



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

Tuesday, July 2, 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, July 2, 2024, at 12:00 P.M.** 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 June 4, 2024, Meeting.
- B. Receive a report, hold a discussion, and take action on a request for a Certificate of Appropriateness to approve the repainting of the façade above the awning and to paint the name of the business on the same portion of the façade at 314-319 W. Woodard Street. (Case No. 2024-039H).
- C. Receive a report, hold a discussion, and take action on a request for a Certificate of Appropriateness to build a generator enclosure in the rear public parking lot behind City Hall at 300 W. Main Street (Case No. 2024-40H).

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 28th day of June 2024.

Tamie Hayes, Administrative Assistant

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, June 4, 2024

1. CALL TO ORDER

Announce the presence of a quorum.

Chair Kirsten Solomon called the meeting to order at 12:01 p.m. Board Members present were Linda Anderson, Rhonda Borgne, and Steve Riley. Vice Chair Kurt Cichowski was absent.

Staff present were Mary Tate, Director of Development; Sam Patterson, Main Street Management Assistant; 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 May 21, 2024, Meeting.

Board Action

On motion by Board Member Borgne, seconded by Board Member Anderson, the Historic Preservation Board unanimously approved the May 21, 2024, Meeting Minutes.

- B. Receive a report, hold a discussion, and take action on a request for a Certificate of Appropriateness to make rear elevation improvements to 202 W. Main Street to include replacing the door and 2nd story windows. (Case No. 2024-030H)

Board Action

Mary Tate, Director of Development, presented this agenda item. Ms. Tate stated that this request is for the Black Sheep Cigar Lounge. Ms. Tate stated that she administratively approved the vinyl graphics for the front signage on the windows. Ms. Tate stated that the Applicant is making a request to change out the commercial door that is on the rear of the building, noting that there is a ramp that leads up to the rear entry. She stated that there

are two windows that are boarded up on the bottom and they will remain boarded for the time being. Ms. Tate stated that they are seeking to replace the existing aluminum door with a black commercial storefront door of similar dimensions. She stated that it is similar to what was approved for the Shaffer Law building at 230 W. Main Street. Ms. Tate stated that the windows on the second story are original to the building. She stated that they are nine over nine double-hung windows. Ms. Tate stated that they appear to be in fairly good condition and from what she could see from standing down by the door in the alley, they probably could be scraped. Ms. Tate stated that it looked like the windows are aligned well and do not appear to be off in any way. She stated that there does not appear to be a lot of damage, with the exception of one pane of glass missing from one window. Ms. Tate stated that the Applicant requested to replace the windows with windows that are similar to the second story on the front [example of window in agenda packet]. Ms. Tate stated that the Applicant noted in their application that they needed to replace them to meet the fire marshal's and the building official's requirements to have that window open, but they should operate (noting that she is unaware if they are painted close). Ms. Tate stated that in making her recommendation to the Board, those were the things that were taken into consideration. Ms. Tate stated that windows are a tough subject to evaluate. She stated that the Secretary of Interior's Standards for Rehabilitation recommend keeping the windows, when possible, instead of replacing them altogether. She stated that the Applicant did not indicate that they had done some type of evaluation on cost of repairing versus replacement. Ms. Tate stated that the Applicant does not own the building, so it becomes a delicate issue. Ms. Tate stated that her recommendation is to approve replacing the existing aluminum door with a black commercial storefront door of similar dimensions. Ms. Tate stated that she did not recommend total replacement of the windows, per Chapter Five of the Denison Downtown Design Guidelines, in which the treatment of historic windows is detailed and references "repair over replacement first." In response to Board Member Borgne's inquiry, Ms. Tate stated that she believes the cigar lounge will be utilizing the second story, but she will have to confirm that with the Applicant. Discussion ensued among staff and the Board Members regarding whether the windows were operable, repair versus replacement, and should that portion of the request be tabled in furtherance of more information.

On motion by Board Member Borgne, seconded by Board Member Riley, the Historic Preservation Board unanimously approved a portion of the request for a Certificate of Appropriateness to make rear elevation improvements, including the storefront door; and table the request for window replacement on the second story until the Applicant can determine the use, functionality, and cost of the windows and second floor.

4. STAFF UPDATES

Mary Tate, Director of Development, presented this agenda item. Ms. Tate stated that the following requests were administratively approved:

1. 417 W. Main Street: Sign
2. 202 W. Main Street: Sign
3. 101 W. Main Street: Temporary Banner Sign

5. ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 12:12 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 to approve the repainting of the façade above the awning and to paint the name of the business on the same portion of the façade at 314-319 W. Woodard. (Case No. 2024-039H).

Staff Contact

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

Summary

- Applicant would like to repaint the upper portion of their façade above the awning in a similar color as is currently present
- Applicant would like to paint the name of the business “Snow White Dry Cleaners” across the same portion of the façade with “Since 1898” centered and painted above the center window
- The painting and the addition of the painted signage is intended to represent the historic images contained in the backup materials

Staff Recommendation

Staff recommends approval of this request.

Recommended Motion

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

Background Information and Analysis

The structure at 314-316 W. Woodard Street has historically been home to Snow White Laundry & Dry Cleaner, today known as Snow White Dry Cleaner. The requested painting and signage are representative of the historic colors and signage as depicted in the application. The painting of the façade could be considered routine maintenance as the proposed color is Malabar (SW 9110). The signage will be painted in Jay Blue (SW 6797). The building retains its historic integrity and is considered contributing to the district.

Financial Considerations

NA

Prior Board or Council Action

NA

6/21/2024

To: HP Board and Mary Tate

Re: Letter of intent – Application for Certificate of Appropriateness for 314-316
West Woodard

To all,

I am wanting to re-paint the area of my façade that is above the existing awing and then paint the name of my business on that area as depicted in the attached photo. Attached are the paint colors for the building and the color for the signage. My overall intent is to match as close as possible the historic look of Snow White Cleaners.

Thank you for your consideration,



Laua Rios
903.818.8890
Owner

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: 314-316 West Woodard
 Property Owner(s): Laura Rios
 Applicant Name: Same
 Relationship to Owner: Owner

Check if same as Property Owner

Applicant Mailing Address: 439 Lamberth, Sherman Texas 75090
 Applicant E-Mail Address: lauraarios8776@yahoo.com Applicant Cell Phone Number: 903.818.8890

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>Unknown at this point</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 checked="" type="checkbox"/> Brick: Has been previously painted _____ <input type="checkbox"/> Other masonry: _____ <input type="checkbox"/> Wood: _____ <input type="checkbox"/> Other façade elements: _____
<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 checked="" 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: Hand Painted Letters _____

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.



Property Owner's Signature

6-21-24

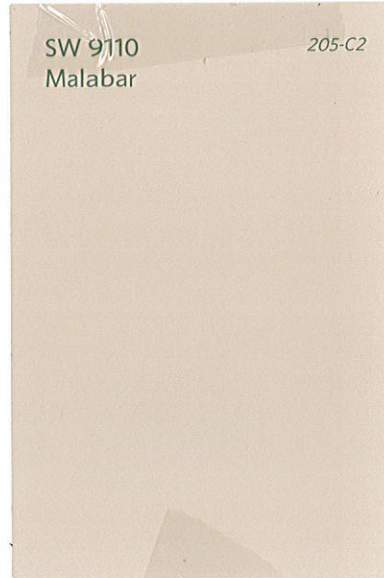
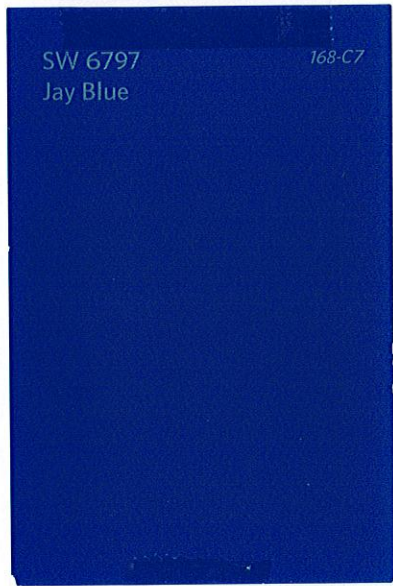
Date

Laura Martinez Rios

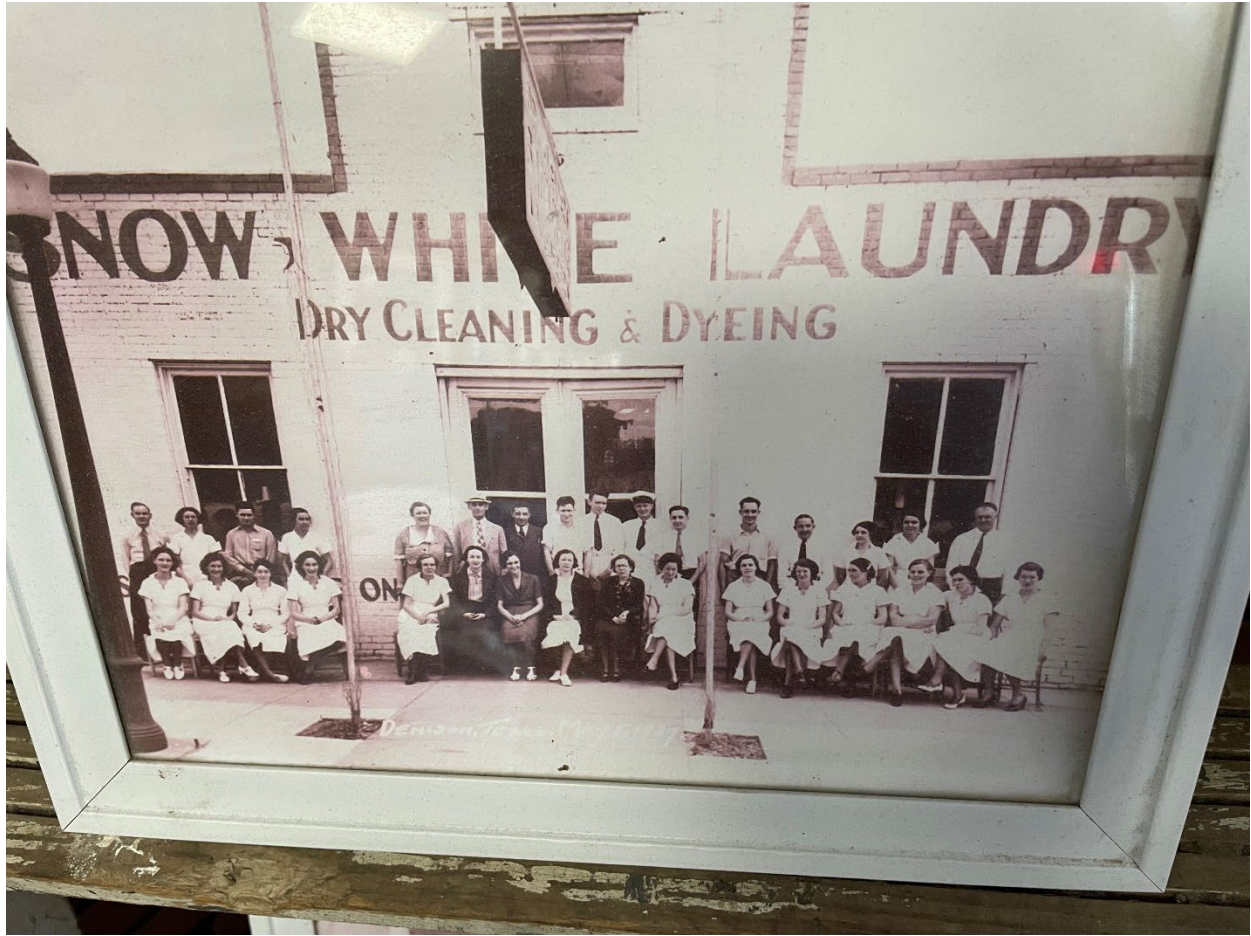
Property Owner's Printed Name

OFFICIAL USE ONLY

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







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 build a generator enclosure in the rear public parking lot behind City Hall at 300 W. Main Street (Case No. 2024-40H).

Staff Contact

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

Summary

- The City is requesting approval to build a masonry generator enclosure at the SE corner of the public parking lot behind City Hall near the corner of Rusk and Chestnut.
- The enclosure will be approximately 8 ft. tall on all sides.

Staff Recommendation

Staff recommends approval of this request.

Recommended Motion

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

Background Information and Analysis

The City has identified the proposed location as the most logical place for the installation of a generator for City Hall. The generator requires an enclosure to protect both people and equipment. The enclosure will be comprised of stone on the street sides and a chain-link type material on the parking lot sides to allow access to the generator when needed. The number of parking spaces will not be affected.

Financial Considerations

NA

Prior Board or Council Action

NA





