

**City of Alamo Heights  
ARCHITECTURAL REVIEW BOARD  
MINUTES  
July 18, 2023**

The Architectural Review Board held a regular meeting at the Council Chambers of the City of Alamo Heights, located at 6116 Broadway St, San Antonio, Texas, and via Zoom with teleconference on Tuesday, July 18, 2023, at 5:30 p.m.

Members present and composing a quorum of the Board:

John Gaines, Chairman

Ashley Armes

Grant McFarland

Lindsay Thorn

Phil Solomon

Members absent:

Larry Gottsman

Adam Kiehn

Clay Hagedorf, Alternate

Staff members present:

Phil Laney, Assistant City Manager

Lety Hernandez, Director of Community Development Services

Thomas Medina, Planner

Michelle Ramos, Planner

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The meeting was called to order by Chairman Gaines at 5:35 p.m.

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Chairman Gaines welcomed and introduced the newly appointed board member, Ashley Armes, and thanked her for volunteering to serve the community.

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Chairman Gaines moved to approve the meeting minutes of the May 16, 2023 and June 27, 2023 meetings as presented.

The motion was approved with the following vote:

FOR: Gaines, Armes, McFarland, Thorn, Solomon

AGAINST: None

Ms. Hernandez introduced new staff members, Thomas Medina and Michelle Ramos, Planners, and the board welcomed them.

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Case No. 897F – Request of Hilary Scruggs Beebe, applicant, representing Trace and Laura Nell Burton, owners, for the compatibility review of the proposed design

located at 222 Claiborne Way in order to construct a 2-story addition to the existing detached garage under Demolition Review Ordinance No. 1860 (April 12, 2010).

Ms. Hernandez presented the case. Hilary Scruggs Beebe was present and addressed the board. The property owner, Trace Burton was also present.

Ms. Beebe spoke on the existing residence and provided background information for the project and previously approved design. The board and Ms. Beebe discussed the site and variances. The board questioned why an adjustment was needed for the looming requirement. Ms. Beebe explained referenced the site constraints as the reason. The board asked for clarification on the exterior facade materials. The board questioned the lack of windows facing neighbor at rear. Ms. Beebe explained that the lack of fenestration will alleviate any privacy issues.

The board questioned the review process from this case since decisions here could affect decisions of the Board of Adjustment and staff responded.

Mr. Thorn proposed changes to the southeast elevation for consideration.

The board commended the design of the project.

Chairman Gaines opened the public hearing at 5:53 p.m.

Those requesting to speak regarding the case were as follows:  
Trace Burton, 222 Claiborne Way (Support)

Chairman Gaines closed the public hearing at 5:55 p.m.

Mr. McFarland moved to recommend approval of proposed design as compatible. Mr. Thorn seconded the motion.

The motion was approved with the following vote:

FOR: Gaines, Arnes, McFarland, Thorn, Solomon  
AGAINST: None

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Case No. 898F – Request of Matt Christian of M.W. Christian Builders, applicant, representing Diane Kolar, owner, for the significance review of the existing main structure and compatibility review of the proposed design located at 270 E Oakview Pl in order to demolish 100% of the existing residence and construct a new single-family residence with attached garage under Demolition Review Ordinance No. 1860 (April 12, 2010).

Ms. Hernandez presented the case. Matt Christian, applicant, was present and addressed the board. Michael Mason, Architect, was also present via teleconference and addressed the board. The board asked for clarification concerning the planter height and went on to discuss front elevations and roof projections. The board commented that the roof seemed

Thomas Medina, Planner  
Community Development Services

Date Signed & Filed

9-19-23

John Gaines, Chairman

(Board Approval)

*[Handwritten signature]*

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THE PROCEEDINGS OF THE MEETING ARE ALSO DIGITALLY RECORDED, AND THESE MINUTES ARE ONLY A SUMMARY OF THE MEETING. THESE MINUTES ARE NOT A VERBATIM TRANSCRIPT OF THE PROCEEDINGS AND DO NOT PURPORT TO INCLUDE ALL IMPORTANT EVIDENCE PRESENTED OR STATEMENTS MADE.

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There being no further business, Chairman Gaines moved to adjourn the meeting. Mr. McFarland seconded the motion followed by unanimous consent of the board. The meeting was adjourned at 6:20 p.m.

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Phil Laney announced possible upcoming changes to the preve of the board and that staff would present the item at the next regularly scheduled meeting.

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The motion was approved with the following vote:  
FOR: Gaines, Armes, McFarland, Thorn, Solomon  
AGAINST: None

Grant McFarland moved to declare the existing main structure as not significant and recommended approval of the proposed design as compatible.

Chairman Gaines opened the public hearing at 6:18pm. No one requested to speak regarding the case so the public hearing was closed.

Mr. Solomon asked for clarification on larger windows rendering of front elevation. Ms. Armes voiced concern regarding the differences between the elevations and renderings. Mr. Solomon went on to say that the mix of different architectural styles and mix of exterior materials resulted in too many ideas projected onto the house. Mr. Thorn agreed.

The Board commended the design as sensitive to the neighborhood and respectful to families. Mr. McFarland agreed adding that the east elevation and roof tie in to match the other houses on the block.

Mr. Mason spoke to the concerns of the board. They asked for clarification on the exterior finish materials and articulation. too heavy. They asked for clarification on the exterior finish materials and articulation.