

**Minutes**  
**Historic Landmark Commission**  
**July 9, 2018**

The Historic Landmark Commission of the City of Denton, Texas convened in Work Session on **Monday, July 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:** Roy Anderson, Deb Conte, Daniel Abasolo, John Morris, Hellen Bailey, Scott Campbell, and Chair Alyssa Stevenson

**ABSENT:** Kenneth Williamson

**STAFF:** Jerry Drake, Ron Menguita, Athenia Green, Roman McAllen, and Brittany Miller

**REGULAR MEETING**

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 approval of the Historic Landmark Commission meeting minutes.](#)

One correction was brought forth by Commissioner Anderson, “How far into the building the entrance would be pushed” should be amended to state “How far to the building front to the curb”.

Commissioner Roy Anderson motioned, Commissioner John Morris seconded to approve the June 11, 2018 meeting minutes as amended. **Motion approved (7-0)**. Commissioner Roy Anderson, “aye”, Commissioner Deb Conte, “aye”, Commissioner Daniel Abasolo, “aye”, Commissioner John Morris, “aye”, Commissioner Hellen Bailey, “aye”, Commissioner Scott Campbell, “aye”, Chair Alyssa Stevenson, “aye”.

- B. [COA18-0006 Hold a public meeting and consider an application for a Certificate of Appropriateness, in accordance with Section 35.7.6.8.A, for new dormer windows, at the home located at 2003 North Bell Avenue, located between University and Sherman Drive. \(COA18-0006, Roman McAllen\)](#)

Roman McAllen, Historic Preservation Officer, presented this request. The home is located at 2003 North Bell Avenue in the Historic Preservation District. The Tudor Revival style home was built

in 1925 and is listed as a low priority. The owner, Steven Ambuehl, lives next door and has been rehabilitating the property as his schedule permits. Mr. Ambuehl was approved for a building permit for installation of a dormer in 2012, but did not complete the work at the time. Staff recommended approval of dormer windows.

Commissioner Bailey noted that the house is asymmetrical and keeping the dormers asymmetrical keeps it in style with the home. Commissioner Conte did not believe anyone living on the street would have any objections to the added dormer windows.

Commissioner Conte motioned, Commissioner Bailey seconded the approval of dormer windows at 2003 North Bell Avenue. **Motion approved (7-0)**. Commissioner Roy Anderson, “aye”, Commissioner Deb Conte, “aye”, Commissioner Daniel Abasolo, “aye”, Commissioner John Morris, “aye”, Commissioner Hellen Bailey, “aye”, Commissioner Scott Campbell, “aye”, Chair Alyssa Stevenson, “aye”.

- C. [COA18-0002 Hold a public meeting and consider amending a Certificate of Appropriateness, in accordance with Section 35.7.6.8.A, to include the wall text to accompany the recently installed, for permanent display, Lynn Ford designed doors at City Hall. The building is located at 215 E. McKinney Street on the north side of E. McKinney between N. Locust and Bell Avenue. \(COA18-0002, Roman McAllen\)](#)

Roman McAllen, Historic Preservation Officer, presented this request and noted that the Historic Landmark Commission originally voted on the doors and approved installation inside the corridor with a didactic that goes along with the doors. Roman presented text and style options for the two placards on O’Neil Ford and Lynn Ford for review. No recommendation was brought forth by staff.

Commissioners brought forth several items within the text to be amended. Chair Stevenson stated that the two images that will go on the placards should match, both should either be in black in white or in color.

Commissioner Stevenson asked that more options be brought back to the commission, along with a final draft of the text. Item to be continued in next meeting.

- D. [HLC18-016 Historic Landmark Commission project matrix.](#)

Officer McAllen stated that the matrix is relatively unchanged. Final documents are moving forward for the Historic Preservation Plan and they should be engaging someone soon.

Chair Stevenson brought up that she had been asked by several individuals regarding the designation of downtown. McAllen noted that Scott McDonald, the Director of Development Services and Chief Building Official, is moving forward with a design district for downtown. The way the ordinance will be drafted is such that the same protections that you typically see for a downtown district; buildings cannot be demolished or altered without a Certificate of Appropriateness (COA). The Small Area Plan and Development Code are also being worked on.

The plan is for the historic preservation ordinance revisions to advance towards final City Council approval, along with the Development Code revisions, inclusive of the added public input that goes along with that process.

There were no further questions.

Chair Stevenson thanked Commissioner Conte for the seven years of service she has provided and the great amount of growth seen under her leadership. Commissioner Conte will be rolling off as a Historic Landmark Commissioner in August.

There was no further discussion. Chair Stevenson adjourned the Regular Meeting at 6:10 p.m.