



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

Name of Owner Lee Anne Todd  
 Property Address 3316 Roselawn Dr.  
 Telephone/Email 940-367-1994 leannetodd@yahoo.com  
 Start/Completion Dates 7/10/2024 - 8/10/24  
 Brief Description of Completed Improvements and/or Restoration Work:  
Aqua Air 4050 aerobic system

**Please also attach the following with your application:**

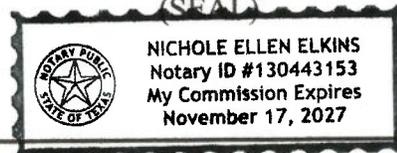
1. Invoice and proof of payment for completed improvements and/or restoration work. (Please note all receipts for work completed must total a minimum of \$10,000 in order to be considered for the Designated Historic Sites Tax Exemption.);
2. Provide a legal description of the property proposed for certification; 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.

**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: Lee Anne Todd  
 Print or Type Name: Lee Anne Todd

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 22 day of December 2025.

Nichole Ellen Elkins  
 Notary Public Signature





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**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**

Quote accepted

13,200.00 USD

Options ▾

Ask a question

QUOTE



To Leane Todd

Quote number QU-022724

Issue date Mar 26, 2024

Expiry date **Aug 28, 2024**, expires in 155 days

From Kyle Allison  
PO Box 808  
Decatur TX 76234  
USA

Description	Amount
Install Aqua Air 4050 concrete aerobic system 3316 Roselawn Dr., pump old tanks and fill with dirt ,1" sprinkler line, tablet cl2, K-rain rotary spearheads with concrete guards and all materials and 2 yr service contract with 2 yr warranty on all materials.	12,000.00
Install 68 ft of 4" sched. 40 pipe with extra clean out and 68' of 3/4 electric and wire	1,200.00
Subtotal	13,200.00
Total Tax	0.00
<b>Total</b>	<b>USD 13,200.00</b>
Terms	

*pd. 7/10/24  
in full*

- Track Your Expenses
- Auto/Travel
  - Business
  - Charities
  - Clothing
  - Dependent Care
  - Education
  - Entertainment
  - Food
  - Home
  - Insurance
  - Medical/Dental
  - Savings
  - Taxes
  - Utilities
  - Other

7/10/24  
 North Tr. Water Works  
 Fifteen thousand two hundred

BAL	
FOR'D	
ITEM	
AMOUNT	13,200.00
BALANCE	
DEPOSIT	
FOR'D	

Duplicate is produced using soy-based materials.  
 Images may appear light.

TAX DEDUCTIBLE ITEM

Memo: aerobic septic



For enhanced security your account number will not be printed on this copy

NOT NEGOTIABLE



February 16, 2024

Lee Anne Todd  
 3316 Roselawn Dr.  
 Denton, TX 76205

## **AUTHORIZATION TO CONSTRUCT AN ONSITE SEWAGE FACILITY**

### **Permit No. 563-C**

This document certifies that Lee Anne Todd has been authorized by the Director of Water Utilities to construct a new aerobic treatment system serving a single-family residence located at 3316 Roselawn Dr. The on-site sewage facility is located on the following legal description: ASA Hickman Survey; Tract: 1; Acres 3.67, City of Denton, Denton County, Texas. More specifically, the current Property Tax ID number is 34660. Use of this method of treatment and associated equipment components must conform to the standards and conditions stipulated in the City of Denton Code of Ordinances and any special conditions noted below.

### **SPECIAL CONDITIONS:**

#### **I. Permit and System Design**

Construction of the on-site sewage facility shall be in accordance with an on-site sewage facility plan prepared by Larry Howard, R.S., and on-site sewage facility construction standards promulgated by the Texas Commission on Environmental Quality. Any changes made to the approved on-site sewage facility construction plan shall require a new on-site sewage facility plan to be submitted for review. The designed wastewater loading capacity of the on-site sewage facility approved in this permit is limited to 300 gallons per day.

#### **II. Authorization to Construct**

The authorization to construct an on-site sewage facility is valid for one calendar year from the date of permit approval. If the authorization to construct expires the owner will be required to submit a new application, pay another application fee, and submit another on-site sewage facility plan. The new plan shall be submitted to the City of Denton Department of Environmental Services and Sustainability. A City of Denton On-Site Sewage Facility Permit and an approved construction plan must be secured prior to construction. The on-site sewage facility installer shall notify the Department of Environmental Services and Sustainability at (940) 349-8621 or (940) 349-8619 at least 24 hours but up to 5 working days in advance for inspection. The property

#### **OUR CORE VALUES**

Inclusion • Collaboration • Quality Service • Strategic Focus • Fiscal Responsibility

owner(s) shall not use or operate the on-site sewage facility until the on-site sewage facility has been inspected and approved by the City of Denton. Approval of the on-site sewage facility construction shall be in writing on inspection forms provided by the City of Denton. The City of Denton shall issue a permit to the property owner authorizing the operation of the on-site sewage facility within seven calendar days from the date of construction approval. Whenever the boundary said property is within 600 feet from the City of Denton wastewater collection system, the property owner shall cease to use the On-Site Sewage Facility and connect the single-family residence to the City of Denton wastewater collection system within 30 days after written notice from the Director of Water Utilities.

APPROVAL OF THIS PERMIT IS AN ADMINISTRATIVE ACT OF THE CITY OF DENTON AND THIS APPROVAL DOES NOT GUARANTEE THE PROPER FUNCTION OF THE ON-SITE SEWAGE FACILITY.

Approved this the \_\_\_\_\_ day of 2/16/2024, 2024

DocuSigned by:  
  
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Stephen D. Gay  
Director  
Water Utilities  
City of Denton, Texas