

B: Application



Planning & Development Services Historic Preservation
550 Landa Street
New Braunfels, Texas 78130
(830) 221-4086
www.nbtexas.org/474/Historic-Preservation

Case No: HST 21-351

Meeting Date: 10-12-21

☒ Historic District Sophienburg Hill
☐ Historic Landmark

Staff use only

Certificate of Alteration Application

NO FEE

Submit this Certification of Alteration application for review prior to submitting for any required building permit applications. Any variances, special exceptions or special approvals must be approved prior to submitting this application. A Certificate of Alteration does not substitute for or supersede any other permit reviews.

The Historic Preservation Officer (HPO) may approve certain minor projects without a review by the Historic Landmark Commission. Minor projects include routine maintenance and repair and limited minor alterations. Contact Caleb Gasperek (830-221-4086 or CGasperek@nbtexas.org) if you have questions about whether or not your project qualifies for administrative approval.

1. APPLICANT INFORMATION:

Name: Forrest & Kerry Wiggins
Mailing Address: 519 Magazine Avenue
City/State/ZIP: New Braunfels, TX 78130
Telephone: 830-837-8509 Email: forrest@mccrearysales.com
830-832-0626 kerry.wiggins@bmalisd.org

2. PROPERTY OWNER (IF NOT APPLICANT*):

*Letter of Authorization is required if the applicant is not the property owner.

Name: _____
Mailing Address: _____
City/State/ZIP: _____
Telephone: _____ Email: _____

3. ARCHITECT OR CONTRACTOR:

Name: Wesley May
Company Name: Integrity Builders
Mailing Address: _____
City/State/ZIP: _____
Telephone: 210-872-3780 Email: wesley.s.-may@gmail.com

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SUBMITTAL CHECKLIST:

STAFF:	APPLICANT:
<input type="checkbox"/>	<input type="checkbox"/> Completed application Please note: Any application that is missing information will be considered incomplete and cannot be accepted.
<input type="checkbox"/>	<input type="checkbox"/> Dimensioned and scaled building plans Please note: For review purposes electronic submittal of plans in PDF format is preferred. If hard copies are submitted original plans should be no larger than 11" x 17" and be of a good, reproducible quality. Inaccurate or non-legible site plans can result in a delay with the application review. Must include the following documents: <ul style="list-style-type: none"><input type="checkbox"/> Site plan (one for existing and one for proposed conditions. Must indicate all proposed site changes, such as additions, alterations, new construction or demolition)<input type="checkbox"/> Elevation plans (must specify all exterior changes and exterior building materials and finishes to be used, i.e., siding, roofing, windows, doors, fences, etc.)<input type="checkbox"/> Floor plans<input type="checkbox"/> Roof plan (required for new construction affecting the roof)
<input type="checkbox"/>	<input type="checkbox"/> Material samples, specifications or manufacturer information
<input type="checkbox"/>	<input type="checkbox"/> Color photographs of the structure and site (Staff may require a site visit prior to meeting and is available to photograph the property)

The signature of owner authorizes City of New Braunfels staff to visit and inspect the property for which this application is being submitted. The signature also indicates that the applicant or their agent has reviewed the requirements of this application/checklist and all items on this checklist have been addressed and complied with. Additionally, the signature indicates that the applicant or their agent has read and acknowledged the following page regarding the submittal process and the review criteria for a Certificate of Alteration.

Property Owner's Signature:  Date: 9/29/21

Applicant Signature: _____ Date: _____

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4. **SUBJECT PROPERTY:**

Property Address/Location: 519 Magazine Avenue
NEW Braunfels 78130

Legal Description:

Name of Subdivision: Sophienburg Hill Historic District

Lot(s): 3 Block(s): 4066 Acreage: .21

Existing Use of Property: residential

5. **SCOPE OF WORK (ATTACH ADDITIONAL PAGES IF NECESSARY):**

new carport (not attached to house) --
see attached drawings

A Certificate of Alteration is required for all non-routine exterior work, including:

- Alterations to historic materials;
- Alterations to the visual appearance of a site;
- Alterations to building façade;
- Additions to existing buildings;
- Signage for commercial properties;
- Re-cladding;
- Window & door replacement;
- Construction of new buildings;
- Changes in roof color or materials;
- Major landscape work (including pools);
- Changes in sidewalks;
- Changes in driveways; and,
- Demolition of buildings within historic districts.