

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

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. OATHS OF OFFICE: Administer oaths of office

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

Attachments: [AIS - OATHS OF OFFICE](#)

4. 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)

5. 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.

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

Attachments: [Minutes 25-0506](#)

6. REGULAR AGENDA:

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

Attachments: [AIS 310 W Theissen Demolition Request](#)
[Att 1 - Location Map](#)
[Att 2 - Street View](#)
[Att 3 - Site Visit Photos](#)

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

Attachments: [AIS 701 South Main Pole Sign](#)
[Attachment 1 - Aerial View](#)
[Attachment 2 - Street View](#)
[Attachment 3 - Proposed Sign](#)

- 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)

Attachments: [AIS 101 S. Main, Suite C - Mainz Meat Market - Hanging Sign COA](#)
[Attachment 1 – Aerial Map](#)
[Attachment 2 – Zoning Map](#)
[Attachment 3 – Street View](#)
[Attachment 4 – Proposed Sign \(1 of 3\)](#)

- 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)

Attachments: [AIS 101 S. Main, Suite C - Mainz Meat Market - Attached Canopy Sign COA](#)
[Attachment 1 – Aerial Map](#)
[Attachment 2 – Zoning Map](#)
[Attachment 3 – Street View](#)
[Attachment 4 – Proposed Sign \(2 of 3\)](#)

- 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)

Attachments: [AIS 101 S. Main, Suite C - Mainz Meat Market - Wall Sign COA](#)
[Attachment 1 – Aerial Map](#)
[Attachment 2 – Zoning Map](#)
[Attachment 3 – Street View](#)
[Attachment 4 – Proposed Sign \(3 of 3\)](#)

- 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).

Attachments:

[AIS 265 N Main - COA Building Permit](#)

[Attachment 1 - Aerial Map](#)

[Attachment 2 - Street View and Current Photos](#)

[Attachment 3 – Proposed Site Plan](#)

[Attachment 4 – Proposed Site Elevation](#)

[Attachment 5 – Proposed Paint Colors](#)

[Attachment 6 - Example Fireplace and Window](#)

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

8. ADJOURNMENT

s/s Francesca "Franci" Linder

Administrative Officer

CERTIFICATION

I hereby certify that the above notice of meeting was posted on the 30th day of
May, 2025 at 6:00 p.m.

s/s Heather Wood

Secretary

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.



AGENDA ITEM SUMMARY

Agenda Date	June 3, 2025
Requested Action	Administer oaths of office
Contact Person	Francesca Linder, Assistant Planning Director
Background Information	<p>On May 27, 2025, the Boerne City Council voted to approved the following mayoral re-appointment/appointment to the Historic Landmark Commission:</p> <ul style="list-style-type: none">• Chairman Sally Pena• Commissioner Cesar Hance• Commissioner Sharon Wright• Commissioner Ashley Maytum
Strategic Alignment	C3 - Collaborating with community partners to enhance quality of life
Financial Considerations	None
Citizen Input/Board Review	None
Legal Review	This action is needed to meet statutory requirements.
Alternative Options	None
Supporting Documents	None

MINUTES
HISTORIC LANDMARK COMMISSION MEETING
RONALD C. BOWMAN CITY COUNCIL CHAMBERS
447 NORTH MAIN STREET
Tuesday, May 6, 2025 - 5:30 PM

Minutes of the Historic Landmark Commission Meeting of May 6, 2025,
at 5:30 p.m.

Present: 4 - Chairman Justin Boerner, Vice Chair Sally Pena,
Commissioner Joe Bateman, Commissioner Lynnese Graves

Absent: 3 - Commissioner Patti Mainz, Commissioner Cesar Hance,
Commissioner Michael Nichols

Staff Present: Nathan Crane, Francesca "Franci" Linder, Jo-Anmarie
Andrade, Heather Wood, Lesley Gastelum, Maria Garcia

Registered / Recognized Guests: Mason Mainz, Ben Carl, Gracie
Churchman

1. CALL TO ORDER – 5:30 PM

Chairman Boerner called the Historic Landmark Commission to order at
6:00 p.m.

2. CONFLICT OF INTEREST

No conflicts were declared.

3. PUBLIC COMMENTS:

Chairman Boerner opened public comments at 5:31 p.m.

No comments were received.

Chairman Boerner closed public comments at 5:31 p.m.

4. CONSENT AGENDA:

A motion was made by Commissioner Pena, seconded by Commissioner

Bateman, to approve the consent agenda as presented.

- 4.A. [2025-181](#) Consider approval of the minutes of the Historic Landmark Commission meeting of April 1, 2025.

5. REGULAR AGENDA:

- 5.A. [2025-198](#) Mayoral proclamation for Historic Preservation Month
Mayor Pro Tem Ty Wolosin read the proclamation for Historic Preservation Month.

- 5.B. [2025-199](#) Resignation of Justin Boerner from the Historic Landmark Commission (served on HLC since 2009)

Paul Barwick presented a recognition award to Chairman Justin Boerner for his dedicated service on the Historic Landmark Commission, where he served from 2009 to 2025.

- 5.C. [2025-200](#) Consider a request for a certificate of appropriateness for a building permit for the structure located at 101 South Main Street, Suite C (Mainz Meat Market).

Francesca "Franci" Linder, Assistant Planning Director, presented the proposed building permit.

Applicant Mason Mainz addressed the existing railing, indicating that while it will be partially removed, a section will remain to ensure compliance with ADA standards. He also clarified that there are no plans to install new exterior lighting.

A motion was made by Commissioner Bateman, seconded by Commissioner Pena, to approve a request for a certificate of appropriateness for a building permit for the structure located at 101 South Main Street, Suite C (Mainz Meat Market). The motion carried by the following vote:

Approved: 4-0

Yea: 4 - Chairman Boerner, Commissioner Graves, Commissioner Pena, Commissioner Bateman

- 5.D. [2025-201](#) Consider a request for a demolition permit for the structure(s) located at 501 Hickman Street.

Francesca "Franci" Linder, Assistant Planning Director, presented the proposed demolition permit.

Chairman Boerner opened the public hearing at 5:57 p.m.

No comments were received.

Chairman Boerner closed the public hearing at 5:58 p.m.

Chairman Boerner and Commissioner Bateman noted that they each drove by the site and there didn't appear to be anything of historical significance.

A motion was made by Commissioner Bateman, seconded by Commissioner Pena, to approve a request for a demolition permit for the structure(s) located at 501 Hickman Street. The motion carried by the following vote:

Approved: 4-0

Yea: 4 - Chairman Boerner, Commissioner Graves, Commissioner Pena, Commissioner Bateman

- 5.E. [2025-206](#) Consider a request for a certificate of appropriateness for a sign located at 302 East Blanco Road. (Happy Nails)

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

A motion was made by Commissioner Graves, seconded by Commissioner Bateman, to approve a request for a certificate of appropriateness for a sign located at 302 East Blanco Road. (Happy Nails). The motion carried by the following vote:

Approved: 4-0

Yea: 4 - Chairman Boerner, Commissioner Graves, Commissioner Pena, Commissioner Bateman

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

7. ADJOURNMENT

Chairman Boerner adjourned the Historic Landmark Commission at 6:06 p.m.

Chair

Vice Chair



AGENDA ITEM SUMMARY

Agenda Date	June 3, 2025
Requested Action	Consider a request for a demolition permit for the structure(s) located at 310 West Theissen Street
Contact Person	Foster Simonsen, Planning Intern (830) 248-1501, fsimonsen@boerne-tx.gov
Background Information	<p>BACKGROUND:</p> <p>The structure located at 310 West Theissen was built in 1946 as a single-family residence. The covered patio was added in 1993.</p> <p>This property is owned by Herman Henry Haas. It is located within the City of Boerne limits and is older than 50 years.</p> <p>It is zoned R2-M (Moderate Density Residential) and is not located within the Historic District.</p> <p>REQUEST:</p> <ol style="list-style-type: none"> 1. The applicant is requesting a building demolition permit request for the structure(s) located at 310 West Theissen Street. <p>ANALYSIS:</p> <p>The single-family residence located at 310 W Theissen was built in 1946. The current owner is proposing to demolish the existing single-family residence and subdivide the lot to build 2 single-family residences.</p> <p>A site visit was performed on May 20, 2025, to gather additional data on the existing structure. The findings are summarized as follows:</p> <ul style="list-style-type: none"> • The residence is a 2-story home with a 3-car garage. • The home is approximately 3,100 square feet. • The property has 2 accessory structures that will be removed. • The home appears to be in poor condition.

	<p>FINDINGS:</p> <ul style="list-style-type: none"> The property is not a historic landmark, and does not appear to have architectural, cultural, or educational value, as per review criteria outlined in section 2.11 of the UDC. <p>RECOMMENDATION:</p> <p>Based on the alignment with the Comprehensive Master Plan and compliance with requirements outlined in UDC Sec 2-11 Historic Preservation, staff recommends that the Historic Landmark Commission accept the findings and recommend APPROVAL of the demolition permit for the structure(s) located at 310 West Theissen Street with the following stipulations:</p> <ol style="list-style-type: none"> The chain link fences on the north and south side yards of the property be removed as part of the demolition. <p>MOTIONS FOR CONSIDERATION:</p> <p>The following motions are provided to assist the Commission’s decision.</p> <p>I move that the Historic Landmark Commission accepts staff findings and APPROVE a demolition permit request with staff stipulation(s).</p> <p>OR</p> <p>I move that the Historic Landmark Commission rejects the findings and DENY 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>
Strategic Alignment	<p>C1 – Offering quality customer experiences.</p> <p>C3 – Collaborate with community partners to enhance quality of life.</p>
Financial Considerations	N/A
Citizen Input/Board Review	<p>A public notification of the demolition request was mailed to 26 neighboring residents on May 16, 2025, and published in the Boerne Star on May 18, 2025.</p> <ul style="list-style-type: none"> Five (5) responses were received in favor of the demolition request
Legal Review	Section 2.11 of the UDC requires that the HLC review demolition permit requests for historic properties.

Alternative Options	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.
Supporting Documents	Attachment 1 – Aerial Map Attachment 2 – Street View Attachment 3 – Site Visit Photos



SUBJECT PROPERTY

310 W Theissen Street

Legend

-  Parcels
-  SUBJECT PROPERTY

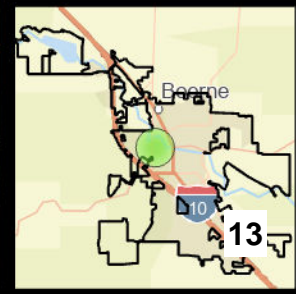




Figure 1 – Street View



Figure 1 – Street View



Figure 2 – Garage



Figure 3 – Side View



Figure 4 – RV and Chain Link Fence View



Figure 5 – Side Fence View



Figure 6 – Rear View



Figure 7 – Tank & RV view



Figure 8 – Close up View



Figure 9 – Patio View



Figure 10 – 2nd Patio View



AGENDA ITEM SUMMARY

Agenda Date	June 3, 2025
Requested Action	Consider a certificate of appropriateness for a sign located at 701 S. Main Street. (BioworX)
Contact Person	Foster Simonsen, Planning Intern 830-248-1501, fsimonsen@boerne-tx.gov
Background Information	<p>BACKGROUND:</p> <p>The structure is a low contributing structure within the Historic District that was built in circa 1866</p> <p>The property owner is North Boerne LTD and was previously operated as a pet shop. The applicant, BioworX Boerne, is requesting to continue using the existing pole sign which is considered a legal non-conforming sign.</p> <p>The UDC requires that any activity requiring a certificate of appropriateness inside of the Historical District must be approved by the Historical Landmark Commission and will be subject to historic design guidelines. (UDC Sec. 3-11.B.8)</p> <p>The property is located within city limits and zoned as C2 – Transitional Commercial and is located inside of the Historic District.</p> <p>REQUEST:</p> <ol style="list-style-type: none"> 1. The applicant is requesting a certificate of appropriateness for a sign permit <p>ANALYSIS:</p> <p>According to Historic District Survey records, the structure located at 701 S. Main Street was originally built around 1866 using a German Texas architectural style. The building has a traditional storefront with a façade featuring masonry and stucco as well as a metal roof supported by wooden posts and a storefront window mounted in masonry bases. There are 2 entryways, each facing S Main Street and E Hosack.</p>

	<p>The applicant is proposing to modify the existing pole sign for a new business (BioworX Boerne). The proposed sign design features the following details:</p> <ul style="list-style-type: none"> • Internally illuminated sign with black background • White and green lettering • A sans serif font and a calligraphy font <p>The proposed sign design follows several Historic District guidelines for signs:</p> <ul style="list-style-type: none"> • Less than 4 colors • No more than 2 fonts <p>However, the sign does not meet the Historic District guideline for illuminated signs. It should be noted that this sign was previously approved with internal illumination for the previous tenant and that the illumination followed our dark sky regulations.</p> <p>Additionally, the sign colors are a significant improvement from the previous sign and bring the sign into compliance with the guideline requirements for colors.</p> <p>FINDINGS:</p> <ul style="list-style-type: none"> • Staff finds that the sign design meets Boerne’s UDC Chapter 9 sign regulations and Historic District Guidelines except for sign illumination • Staff finds that since the sign will be brought into more compliance with our Historic District Guidelines in regards to earth tone colors, the intent of the Historic Guidelines are upheld and flexibility in their application is appropriate <p>RECOMMENDATION:</p> <p>Based on its alignment with the Comprehensive Master Plan, UDC Chapter 3.11 and 9, and Historic District Design Guidelines, staff recommends that the Historic Landmark Commission APPROVE a certificate of appropriateness for a pole sign at 701 S. Main Street.</p> <p>MOTIONS FOR CONSIDERATION:</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</p>
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	<p>APPROVE a certificate of appropriateness for a pole sign.</p> <p>OR</p> <p>I move that the Historic Landmark Commission rejects the findings and DENY a certificate of appropriateness for a pole sign. (The Commission will need to state the reasons for the denial. These reasons should reference specific regulations in the UDC).</p>
Strategic Alignment	<p>C2 – Seeking customer-driven feedback.</p> <p>C3 – Collaborate with community partners to enhance quality of life.</p>
Financial Considerations	N/A
Citizen Input/Board Review	N/A
Legal Review	Section 3.11 of the UDC requires the review of signs located within the Historic District for compliance with historic district guidelines.
Alternative Options	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.
Supporting Documents	<p>Attachment 1 – Aerial Map</p> <p>Attachment 2 – Street View</p> <p>Attachment 3 – Proposed sign</p>

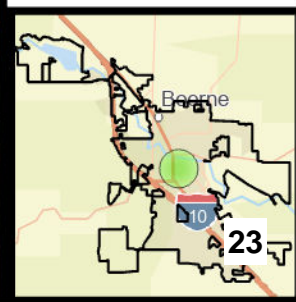
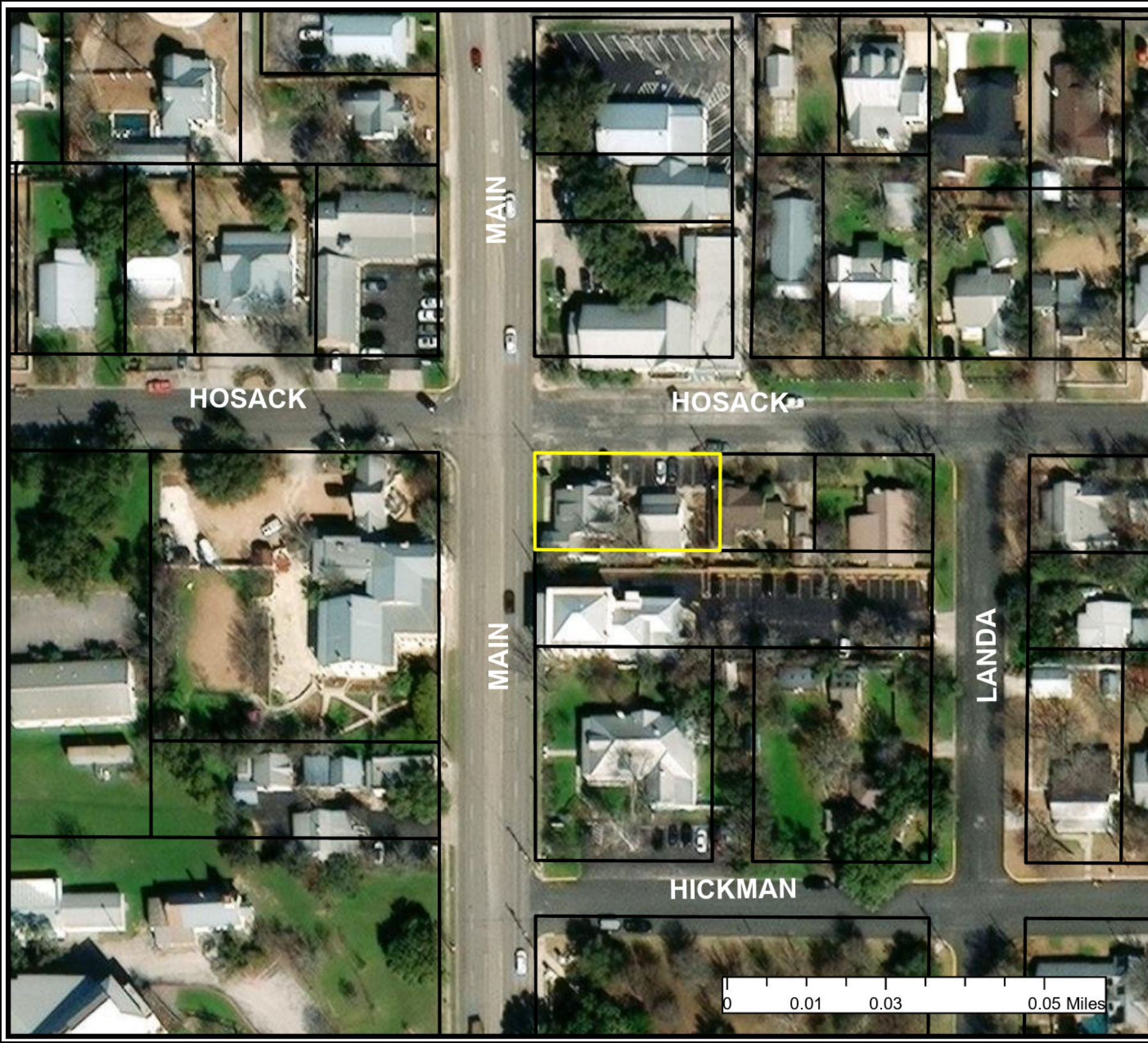


SUBJECT PROPERTY

701 S Main St

Legend

-  Parcels
-  SUBJECT PROPERTY





701 S. Main St. – Street View





AGENDA ITEM SUMMARY

Agenda Date	June 3, 2025
Requested Action	Consider a certificate of appropriateness for a new sign (1 of 3) located at 101 S. Main Street, Suite C. (Mainz Meat Market)
Contact Person	Jo-Anmarie Andrade, Planner II (830) 816-2040, jandrade@boerne-tx.gov
Background Information	<p>BACKGROUND:</p> <p>The property is located at 101 S. Main St. It is owned by Patti Mainz, and the applicant is Mason Mainz.</p> <p>The property is located within the city limits, zoned C3 – Community Commercial within the Historic Overlay District.</p> <p>The property was approved for a certificate of appropriateness for a building permit at the May 6, 2025 HLC Meeting.</p> <p>The applicant will be requesting two variances related to the overall sign package for the tenant space at 101 S. Main Street. The first is to exceed the allowable projection for a perpendicular sign under UDC Section 9.7.D.7 (Dimensional Table), which limits projection to 60% of the depth of the structure to which the sign is attached. The second is to exceed the maximum total allowable sign area under UDC Section 9-7.D.1.b, which limits sign area to 25 square feet for tenant spaces with 50 feet or less of frontage. Both variance requests will be reviewed by the Design Review Committee on June 12, 2025. While the variance will be decided by the Design Review Committee, the Historic Landmark Commission must also determine if it is appropriate for the site.</p> <p>REQUEST:</p> <p>The property owner is requesting consideration of:</p> <ul style="list-style-type: none"> • A certificate of appropriateness for a new sign (1 of 3) at 101 S. Main Street, Suite C (Mainz Meat Market), located within the Historic Overlay District (Attachment 3). <p>ANALYSIS:</p>

	<p>According to Historic District Survey records, the structure located at 101 S. Main Street was originally built in 1967 using a Hill Country Commercial architectural style. The building has a traditional storefront with a façade featuring masonry and stucco and a wraparound front porch with a metal roof supported by wooden posts mounted in masonry bases. Individual tenant suites/entryways feature their own attached canopies adorned with dark metal stars for ornamentation.</p> <p>The applicant is proposing a new hanging sign for a new business (Mainz Meat Market). The proposed sign design features the following details:</p> <ul style="list-style-type: none"> • A wooden hanging sign panel with lettering and a logo measuring 2 ft. 6 in. H x 4 ft. W (10 sf) hung perpendicularly under the attached canopy structure • Black sans serif type font • Non-lit sign • Allows for 7 ft. 6 in. vertical/pedestrian clearance. <p>The proposed sign design follows several Historic District guidelines for signs:</p> <ul style="list-style-type: none"> • Wooden material • Max 2 fonts • Less than 4 colors • Earth-tone colors • Complements building façade <p>Although the proposed wall sign meets the Historic District Design Guidelines in terms of materials, scale, and design, the total sign area proposed for the tenant space exceeds the maximum allowed under UDC Section 9-7.D.1.b. Per the UDC, “For tenant spaces with a total frontage of fifty (50) feet or less on a public street or public space, the maximum sign area is twenty-five (25) square feet.” The applicant is proposing a 24 square foot canopy sign and a 48 square foot wall sign, in addition to a hanging sign, for a combined total of 82.4 square feet. Due to this overage, the applicant will be requesting a variance for total allowable sign area at the Design Review Committee meeting on June 12, 2025.</p> <p>The proposed hanging sign exceeds the projection limit for perpendicular signs under UDC Section 9.7.D.7 (Dimensional Table), which restricts projection to 60% of the depth of the structure to which the sign is attached. The applicant is proposing a 4-foot projection from a 5-foot-deep canopy, where the maximum allowed is 3 feet. A variance for the projection will also be reviewed by the Design Review Committee on June 12, 2025.</p>
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	<p>FINDINGS:</p> <ul style="list-style-type: none"> Staff finds that the sign design meets Boerne’s UDC Chapter 9 sign regulations and Historic District Guidelines related to materials, scale, and appearance; however, two variances are required for compliance with UDC dimensional standards. <p>RECOMMENDATION:</p> <p>Based on its alignment with the Comprehensive Master Plan, UDC Chapter 3.11 and 9, and Historic District Design Guidelines, staff recommends that the Historic Landmark Commission APPROVE a certificate of appropriateness for a new sign (1 of 3) at 101 S. Main Street, Suite C.</p> <p>MOTIONS FOR CONSIDERATION:</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 APPROVE a certificate of appropriateness for a new sign (1 of 3)</p> <p>OR</p> <p>I move that the Historic Landmark Commission rejects the findings and DENY a certificate of appropriateness for a new sign (1 of 3). (The Commission will need to state the reasons for the denial. These reasons should reference specific regulations in the UDC).</p>
Strategic Alignment	<p>C2 – Seeking customer-driven feedback.</p> <p>C3 – Collaborate with community partners to enhance quality of life.</p>
Financial Considerations	N/A
Citizen Input/Board Review	N/A
Legal Review	Section 3.11 of the UDC requires the review of signs located within the Historic District for compliance with Historic District Guidelines.

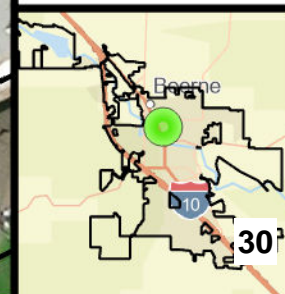
Alternative Options	<p>The Commission may consider the request for COA for sign permit:</p> <ul style="list-style-type: none"> • Approved; or • Approved with conditions; or • Denied; or • Denied in part.
Supporting Documents	<p>Attachment 1 – Aerial Map Attachment 2 – Zoning Map Attachment 3 – Street View Attachment 4 – Proposed Sign (1 of 3)</p>



SUBJECT PROPERTY
101 S. Main St.

Legend

-  SUBJECT PROPERTY
-  Parcels





SUBJECT PROPERTY
101 S. Main St.

ZONING

Legend

SUBJECT PROPERTY

Parcels

road_centerline

Zoning

C2

C3

CITY

Overlay Districts

Downtown Community

Entrance Corridor

Historic District

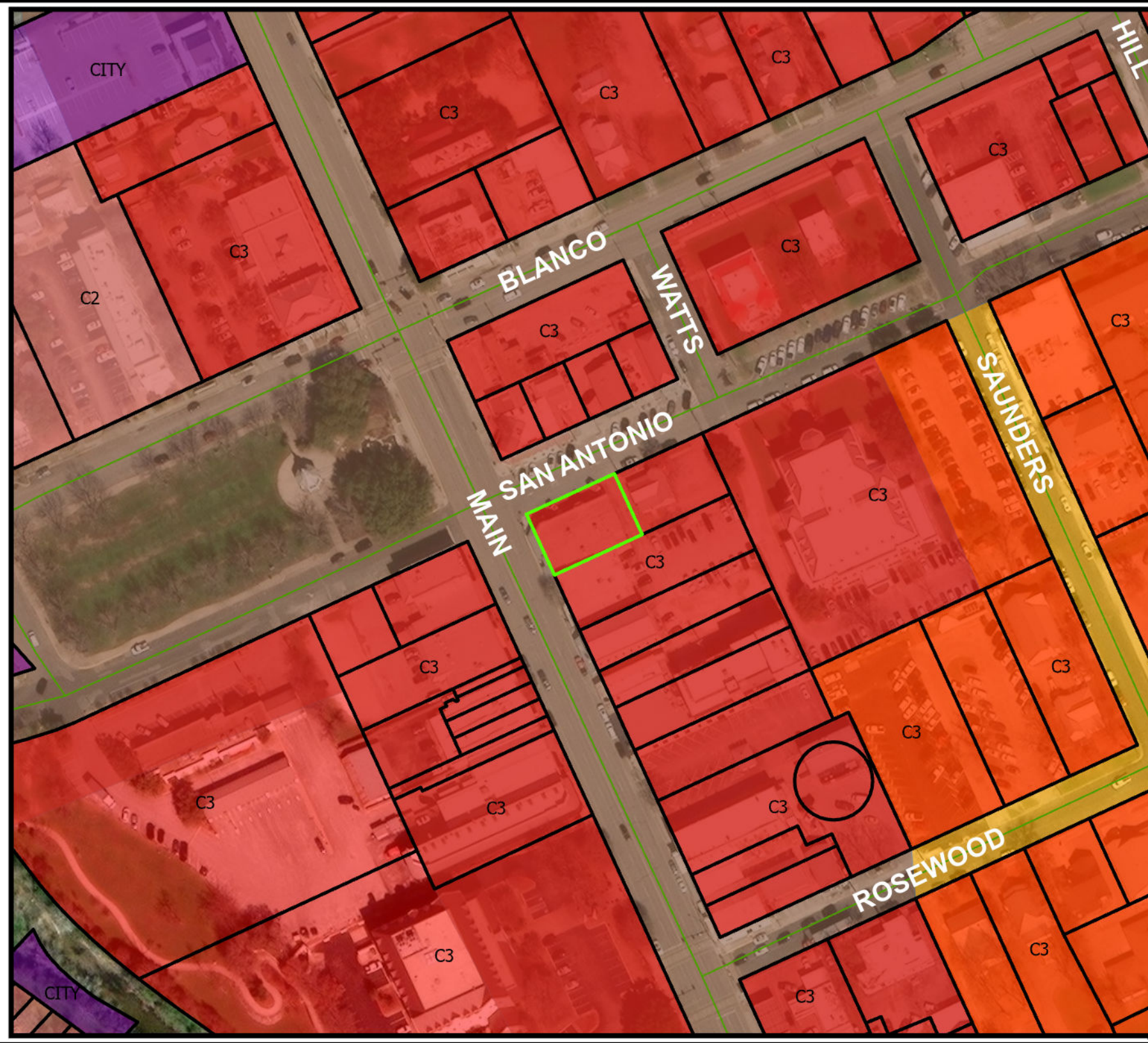
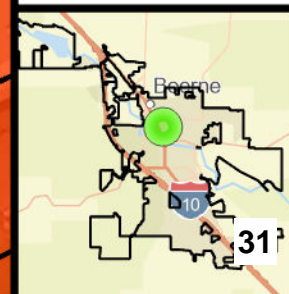




Figure 1: Existing Street View along E San Antonio St



Figure 2: Existing Street View along Main St

Blade Sign: 2'6" H x 4' W





AGENDA ITEM SUMMARY

Agenda Date	June 3, 2025
Requested Action	Consider a certificate of appropriateness for a new sign (2 of 3) located at 101 S. Main Street, Suite C. (Mainz Meat Market)
Contact Person	Jo-Anmarie Andrade, Planner II (830) 816-2040, jandrade@boerne-tx.gov
Background Information	<p>BACKGROUND:</p> <p>The property is located at 101 S. Main St. The property owner is Patti Mainz, and the applicant is Mason Mainz.</p> <p>The property is located within the city limits, zoned C3 – Community Commercial within the Historic Overlay District.</p> <p>The applicant will be requesting a variance to exceed the total allowable sign area under UDC Section 9-7.D.1.b at the upcoming Design Review Committee meeting scheduled for June 12, 2025. The variance request is related to the overall sign package for the property; while the variance will be decided by the Design Review Committee, the Historic Landmark Commission must also determine if it is appropriate for the site.</p> <p>REQUEST:</p> <p>The property owner is requesting consideration of:</p> <ol style="list-style-type: none">1. A certificate of appropriateness for a new sign (2 of 3) at 101 S. Main Street, Suite C (Mainz Meat Market), located within the Historic Overlay District. <p>ANALYSIS:</p> <p>According to Historic District Survey records, the structure located at 101 S. Main Street was originally built in 1967 using a Hill Country Commercial architectural style. The building has a traditional storefront with a façade featuring masonry and stucco and a wraparound front porch with a metal roof supported by wooden posts mounted in masonry bases. Individual tenant suites/entryways feature their own</p>

	<p>attached canopies adorned with dark metal stars for ornamentation.</p> <p>The applicant is proposing a new canopy sign for a new business (Mainz Meat Market).</p> <p>The proposed sign design features the following details:</p> <ul style="list-style-type: none"> • Wooden sign panel with black lettering on a white background measuring 2 ft. H x 12 ft. W (24 sf) in a curved rectangular shape to complement with the canopy structure. • Black sans serif type font • Non-lit sign • Allows for 11 ft. of vertical/pedestrian clearance. <p>The proposed sign design follows several Historic District guidelines for signs:</p> <ul style="list-style-type: none"> • Wooden material • Max 2 fonts • Less than 4 colors • Earth-tone colors • Complements building façade <p>Although the proposed wall sign meets the Historic District Design Guidelines in terms of materials, scale, and design, the total sign area proposed for the tenant space exceeds the maximum allowed under UDC Section 9-7.D.1.b. Per the UDC, <i>“For tenant spaces with a total frontage of fifty (50) feet or less on a public street or public space, the maximum sign area is twenty-five (25) square feet.”</i> The applicant is proposing a 24 square foot canopy sign and a 48 square foot wall sign, in addition to a hanging sign, for a combined total of 82.4 square feet. Due to this overage, the applicant will be requesting a variance for total allowable sign area at the Design Review Committee meeting on June 12, 2025.</p> <p>FINDINGS:</p> <ul style="list-style-type: none"> • Staff finds that the sign design meets Boerne’s UDC Chapter 9 sign regulations and Historic District Guidelines related to materials, scale, and appearance; however, the total proposed sign area exceeds the maximum allowed for the tenant space under UDC Section 9-7.D.1.b. <p>RECOMMENDATION:</p> <p>Based on its alignment with the Comprehensive Master Plan, UDC Chapter 3.11 and 9, and Historic District Design Guidelines, staff</p>
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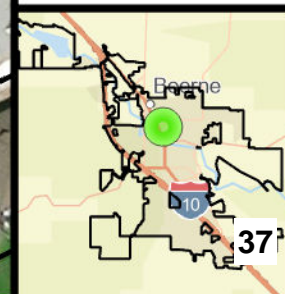
	<p>recommends that the Historic Landmark Commission APPROVE a certificate of appropriateness for a new sign (2 of 3) at 101 S. Main Street, Suite C.</p> <p>MOTIONS FOR CONSIDERATION:</p> <p>The following motions are provided to assist the Commission’s decision.</p> <p>I move that the Historic Landmark Commission accepts the findings and APPROVE a certificate of appropriateness for a new sign (2 of 3)</p> <p>OR</p> <p>I move that the Historic Landmark Commission rejects the findings and DENY a certificate of appropriateness for a new sign (2 of 3). (The Commission will need to state the reasons for the denial. These reasons should reference specific regulations in the UDC).</p>
Strategic Alignment	<p>C2 – Seeking customer-driven feedback.</p> <p>C3 – Collaborate with community partners to enhance quality of life.</p>
Financial Considerations	N/A
Citizen Input/Board Review	N/A
Legal Review	Section 3.11 of the UDC requires the review of signs located within the Historic District for compliance with Historic District Guidelines.
Alternative Options	<p>The Commission may consider the request for COA for sign permit:</p> <ul style="list-style-type: none"> • Approved; or • Approved with conditions; or • Denied; or • Denied in part.
Supporting Documents	<p>Attachment 1 – Aerial Map</p> <p>Attachment 2 – Zoning Map</p> <p>Attachment 3 – Street View</p> <p>Attachment 4 – Proposed Sign (2 of 3)</p>



SUBJECT PROPERTY
101 S. Main St.

Legend

-  SUBJECT PROPERTY
-  Parcels





SUBJECT PROPERTY
101 S. Main St.

ZONING

Legend

SUBJECT PROPERTY

Parcels

road_centerline

Zoning

C2

C3

CITY

Overlay Districts

Downtown Community

Entrance Corridor

Historic District

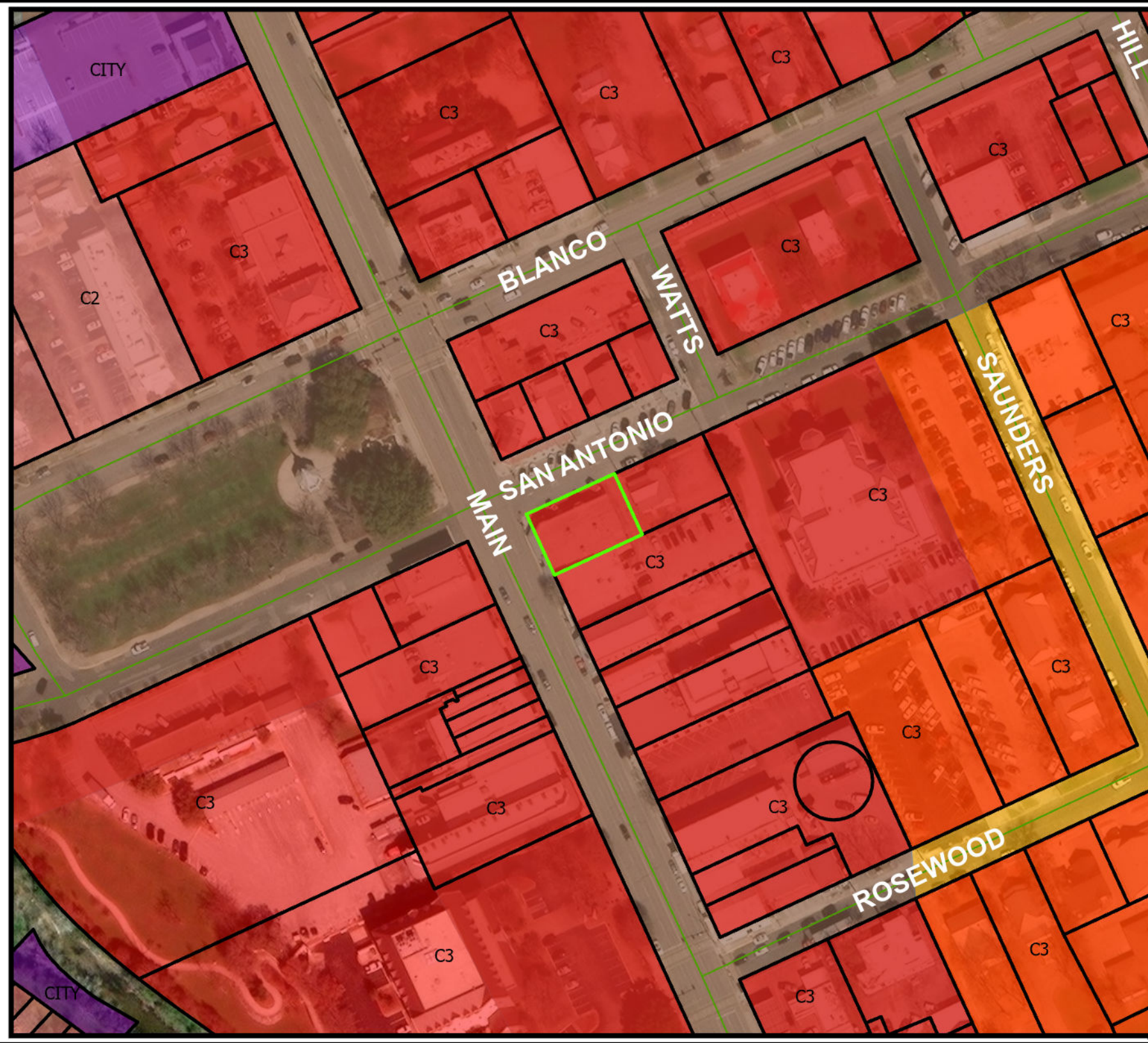
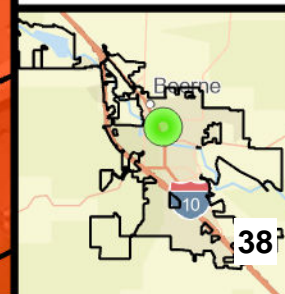




Figure 1: Existing Street View along E San Antonio St



Figure 2: Existing Street View along Main St

Wall Sign: 4' H x 12' W

Canopy Sign: 2' H x 12' W





AGENDA ITEM SUMMARY

Agenda Date	June 3, 2025
Requested Action	Consider a certificate of appropriateness for a new sign (3 of 3) located at 101 S. Main Street, Suite C. (Mainz Meat Market)
Contact Person	Jo-Anmarie Andrade, Planner II (830) 816-2040, jandrade@boerne-tx.gov
Background Information	<p>BACKGROUND:</p> <p>The property is located at 101 S. Main St. The property owner is Patti Mainz, and the applicant is Mason Mainz.</p> <p>The property is designated Downtown in the Future Land Use Map, which is intended for a vibrant mix of uses that promote walkability, historic preservation, and a dynamic urban character, accommodating retail, commercial, residential, and civic functions that support the community's cultural and economic vitality.</p> <p>The property is located within the city limits, zoned C3 – Community Commercial within the Historic Overlay District.</p> <p>The applicant will be requesting a variance to exceed the total allowable sign area under UDC Section 9-7.D.1.b at the upcoming Design Review Committee meeting scheduled for June 12, 2025. The variance request is related to the overall sign package for the property; while the variance will be decided by the Design Review Committee, the Historic Landmark Commission must also determine if it is appropriate for the site.</p> <p>REQUEST:</p> <p>The property owner is requesting consideration of:</p> <ol style="list-style-type: none"> 1. A certificate of appropriateness for a new sign (3 of 3) at 101 S. Main Street, Suite C (Mainz Meat Market), located within the Historic Overlay District. <p>ANALYSIS:</p> <p>According to Historic District Survey records, the structure located at</p>

	<p>101 S. Main Street was originally built in 1967 using a Hill Country Commercial architectural style. The building has a traditional storefront with a façade featuring masonry and stucco and a wraparound front porch with a metal roof supported by wooden posts mounted in masonry bases. Individual tenant suites/entryways feature their own attached canopies adorned with dark metal stars for ornamentation.</p> <p>The applicant is proposing a new wall sign for a new business (Mainz Meat Market). The proposed sign design features the following details:</p> <ul style="list-style-type: none"> • Wooden wall-mounted lettering and logo measuring 4 ft. H x 12 ft. W. (48 sf) • Black sans serif type font • Non-lit sign <p>The proposed sign design follows several Historic District guidelines for signs:</p> <ul style="list-style-type: none"> • Wooden material • Max 2 fonts • Less than 4 colors • Earth-tone colors • Complements building façade <p>Although the proposed wall sign meets the Historic District Design Guidelines in terms of materials, scale, and design, the total sign area proposed for the tenant space exceeds the maximum allowed under UDC Section 9-7.D.1.b. Per the UDC, <i>“For tenant spaces with a total frontage of fifty (50) feet or less on a public street or public space, the maximum sign area is twenty-five (25) square feet.”</i> The applicant is proposing a 24 square foot canopy sign and a 48 square foot wall sign, in addition to a hanging sign, for a combined total of 82.4 square feet. Due to this overage, the applicant will be requesting a variance for total allowable sign area at the Design Review Committee meeting on June 12, 2025.</p> <p>FINDINGS:</p> <ul style="list-style-type: none"> • Staff finds that the sign design meets Boerne’s UDC Chapter 9 sign regulations and Historic District Guidelines related to materials, scale, and appearance; however, the total proposed sign area exceeds the maximum allowed for the tenant space under UDC Section 9-7.D.1.b. <p>RECOMMENDATION:</p> <p>Based on its alignment with the Comprehensive Master Plan, UDC</p>
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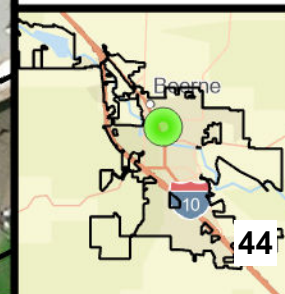
	<p>Chapter 3.11 and 9, and Historic District Design Guidelines, staff recommends that the Historic Landmark Commission APPROVE a certificate of appropriateness for a new sign (3 of 3) at 101 S. Main Street, Suite C.</p> <p>MOTIONS FOR CONSIDERATION:</p> <p>The following motions are provided to assist the Commission’s decision.</p> <p>I move that the Historic Landmark Commission accepts the findings and APPROVE a certificate of appropriateness for a new sign (3 of 3).</p> <p>OR</p> <p>I move that the Historic Landmark Commission rejects the findings and DENY a certificate of appropriateness for a new sign (3 of 3). (The Commission will need to state the reasons for the denial. These reasons should reference specific regulations in the UDC).</p>
Strategic Alignment	<p>C2 – Seeking customer-driven feedback.</p> <p>C3 – Collaborate with community partners to enhance quality of life.</p>
Financial Considerations	N/A
Citizen Input/Board Review	N/A
Legal Review	Section 3.11 of the UDC requires the review of signs located within the Historic District for compliance with Historic District Guidelines.
Alternative Options	<p>The Commission may consider the request for COA for sign permit:</p> <ul style="list-style-type: none"> • Approved; or • Approved with conditions; or • Denied; or • Denied in part.
Supporting Documents	<p>Attachment 1 – Aerial Map</p> <p>Attachment 2 – Zoning Map</p> <p>Attachment 3 – Street View</p> <p>Attachment 4 – Proposed Sign (3 of 3)</p>



SUBJECT PROPERTY
101 S. Main St.

Legend

-  SUBJECT PROPERTY
-  Parcels





SUBJECT PROPERTY
101 S. Main St.

ZONING

Legend

SUBJECT PROPERTY

Parcels

road_centerline

Zoning

C2

C3

CITY

Overlay Districts

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Historic District

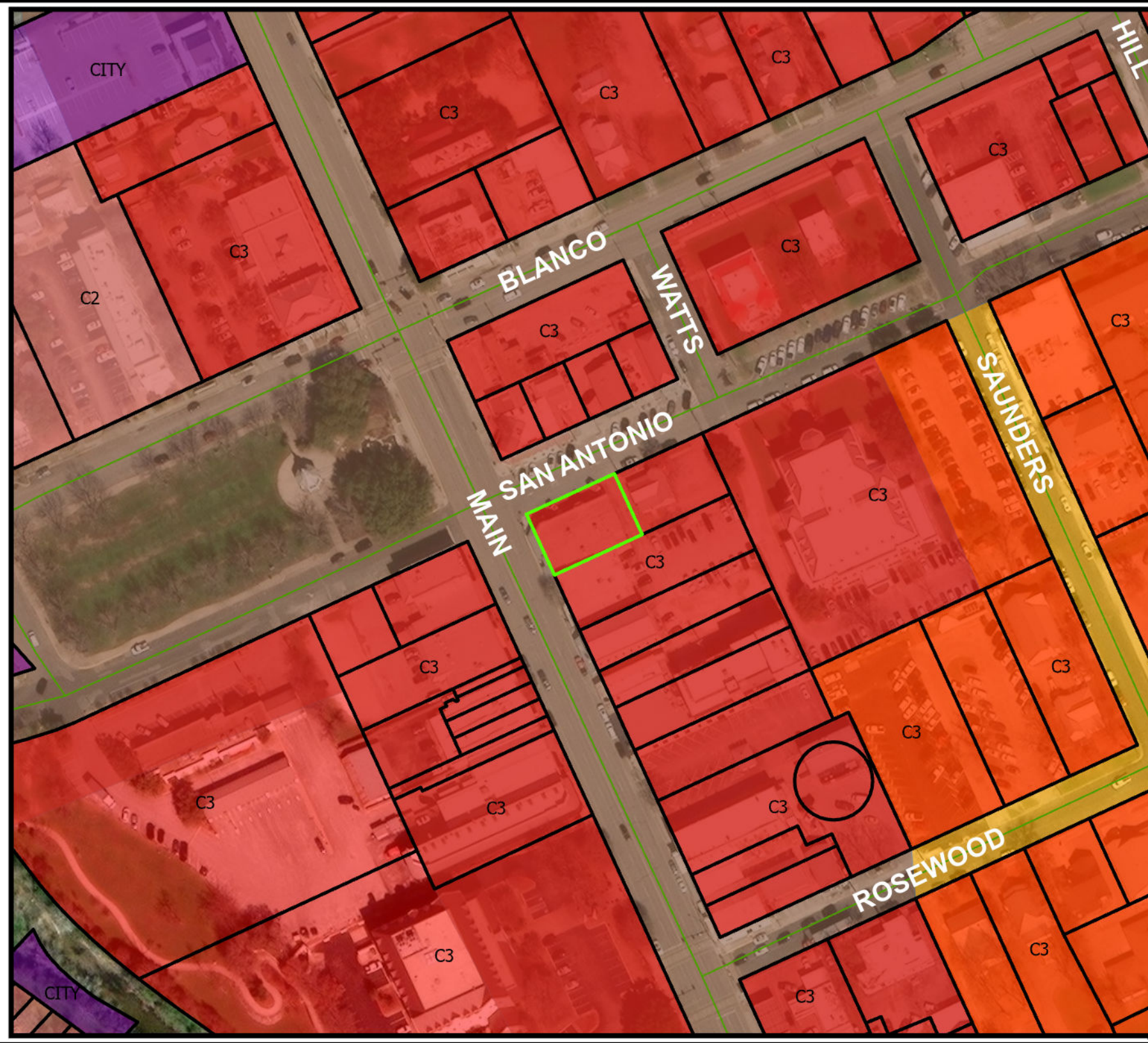
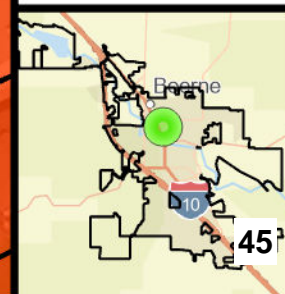




Figure 1: Existing Street View along E San Antonio St



Figure 2: Existing Street View along Main St

Wall Sign: 4' H x 12' W

Canopy Sign: 2' H x 12' W





AGENDA ITEM SUMMARY

Agenda Date	June 3, 2025
Requested Action	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).
Contact Person	Francesca “Franci” Linder, AICP, Assistant Planning Director (830) 248-1528, flinder@boerne-tx.gov
Background Information	<p>BACKGROUND:</p> <p>The structure located at 265 N Main is the Carstenjen-Luckenback House, built in 1870.</p> <p>The applicant is Frank Valadez (SA Partnership Architects), and the property is owned by Flying Pig Enterprises LLC.</p> <p>The property is zoned C3 - Transitional Commercial, in the Historic Overlay District.</p> <p>REQUEST:</p> <p>The property owner is requesting 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.</p> <p>ANALYSIS:</p> <p>According to Historic District Survey records, the property located at 265 N Main St was constructed in 1870 by Rudolph Carstenjen, one of Boerne’s original settlers and a member of the Tusculum Colony, and was originally a pioneer log cabin. The property was sold many times over the years including in 1883 to Jacob and Justina Luckenbach who retired there from their farm, now known as Luckenbach.</p> <p>The original structure has 2 stone additions. It’s not know at what point the log cabin was completely reclad with clapboard siding or when these additions were constructed, however, the structure appears with these additions in the 1910 Sanborn Maps. More recently, there has been a rear addition and two accessory structures constructed.</p>

	<p>The primary structures front façade currently features limestone masonry and front porch (both added pre-1910). The siding on the primary structure and accessory structures were painted a light tan color with black accents. All structures feature a medium brown shingle roof. The project contractor began work prior to approval by the Historic Landmark Commission; currently the siding is removed from most of the primary structure and both accessory structures.</p> <p>The applicant is proposing to renovate the property to open a new business, Hill & Bach Cellars. This project includes:</p> <ol style="list-style-type: none"> 1. Removing the most recent small addition at the rear of the main structure and constructing a larger addition in its place 2. Constructing three new decks (covered and uncovered) 3. Replacing/installing 23 windows 4. Re-siding and painting the primary structure and both accessory structures 5. Constructing a new outdoor fireplace <p>The impact of these proposed changes is evaluated according to UDC Section 2.11.B.5.d criteria listed below.</p> <p><u><i>Appropriateness of Publicly Visible Exterior Features</i></u></p> <p>The front elevation of the primary structure will not be altered. The proposed deck along the northern elevation would be freestanding and not structurally tied to the historic structure. The proposed rear addition will not be visible from Main Street and the portion of the structure being removed is not of historic significance.</p> <p><u><i>Design, Materials, and Compatibility with Surrounding Context</i></u></p> <p>The applicant is proposing to replace the siding on both accessory structures and new rear addition with wood siding to match the existing siding. All stonework will also match the existing limestone, including the new outdoor fireplace. The proposed updated paint scheme aligns with the Historic District guidelines:</p> <ul style="list-style-type: none"> • Wood siding: SW 2843 (Roycroft Brass) • Door and window trim: SW 7020 (Black Fox) • Entry doors: SW 2802 (Rookwood Red)
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	<ul style="list-style-type: none"> • Wood columns, trellis, and railings: SW 2808 (Rookwood Dark Brown) • Deck stain: SW 3540 (Mountain Ash) <p>The applicant is also proposing to replace/install 23 new windows. The new windows will be double-pane, two-over-two, and double-hung windows. They will be replacing late 1900s style aluminum windows. The replacement windows meet Historic District guidelines and are more appropriate for the structure.</p> <p><u><i>Considerations for Partial Inclusion within a Historic District</i></u></p> <p>The Historic Design Guidelines, provisions, and regulations contained in the UDC apply to all property which is fully or partially within the locally designated Historic District and may be applied more flexibly to non-contributing buildings. As this building is considered a high-contributing structure, the Historic District Guidelines should be fully applied.</p> <p><u><i>Impact on Area Historical, Cultural, and Architectural Character and Adjacent Structures</i></u></p> <p>The primary structure on the northern neighboring property, was constructed circa 1960 with a classic commercial storefront and stone veneer. The property to the south is undeveloped. The building across the street was constructed in 2018 but features a limestone façade and front porch similar to the subject property.</p> <p><u><i>The value of the historic district or historic landmark as an area or Preservation of Historic District or Landmark Value</i></u></p> <p>The project scope involves minor changes to the front façade of the historic structure. The most significant change is removing the small addition at the rear of the structure and replacing it with a larger addition. The new addition will reflect the shape and roofline of the existing structure. The historic value of the structure will not be diminished by this change.</p> <p>FINDINGS:</p> <ul style="list-style-type: none"> • Staff finds that the proposed rear addition, exterior update(s), and new structure(s), is consistent with Historic District Design Guidelines and UDC Section 2.11. <p>RECOMMENDATION:</p>
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	<p>Staff finds that the proposed project is consistent with review criteria and guidelines outlined in section 2.11 and 3.11 of the UDC. Staff recommends that the Historic Landmark Commission APPROVE the requested certificate of appropriateness for a building permit for a rear addition, exterior update(s), and new structure(s) located at 265 N Main Street.</p> <p>MOTIONS FOR CONSIDERATION:</p> <p>The following motions are provided to assist the Commission's decision.</p> <p>I move that the Historic Landmark Commission accept the finding and APPROVE the requested certificate of appropriateness for a building permit at 265 N Main Street.</p> <p>OR</p> <p>I move that the Historic Landmark Commission reject the findings and DENY the requested certificate of appropriateness for a building permit at 265 N Main Street. (The Commission will need to state the reasons for the denial. These reasons should reference specific regulations in the UDC).</p>
Strategic Alignment	<p>C1 – Offering quality customer experiences.</p> <p>C3 – Collaborate with community partners to enhance quality of life.</p>
Financial Considerations	N/A
Citizen Input/Board Review	N/A
Legal Review	Section 3.11 of the UDC requires the review of any building permit for exterior improvements for structures located within the Historic District.
Alternative Options	<p>The Commission may consider the request for COA for building permit:</p> <ul style="list-style-type: none"> • Approved; or • Approved with conditions; or • Denied; or • Denied in part.
Supporting Documents	<p>Attachment 1 – Aerial Map</p> <p>Attachment 2 – Street View and Current Photos</p> <p>Attachment 3 – Proposed Site Plan</p>

	Attachment 4 – Proposed Site Elevation Attachment 5 – Proposed Paint Colors Attachment 6 – Example Fireplace and Window
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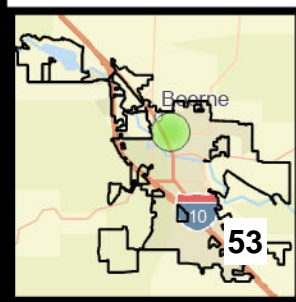


SUBJECT PROPERTY

265 N Main St

Legend

-  Parcels
-  SUBJECT PROPERTY



















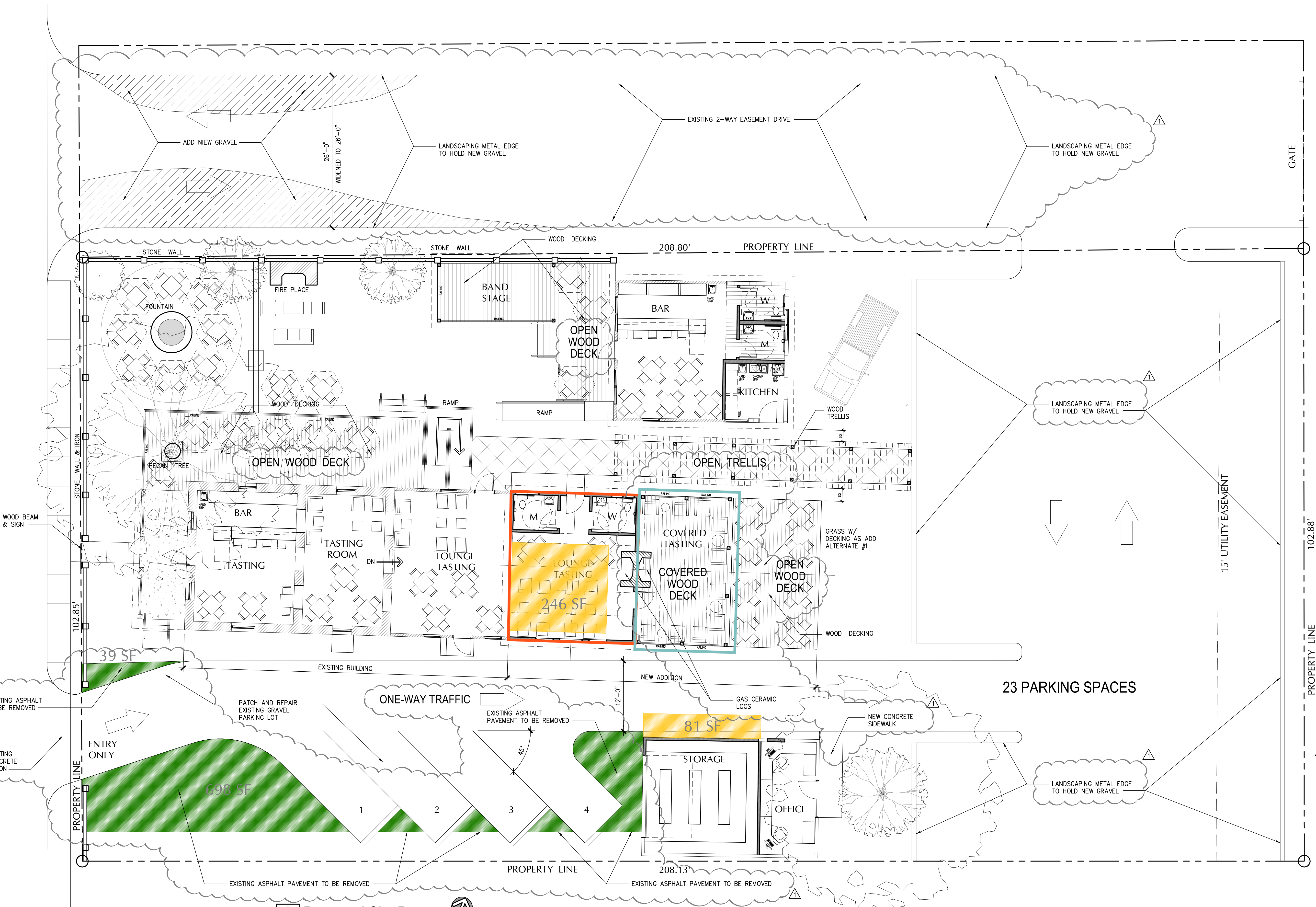
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1 Proposed Site Plan

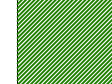
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LEGEND



DEMOLISH (EXIST. IMPERVIOUS COVER) PORTION OF EXISTING BUILDING - 327 SF (SEE DEMO. PLAN)



EXISTING ASPHALT PAVEMENT TO BE REMOVED FOR NEW LANDSCAPING - 737 SF

TOTAL IMPERVIOUS COVER REMOVED: 1,064 SF

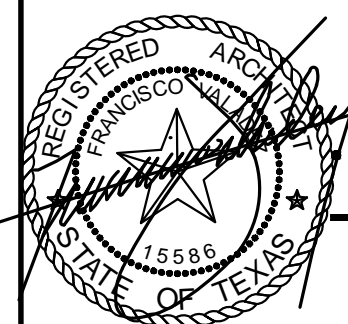


NEW INTERIOR SPACE ADDITION - 541 SF



OUTDOOR COVERED DECK (ROOF ONLY) - 464 SF

TOTAL IMPERVIOUS COVER ADDITION: 1,004 SF



FRANCISCO VALADEZ, ARCHITECT, TX, LIC. - 15966

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Interior Design
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SA P

HILL & BACH
CELLARS

Interior Remodel /
Addition

265 N. Main Street,
Boerne, Texas 78006

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JOB NO: 24-026

DRAWN BY: SAP

ISSUE RECORD

NO.	DATE	DESCRIPTION
01	4/4/25	PERMIT SET

REVISION RECORD

NO.	DATE	DESCRIPTION
01	5/9/25	City Comments

SHEET TITLE

Site Plan

SHEET NO.

A1.0

- OF -



HILL & BACH CELLARS

BOERNE, TEXAS



Hill & Bach
CELLARS

HILL & BACH CELLARS

BOERNE, TEXAS



Hill & Bach
CELLARS

HILL & BACH CELLARS

BOERNE, TEXAS



HILL & BACH CELLARS

BOERNE, TEXAS

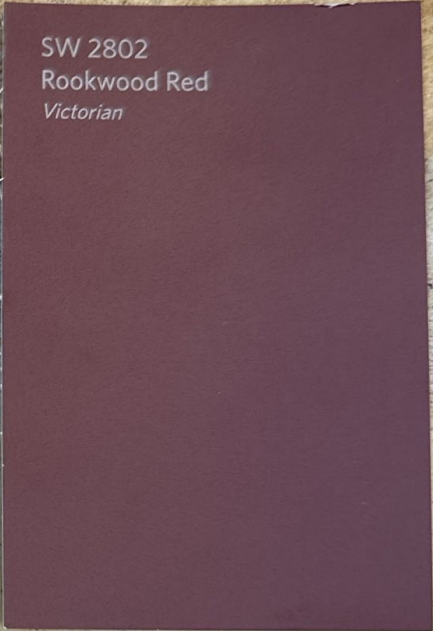
Hill & Bach Cellars - Exterior Project Colors



Galvanized Roof



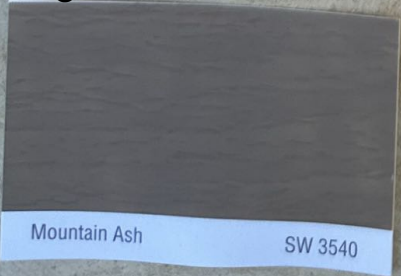
Door + Window Trim



Entry Doors



All Wood Columns + Trellis + Railings



Stain for all Decks



Paint for all Wood Siding

Existing Limestone
Color + Texture



