



CITY OF SAN ANTONIO
OFFICE OF HISTORIC PRESERVATION

**COMPLIANCE AND TECHNICAL ADVISORY BOARD
MEETING MINUTES
FRIDAY, JUNE 20, 2025**

The City of San Antonio Compliance and Technical Advisory Board (**CTAB**) met on June 20, 2025, at 1901 South Alamo Street, San Antonio, Texas 78204.

MEETING CALLED TO ORDER:

Chair Sepulveda called the meeting to order at 9:01 a.m.

ROLL CALL:

PRESENT: Flores, Garcia, Burgard (virtual), Spiller, Setser (virtual), Vasquez, Sepulveda

ABSENT: Davis, Fullerton, and Pollog

- Commissioner Fullerton arrived at 9:16 a.m.

ANNOUNCEMENTS:

- Spanish interpreter services available to the public during the hearing.
- OHP staff welcomed new District 5 Commissioner, Romulo Spiller.
- Item 5 was postponed by the applicant.

CHAIR'S STATEMENT:

Chair Sepulveda provided a statement on meeting processes, appeals, time limits, and decorum.

APPROVAL OF MEETING MINUTES:

MOTION: Vice Chair Vasquez moved to approve CTAB meeting minutes for May 23, 2025. Commissioner Garcia seconded the motion.

VOTE: AYE: Flores, Garcia, Burgard, Spiller, Setser, Vasquez, and Sepulveda
NAY: None.
ABSENT: Davis, Fullerton, and Pollog

ACTION: **MOTION PASSED with 7 AYES. 0 NAYS. 3 ABSENT.**

PUBLIC COMMENTS:

- Item 1 – Ryan Reed, on behalf of the Monte Vista Neighborhood Association Architectural Review Committee, spoke in opposition to the request.
- Item 1 – Monte Vista Historical Association's Architectural Review Committee submitted a letter opposing the request.

CONSENT AGENDA:

Chair Sepulveda asked if any commissioner would like to pull items from the Consent Agenda.

- Vice Chair Vasquez pulled Item 1 from the Consent Agenda for individual consideration.
- Commissioner Flores pulled Item 2 from the Consent Agenda for individual consideration.

All consent agenda items were pulled for individual consideration.

INDIVIDUAL CONSIDERATION ITEMS:

ITEM 1. HDRC NO. 2025-132
ADDRESS: 112 W HOLLYWOOD AVE
APPLICANT: Victoria Gough

REQUEST:

The applicant is requesting a Certificate of Appropriateness for approval to perform terracing work at the existing front yard berm. The proposed terracing work will begin at the property line at the right of way and extend to the south towards the top of the existing berm.

RECOMMENDATION:

Staff recommends approval based on findings a through e, as submitted.

PUBLIC COMMENT: Provided at the beginning of the meeting.

MOTION: Vice Chair Vasquez moved to deny the request and stipulated that the applicant reconstruct the historic berm.
Commissioner Garcia seconded the motion.

VOTE: AYE: Flores, Garcia, Burgard, Spiller, Setser, Fullerton, and Vasquez
NAY: Sepulveda
ABSENT: Davis and Pollog

ACTION: MOTION PASSED with 7 AYES. 1 NAY. 2 ABSENT.

ITEM 2. HDRC NO. 2025-140
ADDRESS: 219 W ELSMERE PLACE
APPLICANT: Dennis Oliver

REQUEST:

The applicant is requesting a Certificate of Appropriateness for approval to:

1. Install a limestone retaining wall.
2. Install a landscape bed with steel edging.
3. Install Rocky Mountain flat stones at the front yard.

RECOMMENDATION:

Staff recommends approval of items 1 through 3, based on findings a through f, with the following stipulations:

- i. That the applicant reduce the total height of the retaining wall to not exceed the height of slope it retains.
- ii. That the applicant increase the coverage of the Asiatic jasmine, reduce the footprint of the Rocky Mountain flat stones, and provide an updated landscape site plan for review by OHP staff prior to the issuance of a Certificate of Appropriateness.

PUBLIC COMMENT: None.

MOTION: Commissioner Flores moved to approve with staff recommendations.
Commissioner Fullerton seconded the motion.

VOTE: AYE: Flores, Garcia, Burgard, Spiller, Setser, Fullerton, and Sepulveda
 NAY: Vasquez
 ABSENT: Davis and Pollog

ACTION: **MOTION PASSED with 7 AYES. 1 NAY. 2 ABSENT.**

ITEM 3. HDRC NO. 2025-142
 ADDRESS: 627 E GUENTHER ST
 APPLICANT: Genaro Rendon-Lopez/Mr

REQUEST:

The applicant is requesting a Certificate of Appropriateness for approval to install a 12'0" wide x 20'0" long concrete driveway in front of the primary structure on the NE corner of the property.

RECOMMENDATION:

Staff does not recommend approval of the request based on findings a and b. Staff recommends the applicant utilize the existing alley-access driveway at the rear of the property.

PUBLIC COMMENT:

- The King William Association Architectural Advisory Committee submitted a letter in opposition to the request.

MOTION: Vice Chair Vasquez moved to deny the request.
 Commissioner Flores seconded the motion.

VOTE: AYE: Flores, Garcia, Burgard, Spiller, Setser, Fullerton, Vasquez, and Sepulveda
 NAY: None
 ABSENT: Davis and Pollog

ACTION: **MOTION PASSED with 8 AYES. 0 NAYS. 2 ABSENT.**

ITEM 4. HDRC NO. 2025-149
 ADDRESS: 251 BRAHAN BLVD
 APPLICANT: Damian Gonzales

REQUEST:

The applicant is requesting a Certificate of Appropriateness for approval to:

1. Modify the existing front landscape with the installation of plants and grass.
2. Install a stucco retaining wall as submitted in the updated drawings, spanning the south property line and not exceeding 3' at any point.
3. Install new concrete steps with a stucco retaining wall to the right of the central walkway.
4. Install pour-in-place concrete step pads between the left side of the property and central front walkway.
5. Install a non-continuous front walkway composed of pour-in-place concrete step pads with shadow stone gravel in between the pads.

RECOMMENDATION:

Staff recommends approval of items 1-4 based on findings a-d, with the following stipulations:

- i. The stucco retaining wall along the south property line match the height specified on the site plan, not to exceed 3' at any point.

Staff does not recommend approval of item 5 based on finding e. Staff recommends the existing solid front walkway be retained or repaired in kind.

PUBLIC COMMENT:

- Karen Roe submitted a letter in support of the request.
- Marguerite McCormick submitted a letter in support of the request.
- Joe Bravo submitted a letter in support of the request.
- Letitia Riley submitted a letter in support of the request.

MOTION 1: Vice Chair Vasquez moved to approve item 1 and deny items 2-5.
Commissioner Garcia seconded the motion.

VOTE: AYE: Garcia, Burgard, and Vasquez
 NAY: Flores, Spiller, Setser, Fullerton, and Sepulveda
 ABSENT: Davis and Pollog

ACTION: **MOTION FAILED with 3 AYES. 5 NAYS. 2 ABSENT.**

MOTION 2: Commissioner Flores moved to approve with staff stipulations.
Commissioner Setser seconded the motion.

VOTE: AYE: Flores, Spiller, Setser, Fullerton, and Sepulveda
 NAY: Garcia, Burgard, and Vasquez
 ABSENT: Davis and Pollog

ACTION: **MOTION PASSED with 5 AYES. 3 NAYS. 2 ABSENT.**

ITEM 5. POSTPONED PRIOR TO HEARING

ITEM 6. HDRC NO. 2025-134
 ADDRESS: 617 E GUENTHER ST
 APPLICANT: Jorgeluis Espinoza/Blue Hammer Construction LLC

REQUEST:

The applicant is requesting a Certificate of Appropriateness for approval to replace one wood window located on the first floor and two wood windows located on the second floor with aluminum one-over-one windows.

RECOMMENDATION:

Staff does not recommend approval of the request, based on the findings. Staff recommends the applicant repair the first-floor wood window in-kind and replace the two one-over-one wood windows on the second floor with a salvaged wood window or a new fully wood window conforming to Guidelines.

PUBLIC COMMENT:

- The King William Association Architectural Advisory Committee submitted a letter in support of staff findings and recommendation to not recommend approval.

MOTION: Commissioner Garcia moved to deny the request.
 Vice Chair Vasquez seconded the motion.

VOTE: AYE: Flores, Garcia, Burgard, Spiller, Setser, Fullerton, Vasquez, and Sepulveda
 NAY: None
 ABSENT: Davis and Pollog

ACTION: **MOTION PASSED with 8 AYES. 0 NAYS. 2 ABSENT.**

ITEM 7. **HDRC NO. 2025-131**
 ADDRESS: 609 DONALDSON AVE
 APPLICANT: Desiree Ng

REQUEST:
The applicant is requesting a Certificate of Appropriateness for approval to paint the masonry exterior.

RECOMMENDATION:
Staff does not recommend approval of the request, based on the findings. Staff recommends the applicant work with staff to remove the paint onsite using appropriate paint removal methods.

PUBLIC COMMENT:
 ▪ Pam Carpenter spoke in opposition to the case.
 ○ Bianca Maldonado yielded her time to Pam Carpenter.


MOTION: Vice Chair Vasquez moved to deny the request and stipulated that the applicant to work with OHP staff for paint removal.
 Commissioner Spiller seconded the motion.

VOTE: AYE: Flores, Garcia, Burgard, Spiller, Setser, Fullerton, Vasquez, and Sepulveda
 NAY: None
 ABSENT: Davis and Pollog

ACTION: **MOTION PASSED with 8 AYES. 0 NAYS. 2 ABSENT.**

ADJOURNMENT: The meeting adjourned at 10:29 a.m.

APPROVED:



Jason Vasquez, Vice Chair
Compliance and Technical Advisory Board
City of San Antonio

Date: 7/18/25