

**HISTORIC LANDMARK COMMISSION MEETING MINUTES**  
**BOERNE POLICE AND MUNICIPAL COURT COMPLEX, 124 OLD SAN ANTONIO ROAD**  
**Tuesday, December 6, 2016 - 5:30 PM**

HLC MEMBERS PRESENT: Shelly Swinghamer, Ariel Brooks-Stevens, Justin Boerner, Ben Adam, Mike Nichols, Shanda Stevens, Tabitha Cuevas, Steve Kerr

HLC MEMBERS ABSENT: Sally Schoemaker

CITY STAFF PRESENT: Paul Barwick, Special Projects Director, Barrett Squires, IT Services, Anne S. DeLuna, Planner and Susana Ramos, Planner

VISITORS: Hank and Pam Hattoy

CITIZENS COMMENTS: None

CONFLICT OF INTEREST DECLARATION: Ben Adam on agenda item #6

APPROVAL OF MINUTES

[2016-1113](#) Request for approval of the Historic Landmark Commission meeting minutes of November 1, 2016. Take necessary action.

**MIKE NICHOLS MADE A MOTION TO APPROVE THE HISTORIC LANDMARK COMMISSION MEETING MINUTES OF NOVEMBER 1, 2016. STEVE KERR SECONDED THE MOTION. THE MOTION PASSED 7-0.**

ACTION ITEMS:

1. [2016-1054](#) Untable a request for approval for a Certificate of Appropriateness for exterior paint located at 609 S. Main St. Take necessary action.

**JUSTIN BOERNER MADE A MOTION TO APPROVE A REQUEST TO UNTABLE A REQUEST FOR APPROVAL FOR A CERTIFICATE OF APPROPRIATENESS FOR EXTERIOR PAINT LOCATED AT 609 S. MAIN ST. SHANDA STEVENS SECONDED THE MOTION. THE MOTION PASSED 8-0.**

2. [2016-1109](#) Request for approval for a Certificate of Appropriateness for exterior paint located at 609 S. Main St. Take necessary action.

THE APPLICANT WAS NOT PRESENT.

MR. BARWICK STATED THAT HE HAS TRIED TO CONTACT THE APPLICANT TO SCHEDULE AN ARCHITECTURAL REVIEW COMMITTEE MEETING WHERE THE APPLICANT COULD GET SOME FEEDBACK ON THE PAINT SELECTION. HE HAS BEEN UNABLE TO REACH THE APPLICANT, THEREFORE HE RECOMMENDS THAT THE REQUEST BE DENIED.

JUSTIN BOERNER MADE A MOTION TO DENY THE REQUEST FOR APPROVAL FOR A CERTIFICATE OF APPROPRIATENESS FOR EXTERIOR PAINT LOCATED AT 609 S. MAIN ST. ARIEL BROOKS-STEVENSON SECONDED THE MOTION. THE MOTION PASSED 8-0.

3. [2016-1107](#) Request for approval for a Certificate of Appropriateness for a 32"x48" free standing sign located at 103 E. Kronkosky St. (The Beauty Cottage of Boerne). Take necessary action.

THE APPLICANT WAS NOT PRESENT.

MR. BARWICK STATED THAT THE APPLICANT HAS ALREADY PUT THE SIGN IN PLACE AND THAT STAFF IS IN FAVOR OF THE REQUEST.

STEVE KERR MADE A MOTION TO APPROVE THE REQUEST FOR A CERTIFICATE OF APPROPRIATENESS FOR A 32" X 48" FREE-STANDING SIGN LOCATED AT 103 E. KRONKOSKY ST. (THE BEAUTY COTTAGE OF BOERNE). SHELLY SWINGHAMER SECONDED THE MOTION. THE MOTION WAS APPROVED 8-0.

4. [2016-1110](#) Request for approval for a Certificate of Appropriateness for a 72"x48" free standing sign located at 720 N. Main St. (Shape Shifters). Take necessary action.

THE APPLICANT WAS NOT PRESENT.

MR. BARWICK SUGGESTED THAT THIS AGENDA ITEM BE TABLED UNTIL THE JANUARY 2017 HLC MEETING.

SHANDA STEVENS MADE A MOTION TO TABLE THE REQUEST FOR A CERTIFICATE OF APPROPRIATENESS FOR A 72" X 48" FREE-STANDING SIGN LOCATED AT 720 N. MAIN ST. (SHAPE SHIFTERS). STEVE KERR SECONDED THE MOTION. THE MOTION PASSED 8-0.

5. [2016-1111](#) Request for approval for a Certificate of Appropriateness for a 14"x33" wall sign located at 720 N. Main St. (Shape Shifters).  
Take necessary action.

**THE APPLICANT WAS NOT PRESENT.**

**MR. BARWICK SUGGESTED THAT THIS AGENDA ITEM BE TABLED UNTIL THE JANUARY 2017 HLC MEETING.**

**TABITHA CUEVAS MADE A MOTION TO TABLE THE REQUEST FOR APPROVAL FOR A CERTIFICATE OF APPROPRIATENESS FOR A 14X33" WALL SIGN LOCATED AT 720 N. MAIN ST. (SHAPE SHIFTERS). MIKE NICHOLS SECONDED THE MOTION. THE MOTION FAILED 8-0.**

**THE APPLICANT ARRIVED AT THE MEETING AT 5:39 P.M. HALFWAY THROUGH THE MOTION.**

**SINCE THE APPLICANT ARRIVED, MR. BARWICK ADDRESSED THE AGENDA ITEM. STAFF IS IN SUPPORT OF THE SIGN BUT WOULD LIKE FOR THE SIGN TO BE PLACED ON THE WALL SURFACE AND NOT THE FASCIA.**

**HANK HATTOY, BUSINESS MANAGING PARTNER, PRESENTED HIS REQUEST AND IS WILLING TO PLACE THE SIGN ON THE WALL BETWEEN THE WINDOW AND THE GARAGE DOOR.**

**STEVE KERR MADE A MOTION TO APPROVE A REQUEST FOR A CERTIFICATE OF APPROPRIATENESS FOR A 14" X 33" WALL SIGN LOCATED AT 720 N. MAIN ST. (SHAPE SHIFTERS) WITH THE CAVEAT THAT THE SIGN BE PLACED ON THE WALL BETWEEN THE WINDOW AND THE GARAGE. JUSTIN BOERNER SECONDED THE MOTION. THE MOTION PASSED 8-0.**

6. [2016-1038](#) Request for approval for Historic District Restoration Program Grant for 107 E. San Antonio Avenue. Take necessary action.

**CHAIRMAN ADAM RECUSED HIMSELF. VICE CHAIRMAN BOERNER ACTED AS CHAIRMAN.**

**THE APPLICANT WAS NOT PRESENT AT THE MEETING.**

**MR. BARWICK PRESENTED THE REQUEST AND STATED THAT STAFF IS IN FAVOR OF THE GRANT REQUEST.**

**ARIEL BROOKS-STEVENS MADE A MOTION TO APPROVE A REQUEST FOR APPROVAL FOR A HISTORIC DISTRICT RESTORATION PROGRAM GRANT FOR 107 E. SAN ANTONIO AVENUE. SHELLY SWINGHAMER SECONDED THE MOTION. THE MOTION PASSED 6-0.**

**DISCUSSION ITEMS:**

- Susana Ramos introduction/transition
- 2017 HLC Meeting dates - 1/3, 2/7, 3/7, 4/4, 5/2, 6/6, 7/5 (Wed) due to holiday, 8/1, 9/5, 10/3, 11/7, 12/5
- 911 S. Main St.
- 179 S. Main St.

**Chairman Adam returned to the dais.**

**Mr. Barwick presented Susana Ramos to the Commission.**

**The Commissioners were given the 2017 HLC meeting dates.**

[2016-1119](#) Discussion item - 911 S. Main St. - roof replacement, change of materials.

**911 S. MAIN ST.- THE PROPERTY OWNER REPLACED THE EXISTING ROOF 5 V CRIMP ROOF WITH AN R PANEL ROOF WITHOUT HLC APPROVAL. CODE ENFORCEMENT DID NOT KNOW THERE WAS TO BE A CHANGE OF ROOFING MATERIAL WHICH WOULD REQUIRE APPROVAL BY THE COMMISSION APPROVAL WAS REQUIRED BEFORE A BUILDING PERMIT WAS ISSUED. MR. BARWICK STATED THAT THE CODE ENFORCEMENT DEPARTMENT WILL UPDATE THEIR FORMS SO THAT THIS DOES NOT OCCUR AGAIN.**

[2016-1117](#) Discussion item - 179 S. Main St. - window replacement, brick staining and include attachment.

**179 S. Main St.- The new windows have been installed, the elevator shaft and staircases will be installed in late January.**

**ADJOURNMENT**

**ARIEL BROOKS-STEPHENS MADE A MOTION TO ADJOURN. SHELLY SWINGHAMER SECONDED THE MOTION. THE MOTION PASSED 8-0.**

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Administrative Officer

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Planner