

Historic Landmark Commission
Meeting Minutes
October 14, 2019

After determining that a quorum was present, the Historic Landmark Commission of the City of Denton, Texas convened in a Regular Meeting on Monday, October 14, 2019 at 5:30 p.m. in the Council Work Session Room at City Hall, 215 E. McKinney Street, Denton, Texas, at which the following items were considered:

PRESENT: Chair Alyssa Stevenson. Commissioners: Mary Anderson, Roy Anderson, Linnie McAdams, Evan Stone, Kady Finley, Angela Stripling, Janell Cottam and Melody Kohout.

ABSENT: Commissioners: Erin Clegg

STAFF: Jerry Drake, Cynthia Kirchoff, Donnie Carr, Gary Packan, Ron Menguita and Monica Salcedo.

Chair Stevenson opened the Historic Landmark Commission meeting at 5:34 p.m.

WORK SESSION

1. Work Session Report

A. Hold a reception honoring Alyssa Stevenson for serving six years on the Historic Landmark Commission.

Ron Menguita, Principal Planner, Commissioner Roy Anderson, Commissioner Mary Anderson and the Historic Landmark Commission thanked Chair Alyssa Stevenson for serving on the Commission.

Before the regular meeting started, the new Historic Landmark Commission members introduced themselves to the Commission.

Ron Menguita, Principal Planner, opened the Regular Meeting at 6:04 p.m.

1. PLEDGE OF ALLEGIANCE

A. U.S. Flag B. Texas Flag

2. ITEMS FOR CONSIDERATION

A. Election of Chair and Vice-Chair positions for the Historic Landmark Commission.

1 Ron Menguita, Principal Planner, stated at this moment the item is now open for discussion and
2 nominations.

3 Commissioner Evan Stone inquired if the Commission could ask questions to the nominated
4 Commissioners in regards to serving in the Historic Landmark Commission to help facilitate
5 their votes. Menguita asked the Commission if there were any questions, Commissioner Evan
6 Stone asked if Commissioner Mary Anderson and Commissioner Roy Anderson would like to
7 serve as Chair.

8
9 Commissioner Mary Anderson stated Commissioner Roy Anderson, would be great for the Chair
10 position since he has been a part of the Commission the longest, therefore has the most
11 Commission knowledge and has shown dedication throughout the years.

12
13 Commissioner Roy Anderson, thanked Commissioner Mary Anderson but stated in order to be a
14 good Chair you have to be committed and able to attend most if not all the meetings. It would not
15 look right to miss meetings, he stated if certain 2020 HLC calendar dates could be changed he
16 would feel better about taking over the Chair position.

17
18 Menguita stated the 2020 calendar will be discussed further in the meeting as it is posted but
19 considering changing dates it shouldn't be a concern.

20
21 Commissioner Stone inquired on a scale of one to ten, how much both Commissioner Roy
22 Anderson and Commissioner Mary Anderson would like to serve as Chair?

23 Commissioner Roy Anderson stated he is neutral, and mentioned his approach as part of the
24 Commission is to help serve the citizens, follow the rules and help the applicants out and not
25 waste their time. Therefore, he agrees to serve and help the community.

26
27 Commissioner Mary Anderson stated she is neutral as well, and as a home owner and part of the
28 historic community she understands and cares very much about what goes on in Denton.
29 Keeping up with preservation is her goal, with that being said she would agree to serve as vice-
30 chair with the experience and knowledge she has about the Historic Landmark Commission.

31
32 Menguita questioned if there were any other questions or comments regarding the Chair and
33 Vice-Chair positions. Commissioner Linnie McAdams stated to move the nomination to cease.

34
35 Commissioner Mary Anderson, motioned to nominate Commissioner Roy Anderson for the
36 Chair position. Motion seconded by Commissioner Angie Stripling. Motion carried 6-0-2.

37
38 AYES (6): Commissioners: Mary Anderson, Linnie McAdams, Evan Stone, Angie Stripling,
39 Janell Cottam and Melody Kohout.

40 NAYS (0): None

41 ABSENT (2): Commissioners: Erin Clegg, and Kady Finley

1 Commissioner Angie Stripling, motioned to nominate Commissioner Mary Anderson for the
2 Vice-Chair position. Motion seconded by Commissioner Roy Anderson. Motion carried 6-0-2.
3 AYES (6): Chair Roy Anderson. Commissioners: Linnie McAdams, Evan Stone, Angie
4 Stripling, Janell Cottam and Melody Kohout.
5 NAYS (0): None
6 ABSENT (2): Commissioners: Erin Clegg, and Kady Finley.

7
8 B. Hold a public meeting and consider an application for a Certificate of Appropriateness, in
9 accordance with Section 2.9.2 of the Denton Development Code, for a new City Hall
10 monument sign. (COA19-0013, City Hall Sign, Gary Packan)

11
12 Gary Packan, Director of Parks and Recreation, presented Item for Consideration 2B.

13 Gary added the main goal is to match the proposed City Hall sign to all the other signs around
14 the city but add brick and precast stone. Packan requested the Commission to provide any
15 changes or recommendations for the proposed City Hall sign.

16 Before any other discussion, Menguita introduced Commissioner Kady Finley to the
17 Commission.

18
19 Commission discussed the proposed sign and agreed on changing the style of the sign if possible
20 to make it easier to preserve and change the materials in order to look similar to the original
21 historic building.

22
23 Commissioner Stripling questioned Packan if they are looking for the Commission to provide
24 feedback or just sharing the project? Menguita asked Packan if the proposed design and materials
25 for the city hall sign are undetermined and can the Commission have input on the project?
26 Packan stated it is still undetermined but proposed this specific sign that can be modified if
27 necessary and feedback is definitely appreciated. The project was initiated to create two concepts
28 for consideration that will be taken to City Council. Menguita added the commission's input will
29 help when it is taken to council and Packan will share not only the Commission
30 recommendations.

31
32 Commissioner Cotman suggested to leave the brick, cast stone and its original color on the new
33 proposed sign. Since this building is a part of the historic district it will give a consistency
34 between the building and the sign. Cottam added if cast stone is used, the original color of the
35 stone shouldn't be changed, it would not only match the color of the building but will go along
36 with the formality of the building.

37
38 Chair Roy Anderson inquired if the proposed sign will be in the same place where the current
39 sign is? Packan said yes, there will just be modifications of height and landscape work. Chair
40 Anderson questioned if all the parks signs will also match the rest of the city signs. Packan stated
41 they will be similar with a difference of the type of stones, the City of Denton's park signs
42 project has already initiated with a red brick that is very similar to I.O.O.F Cemetery. Packan

1 suggested to use the precast stone instead of the brick on the park signs. He will research if the
2 City Hall sign could to be built on brick base that matches the building along with pre-cast
3 concrete and the lettering be recessed and painted dark brown. That wouldn't necessarily make
4 all the signs match since the stones and color would be different, but it would again resemble the
5 City Hall building.

6
7 Vice-Chair Anderson suggested the lighting would be better with the old fashioned way with
8 regular lights on the ground instead of the low decorative lighting behind the letters, which
9 would be longer lasting and easier to preserve. Anderson added the sign would look better if it
10 would to be built higher, change the lettering where it says Denton bigger and City Hall smaller
11 along with the address.

12
13 Chair Roy Anderson stated he thanked Gary Packan and appreciated giving the Commission the
14 opportunity for input on the project and asked the Commission if there was motion or any other
15 further comments or questions.

16
17 Packan mentioned a revised proposed sign will be presented to the Commission on the next HLC
18 meeting with the input and feedback that was received today.

19
20 Jerry Drake, First Assistant City Attorney, stated for clarification, what is being asked to the
21 Commission is for a Certificate of Appropriateness more than feedback of what we like, that is
22 something that I wanted to post to the Commission as far as the COA and part of that is certain
23 design guidance, if the Commission has any design guidance that typify the historic character of
24 City Hall and what the design element is or should be. The policy direction is really more of a
25 City Council decision as far as what they prefer, the charge of this Commission is more what is
26 appropriate in the historical context of the environment. The posted question is if the
27 Commission has a define historic context and to give feedback of what is appropriate
28 historically.

29
30 Menguita stated Drake is correct, and at this point there are no approved designs. Menguita
31 added the Commission's recommendations will help Packan create the design of what is
32 appropriate for the sign and typify the historic character of the City Hall building. However, to
33 meet the appropriate design guidelines we have to adhere to the Secretary of Interiors as far
34 consistency with the area and the landmark area. We will further discuss the selection of the
35 materials and architecture and make sure they resemble the building and meet the appropriate
36 design guidelines.

37
38 Commissioner Stripling motioned to continue working on the proposed design but have
39 modifications to where the architecture is more like the City Hall building. Stripling suggested to
40 remove the metal and add brick and pre-cast stone as a base, as Packan suggested. It would be
41 similar to the building and resemble the historic character of the building that O'Neil Ford built.
42 Vice-Chair Mary Anderson seconded. Unanimous vote. Motion carried 7-0-1-1.

1 AYES (7): Chair Roy Anderson. Vice-Chair Mary Anderson. Commissioner: Linnie McAdams,
2 Evan Stone, Angie Stripling, Janell Cottam and Melody Kohout.

3 NAYS (0): None

4 ABSENT (1): Commissioners: Erin Clegg.

5 ABSTAINED (1): Commissioners: Kady Finley.

6
7 C. Hold a public meeting and consider an application for a Certificate of Appropriateness, in
8 accordance with Section 2.9.2 of the Denton Development Code, for a small
9 amphitheater and hardscape/landscape improvements at the Emily Fowler Library.
10 (COA19-0007, "The Nook" at Emily Fowler Library, Gary Packan)

11
12 Gary Packan, Director of Parks and Recreation, presented Item for Consideration 2C.

13 Vice-Chair Anderson inquired if this will improve safety and will there be lighting? Gary
14 said yes, the lighting is an add-on pending approval. We're also working on adding light on the
15 trees for indirect lighting. Packen stated he is working with Jennifer Bekker, Director of Library,
16 to discourage sleeping in the area and help with safety, the benches will be built with different
17 levels to not be able to lay flat and just sit.

18
19 Commissioner Cottam stated the proposed design is definitely appropriate historically and goes
20 along with the building. Commissioner Cottam suggested modifications that would blend indoor
21 and outdoor activities. For example, in the interior of the building on the curtain wall with the
22 two green glass walls, add art work to resemble the craftsman work that O'Neil Ford created on
23 this building. Cottam recommended a local artisan add artwork or a laser cut on that area of the
24 building and would help blend with the indoor and outdoor activities along with resembling the
25 historic character as oppose as just being an industrial piece. Packen added it's possible to create
26 something for the curtain wall and will work with the Public Art Committee for specific
27 direction.

28
29 Vice-Chair Mary Anderson motioned to approve Item 2C with the modifications that
30 Commissioner Cottam suggested. Commissioner Stone seconded. Unanimous vote. Motion
31 carried 7-0-1-1.

32
33 AYES (7): Chair Roy Anderson. Vice-Chair Mary Anderson. Commissioners: Linnie McAdams,
34 Evan Stone, Angie Stripling, Janell Cottam and Melody Kohout.

35 NAYS (0): None

36 ABSENT (1): Commissioners: Erin Clegg.

37 ABSTAINED (1): Commissioners: Kady Finley.

38
39 D. Consider approval of the minutes of September 16, 2019.

40
41 Menguita recommended changes on line 34 on page 1, it should read, McAllen stated the results
42 and goals of the proposed plan came from the input given at public meetings. Also on page 1 line

41 and line 4 page 2, when referencing to Chair Alyssa Stevenson, removed the apostrophe and the "s" after Stevenson.

Vice-Chair Anderson motioned to approve September 16, 2019 meeting minutes as amended. Motion seconded by Commissioner McAdams seconded. Motion carried 7-0-1-1.

AYES (7): Chair Roy Anderson. Vice-Chair Mary Anderson. Commissioners: Linnie McAdams, Evan Stone, Angie Stripling, Janell Cottam and Melody Kohout.

NAYS (0): None

ABSENT (1): Commissioners: Erin Clegg.

ABSTAINED (1): Commissioners: Kady Finley.

E. Consider approval of the 2020 Historic Landmark Commission calendar.

Commission discussed and agreed with the 2020 calendar with the exception of September and December. They requested that it be modified to September 21 and December 7.

Vice-Chair Mary Anderson motioned to approve the modified 2020 Historic Landmark Commission calendar. Motion carries 7-0-1-1.

AYES (7): Chair Roy Anderson. Vice-Chair Mary Anderson. Commissioners: Linnie McAdams, Evan Stone, Angie Stripling, Janell Cottam and Melody Kohout.

NAYS (0): None

ABSENT (1): Commissioners: Erin Clegg.

ABSTAINED (1): Commissioners: Kady Finley.

Menguita stated the modified 2020 calendar will be emailed as soon as it's updated.

3. CONCLUDING ITEMS

Chair Anderson inquired about the Robert Rule's Chart. Menguita stated he would email out the chart to the Commission and provide copies on next scheduled meeting.

With no other business, the meeting was adjourned at 6:57 p.m.

X 

Roy Anderson
Chair of Historic Landmark Commission

X 

Monica Salcedo
Administrative Assistant