



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

**HISTORIC AND DESIGN REVIEW COMMISSION  
MEETING MINUTES  
WEDNESDAY, MARCH 20, 2024**

The City of San Antonio Historic and Design Review Commission (“HDRC”) met on Wednesday, March 20, 2024, at 1901 South Alamo Street, San Antonio, Texas 78204.

**MEETING CALLED TO ORDER:**

HDRC met from 12:30-4:00 p.m. for a virtual training on Standards and Guidelines for Design Review, Meeting Procedures, and the Role of the Commissioner. No action was taken at the training. Chairman Gibbs called the meeting to order at 4:01 p.m.

**ROLL CALL:**

**PRESENT:** Castillo, Savino, Velásquez, Galloway, Mazuca (virtual), Guevara, Grube, Cervantes, Holland, Fetzer, and Gibbs.

**ABSENT:** None.

**CHAIRMAN’S STATEMENT:**

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

**ANNOUNCEMENT:**

- Spanish interpreter services available to the public during the hearing.
- Item 13 was postponed by the applicant prior to the hearing.

**APPROVAL OF MEETING MINUTES:**

**MOTION:** Commissioner Velásquez moved to approve HDRC meeting minutes for March 6, 2024. Commissioner Holland seconded the motion.

**VOTE:**  
AYE: Castillo, Savino, Velásquez, Galloway, Mazuca, Guevara, Grube, Cervantes, Holland, Fetzer, and Gibbs.  
NAY: None.  
ABSENT: None.

**ACTION:** **MOTION PASSED with 11 AYES. 0 NAY. 0 ABSENT.**

**PUBLIC COMMENTS:**

- Item 1 – Sarah Gould spoke in support of the request.
- Item 1 – Sandra Sanchez spoke in support of the request.
- Item 1 – Rafael G. Sanchez spoke in support of the request.
- Item 6 – The King William Association Architectural Advisory Committee submitted a letter supporting staff recommendation to approve the request.

Chairman Gibbs asked if any commissioner would like to pull items from the Consent Agenda. Commissioner Cervantes requested Items 1 and 2 be pulled from the Consent Agenda for individual consideration. Commissioner Savino requested Item 5 be pulled from the Consent Agenda for individual consideration.

**CONSENT AGENDA:**

Item 3, Case No. 2024-109	421 E COMMERCE ST
Item 4, Case No. 2024-091	211 WICKES
Item 6, Case No.2024-086	323 CEDAR ST

**MOTION:** Commissioner Velásquez moved to approve items 3, 4, and 6 of the request with staff stipulations.  
Commissioner Savino seconded the motion.

**VOTE:** AYE: Castillo, Savino, Velásquez, Galloway, Mazuca, Guevara, Grube, Cervantes, Holland, Fetzer, and Gibbs.  
NAY: None.  
ABSENT: None.

**ACTION:** MOTION PASSED with 11 AYES. 0 NAY. 0 ABSENT.

**INDIVIDUAL CONSIDERATION ITEMS:**

**ITEM 1. HDRC NO. 2024-081**  
ADDRESS: Robert B Green Way to Jovita Idar Memorial Way  
APPLICANT: Clayton Wallace/Development Services Department

**REQUEST:**

The applicant is requesting a recommendation from the HDRC to add the Jovita Idár Memorial Way name designation to Robert B. Green Way bounded to the west by North Frio Street and La Trinidad Street to the east, with no change to the official street name or mailing addresses.

**RECOMMENDATION:**

Staff recommends approval of the street name change based on findings a through e.

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

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

**VOTE:** AYE: Castillo, Savino, Velásquez, Galloway, Mazuca, Guevara, Grube, Cervantes, Holland, Fetzer, and Gibbs.  
NAY: None.  
ABSENT: None.

**ACTION:** MOTION PASSED with 11 AYES. 0 NAY. 0 ABSENT.

**ITEM 2. HDRC NO. 2024-053**  
ADDRESS: 515 VILLITA ST  
APPLICANT: Samuel Panchevre/Alamo City Investments

**REQUEST:**

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

1. Construct a series of metal trellis structures to provide cover and shade for the terraced seating area on the river side of the property.

2. Install vinyl graphics on the street facing façade beneath the gabled roof and on a second story wall on the river side.
3. Install mural beneath the street facing porches on both the ground and second level. The murals, including their black backgrounds will not be painted on the façade, but rather applied via a vinyl material.
4. Install an altar structure within the existing planter bed.

**RECOMMENDATION:**

1. Staff recommends approval of item #1, the construction of a series of metal trellises based on finding c, with the following stipulations:
  - i. That the trellises be painted to complement the existing tones and colors found historically on site.
  - ii. The installation of the proposed trellis structures should not result in rainwater draining onto the public pathway at the River Walk.
2. Staff recommends approval of item #2, the installation of vinyl graphics based on finding d.
3. Staff recommends approval of item #3, painted murals beneath the street and second level porches/balconies based on finding e.
4. Staff recommends approval of item #4, the installation of an altar based on finding f with the following stipulations:
  - i. Construction documents noting the height, depth and construction means of the altar are to be submitted to OHP staff for review and approval.

ARCHAEOLOGY – The project shall comply with all federal, state, and local laws, rules, and regulations regarding archaeology, as applicable.

**PUBLIC COMMENT:** None.

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

**VOTE:**  
 AYE: Castillo, Savino, Velásquez, Galloway, Mazuca, Guevara, Grube, Cervantes, Holland, Fetzner, and Gibbs.  
 NAY: None.  
 ABSENT: None.

**ACTION:** **MOTION PASSED with 11 AYES. 0 NAY. 0 ABSENT.**

**ITEM 5. HDRC NO. 2024-110**  
 ADDRESS: 134 E MULBERRY AVE  
 APPLICANT: Alberto encinia/a. e. secure investments corp

**REQUEST:**

The applicant is requesting a Certificate of Appropriateness for approval to construct a 1-story, 655-square-foot rear accessory structure.

**RECOMMENDATION:**

Staff recommends approval of the construction of a new rear accessory structure based on findings a through k with the following stipulations:

- i. That a salvage and reuse plan showing that salvaged materials will be used in the new construction of the accessory structure to the fullest extent possible is submitted to staff for review and approval prior to the issuance of a Certificate of Appropriateness based on finding d.

- ii. That the applicant submits updated drawings showing the total proposed height and that the rear accessory structure will be subordinate to the primary structure to staff for review and approval prior to the issuance of a Certificate of Appropriateness based on finding e.
- iii. That the applicant submits final material specifications for the proposed window to staff for review and approval prior to the issuance of a Certificate of Appropriateness based on finding i. The window must be fully wood or aluminum-clad wood and meet staff's standard window stipulations. The windows should feature an inset of two (2) inches within facades and should feature profiles that are found historically within the immediate vicinity. 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 window. 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. An alternative window material may be proposed, provided that it meets the remaining specifications.
- iv. That the applicant submits final material specifications for wood or wood-look pedestrian doors and fully wood or wood-look garage doors to staff for review and approval prior to the issuance of a Certificate of Appropriateness based on finding i.
- v. That the applicant meets all setback standards as required by city zoning and obtain a variance from the Board of Adjustment if applicable.

**PUBLIC COMMENT:** None.

**MOTION 1:** Commissioner Savino moved for conceptual approval or the request with staff stipulations. Commissioner Cervantes seconded the motion.

**MOTION 2:** Commissioner Velasquez moved to instead continue the request pending the information requested by staff as this request has previously received conceptual approval. Motion failed for lack of a second..

**VOTE:**  
 (Motion 1) AYE: Castillo, Savino, Velásquez, Galloway, Mazuca, Guevara, Grube, Cervantes, Fetzer, and Gibbs.  
 NAY: Holland.  
 ABSENT: None.

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

**ITEM 7. HDRC NO. 2024-408**  
 ADDRESS: 900 W HOUSTON ST  
 906 W HOUSTON ST  
 904 W HOUSTON ST  
 111 N FRIO ST  
 908 W HOUSTON ST  
 APPLICANT: James McKnight/Ortiz McKnight PLLC

**REQUEST:**

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

1. Demolish the historic structure addressed as 900, 904 and 906 W Houston and 111 N Frio, commonly known as the Richbook Building.
2. Demolish the historic structure addressed as 908 W Houston, commonly known as the SA Dye Works Building. This structure is on a parcel that includes the structure fronting and addressed as 118 N Medina.

The structure fronting N Medina is not part of this request and has not proposed to be demolished.

### **RECOMMENDATION:**

1. 900, 904, and 906 W Houston, and 111 N Frio – Staff finds that the applicant has satisfied the burden of proof requirements to demonstrate an unreasonable economic hardship. Staff recommends approval of demolition with the following stipulations:
  - i. That a substantial salvage plan be developed and submitted to staff for review and approval to salvage as many original architectural elements as possible, to include façade brick, cast stone and façade letters.
  - ii. That replacement plans be developed with reconstruction of the original Richbook block faces (north and east facades) in mind, using the building letters and other salvaged materials where feasible. A demolition permit will not be issued until replacement plans are approved and permitted.
- All requirements of UDC Sec. 35-614(d) and (e) must be satisfied prior to the issuance of a demolition permit.
2. 908 W Houston – Staff finds that the applicant has satisfied the burden of proof requirements to demonstrate an unreasonable economic hardship. Staff recommends approval of demolition with the following stipulation:
  - i. That a substantial salvage plan be developed and submitted to staff for review and approval to salvage as many original architectural elements as possible, to include façade brick, cast stone coping and parapet caps and other decorative façade elements.
  - ii. That replacement plans be developed with replication of the W Houston street façade in mind. A demolition permit will not be issued until replacement plans are approved and permitted.

### **PUBLIC COMMENT:**

- Sarah Gould spoke in opposition to the request.
- Eduardo Juarez spoke in opposition to the request.
- Ray Morales spoke in opposition to the request.
- Sherry Campos spoke in opposition to the request.
- Albert Campbell spoke in opposition to the request.
- Irma Hofmann spoke in opposition to the request.
- Teresa Velazquez spoke in opposition to the request.
- Susana Segura spoke in opposition to the request.
- Graciela Sanchez spoke in opposition to the request.
- Xavier Reyes yielded his time to Graciela Sanchez.
- Jazmine E Herrera yielded her time to Graciela Sanchez.
- Carol Gonzales spoke in opposition to the request.
- Isabel Galvan spoke in opposition to the request.
- Gilbert A Herrera spoke in opposition to the request.
- Bernard Sanchez submitted a voicemail in opposition to the request.
- Linda Ortega submitted a voicemail in opposition to the request.
- Rachel Delgado submitted a voicemail in opposition to the request.
- Sandra Trabucco submitted a voicemail in opposition to the request.
- Skye submitted a voicemail in opposition to the request.
- Susan Baker submitted a voicemail in opposition to the request.
- Susan Richardson submitted a voicemail in opposition to the request.
- Amy Kastely submitted a voicemail in opposition to the request.
- Tony Garcia submitted a voicemail in opposition to the request.
- Kayla Miranda submitted a voicemail in opposition to the request.
- Luissana Santibanez submitted a voicemail in opposition to the request.
- Nneoma Obisi submitted a voicemail in opposition to the request.
- Steve Versteeg submitted a voicemail in opposition to the request.
- Leticia Sanchez submitted a voicemail in opposition to the request.

- Miranda Larson submitted a voicemail in opposition to the request.
- Gene Morales submitted a voicemail in opposition to the request.
- Vincent Michael, on behalf of the Conservation Society of San Antonio, submitted a voicemail in opposition to the request.
- Astrid Martinez submitted a voicemail in opposition to the request.
- Blanca Rivera submitted a voicemail in opposition to the request.
- Ms. Villanueva submitted a voicemail in opposition to the request.
- Olivia Cruz submitted a voicemail in opposition to the request.
- The Conservation Society of San Antonio submitted a letter with the same information outlined in the voicemail.
- Gene Morales submitted a letter in opposition to the request.

**MOTION 1:** Commissioner Grube moved to approve the request with staff stipulations.  
Commissioner Holland seconded the motion.

**VOTE:** AYE: Grube and Holland.  
(Motion 1) NAY: Castillo, Savino, Velásquez, Galloway, Mazuca, Guevara,  
Cervantes, Fetzer, and Gibbs.  
ABSENT: None.

**ACTION:** **MOTION FAILED with 2 AYES. 9 NAYS. 0 ABSENT.**

**MOTION 2:** Commissioner Galloway moved to continue the request to require owner to return with the schematics design, including cost estimates for replacements plans to show economic impact.  
Motion failed for lack of a second..

**MOTION 3:** Commissioner Savino moved to deny the request.  
Commissioner Fetzer seconded the motion.

**VOTE:** AYE: Castillo, Savino, Velásquez, Galloway, Mazuca, Guevara,  
(Motion 3) Cervantes, Holland, Fetzer, and Gibbs.  
NAY: Grube and Holland.  
ABSENT: None.

**ACTION:** **MOTION PASSED with 9 AYES. 2 NAYS. 0 ABSENT.**

**ITEM 8. HDRC NO. 2024-060**  
ADDRESS: 100 N MAIN  
APPLICANT: Jeremy Merritt/Merritt Development Group

**REQUEST:**

The applicant is requesting conceptual approval to construct a 10-story hotel structure on the vacant lot at 100 N Main, located within the Downtown Design District; the River Improvement Overlay, District 3; and the Main and Military Plaza Historic District.

**RECOMMENDATION:**

Staff does not recommend conceptual approval at this time. The proposed design is generally inconsistent with the quality and character of Downtown San Antonio. While the applicant has made revisions to incorporate higher quality materials, staff remains concerned with the suburban nature of the design and its orientation which does not adequately respond to Main Plaza. Staff recommends the applicant address the following items prior to receiving a recommendation for conceptual approval.

- i. That the applicant further develop the E Commerce façade to read more as a predominate façade and not a side elevation based on findings. This includes improving the symmetry of this elevation and revising the fenestration pattern. Store front systems should be high-quality and feature depth and separation. The street level of this elevation should also be closely studied to respond to the pedestrian experience. This includes the incorporation of traditional, street-level storefront at the ground level on E Commerce based on findings m and u.
- ii. That the stone cladding at the street level be replace with continuous brick based on finding t. Additional areas of brick should also be explored.
- iii. That the applicant incorporates fenestration and window openings that more accurately relate to those found in the immediate vicinity, such as those found on the Municipal Plaza Building, as noted in finding u. Ganged windows should be separated by a true mullion composed of masonry or another compatible material.
- iv. That all mechanical equipment be screened from view with architectural building elements, as noted in finding l. This is to include roof level mechanical equipment. Additionally, staff recommends that all fire hookups and other street level mechanical items be located in a manner that does not negatively impact the pedestrian experience.
- v. That all hardscaping elements be submitted for review and approval and be consistent with the UDC Section 35-672 and 35-673, as noted in finding j.
- vi. That all future outdoor and site furniture be consistent with the UDC Section 35-673(i).
- vii. That a master signage plan be developed and submitted for review and approval by the Commission. All signage should be designed to be consistent with the UDC Section 35-678 and installed in a manner that does not negatively impact the scenic quality and character of Main Plaza. An existing, Valmont street light pole exists on site. Staff recommends that the existing pole should be removed and if not reinstalled on site, relocated elsewhere downtown to replace an existing street light pole.
- viii. Archaeology – The project shall comply with all federal, state, and local laws, rules, and regulations regarding archaeology, as applicable.

**PUBLIC COMMENT:**

- Vincent Michael, on behalf of the Conservation Society of San Antonio, submitted a voicemail supporting staff recommendations.
- The Conservation Society of San Antonio submitted a letter with the same information in its voicemail.
- Centro San Antonio submitted a letter supporting staff recommendations.

**MOTION:** Commissioner Fetzer moved for conceptual approval of the request with staff stipulations. Commissioner Velásquez seconded the motion.

**VOTE:**

AYE:	Castillo, Savino, Velásquez, Galloway, Mazuca, Guevara, Grube, Cervantes, Holland, Fetzer, and Gibbs.
NAY:	None.
ABSENT:	None.

**ACTION:** **MOTION PASSED with 11 AYES. 0 NAY. 0 ABSENT.**

**ITEM 9. HDRC NO. 2024-077**  
**ADDRESS:** 315 W SUMMIT AVE  
**APPLICANT:** Kurt Lehr/Lehrco LLC

**REQUEST:**

The applicant requests a Certificate of Appropriateness for approval to construct a 306-square-foot open stucco-clad addition with fireplace to the side patio.

**RECOMMENDATION:**

Staff does not recommend approval of the construction of an open stucco-clad CMU addition with fireplace to the side patio, based on findings a through d. A rear addition or side addition or pergola that is set back from the front façade would be more appropriate and may be eligible for administrative review and approval.

**PUBLIC COMMENT:**

- Ryan Reed on behalf of the Monte Vista Historical Association submitted a letter in support of the new plans for this request.

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

**VOTE:** AYE: Castillo, Savino, Galloway, Mazuca, Guevara, Grube, Cervantes, and Holland.  
NAY: Velásquez, Fetzer, and Gibbs.  
ABSENT: None.

**ACTION:** **MOTION PASSED with 8 AYES. 3 NAYS. 0 ABSENT.**

- Commissioner Grube left the meeting at 7:32 p.m.

**ITEM 10. HDRC NO. 2024-099**  
ADDRESS: 618 BROADWAY  
APPLICANT: Javier Alonso/PreHospitality

**REQUEST:**

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

1. Perform rehabilitative scopes of work to the front, Broadway façade to include repair of stucco and decorative elements and painting. The applicant has also proposed rehabilitative scopes of work to the sides and rear facades.
2. Replace the existing, non-original aluminum storefront system with a new clad wood storefront system. The proposed storefront system replacement will include the reintroduction of transom windows.
3. Replace the existing garage doors on the rear façade with a new storefront system.
4. Install a new canopy between the proposed storefront system and transom windows.
5. Replace all existing, wood windows with new, aluminum clad wood windows. The proposed replacement includes existing, wood transom windows on the rear façade as well as steel casement windows on the side façade.

**RECOMMENDATION:**

1. Staff recommends approval of item #1, rehabilitation, with the stipulation that all rehabilitative scopes of work are done in-kind, with like materials.
2. Staff recommends approval of item #2, the replacement of the non-original aluminum storefront system, based on finding d with the following stipulations:
  - i. That the system's pony wall should feature a solid material and not glass as historically, storefront system do not feature glass pony walls.
  - ii. That detailed construction documents of the proposed storefront system should be submitted. A wall section noting installation depths of both the transom and storefront system should be submitted for review and approval prior to the issuance of a Certificate of Appropriateness.
3. Staff recommends approval of item #3, the replacement of the rear garage doors with a new storefront system based on finding e with the following stipulations:
  - i. That detailed construction documents of the proposed storefront system should be submitted. A wall section noting installation depths of the storefront system should be submitted for review and approval prior to the issuance of a Certificate of Appropriateness.



4. Staff recommends approval of item #4, the installation of a new canopy based on finding f with the stipulation that a canopy detail should be submitted to staff for review and approval prior to the issuance of a Certificate of Appropriateness.
5. Staff does not recommend approval of item #5, wood window replacement, based on finding g. If the applicant is able to demonstrate that original wood windows are beyond repair, their in-kind replacement would be eligible for administrative approval by Office of Historic Preservation staff. Steel casement windows that are not original to the structure may be replaced, as proposed.

**PUBLIC COMMENT:** None.

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

**VOTE:** AYE: Castillo, Savino, Velásquez, Galloway, Mazuca, Guevara,  
Cervantes, Holland, Fetzner, and Gibbs.  
NAY: None.  
ABSENT: Grube.

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

**ITEM 11. HDRC NO. 2024-116**  
ADDRESS: Market Street at Bypass Channel  
APPLICANT: Jenny De Leon/City of San Antonio Public Works Streets Division Pothole Patrol

**REQUEST:**  
The applicant is requesting a Certificate of Appropriateness for approval to replace the historic bridge railing found on the Market Street Bridge with a TxDOT C411 railing.

**RECOMMENDATION:**  
Staff does not recommend wholesale railing replacement at this time. Alternatives to full railing replacement that address public safety while preserving historic character should be fully explored prior to approval for replacement. This could include the installation of an in-board traffic barrier such as bollards or special curbing at the street.

**PUBLIC COMMENT:** None.

**MOTION:** Commissioner Cervantes moved to approve the request as presented with the following stipulations:  
(i) the bridge must meet the structural engineering requirements Mr. Powell mentioned;  
(ii) the cosmetic requirements must match those presented in the sample photo provided by the applicant AND as seen in the bridge as the bridge is now being maintained; and  
(iii) no less than 5 slits based on engineering requirements or if 6 slits can be done in the same size and same width.  
Commissioner Velásquez seconded the motion.

**VOTE:** AYE: Castillo, Velásquez, Galloway, Guevara, Cervantes, and Holland.  
NAY: Savino, Fetzner, and Gibbs.  
ABSENT: Mazuca and Grube.

**ACTION:** **MOTION PASSED with 7 AYES. 3 NAYS. 2 ABSENT.**

**ITEM 12. HDRC NO. 2024-088**

ADDRESS: 1028 S ALAMO ST

APPLICANT: patti imbus /Britten Lift & Installation

**REQUEST:**

The applicant is requesting a Certificate of Appropriateness for approval to install one (1) approximately 27 square-foot, double-sided aluminum sign featuring an approximately 2-square-foot logo mounted on a 6-foot-tall aluminum post structure with external illumination.

**RECOMMENDATION:**

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

- i. That the applicant modifies the proposed signage to feature two posts and a more subtle design of historically compatible materials in order to comply with the Historic Design Guidelines and submits updated specifications to staff for review and approval prior to the issuance of a Certificate of Appropriateness based on finding d.
- ii. That the square footage of the proposed signage is reduced to not exceed 16 square feet for each side based on finding d. Updated signage specifications must be submitted to staff for review and approval prior to the issuance of a Certificate of Appropriateness.

**PUBLIC COMMENT:**

- The King William Association Architectural Advisory Committee submitted a letter supporting with the staff recommendations with stipulations to approve the application.

**MOTION:**

Commissioner Fetzer moved to approve the sign request with the post as presented and reduce the paw portion of the sign as recommended by staff.

Commissioner Velásquez seconded the motion.

**VOTE:**

AYE: Castillo, Savino, Velásquez, Galloway, Mazuca, Guevara,  
Cervantes, Holland, Fetzer, and Gibbs.

NAY: None.

ABSENT: Grube

**ACTION:**

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

**ITEM 13. POSTPONED PRIOR TO HEARING**

**ADJOURNMENT:** Chairman Gibbs adjourned the meeting at 8:24 p.m.

**APPROVED**

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

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