



DEPARTMENT OF DEVELOPMENT SERVICES

Development Services Center – 401 N. Elm Street – Denton, Texas 76201 voice: (940) 349-8541
www.cityofdenton.com

**City of Denton Historic Landmark Commission
Tax Exemption Application for Designated Historic Sites**

Name of Owner _____

Property Address _____

Telephone/Email _____

Start/Completion Dates _____

Brief Description of Completed Improvements and/or Restoration Work:

Please also attach the following with your application:

1. Invoice and proof of payment for completed improvements and/or restoration work. (Please note all receipts for work completed must total a minimum of \$10,000 in order to be considered for the Designated Historic Sites Tax Exemption.);
2. Provide a legal description of the property proposed for certification; and
3. If applicable, a Copy of a COA Approval Letter and/or an Issued Building Permit. All exterior renovations/repairs must have an approved Certificate of Appropriateness to qualify for the tax exemption.

By signing this application, I certify that the above information is correct and complete to the best of my knowledge and grant staff access to the indicated property to perform work related to this request. I agree to provide any additional information necessary for this application as requested by the Development Services Department or Historic Landmark Commission.

SIGNATURE: _____

Print or Type Name: _____

Known to me to be the person whose name is subscribed to the above and foregoing instrument, and acknowledged to me that they executed the same for the purposes and consideration expressed and in the capacity therein stated. Given under my hand and seal of office on this _____ day of _____ 20____.

(SEAL)

Notary Public Signature



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HISTORIC TAX EXEMPTION QUALIFYING
IMPROVEMENTS AND/OR RESTORATION

Permanent renovation and repair of said property, shall include but not limited to the following items:

Exterior

- Protective treatment (paint, protective coverings or treatment, siding, and metal cladding)
- Structural members
- Foundations
- Exterior walls
- Roofs and drainage (roof drains, gutters, and downspouts)
- Decorative features (cornice, corbels, trim, and decorative features)
- Overhang extensions (canopies, and metal awnings)
- Stairways, decks, porches, or balconies
- Chimneys
- Handrails and guards
- Window, skylight, doors, and door frames

Interior

- Structural members
- Interior surfaces (paint and plaster)
- Stairs and walking surfaces
- Handrails and guards
- Interior doors

General

- Plumbing (re-piping, water heater, and sanitary sewer)
- Mechanical (furnace, heaters, and ventilation)
- Electrical (service and re-wiring)
- Fire safety (smoke detectors, carbon monoxide detectors)

ALL EXTERIOR RENOVATIONS/REPAIRS MUST HAVE AN APPROVED CERTIFICATE OF APPROPRIATENESS TO QUALIFY FOR THE TAX EXEMPTION.

Return to: Planning Department, 401 N. Elm Street, Denton, Texas, 76201
Phone: 940-349-8541 Fax: 940-349-7707