

**DRAFT - MINUTES
OF THE NEW BRAUNFELS HISTORIC LANDMARK COMMISSION
REGULAR MEETING OF TUESDAY, JUNE 10, 2025**

1. CALL TO ORDER

Chair Johnson called the meeting to order at 8:32am.

2. ROLL CALL

The following Commissioners were present:

Justin Ball

Jillian Bliss

Nathan Feingold

Teresa Johnson

Christi Sims

Susan Sonier

Thomas Tumlinson

The following Commissioners were absent:

Jesus Najjar

Lynn Norvell

3. APPROVAL OF MINUTES

A) Approval of the May 13, 2025, regular meeting minutes and the May 23, 2025, special meeting minutes.

Motion by Commissioner Ball, seconded by Commissioner Sonier, to approve the May 13, 2025 regular meeting minutes . Motion carried unanimously (7-0-0).

Motion by Commissioner Sonier, seconded by Commissioner Sims, to approve the May 23, 2025 special meeting minutes. Motion carried unanimously (7-0-0).

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 one spoke.

6. INDIVIDUAL ITEMS FOR CONSIDERATION

A) HLC Case HST25-174: Discuss and Consider a Certificate of Alteration to demolish the existing garage and build a new garage at 594 S Academy.

Katie Totman presented the aforementioned item and recommended approval.

Chair Johnson asked if there were any questions for staff.

Brief discussion followed on the Certificate of Alteration application process and criteria.

Chair Johnson invited the applicant to speak on the item.

A representative of the applicant stated he was present to answer any questions.

Discussion followed on the material and design of the proposed siding, and compatibility with the neighborhood.

Motion by Commissioner Sims, seconded by Commissioner Ball, to approve the item as requested.

Discussion followed on the proposed siding material, and the intent of the request.

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

A vote was taken on the earlier motion by Commissioner Sims, seconded by Commissioner Ball, to approve the item as presented. Motion carried (6-1-0) with Commissioner Tumlinson in opposition.

B) HLC Case HST25-184: Discuss and Consider a Certificate of Alteration for the construction of a rear addition, siding replacement, roof replacement, door replacement, window replacement, and porch columns 574 S Academy.

Katie Totman presented the aforementioned item and recommended approval.

Chair Johnson asked if there were any questions for staff.

Discussion followed on the scope of the proposed alterations.

Chair Johnson invited the applicant to speak on the item.

Jason Owens elaborated on the request, discussing the intent of the request, the condition of the home's exterior, in-kind replacement material costs, efforts to keep alterations as close as possible to the original, the condition of the existing windows, and project challenges.

Discussion followed on staff's recommendation, proposed replacement materials, approval criteria, the scope of the proposed alterations, feasibility of in-kind replacement, the condition of the home, and the proposed siding material.

Further discussion followed on project challenges, the age and originality of the home, the intent of the request, habitability of historic structures, replacement materials, appearance from the street, neighborhood compatibility, the condition of the existing windows and the potential for repair or replacement, approval criteria, and staffs recommendation.

Further discussion followed on each of the requested alterations, the proposed materials and design of the windows, the condition of the home, feasibility of window repair, replacement, or salvage, and potential conditions of approval.

Chair Johnson asked if there were any further discussions or motion.

Motion by Chair Johnson, seconded by Commissioner Ball, to approve the Certificate of Alteration for the construction of a rear addition, replacement of the existing siding on the historic structure with a hardy siding that features a reveal of no more than 5-inches, replacement of the existing front facing door, the removal of the secondary door adjacent to the front door, rebuild or replace in kind the existing front porch columns, repair/replicate missing corbels, replacement of the existing metal roof with a new metal roof, and the restoration or replication of the six historic wood windows. Motion carried unanimously (7-0-0).

8. COMAL COUNTY HISTORICAL COMMISSION UPDATES

Chair Johnson provided an update from the Comal County Historical Commission.

At 9:39am Katie Totman announced that the meeting would continue

in the Tejas room of City Hall, 550 Landa St.

7. **STAFF REPORT**

A) Survey123 Training for Historic Resources Collection

Commissioner Bliss and Commissioner Feingold left the meeting at 9:40am.

Chair Johnson reconvened the meeting at 9:45am in the Tejas Room of City Hall.

Neil Rose provided training for the Survey123 app and how it could be utilized to conduct historical surveys.

Brief discussion followed on goals and procedures of the historical survey efforts.

9. **ADJOURNMENT**

There being no further business Chair Johnson adjourned the meeting at 10:38am.

By: _____
COMMISSION CHAIR

Attest:

COMMISSION LIAISON