

**MINUTES  
KNOXVILLE HISTORIC ZONING COMMISSION  
KNOX COUNTY HISTORIC ZONING COMMISSION  
MEETING  
FEBRUARY 16, 2017**

<b>Knoxville Historic Zoning Commission</b>				
<b>Commissioner</b>	<b>Present</b>	<b>Absent</b>	<b>Excused</b>	<b>Arrived</b>
Rick Blackburn	X			
Bart Carey, Vice Chair	X			
Steve Cotham	X			
Faris Eid			X	
Dasha Lundy	X			
Lorie Matthews, Chair	X			
Melissa McAdams	X			
Sandi Swilley			X	
Stanton Webster	X			

<b>Knox County Historic Zoning Commission</b>				
<b>Commissioner</b>	<b>Present</b>	<b>Absent</b>	<b>Excused</b>	<b>Arrived</b>
Bill Belser	N/A			
Mike Crowder	N/A			
George Ewart, Chair	N/A			
Scott Smith, Vice Chair	N/A			
Open	N/A			

<b>Staff/Others Present</b>	<b>Affiliation</b>
Crista Cuccaro	City Law Department
Scott Elder	City Plans Review and Inspections
Kaye Graybeal	MPC
Dori Caron	MPC
John Holmes	Applicant
James Reynolds	Linden Ave. Baptist Church applicant
Jerry Wright	Linden Ave. Baptist Church representative
Melvin Wright	City Plans Review and Inspections

Knoxville Historic Zoning Comm. Chair Mathews called the meeting to order at 8:38 am. City roll call was taken and it was noted there was a City quorum. There was no County business so the Knox County Historic Zoning Commission did not convene. Comm. Matthews swore in all Applicants and visitors that planned to speak on any Agenda item. Comm. Matthews stated that the meeting was being televised and recorded. She also asked that speakers limit their presentations to five minutes and to sign in when they reach the podium. She further noted that any appeals to Commission decisions can be taken to Chancery Court if appealed within 60 days.

**Approval of Minutes**

**Action: Comm. Cotham moved to approve the January 19, 2016 Historic Zoning Commission Minutes. The Motion was seconded by Comm. Carey. The Motion carried unanimously.**

**Result:** Approved.

**Staff Reports:** Ms. Graybeal reviewed the Level 1 Certificate approved since the last meeting.

## **KNOXVILLE HISTORIC ZONING COMMISSION**

### **CERTIFICATES OF APPROPRIATENESS**

#### **Edgewood-Park City H-1**

2341 Jefferson Avenue – Construction of covered entrance and accessibility ramp (2-D-17-HZ)

**Discussion:** Ms. Graybeal noted the application did not include architectural drawings that reflect more recently developed requirements and therefore postponement was being recommended. She noted that since the application was advertised the City Law Department has indicated the Commission can use this time as more of a pre-application review but cannot give any indication on how they would vote at a future meeting. Ms. Graybeal reviewed the staff report. Applicant James Reynolds was present and noted they just want to find out what they are required to do to make this right. He noted they had nothing further to add to the staff report. It was clarified that if the structure is approved they will still need Board of Zoning Appeals approval for the side setback and if that is not obtained the structure would continue to be considered an illegal structure. Melvin Wright indicated that the current slab does not meet ADA code as there is a “lip” at the sidewalk that would need to be adjusted as well as a lip at the door that does not appear to meet accessibility requirements and this will need to be evaluated. The proposed ramp would run parallel to the sidewalk for 4 to 6 feet and join at the covered entrance. It was noted by Commissioners that it is difficult to offer much guidance as there is not enough information and they do not know what the outcome of the BZA appeal will be until later today [at the BZA regular monthly meeting]. The Applicant indicated they would be open to using alternative roof materials. Ms. Graybeal noted she is available to the Applicant for guidance.

**Action: Comm. Carey moved that the application submitted for 2341 Jefferson Avenue be postponed until the March 16, 2017 meeting, until the project information and design is more complete and BZA has made their decision and based on the evidence submitted and the information provided in the staff report and per staff recommendation: The Motion was seconded by Comm. McAdams. The Motion carried unanimously.**

**Result:** Postponed until the March 16, 2017 meeting.

#### **Fort Sanders NC-1**

1616 Forest Avenue – Construction of addition (2-A-17-HZ)

**Discussion:** Ms. Graybeal reviewed the staff report and staff recommendation. Ms. Graybeal clarified that in the Fort Sanders Neighborhood Conservation overlay district the Commission only reviews new construction, additions and demolition, noting that the Commission does not review changes to an existing building except for that of an addition as in this case. Applicant John Holmes was present and noted the windows on the western side of the addition will be the egress windows and will be a different size and everywhere else they will try and match the same size [windows] as what is original. He further noted the other house [1618 Forest Ave.] is virtually identical and will have the same layout inside, with the west side having the egress windows. Ms. Graybeal noted the corner trim and fascia [on the addition], not shown in the drawings, would need to match that on the main house. Ms. Graybeal pointed out the spec sheet for a rear half-light door with 2 panels below. What is shown is a door with muntins, but the proposed door would not have those muntins in the upper light which would be more typical of a Queen Anne style. Mr. Holmes clarified that everything from the opposing [rear] gable out will be rebuilt. He noted the only work on the front of the house will be repairs to the original tongue and groove wood, a stained wood ceiling, with the hand rails and structure of the posts to be brought up to building code.

**Action:** Comm. McAdams moved that the application submitted for 1616 Forest Avenue be approved for a rear addition based on the evidence submitted and the information provided in the staff report and per staff recommendation with the following condition: 1) That the replacement windows in the existing house and the addition match the size of the historic windows on the house; except for the windows dedicated to meet [code for] egress which are to be 30 x 60. The Motion was seconded by Comm. Carey. The Motion carried unanimously.

**Result:** Approved with condition

#### **Fort Sanders NC-1**

1618 Forest Avenue – Construction of addition (2-B-17-HZ)

**Discussion:** Ms. Graybeal reviewed the staff report and staff recommendation. Ms. Graybeal noted the trim work and fascia on the corners [on the additions], not shown in the drawings, would need to match that on the main house, and that the Queen Anne-era half-light door would not have the muntins in the top light. Applicant John Holmes was present and had nothing further to add to the staff report. There was no discussion.

**Action:** Comm. McAdams moved that the application submitted for 1618 Forest Avenue be approved for a rear addition based on the evidence submitted and the information provided in the staff report and per staff recommendation with the following condition: 1) That the replacement windows in the existing house and the addition match the size of the historic windows on the house; except for the windows dedicated to meet [code for] egress which are to be 30 x 60. The Motion was seconded by Comm. Carey. The Motion carried unanimously.

**Result:** Approved with condition

#### **Other Business:**

- Ms. Graybeal introduced the 2 newly appointed Knoxville Historic Zoning Commissioners, Rick Blackburn and Dasha Lundy, who spoke briefly about their backgrounds and preservation interests.
- Approval of Pre-Application Review Policy.

**Discussion:** Ms. Graybeal reviewed the proposed policy based on last month's discussion and feedback received since then, also touching on the previously discussed reasoning behind proposing the Commission consider/adopt this policy. She reviewed the 4 situations where a pre-application meeting are proposed to be required. She then reviewed the proposed requirements for a pre-application review application. There was discussion surrounding how complete the architectural renderings need to be, or would realistically be coming into the pre-application review. Comm. Blackburn has been through the process [with the Downtown Design Review Board] as an Applicant and noted it was extremely helpful to get the "heavy lifting" out of the way with feedback from the Commissioners up-front prior to submitting an application and agreed with Comm. Eid that dimensioned drawings be required for a pre-application meeting. It was clarified that the Knox County Historic Zoning Commission would need to take action for their Commission separately if they have interest in pursuing this policy. Crista Cuccaro also noted that the City Law Department nor Plans Review and Inspections have not weighed in on this proposed policy and respectfully requested that the Commission delay Action on the policy until it was reviewed by these two City departments. There was no Action taken.

**Action:** Comm. Carey moved to adjourn the meeting. The Motion was seconded by Comm. McAdams. The Motion carried unanimously and the meeting was adjourned.