



AGENDA ITEM SUMMARY

Agenda Date	February 3, 2026
Requested Action	Consider a certificate of appropriateness for exterior improvements to two structures located at 402 E Blanco Road.
Contact Person	Benjamin Simmons— Planner I (830) 248-1630, bsimmons@boerne-tx.gov
Background Information	<p>BACKGROUND:</p> <p>The subject property at 402 E. Blanco Road was built in 1910 by renowned regional architect Alfred Giles for use as Boerne Public School. The building is a symmetrical, two-story, early-twentieth-century schoolhouse. The design features a mix of influences including Classical, Romanesque, and Prairie School styles. The main structure is composed of large, coursed, rusticated native limestone blocks vertically divided into three blocks with the main (central) block projecting forward. The building has a series of hipped roofs with wide overhanging eaves clad in standing seam metal. Windows on the lower floor are placed in sets of four double-hung sash units separated by mullions. Windows on the second floor align with the windows on the lower floor and are topped with lunettes creating a classical arch shape. The building has served a variety of civic purposes throughout its history, first as a public school and later as Boerne's City Hall. In addition to the main building there is a two-room limestone building to the rear of the property. This building was used as an early school prior to the construction of the main building. This building features limestone block construction, a metal roof, and six over six double hung windows. Currently, both buildings are unoccupied.</p> <p>The property owner/applicant is Johnny Leach.</p> <p>The property is zoned C3 – Community Commercial and is located inside the Historic Overlay District.</p> <p>The structure is considered a highly contributing structure within the Historic district.</p> <p>The applicant proposes to improve the exterior of the building with window replacements. In total the applicant will replace 48 windows with 32 being in the main building and 16 being in the secondary</p>

building. These windows will be replaced on a like-for-like basis with a transition from single pane windows to double pane windows. There are a variety of window types including two over two, one over one, and six over six. These windows will be replaced to match existing window styles.

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)

REQUEST:

1. The applicant is requesting a Certificate of Appropriateness (COA) for exterior work at 402 E. Blanco Road, including the replacement of 48 windows across two buildings.

ANALYSIS:

Criteria for the HLC review process include:

- Historical appropriateness:
- Compatible architectural design
- Streetscape objectives
- Overall enhancement of the Historic District

The proposal replaces forty-eight windows with replacements matching the existing windows with a change being made to double pane instead of single pane glass. Window replacement is acceptable when repair is not feasible, provided the new units match the original in size and light pattern; wood is the preferred material.

Exterior paint that matches the original paint scheme and existing trim of the building will be utilized for the replacement windows.

FINDINGS:

- Staff finds that the exterior improvements meet Boerne's UDC regulations and Historic District Guidelines.

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.

	<p>MOTIONS FOR CONSIDERATION:</p> <p>I move that the Historic Landmark Commission accept the findings and APPROVE the Certificate of Appropriateness for 402 E Blanco Road.</p> <p>OR</p> <p>I move that the Historic Landmark Commission DENY the Certificate of Appropriateness for 402 E Blanco Road.</p>
Strategic Alignment	
Financial Considerations	N/A
Citizen Input/Board Review	N/A
Legal Review	N/A
Alternative Options	N/A
Supporting Documents	<p>Attachment 1 – Aerial Map</p> <p>Attachment 2 – Zoning Map</p> <p>Attachment 3 – Site Visit and Application Photos</p> <p>Attachment 4 – Window Map and Photos</p>