

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

**Tuesday, December 2, 2025 - 5:30 PM**

**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 Cesar Hance

**Staff Present:** Franci Linder, Ben Simmons, Sarah Riggs, And Chasity Valdes.

**1. CALL TO ORDER – 5:30 PM**

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

**2. CONFLICT OF INTEREST**

Commissioner Wright stated that she served on City Council with a city council member who is part owner of Cibolo Creek Brewery but does not have a relationship outside of city business.

**3. PUBLIC COMMENTS**

Melissa Hance, spoke about item 4.B., stating that the signs under consideration may be competing with some of Hane Family Companies sign proposals.

**4. CONSENT AGENDA**

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

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

**Absent:** 1 - Commissioner Hance

**A. [2025-598](#) CONSIDER APPROVAL OF THE MINUTES OF THE HISTORIC LANDMARK COMMISSION MEETINGS OF NOVEMBER 4, 2025.**

The minutes were approved.

**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).**

Ben Simmons, Planner I, presented the proposed sign for Shoe Groove.

Chairman Pena requested clarification that the sign location and design would be modified. Mr. Simmons confirmed that both the location and design would be modified per this request.

Assistant Planning Director Franci Linder stated that the previous sign came before the Historic Landmark Commission a year ago and the sign location was discussed.

Chairman Pena stated that the design does not meeting Historic District guidelines, but acknowledged that the Birkenstock logo could not be changed. Commissioner Wright asked if there were any variations showing only two fonts.

Ms. Barbara McIlhany, owner of Shoe Groove, provided a background on why she requested the modified sign location and design.

A MOTION WAS MADE BY COMMISSIONER MAINZ, SECONDED BY COMMISSIONER WRIGHT, TO APPROVE A CERTIFICATE OF APPROPRIATENESS FOR A SIGN PERMIT FOR A NEW SIGN LOCATED AT 470 S MAIN STREET (SHOE GROOVE). THE MOTION CARRIED BY THE FOLLOWING VOTE:

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

**Absent:** 1 - Commissioner Hance

**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).**

Ben Simmons, Planner I, presented the proposed four new signs for SL Permanent Jewelry.

Commissioner Wright stated that the signs look appropriate to the buildings.

Vice Chair Graves asked if the font boldness is different on the signs. Mr. Matt Mattingly, representative from Signarama, stated that the smaller signs would need bolder font to be legible.

Commissioner Nichols stated that he thinks the first sign (near Hamby's lot) will be confusing because there is no door to access the business. He continued by stating that he is in favor of three signs, but not the wall sign near Hamby's lot because it would be confusing for customers. Vice Chair Graves expressed her agreement.

Mr. Josh Mazour, representative of Hamby's, stated that they do not have a problem with the proposed sign.

A MOTION WAS MADE BY COMMISSIONER NICHOLS, SECONDED BY VICE CHAIR GRAVES, TO APPROVE A CERTIFICATE OF APPROPRIATENESS FOR A SIGN PERMIT INCLUDING THREE OF THE FOUR NEW SIGNS LOCATED AT 455 S MAIN STREET (SL PERMANENT JEWELRY). THE MOTION FAILED BY THE FOLLOWING VOTE:

**Yeah:** 3 - Vice Chair Graves, Commissioner Nichols, and Commissioner Maytum

**Nay:** 3 - Chairman Pena, Commissioner Mainz, and Commissioner Wright

**Absent:** 1 - Commissioner Hance

A MOTION WAS MADE BY COMMISSIONER NICHOLS, SECONDED BY VICE CHAIR GRAVES TO APPROVE A CERTIFICATE OF APPROPRIATENESS FOR A SIGN PERMIT INCLUDING THREE OF THE FOUR PRESENTED SIGNS (EXCLUDING THE SIGN NEAR HAMBY'S) LOCATED AT 455 S MAIN STREET AS PRESENTED. THE MOTION CARRIED BY THE FOLLOWING VOTE:

**Yeah:** 3 - Vice Chair Graves, Commissioner Nichols, and Commissioner Maytum

**Nay:** 2 - Commissioner Mainz and Commissioner Wright

**Absent:** 1- Commissioner Hance

Chairman Pena did not vote.

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

Assistant Planning Director Franci Linder presented the proposed sign for ADKF.

Commissioner Wright questioned what type of material the rest of the monument sign is constructed with and whether it is illuminated.

Ms. Linder clarified that a portion of the existing sign uses the same type of acrylic material and is also internally illuminated.

Mr. Sylvester Johnson, Chief Administrative Officer for ADKF, provided background information on the sign design.

A MOTION WAS MADE BY COMMISSIONER MAINZ, SECOND BY COMMISSIONER NICHOLS TO APPROVE A CERTIFICATE OF APPROPRIATENESS FOR A SIGN PERMIT LOCATED AT 371 N MAIN STREET AS PRESENTED. THE MOTION CARRIED BY THE

## FOLLOWING VOTE:

**Yeah:** 5 - Vice Chair Graves, Commissioner Mainz, Commissioner Nichols, Commissioner Wright, and Commissioner Maytum.

**Absent:** 1 - Commissioner Hance

Chairman Pena did not vote.

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

Chairman Pena opened the public hearing at 6:04 p.m.

Assistant Planning Director Franci Linder presented the request to demolish the commercial structures located at 119 Ebner Street. The structure's construction date is unknown, but appears to be older than 50 years, which is why it is under consideration. The applicant, Groff Land Enterprises LP, has requested demotion of all structures on site. staff determined that the property does not possess architectural, cultural, or education significance.

A site visit was conducted, and photos showing the current condition of the structures were presented.

Ms. Linder reported that 50 notifications were mailed to properties within 500 feet, a notice was published in the Boerne Star, and 4 written responses were received in favor of the demolition.

Mr. Travis Roberson, representative, stated that they intend to salvage the metal cladding and utilize it on the development next door.

Chairman Pena closed the public hearing at 6:09 p.m.

A MOTION WAS MADE BY COMMISSIONER MAINZ, SECOND BY COMMISSIONER WRIGHT TO APPROVE THE DEMOLITION PERMIT FOR THE STRUCTURES(S) LOCATED AT 119 EBNER STREET. THE MOTION CARRIED BY THE FOLLOWING

VOTE:

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

**Absent:** 1 - Commissioner Hance

Chairman Pena did not vote.

**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.).**

Assistant Planning Director Franci Linder presented the historic preservation grant request and exterior improvements for the structure located at 448 S Main Street. The structure is a highly contributing structure in the Historic District. The applicant is proposing to replace the front door, transom window, both sidelites, and hardware; replace 8 windows; and repaint the exterior. The total eligible project cost is \$50,448.41 and the applicant has requested the maximum grant amount of \$10,000.00. Staff determined that the grant application meets the minimum requirement to be considered for a historic preservation grant.

Commissioner Nichols requested clarification on what type of material will be used for the window replacements.

Mr. Josh Mazour, applicant, gave background on the existing windows and replacement windows, including that the existing windows are very inefficient and will be fixed windows.

Commissioner Nichols noted that the front windows are a rare, historic window style called triple sash windows. He expressed his concern with using a grant to remove the historic windows and asked the applicant if he would consider rebuilding the triple sash windows instead of replacing them. Mr. Mazour stated that he was not open to rebuilding them. Commissioner Wright questioned if the windows could be reused. Mr. Mazour stated his concerns

with reconstructing the windows to current standards.

Commissioner Mainz stated that visually, the historic character will not be lost since the replacement windows will replicate the original design.

Commissioner Nichols requested clarification on what part of the project requires a certificate of appropriateness. Ms. Linder stated that the window and door replacement require a certificate of appropriateness, but the repainting does not because it will match the existing colors.

A MOTION WAS MADE BY COMMISSIONER MAINZ, SECOND BY COMMISSIONER MAYTUM TO APPROVE THE \$10,000.00 GRANT REQUEST AND CERTIFICATE OF APPROPRIATENESS FOR EXTERIOR IMPROVEMENTS FOR THE STRUCTURE LOCATED AT 448 S MAIN STREET AS PRESENTED. THE MOTION CARRIED BY THE FOLLOWING VOTE:

**Yeah:** 3 - Commissioner Mainz, Commissioner Wright, and Commissioner Maytum

**Nay:** 2 - Vice Chair Graves, Commissioner Nichols

Chairman Pena did not vote.

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

Chairman Pena asked if the Historic Landmark Commission's regular meeting day and time will be changing in January. Assistant Planning Director Franci Linder stated that the meeting date will not be changed until further notice.

**7. ADJOURNMENT**

Chairman Pena adjourned the Historic Landmark Commission meeting at 6:33 p.m.

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Chair

ATTEST:

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Administrative Assistant