



CITY OF HILL COUNTRY VILLAGE  
116 ASPEN LANE • SAN ANTONIO • TEXAS • 78232  
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**MINUTES**  
**BUSINESS DISTRICT CONSTRUCTION REVIEW BOARD**  
**MEETING**  
**116 ASPEN LANE**  
**SAN ANTONIO, TEXAS 78232**  
**WEDNESDAY, OCTOBER 22, 2014**  
**5:30 P.M.**

The Business District Construction Review Board (BDCRB) of the City of Hill Country Village met for a meeting Wednesday, October 22<sup>nd</sup>, 2014 at 5:30 p.m. at City Hall, 116 Aspen Lane, San Antonio, Texas. This was an open meeting subject to the open meeting law of the State of Texas.

**Members Present:**

Buddy Swift, Chair  
Deanna Yates, Vice Chair  
Steve Marceau

**Members Absent:**

Bill Aniol  
Greg Blasko  
Dean Perry  
Jeff Garvens

**City Staff Present:**

Frank Morales, City Administrator  
Elizabeth Gomez, Administrative Assistant

**1. Call to order.**

*Dr. Swift called the meeting to order at 5:30 pm.*

**2. Discussion/action on approval of the minutes of the Business District Construction Review Board meeting of July 22, 2014 meeting.**

*Dr. Yates noted that there were some corrections that needed to be made.*

*Dr. Yates noted the first correction would be to change Ms. Yates to Dr. Yates throughout. Dr. Yates stated the second correction was under item number 4, noting not longer should be corrected to no longer. Dr. Yates moved to approve the minutes with the changes, seconded by Mr. Marceau. Motion passed unanimously.*

*Dr. Swift addressed the board and audience of the dealings so far with Christian Brothers Automotive. On September 24, 2014 the Zoning Commission acted favorably regarding the request for an additional commercial use for an auto repair shop at 15301 San Pedro, Hill Country Village, Texas 78232. Then the Board of Adjustment also acted*

*favorably regarding the request which required a side and rear setback of 12 feet. On September 25, 2014 the City Council acted favorably regarding the request for an additional commercial use for an auto repair shop, recommended by the Zoning Commission, taking Christian Brothers Automotive to this BDCRB meeting. Dr. Swift requested that Ordinance 78-24a be included in the minutes to understand what is being done tonight.*

**Sec. 78-24. - Business district construction review board.**

*(a)*

*The design and construction of all new commercial structures and commercial structures which are renovated such that the exterior of the structure is more than 50 percent replaced, altered or remodeled or 50 percent of the facade of a structure is replaced, altered or remodeled shall reflect the forms, style, and materials that will be complimentary to the existing city atmosphere, in order to meet the following objectives:*

*(1)*

*Promote orderly and harmonious development of the city;*

*(2)*

*Encourage the attainment of the most desirable use of land and improvements;*

*(3)*

*Enhance the desirability of living conditions in the city;*

*(4)*

*Promote high aesthetic quality of development in the city;*

*(5)*

*Preserve and enhance historic sites, structures and areas.*

**Dr. Swift closed the meeting at 5:35pm to open a public hearing.**

**3. A public hearing, discussion and possible action regarding an application submitted by DAC Engineering as authorized by Christian Brother's Automotive Corporation to construct a new retail building known as Christian Brother's Automotive, located at 15301 San Pedro, Hill Country Village, Texas 78232: CB 4990A BLK Lot N IRR 71.66 Ft of 9, in the B-2 Zoning District.**

*Jonathan Wakefield, the New Store Development Director for Christian Brothers Automotive, introduced himself, the franchisee owner and operator, Rolf, and the national construction director Curtis Cain. It was a stated goal that they would be the best looking building. The representative stated they will not have a pitched roof due to fire requirements. It was concluded to use parapet walls, flat roof and 100% masonry on every surface. Mr. Wakefield presented handouts to the board which showed examples of the materials to give an idea of color, content and texture.*

*Mr. Marceau reiterated the purpose of the meeting tonight is to go over the aesthetics of the building.*

*Mr. Wakefield tabled the rest of his presentation to go over any questions the board might have.*

*Mr. Marceau stated that there are a number of matters on the application that would not be dealt with at the meeting since they are handled by the building inspector. He also stated that if Christian Brothers does not agree with any decisions by the BDCRB they can appeal to City Council. Mr. Marceau questioned the front of the building facing U.S. Hwy 281.*

*Mr. Wakefield answered that by physical constraint of the property they cannot have the front of the building face U.S. Hwy 281. So, with that, they have gone far above and beyond with the materials being used. The backside of the building is obscure so they held back and put their money into the visible parts of the building.*

*Mr. Marceau asked about several exterior looks that Mr. Curtis answered to.*

*Mr. Curtis answered the windows are store front windows that have a residential look but built to go into masonry. They are white with clear glass and no security bars anywhere. There will be no security bars on the building. Any touches to the building will be matte, not shiny. Mr. Wakefield confirmed the dumpster enclosure is also 100 % masonry with tall gates that makes it very obscure. There is also no bright, fluorescent lighting on the building anywhere. Christian Brothers will comply with whatever Hill Country Village says but will also go above standard by at least 15%. There will be an A/C unit for the office only on the outside in the back that will be enclosed. There will be no chain link fencing anywhere.*

*Mr. Marceau stated the lighting requirements.*

*Mr. Curtis explained their buildings are sparsely lighted. They have full cutoff lighting which is lighting that travels down. There are also no parking lot lights. Signage, if allowed by the city, will be white lighted and that will supply all the lighting they need for the building.*

*Mr. Marceau commented that the questions he is asking are from exhibit A of the BDCRB, section 4 paragraphs 1-9.*

#### **4. - Business district.**

*The key objective is compatibility of new construction with adjacent buildings and with the city's cultural development and hill country atmosphere.*

*(1)*

*Site and building orientation. The location and orientation of a building, its entrance, parking and landscaping on a lot are important in retaining the overall character of the area, regardless of whether the project is commercial, or mixed use. New buildings in the business district should be visually and physically compatible in their sitting and orientation with their neighbors. Buildings may typically be oriented parallel to the lot lines, but are encouraged to be angled or shaped to preserve existing trees and vegetation. The primary building entrance shall be similar in scale to those of neighboring structures. Although a building may be large, entries shall be scaled to the pedestrian level, thus making the building more appealing and the interior space more inviting. Buildings shall ordinarily have a front-facing, clearly defined entry in the primary facade, similar to the orientation of most existing structures.*

(2)

*Building mass and scale. Building mass and scale are affected by height, width, articulation, detailing, building setbacks, materials used, amount of openings, roof form, and may other features. New construction shall be similar in appearance in mass and scale to other structures found in Hill Country Village. Structures in the business district are usually large, often two or more floors in height, and may extend across the width of the lot. Their facades shall be detailed to remain in proportion and scale with pedestrian users. If new buildings are lengthy or horizontal, facade elements will be used to reduce the proportion and the visual width of the building. Examples of elements that give the impression of multiple structures include varying parapet heights, alternating projected and recessed sections of wall, and window arrangements. New offices and stores are not required to match the height of neighboring structures exactly, but shall be similar to adjacent building heights at the street facade. Divide large buildings horizontally and vertically into sections and that are in proportion and scale with pedestrians and not the automobile. Typical historical features that reduce the mass of large facades include columns or pilasters at regular intervals; repetitive patterns of openings, and horizontal masonry bands at each floor level. These features need not be exact reproductions of historical elements nor be traditional in execution. Contemporary facades can use similar methods to break up large building faces into smaller units. The size, alignment and repetition of facade elements are such as windows, windowsills, awnings, moldings and cornices should reflect Hill Country patterns. Many of the commercial structures in the Hill Country have flat roofs with parapet walls that extend above the roof. This treatment is to be carried through in new structures. A projected cornice at the top of the parapet (a common historic feature) shall be considered in the design of new buildings. A cornice serves to screen roofs and mechanical equipment including air conditioning units and to provide architectural interest and historic character. Alternatives to a cornice that screen roofs and mechanical equipment such as air conditioning units may be acceptable. The proportion and shape of building elements help to determine how well a building will relate to existing developments in the business district. Different architectural styles contain distinctly different proportions and shapes.*

(3)

*Building materials. Facade materials for all new buildings and exterior renovations shall include one or more of the following materials; clay or concrete brick, terra-cotta, natural stone, cast stone, granite, marble, travertine, architectural decorative materials (such as copper, bronze, anodized aluminum, stainless steel, porcelain enamel, natural materials, or other similar materials that do not require painting), stucco, custom faced concrete masonry unit, wood or metal siding. Paneled materials in large sections may be out of scale with materials used traditionally, and inappropriate in the business district. Imitation siding comprised of vinyl, aluminum, steel and other materials are discouraged. Acceptable trim materials include brick, cast stone, natural stone, ceramic tile, wood, concrete, or architectural decorative metals. Windows and doors should be comprised of wood, glass, painted metal, or architectural decorative metal appropriate for the style. Metal or vinyl clad wood windows and clear or unfinished aluminum windows and storm windows shall be finished in a color typical of Hill Country historic windows, or in a color that compliments the colors of other finished materials. Mirrored or reflective glass may be considered inconsistent with the architecture of the district. Roofing materials shall be compatible with Hill Country buildings; typically galvanized or painted metal panels, wood shingles and shakes; slate, clay, concrete or metal tiles. Flat roofs should not be exposed above the fascia or parapet walls.*

(4)

*Security. Security bars have become a common method of preventing loss of property. However, inappropriate use of them can detract from property values in an area, and can even discourage customers. If used, sufficient measures shall be taken with window and door security bars and shutters to avoid detracting from the character of the business district. security hardware shall be compatible with the style of the building. Wrought iron bars placed over the storefront windows are prohibited. Wrought iron security grills are acceptable only if installed on the interior of the building.*

(5)

*Finishes. Primarily finishes shall be of a type and composition appropriate to the materials to which they will be applied. Simple finishes are to be used and shall be of matte finish, not polished. Lap siding shall be finished in a solid color of either paint or prefinished. Stucco, if used, must be smooth to medium coarse in texture.*

(6)

*Use of color. Color scheme shall be subdued, not garish, and in keeping with the character and color schemes of nearby structures. Trim colors shall be selected that are compatible with the other, more permanent building materials on the structure, such as brick, stone or stucco. The natural colors of these primary materials should dominate the color scheme. Trim, including horizontal and vertical trim boards, porch framing and columns, and window framing, shall be painted in a color that compliments the base shade. Window sash, doors and/or*

*shutters may be painted in a third color. Bright colors or fluorescent exterior colors are prohibited. Bright colors will be used in small amounts and for accent only. An extremely bright or fluorescent color is a color defined by the Munsell Book of Color as having a minimum value of eight and a minimum chroma of ten.*

(7)

*Parking areas. Where off street parking is necessary, parking lots shall be unobtrusive, attractive and secure in order to preserve and enhance the character of the area. To improve the appearance and comfort of parking areas, planting beds with shade trees and lighting shall be utilized throughout the parking lot. These features must be planned to promote safety and security. Limbs of trees over parking areas shall provide at least seven feet of clearance. Shrubs shall be low enough to provide a sense of security for the user.*

(8)

*Screening. Unattractive features of a building shall be screened from public view, such as dumpsters, utilities, air conditioner compressors and solar energy devices. Outdoor dining areas must be completely surrounded by "an architecturally compatible" fence designed to prevent trash from being blown onto adjacent areas. Outdoor dining should have low level, architectural or landscape screening. Screening fences shall be constructed of brick, stone, decorative concrete masonry units, stucco concrete masonry units, or metal (wrought iron, steel or aluminum bars) with a live evergreen vine or shrubs. Chain link fencing is not allowed in any area which is visible from a public right-of-way. All roof mounted mechanical equipment shall be screened from view from any street. Screening materials for rooftop equipment must be of a material architecturally compatible with the materials used elsewhere on the structure.*

(9)

*Exterior lighting. Suitable lighting for different types of uses is important. The type of lighting used shall be appropriate for the intended use of the illumination. Lighting may be used to illuminate architectural details, building entries, signage, sidewalks, alleys, and parking areas. However, lighting shall not dominate a facade or the street. Building lighting shall be directed away from neighboring residential structures. Lighting fixture lamps shall be shielded to focus light on business area only. Lighting fixtures, whether wall-mounted or on poles, shall compliment the style of the structure and the business district. Fully recessed down-lights, pole lights and gooseneck lights are encouraged. In terms of location, size and height, lighting fixtures in the business district, shall be coordinated with plantings, buildings, utilities, and parking areas.*

*Dr. Yates asked about the ladder on the building.*

*Mr. Curtis responded they are required to have a ladder on the building but will be on the backside. It is needed to be able to access the roof for repairs, maintenance, etc. The only way to access the ladder is by another ladder for security and safety concerns.*

*Dr. Yates commented that it is a beautiful building and way above what is currently around the area.*

*Dr. Swift stated Mr. Marceau did a good job going over the aesthetics which is the focus of the meeting tonight. He did although still have some questions. He asked for a description of how the water will flow since the roof slopes in the rear and water drains from the back.*

*Mr. Curtis explained they will put a concrete v channel in the back of the building so the water will go down and will never have a backup. The water will be going to TxDot. Mr. Curtis also answered Dr. Swift that the parking lot will be concrete not asphalt as it lasts longer.*

*Dr. Swift asked about the grease trap for the business.*

*Mr. Curtis answered Christian Brothers is not a wash out shop. They use a zamboni machine 2x a day to clean up. In the bays there are a few places where there are floor drains just in case there is a spill or accident. All the drains are separated from anything that is septic in the building. They all go to a grease trap normally 750 gallons. The grease trap has more capacity than the max of what is held in the building. They are contracted with a FCC environmental company who will pump out the grease 2x a year that also does all the recycling.*

*Mr. Robert Mosley, with HCV Imports 15327 San Pedro, voiced his concern over the inconsistency with his ordinance and Christian Brothers. He would like fairness across the board but currently has no objections and approves the look of the building.*

*Jerry Ellis with Ellis Insurance 15335 San Pedro is in full approval of design and commented on fairness of ordinances also.*

*Rocky with Auto Group of San Antonio approves the look as well.*

*Dr. Swift stated that the signage is on the front of the building not on the endcap. He asked if they've driven by and see if it will be visible and lighted.*

*Mr. Curtis replied they had not. The architect has placed it where she would like it. If approved they would put a soft logo on the endcap for visibility. He also stated that they might utilize the existing pole that is there already for signage as well.*

*Mr. Curtis then explained the ownership as requested. The parent company, Christian Brothers Automotive, will be the owner of the land and building. Rolf will own everything inside the building and the lease on the building. He has a 15 year lease that*

he is obligated to. If the franchisee leaves, it will be taken over by CBA, refurbished and sold to another franchisee with a 15 year lease, always having it continue as Christian Brothers Automotive.

**Dr. Swift closed the public hearing at 6:20pm.**

Mr. Marceau moved to approve the application by DAC Engineering as authorized by Christian Brothers Automotive Corporation to construct a new retail building known as Christian Brother's Automotive, located at 15301 San Pedro, Hill Country Village, Texas 78232: CB 4990A BLK Lot N IRR 71.66 Ft of 9, in the B-2 Zoning District seconded by Dr. Yates. Dr. Yates asked if it was a retail business and Mr. Marceau answered yes. Motion passed unanimously.

**4. Communications with City Administrator.**

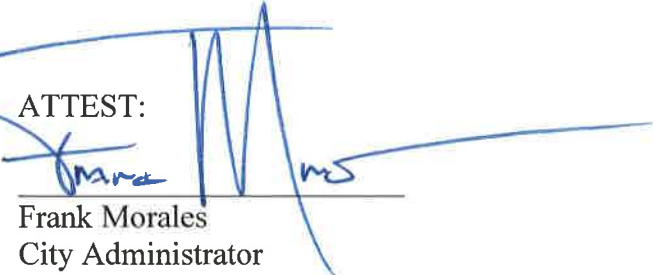
**5. Adjourn.**

There being no further business to come before the BDCRB, the meeting was adjourned at 6:21 p.m.

Approved this the 26<sup>th</sup> day of February, 2015.

  
\_\_\_\_\_  
Buddy Swift  
Chair

ATTEST:

  
\_\_\_\_\_  
Frank Morales  
City Administrator  
Acting City Secretary