



AGENDA ITEM SUMMARY

Agenda Date	April 7, 2026
Requested Action	Consider a certificate of appropriateness for a new sign permit located at 402 East Blanco Road. (Crestmont Christian Preparatory School)
Contact Person	Benjamin Simmons – Planner I (830) 248-1630, bsimmons@boerne-tx.gov
Background Information	<p>BACKGROUND:</p> <p>The subject property at 402 East 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. 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 and a metal roof. Currently, both buildings are unoccupied.</p> <p>The applicant is Kelly Mattingly.</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 is proposing a 24 SF non-illuminated post and panel sign made of an aluminum composite material. The sign design features a white and blue color scheme and one font for the lettering.</p> <p>The UDC requires that any activity requiring a certificate of appropriateness inside of the Historic District must be approved by the</p>

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 a new sign permit at 402 East Blanco Road.

ANALYSIS:

The applicant is proposing one post and panel sign that features the following details:

- 24 Square Feet
- Blue, white, and grey color scheme
- Material: aluminum composite
- No illumination

The proposed signs' designs follow Historic District guidelines for signs:

- Metal or wood material
- Max 2 typefaces
- Illumination
- Earth tone colors

FINDINGS:

- Staff finds that the sign design meets Boerne's UDC Chapter 9 sign regulations and Historic District Guidelines.

RECOMMENDATION:

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.

MOTIONS FOR CONSIDERATION:

I move that the Historic Landmark Commission accept the findings and **APPROVE** the Certificate of Appropriateness for a new sign permit located at 402 East Blanco Road.

OR

I move that the Historic Landmark Commission **DENY** the Certificate of Appropriateness for a new sign permit at 402 East Blanco Road.

Strategic Alignment	
Financial Considerations	N/A
Citizen Input/Board Review	N/A
Legal Review	N/A
Alternative Options	N/A
Supporting Documents	Attachment 1 – Aerial Map Attachment 2 – Zoning Map Attachment 3 – Proposed Sign Design Attachment 4 – Street View