



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

Tuesday, March 19, 2024

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, March 19, 2024, 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 March 5, 2024, Meeting.
- B. Receive a report, hold a discussion, and take action on a request for a Certificate of Appropriateness for the addition of new signage at 531 W. Crawford Street.
- C. Receive a report, hold a discussion, and take action on a request for a Certificate of Appropriateness to wash and clean the west elevation, repaint in the existing color, and add a new mural to the exterior of 316 W. Woodard Street.
- D. Receive a report, hold a discussion, and take action on a request for a Certificate of Appropriateness for the addition of new window graphics at 517 W. 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 15th day of March 2024.

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, March 5, 2024

1. CALL TO ORDER

Announce the presence of a quorum.

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

Staff present were Mary Tate, Director of Development; Donna Dow, Director of Main Street; Grant Yoder, Main Street Coordinator; Sam Patterson, Main Street Management Assistant; Kirk Kern, Jr., Chief 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 February 20, 2024, Meeting.

Board Action

On motion by Board Member Anderson, seconded by Vice Chair Cichowski, the Historic Preservation Board unanimously approved the February 20, 2024, Meeting Minutes.

- B. Receive a report, hold a discussion, and take action on a request for a Certificate of Appropriateness to add LED strip lighting around the roofline of 400 W. Main Street.

Board Action

Mary Tate, Director of Development, presented this agenda item. Ms. Tate stated that this item came before the Board on February 20, 2024, and at that time the Board voted to table the matter in order for the Applicant to be able to be present to answer Board Members' concerns. Ms. Tate presented a photo of the proposed lighting, noting that the Applicant is requesting multi-colored strip lighting. The Applicant would like to place LED strip

lighting along the roofline of 400 W. Main Street on both the Main and Burnett sides. The proposed lighting is multi-colored and would remain in place year-round. Ms. Tate stated that at the last meeting the Board requested that staff conduct research on other districts and she learned that other districts (both in Texas and outside of Texas) allow string lighting typically during the holiday season for a specific period of time, noting that the intent is to just highlight the building features or the windows. Board Member Riley asked Ms. Tate to confirm that her research found that the buildings allow white lights for holiday lighting and it is a certain period of time. Ms. Tate confirmed that was correct and it is for a 90-day period. She stated that some districts go so far as to say what color wiring was allowed as sometime Christmas lights have green, brown, or black wiring. Ms. Tate stated that the level of detail in some of the ordinances and some of the guidelines varies but it can be as specific as the Board wishes to allow. In response to Vice Chair Cichowski's inquiry, Ms. Tate stated that nothing was found in the City's past minutes regarding this type of lighting. Ms. Tate stated that the Applicant is present to speak on the item. Mr. Chris Romaine and Ms. Peggy Ang then came forward and provided the following information for the record:

Name: Mr. Chris Romaine and Ms. Peggy Ang (Applicant/Owner)

Address: 400 W. Main Street
Denison, TX

Mr. Romaine spoke on behalf of the Applicants. He stated that the photo that was provided to the Board was a little extreme on the colors. Mr. Romaine stated that they do not want uplighting – only the white strip across the top of the building. Mr. Romaine presented the Board a digital rendering (example) on his iPad. He stated that they found a place in Ohio – showing the Board a photo – with the white light across the top of the building and it looks very classy. Mr. Romaine stated that they are hoping that this would be like a “beacon of light” for them as they will be going through the construction phase shortly (on Main Street) and they want people to know they are open and bring awareness to the building. He stated that the full-time choice is white and they would have multicolored holiday lighting. In response to Board Member Riley's inquiry, Mr. Romaine stated that the lights are programmable. Board Member Riley stated that they are looking for something complimentary as opposed to their own unique brand. He stated that there was some concern with the photo that they had seen in the agenda packet. Mr. Romaine stated that they are not trying to be loud, by any means, just spice up the place. Ms. Ang stated that the colored lights would only be placed at Christmas time. In response to Chair Solomon's inquiry, Mr. Romaine stated that the lights will predominantly be white and will not surpass the 90-day limit. Board Member Anderson inquired about the “shadowing effect” on the building that Applicant (Ms. Ang) had referenced in her letter. Mr. Romaine said he was unaware of what she was referring to but – speaking on behalf of Ms. Ang – stated that he assumes that she was referring to just making a shadow line across the top of the building versus a spotlight. He stated that there is no uplighting or downlighting on the building. Vice Chair Cichowski stated that the Board needs to address two things: 1) this type of lighting being addressed in the HP Design Guidelines; and 2) this issue being kind of a “tipping point.” He noted that the City of Grapevine has white lights like this for the

entire Main Street section. Vice Chair Cichowski stated that this would open the door with D3 construction coming in and closing the road and there might be others who want to do this. Board Member Riley agreed and said it would also have to be addressed in the HP Ordinance, but he does not see what they are proposing here today is that drastic and maybe our policies are a little deficient. He stated that perhaps the Board might want to redefine the policies so everyone coordinates like this, noting that anything outside these boundaries is going to be difficult. Vice Chair Cichowski stated that if the Board approves this item, he would ask the staff to direct them to add an appropriate spot in the Design Guidelines that the Board would then address because he is certain more places will want to do this. Board Member Borgne asked if the Board should possibly make a contingency for this approval and staff brought to the attention of the Board that if permanent lights are approved, they will have to meet the International Energy Code requirements so there is no need to make their approval of this item contingent.

On motion by Vice Chair Cichowski, seconded by Board Member Borgne, the Historic Preservation Board unanimously approved a request for Certificate of Appropriateness to add LED white strip lighting around the roofline of 400 W. Main Street in compliance with all other City ordinances.

- C. Receive a report, hold a discussion, and take action on a request for a Certificate of Appropriateness for new construction on the site of 321 W. Main Street (Case No. 2024-013H).

Board Action

Mary Tate, Director of Development, presented this agenda item. Ms. Tate stated that this request is on behalf of the City through David Baca's office (BACA Architects). Mr. Baca will be constructing the City's new building across the street at 321 W. Main Street. Ms. Tate stated that the previous building located at 321 W. Main Street was destroyed in a fire (2019). The City intends to build a three-story masonry structure with a visitor's center and public restrooms on the first floor and offices on the second and third floors. Ms. Tate stated that the gate on the left-hand side of the center will be locked at certain hours so that people cannot go in there at all hours of the night. She stated that it is kind of like a hallway through to the alleyway so that you can get to the [back] parking lot. Ms. Tate stated that a facility study is currently being conducted to figure out who will be in this building. Ms. Tate stated that construction will commence shortly after the necessary approvals are granted. Vice Chair Cichowski stated that in reviewing the new Design Guidelines, this is fully what you would expect for an infill and it is exactly appropriate to the setback and to the height. In response to Chair Solomon's inquiry, Mary stated that the windows on the 2nd floor are fixed. Ms. Tate stated that there are five or six restrooms downstairs, which is heavily needed in the downtown area. She stated that their goal was to have a space that could be utilized by the public, as well as the City, as we expand.

On motion by Vice Chair Cichowski, seconded by Board Member Anderson, the Historic Preservation Board unanimously approved a request for Certificate of Appropriateness for new construction on the site of 321 W. Main Street.

- D. Receive a report, hold a discussion, and take action on a request for a Certificate of Appropriateness to place a feather sign (flag) in front of 325 W. Main Street during D3 construction (Case No. 2024-014H).

Board Action

Mary Tate, Director of Development, presented this agenda item. Ms. Tate stated that this request came from the business owner at 325 West Main Street and they are requesting the placement of what is considered a “feather sign/flag” (hereinafter “flag”). She stated that the flag would be placed in front of their business during the upcoming D3 construction. Ms. Tate stated that the Applicant wrote a very detailed letter of intent, which was helpful. She stated that it included the types of material, the size, and some suggestions on the placement of the sign. Ms. Tate noted that she was following what the City ordinances state when she wrote that her staff recommendation was a “denial” of the request. She further stated that staff and City leadership are aware of the hardships that construction can cause to small business owners and they are amenable to moving forward with the flags during the period of construction. Ms. Tate stated that staff prefers that the flags not be allowed on the construction fences because the wind can catch the flags and knock the fence down; however, she did note that in previous phases, the flags were allowed on the fences and the contractor stated he is good with that again. The intended purpose of the flag is to ensure visitors are aware that businesses are open during construction activities. The flag would be made with weather-resistant materials to prohibit water and sun damage. Ms. Tate reiterated that the flags are only allowed during the construction period and once the construction is finalized, the flags will be prohibited. She also stated that flags are not allowed, otherwise, throughout the City. Ms. Tate stated that the placement of the flags has not yet been determined and options provided by the Applicant include freestanding on the ground with a weighted base or mounted on PVC pipes and affixed to the construction fence. Ms. Tate stated that the Applicant is present to speak on the item. Vice Chair Cichowski stated that there were lessons learned from the 100-200 block Main Street construction and the adverse issues that happened to those store owners. He stated that he believes there will be more store owners that would like to utilize this type of flag and inquired if the Board could approve the flags for all store owners. Ms. Tate stated that it would be sufficient for the Board to approve flags (today) for all future requests from store owners. Vice Chair Cichowski inquired if the Board could grant a variance to the ordinance and Ms. Tate confirmed that the Board is allowed to do that. Vice Chair Cichowski stated that the Board could also just endorse or support, to which Ms. Tate stated that is what staff is looking for today. Board Member Anderson stated that she believes it is appropriate to have some kind of individual signage down the street to let people know that businesses are open, noting that others on the street (during construction) did not have that opportunity and there were repercussions from it. Ms. Anderson stated that she would like to see some uniformity in the flags. Ms. Tate stated that they have learned from the past and want to do what is best for the community and for the business owners. Ms. Tate stated that the colors of the flag would be consistent with the D3 branding but will be uniform for all businesses. Mr. Derrick Roberts and Mr. Mike Roberts then came forward and provided the following information for the record:

Name: Mr. Derrick Roberts (Applicant)

Address: 325 W. Main Street
Denison, TX

Name: Mr. Mike Roberts (Main Street business owner)

Address: 131 W. Main Street
Denison, TX

Mr. Mike Roberts stated that his business was open for five or six weeks and then the first phase of the construction began and they were extremely slow. He stated that they were trying to do everything they could to get people in their store and even had some feather flags out (noting that he now understands it was against the City's ordinance). Mr. Roberts stated that one of the intersections had to be redone and it was closed down for a weekend and his store was completely empty for that whole time. He believes that any kind of sign would be beneficial to the business owners and agrees that they should be uniform.

Mr. Derrick Roberts, Applicant, stated that he is also representing Downtown Denison, Inc., and they have already pledged to purchase at least half of the signs for the business owners and the owners would only have to pay up to 50% of the sign so they would all look exactly the same. He stated that the photo in the agenda packet is just a quick drawing of the flag and they could change the font, color, or anything that the Board wishes. He stated that the signs come with feet to hold it so it could sit by itself. Mr. Roberts stated that they spoke with some people from the City and they were looking at signs that hooked onto the fence, but would purchase whatever the Board preferred. He stated that the DDI was planning to purchase 20 flags that are identical starting on the 300 block only. He understands that the flags can only be placed out whenever the construction fences are in front of the businesses. Mr. Roberts stated that the flags can be shared with other businesses in the 400-500 block as the construction progresses down the street.

On motion by Vice Chair Cichowski, seconded by Board Member Anderson, the Historic Preservation Board unanimously approved a request for Certificate of Appropriateness to place weighted and free-standing uniform flags in front of the 300 block of the W. Main Street businesses during the D3 construction when the construction fences are in front of their businesses.

Chair Solomon reconfirmed with Director Tate that this approval is for any Main Street business that wishes to place a feather flag in front of their business during the D3 construction (no further Board action would be required).

- E. Receive a report, hold a discussion, and take action on a request for a Certificate of Appropriateness to remove metal accent skirting along roof, replace roof, and add custom metal screening enclosures around the A/C units at 430 W. Chestnut Street (Case No. 2024-015H).

Board Action

Mary Tate, Director of Development, presented this agenda item. Ms. Tate stated that this request is for Bella Fontana Salon and Day Spa at 430 W. Chestnut Street. The Applicant has presented this as an emergency request. Ms. Tate stated that the Applicant is requesting the removal of the metal accent skirting along the roof because the framing holding the skirting in place is deteriorating and causing multiple leaks in the roof. The skirting would not be replaced because the contractor believes that over time the same circumstances would arise if secured to the roof again. The skirting over the main entrance will remain intact. Ms. Tate stated that the insurance company has agreed to replace the roof and they are ready to move on this to prevent further damage. With the removal of the skirting, the A/C units may be visible so, to mitigate this, the Applicant is proposing to fabricate metal enclosures. Ms. Tate stated that the Applicant is present today to speak on the item. Mr. Ben Crouse then came forward and provided the following information for the record:

Name: Mr. Ben Crouse
T Rock Roofing

Address: 108 E. Houston Street, Ste. 200
Sherman, TX

Mr. Crouse stated that the roof currently has the skirting, but the A/C unit is sticking up above it so it is not serving its current purpose. He stated that the metal framing that holds the skirting in place penetrates the roof approximately every eight (8) feet and is leaking through each hole. Because of that, they would like to completely remove the skirting whenever they replace the roof. Mr. Crouse stated that they will build custom screens out of the same R Panel material as the skirting and that will hide the HVAC unit. In response to Board Member Riley's inquiry, Mr. Crouse stated that they plan to redo the roof as soon as possible as they just now received insurance approval (after six to eight months of waiting).

On motion by Board Member Borgne, seconded by Board Member Riley, the Historic Preservation Board unanimously approved a request for Certificate of Appropriateness to remove metal accent skirting along roof, replace roof, and add custom metal screening enclosures around the A/C units at 430 W. Chestnut Street.

4. STAFF UPDATES

- A. Historic Preservation Board Members and City Staff will be participating in training for the remainder of the afternoon following the adjournment of the meeting. The training will be conducted by the Texas Historical Commission's Certified Local Government Coordinator.

Director Tate stated that the Training is open to the public and will be held immediately following the Historic Preservation Board Meeting on the 3rd floor in the Eisenhower Conference Room.

5. ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 12:30 p.m.

KIRSTEN SOLOMON, Chair

ATTEST:

Karen L. Avery, Deputy City Clerk

Historic Preservation Board Staff Report



Agenda Item

Receive a report, hold a discussion, and take action on a request for a Certificate of Appropriateness for the addition of new signage at 531 W. Crawford.

Staff Contact

Mary Tate, Director of Development Services
mtate@cityofdenison.com

Summary

- The applicant is requesting a CoA for the placement of a sign to the right of the main entrance located at 531 W. Crawford.
- The sign will be comprised of a 4 ft. x 4 ft. outdoor black ultra board with gray lettering.

Staff Recommendation

Staff recommends approval of this item.

Recommended Motion

The Historic Preservation Board may approve, deny, or table the item.

Background Information and Analysis

531 W. Crawford is requesting new signage to replace the previous sign. The design will be similar in size and placement to the old sign. The sign will be comprised of outdoor black ultra board with gray lettering. The proposed sign is 4 ft. x 4 ft. The sign will be affixed to the structure with metal screws.

The applicant confirmed that the sign will not be lit as there are existing light fixtures on the building.

Financial Considerations

NA

Prior Board or Council Action

NA

Alternative

NA

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: 531 W Crawford St

Property Owner(s): Mells Grill LLC

Applicant Name: Mell

Relationship to Owner: Self

Check if same as Property Owner

Applicant Mailing Address: _____

Applicant E-Mail Address: _____ Applicant Cell Phone Number: 214-900-5081

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

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: <i>Please provide samples and list all colors.</i></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: <i>including doors, fanlights, sidelights, pilasters, entablatures, columns, balustrades, stairs, etc.</i></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: <i>including dormers, chimneys, slates, tiles, shingles, metal, etc.</i></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 checked="" type="checkbox"/> Please explain: Signage _____

Signage to be installed:

<p>Location</p> <ul style="list-style-type: none"> <input type="checkbox"/> Window/door <input checked="" type="checkbox"/> Building <input type="checkbox"/> Pole <input type="checkbox"/> Other: <u>Building</u> 	<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 type="checkbox"/> Other: _____ 	<p>Hardware</p> <ul style="list-style-type: none"> <input type="checkbox"/> Screw mounting <input 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 type="checkbox"/> Please list: _____ _____ 	<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 type="checkbox"/> Other: _____ 	<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.



2/9/2024

Property Owner's Signature

Date

G.Bell

Property Owner's Printed Name

OFFICIAL USE ONLY

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

Patterson, Samantha

From: Dow, Donna
Sent: Wednesday, March 6, 2024 9:29 AM
To: Patterson, Samantha; Tate, Mary
Subject: Fwd: [EXTERNAL] Mells Event Center Sign

Please see letter of intent

Get [Outlook for iOS](#)



Donna Dow, CMSM
Director of Main Street
101 E Main St, Suite 103
Denison, TX 75021
Office: 903.465.2720 x2452

From: Mells Grill <mellsgrill@gmail.com>
Sent: Wednesday, March 6, 2024 8:43 AM
To: Dow, Donna
Subject: Re: [EXTERNAL] Mells Event Center Sign

EXTERNAL SENDER: This email was sent from an external source. Please do not open attachments, click on links or enter credentials unless you recognize the sender and know the content is safe.

ATTACHMENT DETECTED: Please report suspicious content by forwarding this email to phishing@cityofdenison.com or use the phish alert button.

HYPERLINK DETECTED: Please report suspicious content by forwarding this email to phishing@cityofdenison.com or use the phish alert button.

Hi Donna
I thought that was on the application all except the size sorry!
Size: 4' / 4'
Material: Outdoor Black Ultra Board
Color: Black Sign, Gray Letters
How it will be attached: Metal concert Screws like the previous signs.
Will this email suffice?
Best,
Mell



Sign will be 4X4



Historic Preservation Board Staff Report



Agenda Item

Receive a report, hold a discussion, and take action on a request for a Certificate of Appropriateness to wash and clean the west elevation, repaint in the existing color, and add a new mural to the exterior of 316 W. Woodard.

Staff Contact

Mary Tate, Director of Development Services
mtate@cityofdenison.com

Summary

- The applicant is requesting a CoA to clean the west elevation and repaint in the existing shade of off-white.
- An exterior mural will be added to the west elevation of the building adjacent to the public parking area.
- The mural will be predominantly on the rear half of the west elevation.
- The artist is ARCY.

Staff Recommendation

Staff recommends approval of this item.

Recommended Motion

The Historic Preservation Board may approve, deny, or table the item.

Background Information and Analysis

The Denison Development Alliance is moving their office space to 316 W. Woodard. As part of their remodeling efforts, they are requesting to add a mural to the west elevation after cleaning and repainting the wall. The wall is currently off-white and will be repainted in the same color.

The mural depicts Lake Texoma and a fish jumping out of the water. The mural will be predominantly on the rear half of the building wall and will span the entire height of the building.

The Design Committee was in favor of moving forward with the mural. The applicant understands and commits to the maintenance requirements.

Financial Considerations

NA

Prior Board or Council Action

NA

Alternative

NA

City of Denison
Application for Certificate of Appropriateness
 300 W. Main Street, PO Box 347
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 903-465-2720



Revision Date: 05/2021
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Address of Property: 316 W Woodard Street, Denison Texas

Property Owner(s): Tony Kaai

Applicant Name: Tony Kaai

Relationship to Owner: _____

Check if same as Property Owner

Applicant Mailing Address: 311 W Woodard Street, Denison Texas

Applicant E-Mail Address: tkaai@denisc Applicant Cell Phone Number: 903-464-08

tkaai@denison.tx.org

903-464-0883

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)
- 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.
- 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 type="checkbox"/> Brick <input checked="" type="checkbox"/> Stucco <input type="checkbox"/> Other: _____	Name of Contractor: <u>All Around Curb Appeal</u> <hr/> Has the building been previously painted? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Property's Current Primary Use: <input checked="" type="checkbox"/> Commercial <input type="checkbox"/> Residential <input type="checkbox"/> Other: _____	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> <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> <input type="checkbox"/> Removing Paint <input type="checkbox"/> Repairing/replacing/removing wood <input type="checkbox"/> Coating, including chemical preservatives	<p>Painting: <i>Please provide samples and list all colors.</i></p> <input type="checkbox"/> Brick: _____ <input checked="" type="checkbox"/> Other masonry: <u>Same as existing color</u> <input type="checkbox"/> Wood: <u>Color</u> _____ <input checked="" type="checkbox"/> Other façade elements: <u>Clean surface</u>
<p>Windows</p> <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: <i>including doors, fanlights, sidelights, pilasters, entablatures, columns, balustrades, stairs, etc.</i></p> <input type="checkbox"/> Entrance repair/replacement <input type="checkbox"/> Entrance removal <input type="checkbox"/> Porch removal <input type="checkbox"/> Porch closure/enclosure	<p>Roof: <i>including dormers, chimneys, slates, tiles, shingles, metal, etc.</i></p> <input type="checkbox"/> Repairing roof <input type="checkbox"/> Replacing roof <input type="checkbox"/> Repairing/replacing features <input type="checkbox"/> Removing features
<p>Additions</p> <input type="checkbox"/> Addition to primary facade <input type="checkbox"/> Other addition: _____	<p>Demolition</p> <input type="checkbox"/> Residential <input type="checkbox"/> Commercial <input type="checkbox"/> Other: _____	<p>Other</p> <input type="checkbox"/> Please explain: _____ _____

Signage to be installed:

<p>Location</p> <input type="checkbox"/> Window/door <input type="checkbox"/> Building <input type="checkbox"/> Pole <input type="checkbox"/> Other: _____	<p>Lighting</p> <input type="checkbox"/> Exterior illumination <input type="checkbox"/> Building illumination <input type="checkbox"/> Non-white lighting <input type="checkbox"/> Type: <input type="checkbox"/> Other: _____	<p>Hardware</p> <input type="checkbox"/> Screw mounting <input type="checkbox"/> Wires <input type="checkbox"/> Tension system <input type="checkbox"/> Freestanding: <input type="checkbox"/> Other: _____
<p>Colors</p> <input type="checkbox"/> Please list: _____ _____	<p>Materials</p> <input type="checkbox"/> Masonry Type: _____ <input type="checkbox"/> Vinyl <input type="checkbox"/> Metal <input type="checkbox"/> Canvas <input type="checkbox"/> Other: _____	<p>Other signage elements</p> <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.

Tommy Kaai
Property Owner's Signature

3-8-24
Date

Property Owner's Printed Name

OFFICIAL USE ONLY

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

3/7/2024

123 W Main Street

Denison Texas

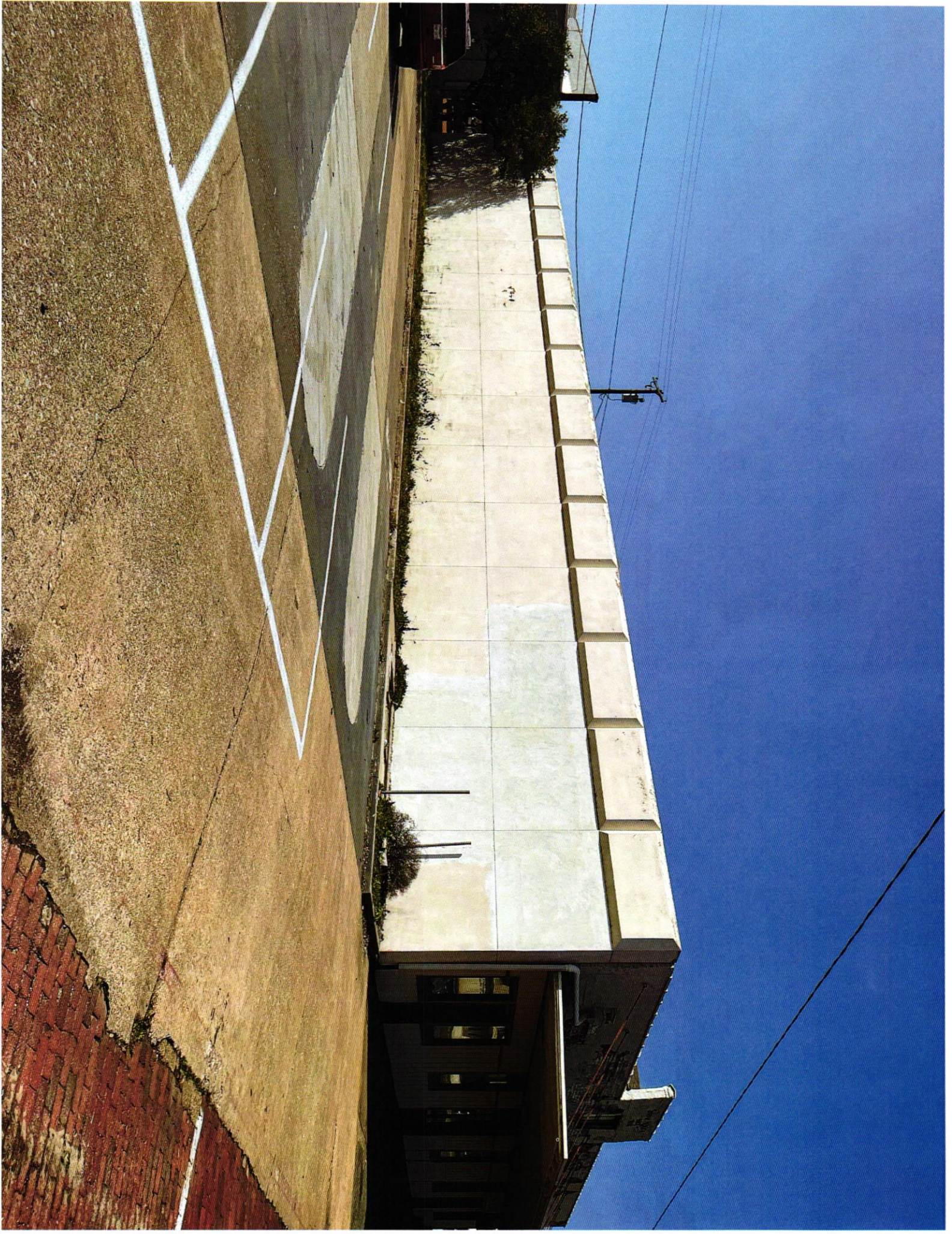
RE: Letter of Intent Façade Mural

Historic Preservation Board,

The intent for the west façade wall at 316 W Woodard is to power wash and repaint with the existing color then have a mural painted by ARCY. This mural will depict Lake Texoma and be a great addition to the public access parking lot and future DDA building.

Thank you for your consideration.

Tony Kaai





ARCY



Historic Preservation Board Staff Report



Agenda Item

Receive a report, hold a discussion, and take action on a request for a Certificate of Appropriateness for the addition of new window graphics at 517 W. Main.

Staff Contact

Mary Tate, Director of Development Services
mtate@cityofdenison.com

Summary

- The applicant is requesting a CoA for the placement of vinyl window graphics on both the west and east first floor façade windows.
- The graphics will be comprised of 3.5” white lettering with gold, green, purple, and maroon details.

Staff Recommendation

Staff recommends approval of this item.

Recommended Motion

The Historic Preservation Board may approve, deny, or table the item.

Background Information and Analysis

The Denison Arts Council is requesting new vinyl window graphics depicting the following:

West window – 24” x 43” digital printed and laminated in white, gold, green, and purple – reads “517 GALLERY”; 3.5” x 38.50” white vinyl lettering reading “denisonarts@gmail.com”

East window – 24” x 39” digital printed and laminated in white, gold, green, purple, and maroon – reads “DENISON ARTS COUNCIL”; 3.5” x 67” white vinyl letters reading “Denison Cultural Arts District Information”

Financial Considerations

NA

Prior Board or Council Action

NA

Alternative

NA

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
 Page 1 of 3

Address of Property: 519 W. Main
 Property Owner(s): Francis Medrano
 Applicant Name: Denison Arts Council - Cindy Salem
 Relationship to Owner: Tenant

Check if same as Property Owner

Applicant Mailing Address: 519 W. Main

Applicant E-Mail Address: denisonarts@gmail.com Applicant Cell Phone Number: Kimber Bosse 903.815.8843

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)
- 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.
- 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 type="checkbox"/> Brick <input type="checkbox"/> Stucco <input type="checkbox"/> Other: _____	Name of Contractor: <u>Kimberlea Donahoe - Miller</u> Has the building been previously painted? <input type="checkbox"/> Yes <input type="checkbox"/> No
Property's Current Primary Use: <input type="checkbox"/> Commercial <input type="checkbox"/> Residential <input type="checkbox"/> Other: _____	Will changes being made change the primary use? <input 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:

Masonry <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	Wood <input type="checkbox"/> Removing Paint <input type="checkbox"/> Repairing/replacing/removing wood <input type="checkbox"/> Coating, including chemical preservatives	Painting: <i>Please provide samples and list all colors.</i> <input type="checkbox"/> Brick: _____ <input type="checkbox"/> Other masonry: _____ <input type="checkbox"/> Wood: _____ <input type="checkbox"/> Other façade elements: _____
Windows <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	Entrances: <i>including doors, fanlights, sidelights, pilasters, entablatures, columns, balustrades, stairs, etc.</i> <input type="checkbox"/> Entrance repair/replacement <input type="checkbox"/> Entrance removal <input type="checkbox"/> Porch removal <input type="checkbox"/> Porch closure/enclosure	Roof: <i>including dormers, chimneys, slates, tiles, shingles, metal, etc.</i> <input type="checkbox"/> Repairing roof <input type="checkbox"/> Replacing roof <input type="checkbox"/> Repairing/replacing features <input type="checkbox"/> Removing features
Additions <input type="checkbox"/> Addition to primary facade <input type="checkbox"/> Other addition: _____	Demolition <input type="checkbox"/> Residential <input type="checkbox"/> Commercial <input type="checkbox"/> Other: _____	Other <input checked="" type="checkbox"/> Please explain: <u>Window Vinyl</u> _____

Signage to be installed:

Location <input checked="" type="checkbox"/> Window/door <input type="checkbox"/> Building <input type="checkbox"/> Pole <input type="checkbox"/> Other: _____	Lighting <input type="checkbox"/> Exterior illumination <input type="checkbox"/> Building illumination <input type="checkbox"/> Non-white lighting <input type="checkbox"/> Type: <input type="checkbox"/> Other: _____	Hardware <input type="checkbox"/> Screw mounting <input type="checkbox"/> Wires <input type="checkbox"/> Tension system <input type="checkbox"/> Freestanding: <input type="checkbox"/> Other: _____
Colors <input type="checkbox"/> Please list: _____ _____	Materials <input type="checkbox"/> Masonry Type: _____ <input checked="" type="checkbox"/> Vinyl <input type="checkbox"/> Metal <input type="checkbox"/> Canvas <input type="checkbox"/> Other: _____	Other signage elements <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.

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Cindy Salem
Property Owner's Signature

4-13-24
Date

Cindy Salem
Property Owner's Printed Name

Cindy Salem Denison Arts Council

OFFICIAL USE ONLY

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

3-14-24

Dear Historic Preservation Board,

we would to add window vinyl to represent Denison Arts Council. The total size is 24"x43" and 24"x39". The design is our address and our logo.

Cindy Salem
Denison Arts Council
President



182 Sequoia Dr.
 Denison, TX 75020
 903-464-0966
 kim@thehangint.com

INVOICE

INVOICE# 021324-1

Date: 03.09.24

Bill To: Denison Arts Council
 Kimber Bosse

New Window Graphic on West and East Front Windows		
Full Color Digital Print White, Gold, Green and Maroon		
Design / Set UP		35.00
West window - 517 Gallery image size is 24" x 43"		100.00
3.5" letters reading "denisonarts@gmail.com"		
East window - Denison Arts Council image size is 24" x 39"		100.00
3.5" letters reading "Denison Cultural Arts District Information"		
window install		
	2 hours	90.00

Thank you for your order.

Options For payment: Credit Card, Cash,
 Check- The Hangin T

Venmo @kimthehangint, CashApp- \$pugsymiller72
 Zelle - 903-821-5092

Sub Total: 325.00

Taxes: NONE

TOTAL: 325.00

New Window Graphics at 517 West Main

Window Space is 64" T x 97" W

West Window



New Window Graphics

West Window image 24" x43" Digital Printed and Laminated in White, Gold, Green, Purple
 White vinyl letters reading - denisonarts@gmail.com - 3.5" x 38.50"
 East Window image 24" x 39" Digital Printed and Laminated in White, Gold, Green, Purple and Maroon
 White vinyl letters reading - Denison Cultural Arts District Information- 3.5" x 67"

East Window



Pricing is Digital Prints and White Vinyl = 200.00
 Design/ Set up= 35.00
 Install on Windows two hours = 90.00
 Total is 325.00

Client Kimber Bosse
 Cindy Salem

Project Denison Art Council
 517 Window Graphics

Job Number
 021324-1

Date
 03.08.2024

Revision Date
 03.09.2024



903.464.0966
 thehangint@gmail.com