



**CITY OF DENISON
HISTORIC PRESERVATION BOARD MEETING
AGENDA**

Tuesday, December 5, 2023

After determining that a quorum is present, the Historic Preservation Board of the City of Denison, Texas will convene in a Regular Meeting on **Tuesday, December 5, 2023, at 12:00 PM** in the Council Chambers at City Hall, 300 W. Main Street, Denison, Texas at which the following items will be considered:

1. CALL TO ORDER

2. PUBLIC COMMENTS

Citizens may speak on items listed on the Agenda. A “Request to Speak Card” should be completed and returned to the City Clerk upon arrival, prior to the Board reaching the Public Comment section of the agenda. Citizen comments are limited to three (3) minutes, unless otherwise required by law. Comments related to the Public Hearings listed below, will be heard when the specific hearing starts.

3. ITEMS FOR INDIVIDUAL CONSIDERATION

- A. Receive a report, hold a discussion, and take action on approving the Minutes from the November 21, 2023, Meeting.
- B. Receive a report, hold a discussion, and take action adding a stained-glass window to the entrance at 101 E. Main Street.

4. STAFF UPDATES

5. ADJOURNMENT

CERTIFICATION

I do hereby certify that a copy of this Notice of Meeting was posted on the front windows of City Hall readily accessible to the general public at all times and posted on the City of Denison website on the 1st day of December 2023.

Karen L. Avery, Deputy City Clerk

In compliance with the Americans With Disabilities Act, the City of Denison will provide for reasonable accommodations for persons attending Historic Preservation Board Meeting. To better serve you, requests should be received 48 hours prior to the meetings. Please contact the City Clerk’s Office at 903-465-2720, Ext: 2437.



**CITY OF DENISON
HISTORIC PRESERVATION BOARD MEETING
MINUTES**

Tuesday, November 21, 2023

1. CALL TO ORDER

Announce the presence of a quorum.

Vice Chair Solomon called the meeting to order at 12:00 p.m. Board Members present were Rhonda Borgne, Kurt Cichowski, and Steve Riley.

Staff present were Donna Dow, Main Street Director; Grant Yoder, Main Street Coordinator; Sam Patterson, Main Street Management Assistant; Mary Tate, Director of Development, Kirk Kern, Jr., Interim Building Official; Robert Lay, Neighborhood Services Manager; and Karen L. Avery, Deputy City Clerk.

2. PUBLIC COMMENTS

No Request to Speak Cards were received at this point in the meeting. Therefore, no public comments were received.

3. ITEMS FOR INDIVIDUAL CONSIDERATION

- A. Receive a report, hold a discussion, and take action on approving the Minutes from the November 7, 2023, Meeting.

Board Action

On motion by Board Member Cichowski, seconded by Board Member Borgne, the Historic Preservation Board unanimously approved the November 7, 2023, Meeting Minutes.

- B. Receive a report, hold a discussion, and take action on a variance for signage on building and a monument sign at 401 W. Woodard Street.

Board Action

Donna Dow, Main Street Director, presented this agenda item. Ms. Dow stated that Bratcher Funeral Home formerly occupied this building and they have new owners. The new owners have remodeled the building and it has previously been approved. Ms. Dow stated that the Applicant is requesting to add signage. She stated the Applicants will be using a wall sign – which is acceptable according to the standards – and they have requested approval for that. Ms. Dow stated that they have also requested approval for a monument

sign, which is not addressed in the Historic Preservation portion of the sign ordinance. She stated that it was purposefully not addressed in the ordinance because most of the time a monument sign is not appropriate for the Historic Overlay District. Ms. Dow stated that when a request is made for a monument sign, a variance is required to be brought before the Board. Board Member Cichowski inquired if the variance is for the sign or for the large monument. In response to Board Member Cichowski's inquiry, Ms. Dow stated that the variance is for the large monument and typically we are not dealing with walls that large nor is it typically appropriate for a monument sign space to be located in the Historic District because buildings are back-to-back. Mr. Cichowski inquired if there were any other chapters (besides Chapter 30) that variances are required and Ms. Dow stated there were none others required. Ms. Dow stated that the sign ordinance is what is being addressed here. The Board must give approval for the variance and then the Applicant has to get the sign permit and that is when the Building Department gets involved (there are separate requirements at that point). Ms. Dow stated that the Applicant is present to speak on the item. Mr. Irby then came forward and provided the following information for the record:

Name: Mr. Stuart Irby
Turrentine, Jackson, Morrow Funeral Home

Address: 401 W. Woodard Street
Denison, TX 75020

Mr. Irby stated that what they are trying to do more so than it being a monument sign is trying to bring that profile of the building west a little bit and try to offer a little bit of privacy to existing or additional parking. He stated that the profile is low – about 3 ft. - and they thought it would be a good place to put their name on it and more so to extend the profile to the west side. In response to Board Member Cichowski's inquiry, he stated that the brick will be the same grade as the existing brick on the building.

On motion by Board Member Cichowski, seconded by Board Member Riley, the Historic Preservation Board unanimously approved a variance for the addition of a building sign and a monument sign at 401 W. Woodard Street.

- C. Receive a report, hold a discussion, and take action on adding an awning and signage to 231 W. Main Street.

Board Action

Before taking up this agenda item, Board Member Borgne recused herself due to a conflict of interest and left the dais at 12:10 p.m.

Donna Dow, Main Street Director, presented this agenda item. Ms. Dow stated that the Applicant had been communicating with her, but the Applicant respond by the deadline to post the agenda. Therefore, the applicant assumed the item would not be considered and was not present. However, Ms. Dow stated that Mr. Don Day, owner of the building, is

here to speak with the Board on the item and provide further information and clear up any misunderstanding regarding colors. Ms. Dow stated that this is the Deviled Egg Co. She stated that this matter has been addressed before, but there were different understandings regarding the colors, noting that the minutes did not clearly state the colors intended so the discussion needed to be continued. Ms. Dow stated that when they originally saw the photos, there was a red awning. Ms. Dow presented a rendering of the Applicant's logo and Board Member Cichowski inquired if the colors that they originally presented – orange, yellow, and red – are now going to be the new set of colors entirely – Country Whitewash, Bask in the Glow, and Metropolis Lilac. Ms. Dow stated that she believes so, but Mr. Day needs to confirm. Ms. Dow then asked Mr. Day to come forward and address the Board. Mr. Day came forward and provided the following information for the record:

Name: Mr. Don Day
DFA, LTD.

Address: 110 E. Louisiana Street
McKinney, TX 75069

Mr. Day stated that it was his understanding that the awning and the colors had been approved a month ago when they issued the Certificate of Appropriateness. He stated that they had planned for all the awnings to be red, with the exception of the two on the corner, which are blue. Mr. Day stated that he thought that was what was approved by the Board and has, in fact, ordered those awnings. He stated that the Deviled Egg Co. has asked that the Board approve their logo and the lettering. Mr. Day stated that the "Deviled Egg Co." and the "egg" is their logo and "Cocktails & Appetizers" is their "signage." Mr. Day requested that the Board approve the sign for the Deviled Egg Co. on the awning. Board Member Cichowski stated that there were two aspects that he recalled and from what he read in the minutes. He stated that the first was the question of "Are they going to go with those colors, with the exception of the two in the corner where the doors are going to be?" – and he believes that Mr. Day answered it today – that they will be orange and yellow with the exception of the blue/lilac at the doors. Mr. Day stated that there is no orange and yellow – just red – and then blue on the corners. Mr. Cichowski stated that the rendering states "Metropolitan Lilac" and inquired if it was lilac or blue. Mr. Day stated that he had given the ladies (that are not here) the actual samples of the fabric that they are going to use and they are red and navy blue. Mr. Cichowski stated that the last time the Applicant was here she stated that her brand – coming from Omaha – the title of her establishment is going to be "Deviled Egg Cocktails & Appetizers." He stated that the ordinance states that you can have the logo and the name and/or the address, but not any salesmanship or things like that. Mr. Cichowski stated that the way he took it is that Cocktails & Appetizers is now part of her name. He stated that when he googled it, he only gets the Omaha business and it states "Coming to Denison" and the Omaha business is only "Deviled Egg Co." Vice Chair Solomon stated that she believes the Applicant is trying to keep the two separate. Board Member Cichowski agreed and stated he believes that she is still trying to retain the brand.

On motion by Board Member Riley, seconded by Board Member Cichowski, the Historic Preservation Board approved the addition of the awning – with the colors presented (red and navy blue) – along with business signage - to the exterior of 231 W. Main Street.

Board Member Borgne returned to the Council Chambers and dais at 12:19 p.m.

4. STAFF UPDATES

Ms. Dow stated that the “Real Places Conference” – Historic Preservation Certified Local Government training provided by the Texas Historical Commission will be held in Austin from April 3rd through 5th. She stated that there is an option to attend in person or virtually and asked the Board Members if they were interested in attending. There was interest in attending both in person and virtually and Ms. Dow will provide more information closer to the conference. Ms. Dow also stated that there are two local trainings that have been scheduled: 1) January 16, 2024 - Training regarding the new Historic Preservation Ordinance and Design Guidelines. Ms. Dow stated that Kelly Little, Certified Local Government Coordinator, will be invited to attend, along with the Board and all staff that usually attend the meetings. She stated that the meeting will be held right after the Board meeting on January 16, 2024; and 2) training with the City Attorney, Director of Development, and City Clerk (date to be determined) regarding roles, responsibilities, conflicts of interest, etc. (staff will choose the topics). Ms. Dow stated that this will be a shorter training and they will provide the date to the Board just as soon as they have a firm date. Director of Development Tate stated that if City Clerk Wallentine and her needed to present the training without the City Attorney (because of calendar conflicts) they could hold it without the City Attorney and present any legal questions to be answered by the City Attorney at a later date.

Board Member Cichowski inquired of Ms. Dow if the Historic Preservation Ordinance and Design Guidelines had been approved by City Council yet and Ms. Dow stated they will go before Council in December. Mr. Cichowski also inquired of Ms. Dow if she had any other contacts at Grapevine because his attempts to reach them regarding the historical markers has gone unanswered. Ms. Dow stated that she would reach out to Coordinator Little to see if she had any contacts. Board Member Cichowski provided (new) Board Member Borgne with some background information regarding historical markers.

5. ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 12:28 p.m.

KIRSTEN SOLOMON, Board Vice Chair

ATTEST:

Karen L. Avery, Deputy City Clerk

Historic Preservation Meeting Staff Report



Agenda Item

Receive a report, hold a discussion, and take action adding a stained glass window to entrance at 101 E. Main

Staff Contact

Donna Dow, Historic Preservation Officer
ddow@cityofdenison.com
903-464-4452

Summary

The applicant would like to add a stained glass window to the inside of their exterior window.

Background Information and Analysis

The applicant is inside the Katy Depot in the end suite along Main Street. Sun shines through their windows on their customers, and they were looking at a solution. They would like to add a stained glass window to be created by George Mason. Details are attached.

As long as it is installed on the inside of the existing window, the Historic Preservation consultant said there should be no issues with the application.

Staff Recommendation

Approval is recommended.

Prior Board or Council Action

The Board has not previously considered this item.

Alternatives

The Historic Preservation Board may table, recommend denial, or recommend approval with conditions.

Recommended Motion

I move to approve adding a stained glass window to the inside of the existing window at 101 E. Main, Suite 100.

Dear City of Denison Planning,

I am writing to express my intent to commission a stunning stained glass sign to hang on the inside of The Katy Depot Unit 100's window, incorporating the colors green, amber, and red. This letter serves as an agreement outlining the specifications and expectations for this project.

As a passionate advocate for artistic expression and enhancing the aesthetic appeal of our surroundings, I believe a stained glass sign will greatly enhance the ambiance of Unit 100. The chosen colors of green, amber, and red will add vibrancy and visual interest, creating an eye-catching focal point.

Outlined below are the details of the project:

1. Design Concept:

- The design will be intricate and captivating, incorporating elements that represent the unique character of Unit 100.
- The colors green, amber, and red will be skillfully combined to create a visually appealing composition.
- The sign will be crafted with precision, ensuring that it complements the existing decor and architectural features of the unit.

2. Dimensions and Installation:

- The stained glass sign will be custom-made to fit the dimensions of the Unit 100 window accurately.
- The sign will be securely mounted on the inside of the window for optimum visibility and protection.

3. Timeline:

- The completion of the stained glass sign is expected before the end of the year 2023.

I am excited about the prospect of this stained glass sign and the positive impact it will have on Stafford House Provisions. I believe it will not only add beauty but also serve as a conversation starter, creating a memorable experience for Denison residents and tourists alike.

I kindly request your prompt response to confirm your acceptance of this letter of intent and initiate the necessary steps to commence the project. Should you have any questions or require further clarification, please do not hesitate to reach me at the contact information provided below.

Thank you for your attention to this matter. I look forward to collaborating with you to bring this artistic vision to life.

All the best...

DanaStafford
903.819.5605
dana@staffordhp.com.
Stafford House Provisions

City of Denison
Application for Certificate of Appropriateness
300 W. Main Street, PO Box 347
Denison, TX 75020
planning@cityofdenison.com
903-465-2720



Revision Date: 05/2021
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Address of Property: 101 E Main Street Suite 100 Denison, TX
Property Owner(s): Marcus Patrinicola
Applicant Name: Stafford House Provisions
Relationship to Owner: Tenant

Check if same as Property Owner

Applicant Mailing Address: 9151 Preston Rd. Denison, TX 75020

Applicant E-Mail Address: dana@staffordhp.com Applicant Cell Phone Number: 903 819 5605

Please submit this completed application with the following supplemental items attached:

- Letter of intent stating all work being done, purpose of work, and all colors, materials to be used
- Current photograph of property
- Historical photograph of property (if available) N/A
- A detailed list of all building materials and colors to be used (swatches and samples may be requested) Three (3) color options and their proposed application shall be provided with each painting request. N/A
- Site Plan or photograph of site with proposed changes
- Drawing of proposed changes, including dimensions of each element being added/removed
- Required if signage is involved: scale drawing of signage, including dimensions, colors, locations, illumination, materials, and hardware listed noted

This application may not be considered complete without supplemental items.

Bold items required for all projects.

Attachments should be 11" X 17" or smaller.

Certificate of Appropriateness becomes null and void if authorized work has not begun one year after issuance.

Building Primary Material Type: <input type="checkbox"/> Wood <input checked="" type="checkbox"/> Brick <input type="checkbox"/> Stucco <input type="checkbox"/> Other: _____	Name of Contractor: <u>N/A</u>
Property's Current Primary Use: <input checked="" type="checkbox"/> Commercial <input type="checkbox"/> Residential <input type="checkbox"/> Other: _____	Has the building been previously painted? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
	Will changes being made change the primary use? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes. If yes, state new use: _____

Please check all that apply regarding the work to be done at the property:

<p>Masonry</p> <ul style="list-style-type: none"> <input type="checkbox"/> Type <input type="checkbox"/> Repointing <input type="checkbox"/> Cleaning <input type="checkbox"/> Removing paint <input type="checkbox"/> Repairing/replacing/removing <input type="checkbox"/> Coatings, including water repellent coatings 	<p>Wood</p> <ul style="list-style-type: none"> <input type="checkbox"/> Removing Paint <input type="checkbox"/> Repairing/replacing/removing wood <input type="checkbox"/> Coating, including chemical preservatives 	<p>Painting: Please provide samples and list all colors.</p> <ul style="list-style-type: none"> <input type="checkbox"/> Brick: _____ <input type="checkbox"/> Other masonry: _____ <input type="checkbox"/> Wood: _____ <input type="checkbox"/> Other façade elements: _____
<p>Windows</p> <ul style="list-style-type: none"> <input type="checkbox"/> Repairing/replacing sashes <input type="checkbox"/> Changing number size, location, or glazing pattern <input type="checkbox"/> Cutting new windows <input type="checkbox"/> Closing or blocking <input type="checkbox"/> Replacing 	<p>Entrances: including doors, fanlights, sidelights, pilasters, entablatures, columns, balustrades, stairs, etc.</p> <ul style="list-style-type: none"> <input type="checkbox"/> Entrance repair/replacement <input type="checkbox"/> Entrance removal <input type="checkbox"/> Porch removal <input type="checkbox"/> Porch closure/enclosure 	<p>Roof: including dormers, chimneys, slates, tiles, shingles, metal, etc.</p> <ul style="list-style-type: none"> <input type="checkbox"/> Repairing roof <input type="checkbox"/> Replacing roof <input type="checkbox"/> Repairing/replacing features <input type="checkbox"/> Removing features
<p>Additions</p> <ul style="list-style-type: none"> <input type="checkbox"/> Addition to primary facade <input type="checkbox"/> Other addition: _____ 	<p>Demolition</p> <ul style="list-style-type: none"> <input type="checkbox"/> Residential <input type="checkbox"/> Commercial <input type="checkbox"/> Other: _____ 	<p>Other</p> <ul style="list-style-type: none"> <input type="checkbox"/> Please explain: _____ _____ _____

Signage to be installed:

<p>Location</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Window/door <input type="checkbox"/> Building <input type="checkbox"/> Pole <input type="checkbox"/> Other: _____ 	<p>Lighting</p> <ul style="list-style-type: none"> <input type="checkbox"/> Exterior illumination <input type="checkbox"/> Building illumination <input type="checkbox"/> Non-white lighting <input type="checkbox"/> Type: _____ <input checked="" type="checkbox"/> Other: <u>light from the inside of space</u> 	<p>Hardware</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Screw mounting <input checked="" type="checkbox"/> Wires <input type="checkbox"/> Tension system <input type="checkbox"/> Freestanding: <input type="checkbox"/> Other: _____
<p>Colors</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Please list: <u>Amber, green</u> <u>red</u> 	<p>Materials</p> <ul style="list-style-type: none"> <input type="checkbox"/> Masonry Type: _____ <input type="checkbox"/> Vinyl <input type="checkbox"/> Metal <input type="checkbox"/> Canvas <input checked="" type="checkbox"/> Other: <u>Stained glass</u> 	<p>Other signage elements</p> <ul style="list-style-type: none"> <input type="checkbox"/> Please explain: _____ _____ _____

I hereby certify that I have examined this application and know the information presented herein to be true and correct. All provisions of laws and ordinance governing this type of work will be complied with whether specified or not. If a Certificate of Appropriateness (COA) is issued, it is my responsibility to verify if a Building Permit is necessary before beginning work, and to verify if inspections must be done upon completion of work. The granting of a COA does not give authority to violate or be exempt from the provisions of any other local, state, or federal law regulating construction or performance of construction.

Work done without an applicable COA may result in a fine, and removal of unauthorized construction required.

M. Pat
Property Owner's Signature

11/9/2023
Date

MARCUS PATRINICOLA
Property Owner's Printed Name

OFFICIAL USE ONLY

Staff Received:	Case Number:	Receipt #:
Select one: Contributing/Non-contributing	Date Received:	Built Circa:



SH

Window Aprox. 3' x 3'





**S
H**











