

**DRAFT - MINUTES
OF THE NEW BRAUNFELS HISTORIC LANDMARK COMMISSION
REGULAR MEETING OF TUESDAY, DECEMBER 9, 2025**

1. CALL TO ORDER

Chair Johnson called the meeting to order at 8:30am.

2. ROLL CALL

The following Commissioners were present:

Commissioner Justin Ball

Commissioner Jillian Bliss

Commissioner Jesus Najar

Commissioner Lynn Norvell

Commissioner Christi Sims

Commissioner Susan Sonier

Commissioner Thomas Tumlinson

Vice-Chair Nathan Feingold

Chair Teresa Johnson

3. APPROVAL OF MINUTES

A) Approval of the November 12, 2025, regular meeting minutes.

Motion by Commissioner Sonier, seconded by Commissioner Norvell to approve the November 12, 2025 regular meeting minutes. Motion carried unanimously (9-0-0).

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 individuals spoke.

5. INDIVIDUAL ITEMS FOR CONSIDERATION

A) HLC Case HST25-424: Public hearing and consideration for a Certificate of Alteration to perform exterior alterations and restoration work to the property located at 209 W San Antonio located in the Downtown Historic District.

Katie Totman introduced the aforementioned item.

Chair Johnson asked if there were any questions for staff.

Discussion followed on applicable historic guidelines, the building's evolution over time, existing conditions, and how the proposal compared to the existing façade.

Chair Johnson invited the applicant to speak on the item.

Brett Davidson elaborated on the request, discussing the overall design intent, findings from exploratory work, proposed façade treatments, lighting approach, awning concepts, and coordination with anticipated future public improvements.

Discussion followed on the appropriateness of proposed materials, lighting and signage concepts, relationship to the historic character of the building, impacts to the streetscape, and consistency with prior approvals.

Chair Johnson opened the public hearing and asked if anyone present wished to speak on the item.

No individuals spoke on the item.

Chair Johnson closed the public hearing.

Chair Johnson asked if there were any further discussion or motion to be made.

Discussion followed on design compatibility, material selections, and overall adherence to historic preservation standards.

Motion by Commissioner Ball, seconded by Commissioner Bliss, to approve the item as presented. Motion carried unanimously (9-0-0).

B) ORD25-370 Public hearing and recommendation to City Council on proposed amendments to the City's Code of Ordinances in Chapter 66 Historic Preservation, Section 66-57.1, Incentives

Katie Totman introduced the aforementioned item.

Chair Johnson asked if there were any questions for staff

Discussion followed on cost eligibility, language clarification, appropriate fees, staff and commission discretion, application

timelines, reimbursement procedures, and preservation incentives through financial tools.

Additional discussion followed on outreach and education, including improving awareness among property owners, realtors, contractors, and the development of clear guidance materials.

Chair Johnson asked if there were any further discussion or motion to be made.

Discussion followed on revising ordinance language, providing clearer definitions, drafting a revised application, and returning the item for further review.

Motion by Commissioner Bliss, seconded by Chair Johnson, to table the item until the next regular meeting, with direction for staff to provide marked-up revisions and a draft application. Motion carried unanimously (9-0-0).

6. **STAFF UPDATES**

Katie Totman presented staff updates.

7. **COMAL COUNTY HISTORICAL COMMISSION GENERAL UPDATES**

Chair Johnson presented updates from the Comal County Historic Commission.

8. **ADJOURNMENT**

There being no further business Chair Johnson adjourned the meeting at 9:55am.

By: _____
COMMISSION CHAIR

Attest:

COMMISSION LIAISON