

**City of Alamo Heights**  
**ARCHITECTURAL REVIEW BOARD**  
**MINUTES**  
September 15, 2020

The Architectural Review Board held a regular meeting via Zoom and telephone conference on Tuesday, September 15, 2020, at 5:30p.m. due to pandemic, COVID-19, also known as coronavirus.

Members composing a quorum of the Board:

John Gaines, Chairman  
Mary Bartlett  
Diane Hays  
Mike McGlone  
Lyndsay Thorn

Members absent:

Grant McFarland  
Phil Solomon

Staff members present:

Nina Shealey, Assistant City Manager  
Lety Hernandez, Planner

\*\*\*\*\*

The meeting was called to order by Chairman Gaines at 5:30 p.m.

\*\*\*\*\*

Chairman Gaines announced the minutes of the August 18, 2020 meeting were not available for review. No action was taken.

\*\*\*\*\*

**Case No. 810 S – Request of US Signs, applicant for permanent signage at 6106 Broadway (Sage)**

Ms. Shealey presented the case.

Mr. McGlone questioned existing signage and Ms. Shealey clarified that this sign was not existing and would be an addition to the existing. She added that a reface was allowed of the existing blade sign but that did not require board review.

Mr. Thorn moved to approve the signage as submitted. Ms. Bartlett seconded the motion.

The motion passed with the following vote:

FOR:           Gaines, Bartlett, Hays, McGlone, Thorn  
AGAINST:   None

\*\*\*\*\*

**Case No. 811 S – Request of Signs LLC, applicant, for permanent signage at 615 Austin Hwy (Ken’s Texaco)**

Ms. Shealey presented the case. Daphne Diaz, representative of Signs LLC, was available to address the board. Ms. Shealey provided background regarding the most recent improvements and went on to speak regarding the signage. The request for eight (8) signs exceeds the maximum allowed. Ms. Shealey added that the board did have the discretion to approve the number of signage.

Mr. McGlone stated that he was okay with the “service center” sign but not okay with the canopy signage. Ms. Bartlett agreed. Ms. Hays questioned the directional signage and asked staff for clarification. Ms. Shealey responded.

Mr. McGlone suggested “auto service center” to address the services provided in addition to decreasing the amount of signage. After further discussion, Mr. McGlone moved to table the case for the October meeting followed by unanimous consent.

At this time, Mr. Thorn recused himself due to interest in the next case.

\*\*\*\*\*

**Case No. 812 S – Request of Thorn & Graves Architects, applicant, for permanent signage at 5945 Broadway (King and Country)**

Ms. Shealey presented the case. Natalie Hugentobler was available to address the board.

Mr. McGlone spoke regarding the proposed placement of the signage and asked clarification regarding the site plan. The applicant responded and added that the area behind the signage would be landscaped area. Mr. McGlone asked for clarification regarding the exterior improvements and the applicant responded.

Mr. McGlone moved to approve the signage as presented. Ms. Hays seconded the motion.

The motion passed with the following vote:

FOR:           Gaines, Bartlett, Hays, McGlone

AGAINST:   None

Mr. Thorn joined quorum at that time.

\*\*\*\*\*

**Case No. 778 F – Request of Jorge Cavazos and Yvette Almendarez, owners, for the compatibility review of the proposed design located at 223 Allen in order to construct a new single-family residence with attached accessory structure under Demolition Review Ordinance No. 1860 (April 12, 2010).**

Ms. Shealey presented the case and provided background information regarding previous board approvals. The owners were available to address the board.

Mr. McGlone asked for clarification regarding the fence for the pool, the proposed placement and height. Dr. Cavazos spoke regarding the rendering by the landscape architect. Mr. McGlone went on to say that the site plan and elevations did not match due to the difference of topography. A discussion followed regarding the fence height.

Ms. Bartlett spoke regarding the responses to the public notice and asked what property was in opposition. Ms. Shealey responded.

Mr. Thorn moved to recommend approval of the design as compatible. Ms. Hays seconded the motion.

The motion was approved with the following vote:

FOR: Gaines, Bartlett, Hays, Thorn

ABSTAIN: McGlone

AGAINST: None

\*\*\*\*\*

**Case No. 807 F – Request of David Mauze of Mauze Construction Corp., applicant, representing RJS & KGS Management Ice Trust, owner, for the compatibility review of the proposed design located at 125 Primrose in order to construct a new single-family residence with detached accessory structure under Demolition Review Ordinance No. 1860 (April 12, 2010).**

Ms. Shealey presented the case. Mr. Mauze, applicant, was available to address the board.

Mr. Thorn clarified regarding the white gable over the front entrance. The applicant spoke regarding color and material samples. The proposed residence will be the primary residence of the owners and want to be located within the school district.

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

The motion was approved with the following vote:

FOR: Gaines, Bartlett, Hays, McGlone, Thorn

AGAINST: None

\*\*\*\*\*

Ms. Shealey provided an update regarding the process for future board hearings and added that the meetings would also be available by Zoom.

\*\*\*\*\*

There being no further business, Ms. Bartlett moved to adjourn the meeting seconded by Ms. Hays. The meeting was adjourned at 6:27p.m.

\*\*\*\*\*

**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.**



John Gaines, Chairman  
(Board Approval)

10/20/2020

Date Signed & Filed



Lety Hernandez, Planner  
Community Development Services