

The regular meeting of the **Historic District Commission** was held on Thursday January 28, 2016, at 5:00 p.m. in the Board Chambers of Town Hall, 500 Poplar View Parkway.

The following Staff members were present: Town Planner, Mr. Jaime Groce; and Administrative Specialist, Mrs. Sandi Robbins.

Pledge of Allegiance

Commissioner Kelsey led the Pledge of Allegiance.

Roll Call:

Chairman Lee asked Mrs. Robbins to call the roll to see if there was a quorum.

Brooks - present, Kelsey – present, Walker – present Todd – present, Cox – present, Lee – present, Rozanski – present (arrived at 5:07pm).

Quorum present.

Approval of Minutes

Chairman Lee asked if there were any corrections to the minutes from December 17, 2015.

Chairman Lee stated he had one minor correction. He stated at the last meeting Commissioner Walker led the Pledge of Allegiance not him.

Hearing no more corrections, Chairman Lee called for a motion to approve the minutes as corrected.

Motion by Commissioner Todd, and seconded, to accept the corrected minutes from the December 17, 2015 meeting.

Roll Call:

Brooks - yes, Kelsey – yes, Walker – yes, Todd – yes, Cox – yes, Lee – yes.

Motion approved.

Chairman Lee called for nomination for the different officers.

Motion by Commissioner Cox, and seconded, to have the current Commissioners holding office retain their current position in 2016.

Roll Call:

Brooks - yes, Kelsey – yes, Walker – yes, Todd – yes, Cox – yes, Lee – yes.

Motion Approved.

HDC Officers for 2016 will be:

Mr. Richard Lee – Chairman

Mr. Michael Walker –Vice-Chairman

Mrs. Laura Todd - Secretary

Mr. Bill Cox - Historian

Mrs. Watty Brooks - Parliamentarian

Approval of the Agenda

Chairman Lee asked if there were any changes to the agenda as presented.

Mr. Jaime Groce stated the election of officers was not advertised in the newspaper.

Motion by Commissioner Cox, and seconded, to approve the agenda as presented with the addition of the election of officers.

Roll Call:

Brooks - yes, Kelsey – yes, Walker – yes, Todd – yes, Cox – yes, Lee – yes.

Motion Approved.

Formal Agenda:

HDC15-35 Stratton Heights Lot 8 – Request a Certificate of Appropriateness for new residential construction

Mr. Jaime Groce presented HDC 15-35 & HDC 15-36 together. He gave the staff presentation as outlined in the staff report. This is a vacant lot that was part of 216 Natchez Street also known as the “Y” house. This property is part of the National Register District. This lot has no direct access to Natchez Street. The garages will be located towards the rear of the property. There is a service drive that comes in off of Mt. Pleasant that dead end at its shared end property line with Lot 7.

Commissioner Rozanski entered the meeting at this time. 5:07pm

Mr. Groce displayed the different houses in the Stratton Heights Subdivision that were recently approved to show the HDC how the streetscape is emerging and coming together.

He explained how the main house will be 2,480 heated square feet and 2 stories tall with the required 18-inch raised foundation. The vehicular access will be from Mt. Pleasant Road via a 20-foot private alley. He explained the accessory structure will be 760 square feet and 1 1/2 stories tall with a slightly raised foundation. The accessory structure is a smaller scale of the main house. He stated the applicant wished to withdraw their request for fencing at this time. He explained the design, materials, and details of the residential home and accessory structure. He stated there will be two single car garages and a carport on the side to accommodate three cars. He stated the accessory dwelling also has a parking pad that can accommodate up to two cars.

He explained the accessory dwelling is different than a detached garage. The fact that someone can live in this dwelling requires it special approvals. The HDC’s role is to make sure it meets the Historic Design Guidelines and the Planning Commission has to make a recommendation for a Conditional Use Permit (CUP). The Town has very specific standards for accessory dwellings. It is only allowed in TN: Traditional Neighborhood zoning district. This is the second one in the Town in modern years. Even though the accessory dwelling will be at the rear of the lot, he believed it would still be visible from Mt. Pleasant Road.

- | EXHIBITS | |
|-----------------|--|
| | 1. Cover Letter (12/15/15) |
| | 2. Material samples, colors, light fixtures & fencing (12/15/15) |
| | 3. Plot Plan (12/15/15) |
| | 4. Architectural Elevations including Roof Plan and Floor Plans (12/15/15) |
| | 5. Email from Applicant related to Iron Fencing (1/10/16) |
| | 6. Historic District Boundaries Map |
| | 7. Stratton Heights Subdivision, Final Plat (recorded 8/11/15) |
| | 8. Tree Protection/Removal Plan (approved 7/28/14) |

The materials being used for the accessory dwelling will match identically to the house. He explained the next steps for this project.

He stated the applicant would like the input of the HDC about front yard fences.

Chairman Lee asked if there were any questions of staff.

There was a discussion over matching the brick walk to the foundation.

Chairman Lee asked why some windows didn't have shutters, and why was there a mix of fixed and hinged shutters.

Hearing no further questions, Chairman Lee called the applicant to the podium.

Mrs. Nancy Steadman, 2018 Rochelle, Cordova, TN 38016, stated all the shutters will be usable except for a few that don't have a window behind them and are there for looks. The reason why the architect didn't put shutters on the larger windows is because he felt, on a scale prospective, there wasn't enough room to fit the shutters on the gable. She stated as far the accessory structure, her reasoning for it originally is to have a place for her family to stay when they come to visit. A neighbor that lives on Lot 9 has expressed interest in renting it out for their mother. She eventually would like to live there and have her children live in the main house.

Chairman Lee asked if there were any questions of applicant.

Commissioner Rozanski asked why she switched for the board and batten to horizontal siding.

Mrs. Steadman stated she really likes board and batten, but was afraid it would make the accessory dwelling look too busy.

There was a discussion over possible future front yard fence

Commissioner Walker asked if she would consider putting a false window with a shutter on the west side.

Mrs. Steadman stated she would put a window in there. She likes light.

Chairman Lee noted there was no one from the public to speak.

Chairman Lee asked for discussion from the Commissioners.

There was a discussion over possibly adding shutters to the windows without shutters to remain consistent with passed decisions.

Commissioner Cox asked the applicant chose to build a car port instead of a 3 car garage.

Mrs. Steadman stated so guests could park without an opening garage door.

Commissioner Cox asked if the applicant would consider putting the car port on the east side of the main house and the garage on the west side.

Mrs. Steadman stated she could switch them it would not hurt her layout or plan.

Hearing no further comments, Chairman Lee called for a motion.

Motion by Commissioner Rozanski, and seconded, to approve the applicant's request for approval of a Certificate of Appropriateness for new residential construction, ~~including related fencing~~, at 266 Natchez Street, Lot #8 of Stratton Heights Subdivision (per Exhibits 2, 3, 4 & 5), subject to the following conditions:

1. Any changes or deviations from the approved plans will require staff and/or HDC approval prior to construction.
2. Exhibit 4 shall be revised to note the average finished floor elevation at the front façade (facing Natchez Street) shall be a minimum of 18 inches above grade to match note on the Plot Plan (Exhibit 3).
3. Exhibit 3 shall be revised to note the front walk as "brick walk to match foundation" per the cover letter.
4. ~~Exhibit 3 shall be revised to note the "32-inch black iron fence" per Exhibit 5 and remove references to the 42-inch picket fence.~~ Switching the carport and the garage to provide a better visual block for road.

Chairman Lee stated if there is no other discussion then he will call for a vote.

Roll Call:

Rozanski – yes, Brooks - yes, Kelsey – yes, Walker – yes, Todd – yes, Cox – yes, Lee – yes.

Motion Approved.

HDC15-36 Stratton Heights Lot 8 – Request for a Certificate of Appropriateness for a new accessory structure (an accessory dwelling)

Hearing no further comments, Chairman Lee called for a motion.

Motion by Commissioner Kelsey, and seconded, Approve the applicant's request for approval of a Certificate of Appropriateness for an accessory structure behind the main house to be located on Lot #8 of Stratton Heights Subdivision (per Exhibits 2, 3, and 4), subject to the following conditions:

- | EXHIBITS |
|--|
| 1. Cover Letter (12/15/15) |
| 2. Material samples, colors, light fixtures & fencing (12/15/15) |
| 3. Plot Plan (12/15/15) |
| 4. Architectural Elevations including Roof Plan and Floor Plans (12/15/15) |

1. Any changes or deviations from the approved plans will require staff and/or HDC approval prior to construction.
2. Exhibit 4 shall be approved with horizontal siding.
3. Add a window to the west side of the structure.

Chairman Lee stated if there is no other discussion then he will call for a vote.

Roll Call:

Rozanski – yes, Brooks - yes, Kelsey – yes, Walker – yes, Todd – yes, Cox – yes, Lee – yes.

Motion Approved.

Commissioner Cox stated if the fencing is wrought iron he would support it, but he wouldn't support a fence with a wood stockade appearance.

Mrs. Steadman stated her first choice was a white picket fence because she thought it would go with the house. She noticed that all the front yard fences in the neighborhood were black wrought iron that kind of

disappear into landscaping. She has a desire for the front yard fence because she has two little dogs and she would like to sit on the front porch with her dogs.

Commissioner Todd stated she is also concerned of the original choice of a white picket fence, but supports the use of wrought iron for this area.

There was a discussion over the height of the future fence and what would be allowed.

A discussion of other fence styles in the area ensued.

Commissioner Rozanski stated he would like to see a wrought iron turn back towards the house so it doesn't have to transition with another kind of fence on adjacent lots.

Other Business

Chairman Lee asked if there was any other business.

Mr. Groce stated the Town would like to honor a couple of the Commissioners. Commissioner Laura Todd serving for 10 years. Commissioner Richard Kelsey serving for 20 years.

He stated the North Main Rezoning has been to the Planning Commission. The BMA has yet to rezone the property and a related item will be going to the Planning Commission to ask for rural intersection & sidewalk waiver for the Moss Minor Subdivision. He stated there is a site plan pending for a hair salon on South Main. The property is zoned industrial they have asked to rezone it to Mix Use. He stated the Stamps have property that is part of this rezoning to Mixed Use. There will be a total of three tracts involved. If adopted, it will be the first time that south of the Square will use Mix Use zoning since the District was created in 2011.

Commissioner Cox stated how every house looked the same in a subdivision around Shelton and wants to add to the Guidelines that the builder can't repeat the same floor plan in a subdivision in the Historic District. He would like Staff to look into amending the Guidelines to prevent that from happening in the Historic District.

There was a discussion over the process of amending the guidelines, which takes a Resolution adapted by the BMA after a formal review and recommendation by the HDC.

With no further business, Chairman Lee adjourned the meeting at 5:53 p.m.

Secretary, Laura Todd