

**MINUTES**  
**SPECIAL CALLED HISTORIC LANDMARK COMMISSION MEETING**  
**RONALD C. BOWMAN CITY COUNCIL CHAMBERS**  
**447 NORTH MAIN STREET**  
**Thursday, November 7, 2024 - 5:30 PM**

Minutes of the Special Called Historic Landmark Commission Meeting of November 7, 2024, at 5:30 p.m.

**Present: 6 -** Chairman Justin Boerner, Vice Chair Sally Pena, Commissioner Joe Bateman, Commissioner Michael Nichols, Commissioner Cesar Hance, Commissioner Patti Mainz

**Absent: 1 -** Commissioner Lynnese Graves

**Staff Present:** Franci Linder, Sara Varvarigos, Heather Wood, Lesley Gastelum

**Recognized/Registered Guests:** Jake Fox, Jeff Fox

1. CALL TO ORDER – 5:30 PM

Chairman Boerner called the Historic Landmark Commission to order at 5:32 p.m.

2. CONFLICT OF INTEREST

No conflicts were declared.

3. PUBLIC COMMENTS: This is the opportunity for visitors and guests to address the Historic Landmark Commission on any issue. The Historic Landmark Commission may not discuss any presented issue, nor may any action be taken on any issue at this time. (Attorney General opinion – JC-0169)

Chairman Boerner opened public comments at 5:32 p.m.

No comments were received.

Chairman Boerner closed public comments at 5:33 p.m.

4. CONSENT AGENDA: All items listed below within the Consent Agenda are considered routine by the Historic Landmark Commission and may be enacted with one motion. There will be no separate discussion of items unless a Commission Member or citizen so requests, in which event the item may be moved to the general order of business and considered in its normal sequence.

A motion was made by Commissioner Nichols, seconded by Commissioner Bateman, to approve the consent agenda as presented. The motion carried by the following vote:

**Approved: 5-0**

**Yea: 5** - Commissioner Pena, Commissioner Bateman, Commissioner Hance, Commissioner Mainz, Commissioner Nichols

- 4.A. [2024-568](#) Consider approval of the minutes of the Historic Landmark Commission meeting of October 1, 2024.

5. REGULAR AGENDA:

- 5.A. [2024-569](#) Consider a certificate of appropriateness for a post and panel sign located at 723 N Main Street. (J. Fox Custom Fine Jewelry)

Sara Varvarigos, City Planner II, presented the proposed certificate of appropriateness for a post and panel sign.

Commissioner Nichols questioned if the sign itself is planned to be square or a cut out and if the existing "723" on the post and panel shown in the photo will be removed.

Jake Fox, co-owner and applicant, clarified that the sign shape will be cut out to the shape as presented in the logo and the existing "723" will be replaced with this new sign.

A motion was made by Commissioner Nichols, seconded by Commissioner Pena, to approve a certificate of appropriateness for a post and panel sign located at 723 N Main Street. (J. Fox Custom Fine Jewelry). The motion carried by the following vote:

**Approved: 5-0**

**Yea: 5** - Commissioner Pena, Commissioner Bateman, Commissioner Hance, Commissioner Mainz, Commissioner Nichols

- 5.B.** [2024-570](#) Consider a certificate of appropriateness for a building permit request for the structure located at 723 N Main Street. (J. Fox Custom Fine Jewelry)

Sara Varvarigos, City Planner II, presented the proposed certificate of appropriateness for a building permit.

Chairman Boerner inquired whether any paint touch-ups would be made following the removal of the steps and if the entrance door would remain.

Jake Fox confirmed that paint touch-ups will be performed and that the door will remain.

A motion was made by Commissioner Mainz, seconded by Commissioner Hance, to approve a certificate of appropriateness for a building permit request for the structure located at 723 N Main Street. (J. Fox Custom Fine Jewelry) The motion carried by the following vote:

**Approved: 5-0**

**Yea: 5** - Commissioner Pena, Commissioner Bateman, Commissioner Hance, Commissioner Mainz, Commissioner Nichols

- 6. COMMENTS FROM COMMISSION/LEGAL COUNSEL/STAFF** – No discussion or action may take place.

Franci Linder, Assistant Planning Director, gave a brief update on recent Unified Development Code amendments that went before the Planning and Zoning Commission regarding mobile food trucks and prohibiting pylon and pole signs in the Historic District; these items will be presented to the Boerne City Council for final approval in either December or January.

- 7. ADJOURNMENT**

Chairman Boerner adjourned the Historic Landmark Commission at 5:55 p.m.

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Chairman

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Vice Chair