



City of Fredericksburg

Historic Review Board Meeting Agenda
Tuesday, January 13, 2026 ~ 5:30 PM
Conference Room at City Hall
126 West Main St.
Fredericksburg, Texas 78624

David Bullion, Chair
Jessica Mittel, Vice Chair
Emily Basse, Member
Cyd Donnell, Member
Gilbert Gonzalez, Member

Sharon Joseph, Member
Joe Salinas, Jr., Member
Amy Slaughter, Member
Shawn Vinklerek, Member

The City of Fredericksburg Historic Review Board will meet in a regular session on Tuesday, January 13, 2026 at 5:30PM. [Link to City of Fredericksburg to watch video of meeting.](#)

Written Comments: to be submitted remotely:

1. Must be received by 2 p.m. on January 13, 2026.
2. Complete the Citizen Comment Form online at www.fbgtx.org; or
3. Email your comments to jmusgrove@fbgtx.org

Verbal Comments:

Sign up in-person between 5:00 p.m. and 5:30 p.m. at the Conference Room located at 126 West Main Street, Fredericksburg, Texas 78624.
You will be limited to 3 minutes to speak.

1. CALL TO ORDER

2. ROLL CALL

3. CHAIR'S STATEMENT

4. APPROVAL OF MINUTES

- A. November 12, 2025, Regular Meeting Minutes

CONSENT AGENDA

The items under the consent agenda are deemed by the Historic Preservation Officer to be routine innature and will be approved by one motion of the Board adopting the staff findings andrecommendation as part of the approval. The items on the consent agenda will not be discussed. Any member of the Board or the public that wishes to discuss an item on the consent agenda may request that it be removed and placed on the individual consideration agenda.

5. CERTIFICATE OF APPROPRIATENESS APPLICATIONS

- A. **2025-66 - 206 S Crockett** - Consideration and possible action on a request to amend a previously approved Certificate of Appropriateness (COA) to convert a garage into living space which included new siding, addition of windows and doors and construction of outdoor entertainment space. The applicant is requesting different windows and doors from what was previously approved and changing the proposed placement for the property located at 206 S. Crockett St., legally described as FBG ADDN BLK 32 LOT 355-PT & 356-PT.

6. DISCUSSION ITEMS

- A. Legal Brief from Legal Council
- B. Demolition By Neglect
- C. Director's Report

7. ADJOURN

CERTIFICATION

This is to certify that I, Jan Musgrove, posted this Agenda before 4:30PM on January 9, 2026, on the bulletin board of the City of Fredericksburg City Hall, 126 W. Main St., Fredericksburg, Texas.



Jan Musgrove
Planner 1

**SSTATE OF TEXAS
COUNTY OF GILLESPIE
CITY OF FREDERICKSBURG**

**HISTORIC REVIEW BOARD
MEETING MINUTES
November 12, 2025
5:30 PM**

On this 12th day of November 2025, the Historic Review Board convened in regular session at the New City Hall at East Campus, 2818 E. U.S. Highway 290, Fredericksburg, Texas, with the following members present to constitute a quorum:

PRESENT: David Bullion
Jessica Mittel
Sharon Joseph
Joe Salinas, Jr.
Cyd Donnell
Shawn Vinklarek
Emily Basse
Gilbert Gonzalez
Shawn Vinklarek

ABSENT:

ALSO PRESENT: Cliff Cross – Director of Development Services
Susana Huerta – Assistant Director of Development Services
Maria Garcia – Legal Consultant

CALL TO ORDER

The meeting was called to order at 5:30 PM by Chair David Bullion.

MINUTES

October 14, 2025, Historic Review Board meeting minutes were unanimously approved.

CERTIFICATE OF APPROPRIATENESS:

2025-1180 - 211 W. San Antonio St. - Consideration and possible action on a request for a Certificate of Appropriateness (COA) to replace a door, and perform maintenance on roof and other items for the property located at 311 W. San Antonio St., bearing the legal description of FBG ADDN, BLOCK 32, LOT

Applicant:

Sylvia Crook presented a request for approval of work at 211 W San Antonio St., including color changes, roof replacement, door changes, and plastering.

Joe Salinas recused himself from the Dias.

Staff Review:

The applicant is requesting a COA to reconstruct the roof to comply with previous Board approval of a standing seam ridge. They propose the color of Forest Green with the same material or equivalent. They are planning to replace the front doors with ones made from long leaf pine reclaimed from the 1880s Crockett building in San Antonio with a natural finish and an oil-rubbed bronze door handle. The request includes the plastering of the front of the house under the porch, between the porch columns. The application includes general maintenance repairs including painting of the siding and window frames, installation of new porch lights, and mailbox.

Discussion:

The board discussed the historical appropriateness of plastering and door style.

Jessica Mittel made a motion to approve all work except for plastering the front, but allowing it to plaster smooth around the windows.

Cyd Donnell seconded the motion. Approved unanimously, except for Joe Salinas who had recused himself.

Joe Salinas returned to the dias.

Cyd Donnell recused herself for the dias.

2025-1173 - 312 W. Main St. - Consideration and possible action on a request for a Certificate of Appropriateness (COA) to construct a large shade structure for the property located at 312 W. Main St., bearing the legal description of FBG ADDN, BLK 28, LOT 105-PT, 160-PT, 161-PT312 W Main St. Shade Structure:

Applicant: John Graham presented a proposal for a shade structure at 312 W Main St.

Staff Review:

The applicant is requesting a COA to build a shade structure made of steel for the structural components and micro-perforated fabric for the "roofing material." The shade structure will be placed in an area of 20 feet by 55 feet rectangular space on the side of the existing primary structure facing Main St. The shade structure will consist of ten (10) 4" x 4"-gauge 11 square tubing posts (5 on each 55' side) with a total height of 9 feet. 2" x 2"-gauge 14 square tubing supports will be used to support the fabric and will sit on top of the structural posts. These 2" x 2" supports are what is used to secure the fabric on to the structure. The structural posts will be dug into the ground and concreted into a depth of three (3) feet, within a 12" diameter hole. The micro-perforated fabric will be screwed into the steel structure along the prefabricated seam of the fabric.

Discussion:

The board discussed visibility, color, and impact on the historic corridor.

Sharon Joseph made a motion to approve the Shade Structure with Black Posts and a light tan colored material for the material and that any changes to post height or thickness would require resubmission.

Jessica Mittel seconded the motion.

Approved unanimously, except for Cyd Donnell who had recused herself.

Cyd Donnell returned to the Dias.

2025-1211 - 106 S. Lincoln St.- Consideration and possible action on a request for a Certificate of Appropriateness (COA) to screen/enclose an existing porch on an accessory structure for a property located at 106 S. Lincoln St., legally described as FBG ADDN, BLOCK 47, LOT 324-PT.

Applicant:

John Hay applied for the Certificate of Appropriateness to enclose a porch on a low-rated ancillary structure at 106 S Lincoln St. The Ancillary building had previously been re-rated to Low by the Board. This structure had been built in the 1980's and would remain as a Short-Term Rental.

Staff Review:

The applicant is requesting a COA to enclose the existing porch on the accessory dwelling unit. The structure is located at the back of the lot and has a small porch at its entrance. They are proposing to screen the porch. The main structure on the property has a High rating. However, the accessory structure has a Low rating.

Discussion:

The Board members debated visibility and historical guidelines, ultimately approving the application based on the structure's low rating and minimal impact.

Jessica Mittel made a motion to approve the application as presented.

Gilbert Gonzalez seconded the motion. All voted Aye except for Amy Slaughter (Nay), motion carried.

2025-1189 - 311 E. Centre St. - Consideration and possible action on a request for a Certificate of Appropriateness (COA) to enclose a covered patio and construction of a two-car detached garage for property located at 311 E. Centre St., legally described as HAHNE BLOCK D, LOT 10-PT.

Applicant:

Matthew Guderian with Timber & Stone Builders requested approval for an addition and new garage at 311 E Center St.

Staff Review:

The applicant is requesting a COA to enclose an existing covered patio to increase the size of a bedroom in the existing primary structure that is being used as short-term rental. Additionally, they are requesting approval to build a two-car detached garage that would be connected to the existing two-story storage building in the rear of the property through a shed roof extension.

Discussion:

The board clarified that the unrated status of the structure would default it to a low rating. A brief dialogue surrounding the plans occurred.

Shawn Vinklarek made a motion to approve as presented.

Joe Salinas seconded the motion. The motion was unanimously approved.

Jessica Mittel recused herself from the discussion.

2025-1001 - 701 N. Llano St. - Consideration and possible action on a request for a Certificate of Appropriateness (COA) to construct a new single-family residential structure for a property located at 701 N. Llano St., legally described as HAHNE BLOCK A, LOT 1-PT.

Applicant:

Richard Laughlin with Laughlin Homes presented the plans for the home to be located at 701 N Llano. The property had previously received an approved COA to demo the existing structure but had required the owners to come back with plans before the home could be removed.

Staff Review:

The applicant is requesting a COA to construct a new single-family residential structure for the property located at 701 N. Llano St. A COA was issued for the property on December 11, 2024, for demolition of a previously existing structure. The proposed two-bedroom, two-bath house with a single-car garage is intended as a secondary residence with an exterior primarily consisting of neutral colored stucco complimented with Hardie Plank siding. It will include a standing seam metal roof and traditional front porch columns.

Discussion:

The board reviewed the design, materials, and compatibility to the neighborhood.

Amy Slaughter made a motion to approve the application as presented. Sharon Joseph seconded the motion. All but Jessica Mittel (recused) voted Aye and the motion passed.

Jessica Mittel returned to the dias.

2025-1223 - 413 W. Creek St., Consideration and possible action on a request for a Certificate of Appropriateness (COA) for several repairs to include replacement of roof, removal of front porch railing, wood porch floor rebuild, restoration of front door and front porch trim, windows replacement, removal and replacement of two-story addition, renovate accessory dwelling and other repairs and renovations for a property located at 413 W. Creek, legally described as FBG ADDN BLOCK 19, LOT 455-PT & 456.

Applicant:

Brett Collington and Paul Hamilton presented a restoration plan for 413 W Creek St., including review of demolition items and preservation of historical features. They requested to renew an expired COA that had existed on the property.

Staff Review:

The applicant is requesting a COA to perform the following extensive repairs and renovations:

- A. Siding on the small building immediately behind the Main House is a board batten type siding and the intent will be to repair and paint that siding.
- B. The windows that have original sashes will be retained since they are some of the only original material and are in good enough condition to be rehabbed, this is especially true of the windows on the first floor that are protected by porches. Windows that were previously replaced can be replaced to match the historic profiles.
- C. Second floor window sashes are in fair condition, they still require a considerable amount of repairs to make them fully serviceable. This coupled with the fact that nothing else remains of the original windows (frames, sills, etc.), and that fact that these windows are not of the period of the original building or the late 1880's, additions prompt the intent to replace these windows with new Marvin fiberglass clad wood window which matches the original windows in size, configuration, profile and depth. These windows would be trimmed with wood to match the original windows and new operable shutters would be added.
- D. Existing exterior doors at the north and west porches will be restored.
- E. Screen doors will be retained, repaired, or replaced in-kind if beyond repair.

F. One door at the second-floor porch will be restored and two doors which are not period for the building to be replaced with two new four panel wood doors to match other historic four panel wood doors.

G. The intent for the north and west facing porches had extensive wood rot and deterioration and was replaced to match original condition complete with wood floors, turned and square porch post, porch railings and trim. The metal roof fenestrations will be replaced.

H. The second-floor porch roof and the roof over the one-story stone building behind the main house will be standing seam metal and the east facing porch roof will be wood shingle to match the main upper roof.

I. The small wood framed building with a stone basement will be restored to its original condition with exception of replacing the east facing window with matching doors with steps leading to the new outdoor area.

The cottage is an original building that also underwent extensive renovations in 1989–1990. A small porch over the north facing door was replaced with a new porch spanning the length of the north wall of the building, window and door openings were adjusted, and windows and doors were renovated in a similar fashion to those on the main house. The intent for this building is generally (with some minor exceptions) to bring it back to its renovated condition in 1990 but with new interior finishes and upgrades.

A. The large two-story addition against the south wall of this building which was built after the 1989–1990 renovation will be removed and replaced with a small one story addition covered with a standing seam metal roof and faced with board and batten on the exterior walls.

B. Existing windows which are no longer original to the building will be replaced with new four over four lite fiberglass clad wood windows that will match the original windows in size and depth.

C. The existing exterior wood siding and trim will be repaired and painted.

D. The front porch railing, which is not historic, will be removed and the wood porch floor will be rebuilt.

E. The front door and front porch trim will be restored.

F. The wood shingle and v-drain metal roofing will be replaced with a new standing seam metal roof.

G. An additional bath will be added.

Discussion:

The board confirmed that the scope matched previous approvals, they did add a few conditions with the approval of the new COA.

Amy Slaughter made a motion to approve the renewal of the COA with the following conditions:

- To replace the windmill on the prop
- Keep the Historical Marker on property,
- Cistern filter and Concrete cap to remain
- Keep Hand Pump

Cyd Donnell seconded the motion. A unanimous vote, motion carried.

2025-1137 - 109 E. College St., Consideration and possible action on a request for a Certificate of Appropriateness (COA) to remove a garage door on an accessory structure and replace with one that adds an exterior window for the property located at 109 E. College St., legally described as HENKE BLOCK B, LOT 16-PT.

Applicant:

Justin May presented to the Board that he wanted to modify an accessory garage at 109 E College St., including removal of the garage door and installation of windows.

Staff Review:

The applicant is requesting a COA to remove the garage door on an accessory building (detached garage) and replace it. The proposed new garage door would be of the same wood siding and paint color as the existing exterior to include an exterior window to also match the same color — black and pattern of the windows on the primary structure.

Discussion:

The Board discussed the design and its historical context.

Cyd Donnell made a motion to approve the application with the condition that the trim around the garage be removed.

Joe Salinas seconded the motion. the board approved the application with the condition that the garage door trim be removed. A unanimous vote, motion carried.

Demolition by Neglect and Code Enforcement Procedures:

Cliff Cross, Director of Development Services and the board members, including Sharon Josephs and Jessica Mittel, discussed ongoing efforts to address demolition by neglect, code enforcement, and the legal and budgetary challenges involved, with updates on coordination with the city manager, code enforcement, and the mayor.

Legal Action and Injunctive Relief:

Cliff Cross explained that the city is considering seeking injunctive relief through the courts to address persistent violations, as standard citations have not resulted in compliance; this process would involve significant costs and may require budgeting for legal and remediation expenses.

Board's Position and Mayoral Discussion:

Board members had met with Mayor Hoover to emphasize the need for following through with legal action on demolition by neglect cases, highlighting that the board has reached the point of recommending legal steps and stressing the importance of consistent enforcement. The board discussed the availability of historic preservation grant funds, the process for using these funds for remediation, and the need to ensure that expenditures can be recouped through liens or reimbursement if the city undertakes corrective action.

Cliff Cross clarified that code enforcement is addressing both historic preservation and broader property maintenance violations, and that the city is working to ensure all procedural steps are followed before taking legal action.

Sharon Joseph and Jessica Mittel raised concerns about unapproved signage, murals, and temporary fencing within the historic district.

Cliff Cross and Susana Huerta outlined ongoing and planned improvements to the permitting and enforcement process.

The board discussed instances of unapproved signs and murals, with Cliff Cross explaining that the city is revising processes to require zoning administrator review for all exterior changes, including signage, and is working to address both new and existing violations. Concerns were raised about temporary fencing around historic properties, the board discussed the need for better processes to prevent long-term temporary installations.

Ordinance Updates:

Cliff Cross mentioned that the Unified Development Code (UDC) update will address gaps in current ordinances, including sign and fence regulations, and that interim fixes are being proposed to City Council for more immediate enforcement improvements.

Historic Preservation Grant Procedures:

The board and city staff discussed the procedures for awarding, inspecting, and reimbursing historic preservation grants, clarifying requirements for documentation and the timeline for using awarded funds.

Grant Disbursement and Inspection:

The process for grant recipients involves submitting estimates, completing work, city inspection, and providing proof of payment (such as a canceled check or paid invoice) before reimbursement; the city clarified that alternative documentation may be accepted

if canceled checks are unavailable. The city implemented a policy requiring grant funds to be used within one fiscal year, with recipients notified that unclaimed funds will be forfeited if not drawn by the deadline.

Consent Agenda and Meeting Efficiency:

Board members and staff discussed the use of consent agendas to streamline meetings and focus more time on substantive issues, agreeing to reinstate pre-meeting reviews and administrative approvals. The board agreed to resume pre-meeting reviews with city staff to identify items suitable for the consent agenda, allowing routine applications to be handled more efficiently and reserving meeting time for complex or controversial cases.

Staff proposed preparing reports of administrative approvals for board review, enabling members to provide feedback or request discussion on items they believe warrant full board consideration.

Follow-up tasks:

Demolition by Neglect Enforcement:

Send a letter to the owner of the property with the mural sign and rooftop utilities to notify them of non-compliance regarding both the signage and mechanicals and request corrective action.

Demolition by Neglect Enforcement:

Follow up with the property owner regarding the temporary fence across from Marktplatz to ensure that the promised permanent fence construction will commence as stated.

Demolition by Neglect Enforcement:

Check whether the city has inspected 207 West End (the second property in green on the demo by neglect list) to confirm completion of grant-funded work, and report back to the board.

Demolition by Neglect List Accuracy:

Review and update the demolition by neglect list to ensure all discussed properties, such as the one on the corner of Cora and College, are included and accurately reflected.

Adjournment:

With no further business to discuss, the meeting was adjourned at 7:11PM.

PASSED AND APPROVED on the 13h day of January 2026.

Jan Musgrove, Planner 1

David Bullion, Chairperson



HISTORIC REVIEW BOARD AGENDA MEMO

DEPARTMENT: Development Services

TO: Historic Review Board

MEETING DATE: January 13, 2026

CATEGORY: CERTIFICATE OF APPROPRIATENESS APPLICATIONS

CAPTION: **2025-66** - *206 S Crockett* - Consideration and possible action on a request to amend a previously approved Certificate of Appropriateness (COA) to convert a garage into living space which included new siding, addition of windows and doors and construction of outdoor entertainment space. The applicant is requesting different windows and doors from what was previously approved and changing the proposed placement for the property located at 206 S. Crockett St., legally described as FBG ADDN BLK 32 LOT 355-PT & 356-PT.

SUMMARY:

The applicant has submitted a request to amend a previously approved Certificate of Appropriateness (COA) requesting permission to convert an existing garage into living space as well as construct a new outdoor entertainment area. The new request proposes different windows and doors from what was previously approved and changing the placement.

RELEVANT ORDINANCE AND DESIGN GUIDELINES/STANDARDS:

The property is a Low-rated resource constructed in 1935 and possesses no particular style. The property consists of a 6,895 square foot lot with a 1,280 square foot main residence and an existing garage totaling 440 square feet. A Demolition by Neglect letter was previously provided to the applicant on 07/17/2024 which they responded with the COA application requesting permission to convert the garage into living space. The COA was originally approved on April 8, 2025. The proposed modifications included new board and batten siding, the addition of black-framed windows and doors, and a new standing-seam metal roof. The applicant is also requesting permission to construct a covered outdoor entertainment space that totals 276 square feet and included a standing-seam metal roof connecting to the converted garage as well as 6x6 fir posts and an outdoor fireplace approximately 12 feet in height. The proposed color palette includes white with natural wood fir posts.

The amended request changes the proposed windows and doors as well as the placement. The applicant is proposing to reverse blueprint and place the kitchen and bathroom to go on the opposite side of the previous garage doors. They are now requesting permission to install double-hung windows. On the rear side of the structure, they would like to put an extended French door with side windows on the side of the doors. The kitchen window is proposed as a slider window. They are requesting black windows and doors instead of the previously approved white.

Application Number: 2025-66

Address: 206 S Crockett

Rating: Low

Zoning: R2, Mixed Residential

Applicant: Kenny & Leah Clodfelter

[Historic Design Guidelines and Standards](#)

3.2.6 Exterior Walls

It is recommended to retain and repair historic exterior wall materials unless deteriorated beyond repair (a). If replacement of historic exterior material is necessary, choose a material identical in dimensions, profile, reveal, and texture to the historic material as closely as possible (j).

3.2.7 Doors and Door Openings

It is recommended to preserve and maintain historic doors unless deteriorated beyond repair (a). If a new door or door frame is required, install the new components so that they maintain the spatial relationships and joint patterns as existed historically relative to door frames, exterior wall planes, and other exterior features (f). Use of synthetic or composite appropriate materials for replacement doors, door frames and hardware is acceptable (j).

3.2.8 Windows and Window Openings

It is recommended not to add new window openings (d). Do not add window details or finishes that were not present historically (g).

3.4.1 Lot Coverage

Consider maintaining historic-site development patterns for the relevant complex type discussed in section 2.3; for example, residential rear yards should maintain a central open core for domestic and recreational use, and industrial complexes should maintain wide circulation paths historically needed for machinery (c). Appropriate setbacks from the property lines must be consistent with the surrounding context; This may allow setbacks that are deeper or shallower than the base zoning (d). Maintain appropriate setbacks between new accessory buildings and historic primary buildings on the property, reflecting historic patterns within the district - minimum of 10 ft for Low rated property (e). The maximum lot coverage allowable will not exceed the base zoning (R2) Maximum allowable lot coverage may be less than the base zoning after deducting the required setbacks from the property lines and setbacks from the historic primary buildings on the property (f). All accessory buildings, except any accessory dwelling building subject to Sec. 3.4.1(g), shall not exceed 800 sq ft OR 50% of the primary building square footage, whichever is greater (h). Locate off-street parking to the rear of the site, unless it will entail impacting a historic resource or landscape feature; the side of the property may be permitted in some instances (j).

3.4.3 Accessory Buildings

Design new buildings to be subordinate and not visually overpower the surrounding historic buildings (c). Exterior walls, roof features, and window or door openings must authentically communicate the structural system of the new construction. Application of false structural elements is prohibited. The size and placement of window and door openings must accurately correspond to the bays of the structural system. Lintels should reflect the structural system (f). The exterior color palette for new

accessory buildings must generally be in the same range as the primary building on the property (k).

STAFF RECOMMENDATION:

The conversion of the garage into living space, is the natural evolution of the property and the garage itself does not appear to be a significant resource as it does not appear on the Sandborn Maps and appears to be of a similar age to the Low-rated main residence. The proposed construction of the outdoor entertainment space is appropriate and maintains historic-site development patterns which provide for recreational use at the rear of the lot Sec. 3.4.1(c). Staff recommends approval of the application as revised.

ATTACHMENTS:

1. COA 2025-66 - 206 S Crockett Street View
2. 2025-66-206 S Crockett
3. COA 2025-66 - 206 S Crockett - Scope of Work
4. 206-66 HRB 206 S Crockett - Site Plan
5. 2025-66 HRB 206 S Crockett - Window
6. COA 2025-66 206 S Crockett - Door



206 S. Crockett



2002 Re-evaluation

High Medium Low

Site ID No. 814
Address 206 S. Crockett
Date 1935
Stylistic Influence
GCAD Hyperlink [R22340](#)
Owner PENICK, MICHAEL R ETAL % JIMMY PENICK
Historic District Yes Historic District
Assessment Typical example of a common building form, architectural style, or plan type that has suffered minor or no alterations.

Notes

1983 Historic Resources Survey	
Previous Site No.	_____
Previous Ranking	_____
Previous Photo References	
Roll	-----
Frame	

Appendix B, Page 75



Ultimate Glider Window

Aluminum Exterior / Wood Interior





HISTORIC REVIEW BOARD AGENDA MEMO

DEPARTMENT: Development Services

TO: Historic Review Board

MEETING DATE: January 13, 2026

CATEGORY: DISCUSSION ITEMS

CAPTION: Legal Brief from Legal Council

SUMMARY:

RELEVANT ORDINANCE AND DESIGN GUIDELINES/STANDARDS:

Fredericksburg Historic District Design Guidelines and Standards

STAFF RECOMMENDATION:

ATTACHMENTS:

None



HISTORIC REVIEW BOARD AGENDA MEMO

DEPARTMENT: Development Services

TO: Historic Review Board

MEETING DATE: January 13, 2026

CATEGORY: DISCUSSION ITEMS

CAPTION: Demolition By Neglect

SUMMARY:

RELEVANT ORDINANCE AND DESIGN GUIDELINES/STANDARDS:
Fredericksburg Historic District Design Guidelines and Standards

STAFF RECOMMENDATION:

ATTACHMENTS:

1. Demolition By Neglect Spreadsheet (6)

Address	Items of Neglect	Comments/ Updates from Staff	Owner	Step One Determination of Neglect letter	Step 2 Code Notified same day as letter is mailed	Step 3 - 2nd Letter of Violation	Step 4 - Code may take action	Court Date	Step 5 - City Stabilization	Step 6 - COF establishes a lien for work performed	Court Date
Yellow properties still in violation											
513 W Main	foundation	no action	Brickner	30 days to respond	Code issues Noitce of Violation	90 days to respond	no response after the 90 days - code may pursue municipal court action		HRB may direct HPO to stabilize the property - expences recouped as a lien againsted the property		
107 W San Antonio	Paint Failure, Wood Decay, General Deterioration	July - Court Case Filed and returned by prosecuter for more detailed information - 6/13/25 - code filled in municipal court - 1/6/25 - Code is going to make contact	Don Nagel	8/1/2025	Don Nagel	08/27/2024 hand delivered					
113 W San Antonio	Paint Failure, Wood Decay, General Deterioration	1/6/25 - Code is going to make contact	Don Nagel	8/1/2025	Don Nagel						
216 W Schubert	Paint Failure, Wood Decay, General Deterioration	December 2025 - Cliff will follow up with the owner, demo is not an option and will work with the owner on timeline and scope of work to rehab --- August of 2025 Roof appears to be coming off, code to issue notice of violation - July 2025 - Code did not pursue a notice of violation as the site is secured.3/17/25-site visit with Board members, applicant wil submit COA when ready for a rehab not demo and some new build.	Aggie Construction - Robert Canales	7/17/2024	Aggie Construction - Robert Canales						
Blue Properties											
DSD to follow up											
105 S Adams	Windows broken, general disrepair	December 2025 - Staff working with the county on a long-term solution 6/12 - S. COLLIER TO WORK WITH JEFF MCHALEK WITH THE COUNTY TO ADDRESS ISSUES - 4/10 - County Judge spoke with Garrett Bonn, applying for a grant to do major repairs, but would address the broken windows and plywood in windows and other smaller repair items.	Gillespie County	none sent	Gillespie County						
203 E San Antonio	Mural/sign painted - Los Tios	December 2025 - Cliff is working on clarifying sign regulations and work with owner on roof issues -- July 2025 - Michael Erwin to work with the applicant - JUNE HRB - INSTRUCTED STAFF TO WORK WITH THE APPLICANT - June 2025 - On agenda with HRB 4/17/25 - code noticed Owner of noncompliance	Rebecca Meuter(representsative)								
Green Properties											
Active COA in place											
206 S Crockett - Garage Building	Paint Failure, Wood Decay, General Deterioration	April of 2025 COA approved for renovation of the garage, January 2026 - changes to approved COA Active construction site - Building permit issued in November of 2025	Leah Clodfelter	7/17/2024	Leah Clodfelter	08/27/2024 staked & Mailed					
413 W Creek				Renewed COA in November of 2025							
102 W Austin	Temp Fence	January 20226 - Voice mail left - notice of violation will be sent on January 7th if no response to voicemail -August - COA states build of new rear fence slated for Jan 2026 - Paid over \$1100 in fees and court costs - July - Court Action initiated - 6/16/25 - received email from 102 W Austin owner, re submitting a COA - 6/13/25 - notice of violation filed in municipal court - 6/6/25 Sent another email - 5/16/25 - sent email a to progress - 6/6 - no response - 4/2/25 sent email asking for an update - 3/18 - attempted to submit a COA - working on resubmission	Leanne Holley	COA approved admin - build new fence in January 2026	January 2026 letter sent to applicant - re need for the removal of the temp. fence and construction of the new permanent fence						
315 W Austin		July -received grant money from HPG - yet to submit for a coa 6/30/25 Submitted for a HPG - 7/18/25 Grant \$ allotted to help with repairs 6/17/25 - letter sent to owners - code enforcement copied - General disrepair	Joan Jenschke								
413 E Main	Paint Failure, Wood Decay, General Deterioration	December 2025 - Emial to owner as to status of the project --- 4/22/25 - COA submitted - 4/1/25 - email sent to Ms. Hudson re status of submission - 3/24/25 Sent email to Becky Hudson - she is wanting to resubmit A COA for the rehab of the house. 3/21/25 - Left phone message for Becky Hudson - JM (1/6/25 - Code posted a citation on 1/6/25.	Becki Hudson	4/23/2024							
Completed COA's											
History Of Previous Demo By Neglect Properties											
101 N Lincoln	Paint Failure, Wood Decay, General Deterioration		Ed Strayer	7/16/2024	Ed Strayer						
258 E Main - 2 Story Building Rear	Paint Failure, Wood Decay, General Deterioration		1/6/24 - Painted - photo's provided	7/17/2024	1/6/24 - Painted - photo's provided						
612 N Llano	Paint Failure, Wood Decay, General Deterioration			Property was demo'd and new house built in its place							

207 W San Antonio	Wood Decay, General Deterioration	5/16 - COA granted 4/1 - COA submitted - paint and repair all damaged wood -- 3/31/25 - Ms.Parker 3/21/25 - Sent a follow up email to Mrs. Parker in regard to submitting a COA -- JM 2/4/25 - Ms. Parker will be submitting a COA in March - 12/31/24 - Code left message for the owner	Claudia Parker	9/10/2024	Claudia Parker	08/27/2024 staked & Mailed					
623 S Washington	Unpermitted addition of a railing on a Landmarked Property	December of 2025 - Railing removed before court case August - Code Enforcement issued a notice of violation	SOLOMON PROPERTIES LLP	9/30/25 Court case filed	10/9/25 Summons orderd						
204 S Crockett - Accesory Building	Wood Decay, General Deterioration, Stovepipe failure		Suzanne Doughty	8/15/2024	Suzanne Doughty						
Properties with Issues											
	Sited for work without a permit	Status Update	Resolution	Court Date	Resolution						
211 W Main	Unpermitted Painting of facade black	January 2026 - Cliff will reach out to legal for advise 4/3/24 Court Case deferred to May 2025 - 3/21 - email into Municipal court - requesting update	6/16/25 - SC followed up with an email re COA and fine - 6/12/25 - Municipal court states applicant paid court costs/fines- \$1000 and \$111 in court costs								
116 N Crockett	Blue/white stripped umbrellas on patio	8/27/25 - Code to revisit and notice		12/4/25 to court	Court Case pushed to a later date						
110 N Bowie	Marque tents for "cats"	January 2026 - Building official to investigate									
403 W Schubert	Mural painted on Grand Central's wall	January 2026 - Coa fine paid - pool permit not yet applied for as COA has not been approved - Mural painted on neighbours wall - building owners to be noticed as to it illegitimacy									
416-418 W Main	Brooks Bubblebar - Tank house painted	January 2026 - Code to follow up - June HRB - Paint and signage to be removed correctly from the tank house.	Brooke Rogan	Follow up in 2 months - status of tank house							

2025 COA NUMBERS

		APPROVED	DENIED
ADMIN	COMMERCIAL	35	0
	RESIDENTIAL	70	1



		APPROVED	DENIED
HRB	COMMERCIAL	16	7
	RESIDENTIAL	38	5

FEEES COLLECTED BOTH ADMIN AND HRB CASES \$2,640.00

WORK WITHOUT A COA FEEES COLLECTED \$2,700.00 9 CASES