



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 Historically Significant Sites**

Name of Owner _____

Property Address _____

Telephone/Email _____

Estimated Construction Time/Completion Date _____

Please also attach the following with your application:

1. State the legal description of the property proposed for certification;
2. Include an affidavit by the owner stating the structure is fifty (50) years old or older and is located within the Downtown Commercial District of the City of Denton, commercial buildings within historic districts, historic conservation districts or any commercial building that the City Council deems historic or in need of preservation;
3. Include detailed plans and/or descriptions of the proposed work demonstrating rehabilitation is in accordance with the current property appearance guidelines adopted by ordinance of the City Council;
4. Include cost estimates indicating the repair or rehabilitation of the exterior of the building will equal or exceed 25 percent of the most recent assessed ad valorem tax valuation of the structure or \$20,000, whichever is less. Roof repair or replacement may comprise no more than 50 percent of the minimum threshold amount necessary to qualify for tax abatement;
5. Authorize the members of the Historic Landmark Commission, the City Manager or designee, and elected officials to visit and inspect the property proposed for certification to verify that it is in need of substantial repair or rehabilitation and to verify repair or rehabilitation;
6. Sign an agreement to submit an application for a Certificate of Appropriateness (COA) to determine compliance with property appearance guidelines for any exterior modifications to the property for the duration of the period during which the tax abatement is in effect, as well as obtain all required building permits;
7. Include a tax certificate showing all taxes due upon the property have been paid; and
8. Provide any additional information to the Historic Landmark Commission which the owner or committee deems relevant or useful, such as the history of the structure, access to the structure by the public, or any proposed changes in use of the structure.

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: _____



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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

Return to: Planning Department, 401 N. Elm Street, Denton, Texas, 76201

Phone: 940-349-8541

Fax: 940-349-7707