



**CITY OF SAN ANTONIO
OFFICE OF HISTORIC PRESERVATION**

**HISTORIC AND DESIGN REVIEW COMMISSION
WEDNESDAY, APRIL 5, 2023
MEETING MINUTES**

The City of San Antonio Historic and Design Review Commission met on Wednesday, April 5, 2023, at 1901 South Alamo Street, San Antonio, Texas 78204.

MEETING CALLED TO ORDER:

Chairman Fetzer called the meeting to order at 3:04 p.m. for work session.

ROLL CALL:

Present: Gibbs, Velásquez, Mazuca, Carpenter, Grube, Savino, Cervantes, Baker, Fetzer
Absent: Fish, District 4 Commissioner (Vacant)

CHAIRMAN’S STATEMENT:

Chairman Fetzer provided a statement regarding meeting and appeal processes, time limits, and decorum.

ANNOUNCEMENTS:

Spanish interpreter services available to the public during the hearing.
Item 16 was postponed by the applicant.

PUBLIC COMMENT:

Item 1 – Bianca Maldonado on behalf of Monticello Park Neighborhood Assoc. supported the case.
Item 2 – Valerie Cortez, on behalf of the Concerned Citizens of Dignowity Hill, opposed the case.
Item 3 – Kathy Kravnik, on behalf of Conservation Society of San Antonio, supported the case.
Item 3 – Conservation Society of San Antonio submitted a letter with comments.
Item 7 – Bianca Maldonado on behalf of Monticello Park Neighborhood Assoc. supported the case.

Commissioner Fetzer asked if any commissioner would like to pull items from the consent agenda.

CONSENT AGENDA:

Item 1, Case No. 2023-118	321 CLUB DR
Item 2, Case No. 2023-103	918 N PINE ST
Item 3, Case No. 2023-120	Multiple structures throughout the La Villita Historic District; Buildings 1, 2, 3, 4, 5, 6, 7, 8, 10, 11, 12, 13, 14, 16, 17, 18, 20, 21, 22, 23, 24, and 29
Item 4, Case No. 2023-098	4002 ROOSEVELT AVE
Item 5, Case No. 2023-105	600 HEMISFAIR PLAZA WAY
Item 6, Case No. 2023-104	312 RIDDLE ST
Item 7, Case No. 2022-505	515 CLUB DR

MOTION: Commissioner Velásquez moved to approve items 1-7 with staff stipulations.
Commissioner Cervantes seconded the motion.

VOTE: AYE: Gibbs, Savino, Velásquez, Mazuca, Carpenter, Grube, Cervantes, Baker, Fetzer
NAY: None.
ABSENT: Fish, District 4 Commissioner (Vacant)

ACTION: **MOTION PASSED with 9 AYES. 0 NAYS. 2 ABSENT.**

INDIVIDUAL CONSIDERATION ITEMS:

ITEM 8. HDRC NO. 2023-076
ADDRESS: 103 E HUISACHE AVE
APPLICANT: Joseph Cotton

REQUEST:

The applicant requests a Certificate of Appropriateness for approval to:

1. Expand driveway and apron from 16' to 26' and expand the curb cut 10' to accommodate.
2. Modify a previously-approved design for an addition to the rear detached garage to include a third garage door.

RECOMMENDATION:

Staff does not recommend approval of item 1, expanding the driveway and apron from 16' to 26' and expand the curb cut to accommodate, based on finding c.

Staff recommends approval of item 2, modification of a previously-approved design for an addition to the rear detached garage to include a third garage door, based on finding d, with the following stipulation:

- i. That the driveway and curb cut not be altered to accommodate the new garage door or that drivable pavers be introduced in front of the third bay in lieu of solid concrete.

The subject property design was approved in 2021 by HDRC for the addition of a 2nd story above the existing garage structure. This request involves a minor change to the approved design to provide handicap access and accommodation:

The addition of a 2nd garage door approximately 8 ft in width (single vehicle width) to be added to the left of the existing garage door. This change would allow the interior space to accommodate a vehicle sizeable enough for handicap access and use by a handicap member of the household. The length of the vehicle is close to 20 ft - the current garage depth is only 18 feet. This change would allow for an additional 3 ft to be captured beneath the proposed exterior stairwell on the interior of the property, leading to the 2nd level. See attached plans for more detail on stairwell. The architectural prints shared as part of this request shows the addition of the proposed door on the "street side" and the stairwell on the interior side of the garage within view of the pool and general common area.

Expanding the east, interior wall of the existing garage is not possible due to the presence of underground sewer lines and close proximity to the pool. The addition of a third garage bay remains the only option given that the property does not have a driveway aside from the short entry apron allowing entry into the garage building. The space this third bay would consume was initially designed as storage, space for the existing pool equipment, and an interior stairwell situated above that equipment. The pool equipment would be moved elsewhere, while the stairwell would be located on the exterior, as shown in the new (attached) designs.

The additional garage door would be designed to match the existing garage door; being the same height and color as well. There is no driveway on the property; only an entry apron allowing vehicles to enter the garage. The existing apron would be expanded to resemble the same width of entry apron in place now at the property. The expanded apron would also border the alley in the same manner as the property directly across Main Street, where the apron and driveway is situated along the property line shared with the alleyway.

All features of the existing building, and as shown on the approved design, would be emulated so as not to change any aspect of the exterior building finish.

The vehicle intended for this additional garage space is designed to accommodate handicap drivers/passengers. It cannot be parked in the street as it would be inaccessible to the handicap household member.

PUBLIC COMMENT: Monte Vista Historical Assoc. Architectural Review Committee Chair submitted a letter with comments.

1st MOTION: Commissioner Velásquez moved to approve as submitted by the applicant with the stipulations to coordinate color, door type, and curb cut and service material with staff.
Commissioner Cervantes seconded the motion.

VOTE: AYE: Velásquez, Mazuca, Cervantes, Baker
NAY: Gibbs, Savino, Carpenter, Grube, Fetzer
ABSENT: Fish, District 4 Commissioner (Vacant)

ACTION: **MOTION FAILED with 4 AYES. 5 NAYS. 2 ABSENT.**

2nd MOTION: Commissioner Carpenter moved to approve with staff stipulations.
Commissioner Grube seconded the motion.

VOTE: AYE: Gibbs, Savino, Mazuca, Carpenter, Grube, Cervantes, Baker, Fetzer
NAY: None.
ABSTAIN: Velásquez
ABSENT: Fish, District 4 Commissioner (Vacant)

ACTION: **MOTION PASSED with 8 AYES. 0 NAYS. 1 ABSTAIN. 2 ABSENT.**

ITEM 9. HDRC NO. 2023-070
ADDRESS: 306 BELKNAP PLACE
APPLICANT: WARD ROBERT S & ELIZABETH D

REQUEST: Applicant is requesting a Certificate of Appropriateness for approval to construct a second story addition on top of an existing addition to the existing, historic structure on site. The lot addressed as 306 Belknap Place was once part of the property addressed as 300 W French Place.

RECOMMENDATIONS: Staff recommends approval based on findings a -l with the following stipulations:

- i. That the applicant modify the proposed shed roof to feature a hipped roof, consistent with those found historically on site and the Guidelines as noted in findings e and f.
- ii. That the applicant install roofing materials that are consistent with the Guidelines, as noted in finding g.
- iii. That the applicant installs windows that feature profiles that are consistent with the Guidelines and examples found historically within the district and that all windows adhere to the adopted policy guide for windows.
- iv. That details of the proposed railing and columns be submitted to OHP staff for review and approval as noted in findings k and l.

PUBLIC COMMENT: Monte Vista Neighborhood Assoc. Architectural Review Committee submitted a letter with comments.

MOTION: Commissioner Grube moved to approve with staff stipulations 2-4.
Commissioner Velásquez seconded the motion.

VOTE: AYE: Gibbs, Savino, Velásquez, Mazuca, Carpenter, Grube, Cervantes, Baker, Fetzer
NAY: None.
ABSENT: Fish, District 4 Commissioner (Vacant)

ACTION: **MOTION PASSED with 9 AYES. 0 NAYS. 2 ABSENT.**

ITEM 10. HDRC NO. 2023-099
ADDRESS: 327 E KINGS HWY
APPLICANT: Oscar Flores/Oscar Flores Design Studio

REQUEST: The applicant is requesting conceptual approval to construct one 2-story, single-family structure and one 1-story detached garage at 327 E Kings Hwy.

RECOMMENDATIONS: Staff does not recommend conceptual approval based on findings a through y. Staff recommends that the applicant address the following items prior to receiving a recommendation for conceptual approval:

- i. That the applicant provides a setback diagram noting the setbacks adjacent structures based on finding d.
- ii. That the applicant provides a diagram showing the height of the proposed structure in relation to neighboring structures, including proposed foundation and floor heights based on findings f and g.
- iii. That the applicant submits the total percentage of lot coverage showing that the proposed new construction has a total percentage of lot coverage that is less than 50 percent based on finding i.
- iv. Staff finds that the applicant should simplify the proposed material palette and incorporate materials that are in keeping with the historic character of the block based on finding j.
- v. That the applicant submits material specifications for the proposed windows and doors based on finding k. Wood or aluminum-clad wood windows are recommended and should feature an inset of two (2) inches within facades and should feature profiles that are found historically within the immediate vicinity. White manufacturer's color is not allowed, and color selection must be presented to staff. There should be a minimum of two inches in depth between the front face of the window trim and the front face of the top window sash. This must be accomplished by recessing the window sufficiently within the opening or with the installation of additional window trim to add thickness. Window trim must feature traditional dimensions and architecturally appropriate sill detail. Window track components must be painted to match the window trim or concealed by a wood window screen set within the opening. Faux divided lites are not permitted.
- vi. That the applicant proposes window sizes, patterns, proportions, and trim and sill detailing that are consistent with the Guidelines and historic precedents in the district as noted in finding l.
- vii. That the new construction incorporates architectural details that are respectful of the historic context and are consistent with the Guidelines based on finding m.
- viii. That the applicant proposed a porch entry area that is more in keeping with the porches of the historic structures in the vicinity based on finding n.
- ix. That the driveway should not exceed 10 feet in width to comply with the Historic Design Guidelines and that the applicant submits material specifications for the driveway based on finding o.
- x. That the applicant submits material specifications for the permeable surfacing to staff for review and approval prior to returning to the HDRC for final approval based on finding p.
- xi. That the front walkway not exceed 4 feet in width and is fully concrete to be in keeping with the existing front walkways in the immediate vicinity based on finding p.
- xii. That the applicant installs landscape elements that are consistent with those found historically in the district and submits a comprehensive landscaping plan to staff prior to returning to the HDRC based on finding r.
- xiii. That the applicant installs landscape elements that are consistent with those found historically in the district and submits an updated landscaping plan to staff for review prior to returning to the HDRC based on finding s.
- xiv. That the applicant submits material specifications for the proposed garage door prior to returning to the HDRC based on finding x.

PUBLIC COMMENT: Monte Vista Neighborhood Assoc. Architectural Review Committee submitted a letter in opposition to the case.

MOTION: Commissioner Carpenter moved to continue to the next HDRC meeting.
Commissioner Velásquez seconded the motion.

VOTE: AYE: Gibbs, Savino, Velásquez, Mazuca, Carpenter, Grube, Cervantes, Baker, Fetzer
NAY: None.
ABSENT: Fish, District 4 Commissioner (Vacant)

ACTION: **MOTION PASSED with 9 AYES. 0 NAYS. 2 ABSENT.**

ITEM 11. HDRC NO. 2022-577
ADDRESS: 305 LAVACA ST
APPLICANT: Tim Rodgers/South Flores Construction

REQUEST: The applicant is requesting conceptual approval to construct two 2-story, single-family structures and one 2-story duplex structure at 305 Lavaca.

RECOMMENDATIONS: Staff does not recommend conceptual approval based on findings a - dd. Staff recommends the applicant address the following items prior to receiving a recommendation for conceptual approval:

- i. That the applicant provides a setback diagram showing that the proposed structures will not be located in front of the front façade wall planes of adjacent historic structures based on findings e and q.
- ii. That the applicant provides a diagram showing the height of the proposed structures in relation to neighboring structures, including proposed foundation and floor heights based on findings h and t.
- iii. That the applicant reduces the massing of Unit 3, the 2-story duplex structure, and separates the building massing into distinguishable architectural bays that are more consistent with the massing of the immediately adjacent historic buildings based on finding s.
- iv. That the applicant installs wood or aluminum-clad wood windows based on findings l and w. The windows should feature an inset of two (2) inches within facades and should feature profiles that are found historically within the immediate vicinity. White manufacturer's color is not allowed, and color selection must be presented to staff. There should be a minimum of two inches in depth between the front face of the window trim and the front face of the top window sash. This must be accomplished by recessing the window sufficiently within the opening or with the installation of additional window trim to add thickness. Window trim must feature traditional dimensions and architecturally appropriate sill detail. Window track components must be painted to match the window trim or concealed by a wood window screen set within the opening. Faux divided lites are not permitted.
- v. That the applicant proposes window sizes, patterns, proportions, and trim and sill detailing that are consistent with the Guidelines and historic precedents in the district as noted in findings m and x.
- vi. That the applicant addresses the cantilevered balconies at the rear of Units 1 & 2 so that the architectural details are respectful of the historical context and are consistent with the Guidelines based on finding y.
- vii. That the applicant submits details for the proposed porch columns and railing based on findings p and z. The proposed columns should be a maximum of 6"x6" in width and feature a traditional cap and base and chamfered corners. The front porch of the duplex structure should be similar in dimension and form as those found on historic buildings within the established context area.
- viii. That the front walkways match the front walkway materials found historically within in the district based on finding bb.
- ix. That the applicant installs landscape elements that are consistent with those found historically in the district and submits an updated landscaping plan to staff for review prior to returning to the HDRC based on finding dd.
- x. That the applicant meets all setback standards as required by city zoning requirements and obtains a variance from the Board of Adjustment if applicable.

PUBLIC COMMENT: Kathy Krnavek on behalf of Conservation Society of San Antonio opposed the case.
Conservation Society of San Antonio submitted a letter in opposition to the case.
Kathy Coiner submitted a letter in opposition to the case.
Lavaca Neighborhood Assoc. submitted a letter in opposition to the case.
Mary Nethery submitted a letter in opposition to the case.

1st MOTION: Commissioner Velásquez moved to approve with staff stipulations.
Commissioner Cervantes seconded the motion.

ACTION: MOTION WITHDRAWN. NO VOTE OCCURRED.

2nd MOTION: Commissioner Velásquez moved to refer to the Design Review Committee.
Commissioner Cervantes seconded the motion.

VOTE: AYE: Gibbs, Savino, Velásquez, Mazuca, Carpenter, Cervantes, Baker, Fetzer
NAY: None.
ABSENT: Fish, Grube, District 4 Commissioner (Vacant)

ACTION: MOTION PASSED with 8 AYES. 0 NAYS. 3 ABSENT.

ITEM 12. HDRC NO. 2023-110
ADDRESS: 209 W MARIPOSA
APPLICANT: Sadie Cunningham/Pella South Texas

REQUEST: Applicant is requesting a Certificate of Appropriateness for approval to replace five (5) wood windows with vinyl windows.

RECOMMENDATIONS: Staff does not recommend approval of the replacement of wood windows based on findings b - f. Staff recommends the applicant repair the wood windows with in-kind materials.

PUBLIC COMMENT: None.

MOTION: Commissioner Carpenter moved to continue to the next HDRC meeting.
Commissioner Savino seconded the motion.

VOTE: AYE: Gibbs, Savino, Velásquez, Mazuca, Carpenter, Grube, Cervantes, Baker, Fetzer
NAY: None.
ABSENT: Fish, District 4 Commissioner (Vacant)

ACTION: MOTION PASSED with 9 AYES. 0 NAYS. 2 ABSENT.

ITEM 13. HDRC NO. 2023-108
ADDRESS: 801 E QUINCY
APPLICANT: Dolly Riojas/Trinity Exterior Group/ OMAR RIOJAS

REQUEST: The applicant is requesting a Certificate of Appropriateness for approval to replace seven (7) wood windows with wood window replacement.

RECOMMENDATIONS: Staff does not recommend approval of the replacement of wood windows based on findings b - e. Staff recommends the applicant repair the wood windows with in-kind materials.

PUBLIC COMMENT: None.

1st MOTION: Commissioner Velásquez moved to approve as submitted by the applicant.
Commissioner Baker seconded the motion.

VOTE: AYE: Velásquez, Mazuca, Cervantes, Baker
NAY: Gibbs, Savino, Carpenter, Grube, Fetzer
ABSENT: Fish, District 4 Commissioner (Vacant)

ACTION: MOTION FAILED with 4 AYES. 5 NAYS. 2 ABSENT.

2nd MOTION: Commissioner Grube moved to deny.
Commissioner Carpenter seconded the motion.

VOTE: AYE: Gibbs, Savino, Carpenter, Grube, Fetzer
NAY: Velásquez, Mazuca, Cervantes, Baker
ABSENT: Fish, District 4 Commissioner (Vacant)

ACTION: MOTION PASSED with 5 AYES. 4 NAYS. 2 ABSENT.

ITEM 14. HDRC NO. 2023-112
ADDRESS: 322 MISSION ST
APPLICANT: Alegra Volpe/ALEGRA VOLPE INTERIORS LLC

REQUEST: Applicant requests a Certificate of Appropriateness for approval to construct a two-story 6'x32' rear addition.

RECOMMENDATIONS: Staff recommends approval to construct a two-story 6'x32' rear addition, based on findings b and c, with the following stipulations:

- i. That the applicant either proposes a window product that conforms to guidelines, namely a wood or aluminum-clad wood sash window, or salvages windows removed for the proposed addition and incorporates them into the new design.
- ii. That the applicant proposes a door in keeping with the style of the home, namely a Victorian-style wood door with either no window or a half-lite.

PUBLIC COMMENT: None.

MOTION: Commissioner Cervantes moved to approve as presented by the applicant with the addition of stipulation 2.
Commissioner Velásquez seconded the motion.

VOTE: AYE: Gibbs, Savino, Velásquez, Mazuca, Carpenter, Grube, Cervantes, Baker, Fetzer
NAY: None.
ABSENT: Fish, District 4 Commissioner (Vacant)

ACTION: MOTION PASSED with 9 AYES. 0 NAYS. 2 ABSENT.

ITEM 15. HDRC NO. 2023-106
ADDRESS: 501 E LOCUST
APPLICANT: Matthew Carson/Pella South Texas

REQUEST: Applicant requests a Certificate of Appropriateness for approval to replace 18 one-over-one wood windows with aluminum-clad wood windows.

RECOMMENDATIONS: Staff does not recommend approval based on findings c through f. Staff recommends that all existing wood windows are retained and repaired.

PUBLIC COMMENT: Tobin Hill Community Assoc. submitted a letter in opposition to the case.

1st MOTION: Commissioner Cervantes moved to approve as presented.
Commissioner Baker seconded the motion.

VOTE: AYE: Velásquez, Mazuca, Cervantes, Baker
NAY: Gibbs, Savino, Carpenter, Fetzer
ABSENT: Fish, Grube, District 4 Commissioner (Vacant)

ACTION: MOTION FAILED with 4 AYES. 4 NAYS. 3 ABSENT.

2nd MOTION: Commissioner Savino moved to deny window replacement and approve staff’s recommendations and stipulations.
Commissioner Gibbs seconded the motion.

VOTE: AYE: Gibbs, Savino, Carpenter, Fetzer
NAY: Velásquez, Mazuca, Cervantes, Baker
ABSENT: Fish, Grube, District 4 Commissioner (Vacant)

ACTION: **MOTION FAILED with 4 AYES. 4 NAYS. 3 ABSENT.**

3rd MOTION: Commissioner Savino moved to refer to the Design Review Committee for an in-person site visit.
Commissioner Carpenter seconded the motion.

VOTE: AYE: Gibbs, Savino, Velásquez, Mazuca, Carpenter, Baker, Fetzer
NAY: Cervantes
ABSENT: Fish, Grube, District 4 Commissioner (Vacant)

ACTION: **MOTION PASSED with 7 AYES. 1 NAY. 3 ABSENT.**

ITEM 16. POSTPONED PRIOR TO HEARING
HDRC NO. 2023-093
ADDRESS: 301 ALAMO PLAZA
APPLICANT: Jaci Clemens/Keller Custom Signs

ITEM 17. HDRC NO. 2023-111
ADDRESS: 471 FURR DR
APPLICANT: Kathy Hernandez/HERNANDEZ KATHY C

REQUEST: Applicant is requesting a Certificate of Appropriateness for approval to install rows of river rocks that are 3” to 6” wide in the front yard.

RECOMMENDATIONS: Staff recommends approval of the installation of border river stones, based on findings a through c, with the following stipulation:
i. That the applicant installs border river stones that do not exceed two inches in size.

PUBLIC COMMENT: Bianca Maldonado on behalf of Monticello Park Neighborhood Assoc. provided comments.

MOTION: Commissioner Carpenter moved to approve as submitted by the applicant.
Commissioner Velásquez seconded the motion.

VOTE: AYE: Gibbs, Savino, Velásquez, Mazuca, Carpenter, Cervantes, Baker, Fetzer
NAY: None.
ABSENT: Fish, Grube, District 4 Commissioner (Vacant)

ACTION: **MOTION PASSED with 8 AYES. 0 NAYS. 3 ABSENT.**

ITEM 18. HDRC NO. 2023-096
ADDRESS: 1123 W FRENCH PLACE
APPLICANT: Macario Escamilla III/esCASAmilla Investments LLC

REQUEST: Applicant is requesting a Certificate of Appropriateness for approval to:
1. Construct a backyard wood privacy fence between five and eight feet tall.
2. Install a wood privacy gate between five and six feet tall on the east side of the house behind the front façade.

RECOMMENDATIONS: Staff recommends approval to install a rear wood privacy fence behind the front facade, based on findings a - d, with the following stipulation:

i. That the fence not exceed 6 feet in height.

Staff recommends approval for the installation of the privacy gate, based on findings a through c and finding e.

PUBLIC COMMENT: None.

MOTION: Commissioner Velásquez moved to approve as submitted by the applicant.
Commissioner Baker seconded the motion.

VOTE: AYE: Gibbs, Savino, Velásquez, Carpenter, Cervantes, Baker
NAY: Mazuca, Fetzer
ABSENT: Fish, Grube, District 4 Commissioner (Vacant)

ACTION: MOTION PASSED with 6 AYES. 2 NAYS. 3 ABSENT.

ITEM 19. HDRC NO. 2023-094
ADDRESS: 232 LAVACA ST
APPLICANT: David House/BELEW HOUSE LLC

REQUEST: Applicant is requesting a Certificate of Appropriateness for approval to amend a previously approved design regarding front porch reconstruction and foundation skirting. Within this request the applicant has proposed the following:

1. Install square porch columns in place of the previously approved Tuscan columns.
2. Modify the front porch to feature a shed roof in place of the previous hipped roof form.
3. Install a decorative fascia board on the east façade of the porch.
4. Install composite skirting with an approximate ten (10) inch exposure in place of the previously approved skirting featuring a profile that matches the wood siding.

RECOMMENDATIONS:

1. Staff recommends approval of item #1, the installation of square porch columns with decorative capitals, as noted in finding c.
2. Staff does not recommend approval of item #2, the modification of the front porch roof based on finding d. Staff recommends the applicant reconstruct the original front porch roof profile as shown in past photos of the structure, and as previously proposed and approved.
3. Staff does not recommend approval of item #3, the installation of a decorative fascia board based on finding e. Staff recommends that this non-original element be eliminated.
4. Staff recommends approval of item #4, the installation of composite foundation skirting as noted in finding f.

PUBLIC COMMENT: None.

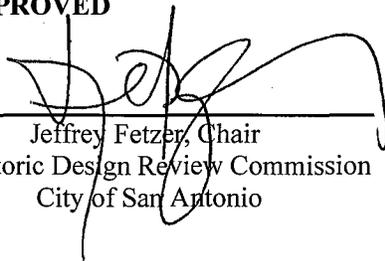
MOTION: Commissioner Cervantes moved to approve item #1 with the stipulation that a 3rd column be installed and that the columns be evenly spaced. 3rd column is to match the two installed columns. Approval of item #2, porch roof reconstruction, as constructed. Denial of item #3. The decorative fascia is to be removed. Approval of item #4, skirting, as submitted.
Commissioner Velásquez seconded the motion.

VOTE: AYE: Gibbs, Velásquez, Mazuca, Carpenter, Cervantes, Baker, Fetzer
NAY: Savino
ABSENT: Fish, Grube, District 4 Commissioner (Vacant)

ACTION: MOTION PASSED with 7 AYES. 1 NAY. 3 ABSENT.

ADJOURNMENT: The meeting adjourned at 5:38 p.m.

APPROVED



Jeffrey Fetzler, Chair
Historic Design Review Commission
City of San Antonio

Date: 9/6/23