

**City of Alamo Heights**  
**ARCHITECTURAL REVIEW BOARD**  
**MINUTES**  
October 17, 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, October 17, 2023, at 5:30 p.m.

**Members present and composing a quorum of the Board:**

John Gaines, Chairman  
Ashley Armes  
Phil Solomon  
Clay Hagendorf, Alternate

**Members absent:**

Larry Gottsman  
Adam Kiehne  
Grant McFarland  
Lyndsay Thorn

**Staff members present:**

Phil Laney, Assistant City Manager  
Lety Hernandez, Director of Community Development Services

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The meeting was called to order by Chairman Gaines at 5:37 p.m.

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Chairman Gaines announced that the minutes of the September 19, 2023 meeting were not available for review and rescheduled for the next regularly scheduled meeting. No action was not taken.

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**Case No. 907F – Request of Kirk Golsch of Sitterle Homes, applicant, representing Forrest Robertson, owner, for the significance review of the existing main structure and compatibility review of the proposed design located at 540 Lamont Ave in order to demolish 100% of the existing residence and construct a new single-family residence with accessory structure under Demolition Review Ordinance No. 1860 (April 12, 2010).**

Ms. Hernandez presented the case. Kirk Golsh of Sitterle Homes was present and addressed the board. He went on to speak regarding the design of the new single-family residence.

Mr. Solomon stated that the proposed residence is well-balanced and that the chosen materials have continuity and simplicity features. Mr. Hagendorf suggested the addition of landscaping to soften the look.

The board posed questions regarding the proposed site plan and whether there would be any changes in the grade. The applicant responded and confirmed that there were no proposed changes in grade at on the West side of the property on Loveta St. that confirmed the property sloped from West to East. The board spoke regarding the foundation and requested that the applicant minimize the view of it due to the grade. The applicant responded stating that accountability for the exposed slab was taken into consideration. For clarification regarding the slope of the property, the applicant provided renderings for the board members to view The application was provided rendering for the board to view.

Ms. Armes questioned the removal of the trees on the front side of the property. Mr. Golsh confirmed that the trees are not intended to be removed nor disturbed if it was not necessary.

Mr. Solomon questioned if any of the existing main structure materials could be used for repurposing. Forrest Robertson, owner, addressed the board and responded.

Chairman Gaines opened the public hearing at 5:55pm but no one requested to speak regarding the case so the public hearing was closed.

Mr. Hagendorf moved to declare the existing main structure as not significant and recommended approval of the demolition as requested and proposed design as compatible . Mr. Solomon seconded the motion.

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

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Mr. Laney provided updates regarding potential changes to the current board's roles and responsibilities. The board provided feedback and spoke regarding the incentives of good design with use of specific elements. . Open discussion followed.

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There being no further business, Mr. Solomon moved to adjourn the meeting. Ms. Armes seconded the motion followed by unanimous consent of the board. The meeting was adjourned at 06:12 p.m.

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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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John Gaines, Chairman  
(Board Approval)

11/21/23  
Date Signed & Filed

  
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Michelle Ramos, Planner  
Community Development Services