

**AGENDA**  
**HISTORIC LANDMARK COMMISSION MEETING**  
**RONALD C. BOWMAN CITY COUNCIL CHAMBERS**  
**447 NORTH MAIN STREET**  
**Tuesday, December 2, 2025 - 5:30 PM**

A quorum of the Historic Landmark Commission will be present during the meeting at: 447 N. Main, Boerne, TX 78006.

EXECUTIVE SESSION IN ACCORDANCE WITH THE TEXAS GOVERNMENT CODE: THE HISTORIC LANDMARK COMMISSION MAY, AS PERMITTED BY LAW, ADJOURN INTO EXECUTIVE SESSION AT ANY TIME TO DISCUSS ANY MATTER LISTED BELOW AS AUTHORIZED BY GOVERNMENT CODE §551.071 (CONSULTATION WITH ATTORNEY)

1. CALL TO ORDER – 5:30 PM
2. CONFLICT OF INTEREST
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)
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.     [2025-598](#)           CONSIDER APPROVAL OF THE MINUTES OF THE HISTORIC LANDMARK COMMISSION MEETINGS OF NOVEMBER 4, 2025.

**Attachments:**     [HLC Minutes.2025.1104](#)

5. REGULAR AGENDA:

- A.     [2025-603](#)           CONSIDER A CERTIFICATE OF APPROPRIATENESS FOR A SIGN PERMIT FOR A NEW SIGN LOCATED AT 470 S MAIN STREET (SHOE GROOVE).

**Attachments:**    [AIS Shoe Groove](#)  
[Attachment 1 - Aerial Map](#)  
[Attachment 2 - Zoning View](#)  
[Attachment 3 - Proposed Sign](#)

- B.    [2025-604](#)    CONSIDER A CERTIFICATE OF APPROPRIATENESS FOR A SIGN PERMIT FOR FOUR NEW SIGNS LOCATED AT 455 S MAIN STREET (SL PERMANENT JEWELRY).

**Attachments:**    [AIS SL Jewlery Sign Package](#)  
[Attachment 1 - Aerial Map](#)  
[Attachment 2 - Zoning View](#)  
[Attachment 3 - Proposed Signs](#)  
[Attachment 4 - Street View](#)

- C.    [2025-605](#)    CONSIDER A CERTIFICATE OF APPROPRIATENESS FOR A SIGN PERMIT FOR A NEW SIGN LOCATED AT 371 N MAIN STREET (ADKF).

**Attachments:**    [AIS 371 N Main](#)  
[Attachment 1 - Aerial Map](#)  
[Attachment 2 - Zoning Map](#)  
[Attachment 3 - Proposed Signs](#)

- D.    [2025-606](#)    HOLD A PUBLIC HEARING AND CONSIDER A REQUEST FOR A DEMOLITION PERMIT FOR THE STRUCTURE(S) LOCATED AT 119 EBNER STREET.

**Attachments:**    [AIS 119 Ebner](#)  
[Attachment 1 - Aerial map](#)  
[Attachment 2 - Street View](#)  
[Attachment 3 - Zoning Map](#)  
[Attachment 4 - Site visit photos](#)

- E.    [2025-607](#)    CONSIDER THE HISTORIC PRESERVATION GRANT REQUEST AND CERTIFICATE OF APPROPRIATENESS FOR EXTERIOR IMPROVEMENT TO A STRUCTURE LOCATED AT 448 S MAIN ST (CIBOLO CREEK BREWING CO.).



**Attachments:**    [AIS - 448 S Main - Grant and COA](#)  
[Attachment 1 - Aerial Map](#)  
[Attachment 2 - Exterior Photos](#)  
[Attachment 3 - Grant application](#)  
[Attachment 4 - Door hardware & Paint colors](#)

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

7. ADJOURNMENT

s/s Francesca "Franci" Linder

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Administrative Officer

**CERTIFICATION**

I hereby certify that the above notice of meeting was posted on the 24th day of  
November, 2025 at 4:30 p.m.

**NOTICE OF ASSISTANCE AT THE PUBLIC MEETING**

**The City Hall Complex is wheelchair accessible. Access to the building and special parking is available at the front entrance of the building. Requests for special services must be received forty-eight (48) hours prior to the meeting time by calling the by calling the Planning and Community Development Office at 830-249-9511.**

Pursuant to Section 30.06 Penal Code (trespass by license holder with a concealed handgun), a person licensed under Subchapter H, Chapter 411, Government Code (handgun licensing law), may not enter this property with a concealed handgun.

Pursuant to section 30.07 Penal Code (trespass by license holder with an openly carried handgun), a person licensed under Subchapter H, Chapter 411, Government Code (handgun licensing law), may not enter this property with a handgun that is carried openly.

**Minutes**  
**HISTORIC LANDMARK COMMISSION MEETING**  
**RONALD C. BOWMAN CITY COUNCIL CHAMBERS**  
**447 NORTH MAIN STREET**

**Tuesday, November 4, 2025 - 5:30 PM**

**Present:** 5 - Chairman Sally Pena, Vice Chair Lynnese Graves,  
Commissioner Mike Nichols, Commissioner Sharon D. Wright,  
and Commissioner Ashley Maytum

**Absent:** 2 - Commissioner Patti Mainz, and Commissioner Cesar Hance

**Staff Present:** Franci Linder, Ben Simmons, Sarah Riggs, and Siria Arreola.

**Recognized/Registered Guest:** Ben Adams

**1. CALL TO ORDER – 5:30 PM**

Chair Pena called the meeting to order at 5:30 p.m.

**2. CONFLICT OF INTEREST**

No conflicts of interest were declared.

**3. PUBLIC COMMENTS:**

No public comments were received.

**4. CONSENT AGENDA:**

A MOTION WAS MADE BY VICE CHAIR GRAVES, SECONDED BY COMMISSIONER WRIGHT, TO APPROVE THE CONSENT AGENDA AS PRESENTED. THE MOTION CARRIED BY THE FOLLOWING VOTE:

**Yeah:** 5 - Chairman Pena, Vice Chair Graves, Commissioner Nichols,  
Commissioner Wright, and Commissioner Maytum

**Absent:** 2 - Commissioner Mainz, and Commissioner Hance

**A. [2025-562](#) CONSIDER APPROVAL OF THE MINUTES OF THE HISTORIC LANDMARK COMMISSION MEETING OF OCTOBER 7, 2025.**

**5. REGULAR AGENDA:****A. [2025-566](#) HOLD A PUBLIC HEARING AND CONSIDER A REQUEST FOR A DEMOLITION PERMIT FOR THE STRUCTURE(S) LOCATED AT 604 OGRADY ST.**

Chair Pena opened the public hearing at 5:33 p.m.

Assistant Planning Director, Franci Linder presented the request to demolish the residence located at 604 O'Grady. The structure, built in 1963, is located outside the Historic District but is older than 50 years, which is why it is under consideration. The applicant, MRCL Flatiron LLC, is requesting demolition of the single-family residence and the accessory dwelling structure. Staff determined that the property does not possess architectural, cultural, or educational significance.

A site visit was conducted, and photos showing the extent of the damage were presented. It was noted that the home has been expanded several times over the years.

Ms. Linder reported that 84 notifications were mailed to properties within 500 feet, a notice was published in the Boerne Star, and 13 written responses were received in favor of the demolition.

No comments were received during the public hearing, which was closed at 5:35 p.m.

A MOTION WAS MADE BY COMMISSIONER WRIGHT, SECONDED BY COMMISSIONER MAYTUM, TO ACCEPT THE FINDINGS AND APPROVE THE DEMOLITION PERMIT FOR THE STRUCTURE(S) LOCATED AT 604 OGRADY ST. THE MOTION CARRIED BY THE FOLLOWING VOTE:

**Yeah:** 5 - Chairman Pena, Vice Chair Graves, Commissioner Nichols, Commissioner Wright, and Commissioner Maytum

**Absent:** 2 - Commissioner Mainz, and Commissioner Hance

**B. [2025-565](#) HOLD A PUBLIC HEARING AND CONSIDER A REQUEST FOR A**

**DEMOLITION PERMIT FOR THE STRUCTURE(S) LOCATED AT 144 GARDEN ST.**

Assistant Planning Director Franci Linder presented a map and photos of the property. The property is owned by Stacey and Russell Noll and represented by Ben Adams. The single-family residence, constructed in 1956, includes two sheds, which will be relocated off site. It was noted that the property owner intends to retain the little library.

Ms. Linder reported that 48 notifications were mailed, and 7 responses were received in favor of the demolition. She stated that the property is not located in the Historic District and does not have architectural, cultural, or educational value.

A site visit was conducted. Chair Pena noted that the chain-link fence will also need to be removed to comply with new regulations.

No public comments were received, and the public hearing was closed at 5:40 p.m.

VICE CHAIR GRAVES MADE A MOTION, SECONDED BY COMMISSIONER NICHOLS TO ACCEPT THE FINDINGS AND APPROVE THE DEMOLITION PERMIT FOR THE STRUCTURE(S) LOCATED AT 144 GARDEN ST. THE MOTION CARRIED BY THE FOLLOWING VOTE:

**Yeah:** 5 - Chairman Pena, Vice Chair Graves, Commissioner Nichols, Commissioner Wright, and Commissioner Maytum

**Absent:** 2 - Commissioner Mainz, and Commissioner Hance

**6. COMMENTS FROM COMMISSION/LEGAL COUNSEL/STAFF .**

Ms. Linder reminded the Commission that the Annual Boards and Commissions Open House will be held next week at City Hall.

**7. ADJOURNMENT**

The meeting was adjourned at 5:41 p.m.

COMMISSIONER NICHOLS MADE A MOTION, SECONDED BY VICE CHAIR GRAVES, TO ADJOURN THE HISTORIC LANDMARK COMMISSION.

**Yeah:** 5 - Chairman Pena, Vice Chair Graves, Commissioner Nichols, Commissioner Wright, and Commissioner Maytum

**Absent:** 2 - Commissioner Mainz, and Commissioner Hance

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Chair

ATTEST:

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Administrative Assistant



## AGENDA ITEM SUMMARY

<b>Agenda Date</b>	December 2, 2025
<b>Requested Action</b>	Consider a certificate of appropriateness for a sign permit for a new sign located at 470 S Main Street (Shoe Groove).
<b>Contact Person</b>	Benjamin Simmons, Planner I (830) 248-1630, bsimmons@boerne-tx.gov
<b>Background Information</b>	<p><b>BACKGROUND:</b></p> <p>The business is owned by Cibolo 470 Group LLC, and the applicant is David Frias of Icarus Sign and Graphic Co.</p> <p>The UDC requires that any activity requiring a certificate of appropriateness inside of the Historic District must be approved by the Historic Landmark Commission and will be subject to the historic design guidelines. (UDC Sec. 3-11.B.8)</p> <p>The property is zoned C3 - Community Commercial and is located inside the Historic Overlay District.</p> <p><b>REQUEST:</b></p> <p>The property owner is requesting consideration of:</p> <ol style="list-style-type: none"><li>1. A certificate of appropriateness for a new sign permit for a new sign located at 470 S Main Street.</li></ol> <p><b>ANALYSIS:</b></p> <p>According to Historic District Survey records, the structure located at 470 S Main Street was constructed in 1916 by Walter Voges for use as a garage and later as a truck and automobile dealership. The façade is constructed of bricks with wood framed doors and fixed display type windows. Between 1924 and 1937 a one-story addition was constructed on the north side of the building that features a stepped parapet and steel frame awning windows.</p> <p>The applicant is proposing a new hanging sign panel for an existing business (Shoe Groove). The proposed hanging sign design features the</p>

	<p>following details:</p> <ul style="list-style-type: none"><li>• Metal rectangular sign panel measuring 96” W x 24” H</li><li>• White background with black, green, and blue lettering</li><li>• Non-lit sign</li></ul> <p>The proposed sign design follows Historic District guidelines for signs:</p> <ul style="list-style-type: none"><li>• Metal material</li><li>• Illumination</li><li>• Earth tone colors (maximum of four)</li></ul> <p>The proposed sign design does not follow the following Historic District guideline for signs:</p> <ul style="list-style-type: none"><li>• Max 2 typefaces</li></ul> <p><b>FINDINGS:</b></p> <ul style="list-style-type: none"><li>• Staff finds that the sign design meets Boerne’s UDC Chapter 9 sign regulations and the majority of Historic District Guidelines with the exception(s) noted above.</li></ul> <p><b>RECOMMENDATION:</b></p> <p>The Historic Landmark Commission should determine if the request meets the requirements of UDC section 3-11, UDC Section 9, and the Historic District Guidelines.</p> <p><b>MOTIONS FOR CONSIDERATION:</b></p> <p>The following motions are provided to assist the Commission’s decision.</p> <p>I move that the Historic Landmark Commission accepts the findings and <b>APPROVE</b> a certificate of appropriateness for a new sign permit located at 470 S Main Street.</p> <p>OR</p> <p>I move that the Historic Landmark Commission rejects the findings and <b>DENY</b> a certificate of appropriateness for a new sign permit located at 470 S Main Street. (The Commission will need to state the reasons for the denial. These reasons should reference specific regulations in the UDC).</p>
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<b>Strategic Alignment</b>	
<b>Financial Considerations</b>	N/A
<b>Citizen Input/Board Review</b>	N/A
<b>Legal Review</b>	Section 3.11 of the UDC requires the review of signs located within the Historic District for compliance with Historic District Guidelines.
<b>Alternative Options</b>	<p>The Commission may consider the request for COA for sign permit:</p> <ul style="list-style-type: none"> <li>• Approved; or</li> <li>• Approved with conditions; or</li> <li>• Denied; or</li> <li>• Denied in part.</li> </ul>
<b>Supporting Documents</b>	<p>Attachment 1 – Aerial Map  Attachment 2 – Zoning View  Attachment 3 – Proposed Signs</p>



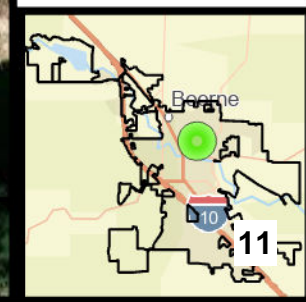


SUBJECT PROPERTY

470 S Main Street

Legend

-  Parcels
-  SUBJECT PROPERTY












SUBJECT PROPERTY  
470 S Main Street

Current Zoning  
C3  
Historic District




### Legend

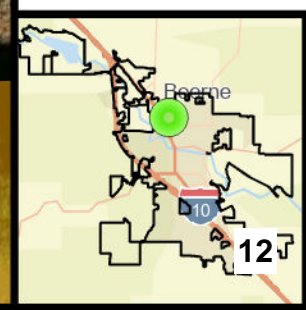
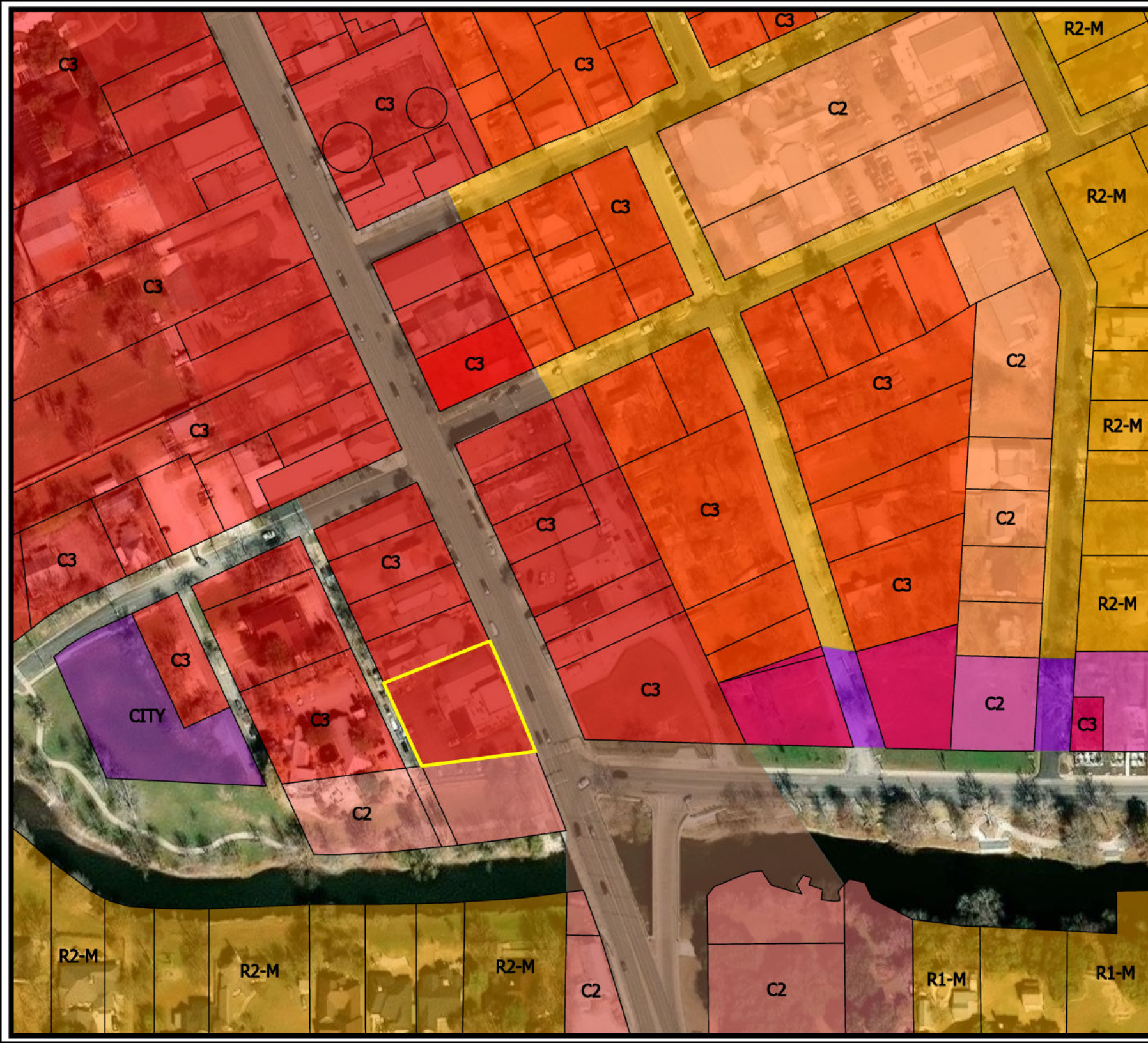
 SUBJECT PROPERTY

#### Boerne Zoning

-  C2
-  C3
-  CITY
-  R1-M
-  R2-M

#### Overlay Districts

-  Downtown Community
-  Historic District
-  River Road







SHOE GROOVE  
10/20

 **Icarus Sign &  
Graphic Co., Inc.**



Ph. 210.684.3601 5419 Bandera Rd. Suite 712 San Antonio, Texas 78238

# shoegroove

your **BIRKENSTOCK** store

96"x24"  
MATERIAL - 1/4" ACM



CURRENT



PROPOSED

SHOE GROOVE  
10/20

Remove current sign on building fascia.  
Install new sign on existing awning brackets

 **Icarus Sign &  
Graphic Co., Inc.**



Ph. 210.684.3601 5419 Bandera Rd. Suite 712 San Antonio, Texas 78238



## AGENDA ITEM SUMMARY

<b>Agenda Date</b>	December 2, 2025
<b>Requested Action</b>	Consider a certificate of appropriateness for a sign permit for four new signs located at 455 S Main Street (SL Permanent Jewelry).
<b>Contact Person</b>	Benjamin Simmons, Planner I (830) 248-1630, bsimmons@boerne-tx.gov
<b>Background Information</b>	<p><b>BACKGROUND:</b></p> <p>The business is owned by Diann Duncan, and the applicant is Kelly Mattingly of Signarama – San Antonio NW &amp; Downtown.</p> <p>The UDC requires that any activity requiring a certificate of appropriateness inside of the Historic District must be approved by the Historic Landmark Commission and will be subject to the historic design guidelines. (UDC Sec. 3-11.B.8)</p> <p>The property is zoned C3 - Community Commercial and is located inside the Historic Overlay District.</p> <p><b>REQUEST:</b></p> <p>The property owner is requesting consideration of:</p> <ol style="list-style-type: none"> <li>1. A certificate of appropriateness for a new sign permit for four new signs located at 455 S Main Street.</li> </ol> <p><b>ANALYSIS:</b></p> <p>According to Historic District Survey records, the structure located at 455 S Main Street was constructed circa 1920. The structure was home to the Harry Davis Insurance Agency circa 1960 with no documented information regarding prior owners. The structure features double hung wood sash windows, double entrance doors, a standing seam metal porch roof, and exterior stucco walls.</p> <p>The applicant is proposing a new hanging sign panel to replace the existing hanging sign panel for a new business (SL Permanent Jewelry). The applicant is also proposing a new gate mounted sign and two wall mounted signs. The proposed hanging sign design features the</p>



	<p>following details:</p> <ul style="list-style-type: none"><li>• Metal rectangular sign panel measuring 48” W x 16” H</li><li>• White background with black lettering</li><li>• Non-lit sign</li></ul> <p>The proposed gate mounted sign features the following details:</p> <ul style="list-style-type: none"><li>• Metal circular sign panel measuring 18” W x 18” H</li><li>• White background with black lettering</li><li>• Non-lit sign</li></ul> <p>The first proposed wall sign features the following details:</p> <ul style="list-style-type: none"><li>• Metal lettering measuring 180”W x 15.75”H</li><li>• Black lettering mounted to existing white wall</li><li>• Non-lit sign</li></ul> <p>The second proposed wall sign features the following details:</p> <ul style="list-style-type: none"><li>• Metal lettering measuring 96”W x 32”H</li><li>• Black lettering mounted to existing white wall</li><li>• Non-lit sign</li></ul> <p>The proposed signs’ designs follow Historic District guidelines for signs:</p> <ul style="list-style-type: none"><li>• Metal material</li><li>• Max 2 typefaces</li><li>• Illumination</li><li>• Earth tone colors</li></ul> <p><b>FINDINGS:</b></p> <ul style="list-style-type: none"><li>• Staff finds that the sign design meets Boerne’s UDC Chapter 9 sign regulations and Historic District Guidelines</li></ul> <p><b>RECOMMENDATION:</b></p> <p>The Historic Landmark Commission should determine if the request meets the requirements of UDC section 3-11, UDC Section 9, and the Historic District Guidelines.</p> <p><b>MOTIONS FOR CONSIDERATION:</b></p> <p>The following motions are provided to assist the Commission’s decision.</p> <p>I move that the Historic Landmark Commission accepts the findings and <b>APPROVE</b> a certificate of appropriateness for new sign permits located</p>
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	<p>at 455 S Main Street.</p> <p>OR</p> <p>I move that the Historic Landmark Commission rejects the findings and <b>DENY</b> a certificate of appropriateness for new sign permits located at 455 S Main Street. (The Commission will need to state the reasons for the denial. These reasons should reference specific regulations in the UDC).</p>
<b>Strategic Alignment</b>	
<b>Financial Considerations</b>	N/A
<b>Citizen Input/Board Review</b>	N/A
<b>Legal Review</b>	Section 3.11 of the UDC requires the review of signs located within the Historic District for compliance with Historic District Guidelines.
<b>Alternative Options</b>	<p>The Commission may consider the request for COA for sign permit:</p> <ul style="list-style-type: none"> <li>• Approved; or</li> <li>• Approved with conditions; or</li> <li>• Denied; or</li> <li>• Denied in part.</li> </ul>
<b>Supporting Documents</b>	<p>Attachment 1 – Aerial Map</p> <p>Attachment 2 – Zoning View</p> <p>Attachment 3 – Proposed Signs</p> <p>Attachment 4 – Street View</p>



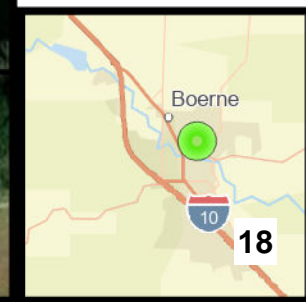
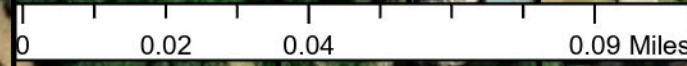


# SUBJECT PROPERTY

455 S Main Street

## Legend

-  Parcels
-  SUBJECT PROPERTY














SUBJECT PROPERTY  
455 S Main Street

Current Zoning  
C3  
Historic District




### Legend

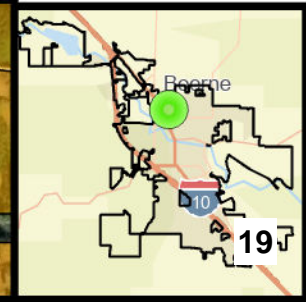
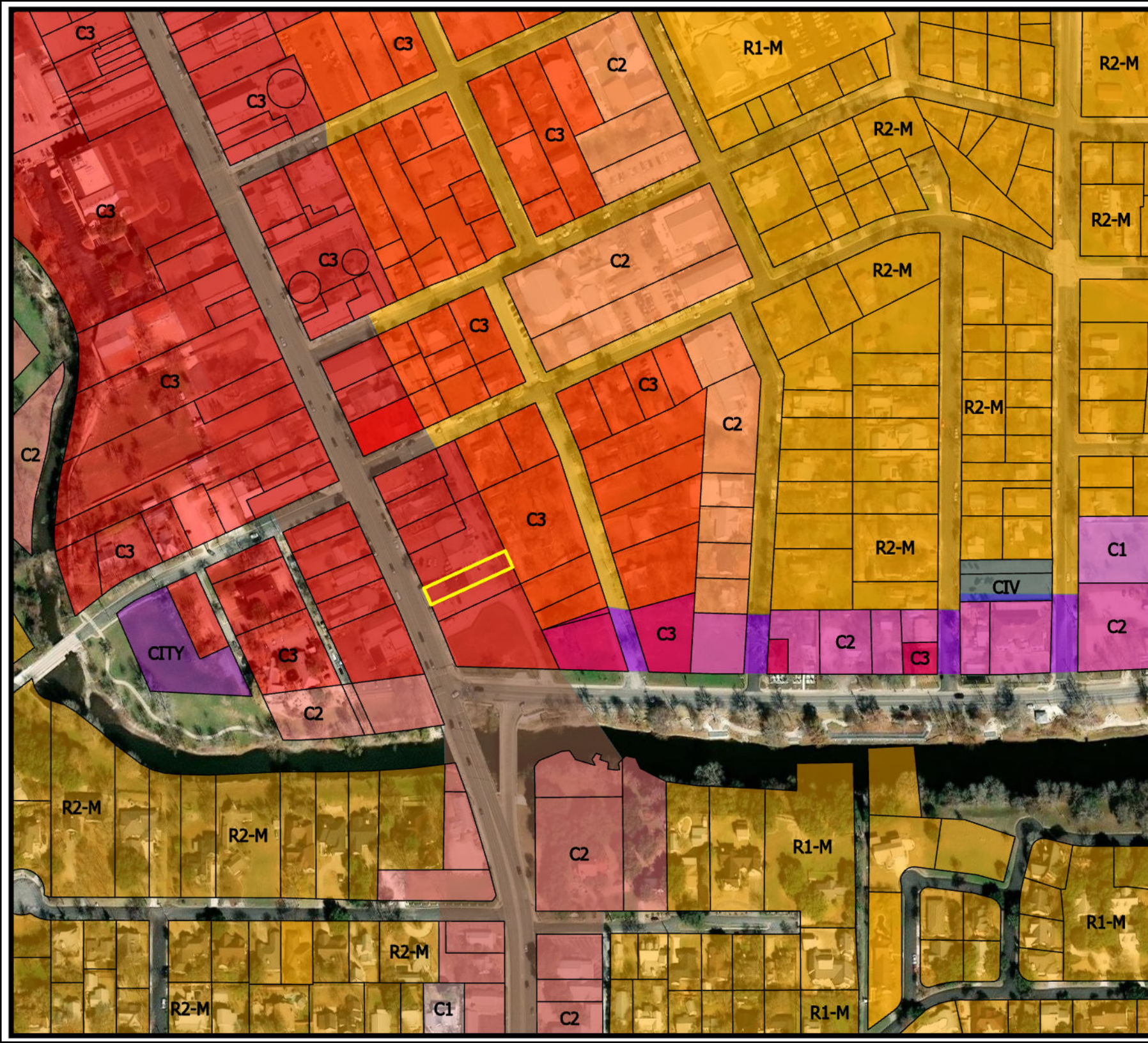
 SUBJECT PROPERTY

#### Boerne Zoning

-  C1
-  C2
-  C3
-  CITY
-  CIV
-  R1-M
-  R2-M

#### Overlay Districts

-  Downtown Community
-  Historic District
-  River Road



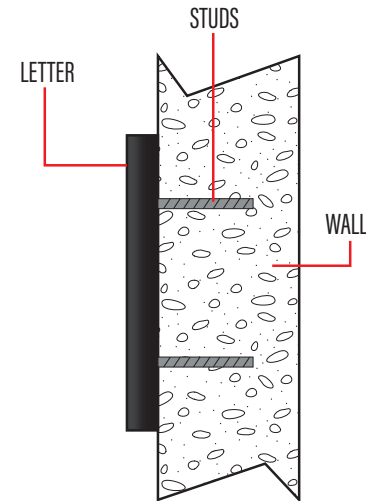


# 13721 - STOREFRONT SIGNAGE

QUANTITY: 180

180" W X 15.75" H

SQ. FT. 19.6



MANUFACTURE AND INSTALL  
3MM PREMIUM BLACK ACM  
STUD-MOUNTED FLUSH TO FASCIA

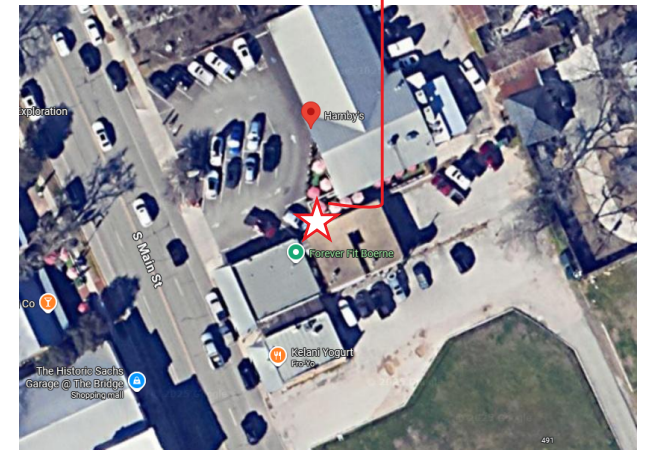
## ADDRESS

455 S. MAIN ST. BOERNE, TX 78006  
SUITE #2

# SL PERMANENT JEWELRY

NOTES: Stoke Thickness: .92"

## SIGN LOCATION



Client: SL PERMANENT JEWELRY  
Invoice: 13721  
Date: 10/9/25  
Sales: EVAN Designer: EVAN

## CLIENT SIGNATURE:

X \_\_\_\_\_



This sign is intended to be installed in accordance with the requirements of Article 600 of the National Electrical Code and/or other applicable local codes. This includes proper grounding and bonding of the sign.

This design proposal will remain the exclusive property of Signarama until approved and accepted through purchase by client named directly on drawing and may not be duplicated by other parties or design fee will apply. Up to TWO revisions with your purchase. Additional revisions cost \$45 each. Your order will be processed upon receipt of this artwork approval.

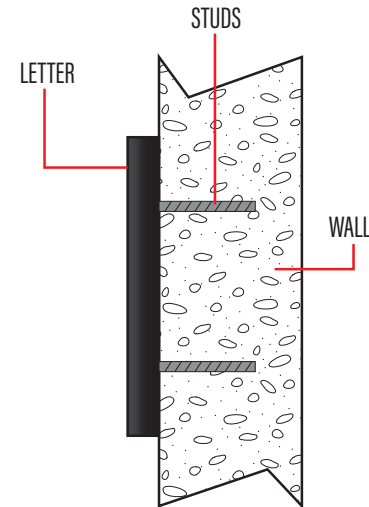
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# 13721 - STOREFRONT SIGNAGE

QUANTITY: 1  
96" W X 32" H  
SQ. FT. 21.3

MANUFACTURE AND INSTALL  
3MM PREMIUM BLACK ACM  
STUD-MOUNTED FLUSH TO FASCIA



ADDRESS

455 S. MAIN ST. BOERNE, TX 78006  
SUITE #2

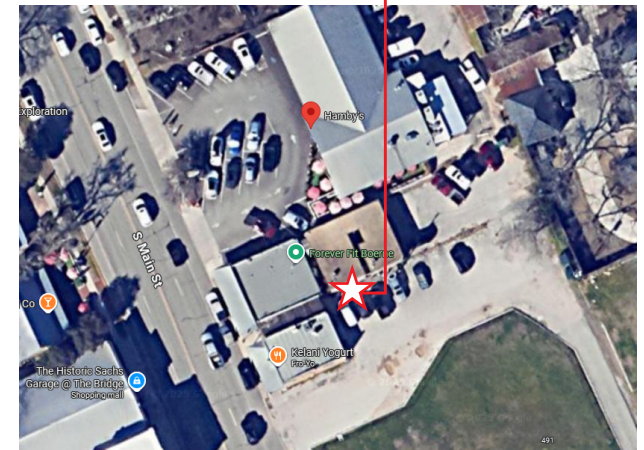


## SL PERMANENT JEWELRY & BOUTIQUE

NOTES:

Stoke Thickness (SL): 1"  
Stoke Thickness (PERMANENT JEWELRY): .8"  
Stoke Thickness (& BOUTIQUE): .8"

SIGN LOCATION



Client: SL PERMANENT JEWELRY  
Invoice: 13721  
Date: 10/9/25  
Sales: EVAN Designer: EVAN

CLIENT SIGNATURE:

X



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# 13721 - STOREFRONT SIGNAGE



QUANTITY: 1  
48" W X 16" H  
QUANTITY: 1  
18" W X 18" H

MANUFACTURE AND INSTALL  
3MM PREMIUM ACM  
VINYL OVERLAY

## ADDRESS

455 S. MAIN ST. BOERNE, TX 78006  
SUITE #2

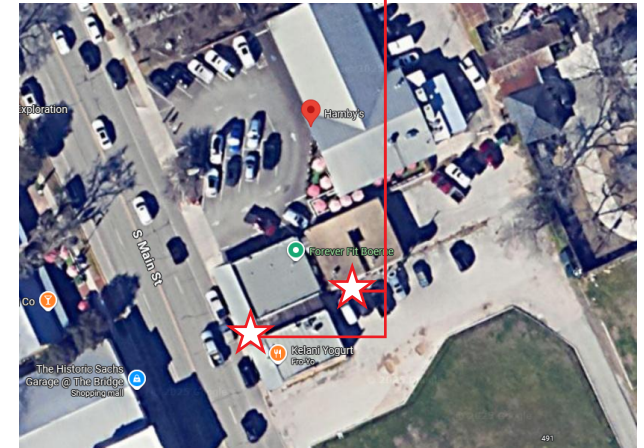
FRONT



BACK



SIGN LOCATIONS



Client: SL PERMANENT JEWELRY  
Invoice: 13721  
Date: 10/9/25  
Sales: EVAN Designer: EVAN

CLIENT SIGNATURE:

X \_\_\_\_\_



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## AGENDA ITEM SUMMARY

<b>Agenda Date</b>	December 2, 2025
<b>Requested Action</b>	Consider a certificate of appropriateness for a sign permit for a new sign located at 371 N Main Street (ADKF).
<b>Contact Person</b>	Francesca “Franci” Linder, AICP – Assistant Planning Director (830)-248-1528, flinder@boerne-tx.gov
<b>Background Information</b>	<p><b>BACKGROUND:</b></p> <p>The business is owned by ADKF, and the applicant is Jennifer Pozos of Budget Signs.</p> <p>The UDC requires that any activity requiring a certificate of appropriateness inside of the Historic District must be approved by the Historic Landmark Commission and will be subject to the historic design guidelines. (UDC Sec. 3-11.B.8)</p> <p>The property is zoned C3 - Community Commercial and is located inside the Historic Overlay District.</p> <p><b>REQUEST:</b></p> <p>The property owner is requesting consideration of:</p> <ol style="list-style-type: none"> <li>1. A certificate of appropriateness for a new sign permit for a new sign located at 371 N Main Street.</li> </ol> <p><b>ANALYSIS:</b></p> <p>The structure located at 371 N Main Street was constructed in 2011 by Jefferson Bank. The applicant is proposing a new illuminated sign panel for ADKF. The proposed sign design features the following details:</p> <ul style="list-style-type: none"> <li>• Acrylic, rectangular sign panel measuring 57.75” W x 15.75” H</li> <li>• Green background with white lettering and two (2) shades of accent green</li> <li>• Illuminated sign (in an existing illuminated sign cabinet)</li> </ul> <p>The proposed sign design meets the following Historic District</p>

	<p>guidelines for signs:</p> <ul style="list-style-type: none"> <li>• Earth tone colors (maximum of four)</li> <li>• Max 2 typefaces</li> </ul> <p>The proposed sign design does not follow the following Historic District guideline for signs regarding the following:</p> <ul style="list-style-type: none"> <li>• Material</li> <li>• Internal illumination</li> </ul> <p>However, it should be noted that the illuminated sign cabinet already exists and is currently in use by Jefferson Bank. Also, that the proposed sign material is compatible with the illuminated sign cabinet.</p> <p><b>FINDINGS:</b></p> <ul style="list-style-type: none"> <li>• Staff finds that the sign design meets Boerne’s UDC Chapter 9 sign regulations and the majority of Historic District Guidelines with the exceptions listed above.</li> </ul> <p><b>RECOMMENDATION:</b></p> <p>The Historic Landmark Commission should determine if the request meets the requirements of UDC section 3-11, UDC Section 9, and the Historic District Guidelines.</p> <p><b>MOTIONS FOR CONSIDERATION:</b></p> <p>The following motions are provided to assist the Commission’s decision.</p> <p>I move that the Historic Landmark Commission accepts the findings and <b>APPROVE</b> a certificate of appropriateness for a new sign permit located at 371 N Main Street.</p> <p>OR</p> <p>I move that the Historic Landmark Commission rejects the findings and <b>DENY</b> a certificate of appropriateness for a new sign permit located at 371 N Main Street. (The Commission will need to state the reasons for the denial. These reasons should reference specific regulations in the UDC).</p>
<b>Strategic Alignment</b>	

<b>Financial Considerations</b>	N/A
<b>Citizen Input/Board Review</b>	N/A
<b>Legal Review</b>	Section 3.11 of the UDC requires the review of signs located within the Historic District for compliance with Historic District Guidelines.
<b>Alternative Options</b>	<p>The Commission may consider the request for COA for sign permit:</p> <ul style="list-style-type: none"> <li>• Approved; or</li> <li>• Approved with conditions; or</li> <li>• Denied; or</li> <li>• Denied in part.</li> </ul>
<b>Supporting Documents</b>	<p>Attachment 1 – Aerial Map  Attachment 2 – Zoning View  Attachment 3 – Proposed Signs</p>



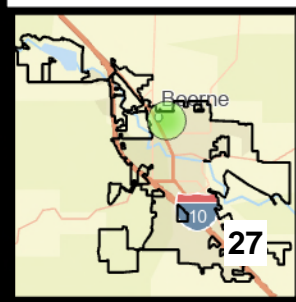


SUBJECT PROPERTY

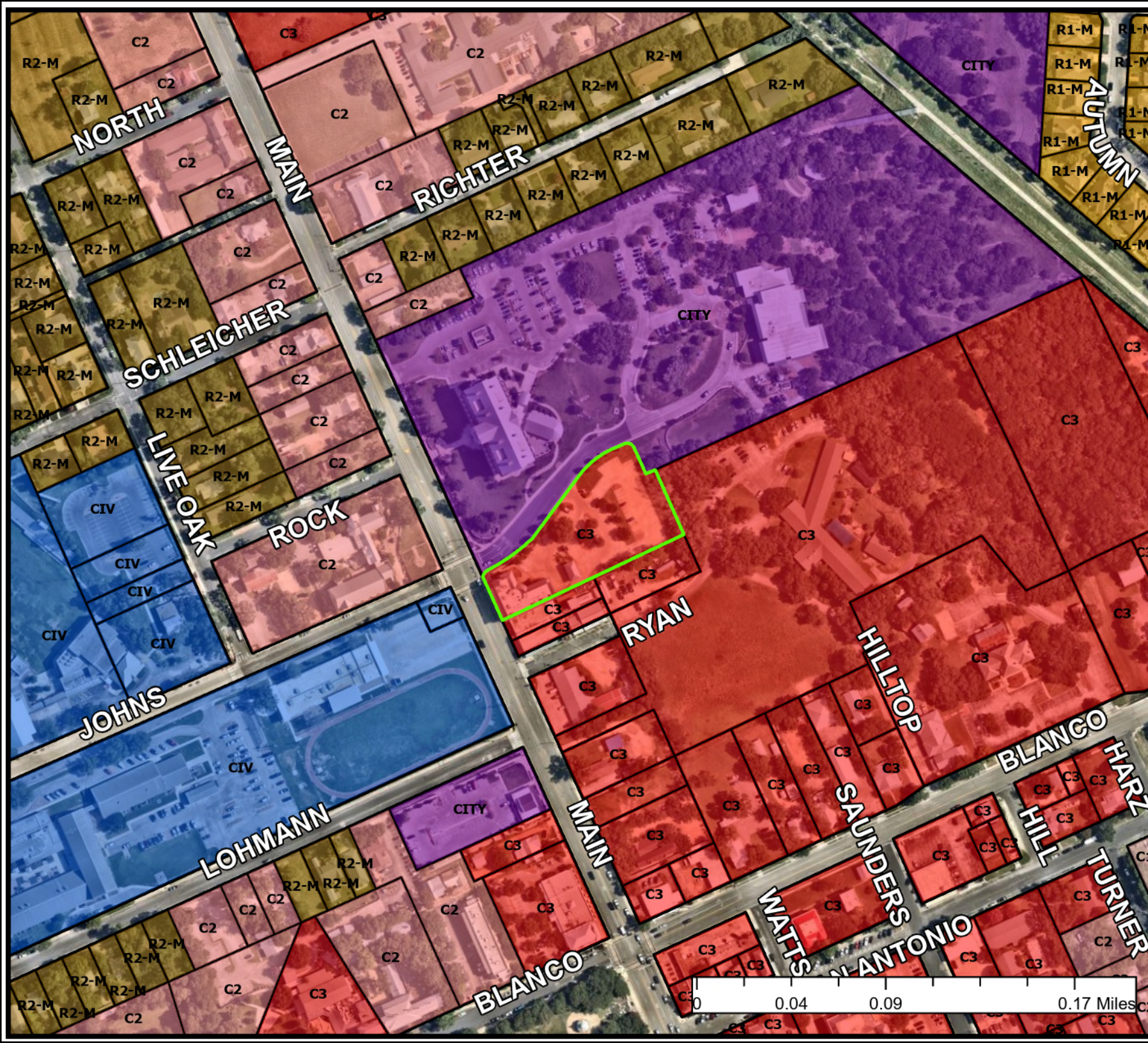
371 N Main St

**Legend**

-  Parcels
-  SUBJECT PROPERTY





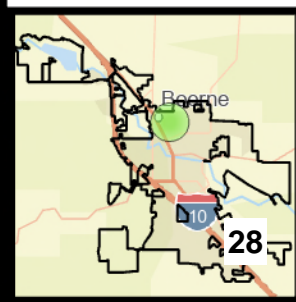
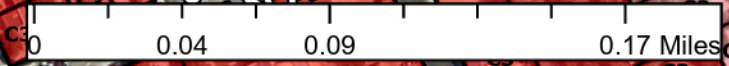


SUBJECT PROPERTY

371 N Main St

Legend

- Parcels
- SUBJECT PROPERTY
- C1
- C2
- C3
- CIV
- CITY
- R1-M
- R2-M





ADKF - 371 N. Main St. Boerne TX

**MONUMENT SIGN PANEL SPECS**

QUANTITY: TWO (2) PANELS  
CUT SIZE: 15-3/4"(h) x 57-3/4"(w)  
VO SIZE: 13-1/4"(h) x 54-3/4"(w)  
MATERIAL: WHITE ACRYLIC  
GRAPHICS: DIGITALLY PRINTED  
LAMINATE: UV/GRAFFITI  
ATTACHMENT: INSTALL NEW PANELS IN EXISTING MONUMENT STRUCTURE

**DARK GREEN**

Pantone: 627C  
Hex: #07312C

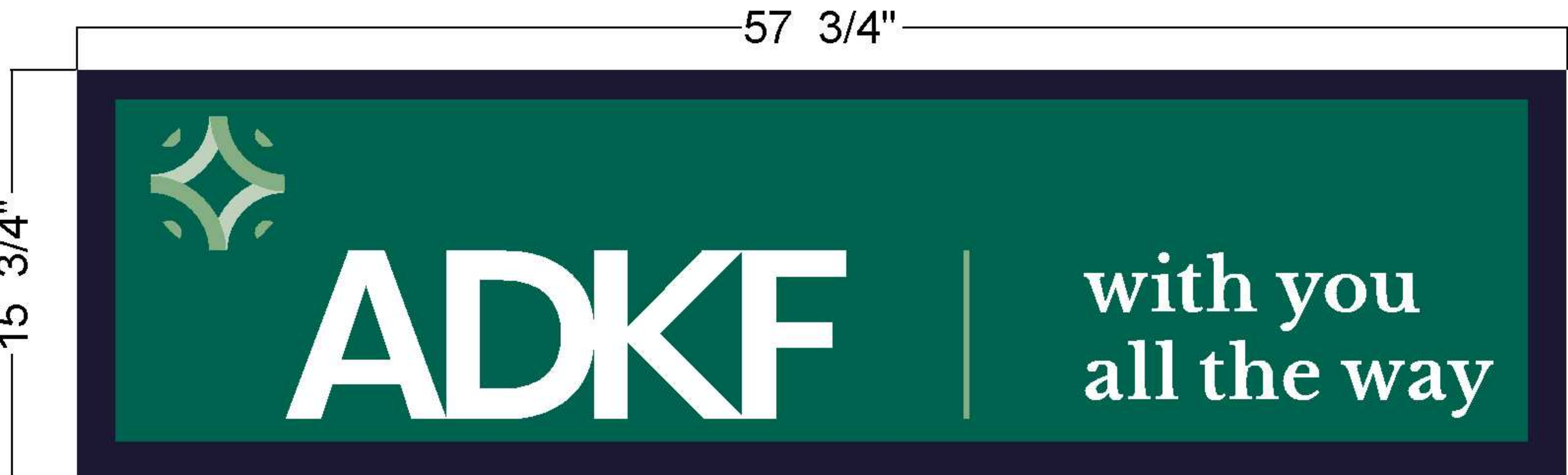
**LIME GREEN**

Pantone: 7479C  
Hex: #41b572

**LIGHT LIME GREEN**

Pantone: 344C  
Hex: #a4d4aa

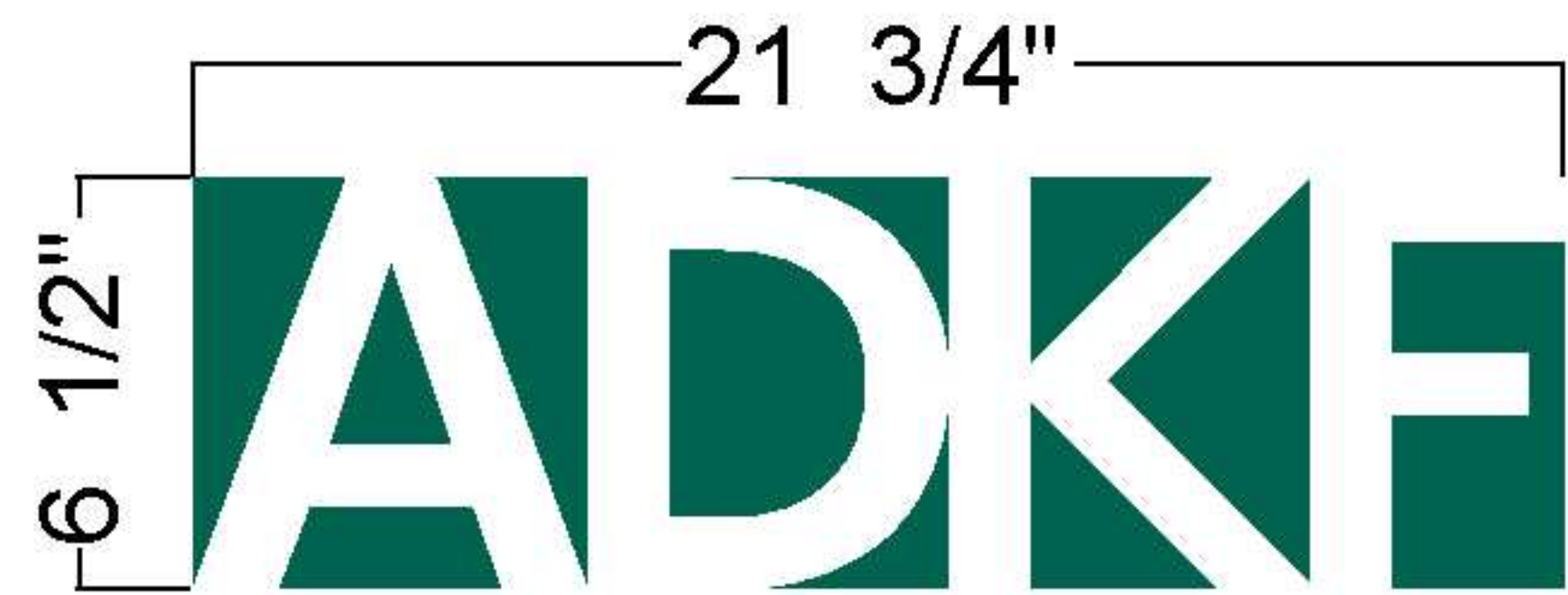
**PRINTED COLORS**



**FRONT VIEW**

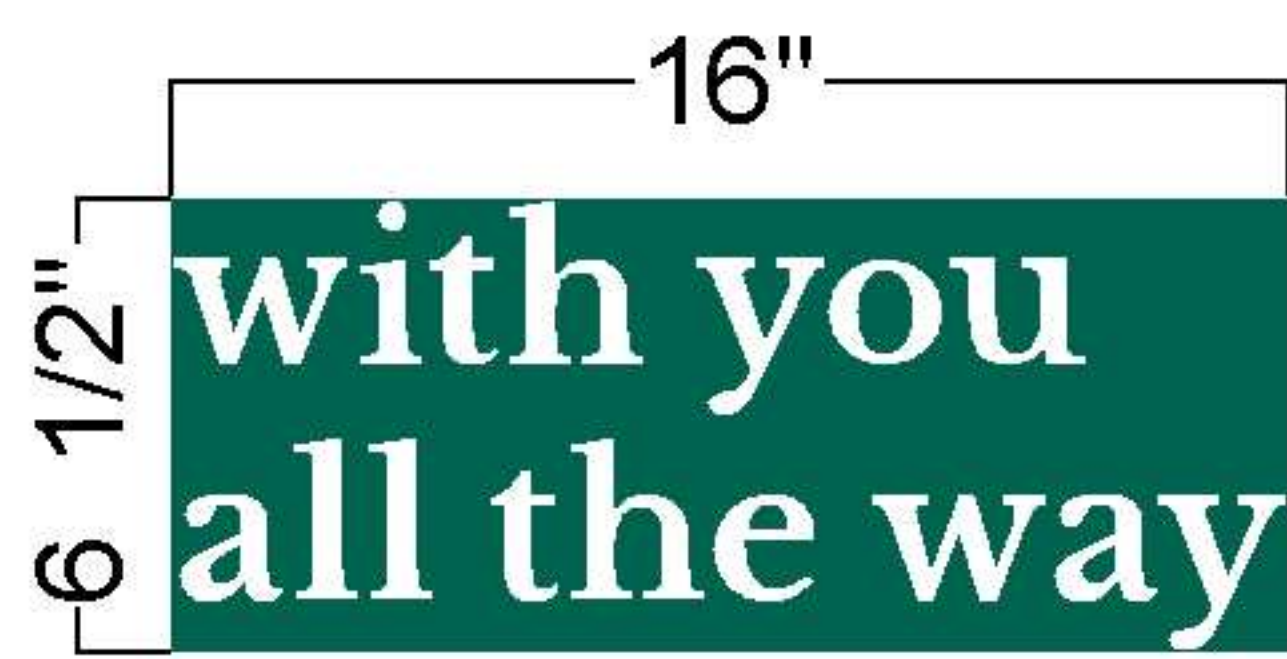
OVERALL PANEL SIZE: 15.75" x 57.75" = 909.56 SQ INCHES  
PER CODE ILLUMINATED SIGNS ARE LIMITED TO 20% OF WHITE SPACE - 20% OF 909.56 = 181.912

**WHITE SPACE AREA #1**



**WHITE AREA WITH GREEN AROUND THE EDGES:**  
AREA #1: 6.5" x 21.75" = 141.375 SQ INCHES

**WHITE SPACE AREA #2**



AREA #2 - 6.5" x 16" = 104 SQ INCHES

**APPROXIMATELY 1/3 OF THE AREA AROUND AND INSIDE THE LETTERS IS DARK GREEN**  
TOTAL AREA OF WHITE - 2/3rds OF 141.375 = 94.25      TOTAL AREA OF WHITE - 2/3rds OF 104 = 69.333

**TOTAL 163.583 SQ INCHES OF WHITE SPACE**

**\*\*CONCLUSION: 163.583 SQ INCHES IS LESS THAN 181.912 THEREFORE THE WHITE SPACE IS LESS THAN 20% MEETING BOERNE CITY ORDINANCE - UDC 9-5.A.5\*\***



**MOUNTING ELEVATION**

Client Approval Signature: _____	<input type="checkbox"/> Approved as Submitted	<input type="checkbox"/> Approved as Noted	<input type="checkbox"/> Rejected: Revise and Resubmit	Revision: 2	Date: 11.13.2025
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## AGENDA ITEM SUMMARY

<b>Agenda Date</b>	December 2, 2025
<b>Requested Action</b>	Hold a public hearing and consider a request for a demolition permit for the structure(s) located at 119 Ebner Street.
<b>Contact Person</b>	Francesca “Franci” Linder, AICP – Assistant Planning Director (830)-248-1528, flinder@boerne-tx.gov
<b>Background Information</b>	<p><b>BACKGROUND:</b></p> <p>There are four commercial structures located at 119 Ebner Street; it is unknown when the structures were constructed or located on the site, but they appear to be over 50 years in age.</p> <p>This property is owned by Groff Land Enterprises LP; the representative is Travis Roberson. It is located within the City of Boerne limits and appears to be older than 50 years.</p> <p>It is zoned C1 (Neighborhood Commercial) and is within the Downtown Community Overlay District. The property is not located within the Historic District.</p> <p>The Patrick Heath Public Library has no historical records of these structures. However, the site was the location of the Old Boerne Depot. This historic structure was constructed in 1906 and decommissioned in 1959. After it was decommissioned, the structure was slowly moved off property over the years.</p> <p><b>REQUEST:</b></p> <p>The property owner is requesting:</p> <ol style="list-style-type: none"> <li>1. The Historic Landmark Commission hold a public hearing regarding the demolition of the structure(s) located at 119 Ebner Street.</li> </ol> <p><b>ANALYSIS:</b></p> <p>The construction date of the four (4) structures located at 119 Ebner Street is unknown, however they all appear to be over 50 years old. The</p>

	<p>owner is proposing to demolish all four structures on the property.</p> <p>A site visit was performed by City Staff on November 21, 2025, to gather additional information on the structure(s). The findings are summarized as:</p> <ul style="list-style-type: none"> <li>• There are four (4) structures on the property.</li> <li>• Each of the structures are less than 700 square feet. The total approximate size is 1,620 square feet.</li> <li>• All of the structures appear to be in poor condition.</li> </ul> <p><b>FINDINGS:</b></p> <ul style="list-style-type: none"> <li>• Staff finds that the structures are not a historic landmark, and does not appear to have architectural, cultural, or educational value, as per criteria outlined in section 2.11 of the UDC.</li> </ul> <p><b>RECOMMENDATION:</b></p> <p>The Historic Landmark Commission should hold a public hearing to determine if the request meets the requirements of UDC Section 2-11 and should be considered a contributing structure(s).</p> <p><b>MOTIONS FOR CONSIDERATION:</b></p> <p>The following motions are provided to assist the Commission’s decision.</p> <p>I move that the Historic Landmark Commission accepts the findings and <b>APPROVE</b> a demolition permit request.</p> <p>OR</p> <p>I move that the Historic Landmark Commission rejects the findings and <b>DENY</b> a demolition permit request. (The Commission will need to state the reasons for the denial. These reasons should reference specific regulations in the UDC).</p>
<b>Strategic Alignment</b>	
<b>Financial Considerations</b>	N/A
<b>Citizen Input/Board Review</b>	<p>Public notifications of the demolition request were mailed to 50 neighboring residents on November 14<sup>th</sup>, 2025, and published in the Boerne Star on November 16<sup>th</sup>, 2025.</p> <ul style="list-style-type: none"> <li>• Zero (0) responses were received.</li> </ul>

<b>Legal Review</b>	Section 2.11 of the UDC requires that the HLC review demolition permit requests for historic properties.
<b>Alternative Options</b>	The Commission must approve, approve with conditions, extend the review, or deny the request. Each condition or reason for denial must be directly related to requirements of city regulations and may not be arbitrary.
<b>Supporting Documents</b>	Attachment 1 – Aerial Map Attachment 2 – Street View Attachment 3 – Zoning Map Attachment 4 - Site Visit Photos



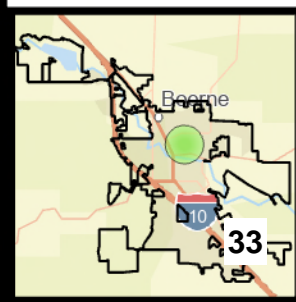
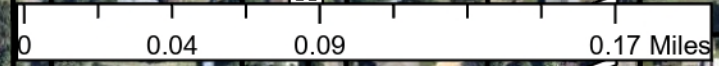


SUBJECT PROPERTY

119 Ebner St

Legend

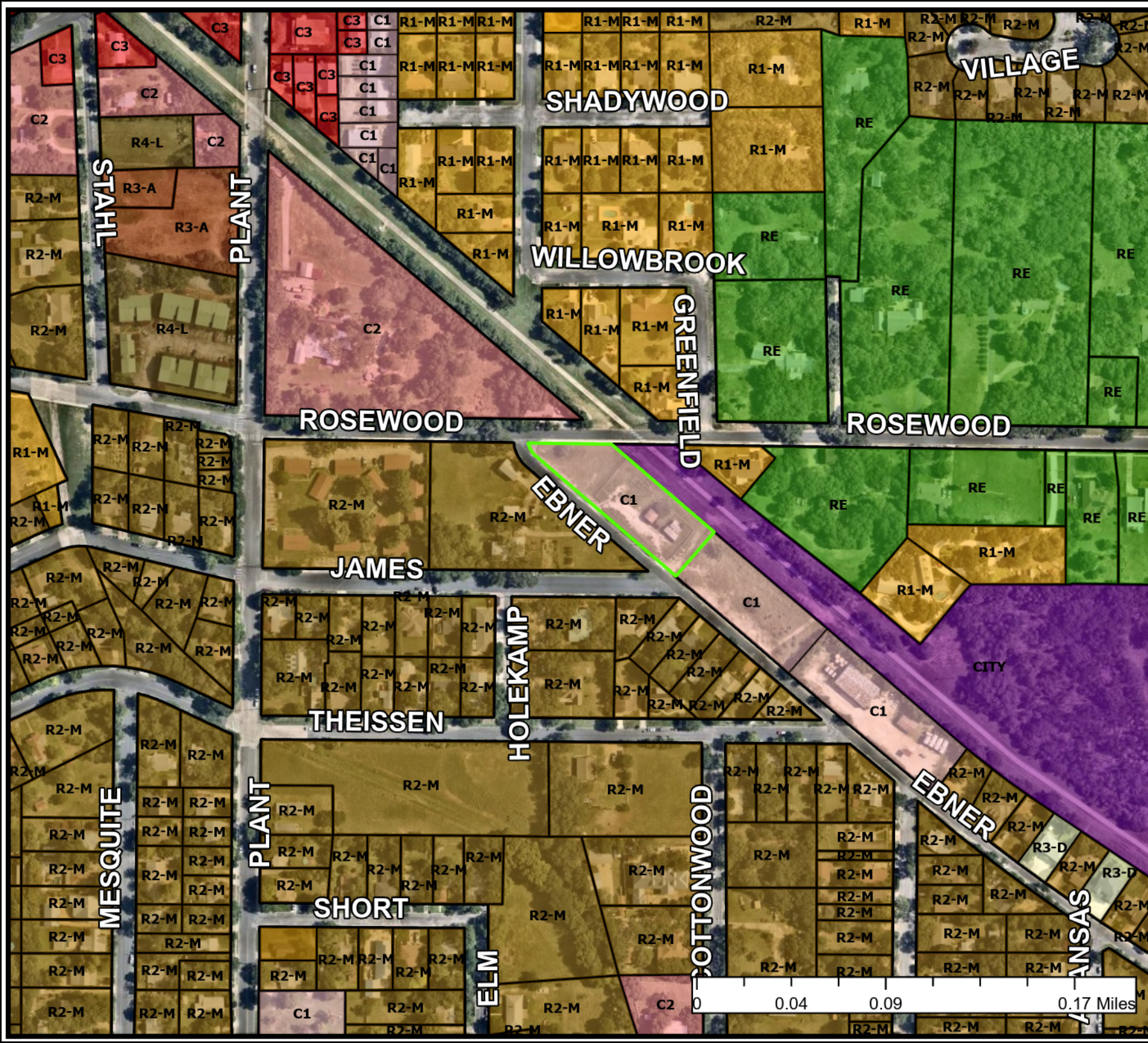
-  Parcels
-  SUBJECT PROPERTY









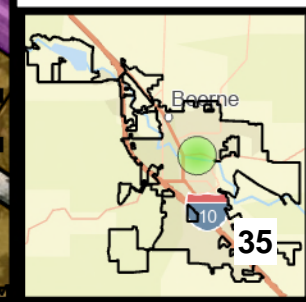
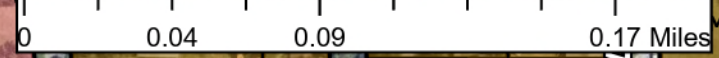


SUBJECT PROPERTY

119 Ebner St

Legend

- Parcels
- SUBJECT PROPERTY
- C1
- C2
- C3
- C4
- CITY
- RE
- R1-M
- R2-M
- R3-A
- R3-D
- R4-L























## AGENDA ITEM SUMMARY

<b>Agenda Date</b>	December 2, 2025
<b>Requested Action</b>	Consider the Historic Preservation Grant request and certificate of appropriateness for exterior improvement to a structure located at 448 S Main St (Cibolo Creek Brewing Co.).
<b>Contact Person</b>	Francesca “Franci” Linder, AICP – Assistant Planning Director (830) 248-1528, <a href="mailto:flinder@boerne-tx.gov">flinder@boerne-tx.gov</a>
<b>Background Information</b>	<p><b>BACKGROUND:</b></p> <p>The subject property, The Weiss House, was originally a single-family, one and a half story home that was built circa 1910. The home was converted into an office in 1975 and most recently, into a restaurant. The property is currently occupied by Cibolo Creek Brewing Co.</p> <p>The property is owned by MAM Holdings, the applicant is Michael Mazour, and the representative is Josh Mazour.</p> <p>The property is zoned C3 - Community Commercial and is located inside the Historic Overlay District.</p> <p>The Weiss House is considered a highly contributing structure within the Historic District.</p> <p>The applicant is proposing several exterior improvements:</p> <ul style="list-style-type: none"> <li>• Replace the front door, transom window, both sidelites, and hardware;</li> <li>• Replace 8 existing windows; and</li> <li>• Repaint the exterior of the structure.</li> </ul> <p><b>REQUEST:</b></p> <ul style="list-style-type: none"> <li>• The applicant is requesting a Certificate of Appropriateness (COA) and a \$10,000 Historic Preservation Grant to replace 8 windows; the front door, including 2 sidelites, transom window, and hardware; and repaint the exterior; at 448 S Main Street. The total qualified cost is estimated to be \$50,488.41. The applicant is also proposing to repaint the interior with an additional cost of \$5,900; this work does not qualify for the Historic Preservation Grant and does not require a COA.</li> </ul>

	<p><b>ANALYSIS:</b></p> <p>The applicant has submitted a Historic Preservation Grant application for the Historic Landmark Commission’s review and consideration. The program is a partial match, reimbursement grant opportunity for qualifying commercial properties. Grant applications require review and approval by the HLC prior to any work beginning. If the proposed work and the grant application is approved, the applicant may proceed with obtaining permits. After the work is complete, the project is inspected to confirm it was completed as approved by the HLC. Lastly, the applicant may submit a reimbursement request for the Grant amount approved by the HLC.</p> <p>Eligible Grant improvements include:</p> <ul style="list-style-type: none"> <li>• Exterior Improvements to Façade</li> <li>• Roof Repair/Replacement</li> <li>• Foundation Repair/Replacement</li> <li>• Interior ADA improvements</li> <li>• Building/Fire Code Improvements</li> <li>• Complementary Building Additions</li> </ul> <p>Criteria for the HLC review process include:</p> <ul style="list-style-type: none"> <li>• Historical appropriateness:</li> <li>• Compatible architectural design</li> <li>• Streetscape objectives</li> <li>• Overall enhancement of the Historic District</li> </ul> <p>The proposed front door, transom window, and both sidelites match the existing design, style, and size. This is consistent with the Historic District Guidelines. The door, both sidelites, and transom window will be painted Iron Ore (SW 7069). This is the same as the current paint color. The new hardware will be bronze.</p> <p>The applicant is proposing to replace the existing windows with “four over four” style windows. This style matches the existing windows and is considered architecturally appropriate for a Texas German Vernacular Style, per the Historic District Guidelines. The windows will have a white sash/casing and will be the same size as the current windows.</p> <p>In addition to painting the new door and windows, the applicant is proposing to repaint the exterior with the current colors (listed below). While this does not require a COA, the cost of the work does contribute to the overall project. The applicant is proposing the following:</p> <ul style="list-style-type: none"> <li>• Main color: Downing Straw (SW 2813)</li> </ul>
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- Trim color: Iron Ore (SW 7069)
- Additionally, the scope includes repainting the banners, railings, etc. The color will match the existing white, but the exact paint color has not been identified.

The grant application is also given an evaluation score based on three sets of scoring criteria:

- Whether a structure is contributing to the Historic District
- The types of improvements that are being proposed
- The estimated project budget

The grant application scored 30/30 points, which is greater than the minimum 20 points required to be considered for a grant by the HLC. The score breakdown is provided below:

Contributing Structure Score:	High	10/10 points
Type of Improvements:	Existing Building Façade	10/10 points
Estimated Project Budget:	\$50,000 and up	10/10 Points

#### **FINDINGS:**

- Staff finds that the exterior improvements meet Boerne's UDC regulations and Historic District Guidelines.
- Staff finds that the grant application meets the minimum requirement to be considered by the HLC for a Historic Preservation Grant.

#### **RECOMMENDATION:**

The Historic Landmark Commission should determine if the request meets the requirements of the UDC and the Historic District Guidelines and consider issuing a Certificate of Appropriateness and/or approve the Historic Preservation Grant for the requested amount of \$10,000.

#### **MOTIONS FOR CONSIDERATION:**

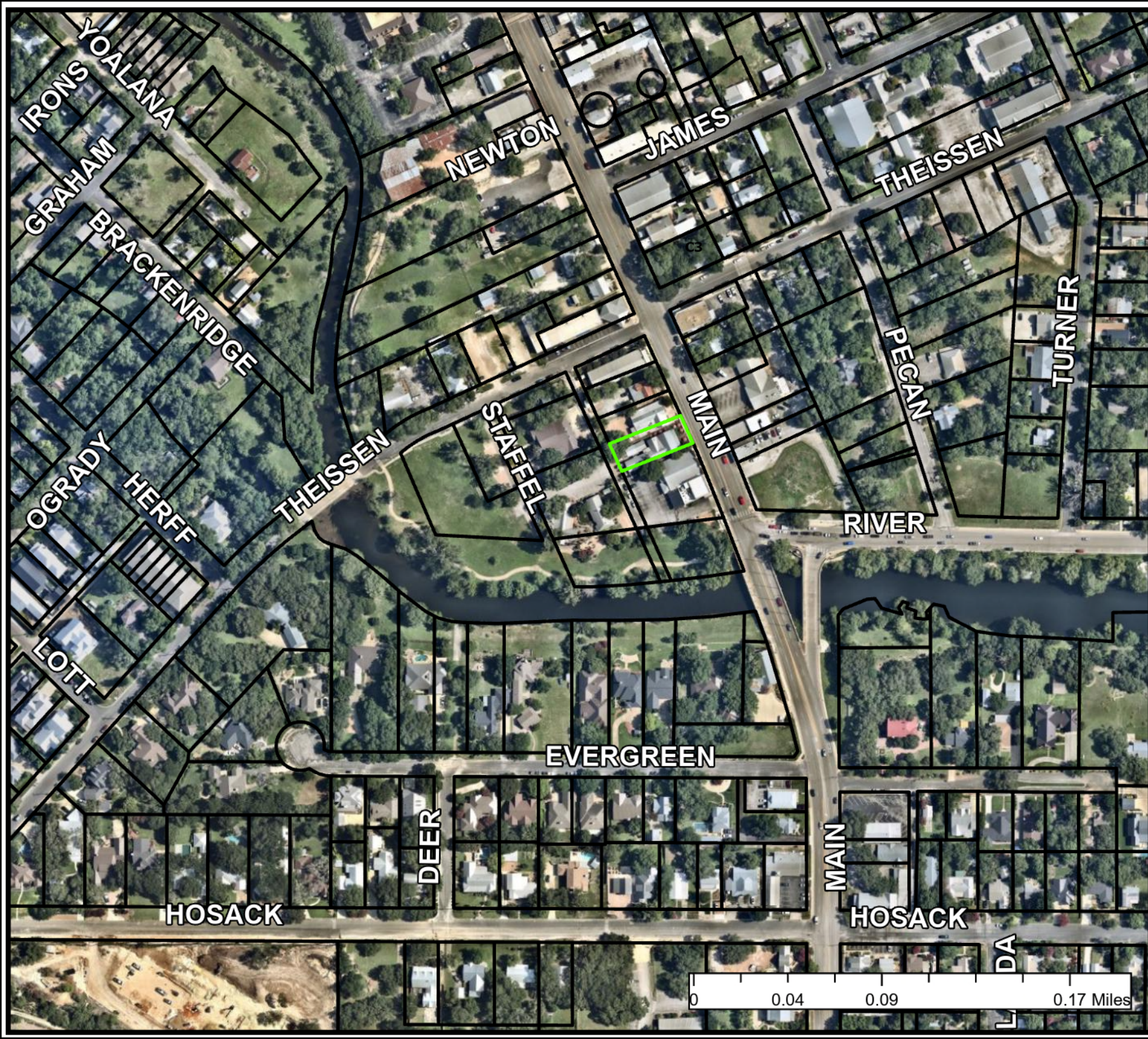
I move that the Historic Landmark Commission accept the findings and **APPROVE** the Certificate of Appropriateness and requested \$10,000 Historic Preservation Grant for 448 S Main.

OR

I move that the Historic Landmark Commission **DENY** the Certificate of

	Appropriateness and requested \$10,000 Historic Preservation Grant for 448 S Main.
<b>Strategic Alignment</b>	
<b>Financial Considerations</b>	N/A
<b>Citizen Input/Board Review</b>	N/A
<b>Legal Review</b>	N/A
<b>Alternative Options</b>	N/A
<b>Supporting Documents</b>	Attachment 1 – Aerial Map Attachment 2 – Exterior Photos Attachment 3 – Grant Application Attachment 4 –Door Hardware & Paint Colors



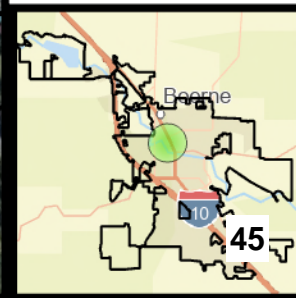
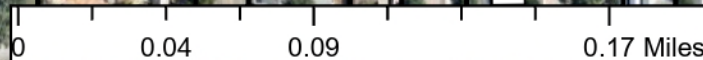


SUBJECT PROPERTY

448 S Main St

**Legend**

- Parcels
- SUBJECT PROPERTY



















## HISTORIC DISTRICT IMPROVEMENT PROGRAM APPLICATION FORM

Please return completed with necessary attachments and signature to the Planning Department no later than the fifteen (15) days prior to the first Tuesday of each month. For information, please contact the Planning Department.

Applicant Name: MICHAEL MAZOUR Date: 11-4-25  
Applicant Mailing Address: 141 TEXAS CEDAR TR 78006  
Applicant Phone: 210 861 9378 Email: MEMAZOUR@OUTLOOK.COM  
Property Ownership Entity (if different from Applicant): \_\_\_\_\_  
Property Address: 448 S. MAIN  
Project Architect/General Contractor (if applicable): \_\_\_\_\_  
Project Estimated Start and Completion Dates: DEC 2025

Type of Work: (circle all that apply)

Paint • Masonry • Cleaning/Paint Removal • Awning/Canopy • Window Repair/Replacement • Roof Repair/Replacement • Foundation Repair • Interior ADA Improvement that is part of the structure (accessibility structures, elevators, restroom improvements, widening doorways) • Building/Fire Code Improvements (such as electrical and plumbing upgrades and fire exits) • Other (detail below):

Other: \_\_\_\_\_

List Details of Planned Project Improvements for Program Grant (attach additional details if necessary):

- REPLACE FRONT DOOR #8,560
- REPLACE WINDOWS IN DINING AREA #27,900
- PAINT EX/IN OF BUILDING #19,800

TOTAL COST OF PROPOSED PROJECT IMPROVEMENTS:

\$56,260

GRANT AMOUNT REQUEST (based on sliding scale):

\$10,000

I attest that at the time of this Application, property to be improved; (1) does not have any delinquent municipal ad valorem taxes, (2) is current on all municipal utility payments; (3) is not listed in part or whole in any current litigation, and (4) is free of all municipal liens, judgments and encumbrances of any kind.

Attach with all required plans/drawings, construction/material estimates, color samples of paint/material, and photographs of project's exterior conditions prior to planned project improvements.

[Signature]  
Applicant's/Representative Signature

11-4-25  
Date





## HISTORIC DISTRICT IMPROVEMENT PROGRAM AGREEMENT FORM

Please return completed with necessary attachments and signature to the Planning Department at 447 N. Main St. no later than the fifteen (15) days prior to the first Tuesday of each month. For information, please contact the Planning Department.

- ☐ I have met with the City Program representative for the Historic District Improvement Program, and I fully understand the Program procedures and details established by the City.
- ☒ I have read the Program Application Form.
- ☒ I attest that at the time of this Agreement that the property to be improved (1) does not have any delinquent municipal ad valorem taxes; (2) is current on all municipal utility payments; (3) is not listed in part or whole in any current litigation, and (4) is free of all municipal liens, judgments and encumbrances of any kind.
- ☒ I have not received, nor will I receive insurance monies for this project.
- ☒ I understand that if I am awarded a grant by the City, any deviation from the approved project may result in the partial or total withdrawal of the Program grant. If the project is substantially altered within one (1) year from construction, I may be required to reimburse the City immediately for a prorated amount of the grant, based on extent of alteration to the improved property that qualified for Program funding.
- ☒ I understand and agree that any misrepresentation on this application form will result in immediate denial of request for the Program grant and the inability to re-apply for same. Should such misrepresentation be discovered after an award of funds, then I shall forfeit and/or return any Program funds.

448 S. MAIN

Property Address

Applicant's Representative Signature

Date

(If approved) HLC Approval Date



## HISTORIC DISTRICT IMPROVEMENT PROGRAM APPLICATION & INSTRUCTIONS

If you have any Historic District Improvement Program application or historic design and review questions, please contact the Planning Department at (830) 249-1501. If you have any building or sign permit questions, please contact the Permitting and Code Compliance Department.

### HISTORIC DISTRICT IMPROVEMENT PROGRAM DETAILS (please read carefully):

The City of Boerne (City) Historic District Improvement Program (Program) is a matching partial reimbursement grant opportunity for commercial properties located within the limits of the Historic District (District). Any proposed improvements or additions to any properties within the District shall first require approval by the Historic Landmark Commission (HLC) before a request for a Program grant can be considered.

New buildings and improvements that are already completed or covered by insurance are not eligible for this Program. Property to be considered for the Program shall; not have any delinquent ad valorem taxes, be free of all municipal and county liens, judgments and encumbrances of any kind. The property must remain free of all municipal and county liens, judgments or encumbrances of any kind at the time the project is complete and reimbursement request is made. The Applicant must also be current on all city utilities for the subject property and the property must not be listed in part or whole in any current litigation.

### **Qualifying Program Improvements Include the following:**

- Exterior improvements to façade;
- Roof repair/replacement;
- Foundation repair/replacement;
- Interior ADA improvements that are part of the structure such as accessibility structures, elevators, restroom improvements and widening of doorways;
- Building/Fire Code Improvements such as electrical and plumbing upgrades and fire exits; and
- Complementary building additions

### **Maximum Matching Funds – Sliding Scale up to \$14,500**

<u>Proposed Project Budget</u>	<u>Maximum Reimbursement Match</u>
0-\$24,999	\$1:1 up to \$5,000 max.
\$25,000-\$49,999	\$7,500
\$50,000-\$74,999	\$10,000
\$75,000-\$99,999	\$12,250
\$100,000 and above	\$14,500



### **Application Program Scoring**

Applications will be considered based on the building's historic significance as either contributing or non-contributing to the District, integrity ranking of original architectural elements of the building, type of proposed building improvements, and the estimated project cost. Please contact the Planning Department to get details of the building's historic significance, contributing/non-contributing status and integrity ranking. A minimum score of 20 points is required to qualify for Program consideration. Applications will be scored as follows:

#### **A. Contributing/Non-Contributing & Integrity (High/Med/Low)**

Contributing Structure/High & Med	10
Contributing Structure/Low	8
Non-Contributing Structure	6
New Structure	4

#### **B. Type of Improvements**


Existing Bldg. Façade/Roof/Found.	10
Existing Bldg. ADA/Elect./Plumb	8
Existing Bldg. Addition	6
New Structure	4

#### **C. Estimated Project Budget**

(\$50,000 and up)	10
(\$25,000-\$49,999)	8
(\$15,000-\$24,999)	6
(\$0-\$14,999)	4

All Program grants are available throughout the City's fiscal year; on a first come, first serve basis until total annual Program budgeted funds are allocated. Applications will be reviewed based on Boerne Unified Development Code Chapter 3, Section 3.11 Historic District and the Boerne Historic Design Guidelines and approved by HLC before any eligible work may begin. If application is approved, any deviation from the approved project scope may result in the total or partial withdrawal of the Program grant and will require reapproval from the HLC.

- 1. Determine eligibility:** Discuss project plans with the Planning Department staff. Boerne Unified Development Code Chapter 3, Section 3.11 Historic District and the Boerne Historic Design Guidelines should be a reference guide when making any proposed improvements to properties in the District. Both the UDC and guidelines are available online at the City website [www.ci.boerne.tx.us](http://www.ci.boerne.tx.us).

2. **Complete and sign Application Form.** Application must include a list of proposed improvements, plans/elevations of proposed improvements by the project architect or contractor of the entire proposed project work to be done. Color samples of all final paint, fixtures, material selections must be included with the application to be reviewed and approved by the HLC.
3. **Submit the completed Application Form:** Submit all itemized work estimates, drawings, and material/color samples of the proposed work to the Planning Department no later than fifteen (15) days prior to the first Tuesday of each month to be placed on the HLC agenda.
4. **The approval process will include without limitation the following:**
  - (a) All projects must meet current building standards and codes, as well as building permit requirements.
  - (b) The HLC meets at 5:30 p.m. every first Tuesday of the month, Applicant or Applicant's Representative is required to attend and present their project to the HLC for review and recommendation. 
  - (c) The HLC shall consider only applications which have been properly and fully completed and which contain all information required in the application or requested by staff.
  - (d) The HLC has sole discretion in awarding grants. The HLC considers the following; grant amount requested, grant funds available for the Program, condition of the structure, scope and effectiveness of the proposed work, and overall quality and character of the proposed work.
  - (e) Applicants receiving majority approval by the HLC shall complete the work described in the application within one (1) year from the date the grant is approved by HLC. If the Applicant is unable to complete work within that period, the Applicant may submit a written request to the City Manager for an extension to the completion date provided the extension request is made thirty (30) days prior to the one (1) year time limit. The City Manager shall not be obligated to allow extensions but may do so for good cause determined solely by the City Manager. The extension, if granted, shall be for the term and conditions determined exclusively by the City Manager. The City Manager's determination on a request for an extension is final and may not be appealed. If the Applicant is not granted an extension for the one (1) year completion date, the grant funds shall be forfeited.
  - (f) As a condition of this Program and as part of the application process, the Applicant consents and shall allow City inspections to determine whether the grant should be awarded. If the grant is awarded to the Applicant, the City shall be allowed regular access to the building to determine whether the work is or is not in compliance with the application, city municipal codes and any ordinances applicable to the work approved and contemplated in the application.
  - (g) An Applicant does not have a right to receive Program grant funds. The HLC and City staff shall consider any application within its discretionary authority to determine what grant amount would be in the best interest of the Program. The review criteria



may include, but shall not be limited to; historical appropriateness, compatible architectural design, streetscape objectives, and overall enhancement of the Historic District. Once awarded, the Applicant does not have a right to the grant funds until and unless all conditions of the Program have been satisfactorily met.

- (h) The Applicant shall be required to furnish exterior photographs of the project as part of the application and also after the work is completed, as a condition of final grant reimbursement. Should the work not comply with the application, the Applicant will forfeit all grant monies.
- (i) Commercial properties must be current on all City property taxes and City utility payments prior to any Program reimbursement payments and the Applicant is required to obtain all applicable City permits and City approvals before the grant is awarded.
- (j) An Applicant who submits an application that was denied a grant by the HLC shall not be eligible to re-submit a grant application for the same project for six (6) months from the date the prior application was declined by the HLC.
- (k) Applicant shall not be allowed to submit an application for the same property within three (3) years from the date a previous Program grant awarded by the HLC.

**5. Submit Reimbursement Request Form:** When the entire project has been satisfactorily completed and reviewed, the Applicant or Applicant's representative shall present the Planning Department with copies of all paid invoices, including copies of cancelled checks and/or credit card receipts, and pictures of the completed work for a single reimbursement payment of the approved funding amount.

**6. Appeal Process:** There is no appeal process, all completed applications will be reviewed and an award or denial decision made by the HLC.

**7. Repayment:** If awarded a Program grant, any deviation from the approved project may result in the partial or total forfeit of the Program grant funds. If the project is substantially altered within one (1) year from commencement of work, the City may require reimbursement immediately from the Applicant for the full amount of the Program grant.

# **HISTORIC DISTRICT IMPROVEMENT PROGRAM CHECKLIST & IMPROVEMENT TIPS**

## **Checklist**

**Use this form as a Checklist to follow all steps needed to complete the Program Application to receive approval.**

- ☐ Meet with City staff of the Planning Department to determine eligibility and to walk through Program Application Instructions.
- ☐ At the same time of the initial application meeting, or subsequent to this meeting, meet with Planning Department staff to discuss any questions or concerns regarding historic preservation issues.
- ☐ Verify with municipal and county offices that ad valorem taxes are current.
- ☐ Complete Application form and sign Agreement form. (Also include required attachments, HLC application, project drawings and specification, material selections, photographs of project exterior where work is to be done)
- ☐ Return completed Application with required attachments no later than fifteen (15) days prior to the first Tuesday of the month to the Planning Department to be added to the next HLC meeting agenda.
- ☐ Attend and present Program Application to HLC for recommendation.
- ☐ Project work must be completed within one (1) year from date of HLC Application approval.
- ☐ Upon completion of project, complete and submit the Reimbursement Request Form with required documentation.

## **Improvement Tips**

- Carefully examine old buildings for termites, wood rot and general deterioration and roof, foundation and structural items should be given priority over cosmetic improvements.
- Before rehabilitating a building façade, take a careful look at the structural aspects of the building.
- Develop a design that is compatible with neighboring buildings
- The top brick cornices that rise above the roof deteriorate rapidly unless they are capped with metal, terra cotta, stone or concrete.
- When mortar is missing or in poor repair, moisture will enter the walls and eventually may cause structural damage.
- Deteriorated mortar should be removed to a depth of at least three-fourths of an inch and replaced with new mortar that matches the old in color, texture and striking of the joint.
- Do not sandblast. Chemicals and/or water can remove dirt and paint without damaging the surface of the building.
- Do not paint too often; many times a building only needs mild washing, if the building has stone or brick that has never been painted, do not create a maintenance problem by painting it.
- Existing architectural details, including old wood doors, windows, ceilings, and trim work add to the character of a building and its resale value. Repair these features rather than remove them.
- Wood windows are reasonable to repair, if a specialist in window repair can be found. If the windows are missing, custom-made windows can be ordered for replacement in old buildings.



**-INTERIOR VIEW-**

OA Unit Size: 64-1/4" x 103-1/2"

Door	Model: DR04.010	Slab Size: 36" x 84"
Sidelite	Model: SL02000	Slab Size: 11-3/4" x 84-1/2"
Transom	Model: TR02010	Slab Size: 62-3/4" x 16-1/4"

**Slideite**  
Model: SL02000

Slab Size: 11-3/4" x 84-1/2"

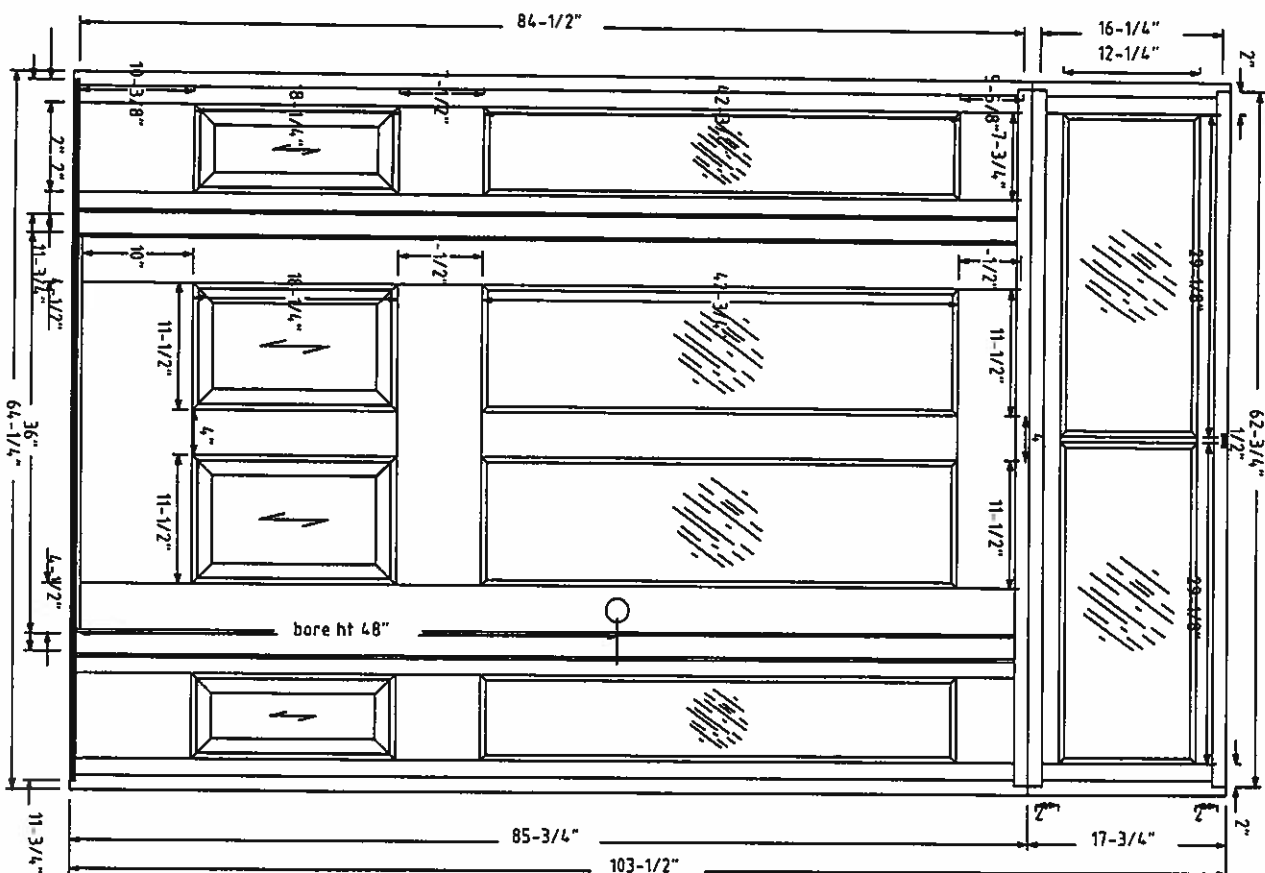
Transom Model: TR02010

Slab Size: 62-3/4" x 16-1/4"

Wood Species: Paint Grade Poplar  
Wood Species: Paint Grade Poplar  
Wood Species: Paint Grade Poplar

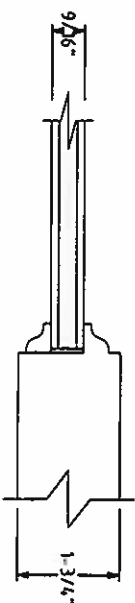
**Wood Species: Paint Grade Poplar**

Wood Species: Paint Grade Poplar



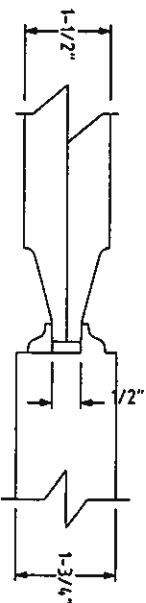
646048 - Ogee Standard Glass Sticking  
Clear Glass (Tempered, Insulated) -9/16" \$

Clear Glass (Tempered, Insulated) -9/16" \$



646048 - Ogee Standard Glass Sticking  
646009 - Taper Raised Panel Profile

646009 - Taper Raised Panel Profile



The Front Door Company  
12402 West Ave.  
San Antonio, Tx 78216  
(210) 340-3141 Phone  
(210) 340-3142 Fax  
www.thefrontdoorco.com  
info@thefrontdoorco.com



Where First Impressions Begin.

# Proposal

Date	Quote #
11/5/2025	42086

**QUOTE GOOD FOR 30 DAYS**

Customer Name / Address	Ship To
Cibolo Creek Brewing Co. 448 S. Main St. Boerne, TX 78006  smazour@outlook.com	Option with pull plate on exterior

Customer Phone	Customer Alt. Phone	Customer Fax	Salesperson	Terms
210-393-8736			Ryan	50% Down, Balance Upon Receipt

Qty	Description	Price Ea.	Total
1	CUSTOM WOOD DOOR Door size: 3-0 X 7-0 X 1-3/4 Material/ Wood species: PAINT GRADE POPLAR Description: 2-LITE OVER 2-PANEL DOOR Glass: CLEAR INSULATED, TEMPERED Grill: NONE Handing: LH OUTSWING Bore: SINGLE BORE FOR DEADBOLT, 2-3/8" BACKSET, 48" ON CENTER FROM BOTTOM OF DOOR	1,770.00	1,770.00T
2	CUSTOM WOOD SIDELITE SASH Size: 1-0 X 7-0 X 1-3/4 Material/ Wood species: PAINT GRADE POPLAR Description: 1-LITE OVER 1-PANEL SIDELITE Glass: CLEAR INSULATED, TEMPERED Grill: NONE	795.00	1,590.00T
1	CUSTOM WOOD TRANSOM SASH Size: 5-0 X 1-4 X 1-3/4 Material/ Wood species: PAINT GRADE POPLAR Description: 1-LITE TRANSOM Glass: CLEAR INSULATED, TEMPERED Grill: NONE	710.00	710.00T
1	EXTERIOR JAMB Configuration: SINGLE 3070 DOOR WITH TWO 1070 SIDELITES AND RECTANGULAR TRANSOM Net Unit Size: 64-1/4" X 103-1/2" Jamb Depth: 5-1/2" Jamb Material: PAINT GRADE FRAMESAVER Handing: LH OUTSWING Threshold: 5" BRONZE LOW PROFILE Hinges: US10B (OIL RUBBED BRONZE) ***BALL BEARING*** Ext Trim: 1X6 PAINT GRADE Int Trim: 1X6 PAINT GRADE Transition: NO Weatherstrip: YES Construction Door: NO Bore: YES - SEE DOOR SPEC Jamb Assembled (KD or YES): YES	1,660.00	1,660.00T

**Subtotal**

**Sales Tax (8.25%)**

**Total**

ALL CREDIT CARDS ARE SUBJECT TO A 3% SURCHARGE.





The Front Door Company  
12402 West Ave.  
San Antonio, Tx 78216  
(210) 340-3141 Phone  
(210) 340-3142 Fax  
www.thefrontdoorco.com  
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*Where First Impressions Begin.*

# Proposal

Date	Quote #
11/5/2025	42086

**QUOTE GOOD FOR 30 DAYS**

<b>Customer Name / Address</b> Cibolo Creek Brewing Co. 448 S. Main St. Boerne, TX 78006  smazour@outlook.com	<b>Ship To</b> 
--	--------------------

Customer Phone	Customer Alt. Phone	Customer Fax	Salesperson	Terms
210-393-8736			Ryan	50% Down, Balance Upon Receipt

Qty	Description	Price Ea.	Total
1	EMTEK DOOR PULL Model: TUSCANY BRONZE TWIST 8" C-TO-C 86069CS Finish: MEDIUM BRONZE Length: 8" CENTER TO CENTER Back-to-Back (Y or N): NO Door Thickness: 1-3/4" Special Instructions:	175.00	175.00T
1	EMTEK DEADBOLT Model: CLASSIC TUSCANY BRONZE 8471 Keyway Type (Sgl. Cyl. or Dbl. Cyl.): SINGLE CYLINDER Finish: MEDIUM BRONZE Backset (2-3/8" or 2-3/4"): 2-3/8" Door Thickness: 1-3/4" Special Instructions: RADIUS CORNER FACEPLATE	110.00	110.00T
1	EMTEK PETAL PUSH PLATE 86181, MEDIUM BRONZE	169.00	169.00T
1	EMTEK PETAL PULL PLATE 86182, MEDIUM BRONZE	169.00	169.00T
1	900 SERIES ADA DOOR CLOSER (INTERIOR AND EXTERIOR) ADJUSTABLE SIZE 1-6, DOOR WIDTH 24" - 48", DOOR WEIGHTS 30-260 LBS Finish: ALUMINUM	160.00	160.00T
1	EXTRACT AND INSTALL SINGLE DOOR, TWO SIDELITES, AND TRANSOM WITH JAMB..***Installation may result in incidental damage to surrounding areas - repair of items outside our trade is not quoted, including but not limited to tile, flooring, mortar, stucco, drywall, paint, and alarm systems.	995.00	995.00T
1	INSTALLATION OF CLOSER	100.00	100.00T
1	DOOR & DEBRIS HAUL OFF / DISPOSAL	50.00	50.00T
1	LEAD PAINT CONTAINMENT AND REMEDIATION FEE	250.00	250.00T
***NO PAINTING QUOTED. ***LEAD TIME APPROX 12 WEEKS.			

Please review the information and verify quantities and selections to ensure accuracy. Any revisions or cancellations after the order is placed may be subject to additional fees and/or restocking fees. No returns or refunds for prefinished, prehung, or custom products.  
Attention: Warranty for any wood door will be void if: (1) the door gets any direct sun or does not have adequate overhang protecting it, or (2) the door is not stained and sealed or painted within 48 hours of receipt on all six sides using a high quality exterior finish or exterior-grade paint. Refer to <http://thefrontdoorco.com/resources/warranty-info/> for complete warranty.

<b>Subtotal</b>	\$7,908.00
<b>Sales Tax (8.25%)</b>	\$652.41
<b>Total</b>	\$8,560.41

ALL CREDIT CARDS ARE SUBJECT TO A 3% SURCHARGE.

Accepted by (Print Name) \_\_\_\_\_  
Signature \_\_\_\_\_ Date \_\_\_\_\_



# Josh Mazour Project

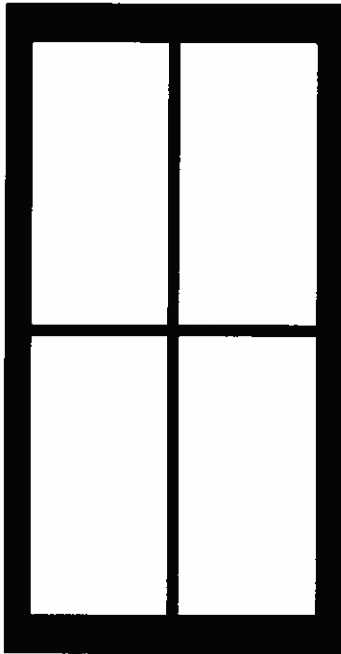
Great to meet you Josh! I have included the framing and sheathing for the bottom of the front windows. This project may be subject to lead containment charges. This is a wood pocket install which means the exterior and interior trim is preserved for its original look. This proposal does not include any permits if needed. Those will be secured by the property owner.

Let me know if you have any questions!

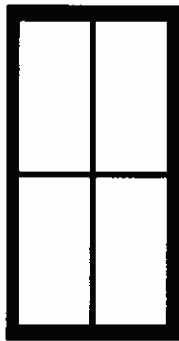


# Windows Summary

<b>Vendo Quote Line Item #</b>	<b>Quantity</b>	<b>Line Item Name</b>	<b>Product Type Name</b>	<b>Measurement Type</b>	<b>Overall Frame Height</b>	<b>Overall Frame Width</b>	<b>Tempered</b>
1	1	Front	Infinity Insert Rectangl e	Frame Size	65	34	No
2	1	Front	Infinity Insert Rectangl e	Frame Size	65	34	No
3	1	Left	Infinity Insert Rectangl e	Frame Size	77	34	No
4	1	Left	Infinity Insert Rectangl e	Frame Size	77	34	No
5	1	Right	Infinity Insert Rectangl e	Frame Size	77	34	No
6	1	Right	Infinity Insert Rectangl e	Frame Size	77	34	No
7	1	Front	Infinity Insert Rectangl e	Frame Size	65	34	No
8	1	Front	Infinity Insert Rectangl e	Frame Size	65	34	No



Exterior Visualization  
Drawing



Interior Visualization  
Drawing

## Front

Quantity 1

### Options

Description:	<i>Infinity Insert Rectangle</i>
Overall Frame Width:	<i>34</i>
Overall Frame Height:	<i>65</i>
Glass Surface:	<i>Low E3</i>
Tempered:	<i>No</i>
Obscure:	<i>None</i>
Perimeter Bar Color:	<i>Silver</i>
Grille Type:	<i>1 1/8" SDL</i>
Grille Pattern:	<i>Rectangular</i>
Snap Trim Width:	<i>This is snap trim for two widths, at the top and the bottom.</i>
Snap trim Height:	<i>This is snap trim for two heights, on each side</i>
Frame and Sheath Bottom of Window:	

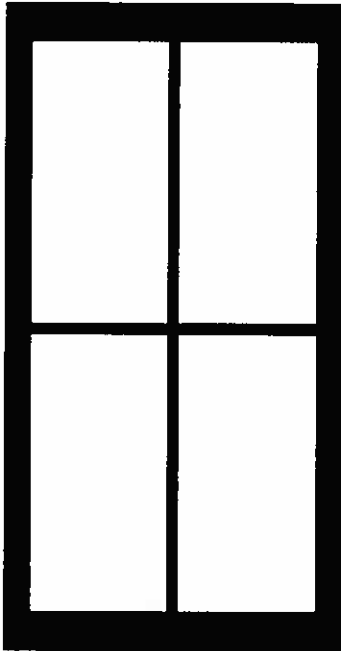
## Front

Quantity 1

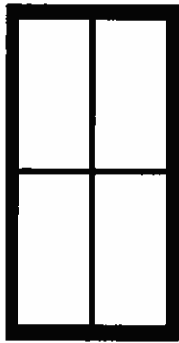
### Options

Description:	<i>Infinity Insert Rectangle</i>
Overall Frame Width:	<i>34</i>
Overall Frame Height:	<i>65</i>
Glass Surface:	<i>Low E3</i>
Tempered:	<i>No</i>
Obscure:	<i>None</i>
Perimeter Bar Color:	<i>Silver</i>
Grille Type:	<i>1 1/8" SDL</i>





Exterior Visualization  
Drawing



Interior Visualization  
Drawing

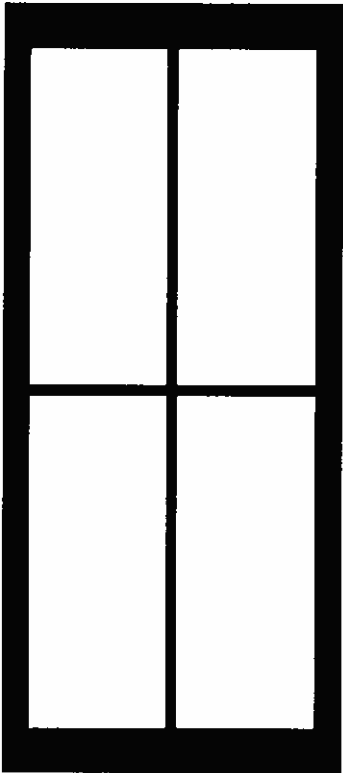
Grille Pattern:	<i>Rectangular</i>
Snap Trim Width:	<i>This is snap trim for two widths, at the top and the bottom.</i>
Snap trim Height:	<i>This is snap trim for two heights, on each side</i>
Frame and Sheath Bottom of Window:	

**Left**

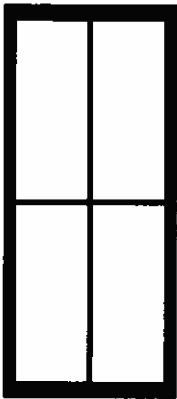
**Quantity 1**

### ***Options***

Description:	<i>Infinity Insert Rectangle</i>
Overall Frame Width:	<i>34</i>
Overall Frame Height:	<i>77</i>
Glass Surface:	<i>Low E3</i>
Tempered:	<i>No</i>
Obscure:	<i>None</i>
Perimeter Bar Color:	<i>Silver</i>
Grille Type:	<i>1 1/8" SDL</i>
Grille Pattern:	<i>Rectangular</i>



Exterior Visualization  
Drawing



Interior Visualization  
Drawing

Snap Trim Width:

*This is snap trim for two widths, at the top and the bottom.*

Snap trim Height:

*This is snap trim for two heights, on each side*

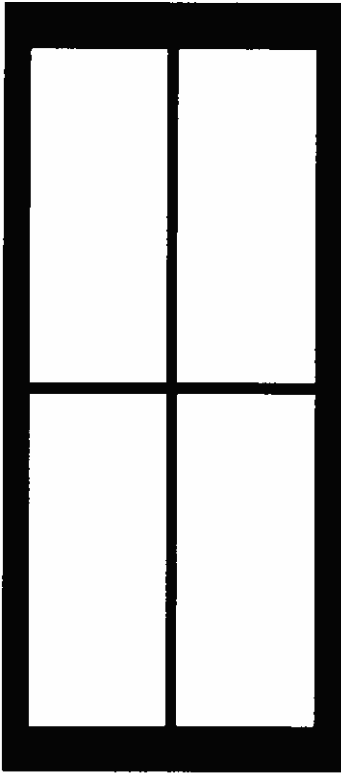
**Left**

**Quantity 1**

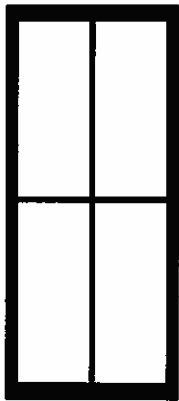
***Options***

Description:	<i>Infinity Insert Rectangle</i>
Overall Frame Width:	<i>34</i>
Overall Frame Height:	<i>77</i>
Glass Surface:	<i>Low E3</i>
Tempered:	<i>No</i>
Obscure:	<i>None</i>





Exterior Visualization  
Drawing



Interior Visualization  
Drawing

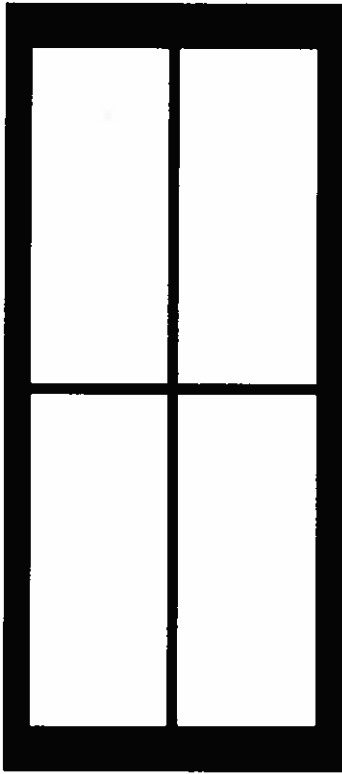
Perimeter Bar Color:	Silver
Grille Type:	1 1/8" SDL
Grille Pattern:	Rectangular
Snap trim Height:	This is snap trim for two heights, on each side
Snap Trim Width:	This is snap trim for two widths, at the top and the bottom.

Right

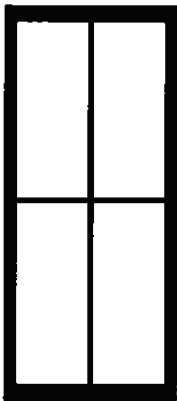
Quantity 1

Options

Description:	Infinity Insert Rectangle
Overall Frame Width:	34
Overall Frame Height:	77
Glass Surface:	Low E3
Tempered:	No
Obscure:	None



Exterior Visualization  
Drawing



Interior Visualization  
Drawing

Perimeter Bar Color:	<i>Silver</i>
Grille Type:	<i>1 1/8" SDL</i>
Grille Pattern:	<i>Rectangular</i>
Snap Trim Width:	<i>This is snap trim for two widths, at the top and the bottom.</i>
Snap trim Height:	<i>This is snap trim for two heights, on each side</i>

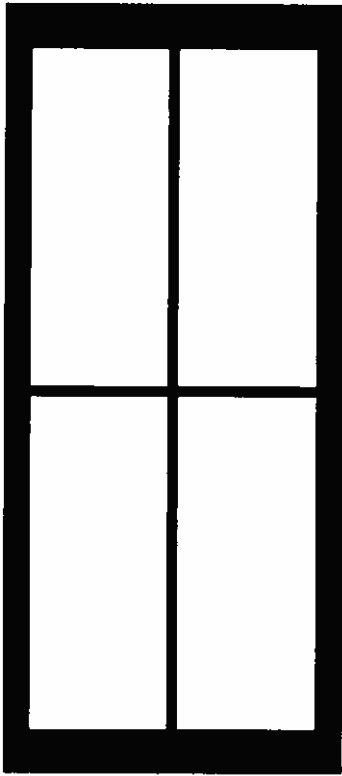
**Right**

**Quantity 1**

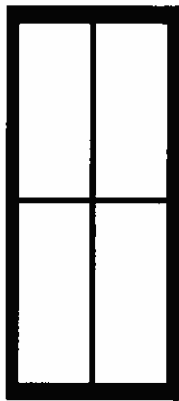
***Options***

Description:	<i>Infinity Insert Rectangle</i>
Overall Frame Width:	<i>34</i>
Overall Frame Height:	<i>77</i>
Glass Surface:	<i>Low E3</i>
Tempered:	<i>No</i>
Obscure:	<i>None</i>





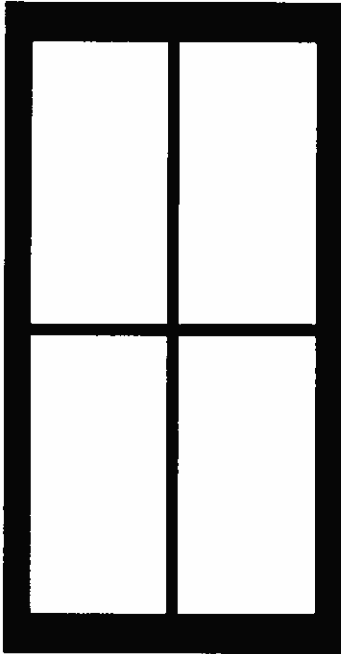
Exterior Visualization  
Drawing



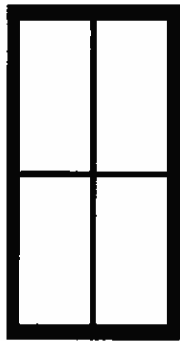
Interior Visualization  
Drawing

Perimeter Bar Color:	<i>Silver</i>
Grille Type:	<i>1 1/8" SDL</i>
Grille Pattern:	<i>Rectangular</i>
Snap trim Height:	<i>This is snap trim for two heights, on each side</i>
Snap Trim Width:	<i>This is snap trim for two widths, at the top and the bottom.</i>

<b>Front</b>	<b>Quantity 1</b>
<b><i>Options</i></b>	
Description:	<i>Infinity Insert Rectangle</i>
Overall Frame Width:	<i>34</i>
Overall Frame Height:	<i>65</i>
Class Surface:	<i>Low E3</i>
Tempered:	<i>No</i>
Obscure:	<i>None</i>



Exterior Visualization  
Drawing



Interior Visualization  
Drawing

Perimeter Bar Color:	<i>Silver</i>
Grille Type:	<i>1 1/8" SDL</i>
Grille Pattern:	<i>Rectangular</i>
Snap Trim Width:	<i>This is snap trim for two widths, at the top and the bottom.</i>
Snap trim Height:	<i>This is snap trim for two heights, on each side</i>
Frame and Sheath Bottom of Window:	

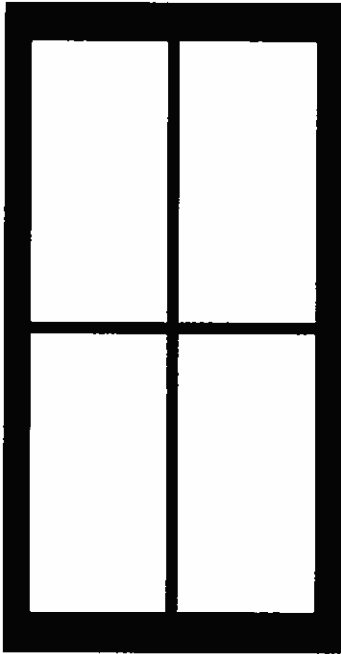
## Front

Quantity 1

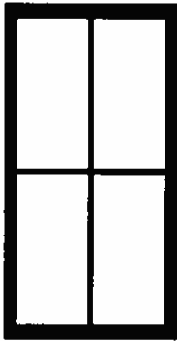
### Options

Description:	<i>Infinity Insert Rectangle</i>
Overall Frame Width:	<i>34</i>
Overall Frame Height:	<i>65</i>
Glass Surface:	<i>Low E3</i>
Tempered:	<i>No</i>
Obscure:	<i>None</i>
Perimeter Bar Color:	<i>Silver</i>
Grille Type:	<i>1 1/8" SDL</i>
Grille Pattern:	<i>Rectangular</i>





Exterior Visualization  
Drawing



Interior Visualization  
Drawing

Snap Trim Width:

*This is snap trim for two widths, at the top and the bottom.*

Snap trim Height:

*This is snap trim for two heights, on each side*

Frame and Sheath Bottom of Window:

Additional Project Details

Install Set Up:	Quantity	1
Travel > 20 miles:	Quantity	1

Package Price:	\$31,019
Cash Value Option Savings:	-\$3,056
<b>You Save:</b>	<b>\$3,056</b>
Subtotal:	\$27,963
Deposit:	-\$13,982
Balance:	\$13,981



# Cibolo Creek Brewing

## Painting Proposal

customer name: M-S-M Holdings Inc.	Contractor: Stanzione construction
Address: 448 Main street	Address: 27926 Wild Bloom
City/State: Boerne, Tx. 78006	City/State: S. A. Texas 78260
Sq. Ft.: n/a	Contact: Darren Stanzione
Alternate Sq. Ft if applicable: N/a	Phone: (210) 414-6921
Branch#: n/a	FAX: (830) 438-3318
Projected Start: n/a	Proposal date:
Projected Completion: n/a	Plan Date: N/a
Customer contact: M-S-M Holdings Inc.	Invoice Date Date: Nov. 10, 2025
Customer: Phone:	Construction Coordinator: Darren Stanzione
customer Email:	CC Email: <a href="mailto:stanzioneinc@hotmail.com">stanzioneinc@hotmail.com</a>

DESCRIPTION	AMOUNT	COMMENTS
Interior Painting labor	4,700	Labor to scrape, caulk, putty and primer all trim, ceilings and walls in the dining room and bar area. Touch up all necessary area's in the bathrooms.
Paint Materials	1,200	Sherwin Williams Super paint satin finish will be used in all areas. All colors to remain the same.
Interior Total	5,900	
Exterior Painting labor	11,800	Labor to pressure wash, scrape, caulk, putty and primer all the exterior including all porch wood rails, metal handrails and all doors and jambs.
Paint Materials	2,125	Sherwin Williams super paint Satin finish will be used on all wood surfaces. Sherwin-Williams will be used for metal surfaces and Sherwin-Williams stucco paint will be used on all stucco areas.
Exterior Total	13,925	
Total Due		
Payments received		
Balance due	19,825	

Accepted by:





SW 7069

## Iron Ore

FULL DETAILS 

This cool, deep and mysterious charcoal can lend an air of sophistication when used sparingly in well-lit spaces – or on exteriors.

**H** Historic Color

SW 2813

## Downing Straw

FULL DETAILS 