



# City of Denton

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

## Meeting Agenda

### Historic Landmark Commission

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Monday, September 8, 2025

5:30 PM

Development Service Center

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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, September 8, 2025, 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. [HLC25-040](#) Consider approval of the June 9, 2025 minutes.

Attachments: [June 9, 2025](#)

- B. [HL25-0002](#) Hold a public meeting and consider making a recommendation to the Planning and Zoning Commission and City Council regarding an application for a Historic Landmark Designation, in accordance with Section 2.9.4 of the Denton Development Code, for the property located at 3316 Roselawn Drive. The property is located on the northeast corner of Roselawn Drive and Roselawn Circle. (HL25-0002, Historic Landmark Designation of 3316 Roselawn Drive, Cameron Robertson)

Attachments: [Exhibit 1 - Agenda Information Sheet](#)  
[Exhibit 2 - Site Location Map](#)  
[Exhibit 3 - Historic Landmark Designation Checklist and Application](#)  
[Exhibit 4 - Draft Ordinance](#)

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

- A. [HLC25-036](#) 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](#)

B. [HLC25-038](#)      Hold a discussion regarding the Historic Landmark Commission Project Matrix.

Attachments:      [2025 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 September 2, 2025, in advance of the three (3) business day 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 TWO (2) BUSINESS DAYS 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.



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## Legislation Text

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**File #:** HLC25-040, **Version:** 1

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### **AGENDA CAPTION**

Consider approval of the June 9, 2025 minutes.

MINUTES  
HISTORIC LANDMARK COMMISSION  
June 9, 2025

After determining that a quorum was present, the Historic Landmark Commission of the City of Denton, Texas convened in a Regular Meeting on Monday, June 9, 2025, at 5:00 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 Patricia Sherman

ABSENT: Linnie McAdams

**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.

**3. ITEMS FOR INDIVIDUAL CONSIDERATION**

- A. **HLC25-034:** Consider approval of the May 12, 2025, minutes.

Commissioner Sherman moved to approve the minutes with amendment added to include vote on Item HLC25-026. Motion seconded by Commissioner Treat. Motion carried.

AYES (5): Chair Angie Stripling, Vice-Chair Shaun Treat, and Commissioners: Heather Gregory, Etan Tepperman, and Patricia Sherman

NAYS ():

- B. **HLC25-0001:** Hold a public meeting and determine whether the presented expenses resulted in a permanent improvement and/or restoration of the local historic landmark property located at 314 Marietta Street. The site is located on the east side of Marietta Street, between W Oak Street and Houseton Place. (HL25-0001, 314 Marietta Street Historic Tax Exemption, Cameron Robertson)

Commissioner Treat made as motion of approval as presented with the additional stipulation to revisit framework of applications for concerns raised during discussion. Motion seconded by Commissioner Gregory. Motion carried.

AYES (5): Chair Angie Stripling, Vice-Chair Shaun Treat, and Commissioners: Heather Gregory, Etan Tepperman, and Patricia Sherman

NAYS ():

- C. COA25-0005:** Hold a public meeting and consider an application for a Certificate of Appropriateness, in accordance with Section 2.9.2 of the Denton Development Code, to replace old solar panels and add additional solar panels on the roof of an existing residence located at 2224 Houston Place, within the West Oak Area Historic District. The site is located on the north side of Houston Place east of Thomas Street. (COA25-0005, 2224 Houston Place, Cameron Robertson)

Commissioner Treat made a motion of approval (as presented). Motion seconded by Commissioner Sherman. Motion carried.

AYES (5): Chair Angie Stripling, Vice-Chair Shaun Treat, and Commissioners: Heather Gregory, Etan Tepperman, and Patricia Sherman

NAYS ():

- D. HLC25-033:** Hold a discussion and give staff direction regarding the list of potential future local landmarks.

The official direction from the Commission was to send letters to all properties listed.

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

- A. HLC25-029:** 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. Preliminary discussion Along north McKinney, Locust, and

Cameron Robertson, Historic Preservation Officer, presented the item.

Commissioner Tepperman proposed 1515 N. Elm Street for designation.

Commissioner Tepperman proposed 1701 N. Locust Street for designation.

- B. HLC25-035:** Hold a discussion regarding the Historic Landmark Commission Project Matrix.

Cameron Robertson, Historic Preservation Officer, presented the item.

There was a unanimous decision to add the discussion of a district designation for areas of N. Locust and N. Elm to the Matrix.

**5. CONCLUDING ITEMS**

Cameron Roberston, Historic Preservation Officer, provided update on the Southridge Survey and success of May events for Historic Preservation Month.

With no further business, the meeting was adjourned at 6:22 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 #:** HL25-0002, **Version:** 1

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### **AGENDA CAPTION**

Hold a public meeting and consider making a recommendation to the Planning and Zoning Commission and City Council regarding an application for a Historic Landmark Designation, in accordance with Section 2.9.4 of the Denton Development Code, for the property located at 3316 Roselawn Drive. The property is located on the northeast corner of Roselawn Drive and Roselawn Circle. (HL25-0002, Historic Landmark Designation of 3316 Roselawn Drive, Cameron Robertson)



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## AGENDA INFORMATION SHEET

**DEPARTMENT:** Department of Development Services

**ACM:** Cassey Ogden

**DATE:** September 8, 2025

### **SUBJECT**

Hold a public meeting and consider making a recommendation to the Planning and Zoning Commission and City Council regarding an application for a Historic Landmark Designation, in accordance with Section 2.9.4 of the Denton Development Code, for the property located at 3316 Roselawn Drive. The property is located on the northeast corner of Roselawn Drive and Roselawn Circle. (HL25-0002, Historic Landmark Designation of 3316 Roselawn Drive, Cameron Robertson)

### **BACKGROUND**

The applicant and property owner, Lee Ann Todd, is requesting the Historic Landmark Designation of the existing residence at 3316 Roselawn Drive.

If the Historic Landmark Designation is approved by the Historic Landmark Commission (HLC), the next step for the applicant is for their application to undergo review by the Planning and Zoning Commission regarding such designation, since a designation is considered a zoning action. The Planning and Zoning Commission must make a recommendation to City Council for its consideration. The decision at City Council is final and cannot be appealed.

### **CONSIDERATIONS**

Section 2.9.4B of the DDC specifies the Historic Preservation Officer (HPO) and the HLC shall review the historic landmark designation request for compliance with one (1) or more of the following criteria:

1. Character, interest, or value as part of the development, heritage, or cultural characteristics of the city, state or the United States;
2. Recognition as a recorded state historic landmark, a national historic landmark, or entered into the National Register of Historic Places;
3. Reflects a distinguishing characteristic of an architectural type or specimen;
4. Identification as the work of an architect or master builder whose individual work has influenced the development of the city;
5. Reflects elements of architectural design, detail, material, or craftsmanship which represent a significant architectural innovation;
6. Relationship to other distinctive buildings, sites, or areas which are eligible for preservation according to a plan based on architectural, historic, or cultural motif;
7. Portrayal of the environment of a group of people in an area of history characterized by a distinctive architectural style;
8. Archeological value in that it has produced or can be expected to produce data affecting theories of historic or prehistoric interest;

9. Exemplification of the cultural, economic, social, ethnic, or historical heritage of the city, state, or the United States;
10. Location as the site of a significant historic event;
11. Identification with a person who significantly contributed to the culture and development of the city, state or the United States;
12. A building or structure that, because of its location, has become of value to a neighborhood, community area, or the city; or
13. Value as an aspect of community sentiment or public pride.

Based on the evaluation of the documentation submitted by the applicant, staff finds that this property meets the following three criteria of Section 2.9.4B of the DDC and is eligible for the historic landmark designation:

***Number 3. Reflects a distinguishing characteristic of an architectural type or specimen.***

This residence at 3316 Roselawn Drive exhibits a blend of architectural styles, ranging from late Reconstruction vernacular to design rooted in mid-century influences. The earliest iteration of the structure is a hall-and-parlor type dwelling, as evidenced by the long, narrow massing of the structure and regular spacing of elements such as doors and windows. Examples of the late Reconstruction/Victorian architecture include Greek Revival and Italianate influences throughout the structure, which can be seen in bracketed cornicing on the last addition and through modest decoration under the rest of the structure's eaves, as well as through select eclectic windows, reflective of Victorian design for distinct natural lighting of interior spaces. Examples of the mid-century can be found in the pool's Neo-Baroque lines and the stick construction of the cabana.

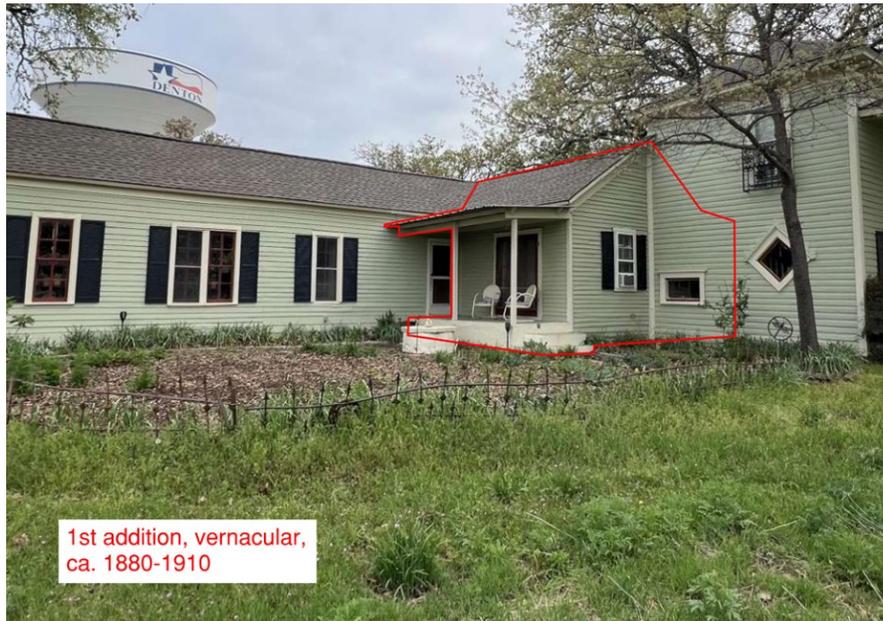
***Number 5. Reflects elements of architectural design, detail, material, or craftsmanship which represent a significant architectural innovation***

The residence at 3316 Roselawn Drive was constructed in three phases, beginning with a side-gabled hall-and-parlor type house, built prior to 1880. While likely refitted at a later date to bring it stylistically closer to the later vernacular Greek and Italianate Revival I-house type addition, this original structure bears the same narrow layout indicative of the hall-and-parlor homes built at this time, with semi-regularly spaced windows, a wide porch set in the middle of the rear facade (expanded and now enclosed), and a chimney at one end. Portions of original or later clapboard siding are present. A second, similar porch may have been present at the front of the structure.

*Continued on Page 3.*



Between 1880 and 1910, an addition was made onto the front of the structure, bringing the overall floorplan to more closely resemble that of an off-center T-shaped configuration. Porches were constructed on either side of this addition, with one of these later being enclosed. The expansion of the original rear porch likely occurred when this addition was added.



The final additions to this overall structure came circa 1910 in the form of a two story, hipped roof I-house with simplified Greek Revival and Italianate influences, and a later stripped Greek Revival double-height portico, bearing a similar hipped roofline and extending to include upper windows and nearly the full width of the addition's principal façade.



This third addition bears Greek Revival crowns and casings over all doors and windows, a motif that was expanded to include not only refitting all doors and windows in the remainder of the structure but also presumably included the addition of the wide banded trim seen under the eaves of both the original structure and the first addition. Some notable details are the simplified Italianate bracketed cornice seen only on this newer portion of the structure, and scattered, irregular ground floor windows on a non-principal façade, in contrast with the otherwise regular spacing of windows throughout the ground floor and second story, as seen in the two following photographs.





Other structures and elements of note on the property include a pool and cabana, constructed in the 1960s. The unique designs of both the pool, with its irregular, Neo-Baroque rectilinear basin, and the cabana, with its Palapa-influenced massing and stick construction contribute further to the rich architectural variety found onsite.

***Number 9. Exemplification of the cultural, economic, social, ethnic, or historical heritage of the city, state, or the United States***

This structure represents both a cumulative history of phased construction and the dispersion of late Victorian influence into the architectural vernacular of the rural South during a time of economic opportunity and of transition away from the overall insular and impoverished nature of Reconstruction toward a greater dialogue with the rest of the country.

***Number 11. Identification with a person who significantly contributed to the culture and development of the city, State, or the United States***

One of the previous owners of 3316 Roselawn Drive, Dr. Harold Brenholtz, served in World War I as a first lieutenant in field artillery and in World War II as a captain in the Air Corps, registering for military service initially in 1917. He received his BS degree from the North Texas State University (NTSU), his M.S. from Texas A&M, and his Ed.D. from the University of California. He taught throughout Texas, including at NTSU as a Professor of Education from 1923 to 1960, helping to launch the school's Education Doctoral Program. He was one of the organizers of the Denton Lions Club, which is part of the Lions Clubs International, which is the world's largest service club organization with more than 1.4 million members in approximately 46,000 clubs in more than 200 countries and geographical areas around the world. The Denton Lions Club exists to this day and now includes the Denton-Robson Ranch Lions Club and the Denton Hi Noon Lions Club. He also served the Denton community as a Scoutmaster.

**CONSISTENCY WITH 2019 HISTORIC PRESERVATION PLAN**

Goal #1, Policy 1.3 of the City of Denton's 2019 Historic Preservation Plan (the Plan), states that the HPO and HLC, and other decision-makers, should prioritize and designate eligible buildings and areas for potential landmarks and historic districts, especially for listing in the National Register of Historic Places.

The potential designation of 3316 Roselawn Drive helps the City meet Goal #1, Policy 1.3 of the Plan through the continuation of preserving Denton’s significant historic, cultural, and architectural resources at the local level.

**CONSISTENCY WITH DENTON 2040 COMPREHENSIVE PLAN**

Goal CC-2 of the Denton 2040 Comprehensive Plan, states that the City should preserve and maintain the unique character of Denton for long-term sustainment of community character, by actively preserving and maintaining Denton’s existing and future identified historic resources in conformance with the goals and policies in the 2019 Historic Preservation Plan. This goal is to be accomplished through both implementing recommendations for historic landmark, historic district, and conservation districts per updated historic resources surveys, as well as encourage voluntary landmark and historic district designation as a vehicle to protect sites with historical and architectural significance.

Pursued by the applicant and property owner, the property is historically significant to the Denton community for its distinguishing characteristics of multiple architectural types; reflects elements of architectural design and detail which represent a significant architectural innovation; exemplifications of the cultural and social heritage of the City, State, and United States, as well as identification with persons who contributed to the City, State, and United States. Therefore, 3316 Roselawn Drive is in conformance with both the Plan and the Denton 2040 Comprehensive Plan.

**PREVIOUS ACTION/REVIEW**

Since 2011, there have been four building permits associated with the property. These permits have been related to the installation of a waterline, including a ¾” meter and a 1-inch unpaved tap, as well as the construction of a new aerobic system (see Exhibit 3).

**NEIGHBORHOOD MEETING**

No neighborhood meeting was held.

**OPTIONS**

1. Approval as submitted
2. Approval subject to conditions
3. Deny
4. Continue the item

**RECOMMENDATION**

Staff recommends **approval** of the request for Historic Landmark Designation of the property located at 3316 Roselawn Drive. This designation is consistent with goals and objectives of the Denton 2040 Comprehensive Plan and the 2019 Historic Preservation Plan, as well as meets the criteria for Historic Landmark Designations as outlined in Sections 2.9.4B of the DDC.

**EXHIBITS:**

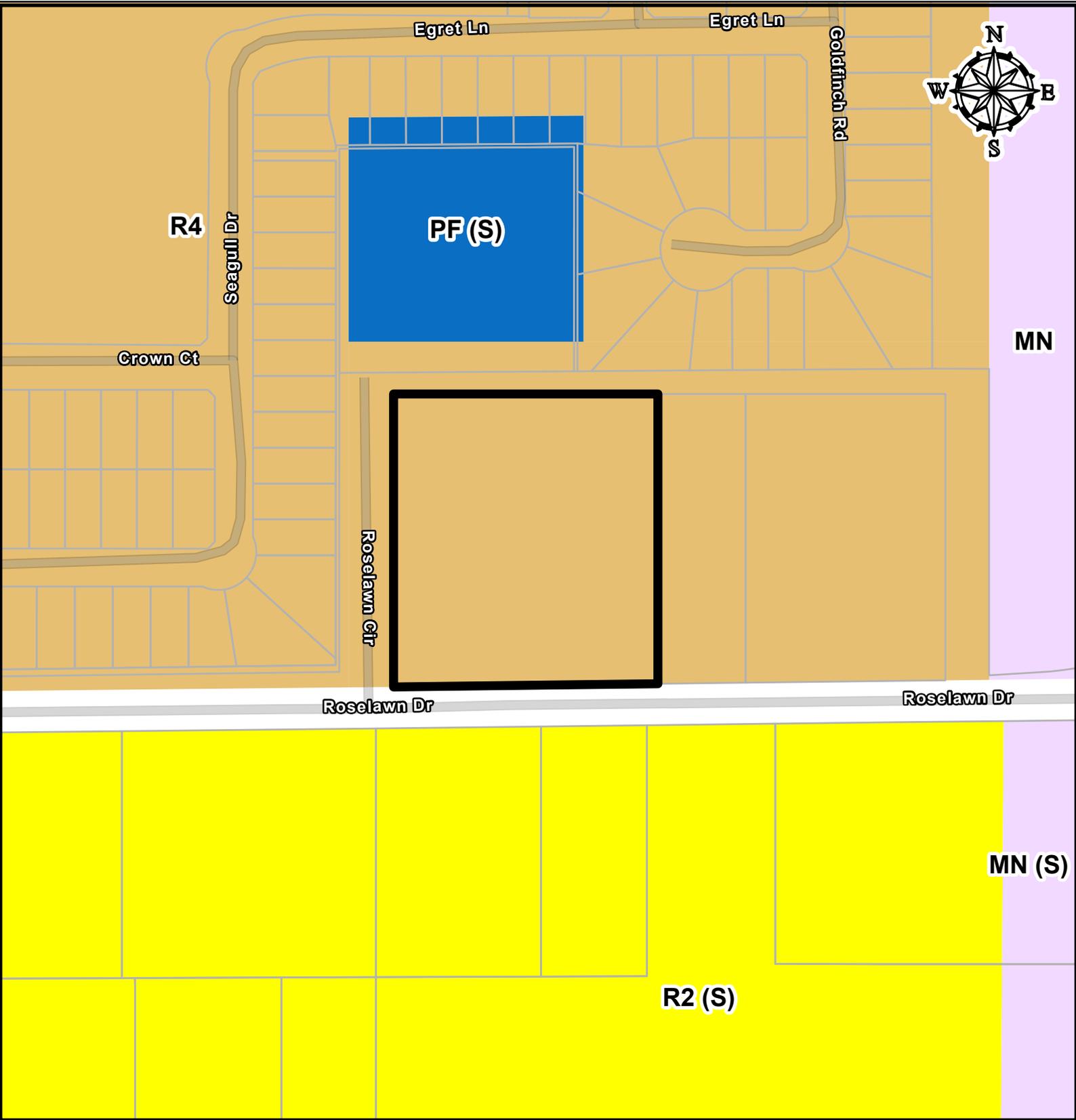
1. Agenda Information Sheet
2. Site Location Map
3. Historic Landmark Designation Checklist and Application
4. Draft Ordinance

Respectfully submitted:  
Hayley Zagurski, AICP  
Acting Planning Director

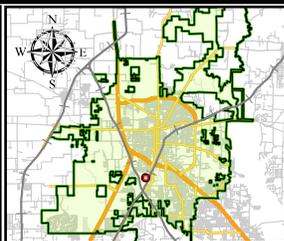
Prepared By:

Cameron Robertson, AICP  
Historic Preservation Officer

# HL25-0002 Current Zoning Map

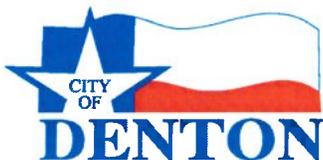


Current Zoning			
	RR - Residential Rural		LI - Light Industrial
	R1 - Residential		HI - Heavy Industrial
	R2 - Residential		PF - Public Facilities
	R3 - Residential		PD - Planned Development
	R4 - Residential		MPC
	R6 - Residential		SC - Suburban Corridor
	R7 - Residential		GO - General Office
	MN - Mixed-Use Neighborhood		OVERLAY
	MD - Mixed-Use Downtown Core		
	MR - Mixed-Use Regional		
	HC - Highway Corridor		



0 55 110 220  
Feet

This product is for informational purposes and may not have been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an on-the-ground survey and represents only the approximate relative location of property boundaries. Although every effort was made to ensure the accuracy of this data, no such guarantee is given or implied. Utilization of this map indicates the understanding that there is no guarantee to the accuracy of this data.



Development Services – Planning Division  
401 N Elm St., Denton, TX 76201 (940) 349-8600

## HISTORIC LANDMARK DESIGNATION CHECKLIST AND APPLICATION

The purpose of a Historic Landmark is to preserve and officially recognize a building, district, object, site, or structure for its outstanding architectural, archeological, cultural, social, economic, ethnic, and political history significance to Denton. These Historic Landmarks, as well as state and national landmarks can be included within Historic and Conservation Districts.

*The following are outlined in Denton Development Code Section 2.9.4. and must be submitted for historic landmark designation applications to be considered complete.*

### GENERAL ITEMS

- Provide a copy of the City of [Denton's Owner Authorization Form](#)
- Complete the Historic Landmark Designation Application (below)
- Complete the Owner's Statement\* (below)
- Associated Fee(s):** as listed on the [Development Review Fee Schedule](#).
- I/We the undersigned, owner(s) of, or party(s) with financial interest in, all property herein described, do hereby file this, my/our petition, asking that the said property be designated as a historic landmark under the provisions of Ordinance #80-30 of the Code of Ordinances of the City of Denton, Texas.
- I/We authorize the City of Denton to place a sign or signs on the above property for public notification of the proposed notification of the proposed historic designation.

Lee Anne Todd  
Signature

9/2/2025

Date

Lee Anne Todd

Print Name

3316 Roselawn Drive

Address

Denton, TX 76205

City/State/Zip

940-367-1994

Phone

leeannetodd@yahoo.com

Email

\*Additional Owners may be listed on a separate piece(s) of paper.

## Historic Landmark Designation Application



**3316 Roselawn Drive**

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Site Address

**Residential**

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Present Use

**R4**

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Current Zoning

**A0521A A. HICKMAN, TR 15,16, 3.67 ACRES, OLD DCAD TR11B**

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Legal Boundary (Lot and Block or Metes and Bounds – Attach Exhibit A if necessary)



## 1 REQUIRED EXHIBITS

- 1.1 Exhibit "A": Proposed Historic Landmark's Legal Description
- 1.2 Exhibit "B": Chain of Title of Site and/or Enterprise
- 1.3 List the ownership title from present to original owner. Attach copies of each instrument where possible.
  - a. Name of Owner
  - b. Type of Instrument Date (Warranty Deed)
  - c. Vol/Page Number
  - d. Book-Deed Records/Real Property Records

## 2 EXHIBIT "C": ADDITIONS TO ORIGINAL BUILDING

- 2.1 List chronologically and with as much detail as possible the following information for each addition:
  - a. Date the structure was built
  - b. Contractor/Architect name
  - c. Description/Nature of Work for all improvements. Include any significant remodeling with attention to exterior changes.
  - d. Cost of improvements
  - e. Type of Legal Instrument (Vol/Page)
  - f. Attach copies of all building permits, mechanic's liens and deeds of trust, if applicable.

## 3 EXHIBIT "D": SURVEYS

- 3.1 Attach subdivision map or Old Town Plat; attach copies of old surveys, an old on-the-ground survey, or a current on-the-ground survey locating all improvements, easements, access to public roads, public improvements, encroachments and protrusions.

## 4 EXHIBIT "E": EXTERIOR PHOTOGRAPHS

- 4.1 Attach four (4) photographs of the site, one from each direction (North, South, East, and West).

## 5 EXHIBIT "F": HISTORIC LANDMARK APPROVAL CRITERIA

- 5.1 The petitioner will be responsible for furnishing data to the Historic Landmark Commission for substantiating that the property meets one or more of the following thirteen (13) approval criteria for Historic Landmark designation. Specify which of the criteria are being met and provide supporting documentation for each.
  1. Character, interest, or value as part of the development, heritage, or cultural characteristics of the city, state or the United States;
  2. Recognition as a recorded state historic landmark, a national historic landmark, or entered into the National Register of Historic Places;
  3. Reflects a distinguishing characteristic of an architectural type or specimen;
  4. Identification as the work of an architect or master builder whose individual work has influenced the development of the city;
  5. Reflects elements of architectural design, detail, material, or craftsmanship which represent a significant architectural innovation;
  6. Relationship to other distinctive buildings, sites, or areas which are eligible for preservation according to a plan based on architectural, historic, or cultural motif;
  7. Portrayal of the environment of a group of people in an area of history characterized by a distinctive architectural style;



8. Archeological value in that it has produced or can be expected to produce data affecting theories of historic or prehistoric interest;
9. Exemplification of the cultural, economic, social, ethnic, or historical heritage of the city, state, or the United States;
10. Location as the site of a significant historic event;
11. Identification with a person who significantly contributed to the culture and development of the city, state or the United States;
12. A building or structure that, because of its location, has become of value to a neighborhood, community area, or the city; or
13. Value as an aspect of community sentiment or public pride.

## 6 OPTIONAL INFORMATION

- 6.1 Interior Photographs of interior architectural details that add to the character of the property may be attached.



### Owner Authorization

Name: Lee Anne Todd

Company Name: N/A

Address: 3316 Roselawn Drive, Denton, TX 76205

Telephone: 940-367-1994 Email: leeannetodd@yahoo.com

**CHECK ONE OF THE FOLLOWING:**

- I will represent the application myself; or
- I hereby designate \_\_\_\_\_ (name of project representative) to act in the capacity as my agent for submittal, processing, representation, and/or presentation of this development application. The designated agent shall be the principal contact person for responding to all requests for information and for resolving all issues of concern relative to this application.

**I am the owner of the property and further confirm that the information provided on this form is true and correct. By signing below, I agree that the City of Denton (the "City") is authorized and permitted to provide information contained within this application to the public. The City is also authorized and permitted to reproduce any information submitted in connection with the application, if such reproduction is associated with the application in response to a Public Information Request. By signing this application, staff is granted access to your property to perform work related to your case.**

Owner's Signature: *Lee Anne Todd* Date: 9/2/2025

**Exhibit B: Chain of Title of Site and/or Enterprise**

**Name of Owner:** Josephus C. Parr

**Type of Instrument/Date:** DOC #1876-77001400 (6/5/1870)

**Vol/Page #:** E/27

**Book Type:** Deed Record (DR)

**Name of Owner:** E.L. Lancaster and G.A. Gamble

**Type of Instrument/Date:** DOC #1949-1276 (11/1/1947)

**Vol/Page #:** 353/14

**Book Type:** Deed Record (DR)

**Name of Owner:** Roberta P. Dickson

**Type of Instrument/Date:** DOC #1949-2039 (4/15/1949)

**Vol/Page #:** 352/217

**Book Type:** Deed Record (DR)

**Name of Owner:** Dickson Properties Inc.

**Type of Instrument/Date:** DOC #1951-3403 (1/15/1951)

**Vol/Page #:** 371/485

**Book Type:** Deed Record (DR)

**LEGAL NOTICES**

**NOTICE**  
Whereas Dickson Properties, Inc. has made the following application to the County Commissioners Court of Denton County, Texas:

**THEREFORE**, any person interested in such lands is commanded to appear on the 15 day of January, 1953 to protest, if desired against such action.

**APPLICATION**  
THE STATE OF TEXAS  
COUNTY OF DENTON  
In the County Commissioners Court of Denton County, Texas.

To Said Honorable Court:

Now comes Dickson Properties, Inc. and states that it is a corporation duly organized under the laws of the State of Texas, and having its principal place of business in Austin, Travis County, Texas, and that it has heretofore subdivided into lots and blocks the following tract of land:

32.821 acres of land, a part of the Ans Hickman survey, Abstract No. 321, situated in Denton County, Texas, and being a part of 113,015 acres of land out of said survey covered by Roberta F. Dickson and husband, Fagan Dickson to Dickson Properties, Inc. by deed dated January 13, 1951, of record in Volume No. 371, page 485 Deed Records of Denton County, Texas, which said subdivision is described by metes and bounds as follows:

Beginning at the N.E. Cor. of said 113,015 acre tract at a stake in the North line of said Hickman survey, said point being 8.06 feet North and 988.88 feet West of the North East corner of said Survey; same being N. 30 deg. 32 min. West 508.88 feet from N.E. corner of said survey;

THENCE S. 0 deg. 40 min. W. 2184.65 feet to a stake in the N.B. line of a 60 foot road, being the South East corner of Lot 5, Block 5;

THENCE along the N.B. line of said road N. 89 deg. 45 min. W. 940.00 feet to the W. B. line of Timney lane;

THENCE North 658.85 feet;

THENCE East 379.56 feet;

THENCE North 238.72 feet;

THENCE East 145.43 feet;

THENCE North 286.72 feet;

THENCE N. 45 deg. W. 41.70 feet;

THENCE North 30 deg. E. 272 feet;

THENCE North 472.95 feet to the North line of said Hickman Survey;

THENCE along the North line of said Survey S. 89 deg. 33 min. E. 315.00 feet to the PLACE OF BEGINNING, containing 32.821 acres of land, same having been dedicated as the "Country Estate Addition."

Applicant further states that Dickson Properties, Inc. has ceased to hold said land for subdivision purposes, and is no longer engaged in the subdivision business, and that a cancellation of such subdivision will not interfere with the established rights of any purchaser owning any portion of such subdivision;

NOW, THEREFORE, Dickson Properties, Inc. applies to said Court for permission to cancel said subdivision and prays that notice as required by statute be given, that any persons interested in said lands be commanded to appear on the 15 day of January, 1953 to enter any protests whatsoever against such cancellation, and that upon hearing hereof on said date that said Court enter an order of cancellation, which order shall be spread upon the minutes of the Court, and shall authorize applicant to cancel said subdivision by written instrument describing the same.

Fred H. Minor  
Attorney for Applicant

Dec. 30, Jan. 6, 1953.

^Legal Notice for Roberta and Fagan Dickson to Dickson Properties (1951)

Name of Owner: Harper Sinclair

Type of Instrument/Date: DOC #1953-2993 (6/22/1953)

Vol/Page #: 387/567

Book Type: Deed Record (DR)

Name of Owner: Henry A. and Lynn Barlow

Type of Instrument/Date: DOC #1953-3169 (7/6/1953)

Vol/Page #: 390/54

Book Type: Deed Record (DR)

**Name of Owner:** J. B. and Madge D. Harvill

**Type of Instrument/Date:** DOC #1957-3062 (6/15/1957)

**Vol/Page #:** 430/109

**Book Type:** Deed Record (DR)

**\*Property was annexed (Ordinance No. 60-40) into Denton on October 31, 1960.**

**Name of Owner:** Harold and Annie M. Brenholtz

**Type of Instrument/Date:** DOC #1962-3250 (4/26/1962)

**Vol/Page #:** 480/451

**Book Type:** Deed Record (DR)

**Name of Owner:** George J. and Jeanne A. Schneider

**Type of Instrument/Date:** DOC #1982-21498 (6/28/1982)

**Vol/Page #:** 1157/103

**Book Type:** Deed Record (DR)

**Name of Owner:** Lee Anne Todd

**Type of Instrument/Date:** DOC #1994-1091 (12/29/1993)

### **Exhibit C: Additions to Original Building**

**Date(s) of Construction:**

- 1870's: Original three-room farm house including kitchen, living room, bedroom, back porch, fireplace, and cistern
- 1910: Added on two-story hallway, bathroom, one large bedroom upstairs, front porch with a second story balcony.
- Late 1960's- Early1970's: Convert upstairs bedroom to two bedrooms, one bath, washer, dryer, hall, ½ bath, garage, pool, and cabaña.

**Architect Name:** Unknown

**Contractor(s) Name:** Unknown



**Exhibit E: Exterior Photos**



South (Front) Façade



North (Rear) Façade



East Façade



West Façade



South and West Facades



Circa 1960s Cabana



Circa Late 1960s Pool

## **Exhibit F: Historic Landmark Approval Criteria**

### **3. Reflects a distinguishing characteristic of an architectural type or specimen.**

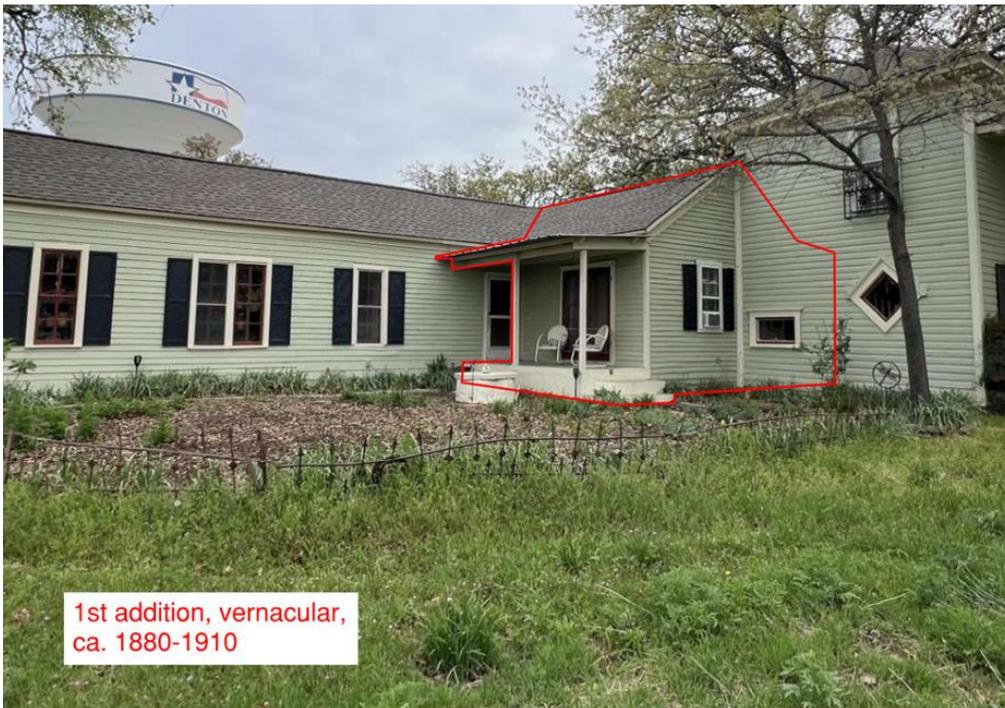
This property exhibits a blend of architectural styles, ranging from late Reconstruction vernacular to design rooted in mid-century influences. The earliest iteration of the structure is a hall-and-parlor type dwelling, as evidenced by the long, narrow massing of the structure and regular spacing of elements such as doors and windows. Examples of the late Reconstruction/Victorian include Greek Revival and Italianate influences throughout the structure can be seen in bracketed corncing on the last addition and through modest decoration under the rest of the structure's eaves, as well as through select eclectic windows, reflective of Victorian design for distinct natural lighting of interior spaces. Examples of the mid-century can be found in the pool's Neo-Baroque lines and the stick construction of the cabana.

### **5. Reflects elements of architectural design, detail, material, or craftsmanship which represent architectural innovation.**

The primary structure was constructed in three phases, beginning with a side-gabled hall-and-parlor type house, built prior to 1880. While likely refitted at a later date to bring it stylistically closer to the later vernacular Greek and Italianate Revival I-house type addition, this original structure bears the same narrow layout indicative of the hall-and-parlor homes built at this time, with semi-regularly spaced windows, a wide porch set in the middle of the rear facade (expanded and now enclosed), and a chimney at one end. Portions of original or later clapboard siding are present. A second, similar porch may have been present at the front of the structure.



Between 1880 and 1910, an addition was made onto the front of the structure, bringing the overall floorplan to more closely resemble that of an off-center T-shaped configuration. Porches were constructed on either side of this addition, with one of these later being enclosed. The expansion of the original rear porch likely occurred when this addition was added.



The final additions to this overall structure came circa 1910 in the form of a two story, hipped roof I-house with simplified Greek Revival and Italianate influences, and a later stripped Greek Revival double-height portico, bearing a similar hipped roofline and extending to include upper windows and nearly the full width of the addition's principal façade.



This third addition bears Greek Revival crowns and casings over all doors and windows, a motif that was expanded to include not only refitting all doors and windows in the remainder of the structure but also presumably included the addition of the wide banded trim seen under the eaves of both the original structure and the first addition. Some notable details are the simplified Italianate bracketed cornice seen only on this newer portion of the structure, and scattered, irregular ground floor windows on a non-principal façade, in contrast with the otherwise regular spacing of windows throughout the ground floor and second story.



Other structures and elements of note on the property include a pool and cabana, constructed in the 1960s. The unique designs of both the pool, with its irregular, Neo-Baroque rectilinear basin, and the cabana, with its Palapa-influenced massing and stick construction contribute further to the rich architectural variety found onsite.

## **9. Exemplification of the cultural, economic, social, ethnic, or historical heritage of the city, state, or the United States.**

This structure represents both a cumulative history of phased construction and the dispersion of late Victorian influence into the architectural vernacular of the rural South during a time of economic opportunity and of transition away from the overall insular and impoverished nature of Reconstruction toward a greater dialogue with the rest of the country.

**11. Identification with a person who significantly contributed to the culture and development of the city, state or the United States.**

Dr. Harold Brenholtz was born on October 8, 1894 in Turnersville, TX. In August 1919, he married Annie Grimes in Keller, TX. He served in World War I as a first lieutenant in field artillery and in World War II as a captain in the Air Corps, registering for military service initially in 1917. He received his BS degree from the North Texas State University (NTSU), his M.S. from Texas A&M, and his Ed.D. from the University of California. He taught throughout Texas, including at NTSU as a Professor of Education from 1923 to 1960, helping to launch the schools Education doctoral program. He was one of the organizers of the Denton Lions Club, which is part of the Lions Clubs International, which is the world's largest service club organization with more than 1.4 million members in approximately 46,000 clubs in more than 200 countries and geographical areas around the world. The Denton Lions Club exists to this day and now includes the Denton-Robson Ranch Lions Club and the Denton Hi Noon Lions Club. He also served the Denton community as a Scoutmaster. He died on January 16, 1967 in Denton and is buried in Roselawn Memorial Park.

**ADDITIONAL STORIES FROM CURRENT PROPERTY OWNER – LEE ANNE TODD**

I have lived and owned this house and property since 1993. Throughout the years, people have come by to “see the old place.” Two women in their 80's came by after burying their mother in Roselawn Cemetery. I happen to be home. They said that they lived here in the 1940's as sharecroppers. All the kids would sleep in the one large room upstairs in the winter and on the second story balcony on the south side during the summer to catch the breeze. At least 100 acres was with the place and they had a small farm with livestock in addition to the crops.

Another older man in his 70's came by to see the place where he use to play as a boy with friends. Another younger man came by with his fiancée because his grandparents use to live at the residence and he wanted to show her the place he visited as a child growing up. Another man in his 40's came by and said he had learned to swim in the current pool on the north side of the house.

When we moved in a saxophone was found in the hallway window seat. In the wall ironing board, \$400.00 cash was found by my daughter in the lining of the ironing board.

The house is currently on 3.67 acres with historical and landmark post oaks ranging to 150-170 years old. The original architecture, style and color of the period have been maintained.

## RESOURCES

### Newspapers/Documents

- Denton Record Chronicle Archives
- Denton Record Chronicle Newspaper Archives May 4, 1977 Page 3
- Denton Record Chronicle Newspaper Archives January 16, 1967 Page 2
- Fort Worth Star-Telegram, Fort Worth, Texas, Tue, Jan 17, 1967 Page 10
- <https://ifpubweb.cityofdenton.com/publicweblink/4/edoc/13574/2017-09-11%20Agenda%20with%20Backup.pdf>

### Books

- “A Field Guide to American Houses” by Virginia Savage McAlester

### Individuals

- Matthew Davis, C.A. Archivist
- Cameron Robertson, Historic Preservation Officer, Planning Division
- Kim Cupit, Denton County Office of History and Culture
- Chuck Voellinger, Historic Research Emily Fowler Library

### Websites

- Denton County Appraisal District (DCAD)
- Property Summary Report
- Denton County Official Records Search

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE OF THE CITY OF DENTON DESIGNATING THE PROPERTY LOCATED AT 3316 ROSELAWN DRIVE, BEING PART OF ABSTRACT NUMBER 521, TRACT 15 AND 16 OF THE ASA HICKMAN SURVEY, A HISTORIC LANDMARK UNDER SECTION 2.9.4 OF THE DENTON DEVELOPMENT CODE; PROVIDING FOR A PENALTY IN THE MAXIMUM AMOUNT OF \$2,000.00 FOR VIOLATIONS THEREOF; PROVIDING A SEVERABILITY CLAUSE AND AN EFFECTIVE DATE. (HL25-0002)

WHEREAS, the City of Denton has determined that the property located at 3316 Roselawn Drive, being part of Abstract Number 521, Tract 15 and 16 of the Asa Hickman Survey of the City of Denton and more particularly described and depicted in Exhibit A (the “Property”), located on the northeast corner of Roselawn Drive and Roselawn Circle, is worthy of designation as a local historic landmark, and

WHEREAS, both the Historic Landmark Commission and the Planning and Zoning Commission have found that the Property meets the following criteria for historic landmark designation as listed in Section 2.9.4B of the Denton Development Code:

1. Reflects a distinguishing characteristic of an architectural type or specimen; the residence exhibits a blend of architectural styles, ranging from late Reconstruction vernacular to design rooted in mid-century influences.
2. Reflects elements of architectural design, detail, material, or craftsmanship which represent architectural innovation; residence was constructed in three phases, spanning over three decades, incorporating architectural styles typical of the time.
3. Exemplification of the cultural, economic, social, ethnic, or historical heritage of the city, state, or the United States; represents both a cumulative history of phased construction and the dispersion of late Victorian influence into the architectural vernacular of the rural South during a time of economic opportunity and of transition away from the overall insular and impoverished nature of the Reconstruction era.
4. Identification with a person who significantly contributed to the culture and development of the city, state or the United States; former residence of Dr. Harold Brenholtz, who resided in the residence for 20 years, and contributed significantly to the Denton community’s social and cultural history.

WHEREAS, on **X**, the City delivered to the owner a historic designation impact statement that described the impact that historic designation may have on the Property consistent with Texas Local Government Code Section 211.0165(c) and (d); and

WHEREAS, on September 8, 2025, the Historic Landmark Commission held a public meeting as required by law, and upon conclusion recommended approval of the requested Historic Landmark designation; and

WHEREAS, on **X**, the Planning and Zoning Commission held a public hearing as required

by law, and upon conclusion recommended approval of the requested Historic Landmark designation; and

WHEREAS, on **X**, the City Council held a public hearing as required by law, and upon conclusion approved the designation request finding that the request is consistent with Section 2.9.4B of the Development Code; NOW, THEREFORE,

THE CITY COUNCIL OF THE CITY OF DENTON HEREBY ORDAINS:

SECTION 1. The findings and recitations contained in the preamble of this ordinance are incorporated herein by reference as true.

SECTION 2. That 3316 Roselawn Drive, located on the northeast corner of Roselawn Drive and Roselawn Circle, being part of Abstract Number, Tract 15 and 16 of the Asa Hickman Survey and more particularly described in Exhibit A attached hereto (the "Property"), is hereby designated as a historic landmark under Section 2.9.4B of the Denton Development Code.

SECTION 3. The Property shall be indicated upon the zoning map of the City of Denton as a Historic Landmark by the letter "H," and the Property shall be subject to all terms, provisions, and requirements of Section 2.9.4 of the Denton Development Code and such designation shall be in addition to any other use designation established in the City's zoning ordinance applicable to such property.

SECTION 4. Any person violating any provision of this ordinance shall, upon conviction, be fined a sum not exceeding Two Thousand and no/100 Dollars (\$2,000.00). Each day that a provision of this ordinance is violated shall constitute a separate and distinct offense.

SECTION 5. In compliance with Section 2.09(c) of the Denton Charter, this ordinance shall become effective fourteen (14) days from the date of its passage, and the City Secretary is hereby directed to cause the caption of this ordinance to be published twice in the Denton Record Chronicle, a daily newspaper published in the City of Denton, Texas, within ten (10) days of the date of its passage.

The motion to approve this ordinance was made by \_\_\_\_\_ and seconded by \_\_\_\_\_, the ordinance was passed and approved by the following vote [ \_\_\_ - \_\_\_ ]:

	<b>Aye</b>	<b>Nay</b>	<b>Abstain</b>	<b>Absent</b>
Mayor Gerard Hudspeth:	_____	_____	_____	_____
Vicki Byrd, District 1:	_____	_____	_____	_____
Brian Beck, District 2:	_____	_____	_____	_____
Suzi Rumohr, District 3:	_____	_____	_____	_____
Joe Holland, District 4:	_____	_____	_____	_____
Brandon Chase McGee, At Large Place 5:	_____	_____	_____	_____
Jill Jester, At Large Place 6:	_____	_____	_____	_____

PASSED AND APPROVED this the \_\_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
GERARD HUDSPETH, MAYOR

ATTEST:  
INGRID REX, INTERIM CITY SECRETARY

BY: \_\_\_\_\_

APPROVED AS TO LEGAL FORM:  
MACK REINWAND, CITY ATTORNEY

BY: \_\_\_\_\_

Exhibit A

LEGAL DESCRIPTION

**FIELD NOTES  
TRACT I  
4.321 ACRES**

**BEING** all that certain lot, tract or parcel of land situated in the Aas Hickman Survey Abstract 521 Denton County, Texas, being all that certain (called) 2.888 Acre Tract of land conveyed by deed from Harold R. Brenholtz, et al to George J. Schneider and wife, Jeanne A. Schneider, recorded in Volume 1157, Page 103, Deed Records, Denton County, Texas, and being all that certain (called) 1.406 acre tract of land conveyed by deed from H.D. Harman and wife, Helen Harman to George J. Schneider and wife, Jeanne A. Schneider, recorded in Volume 886, Page 451, Deed Records, Denton County, Texas, and being more particularly described as follows:

**BEGINNING** at an iron rod found for corner in the north line of Roselawn Drive, a public roadway, said point being the southwest corner of said Schneider 1.406 acre tract and the southeast corner of a strip of land dedicated to Denton County for roadway purposes on June 23, 1950;

**THENCE** N 01° 55' 40" E, 429.31 feet with the west line of said Schneider tract and the east line of said County Road to an iron rod found for corner, said point being the northwest corner of said Schneider 2.888 acre tract;

**THENCE** S 89° 59' 08" E, 434.99 feet with the south line of said County Road and with the north line of said Schneider 2.888 acre tract to an iron rod found for corner, said point being the northeast corner of said Schneider 2.888 acre tract;

**THENCE** S 01° 11' 52" W, 430.97 feet to an iron rod found for corner in said north line of said Roselawn Drive;

**THENCE** N 89° 45' 00" W, 440.43 feet with said north line of said Roselawn Drive to the **PLACE OF BEGINNING** and containing 4.321 acres of land.

**City of Denton Easement**

Lee Anne Todd Tract

0.278 Acres

Being all that certain lot, tract or parcel of land situated in the Asa Hickman Survey, Abstract Number 521, City of Denton, Denton County, Texas, being part of that certain called 4.321 acre tract of land described as Tract I in deed to Lee Anne Todd recorded in Document Number 94-1091 of the Real Property Records of Denton County, Texas, and being more particularly described as follows:

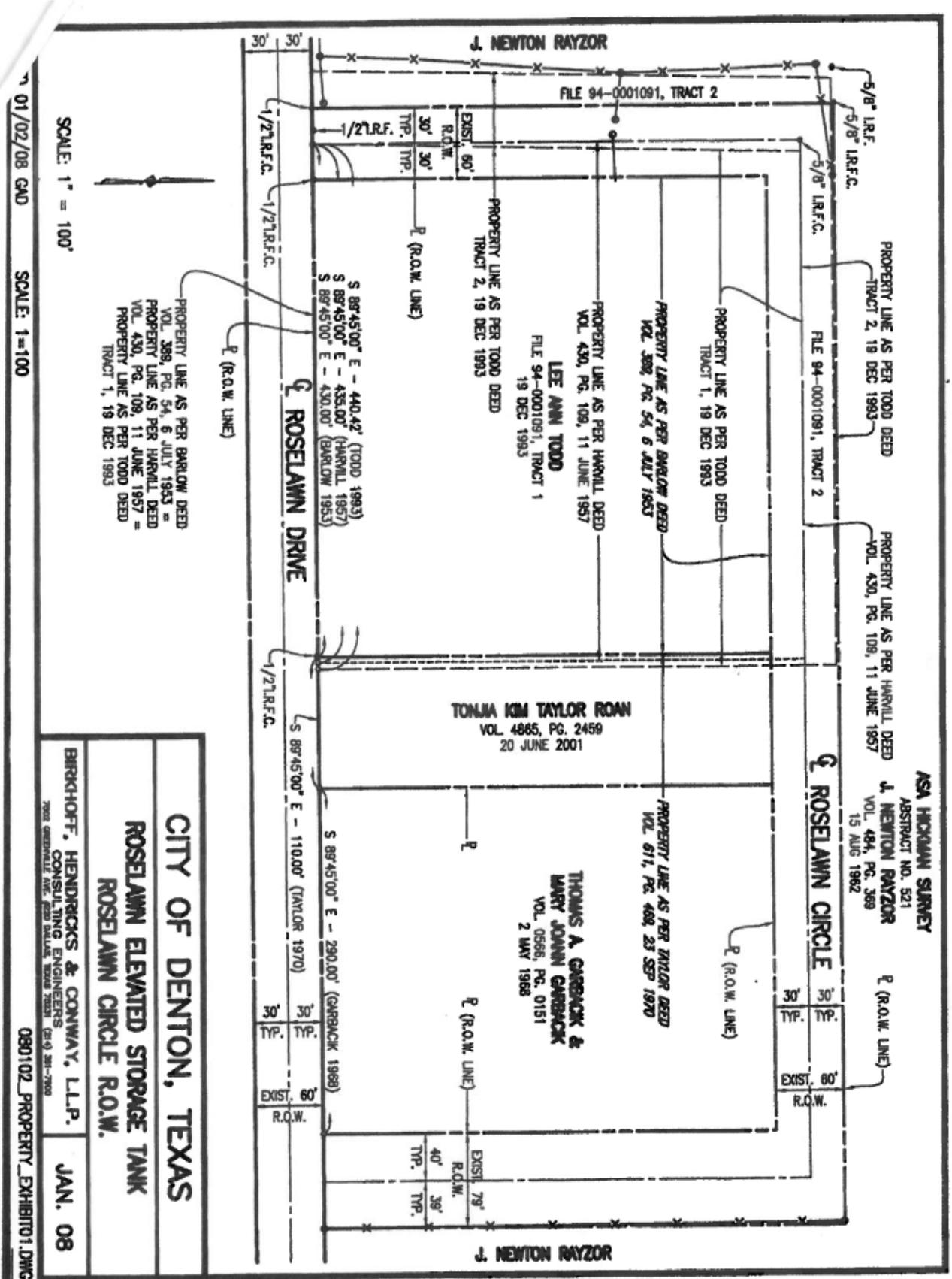
**BEGINNING** at a ½” rebar in concrete found at the southeast corner of said Todd tract, being the southwest corner of that certain called 1.007 acre tract of land described in deed to Tonjia Kim Taylor Roan recorded in Document Number 01-61729 of the Real Property Records of Denton County, Texas, and being in Roselawn Drive;

**THENCE** S 89°54’17” W, 428.90 feet in Roselawn Drive and along the south line of said Todd tract, to a ½” capped rebar (G & A) set at the westerly southwest corner of that certain tract of land described in deed to the County of Denton recorded in Volume 387, Page 565 of the Deed Records of Denton County, Texas, being the westerly southeast corner of a tract of land described in deed to the County of Denton recorded in Volume 387, Page 560;

**THENCE** N 00°04’42” W, 25.70 feet, along said line, to a ½” capped rebar (G & A) set;

**THENCE** N 89°13’45” E, 428.93 feet, to a ½” capped rebar set on the east line of said Todd Tract I, and the west line of said Roan tract;

**THENCE** S 00°04’42” E, 30.76 feet, along said line, to the **POINT OF BEGINNING** and containing approximately 0.278 acres of land.



SCALE: 1" = 100'

01/02/08 GAO

SCALE: 1"=100'

PROPERTY LINE AS PER BARLOW DEED VOL. 389, PG. 54, 6 JULY 1953 = PROPERTY LINE AS PER HARWILL DEED VOL. 430, PG. 109, 11 JUNE 1957 = PROPERTY LINE AS PER TODD DEED TRACT 1, 19 DEC 1993

**CITY OF DENTON, TEXAS**  
**ROSELAWN ELEVATED STORAGE TANK**  
**ROSELAWN CIRCLE R.O.W.**

**BIRKHOFF, HENDRICKS & CONWAY, L.L.P.**  
 CONSULTING ENGINEERS (214) 381-7500  
 7500 GERRARD AVE. #200 DALLAS, TEXAS 75248

JAN. 08

080102\_PROPERTY\_EXHIBIT01.DWG

**TONJA KIM TAYLOR ROAN**  
 VOL. 4865, PG. 2459  
 20 JUNE 2001

**THOMAS A. GARBACK & MARY JOANN GARBACK**  
 VOL. 0566, PG. 0151  
 2 MAY 1988

**ASA HICKMAN SURVEY**

ABSTRACT NO. 521

**J. NEWTON RAYZOR**  
 VOL. 484, PG. 369  
 15 AUG 1962

**ROSELAWN CIRCLE**

**NEWTON RAYZOR**

**NEWTON RAYZOR**

FILE 94-0001091, TRACT 2

FILE 94-0001091, TRACT 2

FILE 94-0001091, TRACT 1

PROPERTY LINE AS PER TODD DEED TRACT 2, 19 DEC 1993

PROPERTY LINE AS PER HARWILL DEED VOL. 430, PG. 109, 11 JUNE 1957

PROPERTY LINE AS PER TODD DEED TRACT 1, 19 DEC 1993

PROPERTY LINE AS PER BARLOW DEED VOL. 389, PG. 54, 6 JULY 1953

PROPERTY LINE AS PER HARWILL DEED VOL. 430, PG. 109, 11 JUNE 1957

PROPERTY LINE AS PER TAYLOR DEED VOL. 611, PG. 468, 23 SEP 1970

PROPERTY LINE AS PER TODD DEED TRACT 2, 19 DEC 1993

R (R.O.W. LINE)

R (R.O.W. LINE)

R (R.O.W. LINE)

R (R.O.W. LINE)

30'

30'

1/27 L.R.F.C.

1/27



# 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 #:** HLC25-036, **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.



## AGENDA INFORMATION SHEET

**DEPARTMENT:** Department of Development Services

**DCM:** Cassey Ogden

**DATE:** September 8, 2025

### **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:  
Hayley Zagurski, AICP  
Acting 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 #:** HLC25-038, **Version:** 1

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### **AGENDA CAPTION**

Hold a discussion regarding the Historic Landmark Commission Project Matrix.

**2025  
Historic Landmark Commission  
Requests for Information**

Request		Request Date	Status
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
Continue researching new or updated programming to incentive historic preservation	HPO	4/14/2025	On-going
Review local Historic District signage; larger discussion of beautification standards/expectations for local historic districts	HLC	1/13/2025	Discussion will occur in early Fall 2025
<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	2025 Work Plan Goal	Implemented; On-going from 2024
Broaden the tax-exemption eligibility criteria for improvements to historic buildings.	HLC/HPO	2025 Work Plan Goal	Discussion has started; on-going 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.	HLC/HPO	2025 Work Plan Goal	Discussion has started; on-going from 2024
Complete designation reports for landmarks and districts.	HLC/HPO	2025 Work Plan Goal	Implemented; On-going from 2024
Improve visibility and awareness of tax exemption program to increase participation.	HLC/HPO	2025 Work Plan Goal	New for 2025
Increase awareness and use of Federal Rehabilitation Tax Credit.	HLC/HPO	2025 Work Plan Goal	New for 2025
Include additional historic preservation information materials in the City of Denton website	HLC/HPO	2025 Work Plan Goal	New for 2025
Create a marketing plan to encourage additional Local Landmark designations.	HLC/HPO	2024 Work Plan Goal	On-going from 2024
Provide training to local realtors and bankers.	HLC/HPO	2024 Work Plan Goal	On-going from 2024

Future HLC Meetings:

Monday, October 13<sup>th</sup>

9/8/2025

Monday, November 10<sup>th</sup>

Monday, December 8<sup>th</sup>