



City of Denton

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

Meeting Agenda

Historic Landmark Commission

Monday, May 12, 2025

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, May 12, 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. [HLC25-028](#) Consider approval of the April 14, 2025 minutes.

Attachments: [April 14, 2025](#)

4. WORK SESSION

- A. [HLC25-026](#) Hold a discussion regarding the formation of a Community Outreach Subcommittee.

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

- B. [HLC25-024](#) 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](#)

- C. [HLC25-025](#) 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 May 8, 2025, 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.



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Legislation Text

File #: HLC25-028, **Version:** 1

AGENDA CAPTION

Consider approval of the April 14, 2025 minutes.

MINUTES
HISTORIC LANDMARK COMMISSION
April 14, 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, April 14, 2025, at 5:32p.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, and Patricia Sherman

ABSENT: Commissioners: Etan Tepperman and 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.

No presentations from members of the public.

3. ITEMS FOR INDIVIDUAL CONSIDERATION

- A. HLC25-023:** Consider approval of the March 3, 2025, minutes.

Commissioner Treat moved to approve the minutes as presented. Motion seconded by Commissioner Gregory. Motion carried.

AYES (4): Chair Angie Stripling, Vice-Chair Shaun Treat, and Commissioners: Heather Gregory, and Patricia Sherman

NAYS (0): None

- B. COA25-0003:** Hold a public meeting and consider an application for a Certificate of Appropriateness (COA), in accordance with Section 2.9.2 of the Denton Development Code, to reconstruct the front porch at 615 W Oak Street, within the Oak-Hickory Historic District (OHH). The site is located on the south side of W Oak Street between Denton Street and

William Street. (COA25-0003, 615 W Oak Street Porch Reconstruction, Cameron Robertson)

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

AYES (4): Chair Angie Stripling, Vice-Chair Shaun Treat, and Commissioners: Heather Gregory, and Patricia Sherma

NAYS (0): None

4. WORK SESSION

- A. HLC25-020:** Hold a discussion regarding placing a hold on potential program updates to our current historic tax exemption program.

Cameron Robertson, Historic Preservation Office, presented.

- B. HLC25-022:** Discuss and determine opportunities for education, marketing, and events hosted by staff and the Historic Landmark Commission.

Cameron Robertson, Historic Preservation Office, presented.

- C. HLC25-018:** 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.

- D. HLC25-019:** Hold a discussion regarding the Historic Landmark Commission Project Matrix.

Cameron Robertson, Historic Preservation Officer, presented the item.

There was a consensus to form a sub-committee to plan events in promotion of Historic Preservation.

5. CONCLUDING ITEMS

Cameron Robertson, Historic Preservation Officer, shared invitations to upcoming events for the Historic Designation ribbon cuttings, the City Council proclamation of Denton Revealed, and the Preserve Southridge event.

With no further business, the meeting was adjourned at 6:26pm.

X

Angie Stripling
Historic Landmark Commission Chair

X

Carly Blondin
Administrative Assistant

Minutes Approved On: _____



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Legislation Text

File #: HLC25-026, **Version:** 1

AGENDA CAPTION

Hold a discussion regarding the formation of a Community Outreach Subcommittee.



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AGENDA INFORMATION SHEET

DEPARTMENT: Department of Development Services

DCM: Cassey Ogden

DATE: May 12, 2025

SUBJECT

Hold a discussion regarding the formation of a Community Outreach Subcommittee.

BACKGROUND

On April 14, 2025, staff presented work session item HLC25-022, "Marketing and Outreach", to the Historic Landmark Commission (HLC) to discuss marketing the historic preservation program city-wide. The purpose was to obtain feedback on potential partnerships, event concepts and educational initiatives for fiscal year 2025-2026.

Staff outlined several outreach ideas for the Commission's consideration, along with two for consideration:

1. Create a HLC Community Outreach Subcommittee; or,
2. Have individual HLC Commissioners contact potential partners directly to determine their interest in the proposed idea(s).

The HLC expressed interest in establishing a subcommittee. Staff believes a subcommittee is beneficial for focused development of outreach strategies and subsequent recommendations to the full HLC for final decision.

Staff recommends that the subcommittee be limited to three or fewer members of the HLC to provide flexibility from the Texas Open Meetings Act requirements associated with quorum. Additionally, if four or more members of the Commission are present (i.e., quorum), then the Commission should address outreach ideas collectively instead of creating a subcommittee. If a Community Outreach Subcommittee is created, staff will provide the necessary support, documentation and contacts.

OPTIONS

1. Minimum 3 commissioner votes to create the Community Outreach Subcommittee
2. Staff to continue to present outreach ideas to the Commission for direction at future meetings

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

File #: HLC25-024, **Version:** 1

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

DCM: Cassey Ogden

DATE: May 12, 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:
Tina Firgens, AICP
Deputy Director Development Services/
Planning Director

Prepared by:
Cameron Robertson, AICP
Historic Preservation Officer



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File #: HLC25-025, **Version:** 1

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
Creation of a Community Outreach Subcommittee	HPO/HLC	4/14/2025	Scheduled for May 12, 2025 HLC Meeting
Review local Historic District signage; larger discussion of beautification standards/expectations for local historic districts	HLC	1/13/2025	Discussion will occur in Spring/early Summer 2025
Items for Historic Landmark Commission Consideration			
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
Annual Update			
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
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Future HLC Meetings:

- Monday, June 9th
- Monday, July 14th
- Monday, August 11th
- Monday, September 8th
- Monday, October 13th
- Monday, November 10th
- Monday, December 8th