

**COOKEVILLE HISTORIC ZONING COMMISSION
MINUTES
APRIL 8, 2008
5:00 P.M.**

The Cookeville Historic Zoning Commission met on Tuesday, April 8, 2008, at 5:00 p.m. in the Council Chambers, 45 East Broad Street, Cookeville, TN 38501.

MEMBERS PRESENT: Alma Anderson, Lee Carney, Don Prince, and Julia Woodford.

MEMBERS ABSENT: Calvin Dickinson and Greg Stamps.

STAFF PRESENT: James Mills, Jayne Barns, Suzanne Garnmeister and Samantha Hitchcock.

OTHERS PRESENT: Marcia Donovan, Gail Dyer, James & Janet Kuykendall, Carolyn Leslie, Reilly Reagan, Donald & Deanna Kientz, Lindsay McReynolds, Gayle Haggard and Martin Migliore.

ELECTION OF CHAIRMAN AND VICE-CHAIRMAN. Alma Anderson made the motion to elect Don Prince as Chairman. Lee Carney seconded the motion and the motion carried unanimously. Alma Anderson made the motion to elect Greg Stamps as Vice-Chairman. Julia Woodford seconded the motion and the motion carried unanimously.
CHAIRMAN: DON PRINCE AND VICE-CHAIRMAN: GREG STAMPS.

CONSIDER FOR APPROVAL THE MINUTES OF MARCH 11, 2008. Alma Anderson made the motion to approve the minutes of March 11, 2008. Julia Woodford seconded the motion and the motion carried unanimously. **APPROVED.**

CONSIDER FOR ACTION HISTORIC ZONING DATABASE. REQUEST SUBMITTED BY STAFF. Samantha Hitchcock stated that submission from members, residents, and owners are still needed to complete the database. Letters and individual pages from the database were sent out to the 88 residents with a chance to respond, 16 have responded.

James Mills stated that this will be an on going project and there will be no deadline for submission. A disclaimer will be placed on the internet that all the information posted may not be exact. The Board will need to make a motion to approve the database.

Alma Anderson made the motion to adopt the Historic Zoning Database. Lee Carney seconded the motion and the motion carried unanimously. **APPROVED.**

James Mills commended Samantha Hitchcock on the great job that she did on the database.

There was a lady in the audience that said that the old Carlen House on the corner of Broad and Denton had an inscription with John Savage Denton 1883 etched in the door.

Mr. Mills stated that it would be nice to get a photograph of the door or etching of the words for the database.

CONSIDER FOR ACTION SIGNS FOR THE NORTH DIXIE AVENUE AND EAST BROAD-FREEZE STREET HISTORIC DISTRICTS. REQUEST SUBMITTED BY STAFF. Samantha Hitchcock stated that signs upon entering Cookeville's Historic Districts are suggested so the community will be informed where the districts are located. Cream City is Cookeville's only historic district with identifying signage. North Dixie Historic District is suggested to put in 2 signs and East Broad/Freeze Street 4-5. Several sign options have been designed in order to identify the districts; these selections will be considered for placement.

After showing several designs for signs, the Board decided to let the residents present at the meeting decide which type of sign that they would like to see for their neighborhood. Samantha Hitchcock stated that she would create a copy of the signs that were selected and send it to one representative from each neighborhood for final approval. Marcia Donovan was selected from the North Dixie Avenue District and Reilly Reagan was selected from the East Broad Street/Freeze Street District.

Alma Anderson made the motion to approve the selection of two (2) freestanding signs for the North Dixie Avenue Historic District. The color of the sign will be green and white. The sign that they chose was #3, with the following changes: (1) The sign will have straight lines and no curved edges, (2) North Dixie Avenue will be block letters instead of italic, (3) Historic District will be on two lines and not curved, and (4) There will be no logo on the sign. Julia Woodford seconded the motion and the motion carried unanimously. **APPROVED.**

Alma Anderson made the motion to approve the selection of four (4) freestanding signs for the East Broad/Freeze Street Historic District. The color of the sign will be green and white. The sign that they chose was #11, with the following changes: (1) The sign will be horizontal, (2) East Broad/Freeze Street will be in block letters instead of italic, (3) Historic District will be on two lines and not curved. The residents wanted to keep the logo as shown on #11. Lee Carney seconded the motion and the motion carried unanimously. **APPROVED.**

James Mills announced that this will be Suzanne Garnmeister's last meeting. She will be moving to Greenville, South Carolina at the end of the week. This will also be Samantha Hitchcock's last meeting. Her internship ends at the end of this month.

ADJOURNMENT: 5:48 P.M.

SUBMITTED FOR APPROVAL

SUBMITTED FOR RECORDING

**JAYNE BARNS CPS
PLANNING ASSISTANT**

**DON PRINCE, CHAIRMAN
COOKEVILLE HISTORIC ZONING**