

Historic Preservation Commission

CITY OF LEBANON HISTORIC PLANNING COMMISSION Meeting Minutes – August 9, 2016

ATTENDEES:

Tracey Parks Kathy Adams Marilyn Bryant Michelle Schriever
Camille Burdine Richard Donovan Kathleen Vail

CALL TO ORDER:

Chairman Tracey Parks called the meeting to order at 5:00 PM.

APPROVAL OF MINUTES:

Kathy Adams motioned to approve the July 12, 2016 minutes with two spelling corrections to Pastor John Hunn's name, seconded by Marilyn Bryant. Motion carried unanimously.

NEW BUSINESS:

1. Request by Elizabeth Spencer for a Certificate of Appropriateness for work being done at 226 E Spring Street.
 - a. Staff reports that the applicant is requesting to change out an existing door on a utility shed and add windows and a screen door. This shed is a non-contributing structure. The shed is barely visible from the public right-of-way.
 - b. The other item that the applicant is requesting is the addition of a garden shed behind the existing shed. This shed will not be visible from the public right-of-way

Staff feels that the requests are appropriate.

Ms. Elizabeth Spencer did not realize that utility shed was even visible from the road.

Marilyn Bryant motioned to accept the request, seconded by Kathy Adams. Motion carried unanimously.

Ms. Spencer asked about fees and she was instructed to go to see the Building Inspection department about any and all permits.

2. Request by Brian McCristall for a Certificate of Appropriateness for work being done at 306 E Spring Street.

Staff reported that the applicant is requesting to add an additional roof to address some mold and rotting issues. The applicant had provided pictures and descriptions of the three ways that the applicant feels the project can be carried out and Staff believes that option 2 limits the potential visibility from the public right-of-way the most.

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The commission discussed the options the applicant supplied.

Commissioners Adams and Burdine felt that the applicant did not give enough information about the contractor or the designs.

Camille Burdine motioned to defer the request one month until the applicant gives the commission more information. Marilyn Bryant seconded. Motion carried unanimously.

3. Request by Camille Burdine for a Certificate of Appropriateness for work being done at 107 Greenlawn Drive.

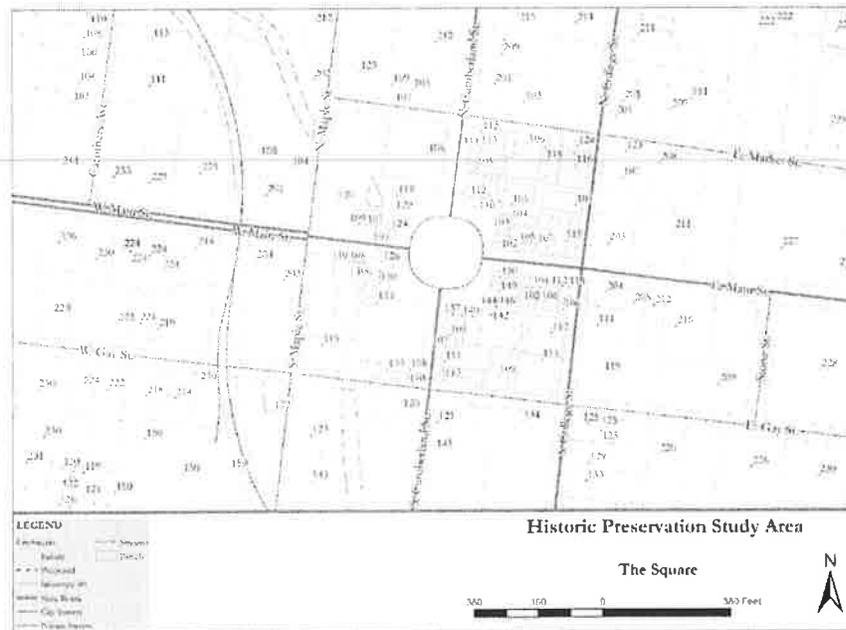
Staff reported that the applicant is requesting a Certificate of Appropriateness for an addition to the rear of the structure. The addition will take place on the northwest portion of the structure. The applicant will be adding on a brick structure, to be painted to match the existing structure. The side of the façade facing the public right-of-way will not have any windows. A porch will also be added to the rear of the addition. Staff believes that the addition is situated so that visibility will be limited from the public right-of-way. Staff recommends approval.

Ms. Camille Burdine noted that the contractor will not start until January.

Kathy Adams motioned to accept the request, seconded by Marilyn Bryant. Motion approved.

OLD BUSINESS:

1. Square Historic Preservation Study Area



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The commission requested aerials and pictures of the façade of the Square Study area.

A motion was made by Kathy Adams and seconded by Camille Burdine to defer the Square Historic Preservation Study Area discussion to the next meeting. Motion approved.

Also requested in regards to the study next month:

- Modeling for façade preservation guidelines/commercial district guidelines.
- Request from Historic Lebanon for capability of the National Register District Overlay map.

COMMISSIONERS COMMENTS:

Camille Burdine requested that Patsy Anderson from the Codes Department attend the next meeting to answer questions regarding minimum standards.

Discover whether Lebanon is a Certified Local Government.

Reminder to send out E Spring Street letters and guidelines to residents of the district.

Mail Guidelines and letters to Cumberland University Historic District

The commission appreciates all the hard work that Staff has put into the meetings, etc.

STAFF COMMENTS:

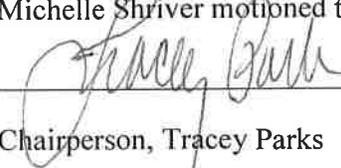
Staff is looking into streamlining the process for a COA.

Next meeting will be held on Tuesday, September 13, 2016 at 5:00 pm.

The Cumberland University Historic District will be presented to the Planning Commission on August 23, 2016 at 5:00 pm, then to City Council for first reading on September 20, 2016 and second reading and public hearing on October 18, 2016.

ADJOURN

Michelle Shriver motioned to adjourn. Meeting adjourned at 5:35 pm.



Chairperson, Tracey Parks



Date