

Historic Landmark Commission Meeting Agenda

COUNCIL CHAMBERS - 1209 FIORELLA STREET

Tuesday, October 21, 2025 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 from August 19, 2025.

V. Discussion and Action Items

- a. Discussion and action on a Certificate of Appropriateness for 616 Lafayette.
- **b.** Discussion and action on a Certificate of Appropriateness for 1715 Amelia.
- **c.** Update and discussion on current code compliance and enforcement issues.
- **d.** Discussion and action on a Certificate of Appropriateness request for 1302 Fiorella.
- e. Update and discussion on historic properties for sale.
- **f.** Update and discussion on the Texas Historic Commission First Street Initiative.

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 October 14, 2025 before 10:00 p.m.

/s/ Debra Howe City Secretary

HISTORIC LANDMARK COMMISSION

Meeting Minutes for August 19, 2025

- 1 Called to Order at 6:30 P.M.
- 2 . Roll Call: Present: Priscilla Garrett, Lori Marchman, Ky ;e McVay, Doug DiMino. Dan Maloney, Jeff Gardner, Mary King, HPO Selena Angel & liaison Phil King.
- 3 Citizen's Comments None.
- 4 Approval of Minutes for July 15, 2025, passed
- 5 A. 312 Petersburg Discussion and action for a certificate of appropriateness for the placement of windows not to be facing Fiorella or Petersburg. The door to be solid simple design with painting the structure to match main structure. Motion to approve made by Laurie -2nd Mary, Passed
 - B. 1303 Lorenzo -Discussion and Appropriate action on a request for a Certificate of Appropriateness for the downscaling of the sign on the front of the building also toning down the color tone. Motion to approved -passed. By a vote of 6 to 1.
- C, 509 Hwy 90W Discussion and Appropriate action on a Certificate of Appropriateness for the repair and replacement

Repelacing3exteriordoors,replacing4exteriowindows(48x60)P aint exterior/interior, hardipanel to replace stucco exterior, replace awnings above doors ,install gutters on 4 sides, repair metal roof, plus interior renovations. Board pleased with all renovations. Motion to approve-Jeff -2nd by Doug Motion passed

D, September Square Memorial – Discussion and Action on Certificate of Appropriateness for September Sq. Memorial .Presentation made by Cindy Guzman and 3 students working on their 4H project. Discussion included types of materials to be used, placement of benches, & placement of bricks. A final design , cost, and American Legion's approval will be included at a later date. No Action Taken

Adjourned at 7:45

Submitted by: Kyle McVay So	ecretary	
Reviewed and approved by F	HLC Chair	Priscilla Garrett

01 OCTOBER 2025 / LETTER OF RECOMMENDATION

Certificate of Appropriateness

616 Lafayette Street, Castroville, TX 78009

October 01, 2025

Greg Bowman PO Box 1343 Helotes, TX 78023 210.965.0105 gregbo@satx.rr.com

RE: 616 Lafayette Street - Alteration

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

DESIGNATIONS	
Historic Zoning (HE/CG)	No, CH-C
THC 1969 Survey	X
THC 2022 Resource	Х
Other Historical Designation	

OTHER IMPORTANT INFORMATION		
Build Date	ca. 1855	
Architectural S	ityle	
Alsatian/Victo	orian with multiple	
additions		

Please provide a comment response letter with subsequent submittals.

COA APPLICATION

Per Castroville City Ordinance No. 2017-005 Exhibit, A(VII)(3), the applicant <u>HAS</u> met all COA application requirements. Please submit the following items:



<u>ALTERATIONS</u>

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

123 Parland Place, Suite 100 San Antonio, Texas 78209 210.549.2588 work5hop.com October 1, 2025 Letter of Recommendation Certificate of Appropriateness 616 Lafayette Street shutters, fences, railings, porches, columns, balconies, walls, steps, signs, or other ornamentation; the changing of paint color; regarding; dismantling, removing or moving of any exterior features or demolition. Alteration does not include routine maintenance.

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

Alterations Comments

WINDOWS AND SHUTTERS

- 1. Per the Castroville Design Guidelines, Section II, Windows and Shutters (pg. 15), new windows should be in character with the historic building, especially on the primary or front facades. In an email, the applicant has confirmed that the proposed window will match the style of the front windows.
- 2. Per the Castroville Design Guidelines, Section II, Windows and Shutters (pg. 16), for repairs, avoid the use of aluminum frames.
- 3. Per the Castroville Design Guidelines, Section II, Windows and Shutters (pg. 17), retain the wood trim that frames the window openings.

SIDING AND WALL SURFACES

4. The 1969 Texas Historical Commission (THC) photos confirm that the original material of the addition, where the proposed work is located, is horizontal wood siding, matching the adjacent Victorian portion of the home. Asbestos cement siding was added on, at an unknown time. Per the Castroville Design Guidelines, Section II, Siding and Wall Surfaces (pg. 22), remove any non-original siding material and repair the underlying original siding, if present. Reinstall trim of matching profile and dimensions if missing or damaged.

All submittals should be submitted to the City of Castroville. A comment response letter shall be provided. Please contact Breana Soto at breanasoto@castrovilletx.gov if you have any further questions.

Regards,

Selina Angel | City of Castroville Historic Preservation Officer | Work5hop



Permit Number: __2025259

9/22/2025 Submittal Date:

office use only

Community Development Department

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

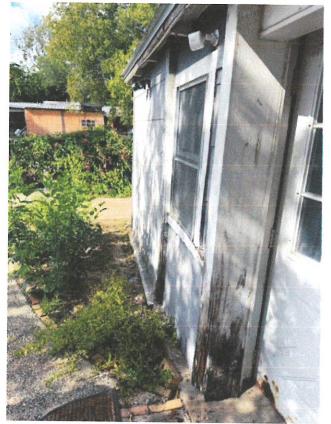
Certificate of Appropriateness Applic		
Property Information		a, provider unit
Project Address: Wile LAFAYETTE ST	- CASTROVILLE	Zoning: Como secie C
Legal Description: Lot Block	Range H RINGK	Subdivision
COSTTOVILE CANGE	SUBDIVISION	CA 0104
CASTROVI'LLE HIST	orice Homes	
Owner Information	•	
Owner Name: GREG Bowns		
Mailing Address: Po Bay 1343	HELOTES TS	E 78023
Phone: 210.965.0105 Fax:	Email: gregbo@satx.	
	•	
Project Description		200
REPLACE ROTTEN Sistus	DECAYES STR	EUCTURE AND SUPPO
TO MATCH OTHER SE	CTIVALS OF A	FOUSE
* WINDOWS WILL MH	TOH ATTACHE	D PICTURE
TO MATCH OTHER SE * WINDOWS WILL MH	JUST ATTACHE	ED PIZTURE
**Applicant wanted to mention this will be or	the back of the house.	
ny application that is missing information will be co	onsidered incomplete and wi	Il not be processed. Please see the lie
or application requ	irements on the following p	age.

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:



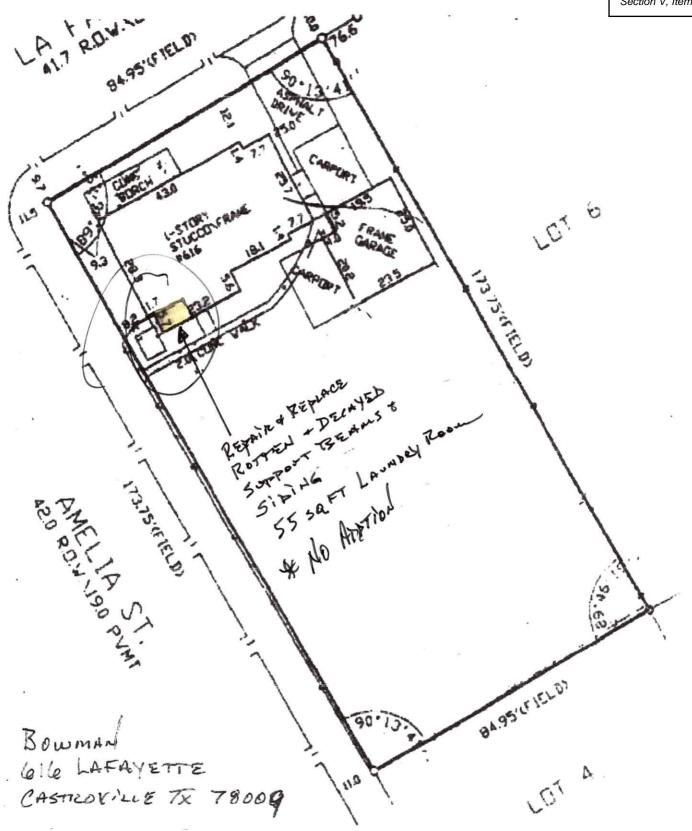












9









10 SEPTEMBER 2025 / LETTER OF RECOMMENDATION

Certificate of Appropriateness

1715 Amelia Street, Castroville, TX 78009

September 10, 2025

<u>OWNER:</u>

Maurine Grooms Mickey Conrad

3903 Vista Wood Circle

Carrolton, TX 75007-2425 -

972.762.8603 210.639.1339

mogo 1964@hotmail.com mickeyconrad@yahoo.com

RE: 1715 Amelia Street - Alteration Review

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

APPLICANT:

DESIGNATIONS	
Historic Zoning (HE/CG)	x
THC 1969 Survey	
THC 2002 Resource	X
Other Historical Designation	

Please provide a comment response letter with subsequent submittals.

COA APPLICATION

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



<u>ALTERATIONS</u>

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

123 Parland Place, Suite 100 San Antonio, Texas 78209 210.549.2588 work5hop.com 10 September 2025 / Letter of Recommendation Certificate of Appropriateness 1715 Amelia Street, materials; <u>changing</u>, <u>eliminating</u> <u>or</u> <u>adding</u> <u>doors</u>, <u>door</u> <u>frames</u>, <u>windows</u>, <u>window</u> <u>frames</u>, shutters, fences, railings, <u>porches</u>, <u>columns</u>, <u>balconies</u>, <u>walls</u>, steps, signs, or other ornamentation; the changing of paint color; regarding; <u>dismantling</u>, <u>removing</u> <u>or</u> <u>moving</u> <u>of</u> <u>any</u> <u>exterior</u> <u>features</u> <u>or</u> <u>demolition</u>. Alteration does not include routine maintenance.

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

Alteration Comments

- Per the Castroville Design Guidelines, Section II, Garages and Accessory Buildings (pg. 14), carports should be set back from the street and <u>constructed of wood, if</u> <u>possible</u>. However, the guidelines do not prohibit steel as a material for carports.
- Per the Castroville Design Guidelines, Section II, Garages and Accessory Buildings (pg. 14), locate the garage or carport to front onto a secondary street, <u>if possible</u>, not onto the street the house faces.
- 3. Per the Castroville Design Guidelines, Section II, Siding and Wall Surfaces (pg. 21), for repairs to stone and stucco wall surfaces, replace mortar to match original in composition, color, and profile. Avoid Portland cement plaster as mortar to stucco material. Because it's harder than the softer stone, it will cause the stone to crumble.
- 4. Per the Castroville Design Guidelines, Section II, Fences and Walls (pg. 38), many landmark properties have large old trees that should be conserved where possible. In particular, live oaks and pecan trees should be protected and preserved.

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

Regards,

Selina Angel | City of Castroville Historic Preservation Officer | Work5hop

2/2

15

Section V, Item b.



2025242 Permit Number: _ 9/6/2025 Submittal Date: office use only

Community Development Department

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

Property Information

Certificate of Appropriateness Application

. roporty information			
Project Address: 1715	AMELIA		Zoning: HE
Legal Description: Lot	5 & 6 Block 4	Range 11	Subdivision
Landmark Name:			
Owner Information			
Owner Name: MAUF	RINE GROOMS		
Mailing Address: 3903	VISTA WOOD CIRCLE,	CARROLTON, TX	75007-2425
Phone: 972-762-8603	Fax:	Email: MOGO196	4@HOTMAIL.COM
the subsequent ac	oration of the original 18 dditions (circa 1950s a ached accessory struct amend the original HLC	nd later). New add ures.	

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

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

Signature of Applicant:	Date:	

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 \$50.00

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.

Maurine Grou

3903 Vista Woods Circle Carrollton, Tx 75007-2425

7/8/2025

City of Castroville

Community Development Department

703 Paris St.

Castroville, Tx 78009

Attn: Breana Soto

Community Development Director

RE: 1715 Amelia

To Whom It May Concern,

Mickey Conrad is performing due diligence prior to purchasing the property I currently own at 1715 Amelia (Lots 5 & 6, Block 4, Range 11). He is requesting a meeting with the Historic Landmark Commission to review plans for improvements to the property to make sure they would be approved by the Historic Landmark Commission before committing to purchase my property. This letter is to allow Mickey Conrad to be the "applicant" and meet with the Historic Landmark Commission.

I have no responsibility for and will not be obligated to make any of the improvements proposed by Mr. Conrad. Any and all improvements will be made by Mr. Conrad after the sale of the property to Mr. Conrad.

Sincerely,

Maurine Grooms

Maurine Grooms

1715 AMELIA

Mickey and Cyndee Conrad are conducting due diligence prior to purchasing the property at 1715 Amelia. The property has a circa 1870s Alsatian Sunday House that was added on to in the 1950s and later.

The HLC application is being amended due to information on the site survey that indicates the original historic house is set back from the property lines more than what was indicated in the original application. Fortunately, it doesn't impact the design of the addition to the historic house, but it does impact the configuration of the accessory structure. Attached is a revised site plan and elevations with the changes. Changes to this narrative are italized.

Scope of the Project

- 1. Selective demolition of the non-contributing additions to the original Sunday House and other accessory structures
- 2. Restoration of the Sunday House
- 3. Addition of dwelling space to the Sunday House
- 4. Constructing an accessory structure
- 5. Landscape including paving, planting, fences and hardscape

Original 1870s Sunday House

- Remove 1950s non-contributing and later additions to highlight the historic structure
- Remove front porch
- Restore roof edge and overhang details

- Remove and replace aluminum windows and front door with appropriate windows and door. Restore former window opening on the southeast side.
- Repair plaster as needed
- Reconstruct portion of northwest addition wall

Addition

- Designed to highlight and complement the historic building through its material, form, and detailing.
- Aligned near the back of the existing house stepping back and away to give the original building prominence, and is compatible in terms of form, scale, massing, and materials.
- Height of the additions are *lower* than the original house.
- *Pitch on additions' roofs are slightly less* than the original house and shed pitches are similar.
- Covered entry connector will distinguish the original house from the new addition.

Accessory Structure

- New Accessory Structure includes craft studio and tool storage with a detached carport.
- Located to recede back from the original house and addition
- Placed closer to the back edges of the lot, as was the typical historic pattern
- Mass-scale and massing so it does not compete with the main house, but the form is complementary and compatible, recognizing hierarchy
- The accessory structure is reconfigured to align with the 5' setback. An open carport is proposed with access from Amelia St which will be the side street when the address is changed to Berlin. To mitigate the visual impact of the carport, a low

profile structure constructed in either wood or steel is proposed with vine covered roof edges so it compliments and not competes with the pitched roof structures. See example photos.

Roof

- Standing seam galvalume
- *Primary roofs are 7/12 pitch. Historic house pitch is 7.5/12.*
- Shed roof pitches vary from 2.75/12 to 3.75/12.

Walls

- Walls on addition: Painted plaster to match the original house texture and smooth Hardie fiber cement panels with 1x2 battens at 12" o.c. on the kitchen wing.
- Walls on accessory structure: Painted smooth Hardie fiber cement panels with 1x2 battens at 12" o.c. distinguish the accessory structure from the main house

Windows

- Large: Single-hung clad wood with 6/6 divided lites (SDLS)
- Small: Fixed clad wood with 4 divided lites (SDLS)

Exterior Doors

- Front: 4 panel painted wood with side-lites
- Others: 4-panel with 2 glass lites

Trim

- Head and Jamb: 1x4 wood fiber cement painted
- Sills: 2x wood fiber cement

Color & Finishes

- Roof and gutters: Natural finish galvalume
- Roof Fascia and Soffit: Same as window/door trim
- Plaster Walls: Paint SW 7100 Arcade White
- Board and Batten Walls: Same as window trim
- Windows: Pella Portobello or Fossil or Marvin Clay
- Window and Door Trim: Same as windows
- Doors: Accent compatible with trim

Landscape

Fence

- 4' coyote on Berlin St.
- 6' non-climb wire NE and SE.
- No fence on Amelia St.
- 18" high dry stack stone walls leading to door on Amelia St

Planting

- Existing trees: Two pecan trees that have been butchered, one dead and the other in the building footprint, will be removed. See photos. The other pecans and oaks will be preserved.
- Native perennial shrubs
- Trees added to shade from west sun
- Drought tolerant turf

Paving

- Gravel pave drive
- Grass pave guest parking
- Crushed stone walk up to flagstone door stoops







Accessory Structure - Carport / Storage



Accessory Structure Craft Studio



Historic House

House Addition

AMELIA ST ELEVATION



BD & BATTEN

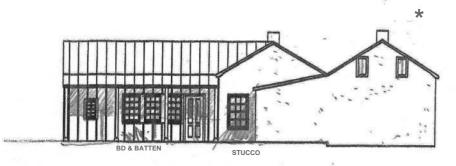
Accessory Structure Craft Studio VINE COVERED STEEL OR WOOD FRAMED CARPORT

Carport / Storage

ELEVATIONS

RIDGE HEIGHT OF NEW
ADDITION IS 5" LOWER THAN
THE RIDGE OF THE HISTORIC
HOUSE

RIDGE HEIGHT OF NEW ADDITION IS 5" LOWER THAN THE RIDGE OF THE HISTORIC HOUSE.



House Addition

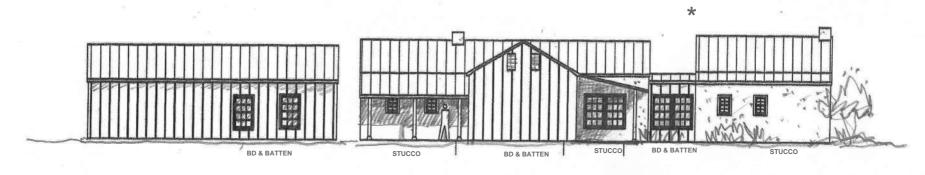
Historic House

Historic House

House Addition

BERLIN ST. ELEVATION

SOUTHEAST ELEVATION



Accessory Structure

NORTHEAST ELEVATION

House Addition

ELEVATIONS





THIS DEAD TREE TO BE REMOVED

THIS TREE IS WITHIN THE BUILDING FOOT PRINT AND WILL BE REMOVED





YELLOW BUTTERFLY VINE IS EVERGREEN AND PROPOSED FOR THE CARPORT TRELLIS

