



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

**HISTORIC AND DESIGN REVIEW COMMISSION
MEETING MINUTES
WEDNESDAY, FEBRUARY 7, 2024**

The City of San Antonio Historic and Design Review Commission (“HDRC”) met on February 7, 2024, at 1901 South Alamo Street, San Antonio, Texas 78204.

MEETING CALLED TO ORDER:

Chairman Fetzer called the meeting to order at 3:01 p.m.

ROLL CALL:

PRESENT: Gibbs, Flores, Savino, Velásquez, Guevara, Vasquez, Cervantes, Holland and Fetzer.

ABSENT: Galloway and Mazuca.

- Ray Flores and Jason Vasquez from the Compliance and Technical Advisory Board served as alternates for HDRC Commissioners Lorraine Castillo and Anne-Marie Grube.
- Commissioner Mazuca arrived after roll call at 3:04 p.m.

CHAIRMAN’S STATEMENT:

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

ANNOUNCEMENT:

Spanish interpreter services available to the public during the hearing.

ELECTION OF OFFICERS:

Cory Edwards, Deputy Historic Preservation Officer called for nominations for the election of HDRC Chair.

MOTION: Commissioner Savino moved to nominate Commissioner Gibbs as Chair.
Commissioner Cervantes seconded the motion.

No other commissioner was nominated for HDRC Chair. Cory Edwards called for a vote.

VOTE: AYE: Gibbs, Flores, Savino, Velásquez, Mazuca, Guevara, Vasquez, Cervantes, Holland, and Fetzer.
NAY: None.
ABSENT: Galloway

ACTION: MOTION PASSED with 10 AYES. 0 NAYS. 1 ABSENT.

Cory Edwards called for nominations for election of HDRC Vice Chair.

MOTION: Commissioner Savino moved to nominate Commissioner Fetzer as HDRC Vice Chair.
Commissioner Gibbs seconded the motion.

No other commissioner was nominated for Vice-Chair. Cory Edwards called for a vote.

VOTE: AYE: Gibbs, Flores, Savino, Velásquez, Mazuca, Guevara, Vasquez, Cervantes, Holland, and Fetzer.
NAY: None.
ABSENT: Galloway

ACTION: MOTION PASSED with 10 AYES. 0 NAYS. 1 ABSENT.

APPROVAL OF MEETING MINUTES:

MOTION: Commissioner Cervantes moved to approve HDRC meeting minutes for January 17, 2024.
Commissioner Velásquez seconded the motion.

VOTE: AYE: Flores, Savino, Velásquez, Mazuca, Guevara, Vasquez, Cervantes, Holland, Fetzer and Gibbs.
NAY: None.
ABSENT: Galloway

ACTION: **MOTION PASSED with 10 AYES. 0 NAYS. 1 ABSENT.**

PUBLIC COMMENTS:

- Item 8 – Letter from Dignowity Hill Architectural Review Committee in support of staff recommendations.
- Item 13 – Voicemail from Lisa Lynde on behalf of King William Association Architectural Advisory Committee in support of the case.
- Item 13 – Letter from King William Association Architectural Advisory Committee in support of the case.

Chairman Gibbs asked if any commissioner would like to pull items from the Consent Agenda.
Commissioner Savino requested Item 3 be pulled from the Consent Agenda for individual consideration.
Commissioner Mazuca requested Item 7 be pulled from the Consent Agenda for individual consideration.

CONSENT AGENDA:

Item 1, Case No. 107 S PINE ST
Item 2, Case No. 950 E HILDEBRAND AVE
Item 4, Case No. 9800 AIRPORT BLVD
Item 5, Case No. 324 GARFIELD ST
Item 6, Case No. 523 E HUISACHE AVE
Item 8, Case No. 601 NOLAN ST
Item 9, Case No. 7038 SYMPHONY LANE
Item 10, Case No. 237 CLAUDIA ST
Item 11, Case No. 310 BRAHAN BLVD
Item 12, Case No. 518 E PARK AVE
Item 13, Case No. 509 MADISON ST

MOTION: Commissioner Velásquez moved to approve items 1, 2-6, and 8-13 with staff stipulations.
Commissioner Holland seconded the motion.

VOTE: AYE: Flores, Velásquez, Mazuca, Guevara, Vasquez, Cervantes, Holland, Fetzer and Gibbs.
NAY: None.
ABSENT: Galloway
RECUSED: Savino.

ACTION: **MOTION PASSED with 9AYES. 0 NAYS. 1 ABSENT and 1 RECUSAL.**

INDIVIDUAL CONSIDERATION ITEMS:

ITEM 3. HDRC NO. 2024-030
ADDRESS: 1210 E ELMIRA ST
APPLICANT: Daniel Elder/Oxbow Real Estate, LLC

REQUEST:

The applicant is requesting conceptual approval to construct a pedestrian bridge across the San Antonio River from Brewmeister's Alley at Pearl to the existing Elmira Street parking lot, the future site of development on the west side of the river. The proposed bridge will feature a span of approximately 105 feet, and feature a painted, steel box truss design with western red cedar decking.

RECOMMENDATION:

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

- i. That the applicant continues coordination with the San Antonio River Authority, COSA Public Works, and any other regulatory body, as required.
- ii. That detailed construction documents, materials specifications, and landscaping documents be developed and submitted for review and approval when returning to the Commission for final approval. Lighting design should be included in the submitted documents.
- iii. ARCHAEOLOGY – An archaeological investigation is required. 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 the request with staff stipulations.
Commissioner Velásquez seconded the motion.

VOTE: AYE: Flores, Savino, Velásquez, Mazuca, Guevara, Vasquez, Cervantes, Holland and Gibbs.
NAY: None.
ABSENT: Galloway
RECUSE: Fetzter.

ACTION: **MOTION PASSED with 10 AYES. 0 NAYS. 1 ABSENT. 1 RECUSAL.**

ITEM 7. HDRC NO. 2023-373

ADDRESS: 812 S COLORADO ST/Rinconcito de Esperanza Historic District

APPLICANT: Amy Kastely

REQUEST:

The applicant is requesting a Certificate of Appropriateness for approval to deconstruct and reconstruct five (5) structures.

RECOMMENDATION:

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

- i. That the applicant submits a full salvage and reuse plan outlining specific materials to be salvaged and reused to staff for review and approval prior to the issuance of a Certificate of Appropriateness based on finding c.
- ii. That the applicant submits final material specifications for roofing, cladding, windows, doors, porch columns, and entry stairs to staff for review and approval prior to the issuance of a Certificate of Appropriateness based on findings f through k.
- iii. That all utility and mechanical equipment is located at the rear of the structures or is otherwise screened from view of the front facades. Updated drawings must be submitted to staff for review and approval prior to the issuance of a Certificate of Appropriateness based on finding i.

PUBLIC COMMENT: None.

MOTION: Commissioner Fetzter moved to approve the request with staff stipulations.
Commissioner Mazuca seconded the motion.

VOTE: AYE: Flores, Savino, Velásquez, Mazuca, Guevara, Vasquez, Cervantes, Holland, Fetzer and Gibbs.
NAY: None.
ABSENT: Galloway

ACTION: MOTION PASSED with 10 AYES. 0 NAYS. 1 ABSENT.

ITEM 14. HDRC NO. 2024-012
ADDRESS: 622 SHERMAN
APPLICANT: TERRY RICHARDSON

REQUEST:

The applicant is requesting conceptual approval for the construction of a 2-story, multi-family residential structure on the vacant lot at 622 Sherman, located within the Dignowity Hill Historic District.

The applicant has also proposed to construct a detached, rear accessory structure to provide covered parking for two automobiles.

RECOMMENDATION:

Generally, staff recommends conceptual approval with the following stipulations which should be addressed prior to a recommendation for and approval of final approval that:

- i. The applicant confirms a setback equal to or greater than the adjacent historic houses on the block. Staff recommends a setback that is equal to or greater than those found historically on this block, as noted in finding g.
- ii. A foundation height that is consistent with the Guidelines be installed, as noted in finding j.
- iii. Composite horizontal siding features a smooth finish and a four (4) inch exposure. Staff recommends that all composite items should be submitted to OHP staff for review and approval. Columns should feature a unique design based on historic examples or feature six (6) inches square with capital and base trim. Additionally, details of all architectural elements, including columns and railings should be submitted when returning to the Commission for final approval.
- iv. Windows that are consistent with the adopted standards for windows in new construction should be installed, as noted in finding n. These specifications are noted in the above applicable citations.
- v. The front walkway width be three to four feet in width.
- vi. All mechanical equipment be screened from view from the public right of way, as noted in finding u.

PUBLIC COMMENT:

- Letter from Dignowity Hill Architectural Review Committee in support of staff recommendations.

MOTION: Commissioner Velásquez moved to approve the request with staff stipulations.
Commissioner Holland seconded the motion.

VOTE: AYE: Flores, Savino, Velásquez, Mazuca, Guevara, Vasquez, Cervantes, Holland, Fetzer and Gibbs.
NAY: None.
ABSENT: Galloway

ACTION: MOTION PASSED with 10 AYES. 0 NAYS. 1 ABSENT.

ITEM 15. HDRC NO. 2023-499
ADDRESS: 510 ADAMS ST
APPLICANT: Matthew Witherspoon/WW Construction

REQUEST:

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

1. Install a wrought iron front yard fence, measuring 4 feet in height.
2. Install a four-foot-tall, wrought iron swinging vehicle gate at the front of the property over the driveway.

RECOMMENDATION:

Item 1, staff recommends approval of the front yard fence installation based on findings b and c with the following stipulation:

- i. That the final construction height of the approved pedestrian gate and fencing may not exceed the maximum height of 4 feet as approved by the HDRC at any portion of the fence. Additionally, the pedestrian gate and fencing must be permitted and meet the development standards outlined in UDC Section 35-514.

Item 2, staff recommends approval of the installation of the vehicle gate based on finding d with the following stipulation:

- i. That the vehicle gate be recessed from the front façade wall plane and does not exceed a maximum height of 4 feet as approved by the HDRC at any portion of the fence. Additionally, the vehicle gate and fencing must be permitted and meet the development standards outlined in UDC Section 35-514

PUBLIC COMMENT:

- Voicemail from Lisa Lynde on behalf of King William Association Architectural Advisory Committee in support of the case.
- Letter from King William Association Architectural Advisory Committee in support of the case.
- Letter from S. Reilly in support of the case.

MOTION: Commissioner Holland moved to approve the request as submitted by the applicant.
Commissioner Velásquez seconded the motion.

VOTE: AYE: Flores, Savino, Velásquez, Mazuca, Guevara, Vasquez, Cervantes, Holland, Fetzner and Gibbs.
NAY: None.
ABSENT: Galloway

ACTION: **MOTION PASSED with 10 AYES. 0 NAYS. 1 ABSENT.**

ITEM 16. HDRC NO. 2024-054
ADDRESS: 412 N OLIVE ST
APPLICANT: Dalia PerezSalinas/PerezSalinas, Inc.

REQUEST:

The applicant requests a Certificate of Appropriateness for approval to:

1. Replace partial-width front porch with gabled roof with a 6'x32' full-width front porch with shed roof.
2. Modify the fenestration pattern on the existing house.
3. Infill the existing front door and create a new front door centered on the front façade.
4. Replace the existing asbestos shingle siding with Hardie siding.

The applicant requests conceptual approval to:

1. Partially demolish a 9'x32' portion of the rear of the house as well as a small addition.
2. Construct a 1,024-square-foot rear addition, to include 768 square feet of interior space and a 256-square-foot covered rear porch.

RECOMMENDATION:

Staff does not recommend approval of items 1 through 4, based on findings a through f. A request for exploratory removal of the asbestos shingle siding as well as repair or in-kind replacement as needed of any existing wood siding is eligible for staff review and approval. Installation of the proposed style and material of window is eligible for administrative review and approval if the new windows match the size and pattern of existing window openings.

Staff recommends conceptual approval of partial demolition of the rear of the house and the small addition and construction of a new addition, based on findings g through l, with the following stipulations:

- i. That the applicant introduces a setback or recessed area and a small change in detailing at the seam of the historic structure and new addition to provide a clear visual distinction between old and new building forms, as noted in finding h.
- ii. That the overall footprint of the addition is reduced, as noted in finding i.
- iii. That the applicant submits fully measured and annotated construction drawings, including a comprehensive site plan, as noted in finding j.
- iv. That the Hardie siding is installed smooth side out with no more than a 6" reveal, as noted in finding k.
- v. That new windows match the size of existing window openings on the side-gabled mass of the house, as noted in finding l.

PUBLIC COMMENT:

- Voicemail from Phyllis McNair on behalf of Dignowity Hill Architectural Review Committee in support of staff recommendations.
- Voicemail from Dignowity Hill Architectural Review Committee in support of staff recommendations.

MOTION: Commissioner Savino moved to refer to the Design Review Committee and continue to the next available HDRC meeting.
Commissioner Velásquez seconded the motion.

VOTE: AYE: Flores, Savino, Velásquez, Mazuca, Guevara, Vasquez, Cervantes, Holland, Fetzer and Gibbs.
NAY: None.
ABSENT: Galloway

ACTION: **MOTION PASSED with 10 AYES. 0 NAYS. 1 ABSENT.**

ITEM 17. HDRC NO. 2024-026
ADDRESS: 722 LAMAR ST
APPLICANT: Natasha Bakunda/BAKUNDA NATASBA

REQUEST:

The applicant requests a Certificate of Appropriateness for approval to:

1. Modify the cross-gable primary roof form into a front-facing gable roof form.
2. Modify the front porch roof by raising it and enlarging the front-facing gable.

RECOMMENDATION:

Staff does not recommend approval of items 1 and 2, based on findings c and d. Staff recommends the applicant retain the existing roof forms and modify only the rear addition roof form previously approved via HDRC.

PUBLIC COMMENT:

- Voicemail from Phyllis McNair on behalf of the Dignowity Hill Architectural Review Committee in support of staff recommendations.
- Letter from the Dignowity Hill Architectural Review Committee in support of staff recommendations.

MOTION: Commissioner Velásquez moved to approve the request as submitted by the applicant. Commissioner Holland seconded the motion.

VOTE: AYE: Flores, Velásquez, Mazuca, Guevara, Cervantes, Holland, Fetzer and Gibbs.
NAY: Savino and Vasquez.
ABSENT: Galloway.

ACTION: **MOTION PASSED with 8 AYES. 2 NAYS. 1 ABSENT.**

ITEM 18. HDRC NO. 2024-039
ADDRESS: 511 MISSION ST
APPLICANT: PHILLIP DECKARD

REQUEST:

The applicant requests a Certificate of Appropriateness for approval to:

1. Enclose the front porch balcony on the northeast elevation.
2. Replace the classic round columns on the first-floor front porch with square columns.
3. Construct a 420-square-foot rear accessory structure.

RECOMMENDATION:

Item 1, staff does not recommend approval of enclosing second-story front porch based on finding a and b.

Item 2, staff does not recommend the porch column replacement based on finding c. The current porch columns are consistent with the architectural style of the house.

Item 3, staff recommends approval of the construction of a 420-square-foot rear accessory structure, based on findings d through l with the following stipulations:

- i. That the applicant updates that fenestration pattern on the rear elevation to feature windows with traditional proportions and operations based on finding h. The applicant is required to submit updated elevation drawings to staff for review and approval prior to the issuance of a Certificate of Appropriateness.
- ii. That the applicant installs fully wood or aluminum-clad wood windows that meet staff's standard window specifications and submits updated specifications to staff for review and approval prior to the issuance of a Certificate of Appropriateness based on finding j. The windows should feature an inset of two (2) inches within facades and should feature profiles that are found historically within the immediate vicinity. Meeting rails must be no taller than 1.25" and stiles no wider than 2.25". White manufacturer's color is not allowed, and color selection must be presented to staff. There should be a minimum of two inches 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. Window trim must feature traditional dimensions and architecturally appropriate sill detail. Window track components must be painted to match the window trim or concealed by a wood window screen set within the opening.
- iii. That the applicant installs a standing seam metal roof featuring panels that are 18 to 21 inches wide, seams that are 1 to 2 inches high, a crimped ridge seam, and match the current finish or a standard galvalume finish, based on finding d. Panels should be smooth without striation or corrugation. Ridges are to feature a double-munch or crimped ridge configuration; no vented ridge caps or end caps are allowed. All chimney, flue, and related existing roof details must be preserved. An inspection must be scheduled with OHP staff prior to the start of work to verify that the roofing material matches the approved specifications.
- iv. Hardie siding must feature a reveal no more than 6 inches and a smooth texture facing outward, based on finding I.
- v. 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:

- Letter from King William Association Architectural Advisory Committee opposing items 1 and 2 and in support of item 3.

MOTION 1: Commissioner Fetzner moved to refer items 1 and 2 to the Design Review Committee for a site visit. Commissioner Gibbs seconded the motion.

VOTE: AYE: Flores, Savino, Velásquez, Mazuca, Guevara, Vasquez, Cervantes, Holland, Fetzner and Gibbs.
NAY: None.
ABSENT: Galloway

ACTION: **MOTION PASSED with 10 AYES. 0 NAYS. 1 ABSENT.**

MOTION 2: Commissioner Velásquez moved to approve item 3 with staff stipulations and the added stipulation that the windows meet staff's standard window specifications. Commissioner Savino seconded the motion.

VOTE: AYE: Flores, Savino, Velásquez, Mazuca, Guevara, Vasquez, Cervantes, Holland, Fetzner and Gibbs.
NAY: None.
ABSENT: Galloway

ACTION: **MOTION PASSED with 10 AYES. 0 NAYS. 1 ABSENT.**

ITEM 19. HDRC NO. 2024-003
ADDRESS: 1024 BURNET ST
APPLICANT: JOSE BARRERA/ELITE REMODELING AND FLOORING LLC

REQUEST:

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

1. Replace all the windows on the property.
2. Modify the existing fenestration pattern on each façade.

RECOMMENDATION:

Staff recommends approval of item 1, based on findings a through g, with the following stipulations:

- i. That the applicant repairs the existing wood windows in-kind.
- ii. That any aluminum windows replaced feature an inset of two (2) inches within facades and should feature profiles that are found historically within the immediate vicinity. Meeting rails must be no taller than 1.25" and stiles no wider than 2.25". White manufacturer's color is not allowed, and color selection must be presented to staff. There should be a minimum of two inches 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. Window trim must feature traditional dimensions and architecturally appropriate sill detail. Window track components must be painted to match the window trim or concealed by a wood window screen set within the opening.
- iii. That the applicant submits additional evidence to demonstrate the appropriate locations and sizes for new windows. This can include any intact wall framing or areas where siding has been patched. New windows sizes can also reference existing original wood windows on the property. No work is to proceed until window locations and appropriate sizes have been confirmed by staff.

Staff does not recommend approval of item 2, based on findings a and h through k. Staff recommends the applicant either retain the existing fenestration pattern or return to the original fenestration pattern.

PUBLIC COMMENT:

- Letter from Dignowity Hill Architectural Review Committee in support of staff stipulations except the aluminum window replacement.

MOTION: Commissioner Savino moved to approve item 1 with staff stipulations and deny item 2.
Commissioner Fetzer seconded the motion.

VOTE: AYE: Flores, Savino, Velásquez, Mazuca, Guevara, Vasquez, Cervantes, Holland, Fetzer and Gibbs.
NAY: None.
ABSENT: Galloway

ACTION: **MOTION PASSED with 10 AYES. 0 NAYS. 1 ABSENT.**

ITEM 20. HDRC NO. 2023-507
ADDRESS: 331 FURR DR
APPLICANT: Aaron Longoria /All in remodeling

REQUEST:

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

1. Install iron handrails on the front yard concrete steps.
2. Construct a side addition.
3. Construct a rear addition.
4. Enclose the existing front entryway.
5. Replace the existing vinyl siding in-kind.
6. Install vinyl foundation skirting.

RECOMMENDATION:

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

- i. That the applicant submits an updated site plan reflecting the property limits and the project in relation to the lot.
- ii. That the applicant submits measured elevation drawings for staff review.
- iii. That the applicant adds window openings to the side addition that are fully wood and meet staff's standard window stipulations and submits updated specifications to staff for review and approval. The windows should feature an inset of two (2) inches within facades and should feature profiles that are found historically within the immediate vicinity. Meeting rails must be no taller than 1.25" and stiles no wider than 2.25". White manufacturer's color is not allowed, and color selection must be presented to staff. There should be a minimum of two inches 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. Window trim must feature traditional dimensions and architecturally appropriate sill detail. Window track components must be painted to match the window trim or concealed by a wood window screen set within the opening.
- iv. That the applicant installs wood siding and skirting to the proposed additions that match the vinyl covered wood siding.
- v. That the applicant submits a product description of the proposed rear addition's exterior.
- vi. That the applicant meets all setback standards as required by city zoning requirements and obtains a variance from the Board of Adjustment if applicable.

Staff does not recommend approval of items 4 through 6, based on findings a and o through q. Staff recommends that the applicant retain the existing front entryway, repair the covered wood siding in-kind, and install matching wood skirting or cement fiber board siding with a maximum of a 6-inch reveal and the smooth side facing outward.

PUBLIC COMMENT:

- Voicemail from Robin Foster on behalf of Monticello Park Neighborhood Association Architectural Review Committee in support of staff recommendations.
- Letter from Monticello Park Neighborhood Association Architectural Review Committee in support of staff recommendations.

MOTION: Commissioner Holland moved to approve the request with staff stipulations.
Commissioner Fetzer seconded the motion.

VOTE: AYE: Flores, Savino, Velásquez, Mazuca, Guevara, Vasquez, Cervantes, Holland, Fetzer and Gibbs.
NAY: None.
ABSENT: Galloway

ACTION: **MOTION PASSED with 10 AYES. 0 NAYS. 1 ABSENT.**

ADJOURNMENT: Chairman Gibbs adjourned the meeting at 5:40 p.m.

APPROVED

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

Date: _____