

# Meeting Minutes

DECEMBER 18, 2024

4:00 P.M. | Small Assembly Room

A video of this meeting will be available in the meeting archive pages here:

<https://knoxplanning.org/zoning/design-review>

Board Member	Present	Excused	Absent
C. Tony Allen Downtown Development Representative	X		
Rick Blackburn Historic Zoning Commission	X		
Cameron Bolin AIA Representative	X		
Perry Childress East Tennessee Community Design Center		X	
Matthew DeBardelaben Downtown Knoxville Alliance Representative	X		
Chris Ford Business Development Representative		X	
Laura Lenn Downtown Resident Representative	X		
Susanne Tarovella, Chair City Resident Representative	X		
Jared Worsham, Vice-Chair Downtown Resident Representative	X		
Josh Wright Urban Design Representative		X	
Ex-Officio and Staff Members Present	Affiliation		
Lindsay Crockett	Knoxville-Knox County Planning		
Dallas DeArmond	Knoxville-Knox County Planning		
Malynda Wollert	Knoxville-Knox County Planning		
Christina Magrans-Tillery	City Law Department		
Mark Riehl	City Plans Review and Inspections		

The meeting was called to order by Chair Susanne Tarovella at 4:00 p.m. Chair Tarovella asked that the Board members and ex-officio staff introduce themselves. Roll was taken, and it was established that there was a quorum.

## Minutes

***A Motion was made by Dr. Lenn and seconded by Mr. Blackburn to approve the minutes of the November 20, 2024 Design Review Board Meeting. The motion carried unanimously, 7-0.***

## Staff Report

Ms. Crockett reviewed administrative approvals issued since the last meeting.

### *Downtown Design Review*

## Certificates of Appropriateness

**207 E. Jackson Ave. / Parcel ID 95 H A 022**

New primary structure (12-B-24-DT)

**Discussion:** Ms. Crockett informed the Board that the applicant had requested a postponement. The applicant was not present.

***A motion was made by Vice-Chair Worsham and seconded by Mr. DeBardelaben to postpone the application. The motion carried unanimously, 7-0.***

### *Infill Housing Design Review*

## Certificates of Appropriateness

**1336 Delaware Ave. / Parcel ID 81 P G 012**

New primary structure (8-E-24-IH)

**Staff Recommendation:** The Board should discuss the door placement on the Bragg Street elevation, and any necessary changes in siding pattern to break up the large massing; pending additional conditions identified by the Board, staff recommends approval of Certificate 8-E-24-IH, subject to the following conditions: 1) final site plan and elevation drawings to meet Middle Housing standards (Article 4.6) and City Engineering standards, with minor revisions to be approved by staff; 2) revisions to the Delaware Street elevation to locate the secondary door in the location of the adjacent window; 3) revised door specifications to be submitted to staff for approval.

**Discussion:** Lindsay Crockett reviewed the application and the staff recommendation.

Applicant Sean Olu, 6923 Maynardville Pike Ste 137, Knoxville, TN 37918, was present via Zoom to discuss the application. There was no opposition present.

***A motion was made by Mr. DeBardelaben and seconded by Dr. Lenn to approve certificate 8-E-24-IH per staff recommendation, with the additional condition that two windows are added to the stairwells in the center massing of the structure on the second floor. The motion carried unanimously, 7-0.***

**3350 Midway St. / Parcel ID 81 H D 028**

New primary structure (12-B-24-IH)

**Staff Recommendation:** Staff recommends approval of Certificate 12-B-24-IH, subject to the following conditions: 1) front setback to be revised to align with adjacent houses; 2) final site plan be revised to

avoid front yard parking, with approval by staff; 3) final site plan to include a walkway from the front door to the street; 4) porch depth to be revised to 8'; 5) final site plan to meet City Engineering standards; 6) final site plan to include one tree in front and rear yards.

**Discussion:** Lindsay Crockett reviewed the application and the staff recommendation.

The applicant was not present. There was no opposition present.

***A motion was made by Mr. Blackburn and seconded by Dr. Lenn to approve certificate 12-B-24-IH per staff recommendation, with the additional conditions that the foundation be raised to a minimum of 18" and be clad in parch coating. The motion carried unanimously, 7-0.***

**200 Hiawassee Ave. / Parcel ID 81 B G 001**

New primary structure (12-C-24-IH)

***Items 12-C-24-IH, 12-D-24-IH, and 12-E-24-IH were discussed concurrently.***

**Staff Recommendation:** Staff recommends approval of Certificate 12-E-24-IH, subject to the following conditions: 1) final site plan to meet City Engineering standards; 2) modifications to the porch to meet Infill Housing guidelines; 3) use of lap siding with an overlap instead of Dutch lap or flush panel siding; 4) final site plan to include a walkway from the front door to the street; 5) revisions to parking to meet design guidelines and avoid the front yard; 6) revisions to façade and side elevation windows design and placement, with approval by staff; 7) final site plan to include one tree in the front and rear yards.

**Discussion:** Lindsay Crockett reviewed the application and the staff recommendation.

Applicant Edilmar Lopez, 6045 Babelay Rd., Knoxville, TN 37924, was present to discuss the application for review. There was no opposition present.

***A motion was made by Mr. Bolin and seconded by Mr. Blackburn to approve certificates 12-C-24-IH, 12-D-24-IH, and 12-E-24-IH per staff recommendation, with the additional three conditions: 1) the applicant provide staff with siding materials specifications for the front elevation to staff for approval; 2) the foundation height be 18" minimum; 3) back porch design submitted to staff for approval. The motion carried unanimously, 7-0.***

**202 Hiawassee Ave. / Parcel ID**

New primary structure (12-D-24-IH)

***Items 12-C-24-IH, 12-D-24-IH, and 12-E-24-IH were discussed concurrently.***

**204 Hiawassee Ave. / Parcel ID**

New primary structure (12-E-24-IH)

***Items 12-C-24-IH, 12-D-24-IH, and 12-E-24-IH were discussed concurrently.***

**704 E. Caldwell Ave. / Parcel ID 81 F C 002**

Rear addition (12-F-24-IH)

**Staff Recommendation:** Staff recommends approval of Certificate 12-F-24-IH as submitted.

**Discussion:** Lindsay Crockett reviewed the application and the staff recommendation.

The applicant was not present to discuss the application. There was no opposition present.

***A motion was made by Mr. DeBardelaben and seconded by Mr. Bolin to approve certificate 12-F-24-IH per staff recommendation. The motion carried unanimously, 7-0.***

**301 E. Woodland Ave. / Parcel ID 81 L A 041**

New primary structure (12-G-24-IH)

***Items 12-G-24-IH and 12-H-24-IH were discussed concurrently.***

**Staff Recommendation:** Staff recommends approval of Certificate 12-G-24-IH, subject to the following conditions: 1) concrete parking pad to be reduced in size to avoid tree, with final site plan meeting City Engineering standards; 2) meeting all applicable requirements in the City Zoning code, including Article 4.6 and principal use standards of 9.3.J, 3) introducing differentiation between 301 E. Woodland Ave and 305 E. Woodland Ave, with approval by staff.

**Discussion:** Lindsay Crockett reviewed the application and the staff recommendation.

Applicant Spencer Stanley, 6313 Clinton Hwy. #410, Knoxville, TN 37917, was present to discuss the application. There was no opposition present.

***A motion was made by Vice-Chair Worsham and seconded by Mr. Bolin to approve certificate 12-G-24-IH per staff recommendation, with the added conditions that the applicant stain any exposed wood railings or columns and the facade facing Cornelia Street be broken up, subject to staff approval. The motion carried unanimously, 7-0.***

**305 E. Woodland Ave. / Parcel ID 81 L A 040**

New primary structure (12-H-24-IH)

***Items 12-G-24-IH and 12-H-24-IH were discussed concurrently.***

## Other Business

None.

## Adjournment

As there was no further business, the meeting was adjourned at 4:52 p.m.