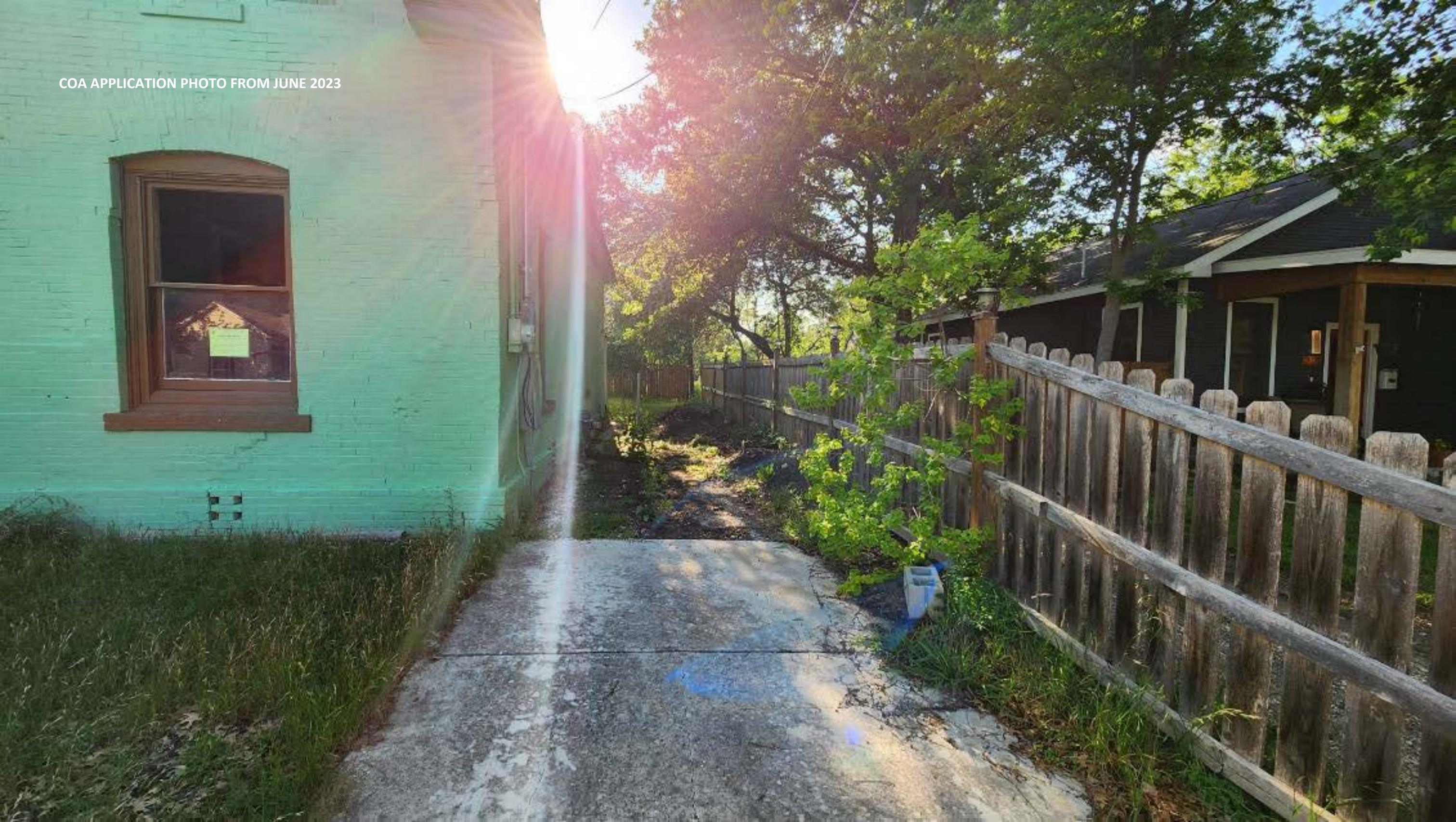




LISTING PHOTO FROM 2018



COA APPLICATION PHOTO FROM JUNE 2023





COA APPLICATION PHOTO FROM JUNE 2023

COA APPLICATION PHOTO FROM JUNE 2023





COA APPLICATION PHOTO FROM MARCH 2024





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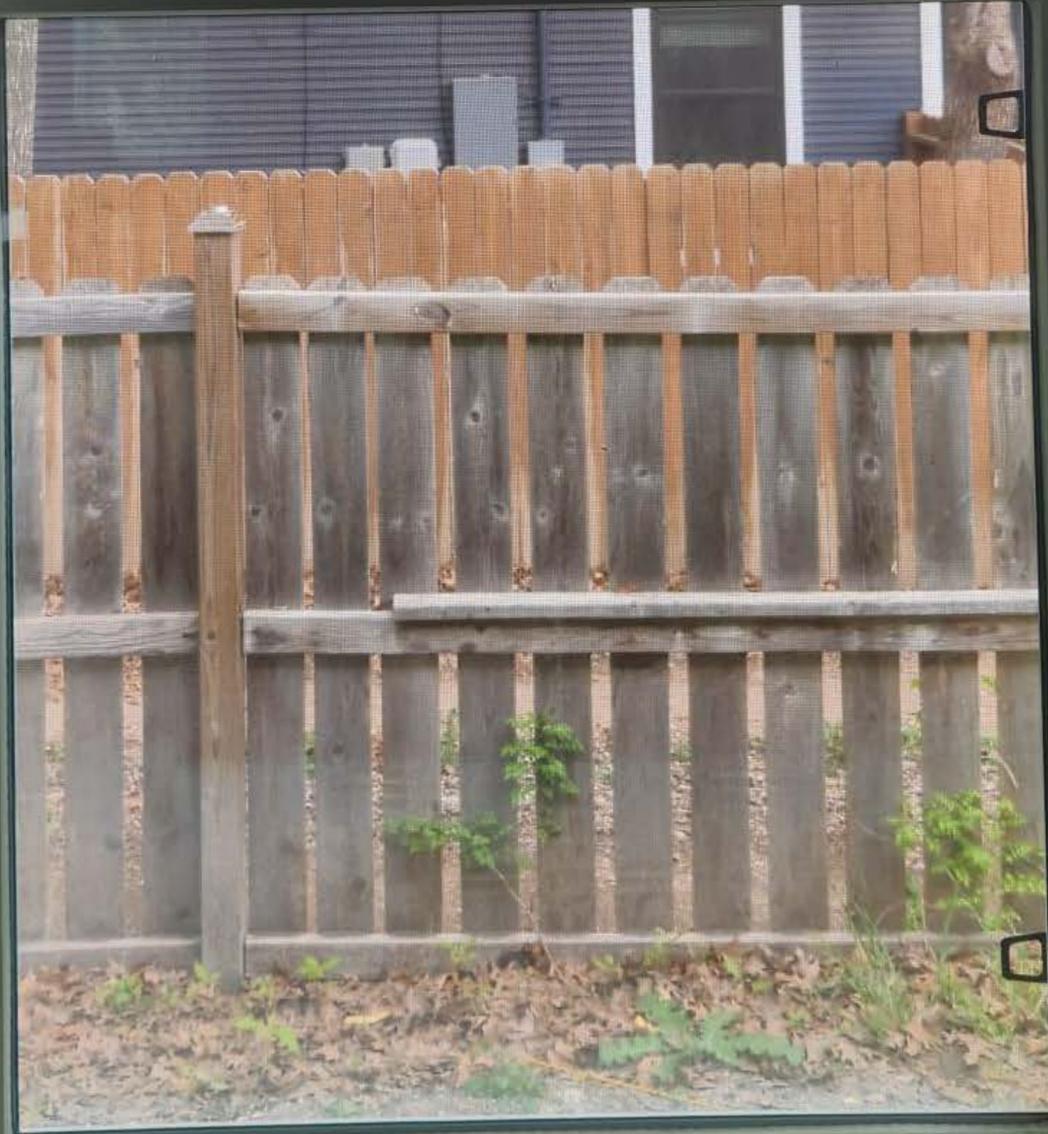
COA APPLICATION  
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MARCH 2024



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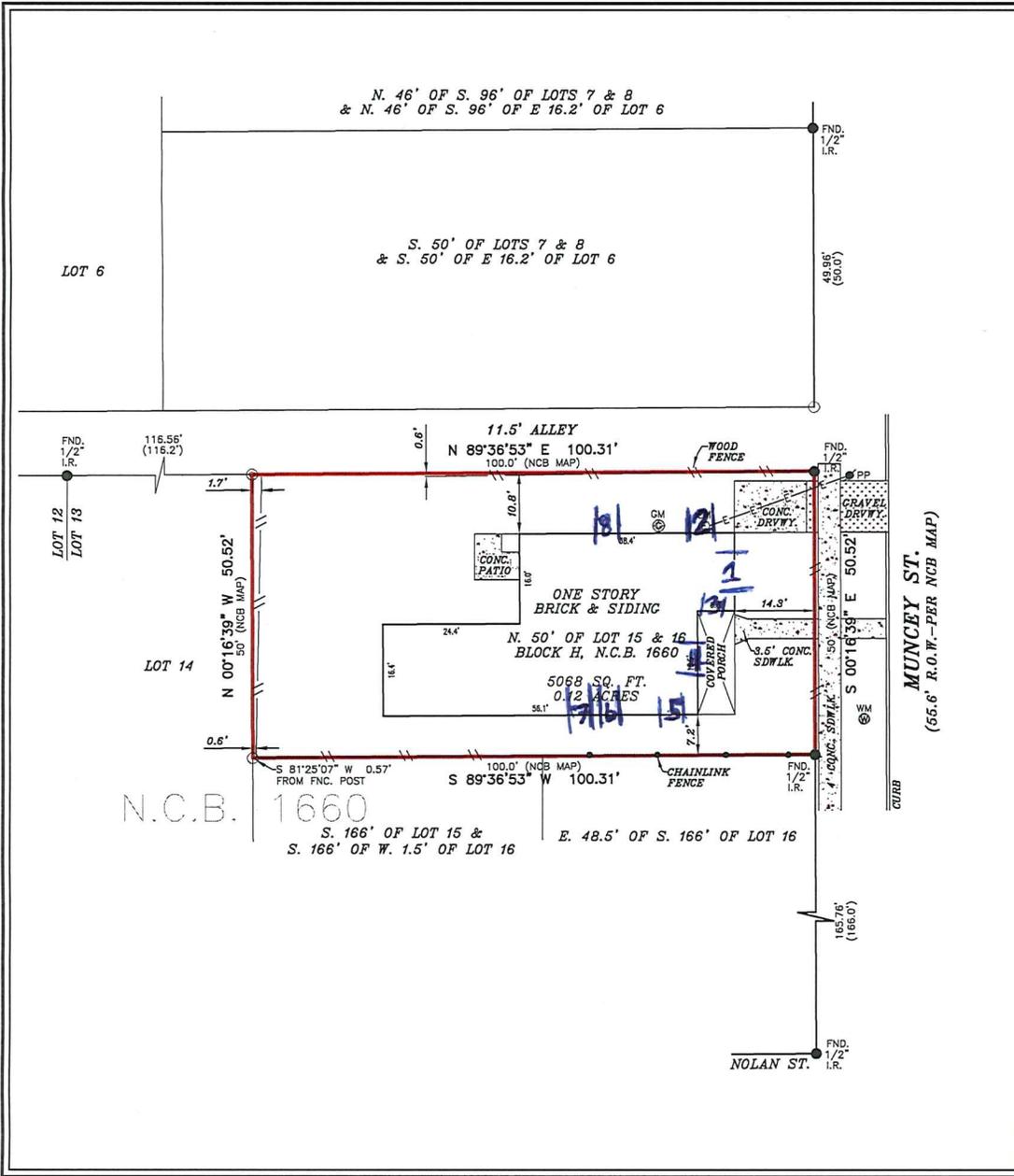


COA APPLICATION  
PHOTO FROM  
MARCH 2024



COA APPLICATION PHOTO  
FROM MARCH 2024





*Windows*

- 1 - office
- 2 - office
- 3 - office
- 4 - Bedroom
- 5 - Bedroom
- 6 - Living Room
- 7 - Living Room
- 8 - Kitchen

**LEGEND**

- These standard symbols will be found in the drawing.
- BOUNDARY LINE
  - CHAINLINK FENCE
  - ||— WOOD FENCE
  - E—E— OVERHEAD ELECTRIC
  - ⊙ SET IRON ROD
  - CALCULATED POINT
  - FOUND IRON ROD
  - ⊗ WATER METER
  - ⊕ ELECTRIC METER
  - ⊙ GAS METER
  - ⊙ POWER POLE
  - (NCB MAP) NEW CITY BLOCK MAP
  - (F.M.) FIELD MEASURED

**SURVEYOR'S NOTE(S):**

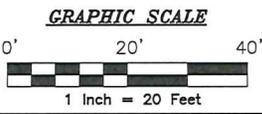
BASIS OF BEARING, TEXAS SOUTH CENTRAL NAD 83.

THE SUBJECT LOT IS A HISTORIC DESIGNATION RECORDED IN VOLUME 16817, PAGE 1967, OFFICIAL PUBLIC RECORDS OF BEXAR COUNTY, TEXAS.

The survey is hereby accepted with the discrepancies, certifies, or shortages in area or boundary lines, encroachments, protrusions, or overlapping of improvements shown.

At date of this survey, the property is in FEMA designated 100 Year ZONE — X — as verified by FEMA map Panel No: 48029C 0415 G effective date of SEPTEMBER 29, 2010

Exact designations can only be determined by a Elevation Certificate. This information is subject to change as a result of future FEMA map revisions and/or amendments.



I, **JOSE ANTONIO TREVIÑO**, a Registered Professional Land Surveyor in the State of Texas, do hereby certify to **STEWART TITLE GUARANTY COMPANY**

and **BIG CONTRACTING AND CONSTRUCTION LLC** that the above map is true and correct according to an actual field survey, made by me on the ground or under my supervision, of the property shown hereon or described by field notes accompanying this drawing, I further certify that all easements and rights-of-way of which I have been advised are shown hereon and that, except as shown, there are no visible encroachments, no visible overlapping of improvements and no apparent discrepancies or conflicts in the boundary lines, and no visible physical evidence of easements or rights-of-way as of the date of the field survey. I further certify that this survey meets or exceeds the minimum standards established by the Texas Board of Professional Land Surveying (Section 663.18).

Borrower/Owner: **BIG CONTRACTING AND CONSTRUCTION LLC**  
Address: **215 MUNCEY** GF No. **851737**

**Legal Description of the Land:**  
The North 50 feet of Lots 15 and 16, Block H, New City Block 1660, City of San Antonio, Bexar County, Texas.

SUBJECT TO RESTRICTIVE COVENANTS AND/OR EASEMENTS RECORDED IN:

PROPERTY PHOTOGRAPH:



**FINAL "AS-BUILT" SURVEY**

JOB NO.:	2009072016	NO. REVISION	DATE
DATE:	09/10/20		
DRAWN BY:	JD/TM		
APPROVED BY:	JAT		



*Jose Antonio Trevino*  
JOSE ANTONIO TREVIÑO, R.P.L.S.  
Registered Professional Land Surveyor  
Registration No. 5552

**AMERISURVEYORS, LLC**  
1100 NW Loop 410, Suite 546 San Antonio, Texas 78213  
Phone: (210) 572-1995 Fax: (210) 572-1993



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- ✔ Chambered vinyl profiles increase strength and thermal efficiency.
- ✔ Balance track cover provides a finished look and shields against air infiltration.
- ✔ Dual vent latches limit the amount a window can be opened for safer ventilation.
- ✔ SolarZone® ThermD 3/4" insulated glass unit with double- strength All-Season Low-E glass, argon gas, and the Intercept® Stainless Steel Spacer provides year-round efficiency.
- ✔ Overlapping, interlocking meeting rail tightly seals sashes against wind and rain.
- ✔ The stainless-steel constant force 3/4" coil spring balance system raises and lowers the sash with ease.
- ✔ Unique pivot system maintains ideal sash alignment for smooth operation.
- ✔ A 5° triple-step, sloped sill effectively moves water and air away from the window.



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[\(tel:+13612658021\)](tel:(+13612658021)(tel:+13612658021))

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## Investigation Report

### Property

Address	215 Muncey
District/Overlay	Dignowity Hill
Owner Information	Taylyn Cunningham

### Site Visit

Date	02/27/2024
Time	01:20 PM (-6 GMT)
Context	citizen report
Present Staff	Rachel Rettaliata
Present Individuals	Homeowner
Types of Work Observed	Exterior Maintenance and Alterations
Amount of Work Completed	Completed
Description of work	Replacement of previously existing wood windows with vinyl windows. Previously existing wood windows do not appear to be on site.
Description of interaction	Spoke with homeowner who was not cooperative. Homeowner stated that they would not be answering questions.

### Action Taken

Violation Type	No Certificate of Appropriateness (Code 35-451a)
OHP Action	Spoke with property owner
Will post-work application fee apply?	Yes

### Documentation

---



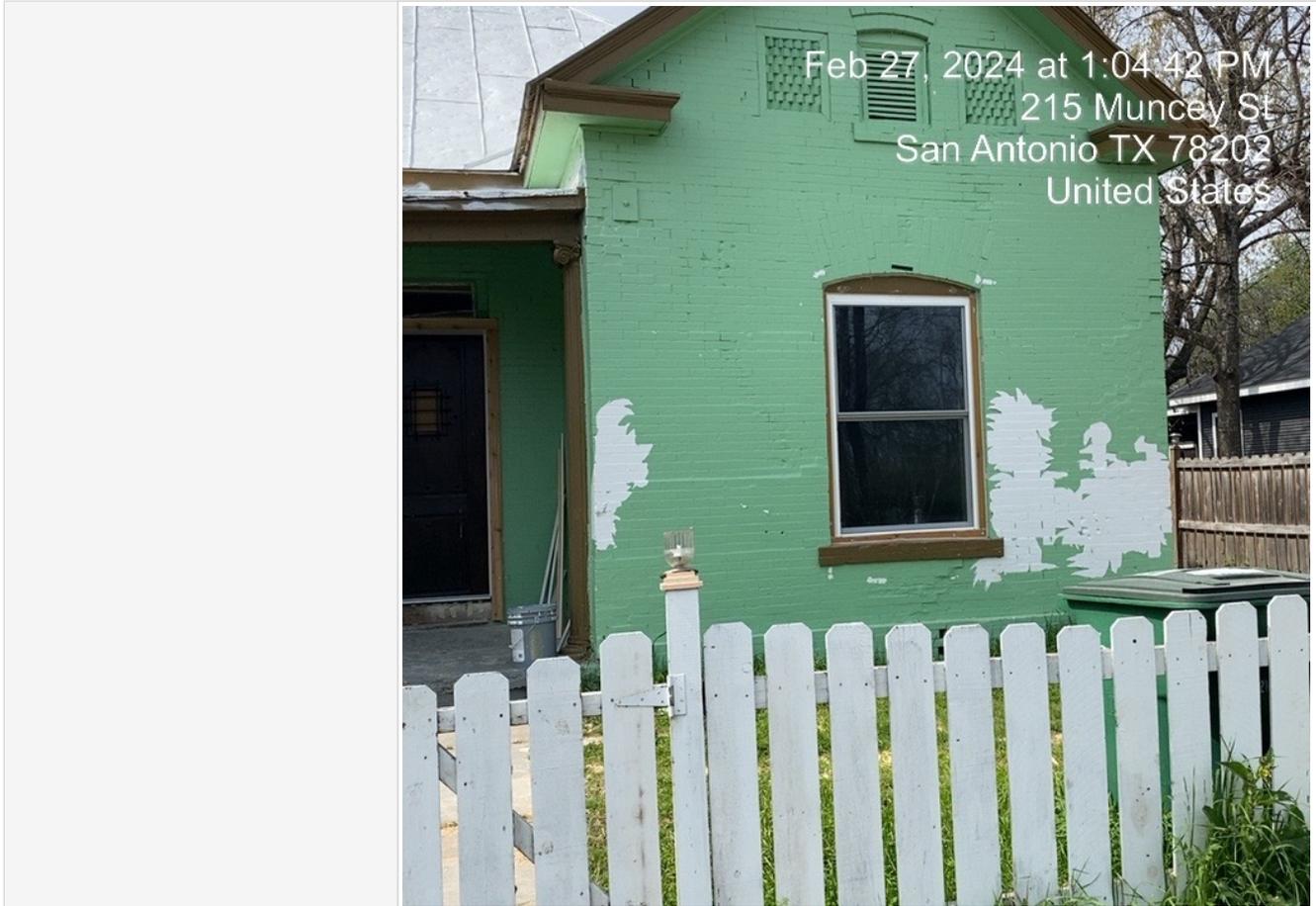
## Investigation Report

Photographs



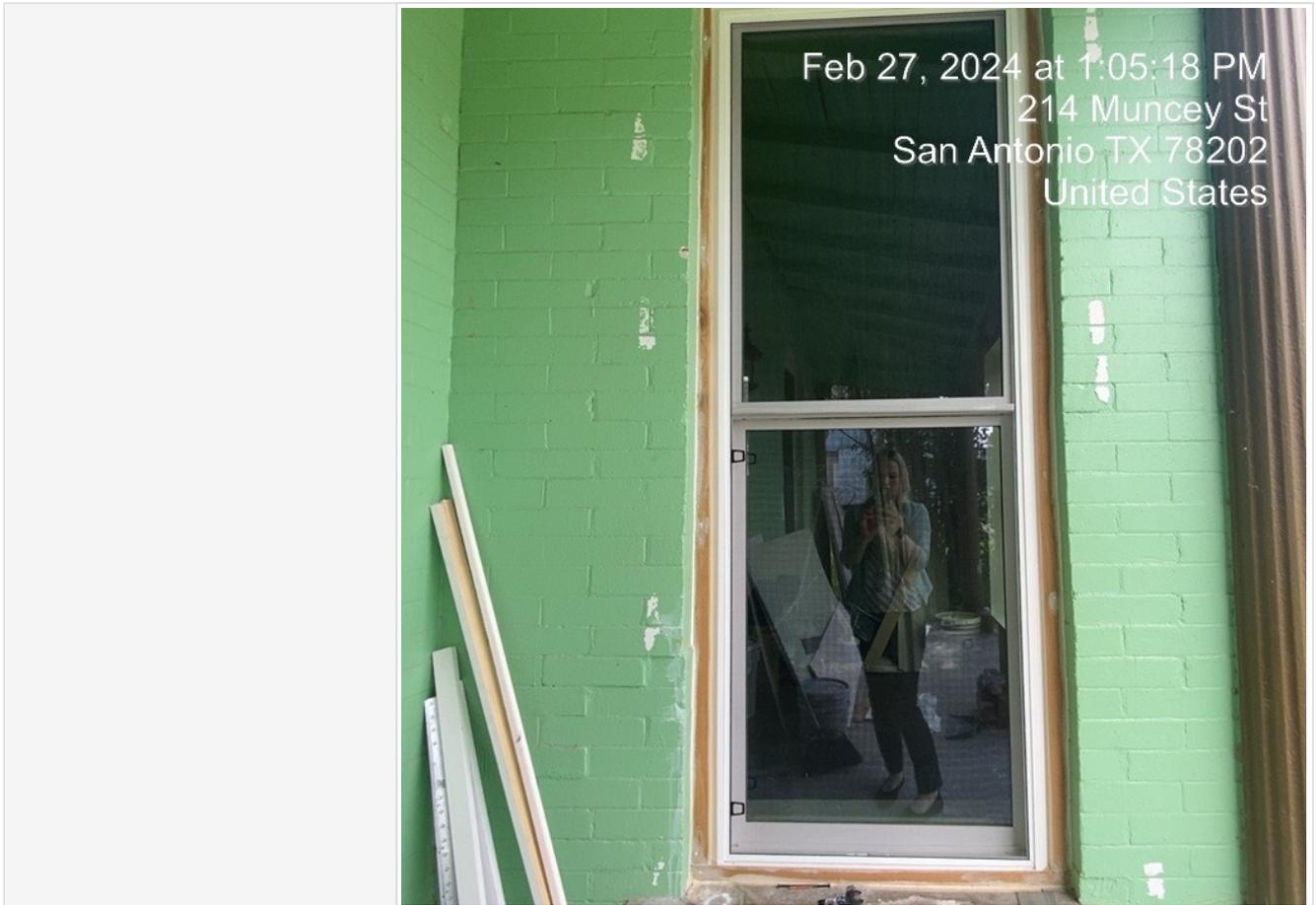


## Investigation Report





## Investigation Report





## Investigation Report



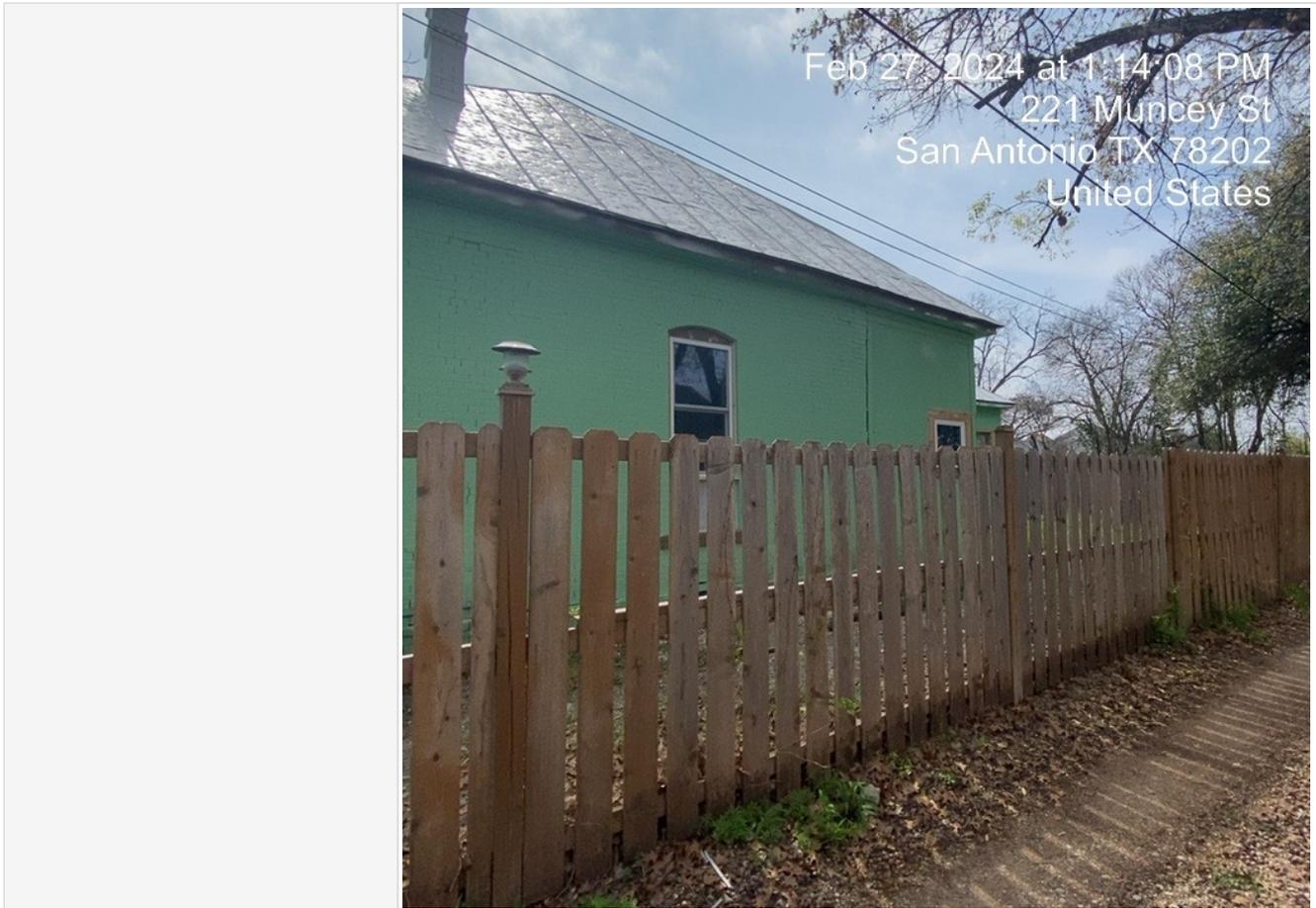


## Investigation Report



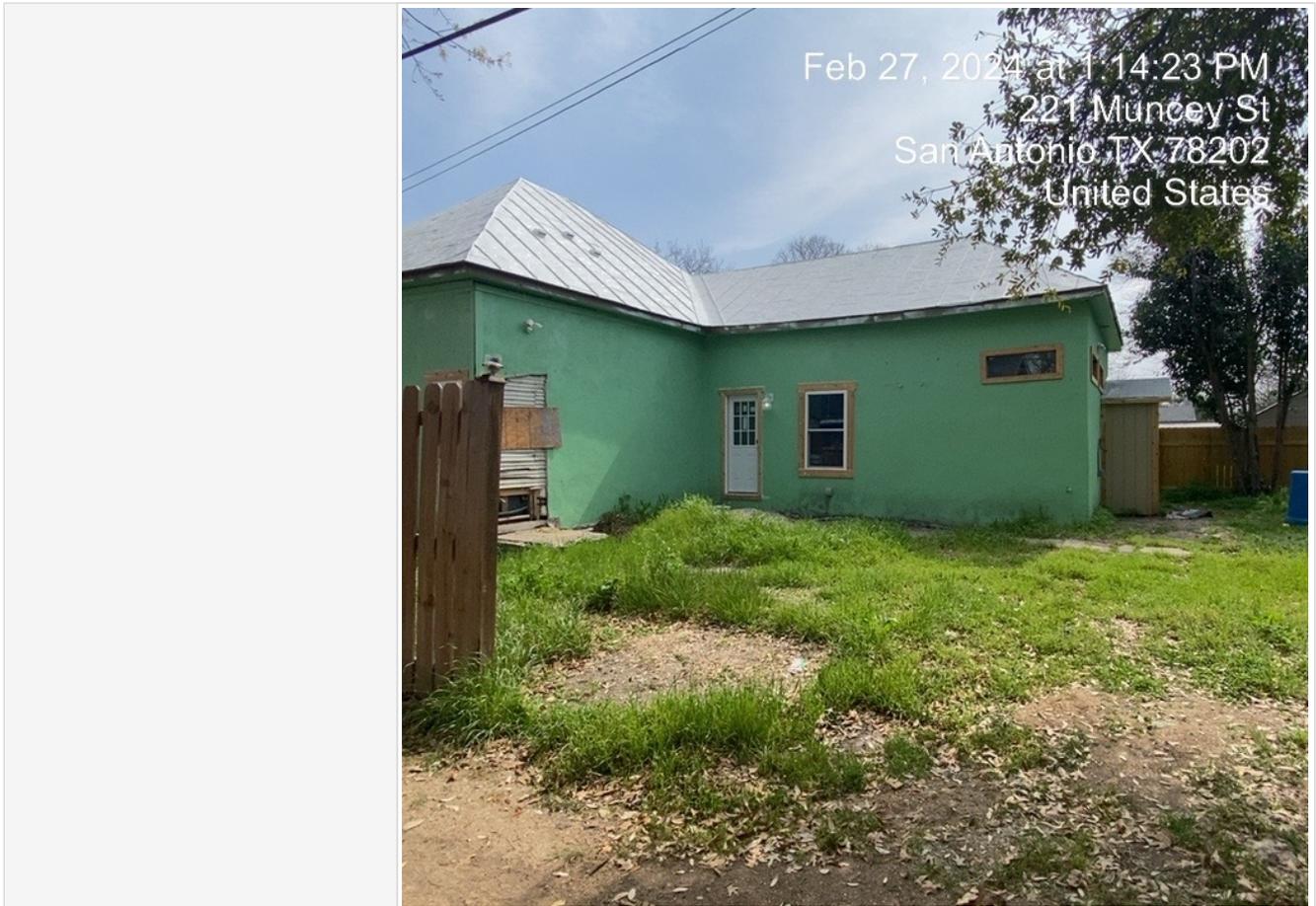


## Investigation Report





## Investigation Report





## Investigation Report





**Investigation Report**

Feb 27, 2024 at 1:10:52 PM

CITY OF SAN ANTONIO  
 OFFICE of HISTORIC PRESERVATION  
 100 W Houston St. San Antonio, Texas 78205  
 7:45am - 4:30pm Monday - Friday  
 (210) 207 - 0035; report@sapreservation.org

210 Muncey St  
 San Antonio TX 78202  
 United States

## NOTICE OF INVESTIGATION

ADDRESS: 215 MUNCEY [BCAD] OWNER: TAYLYN CUMMINS

An investigation of this property has been performed by the Office of Historic Preservation and the following violations have been identified:

Code 35-608 (a): Work without Certificate of Appropriateness (COA): WINDOW REPLACEMENT VINYL WINDOWS

Code 35-608 (i): Work beyond Scope of Approval: \_\_\_\_\_

Code 35-615: Demolition by Neglect: \_\_\_\_\_

**STOP WORK:**  Yes  Not Applicable

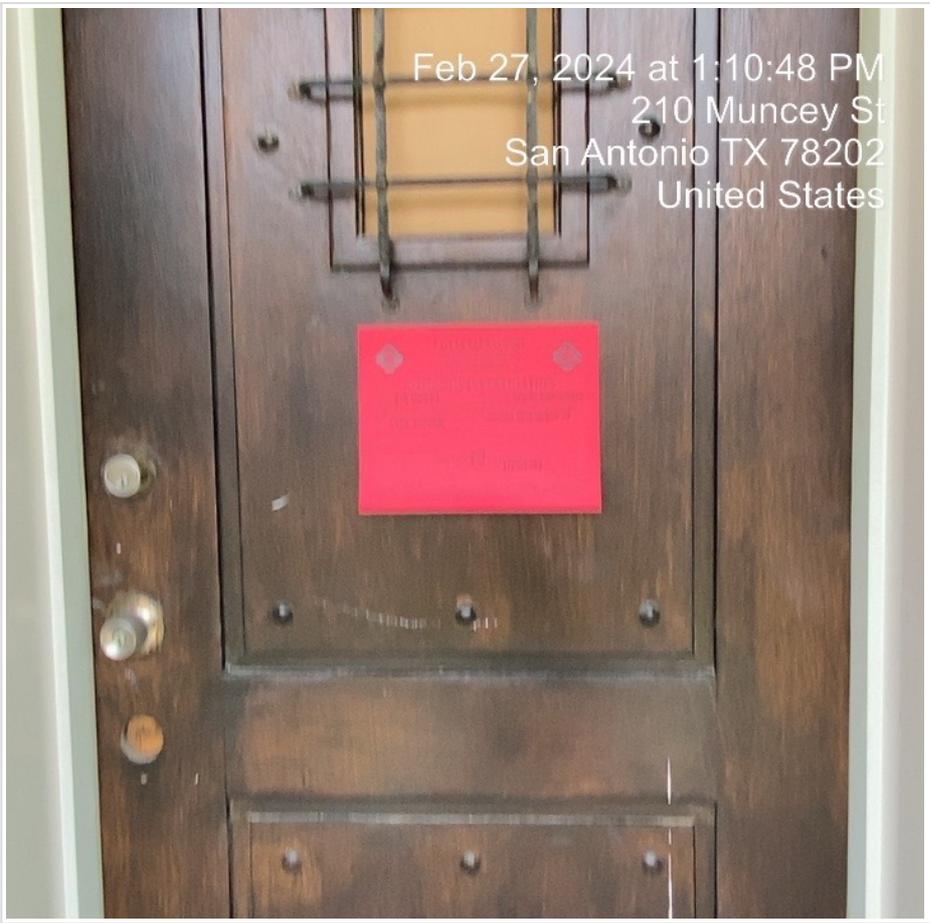
Please contact the Office of Historic Preservation within 48 hours of the inspection date: 2/27/2024

*A re-inspection by staff may occur without prior notice; photographs have been recorded for evidence.*

Continued failure to comply with the laws of the City of San Antonio and the State of Texas will subject you to criminal and civil prosecutions, to the full extent permitted by law. Violations of Criminal class C violations and will be prosecuted accordingly. Violations of State law are also subject to civil prosecution in state district court by the City of San Antonio. Penalties for continued failure but are not limited to: (i) a criminal conviction on your record; (ii) criminal fines; (iii) court costs; (iv) civil penalties in the range of \$1,000.00 per day; (v) attorney's fees; (vi) repayment to the City of San Antonio; (vii) fines on your property and filed with the county deed records; (viii) a judicial finding that you have maintained a nuisance and are responsible to the community for the same; (ix) property; (x) if you are found to be a scofflaw, the City may deny you further and future permits for this project and others, etc.



## Investigation Report

	
	02/27/2024 01:23 PM
Additional photos were taken on another device.	No