

**COOKEVILLE HISTORIC ZONING COMMISSION
MINUTES
SEPTEMBER 9, 2008
5:00 P.M.**

The Cookeville Historic Zoning Commission met on Tuesday, September 9, 2008, at 5:00 p.m. in the Council Chambers, 45 East Broad Street, Cookeville, TN 38501.

MEMBERS PRESENT: Alma Anderson, Lee Carney, Calvin Dickinson, Cathy Lamb, Greg Stamps, Chris Wakefield, and Julia Woodford.

STAFF PRESENT: James Mills, Jayne Barns, and Ken Young.

OTHERS PRESENT: There was no one else in attendance.

WELCOME NEW MEMBER – CHRIS WAKEFIELD.

ELECTION OF CHAIRMAN AND VICE-CHAIRMAN. Calvin Dickinson made the motion to elect Greg Stamps as Chairman. Alma Anderson seconded the motion and the motion carried unanimously. **CHAIRMAN: GREG STAMPS.**

Lee Carney made the motion to elect Calvin Dickinson as Vice-Chairman. Alma Anderson seconded the motion and the motion carried unanimously. **VICE-CHAIRMAN: CALVIN DICKINSON.**

CONSIDER FOR APPROVAL THE MINUTES OF JULY 8, 2008. Alma Anderson made the motion to approve the minutes of July 8, 2008. Lee Carney seconded the motion and the motion carried unanimously. **APPROVED.**

CONSIDER FOR APPROVAL APPLICATION FOR CERTIFICATE OF APPROPRIATENESS FOR REMOVAL OF CANOPY TREE AT 628 NORTH DIXIE AVENUE. REQUEST SUBMITTED BY JERRY GAW. Ken Young stated that Mr. Jerry Gaw has submitted for approval an application for a Certificate of Appropriateness for the removal of one (1) street canopy tree, a Bradford Pear, at 628 North Dixie Avenue.

The Design Guidelines for the North Dixie Avenue Historic District specify in Section X, Guidelines for Landscaping, Accessory Structures and Signs, Subsection A, General Landscaping, (6) that “canopy trees along North Dixie Avenue shall be removed only when necessary and shall be replaced, where appropriate to maintain the street canopy”.

Mr. Jeff Fitzpatrick, City Forester with the Cookeville Electric Department, has reviewed Mr. Gaw’s request. He has determined that the tree is growing near a transformer pole and is somewhat of a poor quality species and recommends removal. Furthermore, Mr. Fitzpatrick states the removal would also benefit a Southern Magnolia growing nearby.

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, and
- The proposed action complies with the Design Guidelines for the North Dixie Avenue Historic District.

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Staff recommended approval of the Issuance of Certificate of Appropriateness to remove one (1) street canopy tree, a Bradford Pear Tree, located at 628 North Dixie Avenue.

Alma Anderson made the motion to approve the removal of one (1) street canopy tree, the Bradford Pear Tree, located at 628 North Dixie Avenue. Cathy Lamb seconded the motion and the motion carried unanimously. **APPROVED.**

Alma Anderson questioned the placement of the new Historic Zoning Districts signs for East Broad/Freeze Street Historic District on telephone poles. Mrs. Anderson stated that according to the minutes of April 8, 2008, her motion was for freestanding signs.

Insert from the April 8, 2008 Historic Zoning Commission Minutes:

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.**

Cathy Lamb shared her concern about the aesthetics of those signs being attached to the telephone poles. She would prefer that they be removed from the telephone poles and attached to a separate freestanding pole.

Greg Stamps suggested that all the Board members look at the placement of the new signs and then it can be discussed at the next scheduled meeting.

STAFF REPORT: James Mills reported that the City Council at their September 4, 2008 meeting, held a Public Hearing and approved on First Reading, Historic Overlay Zoning for the property located at 118 East First Street. The City Council will also hold a Public Hearing on October 2, 2008 and consider on First Reading, Historic Overlay Zoning for 14 additional properties from 1st to 4th and including Cherry and Holly Avenues.

ADJOURNMENT: 5:15 P.M.

SUBMITTED FOR APPROVAL

SUBMITTED FOR RECORDING

**JAYNE BARNS CPS
PLANNING ASSISTANT**

**GREG STAMPS, CHAIRMAN
COOKEVILLE HISTORIC ZONING**