

Application for Historic District

The application shall be based upon architectural, historical, archeological or cultural importance or value and accompanied by a report to the Historic Landmark Commission containing the following information:

1. Comprise a list of historic buildings, structures, sites, or lands of importance or value located within the proposed district boundaries.
2. Produce a map showing the boundaries of the proposed district, using the scale of 1 inch equals 200 feet, and the location of each structure of importance identified by a letter or number designation.
3. Provide photographs of each building, structure, site, area or lands of importance or value showing the condition, color, size and architectural detail of each.
4. Provide a description of each building, structure, site, area or lands of importance or value showing the condition, color, size and architectural detail of each, and where possible:
 - a. Date of construction
 - b. Builder or architect
 - c. Chain of uses and ownership
 - d. Architectural style
 - e. Materials
 - f. Construction technique
 - g. Recognition by city, state or national government as architecturally or historically significant, if so designated

Other helpful hints:

Although a petition from the neighborhood is not required by the ordinance, it's a good idea to know where your supporters and detractors are. An informal poll of the affected property owners will help you establish where you need to concentrate your efforts. Educating your potential district members will help you support your case for preservation. Support of more than 50% of the property owners is required to make an application.

The more detail you can include in the application, the faster the process will go. There is a large amount of work involved for the petitioner, but there is also a lot of work for HLC and city staff to complete. The more thorough the application, the less we will have to come back to you for additional information.

Check the Denton Development Code, Chapter 35, Sections 3 & 7, to see the Planning Department's rules and regulations regarding establishing special districts.

Be patient; this is a complicated process involving several city departments, commissions and elected officials.