

HISTORIC & ARCHITECTURAL REVIEW COMMISSION MINUTES

FOR

THE TOWN OF DENTON

April 17, 2024

Historic Review Members:

Kathy Mackel*

Teresa Goss*

Marc Lacoste*

Barbara Martin*

Julie Quick*

*Those Present

**Excused

Visitors:

James Meechie

Recording:

David Renshaw, Senior Codes Enforcement Officer

Scott Getchell, Town Administrator

PROCEEDINGS

Call to Order:

The Historic and Architectural Review Commission Meeting was called to order by Chairperson Mackel, at 6:00 p.m., on April 17, 2024, at the Denton Town Office, leading everyone in the Pledge of Allegiance.

This Meeting was made available to the public via Zoom Video Conferencing and access to the meeting was made available on the Town website.

Approval of Minutes:

The minutes of the March 20, 2024, Historic and Architectural Review Commission Meeting were approved as submitted.

New Business #1 – Patricia Armstead – 306 South 5th Avenue: Patricia Armstead & James Meechie (Applicants & Owners) of 306 South 5th Avenue, submitted the attached application requesting approval to replace eight windows. James Meechie was present to represent the applicant and answer questions.

Windows: The Applicants are requesting approval to replace the three upper, three lower front windows, and two windows on the right side of the house. All windows are double-hung fiberglass with white exterior and with no grid patterns by Andersen Renewal.

Front and Side Windows:

Vice Chairperson Goss motioned to approve the window replacements.

Commissioner Martin seconded the motion. The motion passed unanimously.

New Business #2 – Other: None.

Old Business #1 - Historic and Architectural Review Commission Guidelines:

Mr. Renshaw stated the current document for administrative approval guidelines has not been updated since 2016. Mr. Renshaw had some recommended corrections and

suggestions that would streamline the approval process for applicants for repairs to their homes and eliminate Commission meetings for small projects that may be approved through the administrative process.

Chairperson Mackel noted the new guidelines shall address the acronym of (DHARC) and add Denton Historic and Architectural Review Commission for clarification.

Chairperson Mackel asked if a “public hearing” would be removed from the “General Policies and Conditions” line A (2).

Mr. Renshaw explained removing this would eliminate posting in the newspaper which is required for a Planning Commission or Board of Appeals Meeting.

Mr. Renshaw stated approved revisions will also be reflected in §128 of the Town Code to keep all the information similar throughout documents.

Vice Chairperson Goss inquired if any paperwork is available identifying a house or building that is considered historic for potential buyers and what this designation means? If there is none, are potential buyers provided with a packet or some type of information regarding the Historic District?

Mr. Renshaw stated staff try to be proactive when real estate listings show up and provide the seller and their agent with the information to be distributed to buyers.

Commissioner Martin motioned to approve the updated Denton Historic and Architectural Review Commission Guidelines as submitted.

Vice Chairperson Goss seconded the motion. The motion passed unanimously.

Other Old Business #2: None.

Staff Item #1-Other: None.

Chairperson Mackel adjourned the meeting at 6:34 p.m.