



# City of Denton

City Hall  
215 E. McKinney St.  
Denton, Texas 76201  
www.cityofdenton.com

## Meeting Agenda

### Historic Landmark Commission

Monday, December 9, 2024

5:30 PM

Development Service Center

After determining that a quorum is present, the Historic Landmark Commission of the City of Denton, Texas will convene in a Regular Meeting on Monday, December 9, 2024, at 5:30 p.m. in Training Rooms 3, 4 and 5 at the Development Service Center, 401 N Elm Street, Denton, Texas, at which the following items will be considered:

#### **1. PLEDGE OF ALLEGIANCE**

- A. U.S. Flag
- B. Texas Flag

“Honor the Texas Flag – I pledge allegiance to thee, Texas, one state under God, one and indivisible.”

#### **2. PRESENTATIONS FROM MEMBERS OF THE PUBLIC**

Citizens may complete one Request to Speak “Public Comment” card per night for the “Presentations from Members of the Public” portion of the meeting and submit it to City Staff. Presentations from Members of the Public time is reserved for citizen comments regarding items not listed on the agenda. No official action can be taken on these items. Presentations from Members of the Public is limited to five speakers per meeting with each speaker allowed a maximum of three (3) minutes.

#### **3. ITEMS FOR CONSIDERATION**

Interested citizens should arrive at the meeting prior to the scheduled start time. Public comment will be accepted only for those items identified to be "public meeting(s)".

- A. [HLC24-059](#) Consider approval of the November 18, 2024 minutes.

Attachments:      [November 18, 2024](#)

- B. [HL24-0006a](#) Hold a public meeting and determine whether the presented expenses resulted in a permanent improvement and/or restoration of a local historic landmark property located at 1526 Willowwood Street. The site is located on the north side of Willowwood Street, between Kendolph Drive and McCormick Street. (HL24-0006a, 1526 Willowwood Street Historic Tax Exemption, Cameron Robertson)

Attachments:      [Exhibit 1 - Agenda Information Sheet](#)  
[Exhibit 2 - Site Location Map](#)  
[Exhibit 3 - Application for Historic Landmark Tax Exemption Authorization](#)

#### **4. WORK SESSION**

- A. [HLC24-058](#) Receive a report and hold a discussion regarding notice of possible quorum eligible

events.

**Attachments:**      [Exhibit 1 - Agenda Information Sheet](#)

- B. [HLC24-057](#)** Receive a report, hold a discussion, and give staff direction regarding prioritizing the Historic Landmark Commission's work plan actions for 2025.

**Attachments:**      [Exhibit 1 - Agenda Information Sheet](#)

- C. [HLC24-055](#)** Receive a report, hold a discussion, and give staff direction on the Historic Landmark Commission's request for local historic designation of eligible historic properties.

**Attachments:**      [Exhibit 1 - Agenda Information Sheet](#)

- D. [HLC24-056](#)** Hold a discussion regarding the Historic Landmark Commission Project Matrix.

**Attachments:**      [2024 Matrix](#)

## **5. CONCLUDING ITEMS**

A. Under Section 551.042 of the Texas Open Meetings Act, respond to inquiries from the Historic Landmark Commission or the public with specific factual information or recitation of policy, or accept a proposal to place the matter on the agenda for an upcoming meeting AND Under Section 551.0415 of the Texas Open Meetings Act, provide reports about items of community interest regarding which no action will be taken, to include: expressions of thanks, congratulations, or condolence; information regarding holiday schedules; an honorary or salutary recognition of a public official, public employee, or other citizen; a reminder about an upcoming event organized or sponsored by the governing body; information regarding a social, ceremonial, or community event organized or sponsored by an entity other than the governing body that was attended or is scheduled to be attended by a member of the governing body or an official or employee of the municipality; or an announcement involving an imminent threat to the public health and safety of people in the municipality that has arisen after the posting of the agenda.

NOTE: The Historic Landmark Commission reserves the right to adjourn into a Closed Meeting on any item on its Open Meeting agenda consistent with Chapter 551 of the Texas Government Code, as amended, or as otherwise allowed by law.

### CERTIFICATE

I certify that the above notice of meeting was posted on the official website (<https://tx-denton.civicplus.com/242/Public-Meetings-Agendas>) and bulletin board at City Hall, 215 E. McKinney Street, Denton, Texas, on December 6, 2024, in advance of the 72-hour posting deadline, as applicable, and in accordance with Chapter 551 of the Texas Government Code.

\_\_\_\_\_  
OFFICE OF THE CITY SECRETARY

NOTE: THE CITY OF DENTON'S DESIGNATED PUBLIC MEETING FACILITIES ARE ACCESSIBLE IN ACCORDANCE WITH THE AMERICANS WITH DISABILITIES ACT. THE CITY WILL PROVIDE ACCOMMODATION, SUCH AS SIGN LANGUAGE INTERPRETERS FOR THE HEARING IMPAIRED, IF REQUESTED AT LEAST 48 HOURS IN ADVANCE OF THE SCHEDULED MEETING. PLEASE CALL THE CITY SECRETARY'S OFFICE AT 940-349-8309 OR USE TELECOMMUNICATIONS DEVICES FOR THE DEAF (TDD) BY CALLING 1-800-RELAY-TX SO THAT REASONABLE ACCOMMODATION CAN BE ARRANGED.





# City of Denton

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## Legislation Text

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**File #:** HLC24-059, **Version:** 1

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### **AGENDA CAPTION**

Consider approval of the November 18, 2024 minutes.

MINUTES  
HISTORIC LANDMARK COMMISSION  
November 18, 2024

After determining that a quorum was present, the Historic Landmark Commission of the City of Denton, Texas convened in a Regular Meeting on Monday, November 18, 2024, at 5:30 p.m. at the Development Service Center, 401 N. Elm Street, Denton, Texas, at which the following items will be considered:

PRESENT: Chair Angie Stripling, Vice-Chair Shaun Treat, and Commissioners: Heather Gregory, Etan Tepperman, and Linnie McAdams

ABSENT: Commissioner: Ethan Gillis

**REGULAR MEETING**

**1. PLEDGE OF ALLEGIANCE**

- A. U.S. Flag
- B. Texas Flag

**2. PRESENTATIONS FROM MEMBERS OF THE PUBLIC**

Citizens may complete one Request to Speak “Public Comment” card per night for the “Presentations from Members of the Public” portion of the meeting and submit it to City Staff. Presentations from Members of the Public time is reserved for citizen comments regarding items not listed on the agenda. No official action can be taken on these items. Presentations from Members of the Public is limited to five speakers per meeting with each speaker allowed a maximum of three (3) minutes.

Ann Howington, 1122 Panhandle St., presented on Evers Farmhouse for why it should be saved and designated historic.

Charles Lee, 624 W University Dr., spoke in agreement to Ann Howington’s presentation and in opposition of item HLC24-0004 being designated historic.

**3. ITEMS FOR INDIVIDUAL CONSIDERATION**

- A. **HLC24-051:** Consider approval of the October 14, 2024, minutes.

Commissioner moved to approve the minutes as presented. Motion seconded by Vice-Chair Treat. Motion carried (5-0).

AYES (4): Chair Angie Stripling, Vice-Chair Shaun Treat, and Commissioners: Heather Gregory, Etan Tepperman, and Linnie McAdams

NAYS (0): None.

- B. HLC24-0004:** Hold a public meeting and determine whether the presented expenses resulted in a permanent improvement and/or restoration of a local historic landmark property located at 1120 N Locust Street. The site is located on the east side of N Locust Street between Sawyer Avenue and 2nd Street. (HL24-0004, 1120 N Locust Street Historic Tax Exemption, Cameron Robertson)

Commissioner McAdams moved to approve the item as presented. Motion seconded by Vice-Chair Treat. Motion carried (5-0).

AYES (4): Chair Angie Stripling, Vice-Chair Shaun Treat, and Commissioners: Heather Gregory, Etan Tepperman, and Linnie McAdams

NAYS (0): None.

- C. HL24-0006:** Hold a public meeting and determine whether the presented expenses resulted in a permanent improvement and/or restoration of a local historic landmark property located at 1526 Willowood Street. The site is located on the north side of Willowood Street, between Kendolph Drive and McCormick Street. (HL24-0006, 1526 Willowood Street Historic Tax Exemption, Cameron Robertson)

This item was not presented as the applicant withdrew. The item was tabled for a future meeting.

#### **4. WORK SESSION**

- A. HLC24-049:** Receive a report and hold a discussion regarding the Design Downtown Denton Plan. (Sean Jacobson)

City staff presented the item and discussion followed.

- B. HLC24-048:** Receive a report, hold a discussion, and give staff direction on the Historic Landmark Commission's request for local historic designation of eligible historic properties.

Cameron Robertson, Historic Preservation Officer, presented the item.

Angie requested the Evers house to be added.

- C. HLC24-052:** Hold a discussion regarding the Historic Landmark Commission Project Matrix.

Cameron Robertson, Historic Preservation Officer, presented the item.

Cameron provided an update on all pending and current Matrix items including the Women's club, collaboration with Parks Department, and Historic Tax Exemption discussion. Next meeting will include annual updates on workplans.

**5. CONCLUDING ITEMS**

Cameron provided an update on the following items, parks invite, receiving new Historic Landmark plaques, and Southridge Historic Survey update.

With no further business, the meeting was adjourned at 6:15 pm.

X

\_\_\_\_\_  
Angie Stripling  
Historic Landmark Commission Chair

X

\_\_\_\_\_  
Carly Blondin  
Administrative Assistant

Minutes Approved On: \_\_\_\_\_



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## Legislation Text

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**File #:** HL24-0006a, **Version:** 1

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### **AGENDA CAPTION**

Hold a public meeting and determine whether the presented expenses resulted in a permanent improvement and/or restoration of a local historic landmark property located at 1526 Willowwood Street. The site is located on the north side of Willowwood Street, between Kendolph Drive and McCormick Street. (HL24-0006a, 1526 Willowwood Street Historic Tax Exemption, Cameron Robertson)





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## AGENDA INFORMATION SHEET

**DEPARTMENT:** Department of Development Services

**ACM:** Cassey Ogden

**DATE:** December 9, 2024

### **SUBJECT**

Hold a public meeting and determine whether the presented expenses resulted in a permanent improvement and/or restoration of a local historic landmark property located at 1526 Willowwood Street. The site is located on the north side of Willowwood Street, between Kendolph Drive and McCormick Street. (HL24-0006a, 1526 Willowwood Street Historic Tax Exemption, Cameron Robertson)

### **BACKGROUND**

The property is a local historic landmark located on the north side of Willowwood Street, between Kendolph Drive and McCormick Street. The applicants, Jennifer Lane and James Carr, have completed repairs and maintenance to the residential property's exterior rear façade, as well as installed a new surface drainage system at the rear of the property. The work completed by Barboza Plastering LLC and LIFT Inc. is shown on the following page.

*Continued on page 2*

<u>Services</u>	<u>Payment</u>
<p>Repair and recoat stucco walls on the north side of the residence.</p> <p>Replace 10-foot high by 12-foot-long area with new sheathing, felt paper, metal lath, and plaster cement.</p> <p>Recoat stucco walls: Applied acrylic base coat with fiberglass mesh embedded to reinforce existing stucco walls; one coat of weld-crete; and two coats of La Hara Finish Coating. This was done to match existing wall color and texture; and two coats of clear sealer.</p>	\$18,000.00
<p>Create a 3” slope, at 3 feet away from the foundation, starting at least 2” below existing masonry. Work within a 6-foot-wide path from the house, covering approx. 700 sf and 170 linear feet, ending near the small outbuilding, near the eastern fence line. Cut, gather, and haul off all organic 7 feet from the house and relocate all gravel and boulders.</p> <p>Remove sidewalk extending from the patio (saw cut, break, load and haul off).</p> <p>Disposal Fee:</p> <ul style="list-style-type: none"> <li>• 12,000 lbs. of gravel (bio-swale, patio, and back bed)</li> <li>• Organics, mulch, grasses, dead red tip, limbs, including the large privet</li> <li>• Concrete</li> </ul> <p>Create a 3” slope, at 3 feet away from the foundation, working within a 7-foot-wide path from the house, covering approx. 700 sf and 170 linear feet, ending near the small outbuilding, near the eastern fence line. Use a mini excavator and skid steer.</p> <p>Cover the excavated area with landscape fabric (4 mil plastic to cover the soil before gravel implemented), then cover with 2 to 3” of large native gravel.</p> <p>Replace all soil moved for stucco work. Backfill and pack, 15” deep by whole length of the house.</p> <p>Unearth existing sprinkler system wires and contain in a 10” round bucket.</p> <p>12”x 3” paverstone border between river rocks and soil on the left side.</p> <p>Install new grass cover to prevent erosion of the new grade. Will cover the newly excavated drainage swale.</p>	\$12,562.00
<b>TOTAL</b>	<b>\$30,562.00</b>

The applicant submitted invoices and a breakdown of pricing for the subject work, which is included in their application. Refer to Exhibit 3 - Application for Historic Landmark Tax Exemption Authorization.

Based on documentation, the improvements were completed in October and November of 2024. The total expenses for the work was \$30,562.00. The applicant has provided staff supporting documentation confirming proof of payment for the completed repairs and maintenance.

Of the improvements made to the property, the disposal fees, paverstone border, and removal of the sidewalk, do not meet the qualifying improvements and/or restoration projects for the City’s tax exemption, as they

do not pertain to the general maintenance and/or restoration of the historic property. Therefore, they do not contribute to the total expense amount for the work completed.

The remainder of the work that was completed at the expense amount of \$29,287.00, qualifies the applicant for the City's tax exemption for historic preservation of an historic property.

**CONSIDERATIONS:**

1. Per the City's Code of Ordinances, Sec. 10-128 (c), Any property which is designated a historic site after the first day of January 2009 may be exempt from real property ad valorem taxes levied by the City of Denton to the extent of fifty (50) percent of the assessed value of the designated historic site if the property owner demonstrates to City qualifying expenses of ten thousand dollars (\$10,000.00) or more for permanent improvements and/or for restoration of said property. The qualifying expenses are limited to two (2) years prior to designation as a historic site. The Historic Landmark Commission must determine whether the qualifying expenses result in a permanent improvement and/or restoration of said property as a condition of receiving the exemption. The exemption provided for herein shall apply for a maximum of ten (10) successive years, beginning with the first year the property is entitled to the exemption during the specified years and continuing and including each and every year of the nine (9) successive years thereafter during which the property is a designated historic site on the first day of January of those nine (9) successive years.
2. The subject property is designated as a Local Historic Landmark.
3. The applicant has spent a total of \$30,562.00 for improvements related to property drainage and recoating of the stucco rear facade. However, the disposal fees, pavestone border, and removal of the sidewalk do not meet the qualifying improvements and/or restoration projects of the City's tax exemption. As such, the applicant has spent a total of \$29,287.00 in qualifying improvements and/or restoration.
4. If the Historic Landmark Commission recommends a favorable determination that the expenses presented resulted in a permanent improvement and/or restoration of the landmarked property, staff will forward a draft Resolution to the City Council to consider approving the subject property as a designated Local Historic Landmark in need of tax relief.
5. If the City Council approves the Resolution, the applicant will then need to apply for the partial tax exemption with the chief appraiser of the Denton Central Appraisal District.

**PREVIOUS ACTION/REVIEW**

**Certificate of Appropriateness:**

- COA24-0011: The Historic Preservation Officer administratively approved the application for the exterior stucco repairs to the rear of the residence on October 4, 2024.

**OPTIONS**

1. Make a favorable finding of improvement and/or restoration
2. Deny
3. Continue the item

**RECOMMENDATION**

Staff recommends a **favorable** determination that the expenses presented, with the exception of the disposal fees, pavestone border, and removal of the sidewalk, resulted in a permanent improvement and/or restoration of the landmarked property located at 1526 Willowood Street. With the exception of the disposal fees, pavestone border, and removal of the sidewalk, the applicant meets the minimum ten

thousand dollars (\$10,000.00) or more requirement stated in the City's Code of Ordinances, Sec. 10-128 (c).

**EXHIBITS:**

1. Agenda Information Sheet
2. Site Location Map
3. Application for Historic Landmark Tax Exemption Authorization

Respectfully submitted:  
Tina Firgens, AICP  
Deputy Director Development Services/  
Planning Director

Prepared By:  
Cameron Robertson, AICP  
Historic Preservation Officer



Kendolph Drive

Willowood Street

Kendolph Drive



DEPARTMENT OF DEVELOPMENT SERVICES
Development Services Center - 401 N. Elm Street - Denton, Texas 76201 voice: (940) 349-8541
www.cityofdenton.com

City of Denton Historic Landmark Commission
Tax Exemption Application for Designated Historic Sites

Name of Owner Jennifer Lane and James Carr
Property Address 1526 Willowwood Street
Telephone/Email (650) 867-2930
Start/Completion Dates October to November 2024

Brief Description of Completed Improvements and/or Restoration Work:
Repair and re-coat stucco on north (side) wall of house
New sheathing, felt paper, metal lath, plaster cement
Recoated stucco, acrylic base coats with fiberglass mesh embedded to reinforce existing stucco
2 coats of la habra finish coat to match color and texture, 2 coats of clear sealer
Installation of a surface drainage system

Please also attach the following with your application:

- 1. Invoice and proof of payment for completed improvements and/or restoration work. (Please note all receipts for work completed must total a minimum of \$10,000 in order to be considered for the Designated Historic Sites Tax Exemption.);
2. Provide a legal description of the property proposed for certification; and
3. If applicable, a Copy of a COA Approval Letter and/or an Issued Building Permit. All exterior renovations/repairs must have an approved Certificate of Appropriateness to qualify for the tax exemption.

A1246 A A. TOMPKINS, TR 42, 43 & 45, 1.723 acres

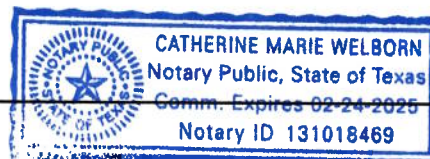
By signing this application, I certify that the above information is correct and complete to the best of my knowledge and grant staff access to the indicated property to perform work related to this request. I agree to provide any additional information necessary for this application as requested by the Development Services Department or Historic Landmark Commission.

SIGNATURE: Jennifer R. Lane
Print or Type Name: Jennifer Lane

Known to me to be the person whose name is subscribed to the above and foregoing instrument, and acknowledged to me that they executed the same for the purposes and consideration expressed and in the capacity therein stated. Given under my hand and seal of office on this 18th day of October 20 24 .

(SEAL)

[Handwritten signature]
Notary Public Signature





**DEPARTMENT OF DEVELOPMENT SERVICES**  
 Development Services Center – 401 N. Elm Street – Denton, Texas 76201 voice: (940) 349-8541  
[www.cityofdenton.com](http://www.cityofdenton.com)

**City of Denton Historic Landmark Commission**  
**Tax Exemption Application for Designated Historic Sites**

**HISTORIC TAX EXEMPTION QUALIFYING  
 IMPROVEMENTS AND/OR RESTORATION**

**Permanent renovation and repair of said property, shall include but not limited to the following items:**

**Exterior**

- Protective treatment (paint, protective coverings or treatment, siding, and metal cladding)
- Structural members
- Foundations
- Exterior walls
- Roofs and drainage (roof drains, gutters, and downspouts)
- Decorative features (cornice, corbels, trim, and decorative features)
- Overhang extensions (canopies, and metal awnings)
- Stairways, decks, porches, or balconies
- Chimneys
- Handrails and guards
- Window, skylight, doors, and door frames

**Interior**

- Structural members
- Interior surfaces (paint and plaster)
- Stairs and walking surfaces
- Handrails and guards
- Interior doors

**General**

- Plumbing (re-piping, water heater, and sanitary sewer)
- Mechanical (furnace, heaters, and ventilation)
- Electrical (service and re-wiring)
- Fire safety (smoke detectors, carbon monoxide detectors)

**ALL EXTERIOR RENOVATIONS/REPAIRS MUST HAVE AN APPROVED CERTIFICATE OF  
 APPROPRIATENESS TO QUALIFY FOR THE TAX EXEMPTION.**

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**Return to: Planning Department, 401 N. Elm Street, Denton, Texas, 76201**  
**Phone: 940-349-8541      Fax: 940-349-7707**

INVOICE
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BARBOZA PLASTERING LLC

Invoice Number: 1

1148 County Rd 4106 Kaufman, TX. 75142 | [barbozaplaster@gmail.com](mailto:barbozaplaster@gmail.com) | Tel. 214-542-0993

To: Jim Carr  TELL: (650) 799-6884	Work Completed at: 1516 willowood Denton, TX.
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Date: 11-07--24		Our Bid No.
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DESCRIPTION OF WORK PERFORMED

Repair the stucco walls at the north side of the house.  
Removed, and replaced stucco, and frame at the areas where it was damaged.  
Recoated existing stucco walls with acrylic base coat, and la habra finish coat at the north side of the house. 1,600 Sq Ft.  
Barboza Plastering LLC is paid the amount of: \$ 18,000,00

Payment Detail	Proposal No.	Total: \$18,000.00
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This is the full invoice.

All materials re guaranteed to be as specified, and the above work was performed in accordance with the drawings and specifications provided for the above work and was completed in substantial workmanlike manner\*

*Joaquin Barboza*

Thank you for your business



**BEFORE**



**AFTER**







LIFT Inc

3209 Kennedy Dr.  
McKinney, TX 75071

# Invoice

DATE	INVOICE #
9/26/2024	041824-B

BILL TO
Jim Carr 1526 Willowwood St. Denton, TX 76205

PROJECT
<i>Drainage</i>

DESCRIPTION	AMOUNT
<p>Following the on-site visit 03/28/24, and review of the engineer's elevations, LIFT Inc. implemented the following additions or changes to gain soil moisture consistency, for foundation stability.</p> <p>General scope of work: Improve drainage on LEFT side of structure. This is accomplished with extensive re-grading of existing soil levels within 6 feet of the left side of the house, and a SURFACE DRAIN SYSTEM. work is limited to left side of house, between the two chain link fences. No improvements are made in the back yard, * Progress as of 9/30/24</p> <p><b>DRAINAGE IMPROVEMENTS</b> Beginning at the front left corner of the structure, create a 3 inch slope, at 3 feet away from the foundation, starting at least 2 inched below existing masonry. Working within a 6 foot wide path from the house, and covering approximately 700SF and 170 Liner feet, ending near the small out building, near the eastern fence line. * 2 days completed, see below. 2 days remain. First, all organics need to be cut and gathered and hauled off, (7' from house) then all gravel and boulders need to be relocated.</p> <p>Disposal Fees - Trailer load of organics, mulch, grasses, including the large Privet at the rear metal fence, dead red tip, all organics, &amp; limbs. Landfill</p> <p>Disposal fee - 12,000lbs of gravel from "bio-swale" left side. Gravel behind patio. Peagravel in back bed. Sunday 5:40 PM.</p>	<p>0.00</p> <p>3,284.00</p> <p>150.00</p> <p>150.00</p>

214-585-1422	dfull33@gmail.com	LI 21130
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Subtotal	3,584.00
Sales Tax (8.25%)	295.56
<b>Total</b>	<b>3,879.56</b>



3209 Kennedy Dr. McKinney, TX 75071




**LIFT Inc**  
 3209 Kennedy Dr.  
 McKinney, TX 75071

# Invoice

DATE	INVOICE #
9/26/2024	041824-B

<b>BILL TO</b>
Jim Carr 1526 Willowwood St. Denton, TX 76205

<b>PROJECT</b>
<i>Drainage</i>

DESCRIPTION	AMOUNT
Remove the sidewalk extending from patio - saw cut, break, load and haul off. (proposal #1)	600.00
Disposal fee - concrete, remaining	150.00
9/26/24 Day 1. Clear brush. 9/27/24 Day 2. Cut, break Concrete. Load 12,000lbs of gravel. back bed is 12" deep ! 9/30/24 Day 3 Load remaining gravel, then load all concrete.	
Paid in FULL CK# [REDACTED] 9/30/24	
	

214-585-1422	dfull33@gmail.com	LI 21130
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Subtotal	\$4,334.00
Sales Tax (8.25%)	\$0.00
<b>Total</b>	<b>\$4,334.00</b>



3209 Kennedy Dr. McKinney, TX 75071

*PAID in full  
 9-30-24*



**LIFT Inc**

3209 Kennedy Dr.  
McKinney, TX 75071

# Invoice

DATE	INVOICE #
11/19/2024	041824-C

<b>BILL TO</b>
Jim Carr 1526 Willowwood St. Denton, TX 76205

<b>PROJECT</b>
<i>Drainage</i>

DESCRIPTION	AMOUNT
<p>Following the on-site visit 03/28/24, and review of the engineer's elevations, LIFT Inc. implemented the following additions or changes to gain soil moisture consistency, for foundation stability.</p> <p>General scope of work: Improve drainage on LEFT side of structure. This is accomplished with extensive re-grading of existing soil levels within 6 feet of the left side of the house, and behind the house, finishing at the right rear corner of the house. Approximately 170 linear feet.</p> <p><b>DRAINAGE IMPROVEMENTS</b> Beginning at the front left corner of the structure, create a 3 inch slope, at 3 feet away from the foundation, working within a 7 foot wide path from the house, and covering approximately 700SF and 170 Liner feet, ending near the small out building, near the eastern fence line.</p> <p>Equipment - mini excavator. did by hand. - \$1,200.00</p> <p>Equipment - skid steer. did by hand. - \$1,000.00</p> <p>Landscape to finish</p> <p>* In the shaded areas, cover the 6 foot wide excavated area with landscape fabric, then cover with 2 to 3 inches of Large native gravel. "Tin Top River Rock" 6'x80' = 480SF 15'x15'=225SF Approximately 700SF. 7 Cubic yards.</p> <p>* 4 mil plastic to cover soil before rocks. 700 SF</p>	<p>4,926.00</p> <p>0.00</p> <p>0.00</p> <p>1,575.00</p> <p>266.00</p>

214-585-1422	dfull33@gmail.com	LI 21130
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Subtotal
Sales Tax (8.25%)
<b>Total</b>



3209 Kennedy Dr. McKinney, TX 75071



**LIFT Inc**  
 3209 Kennedy Dr.  
 McKinney, TX 75071

# Invoice

DATE	INVOICE #
11/19/2024	041824-C

<b>BILL TO</b>
Jim Carr 1526 Willowwood St. Denton, TX 76205

<b>PROJECT</b>
<i>Drainage</i>

DESCRIPTION	AMOUNT
C/O - Following the Stucco work, re- place all of the soil moved for stucco work. Backfill and pack, 15 inches deep by whole length of the house.	180.00
C/O - unearth existing sprinkler wires, and contain in a 10" round bucket. Note: some wires missing water proof nuts.	21.00
C/O - Did not use any 4" pipe or drain basins. Total slope did not allow	-\$510
C/O - 12"x3" pavestone border between river rocks and soil on left side.	225.00
C/O - new grass. Cover the newly excavated drainage swale in the back with Bermuda Sod to prevent erosion of the new grade. My cost for the grass, 225 x 3 Pallets, 135 delivery, 240 install.	1,035.00
Progress payment 11/14/24 Ck [REDACTED] \$4,000	
Paid in FULL 11/20/24 CK# [REDACTED] <b>4,228<sup>00</sup></b>	
<i>DP Full</i>	

214-585-1422	dfull33@gmail.com	LI 21130
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Subtotal	\$8,228.00
Sales Tax (8.25%)	\$0.00
<b>Total</b>	<b>\$8,228.00</b>



3209 Kennedy Dr. McKinney, TX 75071

*Paid in full*  
*11-20-24<sup>23</sup>*

**BEFORE**





**AFTER**







# City of Denton

City Hall  
215 E. McKinney St.  
Denton, Texas 76201  
[www.cityofdenton.com](http://www.cityofdenton.com)

## Legislation Text

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**File #:** HLC24-058, **Version:** 1

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### **AGENDA CAPTION**

Receive a report and hold a discussion regarding notice of possible quorum eligible events.



# City of Denton

City Hall  
215 E. McKinney Street  
Denton, Texas  
www.cityofdenton.com

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## AGENDA INFORMATION SHEET

**DEPARTMENT:** Department of Development Services

**ACM:** Cassey Ogden

**DATE:** December 9, 2024

### **SUBJECT**

Receive a report and hold a discussion regarding notice of possible quorum eligible events.

### **BACKGROUND**

The Texas Open Meetings Act has specific reasons for which a quorum of a City board or commission may gather in the same place without triggering certain open meetings requirements. Unless the event is an official meeting where staff has posted a meeting agenda in accordance with the Texas Open Meeting Act, any gathering of a quorum must fit in one of the following categories:

1. Social function;
2. Press conference;
3. Ceremonial event;
4. Convention or workshop attendance; or
5. Candidate form, appearance of debate.

If the purpose of the event does not fit into one of the above referenced categories, then a quorum of the board or commission shall not gather.

The above is important to keep in mind particularly for attendance at neighborhood meetings or similar events in which board and commission members may be invited to attend. Therefore, board and commission members must keep track of how many of their fellow board/commission members are in attendance and excuse themselves if a quorum is present.

For the Historic Landmark Commission, four members comprises a quorum.

### **EXHIBITS**

1. Agenda Information Sheet

Respectfully submitted:  
Tina Firgens, AICP  
Deputy Director Development Services/  
Planning Director

Prepared by:  
Cameron Robertson, AICP  
Historic Preservation Officer



# City of Denton

City Hall  
215 E. McKinney St.  
Denton, Texas 76201  
[www.cityofdenton.com](http://www.cityofdenton.com)

## Legislation Text

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**File #:** HLC24-057, **Version:** 1

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### **AGENDA CAPTION**

Receive a report, hold a discussion, and give staff direction regarding prioritizing the Historic Landmark Commission's work plan actions for 2025.



## AGENDA INFORMATION SHEET

**DEPARTMENT:** Department of Development Services

**ACM:** Cassey Ogden

**DATE:** December 9, 2024

### **SUBJECT**

Receive a report, hold a discussion, and give staff direction regarding prioritizing the Historic Landmark Commission's work plan actions for 2025.

### **BACKGROUND**

As part of the City of Denton's 2019 Historic Preservation Plan (the "Plan"), Goal #4, Policy 3.1 states that the Historic Landmark Commission (HLC) shall "adopt an annual Historic Landmark Commission work plan." Annually, the HLC should work with the Historic Preservation Officer (HPO) to prepare and adopt a work plan of activities that guide landmarking and designation activities and other special projects related to surveys, advocacy, and educational efforts.

Based on previous efforts by the HLC and feedback received from residents, developers, and other City departments, staff reviewed the policies, goals, and recommendations of the Plan creating the list below. The list only includes those recommendations of high and medium priority from the Plan.

Staff seeks the HLC's direction for prioritizing the following:

- **Goal #1, Policy 1.3, Recommendation #1.8 (High Priority) – IMPLEMENTED; ONGOING FROM 2024**  
Prepare an annual study list of potential landmarks and districts.
- **Goal #2, Policy 2.1, Recommendation #2.1 (High Priority) – DISCUSSION HAS STARTED; ONGOING FROM 2024**  
Broaden the tax-exemption eligibility criteria for improvements to historic buildings.
- **Goal #2, Policy 2.1, Recommendation #2.2 (Medium Priority) – DISCUSSION HAS STARTED; ONGOING FROM 2024**  
Explore a program allowing for the partial or full property tax exemption from the City of Denton and other applicable taxing authorities for locally designated historic homes.
- **Goal #3, Policy 3.1, Recommendation #3.6 (High Priority) – IMPLEMENTED; ONGOING FROM 2024**  
Complete designation reports for landmarks and districts.
- **Goal #4, Policy 4.2, Recommendation #4.7 (High Priority) – NEW FOR 2025**  
Improve visibility and awareness of tax exemption program to increase participation.

- **Goal #4, Policy 4.2, Recommendation #4.8 (High Priority) – NEW FOR 2025**  
Increase awareness and use of Federal Rehabilitation Tax Credit.
- **Goal #4, Policy 4.2, Recommendation #4.9 (High Priority) – NEW FOR 2025**  
Include additional historic preservation information materials in the City of Denton website.
- **Goal #4, Policy 4.2, Recommendation #4.10 (High Priority) – ONGOING FROM 2024**  
Create a marketing plan to encourage additional Local Landmark designations.
- **Goal #4, Policy 4.2, Recommendation #4.11 (Medium Priority) – ONGOING FROM 2024**  
Provide training to local realtors and bankers.

## **EXHIBITS**

1. Agenda Information Sheet

Respectfully submitted:  
Tina Firgens, AICP  
Deputy Director Development Services/  
Planning Director

Prepared by:  
Cameron Robertson, AICP  
Historic Preservation Officer



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## Legislation Text

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**File #:** HLC24-055, **Version:** 1

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### **AGENDA CAPTION**

Receive a report, hold a discussion, and give staff direction on the Historic Landmark Commission's request for local historic designation of eligible historic properties.





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## AGENDA INFORMATION SHEET

**DEPARTMENT:** Department of Development Services

**ACM:** Cassey Ogden

**DATE:** December 9, 2024

### **SUBJECT**

Receive a report, hold a discussion, and give staff direction on the Historic Landmark Commission's request for local historic designation of eligible historic properties.

### **BACKGROUND**

At the November 14, 2022, HLC meeting, staff started including a standing agenda item that pertains to the designation of local historic properties. Commissioners have the opportunity to bring forward one to two properties from Denton's Historically Eligible Structures map to discuss and vote on. A Commissioner proposing a property for local designation consideration will have a maximum of two-minutes to justify the need for designation of the property. Remaining Commissioners will then have a maximum of one minute each to provide feedback and indicate their support for the designation. Each proposed property will need a minimum of four Commissioner votes to pursue designation of the property. If the property receives four or more votes, the property will be added to an active designation list to be maintained by staff for the HLC. The HLC will have the opportunity to utilize the list to reach out to property owners to encourage the designation of their property or properties.

### **EXHIBITS**

1. Agenda Information Sheet
2. Denton's [Historically Eligible Structures](#) Map

Respectfully submitted:  
Tina Firgens, AICP  
Deputy Director Development Services/  
Planning Director

Prepared by:  
Cameron Robertson, AICP  
Historic Preservation Officer



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## Legislation Text

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**File #:** HLC24-056, **Version:** 1

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### **AGENDA CAPTION**

Hold a discussion regarding the Historic Landmark Commission Project Matrix.

**2024  
Historic Landmark Commission  
Requests for Information**

Request		Request Date	Status
Invite the Denton Women’s Club to discuss a possible new/updated historic subject marker in Quakertown Park	HLC	9/9/2024	On-hold
Template/agenda to be utilized by HLC members at community meetings to discuss and educate historic property owners on designation, HLC/HPO processes, etc.	HLC	2/12/2024	On-going
Continuation of the historic tax exemption discussion	HLC	6/12/2024	On-going
General topic training relevant to duties and interests of the Historic Landmark Commission	HLC	2/12/2024	Monthly occurrence
Presentation of preliminary guidelines regarding property features, such as fencing and windows, for use by the public and HLC	HLC	11/14/2022	On-hold
Focus group of historic property owners to discuss present historic preservation procedures and incentives	HPO	12/27/2023	Will schedule after the historic tax exemption discussions are complete
<b>Items for Historic Landmark Commission Consideration</b>			

Discuss 'Stop Work Order' fees for properties working without Certificates of Appropriateness	HPO	7/9/2024	Deters inappropriate work from taking place to historically recognized properties and fees collected can be utilized for preservation efforts. Strengthens the COA process.
Update the COA Process to include inspection dependent upon the scale of work taking place (i.e. new construction, demolition, addition)	HPO	7/9/2024	Further strengthen and clarify the COA process
<b>Annual Update</b>			
Prepare an annual study list of potential landmarks and districts.	HLC/HPO	2024 Work Plan Goal	Implemented; On-going
Broaden the tax-exemption eligibility criteria for improvements to historic buildings.	HLC/HPO	2024 Work Plan Goal	On-going
Explore a program allowing for the partial or full property tax exemption from the City of Denton and other applicable taxing authorities for locally designated historic homes.	HLC/HPO	2024 Work Plan Goal	On-going
Complete designation reports for landmarks and districts.	HLC/HPO	2024 Work Plan Goal	HLC reviewed and City Council approved three Denton Historic Landmark Designations
Update the Denton Historic Preservation Ordinance to promote clarity in Certificate of Appropriateness procedures and Historic Landmarks Commission responsibilities, among other Ordinance enhancements.	HLC/HPO	2024 Work Plan Goal	On-hold
Create a marketing plan to encourage additional Local Landmark designations.	HLC/HPO	2024 Work Plan Goal	On-going

Provide training to local realtors and bankers.	HLC/HPO	2024 Work Plan Goal	On-hold
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Future HLC Meetings (2025):

- Monday, January 13<sup>th</sup>
- Monday, February 10<sup>th</sup>
- Monday, March 3<sup>rd</sup>
- Monday, April 14<sup>th</sup>
- Monday, May 12<sup>th</sup>
- Monday, June 9<sup>th</sup>
- Monday, July 14<sup>th</sup>
- Monday, August 11<sup>th</sup>
- Monday, September 8<sup>th</sup>
- Monday, October 13<sup>th</sup>
- Monday, November 10<sup>th</sup>
- Monday, December 8<sup>th</sup>