

**DRAFT - MINUTES  
OF THE NEW BRAUNFELS HISTORIC LANDMARK COMMISSION  
REGULAR MEETING OF TUESDAY, OCTOBER 8, 2024**

**1. CALL TO ORDER**

Vice-Chair Feingold called the meeting to order at 8:30am.

**2. ROLL CALL**

The following Commissioners were present:

Richard Hillyer, Lynn Norvell, Susan Sonier, Thomas Tumlinson, and Nathan Feingold.

The following Commissioners were absent:

Justin Ball, Jillian Bliss Christi Sims and Teresa Johnson.

**3. APPROVAL OF MINUTES**

A) Approval of the September 10, 2024, regular meeting minutes.

**Motion by Commissioner Norvell, seconded by Commissioner Sonier, to approve the September 10, 2024 Regular Meeting Minutes. 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 HST24-330: Consider a Certificate of Alteration request to install a new hanging sign at 264 W San Antonio.

**Katie Totman presented the aforementioned item and recommended approval.**

**Vice-Chair Feingold asked if there were any questions for staff**

**No one spoke.**

**Vice-Chair Feingold asked if there were any further motion or discussion.**

**Motion by Commissioner Tumlinson, seconded by Commissioner Hillyer, to approve the item as presented. Motion carried unanimously.**

B) HLC Case HST24-331: Consider a Certificate of Alteration for the replacement of the existing wood windows with vinyl windows at 456 Magazine Avenue.

**Katie Totman presented the aforementioned item.**

**Vice-Chair Feingold asked if there were any questions for staff.**

**Discussion followed on the color of the proposed vinyl windows.**

**Vice-Chair Feingold invited the applicant to speak on the item.**

**Paul Shipman elaborated on the request discussing the condition of the existing windows, and the scope of work proposed.**

**Discussion followed on the design of the proposed replacement windows, historic review guidelines, the condition of the existing windows, and the cosmetic implications of the proposed changes.**

**Further discussion followed on the potential visual impact of vinyl replacements versus historical accuracy, and a concern for setting a precedent that could undermine the established historical guidelines.**

**Vice-Chair Feingold opened the public hearing and asked if anyone wished to speak on the item.**

**No one spoke.**

**Vice-Chair Feingold closed the public hearing.**

**Vice-Chair Feingold asked if there were any further motion or discussion.**

**Motion by Commissioner Norvell, seconded by Commissioner Sonier, to approve the item with the condition that the original screens must be reinstated as part of the replacement process. Motion carried unanimously.**

## **6. STAFF UPDATES**

A) Design guidelines and historic preservation ordinance updates

**Katie Totman provided an update on the Historic Design Guidelines and Historic Preservation Ordinance as part of the Land Development Ordinance Draft.**

Discussion followed exploring the creation of a subcommittee for additional feedback beyond stakeholders, draft timelines, and historic guideline content and amendment procedures.

**7. COMAL COUNTY HISTORICAL COMMISSION UPDATES**

Chair Johnson was not present to provide an update.

**8. ADJOURNMENT**

There being no further business Vice-Chair Feingold adjourned the meeting at 9:09am.

By: \_\_\_\_\_  
COMMISSION CHAIR

Attest:

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COMMISSION LIAISON