

The regular meeting of the **Historic District Commission** was held on Thursday June 23, 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; Assistant Town Planner, Mrs. Nancy Boatwright; Planner, Mr. Matthew Wilkinson; and Administrative Specialist, Mrs. Sandi Robbins.

**Pledge of Allegiance**

Commissioner Brooks led the Pledge of Allegiance.

**Roll Call:**

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

Kelsey – present, Walker – present, Cox – present, Brooks – present, Lee – present, Todd – absent, Rozanski – absent.

**Quorum present.**

**Approval of Minutes**

Chairman Lee asked if there were any corrections to the minutes from May 26, 2016 meeting.

Hearing none, Chairman Lee called for a motion to approve the minutes as presented.

Motion by Commissioner Walker, and seconded, to accept the minutes from the May 26, 2016 meeting.

**Roll Call:**

Walker – yes, Cox – yes, Brooks – yes, Kelsey – abstain, Lee – yes.

**Motion approved.**

**Approval of the Agenda**

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

Mr. Jaime Groce stated Derek Honeycutt, Town of Collierville’s General Service Director, would like to brief the HDC on changes on the College Street Gymnasium related to a senior center that will be added there and new bathrooms that will be built on the south side of Square, next to the Train Depot.

Motion by Commissioner Cox, and seconded, to approve the agenda as amended.

**Roll Call:**

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

**Motion Approved.**

**Consent Agenda:**

Chairman Lee asked if there were any questions of staff, or if there was any one present who wished to have this item heard.

Hearing no further comments, he called for a motion to approve the Consent Agenda as presented.

Motion by Commissioner Walker, and seconded, to approve the Consent Agenda with the conditions of approval as attached to each staff report.

**HDC16-26 - 232 East Poplar Avenue – Request for a Certificate of Appropriateness for an addition**

To approve the request for approval of a Certificate of Appropriateness for a screened porch at 232 E. Poplar Avenue (per Exhibits 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. The existing landscape screening shall be maintained to ensure the visibility of the porch from Poplar Avenue is reduced.

- | <b>EXHIBITS</b>                                 |
|---|
| 1. Cover Letter (6/3/16)                        |
| 2. Current Conditions Photo (6/3/16)            |
| 3. Color Sample (6/3/16)                        |
| 4. Aerial image with outline of porch (5/24/16) |
| 5. Porch Renderings (6/3/16)                    |
| 6. March 2016 Administrative Approval Letter    |
| 7. Historic District Boundaries Map             |

**HDC 16-25 268 N. Main- Request for a Certificate of Appropriateness for fencing**

To approve the request for a Certificate of Appropriateness for fencing (Exhibits 1 and 2) on 268 N. Main Street subject to the following conditions.

1. Any deviations from the approved Certificate of Appropriateness shall require the approval of the HDC and/or staff prior to beginning work.
2. A fence permit, with exhibits consistent with the HDC’s Certificate of Appropriates, must be obtained before construction of the fencing begins.

- | <b>EXHIBITS</b>  |
|--|
| 1. Cover Letter (6/16/16)                                      |
| 2. Site Plan and Images with Fence Location (6/1/16)           |
| 3. Staff Image Existing Fence on Property                      |
| 4. Image of Metal Insert (6/1/16)                              |
| 5. Images of Subject Property (6/1/16)                         |
| 6. Staff Image of Property                                     |
| 7. Wide Board Fence Examples in the Historic District (6/1/16) |

**HDC16-27 – Moss Minor, Lot 2 – Request a Certificate of Appropriateness for fencing**

To approve the request for a Certificate of Appropriateness for fencing (Exhibits 1 and 2) on Lot 2 of Moss Minor Subdivision subject to the following conditions.

1. Any deviations from the approved Certificate of Appropriateness shall require the approval of the HDC and/or staff prior to beginning work.
2. A fence permit, with exhibits consistent with the HDC’s Certificate of Appropriates, must be obtained before construction of the fencing begins.

- | <b>EXHIBITS</b>   |
|---|
| 1. Cover Letter (6/9/16)                                    |
| 2. Site Plan with Fence Location and Fence Details (6/9/16) |
| 3. Image of Fence at 235 Amelia Cove (6/9/16)               |
| 4. Elevation of Approved House for Subject Property         |
| 5. Image of Subject Property                                |

**HDC 16-24 362 College Street - Request for a Certificate of Appropriateness for fencing**

To approve the request for a Certificate of Appropriateness for fencing (Exhibits 1, 2, 5, & 6) at 362 College Street subject to the following conditions.

1. Any deviations from the approved Certificate of Appropriateness shall require the approval of the HDC and/or staff prior to beginning work.
2. A fence permit, with exhibits consistent with the HDC’s Certificate of Appropriates, must be obtained before construction of the fencing begins.

- | <b>EXHIBITS</b>   |
|---|
| 1. Cover Letter (5/20/16)   |
| 2. Site Plan with Fence Location (5/20/16)  |
| 3. Image of Subject Property (5/20/16)  |
| 4. Image of Neighboring Fence on the Northside of the Subject Property at 345 W. Poplar (5/20/16) |
| 5. Images Showing Location of Fence on the Property and Associated Features (5/20/16)             |
| 6. Example of Proposed Gates to be Used (5/20/16)   |

**Roll Call:**

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

**Motion Approved.**

**Formal Agenda:**

**HDC16-28 - 120 Mulberry Street – Request for a Certificate of Appropriateness for exterior lighting and storefront renovations**

Commissioner Brooks recused herself at this time.

Mrs. Nancy Boatwright gave the staff presentation as outlined in the staff report. She stated this property is located within the Central Business District and National Register District and it is listed as a National Register Contributing Structure. This building was built in 1898. There is no outdoor seating proposed at this time but maybe in the future.

The applicant wants to replace the inappropriate coach lanterns with sconces with antique blue glass electric line insulators used as globes. Such fixtures were not used on this building when it was built but they might be more appropriate and in character with the building than the coach lanterns. These fixtures could be easily removed and would not permanently alter the building. She stated the visible light source from the bulb will be limited to 60 watts regardless the color of the glass.

- | <b>EXHIBITS</b>  |
|--|
| 1. Application for Certificate of Appropriateness (6/10/16)  |
| 2. Applicant’s exhibits <ul style="list-style-type: none"> <li>• Photo of scope of work (6/10/16)</li> <li>• Proposed wall mounted sconce light fixture (6/10/16)</li> </ul> |
| 3. Photos of similar recessed light fixture (6/10/16)  |
| 4. National Register Form, 1990  |
| 5. Historic Resources Survey and Photos for 120 Mulberry Street, 2005.   |
| 6. Outdoor Dining/Seating Regulations  |

She explained the plain plywood ceiling will be replaced with beadboard, a material that was used at the time the building was built for outdoor ceilings. With the replacing of the ceiling, the existing ceiling light fixtures will be replaced with recessed light fixtures. These ceiling light fixtures will be similar to those on 118 Mulberry Street and will be less visible than the existing fixtures. Since this light source will not be visible it will not be limited to 60 watts.

Chairman Lee asked if there were any questions of staff.

Commissioner Cox asked what the Historic Guidelines say about exterior lighting on buildings.

Mrs. Boatwright stated the Historic Guidelines don't mention a lot regarding lighting but they do say "over time commercial buildings are altered or remodeled to reflect current fashions or to eliminate maintenance problems. Often these improvements are misguided and result in a disjointed and unappealing appearance. Other improvements that use good materials and sensitive design may be as attractive as the original building and these changes should be preserved." She stated this can be found under decorative elements. It also states "Façade improvements should avoid using inappropriate elements such as coach lanterns."

Mr. Groce stated the proposed wall mounted lights won't change the structure substantially and could be easily removed. The only reason it was not approved by Staff is because it is atypical and the globe is blue.

There was a discussion over the wattage of the light.

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

Mr. Mac Edwards, 120 Mulberry Street, stated there will be one recessed light on each side. They are going from 4 lights to 2. The lights will be low. They will provide enough light to be safe. He doesn't want any light to spill into the restaurant.

Chairman Lee asked if there were any questions of applicant.

Chairman Lee asked if there was any requirement for the type of light bulb used in the lighting fixtures.

Mrs. Boatwright stated wattage refers to incandescent lights. If it's an LED light it has to be the equivalent to 60 watt light.

Commissioner Cox stated the light fixtures are neat and original but he doesn't think they are appropriate on historic buildings.

Commissioner Walker stated he agreed, it is a nice looking fixture but doesn't believe it is appropriate for the Square.

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

Motion by Chairman Lee, and seconded, to approve the request for a Certificate of Appropriateness for exterior lighting and storefront renovations (Exhibits 1, 2 & 3) at 120 Mulberry Street subject to the following conditions.

1. Any deviations from the approved Certificate of Appropriateness shall require the approval of the HDC and/or staff prior to beginning work.
2. Any exposed light source shall not exceed 60 watts per §151.190 (Exterior Lighting) of the Zoning Ordinance.

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

**Roll Call:**

Walker – no, Cox – no, Brooks – recused, Kelsey – yes, Lee – yes.

**Motion Denied.**

Motion by Commissioner Cox, and seconded, to approve the request for a Certificate of Appropriateness for the bead board and down lighting as presented (not including the wall mounted light fixtures.)

1. Any deviations from the approved Certificate of Appropriateness shall require the approval of the HDC and/or staff prior to beginning work.
2. Any exposed light source shall not exceed 60 watts per §151.190 (Exterior Lighting) of the Zoning Ordinance.

**Roll Call:**

Walker –yes, Cox – yes, Brooks – recused, Kelsey – yes, Lee – yes.

**Motion Approved.**

**HDC16-21 - 269 South Center Street - Request for a Certificate of Appropriateness for demolition of an existing residential structure.**

Commissioner Kelsey recused himself at this time.

Mr. Jaime Groce and Mr. Matthew Wilkinson gave the staff presentation as outlined in the staff report. They presented items HDC 16-21, HDC 16-22, HDC 16-23 & HDC 16-20 together. There are four separate requests for demolition for the houses known as 231, 253, 269 and 279 South Center Street. None of these houses face South Street except for the Fleming house which was built in 1895 before any of the other houses existed. Collierville has two historic districts. One is the National Register District established in 1989, is more honorary than regulatory. There are no local protections for being on the National Register District, but there are some federal. The other district is the Local Historic District, which was also established in 1989. The Historic District Commission is in charge of overseeing this district. There is a process for this District called the Certificate of Appropriateness Process which applies to any changes to a building, new construction, and demolition.

Since 1989 Staff found that 21 houses have been demolished from the local overlay (4 of those were on the National Register District.) It was also found that 7 nonresidential buildings (4 were on the National Register District) and 30 documented residential and nonresidential accessory structures (almost all were not identified on a National Register District) have been demolished. There was a barn that was demolished this year by the applicant. The barn, along with two other houses that the applicant is requesting to demolish, are listed on the National Register District.

The zoning is relevant to the application because the property is zoned Central Business which allows a lot of possible uses on this property, such as offices, retail, or apartments. There were offices on this property over the past years but currently none are occupied. The bank took ownership of the property in early 2016 and is

**EXHIBITS**

1. Topo map of subject property
2. HDC Application to demolish 269 Center Street, received 5/17/16, with:
  - a. Narrative from applicant
  - b. Photo of 269 Center Street
  - c. House Mover Letter
  - d. 1991 National Register District Nomination Form for J.W. Houston House
  - e. Maps and excerpts from 2010 Downtown Collierville Small Area Plan
3. HDC Application to demolish 279 Center Street, received 5/17/16, with:
  - a. Narrative from applicant
  - b. Photo of 279 Center Street
4. Inspection Report by Carson Looney for 269 and 279 Center Street, 6/10/16
5. 2004 Historic Resources Survey Form for 269 Center Street
6. Letter requesting info on barn demo, 6/6/16
7. Letters explaining barn demo, 6/13/16
8. HDC Minutes and Exhibits from 1994 for previous demo request
9. 2007 Site Layout from PC 07-80
10. Homes and Non-residential Structures Demolished within the Local Historic Overlay since 1991, with map
11. Conceptual Lot Layout, received 6/7/16
12. Certificate of Economic Hardship Process from §151.199 of the Zoning Ordinance
13. HDC's Guidelines on Relocation
14. Collierville Main Street Director Letter 6/23/16
15. Pictures of the type of houses proposed for possible new subdivision 6/23/16

entertaining offers from various people. One entity that would like to buy this property would like to develop a neighborhood that would be similar to Natchez Place Subdivision. He explained the plan for the proposed neighborhood. The property will have to be rezoned in order to allow this proposed subdivision, as Central Business zoning does not allow single family use.

269 S. Center Street house is often called the Houston House or Fleming House and is listed individually on the National Register. This house was built in the mid-1880s and was built on the far edge of Collierville. The Historic Resources Survey from 2004 described this as an "I-House" style which is rare and the only example Collierville and the annexation reserve area. This house would not survive a move based on structure from a house mover. If the house were to survive the move it would no longer be eligible for the National Register because it changes the setting. The applicant has provided a structural analysis by a local architecture firm (Looney Ricks Kiss). The analysis states the foundation could not be moved and the interior of the structure has been significantly altered causing it to have almost all modern fixtures inside. It's important for the Historic District Commission to note, that their purview is limited to the outside of the building. The Guidelines do not regulate the inside of the building, only the outside.

279 S Center Street is also on the National Register as a contributing structure to the Houston House. It's a shot gun frame house possibly built in 1910, that's described as a tenant house. This is one of the last shotguns that exist in the Local Historic Overlay. If this were to be demolished there would be 3 remaining shot gun houses in the Local Historic Overlay. Several shot gun houses can be found outside of the Local Historic Overlay but they are not protected. The structural analysis provided by Looney Ricks Kiss architecture firm stated there were a lot of exterior and interior flaws such as ceiling height and wiring are not up to modern standards.

The barn, which was also listed on the National Register as a contributing structure speaking to the agriculture and rural nature of the Houston House, was removed in 2016 without the demolition permit and the applicant did not come to the Historic District Commission. The bank stated, when they acquired the property, the insurance agent said the barn was in disrepair and needing to be tethered just to remain standing. There was concern the barn would fall over onto neighboring property. They tore it down because they believed the barn to be a hazard. It is technically in violation of the zoning ordinance which says not to tear down any structure in the Historic District without coming to the HDC first. We have not cited them to court because they did have this application pending. The barn was included in the report only to provide record as to what happened to this structure.

231 S. Center Street was added to the property in 1935 as a rental or tenant structure. This is a one story structure that's considered to be plain/traditional style. It was surveyed in the 2004 Town's Historic Resources Survey and determined not to be eligible for the National Register. The National Register Nominating Form mentions this structure, as well as 253 S. Center Street, as not contributing structures to the Houston House. In fact, the form says both modern houses have potential to be detrimental to the site because they interrupt the original orientation of the Houston House.

253 S Center Street is believed to have been constructed in 1970. There is some discussion the house might have been built in the 1960s. It is a one story ranch traditional style house. Because of the date of construction it was not included in the 2004 Historic Resources Survey and if not over 50 years old it may not be consider a historic structure.

The HDC has seen one application to demo 269 South Center and other structures on this site before in 1994. The applicant/owner at the time didn't want to maintain these structures on the property. The HDC at the time tabled the motion by requesting to receive more information. This motion was never picked back up at any meeting, which killed the request. Another plan in 2007 conditionally approved by the Planning Commission wanted to demo all structures except the Houston House, which they wanted to remodel and use

it as the center piece of the mixed used development. This proposal was never formally submitted to the Planning Commission.

Mr. Wilkinson explained how Appendix D of the Historic District Guidelines address how to depict when it is appropriate to demo a structure in the Historic District and when it is inappropriate.

Mr. Groce explained two different next steps depending if the HDC believes the demolitions to be appropriate or inappropriate.

Chairman Lee asked if there were any questions of staff.

Commissioner Walker asked Mr. Groce to give more detail about relocating the house.

Mr. Groce stated it was clear the applicant's intentions are to remove all structures. Staff suggested the idea of relocating the structures. It's not the best practice, but it was brought up as an alternative. Relocation is not ideal, but it is slightly better than demolition.

There was discussion over the difficulty to relocate 269 S. Center Fleming House.

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

Chairman Lee asked if there were any questions of applicant.

Mr. Rick Winchester, Winchester Law Firm, 6060 Poplar Avenue, Ste. 295, Memphis, TN, stated he has been retained by the bank to explain why they are here. He stated it's not pleasant to ask permission to demolish a historic house. The bank is not here as a typical investor, they have this property because they had to take it back and are trying to make the best of a bad situation. He suggested the HDC consider if the health, safety and welfare of the residents of Collierville would be better served by having these structures where they are now or would they be better served if these properties were removed and have a new subdivision with houses the HDC approves that conform with the Guidelines of the Historic District take its place. It would be nice to have the old house to remain but there are problems with it. The main problems are in the report from the architect Carson-Looney. In the report, his first impression of the Houston house was this is a neat old house but the foundation would not pass code because it is a brick pier that is close to the ground. Also, there is significant moisture and termite damage to the foundation. He believed when this house was placed on the National Register that a lot of its features were historic from an architecture stand point. Between the times when the house was added to the National Register to present, the front door, columns, and windows have been replaced and the exterior façade of the house is now in bad repair. The interior of the property has only two items that have any value which are two of the four fire place mantles, the two being from the 1930s or 1940s. Everything else inside the house is early 21th century Lowes, and there is no kitchen or shower. He understands the certificate of economic hardship process. He believes this house is economically not feasible to save because the architecture is so out of sync with today's codes compared to 1880s standards. The original shape of the house is historical, but he believes the house is no longer historically significant and will not attract someone who would want to spend money to fix it up. He would suggest that there are a lot of people who would want to spend money to build homes on this property that are architecturally consistent with the homes in the Historic District.

He stated there is nothing right about the Shotgun House. It is infested with mold, there is no kitchen, the shower is made of fiberglass, the ceiling height is 7 feet and the porch height is 6 feet.

He stated there is a reason none of these four structures are occupied. The health, safety and welfare of Collierville will be enhanced if these properties are removed and new development is built. If the HDC approves this request the bank will work with the Staff and HDC to document what this house once was. He

stated if the HDC turns down this request he thinks the Bank is required to maintain the outside so it doesn't leak or fall down, but no one is going to put the money into repairing the house as it sits there today, because they believe there is no historical value to the house. This request isn't anything the Bank is excited about and he believes there is a certain sadness to it. He stated Mr. Mack Andrews is interested in purchasing the property and is in the audience tonight.

Chairman Lee asked if anyone from the public would like to speak.

Ms. Jane-Colman Harbison, Coordinator of the Certified Government Program for Tennessee Historical Commission, 2941 Lebanon Pike, Nashville, TN, stated her role is to advise local governments across the state on their historic zoning and historic zoning commissions, or in Collierville's case the HDC. She is often asked to provide a clarification about the authority this body has to deny a Certificate of Appropriateness for demolition when the demolition is not appropriate. For this specific case, their office advises this demolition is not appropriate because we are looking at two contributing structures in a local Historic District. Their interest in this case is amplified by the fact these structures are also individually listed on the National Register. She is speaking of the structures on the south side of the property, she is not too concerned about the north side structures. She stated they do not recommend that the interior features be considered in the HDC's decision. She stated in a local Historic District it's only the exterior features that are used in determining whether a building is contributing or noncontributing to the historic character. She stated infill projects in Historic Districts are launched when there is a vacant lot or when noncontributing structures have been demolished with the proper Certificate of Appropriateness. She would not recommend that they consider merits of future infill projects when deciding the merits of an existing historic structure. She urges the HDC to vote against the Certificate of Appropriateness to demolish these two National Register structures.

Mr. John Cater, 124 Center Springs Drive, stated he can't say if he is for or against the request to demolish the structures. He didn't hear about the demo request until this week. He would like to know more about the intentions of the property after the structures are demolished. He like to know more about the final design before they tear stuff down.

There was a discussion over the process of public notification and any possible plans for this property would be discussed at future meetings as this meeting is to discuss whether or not it is appropriate to demolish these structures.

Mr. Carter wanted to know if the applicant can wait to demolish the buildings until we can have finalized plans.

Mr. Groce stated they have given us a plan that is a preliminary plan. It is not binding but he would be pleased to give him a copy to look tomorrow when our offices are opened.

Mr. Groce stated a new exhibit has been provided to Staff, which is a letter from the Collierville Main Street Director (to be Exhibit 14). The letter is on behalf of Main Street Collierville and shows their support in keep the Fleming House. The builder Mack Andrews has provided some pictures of the type of houses he would like to build and wanted to share those with the HDC as well (to be Exhibit 15).

Mr. Mack Andrews, Germantown, TN, stated he and his partner are in negotiations with the Bank of Fayette County to purchase the property. Part of those negotiations include the Bank securing a Certificate of Appropriateness to demolish all the structures on this property. They plan to build something similar to what is built in Natchez Place Subdivision.

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



Motion by Chairman Lee, and seconded, to approve the Certificate of Appropriateness for the demolition of a residential structure located at 269 South Center Street, subject to the following conditions:

1. The property shall be seeded or sodded, as appropriate, to create a lawn area similar to other properties in the community.
2. A demolition permit shall be obtained from the Building Official prior to any demolition.
3. Any new construction shall be reviewed and approved by the Historic District Commission and a building permit shall be obtained prior to construction.
4. Any changes/deviations from the approved plans will require staff and/or HDC approval prior to construction.

Commissioner Cox stated when the overlay and development Downtown started he knew the historic area where he grew up would change forever. He understands things need to change in order to allow the infill to provide housing for more people closer to the Square. He didn't take this lightly but he understood it needed to happen. The fact this house does not face the street shows the history of how old it is and shows a time in history where Center Street didn't even exist. He is not going to vote for the removal of this house because he doesn't think it is one of the houses we need to give up. The way the house looks and the historic significance is part of the reason people like the historic area. He is not in favor of removing it.

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

**Roll Call:**

Walker – no, Cox – no, Brooks – no, Kelsey – recused, Lee – no.

**Motion Denied.**

**HDC16-22 - 279 South Center Street - Request for a Certificate of Appropriateness for demolition of an existing residential structure.**

Commissioner Kelsey also recused himself on this item.

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

Motion by Commissioner Walker, and seconded, to approve the Certificate of Appropriateness for the demolition of a residential structure located at 279 South Center Street, subject to the following conditions:

1. The property shall be seeded or sodded, as appropriate, to create a lawn area similar to other properties in the community.
2. A demolition permit shall be obtained from the Building Official prior to any demolition.
3. Any new construction shall be reviewed and approved by the Historic District Commission and a building permit shall be obtained prior to construction.
4. Any changes/deviations from the approved plans will require staff and/or HDC approval prior to construction.

Commissioner Walker believes the farm house is the key element on this land and is the one that needs to be preserved.

Commissioner Cox stated he had renovated a 1800s house and one of these tenant houses was in the rear of the property. So he knows the cost of having to fix one up. He believes it has to be done to use one of these structures. The shotgun house is part of the old farm and he is not in favor of tearing it down.

Chairman Lee stated he agrees with Commissioner Cox because of its uniqueness as a shotgun house with very few remaining around, he would also not be in favor of removing it.

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

**Roll Call:**

Walker – no, Cox – no, Brooks – no, Kelsey – recused, Lee – no.

**Motion Denied.**

**HDC16-23 - 253 South Center Street - Request for a Certificate of Appropriateness for demolition of an existing residential structure.**

Commissioner Kelsey rejoined the meeting at this time.

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

Motion by Commissioner Cox, and seconded, to approve the Certificate of Appropriateness for the demolition of a residential structure located at 253 South Center Street, subject to the following conditions:

1. The property shall be seeded or sodded, as appropriate, to create a lawn area similar to other properties in the community.
2. A demolition permit shall be obtained from the Building Official prior to any demolition.
3. Any new construction shall be reviewed and approved by the Historic District Commission and a building permit shall be obtained prior to construction.
4. Any changes/deviations from the approved plans will require staff and/or HDC approval prior to construction.

| <b>EXHIBITS</b> |  |
|-----------------|--|
| 1.              | Topo map of subject property   |
| 2.              | HDC application to demolish 231 S. Center St. (5/17/16) <ol style="list-style-type: none"><li>a. Narrative from applicant</li><li>b. Photo of the property</li></ol> |
| 3.              | HDC application to demolish 253 S. Center St. (5/17/16) <ol style="list-style-type: none"><li>a. Narrative from applicant</li><li>b. Photo of the property</li></ol> |
| 4.              | 2004 Historic Resources Survey Form for 231 S. Center Street   |
| 5.              | 1991 National Register District Nomination Form for J.W. Houston House   |
| 6.              | HDC Minutes and Exhibits from 1994 for previous demo request   |
| 7.              | 2007 Site Layout from PC 07-80   |
| 8.              | Homes and Non-residential Structures Demolished within the Local Historic Overlay since 1991, with map   |
| 9.              | Conceptual Lot Layout (6/7/16)   |
| 10.             | Certificate of Economic Hardship Process from §151.199 of the Zoning Ordinance   |

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

**Roll Call:**

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

**Motion Approved.**

**HDC16-20 - 231 South Center Street - Request for a Certificate of Appropriateness for demolition of an existing residential structure.**

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

Motion by Commissioner Walker, and seconded, to approve the Certificate of Appropriateness for the demolition of a residential structure located at 231 South Center Street, subject to the following conditions:

1. The property shall be seeded or sodded, as appropriate, to create a lawn area similar to other properties in the community.

2. A demolition permit shall be obtained from the Building Official prior to any demolition.
3. Any new construction shall be reviewed and approved by the Historic District Commission and a building permit shall be obtained prior to construction.
4. Any changes/deviations from the approved plans will require staff and/or HDC approval prior to construction.

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

**Roll Call:**

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

**Motion Approved.**

**Other Business**

Chairman Lee asked if there was any other business.

Mr. Jaime Groce stated Derek Honeycutt, Director of General Services would like to talk with the HDC about upcoming bathrooms they would like to build on the Square and changes to the College Street Recreation Center.

Mr. Derek Honeycutt gave a presentation over the plan to build new bathrooms on the Square. He stated the purpose of this project is to demolish the existing Square restrooms and build an expanded facility in the new location which would create more useable open space in this corner of the Square. The current restroom building was built in 1997 and is just shy of 600 sq. ft. He explained the materials the building were constructed with and the contents of the restrooms. He stated issues with these restrooms is the wait times during events. These restrooms don't provide air conditioning, have out dated heating units, and a lack of storage for supplies. The new energy efficient building with a larger foot print to accommodate more fixtures will be constructed further south. The restroom building sits within the rail road's easement for which the Town maintains a lease agreement allowing buildings and other structures to reside in the easement. Currently, Staff is working with the railroad representative on an amendment to the lease allowing the Town to relocate the building. The only structure that will remain on the original site is the back flow preventer that is connected to all the irrigation on the Square, but there will be landscaping around that. He explained that the new building exterior design will reflect early railroad buildings. He explained what the materials the building structure will be constructed with, the contents of the restrooms, and detailed features. He stated bids will be solicited next month and hopefully demolition and construction can start the first week of August. They plan to demolish the fence and pour concrete slab to provide more usable space.

There was a discussion over where the equipment will be stored and how far the new bathrooms will be located from the cannon memorial.

Commissioner Cox stated he loves the buildings and doesn't mind moving them but he doesn't like putting the cannon memorial behind the bathroom. He would like to see the cannon memorial moved to a different place on the property so it won't be behind the bathroom.

Mr. Honeycutt gave a presentation over changes to the College Street Recreation Center. He stated the purpose of this project is to make renovations to the interior of the northern most part of the College Street Recreation Center along with exterior improvements to the entire building. College Street Recreation Center is a 1961 wooden aircraft hangar style gymnasium that the Town acquired from the Shelby County Schools in 2011. He explained the elevations of the new improvements to the recreation center. He explained they will infill the ticket booth. He explained the interior changes.

There was a discussion over having some type of footing to prevent people from climbing the building so the fence may come down.

Mr. Groce stated there was a change to an approved fence design he had received today. Because the design change is so different from what was originally approved by the HDC Staff did not feel comfortable approving the fence permit. The purpose of showing the HDC this revised fence design is to see if Staff is on the right path bringing back to the HDC more formerly or is this something you feel Staff may approve administratively.

There was a discussion over the change in fence design.

Michael Green, 349 College Street, clarified that his neighbor had a separate fence application approved after his and went ahead and installed a 6 foot Roman style fence and a 4 foot picket fence behind it. He thought it would look crazy to have a 6 foot Roman, 4 foot picket, and then a 3 foot board fence all on the same property line. Most of the fence he is asking for would not be visible from the street.

After discussion, the HDC Chairman said he believed the Staff should move forward with this fence proposal as an administrative approval and no other Commissioners objected.

With no further business, Chairman Lee adjourned the meeting at 6:36 p.m.

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Secretary, Laura Todd