



Historic Landmark Commission Meeting Agenda

COUNCIL CHAMBERS - 1209 FIORELLA STREET

Tuesday, April 21, 2026

6:30 PM

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

I. Call to Order

II. Roll Call

III. Citizen Comments

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

IV. Approval of Minutes

a. Minutes for February 17, 2026.

b. Minutes for February 25, 2026.

c. Minutes for March 17, 2026.

V. Discussion and Action Items

a. Discussion and take appropriate action on the Certificate of Appropriateness for 307 London.

b. Discussion and take appropriate action on the Certificate of Appropriateness for 909 Angelo.

VI. Discussion on Future Agenda Items

VII. Adjourn

Accessibility Statement

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

Non-Discrimination Statement

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

I hereby certify that the above notice of meeting was posted on the bulletin board of City Hall, Castroville, Texas on April 15, 2026 before 5:15 p.m.

/s/ Debra Howe

City Secretary

HISTORIC LANDMARK COMMISSION
Meeting Minutes February 17, 2026

- I. Called to Order at 6:30 PM
- II. Roll Call: Present- Doug DiMano, Priscilla Garrett, Jenny Andermatt, Laurie Marchman, Mary King, Kyle McVay Jeff Gardner & HPO Selena Angel, liason Phil King.
- III. No Citizens Comments
- IV. Minutes for January 20, 2026 Tabled
- V. a. Discussion and Action on a Certificate of Appropriateness for 614 Berlin was approved with all previously approved conditions and elements remaining in effect. Motion made by Mary - 2nd by Priscilla
- b. Update and Discussion on the Historic Preservation Code Amendments. Council agreed the code needs to be upgraded, but didn't approve the proposal,
- VI. Workshop for Development Agreement Policy in regards to applicable codes and regulations related to Historic Preservation in Castroville. Selena requested we review the email she sent for background information.
- VII. Adjourned at 6:50 PM

Submitted by Secretary: Kyle McVay

Approved by Chair: _____

Historic Landmark Commission
Special Call Meeting February 25, 2026

- I. Call to Ordered at 10:01 AM
- II. Present: Jeff Gardner, Kyle McVay Mary King, Priscilla Garrett, Laurie Marchman, Doug DiMano. Also present: Phil King Houston Marchman, & HPO Selena Angel.
- III. No Citizens Comments
- IV. No Minutes
- V. HLC Codes and How to Move Forwards to be Discussed

Recommendations by Board Members were:

Doug: Guidelines should be mandated, all properties are contributing (a better definition) take out contributing.

Laurie: Contributing & Non Contributing wording to be updated in Guidelines, structural code enforcement, time frame for work,demolition by neglect.

Priscilla: Contributing & Non Contributing, work on 2001 Survey (concentrate on those with in Castroville City Limits.

Mary: Time Frame for the COA, consequences (scale fees) on compliance, tell applicant on why we consider the character of the request.

Kyle : Code enforcement, guidelines update, (being more specific)

Jeff: COA attachment timeline, define period of homes, better definition of “historic scale”the significance of H/M/L designation.

Also discusses : New Survey (possibly done by Castroville Conservation) Practical & Serviceable application (we can use in making our decisions in the meetings), Grant availability, Updating every 5 years to be current.

- VI. Adjourned at 1:45 PM

Submitted by Secretary: Kyle McVay

Approved by Chair : _____

HISTORIC LANDMARK COMMISSION

Meeting Minutes for March 17, 2026

- 1 Called to Order at 6:00 P.M.
- 2 . Roll Call: Present: Priscilla Garrett, Lori Marchman, Ky ;e McVay, Doug DiMino., Jeff Gardner, Jenny Andermatt, Mary King, HPO Selena Angel & liaison Phil King.
- 3 Citizen's Comments – None.
- 4 Approval of Minutes for January 20, 2026. Passed
- 5 **A. 514**
- 6 **Petersburg – Discussion and action for a certificate of appropriateness for the out building only.** Recommended to use the reclaimed wood that matches, so as to be consistent Window The door and window addition should be compatible with the integrity of the main house. Motion to approve made by Kyle -2nd Mary, Passed
B. 509 Berlin -Discussion and Appropriate action on a request for a Certificate of Appropriateness for the replacement of awning on back accessory building. Replacing posts and beams will be stained or painted to match existing trim of main house.
Motion to approved -passed. By a vote of 6 to 1.
F, 709 Berlin – Discussion and Appropriate action on a Certificate of Appropriateness for

the change of roof shingles from gray to black. Motion by Priscilla 2nd by Laurie - motion passed.

C. Discuss and take Appropriate Action on the Proposed Historic Preservation Officer Administrative Approval. Selena and Briana will make any changes then send to the Attorney and finally to City Council. Approved

D. Update on new properties for sale in Historic District. Selena is now receiving all properties for sale in the Historic District.

E. UTSA Historic Resources Survey field work. HLC on board to do an updated survey of the entire Historic District. Possibly having the Conservation Society to conduct it.

VI. No Future Agenda Items offered.

VII. Adjourned 7:30 PM

Submitted by secretary : Kyle McVay

Approved by Chair Jeff Gardner_____



CITY OF CASTROVILLE

Little Alsace of Texas

Section V, Item a.

Permit Number: 2026099

Submittal Date: 04-07-2026

office use only

Community Development Department

703 Paris St. Castroville, Tx 78009

(830) 931-4090

permits@castrovilletx.gov

Certificate of Appropriateness Application

Property Information	
Project Address: 307 London Street, Castroville, TX 78009	Zoning: CG
Legal Description: Lot All of 2- portion 3 Block 3 Range 6	Subdivision
Landmark Name: Kiefer House	

Owner Information		
Owner Name: James Freeman Bell		
Mailing Address: 8223 FM-471 Castroville, TX 78009		
Phone: 830-931-5959	Fax:	Email: awb1999@yahoo.com

Project Description
Due to limited space, see attached detailed project description included with email and physical submission.
Restoration of existing historic residence to original appearance using documented historic features.
Replacement of non-historic sliding windows with wood double-hung windows and restoration of shutters and exterior colors
Reconstruction of side porch with raised structure and addition of a shed-style roof matching existing materials to prevent water intrusion.
Repair of deteriorated stucco and structural elements as needed, with all work compatible with historic character
Pecan Tree Removal on back side of house, possibly impacting foundation. Again, please see further attachments for all detailed descriptions.

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

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

Signature of Applicant: Dr. James F. Bell Date: 4/2/26

INFORMATION SECTION

Please read the following information regarding Certificate of Appropriateness prior to submitting an application.

Any application that is missing information will be considered incomplete and will not be processed.

APPLICATION DUE DATE/DATE OF HEARING:

All applications are due by the date on the chart attached. There will not be a waiver of date, so please plan accordingly. Applications will be reviewed for completeness by Community Development staff.

REQUIRED FEES:

Application Fee \$100.00

APPLICATION REQUIREMENTS

To apply for a Certificate of Appropriateness please submit the following regarding your project:

1. Site plan showing the location of the structure of property on its lot;
2. Photographs of all elevations of the structure or property and details pertaining to the proposed work;
3. Detailed description of the proposed work;
4. Elevation drawings of the proposed changes, if applicable;
5. Samples of, or appropriate information concerning materials to be used;
6. Rationale for why the proposed change is compatible with designation as a historic landmark or property within a historic district;
7. Any other information which the Historic Landmark Commission or staff deems reasonably necessary to visualize and evaluate the proposed work;

LETTER OF AUTHORIZATION:

If the applicant is not the property owner, a letter signed by the owner authorizing the applicant to act on their behalf must accompany this application.

LEGAL DESCRIPTION:

If the property is not platted (example of platted property: Lot A, Block 4, ABC Subdivision), a survey and/or metes and bounds description of the property with an exhibit illustrating property boundaries **must** accompany the application.

APPLICATION FOR CERTIFICATE OF APPROPRIATENESS PROCESS/PROCEDURE:

1. Applicant completes the application for Certificate of Appropriateness and submits said application with required attachment(s) and filing fees
2. The city will call a Historical Landmark Commission meeting, based on the schedule provided on the following page, and review for completeness after receipt of payment.
3. A meeting is held before the Historical Landmark Commission at which time the commission approves or denies the Certificate of Appropriateness. The Historical Landmark Commission has the final say and the Certificate of Appropriateness does not need to go to City Council for approval.

Certificate of Appropriateness Supporting Documentation

Kiefer House – 307 London Street, Castroville, TX

Project Overview

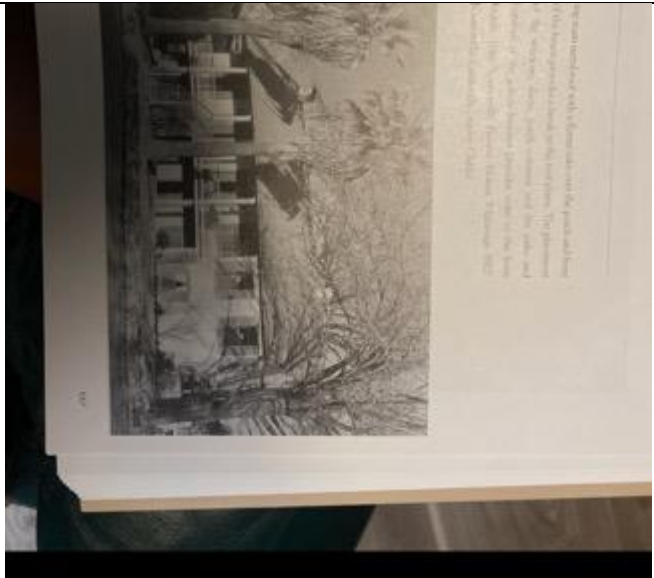
This project consists of the restoration of the historic Kiefer House (circa 1870) to its original documented appearance based on historic photographs and archival materials. The intent is to preserve and restore the structure while maintaining its historic integrity within the Castroville Historic District.

Historical Documentation

Historic photographs and archival materials have been provided which document the original appearance of the Kiefer House. These materials clearly show the original side porch configuration, stair placement, no plexiglass on the below porch, the original shutters/windows, doors and architectural features. All proposed work is based directly on these documented conditions.

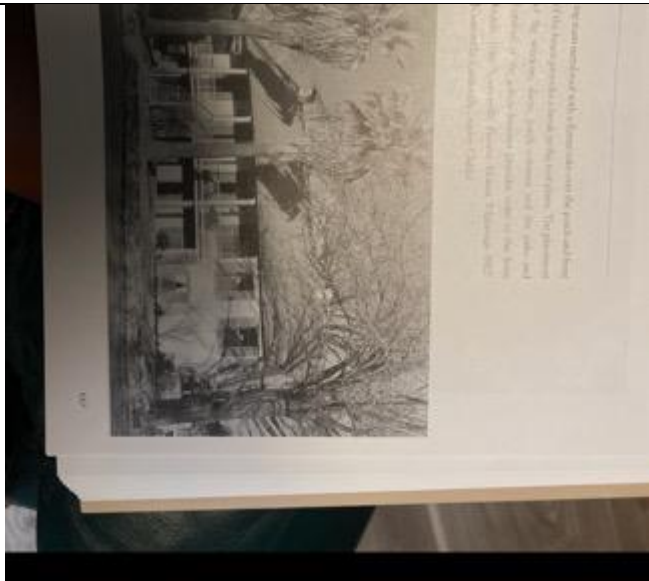
Proposed Work (please see below for photos)

- 1) Restoration and preservation of existing historic French-style windows/trim where feasible
 - a. Total of 12 historic windows.
- 2) Replacement of non-historic or deteriorated windows with historically appropriate alternatives (on R front, R side, and back of house)
 - a. Windows (3 sliding windows on the front R side, and 4 on the R side and 1 on the back side of the house will be replaced with double hung windows and the trim around will be replaced due to rot. The ply wood in the middle of the house is the original French doors leading to the porch.
- 3) Removal of non-historic enclosures including plexiglass panels on bottom porch and replacement with lifting windows that raise and lower. Both reflecting the original historic set up and present day placement of plexiglass needed to protect the bottom porch from excess rain. New plexiglass windows will appear similar with similar trim.
- 4) Reconstruction of the historic porch and stair configuration on side of the home based on archival photographs
 - a. The previous porch needed to be ripped down due to rot from the rain because there was no covering. Our GC recommended adding a rain porch-style roof incorporating the current style of the roof. The lack of roof previously led to it being ripped off, leaving the house subject to water damage. (similar angle, red, and tin)
- 5) Repair and replacement of deteriorated wood elements including columns and railings on the upstairs porch
- 6) Repair of stucco to match existing historic texture and finish & replacement of water heater shed with addition of door
- 7) Restoration of shutters consistent with historic examples
- 8) Exterior repainting using historically appropriate colors
- 9) Professional removal of pecan tree in back due to roots growing into house and possible future foundation issues
- 10) Replacement of bottom porch doors due to poor fitting and broken windows
 - a. Replacement of a similar door such as 4 lite over panal doors
- 11) Restore the well structure to its original state



Restoration and preservation of existing historic French-style windows/trim where feasible, total of 12 historic windows.

Windows (3 sliding windows on the front R side, and 4 on the R side and 1 on the back side of the house will be replaced with double hung windows and the trim around will be replaced due to rot. The ply wood in the middle of the house is the original French doors leading to the porch.



Removal of non-historic enclosures including plexiglass panels on bottom porch and replacement with lifting windows that raise and lower. Both reflecting the original historic set up and present day placement of plexiglass needed to protect the bottom porch from excess rain. New plexiglass windows will appear similar with similar trim.



Reconstruction of the historic porch and stair configuration on side of the home based on archival photographs

- a. The previous porch needed to be ripped down due to rot from the rain because there was no covering. Our GC recommended adding a rain porch-style roof incorporating the current style of the roof. The lack of roof previously led to it being ripped off, leaving the house subject to water damage. (similar angle, red, and tin)



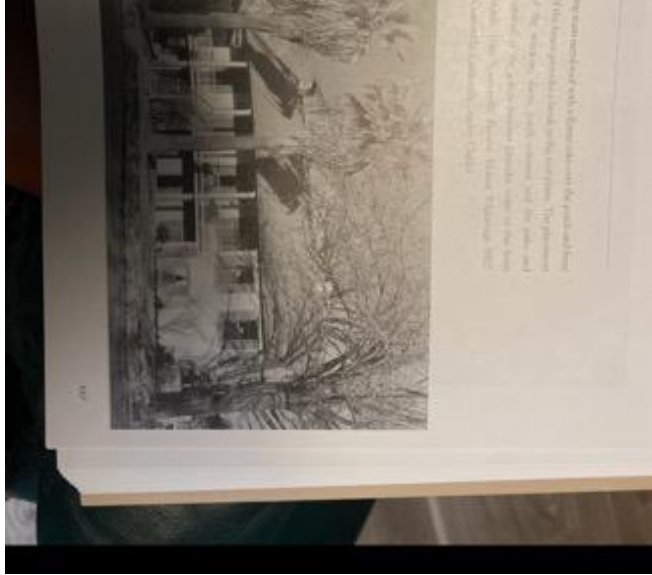
Repair and replacement of deteriorated wood elements including columns and railings on the upstairs porch



Repair of stucco to match existing historic texture and finish



Replacement of water heater shed with addition of door. Exact set up and material will be used, but due to termites and wood rot the entire structure needs to be repaired



Restoration of shutters consistent with historic examples and addition of shutters to double hung windows consistent with historical photo

- 7 shutters on the front
- 8 shutters on the back
- 4 shutters on the R side



Exterior repainting using historically appropriate colors (similar colors to the backside of the house, a beige with a soft green for trim and shutters)



Professional removal of pecan tree in back due to roots growing into house and possible future foundation issues



Replacement of bottom porch doors due to poor fitting and broken windows
a. Replacement of a similar door such as 4 lite over panel doors



Restore the well structure to its original state

Interior Work

Interior work will include reframing of bottom two bedrooms within the right-side addition due to water damage, including replacement of deteriorated studs. This work will not alter the historic character of the structure.

Historic Compatibility Statement

The proposed work is consistent with the historic character of the Kiefer House and the Castroville Historic District. All restoration efforts are based on documented historical evidence and aim to preserve the original design, materials, and proportions of the structure. No new or incompatible design elements are being introduced.

Photo References

Attached photographs include:

- Historic images of the Kiefer House (circa 1870)
- Existing condition photos of all elevations
- Detailed images of porch, windows, and exterior features

All proposed work corresponds directly to these reference images to the best of our ability. I know the color on the back side of the house was closer to the original color and over the years someone painted it white and teal/green, our goal is to return the home exterior color to the original backside.

Material List:

- Windows: double-hung to replace sliding windows
- Roof: metal to match existing (red tin roof)
- Side Porch: painted wood posts + railing with metal roof to match existing (red tin roof with rain porch-style roof with same angle as main roof)
- Stucco: match existing texture and color
- Shutters: wood, historically sized, soft green
- White wooden picket fence: original wooden pickets (we still have them)
- Doors: Replacement of a similar door such as 4 lite over panel doors

Site Plan:

Section V, Item a.







CITY OF CASTROVILLE

*Little Alsace of Texas*Permit Number: 2026096Submission Date: 3-26-26

office use only

Community Development Department

703 Paris St. Castroville, Tx 78009

(830) 931-4090

permits@castrovilletx.gov

Certificate of Appropriateness Application

Property Information				
Project Address:	<u>909 Angela Street</u>			Zoning:
Legal Description:	Lot <u>4A</u>	Block <u>2</u>	Range <u>3</u>	Subdivision <u>Castroville</u>
Landmark Name:	<u>Huth House</u>			

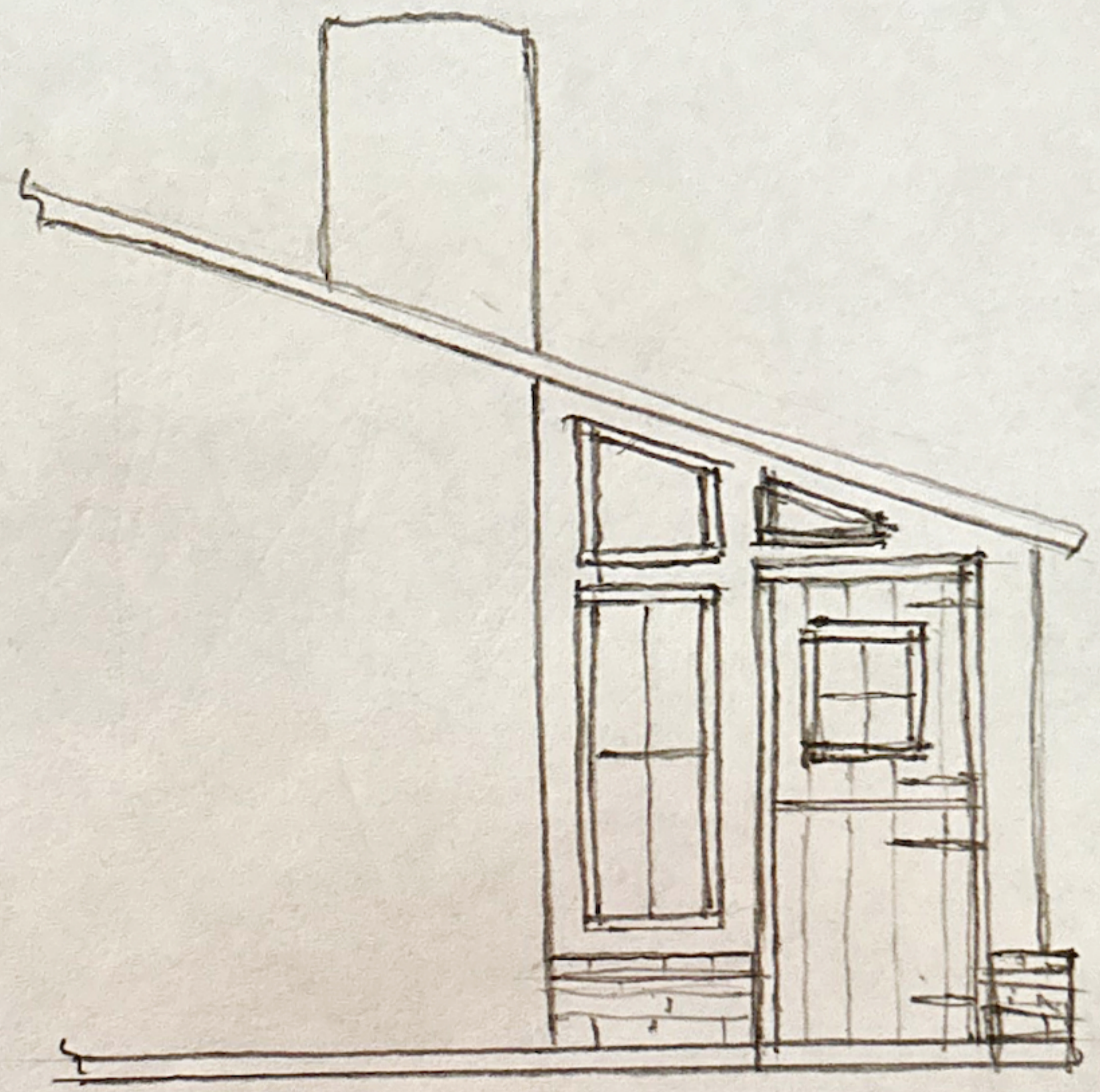
Owner Information		
Owner Name:	<u>Thomas and Marilyn Phillips</u>	
Mailing Address:	<u>1403 Main Street, Bastrop TX 78602</u>	
Phone:	Fax:	Email:
<u>512.422.8886</u>	<u>512.322.8363</u>	<u>tom.phillips@bakerbotts.com</u>

Project Description
<u>Remodel walls of c. 1930 utility room adjacent to kitchen to make it more aesthetically consistent with (though still obviously distinct from) the mid-19th century portion of the structure.</u>

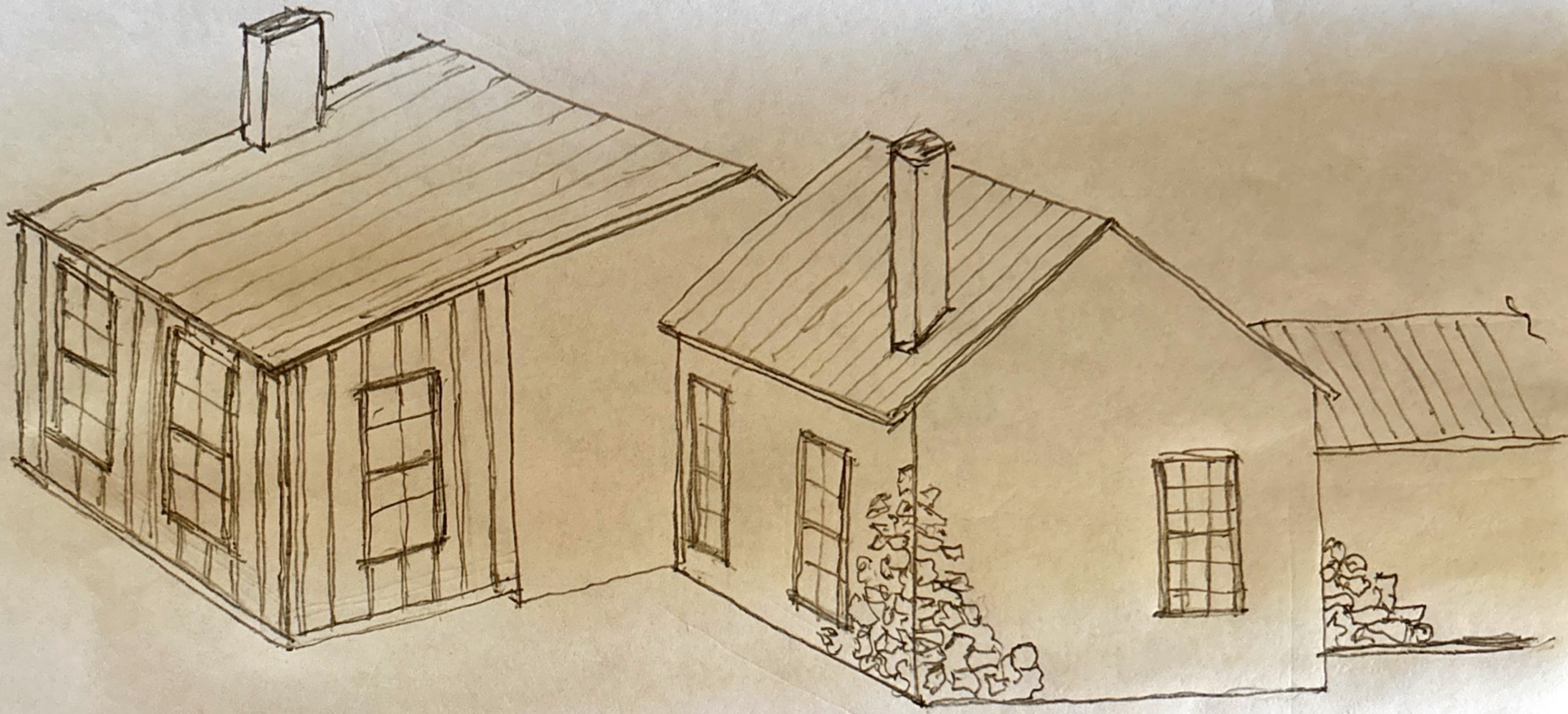
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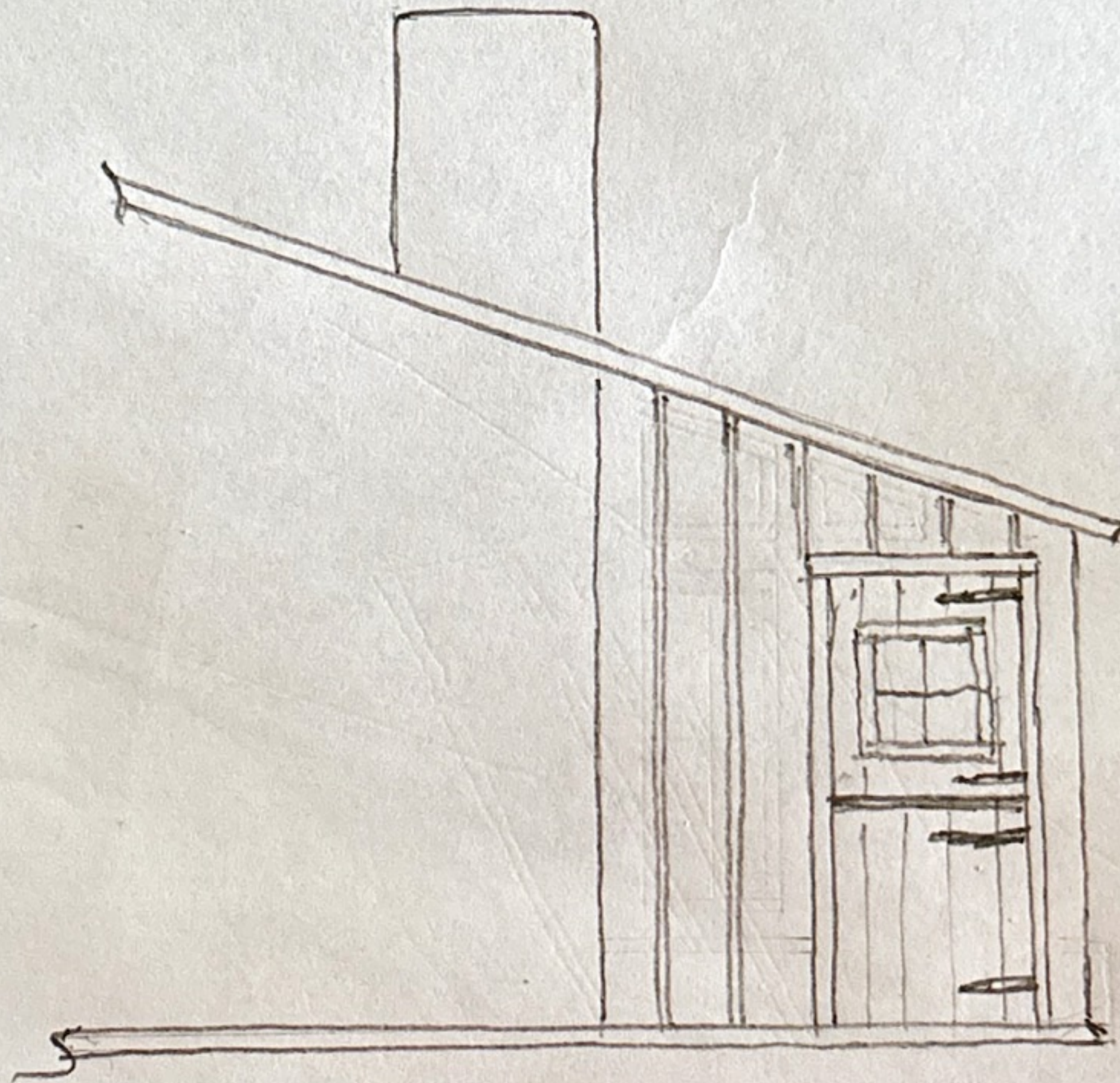
Signature of Applicant: Thomas R. Phillips Date: 1-27-2025



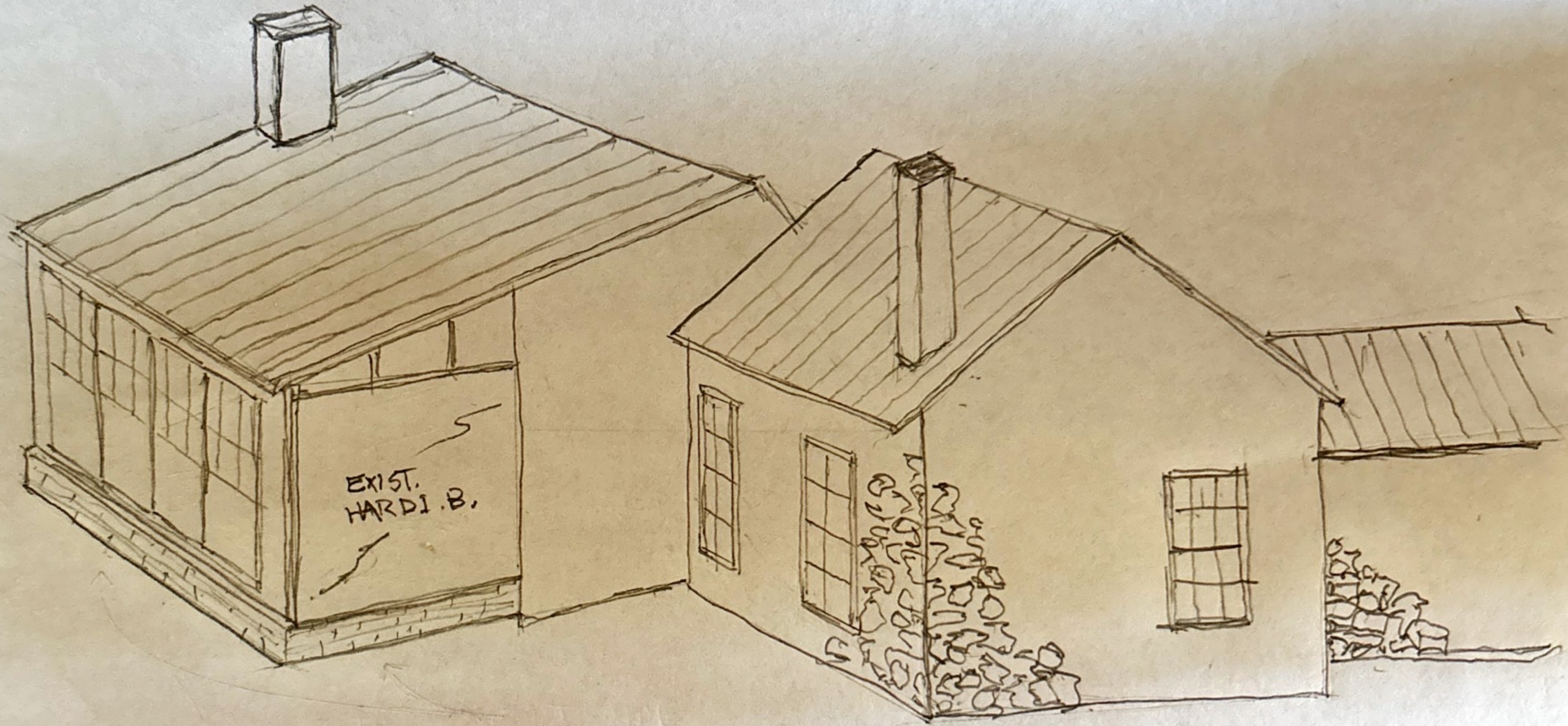
EXISTING
SOUTH SIDE



PROPOSED
EAST NORTH AND EAST SIDE



PROPOSED
SOUTH SIDE



EXIST.
HARDI.B.

DEM'D
EXTENSIONS

EXISTING
NORTH AND EAST SIDE







