



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



TUESDAY, JULY 14, 2026 at 8:30 AM

AGENDA

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **APPROVAL OF MINUTES**
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. **WELCOME TO NEW MEMBERS**

- A) Welcome and New Member Introductions [26-766](#)

6. **INDIVIDUAL ITEMS FOR CONSIDERATION**

- A) HLC Case HST26-243: Discuss and consider a [26-771](#)
Certificate of Alteration to add a sign on the main building
at 173 East San Antonio Street.

7. **UPDATES & REPORTS**

- A) Comal County Historical Commission General Updates [26-767](#)

8. **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.

7/14/2026

Agenda Item No. A)

SUBJECT:

Welcome and New Member Introductions

BACKGROUND INFORMATION:

Jonathon Frazier was appointed to the Historic Landmark Commission effective 6/8/2026. Current and new members will be asked to introduce themselves.

7/14/2026

Agenda Item No. A)

PRESENTER

Katie Totman, HPO

SUBJECT:

HLC Case HST26-243: Discuss and consider a Certificate of Alteration to add a sign on the main building at 173 East San Antonio Street.

DEPARTMENT: Neighborhood & Community Planning**HISTORIC DISTRICT/LANDMARK NAME:** Downtown Historic District**APPLICABLE CITATIONS:***Code of Ordinances, Chapter 66 - Historic Preservation**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 primary building located at 173 East San Antonio Street was built between March 2021 and 2022 and is not of historic age. It is in the Downtown Historic District.

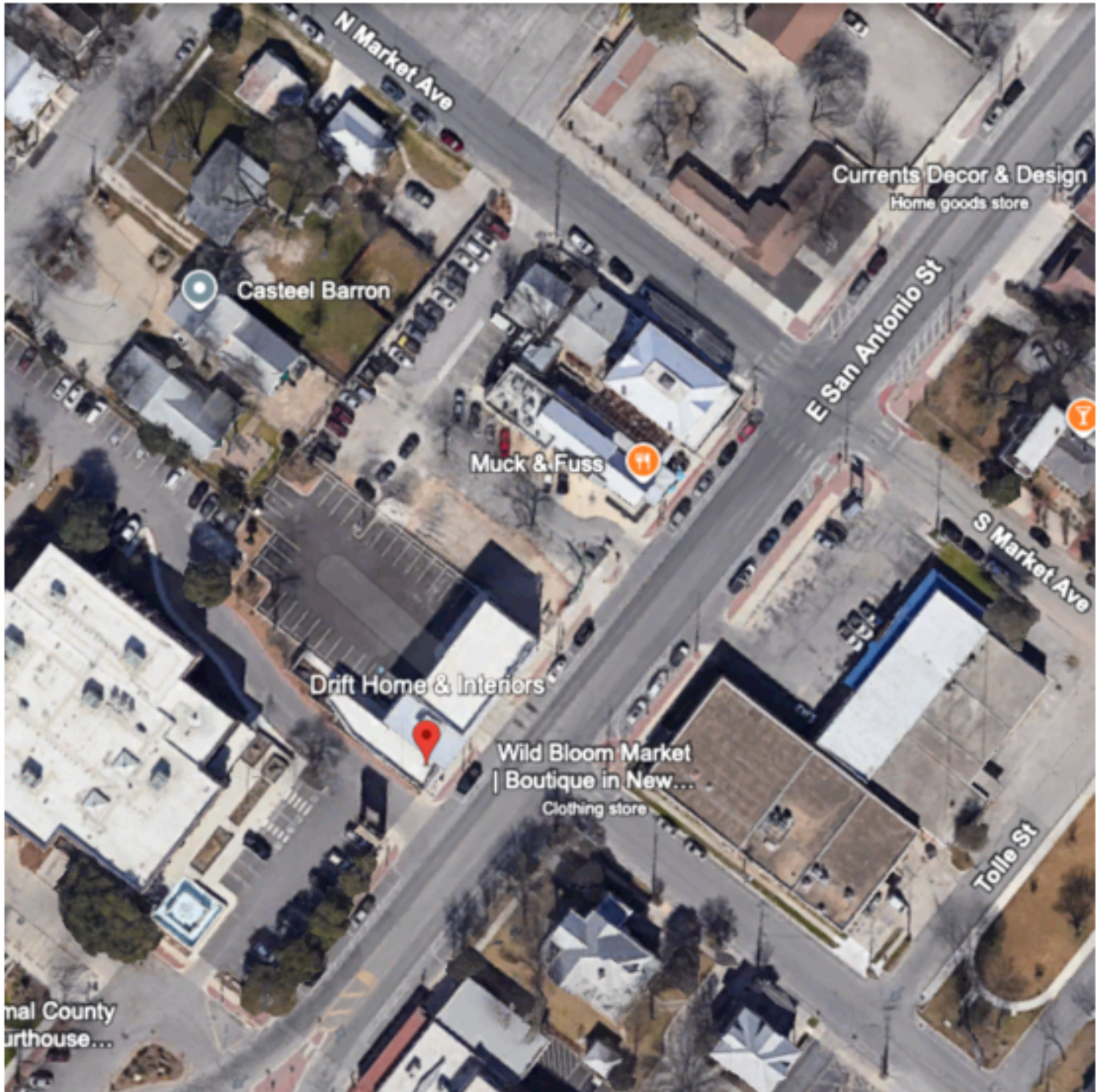
b. **SIGNAGE** - The applicant is requesting to install a sign on the awning of the building. The dimensions are 9 -feet long by 2-feet 8 7/8 inches and will consist of cut steel letters painted black.

Applicable Criteria for Approval

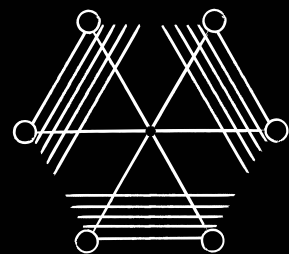
(9) Contemporary design for alterations and additions to existing properties shall not be discouraged when such alterations and additions do not destroy significant historical, architectural, or cultural material, and such design is compatible with the size, scale, color, material, and character of the property, neighborhood, or environment. **The introduction of the sign does not appear to detract from the façade and is generally proportionate in scale to the building. There are also other examples of awning signs within the district.**

STAFF ANALYSIS:

Staff finds that the proposed sign is generally in line with the criteria for approval based on finding b.



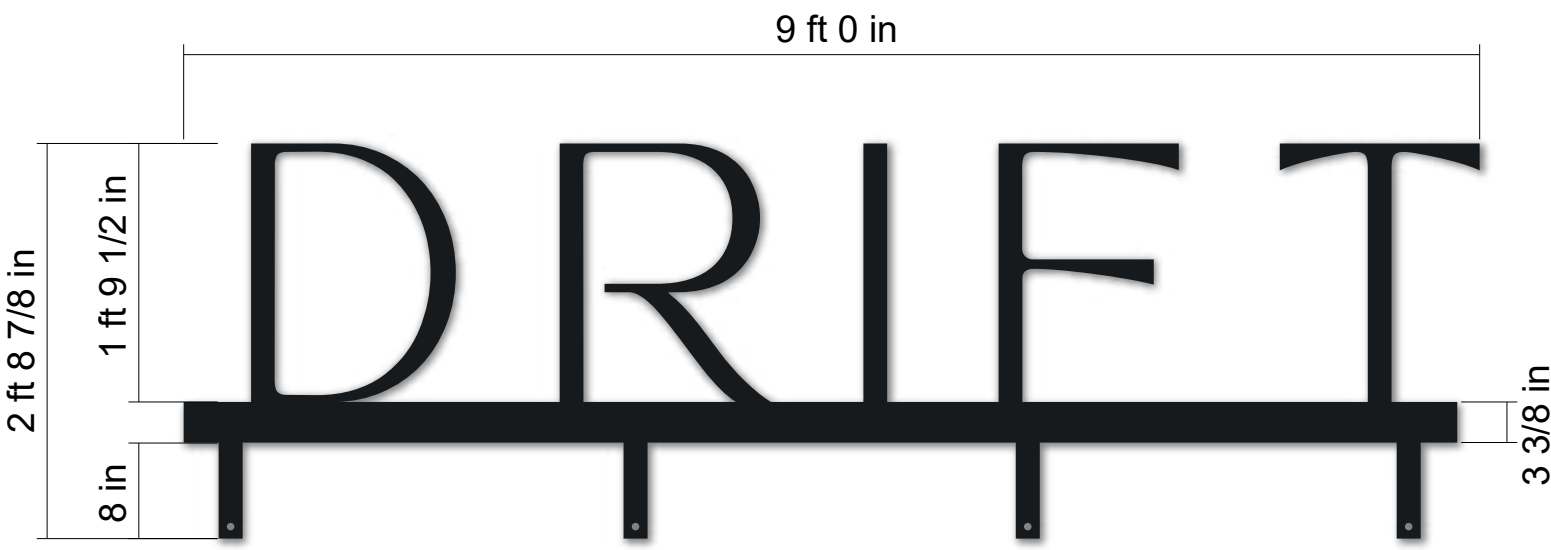




MOONTOWER
SIGNAGE & BRANDING

DRIFT HOME +
INTERIORS

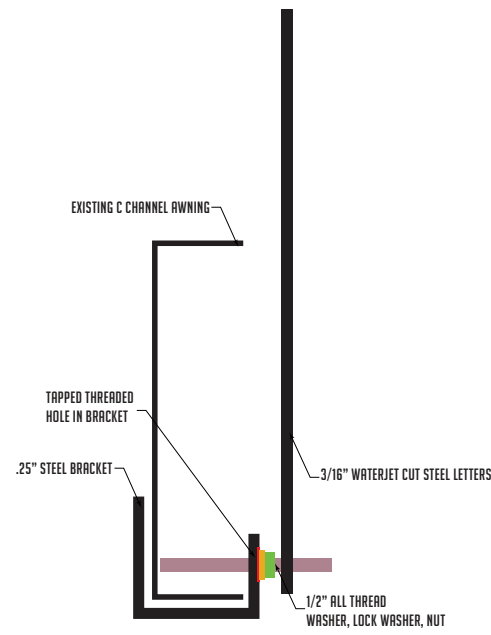
DRIFT | NEW BRAUFELS, TX



ST.1 WATERJET-CUT LETTERS
SCALE: 3/4" = 1'

NOTE - DIMENSIONS TO BE VERIFIED PRIOR TO PRODUCTION.

ST.1 MOUNTING DETAILS
SCALE: N.T.S



FABRICATE AND INSTALL (QTY. 1) WATERJET-CUT LETTERS

- 3/16" WATERJET CUT STEEL LETTERS PAINTED TO MATCH BLACK
- WATERJET CUT STEEL LETTERS MOUNTED ON EXISTING AWNING USING STEEL BRACKET & APPROVED HARDWARE



ST.1 EXISTING VIEW
SCALE: N.T.S.



ST.1 PROPOSED VIEW
SCALE: N.T.S.



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JOB # TBD
DRIFT
173 E SAN ANTONIO ST,
NEW BRAUNFELS, TX 78130

DATE - 05/18/26
SALES REP:
CRAIG DILLEY
DRAWING ID
TBD_ST1_V1

CLIENT / LANDLORD APPROVAL

DATE



MEMBER OF
UL LISTED
UL INSTALLATION REQUIREMENTS
THIS SIGN IS INTENDED TO BE INSTALLED IN ACCORDANCE WITH THE REQUIREMENTS OF ARTICLE 600 OF THE NATIONAL ELECTRICAL CODE AND/OR OTHER APPLICABLE LOCAL CODES. THIS INCLUDES PROPER GROUNDING AND BONDING OF THE SIGN.



Historic Landmark Commission Agenda Item Report

550 Landa Street
New Braunfels, TX

7/14/2026

Agenda Item No. A)

PRESENTER

Teresa Johnson, HLC Chair/CCHC Commissioner

SUBJECT:

Comal County Historical Commission General Updates