

**MINUTES**  
**HISTORIC LANDMARK COMMISSION MEETING**  
**BOERNE POLICE AND MUNICIPAL COURT COMPLEX, 124 OLD SAN ANTONIO ROAD**  
**Tuesday, November 6, 2018 - 5:30 PM**

HLC Members Present: Shanna Bergmann, Cesar Hance, Ben Adam, Mike Nichols, Stephen Kerr, Tabitha Cuevas, Robert Newey, Sherri Jo Adams

HLC Members Absent: Justin Boerner

City Staff Present: Barrett Squires, (IT Services), Laura Talley (Planning Director), Susana Ramos (Planner III), Stephanie Kranich (Planning Assistant), Nick Colonna (Assistant Planning Director), Dan Blankenship (Assistant City Manager)

Guests: Tracy Tietze, Rachel Wilson, Cindy Fowler, Brian Fowler, Cindy Fowler, Christina Cleary, Patrick Cleary, Michael Essiek, Andy Shafer

**CALL TO ORDER – 5:30 PM**

Chairman Adam called the Historic Landmark Commission meeting to order at 5:30 P.M.

**PUBLIC COMMENTS:**

There were none.

**CONFLICT OF INTEREST DECLARATION**

Chairman Adam declared a conflict of interest on items #4, #5, #6 and #7.

**APPROVAL OF MINUTES**

[2018-710](#) Request for approval of the Historic Landmark Commission meeting minutes of October 2, 2018.

**COMMISSIONER KERR MADE A MOTION TO APPROVE THE REQUEST FOR APPROVAL OF THE HISTORIC LANDMARK COMMISSION MEETING MINUTES OF OCTOBER 2, 2018. COMMISSIONER ADAMS SECONDED THE MOTION. THE MOTION CARRIED 7-0.**

**ACTION ITEMS:**

1. [2018-711](#) Request for approval for a Historic Landmark Designation for

Wendler's Addition Lots 11, 12 and 13 located at 116 Pecan Street (Brian and Cynthia Fowler). Take necessary action.

Mr. Nick Colonna explained the request for the Historic Landmark Designation approval for 116 Pecan Street. The exterior and the land as well as the accessory structure will be submitted to City Council as a Historic Landmark Designation. The designation for the property is upon the request of the property owner, the designation will provide protection to the property under a historic preservation. The home was built in 1915, however the home's style and architecture is that of the late 19th and early 20th century. The home's current condition is well kept and true to the homes original form. The criteria for the Historic Landmark Designation will follow Texas's National Historic Home Registry. Ms. Laura Talley stated the home owner is aware of the restrictions that will be applied to their property with the designation. Staff is supportive and recommends approval.

Commissioner Nichols stated the Historic Landmark Designation should apply only to structures and not applied to the land of the property.

Dr. Brian Fowler spoke in regards to the request for his property. Dr. Fowler stated the intent of the request for his property to be designated as a historic landmark is to reclaim historic properties and protect it. He did express his concern regarding the timeliness of the update to the ordinances protecting historic structures.

**COMMISSIONER CUEVAS MADE A MOTION TO APPROVE THE REQUEST FOR APPROVAL FOR A HISTORIC LANDMARK DESIGNATION FOR WENDLER'S ADDITION LOTS 11, 12 AND 13 LOCATED AT 116 PECAN STREET (BRIAN AND CYNTHIA FOWLER). COMMISSIONER BERGMANN SECONDED THE MOTION. THE MOTION CARRIED 7-0.**

2. [2018-712](#) Request for approval for a Certificate of Appropriateness for a 7.5" x 36" canopy sign located at 100 W. Hosack, Suite 101 (Michael A. Essick CPA). Take necessary action.

Ms. Susana Ramos explained the request for a canopy sign 7.5" X 36" at the business on digital vinyl print on MDO board. Staff is supportive and recommends approval.

**COMMISSIONER KERR MADE A MOTION TO APPROVE THE REQUEST FOR APPROVAL FOR A CERTIFICATE OF APPROPRIATENESS FOR A 7.5" X 36" CANOPY SIGN LOCATED AT 100 W. HOSACK, SUITE 202 (MICHAEL A. ESSICK CPA). COMMISSIONER HANCE SECONDED THE MOTION. THE MOTION CARRIED 7-0.**

3. [2018-713](#) Request for approval for a Certificate of Appropriateness for a 12" x 75.75" free-standing sign located at 100 W. Hosack Street, Suite 101 (Michael A. Essick CPA). Take necessary action.

Ms. Susana Ramos explained the request for a 12" X 75.75" free-standing sign. Staff is supportive and recommends approval.

**COMMISSIONER NICHOLS MADE A MOTION TO APPROVE THE REQUEST FOR APPROVAL FOR A CERTIFICATE OF APPROPRIATENESS FOR A 12" X 75.75" FREE-STANDING SIGN LOCATED AT 100 W. HOSACK STREET, SUITE 202 (MICHAEL A. ESSICK CPA). COMMISSIONER ADAMS SECONDED THE MOTION. THE MOTION CARRIED 7-0.**

4. [2018-714](#) Request for approval for a Certificate of Appropriateness for a 40" x 80" wall sign located at 123 N. Main Street (Salty & Sweet). Take necessary action.

Chairman Adam recused himself from the discussion and stepped away from the dais.

Commissioner Nichols called on Ms. Susana Ramos. Ms. Ramos explained the request for the 40" X 80" wall sign. The sign request will be located at the rear of the building. The sign will consist of four colors. Staff is supportive and recommends approval.

**COMMISSIONER KERR MADE A MOTION TO APPROVE THE REQUEST FOR APPROVAL FOR A CERTIFICATE OF APPROPRIATENESS FOR A 40" X 80" WALL SIGN LOCATED AT 123 N. MAIN STREET (SALTY & SWEET). COMMISSIONER NEWHEY SECONDED THE MOTION. THE MOTION CARRIED 6-0.**

**COMMISSIONER NICHOLS WAS ACTING AS CHAIRMAN AND DID NOT VOTE.**

5. [2018-715](#) Request for approval for a Certificate of Appropriateness for a 3' x 16' wall sign located at 123 N. Main Street (Salty & Sweet). Take necessary action.

Chairman Adam recused himself from the discussion and stepped away

from the dais.

Commissioner Nichols called on Ms. Susana Ramos. Ms. Ramos explained the request for a 3' X 16' wall sign. The sign will be located in the front of the building. The sign will consist of four colors. Staff is supportive and recommends approval.

**COMMISSIONER KERR MADE A MOTION TO APPROVE THE REQUEST FOR APPROVAL FOR A CERTIFICATE OF APPROPRIATENESS FOR A 3' X 16' WALL SIGN LOCATED AT 123 N. MAIN STREET (SALTY & SWEET). COMMISSIONER CUEVAS SECONDED THE MOTION. THE MOTION CARRIED 6-0.**

**COMMISSIONER NICHOLS WAS ACTING AS CHAIRMAN AND DID NOT VOTE.**

6. [2018-716](#) Request for approval for a Certificate of Appropriateness for seven (7) awnings located at 123 N. Main Street (Salty & Sweet). Take necessary action.

Chairman Adam recused himself from the discussion and stepped away from the dais.

Commissioner Nichols called on Ms. Susana Ramos. Ms. Ramos explained the request for seven awnings at the business. The awning are proposed to cover all of the windows and doors. The canvas will be solid burgundy color. Staff is supportive and recommends approval.

**COMMISSIONER CUEVAS MADE A MOTION TO APPROVE THE REQUEST FOR APPROVAL FOR A CERTIFICATE OF APPROPRIATENESS FOR SEVEN (7) AWNINGS LOCATED AT 123 N. MAIN STREET (SALTY & SWEET). COMMISSIONER ADAMS SECONDED THE MOTION. THE MOTION CARRIED 6-0.**

**COMMISSIONER NICHOLS WAS ACTING AS CHAIRMAN AND DID NOT VOTE.**

7. [2018-717](#) Request for approval for a Building Permit located at 123 North Main Street (Salty & Sweet). Take necessary action.

Chairman Adam recused himself from the discussion and stepped away from the dais.

Commissioner Nichols called on Ms. Susana Ramos. Ms. Ramos

explained the request for the building permit. Staff is supportive and recommends approval.

Commissioner Nichols asked about the business owner not making suggested changes by the architectural committee to the building's emergency exit door.

Mr. Patrick Cleary, owner of the business, spoke regarding not making the suggested changes to the emergency exit door.

**COMMISSIONER KERR MADE A MOTION TO APPROVE THE REQUEST FOR APPROVAL FOR A BUILDING PERMIT LOCATED AT 123 NORTH MAIN STREET (SALTY & SWEET). COMMISSIONER BERGMANN SECONDED THE MOTION. THE MOTION CARRIED 6-0.**

**COMMISSIONER NICHOLS WAS ACTING AS CHAIRMAN AND DID NOT VOTE.**

8. [2018-718](#) Request for approval for a Certificate of Appropriateness for a 4' x 8' free-standing sign located at 604 S. Main Street (Tietze Plumbing). Take necessary action.

Ms. Susana Ramos explained the request for a 4' X 8' free-standing sign. The business owner has come back to the Commission with suggested revisions to their submittal. The sign will consist of three colors. Staff is supportive and recommends approval.

Commissioner Nichols stated suggestions were made to keep the street number as well as scalloping on top of the sign. The sign is also larger than suggested and should match something similar to the existing sign. The existing sign was 36.5" X 96".

Ms. Tracy Tietze, owner of the business, stated she is willing to conform to any of the Commissioners requests for change.

**COMMISSIONER NICHOLS MADE A MOTION TO APPROVE THE REQUEST FOR APPROVAL FOR A CERTIFICATE OF APPROPRIATENESS FOR A 4' X 8' FREE-STANDING SIGN LOCATED AT 604 S. MAIN STREET (TIETZE PLUMBING) WITH THE CONDITION THAT THE SIGN HAVE THE SAME SILHOUETTE AS THE EXISTING SIGN OF 36.5" X 96 IN THE PROVIDED COLORS. COMMISSIONER ADAMS SECONDED THE MOTION. THE MOTION CARRIED 7-0.**

9. [2018-719](#) Request for approval for a Certificate of Appropriateness for a 95" x 42" free-standing sign located at 625 N. Main Street (Town and Country Nursing and Rehabilitation Center). Take necessary action.

Ms. Susana Ramos explained the request for a 95" X 42" free-standing sign. The sign request is a two-sided sign with digital vinyl graphics on a dibond board. Staff is supportive and recommends approval.

Commissioner Nichols was concerned with the glossy black vinyl rather than a matte black on the sign.

Mr. Andy Shafer, the business's representative, explained the vinyl on the dibond board is cost effective and will be placed on the existing sign.

**COMMISSIONER KERR MADE A MOTION TO APPROVE THE REQUEST FOR APPROVAL FOR A CERTIFICATE OF APPROPRIATENESS FOR A 95" X 42" FREE-STANDING SIGN LOCATED AT 625 N. MAIN STREET (TOWN AND COUNTRY NURSING AND REHABILITATION CENTER). COMMISSIONER NEWHEY SECONDED THE MOTION. THE MOTION CARRIED 6-1. (COMMISSIONER NICHOLS DISSENTED)**

10. [2018-720](#) Request for approval for a Certificate of Appropriateness for a 36" x 24" sidewalk sign located at 161 S. Main Street (Smallcakes). Take necessary action.

Ms. Susana Ramos explained the request for a 36" X 24" sidewalk sign. The business does not have a storefront on Main Street and as a result, the sign ordinance states a sidewalk sign is allowed. The sign will be painted on pine with the business logo in vinyl lettering. Staff is supportive and recommends approval.

Ms. Rachel Wilson, owner of the business, stated the need for a sidewalk sign and explained the design of the sign.

**COMMISSIONER CUEVAS MADE A MOTION TO APPROVE THE REQUEST FOR APPROVAL FOR A CERTIFICATE OF APPROPRIATENESS FOR A 36" X 24" SIDEWALK SIGN LOCATED AT 161 S. MAIN STREET (SMALLCAKES). COMMISSIONER NICHOLS SECONDED THE MOTION. THE MOTION CARRIED 7-0.**

## DISCUSSION ITEMS:

- a. 2019 Proposed Meeting Calendar
- b. Outreach discussion on future landmark designations

Ms. Susana Ramos went over the Historic Landmark Commission meeting dates for 2019. There was a request for January's meeting date to be changed to January 9th.

Mr. Nick Colonna spoke regarding the Historic Landmark Designations and the current challenges that property owners have in order to protect their property who are not located within the Historic District. Mr. Colonna stated the next step will be to send out letters to property owners with properties older than 50 years and explain the process to see if they're interested in submitting an application in becoming a Historic Landmark Designation.

## ADJOURNMENT

Chairman Adam adjourned the Historic Landmark Commission meeting at 7:03 P.M.

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HLC Chairman

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HLC Secretary

**Present:** 7 - Chairman Ben Adam, Board Member Michael Nichols, Board Member Stephen Kerr, Board Member Tabitha Cuevas, Board Member Shanna Bergmann, Board Member Cesar Hance, and Chairman Sherri Jo Adams

**Absent:** 1 - Vice Chair Justin Boerner