

**Historic Landmark Commission
Meeting Minutes
February 13, 2024**

Members Present

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

Staff Present

Katie Totman, Historic Preservation Officer
Colton Barker, Assistant Planner

Members Absent

Jillian Bliss
Thomas Tumlinson

1. CALL TO ORDER

Chair Johnson called the meeting to order at 8:34 am.

2. ROLL CALL

Roll was called and a quorum was declared.

3. APPROVAL OF MINUTES

Motion by Commissioner Sims to approve the regular meeting minutes of January 9, 2024. Motion carried (5-0-0).

4. CITIZENS COMMUNICATION

No one spoke.

5. ITEMS FOR CONSIDERATION

A) HST23-492 Discuss and consider an application for the Historic Tax Relief for the property located at 708 W Mill, an individual historic landmark. Presented by Katie Totman, Historic Preservation Officer

Katie Totman presented the staff report.

Chair Johnson asked if there were any questions for staff or the applicant.

No one spoke.

Chair Johnson asked if there was any discussion or motion.

Motion by Commissioner Hillyer, seconded by Commissioner Sonier, to approve an application for the Historic Tax Relief for the property located at 708 W Mill, an individual historic landmark. Motion carried (5-0-0).

B) HST24-033 Discuss and consider a Certificate of Alteration to perform exterior alterations to the building located at 111 W San Antonio, 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 was any questions for staff or the applicant.

No one spoke.

Chair Johnson asked if there was any 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 111 W San Antonio, in the Downtown Historic District.

Motion carried (5-0-0).

6. STAFF REPORT

A) Staff update & discussion regarding the Draft Guidelines for Additions.

Discussion followed on the draft historical guidelines to be included as part of the drafting of the Land Development Ordinance.

Commissioner Sonier left the meeting at 8:49am.

Katie Totman briefly paused the meeting until Commissioner Ball arrival.

Commissioner Ball arrived at 8:51am.

B) Discuss and consider changing the day and/or time of the HLC Regular Meetings.

Discussion followed on the potential for change regarding the meeting dates and times of the Historic Landmark Commission.

C) Staff update regarding violations and proactive efforts.

Katie discussed her recent efforts working with the Code Compliance division to address potential violations.

7. COMAL COUNTY HISTORICAL COMMISSION UPDATE

Chair Johnson provided updates for a number of properties in Comal County and historic markers in both the County and City.

8. ITEMS FOR MARCH MEETING

Discussion followed on potential improvements to public notification in regard to historic districts.

9. ADJOURNMENT

There being no further business, Chair Johnson adjourned the meeting at 9:05 am.

Chair

Date