

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

Tuesday, July 7, 2026 - 5:30 PM

The Minutes for the regular called Historic Landmark Commission Meeting of July 7, 2026.

Present: 6 - Chairman Sally Pena, Vice Chair Lynnese Graves, Commissioner Patti Mainz, Commissioner Mike Nichols, Commissioner Sharon D. Wright, and Commissioner Ashley Maytum

Absent: 1 - Commissioner Lindsay Chapman

Staff Present: Sarah Riggs, Misti Rains, Anne Bransford, Francesca "Franci" Linder, William Willingham, Nathan Crane, Ben Simmons, Paul Barwick, Maria Garcia.

Registered/Recognized Guests: Frank Valadez, Richard Lee, Kristin Nickell, Sam Mukkery, Adam Reed, Luke Kersh.

1. CALL TO ORDER – 5:30 PM

Chair Sally Pena called the meeting to order at 5:33 p.m.

2. CONFLICT OF INTEREST

Chairman Sally Pena declared that Commissioner Patty Mainz will step down and not vote on item 5D.

3. PUBLIC COMMENTS

No public comments were declared.

4. CONSENT AGENDA

[2026-294](#) Consider approval of the Minutes for the Historic Landmark Commission Meeting of June 2, 2026.

MINUTES WERE APPROVED.

A MOTION WAS MADE BY COMMISSIONER MAINZ, SECONDED BY COMMISSIONER MAYTUM, TO APPROVE THE MINUTES FOR THE HISTORIC LANDMARK COMMISSION MEETING OF JUNE 2, 2026. THE MOTION CARRIED BY THE FOLLOWING VOTE:

Yeah: 6 - Chairman Pena, Vice Chair Graves, Commissioner Mainz, Commissioner Nichols, Commissioner Wright, and Commissioner Maytum

5. REGULAR AGENDA

[2026-282](#) Hold a Public Hearing and consider a request for a demolition permit for the structure(s) located at 305-323 North Main Street.

Francesca "Franci" Linder, Assistant Planning Director, presented item 5A. Request was submitted by Applicant Frank Valadez on behalf of owner, Richard Lee.

Property is located within the Historic District and is not contributing. Property has had prior review by Commission and motion passed at the previous meeting, however, was been called back to be reheard due to City Attorney reason noted.

A map of the street view was presented. The primary structure is 9,460 sqft.

A pet shop sign currently stands at the front of the property, 50+ years old and is in fair condition. There was a 1954 image presented to the Commission that was retrieved from the City Library archive.

Chairman Sally Pena and Commissioner Lyndsay Graves visited the site. Images were presented of the structure that is proposed to be demolish. Disrepair images were also presented along with images of the back of the structure. Horse shoe images were presented with past significance. It was noted that the next item for this structure on the agenda is for Certificate of Appropriateness. An updated rendering was presented that was re-noticed for the Public Hearing. Thirty notifications of the demolition were mailed out to addresses within 500ft. of structure.

Key findings of staff were presented. It was stated that UDC 2-11 must be met and the property should be considered as a contributing structure.

Chairman Sally Pena opened the Public Hearing at 5:43 p.m.

David Spencer, Guest Speaker, would appreciate the demolition of the property and believes it is in bad shape. He shared that by demolishing it, it will help the area. Spencer thanked the Commission for their service.

Kirsten Nickell, Guest Speaker, thinks the property should be preserved. She did not agree with demolition.

Chairman Pena closed the Public Hearing at 5:47 p.m.

Owner Richard Lee addressed the Commission regarding the Park Plaza project. Frank Valadez, Architect, appreciates the second opportunity to present to the Commission. He shared that he has read Facebook comments and has researched new efforts in finding a way to revise the blend of the Hill Country Mile. He proposed a redesign of the Park Plaza building in consideration of shared sentiments during the previous meeting on June 2.

It was suggested to donate, refurbish and conduct a crowd source campaign for the Pet Shop sign. Valadez addressed the commission, humbly not only asking for approval of the demolition, but also stating he hopes to relocate the sign across the street next to the visitors center and offered a white and blue redesign scheme of the existing pet shop sign in order to keep Boerne's charm.

Commissioner Patty Mainz likes the option of donating the sign to the public as this represents a great use of the remembrance. Valadez responded that he believes it will in turn celebrate the historic remembrance.

Nathan Crane, Planning Director, spoke about the options suggested by Valadez, as it has not been confirmed that this sign is able to be used as the options recommended and shared through the presentation.

However, the challenge will be discussion with the Texas Department of Transportation (TXDOT) regarding the option of replacement to the other side of the street. No formal decision has been made. Future processes and meetings will be held for evaluation of options recommended as well as cost of repair. It is preliminary.

Valadez suggested pushing sign back on property so that there is no issue with TXDOT so that it may be considered.

Commissioner Michael Nichols suggested that Richard Lee, owner of property, should be able to do as he wishes with the Pet Shop sign since he does own it.

Vice Chairman Lindsay Graves addressed her concern with parking. Valadez responded that the current offset parking must have a drive out exit. If there is no demolition, the property will not have the square feet necessary in order to create more parking in the back of property.

Commissioner Sharon Wright pointed out that because of the current parking lot, there has been accidents reported due to how it is currently set up.

Valadez responded that the parking lot is currently a free for all. Commissioner Wright reiterated on the existing condition of the building as a public sentiment. She asked what the condition of the building currently is. Valadez responded that the building is not stable enough for a roof top structure or infrastructure. He stated that it does not reach current building codes. Commissioner Wright continued on about the sign and stated that she believes the Commission does have the ability to preserve signs.

Valadez understands the cultural significance and Richard Lee is taking

everything shared into consideration as well.

A MOTION WAS MADE BY COMMISSIONER NICHOLS, SECONDED BY COMMISSIONER MAINZ, TO HOLD A PUBLIC HEARING AND APPROVE A REQUEST FOR A DEMOLITION PERMIT FOR THE STRUCTURE(S) LOCATED AT 305-323 NORTH MAIN STREET. THE MOTION CARRIED BY THE FOLLOWING VOTE:

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

Nay: 1 - Commissioner Maytum

[2026-281](#) Consider a Certificate of Appropriateness for new commercial building(s) located at 305 - 323 North Main Street.

Francesca "Franci" Linder presented on item 5B for a Certificate of Appropriateness (COA). Applicant is Frank Valadez, owner of the property is Richard Lee. This COS is for a new commercial structure, architectural only. Site development, fences, signage, etc. will all require a separate COA approval. Property is located within the Historic District, zoned C3 Commercial and the current structure is not contributing.

A location map of the property was presented to the Commission, as well as surrounding properties and building construction material that will be used for the project. The Luckenbach house is considered to be highly contributing. There were a total of two buildings with dimensions that were also presented to the Commission.

Design Guideline Review and Criteria are as follows:

1. Historical appropriateness
2. Compatible architectural design
3. Streetscape objectives
4. Overall enhancement of the Historic District

Key findings by Planning staff meet regulations and guidelines.

After the presentation, Valadez addressed the Commission along with

Richard Lee, owner.

Valadez recalled that he spoken to Ron Bowmen and Chris Turk regarding the Hill Country Mile and mentioned the proposed change an idea that Richard Lee was interested in proposing. This conversation took place in 2007.

The master plan for the project was presented was back in April 2007. Different maps were shown and presented to the Commission. Design and characteristics were discussed. Park along Cibilo Creek was mentioned by Valadez.

He continued with believing a way to help Main Street become walk able, would be by taking parking off Main Street. He believed this would help keep people shopping and visiting.

He shared the idea of celebrating sculptural art throughout the Hill Country Mile, attaching a pedestrian bridge possibly, staying conscientious of the Historic City side of Boerne, while planning and designing through study and research of options for this future design.

A current traffic example at stop light was shown to Commission. A proposal to extend a sidewalk was discussed. Valadez feels that if parking on the side of road can be eliminated and moved to the back of the property it will be safer and convenient.

He proposed strategically placing parking structures to also help. Valadez also proposed loading zones for commercial loading. The inspiring incentive is the Ziggler building which was built in the 1900s.

Valadez shared that the Ziggler building is 133 years old, family owned, a glass company, has limestone quoins and accents. He also shared that this was the inspiration of the new Park Plaza building proposed.

Top areas of the Ziggler building were shown to have been removed over time through imagery. Rusticated limestone in the design was pointed

out and Valadez explained the accent elements.

Park Plaza retail development was presented with an image to Commission. The wall for the property is designed to promote functions and knock down sound. The added limestone banding and recessed elements soften the caps of the building. The new presentation showed the changed store front to now have added windows, similar to downtown, to add the Boerne historic charm.

Building is into scale and the proposal contains a safe pedestrian cross walk with TXDOT approval in the back of structure. Valadez shared that there will be fountains in back and the front of the site.

Commissioner Michael Nichols states he really liked this new version. Vice Chairman Lynnese Graves stated it could be a LEED certified building.

Valadez explained that there will be rain gardens and low impact design. Lee repoded to Vice Chairman Graves statement stating that he will not be pursuing LEED Certification.

Vice Chairman Graves liked that they added they added the brown to help historic district look to correspond.

Commissioner Wright states a common theme is that the City has no afford ability of rent. She wanted to know what clientele the Plaza was wanting to attract. Valadez responded stating that the proposed design will offer smaller sq. ft. spaces for rent that should be affordable due to the size of space.

Lee stated he envisions nice restaurants and boutique shops to add in a variety. He believes the suite space options should be competitive.

Commissioner Ashley Maytum asked about the lot size. Chairman Sally Pena asked about the planning of the multiple stories of building and inquired about the height of ceilings. Valadez responded the ceilings will

be higher than current height and there will be more wall space for tenants. He continued to explain the building set backs and how the building was pushed back with this design.

He plans to add features that will offer additional natural light, examples shared were discussion of transoms. Vice Chairman Graves asked if there will be enough parking in the back of building. Valadez responded that they do meet code for required parking spaces of 26 with the side area totaling 34.

Linder clarified this COA is just for the site, not for parking.

A MOTION WAS MADE BY VICE CHAIR GRAVES, SECONDED BY COMMISSIONER NICHOLS, TO APPROVE A CERTIFICATE OF APPROPRIATENESS FOR NEW COMMERCIAL BUILDING(S) LOCATED AT 305 - 323 NORTH MAIN STREET. THE MOTION CARRIED BY THE FOLLOWING VOTE:

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

Nay: 1 - Commissioner Maytum

[2026-300](#) Consider A Certificate Of Appropriateness for a new commercial building(s) and site development located at 701 North Main Street.

Francesca "Fanci" Linder, Planning Assistant Director, presented on item 5C for 701 North Main Street with a request of Certificate of Appropriateness (COA) for new commercial building and site development. Zoning map was reviewed with the Commission showing property to be zoned C3 Community Commercial, not contributing, located at the far northern edge of the Historic District, vacant with no structure on site and the proposed use will be a medical office. Prior review was done on April 7, 2026 and at that time was presented for discussion. Applicant is Daniel Long, CMP and owner is ABJM Boerne North Main LP.

Design guideline review and criteria was reviewed with the Commission. New landscaping was discussed in the proposal. Surrounding residential

properties were reviewed: Foote House to the north, Gus Willke House to the west, Leesch-Harz House to the west and vacant lot to the south as well as Town and Country Home, commercial.

Rendering was presented to the Commission by Linder, stating the building view is from Main Street. Structure is 1-2 story, height about 30ft., approximately 50,000 sq.ft. and will be including 218 parking spaces. Tree preservation was proposed with new landscaping.

All City regulations must be met including dark sky requirements, landscaping, LID, etc.

Reminder that back in April, one of the points of discussion for this item had to do with the set back. Specifically, owner would like to set the building back 45ft. from street while adjacent structure is 90ft. from the street. Feedback from April was incorporated, moving forward with 45ft and is in line with across the street. When it develops it will be very difficult to build 90ft. back.

Included in parking lot is large island with trees. A full landscaping plan was presented to the Commission along with a rendering of details and color palette that included copper red, classical white, two different bricks as well as accents and coins. Sconce that will be used are dark sky compliant and it was noted that the window frames will be a dark bronze. Elevation views from each side, first and second floor were presented.

Key findings by City Staff meet Boerne UDC and Design Guidelines.

Chairman Sally Pena asked about the material of the building. Long responded with clarification of material being concrete and steel structure painted stucco with accent bands.

Commissioner Michael Nichols asked when Dr. Spencer's building was approved. He stated it had mass elevation and a wall of windows and stone. There was a series of row houses instead of a massive flat wall.

Long explained the structure does recess 30 inches. He continued to state what the building options are along with why what designs can and cannot change much.

Commissioner Nichols asked if there can be some kind of design look or foot difference.

Chairman Pena helped clarify for Commissioner Nichols and Long stated he is open to adding in recess or added design.

Commissioner Nichols stated that if the structure can not be modified, maybe Long can create an illusion with paint options.

Commission voted to approve with modifications.

A MOTION WAS MADE BY COMMISSIONER WRIGHT, SECONDED BY COMMISSIONER MAYTUM, TO APPROVE A CERTIFICATE OF APPROPRIATENESS FOR A NEW COMMERCIAL BUILDING(S) AND SITE DEVELOPMENT LOCATED AT 701 NORTH MAIN STREET WITH MODIFICATIONS TO HAVE ELEVATION TO BE REVIEWED AND APPROVED BY STAFF. THE MOTION CARRIED BY THE FOLLOWING VOTE:

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

Nay: 1 - Commissioner Nichols

[2026-274](#) Consider a certificate of appropriateness for sign permit(s) located at 112 East San Antonio Avenue. (Devino Cellars)

William Willingham, Planner II, presented item 5D, 112 East San Antonio Avenue. Applicant Luke Kersh. Property is considered a contributing structure to the Historic District, subject to the Historic District Guidelines, zoned C3 Community Commercial and is a wine bar. It was constructed CIRCA in 1920, known as the Boerne telephone exchange. The structure is currently white painted brick with a metal hip roof extended over the front entry to create an awning feature.

Current sign for the structure will be taken down and changed. The

proposed front sign was presented as a reface of the existing double-sided awning sign above the front entry. The size of the sign is 18x48 inches, printed on UV lamination with brown, tan and white colors.

The proposed sign for rear of the building is a 24x84 wall sign with the same print as current. Featured colors were brown, tan and white. Material is aluminum composite and it will be printed on UV lamination.

Key findings meet all requirements after City staff review.

It was noted that the business has been open for 2yrs. and the signage is the same, the owner has just made a change of address.

A MOTION WAS MADE BY COMMISSIONER NICHOLS, SECONDED BY COMMISSIONER MAYTUM, TO APPROVE A CERTIFICATE OF APPROPRIATENESS FOR SIGN PERMIT(S) LOCATED AT 112 EAST SAN ANTONIO AVENUE. (DEVINO CELLARS). THE MOTION CARRIED BY THE FOLLOWING VOTE:

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

Recused: 1 - Commissioner Mainz

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

Nathan Crane, Planning Director, addressed the Commission regarding an Ethics training stating that it is due, or Commission seats will not be aloud to vote next meeting.

It was recommended that the Commission follow the instructions shared in the email sent by the City Secretary's Office. It was noted that a Notary will be available at next meeting in the event any of them needed the affidavit signed. If the email was not received, it will be forwarded to the Commissioners for convenience.

7. DISCUSSION

[2026-279](#) 2026 Historic Landmark Commission Calendar

Ben Simmons, Planner I, presented the 2026 Historic Landmark Commission Calendar discussion item.

It was noted a change to the date will be made from the beginning of August to the second Thursday of the month.

A printed copy was shared with the Commission. It was also noted there are no scheduled conflicts with Holidays with this change.

[2026-275](#) Discuss Historic Landmark Commission rules and new duties.

William Willingham, Planner II, presented a training for the Historic Landmark Commission rules and transfer duties. No action was necessary. It was reiterated that the amendments to the Unified Development Code (UDC) to dissolve the Design Review Committee and transfer duties related to sign approvals variances to the Historic Landmark Commission (HLC) were made.

It was noted that there is only changes to the overseeing Commission only, no changes to development standards. New duties in context are as follows: Protecting Boerne's visual identity, review of certain signs in overlay districts + City wide electronic and digital signs, review of sign variances City wide and direct effect on Boerne's character, quality and safety.

Regulating signs reminder: Commission cannot regulate sign content; this is a First Amendment right. This means words on a sign, message or meaning of sign cannot be evaluated. Focus may only be for review of physical and visual impacts and decision must be legally defensible and cannot be in violation of the First Amendment.

List of signs requiring Certificate of Appropriateness (COA) were presented to the Commission. Different sign types were presented.

Overlay district purpose was noted.

Signs requiring a COA are as follows:

1. In Boerne's Jurisdiction; digital signs and electronic changeable copy signs.
2. Downtown Community Overlay; Digital signs and illuminated signs.
3. River Road Overlay; Digital signs and non-static illuminated signs.
4. SoBo Overlay; Roof signs, digital signs, illuminated signs, electronic message boards.
5. Entrance Corridor Overlay; Manual changeable copy signs, non-static illuminated signs, digital signs over 25% of sign face.
6. Scenic Interstate Overlay; Digital signs, non-static illuminated signs, electronic message boards, manual changeable copy signs.

Chairman Sally Pena questioned interstate overlay and asked if there are height regulations. Willingham responded yes, UDC criteria does need to be met, otherwise they would need to get a variance approval.

Commissioner Patty Mainz asked a question regarding the long term appearance. Willingham responded that it would be appropriate for the Commission to discuss matters as such when reviewing the item for vote.

Commissioner Sharon Wright requested examples for COA, stating that it would be helpful if past examples were shared with the Commission.

Francesca "Franci" Linder, Planning Assistant Director, clarified the long term appearance of the whole area and stated that there has not been a Certificate for all overlay districts. She stated that when they are available this information will be shared with the Commission.

Commissioner Michael Nichols referenced slide 5 of the presentation. He asked for an explanation from staff in order to understand if there is a sign request on a sign with extreme wording. City Attorney responded from a legal perspective, with the answer, yes it could potentially be evaluated under rules by legal.

Signs requiring variances were discussed. Examples were also discussed regarding the evaluations of signs and it was noted that prohibited signs will not get variances. Types of signs that could come forward for review were noted along with 5 Criteria that must be met which was reviewed with the Commission in order to approve a sign variance.

Commissioner Wright asked about hardship due to how it can become subjective. Willingham responded that unnecessary hardship, unique hardship and hardship in general is not self imposed. He explained examples stating that the Commission has the authority to approve or deny, make suggestions, add stipulations, add in part or authority to approve the item with revisions.

If the applicant does not receive approval for the variance by the Historic Landmark Commission, the applicant has the right to submit the variance for review to the Planning and Zoning Commission.

Commissioner Ashley Maytum asked about requirements and inquired if these changes are new. William responded no. Francesca "Franci" Linder explained the variance code regarding configuration and why some cases can be nuanced and complicated which is why they are a case by case basis.

There was a reminder stated about approval types and examples for denial. Types of different examples of cases were shared, along with final thoughts about user tools and confidence.

8. ADJOURNMENT

Chairman Sally Pena adjourned the meeting at 7:36 p.m.

Chairman

Executive Assistant