The Commission member presiding over the meeting will be present at this location.

This will be a hybrid (in-person/virtual) meeting. To view the meeting, please visit: [https://sanmarcostx.gov/2861/Historic-Preservation-Commission-VideosA](https://sanmarcostx.gov/2861/Historic-Preservation-Commission-VideosA)

The Historic Preservation Commission may adjourn into executive session to consider any item on the agenda if a matter is raised that is appropriate for Executive Session discussion. An announcement will be made on the basis for the Executive Session discussion. The Historic Preservation Commission may also publicly discuss any item listed on this agenda for Executive Session.

I. Call To Order

II. Roll Call

III. Citizen Comment Period: Persons wishing to participate/speak remotely (online) during the Citizen Comment Period must email hpcommission@sanmarcostx.gov no later than 12:00 p.m. on the day of the meeting. Written comments received prior to 12:00 p.m. on the day of the meeting will be emailed to the Commissioners. Written comments received after the deadline will be provided to the Commissioners at the meeting. Those wishing to speak in person may sign up in advance or appear in the City Council chambers at the time the item is called. Comments shall have a time limit of three minutes each and speakers must state their name.

MINUTES

1. Consider approval, by motion, of the January 4, 2024 regular meeting minutes.

ACTION ITEM

2. Consider approval of a letter of support for the Hays County Historical Commission’s efforts to participate in Texas State University’s planning process for the area surrounding the Meadows Center as a local preservation advocate.
PUBLIC HEARINGS

Interested persons may participate in any of the Public Hearing items:

1) To participate/speak remotely (online) during the Public Hearings, email hpcommission@sanmarcostx.gov no later than 12:00 p.m. (noon) on the day of the meeting, or

2) Email written comments. Comments received prior to 12:00 p.m. (noon) on the day of the meeting will be emailed to the Commissioners and comments received after the deadline will be provided to the Commissioners at the meeting, or

3) Those wishing to speak in person may sign up in advance or appear in the City Council chambers at the time the items are called. Comments shall have a time limit of three minutes each and speakers must state their name and address.

3. HPC-24-03 (1257 West San Antonio Street) Hold a public hearing and consider a request for a Certificate of Appropriateness by David Greear to allow various exterior alterations to the front façade of the building which include, but are not limited to, installation of two new windows on the first floor and one new window on the second floor, replacement of the front door, and construction of a small covered porch that will include one to two new steps and a landing to access the doorway.

UPDATES

4. Updates on the following:
   a. Vision SMTX Comprehensive Plan
   b. HPC Committee Reports Concerning Recent Activities
   c. Grant Opportunities and Updates
   d. Dunbar School Home Economics Building Restoration Progress
   e. Historic Preservation Plan Update
   f. Upcoming Events and Training Opportunities

DISCUSSION ITEMS

5. Discussion and consideration of nomination to the Commission’s Preservation Month subcommittee to fill a vacancy.

IV. FUTURE AGENDA ITEMS

Board Members may provide requests for discussion items for a future agenda in accordance with the board’s approved bylaws. (No further discussion will be held related to topics proposed until they are posted on a future agenda in accordance with the Texas Open Meetings Act.)

V. QUESTION AND ANSWER SESSION WITH PRESS AND PUBLIC

This is an opportunity for the Press and Public to ask questions related to items on this agenda. Persons wishing to participate remotely in the Q&A session must email hpcommission@sanmarcostx.gov beginning the day prior to the meeting and before 12:00PM the day of the meeting. A call-in number to
join by phone or link will be provided for participation on a mobile device, laptop or desktop computer. If attending in person, no sign up is required.

VI. ADJOURNMENT

Notice of Assistance at the Public Meetings

The City of San Marcos is committed to compliance with the American with Disabilities Act. Reasonable modifications and equal access to communications will be provided upon request. If requiring Sign Language Interpreters or alternative formats, please give notice at least 2 days (48 hours) before the meeting date. Individuals who require auxiliary aids and services for this meeting should contact the City of San Marcos ADA Coordinator at 512-393-8000 (voice) or call Texas Relay Service (TRS) by dialing 7-1-1. Requests can also be faxed to 855-461-6674 or sent by e-mail to ADArequest@sanmarcostx.gov. For more information on the Historic Preservation Commission, please contact Alison Brake, Historic Preservation Officer at 512.393.8232 or abrake@sanmarcostx.gov.
Due to COVID-19, this was a hybrid in-person/virtual meeting. For more information on how to observe the virtual meeting, please visit: https://sanmarcostx.gov/2861/Historic-Preservation-Commission-VideosA

I. Call To Order

With a quorum present the regular meeting of the San Marcos Historic Preservation Commission was called to order at 6:00 p.m. on Thursday, January 4, 2024.

II. Roll Call

Present 6 – Commissioner Rogers, Commissioner Dake, Commissioner Baker, Commissioner Long, Commissioner Dillon, and Commissioner Rivas
Absent 1 – Commissioner Dedek

III. 30 Minute Citizen Comment Period:

No one spoke.

MINUTES

1. Consider approval, by motion, of the December 7, 2023 regular meeting minutes.

A motion was made by Commissioner Dillon, seconded by Commissioner Long, to approve the minutes of the December 7, 2023 regular meeting as submitted. The motion carried by the following vote:

For: 6 – Commissioner Rogers, Commissioner Dake, Commissioner Baker, Commissioner Long, Commissioner Dillon, and Commissioner Rivas
Against: 0

PUBLIC HEARINGS

2. HPC-24-02 (213 Shady Lane) Hold a public hearing and consider a request for a Certificate of Appropriateness by Norman Ballinger, on behalf of Emily Fordyce, to allow replacement of the composition shingle roofing material with standing seam Galvalume metal roofing material.

Alison Brake, Historic Preservation Officer, gave a presentation outlining the request. She concluded replacing the composition shingle roofing material with standing seam Galvalume metal roofing material was consistent with the San Marcos Development Code [Sections 4.5.2.1(l)(1)(g) and 4.5.2.1(l)(1)(h)] and the Secretary of the Interior Standards for Rehabilitation
Historic Preservation Commission

[Standard Numbers 1, 2, 3, 5, and 9] and neutral with the Secretary of the Interior Standards for Rehabilitation [Standards 4 and 6].

Norma Ballinger, 1600 Morgan Lane, Austin, TX 78704, stated that he was present to answer any questions the Commission had regarding the request.

No one else spoke and Commissioner Rogers closed the public hearing.

A motion was made by Commissioner Dillon, seconded by Commissioner Dake, to allow replacement of the composition shingle roofing material with standing seam Galvalume metal roofing material as the request met the criteria of the San Marcos Development Code and is consistent with Secretary of the Interior’s Standards for Rehabilitation.

The motion carried by the following vote:

For: 6 – Commissioner Rogers, Commissioner Dake, Commissioner Baker, Commissioner Long, Commissioner Dillon, and Commissioner Rivas

Against: 0

UPDATES

3. Updates on the following:
   a. HPC Committee Reports Concerning Recent Activities
   b. Grant Opportunities and Updates
   c. Dunbar School Home Economics Building Restoration Progress
   d. Historic Preservation Plan
   e. Upcoming Events and Training Opportunities

   a. Staff asked for a volunteer to complete the Preservation Month committee which currently is made up of Commissioners Rogers and Baker. Per the bylaws each subcommittee shall consist of at least 3 Commissioners. Commissioner Rivas asked staff to verify if he had already volunteered.
   b. Nothing to report from staff.
   c. Staff stated that the contractor has the Notice to Proceed and will begin the project on January 10, 2024; CIP project signs will go up on-site at the same time. Staff will meet with Communications to discuss messaging to let the public know about the project.
   d. Staff stated the contract with the consultant is being finalized with the Purchasing Department.
   e. Nothing to report from staff.

4. Discussion and consideration on a letter to Hays County Historical Commission in support of their efforts to restore the Edward Burleson monument.

Linda Coker, Chair, Hays County Historical Commission, provided background of the proposed project. She stated that the original scope was to restore the Edward Burleson monument located on Texas State University property (above the Meadows Center). She explained that: 1) the Edward Burleson marker appears to have been removed from the property and 2) the scope of the project has changed as Texas State University has announced they will be pursuing a master plan for the “hill”. She stated that the Hays County Historical Commission will request to be included as a local presence and advocate for preservation in the University’s planning process. She asked for the Commission’s support in this endeavor.
Staff stated that, working with Ms. Coker, a letter would be drafted and presented to the Commission in February for action. Commissioner Baker volunteered to help draft the letter.

FUTURE AGENDA ITEMS

No items were added. Commissioner Baker encouraged the My Historic SMTX subcommittee to meet as soon as possible.

QUESTION AND ANSWER SESSION WITH PRESS AND PUBLIC

No one spoke.

THERE BEING NO FURTHER BUSINESS CHAIR ROGERS DECLARED THE MEETING ADJOURNED AT 6:30 P.M.

______________________________
Jennifer Rogers, Chair

ATTEST:

______________________________
Alison Brake, Historic Preservation Officer
MEMO

TO: San Marcos Historic Preservation Commission
FROM: Alison Brake, Historic Preservation Officer
DATE: January 19, 2024
RE: Item 2: Support for Hays County Historical Commission’s participation in Texas State University’s planning process for the area surrounding the Meadows Center

Following the Commission’s January regular meeting, staff drafted the attached letter of support for the inclusion of the Hays County Historical Commission to participate as a local preservation advocate in Texas State University’s planning process for the area surrounding the Meadows Center.

As noted during the previous meeting, the draft attached has been reviewed by Commissioner Baker as well as the Chair of the Hays County Historical Commission, Ms. Linda Coker. Upon approval of the letter by the Commission, staff will coordinate signatures and provide the signed letter to Ms. Coker.

ATTACHMENTS
Included is the following attachment:

• Attachment A: Draft letter
Ms. Linda Coker  
Chair  
Hays County Historical Commission  

February 1, 2024  

Dear Ms. Coker,  

The San Marcos Historic Preservation Commission is charged to advise the City Council on petitions for historic districts and historic landmarks and in an advisory capacity shall review, prepare reports upon, and make recommendations concerning approval, conditional approval or denial of such petitions. The Commission also promotes historic preservation and conservation throughout the city of San Marcos.  

Texas State University would do the city, and future generations, a great favor by allowing the Hays County Historical Commission to be included as a local advocate for preservation in the University’s planning process for the area surrounding the Meadows Center. This area is of great historic significance to San Marcos as it is the location of the Edward Burleson homestead area. General Edward Burleson is a founding father of the City of San Marcos.  

As our work with historic places evolves, more work is being done to amplify long-ignored stories, support residents’ efforts to revitalize long-excluded communities, make sure people can experience historic places, and change preservation policy and practice so that it works for everyone. By providing an opportunity for the Hays County Historical Commission to be a participant in the process, a more inclusive history of San Marcos can be brought to light.  

By this letter on this date, as undersigned commissioners, the San Marcos Historic Preservation Commission resolves to support this unanimously. 

Sincerely,  

____________________________________  
Jennifer Rogers, Commissioner  

____________________________________  
Thea Dake, Commissioner  

____________________________________  
Diana Baker, Commissioner  

____________________________________  
Peter Dedek, Commissioner  

____________________________________  
Mike Dillon, Commissioner  

____________________________________  
Emma Long, Commissioner  

____________________________________  
Jasong Rivas, Commissioner
This product is for informational purposes and may not have been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an on-the-ground survey and represents only the approximate relative location of property boundaries.

Date: 1/17/2024
Various Exterior Alterations -
1257 W San Antonio St

This product is for informational purposes and may not have been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an on-the-ground survey and represents only the approximate relative location of property boundaries.

Date: 1/17/2024
## Certificate of Appropriateness

**HPC-24-03 (1257 West Hopkins Street)**

### Summary

**Request:**
Addition of two new windows on the first floor and one on the second floor. Replacement of the front door.
New covered porch with one to two new steps and a landing to access the doorway.

**Applicant:**
David Greear  
1257 West San Antonio Street  
San Marcos, TX 78666

**Property Owner:**
David Greear  
1257 West San Antonio Street  
San Marcos, TX 78666

### Notification

**Personal Mailing:** January 19, 2023  
**Posted Notice:** January 19, 2023  
**Response:** None as of the date of this report

### Property Description

**Address:**
1257 West San Antonio Street (See: Aerial Map)

**Location:**
North of the intersection with South Bishop Street

**Historic District:**
San Antonio Street  
**Contributing Structure:** No

**Date Constructed:**
C. 1975  
**My Historic SMTX Resources Survey:** Low

**National Register of Historic Places:**
Not Listed  
**Recorded Texas Historic Landmark:** No

**Building Description:**
Two-story, 600 square foot residential structure

### My Historic SMTX Historic Resources Survey Summary

<table>
<thead>
<tr>
<th>X</th>
<th>Low</th>
<th>Medium</th>
<th>High</th>
</tr>
</thead>
</table>

Low priority properties are those that clearly lacked integrity, were significantly altered or deteriorated, or lacked overall architectural or historical significance. In addition, those resources not of historic age or vacant parcels were also evaluated as low priority and non-contributing.

The database notes the structure as a secondary structure on same property as house at 1261 West San Antonio Street. However, the property is located on a separately platted lot; it was platted in 1929. The structure may have originally been a garage, but it is now a residence. It does not appear to be visible on the 1973 historic aerial but is on site by 1981. The database states that while the structure may not be of historic age, the door appears to be historic age, with the speculation that it might have been reused from an older structure. (See: Historic Resources Survey Inventory Table, 1973 & 1981 historic aerial imagery)
Certificate of Appropriateness
HPC-24-03 (1257 West Hopkins Street)

Current Request
In September 2023, a building permit for a single-family remodel was submitted for review. Through the course of that review, the Chief Building Official (CBO), during an on-site inspection, noted a substantial conversion of garage space was underway on the first floor, noting that alterations to the front façade of the structure had taken place – two windows had been installed on the ground floor and one had been installed on the second floor and the front door had been replaced. At this time, it was explained to the property owner that an approved Certificate of Appropriateness was required. Following the initial inspection with the CBO, the applicant removed the recently installed windows, replacing them with wood siding. The replaced front door was kept in place as, according to the applicant, the previous door was deteriorated to the point that it was allowing rainwater to leak inside.

The applicant is now seeking a COA to install two vinyl windows to the ground floor and one vinyl window to the second story, keep the replaced front door, and to construct a small, covered porch over the front door that will include a couple of steps and a landing to access the doorway.

Please refer to attached documents for a rendering which shows the proposed alterations.

My Historic SMTX Photograph

<table>
<thead>
<tr>
<th>Staff Evaluation</th>
<th>Criteria for Approval (Sec.2.5.5.4)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>No Affect</strong></td>
<td>Consideration of the effect of the activity on historical, architectural, or cultural character of the Historic District or Historic Landmark <strong>Approval of the request would not affect the activity noted above.</strong></td>
</tr>
<tr>
<td><strong>N/A</strong></td>
<td>For Historic Districts, compliance with the Historic District regulations</td>
</tr>
<tr>
<td><strong>No</strong></td>
<td>Whether the property owner would suffer extreme hardship, not including loss of profit, unless the certificate of appropriateness is issued <strong>The property owner will not suffer an extreme hardship</strong></td>
</tr>
<tr>
<td><strong>See Analysis Below</strong></td>
<td>The construction and repair standard and guidelines cited in Section 4.5.2.1</td>
</tr>
</tbody>
</table>
### WINDOWS

**Construction and Repair Standards (Sec.4.5.2.1(I)(1))**

New construction and existing buildings and structures and appurtenances thereof within local Historic Districts that are moved, reconstructed, materially altered or repaired shall be visually compatible with other buildings to which they are visually related generally in terms of the following factors; provided, however, these guidelines shall apply only to those exterior portions of buildings and sites visible from adjacent public streets:

<table>
<thead>
<tr>
<th>Staff Evaluation</th>
<th>Consistent</th>
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<tbody>
<tr>
<td></td>
<td>N/A</td>
<td>N/A</td>
<td></td>
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<tr>
<td>a. Height</td>
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<tr>
<td>b. Proportion of Building’s front Facade</td>
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<tr>
<td>c. Proportion of openings within the facility</td>
<td>X</td>
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</tr>
<tr>
<td>d. Rhythm of solids to voids in front Facades</td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>e. Rhythm of spacing of Buildings on Streets</td>
<td>N/A</td>
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</tr>
<tr>
<td>g. Relationship of materials, texture and color</td>
<td>X</td>
<td></td>
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</tbody>
</table>

- The height of a proposed building shall be visually compatible with adjacent buildings.
- The relationship of the width of a building to the height of the front elevation shall be visually compatible to the other buildings to which it is visually related.
- The renderings show the proposed new windows to be the same size as the other window located on the same façade.
- The renderings show the proposed new windows to be the visually compatible.
- The proposed new windows match the material and size of the existing window on the front façade of the structure.
<table>
<thead>
<tr>
<th>Staff Evaluation</th>
<th>Construction and Repair Standards (Sec.4.5.2.1(l)(1))</th>
</tr>
</thead>
<tbody>
<tr>
<td>Consistent</td>
<td>h. Roof shapes. The roof shape of a building shall be visually compatible with the other buildings to which it is visually related.</td>
</tr>
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<td>Inconsistent</td>
<td>i. Walls of continuity. Appurtenances of a building including walls, fences, and building facades shall, if necessary, form cohesive walls of enclosure along a street, to ensure visual compatibility of the building to the other buildings to which it is visually related.</td>
</tr>
<tr>
<td>Neutral</td>
<td>j. Scale of a Building. The size of a building, the mass of a building in relation to open areas, the windows, door openings, porches and balconies shall be visually compatible with the other buildings to which it is visually related.</td>
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</tbody>
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See Attached Historic District Guidelines (if necessary)  
See Secretary of the Interior Standards Analysis Below

The Historic Preservation Commission may use as general guidelines, in addition to the specific guidelines contained in this section, the Historic District Guidelines located in Appendix C of the San Marcos Design Manual, and the current Standards for Historic Preservation Projects issued by the United States Secretary of the Interior.  
*See attached Sections C.1.2.4 and C.3.3.5, Historic District Design Guidelines, Appendix C, San Marcos Design Manual*
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<td>Consistent</td>
<td>1. A property will be used as it was historically or be given a new use that requires minimal change to its distinctive materials, features, spaces and spatial relationships. <strong>The property will be used as a single-family residence.</strong></td>
</tr>
<tr>
<td>Inconsistent</td>
<td>2. The historic character of a property will be retained and preserved. The removal of distinctive materials or alteration of features, spaces and spatial relationships that characterize a property will be avoided. <strong>Distinctive features and materials are not proposed to be removed or altered with the addition of the windows.</strong></td>
</tr>
<tr>
<td>Neutral</td>
<td>3. Each property will be recognized as a physical record of its time, place and use. Changes that create a false sense of historical development, such as adding conjectural features or elements from other historic properties, will not be undertaken. <strong>The proposed new windows are not conjectural features.</strong></td>
</tr>
<tr>
<td>X</td>
<td>4. Changes to a property that have acquired historic significance in their own right will be retained and preserved.</td>
</tr>
<tr>
<td>N/A</td>
<td>5. Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize a property will be preserved. <strong>Siding will be removed to install the windows, but it is not a distinctive material.</strong></td>
</tr>
<tr>
<td>X</td>
<td>6. Deteriorated historic features will be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature will match the old in design, color, texture and, where possible, materials. Replacement of missing features will be substantiated by documentary and physical evidence.</td>
</tr>
<tr>
<td>N/A</td>
<td>7. Chemical or physical treatments, if appropriate, will be undertaken using the gentlest means possible. Treatments that cause damage to historic materials will not be used.</td>
</tr>
<tr>
<td>N/A</td>
<td>8. Archeological resources will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken.</td>
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<tr>
<td>Consistent</td>
<td>9. New additions, exterior alterations, or related new construction will not destroy historic materials, features, and spatial relationships that characterize the property. The new work will be differentiated from the old and will be compatible with the historic materials, features, size, scale and proportion, and massing to protect the integrity of the property and its environment. <em>The proposed new windows should be installed to mirror the depth of the other window located on the same façade.</em></td>
</tr>
<tr>
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<td>10. New additions and adjacent or related new construction will be undertaken in such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired. <em>The new windows can be removed without impairing the essential form and integrity of the building should a future property owner wish to remove them.</em></td>
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## FRONT DOOR

### Construction and Repair Standards (Sec. 4.5.2.1(l)(1))

New construction and existing buildings and structures and appurtenances thereof within local Historic Districts that are moved, reconstructed, materially altered or repaired shall be visually compatible with other buildings to which they are visually related generally in terms of the following factors; provided, however, these guidelines shall apply only to those exterior portions of buildings and sites visible from adjacent public streets:

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- The proposed new door retains the solids to voids relationship.
- The design of the new door is similar to the previous door. Where the previous door had one single light door lite, the proposed door has a multi-light door lite.
## FRONT DOOR

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### See Attached Historic District Guidelines (if necessary)

### See Secretary of the Interior Standards Analysis Below

The Historic Preservation Commission may use as general guidelines, in addition to the specific guidelines contained in this section, the Historic District Guidelines located in Appendix C of the San Marcos Design Manual, and the current Standards for Historic Preservation Projects issued by the United States Secretary of the Interior. 

*See attached Sections C.1.2.4 and C.3.3.4, Historic District Design Guidelines, Appendix C, San Marcos Design Manual*
## Certificate of Appropriateness
### HPC-24-03 (1257 West Hopkins Street)

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*The property will be used as a single-family residence.* |
| **Inconsistent** | 2. The historic character of a property will be retained and preserved. The removal of distinctive materials or alteration of features, spaces and spatial relationships that characterize a property will be avoided.  
*The historic resources survey speculates that the door that was replaced was of historic age but was not original to the structure; it might have been reused from an older structure. Additionally, the structure does not appear to be visible on the 1973 historic aerial but is on site by 1981.* |
| **Neutral** | 3. Each property will be recognized as a physical record of its time, place and use. Changes that create a false sense of historical development, such as adding conjectural features or elements from other historic properties, will not be undertaken.  
*The proposed new door is not a conjectural feature.* |
| **Consistent** | 4. Changes to a property that have acquired historic significance in their own right will be retained and preserved.  
*The historic resources survey speculates that the door that was replaced was of historic age but was not original to the structure; it might have been reused from an older structure.* |
| **Inconsistent** | 5. Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize a property will be preserved.  
*No distinctive materials, features, or finishes will be removed from the structure.* |
## Certificate of Appropriateness

**HPC-24-03 (1257 West Hopkins Street)**

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### FRONT DOOR

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<th>6. Deteriorated historic features will be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature will match the old in design, color, texture and, where possible, materials. Replacement of missing features will be substantiated by documentary and physical evidence. <em>The design of the new door is similar to the previous door. Where the previous door had one single light door lite, the proposed door has a multi-light door lite.</em></th>
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<tr>
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<td>7. Chemical or physical treatments, if appropriate, will be undertaken using the gentlest means possible. Treatments that cause damage to historic materials will not be used.</td>
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<tr>
<td></td>
<td>N/A</td>
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<tr>
<td></td>
<td>8. Archeological resources will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken.</td>
</tr>
<tr>
<td></td>
<td>N/A</td>
</tr>
<tr>
<td></td>
<td>9. New additions, exterior alterations, or related new construction will not destroy historic materials, features, and spatial relationships that characterize the property. The new work will be differentiated from the old and will be compatible with the historic materials, features, size, scale and proportion, and massing to protect the integrity of the property and its environment. <em>The new door does not destroy historic materials, features, and spatial relationships of the property.</em></td>
</tr>
<tr>
<td>X</td>
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<tr>
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<td>10. New additions and adjacent or related new construction will be undertaken in such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired. <em>The new door can be removed without impairing the historic integrity of the structure.</em></td>
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</tbody>
</table>
**Certificate of Appropriateness**  
**HPC-24-03 (1257 West Hopkins Street)**

---

**FRONT PORCH**

<table>
<thead>
<tr>
<th>Staff Evaluation</th>
<th>Construction and Repair Standards (Sec.4.5.2.1(l)(1))</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>New construction and existing buildings and structures and appurtenances thereof within local Historic Districts that are moved, reconstructed, materially altered or repaired shall be visually compatible with other buildings to which they are visually related generally in terms of the following factors; provided, however, these guidelines shall apply only to those exterior portions of buildings and sites visible from adjacent public streets:</td>
</tr>
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<table>
<thead>
<tr>
<th>Consistent</th>
<th>Inconsistent</th>
<th>Neutral</th>
<th></th>
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<tbody>
<tr>
<td><strong>N/A</strong></td>
<td>a. Height. The height of a proposed building shall be visually compatible with adjacent buildings.</td>
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</tr>
<tr>
<td><strong>N/A</strong></td>
<td>b. Proportion of Building’s front Facade. The relationship of the width of a building to the height of the front elevation shall be visually compatible to the other buildings to which it is visually related.</td>
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</tr>
<tr>
<td><strong>N/A</strong></td>
<td>c. Proportion of openings within the facility. The relationship of the width of the windows in a building shall be visually compatible with the other buildings to which it is visually related.</td>
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<tr>
<td><strong>N/A</strong></td>
<td>d. Rhythm of solids to voids in front Facades. The relationship of solids to voids in the front facade of a building shall be visually compatible with the other buildings to which it is visually related.</td>
<td></td>
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</tr>
<tr>
<td><strong>N/A</strong></td>
<td>e. Rhythm of spacing of Buildings on Streets. The relationship of a building to the open area between it and adjoining buildings shall be visually compatible to the other buildings to which it is visually related.</td>
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</table>
| **X**      | f. Rhythm of entrance and/or porch projection. The relationship of entrances and porch projections to sidewalks of a building shall be visually compatible to the other buildings to which it is visually related.  

*The new porch does not interrupt the rhythm of the entrance from the sidewalk to this structure.*  

| **X**      | g. Relationship of materials, texture and color. The relationship of the materials, and texture of the exterior of a building including its windows and doors, shall be visually compatible with the predominant materials used in the other buildings to which it is visually related.  

*The rendering shows the applicant is proposing to use shingles which match those on the roof of the structure, and concrete steps and landings are found on homes across the street and within the San Antonio Street Historic District.*

---

11
<table>
<thead>
<tr>
<th>Staff Evaluation</th>
<th>Construction and Repair Standards (Sec.4.5.2.1(l)(1))</th>
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</thead>
<tbody>
<tr>
<td>Consistent</td>
<td>h. Roof shapes. The roof shape of a building shall be visually compatible with the other buildings to which it is visually related. The porch roof is shown on the rendering as a shed roof. The structure and the two on either side of it have gabled roofs.</td>
</tr>
<tr>
<td>Inconsistent</td>
<td>i. Walls of continuity. Appurtenances of a building including walls, fences, and building facades shall, if necessary, form cohesive walls of enclosure along a street, to ensure visual compatibility of the building to the other buildings to which it is visually related.</td>
</tr>
<tr>
<td>Neutral</td>
<td>j. Scale of a Building. The size of a building, the mass of a building in relation to open areas, the windows, door openings, porches and balconies shall be visually compatible with the other buildings to which it is visually related.</td>
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See Attached Historic District Guidelines (if necessary)
See Secretary of the Interior Standards Analysis Below

See attached Sections C.1.2.4, C.3.3.2, and C.3.4.1 Historic District Design Guidelines, Appendix C, San Marcos Design Manual
## Certificate of Appropriateness
### HPC-24-03 (1257 West Hopkins Street)

<table>
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<tr>
<td><strong>Staff Evaluation</strong></td>
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<td>Consistent</td>
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</table>

1. A property will be used as it was historically or be given a new use that requires minimal change to its distinctive materials, features, spaces and spatial relationships.  
   *The property will be used as a single-family residence.*

2. The historic character of a property will be retained and preserved. The removal of distinctive materials or alteration of features, spaces and spatial relationships that characterize a property will be avoided.  
   *Distinctive features and materials are not proposed to be removed or altered with the addition of the porch.*

3. Each property will be recognized as a physical record of its time, place and use. Changes that create a false sense of historical development, such as adding conjectural features or elements from other historic properties, will not be undertaken.  
   *Addition of the porch is not a conjectural feature.*

4. Changes to a property that have acquired historic significance in their own right will be retained and preserved.

5. Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize a property will be preserved.

6. Deteriorated historic features will be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature will match the old in design, color, texture and, where possible, materials. Replacement of missing features will be substantiated by documentary and physical evidence.

7. Chemical or physical treatments, if appropriate, will be undertaken using the gentlest means possible. Treatments that cause damage to historic materials will not be used.

8. Archeological resources will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken.
## FRONT PORCH

<table>
<thead>
<tr>
<th>Staff Evaluation</th>
<th>Secretary of the Interior Standards for Rehabilitation</th>
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</thead>
<tbody>
<tr>
<td>Consistent</td>
<td>9. New additions, exterior alterations, or related new construction will not destroy historic materials, features, and spatial relationships that characterize the property. The new work will be differentiated from the old and will be compatible with the historic materials, features, size, scale and proportion, and massing to protect the integrity of the property and its environment. <strong>The applicant is proposing to use materials that are compatible with the structure and properties within the San Antonio Street Historic District.</strong></td>
</tr>
<tr>
<td>Inconsistent</td>
<td>10. New additions and adjacent or related new construction will be undertaken in such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired. <strong>The porch can be removed in the future without impairing the historic integrity of the structure.</strong></td>
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Historic Aerials

Red box = subject property

1973

1981
Proposed Changes

to existing structure facing street at
1257 W. San Antonio Street

Replaced existing door that had warped and leaked water with new insulated door of similar material and design.

New 60” cantilevered porch w/ shingles to match roof.

New 60” x 48” concrete porch with step up.

New Vinyl Window 32” x 52”

Existing Vinyl Window 32” x 52”

New Vinyl Window 32” x 52”

New Vinyl Window 32” x 52”

New 60” x 48” concrete porch with step up.

New 60” x 48” concrete porch with step up.

Proposed Changes to existing structure facing street at 1257 W. San Antonio Street

Replaced existing door that had warped and leaked water with new insulated door of similar material and design.

New 60” cantilevered porch w/ shingles to match roof.

New 60” x 48” concrete porch with step up.

Proposed Changes

to existing structure facing street at
1257 W. San Antonio Street

Replaced existing door that had warped and leaked water with new insulated door of similar material and design.

New 60” cantilevered porch w/ shingles to match roof.

New 60” x 48” concrete porch with step up.
Rendered Photo

Shows what we are proposing to be approved
Proposed Porch Details

Side View

Concrete porch with step 60" x 48"

Front View

Cantilevered porch w/ shingles to match roof (grey)

Example of design to be used for porch cover
Section C.1.2.3 Residential Buildings

A. Porches are frequently the most modified portion of a house. Returning a porch to its original design, when possible, will make a positive visual impact to the house and the neighborhood.

B. If a porch has been lowered, consider raising it to its original level.

C. If the original columns have been replaced with another material and design, consider replacing the columns with columns which are compatible with the original design and material.

D. If porches have been closed to provide additional space in the house, look for other locations for this space when remodeling.

E. If porches have been removed, consider reconstructing them.

F. Synthetic siding which has been applied over the original siding changes the character of the house. Consider removing the synthetic siding and restoring the original detail of the house.

G. When windows have been removed and placed with windows of a different material and proportion, consider replacing them with windows to match the original.

Section C.1.2.4 New Construction in Historic Districts

1. As opportunities arise, new construction will take place in historic districts and this is to be encouraged in order to maintain a viable living community. However, new construction should follow the characteristics and guidelines outlined in this document.

2. Respect and maintain the overall height of buildings in the immediate vicinity.

3. Maintain the building relationship to the street. Set the new building back a distance equal to that of the surrounding structures and orient the new building in the same way.

4. Maintain the established rhythm of the structural piers in the surrounding buildings, consider a similar rhythm, structural bay or width.

5. Respect the overall proportion and form. Maintain the width to height relationship.

6. Utilize floor heights common to adjacent buildings. Maintain the horizontal continuity of the elevations in commercial buildings.

7. Roof forms and roof lines or cornices should be consistent in shape and detail.

8. Maintain the solid-to-void pattern established in the window openings and follow the proportions established in these openings.

9. Materials used in the construction of new buildings should reflect the period in which they are built but should respect the established scale of adjacent buildings.

10. Construct garages and carports to the rear of the property, behind the face of the house.

11. Orient garage doors away from the street when possible.

12. Consider the density of a neighborhood when constructing new buildings on vacant or subdivided lots.

13. Maintain the orientation of building entrances on a street.

14. Construct additions to existing buildings that do not overpower the original building.

15. Seek guidance and assistance early in a project. Look at options that will enhance the historic district and satisfy your needs.

16. Avoid creating a false history when constructing new buildings. New buildings are new buildings and should not be confused with historic structures.

Section C.1.2.5 Priority Planning - Renovation Guidelines

A. Evaluate the existing structure to establish the most important work to be completed.

B. What may be the most visible to the eye may not be the most important to the life of the building. For example, a new coat of paint for the front of the building will not do much to extend the life of the building if the roof is leaking badly.

C. Identify the “character defining” features of the building and relate their importance to the character of the street as well as the building itself.
Section C.3.3.2 Porches

A. Historically, the most dominant feature of a historic home is the front porch, which was used as an extension of the living space, contributing to the character of the street and the life of the neighborhood. The details of most porches in the San Antonio and Belvin Street Historic Districts are intact. The original character defining features and elements of their individual styles are still evident. Because most of the homes are constructed with pier and beam foundations, the porch floors are elevated above ground level. The newer slab-on-grade foundations have a porch at a much lower level.

B. Porches may require a great deal of maintenance because of their exposure to the weather but the removal or alteration of a porch will have a significant impact on the character of the house and neighborhood.

C. Some of the porches have been altered over time with more modern materials that require less maintenance. These alterations have changed the character defining features of the original design. Some of the common changes included the removal of wood columns and installation of fabricated metal porch supports; replacing wood steps with concrete or brick steps; removal of wood porch floors and installation of concrete or brick porch floors at a lower level than the original porch.

D. Another common alteration is the enclosure of porches to create additional living space, bathrooms and entrances.

E. Wood steps, porch floors, column bases and railings are usually the first things to deteriorate on historic porches because of their exterior exposure.

F. The following guidelines are recommended:

1. Keeping a porch and its corresponding features and details in good repair is far less costly than allowing deterioration to continue resulting in the major repair or replacement of large portions of the porch, details and structure underneath.

2. Retain original material and make repairs that match the original design of the porch floors, columns, railings, brackets, steps and other character defining details.

3. While the installation of concrete or brick steps does eliminate some of the maintenance of wood steps, it changes the character of the house. Concrete steps are normally not anchored to the original porch structure. Concrete steps pull away from the porch, sink or rotate unless the entire porch has been changed to concrete.

4. A porch floor that has been lowered changes the step location to the front door, which can be awkward without a landing at the door. It also requires a change in the support of any columns the porch design may have had.

5. If concrete or brick has been installed it must be removed prior to rebuilding a wood porch. New wood would deteriorate at a rapid rate because of the moisture condensation on the concrete and brick mass.

6. If a porch has been drastically altered, or if there is no clear idea of what the original details were, look to a similar house for ideas regarding porch design.
Section C.3.3.4 Exterior Doors and Entrances

A. Both San Antonio and Belvin Street Historical Districts have a wide range of entrances corresponding to the variety of housing styles. Even the simplest of houses has a well defined entry which faces the street. Homes constructed during the late 1800s and early 1900s usually have front doors with glass upper panels. Many have transom windows above the door and windows, also side lights, to the side of the door. A few of the older Victorian and Neoclassical houses have highly detailed door surrounds, a pair of doors in one opening and a single transom above.

B. A single round-arched doorway with a heavy solid wood door is commonly found on Tudor style houses while Italian Renaissance has an arched doorway with an elaborate door surround and entrance. Craftsman and Prairie style houses typically have doors with a pattern of small glass panels in the upper portion of the door. Bungalows often have two “front” doors leading from the porch and Modern styles have a simple single entry door.

C. It is important to recognize that each time period and style of house has a different type or style of entrance. If an entrance has multiple components such as glass panel doors, transoms and sidelights they should be retained but if an entrance simply has a door, adding decorative features will confuse the style and create a false sense of history.

D. The following guidelines are recommendations:

1. View the entrance as more than a door. Door frames, trim and surrounds help define the character and style of the house.

2. Old doors can be repaired or, if badly damaged, can be replaced with an old door of similar design. Doors can also be copied and manufactured by a skilled wood worker.

3. Readymade wood doors that are compatible in style and design are available.

4. For improved energy efficiency install weather stripping to seal the edges of the door.

5. Reduce air flow at the bottom of the door by installing a door sweep to fit snugly against the threshold.

6. If a wood threshold is badly damaged, a new wood threshold can be milled by a lumberyard.
Section C.3.3.5  Windows

A. Windows play an important role in the character definition of the houses and the overall neighborhood. The proportion, material and organization of windows in the wall help to establish a construction date of the house. The detail of the window is frequently a key characteristic in identifying an architectural style.

B. The majority of windows in the Belvin Street and San Antonio Street historic homes are the traditional wood, double hung, rope and pulley system. Many of the houses have a simple one over one configuration while others have multiple pieces of glass in a single window sash.

C. A few houses were constructed with steel casement windows, which were a modern installation in the 1930s. These windows are not known for their energy efficiency, but can be maintained and made more efficient by installing a storm window on the inside of the house.

D. The following guidelines are recommended:

1. Original windows should be retained as they are a strong character defining feature on a house.

2. It is not necessary to replace an entire window if only a portion is in need of repair. Consider replacing the deteriorated portion only. A single sash can be made to replace a deteriorated one.

3. Proper window fit, weather stripping, new glazing compound at the glass, and sealant around window frames can improve the energy efficiency of wood windows substantially, while retaining its historical character.

4. If windows are missing or if frames are deteriorated beyond repair, replace them with a window of the basic dimension and profile as the original.

5. Imitation dividers or “snap-in” muntins that do not truly divide and hold pieces of glass should be avoided.

6. Most aluminum windows are not considered an option and have not been proven to be more energy efficient than a well maintained wood window.

7. Replace original glass only when broken as the wavy quality of the historic glass adds to the character of the house. If glass is broken, attempt to replace with old wavy glass.
brick and other masonry materials were selected initially was to avoid the need for paint.

E. Dark colors fade and “chalk” or get a white powder on the surface because of the South Texas sun. Historically paint had a flat finish without gloss or shine. A “satin” finish paint can provide the appearance of historic paint while providing the easily washed surface of a gloss finish. Many homeowners assume the house needs to be painted when it really needs to be washed. If mildew is the problem, wash the house with a mild bleach and water mixture to kill the mildew. Shade from trees, combined with the humidity of San Marcos, add to the possibility of mildew on painted surfaces.

F. The preparation of the surface to be painted is an important step in painting. The surface should be scraped and sanded to remove any loose paint but it is not necessary to remove all paint down to bare wood. Make sure the wood is dry before applying a good primer and two top coats of paint. Use a brush for the best coverage instead of a sprayer.

G. The following guidelines are recommended:

1. Do your research when selecting paint colors for your house.
2. Local paint stores can provide assistance in selecting or matching paint colors as well as recommending historic paint colors of the area.
3. City staff can provide assistance in your research efforts.

DIVISION 4: RESIDENTIAL BUILDING MATERIALS

Section C.3.4.1 Brick and Concrete

A. The Belvin and San Antonio Street Historic Districts have only two historic homes which were originally constructed of brick. Brick veneer is found on newer houses which have been built in the districts. Brick was the common material for chimney construction, and the chimneys usually had decorative brick detailing or corbelling. Due to weathering and extensive use of lime mortar many of the existing chimneys have loose or missing mortar. Brick is also occasionally found in foundations, and at a few locations brick has been installed as a paving material for sidewalks and entrance steps.

B. Most of the brick construction found in the area is buff colored because of the clays found in and around San Marcos. In the late 1800s bricks were made from local clays and red clay was not available without excessive cost for transportation.

C. Rough-faced concrete block, which resembles the look of stone, is used as a residential building material for skirt and wall construction, and for wall or fence construction around residential properties in both districts.

D. The following guidelines are recommended:

1. Retain and maintain the original brick or block material.
2. Replace loose or missing mortar using a mortar of the same composition as the original. Mortar is important to the integrity of the brick wall.
3. Avoid using mortar that is harder than the original mortar as it can cause deterioration of the historic masonry material. Historic mortar has a high lime content, therefore it is as soft or softer than the material it is joining. Do not use ready mixed masons mortar when repointing brick because it has a strong portland cement content and is harder than historic brick.
4. Repair or replace flashing as needed to ensure a watertight connection between the chimney and the roof.
5. Clean brick gently and avoid abrasive cleaning such as high pressure water blasting or other high pressure blasting material. Chemical cleaning may be required to
remove some stains. Consult a knowledgeable contractor or the Texas Historical Commission for more information.

6. Avoid installing brick or block where these materials were not originally used.

7. Avoid installing brick on the walls of a house that originally had wood siding. To install brick over wood siding changes the character of the house and can destroy the wood beneath.

---

**Section C.3.4.2 Metal**

A. The primary use of metal on historic residential homes in San Marcos was as a roofing or roof related decoration such as cresting and weathervanes. Standing seam metal roofing, which is found on many houses in South Texas, is evident in the historic areas of San Marcos. This type of metal roof was well adapted to odd shapes or projections. Historically, metal roofs were made by folding metal sheets together creating a vertical "seam". The pans were formed from Galvanized steel sheets in a sheet metal shop and could be designed to fit roofs such as turrets. The roofer turned the seams over and the seams were then soldered to form a watertight barrier.

B. Pressed metal shingles were manufactured and installed as a roofing material in the late 1800s, and are seen on several residential buildings. These materials were also formed from galvanized steel and were premanufactured in St. Louis, Kansas City, and other large industrial areas. Pressed metal has been installed as a skirting material on some houses, but was probably not an original material.

C. Corrugated metal roofs were also commonly used in Texas. As in standing seam roofs their limitation was due to the fact that lengths were limited to 8 feet which caused numerous end laps, and on larger houses increased chances of roof leaks. Corrugated roofing is found on houses, garages, barns, and other outbuildings. Newer sheet metal profiles such as “V” crimp and pre-finished metal standing seam have been added to older houses as repairs are made.

D. Ornamental iron, although used during the period on commercial structures, was not commonly used for residential construction. Cast iron is not evident in the San Marcos Historic Districts.

E. Metal windows were used in residential applications in the 1930s, and are evident on a few houses in the historic districts.

F. The following guidelines are recommended:

1. Replace deteriorated metal with new primed or pre-finished metal of the same or compatible material. Pressed metal shingles are still manufactured and can be replaced in localized areas as needed.

2. Re-install decorative roof details, such as cresting, when replacing the primary roofing material.
CERTIFICATE OF APPROPRIATENESS
APPLICATION FORM

Updated: March, 2023

CONTACT INFORMATION

<table>
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<tr>
<th>Applicant’s Name</th>
<th>Property Owner</th>
<th>Company</th>
<th>Company</th>
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<tbody>
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<tr>
<td>n/a</td>
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PROPERTY INFORMATION

Address of Proposed Work: 1257 W San Antonio Street

Historic District: W San Antonio

Tax ID #: R181611

Legal Description: Lot 1 Block 1 Subdivision Jack Thomas

Historical Designation(s) of Property, if applicable:

☐ National Register of Historic Places ☐ Recorded Texas Historic Landmark

DESCRIPTION OF PROPOSED WORK

Please use this space to provide a detailed description of the proposed work (Use additional pages if necessary.)

We propose to install two new windows downstairs and one new window upstairs on the west side of the house facing W San Antonio Street. We also plan to replace the existing door that has rotted and is falling apart with a similar style door. We also are asking to provide a small covered portico over the front door to provide more protection from the elements to prevent future water damage. This porch would also include a two to three steps and landing needed to access the doorway.

AUTHORIZATION

Applicants or their agent are advised to attend the meeting to present information to the Historic Preservation Committee and to answer any questions the Historic Preservation Committee may have regarding the project. Failure to attend an HPC meeting may result in postponement or denial of the application.

I certify that the information on this application is complete and accurate. I understand the fees and the process for this application. I understand my responsibility, as the applicant, to be present at meetings regarding this request.

Filing Fee $150 Technology Fee $15 TOTAL COST $165

Submittal of this digital Application shall constitute as acknowledgement and authorization to process this request.

APPLY ONLINE – WWW.MYGOVERNMENTONLINE.ORG/
AGREEMENT TO THE PLACEMENT OF NOTIFICATION SIGNS
AND ACKNOWLEDGEMENT OF NOTIFICATION REQUIREMENTS

The City of San Marcos Development Code requires public notification in the form of notification signs on the subject property, published notice, and / or personal notice based on the type of application presented to the Planning Commission and / or City Council.

• Notification Signs: if required by code, staff shall place notification signs on each street adjacent to the subject property and must be placed in a visible, unobstructed location near the property line. It is unlawful for a person to alter any notification sign, or to remove it while the request is pending. However, any removal or alteration that is beyond the control of the applicant shall not constitute a failure to meet notification requirements. **It shall be the responsibility of the applicant to periodically check sign locations to verify that the signs remain in place had have not been vandalized or removed. The applicant shall immediately notify the responsible official of any missing or defective signs. It is unlawful for a person to alter any notification sign, or to remove it while the case is pending; however, any removal or alteration that is beyond the control of the applicant shall not constitute a failure to meet notification requirements.**

• Published Notice: if required by code, staff shall publish a notice in a newspaper of general circulation in accordance with City Codes and the Texas Local Government Code. **If, for any reason, more than one notice is required to be published it may be at the expense of the applicant. The ret notification fee shall be $150 plus a $15 technology fee.**

• Personal Notice: if required by code, staff shall mail personal notice in accordance with City Codes and the Texas Local Government Code. **If, for any reason, more than one notice is required to be mailed it may be at the expense of the applicant. The ret notification fee shall be $150 plus a $15 technology fee.**

I have read the above statements and agree to the required public notification, as required, based on the attached application. The City’s Planning and Development Services Department staff has my permission to place signs, as required, on the property and I will notify City staff if the sign(s) is/are damaged, moved or removed. I understand the process of notification and public hearing and hereby submit the attached application for review by the City.

Signature: [Signature]

Date: 12/2/2023

Print Name: [Print Name]

Form Updated March, 2023
AGREEMENT TO THE PLACEMENT OF NOTIFICATION SIGNS
AND ACKNOWLEDGEMENT OF NOTIFICATION REQUIREMENTS

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Signature: ________________________________ Date: ________________________________

Print Name: David Greear

Form Updated March, 2023
HPC-24-03
New Windows

• Staff finds the request consistent with the following:
  • Sections 4.5.2.1(I)(1)(c), 4.5.2.1(I)(1)(d), and 4.5.2.1(I)(1)(g): San Marcos Development Code
  
• Standards 1, 2, 3, 5, 9, and 10: Secretary of the Interior Standards for Rehabilitation
HPC-24-03
Front Door

• Staff finds the request consistent with the following:
  • Section 4.5.2.1(I)(1)(d): San Marcos Development Code
  • Standards 1, 2, 3, 4, 5, 9, and 10: Secretary of the Interior Standards for Rehabilitation

• Staff finds the request neutral against the following:
  • Section 4.5.2.1(I)(1)(g): San Marcos Development Code
  • Standard 6: Secretary of the Interior Standards for Rehabilitation
HPC-24-03
Front Porch

• Staff finds the request consistent with the following:
  • Sections 4.5.2.1(I)(1)(f) and 4.5.2.1(I)(1)(g): San Marcos Development Code
  • Standards 1, 2, 3, 9, and 10: Secretary of the Interior Standards for Rehabilitation

• Staff finds the request inconsistent with the following:
  • Section 4.5.2.1(I)(1)(h): San Marcos Development Code
National Preservation Month began as National Preservation Week in May 1973 established by the National Trust for Historic Preservation (“National Trust”), a privately funded nonprofit organization. The National Trust extended the celebration to the entire month of May in 2005. A brief history can be found at the following link: https://savingplaces.org/stories/history-of-preservation-month. Cities, counties, business, and nonprofits across the country host events during this month to honor the built heritage, culture, ideas, and traditions that make their location unique.

Each May, staff ensures that a proclamation is read by the mayor at the beginning of the month to kick things off. Over the past couple of years, Preservation Month has also included a free one-day event, Preservation Day. In 2022, the event was held at the Cephas House and shined the spotlight on the undertold stories of San Marcos. Attendees learned about the evolution of historic preservation and heard stories from local preservation groups and preservationists. Attendees also had the option to go on a guided tour of the Calaboose African American History Museum given by the late Dr. Holt.

To help plan last year’s event a subcommittee was formed consisting of Commissioners Ong’olo, Baker, and Rogers. The subcommittee met three times virtually – once in February and twice in March. It was during the subcommittee meetings that the Historic Home Collective was created. Modeled after San Antonio’s Historic Homeowner Fair the event strives to bring together owners and occupants of older and historic homes with local professionals, services, and solutions for home care, maintenance, and rehabilitation. It was a come & go event, where attendees heard from local speakers about the historic residential architecture as well as what to do to keep their older or historic home an energy efficient investment, and learned why historic wood windows are important while hearing about the common challenges & the basics of maintaining and repairing them. Staff was also on hand to answer questions about the permitting process and preservation in general. The subcommittee provided direction on choosing a date for the event, speakers for the event, and a location for the event.

Currently, the subcommittee consists of Commissioners Rogers and Baker. Per the bylaws each subcommittee shall consist of at least 3 Commissioners. One more Commissioner will need to be added to the subcommittee to reconvene it so that planning for this year’s event can begin. At the January meeting, Commissioner Rivas asked if he had been nominated to this subcommittee. Staff reviewed the minutes from previous meetings, and found he was nominated to the My Historic SMTX subcommittee at the December 7, 2023 meeting, not the Preservation Month subcommittee. Once a full subcommittee is in place, staff will send out emails to determine when it is best to meet.