



Historic Landmark Commission Special Called Meeting Agenda

COUNCIL CHAMBERS - 1209 FIORELLA STREET

Wednesday, February 25, 2026

10:00 AM

The Historic Landmark Commission of the City of Castroville will meet in a Special Called Meeting beginning at 10:00 a.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. Approval of Minutes from January 20, 2026.

V. Discussion and Action Items

a. Discussion and appropriate action on the Development Agreement Policy. Discussion of applicable codes and regulations related to Historic Preservation in Castroville, including potential revisions and direction on how to move forward.

VI. 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 February 19, 2026 before 3:00 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: LaurieMarchman, 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 tress be preserved when feasible, Motion to approve with Selena's recommendations **Passed**. Motion by Laurie - 2nd 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 - 2nd 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” recommendations - 2nd 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 2nd by Mary – **Passed**
709 Berlin Discussion and action for Certificate of Appropriateness to allow new 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 -2nd 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 - 2nd Doug. **Passed**
905 Lisbon St. Discussion and action for a Certificate of Appropriateness a mendment 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 - 2nd 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 - 2nd 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 - 2nd 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 _____

23 OCTOBER 2024 / MEMORANDUM

Comprehensive Zoning Ordinance

Historic Preservation Code and Design Guideline Review

Breana,

Thank you for allowing me to give my feedback on the most recent, 2022 Comprehensive Zoning Ordinance (CZO), pertaining to items related to historic preservation. The purpose of this memorandum is to present considerations to the current code and Design Guidelines in order to help improve the proposed Unified Development Code that is currently being written by Simplectiy.Design. My findings and recommendations are as follows:

CONSIDERATIONS

1. Currently Castroville's historic districts are codified through zoning (see *CZO Amendment 2006 and CZO Amendment 2017*). The historic districts consist of parcels that fall within the HE (*Historical District*) and CG (*Historic Central Business District*) districts. Typically, historic districts are created via overlays. Overlays are a zoning tool used to add additional regulations and standards to a base zone. Overlays can help protect the character of an area. They do not affect the uses allowed or prohibited on a property. The downfall of using base zoning to define historic districts is that if a property owner wants to rezone their property to something other than HE or CG, and if approved through the proper channels, the historic property can lose its historic preservation protection. ***It is recommended that historic districts be defined through overlays, atop base zoning, in the new UDO. This will allow for changes to base zoning while maintain the definition of the historic districts.***
2. Because Castroville's historic districts are codified through zoning, from my interpretation, the historic district boundaries can easily be altered through a simple zoning change. District boundaries are typically defined by streets, alleys, and property lines (*CZO, Article I, Section 19*). Article VIII, Section 3, of Castroville's CZO states:

The City Council may from time to time amend, supplement, or change by ordinance the boundaries of the districts or regulations herein. Before taking action on any proposed amendment, supplement or change, the City Council shall submit the same to the City Planning and Zoning Commission for its recommendation and report.

Of course, zoning changes must comply with a city's comprehensive plan (*Local Government Code, Title 7, Subtitle A, Subchapter A, Sec. 211.004*).



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23 October 2024
Memorandum

Comprehensive Zoning Ordinance
Historic Preservation Code and
Design Guideline Review

Most of the future land use plan, shown in Castroville’s most recent 2016 Comprehensive/Master Plan (<https://www.castrovilletx.gov/2475/Comprehensive-Plan>) are shown as single-family land uses for HE zones and institutional, commercial/mixed use, and parks open space for CG zones, however *it is recommended that city staff consults with the City Attorney in order to determine if the proposed zoning change process complies with Castroville’s Comprehensive/Master Plan in the case that a property owner wants to be added or taken out of a historic district, or any district in that matter.*

- 3. In the CZO, Article IV, Section 2(A)(II)(5), the code defines a contributing structure as:

A structure that physically or historically contributes to the significance of a historic district.

Again, typically historic districts are created through overlays. Properties within these historic overlay districts have similar characteristics and meet a certain criterion, usually two or more, such as:

- History, heritage, and culture
- Historic context
- Significant persons
- Architecture
- Architect or master builder
- Unique visual features
- Archeological
- National and state recognition
- Historic education

Because Castroville’s historic districts are codified through zoning, there may be properties that meet this criterion, but have been left out of the historic district zoning boundaries. There are also properties that are within the historic district zoning boundaries, specifically on the edges, and do not meet this criterion. Although the zoning district characteristics are defined in the CZO, Article I, Section 17(4) and (6), *it is recommended that properties within these zoned historic district boundaries be surveyed to determine if they are contributing or non-contributing structures.* This is most likely a future and separate project for the city, since the historic districts take up a large geographical area of Castroville and could be done after new UDO is adopted.

- 4. Currently the CZO has a process for creating new historic districts but does not state the process to amend or re-evaluate historic district boundaries. *It is recommended that a section be written to address the process to amend existing historic boundaries, with guidance from the Texas Historic Commission.*

23 October 2024
Memorandum

Comprehensive Zoning Ordinance
Historic Preservation Code and
Design Guideline Review

5. In the CZO, Article I, Section 8(43), the code refers to the Historic Landmark Commission (HLC) as the Historical District Board. This is the only instance in where the HLC is referred by this name, which is an older name given to the HLC. *It is recommended that the Historical District Board be changed to Historic Landmark Commission since that is the current name of the commission and is referred to this way in the rest of the code.*

6. In the CZO, Article II, Section 1, there is a misprint in the legend. The black box and the white box have the same description:

Designates use permitted in district indicated.

This causes confusion on what is permitted and not-permitted in, not only historic districts, but all zoning districts. *It is recommended that the legend be updated to symbolize what is NOT permitted vs what IS permitted.*

7. In the CZO, Article IV, Section 2(A) "alterations" and "material changes" are similar with overlapping definitions. However, they are used differently throughout the code, which can be confusing.

Alteration – any construction or change to the exterior of a building, site, or structure

Examples: changing to a different type, style, or size of roofing or siding materials; changing, eliminating, or adding doors, door frames, windows, window frames, shutter, fences, railings, porches, columns, balconies, walls, steps, signs, or other ornamentation; the changing of paint color; dismantling, removing, or moving of any exterior features or demolition

Material changes – in exterior elements visible from a public right-of-way which affect the appearance or compatibility of any structure or property

Examples: doors, roofs, windows, stonework, woodwork, light fixtures, signs, sidewalks, fences, steps, and paving

A. *It is recommended that one or the other term be used, preferably alteration, to be consistent with the Texas Historic Commission terminology.* This eliminates the review authority of the HPO (see CZO, Article IV, Section 2(A)(II)(22)(a)(ii), but alterations would still be subject to HLC review.

8. In the CZO, Article IV, Section 2(A)(II)(7) "Design Guidelines" are defined as:

Guidelines which are adopted by the Historic Landmark Commission and guide property owners or residents to appropriate treatments to property designated as a historic landmark or within a landmark district.

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Design Guideline Review

- A. Because there are other “design guidelines” such as the Design Guidelines for Commercial Districts, also referred to design criteria, Building design guidelines, Landscaping design guidelines, and Highway 90 design guidelines, it is recommended that the term “Design Guidelines” be changed to “Overlay Design Guidelines for Historic Properties” as titled in Exhibit B of the CZO, Article IV, Section 2B.
 - B. It is recommended that the language be consistent throughout the code referring to which designated areas the Overlay Design Guidelines for Historic Properties apply to. Per CZO, Article IV, Section 2(A)(X)(B)(2), the guidelines apply to the historic landmarks and historic districts.
9. There are 3 terms that are used interchangeably: Historic District, Historic Overlay Zone, and Historic Landmark in the CZO, Article IV, Section 2(A)(II). Although Historic District and Historic Overlay Zone are accurately used, Historic Landmark is not. The code states:
- Historic landmark also referred to as a historic overlay zone, means a building, structure or site which satisfies two or more of the criteria set out in CZO, Article IV, Section 2, Subsection A (V) and which is designated as such in accordance with that section.

A landmark is typically a stand alone building or site, whereas an overlay zone is a district with multiple buildings or sites that often contain groups of landmarks. It is recommended that the definition for Historic Landmark be updated.

- 10. In CZO, Article IV, Section 2(A)(VI)(1), the code states:

The Letter "H" shall indicate the historic zoning overlay designation of those historic landmarks and districts which the City Council has designated. Such designation shall be in addition to any other zoning district designation established in the Comprehensive Zoning Ordinance. All zoning district maps shall reflect the designation of historic landmarks and/or districts by the letter "H".

Currently, the zoning district map <https://castrovilletx.gov/DocumentCenter/View/1201/Zoning-District-Map-PDF> and GIS maps <https://gissolutions.half.com/portal/apps/sites/#/castroville/apps/2d20f05f53ac42c7b9f0e4b6e53ce0b8/explore> do not show an “H” on the current historic districts or landmarks. This may cause confusion to property owners on which sites are within the historic districts. It is recommended that the zoning maps be updated to be consistent with the CZO language.

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Comprehensive Zoning Ordinance
Historic Preservation Code and
Design Guideline Review

11. In CZO, Article IV, Section 2(A)(VI)(2), the code states:

Historic landmark and district applications and/or requests may be initiated by the owner of the property(s) or his/her authorized representative, or the City Council, Historic Landmark Commission or Planning and Zoning Commission may direct the Historic Preservation Officer to initiate such a request on behalf of the city.

To my knowledge, there is no historic landmark and district application. *It is recommended that this be created in order to abide by the current code.*

12. The HLC currently has powers to move forward with a demolition by neglect procedure to save historic properties that are at risk of deterioration that can be fatal to the property or structure (CZO, Article IV, Section 2(A)(IX)). However, the city may not have any resources that would help the property owner to improve their property. *It is recommended that such resources are obtained with the help of the THC in order to properly preserve such properties within the historic districts.*

13. The Overlay Design Guidelines for Historic Properties is a great resource that property owners within historic districts can use to determine what alterations, additions, demolition and new construction is acceptable and recommended, however this document was written almost 10 years ago and does not include modern trends that exist in 2024. *It is recommended that this document be updated to include contemporary practices and guidelines* for items such as:

- a. The incorporation of passive systems on historic properties (solar panels, rain water harvesting systems, etc.)
- b. The use of recycled materials
- c. The preservation of heritage trees

14. According to the CZO, Article V, Section 2(3), the CG zoning district is exempt from the following:

- a. Section 3: Off-Street Parking – Design and Construction Standards, J. Landscaping
- b. Section 8: Off-Street Loading Requirements for Non-Residential Properties

The intention may be to not require parking for these properties, however, this also unintentionally exempts properties in the CG zoning district from complying with design and landscaping requirements. *It is recommended that regulations be developed for parking lots which incorporate landscaping that is compatible with the historic district.*

15. It is recommended that the new UDO keeps the Table of Requirements found in the CZO, Article III, Section 1, showing height, yard, lot area width, and lot depth regulations within the historic districts, or something similar to this. This can also be added in the “Historic Preservation” section of the code.

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- 16. It is recommended that the language in CZO, Article IV, Section 2(A)(III)(7) be kept to eliminate confusion between historic districts and a historic overlay zone.
- 17. It is recommended that the language in CZO, Article IV, Section 2(A)(VII)(2) be kept to eliminate work on city staff and streamline the process for requests regarding routine maintenance.

If you have any other questions in regards to the information above, or have additional questions, please feel free to reach out.

As stated, these are my recommendations and should be reviewed by the City Attorney to confirm that these recommended changes are feasible.

Thank you again for allowing me to give my feedback and please reach out if you have any questions!



Selina Angel | City of Castroville Historic Preservation Officer | Work5hop

PDF Page Number	CZO Page Number	Section
15	10	Article I Section 8 43
32	27	Article I Section 17
32	27	Article I Section 17 4
33	28	Article I Section 17 6
53	48	Article IV Section 1 3

53	48	Article IV Section 2 (A)(I)(5)
53	48	Article IV Section 2 (A)(I)(9)
54	50	Article IV Section 2 (A)(I)(15)
54	50	Article IV Section 2 (A)(I)(22)(a)(ii)
58	53	Article IV Section 2 (A)(IV)(2)(b)
58	53	Article IV Section 2 (A)(V)
59	54	Article IV Section 2 (A)(VI)(2)
67	62	Article IV Section 2 (A)(IX)(3)(a)
68	63	Article IV Section 2 (B)(2)

69	Exhibit B	Article IV Section 2B Overlay Design Guidelines for Historic Properties
73	1	City of Castroville Design Guidelines
75	3	City of Castroville Design Guidelines
75	3	City of Castroville Design Guidelines
84	14	City of Castroville Design Guidelines
106	36	City of Castroville Design Guidelines
106	36	City of Castroville Design Guidelines
140	68	City of Castroville Design Guidelines
177	4	Article IV Section 3B Design Criteria for Commercial Properties in CH District

Item

HISTORICAL DISTRICT BOARD – The body established by this Ordinance and appointed by the City Council to administer and guide the preservation, protection, reconstruction, and enhancement of places of historic and cultural significance in the City of Castroville.



Zoning Districts Established

H-E, Historical District...constructed and established by the founders and early settlers of Castroville, many of which are of log, stone and frame construction in the style commonly referred to as Alsatian, German or Early Texas and Victorian.

C-G, (Historic) Central Business District...historic structures and landmarks

...for building listed on the 1969 Texas Historical Commission Survey until it has received a recommendation from the Historic Review Board or a certificate from the Board...

...reflecting phases of Castroville's history;

...compatible and complementary in scale, form, color, proportion, texture, and material.

...the district's significance through location, design, setting, materials, workmanship, feeling and/or association.

Material changes...

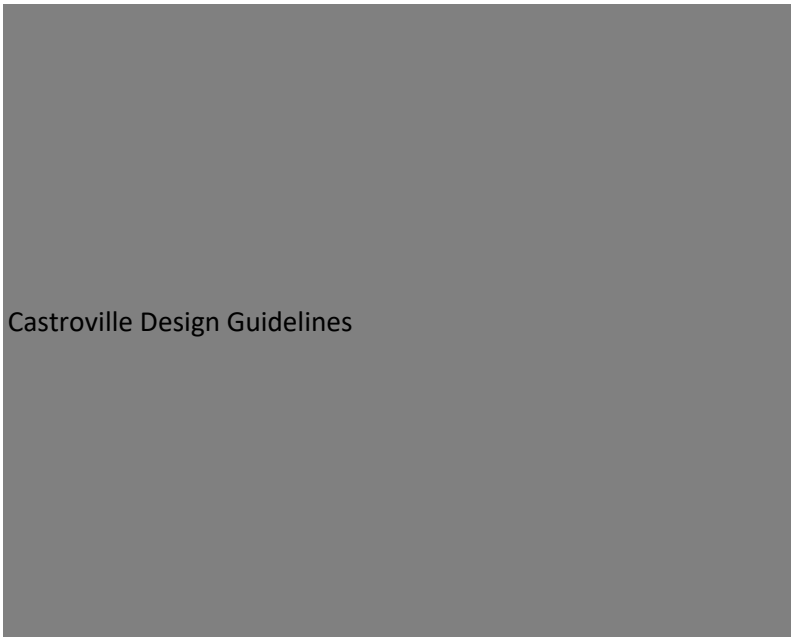
...update such survey from time to time.

Criteria for establishing historic landmarks and districts.

...Historic landmark and district applications...

...identify resources available...

...including but not limited to those properties and structures listed on the 1969 Texas Historical Commission Survey...



Castroville Design Guidelines

...Landmark Commission...(x2)

...Castroville Landmark Commission... (x3)

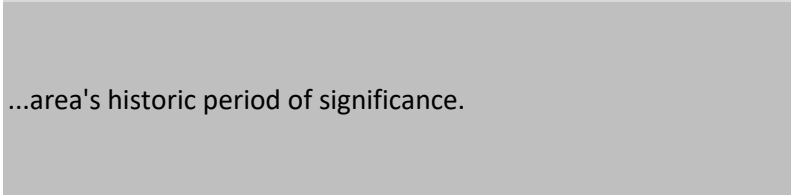
The ordinance also describes how the Commission will review exterior architectural changes to the town's ninety-six landmark properties when an owner decides to improve a property and requests a building permit...(x2)

...horizontal...

...2-1/2 to 4 feet from the ground to the top of the fence.

the front yard. The four-foot fences common today were not typical historically.

WHAT ARCHITECTURAL STYLE IS MY HOUSE?



...area's historic period of significance.

Comment

For consistency, and to avoid confusion, it is recommended that this language be changed to Historic Landmark Commission.

Currently Castroville's historic districts are codified through zoning. The historic districts consist of parcels that fall within the HE (Historical District) and CG (Historic Central Business District) districts. Typically, historic districts are created via overlays. Overlays are a zoning tool used to add additional regulations and standards to a base zone. Overlays can help protect the character of an area. They do not affect the uses allowed or prohibited on a property.

The downfall of using base zoning to define historic districts is that if a property owner wants to rezone their property to something other than HE or CG, and if approved through the proper channels, the historic property can lose its historic preservation protection.

It is recommended that historic districts be defined through overlays, atop base zoning. This will allow for changes to base zoning while maintain the definition of the historic districts.

The period of significance for this historic district is not clearly defined. Establishing specific dates is recommended to accurately distinguish between contributing and non-contributing structures.

The period of significance for this historic district is not defined. Establishing specific dates is recommended to accurately distinguish between contributing and non-contributing structures.

It has been determined by the City attorney that any of the 1969 properties that fall outside the CG or HE districts are not under HLC purview, therefore I suggest updating the language here.

For consistency, and to avoid confusion, I would suggest changing to Historic Landmark Commission.

Different periods of significance need to be established.

For "non-contributing" structures

The period of significance for both historic districts are not defined. Establishing specific dates is recommended to accurately distinguish between contributing and non-contributing structures. It is recommended that the guidelines address the treatment of non-contributing structures.

“Alterations” and “material changes” are similar with overlapping definitions. However, they are used differently throughout the code, which can be confusing. It is recommended that one or the other term be used, preferably alteration, to be consistent with the Texas Historic Commission terminology. This eliminates the review authority of the HPO, but alterations would still be subject to HLC review.

It is recommended that properties within the CG- and HE-zoned historic district boundaries be surveyed to determine their status as contributing or non-contributing structures. This effort would also serve to update the City’s historic inventory.

Currently the CZO has a process for creating new historic districts but does not state the process to amend or re-evaluate historic district boundaries. It is recommended that a section be written to address the process to amend existing historic boundaries, with guidance from the Texas Historic Commission.

To my knowledge, there is no historic landmark and district application. It is recommended that this be created in order to abide by the current code.

The HPO will always share available federal and state programs with property owners. It is recommended that the City develop local programs to assist homeowners with renovations to historic properties.

It has been determined by the City attorney that any of the 1969 properties that fall outside the CG or HE districts are not under HLC purview, therefore I suggest updating the language here.

It is recommended that this document be updated to include contemporary practices and guidelines for items such as:

The incorporation of passive systems on historic properties (solar panels, rain water harvesting systems, etc.)

The use of recycled materials

Include recommendations on exterior mechanical, electrical, plumbing (MEP) visible from the public right-of-way

Landscaped parking lots

Define the period of significance

Define contributing and non-contributing properties and how the guidelines apply to them

For consistency, and to avoid confusion, it is recommended that this language be changed to Historic Landmark Commission.

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Determine if vertical wood siding and other materials are acceptable by HLC.

For consistency and clarity, it is recommended that the maximum front yard height remain consistent throughout the document.

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It is recommended that “modern” architectural styles be added after the period of significance to ensure they are recognized and understood, even if they are classified as non-contributing properties.

It is recommended to establish a period of significance for both HE and GC districts.

Effort Priority Assigned To

Language change

Creating Historic
Overlay
Zone changes
Language change

Establishing period
of significance

Adding language

Language change

Establishing period
of significance

Adding language

Language change

Language change

Language change

Language change

Language change

Establishing period of significance
Adding language
Language change

Language change

Establishing period of significance
Adding language
Language change

Language change

Update historic survey inventory

Adding language

Create application

Create incentive/local programs

Language change

Updating and adding to design guidelines

Language change

Language change

Language change

Language change

Language change

Adding language

Language change

Language change

Adding language

Adding language

Adding language

Establishing period of significance

PDF Page Number	CZO Page Number	Section	Item
15	10	Article I Section 8 43	HISTORICAL DISTRICT BOARD – The body established by this Ordinance and appointed by the City Council to administer and guide the preservation, protection, reconstruction, and enhancement of places of historic and cultural significance in the City of Castroville.
53	48	Article IV Section 1 3	...for building listed on the 1969 Texas Historical Commission Survey until it has received a recommendation from the Historic Review Board or a certificate from the Board...
53	48	Article IV Section 2 (A)(I)(9)	...compatible and complementary in scale, form, color, proportion, texture, and material.
54	50	Article IV Section 2 (A)(I)(22)(a)(i) i)	Material changes...
68	63	Article IV Section 2 (B)(2)	...including but not limited to those properties and structures listed on the 1969 Texas Historical Commission Survey...
73	1	City of Castroville Design Guidelines	...Landmark Commission...(x2)
75	3	City of Castroville Design Guidelines	...Castroville Landmark Commission... (x3)
75	3	City of Castroville Design Guidelines	The ordinance also describes how the Commission will review exterior architectural changes to the town's ninety-six landmark properties when an owner decides to improve a property and requests a building permit...(x2)
106	36	City of Castroville Design Guidelines	...2-1/2 to 4 feet from the ground to the top of the fence.

106 36 City of
 Castroville the front yard. The four-foot fences common today were not
 Design typical historically.
 Guidelines

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Effort	Priority	Assigned To
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PDF Page Number	CZO Page Number	Section	Item
58	53	Article IV Section 2 (A)(V)	Criteria for establishing historic landmarks and districts.
84	14	City of Castroville Design Guidelines	...horizontal...
140	68	City of Castroville Design Guidelines	WHAT ARCHITECTURAL STYLE IS MY HOUSE?

Comment

Currently the CZO has a process for creating new historic districts but does not state the process to amend or re-evaluate historic district boundaries. It is recommended that a section be written to address the process to amend existing historic boundaries, with guidance from the Texas Historic Commission.

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Effort	Priority	Assigned To
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Adding language

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PDF Page Number	CZO Page Number	Section	Item
32	27	Article I Section 17 4	H-E, Historical District...constructed and established by the founders and early settlers of Castroville, many of which are of log, stone and frame construction in the style commonly referred to as Alsatian, German or Early Texas and Victorian.
33	28	Article I Section 17 6	C-G, (Historic) Central Business District...historic structures and landmarks
53	48	Article IV Section 2 (A)(I)(5)	...reflecting phases of Castroville's history;
54	50	Article IV Section 2 (A)(I)(15)	...the district's significance through location, design, setting, materials, workmanship, feeling and/or association.
177	4	Article IV Section 3B Design Criteria for Commercial Properties in CH District	...area's historic period of significance.

Comment

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Effort Priority Assigned To

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PDF Page Number	CZO Page Number	Section	Item
59	54	Article IV Section 2 (A)(VI)(2)	...Historic landmark and district applications...

Comment

To my knowledge, there is no historic landmark and district application. It is recommended that this be created in order to abide by the current code.

Effort Priority Assigned To

Create application

PDF Page Number	CZO Page Number	Section	Item
69	Exhibit B	Article IV Section 2B Overlay Design Guidelines for Historic Properties	Castroville Design Guidelines

Comment

It is recommended that this document be updated to include contemporary practices and guidelines for items such as:

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The use of recycled materials

Include recommendations on exterior mechanical, electrical, plumbing (MEP) visible from the public right-of-way

Landscaped parking lots

Define the period of significance

Define contributing and non-contributing properties and how the guidelines apply to them

Effort Priority Assigned To

Updating and
adding to design
guidelines

PDF Page Number	CZO Page Number	Section	Item
58	53	Article IV Section 2 (A)(IV)(2)(b)	...update such survey from time to time.

Comment

It is recommended that properties within the CG- and HE-zoned historic district boundaries be surveyed to determine their status as contributing or non-contributing structures. This effort would also serve to update the City's historic inventory.

Effort	Priority	Assigned To
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Update historic survey inventory		
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PDF Page Number	CZO Page Number	Section	Item
32	27	Article I Section 17	Zoning Districts Established

Comment

Currently Castroville's historic districts are codified through zoning. The historic districts consist of parcels that fall within the HE (Historical District) and CG (Historic Central Business District) districts. Typically, historic districts are created via overlays. Overlays are a zoning tool used to add additional regulations and standards to a base zone. Overlays can help protect the character of an area. They do not affect the uses allowed or prohibited on a property.

The downfall of using base zoning to define historic districts is that if a property owner wants to rezone their property to something other than HE or CG, and if approved through the proper channels, the historic property can lose its historic preservation protection.

It is recommended that historic districts be defined through overlays, atop base zoning. This will allow for changes to base zoning while maintain the definition of the historic districts.

Effort	Priority	Assigned To
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Creating Historic Overlay		
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Zone changes		
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Language change		
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PDF Page Number	CZO Page Number	Section	Item
67	62	Article IV Section 2 (A)(IX)(3)(a)	...identify resources available...

Comment

The HPO will always share available federal and state programs with property owners. It is recommended that the City develop local programs to assist homeowners with renovations to historic properties.

Effort	Priority	Assigned To
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Create incentive/local programs		
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- (29) **FLOOR AREA** – The total square feet of floor space within the outside dimensions of a building including each floor level, but excluding cellars, carports, or garages.
- (30) **GROUND COVER** - Groundcover shall be grass, turf, sod, vines, bulbs, potted flowers, or bedding plants identified in Appendix A, Table 1, Xeriscape Landscape Plantings. Pebbles, wood chips, bark, mulch, straw and similar materials, may be used in conjunction with groundcover to delineate planting beds and complement planting design. Areas dedicated for lawns shall be cleared of debris, graded level, and covered with sod, turf, or grass seed.
- (31) **HEIGHT** – The vertical distance of a building measured from the average established grade at the street line or from the average natural front yard ground level, whichever is higher, to 1) the highest point of the roof's surface if a flat surface, 2) to the deck line of mansard roofs or, 3) to the mean height level between eaves and ridge for hip and gable roofs and, in any event, excluding chimneys, cooling towers, elevator bulkheads, penthouses, tanks, water towers, radio towers, ornamental cupolas, domes or spires, and parapet walls not exceeding ten (10) feet in height. If the street grade has not been officially established, the average front yard grade shall be used for a base level.
- (32) **IRRIGATION SYSTEM** - A water distribution system that ensures that all plant materials and landscaped areas are watered on a regular basis.
- (33) **LANDSCAPED BUFFER STRIP** - A planted area consisting of trees, shrubs and groundcover required in a buffer yard.
- (34) **LANDSCAPED AREA** - An area of a lot that is improved with grass, shrubs, trees, other vegetation and/or ornamental objects. Typically, landscaped areas are designed and arranged to produce an aesthetically pleasing effect
- (35) **LOT** – Land occupied or to be occupied by a building and its accessory building and including such open spaces as are required under this Ordinance and having its principal frontage upon a public street or officially approved place.
- (36) **LOT DEPTH AND WIDTH** – The mean distance between the front and rear lot lines and the width of a lot at the front building setback line, respectively. (See Paragraph (51) Illustrations)
- (37) **LOT LINES** – The lines bounding a lot as defined herein.
- (38) **LOT OF RECORD** – A lot, which is part of a subdivision, the plat of which has been recorded in the office of the County Clerk of Medina County or a parcel of land, the deed for which is recorded in the office of the County Clerk of Medina County prior to the adoption of the City's Subdivision Ordinance.
- (39) **LOT, REVERSE CORNER** – A corner lot which has a rear lot line contiguous with the side lot line of an adjacent lot.
- (40) **MAIN BUILDING** – The building or buildings on a lot which are occupied by the principal use.
- (41) **NONCONFORMING USE** – A building, structure or use of land lawfully existing at the time of the effective date of this Ordinance or amendments thereto, and which does not conform to the use regulations of this Ordinance applicable to the district in which it is located.
- (42) **OCCUPANCY** – The use or intended use of the land or buildings by proprietors or tenants.
- (43) **HISTORICAL DISTRICT BOARD** – The body established by this Ordinance and appointed by the City Council to administer and guide the preservation, protection, reconstruction, and enhancement of places of historic and cultural significance in the City of Castroville.
- (44) **OPEN SPACE** – Area included in any side, rear or front yard or any unoccupied space on the lot that is open and unobstructed to the sky except for the ordinary projections of cornices, eaves, or porches.

Page: 1

Number: 1 Author: Selina Angel Subject: Comment on Text Date: 1/27/2026 10:51:44 AM

For consistency, and to avoid confusion, it is recommended that this language be changed to Historic Landmark Commission.

Section 16. Municipal and Other Public Uses

The provisions of this Ordinance are not intended, and shall not be construed, to preclude the use of any property owned by the City, County, State, or Federal Government in any government capacity, function, or purpose, provided, however, that any public use of such governmental units shall be subject to the review and consideration of the City Council.

Section 17. Zoning Districts Established

The City of Castroville is hereby divided into eleven (11) zoning districts. The use, height and area regulations as set out herein are uniform within each district. The eleven districts established are herein described and shall be known as:

- (1) R-A, SINGLE-FAMILY DWELLING DISTRICT - This district comprises the preponderant portion of the existing housing development in the City of Castroville, and in addition, is considered to be the property classification for large areas of the undeveloped land remaining in the City either as an interim or permanent zoning. This district is intended to be composed of single-family dwellings together with public schools, churches and public parks and other uses of a similar and compatible nature as permitted by this Ordinance which are essential to create basic neighborhood units. The single-family district is not intended to be subject to major alterations in the boundaries of a district may be appropriate in order to realize a reasonable development of the land.
- (2) R-C, GENERAL RESIDENCE DISTRICT - This district is intended to be applied to areas containing a mixture of single-family, two-family, and multiple-family dwellings. Districts are intended to be located near commercial and industrial areas and other types of activity and employment centers where they will serve both the City's housing needs and as transition areas between heavy traffic generators and single-family dwelling districts. The regulations of this Ordinance are designed to protect the residential character and to prevent the over-crowding of land by providing minimum standards for building spacing, yards, off-street parking and building coverage. The building height permitted in this district shall be a maximum height of thirty (30) feet or two and a half (2½) stories.
- (3) P-D, PLANNED DEVELOPMENT DISTRICT - This district is intended to be applied to areas of the City (e.g.: subsequent to the adoption of this Ordinance) where it can be determined that the approval of an overall development plan presented by a petitioner will result in appropriate land use which will be of benefit to the City in terms of compatibility of use, as well as timeliness and orderliness of development, while offering a developer flexibility in terms of regulatory controls applicable to "single purpose development".
- ²(4) H-E, HISTORICAL DISTRICT - This district is intended for application where there exists in the City of Castroville areas and places of cultural and historical importance which are the local, state, and national significance. The areas are characterized by the existence of a substantial number of homes, buildings, landmarks, and other historic places ³constructed and established by the founders and early settlers of Castroville, many of which are of log, stone and frame construction in the style commonly referred to as Alsatian, German or Early Texas and Victorian. These buildings and places exist in significant quantity and concentrations within the City and establish a unique historic character which establishes the necessity for historic zoning districts.

Number: 1 Author: Selina Angel Subject: Comment on Text Date: 1/28/2026 9:47:51 AM

Currently Castroville’s historic districts are codified through zoning. The historic districts consist of parcels that fall within the HE (*Historical District*) and CG (*Historic Central Business District*) districts. Typically, historic districts are created via overlays. Overlays are a zoning tool used to add additional regulations and standards to a base zone. Overlays can help protect the character of an area. They do not affect the uses allowed or prohibited on a property.

The downfall of using base zoning to define historic districts is that if a property owner wants to rezone their property to something other than HE or CG, and if approved through the proper channels, the historic property can lose its historic preservation protection.

It is recommended that historic districts be defined through overlays, atop base zoning. This will allow for changes to base zoning while maintain the definition of the historic districts.


Number: 2 Author: Selina Angel Subject: Highlight Date: 1/27/2026 9:20:28 AM

Number: 3 Author: Selina Angel Subject: Comment on Text Date: 1/27/2026 10:36:07 AM

The period of significance for this historic district is not clearly defined. Establishing specific dates is recommended to accurately distinguish between contributing and non-contributing structures.

- (5) C-F, NEIGHBORHOOD BUSINESS DISTRICT - This district allows retail type uses which are of a convenience nature to residential areas having proximity. The C-F District is intended to be applied at the intersections of major thoroughfares and/or collector streets.
- (6) C-G, (HISTORIC) CENTRAL BUSINESS DISTRICT - This district is comprised of numerous historic structures and landmarks. This district is subject to the provisions of Article IV, Section Two (2) as to permitted uses and regulatory control. The building height permitted in this district shall be a maximum height of thirty (30) feet or two and a half (2 ½) stories.
- (7) C-H, West Commercial District - This district shall begin at the Western City limits of the City and shall run eastwardly the length of Highway 90 to Constantinople Street. The northern and southern boundaries of the district are as shown on the Comprehensive Zoning Ordinance Map of the City of Castroville. This district shall permit a wide variety of commercial uses intended to serve the entire community and includes the strip commercial areas which have developed along the major thoroughfares and highway in the City of Castroville. The maximum building height permitted in this area is forty (40) feet or three (3) stories.
- (8) C-H, CENTRAL COMMERCIAL DISTRICT - This district shall begin with Constantinople Street on the west and shall run eastwardly along Highway 90 to the Medina River. The northern and southern boundaries of this district are as shown on the Comprehensive Zoning Ordinance Map of the City of Castroville. This district shall provide a wide variety of commercial uses intended to serve the entire community. The maximum building height permitted in this area is thirty (30) feet or two and a half (2½) stories.
- (9) C-H, East Commercial District - This district shall begin at the Medina River and shall run eastwardly along Highway 90 and shall end at the eastern City limit. The northern and southern boundaries of this district are as shown on the Comprehensive Zoning Ordinance Map of the City of Castroville. This district shall permit a wide variety of commercial uses intended to serve the entire community and includes the strip commercial areas which have developed along the major thoroughfares and highway in the City of Castroville. The maximum building height permitted in this area is forty (40) feet or three (3) stories.
- (10) I-I, INDUSTRIAL DISTRICT - By its nature, the district is intended for application in areas where uses of an industrial nature that do not emit noxious odors, noises, dust, smoke, and vibrations will be compatible with other districts having proximity.
- (11) M-H, MANUFACTURED HOME PARK - This district is intended to be applied to areas of the City where use of the land is dictated by previous use or previous zoning for Manufactured Home Park, obtained by Gilliam Mobile Home Park and excluding all others, for areas where the establishment of a Manufactured Home Park will provide additional economical housing for the citizens of the community and where such development may be appropriate in order to realize a reasonable development of vacant land within the City.

 Number: 1 Author: Selina Angel Subject: Highlight Date: 1/27/2026 9:22:01 AM

 Number: 2 Author: Selina Angel Subject: Comment on Text Date: 1/27/2026 10:36:32 AM

The period of significance for this historic district is not defined. Establishing specific dates is recommended to accurately distinguish between contributing and non-contributing structures.

ARTICLE IV.

SPECIAL USE REGULATIONS

Section 1. Specific Use Permits.

- (1) The City Council of the City of Castroville, Texas, after public hearing and proper notice to all parties affected, in accordance with the notice procedure prescribed for amending the Zoning Ordinance, and after recommendation by the Planning and Zoning Commission, may authorize the issuance of "Specific Use Permits" for the uses indicated in Article II.
- (2) The Planning and Zoning Commission in considering and determining their recommendation, or the City Council in considering any request for a Specific Use Permit, may require from the applicant plans and/or pertinent information concerning the location, function and characteristics of any use proposed. The City Council may, in the interest of assuring compliance with the intent and purposes of this Ordinance, establish conditions of operation with respect to any use for which a permit is authorized.
- (3) *The Planning and Zoning Commission shall not take action upon any request for specific use permit for buildings listed on the 1969 Texas Historical Commission Survey until it has received a recommendation from the Historic Review Board or a certificate from the Board showing failure to take action.

* Any provision contained in the Comprehensive Zoning Ordinance that are inconsistent with this amendment are hereby repealed.

Section 2. Historic Districts and Landmarks

A. SPECIAL HISTORIC DISTRICT AND LANDMARK REGULATIONS

I. Purpose.

The purpose of this article is to:

- (1) Protect, enhance, and perpetuate the city's history, culture and architecture by promoting the value and importance in establishing historic landmarks and districts;
- (2) Strengthen the economy of the City of Castroville;
- (3) Protect and enhance Castroville's attractiveness to visitors and residents;
- (4) Promote the enjoyment and use of historic resources by the people of Castroville;
- (5) Acknowledge and preserve diverse architectural styles, patterns of development, and design preferences reflecting phases of Castroville's history;
- (6) Ensure harmonious, orderly, and managed growth and development of the city;
- (7) Increase public awareness and appreciation of Castroville's historic past and unique sense of place;
- (8) Educate the public on the benefits of historic preservation; and
- (9) Maintain a generally harmonious outward appearance of both historic and modern structures that are compatible and complementary in scale, form, color, proportion, texture, and material.

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- Number: 1 Author: Selina Angel Subject: Highlight Date: 1/27/2026 10:38:05 AM
It has been determined by the City attorney that any of the 1969 properties that fall outside the CG or HE districts are not under HLC purview, therefore I suggest updating the language here.

 - Number: 2 Author: Selina Angel Subject: Comment on Text Date: 1/27/2026 10:38:46 AM
For consistency, and to avoid confusion, I would suggest changing to Historic Landmark Commission.

 - Number: 3 Author: Selina Angel Subject: Highlight Date: 1/27/2026 9:34:28 AM

 - Number: 4 Author: Selina Angel Subject: Comment on Text Date: 1/27/2026 9:35:22 AM
Different periods of significance need to be established.

 - Number: 5 Author: Selina Angel Subject: Comment on Text Date: 1/27/2026 9:36:30 AM
For "non-contributing" structures

II. Definitions.

The following words, terms, and phrases, when used in this chapter, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

- (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 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.
- (2) Archaeology means the science or study of the material remains of past life or activities and physical site, location, or context in which they are found, as delineated in the Department of the Interior's Archaeological Resources Protection Act of 1979.
- (3) Area means a specific geographic division in the City of Castroville.
- (4) Certificate of Appropriateness means a signed and dated certificate evidencing the approval of the reviewing authority for any alteration proposed by an owner or applicant, pursuant to CZO, Article IV, Section 2, Subsection A (VII).
- (5) ¹Contributing structure means a structure that physically or historically contributes to the significance of a historic district.
- (6) Demolition means an act or process that destroys or razes in whole, or in part, a building, object, site or structure, including the permanent impairment of structural integrity. This includes demolition by neglect, which is defined as inaction or series of inaction that result in the destruction or irredeemable deterioration of a landmark building.
- (7) Design guidelines means guidelines which are adopted by the Historic Landmark Commission and guide property owners or residents to appropriate treatments to property designated as a historic landmark or within a landmark district.
- (8) Historic district also referred to as a historic overlay zone, means a designated geographic area in the city which satisfies two or more of the criteria set out in CZO, Article IV, Section 2, Subsection A (V), containing landmarks or clusters of structures, including their accessory buildings, fences and other appurtenances, and natural resources having historical, cultural, and archeological significance, and which is designated as such in accordance with that section. ²A historic district may have within its boundaries other structures that, while not of such historic, cultural, or architectural significance as to be designated as a historic landmark, nevertheless contribute to the overall visual setting and character of the district.
- (9) ³Historic landmark also referred to as a historic overlay zone, means a building, structure or site which satisfies two or more of the criteria set out in CZO, Article IV, Section 2, Subsection A (V) and which is designated as such in accordance with that section.
- (10) ⁴Historic overlay zone sees historic district and historic landmark.
- (11) Historic preservation plan or preservation plan means a document established by the Historic Landmark Commission and adopted by the City Council providing policy recommendations to guide historic preservation activities for the city.
- (12) ⁵In-kind replacement means repairing or replacing materials to match the existing materials in composition, design and color.

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- Number: 1 Author: Selina Angel Subject: Comment on Text Date: 1/27/2026 10:39:33 AM
The period of significance for both historic districts are not defined. Establishing specific dates is recommended to accurately distinguish between contributing and non-contributing structures.

 - Number: 2 Author: Selina Angel Subject: Comment on Text Date: 1/27/2026 10:41:37 AM
It is recommended that the guidelines address the treatment of non-contributing structures.

 - Number: 3 Author: Selina Angel Subject: Comment on Text Date: 1/28/2026 10:00:01 AM
A "historic landmark" should be defined separately than a "historic overlay". A landmark is typically a stand alone building or site, whereas an overlay zone is a district with multiple buildings or sites that often contain groups of landmarks. It is recommended that the definition for Historic Landmark be updated.

 - Number: 4 Author: Selina Angel Subject: Comment on Text Date: 1/27/2026 10:42:37 AM
All these terms should be defined separately since they are all different.

 - Number: 5 Author: Selina Angel Subject: Highlight Date: 1/27/2026 10:43:03 AM

- (13) Historic Landmark Commission or Commission means the Historic Landmark Commission of the City of Castroville, established in accordance with this chapter.
- (14) Move-in building means a building that has been moved onto an existing lot.
- (15) Noncontributing structure means a structure in a historic district that does not contribute to the district's significance through location, design, setting, materials, workmanship, feeling and/or association.
- (16) Preservation means act or process of applying measures necessary to sustain the existing form, integrity, and materials of a historic property.
- (17) Reasonable rate of return means a reasonable profit or capital appreciation which may accrue from the use or ownership of a structure or property as the result of an investment or labor.
- (18) Reconstruction means the act or process of depicting, by means of new construction, the form, features, and detailing of a non-surviving site, landscape, building, structure, or object for the purpose of replicating its appearance at a specific period of time and in its historic location.
- (19) Rehabilitation means the act or process of making possible a compatible use for a property through repair, alterations, and additions while preserving those portions or features which convey its historical, cultural, or architectural values.
- (20) Relocation means any change to the location of a structure, object, or material thing from its present setting to another setting.
- (21) Restoration means the act or process of accurately depicting the form, features, and character of a property as it appeared at a particular period of time by means of the removal of features from other periods in its history and reconstruction of missing features from the restoration period.
- (22) Reviewing Authority means the following:
- a) The Historic Preservation Officer is the reviewing authority for applications regarding:
 - i. Repair (other than routine maintenance) of a structure or property designated or pending designation as a historic landmark or located in an area designated or pending designation as a historic district; and
 - ii. 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.
 - b) The Historic Landmark Commission is the reviewing authority for applications regarding:
 - i. Reconstruction, alteration, addition, stabilization, restoration or rehabilitation of a structure or property designated or pending designation as a historic landmark or located in an area designated or pending designation as a historic district
 - ii. Demolition or relocation of a site or structure designated or pending designation as a historic landmark or district; and

Number: 1 Author: Selina Angel Subject: Comment on Text Date: 1/27/2026 10:44:00 AM
The period of significance for both historic districts are not defined. Establishing specific dates is recommended to accurately distinguish between contributing and non-contributing structures. It is recommended that the guidelines address the treatment of non-contributing structures.

Number: 2 Author: Selina Angel Subject: Highlight Date: 1/27/2026 10:44:13 AM

Number: 3 Author: Selina Angel Subject: Comment on Text Date: 1/28/2026 9:58:17 AM
"Alterations" and "material changes" are similar with overlapping definitions. However, they are used differently throughout the code, which can be confusing. It is recommended that one or the other term be used, preferably alteration, to be consistent with the Texas Historic Commission terminology. This eliminates the review authority of the HPO, but alterations would still be subject to HLC review.

- iii. New construction on real property which is located in an area designated or pending designation as a historic landmark or district or on land necessary for access to and use of a structure designated or pending designation as a historic landmark or district; and
- iv. The Historic Preservation Officer may at any time, for any reason, defer judgement regarding a Certificate of Appropriateness to the Historic Landmark Commission.

- (23) **Routine maintenance** means any work which is to correct any deterioration, decay or damage to a structure or property, or any part thereof, and to restore to the same condition prior to such deterioration, decay or damage, using the same materials and design as the original. Routine maintenance does not include a change in design, material or outward appearance, but does include in-kind replacement or repair. Examples of routine maintenance include but are not limited to: repainting in same colors that exist, replacement of roofing materials in the same color, materials and design, repairing siding or windows in the same materials and design, and repair of sidewalks and driveways using the same type and color of materials.
- (24) **Secretary of the Interior's Standards for Rehabilitation** means the Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings as those documents may be updated from time to time.
- (25) **Site** means the location of a significant event, a prehistoric or historic occupation or activity, or a structure or cluster of structures, whether standing, ruined, or vanished, where the location itself maintains historical or archeological value, regardless of the value of any existing structure.
- (26) **Stabilization** means the act or process of applying measures designed to reestablish a weather resistant enclosure and the structural stability of an unsafe or deteriorated structure or property while maintaining the essential form as it presently exists.
- (27) **Structure** means anything constructed or erected which requires location on the ground or is attached to something having a location on the ground, including, without limitation, buildings.
- (28) **Survey and inventory** means the systematic listing of cultural, historic, architectural or archeological resources prepared by the city, state or federal government, following standards set forth by federal, state and city regulations for evaluations of cultural properties.

III. Historic Landmark Commission.

A Commission is hereby created to be known as the Historic Landmark Commission, which may be referred to as the "Commission" or "Historic Landmark Commission" in this article.

- (1) **Membership.** The Commission is composed of seven members appointed by the City Council with consideration given to the following recommended professions: architect, planner, historian, licensed real estate broker, property owner of a historic landmark or in a historic district, attorney, and archeologist.
- (2) **Membership credentials.** All Commission members shall have a known and demonstrated interest, competence, or knowledge in historic preservation within the city.
- (3) **Terms.** Commission members shall serve for staggered terms of two years ending on October 31. The City Council shall appoint the chairperson of the Commission. The vice-chairperson shall be elected annually by the Commission members.

T Number: 1 Author: Selina Angel Subject: Highlight Date: 1/27/2026 10:47:23 AM

T Number: 2 Author: Selina Angel Subject: Highlight Date: 1/27/2026 9:46:10 AM

o) *Create committees.* Create committees from among its memberships and delegate to these committee’s responsibilities to carry out the purposes of this chapter.

(6) *Meetings.* The regularly scheduled Commission meetings shall be scheduled at least once each month as necessary to complete its work in a timely manner, with additional meetings upon call by the Commission chairperson or upon petition of a simple majority of Commission members. Four members present shall constitute a quorum, and issues shall be decided by a simple majority vote of the members present. All meetings shall be held in conformance with the Texas Open Meetings Act, V.T.C.A., Texas Local Government Code Ch. 551. The minutes of each meeting shall be filed in the City Secretary’s Office. The Commission must meet no less than six times per year.

(7) *Effect of decisions.* Unless appealed, the determinations of the reviewing authority on certificates of appropriateness or certificates of demolition are final. Actions taken or recommendations made by the Historic Landmark Commission that are subject to review by the Planning and Zoning Commission or the City Council are not binding on those bodies, and the reviewing body may decide a matter contrary to recommendations or actions of the Historic Landmark Commission.

IV. Historic Preservation Officer.

(1) *Appointment.* The City Administrator shall provide for the appointment of a qualified staff person to serve as the Historic Preservation Officer, or City Council shall contract with a qualified outside entity to serve as the Historic Preservation Officer. The Historic Preservation Officer shall administer this Chapter and advise the Commission on matters submitted to it.

(2) *Duties.* In addition to serving as representative of the Commission, the Historic Preservation Officer is responsible for:

a) Coordinating the city's historic preservation activities with those of local, state, and federal agencies and with local, state, and national nonprofit preservation organizations, as well as other municipal departments and the general public.

b) The Historic Preservation Officer shall maintain the city's survey and inventory and shall update such survey from time to time.

c) The Historic Preservation Officer shall also have the authority to set deadlines for submittals of applications in order to assure adequate staff review time and notification of the Commission and general public.

d) The Historic Preservation Officer is the reviewing authority for certain certificates of appropriateness as defined previously in this Chapter. The Historic Preservation Officer may at any time, for any reason, defer judgement regarding a Certificate of Appropriateness to the Historic Landmark Commission.

2. V. Criteria for establishing historic landmarks and districts.

A historic landmark or district may be established to preserve places and areas of historic, cultural, or architectural importance and significance if it meets any two of the following criteria:

(1) *History, heritage, and culture.* Represents the historic development, ethnic heritage or cultural characteristics of the city, state, or county.

Number: 1 Author: Selina Angel Subject: Comment on Text Date: 1/27/2026 10:49:20 AM

It is recommended that properties within the CG- and HE-zoned historic district boundaries be surveyed to determine their status as contributing or non-contributing structures. This effort would also serve to update the City’s historic inventory.

Number: 2 Author: Selina Angel Subject: Comment on Text Date: 1/28/2026 9:53:53 AM

Currently the CZO has a process for creating new historic districts but does not state the process to amend or re-evaluate historic district boundaries. It is recommended that a section be written to address the process to amend existing historic boundaries, with guidance from the Texas Historic Commission.


- (2) *Historic context.* Is associated with events that have made a significant contribution to the broad patterns of local, regional, state, or national history.
- (3) *Significant persons.* Is associated with the lives of persons significant in our past.
- (4) *Architecture.* Embodies the distinctive characteristics of a type or period of architecture, method of construction, exceptional craftsmanship, architectural innovation, landscape or site design, or contains details which represent folk or ethnic art.
- (5) *Architect or master builder.* Represents the work of a master designer, builder, or craftsman.
- (6) *Unique visual feature.* Represents an established and familiar visual feature that is a source of pride or cultural significance.
- (7) *Archeological.* Possesses archeological or paleontological value in that it has produced or can be expected to produce data affecting theories of historic or prehistoric interest.
- (8) *National and state recognition.* Eligible for or designated as a National Historic Landmark, Recorded Texas Historic Landmark, State Antiquities Landmark, American Civil Engineering Landmark, or eligible for inclusion in the National Register of Historic Places.
- (9) *Historic education.* Represents an era of architectural, social, or economic history that allows an understanding of how the place or area was used by past generations.

VI. Process for designating historic landmarks and districts.

- (1) Authority to designate. The City Council may designate and zone certain sites, districts, areas, buildings, and lands in the city as historic landmarks to be protected, enhanced, and preserved in the interest of culture, prosperity, education and general welfare of the people, and define, amend, and delineate the boundaries thereof.

The Letter "H" shall indicate the historic zoning overlay designation of those historic landmarks and districts which the City Council has designated. Such designation shall be in addition to any other zoning district designation established in the Comprehensive Zoning Ordinance. All zoning district maps shall reflect the designation of historic landmarks and/or districts by the letter "H".

- (2) Authority to initiate a request for designation. ¹Historic landmark and district applications and/or requests may be initiated by the owner of the property(s) or his/her authorized representative, or the City Council, Historic Landmark Commission or Planning and Zoning Commission may direct the Historic Preservation Officer to initiate such a request on behalf of the city. The Historic Preservation Officer shall provide property owners with notice of a public hearing to initiate the historic designation process at least ten days before the date set for the public hearing.
- (3) Moratorium upon initiation of designation. Upon initiation of the designation, the Historic Preservation Officer shall immediately notify the Building Official. The Building Official shall not accept any application for a permit to alter, demolish, or remove any structure on the property unless a Certificate of Appropriateness has been issued in accordance with CZO, Article IV, Section 2, Subsection A (VII & VIII). This moratorium ends on the earliest of the following dates:
 - a) If the proposed zoning change is approved, the effective date of the ordinance implementing the change;
 - b) If the proposed zoning change is denied, the day after the City Council makes its final decision; or

 Number: 1 Author: Selina Angel Subject: Comment on Text Date: 1/28/2026 10:01:12 AM
To my knowledge, there is no historic landmark and district application. It is recommended that this be created in order to abide by the current code.

- i) Defective or lack of weather protection for exterior wall coverings, including lack of paint or other protective covering.
- j) Any fault, defect or condition in the structure that renders it structurally unsafe or not properly watertight.
- k) Deterioration of any exterior feature so as to create a hazardous condition that could make demolition necessary for the public safety.
- l) Deterioration or removal of any unique architectural feature that would detract from the original architectural style.

(3) Procedure.

- a) *Purpose.* The purpose of the demolition by neglect procedure is to allow the Historic Landmark Commission to work with the property owner to encourage maintenance and stabilization of the structure and identify resources available before any enforcement action is taken.
- b) *Request for investigation.* Any interested party may request that the Historic Preservation Officer investigate whether a property is being demolished by neglect.
- c) *First meeting with the property owner.* Upon receipt of a request, the Historic Preservation Officer shall meet with the property owner or the property owner's agent with control of the structure to inspect the structure and discuss the resources available for financing any necessary repairs. After the meeting, the Historic Preservation Officer shall prepare a report for the Historic Landmark Commission on the condition of the structure, the repairs needed to maintain and stabilize the structure, any resources available for financing the repairs, and the amount of time needed to complete the repairs.
- d) *Certification and notice.* After review of the report, the Historic Landmark Commission may vote to certify the property as a demolition by neglect case. If the Historic Landmark Commission certifies the structure as a demolition by neglect case, the Historic Landmark Commission shall notify the property owner of the repairs that must be made. The notice must require that repairs be started within 30 days and set a deadline for completion of the repairs. The notice must be sent by certified mail.
- e) *Second meeting with the property owner.* The Historic Preservation Officer shall meet with the property owner or the property owner's agent with control over the structure within 30 days after the notice was sent to inspect any repairs completed and assist the property owner in obtaining any resources available for financing the repairs.
- f) *Referral for enforcement.* If the property owner fails to start repairs by the deadline set in the notice, fails to make continuous progress toward completion, or fails to complete repairs by the deadline set in the notice, the Historic Landmark Commission may refer the demolition by neglect case to the code compliance department or the City Attorney for appropriate enforcement action to prevent demolition by neglect.

X. Prohibited acts, penalty for violation, and enforcement.

- (1) *Prohibited acts.* It shall be unlawful to reconstruct, structurally alter, remodel, renovate, restore, demolish, raze, or maintain any heritage resource in violation of the provisions of this article. In addition to other remedies, the city may institute any appropriate action or proceedings to prevent such unlawful construction, restoration, demolition, razing, or maintenance, to restrain, correct or abate such violation.

Number: 1 Author: Selina Angel Subject: Comment on Text Date: 1/28/2026 10:08:38 AM
The HPO will always share available federal and state programs with property owners. It is recommended that the City develop local programs to assist homeowners with renovations to historic properties.

- (2) *Penalties.* Any person, firm, or corporation violating any of the provisions of terms of this chapter shall, upon conviction thereof, be fined a sum not exceeding \$500.00 for each offense, and each and every day such violation shall continue shall be deemed to constitute a separate offense.
- (3) *Inspection.* All work performed pursuant to a Certificate of Appropriateness issued under this chapter shall conform to all its requirements. It shall be the duty of the building inspection department to inspect periodically to assure such compliance. In the event work is found that is not being performed in accordance with the Certificate of Appropriateness, or upon notification of such fact by the Commission and verification by the Historic Preservation Officer, the Building Official shall issue a stop work order and all work shall immediately cease. No further work shall be undertaken on the project as long as a stop work order is in effect.

B. OVERLAY DESIGN GUIDELINES FOR HISTORIC PROPERTIES

- (1) Castroville Design Guidelines incorporated as “Overlay Design Guidelines for Historic Properties.”
- (2) The scope of the application of the Overlay Design Guidelines for Historic Properties shall include those properties and structures designated as historic landmarks, including but not limited to those properties and structures listed on the 1969 Texas Historical Commission Survey, or located within an historic overlay district of the City of Castroville.

Number: 1 Author: Selina Angel Subject: Comment on Text Date: 1/27/2026 10:50:48 AM

It has been determined by the City attorney that any of the 1969 properties that fall outside the CG or HE districts are not under HLC purview, therefore I suggest updating the language here.

*CZO Article IV, Section 2B
Overlay Design Guidelines for Historic Properties*



**CASTROVILLE
DESIGN GUIDELINES**

**Guidelines for the repair,
rehabilitation or reconstruction of
historic landmark properties and
structures in Castroville, Texas**

*Prepared for the City of Castroville by the Castroville
Historic Landmark Commission current and past
Commissioners Tot Albro, Richard Baes, Tom
Campbell, Paul Carey, Ken Conway, Priscilla Garrett,
John Guzman, Pamela Higdon, Kyle McVay, Carole
Romano, Scott Small and Arlene Smith.
Additional contributions by present and past Historic
Preservation Officers Arthur Campos, Jr., AIA, Kathy
Rodriguez, Assoc. AIA and Imogen Cooper.*

December 10, 2014

Number: 1 Author: Selina Angel Subject: Comment on Text Date: 1/28/2026 10:17:59 AM

It is recommended that this document be updated to include contemporary practices and guidelines for items such as:

The incorporation of passive systems on historic properties (solar panels, rain water harvesting systems, etc.)

The use of recycled materials

Include recommendations on exterior mechanical, electrical, plumbing (MEP) visible from the public right-of-way

Landscaped parking lots

Define the period of significance

Define contributing and non-contributing properties and how the guidelines apply to them

WHY HAVE DESIGN GUIDELINES?

The guidelines are meant to describe in plain language how to make changes to historic properties in a way that complements the historical character of the historic resource and meet needs for growth and change. The guidelines plainly show design requirements for property improvements with drawings and photos that will help you blend new construction and repair with the historic property already in place.

Change and maintenance of historic resources are encouraged by the Landmark Commission. This book's purpose is to suggest to you appropriate changes that will improve your property and maintain its market value.

In 2002, Castroville was chosen as the pilot community to initiate with the Texas Historical Commission (THC) the Visionaries in Preservation program (VIP). The program was sponsored by the THC, the state agency for historic preservation. Over sixty volunteer community members from Castroville attended visioning workshops. Seventeen residents served on a local leadership taskforce who then developed a vision for Castroville, setting a course for the future of their community. Out of those workshops and its vision came a published VIP Plan, called *Castroville: A Historic Preservation Action Plan*, THC, October 2002.

Goal 1 of the *VIP Plan* is to "Protect the historic character and buildings of Castroville through progressive preservation policies."

To realize Goal 1, a priority-one policy of the *VIP Plan* is to "Develop illustrated design guidelines for the historic districts in Castroville."

The Castroville Landmark Commission, in answer to that call for design guidelines, has developed this booklet, which set standards for you to use in the care of your historic resource.

The guidelines are meant to help historic resource property owners in plain language about how to make changes to their house or other parts of their property in

These guidelines help you, the property owner, and the Castroville Landmark Commission to determine how to make exterior changes to your historic property.

A historic resource refers to a historic building, site or structure.

Change and maintenance of historic resources is encouraged by the Landmark Commission.

A priority-one policy of the VIP Plan is to: "Develop illustrated design guidelines for the historic districts in Castroville."

Number: 1 Author: Selina Angel Subject: Comment on Text Date: 1/27/2026 10:51:51 AM
For consistency, and to avoid confusion, it is recommended that this language be changed to Historic Landmark Commission.

Number: 2 Author: Selina Angel Subject: Comment on Text Date: 1/27/2026 10:51:56 AM
For consistency, and to avoid confusion, it is recommended that this language be changed to Historic Landmark Commission.

WHY HAVE DESIGN GUIDELINES? (con't)

a way that complements the historical character of their landmark. As an interface between the preservation ordinance and the property owner, the guidelines show design requirements for property improvements with drawings and photos that will help you blend your new construction or repair with the historic property already in place.

There are several points to remember when using the guidelines:

- Every building is unique.
- Even buildings that look identical have a few architectural details or a setting that distinguishes them from any other building. What's appropriate for one building may be inappropriate for another.
- This means that what is appropriate for one building may be inappropriate for another.
- Each building must be looked at on an individual basis by both the property owner and the Castroville Landmark Commission.
- The guidelines apply only to the *exterior* of your property.
- You need permission to replace an old fence or build a new one, install shutters, rebuild steps, and build an addition or garage.
- You do not need to come before the Commission if you repair and replace exterior parts of your building with like materials. This is called routine maintenance, an important part of preservation.
- You do not need to come before the commission to change the interior of a historic building, unless the interior is designated as historically significant by Local, State or Federal designation.

Over the years, some historic buildings have been altered or details have been removed. Although the ideal may be to restore these buildings to their original appearance, the guidelines and the Commission

Every historic building is unique.

What is appropriate change for one building may be inappropriate for another.

Change to a landmark happens only when the owner decides to initiate the change.

The Commission does not initiate change to a historic resource.

The guidelines apply only to the exterior. And the Commission regulates only exterior changes.

WHY HAVE DESIGN GUIDELINES? (con't)

acknowledge that an exact restoration is not always economically practical.

Recently, Castroville adopted a historic preservation ordinance. This ordinance describes the job of the ²Castroville Landmark Commission and sets the time frame for commission action.

³The ordinance also describes how the Commission will review exterior architectural changes to the town's ninety-six landmark properties when an owner decides to improve a property and requests a building permit.

⁴These design guidelines were written by the Castroville Landmark Commission and its Historic Preservation Officer; they were adopted as part of the Commission's procedures. It includes pictures and photographs of best design practices for everything from historic window repair to the best location for an addition to a landmark house.

These design guidelines were not put into place to require verbatim recreation of historic structures but, rather, to encourage modern additions and new construction that fits in with and enhances the value of the surrounding property. They are meant to be helpful descriptions. The ⁵Castroville Landmark Commission hopes that they will help anticipate change and growth as well as making sure that they occur in ways that enhance the existing historic character of Castroville.

When you are ready to make an exterior change to your historic property or build something new on your lot, contact the Castroville Historic Preservation Officer. Many types of projects are listed in this guidebook, but not all. The job of the Historic Preservation Officer is to assist you with your case before the commission to acquire a Certificate of Appropriateness (COA) which is your passport to acquiring a building permit from the City's Development Services.

The Historic Preservation Ordinance also describes how the Commission will review ¹changes to the town's ninety-six landmark properties when an owner decides to improve his or her property and requests a building permit.

When you are ready to make an exterior change to your historic property or build something new on your lot, contact the Castroville Historic Preservation Officer.

Prior to getting a building permit you may need review by the Commission.

-
- Number: 1 Author: Selina Angel Subject: Comment on Text Date: 1/27/2026 10:52:48 AM
It has been determined by the City attorney that any of the 1969 properties that fall outside the CG or HE districts are not under HLC purview, therefore I suggest updating the language here.

 - Number: 2 Author: Selina Angel Subject: Comment on Text Date: 1/27/2026 10:52:12 AM
For consistency, and to avoid confusion, it is recommended that this language be changed to Historic Landmark Commission.

 - Number: 3 Author: Selina Angel Subject: Comment on Text Date: 1/27/2026 10:52:57 AM
It has been determined by the City attorney that any of the 1969 properties that fall outside the CG or HE districts are not under HLC purview, therefore I suggest updating the language here.

 - Number: 4 Author: Selina Angel Subject: Comment on Text Date: 1/27/2026 10:52:18 AM
For consistency, and to avoid confusion, it is recommended that this language be changed to Historic Landmark Commission.

 - Number: 5 Author: Selina Angel Subject: Comment on Text Date: 1/27/2026 10:52:23 AM
For consistency, and to avoid confusion, it is recommended that this language be changed to Historic Landmark Commission.

GARAGES continued



Preserve a historic accessory building when feasible.

When treating a historic accessory building, respect its character-defining features such as primary materials, roof materials, roof form, historic windows, historic doors and architectural details. Avoid moving a historic secondary structure from its original location.

Materials.

Use board and batten siding, ¹horizontal wood siding or stucco is recommended. Vinyl and aluminum siding are not recommended for the walls, but are acceptable for the soffits.

Guide to designing garages and carports:


In the case of a two-car garage, two single doors are preferable and present a less blank look to the street; however,

Carports should be set back from the street and constructed of wood, if possible. The roofline should be pitched and should not compete with the main house.

Locate the garage or carport to front onto a secondary street, if possible not onto the street the house faces.

Construct accessory buildings that are compatible with the primary structure.

In general, garages should be unobtrusive and not compete visually with the house. While the roofline does not have to match the house, it is best if it does not vary significantly.

 Number: 1 Author: Selina Angel Subject: Comment on Text Date: 1/27/2026 10:53:32 AM
Determine if vertical wood siding and other materials are acceptable by HLC.

FENCES AND WALLS

Policy: Historic fences and walls that survive should be preserved when feasible. New landscape features should be compatible with the historic context.

Background: Fences were common in Castroville. They often defined property boundaries and enclosed front yards. They also added variety in scale, texture and materials to the street scene, providing interest to pedestrians.

Castroville Fences and Walls: The earliest fences documented in Castroville were wire, picket, rock and coyote (cedar sapling fences).

Fences should have a regular pattern. The height of your fence should complement the house, not overwhelm it. This usually means a fence will measure about 2-1/2 to 4 feet from the ground to the top of the fence.

Avoid the use of chain-link, solid metal or concrete block fences for the street side(s) of a property. The Commission will consider stockade fences on an individual basis. If chain-link or another type of unhistorical fence is in place, no change is required until you begin to alter the fence or wall. At that time, contact the Historical Preservation Officer to discuss a fence that will enhance the value of your property.

- **General Recommendations**

- Preserve historic fences where they survive. Unique elements such as wrought iron fences add charm and enhance the value of a property.
- Consider a fence height of three feet or less for the front yard. The four-foot fences common today were not typical historically.
- Consider a six-foot fence in the side and rear yards of a property. Exceptions for additional height require Board of Adjustment approval and must meet stringent criteria.
- Use garden loop wire fencing as an attractive alternative to chain-link fencing.

Castroville Fences



Masonry walls



Dry-stack stone walls



Hog-wire (or welded wire) fences



Wood picket fence



Garden loop wire fence

Number: 1 Author: Selina Angel Subject: Comment on Text Date: 1/27/2026 10:55:04 AM
For consistency and clarity, it is recommended that the maximum front yard height remain consistent throughout the document.

Number: 2 Author: Selina Angel Subject: Comment on Text Date: 1/27/2026 10:55:15 AM
For consistency and clarity, it is recommended that the maximum front yard height remain consistent throughout the document.

WHAT ARCHITECTURAL STYLE IS MY HOUSE?

What's My Architectural Style?

Determining the architectural style of your landmark property is based on matching house features with the following house types. Classification is never perfect as builders liked to add their own interpretation of a popular style. And like fashion trends in the nineteenth-century; it took time for an architectural style trend to travel across the country. Like a wave, a style would be popular on the east coast of the country and then take ten years to flow west. (Only in the early twentieth-century did architectural style trends begin to also flow east from California towards Texas – when styles like Mission Revival came to Texas.)

Domestic or Residential Buildings

Domestic buildings comprise the most common property type found in Castroville, representing 83% of all historic buildings identified within the city. Domestic buildings generally fall into two principal sorts: folk houses and styled houses. Folk houses are those designed without a conscious attempt to emulate current fashion. Styled houses attempt at being fashionable. As such, they show the influence of shape, materials and detailing that make up an architectural style that was currently in vogue. All of the major classifications are well-represented within the housing stock of Castroville. However, folk or vernacular building forms dominate the surviving Castroville houses.

Residential buildings types that represent only 1% or less of the total number of domestic buildings include: Board and Batten, Fachwerk, Hall Parlor, Log House, One-Room, Ranch, Servants' Quarters, and Shotgun.

Castroville is unusual because of the number of outbuildings still located on most properties. The 2001 Historic Survey identified 114 structures classified as outbuildings, including barns, smoke houses, wells, stone fencing and sheds.

Bungalows represent not only 22% of the total number of residential buildings, but also 17% of all historic buildings in Castroville. This building type played an



1400 Block of Angelo, Castroville, TX. The St. Louis School, in the Mission Revival Style, (c.1924).



Folk or vernacular house style, in this case the local "Alsatian" style.



"High-style" residential style, in this case a Queen Anne cottage in an "L-plan" shape, (c. 1909).



More "high-style" residential, the familiar Bungalow.



A smoke house made of stone.

Number: 1 Author: Selina Angel Subject: Comment on Text Date: 1/28/2026 8:24:04 AM

It is recommended that "modern" architectural styles be added after the period of significance to ensure they are recognized and understood, even if they are classified as non-contributing properties.

Chapter 1: Design Guidelines for Commercial Districts

Introduction

In many respects, the commercial districts along U.S. Highway 90 provide the first "street level" view of Castroville seen after entering the town from U.S. Highway 90 and S.H. 471. Future developments should change the current character by promoting dispersed parking, creating a road edge and developing structures that emphasize the country and historic nature of Castroville, while emphasizing its theme of "The Little Alsace of Texas."

The current character of the commercial districts along U.S. Highway 90 is typical of "strip commercial" areas that are dominated by and cater to the automobile. Many of the services found here are typical to a highway interchange: gas stations, restaurants, and a visitor's center. Although these uses are typically associated with the automobile that does not necessarily define this area's future character. In order to counter the current "strip commercial" character of the area, new developments will have to be designed very carefully to meet the design goals for the area. In the portion of the area immediately adjacent to residential properties, the mass, size and roof forms of those properties should be considered.

This document provides design policies and guidelines that are applicable to both new construction and alterations of non-historic buildings located in Castroville's commercial districts.

Summary of Key Characteristics

Key design characteristics of this commercial area include the following:


- buildings set back from street edge
- variety of building styles
- service and parking areas in front of buildings
- free-standing signs
- auto-oriented / dominated
- irregular road edge

Design Goals

As this area continues to develop, it is important to the town that a coordinated image be established. This image should utilize architectural forms from the area's historic period of significance.

The design goals for the commercial districts along U.S. Highway 90 are:

 Number: 1 Author: Selina Angel Subject: Highlight Date: 1/27/2026 10:19:18 AM

 Number: 2 Author: Selina Angel Subject: Comment on Text Date: 1/28/2026 8:25:46 AM
It is recommended to establish a period of significance for both HE and GC districts.

FEB 25TH WORKSHOP RESOURCES

Overlay Districts

What is an overlay?

- <https://www.planetizen.com/definition/overlay-districts>
- [https://go.boarddocs.com/ma/tom/Board.nsf/files/CFFRQV6F2615/\\$file/Overlay%20Districts%20Mass.gov.pdf](https://go.boarddocs.com/ma/tom/Board.nsf/files/CFFRQV6F2615/$file/Overlay%20Districts%20Mass.gov.pdf)

Different Types of overlay examples

- <https://www.sa.gov/Directory/Departments/DSD/Constructing/Land-Development/Zoning/Overlays>
- <https://planning.lacity.gov/plans-policies/overlays>

Videos

- <https://www.youtube.com/watch?v=HV8mMhBGgik>
- <https://www.youtube.com/watch?v=OLbxuk2vghM>
- <https://www.youtube.com/watch?v=7mpt0r64a3M>

Code Language

- https://library.municode.com/tx/san_antonio/codes/unified_development_code?nodeId=ARTIIIIZO_DIV4OVDI_S35-339.05MSMISOATOVDI
- https://codelibrary.amlegal.com/codes/dallas/latest/dallas_tx/0-0-0-83023
- <https://www.cityoftyler.org/home/showpublisheddocument/2810/637115671215200000>

Architectural Styles

General overview architectural styles from the Texas Historical Commission

- Residential
 - <https://www.thc.texas.gov/public/upload/preserve/survey/survey/architectural%20styles%20residential.pdf>
- Commercial
 - <https://www.thc.texas.gov/public/upload/preserve/survey/survey/Commercial%20Architecture.pdf>

Mid-century architecture guides

- <https://www.thoughtco.com/guide-to-mid-century-homes-177108>
- <https://makeitmidcentury.com/wp-content/uploads/2017/11/A-Field-Guide-to-Mid-Century-House-Styles.pdf>

City examples

- <https://www.sahouseregistry.com/architecture-styles>
- <https://preservation.cityofomaha.org/explore-resources/architectural-styles/>

Period of Significance

Definitions

- <https://www.nps.gov/subjects/nationalhistoriclandmarks/glossary.htm>
- <https://www.thc.texas.gov/public/upload/preserve/survey/survey/Evaluating%20Historic%20Resources.pdf>
- <https://cms3.revize.com/revize/georgetowntx/Documents/Development%20Services/Planning/Historic%20Preservation/Design%20Guidelines/Chapter-3-Principles-for-Historic-Preservation-1.pdf>

Examples of period of significance in Historic Districts

- <https://www.austintexas.gov/page/historic-districts#Harthan%20Street>
- <https://www.nactx.us/883/Historic-Preservation>
- <https://www.sanantonio.gov/Mission-Trails/Mission-Trails-Historic-Sites/Historic-Districts-Neighborhoods/South-Presa-Street/South-Presa-Street-Expanded>

Non-contributing structures

Definitions

- <https://www.youtube.com/shorts/vyChoDnWaX0>
- <https://thc.texas.gov/preserve/designate-historic-properties/national-register-historic-places/national-register-faq>
- https://cdnsm5-hosted.civiclive.com/UserFiles/Servers/Server_11895878/File/Services/Building&Planning/HistoricDistrict/HistoricDistrictSurvey/Q&A%20-%20Contributing%20vs.%20Non-Contributing.pdf

How other cities deal with non-contributing properties

- Austin
 - <https://services.austintexas.gov/edims/document.cfm?id=236833>
- Boerne
 - a. For buildings and structures that are less than fifty (50) years of age, which have been determined to be non-contributing, or which have been substantially altered, the historic landmark commission **may apply the guidelines with more flexibility.**
 - b. In reviewing work affecting non-historic buildings, the historic landmark commission's approach is to **maintain or enhance their relationship and compatibility with adjacent historic buildings and streetscapes.**

- CODE:
 - https://library.municode.com/tx/boerne/codes/unified_development_code?nodeId=CH2PR_S2-11HIPR
- New Braunfels
 - They have a “period of significance” for their districts. Anything outside of that still needs to align with the 10 SOI points but the HLC takes the build date into consideration.
 - CODE:
 - https://library.municode.com/tx/new_braunfels/codes/code_of_ordinances?nodeId=PTIICOOR_CH66HIPR_ARTIIIIHILAPR
- Fredericksburg
 - Tier/Priority system
 - Preservation priority rating - based on 2002 HRS
 - CODE:
 - https://library.municode.com/tx/fredericksburg/codes/code_of_ordinances

Historic Landmark & District Applications

- Examples
 - <https://www.cityoftyler.org/home/showpublisheddocument/13054/638374495372400000>
 - <https://granbury.org/DocumentCenter/View/500/Historic-Landmark-Application?bidId=>
 - https://www.fortworthtexas.gov/files/assets/public/v/1/development-services/documents/al-l-preservation-and-design/historic/applications-calendars-hclc/2025-apps_cal_hclc/2025-historic-district-designation.pdf
 - https://www.houstontx.gov/planning/HistoricPres/docs_pdfs/Worksheets/designated_Indmrk_app.pdf
 - Most are through the Certificate of Appropriateness
 - https://www.austintexas.gov/sites/default/files/files/Planning/Applications_Forms/historic-review-coa.pdf
 - <https://www.texarkanatexas.gov/876/Certificate-of-Appropriateness-Process-f>

Design Guidelines

- Examples
 - <https://www.lincoln.ne.gov/City/Departments/PDS/Planning/Long-Range-Planning/Historic-Preservation/Design-Standards#section-2>
 - <https://www.fbgtx.org/DocumentCenter/View/4274/Adopted-2021-Historic-District-Design-Guidelines-and-Standards?bidId=>
 - <https://www.sa.gov/Directory/Departments/OHP/Project-Review/Design-Guidelines>
 - <https://cms3.revize.com/revize/georgetowntx/Design%20Guidelines%20Final.pdf?t=202508121029260&t=202508121029260>
 - <https://www.granbury.org/296/Historic-Design-Guidelines>
 - <https://www.grapevinetexas.gov/286/Design-Guidelines>
 - https://www.houstontx.gov/planning/HistoricPres/design_guidelines.html
 - https://www.austintexas.gov/sites/default/files/files/Housing_%26_Planning/Historic%20Preservation/HistoricDesignStandards_Recommended.pdf
 - <https://www.ci.boerne.tx.us/DocumentCenter/View/18651/Historic-District-Guidelines>

Historic Resources Survey

Importance & Tools

- <https://www.thc.texas.gov/public/upload/preserve/survey/survey/Historic%20Resources%20Surveys.pdf>
- <https://thc.texas.gov/learn/historic-resources-survey>
- <https://thc.texas.gov/learn/historic-resources-survey/survey-tools-funding-and-publications>
- <https://txhistory.sharepoint.com/sites/HistoricResourcesSurveys/Shared%20Documents/Forms/AllItems.aspx?id=%2Fsites%2FHistoricResourcesSurveys%2FShared%20Documents%2FTHC%20Historic%20Resources%20Survey%20Folder&p=true&ga=1>
- https://www.nps.gov/subjects/nationalregister/upload/NRB24-Complete_Part1t.pdf

Examples of Surveys

- https://www.sa.gov/Directory/Departments/OHP/About/Resources/Survey-Reports#research_resources
- <https://www.austintexas.gov/page/historic-survey#NorthCentralAustinNorthLoopHancockBoggyCreek2021>
- <https://sanmarcostx.gov/DocumentCenter/View/15439/My-Historic-SMTX-Survey-Report-and-Appendices-2019-PDF>

Incentive Programs

- <https://www.sa.gov/Directory/Departments/OHP/Landmarks-Heritage/Incentives>
- <https://www.schertz.com/165/Schertz-Main-Street-Incentive-Programs>
- <https://www.mckinneytexas.org/349/Economic-Incentives>
- <https://www.marshalltexas.net/318/Incentive-Programs>
- <https://www.ci.sherman.tx.us/992/Downtown-Incentives>
- https://www.waxahachie.com/departments/downtown_development/historic_tax_exemption.php
- <https://www.friscotexas.gov/1591/Historic-Preservation-Tax-Incentive-Program>