

# PRESERVATION COMMISSION MEETING

Tuesday, November 15, 2022 at 5:30 PM

Glen Rose City Hall, Council Chambers,  
201 NE Vernon, Glen Rose, TX 76043



## AGENDA

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City Hall will be open to the public.

Citizens can view or listen live by tuning in to the following Zoom.com webinar:

Meeting ID: 882 0935 9439 • Passcode 386523 • or dial 1-346-248-7799

### CALL TO ORDER

Pledge of Allegiance, Roll Call

### CONSENT AGENDA

1. Consider approval of minutes from October 18, 2022 Historic Preservation Commission Meeting

### INDIVIDUAL ITEMS FOR CONSIDERATION

2. Discussion, consideration and possible action regarding a Certificate of Appropriateness Application as submitted by Lindsey Stewart (Feast) for 116 NE Barnard St
3. Discussion, consideration and possible action regarding a Certificate of Appropriateness Application as submitted by Donnelle Dot Barnes (Glen Rose Reporter) for 103 NE Vernon Street.
4. Discussion, consideration and possible action regarding a Certificate of Appropriateness Application as submitted by Darren Karels for 110 NE Barnard St
5. Discussion, consideration and possible action regarding a Certificate of Appropriateness Application as submitted by Sue McDonald for 706 NE Barnard St
6. Discussion, consideration and possible action regarding the revised Historical Inspection Checklist

### WORKSHOP

7. The Historic Preservation Tax exemption program

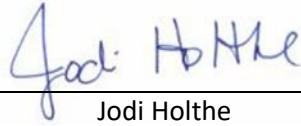
### ADJOURNMENT

In accordance with the Americans with Disabilities Act, persons who need accommodation to attend or participate in the is meeting should contact the City Secretary's office at (254) 897-2272 x 102 at least 48 hours prior to the meeting to request such assistance.

### CERTIFICATION

I, the undersigned authority, do hereby certify that this NOTICE OF MEETING was posted in accordance with the regulations of the Texas Open Meetings Act on the bulletin board located at the entrance of the City of Glen Rose

City Hall, a place convenient and readily accessible to the general public, as well as to the City's website at [www.glenrosetexas.org](http://www.glenrosetexas.org) and said notice was posted on the following date and time: **Friday, November 11, 2022, by 4:00 PM** and remained posted for at least two hours after said meeting was convened.



Jodi Holthe  
Building, Planning Code Enforcement Department

Certification of NOTICE OF MEETING was removed on: \_\_\_\_\_ at \_\_\_\_\_ am/pm  
by \_\_\_\_\_ . \_\_\_\_\_



## CITY COUNCIL AGENDA ACTION FORM

<b>AGENDA DATE:</b>	Tuesday, November 15, 2022		
<b>AGENDA SUBJECT:</b>	Consider approval of minutes from October 18, 2022 Historic Preservation Commission Meeting		
<b>PREPARED BY:</b>	Building/Planning/Code Enforcement Assistant Holthe	<b>DATE SUBMITTED:</b>	11/10/22
<b>EXHIBITS:</b>			
<b>BUDGETARY IMPACT:</b>	<b>Required Expenditure:</b>	\$00.00	
	<b>Amount Budgeted:</b>	\$00.00	
	<b>Appropriation Required:</b>	\$00.00	
<b>CITY ADMINISTRATOR APPROVAL:</b>			
<b>SUMMARY:</b>			
<b>RECOMMENDED ACTION:</b>			
Move to approve or deny as presented.			

## Minutes

## Preservation Commission – City of Glen Rose, Texas

October 18, 2022

Moderator: Ann Carver, Chairperson

Recorder: Bryan Barnes, Secretary

Ann Carver, Chairperson, called the meeting to order at 5:30 pm.

a. Pledge of Allegiance, US Flag

b. Roll call and verification of quorum: Attendees: Ann Carver, Karen Braswell, Scott Cole, Bryan Barnes,

N/A: Sue McDonald-unexcused

Also present: Jodi Holthe and HPO: Mario Cossio . A quorum is present.

2. Consent Agenda (Chairperson): Ann Carver reviewed the following items with the commission:

a. Approval of minutes from August 16, 2022 and September 20, 2022 Preservation Commission meeting, both regular scheduled meetings.

b. Certificate of Appropriateness Application as submitted by Marilyn Phillips for 115 W Elm for a banner be hung in honor of the First Responders “Tracks of Honor” to be hung by October 3, 2022 and taken down by October 30, 2022.

With no changes noted to the Consent Agenda items Ann Carver asked for a motion to accept. Motion made by Scott Cole and second by Bryan Barnes. Motion passed 4-0

3. Items for Individual Discussion:

a. Discussion, consideration and possible action a Certificate of Appropriateness Application as submitted by Sue McDonald for 706 NE Barnard Street. COA was no action taken. Ann Carver, Chairperson requested that this item be placed on the November 2022 regular schedule meeting, since Mrs. McDonald was not present to present her COA. All members agreed.

4. Workshop

a. Review of the Historical Inspection Checklist. As requested in the regular scheduled meeting in September that we all do a mock inspection of 307 SW Barnard Street, Barnards Mill and Art Museum. So that we all could have a full understanding of the new checklist. Bryan Barnes stated after we started the line item review that he felt everyone could follow the checklist. Reminder that we only review from the street/sidewalk for annual inspection.

Discussed that letters will be sent to notify the property owners that they have until January 3, 2023 to return their request/application for consideration of the City Tax Exemption. Commission members will receive a copy of the Historical Inspection Checklist and the properties that they will need to inspect at our next regular scheduled commission meeting in November 2022.

With no further business before the board, this meeting is adjourned at 6:27pm.

\_\_\_\_\_  
Chairperson\_\_\_\_\_  
Historic Preservation Officer



## CITY COUNCIL AGENDA ACTION FORM

<b>AGENDA DATE:</b>	Tuesday, November 15, 2022		
<b>AGENDA SUBJECT:</b>	Discussion, consideration and possible action regarding a Certificate of Appropriateness Application as submitted by Lindsey Stewart (Feast) for 116 NE Barnard St		
<b>PREPARED BY:</b>	Building/Planning/Code Enforcement Assistant Holthe	<b>DATE SUBMITTED:</b>	10/14/22
<b>EXHIBITS:</b>			
<b>BUDGETARY IMPACT:</b>	<b>Required Expenditure:</b>	\$00.00	
	<b>Amount Budgeted:</b>	\$00.00	
	<b>Appropriation Required:</b>	\$00.00	
<b>CITY ADMINISTRATOR APPROVAL:</b>			
<b>SUMMARY:</b>			
<b>RECOMMENDED ACTION:</b>			
Move to approve or deny as presented.			

Staff Use Only  
Date Received: 10/14/22

Item 2.

CITY OF GLEN ROSE

Code Enforcement Office

254-897-9373

Fax 254-897-7989

## CERTIFICATE OF APPROPRIATENESS APPLICATION

- Completed package must be received at least three weeks prior to the next scheduled Board meeting in order to be placed on the agenda for review and vote. Attach additional description pages to give full details, if needed.

### Property Owner

### Applicant/Tenant/Owner's Representative

Name	Shawn Hamilton	Name	Lindsey Stewart
Address		Address	116 NE BARNARD ST. GLEN ROSE, TX 76043
Phone		Phone	
Email		Email	

Property Address	116 NE BARNARD ST. GLEN ROSE, TX 76043	Legal Description	
Present Use	RETAIL BOUTIQUE	Built Circa	
Proposed Use		Current Zoning	

Architect or Contractor Name A WORKING ARTIST STUDIO

Address \_\_\_\_\_ Phone 254-396-6699

Proposed Work/Design Description PAINTED SIGNAGE ABOVE AWNING (single color)  
BLUE KISS - 7004-11

<input checked="" type="checkbox"/> Scale Drawings with Dimensions Attached	<input checked="" type="checkbox"/> Photos Attached	<input type="checkbox"/> Current	<input type="checkbox"/> Historic
<input type="checkbox"/> Material Sample(s) Attached	<input checked="" type="checkbox"/> Rendering of Signage Attached		

I hereby certify that this information is correct to the best of my knowledge, and that the said work will be done in conformance with all submissions herein set forth and in compliance with the City of Glen Rose's Historic District Ordinances and Building Codes. I understand that falsifying information may result in nullification of this request.

Owner's Signature Shawn Hamilton Applicant's Signature Lindsey Stewart

☐ Denied ☐ Approved Conditions \_\_\_\_\_

X \_\_\_\_\_ X \_\_\_\_\_ X \_\_\_\_\_  
Preservation Board Chair Preservation Board Officer City Building Official

- THIS IS NOT A BUILDING PERMIT AUTHORIZING ANY CONSTRUCTION OR REMODELING. CONTACT THE CODE ENFORCEMENT OFFICE PRIOR TO THE START OF ANY WORK. THIS COA BECOMES NULL AND VOID OF AUTHORIZED WORK IS NOT COMMENCED WITHIN 180 DAYS.



Current





PROPOSED



Feast 4.6'x15' logo above awning  
2' x 15' ~~4' x 29'~~ descriptive words  
painted in white sign painter enamel

**\$1,800**

- \* 2yr warranty for all locations
- \* Please reply by email or text to approve artwork
- \* 50% Deposit due at time of scheduled work

Estimate For: Feast

Contact: Zach and Lindsey Stewart

Phone: 254-269-0363

Email: feast@letsfeastyall.com

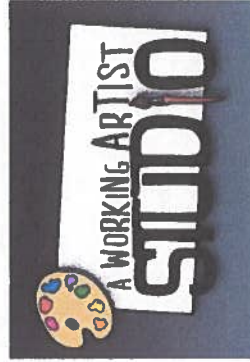
Location: 116 NE Bernard St Glen Rose TX, 76043

Designs:

1. 10/05/2022
2. 10/06/2022
- 3.

Up to 3 proofs provided. Additional cost for more than 3 proofs.

ALL DESIGNS PRESENTED ARE THE SOLE PROPERTY OF A WORKING ARTIST STUDIO AND MAY OR MAY NOT BE REPRODUCED IN WHOLE OR IN PART WITHOUT WRITTEN PERMISSION



Owners: Tonya Fonseca & Madeleine Shackelford  
aworkingartist1@gmail.com  
Design Questions? - 254-266-9777  
All Other Questions - 254-396-6699

All studio drawings by  
A WORKING ARTIST STUDIO  
received as APPROVED will be  
painted as such.

All approved artwork is final.  
Additional fees will incur for  
repaint.

Item 2.





## CITY COUNCIL AGENDA ACTION FORM

<b>AGENDA DATE:</b>	Tuesday, November 15, 2022		
<b>AGENDA SUBJECT:</b>	Discussion, consideration and possible action regarding a Certificate of Appropriateness Application as submitted by Donnelle Dot Barnes (Glen Rose Reporter) for 103 NE Vernon Street.		
<b>PREPARED BY:</b>	Building/Planning/Code Enforcement Assistant Holthe	<b>DATE SUBMITTED:</b>	10/28/22
<b>EXHIBITS:</b>			
<b>BUDGETARY IMPACT:</b>	<b>Required Expenditure:</b>	\$00.00	
	<b>Amount Budgeted:</b>	\$00.00	
	<b>Appropriation Required:</b>	\$00.00	
<b>CITY ADMINISTRATOR APPROVAL:</b>			
<b>SUMMARY:</b>			
<b>RECOMMENDED ACTION:</b>			
Move to approve or deny as presented.			

Staff Use Only  
Date Received: 10/28/2022

Item 3.

CITY OF GLEN ROSE

Code Enforcement Office

254-897-9373

Fax: 254-897-7989

## CERTIFICATE OF APPROPRIATENESS APPLICATION

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Property Owner

Applicant/Tenant/Owner's Representative

Name <u>Bryan Barnes</u>	Name <u>Glen Rose Reporter</u>
Address <u>103 NE Vernon</u>	Address <u>103 NE Vernon Glen Rose</u>
Phone	Phone
Email	Email

Property Address <u>103 NE Vernon</u>	Legal Description <u>Glen Rose Reporter Office</u>
Present Use	Built Circa
Proposed Use	Current Zoning

Architect or Contractor Name \_\_\_\_\_

Address \_\_\_\_\_ Phone \_\_\_\_\_

Proposed Work/Design Description \_\_\_\_\_

<input type="checkbox"/> Scale Drawings with Dimensions Attached	<input type="checkbox"/> Photos Attached	<input type="checkbox"/> Current	<input type="checkbox"/> Historic
<input type="checkbox"/> Material Sample(s) Attached	<input type="checkbox"/> Rendering of Signage Attached		

I hereby certify that this information is correct to the best of my knowledge, and that the said work will be done in conformance with all submissions herein set forth and in compliance with the City of Glen Rose's Historic District Ordinances and Building Codes. I understand that falsifying information may result in nullification of this request.

Owner's Signature [Signature] Applicant's Signature [Signature]

☐ Denied ☐ Approved Conditions \_\_\_\_\_

X \_\_\_\_\_ X \_\_\_\_\_ X \_\_\_\_\_

Preservation Board Chair

Preservation Board Officer

City Building Official

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# GLEN ROSE REPORTER



# CherryRoad

## Media

Office Phone:

254-269-0051



## CITY COUNCIL AGENDA ACTION FORM

<b>AGENDA DATE:</b>	Tuesday, November 15, 2022		
<b>AGENDA SUBJECT:</b>	Discussion, consideration and possible action regarding a Certificate of Appropriateness Application as submitted by Darren Karels for 110 NE Barnard St		
<b>PREPARED BY:</b>	Building/Planning/Code Enforcement Assistant Holthe	<b>DATE SUBMITTED:</b>	10/28/22
<b>EXHIBITS:</b>			
<b>BUDGETARY IMPACT:</b>	<b>Required Expenditure:</b>	\$00.00	
	<b>Amount Budgeted:</b>	\$00.00	
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<b>SUMMARY:</b>			
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Staff Use Only  
Date Received 10/28/20

CITY OF GLEN ROSE

Code Enforcement Office

254-897-9373

Fax: 254-897-7989

## CERTIFICATE OF APPROPRIATENESS APPLICATION

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## Property Owner

## Applicant/Tenant/Owner's Representative

Name <u>Lovell Weedon</u>	Name <u>Darren Karels</u>
Address _____	Address _____
Phone _____	Phone _____
Email _____	Email _____

Property Address <u>110 NE Barnard St.</u>	Legal Description <u>Lot 4</u>
Present Use <u>Retail</u>	Built Circa <u>1920's</u>
Proposed Use <u>Retail</u>	Current Zoning <u>Commercial</u>

Architect or Contractor Name JK Fire & Security - Carlos Botsford

Address 110 NE Barnard St. Phone 254-485-4320

Proposed Work/Design Description Build a porch covering on the back of the building. Also, build a concrete deck under it + move existing sign up a few feet

<input type="checkbox"/> Scale Drawings with Dimensions Attached	<input checked="" type="checkbox"/> Photos Attached <input checked="" type="checkbox"/> Current <input type="checkbox"/> Historic
<input type="checkbox"/> Material Sample(s) Attached	<input type="checkbox"/> Rendering of Signage Attached

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Owner's Signature [Signature] Applicant's Signature [Signature]

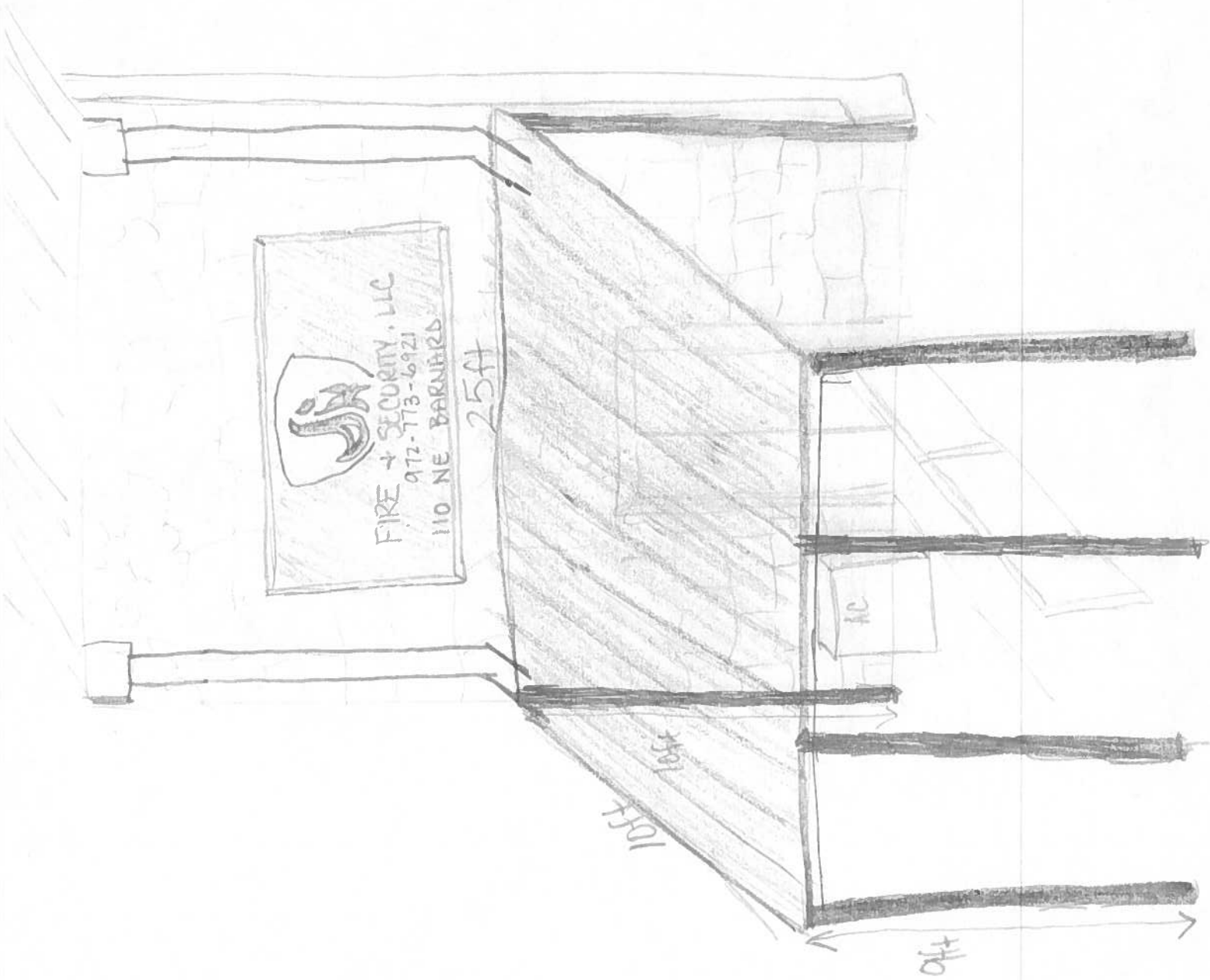
☐ Denied ☐ Approved Conditions \_\_\_\_\_

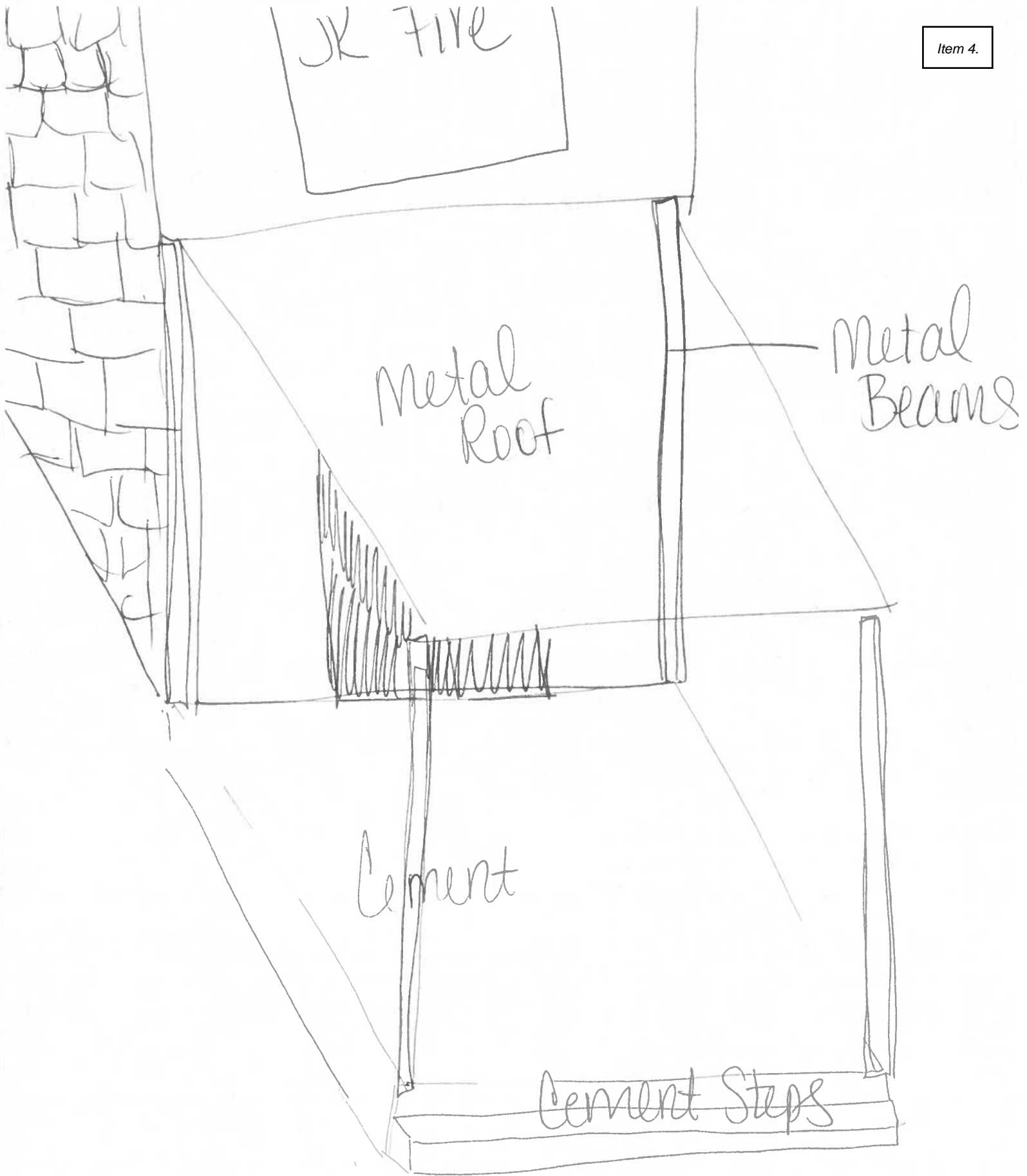
X \_\_\_\_\_ X \_\_\_\_\_ X \_\_\_\_\_  
Preservation Board Chair Preservation Board Officer City Building Official

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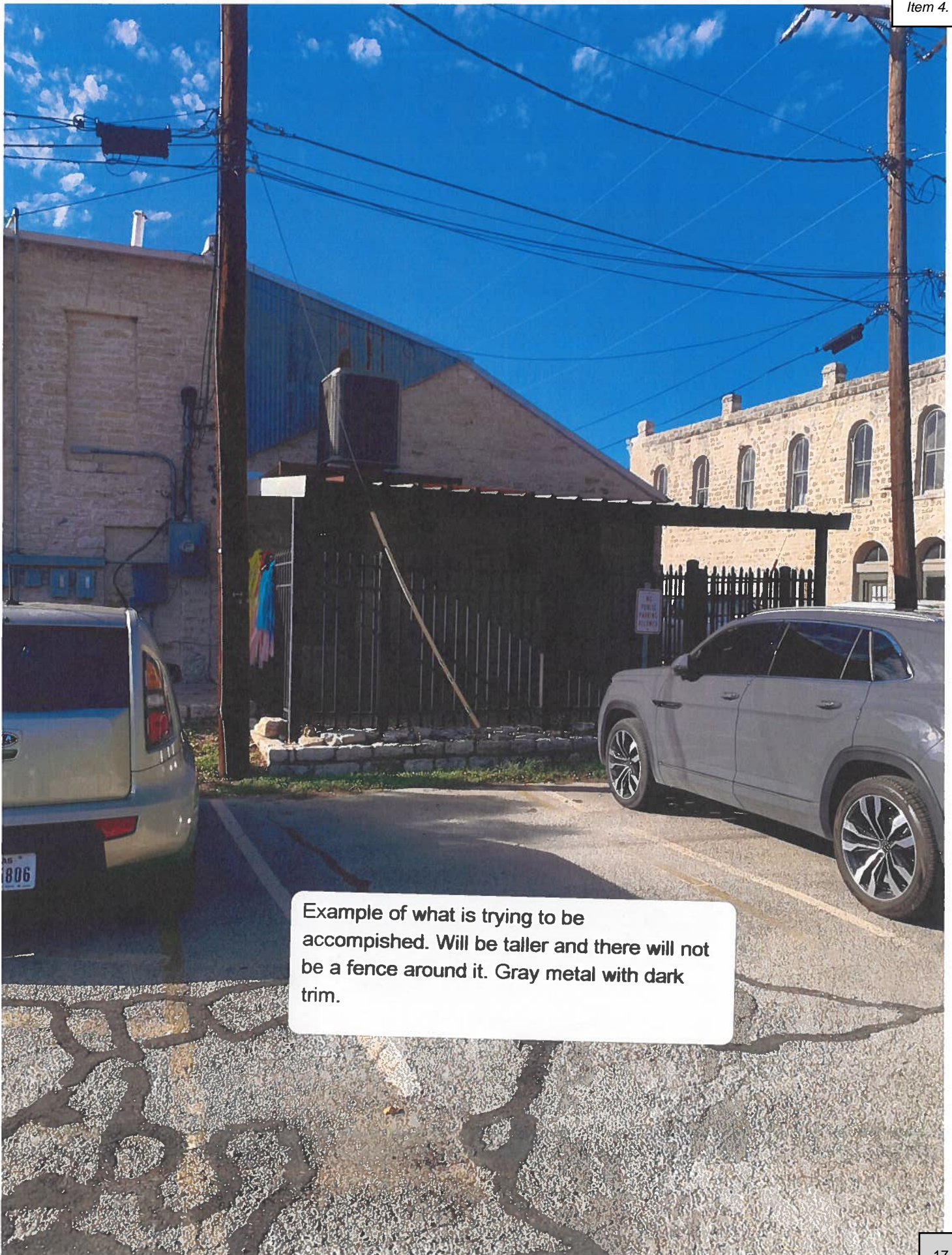
110 NE Barnard  
Back of Building

Telephone Pole



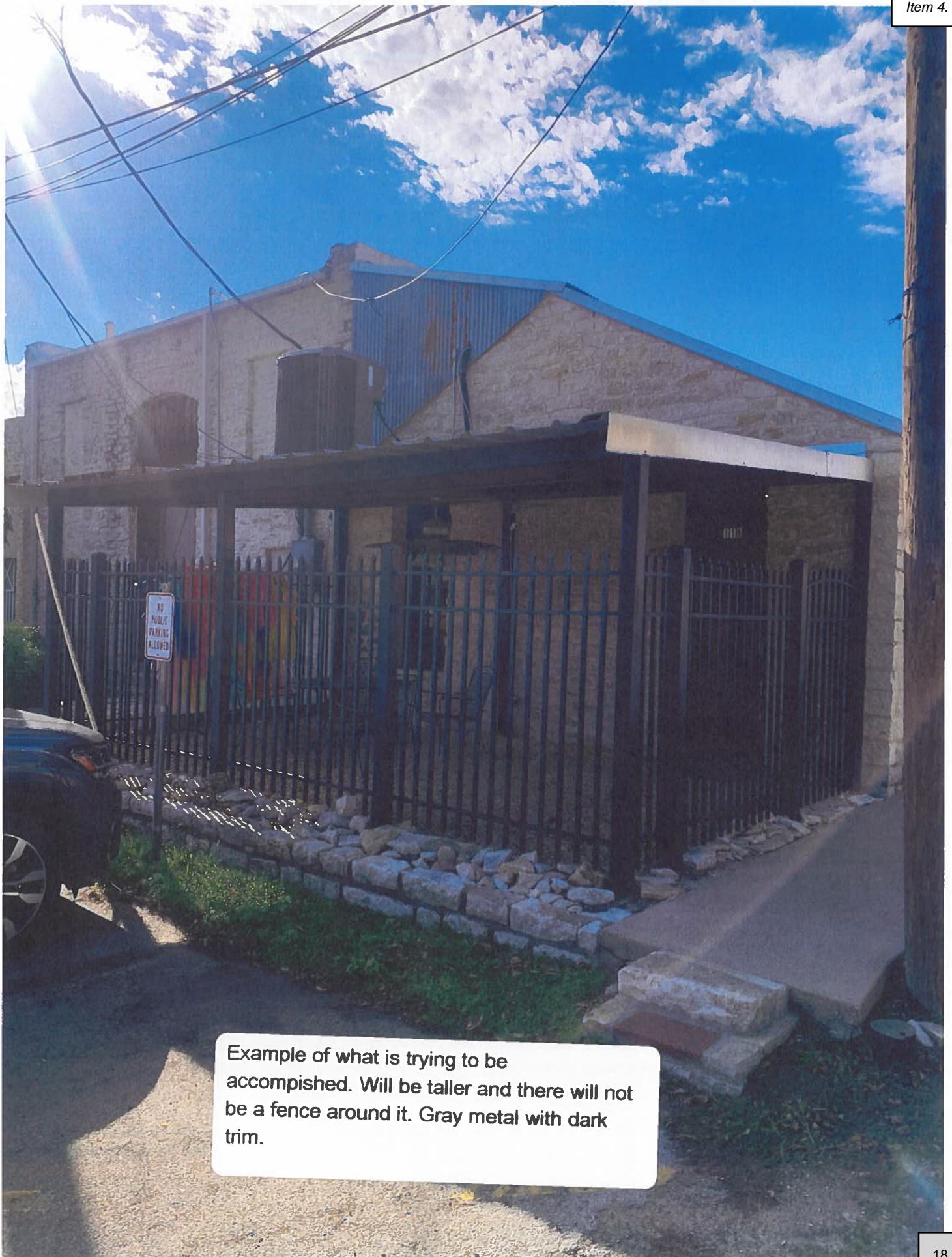






Example of what is trying to be accomplished. Will be taller and there will not be a fence around it. Gray metal with dark trim.





Example of what is trying to be accomplished. Will be taller and there will not be a fence around it. Gray metal with dark trim.

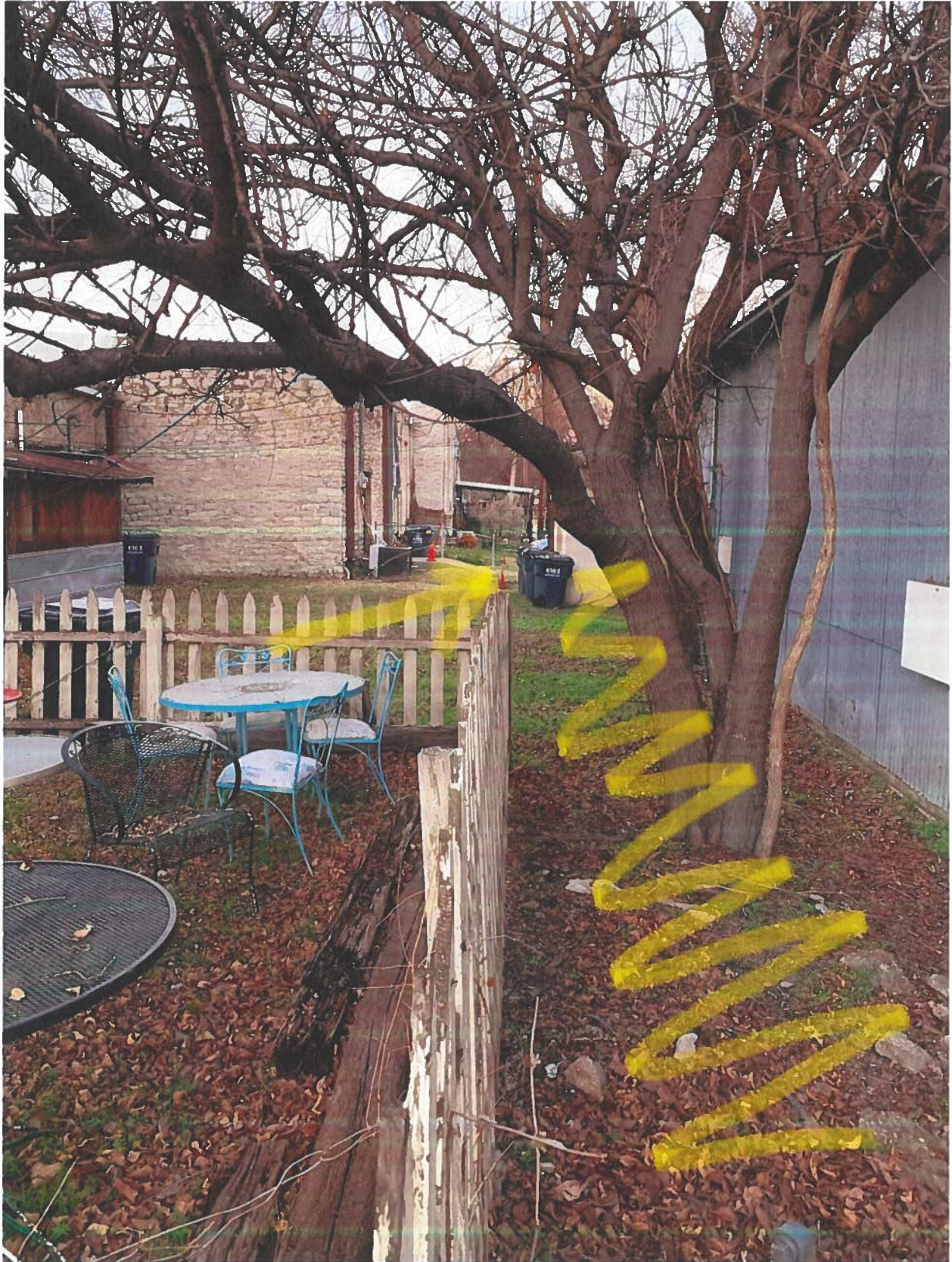




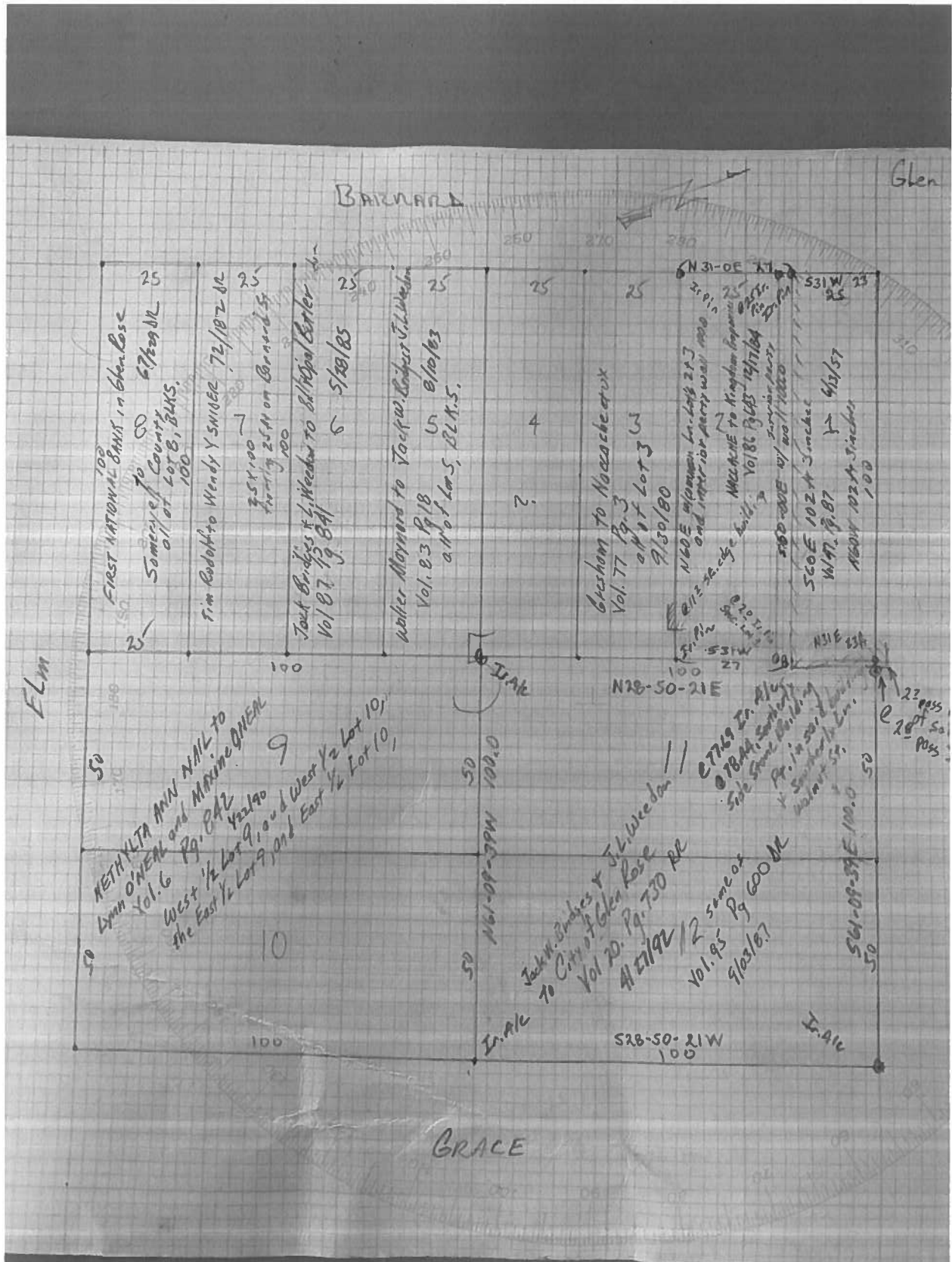














## CITY COUNCIL AGENDA ACTION FORM

<b>AGENDA DATE:</b>	Tuesday, November 15, 2022		
<b>AGENDA SUBJECT:</b>	Discussion, consideration and possible action regarding a Certificate of Appropriateness Application as submitted by Sue McDonald for 706 NE Barnard St		
<b>PREPARED BY:</b>	Building/Planning/Code Enforcement Assistant Holthe	<b>DATE SUBMITTED:</b>	10/12/22
<b>EXHIBITS:</b>			
<b>BUDGETARY IMPACT:</b>	<b>Required Expenditure:</b>	\$00.00	
	<b>Amount Budgeted:</b>	\$00.00	
	<b>Appropriation Required:</b>	\$00.00	
<b>CITY ADMINISTRATOR APPROVAL:</b>			
<b>SUMMARY:</b>			
<b>RECOMMENDED ACTION:</b>			
Move to approve or deny as presented.			



Date Received: \_\_\_\_\_

CITY OF GLEN ROSE

Code Enforcement Office

254-897-9373

Fax: 254-897-7989

**CERTIFICATE OF APPROPRIATENESS APPLICATION**

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## Property Owner

## Applicant/Tenant/Owner's Representative

Name <u>SUE &amp; DENNIS McDONALD</u>	Name
Address <u>706 N.E. BARNARD ST</u>	Address <u>GLEN ROSE TX 76043-4900</u>
Phone	Phone
Email	Email

Property Address <u>same as above</u>	Legal Description
Present Use <u>home</u>	Built Circa
Proposed Use	Current Zoning

Architect or Contractor Name \_\_\_\_\_

Address \_\_\_\_\_ Phone \_\_\_\_\_

Proposed Work/Design Description painting

<input type="checkbox"/> Scale Drawings with Dimensions Attached	<input type="checkbox"/> Photos Attached	<input type="checkbox"/> Current	<input type="checkbox"/> Historic
<input type="checkbox"/> Material Sample(s) Attached	<input type="checkbox"/> Rendering of Signage Attached		

I hereby certify that this information is correct to the best of my knowledge, and that the said work will be done in conformance with all submissions herein set forth and in compliance with the City of Glen Rose's Historic District Ordinances and Building Codes. I understand that falsifying information may result in nullification of this request.

Owner's Signature Sue A. McDonald Applicant's Signature Sue A. McDonald☐ Denied ☐ Approved Conditions \_\_\_\_\_

X \_\_\_\_\_ X \_\_\_\_\_ X \_\_\_\_\_

Preservation Board Chair

Preservation Board Officer

City Building Official

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## CITY OF GLEN ROSE

## HISTORIC PRESERVATION BOARD – CERTIFICATE OF APPROPRIATENESS CHECKLIST

The following items are requested for consideration of this application. These and additional items may be required, at the request of the Historic Preservation Board, in order to determine the application complete and filed.

	Comments
Staff review/staff approval (unless waived by city)	
Completed Certificate of Appropriateness Application	
Detailed description of all proposed activities to be undertaken in the historic district or at the historic landmark	<i>painting</i>
Photograph(s) of the property and area(s) of alteration	
Scaled drawing illustrating all proposed activities, including: <ul style="list-style-type: none"> <li>• Building elevations showing the proposed change</li> <li>• Exterior building material(s) description</li> <li>• Material samples</li> <li>• Site plan</li> <li>• Architectural drawings</li> <li>• List of proposed colors and color numbers, chosen from the Historic Preservation Board approved colors</li> </ul>	<i>Colors</i> 1007-5 Moving Melody 5007-58 Kiss of Mint 3004-8B Hazy Yellow
Authorization to represent the property owner, if the applicant is not the owner	
Applications for signs must include a City Sign Permit Application and diagram of the sign with dimensions	

## Deliver to:

Historic Preservation Dept. - Building/Planning/Code Compliance  
City of Glen Rose  
201 NE Vernon  
Glen Rose, TX 76043  
Phone: 254-897-7989

The application must be completed and meet all City of Glen Rose ordinance requirements before a request for a Certificate of Appropriateness can be scheduled for a public hearing.

Please refer to City website or call the number above for a schedule of Historic Preservation Board meetings.



## CITY COUNCIL AGENDA ACTION FORM

<b>AGENDA DATE:</b>	Tuesday, November 15, 2022		
<b>AGENDA SUBJECT:</b>	Discussion, consideration and possible action regarding the revised Historical Inspection Checklist		
<b>PREPARED BY:</b>	Building/Planning/Code Enforcement Assistant Holthe	<b>DATE SUBMITTED:</b>	11/11/22
<b>EXHIBITS:</b>			
<b>BUDGETARY IMPACT:</b>	<b>Required Expenditure:</b>	\$00.00	
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<b>CITY ADMINISTRATOR APPROVAL:</b>			
<b>SUMMARY:</b>			
<b>RECOMMENDED ACTION:</b>			
Move to approve or deny as presented.			

# HISTORICAL RESOURCE INVENTORY INSPECTION REPORT

Item 6.

Date of Inspection: \_\_\_\_\_ Inspector: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Commercial : \_\_\_\_\_ Residential \_\_\_\_\_  
 Located in Historic District (Yes/No) \_\_\_\_\_ Is Building Occupied \_\_\_\_\_

Condition: A - Excellent Condition | B - Need to monitor | C - Needs Attention | D - Urgent Issue

Inspected Item	(Mark to identify)	Things To Look For	Condition	Notes/Other Comments
Commerical Signage				
Lighting		Cracks in mortar or stone, splintering panels, peeling vinyl, sign falling over/leaning. Is signage legible, Temporary Signs such as banners are only allowed for 12 month period		
Monument				
Pole				
Awning				
Flag Sign				
Temporary Banner				
Street Number Visible? (yes/no)				
Placement of Street Number		Is number visible for 1st responders? Is the numbers legible? Is the Numbers in good condition		
Curb				
By Entry				
Over Entry				
Other (State where)				
Historic Plaque Present (yes/no)				
Placement of Plaque:		Stickers in good condition? Plaque in solid and not cracked or broken?		
Condition of Plaque:				
How many sides of property can be seen from any public street		Front will be #1, Left is #2, Right is #3, Back is #4 for all references on conditions below. If more sides are visible - provide a diagram showing side numbers for the purpose of inspection & resource survey.		
Landscape				
Lighting				
Trees				
Bushes/Shrubs				
Grass				
Décor				
Furniture				
Flowerbeds				
Planters				
Sidewalks				
Lighting		Cracks, tree roots uplifting, trip hazards (elevation changes of more than 1/2 inch between sections), gaps of more than 3/4 inch horizontally, holes, depressions, spalling,		
Concrete				
Stone				
Brick Pavers				
Gravel				
Interlocking Pavers				
Fencing				
Lighting		Rotted, missing planks, rusted, falling down, posts uplifting, mildew growth and stains		
Wood				
Composite				
PVC/Vinyl				
Masonry				
Metal				
Wrought Iron				
Roof Covering Materials				
Asphalt Shingles				
Metal Roofing				
Stone Coated Steel				
Slate				

# HISTORICAL RESOURCE INVENTORY INSPECTION REPORT

Item 6.

if multiple types of roofs are apparent, note which roofing material is on what side of building.	Rubber Slate					
	Clay and Concrete Tiles					
	Built-Up Roofing (used only on flat roofs)					
	Solar Roofing					
	Green Roofing					
Windows			Physical damage such as rot, cracked, warped or rotted wood, frames bent, foggy windows, broken window panes, gaps between window and frame. Peeling paint, rust, mildew.			
# of Windows visible from street	Frame					
	Wood					
	Vinyl siding					
	aluminum					
	fiberglass					
	wood-clad					
	composite					
	Glass					
	Full Panel					
	Double Hung					
	Divided Light					
	Shutters					Frames bent, scratches, paint peeling, missing panels, not secured in position, rusted, torn fabric
	Wood					
	Plastic					
Metal						
Awnings						
Plastic						
Metal						
	Material					
Exterior Walls	Pertified Wood					
If siding is different on sides of building visible from street, mark the side by the material type	Poured Concrete					
	Stone					
	Brick					
	Stucco					
	Synthetic or Artificial Stucco					
	Wood - Shingles					
	Wood - Shakes					
	Wood - Planks					
	Metal (steel or aluminum)					
	Vinyl siding					
	Fiber Cement (planks or panels)					
Foundation - Side 1		Foundation Cracks, Wall/Floor Cracks and other types of fractures, settle or sinking foundation, foundation upheaval, gaps around window frames or exterior doors,				
In comments label the issues by side visible	Basement Foundation					
	Crawlspace stem Walls					
	Slab					
	Wood					
	Pier & Beam					
Other						
Exterior Doors						
How Many Doors are Visible from Street?						
Main Door Material						
	Wood					



# HISTORICAL RESOURCE INVENTORY INSPECTION REPORT

Item 6.

For each door visible, mark the door by number by the material of the door	Fiberglass		Peeling paint, rust or corrosion on metal, hinges loose, holes or rips in screen doors, rotten door frames, gaps between door and frame, missing thresholds, insect damage, foggy windows, cracked glass in doors, dents, damage to frame.		
	Steel				
	Features of Door				
	1/2 window				
	full window				
	divided light				
	Top Light				
Porches/Decks			Unwanted weeds, visible dirt and mold, fading, cracks, sinking, splintering, warping and other damage such as rot, missing nails, pulling away from building, rot, peeling and chipped paint, stain faded		
Any obvious rot, damage, or missing components? (Y/N) If yes, please note	Footings, Support Posts, Beams, Bridging/Blocking, Joists, Ledger Board, flashing				
	Lighting				
	Decking				
	Composite				
	Wood				
	Pavers				
	Stone				
	Railing Posts & Rails				
	Wood				
	Concrete				
	Metal				
	Wrought Iron				
	Stairs				
	Wood				
	Concrete				
	Metal				
Brick					
Carports or other detached buildings			Cracks in mortar or stone, splintering panels, peeling vinyl, sign falling over/leaning. Temporary Signs such as banners are only allowed for 12 month period		
Treat as any other building to review roofing, walls, doors, windows etc that are visible from public streets	Lighting				
Swimming Pool	Coping				
	Sides & Bottom				
	Pool Deck				
	Safety Signs				
	Accessories (Slides, Boards, etc)				
OTHER					
Is there anything else about this property that needs to be addressed? If so - please mark what and where on the building and the issue or question					



**CITY OF GLEN ROSE, TEXAS  
2023 CITY PROPERTY TAX EXEMPTION  
FOR HISTORICAL LANDMARKS  
DUE January 2, 2023**

Glen Rose, Texas Code of Ordinances Title XV, CHAPTER 3, SECTION 3.16.009 provides for a tax exemption from the City of Glen Rose's property tax for a period of 5 years from the date of qualification for properties that meet Historic Landmarks designation requirements. To be considered for the 2023 exemption, property owners, including current Historic Landmarks, must:

Complete a City of Glen Rose Historic Preservation District Historic Land Mark Application each year; and

Return the completed form with supporting documentation to Glen Rose City Hall by the deadline date of January 2, 2023.

Historic Landmark designation IS NOT limited to properties within the defined boundaries of the Historic Preservation District.

Applications can be obtained at Glen Rose City Hall.

Applications received by the January 2, 2023 deadline will be reviewed for eligibility determination and applicants notified of eligibility status by March 1, 2023.

Owners of qualifying properties must then file a Historic Property Exemption form with Building/Planning Office at City Hall which will be submitted to CAD before April 3, 2023 to receive the exemption.



Historic Preservation Officer, City of Glen Rose, Texas  
P.O. Box 1949, Glen Rose, Texas 76043, Tel: (254) 897-2272 Fax: (254) 897-7989

Dear Preservation District Property Owner,

Physical Address:

Tax ID:

City of Glen Rose, Texas Ordinances Chapter 3, §3.16.009, provides that owners of Historic Landmark properties may apply for and receive an exemption from the City of Glen Rose property tax for up to 5 years.

During the 2017 year, there was a revision to our Historic Preservation Ordinance. In this revision, there were a few changes to the Tax exemption program. The most notable was the "Five Year" exemption. The previous ordinance allowed for 5 years exemption per property, whereas the new ordinance allows for 5 years exemption per property owner. The new ordinance has a requirement that stipulates that once the tax exemption has been taken for the first year, that property owners are eligible for 5 CONSECUTIVE years.

Our files indicate that your property listed above has one or more years available to receive Tax exemption status. In order to receive the property tax exemption for tax year 2023, you **MUST**:

- 1) complete the Historic Landmark Property Tax Exemption Application, and
- 2) complete Property Tax Form 50-122, Application for Historic or Archeological Site Property Tax Exemption, and
- 3) **ALL Forms are due to Building/Planning NO LATER THAN January 2, 2023.**
- 4) Request for Historic Landmark tax exemptions must be submitted to the Historic Preservation Board and approved by the City Council on an annual basis.

If your property is approved, **Building/Planning will submit** the completed form 50-122 and your approval letter to the Somervell Central Appraisal District (CAD) between March 1, 2023 and April 3, 2023. This approved request is valid for tax year 2023 only.

If you have questions, contact Jodi Holthe, 254-897-2272.

Sincerely,

Jodi Holthe



## CITY OF GLEN ROSE, TEXAS HISTORIC LANDMARK PROPERTY TAX EXEMPTION

Property owner: \_\_\_\_\_

Name of building (if applicable): \_\_\_\_\_

Name and Type of business (if applicable): \_\_\_\_\_

Physical address of property: \_\_\_\_\_

Owner's mailing address: \_\_\_\_\_

Telephone number: \_\_\_\_\_ Tax ID Number: \_\_\_\_\_

I request consideration for a Historic Landmark ad-valorem tax exemption as authorized by City of Glen Rose ordinance. I currently own a registered Historic Landmark that is located in the Historic Preservation District, City of Glen Rose, Texas. I further understand that I must maintain this Historic Landmark within the standards of the Historic Preservation Ordinance and that failure to do so could jeopardize the approval of this tax exemption and could subject me to other penalties now and in the future.

I hereby swear or affirm that under penalty of perjury, that the above information provided is, to the best of my knowledge, true, correct, and complete. I further swear or affirm that I am the owner of this property.

\_\_\_\_\_  
Property owner's signature

\_\_\_\_\_  
Date

### FOR OFFICIAL CITY USE ONLY

Verification:      ☐ Address    ☐ Owner      ☐ Tax ID Number    ☐ Historic Status

Recommended for Tax Exemption:      ☐ Yes      ☐ No (reason required)

Reason: \_\_\_\_\_

Authorized signature: \_\_\_\_\_ Date: \_\_\_\_\_

# Application for Historic or Archeological Site Property Tax Exemption

Appraisal District's Name

Phone (area code and number)

Address, City, State, ZIP Code

**GENERAL INSTRUCTIONS:** This application is for use in claiming a property tax exemptions pursuant to Tax Code Section 11.24.

**FILING INSTRUCTIONS:** You must furnish all information and documentation required by this application so that the chief appraiser is able to determine whether the statutory qualifications for the exemption have been met. This document and all supporting documentation must be filed with the appraisal district office in each county in which the property is located. Do not file this document with the Texas Comptroller of Public Accounts. A directory with contact information for appraisal district offices may be found on the Comptroller's website.

**APPLICATION DEADLINES:** You must file the completed application with all required documentation beginning Jan. 1 and no later than April 30 of the year for which you are requesting an exemption.

**ANNUAL APPLICATION REQUIRED:** You must apply for this exemption each year you claim entitlement to the exemption.

## OTHER IMPORTANT INFORMATION

Pursuant to Tax Code Section 11.45, after considering this application and all relevant information, the chief appraiser may request additional information from you. You must provide the additional information within 30 days of the request or the application is denied. For good cause shown, the chief appraiser may extend the deadline for furnishing the additional information by written order for a single period not to exceed 15 days.

State the tax year for which you are applying for this exemption.

Tax Year

## STEP 1: Property Owner/Applicant

Name of Property Owner

Mailing Address

City, State, ZIP Code

Phone (area code and number)

Property Owner is a(n) (check one):

☐

Individual

☐

Partnership

☐

Corporation

☐

Other (specify):

Name of Person Preparing this Application

Title

Driver's License, Personal I.D. Certificate  
or Social Security Number\*

If this application is for an exemption from ad valorem taxation of property owned by a charitable organization with a federal tax identification number, that number may be provided in lieu of a driver's license number, personal identification certificate number or social security number: .....

\* Unless the applicant is a charitable organization with a federal identification number, the applicant's driver's license number, personal identification certificate number or social security number is required. Pursuant to Tax Code Section 11.48(a), a driver's license, personal I.D. certificate or social security number provided in an application for an exemption filed with a chief appraiser is confidential and not open to public inspection. The information may not be disclosed to anyone other than an employee of the appraisal office who appraises property, except as authorized by Tax Code Section 11.48(b).

STEP 2: Property Information

Describe the property for which you are seeking this exemption.

Address, City, State, ZIP Code

Legal Description (if known)

Appraisal District Account Number (if known)

STEP 3: Taxing Units that have Granted an Exemption

List the taxing units that have granted an exemption pursuant to Tax Code Section 11.24. For each taxing unit identified, attach copies of documents reflecting official action of the governing body that provides for an exemption.

STEP 4: Official Historical and Archeological Designations

1. Has the property been designated as a Recorded Texas Historic Landmark under Government Code Chapter 442 or as a state archeological landmark under Natural Resources Code Chapter 191 by the Texas Historical Commission? . . . . .

☐ Yes ☐ No

If yes, attach copies of documents reflecting designation.
2. Has the property been designated as a historically or archeologically significant site in need of tax relief to encourage its preservation pursuant to an ordinance or other law adopted by the governing body of the unit? . . . . .

☐ Yes ☐ No

If yes, attach copies of documents reflecting designation.

STEP 5 Read, Sign and Date

By signing this application, you certify that the information provided in this application is true and correct.

print here ➡

Print Name

Title

sign here ➡

Authorized Signature

Date

If you make a false statement on this application, you could be found guilty of a Class A misdemeanor or a state jail felony under Penal Code Section 37.10.