

**DRAFT - MINUTES
OF THE NEW BRAUNFELS HISTORIC LANDMARK COMMISSION
REGULAR MEETING OF TUESDAY, MAY 13, 2025**

1. CALL TO ORDER

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

2. ROLL CALL

The following Commissioners were present:

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

3. APPROVAL OF MINUTES

A) Approval of the April 8, 2025 regular meeting minutes.

Motion by Commissioner Hillyer , seconded by Commissioner Sims, to approve the regular meeting minutes of April 8, 2025. 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. INDIVIDUAL ITEMS FOR CONSIDERATION

A) HLC Case HST25-134: Public hearing and recommendation to City Council for owner initiated landmark designation of the property located at 648 W Mill Street, in the Mill Street Historic District.

Katie Totman presented the aforementioned item and recommended approval.

Chair Johnson asked if there were any questions for staff.

Brief discussion followed on the scope of the request.

Samantha Smith elaborated on the request, discussing the configuration of the property, the intent of the request, and the existing use of the property.

Chair Johnson asked if there were any further questions or a motion.

Motion by Commissioner Norvell, seconded by Commissioner Ball, to recommend approval of the item to City Council. Motion carried unanimously (9-0-0).

Brief discussion followed regarding the subject property, other historic landmark designations in the area, and next steps for the applicant.

B) Discuss and consider creating a survey and designation subcommittee and ways to be more proactive with local landmark and district designations.

Katie Totman presented the aforementioned item.

Chair Johnson asked if there were any questions for staff.

Discussion followed on the intent of the survey efforts, data collection methods, benefits to historical surveying, subcommittee formation, volunteer efforts and opportunities, existing historical data, areas that could benefit from historical survey, project timelines, and potential outcomes upon survey completion.

Further discussion followed on the formation of the proposed subcommittee, survey training efforts, timelines, and data collection methods.

6. STAFF REPORT

Katie Totman thanked Commissioner Hillyer for his service on the Historic Landmark Commission.

Commissioner Hillyer stated this would be his last meeting on the Commission and expressed his gratitude for the other Commissioners and staff for their support.

7. COMAL COUNTY HISTORICAL COMMISSION UPDATES

Chair Johnson announced that May was Preservation Month and provided an brief update from the Comal County Historical Commission.

8. ADJOURNMENT

There being no further business Chair Johnson adjourned the meeting at 9:09am.

By: _____
COMMISSION CHAIR

Attest:

COMMISSION LIAISON