

MINUTES
HISTORIC LANDMARK COMMISSION MEETING
RONALD C. BOWMAN CITY COUNCIL CHAMBERS
447 NORTH MAIN STREET
Tuesday, June 3, 2025 - 5:30 PM

Minutes of the Historic Landmark Commission Meeting of June 3, 2025,
at 5:30 p.m.

Present: 4 - Chair Sally Pena, Commissioner Patti Mainz, Commissioner Cesar Hance, Commissioner Michael Nichols

Absent: 1 - Commissioner Lynnese Graves

Staff Present: Nathan Crane, Francesca "Franci" Linder, Jo-Anmarie Andrade, Heather Wood, Ryan Lewis, Maria Garcia, Elizabeth "Liz" Huvalla

1. CALL TO ORDER – 5:30 PM

Chair Sally Pena called the Historic Landmark Commission to order at 5:30 p.m.

2. CONFLICT OF INTEREST

Commissioner Patti Mainz declared conflicts with items 6.C., 6.D., and 6.E.

3. OATHS OF OFFICE: Administer oaths of office

3.A. [2025-244](#) OATHS OF OFFICE

Elizabeth "Liz" Huvalla, Development Coordinator, gave the oaths of office to reappointed Commissioners Sally Pena and Cesar Hance.

4. PUBLIC COMMENTS

Chair Pena opened public comments at 5:33 p.m.

No comments were received.

Chair Pena closed public comments at 5:33 p.m.

5. CONSENT AGENDA

- 5.A. [2025-243](#) Consider approval of the minutes of the Historic Landmark Commission meeting of May 6, 2025.

MOTION WAS MADE BY COMMISSIONER NICHOLS, SECONDED BY COMMISSIONER MAINZ, TO APPROVE THE CONSENT AGENDA AS PRESENTED. THE MOTION CARRIED BY THE FOLLOWING VOTE:

Yea 4 - Commissioner Mainz, Commissioner Nichols, Chairman Pena, and Commissioner Hance

6. REGULAR AGENDA:

- 6.A. [2025-245](#) Consider a request for a demolition permit for the structure(s) located at 310 West Theissen Street.

Planning intern Foster Simonsen presented the proposed demolition request.

A MOTION WAS MADE BY COMMISSIONER NICHOLS, SECONDED BY COMMISSIONER HANCE, TO APPROVE A REQUEST FOR A DEMOLITION PERMIT FOR THE STRUCTURE(S) LOCATED AT 310 WEST THEISSEN STREET. THE MOTION CARRIED BY THE FOLLOWING VOTE:

Yea 4 - Commissioner Mainz, Commissioner Nichols, Chairman Pena, and Commissioner Hance

- 6.B. [2025-246](#) Consider a certificate of appropriateness for a sign located at 701 S. Main Street. (BioworX)

Planning intern Foster Simonsen presented the proposed certificate of appropriateness.

A MOTION WAS MADE BY COMMISSIONER MAINZ, SECONDED BY COMMISSIONER HANCE, TO APPROVE A CERTIFICATE OF APPROPRIATENESS FOR A SIGN LOCATED AT 701 S. MAIN STREET. THE MOTION CARRIED BY THE FOLLOWING VOTE:

Yea 4 - Commissioner Mainz, Commissioner Nichols, Chairman Pena, and Commissioner Hance

- 6.C.** [2025-247](#) Consider a certificate of appropriateness for a new sign (1 of 3) located at 101 S. Main Street, Suite C. (Mainz Meat Market)

This item was postponed until the next meeting.

No action taken.

- 6.D.** [2025-248](#) Consider a certificate of appropriateness for a new sign (2 of 3) located at 101 S. Main Street, Suite C. (Mainz Meat Market)

This item was postponed until the next meeting.

No action taken.

- 6.E.** [2025-249](#) Consider a certificate of appropriateness for a new sign (3 of 3) located at 101 S. Main Street, Suite C. (Mainz Meat Market)

This item was postponed until the next meeting.

No action taken.

- 6.F.** [2025-250](#) Consider a certificate of appropriateness for a building permit for a rear addition, exterior update(s), and new structure(s) located at 265 N Main Street. (Hill & Bach Cellars).

Francesca "Franci" Linder, Assistant Planning Director, presented the proposed certificate of appropriateness.

Commission discussion ensued regarding various aspects of the presented design.

Frank Valadez, the project's architect, emphasized their intention to honor the original house; they plan to clean and pressure wash the stone while also monitoring the health of the onsite tree. He mentioned that the shiplap would be matched to resemble the example presented. Valadez noted that the arch in the design is not yet finalized and mentioned a preference for a more modern railing for the deck, which could be constructed from either metal or wood, with metal likely

providing greater structural integrity. Additionally, he indicated that the fireplace design would be larger and higher to prevent smoke from descending onto patrons, and confirmed that the rear chimney would be designed for functional use.

A MOTION WAS MADE BY COMMISSIONER MAINZ, SECONDED BY COMMISSIONER NICHOLS, TO APPROVE A CERTIFICATE OF APPROPRIATENESS FOR A BUILDING PERMIT FOR A REAR ADDITION, EXTERIOR UPDATE(S), AND NEW STRUCTURE(S) LOCATED AT 265 N MAIN STREET. (HILL & BACH CELLARS). THE MOTION CARRIED BY THE FOLLOWING VOTE:

Yea 4 - Commissioner Mainz, Commissioner Nichols, Chairman Pena, and Commissioner Hance

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

No comments.

8. ADJOURNMENT

Chair Pena adjourned the Historic Landmark Commission at 6:27 p.m.

Chair

Vice Chair