

Minutes
Historic Landmark Commission
April 9, 2018

The Historic Landmark Commission of the City of Denton, Texas convened in Work Session on **Monday, April 9, 2018 at 5:30 p.m.** in the City Council Work Session Room at City Hall, 215 E. McKinney Street, Denton, Texas at which time the following items were considered:

PRESENT: Commissioners: Alyssa Stevenson, Scott Campbell, Deb Conte, John Morris, Daniel Abasolo, and Roy Anderson.

ABSENT: Commissioners: Kenneth Williamson and Helen Bailey.

STAFF: Ron Menguita, Roman McAllen, Scott McDonald, Victor Flores, and Athenia Green.

REGULAR MEETING

Vice-Chair Stevenson called the Regular Meeting to order at 5:37 p.m.

1. **PLEDGE OF ALLEGIANCE:**

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

2. **ITEMS FOR CONSIDERATION:**

- A. [Consider and appoint a member for the Historic Landmark Commission Chair and Vice-Chair positions.](#)

Roman McAllen, Historic Preservation Officer, stated previous Chair Peggy Riddle no longer resides in Denton, Texas, therefore she is unable to serve as a member on the Historic Landmark Commission. He stated a Chair and Vice-Chair will need to be nominated and voted on.

Commissioner Anderson nominated Stevenson as Chair, Commissioner Conte seconded. There were no other nominations. Vice-Chair Stevenson accepted the nomination.

Commissioner Roy Anderson motioned, Commissioner Deb Conte seconded to nominate Alyssa Stevenson as Chair. **Motion approved (6-0).** Commissioner Roy Anderson, “aye”, Commissioner Deb Conte, “aye”, Commissioner Scott Campbell, “aye”, Commissioner Daniel Abasolo, “aye”, Commissioner John Morris, “aye”, and Vice-Chair Alyssa Stevenson, “aye”.

Commissioner Anderson nominated Conte as Vice-Chair, Commissioner Campbell seconded. Commissioner Conte accepted the nomination. Chair Stevenson nominated Commissioner Abasolo. Commissioner Conte stated she would like to withdraw her nomination, she stated her term will expire in August and would like Abasolo to serve as Vice-Chair. Commissioner

1 Campbell seconded to nominate Commissioner Abasolo as Vice-Chair. Commissioner Abasolo
2 accepted the nomination. There were no other nominations.

3
4 Chair Alyssa Stevenson motioned, Commissioner Scott Campbell seconded to nominate Daniel
5 Abasolo as Vice-Chair. **Motion approved (6-0).** Commissioner Roy Anderson, “aye”,
6 Commissioner Deb Conte, “aye, Commissioner Scott Campbell, “aye”, Commissioner Daniel
7 Abasolo, “aye”, Commissioner John Morris, “aye”, and Chair Alyssa Stevenson, “aye”.
8

9 B. [Receive a report and hold a discussion regarding the Courthouse Square Design](#)
10 [Standards \(Scott A. McDonald, Development Services Director\)](#)
11

12 Scott McDonald, Director of Development Services, provided a presentation, including a map of
13 the District Area Boundaries. McDonald stated staff has received some great suggestions to date.
14

15 Commissioner Anderson questioned if these are guidelines or binding requirements. McDonald
16 stated there will still be the Certificate of Appropriateness process for the Historic Properties, staff
17 is also considering the potential for a deciding body to review the items that take place within this
18 district, similar to the Historic Landmark Commission or Downtown Task Force. McDonald stated
19 these guidelines will apply to all properties and not just historic properties.
20

21 Chair Stevenson stated overall the content is good, however, there is some wording that is “loose”
22 which needs to be cleaned up. She stated she wants to make sure the character and heart of the
23 downtown area remain preserved.
24

25 McDonald stated he welcomes any comments.
26

27 Commissioner Conte stated this is a great start, however, she sees a few items that will need to be
28 addressed, such as window glazing and window preservation.
29

30 The Commission discussed the recent fire on the square and how these guidelines could help
31 prevent future demolitions from occurring. This will set a precedence in the beginning if it is
32 drafted accurately rather than going back and trying to prevent issues like this from happening
33 after the fact.
34

35 Commissioner Conte questioned if the Commission needs to forward their comments to staff.
36 McDonald confirmed.
37

38 Commissioner Campbell stated if these design standards are going to be created then they need to
39 be created properly. He stated if they are flexible for the property owners, they still need to meet
40 the requirements and if that is the standard then they should be added to the Denton Development
41 Code.
42

43 McDonald stated staff will come back before this Commission with an update. There is not
44 currently a timeline on this process, however, staff would like to have the process completed by
45 June 2018.
46

1 C. [Consider approval of the Historic Landmark Commission meeting minutes.](#)

2
3 Commissioner Roy Anderson motioned, Commissioner Daniel Abasolo seconded to approve the
4 February 12, 2018 meeting minutes. **Motion approved (6-0).** Commissioner Roy Anderson,
5 “aye”, Commissioner Deb Conte, “aye”, Commissioner Scott Campbell, “aye”, Commissioner
6 Daniel Abasolo, “aye”, Commissioner John Morris, “aye”, and Chair Alyssa Stevenson, “aye”.
7

8 D. [Historic Landmark Commission project matrix:](#)

9
10 Commissioner Abasolo referred to wedding venue located near Twice As Nice on McKinney
11 Street, he requested adding this as a discussion item on the matrix.
12

13 Roman McAllen, Historic Preservation Officer, stated the Request For Proposal (RFP) has another
14 week for submissions. The Historic Preservation Plan will run parallel with the Denton
15 Development Code (DDC) update.
16

17 Commissioner Conte questioned when Bell Avenue will become a Historic District instead of a
18 Conservation District. Scott McDonald, Director of Development Services, stated it will take place
19 with the DDC update.
20

21 There was no further discussion. Chair Stevenson adjourned the Regular Meeting at 6:45 p.m.
22