



CITY OF SAN ANTONIO  
DEVELOPMENT SERVICES DEPARTMENT

CITY OF SAN ANTONIO

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§  
§

COUNTY OF BEXAR

STATE OF TEXAS

TO THE HONORABLE BOARD OF ADJUSTMENT:

Property description (Attach field notes if necessary):

Lot no. 24

Block No. 38

NCB 1931 Property Address: 314 Donaldson Ave

Per Section 35-481 of the Unified Development Code (UDC), the Zoning Board of Adjustment is empowered to consider appeals of a decision made by an administration official.

The Applicant, Nathan Bailes of Bexar County, alleges that

the following administrative official Timothy Cone, in his/her capacity as  
(Name of Official)  
HDRC Chairman, made an incorrect decision, or interpretation regarding Section 35-  
(Title of Official)

of the UDC. This incorrect decision or interpretation was (List the section(s) of the UDC that was applied incorrectly. Provide details why the decision was incorrect or misinterpreted.): Section 305-608(a) and 35-610(a)

The OHP Guidelines for Exterior Maintenance and Alterations highlight wood window screens in Section 6.B.ix

Wood window screens are appropriate when matching in profile, size, and design to those used historically.

Once installed with historically accurate screen hangers, the wood screens conceal nearly the entire window frame making the material of the windows indiscernible from the street. The screens will become the focal point of the fenestration making the type of windows installed irrelevant from a visual standpoint.

The correct decision or interpretation should be as follows (List the section(s) of the UDC that should be applied in this decision. Provide details how the decision should be made.): Section 305-608(a) and 35-610(a)

The vinyl windows should be approved as installed with the stipulation that historically accurate wood window screens be installed with appropriate hangers on the left and right elevations.

\*Note: Local Government Code § 211.010 (b) and San Antonio City Code § 35-481 (b)(1) require that the applicant give notice of the specific grounds for the appeal. Failure to state the reasons for the alleged error and applicable code sections will result in the return of your application. Please attach additional pages if necessary.

Respectfully submitted:

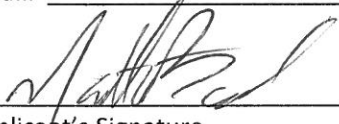
Applicant's name: Nathan Bailes

Status: Owner ( ) Agent ( )

Mailing address: 14955 Bulverde Rd.

Telephone: 210-394-6872 Alternate: 210-490-2777

Email: nbailes@gerloffinc.com

 3/24/17  
Applicant's Signature Date

Property Owner: Maria Vargas

Mailing address: 314 Donaldson Ave

Telephone: 210-394-2136 Alternate: \_\_\_\_\_

Email: \_\_\_\_\_

I, Maria Vargas the owner of the subject property, authorize

Nathan Bailes to submit this application and represent me in this appeal before the Board of Adjustment.

Please include the following items with this appeal

- ☐ Documentation from City of San Antonio representing the decision you are appealing and proof that you are within the mandatory 30 day time limit to file the appeal.
- ☐ Sections of the UDC from which the decision was based, including all support sections which potentially reinforce your assertion that an error was made.
- ☐ Property Ownership documentation, including a copy of the warranty deed and Bexar County Appraisal District.
- ☐ Filing Fee of \$600.



# CITY OF SAN ANTONIO OFFICE OF HISTORIC PRESERVATION

## HISTORIC AND DESIGN REVIEW COMMISSION CERTIFICATE OF APPROPRIATENESS

March 1, 2017

**HDRC CASE NO:** 2017-030  
**ADDRESS:** 314 DONALDSON AVE  
**LEGAL DESCRIPTION:** NCB 1931 BLK 38 LOT 24  
**HISTORIC DISTRICT:** Monticello Park  
**PUBLIC PROPERTY:** No  
**APPLICANT:** Nathan Bailes -  
**OWNER:** Maria Vargas - 314 Donaldson  
**TYPE OF WORK:** Window replacement/fenestration changes

### REQUEST:

The applicant is requesting a Certificate of Appropriateness for approval to install wood window screens as a revision to a previously-denied request to replace the windows on the house at 314 Donaldson. The current request includes:

1. Replace 5 original wood one over one windows with 5 new wood one over one windows, in lieu of previous approval to repair (previously-denied);
2. Replace 15 original wood windows, damaged beyond repair with 15 new vinyl one over one windows, in lieu of previous approval to replace with in-kind wood windows (previously-denied);
3. Install wood screens over windows on the left and right elevations

### FINDINGS:

- a. The structure is a one-story home with Spanish eclectic influences with stucco siding. It is a contributing structure located in the Monticello Park Historic District, designated in 1995.
- b. A proposal was heard by the HDRC on April 20, 2016, for approval to replace 20 existing wood windows with 20 new wood windows. The HDRC action approved repair of the front five windows, labeled #1 through #5, and replacement in-kind for the remaining 15 windows based on the findings of fact. This proposal was never executed and the applicant ultimately replaced five windows and installed 15 vinyl windows without a Certificate of Appropriateness. As a revision to the previous request, the applicant has proposed to install wood screens to conceal the vinyl windows
- c. The HDRC previously denied request items #1 and 2 on February 1, 2017. That request included to remove 5 original wood one over one windows and replace with 5 new wood windows, and remove 15 original wood one over one windows and replace with 15 new vinyl one over one windows.
- d. The applicant is requesting to According to the Guidelines for Exterior Maintenance and Alterations 6.B.vii. and the Guidelines for Windows, historic windows should be repaired or, if beyond 50% deteriorated, should be replaced with a window to match the original in terms of size, type, configuration, material and details, feature clear glass, and recessed within the window frame. Windows with a nailing strip are not recommended. The corresponding pages from the adopted windows policy document have been added to the exhibits for this request. Staff had made a site visit on April 12, 2016, and found that the front windows (#1 to 5) are in poor condition, but repairable and covered in metal screens. Staff recommended that windows #1 through #5 be repaired and approval of replacing #6 through #20 with the stipulations that specifications on the wood windows to be installed be provided to staff prior to receiving the Certificate of Appropriateness; that the new windows maintain the original dimension and profile, feature clear glass, and maintain the original appearance of window trim and sill. (These

specifications were provided to staff on April 29, 2016, and the CoA was issued the applicant.) Staff finds that if the front five windows were truly beyond repair, that the applicant should have returned with a new application for approval to replace.

e. Staff finds the proposed vinyl one over one windows not consistent with the Guidelines. Staff recommends the original wood one over one windows be replaced in-kind, maintain the original dimension and profile, feature clear glass, and maintain the original appearance of window trim and sill.

f. The proposed window screens will cover vinyl windows on the left and right elevations. They are to be installed inset within the stucco frame, and installed each with two hinges. Previously there were non-original aluminum screens in place. According to the Guidelines for Exterior Maintenance and Alterations 6.B., replace non-historic elements with those that are typical of the architectural style of the building. Staff finds that window screens are found on Spanish eclectic style homes in front of wood windows of different configurations, and that their installation is generally appropriate provided that all other guidelines for windows are met.

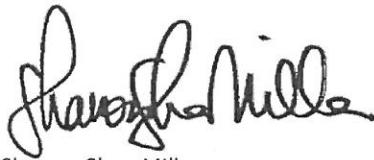
**RECOMMENDATION:**

Items #1 & #2: Staff does not recommend approval of the proposed replacement windows. Staff recommends that the applicant confirm with the April 20, 2016, Certificate of Appropriateness to repair the 5 front windows and replace the remainder with in-kind wood windows.

Item #3: Staff does not recommend wood screens as a solution to conceal inappropriate replacement windows. If the HDRC approves request items 1 and 2 based on the circumstances presented, then staff recommends approval of the proposed wood screens as submitted.

**COMMISSION ACTION:**

Approval of item #1. Denial of item #2 and #3.

A handwritten signature in black ink, appearing to read 'Shanon Shea Miller', is written in a cursive, flowing style.

Shanon Shea Miller  
Historic Preservation Officer

## ARTICLE VI - HISTORIC PRESERVATION AND URBAN DESIGN

## DIVISION 1. GENERAL ..... UDCVI:3

## ARTICLE VI. HISTORIC PRESERVATION AND URBAN DESIGN

## STATEMENT OF PURPOSE

*The city council hereby recognizes that the City of San Antonio is internationally known for its beauty, friendliness, and historical significance. It is a noteworthy example of the confluence of diverse cultures in the new world. San Antonio is also uniquely blessed by its winding, meandering river. The river lends an incomparable quaintness and romantic charm especially to the downtown business district, a fact that has long made it one of our city's principal tourist attractions. San Antonio's unique qualities have proven increasingly attractive to residents, business interests, and tourists.*

*As a matter of public policy the council aims to preserve, enhance, and perpetuate those aspects of the city and the San Antonio River having historical, cultural, architectural and archaeological merit. Such preservation promotes and protects the health, safety, prosperity, education, comfort, and general welfare of the people living in and visiting San Antonio. More specifically, this article is designed to achieve the following goals:*

- ☐ *To preserve, protect, and enhance historically, culturally, architecturally, and archaeologically significant sites and structures which impart a distinct aspect to the city and serve as visible reminders of the city's culture and heritage;*
- ☐ *To promote the economic prosperity and welfare of the community by conserving the value of historic districts, landmark buildings, the Riverwalk, plus property and art owned by the City of San Antonio by encouraging the most appropriate use of such property within the city;*
- ☐ *To recognize and protect the unique and distinctive character and qualities of the San Antonio River, as well as the sedate and vibrant atmosphere of the river and Riverwalk area, and its integral relationship to the City of San Antonio;*
- ☐ *To preserve the ecoclimate of the San Antonio River and the Riverwalk, ensuring that existing and indigenous plant life is protected from unnecessary stress through shading by inappropriate construction, noise, excess water and drainage run-off, or other forms of pollution;*
- ☐ *To strengthen civic pride through neighborhood preservation;*



(Ord. No. 98697 § 6) (Ord. No. 2010-06-24-0616, § 2, 6-24-10)

Sec. 35-608. - Certificate of Appropriateness and Conceptual Approval - Generally.

- (a) In reviewing an application for a certificate of appropriateness, the historic and design review commission shall consider the current needs of the property owner and whether the plans will be reasonable for the property owner to carry out. If conflicting provisions of this chapter and city council approved guidelines have been approved, the city manager or the city manager's designee shall reconcile the conflict if possible so that effect may be given to each.

If the conflict is irreconcilable, this chapter shall prevail. Applications shall be reviewed for consistency with the historic or district specific design guidelines adopted by city council. The application shall be reviewed for conformance to the general rules and principles contained in the guidelines. Applications should be approved if in general conformance with the guidelines but denial of an application by the city manager or the city manager's designee may be based on any inconsistency or nonconformance with the approved guidelines.

- (b) Conceptual approval is the review of general design ideas and principles (such as scale and setback). Specific design details reviewed at this stage are not binding and may only be approved through a certificate of appropriateness for final approval.

(Ord. No. 2010-06-24-0616, § 2, 6-24-10; Ord. No. 2013-10-03-0680, § 2, 10-3-13)

Sec. 35-609. - Reserved.

**Editor's note—** Ord. No. 2012-11-08-0877, adopted Nov. 8, 2012, deleted § 35-609, which pertained to criteria for certificate of appropriateness - new construction and derived from Ord. No. 2010-06-24-0616, § 2, adopted June 24, 2010.

Sec. 35-610. - Alteration, Restoration, Rehabilitation, and New Construction.

- (a) In considering whether to recommend approval or disapproval of an application for a certificate to alter, restore, rehabilitate, or add to a building, object, site or structure designated a historic landmark or located in a historic district, the historic and design review commission shall be guided by the Secretary of the Interior's Standards and Guidelines for Archeology and Historic Preservation and provisions adopted by city council as provided in this article. The historic and design review commission shall also utilize the Historic Design Guidelines as adopted by the city council, and any specific design guidelines adopted pursuant to the Unified Development Code and this article. If conflicting provisions of this

chapter and city council approved guidelines have been approved, the city manager or the city manager's designee shall reconcile the conflict if possible so that effect may be given to each. If the conflict is irreconcilable, this chapter shall prevail. Applications shall be reviewed for consistency with the historic or district specific design guidelines adopted by city council. The application shall be reviewed for conformance to the general rules and principles contained in the guidelines. Applications should be approved if in general conformance with the guidelines but denial of an application by the city manager or the city manager's designee may be based on any inconsistency or nonconformance with the approved guidelines. Non-public interior spaces are exempt from this section. The only interior spaces to be considered for review, and therefore not exempt, are those publicly owned spaces that are, or were, accessible to the public (e.g., lobbies, corridors, rotundas, meeting halls, courtrooms), and those spaces, both public and privately owned, that are individually designated and are important to the public because of any significant historical, architectural, cultural or ceremonial value.

- (b) Signs shall conform to chapter 28 of the City Code as well as any other applicable provision of this chapter. Additionally, if an exception from the application of chapter 28 of the City Code of San Antonio has been approved for signage in historic districts or on historic landmarks, such exception shall control. If conflicting provisions of this chapter and city council approved guidelines have been approved, the city manager or the city manager's designee shall reconcile the conflict if possible so that effect may be given to each. If the conflict is irreconcilable, this chapter shall prevail. Applications shall be reviewed for consistency with the historic or district specific design guidelines adopted by city council. The application shall be reviewed for conformance to the general rules and principles contained in the guidelines. Applications should be approved if in general conformance with the guidelines but denial of an application by the city manager or the city manager's designee may be based on any inconsistency or nonconformance with the approved guidelines.

(Ord. No. 2009-01-15-0001, § 2, 1-15-09) (Ord. No. 2010-06-24-0616, § 2, 6-24-10) (Ord. No. 2012-11-08-0877, § 2, 11-8-12; Ord. No. 2013-10-03-0680, § 2, 10-3-13)

#### Sec. 35-611. - Certificate of Appropriateness - Administrative Approval.

Applications for certain minor alterations, additions, ordinary repairs or maintenance may be reviewed and approved administratively by the historic preservation officer without review by the historic and design review commission. Those activities which constitute minor alterations, additions, repairs or maintenance include but are not limited to:

## Ordinary Repair and Maintenance

- a) Repair using the same material and design as the original and does not require structural modifications
- b) Repainting, using the same color
- c) Reroofing, using the same type and color of material
- d) Repair of sidewalks and driveways using the same type and color of materials

## Exterior Alterations

### Doors/Entrances

- a) From non-historic to one in keeping with the character and era in which the home was built
- b) Removal of burglar bars
- c) Repair or slight modification to exterior steps or stairways using in-kind material
- d) Reopening of porch with proper photo documentation or physical evidence

### Windows

- a) Removal of non-historic windows to replace with windows that match the original windows as closely as possible in material and design
- b) Restoring original window openings with documentation
- c) Removal of residential metal awnings
- d) Repairing window framing
- e) Removing inappropriate exterior shutters that are not of historic age
- f) Louvers and venting in which the vents or louvers are placed in an existing opening, in which there is no change in the configuration of the fenestration and the only modification to the building is the removal of glazing panels
- g) Removal of burglar bars

### Siding

- a) Removing non-historic siding in order to unencapsulate historic siding materials

### Roofing

- a) Removal of composite roof shingles and replacing with clay tiles with documentation



- b) Removal of composite roof shingles and replacing with metal roofing material with documentation and specifications
- c) Changing color of composite roofing material
- d) Changing color of existing metal roof with appropriate specifications and details

#### Additions

- a) Any rear addition under two hundred (200) square feet using same (non-historic) material as existing structure as well as existing roof ridgeline for non-contributing structures; must include plans with specification

#### Painting

- a) Reasonable changes to paint colors on previously painted surfaces which are consistent with the district or landmark characteristics
- b) Paint removal/pressure water washing/graffiti removal

#### Landscaping

- a) Replacing paved areas with sod or other landscaping
- b) Fifty (50) percent or less square feet of front yard replacement
- c) Sprinkler system with site map
- d) Back yard landscaping
- e) Removal of existing landscaping or sod areas and replacing with xeriscaping where not removing character defining landscaping elements
- f) New plantings in keeping with the character of neighborhood

#### Hardscaping with site map and specifications

- a) Parking pads under one hundred forty-four (144) square feet
- b) Sidewalks residential/commercial with contextually appropriate placement (such as a traditional planting strip)
- c) Driveway construction if less than twelve (12) feet in width and consistent with guidelines
- d) Parking with appropriate landscaping (non-historic properties)

#### Fencing

- a) Removal of chain, link, plywood, or vinyl and replacing with wood, wrought iron, garden loop, or masonry

- b) Replacing or recreating any fence or handrail with historic document
- c) Installing or constructing a fence, railing, or wall where none exists (sides and rear only behind front facade plane of historic structure) with appropriate materials

#### Signage

- a) Changes in content or configuration (re-facing) that do not involve changes in sign location, dimensions, lighting or total sign area
- b) Signs that are consistent with HDRC approved master signage plans
- c) Temporary banners or signs where allowed by this article
- d) Signs that comply with UDC sections 35-678, 35-612, 35-681 or 35-645, and have a square footage equal to or less than the requirements outlined. Signage applications above the allowable square footage shall be forwarded to the historic and design review commission for their recommendation.

#### New Construction

- a) Rear ADA ramps
- b) Rear porch
- c) Rear deck
- d) Swimming pools, fountains in back yard

#### Demolition

- a) Non-historic accessory structure that is made of non-historic materials
- b) Non-historic additions that are made of non-historic materials
- c) Reopen enclosed porch
- d) Carports that are made of non-historic materials
- e) Non-contributing structures located in historic district that are made of non-historic materials

#### Miscellaneous

- a) Reasonable changes in color to awning fabric that are consistent with the district or landmark characteristics
- b) Renewal of expired certificates of appropriateness
- c) Removal of any prohibited element described in City Code

- d) Minor changes to existing certificates of appropriateness
- e) Emergency installation of temporary features to protect a historic resource or to weatherize or stabilize
- f) Foundation
- g) Mechanical units
- h) Exterior electrical
- i) Exterior plumbing
- j) Exterior electrical fixtures
- k) Antennas
- l) Glass replacement
- m) Dumpsters with screening
- n) Lighting
- o) Rooftop HVAC, mechanical or communication equipment that is not visible from the public right-of-way and results in no modifications to the visible facades of the building
- p) Mission protection overlay district applications being reviewed for height/angle conformity only.

A clear photograph of the building, object, or structure to be repaired, a brief description of the intended work, and samples of replacement materials or paint for comparison with the existing building, object, or structure must be furnished with the application. Site plan and specifications may be required as needed for adequate administrative review as determined by the historic preservation officer.

(Ord. No. 2010-06-24-0616, § 2, 6-24-10) (Ord. No. 2014-10-02-0742, § 2, 10-2-14)

#### Sec. 35-612. - Signs and Billboards.

The intent of this section is to regulate all exterior signs and permanent interior window signs placed for exterior observance; to establish limitations on signs to ensure that they are appropriate to the neighborhood, building or use to which they are appurtenant and are adequate, but not excessive, for their intended purpose as a means of communication without adverse impact on the visual character of the area; to ensure that signs are compatible with their surroundings; to maintain and enhance the aesthetic environment of the City of San Antonio; to improve pedestrian and traffic safety; to minimize the possible adverse affect of signs on nearby public and private property; to avoid visual clutter that is potentially harmful to traffic and

# 2. Guidelines for Exterior Maintenance and Alterations

City of San Antonio Historic Design Guidelines

Office of Historic Preservation



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#### Using the Historic Design Guidelines

The City of San Antonio Historic Design Guidelines ("Historic Design Guidelines") establish baseline guidelines for historic preservation and design. The Historic Design Guidelines apply to all **exterior** modifications for properties that are individually designated landmarks or within a locally designated historic district. All applicants are encouraged to review the Historic Design Guidelines early in their project to facilitate an efficient review process. In addition to compliance with the Unified Development Code ("UDC"), applicants must obtain a Certificate of Appropriateness ("COA") from the Office of Historic Preservation ("OHP") for all proposed exterior modifications as described in the Using the Historic Design Guidelines section of the Historic Design Guidelines. The Historic Design Guidelines are comprised of eight sections as follows:

- 1. Using the Historic Design Guidelines
- **2. Guidelines for Exterior Maintenance and Alterations**
- 3. Guidelines for Additions
- 4. Guidelines for New Construction
- 5. Guidelines for Site Elements
- 6. Guidelines for Signage
- 7. A Guide to San Antonio's Historic Resources
- 8. Glossary

The Historic Design Guidelines as a whole are intended to work congruently with other sections, divisions and articles of the UDC but have been separated into individual sections for ease of use. In the event of a conflict between other sections or articles of the UDC and these Historic District Guidelines, the Historic District Guidelines shall control except in the case of signage where the more strict regulation or guideline shall control. Additionally, if an exception from the application of Chapter 28 of the city code of San Antonio has been approved for signage in historic districts, such exception shall remain unless removed by official action of the City Council. The meaning of any and all words, terms or phrases in the Historic District Guidelines shall be construed in accordance with the definitions provided in Appendix A of the UDC. In the case of a conflict regarding a definition as provided in these guidelines and Appendix A of the UDC, the Historic District Guidelines definition shall control. All images courtesy of the City of San Antonio, Clarion Associates, and Hardy, Heck, Moore, Inc. unless otherwise noted.

**For questions and guidance please contact the Office of Historic Preservation:** Email: [ohp@sanantonio.gov](mailto:ohp@sanantonio.gov) | Phone: 210.215.9274

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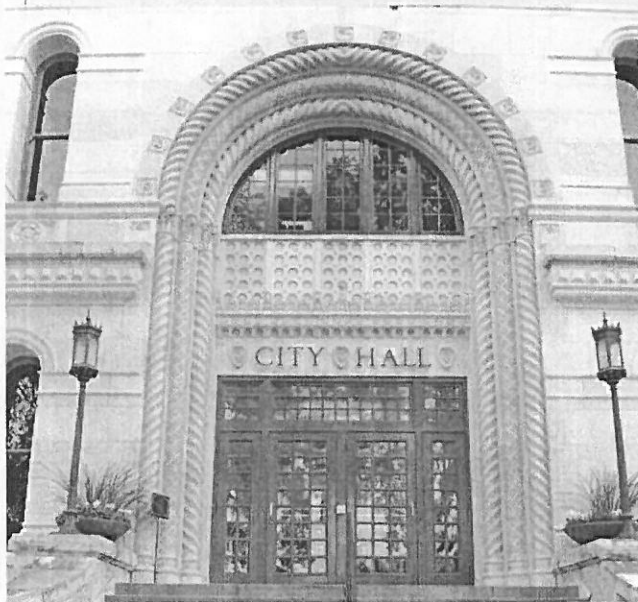
## 6. Architectural Features: Doors, Windows, and Screens

### Why is this Important?

The proportion, shape, pattern, and size of historic doors, windows, and screens help convey the style and period of a building and contribute to its overall architectural character. In addition, the quality of construction of historic windows is generally much better than that of replacement windows and can be preserved through regular maintenance. Properly maintained and sealed historic windows are efficient and sustainable. Please see (12) *Increasing Energy Efficiency* on page 30 for more information.



*These historic window screens are unique in design and contribute significantly to the character of the building.*



*The fanlight, detailing, and glazed area of this entrance help define the character of this public building.*

### Guidelines

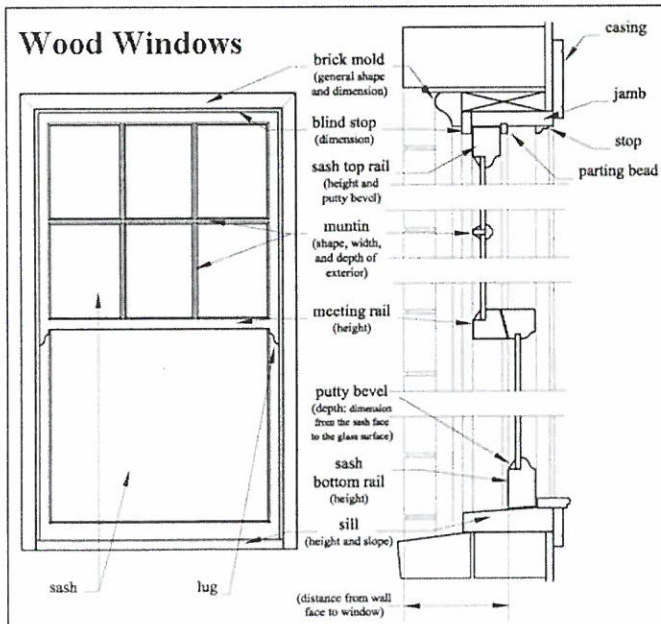
#### A. MAINTENANCE (PRESERVATION)

- i. **Openings**—Preserve existing window and door openings. Avoid enlarging or diminishing to fit stock sizes or air conditioning units. Avoid filling in historic door or window openings. Avoid creating new primary entrances or window openings on the primary façade or where visible from the public right-of-way.
- ii. **Doors**—Preserve historic doors including hardware, fanlights, sidelights, pilasters, and entablatures.
- iii. **Windows**—Preserve historic windows. When glass is broken, the color and clarity of replacement glass should match the original historic glass.
- iv. **Screens and shutters**—Preserve historic window screens and shutters.
- v. **Storm windows**—Install full-view storm windows on the interior of windows for improved energy efficiency. Storm window may be installed on the exterior so long as the visual impact is minimal and original architectural details are not obscured.

#### B. ALTERATIONS (REHABILITATION, RESTORATION, AND RECONSTRUCTION)

- i. **Doors**—Replace doors, hardware, fanlight, sidelights, pilasters, and entablatures in-kind when possible and when deteriorated beyond repair. When in-kind replacement is not feasible, ensure features match the size, material, and profile of the historic element.
- ii. **New entrances**—Ensure that new entrances, when necessary to comply with other regulations, are compatible in size, scale, shape, proportion, material, and massing with historic entrances.
- iii. **Glazed area**—Avoid installing interior floors or suspended ceilings that block the glazed area of historic windows.
- iv. **Window design**—Install new windows to match the historic or existing windows in terms of size, type, configuration, material, form, appearance, and detail when original windows are deteriorated beyond repair.
- v. **Muntins**—Use the exterior muntin pattern, profile, and size appropriate for the historic building when replacement windows are necessary. Do not use internal muntins sandwiched between layers of glass.

- vi. **Replacement glass**—Use clear glass when replacement glass is necessary. Do not use tinted glass, reflective glass, opaque glass, and other non-traditional glass types unless it was used historically. When established by the architectural style of the building, patterned, leaded, or colored glass can be used.
- vii. **Non-historic windows**—Replace non-historic incompatible windows with windows that are typical of the architectural style of the building.
- viii. **Security bars**—Install security bars only on the interior of windows and doors.
- ix. **Screens**—Utilize wood screen window frames matching in profile, size, and design of those historically found when the existing screens are deteriorated beyond repair. Ensure that the tint of replacement screens closely matches the original screens or those used historically.
- x. **Shutters**—Incorporate shutters only where they existed historically and where appropriate to the architectural style of the house. Shutters should match the height and width of the opening and be mounted to be operational or appear to be operational. Do not mount shutters directly onto any historic wall material.



Elements of wood windows (Diagram: NPS.gov).



### Why repair windows rather than replace them?

- Maintain the historic character of your house.
- Save money by repairing windows yourself rather than paying for replacement windows.
- Historic wood windows are made of durable materials and can last longer than replacement windows when properly maintained.
- Save energy in your home as well as the energy that it takes to make replacement windows.
- Reduce landfill debris.

### Did you know?

Window Rehab Workshops offer hands on training to homeowners, students, and contractor to learn do-it-yourself techniques and proper maintenance for wood windows. Workshops are offered periodically by OHP.

Restored historic windows can be energy efficient and cost effective. More information on retaining historic windows is available on page 30.



## This

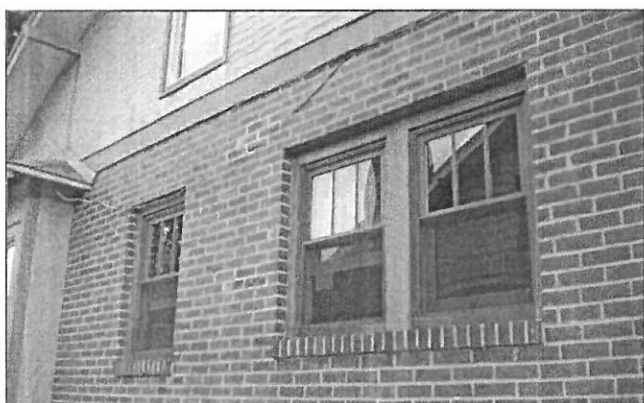


*Repair historic windows when possible rather than replacing them. (Photo: San Antonio Office of Historic Preservation)*

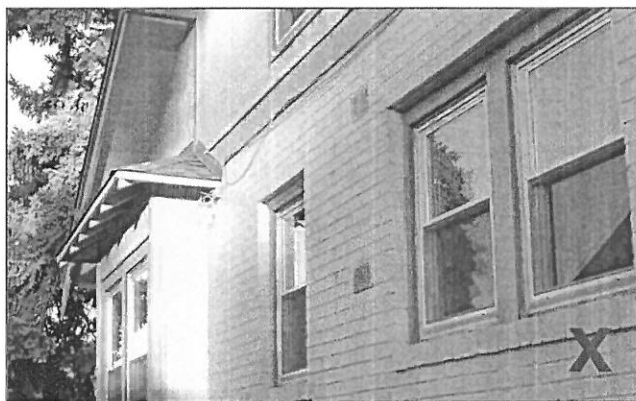
## Not This



*Do not reduce historic window openings to fit stock window sizes or use faux divided lights when replacement is necessary. (Photo: Ron Bauml, San Antonio Conservation Society)*



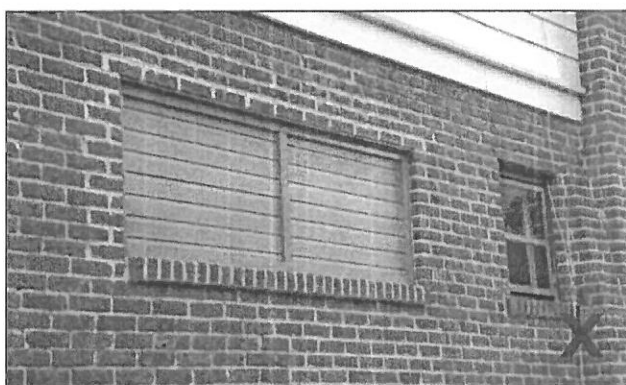
*Use the exterior muntin pattern, profile, and size appropriate for the historic building when replacement windows are necessary.*



*Do not use replacement windows, such as these vinyl inserts, that do not match the historic character of the building's original windows.*



*Maintain the character and symmetry of the façade by maintaining the historic window and door openings.*



*Do not alter the character and symmetry of the façade by filling historic window openings.*



### *Additional Resources*

#### *OHP Links and workshops:*

<http://sanantonio.gov/historic/Windows.aspx>

#### *Guidance from the National Trust for Historic Preservation:*

<http://www.preservationnation.org/information-center/sustainable-communities/weatherization/windows/>

<http://www.preservationnation.org/information-center/sustainable-communities/sustainability/additional-resources/July2008WindowsTipSheet.pdf>

*Adding New Entrances to Historic Buildings*, ITS #22, by Anne E. Grimmer. <http://www.nps.gov/tps/standards/applying-rehabilitation/its-bulletins/ITS22-NewEntrances.pdf>

*New Openings on Secondary Elevations*, ITS #21, by Anne E. Grimmer. <http://www.nps.gov/tps/standards/applying-rehabilitation/its-bulletins/ITS21-NewOpenings-SecondaryElevations.pdf>

*Inappropriate Replacement Doors*, ITS #4, by Anne E. Grimmer. <http://www.nps.gov/tps/standards/applying-rehabilitation/its-bulletins/ITS04-Doors-Replacement.pdf>

*Selecting New Windows to Replace Non-Historic Windows*, ITS #23, by Claire Kelly. <http://www.nps.gov/tps/standards/applying-rehabilitation/its-bulletins/ITS23-ReplaceWindows.pdf>

*The Preservation and Repair of Historic Stained and Leaded Glass*, Preservation Brief #33, by Neal A Vogel and Rolf Achilles. <http://www.nps.gov/history/hps/tps/briefs/brief33.pdf>

*The Repair of Historic Wooden Windows*, Preservation Brief #9, by John H. Meyers. <http://www.nps.gov/history/hps/tps/briefs/brief09.htm>

*The Repair and Thermal Upgrading of Historic Steel Windows*, Preservation Brief #13, by Sharon C. Park, AIA. <http://www.nps.gov/history/hps/tps/briefs/brief13.htm>

# 2016 Notice Of Appraised Value

Bexar Appraisal District  
411 N. Frio, P.O. Box 830248  
San Antonio, Tx 78283-0248

Phone: (210) 224-2432 Fax: (210) 242-2453

DATE OF NOTICE: April 25, 2016

Property ID: 122496  
Ownership %: 100.00  
Geo ID: 01931-038-0240  
DBA:  
Legal: NCB 1931 BLK 38 LOT 24

Legal Acres: 0  
Situs: 314 DONALDSON AVE SAN ANTONIO,  
TX 78201  
Appraiser:  
Owner ID: 85741

Property ID: 122496 - 01931-038-0240  
VARGAS MARIA I  
314 DONALDSON AVE  
SAN ANTONIO, TX 78201-4905 US

\*\*\* THIS IS NOT A BILL \*\*\*

Dear Property Owner,

We have appraised the property listed above for the tax year 2016. As of January 1, our appraisal is outlined below:

Appraisal Information					Last Year - 2015		Proposed - 2016	
Structure / Improvement Market Value					122,360		135,850	
Market Value of Non Ag/Timber Land					32,160		32,160	
Market Value of Ag/Timber Land					0		0	
Market Value of Personal Property/Minerals					0		0	
Total Market Value					154,520		168,010	
Productivity Value of Ag/Timber Land					0		0	
Appraised Value					140,888		154,977	
Homestead Cap Value excluding Non-Homesite Value (i.e. Ag, Commercial)					140,888		154,977	
Exemptions					HS, OV65		HS, OV65	
2015 Exemption Amount	2016 Taxable Value	Taxing Unit	2016 Proposed Appraised Value	2016 Exemption Amount	2016 Taxable Value	Tax Rate	2016 Estimated Taxes	2016 Freeze Year and Tax Ceiling *
3,000	137,888	BEXAR CO RD & F	154,977	3,000	151,977	0.017000	11.76	2005 11.76
10,000	130,888	SA RIVER AUTH	164,977	10,000	144,977	0.017290	25.07	
30,000	110,888	ALAMO COM COLL	154,977	30,000	124,977	0.149150	70.09	2005 70.09
0	140,888	UNIV HEALTH SYS	154,977	0	154,977	0.276236	428.10	
50,000	90,888	BEXAR COUNTY	154,977	50,000	104,977	0.297500	144.81	2005 144.81
65,000	75,888	CITY OF SAN ANT	154,977	65,000	89,977	0.558270	176.28	2005 176.28
35,000	105,888	SAN ANTONIO ISD	154,977	35,000	119,977	1.382600	0.00	1997 0.00

Do NOT Pay From This Notice

Total Estimated Tax: \$866.11

The difference between the 2011 appraised value and the 2016 appraised value is 28.90%. This percentage information is required by Tax Code section 25.19(b-1).

**The Texas Legislature does not set the amount of your local taxes. Your property tax burden is decided by your locally elected officials, and all inquiries concerning your taxes should be directed to those officials.**

\* If you qualified your home for a 65 and older or disabled person homestead exemption for school taxes, the school taxes on that home can't increase as long as you own and live in that home. The tax ceiling is the amount you pay in that year that you qualified for the 65 or older or disabled person exemption. The school taxes on your home may not go above the amount of the ceiling, unless you improve the home (other than normal repairs or maintenance).

The governing body of each taxing unit decides whether or not taxes on the property will increase. The appraisal district only determines the value of the property.

To file a protest, complete the notice of protest form following the instructions included in the form and no later than the deadline below, mail or deliver the form to the appraisal review board at the following address: 411 N. Frio St

Deadline for filing a protest: May 31, 2016  
Location of hearings: 411 N. Frio St  
ARB will begin hearings: June 1, 2016

Enclosed are copies of the following documents published by the Texas Comptroller of Public Accounts: (1) Property Tax Remedies; and (2) Notice of Protest. If you have any questions or need more information, please contact the appraisal district office at (210) 224-2432 or at the address shown above.

Sincerely,

Michael A. Amezcua  
Chief Appraiser