



Meeting Minutes

Historic Zoning Commission

Monday, August 12, 2024

5:00 PM

Board Room

Notice is hereby given that a meeting of the Historic Zoning Commission will be held on the date and time listed above at 109 3rd Ave. S., Franklin, TN 37064. 615.791.3212 For accommodations due to disabilities or other special arrangements, please contact the Human Resources Department at (615) 791-3216, at least 24 hours prior to the meeting. Accommodations have been made to ensure that the public is able to participate in the meeting. The public may participate in the following ways: • Watch the meeting on FranklinTV or the City of Franklin website. • Watch the live stream through the City of Franklin Facebook and YouTube accounts. • Email comments to planningintake@franklinton.gov to be provided in full to the Commission and included in the minutes, but not read aloud in their entirety during the meeting. Emailed comments are accepted until 12:00 PM (noon) on the day before the meeting. • Comment in-person in the Board Room. Speakers may sit in the Boardroom or wait in the lobby.

CALL TO ORDER

Chair Denton called the meeting to order at 5:00 PM.

Commissioners Present: Josh Denton, Lisa Marquardt, Michael Orr, Bob Barrett, Tyler LeMarinel, Brian Laster, and Mary Pearce

Commissioners Absent: Susan Besser and Kathy Worthington

Staff Present: Kelly Dannenfelser, Emily Huffer, Elizabeth Bulay, Jared Carter, and Blake Harper

CITIZEN COMMENTS (Open for citizens to be heard on any issue or concern, including those related to items on the agenda. Please submit a Speaker Card at the beginning of the meeting if you would like to address the Commission. If you would like to speak on an agenda item, the Chair will hold your comment until the public comment period associated with the item. As provided by law, the Commission shall make no decisions or consideration of action of citizen comments for items not on the agenda, except to refer the matter to the Planning Director/Staff for administrative consideration, or to a schedule the matter for consideration at a later date. Those addressing the Commission are requested to come to the microphone and identify themselves by name and address for the official record. The Chair may restrict the period for public comment, including the length of the public comment period, the number of individuals who can speak and the length of time each individual may speak. When time allows, the standard individual public comment time is two minutes.)

Chair Denton asked for citizen comments. There were none.

Comments on agenda items may be made in person at city hall or by emailing planningintake@franklinton.gov before noon on the day of the meeting. Emailed comments will be provided to the Commission and included in the minutes, but not read aloud in their entirety during the meeting.

1. Citizen Comment for 904 Fair St.

Sponsors:

APPROVAL OF MINUTES

2. Consideration Of Approval Of Minutes

Sponsors:

Commissioner Pearce motioned to approve the July 8, 2024, HZC meeting minutes with edits, seconded by Commissioner LeMarinel. The motion carried 7-0.

ANNOUNCEMENTS

The regularly scheduled DRC Meeting will take place on Monday, August 19, 2024, at 4 PM.

A special joint BOMA/DRC Meeting to discuss City Hall will take place on September 9, 2024, at 4 PM.

APPLICATIONS

3. Consideration Of Alterations To The Previously Approved Fencing At 1835 William Campbell Ct.; Bernie Butler, Applicant.

Sponsors: Kelly Dannenfelser, Emily Huffer, Elizabeth Bulay

Project Leader: Elizabeth Bulay. 1835 William Campbell Court features the site of the Historic Magnolia Hall as well as the new Magnolia Hall Subdivision. A Certificate of Appropriateness was issued in August 2023 for the construction of a retaining wall and installation of fencing as a guardrail on top. The approved fencing was a 4-board horse fence in design, intended to match what is seen throughout the property, with a condition of approval added by the HZC for horizontal boards to be applied on both sides of the horse fencing. The original application had horizontal boards on one side of the fence.

1835 William Campbell Court features the site of the Historic Magnolia Hall as well as the new Magnolia Hall Subdivision. A Certificate of Appropriateness was issued in August 2023 for the construction of a retaining wall and installation of fencing as a guardrail on top. The approved fencing was a 4-board horse fence in design, intended to match what is seen throughout the property, with a condition of approval added by the HZC for horizontal boards to be applied on both sides of the horse fencing. The original application had horizontal boards on one side of the fence.

Four-board horse fencing maintains consistency with the existing fencing around the property. The utilization of horizontal boards on both sides of the fence is not common or seen elsewhere on the property or in other locations that utilize this fencing type.

Recommendation: Staff recommends approval of the application with conditions outlined in the staff report.

Applicant: Mike Hathaway. Mr. Hathaway, speaking on behalf of the owner, Bernie Butler, stated that the applicant is requesting removal of horizontal boards on the lake side of the fence. In agreement with staff, the removal of the boards will represent a more authentic horse fence.

Citizen Comments: None

Motion

Commissioner Laster motioned to approve alterations to the previously approved fencing at 1835 William Campbell Court with staff conditions, seconded by Commissioner Orr.

Discussion

Chair Denton stated that the one-sided horse fence is completely appropriate for the area.

Commissioner LeMarinel asked for confirmation that the fence would be a standard horse fence with cable rails on the other side of the fence.

Mr. Hathaway confirmed that to meet the fall protection codes, the cable rails will be installed next to the horse fence.

The motion carried 7-0.

Ms. Dannenfels is a neighbor of the next applicant and has not participated in the evaluation of the application and stepped outside while the item was discussed.

4. Consideration of Site Alterations (Driveway) At 309 4th Ave. S.; Mike Desmond, Applicant.

Sponsors: Emily Wright, Emily Huffer, Elizabeth Bulay

Project Leader: Elizabeth Bulay. 309 4th Avenue South features a two-story frame dwelling which was constructed circa 1905. The building utilizes the American Foursquare plan. There is an accessory structure at the rear of the property that is a circa 1930 frame garage. The existing driveway is a shared driveway that serves both 309 4th Avenue South and 315 4th Avenue South. A new driveway material is being proposed to replace the existing asphalt driveway. The proposed driveway will utilize concrete in place of the existing asphalt. The footprint of the driveway will not be altered. The material will only be altered on this property owner's half of the shared driveway. The proposed change in material of the driveway to utilize concrete is appropriate and meets the recommendation of the Guidelines.

Recommendation: Staff recommends approval of the driveway alteration with conditions listed in the staff report.

Applicant: Jamie Desmond. Ms. Desmond explained that the asphalt driveway requires patching and sealing on a yearly basis. The goal is to cover the driveway with a more durable material that won't require as many repairs.

Citizen Comments: None

Motion

Commissioner Pearce motioned to approve site alterations (Driveway) at 309 4th Avenue South with staff conditions, seconded by Commissioner LeMarinel.

The motion carried 7-0.

5. Consideration Of Alterations (Roofing, Chimney, And Porch Repair) At 320 3rd Ave. S.; Josh Berry, Applicant.

Sponsors: Kelly Dannenfels, Emily Huffer

Project Leader: Emily Huffer. The property at 320 3rd Avenue South was constructed circa 1890 and is part of the Downtown Franklin Historic District. The proposal includes repairing the chimney, repairing the front porch, replacing the asphalt shingle roof, and installing a metal roof on the front porch.

The Guidelines support the chimney repair, the front porch repair, and the in-kind replacement of the asphalt shingle roof. The current porch roofing matches the existing asphalt shingle roof. The proposal is for a silver galvanized metal standing seam roof to be utilized on the porch roof.

The Guidelines recommend preserving historic roof forms and materials. Roofing sections on the main and other visible facades should remain unaltered. More information and context are needed to determine whether metal roofing was historically on the porch roof. The Historic Zoning Commission has approved several adjacent buildings to utilize asphalt shingle roofing for the main building and metal roofing on the porch roof.

Recommendation: Staff recommends the deferral of the use of metal roofing on the porch roof on the following grounds: One should avoid adding architectural features that are not original to the historic porch. Not enough information has been provided to determine whether a metal porch roof was historically present. Staff recommends approval of the chimney repair, the front porch repair, and the utilization of an asphalt shingle on the main portion of the principal building with conditions outlined in the staff report.

Applicant: Josh Berry. Mr. Berry noted that the two shed roofs should also be included with the metal roof request.

Ms. Huffer confirmed that the two shed roofs are part of the application.

Citizen Comments: None

Motion

Commissioner Marquardt motioned to defer alterations (Roofing, Chimney, and Porch Repair) at 320 3rd Avenue South to the September meeting, seconded by Commissioner Barrett.

Commissioner Orr asked if there was a reason the chimney could not be repaired in kind.

Commissioner Pearce noted that the home had been in distress for some time and the repairs need to move forward.

Ms. Huffer stated that the two shed roofs were not submitted within the application, but that these could be considered by the commission

Amendment

Commissioner Pearce amended the motion to defer to include the metal roofing portion of the application, seconded by Commissioner Orr.

Commissioner Laster asked if that included the main roof of the house.

Chair Denton explained that the proposed roofing is a combination of asphalt and metal. The amendment to the deferral motion refers to deferral of the metal roof portions only.

Mr. Berry noted that originally the owners proposed a full metal roof but revised the application to include a combination of asphalt and metal roofing.

Commissioner Marquardt asked the applicant if the repairs to the house could move forward without having a decision on roofing material.

Mr. Berry said it would be more difficult to make repairs without having a final decision on roofing material. Mr. Berry also noted that the owners received a notice from the codes department.

Commissioner Laster stated that if a decision can be made tonight, the applicant could begin repairing the porch and installing the asphalt shingle roof. Across the street, the HZC approved a dark metal roof, so a dark metal color can be supported in this situation.

Chair Denton stated that there is an amendment to the motion to defer, but to defer only the metal roofing material and to move forward with porch repairs and installation of the asphalt roof.

Commissioners Pearce and Marquardt offered to withdraw their motions, with Commissioners Barrett and Orr, as seconds, agreed.

Commissioner Laster motioned to approve alterations (Roofing, Chimney, And Porch Repair) at 320 3rd Avenue South as submitted with staff conditions, but metal roofing must utilize a dark bronze color on the front porch roof, and not to be installed on the side or back, seconded by Commissioner Orr.

The motion carried 7-0.

6. Consideration Of Alterations (Awning Installation) At 1302 Adams St.; Phillip Drone, Applicant.

Sponsors: Kelly Dannenfelser, Emily Huffer, Elizabeth Bulay

Project Leader: Elizabeth Bulay. 1302 Adams Street features a one and one-half-story Tudor revival-influenced dwelling which was constructed circa 1935. The property is a corner lot fronting Adams Street and Jennings Street, making the side and rear of the property have a higher degree of visibility from the street. At the rear of the building is a porch and a stairwell to the basement. The property owner has explained that there has been a history of flooding and water intrusion into the basement at this rear entrance and hopes to mitigate this with the installation of an awning. A new awning is proposed to be

installed at the rear of the home over the porch and stairway. The proposed awning will utilize a black and white striped design and relates to the primary colors seen on the home. The awning would be placed over the rear windows and stairwell. The proposed material of the awning is a heavy-duty vinyl fabric.

The Guidelines recommend using duck canvas or cotton and polyester blends with or without acrylic treatment and avoid vinyl awnings. The awning does not meet the recommendation of the Guidelines for materials as it will utilize a vinyl material. It is placed in a traditional location on the rear of the home and proportionately placed over the windows and stairs. The design is compatible with the overall color scheme and does not cover any architectural details.

Recommendation: Staff recommends approval of the awning installation with conditions outlined in the staff report.

Applicant: Phillip Drone. Mr. Drone explained that flooding in his basement was the primary reason for the awning proposal. Spring rains caused flooding in the basement on two different occasions. The only entry into the basement is a stairway from the deck. Mr. Drone spoke with Nashville Awning and Tent and ultimately ordered and paid for an awning to help mitigate the flooding issue. According to Nashville Tent and Awning, duck canvas is no longer available. After receiving the blue postcard in the mail from the city, Mr. Drone realized that prior approval would be necessary before the awning could be installed. Mr. Drone noted the safety concerns in the basement when flooding occurs, requiring water to be pumped out.

Citizen Comments: None

Motion

Commissioner Pearce motioned to approve alterations (Awning Installation) at 1302 Adams Street with conditions, seconded by Commissioner Barrett.

Commissioner Pearce noted that the awning would have low visibility in the rear yard, allowing for flexibility in the Guidelines.

Commissioner Orr asked if an update to the Guidelines would be necessary given that duck canvas is no longer available for installation.

Ms. Bulay noted that more research would need to be completed across manufacturers and distributors to determine what awning materials are available. Awning materials will be added to the list of updates for the Guidelines.

Commissioner Pearce stated that the reason the material may not be available is because of the type of application, size, or location of the awning.

Commissioner LeMarinel noted that the acrylic treatment to duck canvas has a very similar look to vinyl material.

The motion to approve alterations (Awning Installation) at 1302 Adams Street as submitted, not with conditions, carried 6-1 (Commissioner Marquardt voting against).

7. Consideration Of Alterations (Window And Roofing) At 203 2nd Ave. S.; Amanda McCreary, Applicant.

Sponsors: Kelly Dannenfelter, Emily Huffer

Project Leader: Emily Huffer. The building at 203 2nd Avenue South was constructed circa 1930 and is a contributing building within the Downtown Franklin National Register Historic District. The building is a one and a half story frame residence that has received several Certificates of Appropriateness for the renovation and restoration of the building.

Window Replacement

- The proposal is to replace a non-historic window that is on the right elevation that faces the driveway with a wood casement window. The window pattern appears to match the window pattern that is seen on the building.
- The proposed replacement of the window is supported by the Guidelines.

Roofing & Gutter Alterations

- The second part of the proposal includes the replacement of the existing asphalt shingle roof with cedar shake and the installation of a copper standing seam metal roof on the low slope portions. Additionally, copper flashing will be utilized and copper downspouts with gutters will be too. Within the application, there are photos that show within the attic that there are remnants of cedar shake roofing. Since this has been found, there is evidence that this material was utilized historically.

The Guidelines recommend the following for roofing:

- Preserve historic roof forms and materials. Roofing sections on main and other visible facades should remain unaltered.
- If partial or wholesale replacement is needed, use materials whose composition and appearance match the historic materials.
- Use gutters, downspouts, and splash blocks in a design appropriate to the age of the building they support. Use half-round gutters if the building dates from before the 1930s. Use ogee gutters if the building dates from after the 1930s.

The utilization of cedar roofing is supported by the Guidelines, as it was found under other roofing materials on the site. The use of copper for the low-slope roofing portions, the gutters, and the downspouts on the building is not supported by the Guidelines. It would be recommended to utilize a material that is on the building or was a historic material on the building. Currently, there is black standing seam metal roofing on the porch roof. This material would be recommended for use on the low slope portions of the building. The use of half-round gutters are also supported due to the age of the building.

Recommendation: Staff recommends approval of the application with conditions outlined in the staff report.

Applicant: Amanda McCreary. Ms. McCreary explained that they would like to make the non-historic window on the right elevation an egress window that would be the same size and made of wood. Remnants of a cedar roof were found in the attic, so the owner would like to install a cedar shake roof. In speaking with professionals around town, historically, copper flashing or turn metal flashing would be used along with a cedar shake. The material preference is copper as turn metal flashing is made of iron and lead and is no longer in use. Lastly, Ms. McCreary stated they would like to use a true crimped standing seam metal as opposed to the snap and lock.

Citizen Comments: None

Motion

Commissioner Marquardt motioned to approve alterations (Window And Roofing) at 203 2nd Avenue South with staff conditions except #2, seconded by Commissioner Orr.

Commissioner Pearce asked Ms. McCreary to clarify that the cedar shake roofing material would be used on the additional portion of the house.

Ms. McCreary stated that cedar shake is proposed for the entire roof of the home other than the low slope areas and those are proposed to be copper.

Commissioner Laster noted and clarified that the existing low slopes are shed dormers, correct, with a snap lock?

Ms. McCreary confirmed and noted that the snap lock would have been installed sometime in the 1990s. The slopes of the gables are proposed to be cedar shake with low slopes and existing metal to be copper with copper downspouts and copper gutters.

Commissioner Laster noted that the low slopes are 1/12 and suggested double reinforcement of the low slopes.

Commissioner Pearce pointed out that the installation of cedar shake roofing on the addition takes away the structures

change over time. Since metal is being used on other parts of the home, metal would be more appropriate to use.

Commissioner Laster noted the viewpoints from each side of the house. The viewpoint from the front of the home, regarding roofing material, is cedar shake, from Church Street is cedar shake, and the neighbor viewpoint is a metal roof. Across the street, the building has copper roofing with copper downspouts, not necessarily historically accurate, but use of metal is existing in the area. Mr. Laster noted that until copper weathers, the color is very bright.

Ms. McCreary agreed with Commissioner Pearce regarding the roof addition and pointed out that the metal roofing could hardly be seen because of the height from the neighbor's point of view. Also, there are ways to "jump start" the weathering process.

Amendment

Commissioner Pearce proposed an amendment that the cedar shake not be installed on the rear addition and to install copper roofing instead. This would allow the change over time to be more clearly visible. The amendment died due to a lack of a second.

The motion carried 6-1 (Commissioner Pearce voting against).

8. Consideration Of Alterations (Site And Principal) And An Addition (Principal) At 231 Myles Manor Ct.; Amanda McCreary, Applicant.

Sponsors: Kelly Dannenfelser, Emily Huffer, Elizabeth Bulay

Item withdrawn from the agenda.

9. Consideration Of Alterations to The Previously Approved Retaining Wall At 904 Fair St.; Greg Gamble, Applicant.

Sponsors: Kelly Dannenfelser, Emily Huffer

Project Leader: Emily Huffer. The construction of a retaining wall at 904 Fair Street was previously approved at the March 2024 Historic Zoning Commission meeting. The Certificate of Appropriateness approved fencing around the property that consisted of wood privacy fencing for the rear of the property and an iron picket fence for the front and a portion of the side yard fencing. Additionally, the COA approved the construction of a concrete block retaining wall to not exceed 5' in height, when 5' from the property line then it will step back from the property line further and be raised to 6' in height. The length of the approved wall was 13'-4" along the setback line. The wall has been constructed, and the length of the wall has increased in all areas from what was approved in the approved COA.

The Design Guidelines recommend the following for retaining walls:

- Build new retaining walls of stone or brick.
- Select retaining wall materials that are similar in scale, texture, color, and form as those historically used in the district and that are compatible with the main building.
- Avoid the use of concrete blocks, poured concrete, and exposed concrete masonry units as surface materials.

The concrete block wall does not meet what the Design Guidelines recommend, but the Historic Zoning Commission approved the construction of the wall as there was a precedent for a white concrete wall on the property, previously. Part of this application proposes to paint the concrete wall with either Rookwood Terra Cotta or with Roycroft Copper Red. While the color may be like a brick color, it is emulating that material by painting the cement block wall that color, which does not meet the intent of the Guidelines.

Recommendation: Since the retaining wall style and materials were previously approved by the Historic Zoning Commission, staff recommends approval of the added length of wall.

Applicant: Greg Gamble. Mr. Gamble explained that a mistake was made in the initial submittal. Referring to page eight of the submittal, Mr. Gamble explained that the retaining wall was installed too close to the property line. Because of the

topography of the property, the retaining wall needed to be much longer to account for the storm water runoff. The wall has been completely rebuilt and placed more than five feet from the property line. The contractor also figured out a way to reduce the height of the retaining wall from six feet to five feet. The wall begins at a height of 16 inches at grade in the front of the property to five feet at grade in the rear. The six-foot privacy fence in the back will screen the retaining wall. According to staff's recommendations, the owners plan to paint the wall gray.

Citizen Comments:

Steve Scott, 900 Fair Street. Mr. Scott stated his concerns about the actual length and height of the retaining wall along with the use of cinder blocks as the material for the wall. In March, the application was approved for a 13-foot retaining wall, but the length of the wall is nearly 45 feet and a height of 7 feet. Although the wall has been rebuilt 5 feet from the property line, Mr. Scott explained that if a 7-foot retaining wall fails, the failure will affect his property. Lastly, Mr. Scott noted that the retaining wall is visible to the public, as noted with handouts for the Board members.

Motion

Commissioner Orr motioned to approve alterations to the previously approved retaining wall at 904 Fair Street with staff conditions, seconded by Commissioner LeMarinel.

Commissioner LeMarinel asked staff what the "real ask" was for the application.

Ms. Huffer stated that the applicant is asking for retroactive approval of additional length of the fence along with a request to paint the wall.

Commissioner Laster asked for clarification about the actual height of the retaining wall based on the comments from the neighbor, Mr. Scott. "Is the retaining wall a height of 7-feet from grade or 5-feet from grade?"

Ms. Huffer explained that, based on the proposal submitted following the requirements of the zoning ordinance, the height of the fence is 5-feet. The zoning ordinance permits a 5-foot retaining wall, given the wall is at least set back 5-feet from the property line. Fully dimensioned numbers were not provided in the application.

Commissioner Pearce asked for specifics of the previously approved wall length and the wall length that has been built. Also, has the property received a storm water evaluation so that the installation of the wall doesn't impact neighbors?

Ms. Huffer stated that the application was approved for a length of 13 feet but is now requesting retroactive approval for a length of 44 feet. Ms. Huffer also explained that FEMA will publish updated maps later this year, removing the Fair Street property from the flood zone.

Commissioner LeMarinel noted that in any construction project, one excavates deeper and, according to the photos, it appears that the backfill hasn't been completed yet. In this situation, it's best to defer to the licensed professionals who have indicated that the wall will be a height of 5 feet, once completed.

Commissioner Orr agreed with Commissioner LeMarinel that construction hasn't been completed yet. The photos show fill lines along with footers that have not been covered yet and once construction is complete, the wall height should be 5 feet at grade.

Chair Denton stated that the only concerns he has about the application is the scale of the wall and use of cinder blocks, which goes against the Guidelines, even though the cinder blocks were part of an existing wall.

Mr. Gamble stated that a COA has been approved for a 6-foot privacy fence that will run along the property boundary, turn perpendicular and tie back into the house.

Chair Denton and Commissioner Laster both expressed concerns about how much of the retaining wall can be seen from the road and from neighboring properties.

Mr. Gamble explained that the 6-foot privacy stockade fence would screen view of the 5-foot retaining wall.

Chair Denton commented that even though the privacy fence has received a COA, there is a chance the fence would not be

installed.

Mr. Gamble explained that the fence is ready for installation, but a stop work order has been issued. Once the COA is received for the retaining wall and construction documents are approved, installation of the privacy fence will begin. Grading and backfilling around the retaining wall will need to be completed before fence installation.

Ms. Huffer offered an option to ensure the privacy fence would be installed. The installation of the privacy fence could be a condition of approval as it is not required.

Mr. Gamble stated that he has no objections to an additional condition of approval and added that because a notice of violation has been issued there is a check and balance procedure required. Once the retaining wall has been completed, a survey must be completed and submitted to the codes department for verification. If the wall height is over five feet, wall alterations will be required.

Commissioner Marquart stated her concerns about the photo provided by Mr. Scott as the photo appears to be a 7-foot retaining wall.

Mr. Gamble stated that requirements for a retaining wall include a footer that is one foot thick and one foot below grade. The contractor is aware of the requirements and bound by the zoning ordinance, otherwise the wall will not pass code verification. A stop work order was issued so what is seen in the photo is an incomplete construction project.

Commissioner Laster stated that, to understand the photo, Mr. Gamble is saying the photo is showing excavation and not finished grade.

Commissioner Pearce stated that she would not have approved the alternate material had she known the finished length of the wall was almost 45 feet.

Chair Denton also has concerns about the actual scale of the wall. Initially, the Board approved the application because there was precedence on the property for use of cinder blocks as the material.

Amendment #1

Commissioner Pearce amended the motion to require installation of the privacy fence along the property boundary (design to be approved by staff), seconded by Commissioner LeMarinel.

The motion carried 7-0.

Amendment #2

Commissioner Pearce motioned to require the gray retaining wall color to be approved by staff, seconded by Commissioner Laster.

The motion carried 6-1 (Commissioner Marquardt voting against).

There being no further discussion, Chair Denton asked the Commissioners to vote on the overall motion as amended, twice.

Overall Motion

The motion failed 3-4 (Commissioners Laster, Pearce, Denton and Marquardt voting no).

Motion to Defer

Commissioner Pearce motioned to defer alterations to the previously approved retaining wall at 904 Fair Street and recommended a site visit, to the September 9, 2024, HZC meeting, seconded by Commissioner Laster.

The motion carried 5-2 (Commissioner LeMarinel and Orr voting against).

OTHER BUSINESS

Chair Denton stated that he has been honored to serve the citizens of Franklin and privileged to work with city staff but because of expanded professional and personal commitments, he would be giving Mayor Moore his letter of resignation. Chair Denton stated that he is proud to have been appointed to the HZC two different occasions and thanked BOMA for this opportunity. Chair Denton stated that he will especially miss all the people he has had the privilege to work with.

Commissioner Marquardt stated that Chair Denton has been a stabilizing force on the HZC and has provided additional incites that have been helpful in evaluating the applications.

RECEIPT OF ADMINISTRATIVE COA APPROVALS ON BEHALF OF THE HZC

10. **Administrative COA 108 Bridge St. Signage (Convenience).; JT Manor, Applicant.**

Sponsors:

11. **Administrative COA 231 Myles Manor Ct. (Minor Alteration).; Amanda McCreary, Applicant.**

Sponsors:

12. **Administrative COA 185 Splendor Ridge Dr. Mechanical Equipment Installation.; Marshall Harris, Applicant.**

Sponsors:

13. **Administrative COA 237 2nd Ave. S. Signage (Post-and-Arm).; Mike Alexander, Applicant.**

Sponsors:

14. **Administrative COA 98 4th Ave. N. Signage (Sandwich Board).; Chandler Clarkson, Applicant.**

Sponsors:

15. **Administrative COA 202 5th Ave. S. Signage.; George Brooks, Applicant.**

Sponsors:

16. **Administrative COA 230 Franklin Rd. Minor Alteration (Non-Historic Rear Door).; David Click, Applicant.**

Sponsors:

17. **Administrative COA 902 W. Main St. Mechanical Equipment Installation.;** Tori Barr, Applicant.

Sponsors:

18. **Administrative COA 351 4th Ave. S. Rear Yard Fencing.;** Daniel Clayton, Applicant.

Sponsors:

ADJOURN

Staff requested a vote clarification on item #8 as requested by the applicant.

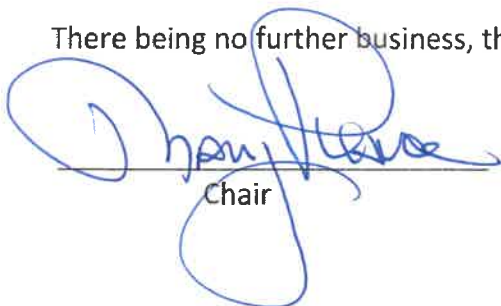
Chair Denton reopens the meeting to clarify the motions and vote for item number 8. The vote on the overall motion was 3-4 with Commissioners Marquardt, Pearce, Laster and Denton voting no on the original motion to approve a previously approved retaining wall at 904 Fair Street with staff conditions.

Chair Denton clarified that the motion to defer the item to September 9, 2024, was approved with a vote of 5-2 with Commissioners LeMarinel and Orr voting against.

Adjourn

A motion to adjourn was made by Commissioner Laster, seconded by Commissioner Orr. The motion carried 7-0.

There being no further business, the meeting adjourned at 6:13 PM.



Chair

10-14-24
Date

