

# CITY OF NEW BRAUNFELS, TEXAS HISTORIC LANDMARK COMMISSION MEETING CITY HALL - COUNCIL CHAMBERS 550 LANDA STREET



# TUESDAY, FEBRUARY 11, 2025 at 8:30 AM

#### **AGENDA**

- 1. CALL TO ORDER
- 2. ROLL CALL
- 3. APPROVAL OF MINUTES
  - A) Approval of the January 14, 2025, regular meeting <u>25-118</u> minutes.
- 4. CITIZENS' COMMUNICATIONS

This time is for citizens to address the Historic Landmark Commission on issues and items of concerns not on this agenda. There will be no Historic Landmark Commission action at this time.

# 5. <u>INDIVIDUAL ITEMS FOR CONSIDERATION</u>

- A) Case DM2024-3455: A Request for Review of Landmark <u>25-53</u> Eligibility in Response to a Demolition Permit for the property at 158 S Academy.
- B) HLC Case HST25-018: Discuss and consider a <u>25-160</u> Certificate of Alteration to replace nine (9) non-historic windows and two pedestrian doors at 297 W San Antonio.
- 6. STAFF REPORT
- 7. COMAL COUNTY HISTORICAL COMMISSION REPORT
- 8. ADJOURNMENT

#### **CERTIFICATION**

l	hereby	certify	the	above	Notice	of	Meeting	was	posted	on	the	bulletin	board	at	the	New
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# **Board Liaison**

NOTE: Persons with disabilities who plan to attend this meeting and who may need auxiliary aids or services such as interpreters for persons who are deaf or hearing impaired, readers, or large print, are requested to contact the City Secretary's Office at (830) 221-4010 at least two (2) work days prior to the meeting so that appropriate arrangements can be made.



# Historic Landmark Commission Agenda Item Report 2/11/2025

550 Landa Street New Braunfels, TX

Agenda Item No. A)

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Approval of the January 14, 2025, regular meeting minutes.

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# DRAFT - MINUTES OF THE NEW BRAUNFELS HISTORIC LANDMARK COMMISSION REGULAR MEETING OF TUESDAY, JANUARY 14, 2025

# 1. CALL TO ORDER

Nathan Brown called the meeting to order at 8:32am and stated that an acting chair would be needed for this meeting as both the Chair and Vice-Chair were absent and asked if any Commissioners would like to volunteer.

Commissioner Sonier volunteered to be acting chair for the January 14, 2025 regular meeting.

Unanimous vote in favor of Chair Sonier to act as Chair for the January 14, 2025 regular meeting.

# 2. ROLL CALL

The following Commissioners were present:

Justin Ball, Jillian Bliss, Richard Hillyer, Lynn Norvell, Christi Sims, Susan Sonier, and Thomas Tumlinson.

The following Commissioners were absent:

Nathan Feingold and Teresa Johnson.

# 3. APPROVAL OF MINUTES

A) Approval of the December 10, 2024 regular meeting minutes.

Motion by Commissioner Hillyer, seconded by Commissioner Sims, to approve the December 10, 2024 regular meeting minutes. Motion carried unanimously.

# 4. CITIZENS' COMMUNICATIONS

This time is for citizens to address the Historic Landmark Commission on issues and items of concerns not on this agenda. There will be no Historic Landmark Commission action at this time.

No one spoke.

# 5. STAFF UPDATES

A) Presentation and training about legal basics and crafting motions.

Katie Totman presented the aforementioned item and asked if there

were any questions for staff.

Discussion followed on crafting clearer motions, citing found criteria of approval or denial using the historic preservation guidelines, setting precedents, potential amendments to the historic preservation guidelines, and the status of the Land Development Ordinance Draft for Historic Preservation.

# 6. COMAL COUNTY HISTORICAL COMMISSION UPDATE

No update was provided.

# 7. <u>ADJOURNMENT</u>

There being no further business Acting-Chair Sonier adjourned the meeting at 9:00am.

	By:	
		COMMISSION CHAIR
Attest:		
COMMISSION LIAISON		



# Historic Landmark Commission Agenda Item Report 2/11/2025

550 Landa Street New Braunfels, TX

# Agenda Item No. A)

#### **PRESENTER**

Katie Totman, HPO

#### SUBJECT:

Case DM2024-3455: A Request for Review of Landmark Eligibility in Response to a Demolition Permit for the property at 158 S Academy.

### **HISTORIC DISTRICT/LANDMARK NAME: N/A**

#### **APPLICABLE CITATIONS:**

Sec. 66-56. Criteria for the designation of historic landmarks and districts.

A historic landmark or district may be designated if it meets at least one of the following criteria:

- (1) Possesses significance in history, architecture, archeology, or culture.
- (2) Is associated with events that have made a significant contribution to the broad patterns of local, regional, state, or national history.
- (3) Is associated with the lives of persons significant in our past.
- (4) Embodies the distinctive characteristics of a type, period, or method of construction.
- (5) Represents the work of a master designer, builder, or craftsman.
- (6) Represents an established and familiar visual feature of the neighborhood or city.

(Ord. No. 96-9, § I, 2-26-96)

# Sec. 66-60. Demolition and house move permit review for non-designated properties.

Applicability. The provisions of this section apply to any request to demolish or move any building, object, site, or structure that is not a historic landmark and is not located within a historic district. Please reference sections 66-57, 66-58 and 66-59 in this Code for the demolition and relocation process pertaining to historically designated properties.

(1) *Initiation*. All applications for permits to demolish or move buildings, objects, sites, or structures which are not already covered under the processes outlined in sections 66-57, 66-58 and 66-59 shall be referred to the city historic preservation officer for the purpose of determining whether the building, object, site, or structure may meet the eligibility criteria for local historic landmark

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designation found in section 66-56.

- (2) House/building moves. If a non-historically designated structure located within the boundaries of the city limits is being moved to a new location within the city limits, the historic preservation officer may approve the move administratively. If a structure within the boundaries of the city limits is being moved outside the city limits including the ETJ, the historic preservation officer shall follow the process outlined in subsection (3) and evaluate the structure against the historic landmark criteria outlined in section 66-56.
- (3) Assessment and recommendation. Following receipt of a complete demolition or house move application, properties shall be evaluated for eligibility under the criteria for the designation of historic landmarks and districts outlined in section 66-56. The city historic preservation officer shall determine whether the building, object, site, or structure may meet the criteria for landmark designation in section 66-56 within 30 days after receipt of the completed application. If the building, object, site, or structure is determined to have no cultural, historical, architectural, or archaeological significance, a demolition or house move permit may be issued immediately, provided such application otherwise complies with all City Code requirements.
- (4) Decision. If said building, object, site, or structure is determined by the historic preservation officer to meet the landmark eligibility criteria, the demolition or house move permit shall not be issued and the historic preservation officer shall make such information available to the historic landmark commission for review and recommendations as to whether it should be designated a historic landmark. If the commission determines that the structure meets the eligibility criteria, the commission shall recommend to the city council that the building, object, site, or structure be historically designated. If the property owner objects to the historic designation, a three-fourths vote of the historic landmark commission or the planning commission and of the city council shall be required for historic designation of the property in question.

(Ord. No. 2024-52, § 1, 7-8-24)

#### **FINDINGS:**

- A demolition permit application was submitted to the building department by Flash Demolition on behalf of the property owner of 158 S Academy, located in the Sophienburg neighborhood (this property is NOT in the Sophienburg Historic District).
- b. **DEMOLITION AND DESIGNATION SUBCOMMITTEE**: The Demolition and Designation Subcommittee held a site visit on January 24, 2025. Two (2) Commissioners and city staff were in attendance and walked inside and around the structure in question.
- c. **HISTORIC CONTEXT**: The property at 158 S Academy is a one-story wood frame vernacular residence with simple cottage influence with a rear addition and was built between c. 1902 and 1907 based on Sanborn map evidence. It is in the Sophienburg Hill neighborhood of City Council District 1. The property belonged to Ernst and Pauline Heidemeyer at the time of its construction. Ernst Heidemeyer was a German immigrant and a saddler by trade who owned his own shop. Together, Ernst and Pauline had a daughter, Erna, born in 1896. Erna married Otto Rohde in 1917 and together they moved into the house at

158 S Academy as early as 1920 according to census records. Otto worked as a retail merchant in a grocery store in the 1920s, and by 1950 he was working as a county clerk. The property was transferred to their daughter, Ellen Rohde Watson, in 1988.

- d. **ARCHITECTURAL DESCRIPTION**: The house is a vernacular cottage with elements of early 20th-century rural architecture. It is a single-story structure with a rectangular footprint and a gable roof covered in metal sheeting. The front facade is symmetrical, featuring a full-width front porch supported by simple, unadorned square columns. The porch is slightly elevated, with a concrete foundation and a straight concrete walkway leading to the entrance. The exterior walls are clad in horizontal wooden siding, with visible signs of wear and weathering. The windows are double hung wood with screens covering them. The house features two front doors, a common feature in homes that were sometimes designed as duplex-style dwellings or built to accommodate separate living spaces under one roof. The simplicity of the structure, with minimal ornamentation, suggests it was built with functionality in mind rather than as an elaborate architectural statement. The house reflects a regional vernacular influenced by the practical needs of its inhabitants, typically using locally available materials and straightforward construction methods.
- e. **EVALUATION**: To be eligible for historic landmark designation, properties shall meet at least one (1) of the six (6) criteria listed. Staff found that the property potentially met the following criteria, consistent with Code Section 66-56:
  - 4. Embodies the distinctive characteristics of a type, period, or method of construction; the style of the home features traditional building methods that might speak to the broader development of New Braunfels.
- f. If the HLC determines that the property meets the criteria for eligibility, they may initiate landmark designation in which case staff will take the property forward to the Planning Commission for a recommendation and then to the City Council for final action. If the HLC does not find that the property meets the eligibility criteria, staff may administratively approve the demolition permit following the HLC meeting.

#### **STAFF ANALYSIS:**

While the structure retains identifiable historic characteristics, it is not immediately clear that it exemplifies the significance required under Criterion 4. The existing architectural features are consistent with vernacular design but do not necessarily distinguish the property as a particularly strong or unique example of its type. Based on the available information, the structure's eligibility under the criterion is subject to interpretation. The commission may consider whether the property sufficiently meets the standard for designation.













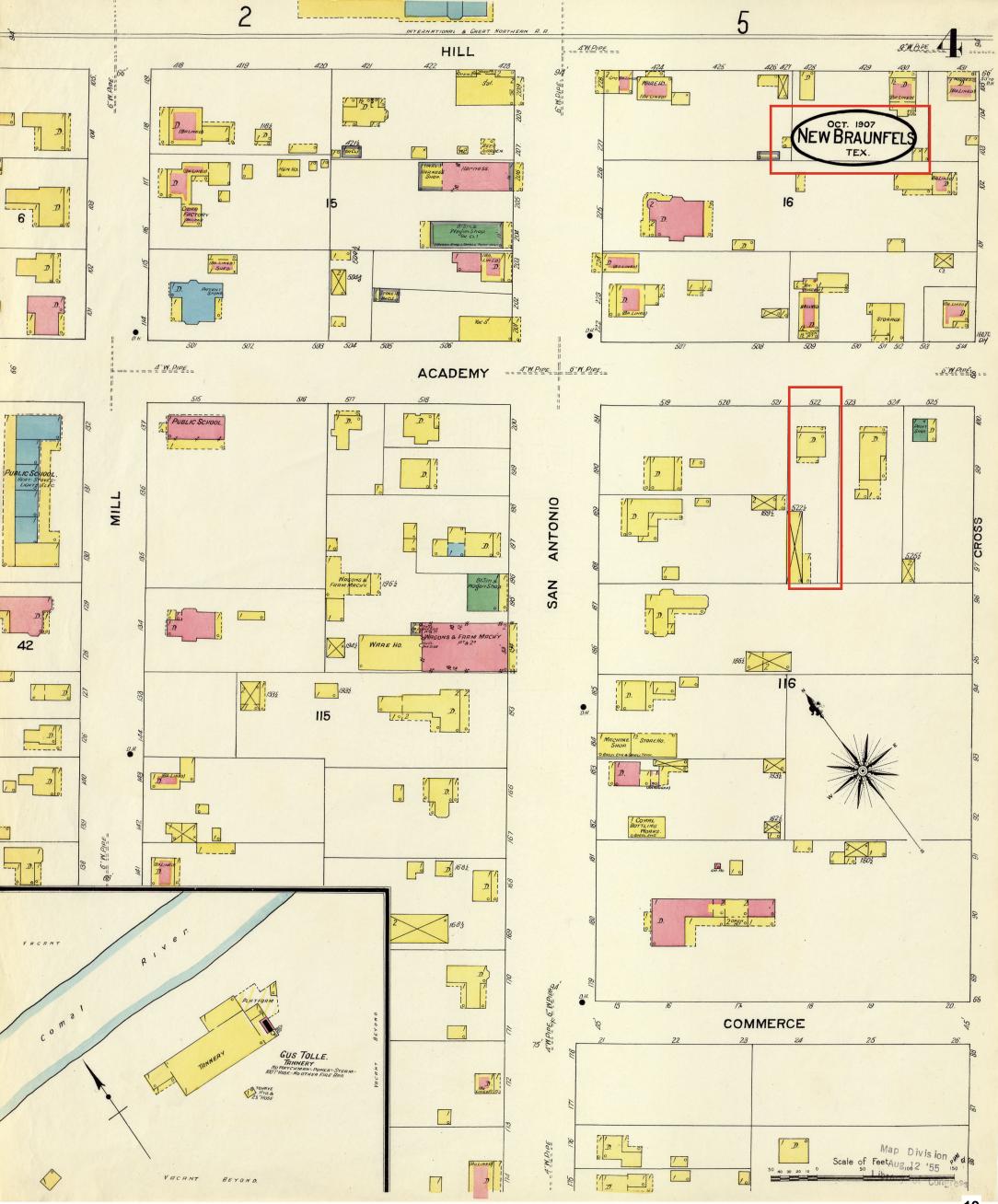








Original located at the Dolph Briscoe Center for American History, University of Texas at Austin



Original located at the Dolph Briscoe Center for American History, University of Texas at Austin



Original located at the Dolph Briscoe Center for American History, University of Texas at Austin

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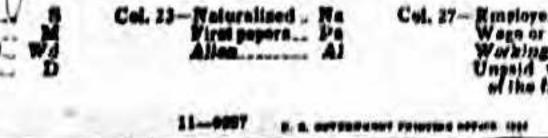
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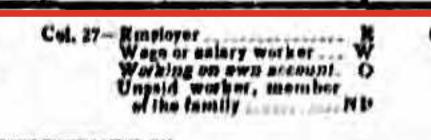
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ENTRIES ARE REQUIRED IN THE

BEVERAL COLUMNS AS FOLLOWS:

Cols. 6, 11, 12, 13, 14, 16, 18, 19, 20, and 25—For all persons 10 years of age and over.

Cols. 7, 8, 9, and 10—For heads of families only. (Col. 8

Cols. 21, 22, and 23—For all persons 10 years of age and over.

Cols. 21, 22, and 23—For all persons 10 years of age and over.

Cols. 21, 22, and 23—For all persons 10 years of age and over.

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Cols. 21, 22, and 23—For all persons 10 years of age and over.

Cols. 21, 22, and 23—For all persons 10 years of age and over.

Cols. 21, 22, and 23—For all persons 10 years of age and over.

Cols. 24, 27 — For all persons 10 years of age and over.

Cols. 24 — For all persons 10 years of age and over.

Cols. 24 — For all persons 10 years of age and over.

Cols. 25 — For all persons 10 years of age and over.

Cols. 24 — For all persons 10 years of age and over.

Cols. 26 — For all persons 10 years of age and over.



# Historic Landmark Commission Agenda Item Report 2/11/2025

550 Landa Street New Braunfels, TX

Agenda Item No. B)

### **PRESENTER**

Katie Totman, HPO

#### SUBJECT:

HLC Case HST25-018: Discuss and consider a Certificate of Alteration to replace nine (9) non-historic windows and two (2) pedestrian doors at 297 W San Antonio.

### HISTORIC DISTRICT/LANDMARK NAME: Downtown historic district

#### **APPLICABLE CITATIONS:**

Code of Ordinances, Chapter 66 - Historic Preservation

Sec. 66-57. Alteration certificates for alteration or new construction affecting landmarks or historic districts.

No person shall carry out any exterior alteration, restoration, reconstruction, new construction, removal or relocation of any city designated historic landmark or on any property within a city designated historic district which may affect the appearance and cohesiveness of any historic landmark or any property within a historic district without first obtaining an alteration certification authorizing the change.

Sec. 66-58. Criteria for approval of an alteration certificate.

In considering an application for an alteration certificate, the commission shall be guided by any adopted design guidelines, and where applicable, the following from the secretary of the interior's standards for the rehabilitation of historic buildings. Any adopted design guidelines and secretary of the interior's standards shall be made available to the property owners of historic landmarks or within historic districts.

- (1) Every reasonable effort shall be made to adapt the property in a manner which requires minimal alteration of the building, structure, object, or site and its environment.
- (2) The distinguishing original qualities or character of a building, structure, object, or site and its environment shall not be destroyed when possible. The removal or alteration of any historic material or distinctive architectural features should be avoided when possible.
- (3) All buildings, structures, objects, and sites shall be recognized as products of their own time. Alterations that have no historical basis and which seek to create an earlier appearance shall be discouraged.
- (4) Changes which may have taken place in the course of time are evidence of the history and development of a building, structure, object, or site and its environment. These changes may have acquired significance in their own right, and this significance shall be recognized and respected.

- (5) Distinctive stylistic features or examples of skilled craftsmanship which characterize a building, structure, object, or site shall be kept where possible.
- (6) Deteriorated architectural features shall be repaired rather than replaced, wherever possible. In the event replacement is necessary, the new material shall reflect the material being replaced in composition, design, color, texture, and other visual qualities. Repair or replacement of missing architectural features should be based on accurate duplications of features, substantiated by historical, physical, or pictorial evidence rather than on conjectural designs or the availability of different architectural elements from other buildings or structures.
- (7) The surface cleaning of structures shall be undertaken with the gentlest means possible. Sandblasting and other cleaning methods that will damage the historic building materials shall not be undertaken.
- (8) Every reasonable effort shall be made to protect and preserve archeological resources affected by, or adjacent to, any project.
- (9) Contemporary design for alterations and additions to existing properties shall not be discouraged when such alterations and additions do not destroy significant historical, architectural, or cultural material, and such design is compatible with the size, scale, color, material, and character of the property, neighborhood, or environment.
- (10) Wherever possible, new additions or alterations to buildings, structures, objects, or sites shall be done in such a manner that if such additions or alterations were to be removed in the future, the essential form and integrity of the building, structure, object, or site would be unimpaired.

#### **FINDINGS:**

- a. The building located at 297 W San Antonio was built ca. 1925. It features two stories with a stepped parapet, exterior stucco finish, and non-historic windows. It is in the Downtown historic district.
- **b. WINDOW REPLACEMENT** The applicant is requesting to replace nine (9) existing windows on the first floor of the building with new single pane picture windows. Below are the criteria for approval with staff comments and how they relate to the request:
  - (1) Every reasonable effort shall be made to adapt the property in a manner which requires minimal alteration of the building, structure, object, or site and its environment. The window replacement will not alter the existing openings and generally create a minimal change to the appearance.
  - (2) The distinguishing original qualities or character of a building, structure, object, or site and its environment shall not be destroyed when possible. The removal or alteration of any historic material or distinctive architectural features should be avoided when possible. **The existing windows are not original to the building.**
  - (3) All buildings, structures, objects, and sites shall be recognized as products of their own time. Alterations that have no historical basis and which seek to create an earlier appearance shall be discouraged. N/A
  - (4) Changes which may have taken place in the course of time are evidence of the history and

- development of a building, structure, object, or site and its environment. These changes may have acquired significance in their own right, and this significance shall be recognized and respected. N/A
- (5) Distinctive stylistic features or examples of skilled craftsmanship which characterize a building, structure, object, or site shall be kept where possible. The existing windows being replaced are not of historic age and are not necessarily considered a significant feature.
- (6) Deteriorated architectural features shall be repaired rather than replaced, wherever possible. In the event replacement is necessary, the new material shall reflect the material being replaced in composition, design, color, texture, and other visual qualities. Repair or replacement of missing architectural features should be based on accurate duplications of features, substantiated by historical, physical, or pictorial evidence rather than on conjectural designs or the availability of different architectural elements from other buildings or structures. The existing windows being replaced are not of historic age and the new windows will not alter the existing openings.
- (7) The surface cleaning of structures shall be undertaken with the gentlest means possible. Sandblasting and other cleaning methods that will damage the historic building materials shall not be undertaken. **N/A**
- (8) Every reasonable effort shall be made to protect and preserve archeological resources affected by, or adjacent to, any project. N/A
- (9) Contemporary design for alterations and additions to existing properties shall not be discouraged when such alterations and additions do not destroy significant historical, architectural, or cultural material, and such design is compatible with the size, scale, color, material, and character of the property, neighborhood, or environment. The new windows will have a similar color to the existing windows and the only change in appearance is the design of the window, which will be single pane picture.
- (10) Wherever possible, new additions or alterations to buildings, structures, objects, or sites shall be done in such a manner that if such additions or alterations were to be removed in the future, the essential form and integrity of the building, structure, object, or site would be unimpaired. **The openings are not changing, and the work is reversible.**
- **c. DOOR REPLACEMENT** The applicant is requesting to replace two (2) pedestrian doors on the first floor with new doors. Below are the criteria for approval with staff comments and how they relate to the request:
  - (1) Every reasonable effort shall be made to adapt the property in a manner which requires minimal alteration of the building, structure, object, or site and its environment. The door replacement will not alter the existing openings and generally a minimal change to the appearance.
  - (2) The distinguishing original qualities or character of a building, structure, object, or site and its environment shall not be destroyed when possible. The removal or alteration of any historic material or distinctive architectural features should be avoided when possible. **The existing doors are not original to the building.**
  - (3) All buildings, structures, objects, and sites shall be recognized as products of their own time.

- Alterations that have no historical basis and which seek to create an earlier appearance shall be discouraged. N/A
- (4) Changes which may have taken place in the course of time are evidence of the history and development of a building, structure, object, or site and its environment. These changes may have acquired significance in their own right, and this significance shall be recognized and respected. N/A
- (5) Distinctive stylistic features or examples of skilled craftsmanship which characterize a building, structure, object, or site shall be kept where possible. The existing doors being replaced are not of historic age and are not necessarily considered a stylistic feature of the building.
- (6) Deteriorated architectural features shall be repaired rather than replaced, wherever possible. In the event replacement is necessary, the new material shall reflect the material being replaced in composition, design, color, texture, and other visual qualities. Repair or replacement of missing architectural features should be based on accurate duplications of features, substantiated by historical, physical, or pictorial evidence rather than on conjectural designs or the availability of different architectural elements from other buildings or structures. The existing doors being replaced are not of historic age and the new doors will not alter the existing openings.
- (7) The surface cleaning of structures shall be undertaken with the gentlest means possible. Sandblasting and other cleaning methods that will damage the historic building materials shall not be undertaken. N/A
- (8) Every reasonable effort shall be made to protect and preserve archeological resources affected by, or adjacent to, any project. N/A
- (9) Contemporary design for alterations and additions to existing properties shall not be discouraged when such alterations and additions do not destroy significant historical, architectural, or cultural material, and such design is compatible with the size, scale, color, material, and character of the property, neighborhood, or environment. The new doors will have a similar color and appearance to the existing doors.
- (10) Wherever possible, new additions or alterations to buildings, structures, objects, or sites shall be done in such a manner that if such additions or alterations were to be removed in the future, the essential form and integrity of the building, structure, object, or site would be unimpaired. The openings are not changing, and the work is reversible.

#### **STAFF ANALYSIS:**

Staff finds that replacement of the existing windows and doors with those of a similar appearance is consistent with the current criteria for approval, based on findings b and c in the staff report.







# **NB GLASS**

**Estimate** 

212 Trade Center Dr New Braunfels, TX 78130 US +18306256300

www.newbraunfelsglass.com

**ADDRESS** 

Michael Morris 299 W San Antonio Street New Bruanfels, TX 78130 USA



ANAOLINIT

SHIP TO

Michael Morris 299 W San Antonio Street New Bruanfels, TX 78130 USA

ESTIMATE #	DATE	
R59910	12/20/2024	

# **PROJECT**

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Retail Window Replacement

ACTIVITY	AMOUNT
Metal Arcadia 4 1/2" x 2" Thermally Broken 1" Glass Slot Oil Rubbed Bronze (Black) Sill Plate Beak Metal (3) Windows on San Antonio Street	
(3) Windows on Side Street (excludes farthest window from SA Street)  Metal Arcadia Doors Medium Stiles Standard hardware Pulls Panic Hardware Butt Hinges 10" Kick Standard Threshold (2) Side and Front Door	
Glass SNX 62/27 (Solarban 70) 1" Tempered Glass	
Glass 1/4" Clear Tempered Glass in both doors	-
Services Break metal under each sill NP-1 Caulking	)
Labor Demo and Replacement Labor	
Job should take one week to complete.  Extra care from tenant needed to protect inventory and clearing work space  No permits included in pricing  Owner responsible for any permits or fines incurred during construction (other than directly related to installation of work, OSHA, etc.)	

ACTIVITY

There is a concern over water tightness of doors. Doors will leak some water with blowing rain with no overhead awning or porch.

#### Estimates/Invoices

The customers approval for work to commence shall be deemed a contractual agreement between the client and NB Glass/LNC Restoration, L.L.C. By signing this document and/or making a deposit, the customer agrees to the terms and conditions outlined in this document. Important: Approval for the work to commence assumes that the client accepts these terms and conditions. Acceptance of terms and conditions may be made via email, in person, or by making a deposit via cash, check, or credit card.

Partial payment of 50% for all residential work is required before materials can be put on order and any work can commence, with the remaining balance due and to be paid in full after work is completed. Deposits are non-refundable once material has been put on order. Payments for deposit is payable upon receipt of invoice and no work will commence until payment is received.

SUBTOTAL TAX TOTAL

Accepted By Accepted Date