

**Historic Landmark Commission
Meeting Minutes
October 10, 2023**

Members Present

Chair Teresa Johnson
Vice-Chair Nathan Feingold
Justin Ball
Richard Hillyer
Christi Sims
Susan Sonier
Thomas Tumlinson

Staff Present

Nathan Brown, Assistant City Attorney
Katie Totman, Historic Preservation Officer
Colton Barker, Assistant Planner
Evin Wilson, Assistant Planner

Members Absent

Jillian Bliss
Joel Rector

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 Ball, seconded by Commissioner Sims to approve the regular meeting minutes of September 12, 2023. Motion carried (7-0-0).

4. CITIZENS COMMUNICATION

No one spoke.

5. SPECIAL PRESENTATIONS

- A) Presentation of Historic Plaque for 636 S Castell, a new local historic landmark. *Presented by Katie Totman, Historic Preservation Officer*

6. ITEMS FOR CONSIDERATION

- B) **HST23-383: Discuss and consider a Certificate of Alteration to perform various maintenance work, replace an existing door, add lighting, and create an enclosed patio at the property located at 278 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.

Chair Johnson asked if there were any questions for staff.

Vice-Chair Feingold asked Totman questions regarding the zoning of the subject property.

Totman clarified that the property is zoned C-2, and residential is an allowed use.

TJ Grossi, representing the owner, elaborated on the fencing for the project and ensured the board that there will be no encroachment in the right of way. He stated that the goal of the proposed design is to highlight arch features present on the windows and doors.

Discussion followed regarding the design aspects of the proposed alteration.

Chair Johnson asked if any citizens wished to speak.

No one spoke.

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

Motion by Commissioner Hillyer, seconded by Commissioner Tumlinson, to approve a Certificate of Alteration to perform various maintenance work, replace an existing door, add lighting, and create an enclosed patio at the property located at 278 W San Antonio, located in the Downtown Historic District. Motion Carried (7-0-0)

7. Staff Report

A) Presentation, discussion, and possible direction to staff about the ongoing historic design guidelines updates.

Totman presented an update to the workshop meeting that took place on September 26, 2023, and stated that the consensus of the workshop was that the city should focus on one historic design guideline at a time.

Totman proposed working on construction guidelines first, as it was the most pressing issue for the commission, and proceeded to ask the commission if they had any questions or feedback.

Commissioner Tumlinson and Totman discussed the guidelines of San Antonio and San Marcos.

Commissioner Sims gave input on San Marcos' guidelines, stating that they were very simple and that she likes the way Totman wants to take inspiration from both San Marcos and San Antonio to work on the New Braunfels guidelines.

Commissioner Sims suggested that all commissioners should be sent a copy of the proposed guidelines and provide feedback before the next meeting.

The commission agreed with Commissioner Sim's proposal to provide feedback and then later discuss the guidelines at the next meeting.

Commissioner Hillyer asked if the draft covers both new construction and alterations.

Totman clarified that the draft is specific to new construction, and the draft guidelines will be separate.

The commission agreed on keeping the construction and alteration guidelines separate.

Commissioner Sims asked for a due date on feedback.

Totman said they will be due Wednesday, November 1st.

B) Upcoming Historic Window Workshop – October 14, 2023

Totman discussed an upcoming historic window workshop to be held on October 14, 2023, at the New Braunfels Heritage Society.

C) Update the Comal County Historical Commission.

Chair Johnson discussed the new Texas History Navigator App developed by the Texas Historic Commission.

Chair Johnson added that the Texas Historic Commission added the Frueholz building and medical office to the national register of historic places, and that the Sophienburg district had a 90th anniversary party over the weekend.

Chair Johnson stated that the Texas Historic Commission is visiting downtown New Braunfels in the future to conduct a survey.

Commissioner Ball discussed a project to move a structure from 240 S Kowald to the Heritage Village of New Braunfels.

8. ADJOURNMENT

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

Chair

Date