



**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 closed). 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