

**Historic Landmark Commission  
Meeting Minutes  
March 12, 2024**

**Members Present**

Chair Teresa Johnson  
Vice-Chair Nathan Feingold  
Jillian Bliss  
Richard Hillyer  
Christi Sims  
Susan Sonier  
Thomas Tumlinson

**Staff Present**

Katie Totman, Historic Preservation Officer  
Jean Drew, Assistant Director of Planning & Development  
Colton Barker, Assistant Planner  
Evin Wilson, Assistant Planner

**Members Absent**

Justin Ball

**1. CALL TO ORDER**

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

**2. ROLL CALL**

Roll was called and a quorum was declared.

**3. APPROVAL OF MINUTES**

Motion by Commissioner Hillyer, seconded by Commissioner Sims, to approve the regular meeting minutes of February 13, 2024. Motion carried (6-0-0).

**4. CITIZENS COMMUNICATION**

No one spoke.

**5. ITEMS FOR CONSIDERATION**

- A) HST24-033: Discuss and consider a Certificate of Alteration to perform exterior alterations to the building located at 214 W San Antonio, located in the Downtown Historic District. *Presented by Katie Totman, Historic Preservation Officer***

Katie Totman presented the staff report and recommended approval with the conditions stated in the staff report.

Commissioner Bliss arrived at 8:34 am.

After discussion, the Commission agreed to review each alteration request individually.

Totman outlined the staff recommendations and conditions for approval for each proposed alteration.

Discussion followed regarding the awnings on the building.

Totman stated that criteria 3 of the historic guidelines encourages retaining architectural features if possible, and that the Commission ultimately has discretion for approval.

Chair Johnson invited the applicant to speak.

The applicant, Cameron Corzine, elaborated on the request and stated they were originally planning on retaining the awning, but it was damaged beyond repair due to the wood being rotten, causing supports on the façade to become unsafe. He claimed there was not room in the budget to replace the original awning and instead opted to do a cloth awning.

Commissioner Hillyer asked for clarification on the rendering of the proposed alteration to the awnings.

Corzine clarified that the awning on the bottom floor has been successfully restored.

Commissioner Hillyer asked why there are no windows over the awning.

Corzine stated the windows above the awning were covered up several years ago and they did not budget to uncover the windows.

Commissioner Sims stated that the cloth awning suits the building and is therefore in favor of the proposal. She then asked for clarification on the proposed multi-lighting plans.

Totman elaborated, stating that multi-lighting means multiple panes of glass are used, and that the proposed alteration entails single panes of glass.

Commissioner Sims asked if the proposed alteration includes replacing the windows.

Totman stated that the applicant is requesting to replace the windows.

Corzine stated some of the older windows were too expensive to repair and to commission custom replacements would be cost prohibitive.

Discussion followed on various custom window companies in New Braunfels.

Commissioner Hillyer stated the single light window makes the building look modern.

Discussion followed regarding specific design aspects outlined in the applicant's alteration request.

Commissioner Sims asked if the wall sign will be backlit.

Corzine responded yes.

Discussion followed on the specific aspects of the sign proposed in the request.

Chair Johnson said the building has undergone many changes, making it hard to tell what is historic for this building. She stated that historically accurate renovations can be cost prohibitive for people who wish to renovate such buildings.

Commissioner Sims said that the historic windows need to be replaced if they cannot be salvaged.

Chair Johnson asked if there was any further discussion or motion.

Motion by Commissioner Sims, seconded by Commissioner Sonier, to approve a Certificate of Alteration to perform exterior alterations to the building located at 214 W San Antonio, located in the Downtown Historic District. Motion carried (6-1-0) with Commissioner Hillyer in opposition.

**B) HST24-073: Discuss and consider a Certificate of Alteration to place a small retail trailer semi-permanently on the property located at 451 S Castell, a locally designated historic landmark.**  
*Presented by Katie Totman, Historic Preservation Officer*

Katie Totman presented the staff report and recommended approval.

Chair Johnson asked if there were any questions for staff.

Vice-Chair Feingold asked if the structure would stay on the trailer or be placed on the ground.

Totman explained they will keep it on the trailer and will remain in compliance with regulations set forth by the Building Division.

Commissioner Bliss asked what the purpose of the new building is.

Chair Johnson invited the applicant to speak.

Elizabeth Dixon, applicant, stated that the proposed structure is an antique shop that is separate from the primary business on the property.

Commissioner Tumlinson asked if there will be a permanent electric connection to the building.

Dixon confirmed that there will be electricity in the trailer.

Chair Johnson asked for clarification on the proposed trailer.

Discussion followed on how the trailer will be placed, and what the business hours of operation will be.

Commissioner Tumlinson asked if there are any sign plans for the incoming business.

Dixon stated there would be an application for a sign that she could provide at the next Historic Landmark Commission meeting.

Commissioner Hillyer asked for clarification on why this request is being presented to the Commission.

Totman stated that the property is designated as a historic landmark, and the new addition must therefore go through the Historic Landmark Commission process.

Commissioner Sims asked if there are any rules for accessory buildings on historic properties.

Totman stated no, there were not specific historic guidelines for accessory structures.

Commissioner Hillyer asked if the trailer was a food truck.

Dixon said that it is not a food truck, it is just a retail boutique.

Commissioner Sonier asked if all the other relevant departments would approve of the trailer.

Totman stated that the Building Division is aware of the request, and that the applicant has spoken with staff and intends to obtain a building permit.

Chair Johnson asked if there was any further discussion or motion.

Motion by Commissioner Hillyer, seconded by Commissioner Tumlinson, to approve a Certificate of Alteration to place a small retail trailer semi-permanently on the property located at 451 S Castell, a locally designated historic landmark. Motion carried (7-0-0).

## **6. STAFF REPORT**

### **A) Summary of a neighborhood informational meeting that took place on Tuesday, February 20th, 2024.**

Totman stated that she hosted a neighborhood meeting at the request of Vice-Chair Feingold regarding the creation of a potential historic district. At this meeting, Totman gave a brief overview of what a historical designation would entail for the homeowners.

Vice-Chair Feingold stated that he intends to conduct research to see if the neighborhood will meet the criteria for historic designation.

### **B) Staff update & discussion regarding the Draft Guidelines for Signage.**

Totman presented the draft guidelines for signage and stated that the Commission must ensure that their guidelines are consistent with the upcoming sign ordinance revision in the Land Development Ordinance.

Discussion followed on sign design regulations in historic districts.

Totman and the Commission agreed to further discuss sign regulations in another upcoming meeting.

**C) Staff update & discussion regarding adding paint color regulations to the draft design guidelines.**

Totman presented her research on other cities in Texas with paint regulations in their historic guidelines, stating that most cities she researched did not regulate paint color for buildings. She elaborated on her findings and emphasized the challenges that regulating paint colors would bring.

Chair Johnson stated she does not want to do recommendations for paint colors because it could easily be disregarded, and that she liked the way the City of San Marcos regulates paint colors.

Commissioner Hillyer stated he liked Royse City's regulations because it allowed for consistency with paint colors.

Commissioner Sims stated she was completely against regulating paint colors.

Discussion continued regarding paint color regulation.

Chair Johnson asked Totman if this can be discussed further at a later time.

Totman stated it was just a discussion and no decision needed to be made at that time.

Chair Johnson stated that the role of the Historic Landmark Commission was to protect the districts by ensuring that all alterations were consistent with the historic guidelines.

Commissioner Sims expressed concern regarding the logistics of having applicants reapply every time they want to paint a building a different color.

Discussion continued regarding the feasibility of regulating paint color.

The Commission agreed to table the discussion for a later date.

**D) Introduction by staff and discussion regarding suggested changes to Section 66-60 - Alteration certificate required for demolition.**

Totman presented Code Section 60-60 and explained the proposed updates, then asked the Commission for their input on the draft.

Commissioner Hillyer stated that the Commission had previously allowed people to move buildings, rather than demolish. He then added that he would like for applicants who have buildings that are beyond repair to demolish them and replace them with a similar structure.

Totman stated that would only be feasible if the building was in a historic district or a zone that had specific design guidelines in the code. She said when considering if a structure can be demolished or moved, the historic landmark eligibility must be taken into consideration.

Chair Johnson added to the discussion, stating that the Commission must landmark structures that are denied a demolition permit. She stated that the denial of a demolition may go against the wishes of the applicant and could be overridden by City Council.

Totman clarified that the Commission did not have to make any decisions today and that she was just gathering their input before proceeding with any ordinance updates.

**7. COMAL COUNTY HISTORICAL COMMISSION UPDATE**

Chair Johnson announced that there will be a dedication ceremony for the Panteon Hildalgo Cemetery's historic landmark dedication from the State.

Chair Johnson said Commissioner Ball was planning an event on El Camino Real.

Chair Johnson also announced that the Miller House and Market Plaza will both have a historic marker, the Comal Cemetery dedication is being planned, a property will be landmarked at Wurstfest in June, and the old High School for NBISD will now be home of the NB Youth Collaborative.

Discussion followed on NB Youth Collaborative.

8. **APRIL MEETING AGENDA ITEMS**

Totman asked if there was anything the Commission wanted to discuss at the next meeting.

No one spoke.

9. **ADJOURNMENT**

There being no further business, Chair Johnson adjourned the meeting at 9:44 am.

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**Chair**

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**Date**