



## Historic Landmark Commission Meeting Agenda

COUNCIL CHAMBERS - 1209 FIORELLA STREET

Tuesday, March 17, 2026

6:30 PM

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The Historic Landmark Commission of the City of Castroville will meet in the Regular Called Meeting beginning at 6:30 p.m. in the Council Chambers at City Hall on the following items listed on the agenda.

**I. Call to Order**

**II. Roll Call**

**III. Citizen Comments**

The Board will hear comments from any citizen or visitor. Speakers must address their comments to the presiding officer rather than individual board members or staff; stand at the podium, speak clearly into the microphone and state your name residential address before speaking. Speakers will be allowed a maximum of 3 minutes for testimony. In accordance with the State Open Meetings Act, the Board is restricted from discussing or taking action on items not listed on the agenda. Action can only be taken at a future meeting.

**IV. Approval of Minutes**

**a.** Minutes for January 20, 2026.

**V. Discussion and Action Items**

**a.** Discussion and take appropriate action on a Certificate of Appropriateness for 514 Petersburg.

**b.** Discussion and take appropriate action of a Certificate of Appropriateness for 509 Berlin.

**c.** Discussion and take appropriate action on the Proposed Historic Preservation Officer Administrative Approvals.

**d.** Update on new properties for sale in the historic districts.

**e.** Update on UTSA Historic Resources Survey field work.

**f.** Discussion and take appropriate action on a Certificate of Appropriateness for 709 Berlin.

**VI. Discussion on Future Agenda Items**

**VII. Adjourn**

**Accessibility Statement**

The City Hall is wheelchair accessible. The exit and parking ramps are located at the rear of the building.

**Non-Discrimination Statement**

The City of Castroville does not discriminate on the basis of race, color, national origin, sex, religion, or disability in the employment or the provision of services.

I hereby certify that the above notice of meeting was posted on the bulletin board of City Hall, Castroville, Texas on March 10, 2026 before 5:00 p.m.

/s/ Debra Howe

City Secretary

HISTORIC LANDMARK COMMISSION  
Minutes for January 20,2025

- I. Call to Order at 6:30 PM
- II. Present: Laurie Marchman, Kyle McVay, Mary King, Jeff Gardner, Priscilla Garrett, Doug DeMino, HPO Selena Angel & liaison Phil King. Absent: Ginny Andermatt
- III Citizen Comments – none
- IV Minutes approved for December 17, 2025 ( Motion by Priscilla – Passed)
- V. **602 Washington Discussion and action for Certificate of Approval** for demolition of and new construction. Recommendations: Window sizes be uniform and existing live oak and pecan trees be preserved when feasible, Motion to approve with Selena's recommendations **Passed**. Motion by Laurie - 2<sup>nd</sup> by Kyle  
**Hwy. 90W Discussion and action for Certificate of Appropriateness** for signage on existing building. **Two signs** will be placed – one on the East and one on the West side. Total of each side with a frame not to exceed current guidelines. Motion by Priscilla - 2<sup>nd</sup> by Laurie – **Passed**  
**1101 Alamo St. Discuss on and action for Certificate of Appropriateness** for alterations: including installation of wood privacy fence located along side and rear yards (replacement of porch post with 6x6 wood post), & replace back porch awning. Motion by Doug to Approve with Selena's recommendations - 2<sup>nd</sup> by Mary **Passed**  
**702 Florence Discussion and action for a Certificate of Appropriateness** to cover the existing wood patio at the rear of the carport/shop with tin to match the existing tin roof over the carport/shop . Motion to approve by Kyle 2<sup>nd</sup> by Mary – **Passed**  
**709 Berlin Discussion and action for Certificate of Appropriateness** to allow new construction of a 10'x20' of a detached shed located at the rear of the property. The siding is wood and fully trimmed. Motion made to approve the new construction of the shed at 709 Berlin be approved. Motion by Priscilla -2<sup>nd</sup> by Laurie **Passed**.  
**312 Petersburg. Discussion and action for a Certificate of Appropriateness** for a 4' interior metal fence and a 6' metal tubing /stained weathered horizontal boards. Custom metal gates to match fencing materials, height, & color. Motion to Approve made by Kyle - 2<sup>nd</sup> Doug. **Passed**  
**905 Lisbon St. Discussion and action for a Certificate of Appropriateness** a amendment proposes relocating the approved addition further from the primary structure to meet required setbacks. The overall design intent, materials, finishes, and architectural compatibility remain consistent with the original approval. Motion to Approve made by Priscilla - 2<sup>nd</sup> by Laurie **Passed**.  
**702 Paris St. Discussion and action for a Certificate of Appropriateness** for new signage at 702 Paris St., London & Hwy.90, & Naples & Hwy,90 with all signs be in compliance with the City Sign Ordinance. Motion to Approve with Selena's recommendations made by Mary - 2<sup>nd</sup> Priscilla. **Passed**  
**1315 Fiorella Discussion and action for a Certificate of Appropriateness to allow** exterior alterations of perimeter fencing at the rear of the property and interior fencing on both sides of the property. Motion to Approve by Doug - 2<sup>nd</sup> Laurie. **Passed**  
**Discussion on Workshop Topics:** Include: Updating guidelines, How to monitor projects, How we treat non-contributing structures, Timelines,  
**Workshop date set for February 25, 2026 -10am-1pm (lunch served) City Hall**

VI Discussion of Future Agenda Items  
VII. Adjourned: 8:10pm

Submitted by Secretary: Kyle McVay

Chair – Jeff Gardner \_\_\_\_\_



# CITY OF CASTROVILLE

*Little Alabam of Texas*

|                        |            |
|------------------------|------------|
| Permit Number:         | 2026068    |
| Submittal Date:        | 03/02/2026 |
| <i>office use only</i> |            |

**Community Development Department**  
 703 Paris St. Castroville, Tx 78009  
 (830) 931-4090  
 permits@castrovilletx.gov

## Certificate of Appropriateness Application

| Property Information |  |
|----------------------|--|
| Project Address:     | 514 Petersburg St.      Zoning: Residential        |
| Legal Description:   | Lot 5      Block 5      Range 8      Subdivision - |
| Landmark Name:       | Bourquin Hls                                       |

| Owner Information  |        |                                 |
|--|--------|---------------------------------|
| Owner Name: Angel Romo & Victoria Iglesias - Romo          |        |                                 |
| Mailing Address: 514 Petersburg St., Castroville, TX 78009 |        |                                 |
| Phone: 210-815-6515  | Fax: - | Email: vickieiglesias@gmail.com |

| Project Description  |
|----------------------|
| Please see attached. |
|                      |
|                      |
|                      |
|                      |

Any application that is missing information will be considered incomplete and will not be processed. Please see the list of application requirements on the following page.

*I hereby certify that I have read and examined this application and know the same to be true and correct. All provisions of laws and ordinances governing this type of project will be complied with whether specified or not. I certify that I have read Article IV, Section 2 (entitled "Special Historic District and Landmark Regulations") of the Comprehensive Zoning Ordinance of the City of Castroville and will comply with all regulations found therein. The granting of a Certificate of Appropriateness does not take the place of any required building permit and does not presume to give authority to violate or cancel the provisions of any other state or local law.*

Signature of Applicant: Victoria Iglesias Romo      Date: 2/26/26

## PROJECT DESCRIPTION

514 Petersburg St., Castroville, TX 78009

*Prepared by Angel & Victoria Romo*

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- 1) To paint exterior shutters in a historic hue as per City of Castroville guidelines. Please note the current hue was experimental. Upon realization of the hyper-saturation and intensity of the hue, the owners ordered new paint aligning with city guidelines. The specialized paint was on backorder and thus a modification was unable to be made timely. If possible, the owners request an expedited approval to correct the color. Please see attached proposed color change.
  
- 2) To protect, preserve, and make usable the existing 120 sq. ft. outbuilding (a historic barn) while adding an 80 sq. ft. addition to provide greater utility to the space.

Upon purchase of the home in 2021, the outbuilding was found to be in a dilapidated condition, with the exception of the existing slab, functional electricity, and some plumbing. A nonfunctional solar system was located at the rear of the structure. The interior had a ladder integrated into the frame, presumably for a loft that once existed. A Certificate of Appropriateness and/or any required permit(s) are requested for the following:

- a) Integrate additional framing into the existing frame to strengthen the structure;
- b) Add insulation to protect and weatherproof the structure;
- c) Add historical elements aligned with the current aesthetic, e.g., historic windows from an architectural salvage firm, including stained glass (see photos)
- d) Construction of an 80-square-foot addition, with a roof of galvanized metal that matches the current roof on the historic neighboring main structure, and a wood exterior that will incorporate salvaged wood from the original structure. Any additional required will closely match the existing outbuilding.
- e) Within the interior of the addition, construct an enclosed toileting and shower space that is 40" x 96".
- f) Add a vintage sliding barn door 75" x 31" to act as entrance to bathroom space (see photo)

- g) Within the interior of the addition, add plumbing for a farmhouse/work sink (dimensions TBD).
- h) Addition of a vintage tin ceiling within the interior of the addition (see photo for tin sample). The original outbuilding will maintain its ceiling.
- i) Maintain existing Dutch door located on the right side of the structure (parallel to Angelo St.) with the ability to open and shut from the exterior. On the interior, to frame the bottom half of the Dutch door while the top half will be fitted with a historic window. This will minimize further deterioration of the door while allowing for greater functionality indoors.
- j) Install a stained glass window, with a transom, into the existing cutout in the loft area of the original outbuilding. This will restore the original historic functionality as per the period exterior features (i.e., hinges).
- k) Install a vintage stained glass window, with a transom, in the toileting space of the addition. This will add character and historicity to the space.
- l) Staining of the existing cement flooring to fit the aesthetic of the original structure.
- m) Permitting for plumbing and electric to add a work sink, toilet, shower, and power to the addition.

Please note construction commenced February 11, 2026 until the Stop Work Order was issued February 23, 2026. The builder, Martinez Metal Roofing, Fabrication, and Construction, LLC, shared that since the proposed build and renovation was less than 200 square feet total, permitting was not required as per city code. The builder and owners were unaware that the outbuilding's historicity required additional permitting. The firm has completed large and complex projects in San Antonio and the Hill Country and has a reputation for quality builds.

The initial intention of the build was to create a functional AUD, as it appears the outbuilding was outfitted in this direction. The owners have a son diagnosed with Down Syndrome and hoped to create a dwelling that would allow a degree of independent living while keeping him close to family support.

If this is not possible in keeping with current regulations, the owners request the ability to create a functional workshop and storage space. This would include extending the existing plumbing and electric to the proposed addition to allow for a toilet, shower, and large work sink. As historic elements such as vintage windows and a barn door have already been purchased, it is respectfully requested they be permitted to be incorporated in the build.

Alternatively, should the regulations for a build permit including electric and plumbing prove too costly or cumbersome, it is requested basic permits be issued to complete and utilize the existing structure as an extended storage space.

Please note the deteriorating original exterior wood of the outbuilding has also been salvaged to incorporate it in the exterior of the addition wherever possible. The goal is to maintain the historicity of the structure while allowing it to be of functional use.

The dimensions and description of the proposed (4) windows are as follows (see photos):

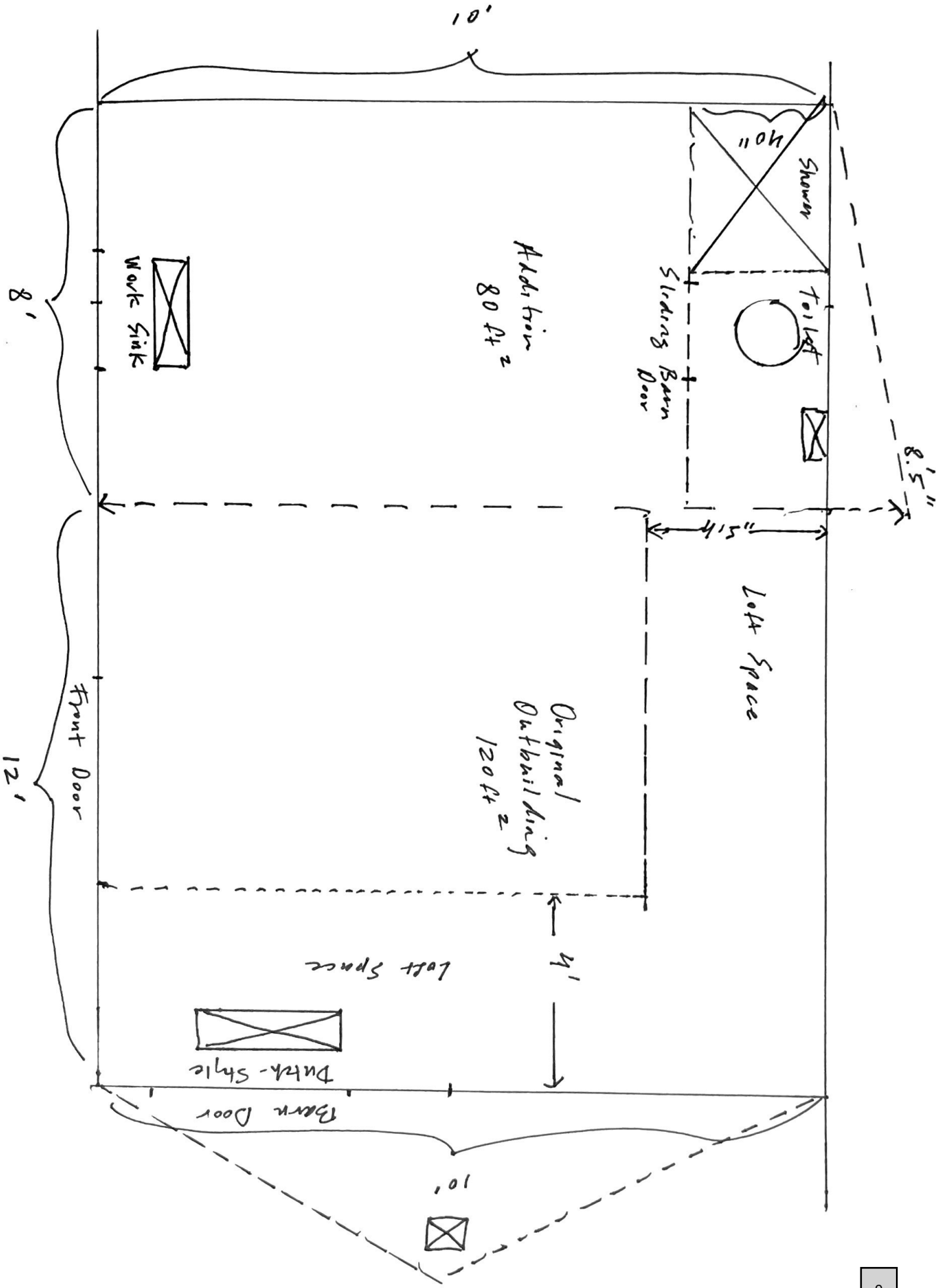
- 1) Front-facing addition window is 58 x 60 and consists of a historic 12-glass-panel configuration (see photo)
- 2) The historic window for the upper half of the Dutch door is 39.5" x 30"
- 3) The historic stained glass window for the loft space cutout is 19.5" x 16"
- 4) The historic stained glass for toileting space of the addition is 16" x 26"

Please note that the builder has agreed to provide a site plan by Friday, 2/27/2026 COB. This will be submitted to the department by Monday, 3/2/2026. If you need to contact the builder directly, please reach out to Juan Martinez at 210-584-2271 or via email at [MartinezMetalRoofing@gmail.com](mailto:MartinezMetalRoofing@gmail.com)

A check for the COA fee will be sent to the Community Development Department at 703 Paris St., Castroville, TX 78009 no later than 2/28/26.

Thank you for your consideration and please reach out if you have any questions or concerns! We can be reached via cell at 210-815-6515 or 210-849-8860 or by email at [vickieiglesias@gmail.com](mailto:vickieiglesias@gmail.com)

Sincerely,  
Angel & Victoria Romo







grace & peace



grace & peace

11 PETER 1:2



















**HOMELINE**  
**LOAD CENTER CAT. NO. 1 HOM6-12L100**  
MAINS 100 AMP MAX. REF. RATING OF MAINS OR SERVICE  
120/240V AC 1PH. 3W. DISCONNECT IF INSTALLED  
SERIES 1 TYPE 1 ENCLOSURE SEE BOX LABEL FOR ADDITIONAL  
VOLTAGE RATINGS.

|      |   |   |
|------|---|---|
| 1    | 3 | 5 |
| 2 AC | 4 | 6 |

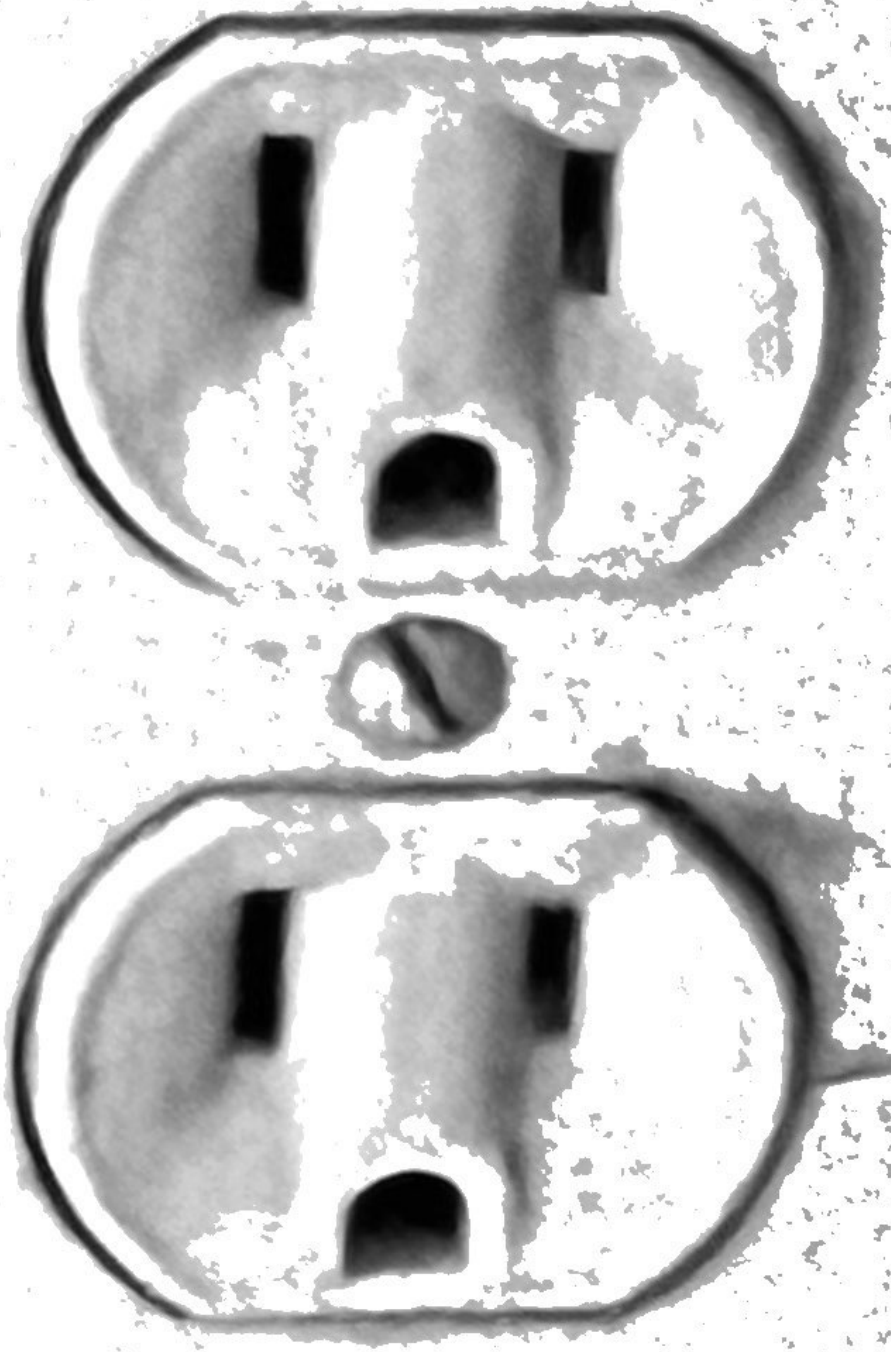
DO NOT CHANGE CIRCUIT BREAKER RATING WITH FULCRUM POWER  
SYSTEMS. SEE TABLE FOR CIRCUIT BREAKER RATING. ALWAYS USE THE  
LARGEST RATING PERMITTED BY THE CIRCUIT BREAKER. ALWAYS USE THE  
LARGEST RATING PERMITTED BY THE CIRCUIT BREAKER. ALWAYS USE THE  
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LARGEST RATING PERMITTED BY THE CIRCUIT BREAKER.



4















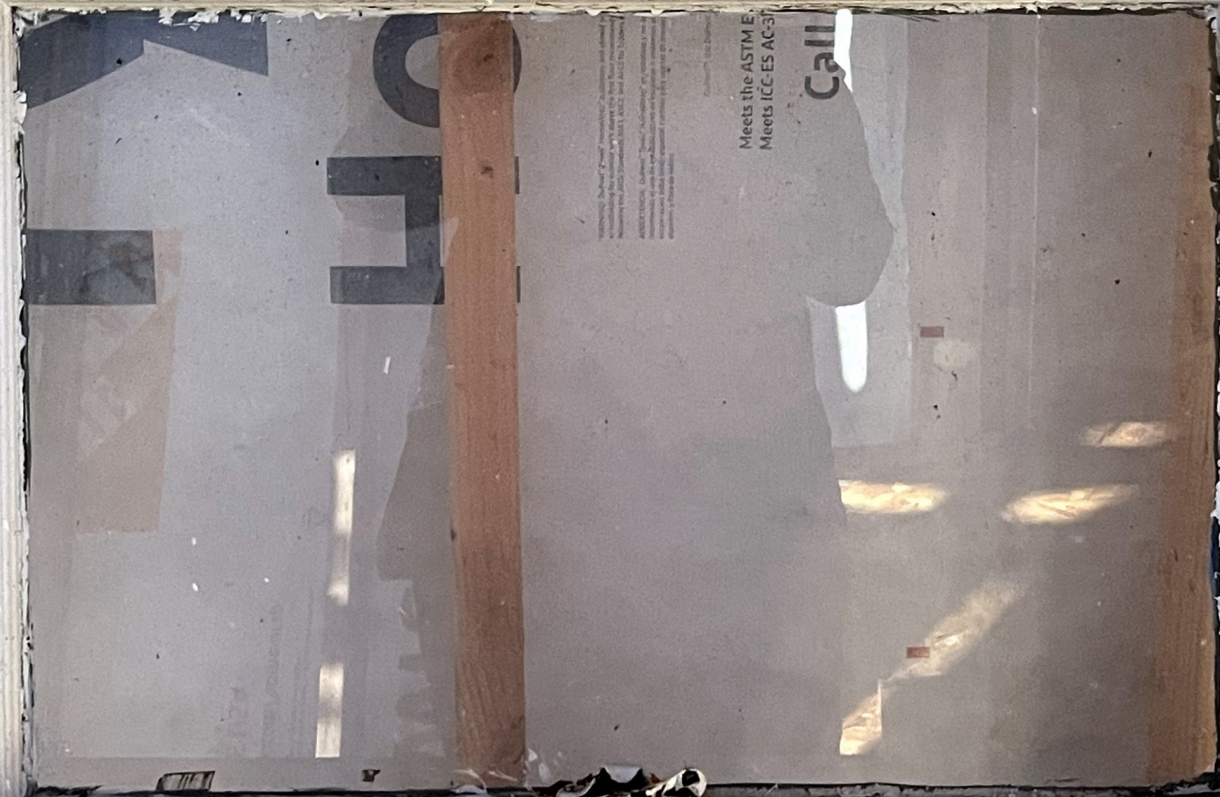


Section V, Item a.



Section V, Item a.











Dusty Blue



Dusty Blue Dixie Bell  
shi Section V, Item a.

TheBrowseryCo ★★★★★

- 📍 Ships from Texas
- ✓ Arrives soon! Get it by
- ✓ Returns & exchanges a

Size



Select an option

Quantity

1

4 payments at 0% interest

Ac

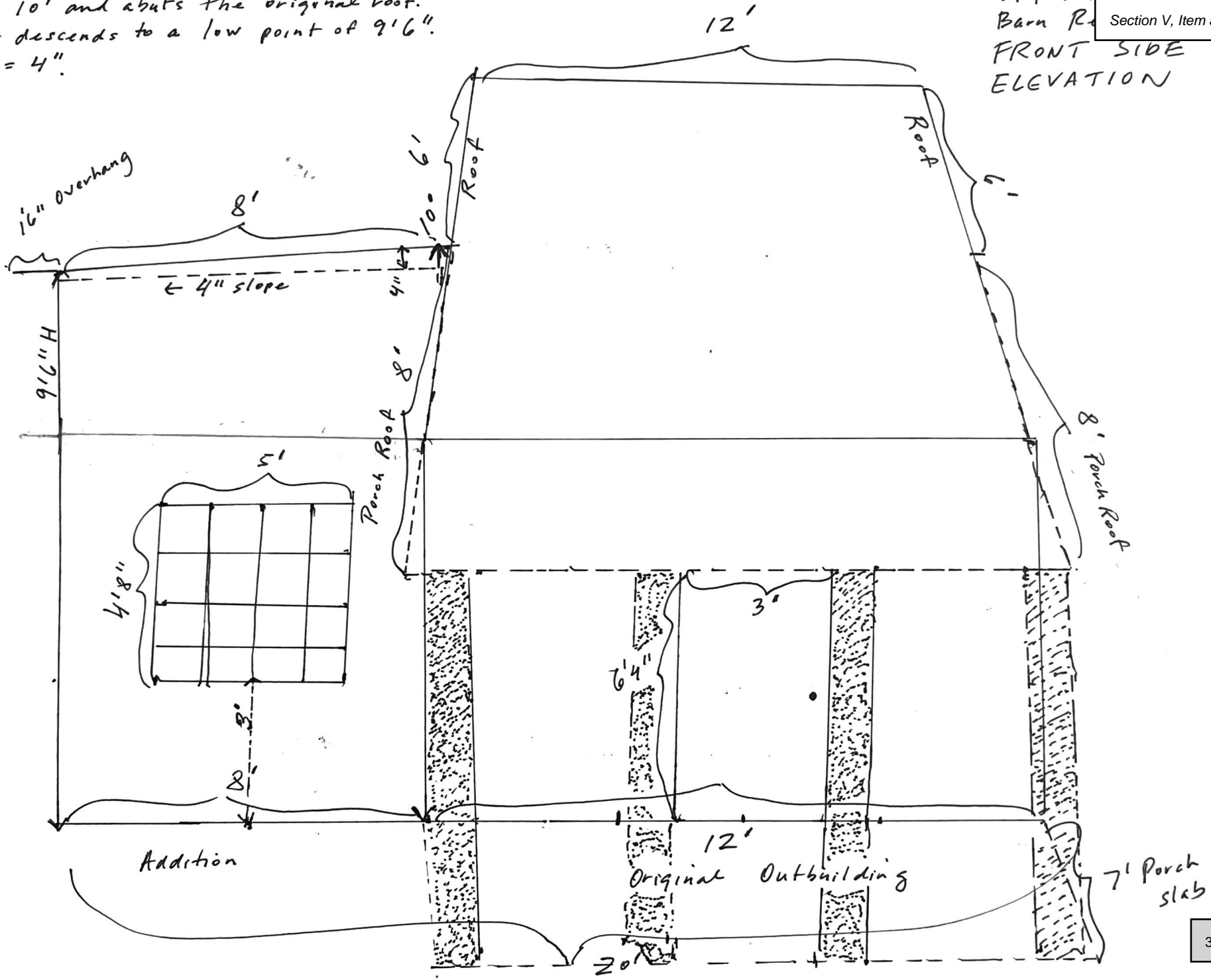
Item details

38



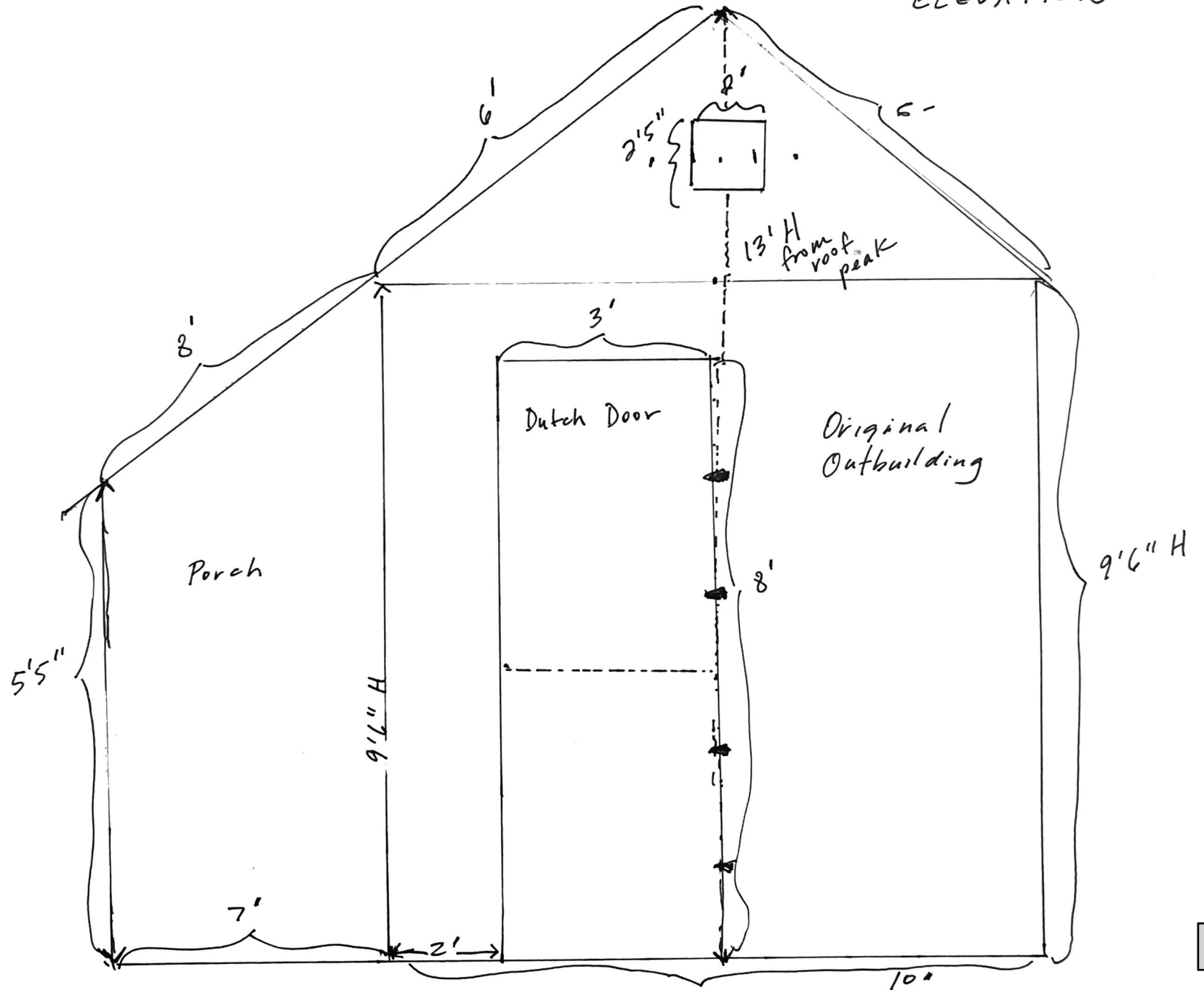
Addition has a sloped roof. The peak is 10' and abuts the original roof. It descends to a low point of 9'6".  
 $A = 4''$

514 Petersburg St.  
 Barn Rd  
 Section V, Item a.  
 FRONT SIDE  
 ELEVATION



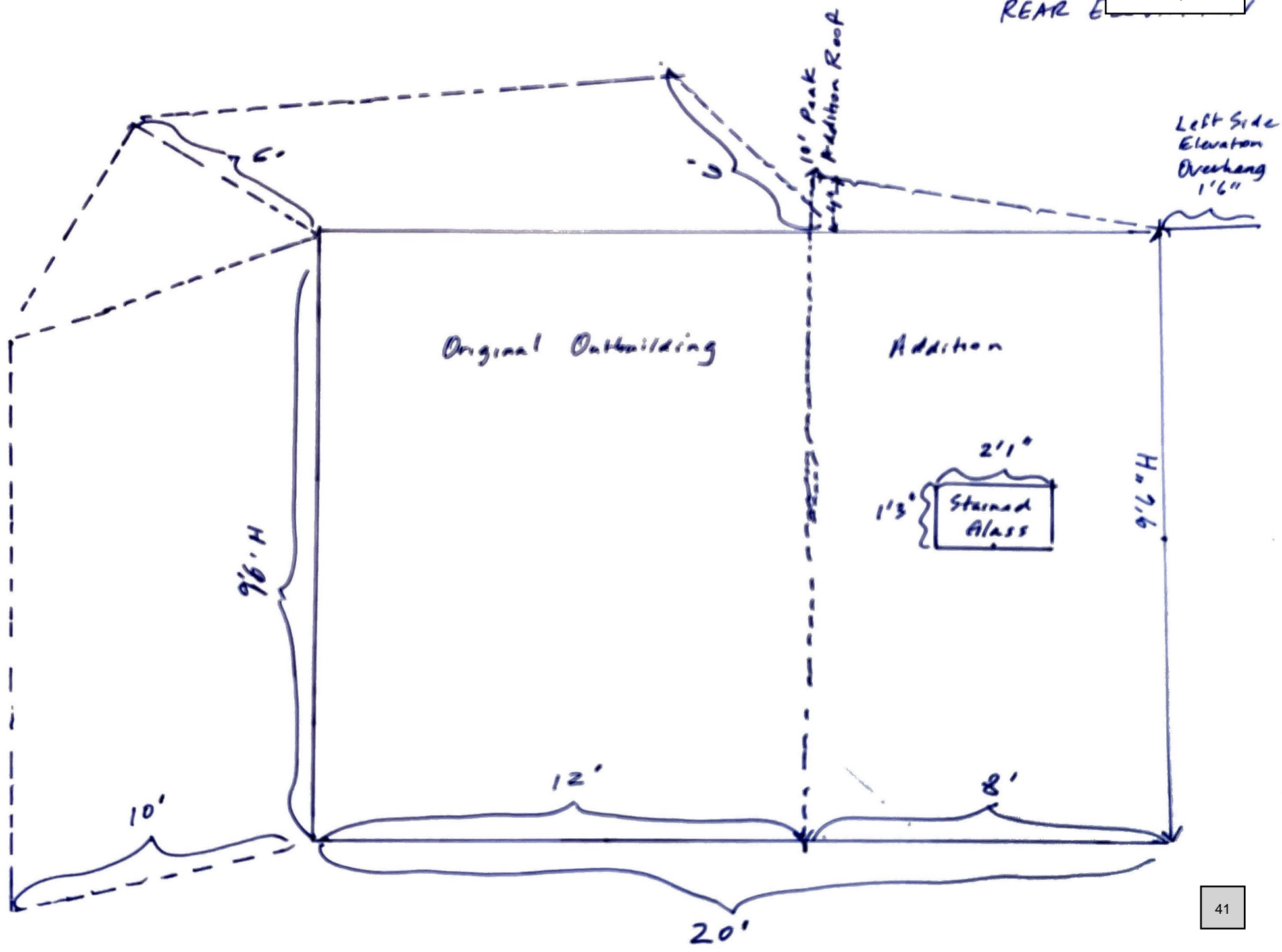
514 Petersburg St.  
Barn Reno  
RIGHT SIDE  
ELEVATION

Section V, Item a.

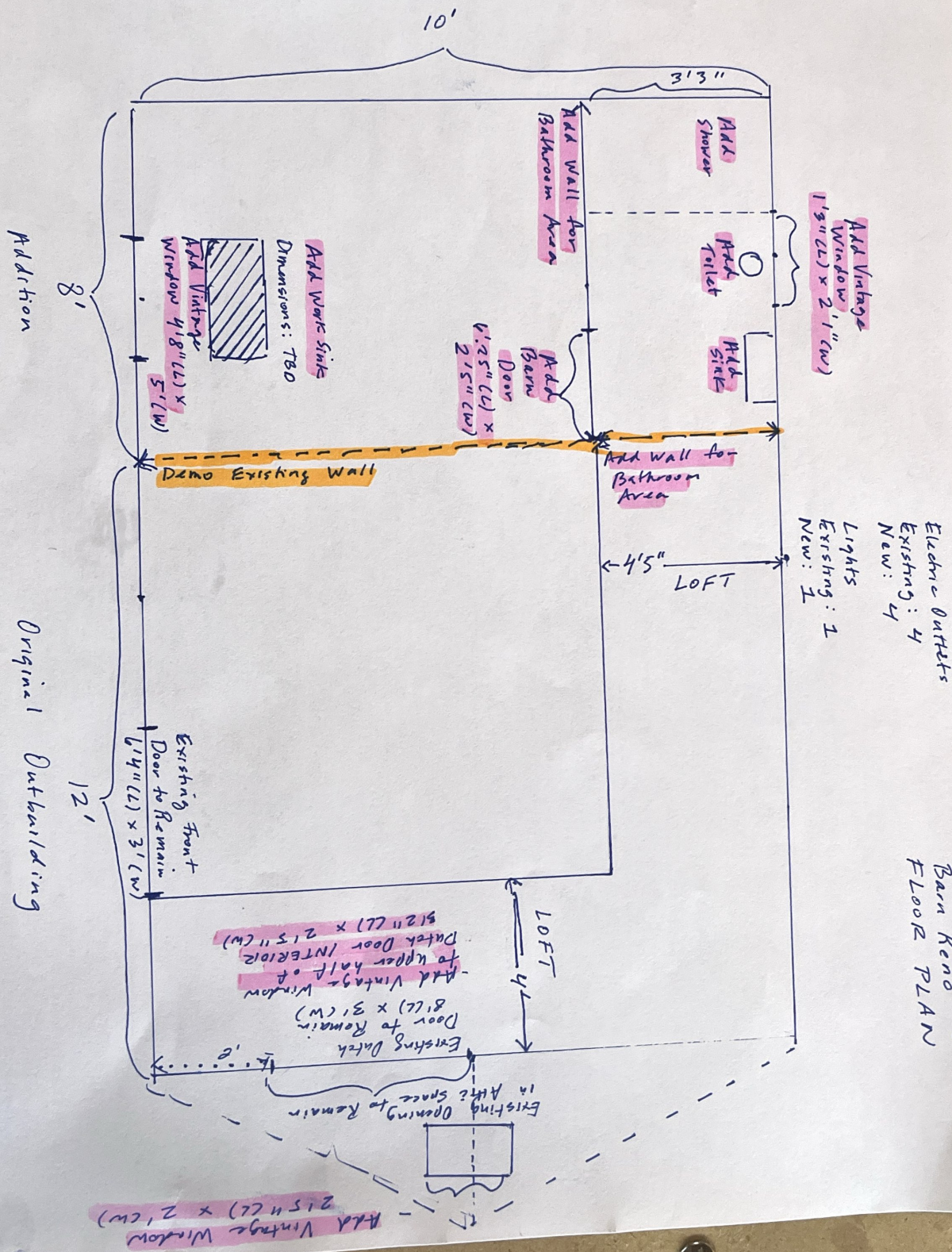


514 Petersburg St.  
Bern R.  
REAR Elevation

Section V, Item a.







514 Petersburg St.  
Barn Reno  
FLOOR PLAN



**CITY OF CASTROVILLE**

*Little Alsace of Texas*

|                                 |
|---------------------------------|
| Permit Number: <u>2026073</u>   |
| Submittal Date: <u>3-4-2026</u> |
| <i>office use only</i>          |

**Community Development Department**

703 Paris St. Castroville, Tx 78009  
 (830) 931-4090  
[permits@castrovilletx.gov](mailto:permits@castrovilletx.gov)

**Certificate of Appropriateness Application**

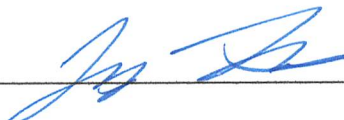
|                             |                          |                |                 |             |                    |
|-----------------------------|--------------------------|----------------|-----------------|-------------|--------------------|
| <b>Property Information</b> |                          |                |                 |             |                    |
| Project Address:            | <u>509 Berlin street</u> |                |                 | Zoning:     | <u>Residential</u> |
| Legal Description:          | Lot <u>3</u>             | Block <u>3</u> | Range <u>12</u> | Subdivision |                    |
| Landmark Name:              | <u>My home stead</u>     |                |                 |             |                    |

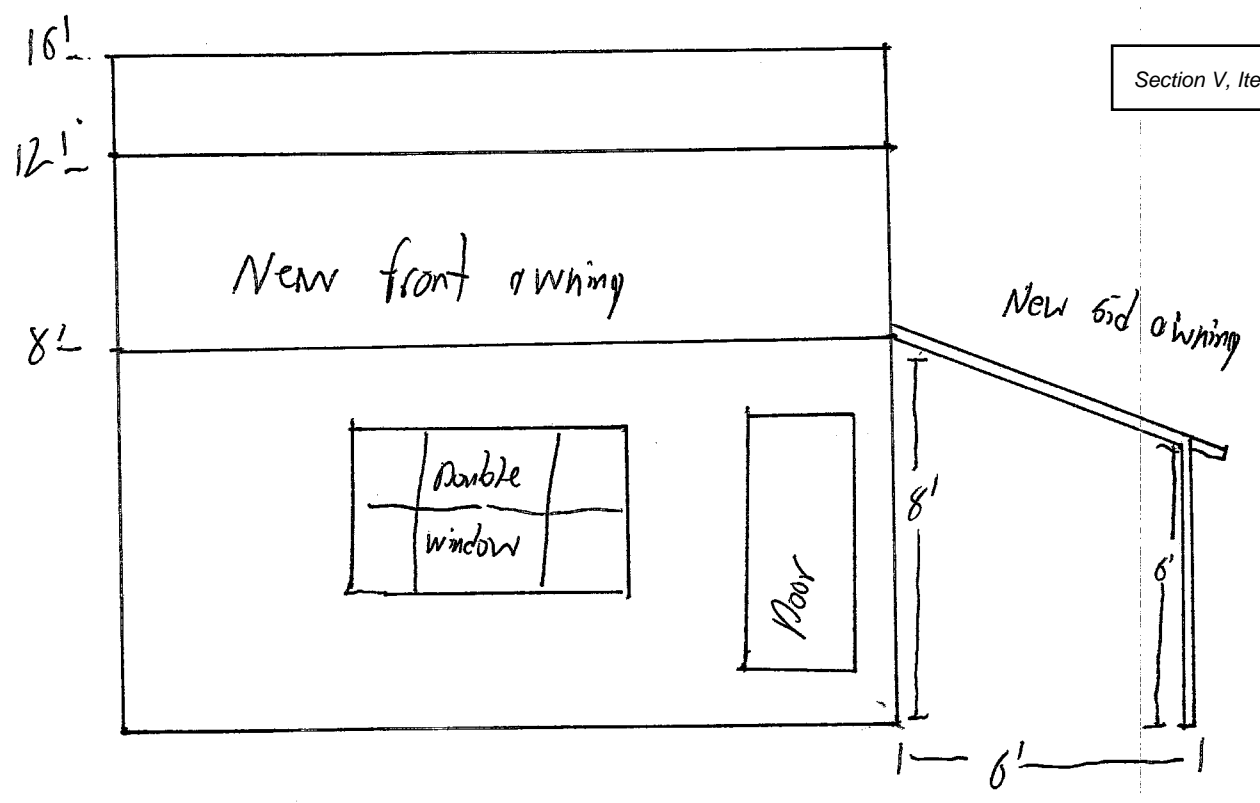
|                            |   |                                |
|----------------------------|---|--------------------------------|
| <b>Owner Information</b>   |   |                                |
| Owner Name:                | <u>Jeremy Tschirhart</u>                      |                                |
| Mailing Address:           | <u>509 Berlin street Castroville Tx 78009</u> |                                |
| Phone: <u>830 931 7068</u> | Fax: <u>N/A</u>                               | Email: <u>jpt-85@yahoo.com</u> |

|   |
|---|
| <b>Project Description</b>  |
| <u>Build larger awning off back building after demoing old rotten existing smaller awning. back building has already been fully resolded on the outside. <del>add</del> New awning will come 12' off the front of building. Add New side awning that will come 6' off side of building.</u> |

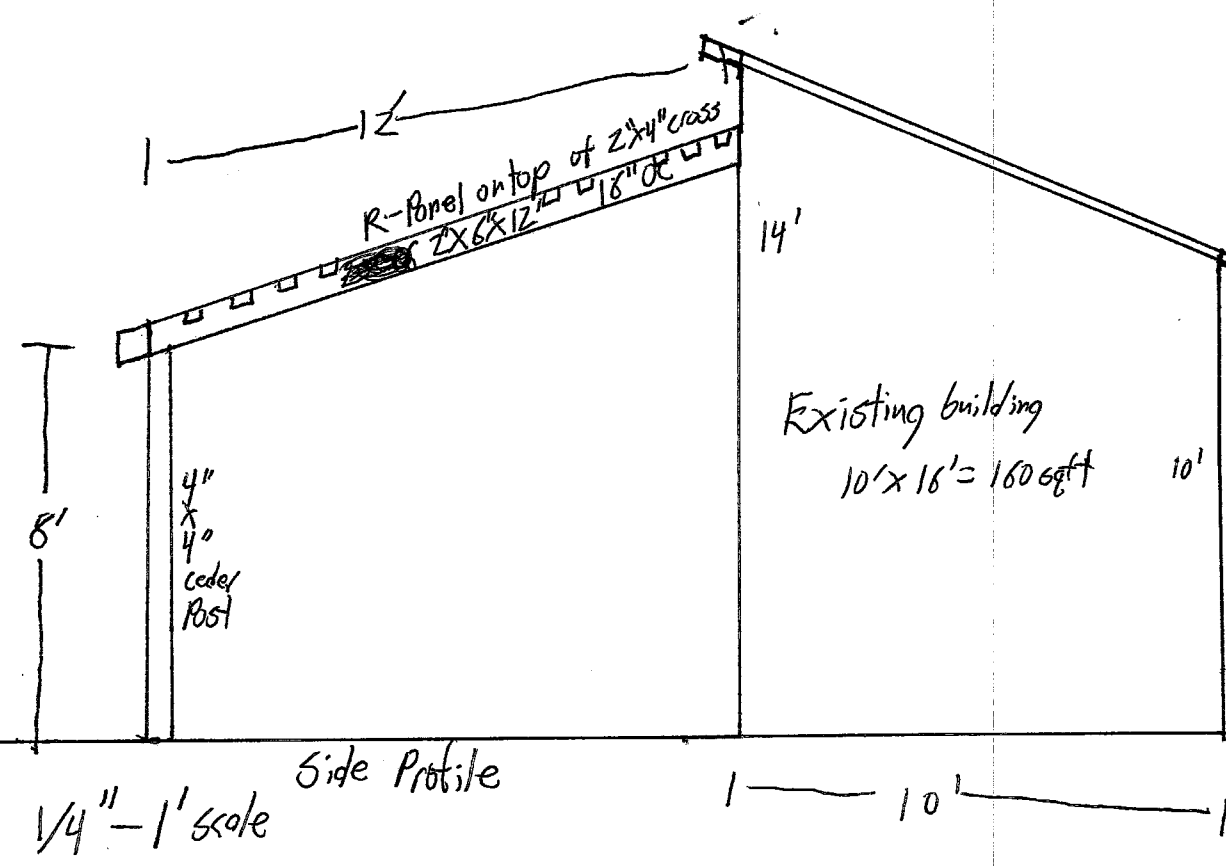
**Any application that is missing information will be considered incomplete and will not be processed. Please see the list of application requirements on the following page.**

*I hereby certify that I have read and examined this application and know the same to be true and correct. All provisions of laws and ordinances governing this type of project will be complied with whether specified or not. I certify that I have read Article IV, Section 2 (entitled "Special Historic District and Landmark Regulations") of the Comprehensive Zoning Ordinance of the City of Castroville and will comply with all regulations found therein. The granting of a Certificate of Appropriateness does not take the place of any required building permit and does not presume to give authority to violate or cancel the provisions of any other state or local law.*

Signature of Applicant:  Date: 3/4/26



Front Profile



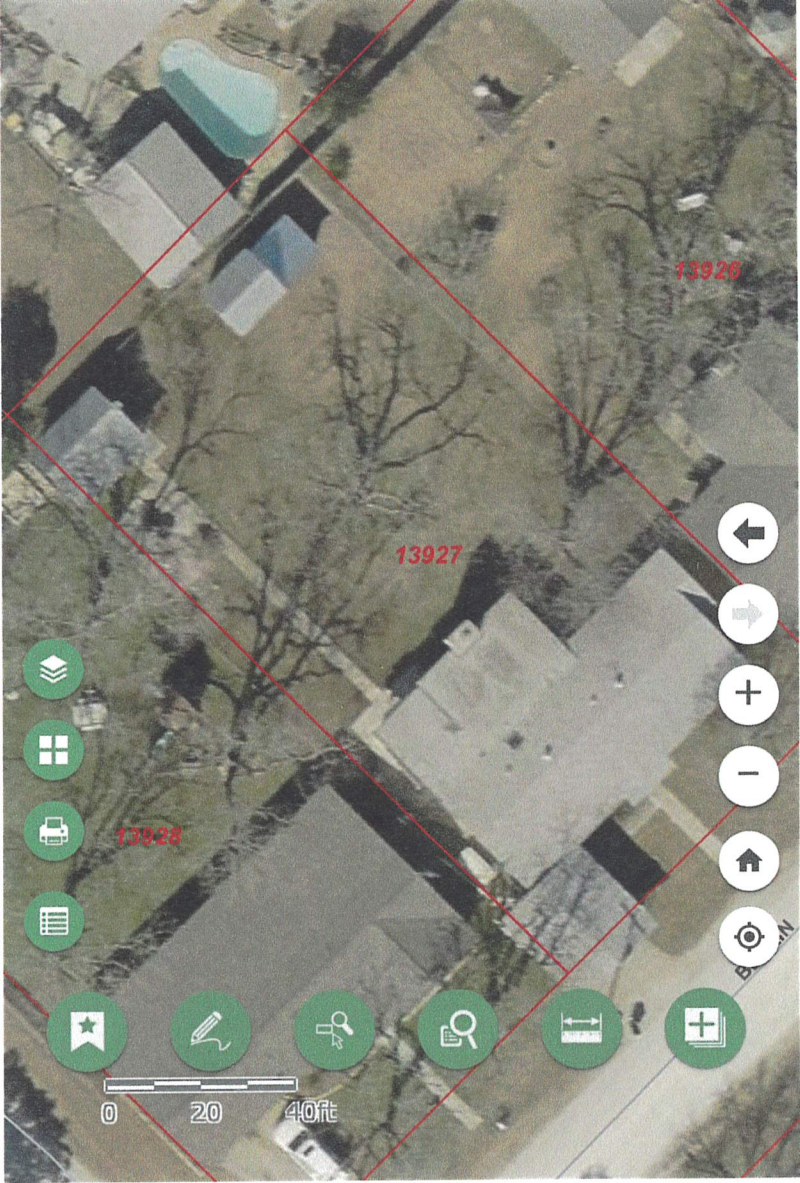
Jeremy Tschickert



current state of building 3/4/26



original building



09 MARCH 2026 / LETTER OF RECOMMENDATION

# Certificate of Appropriateness

509 Berlin Street, Castroville, TX 78009

March 09, 2026

Jeremy Tschirhart  
830.931.7066  
Jpt\_65@yahoo.com

RE: 509 Berlin St – Alterations Review

The above-referenced report and plans were reviewed by the City of Castroville’s Historic Preservation Officer for compliance with the City Ordinance No. 2017-004, Ordinance No. 2017-005, Exhibit A, Article IV, Section 2, Subsection A “Special Historic District and Landmark Regulations” and the Castroville Zoning Ordinance Article IV, Section 2B, Overlay Design Guidelines for Historic Properties. We are providing the following comments based on a cursory review of the submittal; additional comments may be generated upon the re-submittal:

| DESIGNATIONS                 |      | OTHER IMPORTANT INFORMATION |                                    |
|------------------------------|------|-----------------------------|------------------------------------|
| Historic Zoning (HE/CG)      | HE x | Build Date                  | Main Home – 1963<br>Storage – 1985 |
| THC 1969 Survey              |      | Architectural Style         |                                    |
| THC 2022 Resource            |      |                             |                                    |
| Other Historical Designation |      |                             |                                    |

Please provide a comment response letter with subsequent submittals.

## COA APPLICATION

Per Castroville City Ordinance No. 2017-005 Exhibit, A(VII)(3), the applicant HAS met all COA application requirements.



## ALTERATIONS

Per Castroville City Ordinance No. 2017-005 Exhibit, A(II)(1), alteration means any construction or change to the exterior of a building site, or structure. Alterations shall include, but not be limited to, the changing to a different type, style, or size of roofing or siding

March 9, 2026 / Letter of Recommendation  
Certificate of Appropriateness  
509 Berlin Street

materials; changing, eliminating or adding doors, door frames, windows, window frames, shutters, fences, railings, porches, columns, balconies, walls, steps, signs, or other ornamentation; the changing of paint color; regarding; dismantling, removing or moving of any exterior features or demolition. Alteration does not include routine maintenance.

Therefore, per Castroville City Ordinance No. 2017-005 Exhibit A(II)(22)(b), reconstruction, alteration, addition, stabilization, restoration or rehabilitation of a site or structure designated or pending designation as a historic landmark or district shall be reviewed by the Historic Landmark Commission. Also, per Castroville City Ordinance No. 2017-005 Exhibit A(VII)(4), material changes in any doors, roofs, windows, stonework, woodwork, light fixtures, signs, sidewalks, fences, steps, paving and/or other exterior elements visible from a public right-of-way which affect the appearance and compatibility of any structure or property designated or pending designation as a historic landmark or district shall be reviewed by the Historic Landmark Commission.

Alterations Comments

1. After speaking with the applicant, it was confirmed that the wood columns and beams will either be stained or painted to match the existing white trim on the house.  
Because the proposed work is located at the rear of the property and is not visible from the public right-of-way, and because it is consistent with the City of Castroville Design Guidelines, the request is recommended for approval.

All submittals should be submitted to the City of Castroville. A comment response letter shall be provided. Please contact Breana Soto at [breana.soto@castrovilletx.gov](mailto:breana.soto@castrovilletx.gov) if you have any further questions.

Regards,



Selina Angel | City of Castroville Historic Preservation Officer | Work5hop

04 MARCH 2026 / MEMORANDUM

# Proposed Historic Preservation Officer Administrative Approvals

## *Historic Preservation Code Update*

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To: Historic Landmark Commission  
From: Historic Preservation Officer  
Subject: Proposed Historic Preservation Officer Administrative Approvals  
Date: March 4, 2026

This memorandum provides a list of proposed items that could be administratively approved by the Historic Preservation Office. As discussed during the recent Historic Landmark Commission (HLC) workshop held on February 25th in the Council Chambers regarding updates to the City's historic preservation code and associated documents, granting the Historic Preservation Officer the authority to administratively approve certain applications serves several purposes:

- It streamlines the review process, allowing property owners to complete work on historic buildings without waiting for the monthly HLC meetings.
- It reduces workload for both the Historic Landmark Commission and City staff.
- It ensures that minor alterations, consistent with design guidelines, can be implemented without compromising the historic character of structures.

The following proposed list outlines the types of work that may be eligible for administrative approval:

### Paint and Finishes

1. Repainting of previously painted surfaces with colors recommended in the adopted design guidelines.
2. Replacement or repainting of existing exterior materials in a "like-for-like" manner, including changes in color, provided the color is consistent with the design guidelines.

### Architectural Features

3. Installation or replacement of functional shutters that cover the entire window when closed and are consistent with design guideline specifications.

### Rear-Yard and Non-Visible Alterations

4. Construction of rear-yard decks and porches that are not visible from the public right-of-way.
5. Construction of accessory structures located behind the primary building, not exceeding 300 square feet, and not visible from the public right-of-way.



123 Parland Place, Suite 100  
San Antonio, Texas 78209  
210.549.2588  
work5hop.com

- 6. Exterior alterations to areas not visible from the public right-of-way, including rear or side elevations, provided such work does not significantly alter the historic character of the structure.

Mechanical and Utility Equipment

- 7. Installation of mechanical, utility, or service equipment located at the rear of the property, provided it is screened from public view in accordance with design guidelines.

Site Improvements

- 8. Installation or replacement of rear or side yard fencing not visible from the public right-of-way, consistent with design guidelines.

Previously Approved Work

- 9. Modifications or refinements to work that has previously been reviewed and conceptually approved by the Historic Landmark Commission, provided such changes are minor and do not alter the approved design intent.

These proposed alterations may be reviewed and approved administratively by the Historic Preservation Officer without requiring HLC review, provided that the work is consistent with adopted design guidelines and does not adversely impact the historic character of the property. This represents an expansion of the current administrative approvals, which typically cover like-for-like or in-kind alterations.

Thank You,



Selina Angel | City of Castroville Historic Preservation Officer | Work5hop



# CITY OF CASTROVILLE

*Little Alsace of Texas*

|                                |
|--------------------------------|
| Permit Number: <u>2026078</u>  |
| Submittal Date: <u>3/10/26</u> |
| <i>office use only</i>         |

**Community Development Department**  
 703 Paris St. Castroville, Tx 78009  
 (830) 931-4090  
[permits@castrovilletx.gov](mailto:permits@castrovilletx.gov)

## Certificate of Appropriateness Application

| Property Information               |         |       |             |
|------------------------------------|---------|-------|-------------|
| Project Address: <u>709 Berlin</u> | Zoning: |       |             |
| Legal Description: Lot             | Block   | Range | Subdivision |
| Landmark Name:                     |         |       |             |

| Owner Information                              |      |                                  |  |
|--|------|----------------------------------|--|
| Owner Name: <u>Jennifer Payami</u>             |      |                                  |  |
| Mailing Address: <u>709 Berlin Castroville</u> |      |                                  |  |
| Phone: <u>210.823.7940</u>                     | Fax: | Email: <u>jpayami@icloud.com</u> |  |

| Project Description  |
|--|
| <u>Repairing by replacing roof. Shingles going from gray to black. Was an emergency due to the insurance inspector stepping thru the roof.</u> |

Any application that is missing information will be considered incomplete and will not be processed. Please see the list of application requirements on the following page.

*I hereby certify that I have read and examined this application and know the same to be true and correct. All provisions of laws and ordinances governing this type of project will be complied with whether specified or not. I certify that I have read Article IV, Section 2 (entitled "Special Historic District and Landmark Regulations") of the Comprehensive Zoning Ordinance of the City of Castroville and will comply with all regulations found therein. The granting of a Certificate of Appropriateness does not take the place of any required building permit and does not presume to give authority to violate or cancel the provisions of any other state or local law.*

Signature of Applicant:  Date: 3.6.26

Water  
was coming  
into house -  
All of this  
OSB was replaced.

NEW ROOF

