CITY OF NEW BRAUNFELS, TEXAS
HISTORIC LANDMARK COMMISSION
MEETING
CITY HALL - TEJAS ROOM
550 LANDA STREET

WEDNESDAY, NOVEMBER 12, 2025 at 8:30 AM

AGENDA

1. CALL TO ORDER

2. ROLL CALL

3. APPROVAL OF MINUTES

A) Approval of the September 9, 2025, regular meeting minutes. 25-1241

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. INDIVIDUAL ITEMS FOR CONSIDERATION

A) Case HST25-392: Discuss and Consider a Certificate of Alteration to relocate the Unicorn Statue/Monument and install a new paver area on the other side of the front walkway at 430 West Mill Street. 25-1393

B) Case HST25-393: Discuss and Consider a Certificate of Alteration to restore the ghost sign on the front of the Henne Hardware building at 246 West San Antonio Street. 25-1367

C) 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 25-1234

6. CITY STAFF UPDATES

A) 2026 CLG Grant Applications Now Open 25-1357

COMAL COUNTY HISTORICAL COMMISSION UPDATES

A) Comal County Historical Commission General Updates 25-1322

7. ADJOURNMENT

CERTIFICATION

I hereby certify the above Notice of Meeting was posted on the bulletin board at the New Braunfels City Hall.

_____
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.

10/14/2025

Agenda Item No. A)

SUBJECT:
Approval of the September 9, 2025, regular meeting minutes.

DRAFT - MINUTES
OF THE NEW BRAUNFELS HISTORIC LANDMARK COMMISSION
REGULAR MEETING OF TUESDAY, SEPTEMBER 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 August 12, 2025 regular meeting minutes.

Motion by Commissioner Norvell, seconded by Commissioner Tumlinson to approve the August 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.

One individual asked Commissioner Tumlinson if he had met a new neighbor.

Commissioner Tumlinson responded that the topic could be discussed further at another time.

PRESENTATION

A) Presentation of Historic Plaque for 648 W Mill, a new local historic landmark

Katie Totman presented the owner of 648 W Mill Street with a plaque

recognizing the property as a local historical landmark.

Photos were then taken with the owner and the Commission.

5. INDIVIDUAL ITEMS FOR CONSIDERATION

A) HLC Case HST25-276: Discuss and Consider a Certificate of Alteration to paint a sign on the south elevation of the Faust Hotel at 240 S Seguin Avenue.

Katie Totman presented the aforementioned item.

Chair Johnson asked if there were any questions for staff.

Discussion followed on the paint specifications, impact on the historic masonry, the communication and approval process, and the Texas Historical Commission's recommendations.

Chair Johnson invited the applicant to speak on the item.

TJ Grossi elaborated on the request discussing the paint type used, the fluid nature of the construction project, efforts to minimize damage, and the reasoning behind the choice of paint.

Discussion followed on the risks of damage, verification of the paint used, the precedent of after-the-fact approvals, and the differentiation of new brick from the original.

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

One individual spoke on the item.

Chair Johnson closed the public hearing.

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

Motion by Commissioner Bliss, seconded by Commissioner Norvell, to approve the Certificate of Alteration (COA) to paint the sign on the south elevation of the Faust Hotel with the condition that staff confirm the paint applied is as presented.

Discussion followed on confirming the paint used, how staff would verify the paint, the need for clearer communication and scope of work in future projects, and the potential impact on the building's historic designation.

A vote was taken on the earlier motion by Commissioner Bliss, seconded by Commissioner Norvell, to approve the Certificate of Alteration (COA) to paint the sign on the south elevation of the Faust Hotel with the condition that staff confirm the paint applied is as presented. Motion passed (8-1-0) with Commissioner Najar in opposition.

B) HLC Case HST25-312: Discuss and Consider a Certificate of Alteration to add new awnings on five (5) windows and new signage on the building at 200 N Seguin Avenue.

Katie Totman presented the aforementioned item.

Chair Johnson asked if there were any questions for staff.

Discussion followed on the absence of the applicant, the scope of proposed work (awnings and signage), the building's historic status, and consistency with design guidelines.

Chair Johnson invited the applicant to speak on the item.

The applicant was not present to elaborate on the request.

Discussion followed on the scale and aesthetics of the proposed signage, the impact on the building, potential historic eligibility, and future regulation through the Land Development Ordinance (LDO).

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 aesthetic concerns, building integrity, and

precedent in the downtown district.

Motion by Commissioner Tumlinson, seconded by Commissioner Sims, to approve the item as submitted. Motion carried unanimously (9-0-0).

6. STAFF UPDATES

A) Historic Resources Survey Update

Commissioner Sims left the meeting at 9:10am.

Katie Totman presented the aforementioned item and discussed the launch of the Historical Resources Survey website, data entry and mapping processes, strategies for volunteer engagement, and goals of the survey.

Discussion followed on survey status, methods for data collection and integration, the intent to support historical preservation and planning efforts with the data collected through the survey, examples of historical construction methods in New Braunfels, and next steps for launching the survey.

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

Discussion followed on the integration of survey data into city planning, alignment with the Arts and Culture Master Plan, upcoming heritage-related events, and volunteer coordination.

7. COMAL COUNTY HISTORICAL COMMISSION UPDATES

Chair Johnson discussed updates from the Comal County Historical Commission.

8. ADJOURNMENT

There being no further business Chair Johnson adjourned the meeting at 9:23am.

11/12/2025

Agenda Item No. A)

PRESENTER
Katie Totman, Historic Preservation Officer

SUBJECT:
Case HST25-392: Discuss and Consider a Certificate of Alteration to relocate the Unicorn Statue/Monument and install a new paver area on the other side of the front walkway at 430 West Mill Street

HISTORIC DISTRICT/LANDMARK NAME: Mill Street/Old New Braunfels High School

APPLICABLE CITATIONS:
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 property at 430 West Mill Street is a local landmark known as the Old New Braunfels High School. Previously, in 2014, a commemorative plaza was approved to be installed to celebrate the 100-year anniversary of the building. It included an area with brick pavers, a bench, and a bronze unicorn statue atop a limestone monument.

b. **RELOCATION OF UNICORN STATUE**: The applicant is requesting to relocate the unicorn statue to the New Braunfels High School campus located on Loop 337. The applicant has shared that both NBISD and the Hoffmann family are in favor of the relocation.

Criteria for Evaluation

(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. **N/A**

(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. **N/A**

(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. **N/A**

(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. **N/A**

(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 removal of the unicorn statue/monument does not impact the historic nature of the property or building as it was placed on the property 11 years ago.**

(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 statue can likely be easily removed from its current location and will not damage the site or historic building.**

c. **NEW PAVER AREA**: The applicant is requesting to add a second paver/plaza area on the other side of the front walkway to mirror the centennial plaza area. The plaza would be the same dimensions as the centennial plaza, which is approximately 375 square feet and feature a similar type of brick and color.

Criteria for Evaluation

(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. **N/A**

(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. **N/A**

(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. **N/A**

(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. **N/A**

(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 placement of the plaza area will not impact the historic building in any way and will not impede the visual cohesion of the district due to large scale of the property and smaller scale of the plaza area.**

(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 proposed plaza area could be easily removed in the future, leaving little to no evidence of its existence or damage to the site.**

STAFF ANALYSIS:
Staff finds that the requested items are consistent with the criteria for approval.

CENTENNIAL SQUARE
100 Years of Excellence
1914-2014
For those who came to learn and for those who came to teach, this building commemorates a nostalgic interlude in their lives and a noteworthy milestone in the life of New Braunfels.

Kathleen "Kitty"
Eikel
Class of 1944
Frank J. Suhr
2020
Taylor Alan
Wersteffer
Class of 2006

THE NEW BRAUNFELS ACADEMY
NEW BRAUNFELS PUBLIC SCHOOL
— 1913 —
WET FLOOR
PISO MOJADO
CAUTION
CUIDADO

STREET
CAUTION
WET FLOOR
PISO MOJADO

TEXAS
THE NEW BRAUNFELS ACADEMY
THE FIRST GERMAN SETTLERS HERE IN THE 1840S WERE ASSURED BY THEIR SPONSOR—THE SOCIETY FOR THE PROTECTION OF GERMAN IMMIGRANTS TO TEXAS—THAT SCHOOLS WOULD BE PROVIDED IN THEIR COLONY. THE SOCIETY HIRED TS FIRST TEACHER IN 1845, AND CLASSES BEGAN THAT AUGUST.
STATE LEGISLATION IN 1854 AUTHORIZED THE CREATION OF COUNTY SCHOOL DISTRICTS, AND THE CITY OF NEW BRAUNFELS BECAME COMAL COUNTY SCHOOL DISTRICT ONE. BUT IN 1876 THE LEGISLATURE REPEALED SCHOOL LAWS. SUPPORT FOR LOCAL SCHOOLS WAS OFFERED BY STATE.
IN RESPONSE, THE CITIZENS ASSURED THE LEGISLATURE TO CREATE THE NEW BRAUNFELS ACADEMY. THE LEGISLATURE GRANTED AUTHORITY FOR A CITY PROPERTY TAX AND TO LOAN TO FUND THE SCHOOL, THUS MAKING THE ACADEMY ONE OF THE FIRST TAX FUNDED SCHOOLS IN TEXAS. PUBLIC SCHOOL PROPERTY AND EQUIPMENT WERE TRANSFERRED TO THE ACADEMY, INCLUDING THE 1858 SCHOOLHOUSE ON THIS SITE AND INSTRUCTIONS IN GERMAN AND ENGLISH.
THE ACADEMY PROVIDED EDUCATION AND EXAMINED STUDENTS AND TEACHERS ALIKE THROUGH 1871 THAT YEAR THE STATE SCHOOL ESTABLISHED AN EDUCATION SYSTEM, AND A PUBLIC SCHOOL BEGAN HERE. THE ACADEMY TRUSTEES FULFILLED THEIR DUTY BY RETURNING THE SCHOOL BUILDING TO THE STATE BEFORE THEIR CHARTER EXPIRED IN 1876.
TEXAS COMMISSION ON HISTORICAL
BOARD OF TRUSTEES
C. T. WINDERSCHEIDT
F. ROSENBERG
G. F. DUBOIS
T. F. CASE
J. H. MOORMAN
WM. SEYB
B. HOLEKAMP SUPT.

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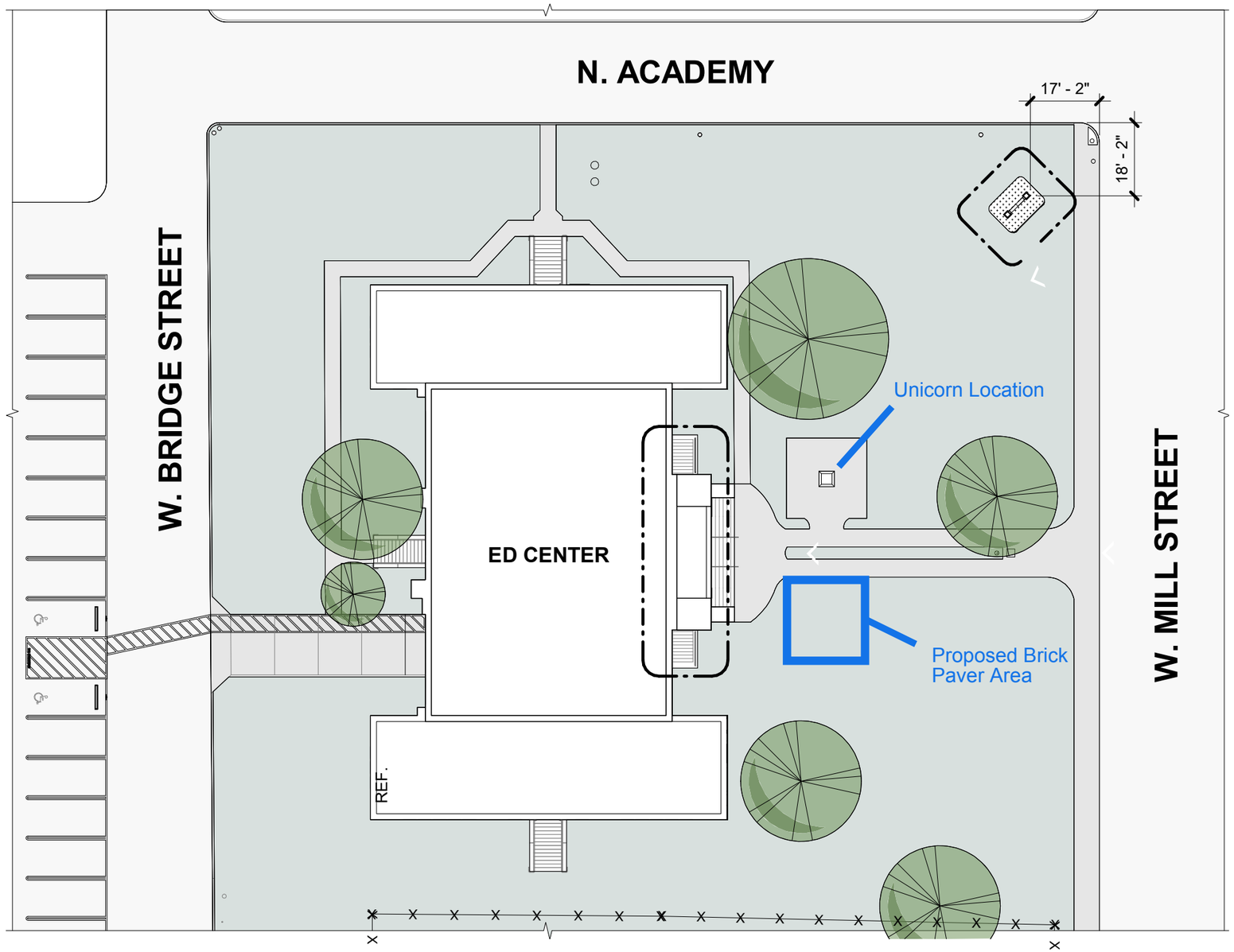


NORTH

1 SITE PLAN - MONUMENT SIGN

1" = 30'-0"

New Braunfels Youth Collaborative

NEW BRAUNFELS YOUTH COLLABORATIVE

ED CENTER - Conceptual Exterior Signage

430 W. Mill St., New Braunfels, TX 78130

11/12/2025

Agenda Item No. B)

PRESENTER
Katie Totman, Historic Preservation Officer

SUBJECT:
Case HST25-393: Discuss and Consider a Certificate of Alteration to restore the ghost sign on the front of the Henne Hardware building at 246 West San Antonio Street

HISTORIC DISTRICT/LANDMARK NAME: Downtown/Henne Hardware Building

APPLICABLE CITATIONS:
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 246 W San Antonio is known locally as the Henne Hardware building. It was built ca. 1893 by local contractor Christian Herry for Louis Henne. The property is both locally and state designated and contributes to the pending Central Downtown National Register of Historic Places district.

b. **SIGN RESTORATION**: The applicant is requesting to restore the ghost sign above the second story windows that reads “Louis Henne Co Hardware”. The applicant has provided documentation that indicate three separate signs occupied that space at different times throughout the history of the building. “Louis Henne Co Hardware” is the second sign that was painted in that location and is the oldest sign that the applicant has evidence of that is also concurrent with the era of storefront configuration that currently exists. A third sign was painted over it later that read “Henne Hardware and Electric”, likely ca. 1980s or ‘90s based on photographs of the building.

<u>Criteria for Evaluation</u>

(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. **N/A**

(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. **N/A**

(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. **The restoration of the ghost sign has historic documentation as evidenced not only by what is currently on the building but also found in historic photographs.**

(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. **The layered ghost signs may have acquired significance over time as they could be considered part of the building's evolution and history.**

(5) Distinctive stylistic features or examples of skilled craftsmanship which characterize a building, structure, object, or site shall be kept where possible. **N/A**

(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. **N/A**

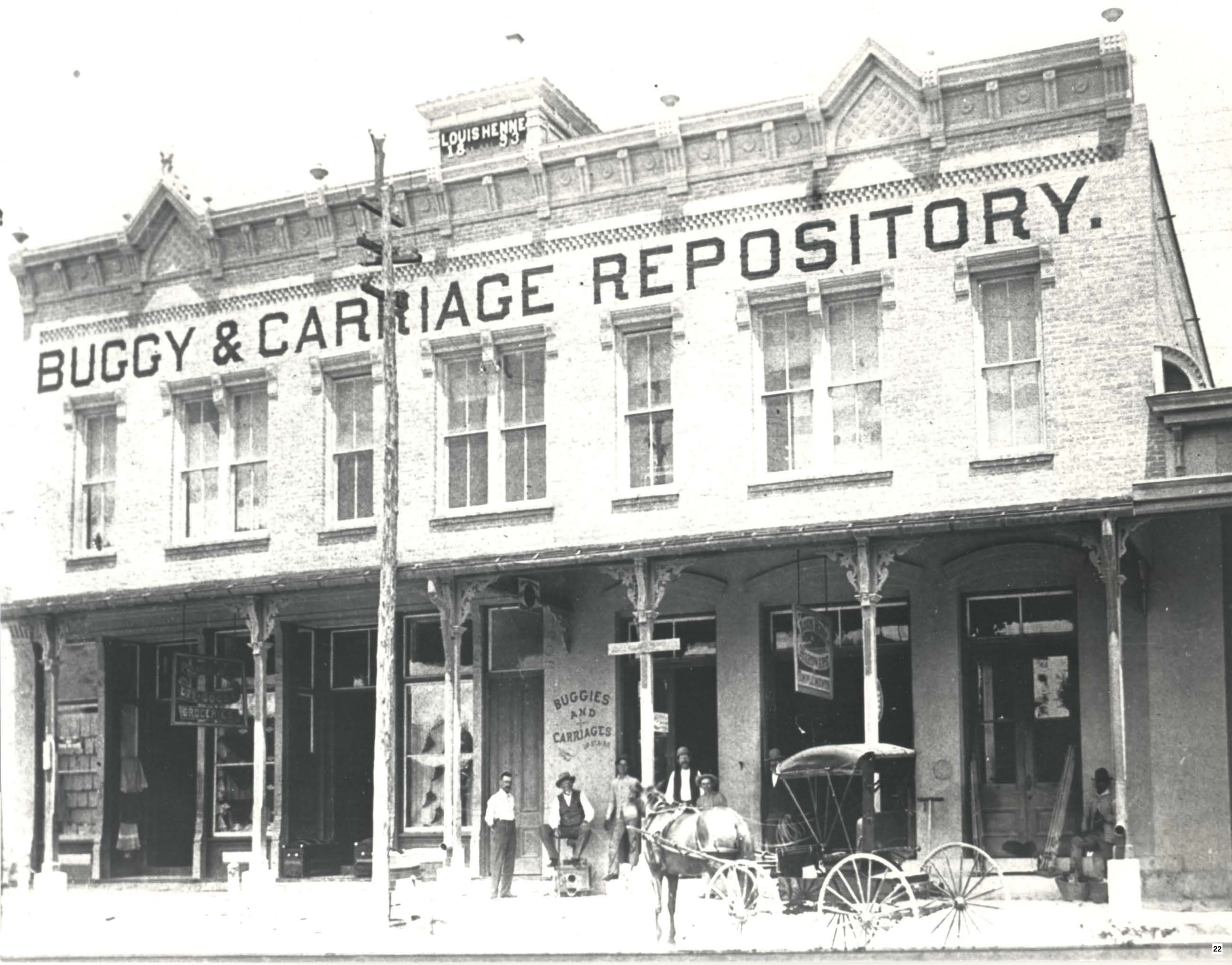
(7) The surface cleaning of structures shall be undertaken with the gentlest means possible. Sandblasting and other cleaning methods that will damage the historic building materials shall not be undertaken. **N/A**

(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. **N/A**

(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. **N/A**

STAFF ANALYSIS:
The visible ghost signs collectively may be considered as a distinctive historic feature and evidence of the building's evolution. Generally, it may be more consistent with the criteria for approval to retain and preserve the ghost signs in their current condition. However, restoration to the "Louis Henne Co Hardware" may be appropriate as it coincides with the restoration of the building to align with that same time period.


LOUIS HENNE
18 93
BUGGY & CARRIAGE REPOSITORY.
BUGGIES
AND
CARRIAGES

LOUIS HENNE 18 93
LOUIS HENNE Co. HARDWARE
BUTCHER
the
BRAHMAS

23

H & H FABRIC REMNANT HOUSE
KNITS
COTTONS
CREPES
Cotton
BLENDS
LOUIS HENNE Co. HARDWARE
BUTCHER
the
BRAHMAS

BRAUNTEX
HENNE HARDWARE AND ELECTRIC
OPEN SUNDAY

LOUIS HEINZE

LOUIS HENNE
18 93
Le Petit
SWEET
CANDY
236
230
SCOOP
Street
MOONSHINE & ALE

LOUIS HENNE
18 93

LOUIS HENNE
18 93

10/14/2025

Agenda Item No. C)

PRESENTER:
Katie Totman, Historic Preservation Officer
SUBJECT:
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
DEPARTMENT: Neighborhood & Community Planning
COUNCIL DISTRICTS IMPACTED: All

BACKGROUND INFORMATION:
Case No: ORD25-370

Staff Contact: Katie Totman, Historic Preservation Officer
(830) 221-4086 | ktotman@newbraunfels.gov <mailto:ktotman@newbraunfels.gov>

ISSUE:
Chapter 66 of the City's Code of Ordinances, Section 66-57.1, currently provides tax relief and incentives for the rehabilitation, stabilization, and renovation of designated historic landmarks and properties located within local historic districts. However, through collaboration with the Comal Appraisal District, it was noted that the ordinance lacks clarity in several areas, leading to administrative challenges for both entities in providing consistent guidance to applicants.

Specifically:

1. **Eligibility for Consecutive Tax Relief Terms:** Currently, applicants are required to submit the initial request for tax relief which, if approved, would be applied for a five (5) year period. At the end of the five (5) year period they are required to re-apply for a second five (5) year period.
2. **Qualification for Tax Relief**: The way in which the tax relief is determined is inconsistent with the current State Tax Code.

COMPREHENSIVE PLAN REFERENCE:
Action 1.11: Update policies and codes to achieve development patterns that implement the goals of this plan.
Action 2.5: Encourage diversification of commercial activity Downtown to build on and sustain existing historic resources and maximize structure utilization for economic expansion.

STRATEGIC PLAN REFERENCE:
☐Economic Mobility ☐Enhanced Connectivity ☒Community Identity
☒Organizational Excellence ☐Community Well-Being ☐N/A

Community Identity Objective 2:
This code amendment advances goals of the LDO including streamlined processes and encourages the preservation and rehabilitation of our historic resources.

Organizational Excellence Objective 2:
This code amendment demonstrates a cooperative relationship with other jurisdictions.

FISCAL IMPACT:
The existing incentive would remain, just restructured for clarity, consistency, streamlining, and ease of use and application.

RECOMMENDATION:
Approval. Staff worked with the Comal Appraisal District to develop these amendments that will clarify the process and ensure consistency with the appraisal district processes.

Sec. 66-57.1. Incentives.

(a) *Purpose.* To promote and protect the rich heritage of the city, and to encourage the designation of structures as historic landmarks, and the designation of historic districts this section of the city's historic preservation ordinance provides a tax relief for the stabilization, rehabilitation, and renovation of property(s) that are designated by the city as historic landmarks or located within a local historic district.

(b) *Rehabilitation tax relief.* From the date of passage of this section, the owner of property (structure and land) ~~having historic, architectural, and cultural significance, and so~~ designated ~~by the city's historic landmark commission, planning commission, and city council,~~ as a local historic~~al~~ landmark ~~-~~or located within a local historic district, as provided for in section 66-54 and 55, shall be eligible to apply for relief in city property taxes for a period of up to ~~five~~ 10 years. ~~Said property, whether owned by the same individual or not, shall be eligible for such relief an additional five years. The total period of time that any one property shall be eligible to receive such tax relief shall be ten years, whether such relief is granted for two consecutive five-year periods or separate terms. For a property to be considered for a consecutive five-year period, an application shall be made during the fourth year of the original request. Whether the application is for consecutive or future periods each request shall be considered separately and must qualify as outlined below. Upon the expiration of a relief period, the property shall be placed on the tax rolls at the new appraised value and taxed accordingly. Provided, however, that should an application be received and approved during the fourth year of the first request no new appraised value will be assessed or taxed.~~

(c) *Application Process.*

(1) Certification. An application for tax relief pursuant to this section shall be ~~made prior to the first of July of the tax year in which the relief would be granted~~ submitted to the city's historic preservation officer prior to the rehabilitation work taking place. ~~Application shall be made to the city's historic landmark commission with a recommendation to the city council for final action. If requested, the historic preservation officer may assist the owner in filing for such relief.~~ The historic preservation officer shall request action from the historic landmark commission. Each application for certification shall be signed and sworn to by the owner of the property and shall:

A. Include current pictures of the interior and exterior of the structure, as applicable to the work that is proposed to be performed;

B. Include a complete set of plans for the structure's restoration, if applicable;

C. Include an itemized statement of estimated costs for the restoration work;

(2) Verification. Once rehabilitation work is complete, the property owner shall submit an application to the city's historic preservation officer to complete the request for tax relief. The historic preservation officer shall request final action from the historic landmark commission. Each application for verification shall be signed and sworn to by the owner of the property and shall:

a. Include current color pictures of the interior and exterior of the structure, as application to work that was performed, showing the completed rehabilitation work;

b. Include an itemized statement or list of final costs for the restoration work that was completed;

~~A structure must be designated as a historic landmark as provided for in section 66-54 or located within a local historic district as provided for in section 66-55~~.

Tax Relief. In accordance with the provisions of this section, a building that is individually designated as a historic landmark or located within the boundaries of a locally designated historic district which is

substantially rehabilitated and is approved by the chief appraiser of the Comal or Guadalupe ~~County~~ Appraisal District, shall have an assessed value for ad valorem taxation as follows:

a. Properties shall have the assessed value for the city portion of the ad valorem taxation for a period of ten (10) tax years equal to the assessed value immediately prior to ~~preservation~~ rehabilitation taking place; ~~the~~

b. This exemption shall begin on the first day of the first tax year after final approval by the HLC, provided compliance with subsection (2) of this section.

(2~~1~~) *Qualification for tax relief.* The owner of a property, applying for tax relief, shall be entitled to such, provided that the improvement(s), renovation(s), or restoration(s) to the structure is at least ten (10) percent of the ~~value of the property~~ improvements value reflected on the tax rolls of the Comal or Guadalupe Appraisal District office of the tax year immediately prior to the rehabilitation work commencing. ~~The tax relief shall commence after the first of January in the tax year immediately following the year in which the work is completed.~~

~~The tax relief shall be determined in the following manner. The Comal or Guadalupe Appraisal District shall cause said improvement(s), renovation(s), or restoration(s) to the structure to be appraised on or before December 31 the year the work was completed. This new appraised value less the present property value shall be shown on the tax rolls of the Comal or Guadalupe Appraisal District as the new property value. However, said improvement(s), renovation(s), or restoration(s) shall not cause the value of the property to be less than the present value prior to completion of the work. under this subsection limited to .~~

(3~~2~~) *Eligible costs.* Eligible costs shall include exterior and interior improvements to the frame, walls, floor, ceiling, plumbing, electrical ~~wiring~~wiring, and mechanical items, such as heating and air conditioning systems. Fixtures, decorative items, and/or fencing shall not be eligible for consideration ~~unless such items were original fixtures and/or decorative items of the structure~~. Materials and labor for repairing, ~~replacing~~replacing, or adding any of the following shall be eligible:

a. Structural walls;

b. Structural subfloors;

c. Structural ceilings;

d. Exterior doors;

e. Exterior paint (consistent with those colors available during the time period the structure was built);

f. Mechanical equipment;

g. Windows;

h. Exterior brick veneers or treatments;

i. Plumbing;

j. Electrical wiring;

k. Roof and gutter where necessary for structural integrity;

l. Facade items;

m. Elevators;

n. Foundations;

o. Termite damage and treatment;

p. Security and/or fire protection systems;

q. Architectural and engineering services if directly related to the eligible costs described above;

r. Plumbing and electrical fixtures documented as historic fixtures; and

s. Limited demolition, not more than 15 percent of the original structure, and cleanup related to the eligible costs described above.

t. Any other items directly related to the preservation of the integrity and longevity of the structures on the site.

(3) *Ineligible costs.* Ineligible costs include the following:

a. Overhead;

b. Taxes;

c. Supervisor payroll;

d. Repairs of construction equipment;

e. Tools; and

f. Any other items not directly related to the exterior appearance or the structural integrity or viability of the structure.

(c) *Tax exemption for historic districts.* For properties located within a city designated historic district, property owners in the historic district will qualify for an ad valorem tax exemption of 20 percent of the assessed city ad valorem property tax. This tax exemption shall begin on the first day of the first tax year after designation of the historic district.

(d) *Building permit fees waived.* Upon approval of a certificate of alteration, the property owner will present said certificate to the ~~building department~~City. ~~and a~~All building permit fees will be waived with the exception of the application fee and any inspection fees that~~which will~~ still may be assessed.

(Ord. No. 98-25, § I, 9-14-98; Ord. No. 2007-24, § 1, 3-26-07; Ord. No. 2010-64, § 1(Exh. A), 10-11-10)

11/12/2025

Agenda Item No. A)

PRESENTER
Katie Totman, HPO

SUBJECT:
2026 CLG Grant Applications Now Open

11/12/2025

Agenda Item No. A)

PRESENTER
Teresa Johnson, HLC Chair

SUBJECT:
Comal County Historical Commission General Updates