

Historic Preservation Commission

CITY OF LEBANON HISTORIC PRESERVATION COMMISSION Regular Meeting – November 9, 2022

Attendees

John Foutch	Marilyn Bryant	Phillip Allison	David Taylor
Wayne Oakley			
Kristy Barhite	Kathleen Vail	Jeff Baines	

Call to Order

Chairman John Foutch called the meeting to order at 5:00 PM.

Chairman's Comments

Chairman John Foutch read the Chairman's Comments.

Approval of Minutes

A motion was made by Wayne Oakley and seconded by Phillip Allison for approval of the October 11, 2022 Historic Preservation Commission Meeting Minutes. Motion carried.

New Business

1. *Case 22-16 Request by Austin Gros for a Certificate of Appropriateness for work being done at 127 Greenlawn Drive (Tax Map 68C Group G Parcel 1) zoned RD9 in Ward 3*

The applicant is requesting a Certificate of Appropriateness for work being done at 127 Greenlawn Drive. Per the application, they are requesting to add privacy fencing to the side of the property and add a driveway to the front of the property.

Staff recommended the following based on Historic Preservation Guidelines:
Staff recommended approval.

The owner, Austin Gros, presented the case. He explained that they want to extend the four-foot fence to six feet high and keep the same pine picket appearance in the same location with the addition of a gate. Also, because it is difficult to navigate, they would like to put the driveway on the right side of the house. He said that they are considering a ribbon driveway but have not settled on that yet.

A motion was made by Marilyn Bryant and seconded by Phillip Allison for approval of the Certificate of Appropriateness. Motion carried 5-0.

2. *Case 22-17 Request by Jillian Souza for a Certificate of Appropriateness for work being done at 425 West Spring Street (Tax Map 68F Group D Parcel 21) zoned RD9 in Ward 3*

The applicant is requesting a Certificate of Appropriateness for work being done at 425 West Spring Street. Per the application, they are requesting to put an addition on the existing home, reinstalling shutters on the home, and updating exterior materials on the outbuildings to match the primary structure.

Staff recommended the following based on Historic Preservation Guidelines:
Staff recommended approval.

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The architect, Jillian Souza, presented the case. She explained that the addition would allow the owners, who has lived there 30 years, to stay in the home. Additionally, the exterior replacement of materials is due to it needing maintenance.

The commissioners discussed the shutters.

A motion was made by Wayne Oakley and seconded by Phillip Allison for approval of the Certificate of Appropriateness. Motion carried 5-0.

- 3. Case 22-18 Request by Alana and Damian Roberts for a Certificate of Appropriateness for work being done at 120 Greenlawn Drive (Tax Map 68C Group A Parcel 20) zoned RD9 in Ward 3*

The applicant is requesting a Certificate of Appropriateness for work being done at 120 Greenlawn Drive. Per the application, they are requesting to seal and paint the existing brick, replace windows, and replace shutters to their home.

Staff recommended the following based on Historic Preservation Guidelines:

Staff recommended approval for everything but the shutters. Brick, in the residential setting, can be painted according to the guidelines. Historically, the shutters should be large enough to cover the windows and these do not.

The owner, Alana Roberts, presented the case. She explained that they will not be replacing the shutters, but they are replacing the windows with wood clad interiors of the same style.

Commissioner Wayne Oakley said that because it was in the guidelines, the Staff could not recommend the shutters however there is no way to cover the windows even if they did have shutters that size so she could keep the shutters if she desired.

A motion was made by Marilyn Bryant and seconded by David Taylor for approval of the Certificate of Appropriateness without the replacement of the shutters. Motion carried 5-0.

- 4. Case 22-20 Request by Danielle Graves for a Certificate of Appropriateness for work being done at 111 North Cumberland Street (Tax Map 68E Group O Parcel 30.01) zoned CD in Ward 3*

The applicant is requesting a Certificate of Appropriateness for work being done at 111 North Cumberland Street. Per the application, they are requesting to replace the door, storefront windows, bulkheads, and light fixture.

Staff recommended the following based on Historic Preservation Guidelines:

Staff recommended approval.

The owner, Danielle Graves, presented the case. She explained that the façade was put on the front in 1998 and it leaks when it rains, and the water runs right through the building.

A motion was made by Wayne Oakley and seconded by Phillip Allison for approval of the Certificate of Appropriateness as presented. Motion carried 5-0.

Commissioner Comments – None.

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Planning Comments

Meeting Calendar

HISTORIC PRESERVATION COMMISSION SUBMITTAL SCHEDULE JANUARY 2023 - JANUARY 2024		
	Submittal Date	Meeting Date
	NOON (12:00PM)	5:00PM
January 2023	December 13	January 10
February 2023	January 17	February 14
March 2023	February 14	March 14
April 2023	March 14	April 11
May 2023	April 11	May 9
June 2023	May 16	June 13
July 2023	June 13	July 11
August 2023	July 11	August 8
September 2023	August 15	September 12
October 2023	September 12	October 10
November 2023	October 17	November 14
December 2023	November 14	December 12
January 2024	December 12	January 9

A motion was made by David Taylor and seconded by Phillip Allison for approval of the HPC Calendar. Motion carried 5-0.

Mailboxes in Historic Districts

Patrick Ribar, Customer Service Manager at Southside Lebanon Annex Post Office responded to our request for a representative to be present at the meeting tonight. He stated that the carrier for Greenlawn was asked to discontinue her efforts in requesting customers relocate their receptacles to the street. The Postal Operations Manual clearly states that the change to a mode of delivery cannot be forced unto a customer without their agreeing to do so. If a customer is willing to relocate their mailbox, he attached the guidelines. Otherwise, when the structure on a property is leveled and a new one erected, local postal management can require a change to the mode of delivery that may have originally been established. Curbside boxes are a more efficient and safe mode of delivery versus the current mode on Greenlawn, which is door to door.

The commissioners expressed that this needs to be on file and added to our guidelines.

Historic Grant Update

The State Historic Preservation Office reached out to our Grants Coordinator and then to us a few weeks ago putting an end date on our grant: November 30th. We need to get an "approvable draft document" to the State and allocate money to The Lakota Group by this date. So, The Lakota Group is working on the draft document at this time, with the outline that staff commented on. Staff received an update by Nick Kalogeresis today and this is what update he had for us:

It is still our plan to provide a draft set of design guidelines by the end of this month. We've been writing and editing the chapters based on the agreed outline. As you know, it will not be the fully illustrated version that we were initially planning to deliver but it will be complete. Our aim is to deliver it before the 30th.

Chairman John Foutch spoke with a state representative and noted that because of the short time frame and not being able to review it properly, to take the unfinished guidelines and work with it.

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There was continued discussion.

Historic District Signage Update

Staff met with Lee Clark (General Services Administrator) and Kristen Rice (Traffic Engineer) on October 26 to discuss the signage. Lee Clark was requested to come to this meeting, but he was not available.

Historic District Signage Update



Historic district street sign toppers =
~\$75 each

Sign topper and pole =
~\$500-\$800

Commissioner of Public Services Jeff Baines said that they can make it work and to let staff take care of it.

There was continued discussion.

The commissioners expressed that they like the signage and pole pictured on the left and would like to see pole designs similar to that one to vote on.

Sunshine Law of Tennessee


We have noticed more than one email that has included more than one member of the CC, PC or HPC. These have been on topics that could become voting items at one or more of these commissions or councils. This is prohibited by the sunshine laws. If you need to communicate on these things it needs to be in an advertised meeting or it needs to be directly to the city staff without involving anyone else on any commission or council or that may also be voting on the item.

Commissioner Wayne Oakley said that his email that included Chairman John Foutch was sent asking if an item could be put on the agenda.

Commissioner of Public Services Jeff Baines agreed that was a reasonable request.

Adjourn

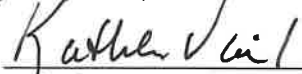
The meeting was adjourned at 5:50 PM.



Chairperson, John Foutch



Date



Recording Secretary, Kathleen Vail



Date