

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

Knoxville Historic Zoning Commission				
Commissioner	Present	Absent	Excused	Arrived
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			

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

Staff/Others Present	Affiliation
Crista Cuccaro	City Law Department
Scott Elder	City Plans Review and Inspections
Kaye Graybeal	MPC
Mike Reynolds	MPC
Dori Caron	MPC
Caleb Kyser	Applicant
William Exum	Jonathan Miller Architects
Scott Elder	City Plans Review and Inspections

Knoxville Historic Zoning Comm. Vice Chair Carey called the meeting to order at 8:45 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. Mike Reynolds from the MPC sat in for Kaye Graybeal as the MPC staff representative. Comm. Carey swore in all Applicants and visitors that planned to speak on any Agenda item. Comm. Carey stated that the meeting was being televised and recorded. He also asked that speakers limit their presentations to five minutes and to sign in when they reach the podium. He further noted that any appeals to Commission decisions can be taken to Chancery Court if appealed within 60 days.

Approval of Minutes

Action: Comm. McAdams moved to approve the February 16, 2017 Historic Zoning Commission Minutes. The Motion was seconded by Comm. Blackburn. The Motion carried unanimously.

Result: Approved.

Staff Reports: Mr. Reynolds reviewed the Level 1 Certificates approved since the last meeting.

KNOXVILLE HISTORIC ZONING COMMISSION

CERTIFICATES OF APPROPRIATENESS

Fairmont-Emoriland NC-1

0 Emoriland Blvd. - Construction of new primary building (3-D-17-HZ)

Discussion: Mr. Reynolds reviewed the staff report and staff recommendation. Applicant Caleb Kyser was present and noted he prefers the white aluminum-clad windows as opposed to bronze as although the outside is Craftsman the inside is modern with an open floor plan. He thinks the dark mullions would get lost looking into the house unless a white curtain was specifically placed behind the windows. He noted he could not find any Craftsman home in the neighborhood that did not have white windows. He stated he would go with a darker color if that remains conditioned and understands the reasoning behind staff's recommendation preferring a darker framed window. When approached, Mr. Kyser also agreed that a 5/12 pitch would be acceptable to him.

Action: Comm. Eid moved that the [application] design, as submitted and with white windows, for 0 Emoriland Blvd. be approved based on the evidence submitted and the information provided in the staff report and per staff recommendation with the following conditions: 1) The roof pitch is modified to 5/12, and 2) The railing for the deck have balusters that are set into the top and bottom rails rather than having beveled ends overlapping the rails. The Motion was seconded by Comm. Blackburn. The Motion carried unanimously.

Result: Approved with conditions.

Glen Craig Individual Landmark H-1

6304 Westland Drive – Accessory structure / revisions to approved addition (3-B-17-HZ)

Discussion: Kaye Graybeal, now present, reviewed the staff report and staff recommendation. Architect William Exum was present representing the owners and Jonathan Miller Architects and noted the only footprint change is about 22 ft. and they are trying to clean up and improve the elevations. He then noted the new windows, necessary in the upper-floor bedrooms to meet egress for the fire code, will be custom to fit into the original openings so as not to disturb any of the stone. Proposed changes on the addition is to add light. There was no discussion.

Action: Comm. Eid moved that the application submitted for 6304 Westland Drive for revisions to the proposed additions and the new construction of an accessory structure be approved based on the evidence submitted and the information provided in the staff report and per staff recommendation. The Motion was seconded by Comm. Webster. The Motion carried unanimously.

Result: Approved.

Other Business:

- Approval of Pre-Application Review Policy.

Discussion: Ms. Graybeal reviewed the draft policy and the reasoning behind its being proposed. She clarified there would be no fee involved and these meetings would be properly publicly noticed according to open meetings law.

The Policy outlines when a pre-application would be required or suggested, what is involved in scheduling them, what documentation would be required as well as an overview of the meeting format, which touches on what Commissioners can discuss. Discussion ensued regarding what should be required of any drawings/elevations submitted for a pre-application review. Comm. Eid noted that it is very important that all drawings submitted be correctly dimensioned and to scale and that they correctly depict the existing and the proposed design. There was also discussion surrounding how these drawings can be submitted, by hand or digitally, with both being OK. Submission size was discussed and staff will work with Applicants individually depending on what they are able to provide. Crista Cuccaro noted this policy should be added to the Administrative Rules of the Commission and if a Motion is made to approve it the Motion should also include adding it to the Administrative Rules (of the Knoxville HZC), in an appropriate location. The Knox County HZC would need to consider it separately. It was clarified that if adopted it does not need to go to City Council. There was also discussion surrounding better emphasizing that the pre-application review is a preliminary, non-binding discussion (highlighting or underlining it). Ms. Cuccaro noted that can be made very clear on the Commission's website using a summary/introduction to pre-application review meetings, where they will be outlined.

Ms. Graybeal reread the sentence to be changed on completing a pre-application: "removing the word digital, and 'submittal of dimensioned drawings or sketches which will correctly depict the existing and proposed design, completed at least to conceptual level and preferably printable at 8.5 x 11' ". Staff will work with MPC web design staff on the summary language stressing the preliminary and non-binding nature of the pre-application review meeting and which will also briefly summarize/outline any other important points, lastly directing them to the full pre-application review meeting process.

Action: Comm. McAdams moved that the Pre-Application Review Policy be approved [with the above-outlined revisions, and with adding the policy to the Knoxville Historic Zoning Commission's Administrative Rules]. The Motion was seconded by Comm. Blackburn. The Motion carried unanimously.

Result: Approved with changes.

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