

**COOKEVILLE HISTORIC ZONING COMMISSION
MINUTES
NOVEMBER 8, 2005
5:00 P.M.**

The Cookeville Historic Zoning Commission met on Tuesday, November 8, 2005, at 5:00 p.m. in the Council Chambers, 45 East Broad Street, Cookeville, TN 38501.

MEMBERS PRESENT: Alma Anderson, Mary Jean Delozier, Calvin Dickinson, Don Prince, and Greg Stamps.

STAFF PRESENT: James Mills and Jayne Barns.

OTHERS PRESENT: None.

CONSIDER FOR APPROVAL THE MINUTES OF AUGUST 9, 2005. Calvin Dickinson made the motion to approve the minutes of August 9, 2005. Greg Stamps seconded the motion and the motion carried unanimously. **APPROVED.**

CONSIDER FOR APPROVAL APPLICATION FOR CERTIFICATE OF APPROPRIATENESS FOR THE EXPANSION OF EXISTING PORCH ON THE PROPERTY LOCATED AT 538 NORTH DIXIE. REQUEST SUBMITTED BY DOUG STANDIFER. James Mills stated that Mr. Doug Standifer has submitted an application for a certificate of appropriateness for an exterior alteration to a residential structure located in the North Dixie Historic District at 538 North Dixie Avenue. Specifically Mr. Standifer would like to expand and screen an existing porch on the north side of his house.

The Zoning Code provisions for the HS, Historic District require that certain determinations be made in evaluating an application for a Certificate of Appropriateness. These are as follows:

- The proposed action is in harmony with the intent of the HS District
- The proposed action would complement other structures within the HS District
- The proposed action complies with the “Standards for Rehabilitation” as promulgated by the Secretary of the Interior
- The proposed action complies with the Design Guidelines for the North Dixie Avenue Historic District

Applications for Certificates of Appropriateness require the submittal of certain additional information or materials if necessary to determine compliance. All required information has been submitted.

The Design Guidelines for the North Dixie Historic District specify that porches match the style of the house in materials, size and detail. They also specify that a porch may be enclosed if its new appearance is compatible with the historic design of the house.

Mr. Standifer indicates in correspondence submitted with the application that the expanded porch will be constructed in the same architectural style and of materials compatible with the existing home. It would appear, based on the information submitted, that the proposed exterior alteration will comply with the required guidelines.

Staff recommended approval of issuance of the Certificate of Appropriateness subject to compliance with the design guidelines.

Alma Anderson made the motion to approve the issuance of the Certificate of Appropriateness subject to compliance with the design guidelines. Greg Stamps seconded the motion and the motion carried unanimously. **APPROVED.**

STAFF REPORT: James Mills reported that the membership of the Historic Zoning Commission was expanded from 5 to 7 members with the adoption of Ordinance No. O05-04-06. The purpose of the expansion was to provide representation on the commission from each of the three historic districts (the North Dixie Historic District is already represented). Several weeks ago the Planning Department contacted property owners in the East Broad/Freeze Street and Cream City Historic Districts regarding service on the commission. The Planning Department received 3 letters from the East Broad/Freeze Street District and 2 letters from the Cream City District. These letters have been forwarded to the City Council for their review.

Members of the Historic Zoning Commission serve five-year terms and are appointed by the Mayor with confirmation by a majority vote of the City Council. The two new members have not been appointed as of this date.

ADJOURNMENT: 5:07 P.M.

SUBMITTED FOR APPROVAL

SUBMITTED FOR RECORDING

**JAYNE BARNS CPS
PLANNING ASSISTANT**

**DON PRINCE, CHAIRMAN
COOKEVILLE HISTORIC ZONING**