

**HISTORIC LANDMARK COMMISSION MEETING MINUTES**  
**BOERNE POLICE AND MUNICIPAL COURT COMPLEX, 124 OLD SAN ANTONIO ROAD**  
**Tuesday, July 5, 2016 - 5:30 PM**

HLC MEMBERS PRESENT: Shelly Swinghamer, Justin Boerner, Ben Adam, Mike Nichols, Stephen Kerr

HLC MEMBERS ABSENT: Ariel Brooks-Stevens, Shanda Stevens, Paul Swan, Sally Schoemaker

CITY STAFF PRESENT: Paul Barwick, Special Projects Director, Sheldon Cravey, IT Services, Anne S. DeLuna, Planner

VISITORS: Richard Chapman, Debbie Chapman

CITIZENS COMMENTS: None

CONFLICT OF INTEREST DECLARATION: None

APPROVAL OF MINUTES

[2016-717](#) Approval of HLC meeting minutes of June 7th, 2016. Take necessary action

**COMMISSIONER BOERNER MADE A MOTION TO APPROVE THE MEETING MINUTES OF JUNE 7TH, 2016. COMMISSIONER NICHOLS SECONDED THE MOTION. THE MOTION PASSED 4-0.**

ACTION ITEMS:

1. [2016-718](#) Request for a Certificate of Appropriateness for 3 ea. 24"x 36" sidewalk sign inserts located at 103 N. Main St. (Soda Pops). Take necessary action.

CHAIRMAN ADAM STATED THAT ITEM 2016-718 IS THE SAME AGENDA ITEM AS 2016-627 FROM THE JUNE HLC MEETING. MR. BARWICK EXPLAINED WHY THE AGENDA ITEM WAS BEING BROUGHT BACK FOR APPROVAL AT THIS MEETING. HE ADDED THAT STAFF IS IN AGREEMENT THAT THE SIGN INSERTS BE APPROVED AND SUMMARIZED THE POINTS THAT WERE GIVEN BY THE APPLICANT AT THE LAST MEETING.

COMMISSIONER NICHOLS REITERATED THAT THIS TYPE OF SIGNAGE COULD BE PROBLEMATIC IF BUSINESS OWNERS OF CANOPY OR MONUMENT SIGNS, ETC. WOULD ALSO WANT TO HAVE INSERTS FOR THEIR SIGNS AND HOW WILL THESE SIGNS BE ENFORCED.

MR. BARWICK STATED THAT THEIR INTERN IS WORKING ON A SPREADSHEET THAT WILL INCLUDE A LIST OF ALL THE APPROVED SIGNS IN THE HISTORIC DISTRICT. PLANS ARE IN THE WORKS TO UPDATE THE SIGN ORDINANCE AS WELL.

CHAIRMAN ADAM STATED THAT A MOTION FROM THE LAST MEETING WAS ALREADY ON THE FLOOR. THE MOTION FROM JUNE 7, 2016 READ "COMMISSIONER SWINGHAMER MADE A MOTION TO APPROVE THE REQUEST FOR APPROVAL OF A CERTIFICATE OF APPROPRIATENESS FOR 3 EA. 24"X36" SIDEWALK SIGN INSERTS LOCATED AT 103 N. MAIN ST. (SODA POPS) AS PRESENTED. COMMISSIONER SCHOEMAKER SECONDED THE MOTION". CHAIRMAN ADAM CALLED FOR A ROLL CALL VOTE. THE MOTION PASSED 4-1 WITH COMMISSIONER NICHOLS DISSENTING.

2. [2016-719](#) Request for approval for a Certificate of Appropriateness for a 18 1/8"x38 5/8" wall sign located at 112 Blanco Road (Frontier).  
Take necessary action.

CHAIRMAN ADAM STATED THAT ITEM 2016-719 IS THE SAME AGENDA ITEM AS 2016-665 FROM THE JUNE HLC MEETING.

MR. BARWICK STATED THAT THIS WAS THE SAME SITUATION AS WITH THE PREVIOUS AGENDA ITEM (2016-718). THE SIGN IS BEING USED TO IDENTIFY THE LOCATION OF THE BUSINESS/BUILDING AND THAT STAFF IS IN SUPPORT OF THE SIGN.

COMMISSIONER NICHOLS COMMENTED THAT IF YOU ARE NOT A RETAIL BUSINESS ON MAIN ST. OR ACTUALLY BRINGING CUSTOMERS IN TO YOUR ESTABLISHMENT THEN YOU DO NOT NEED A SIGN.

CHAIRMAN ADAM COMMENTED ON THE LACK OF A PHYSICAL ADDRESS ON THE BUILDING.

MR. BARWICK EXPLAINED WHY THE AGENDA ITEM WAS BEING BROUGHT BACK FOR APPROVAL AT THIS MEETING.

CHAIRMAN ADAM STATED THAT A MOTION FROM THE LAST MEETING WAS ALREADY ON THE FLOOR. MOTION FROM JUNE 7, 2016 READ "COMMISSIONER BOERNER MADE A MOTION TO APPROVE A REQUEST FOR APPROVAL FOR A CERTIFICATE OF APPROPRIATENESS FOR A 18 1/8"X39 5/8" WALL SIGN LOCATED AT 112 BLANCO ROAD (FRONTIER). COMMISSIONER SWINGHAMER SECONDED THE MOTION". CHAIRMAN ADAM CALLED FOR A ROLL CALL VOTE. THE MOTION PASSED 4-1 WITH COMMISSIONER NICHOLS DISSENTING.

3. [2016-720](#) Request for approval for a Building Permit for a roof replacement located at 346 S. Main St. Take necessary action.

MR. BARWICK PRESENTED THE REQUEST FOR A BUILDING PERMIT FOR A NEW ROOF. HE DESCRIBED THE PRODUCT AND STATED THAT STAFF IS IN SUPPORT OF THIS REQUEST.

RICHARD CHAPMAN, PROPERTY OWNER, WAS PRESENT TO ANSWER ANY QUESTIONS FROM THE COMMISSION.

COMMISSIONER NICHOLS ASKED IF THE ROOF WILL HAVE A RIDGE VENT THAT WOULD POSSIBLY CHANGE THE BUILDING PROFILE. HE WAS NOT SURE. HE ADDED THAT THE BUILDING HAS NOT HAD ONE FOR THE PAST 75 YEARS AND THE ROOF HAS NOT DETERIORATED DUE TO THAT. HE DOES NOT SEE AN ADVANTAGE TO HAVING A RIDGE VENT. MR. CHAPMAN STATED THAT THE ROOF WILL HAVE A "NEW" ROOF APPEARANCE AND NOT A WEATHERED LOOK.

COMMISSIONER KERR MADE A MOTION TO APPROVE A REQUEST FOR A BUILDING PERMIT FOR A ROOF REPLACEMENT LOCATED AT 346 S. MAIN ST. COMMISSIONER NICHOLS SECONDED THE MOTION. CHAIRMAN CALLED FOR A ROLL CALL VOTE. THE MOTION PASSED 5-0.

4. [2016-721](#) Request for approval for the Historic District Restoration Program (HDRP) grant. Take necessary action.

MR BARWICK STATED THAT, IF APPROVED, THIS WILL BE THE 5TH GRANT FOR THE YEAR, THE REQUEST MEETS THE GUIDELINES AND STAFF RECOMMENDS APPROVAL OF THIS REQUEST.

COMMISSIONER NICHOLS MADE A MOTION TO APPROVE THE REQUEST FOR THE HISTORIC DISTRICT RESTORATION PROGRAM (HDRP) GRANT IN THE AMOUNT OF \$5,000. COMMISSIONER SWINGHAMER SECONDED THE MOTION. THE MOTION PASSED 5-0.

## DISCUSSION ITEMS:

**-Proposed New City Hall Update**

There is a 90 day input process in place so the project is currently on hold. Conceptual plans and sketches are expected. An Architectural Review Committee meeting will likely be scheduled for sometime in September for this project.

**-Sign Compliance Update**

2 August Co. signs are still not in compliance. Code Enforcement may have to confiscate the signs. Commissioner Nichols asked if the numbers 2-5-9 metal sign on the side of the 259 building is considered an address or sign. Staff will contact Code Enforcement to find out.

**-Historic District Incentives**

Mr. Barwick has looked at what other cities have done regarding larger grants. Discussion was had on which buildings in the downtown area would be good applicants.

**-Outdoor Merchandise Displays**

The thrift store on the north end of town should move all outside merchandise displays in every evening. A meeting with Code Enforcement will be scheduled to find out who in the HD does not abide by the rules of the ordinance.

**ADJOURNMENT**

COMMISSIONER NICHOLS MADE A MOTION TO ADJOURN THE HLC MEETING.

COMMISSIONER KERR SECONDED THE MOTION. THE MOTION PASSED 5-0.

\_\_\_\_\_ Chairman

\_\_\_\_\_ Secretary

\_\_\_\_\_ Anne S.  
DeLuna