City of Franklin

109 3rd Ave S
Franklin, TN 37064
(615) 791-3217

# Meeting Minutes

## Historic Zoning Commission

**Monday, January 13, 2025** | **5:00 PM** | **Boardroom**

**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@franklintn.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 LeMarinel called the meeting to order at 5:00 PM.

Commissioners Present: Bob Barrett, Brian Laster, Tyler LeMarinel, Madalyn Ingram, Mary Pearce, Kathy Worthington, and Michael Orr

Commissioners Absent: Lisa Marquardt and Holly Thompson

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 LeMarinel asked for citizen comments. There were none.

**Comments on agenda items may be made in person at city hall or by emailing planningintake@franklintn.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.**

### APPROVAL OF MINUTES

1. **Consideration Of Approval Of Minutes**

   ***Sponsors:***

   Commissioner Pearce motioned to approve the HZC December 9, 2024, Meeting minutes, seconded by Commissioner Laster.

## OFFICERS

### 2. Consideration Of 2025 Commission Chair & Vice Chair.

***Sponsors:***

**Chair Nominations**
Tyler LeMarinel was nominated for Chair by Commissioner Pearce and Brian Laster was nominated for Chair by Commissioner Worthington.

The motion to elect Tyler LeMarinel as Chair carried 5-2 (Commissioners LeMarinel and Worthington voting against).

The motion to elect Brian Laster as Chair failed 2-5 (Commissioners LeMarinel and Worthington voting in favor).

**Vice Chair Nominations**
Brian Laster was nominated by Commissioner Barrett.

The motion to elect Brian Laster as Vice Chair carried 7-0.

## ANNOUNCEMENTS

Ms. Huffer stated that the next DRC meeting will be Tuesday, January 21, 2025, as the City offices will be closed for Martin Luther King Jr. Day on Monday, January 20, 2025. Moving forward, the HZC and DRC meetings will take place at the Eastern Flank Event Facility beginning in February.

## APPLICATIONS

### 3. Consideration Of A Recommendation Request to the Board of Zoning Appeals as related to Floodplain Construction Standards (Building Finished Floor Elevation) At 106 Bridge Street; Greg Gamble, Applicant.

***Sponsors:*** Kelly Dannenfelser, Emily Huffer

Project Leader: Emily Huffer. The applicant will be requesting a variance from the Board of Zoning Appeals (BZA) to keep the building's finished floor elevation as it sits currently, to maintain the building's historic status. Section 17.6.5 of the Zoning Ordinance states that the BZA may hear and decide requests for variances from the requirements of Section 17.6, Floodplain Protection, and specifically, variances may be issued for the repair and rehabilitation of historic structures upon a determination that the proposed repair or rehabilitation will not preclude its continued designation as a historic structure and the variance is the minimum necessary deviation from the requirements of the Zoning Ordinance in order to preserve the historic character and design of the structure. There are three structures on the property. The first is a circa 1930 concrete block building previously utilized by the City of Franklin for the Sanitation Department, and then it was utilized as an auto repair shop. Beside the concrete building is a Quonset hut with a brick facade that was constructed circa 1970. Behind the two buildings, there is a wood accessory structure. The National Register does not list the age of the wood structure or its existence but does have the two buildings included within the Downtown Franklin National Register District. The concrete block building would need to be raised 4 feet in height, the Quonset hut would need to be raised 5 feet in height, and the wood accessory structure would need to be raised 9 feet in height. The foundation height required without the issuance of a variance would also require a significant change to the ca. mid-1900s buildings. This change would significantly alter the character-defining features of these historic nonresidential buildings and therefore compromise its historic status. The proposal to maintain the finished floor elevation as it exists currently is more sensitive to the architectural qualities of the historic structure, presents the least amount of adverse impact to the historic structure, and presents the least amount of adverse impact to the context of its overall historic district.

Recommendation: Staff recommends providing a favorable recommendation to the BZA for the building's finished floor elevation request, with conditions outlined in the staff report.

Applicant Presentation: Greg Gamble. Mr. Gamble stated that upon approval from the Board of Zoning Appeals, he would like to have the restoration plan ready for submittal in a few months.

Citizen Comments: None

**Motion**
Commissioner Laster motioned to approve a recommendation to the Board of Zoning Appeals related to Floodplain Construction Standards (Building Finished Floor Elevation) at 106 Bridge Street with conditions, seconded by Commissioner Orr.

Chair LeMarinel stated that the Board has seen several requests regarding floodplain first floor elevation for this area of town, and it appears the application is moving in the right direction.

The motion carried 7-0.

## 4. Consideration Of New Construction (Principal) At 115 Winslow Rd., Michael Katsaitis, Applicant.

***Sponsors:*** Kelly Dannenfelser, Emily Huffer, Elizabeth Bulay

Project Leader: Emily Bulay. 115 Winslow Road is a vacant lot on Winslow Road in the Franklin Road Historic District within the Myles Manor Subdivision. The lot is adjacent to two existing buildings; to the left is a historic 1928 Tudor-revival cottage, and to the right is an infill house that was completed in 2023. The lot was previously subdivided from the historic property next door, and an accessory structure was demolished from the lot. A 1 ½ -story principal structure with an attached garage in the Tudor revival style is proposed. Feedback from the October and December Design Review Committee meetings has been incorporated into the application. The proposed placement and orientation are appropriate. The building will read as a one-and-a-half-story Tudor-inspired house and is consistent and compatible with the nearby historic houses and the overall form is compatible with the nearby historic buildings and does not detract from the character of the historic district. The proposed size, height, roof, porches and foundation are all appropriate. The proposed building materials will be clad in brick and lap siding and will feature half-timbering detailing. The roof is proposed to be a composition shingle roof.
The Guidelines recommend the following:

1. Use weatherboard, clapboard, or shiplap siding for frame buildings. Lap siding exposure should be consistent with that on adjacent historic buildings. Use smooth cement wood siding rather than vinyl or aluminum siding.
2. Match surrounding historic masonry in width of the mortar joints, size, and scale of the bricks, color, and texture.

The specifications for the material and reveal of siding were not included in the application but should be consistent with the Guidelines and provided to staff. The details and ornamentation proposed for the building are simple and relate to the adjacent buildings and the selected architectural style. Two fin walls are proposed on the corners of the front façade. The use of the fin wall detailing is seen on the adjacent property and is a detail of the accessory structure that once stood on this lot. The design and height have incorporated feedback to reduce the height and prominence of this detail. The details and ornamentation are simple and relate to the designs seen in this district. The doors and windows appear to meet the design guidelines, but the material specifications have not been provided at this time. The proposed windows appear to be appropriate, however specifications have not been provided. While a surround is proposed for the windows on the building, the profile of the windows and surround does not appear to be recessed in the masonry and raised in the siding. For the dormers, a recessed dormer is proposed on the building on the front façade and on the garage. The dormer on the front façade will have a pitch of 4:12. The dormers on the garage will have a pitch of 2:12. Feedback from the Design Review Committee meeting has been incorporated. The size of the dormers on the garage has been reduced to assist in reducing the massing of this portion of the building. The Guidelines recommend the following for dormers: dormer roof pitch should be at least 3:12, be located below the main ridge line, and be recessed from the exterior building wall by 1 foot. The pitch of the dormers on the garage does not meet the recommended minimum pitch. The chimney and downspouts appear to be appropriate.

Recommendation: Staff recommends approval with conditions. Ms. Bulay noted an additional condition of approval to include that the dormer pitch should meet the recommended pitch of 3:12.

Applicant Presentation: Michael Katsaitis. Mr. Katsaitis stated that changing the garage dormer pitch from 2:12 to 3:12 would push the dormer roof higher than the ridge line of the building. Mr. Katsaitis noted that this is the only concern he has

regarding staff conditions.

Citizen Comments:
Stacy Ligon, 110 Winslow Road. Ms. Ligon explained that the position and size of the house on the property is very concerning. The spacing is unequal, overpowering, and heavily loaded on one side of the property more than other homes in the area. Ms. Ligon asked the Board to consider the size of the home and how unusually close the home will be to neighbors.

Harold Dell, 111 Winslow Road. Mr. Dell stated that he supports Ms. Ligon's comments, especially the closeness to the property line.

Commissioner Pearce asked if staff would play the interactive video the applicant provided.

**Motion**
Commissioner Worthington motioned to approve new construction (Principal) at 115 Winslow Road with staff conditions, seconded by Commissioner Laster.

Commissioner Orr noted that, from a planning perspective, the space between the homes is tight and with the wing walls on each side, the appearance is even closer. The wing walls don't necessarily blend with what is seen in the neighborhood. Also, there doesn't seem to be a precedent set for the neighborhood regarding position on the lot as just around the corner on Myles Manor, the homes are extremely close to each other. Commissioner Orr stated that if the wing wall on the side of the house opposite the driveway was removed, he could potentially support the project.

Commissioner Laster mentioned his concerns about the side setback requirements. It appears that the wing wall on the subject property encroaches onto the property of 119 Winslow Road.

Ms. Bulay stated that the established setbacks meet the requirements of the zoning ordinance, and five-foot setbacks are mandatory for the side yard. The wing wall does encroach onto the side setback and is permitted as the wing wall is considered similarly as a fence is considered. Ms. Boulay stated that the wing wall on the other side does not encroach onto the neighboring property.

Commissioner Worthington stated that size and massing were discussed at the December DRC meeting, and it would be nice to see a comparison of the initial proposal measurements to the most current proposal. The size and massing are a concern for this neighborhood.

Mr. Katsaitis explained that the wing walls have been reduced in height by 2.5 feet. Also, the windows size, dormers, and scale of the garage have been reduced in size since the original submittal. The garage dormers have been reduced to 2:12 and is proposed to be a metal roof instead of shingles.

Commissioner Worthington asked Mr. Katsaitis if the front steps had been reduced as it was discussed at the DRC meeting that the steps appeared monumental and added massing to the house.

Commissioner Pearce noted that a general discussion about the size and mass of the home was discussed and how the proposed home site spacing is much closer than other homes on Winslow Road. The size of the home seems to be impacting the rhythm of the rest of the street. Regarding the wing wall, the understanding was that the wing wall would block the view of utilities.

Chair LeMarinel noted that Miles Manor is a transitional neighborhood and existed prior to the enactment of the historic overlay districts. The proposed home is almost too large for the neighborhood. Regarding placement of the home on the site, the proposed location of the home is shifted to one side, unusually with driveways side by side. If one wing wall could be removed and the driveway straightened out so that the home could be more centrally located on the site, the project might be able to be supported. To make use of every available square footage, odd bearing points have been created with the rooflines on the side and back that are out of the ordinary. Chair LeMarinel also noted that it takes a very talented architect to incorporate the square footage requested in a one and a half-story home. Also, another consideration is the size of the garage in reference to back door neighbors. There should be a smooth transition in the height of buildings so that the garage doesn't dwarf the neighbor's home.

**Motion (Deferral)**
Commissioner Laster motioned to defer new construction (Principal) at 115 Winslow Road to the February 10, 2025, HZC meeting, seconded by Commissioner Pearce.

Commissioner Laster explained that there are several items that need to be addressed in the application and a deferral allows more time for the applicant to respond to the Board's comments.

Commissioner Worthington noted that it would be nice to see a streetscape comparison based on the reductions made to the principal building with the homes on each side.

Mr. Katsaitis explained that the ridge height of the garage has been reduced along with the dormer roof height. Also, the overall size of the home has been reduced since the first initial application.

Chair LeMarinel recognized the improvements made so far, but design work is needed without taking away from the adjustments already made.

The motion to defer carried 7-0.

## 5. Consideration Of Alterations And Ramp Installation (Rear) At 306 Public Sq., Greg Gamble, Applicant.

***Sponsors:*** Kelly Dannenfelser, Emily Huffer, Elizabeth Bulay

Project Leader: Elizabeth Boulay. 306 Public Square is a ca. 1901 two-story brick commercial building known as the F.W. Truett, Jr. Building. The proposal includes a series of alterations and the installation of a ramp at the rear of the building. The rear of the building is visible from 3rd Avenue North and fronts a public alley that creates a higher degree of visibility for proposed alterations.

The alterations proposed include the following items:

- Entrance Alterations,
- Window Alterations
- Installation of lighting

Ramp Installation: A ramp is proposed to be installed at the rear of the building to provide ADA access to the building. The ramp will extend 14' from the rear of the building. The total width of the ramp is 19'. The ramp will be constructed of wood and painted to match the proposed trim color, Urban Bronze. While the ramp may be readily visible from 3rd Avenue North, the location is appropriate at the back of the building due to the limited availability of locations for the ramp. Additionally, the ramp may not encroach into the City Right-of-Way. Additionally, in the Downtown District, appurtenances cannot encroach closer than 5' to the property line. A survey will be required at the time of the building permit application to verify the location.

Rear Entrance Alterations: The alteration proposed to the rear entrance includes the removal the existing 5-panel wood door, transom, awning, and concrete steps to widen the existing opening to accommodate a 5-panel, wood door that is ADA compliant. The age of the door, transom, and canopy were not included in the application. The measurements for the expansion of the widening were not included in the application.

The Guidelines recommend the following:

- Preserve and maintain storefronts, doors, and doorways on historic commercial buildings in their original location and configuration
- Preserve and maintain historic transoms and transom openings.
- Preserve and maintain historic awnings.

The awning and concrete steps do not appear to be historic, and their removal would not adversely impact the building.

Information was not provided to determine if the transom is historic to the building. The Guidelines would not support the removal of a historic transom. While it is unclear how much the door opening will be widened to accommodate the ADA door, the location will not be altered. The configuration of the rear entrance is being altered with the removal of the transom window and is not supported by the Guidelines.

Rear Window Alterations: The proposed alteration to restore the window opening to match the other windows on the rear is supported by the Guidelines.

Lighting: Three gooseneck light fixtures are proposed to be installed on the rear of the building. The proposed lighting is simple in character and is compatible with the adjacent historic buildings.

Recommendation: Staff recommends approval of the ramp installation, entrance alteration, window alteration, and lighting installation with conditions stated in the staff report. Also, there are project considerations from BNS and zoning.

Applicant Presentation: Applicant: Greg Gamble. Mr. Gamble explained that in addition to the survey results of the alley, the deed indicates the property line ends at the alley right-of-way, leaving a portion of the alley's ownership unaccounted for. At this time, Mr. Gamble stated that he doesn't know who owns the property but feels confident the issue will be solved otherwise a new plan will be presented to the Board for approval.

Brian Fox, architect. Mr. Fox stated that he agrees with staff conditions, keeping the existing transom window matching the existing door.

Jared Carter, Building & Neighborhood Services. Mr. Carter stated that BNS could not issue any permits until the spacing issue has been resolved. Mr. Carter asked if the applicant could provide the scope of work required to build out the ramp and to confirm that the ramp is required by codes.

Citizen Comments: None

**Motion**
Commissioner Orr motioned to approve alterations and ramp installation (rear) at 306 Public Square, with staff comments, seconded by Commissioner Ingram.

Commissioner Laster noted that this was a successful rear change considering the muddled previous change from a window to a door. This shows how aesthetically pleasing rear windows and doors can be when addressed appropriately.

The motion carried 7-0.

## 6. Consideration Of Alterations And Signage At 127 2nd Ave. N., Alan Maher, Applicant.

***Sponsors:*** Kelly Dannenfelser, Emily Huffer, Elizabeth Bulay

Project Leader: Elizabeth Boulay. 127 2nd Avenue North is considered a non-contributing set of buildings to the Franklin National Register District and is a non-historic commercial building. The primary building is a circa 1960 stucco commercial building with a flat roof and a recessed, fixed glass entrance.
A series of alterations are proposed:

- Replacement of the aluminum storefront (Front)
- Window Alterations (Left & Right Elevations)
- Entrance Alterations (Left, Rear, & Right Elevations)
- Awning Installation (Left Elevation)
- Site & Setting Alterations (Lighting and Posts)

A sign package including the following sign is proposed:

- Band Sign

- Small Hanging/Projecting Sign
- Awning Sign

Storefront Replacement: A new storefront is proposed to replace the existing aluminum storefront. The existing storefront is not likely to be original to the building. The existing storefront is an aluminum storefront with large panes of glass with a vertical definition. The storefront that is proposed will feature a set of double doors and grilles with a black finish. The height and width of the storefront will remain the same.

The Guidelines recommend the following for walkways:

- Design doors and doorways to an addition to be compatible with the historic district.
- Design doors and doorways to an addition to read as secondary in appearance and detailing to the historic building.

The utilization of horizontal grilles is not a common feature in this National Register Historic District but is seen in other Historic Districts. The utilization of horizontal members is not appropriate as it is not compatible with the existing storefronts seen throughout the district.

Window Alterations: Four windows, one on the left elevation and three on the right elevation, are proposed to be removed, and the openings filled in. Eight new clerestory windows are proposed to be installed, five located on the left elevation and three on the right elevation. The material specifications of the windows have not been provided at this time. The glass and mullions will match the storefront.

The Guidelines recommend the following:

- Design new windows and new window openings to be compatible with surrounding historic buildings.
- Use a material and window type that is like those seen historically in the neighborhood. Composite materials that have the appearance of wood are appropriate for windows, stops, jambs, and trim.
- Select a window light pattern that is compatible with the age and architectural style of the building.

The proposed clerestory windows are compatible with the age and architectural style of the building as a mid-century commercial building.

Entrance Alterations: Four entrances are proposed to be altered. The proposed door alterations are appropriate. However, the door on the left elevation has a design of an 8-lite pattern door that is not common on commercial buildings in the Franklin National Register Historic District. The proposed infill on the rear is appropriate. The proposed door on the right elevation is like doors seen throughout the district for service entrances and reads as secondary in appearance and detailing.

Details and Ornamentation: Unique hardware is proposed for the expanded entrance located on the left elevation. The door handles are proposed to be designed to have the appearance of a butcher knife. The proposed detail, while not typical, is minimal in design and will have a minimal impact on the historic district.

Awning Installation: An awning is proposed to be installed on the left elevation over the proposed double-door entrance. The design of the awning will be closed end. The height from grade to the bottom of the awning is 7'.
The Guidelines recommend the following:

- Use shed awnings
- Keep a minimum of eight feet between the lowest point of the awning and the sidewalk or ground below, per Building Code.

The proposed awning is appropriately located and sized over an entrance. The awning does not meet the requirement for height clearance per the building code and the design recommendation, as it proposes a closed-end design.

Site and Setting: New light fixtures are proposed to be installed on the building. The proposed light fixtures are simple in

character and compatible to the building's age and character. Posts are proposed to be installed at the rear of the building to accommodate string lighting. The proposed posts for lighting will not be visible from the public view and do not remove historic features or detract from the context of the historic district.

Signs: Three signs are proposed to be installed on the building: a band sign, a small hanging/projecting sign, and an awning sign. The awning and band sign are appropriate as submitted.
*Projecting Sign*: One projecting sign is proposed on the corner of the front façade. The sign panel will be approximately 5 sq. ft. The top of the sign area will be located above the ground-floor transom headers.

The Guidelines recommend the following:

- May have up to 2 sides and a sign area of 4.5 square feet per side.
- The top of the sign area should be no higher than the ground floor window/transom headers but shall be hung to maintain an 8-foot minimum clearance from the grade surface.

The proposed projecting sign is located above the ground floor window/ transom header and does not meet the recommendation of the Guidelines for the location. The proposed size exceeds the recommended 4.5 sq. ft. area from the Guidelines and the permitted size from the zoning ordinance, which is also a 4.5 sq. ft. The Zoning Ordinance does permit the placement to be located, at maximum, at the roofline or windowsill of the 2nd story, whichever is less.

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

Applicant presentation: Eric McGinnis. Mr. McGinnis stated that after attending the DRC meeting, revisions were made to the application, but the team also considered the age, uniqueness, and nature of the building allowing for alterations for a noncontributing building in the historical district. The changes included a reduction of the front door from 9' to 7' along with an addition of an awning based on staff recommendations. Windows were added to the building left side to create a more welcoming façade, light fixtures were swapped with ones more contemporary in nature and that blend with architecture better, and butcher knife pulls, originally proposed on the front door, will be used on the side entrance doors only. Regarding signage, the intent is to have an awning sign, band sign and wall sign according to the zoning ordinance recommendations. Mr. McGinnis finished by saying they would be open to discussion on any other items.

Citizen Comments: None

**Motion**
Commissioner Laster motioned to approve alterations and signage at 127 2nd Avenue North with staff conditions, seconded by Commissioner Barrett.

Commissioner Pearce stated that the applicant has been very responsive to suggestions during the DRC meetings. Regarding the front door, the horizontal grid lines would need to be removed, and a new drawing submitted to staff for approval. Commissioner Pearce explained that it would be nice to see exactly what the door would look like.

Ms. Bulay stated that the applicant submitted photos of the storefront entrance doors and windows of the Harpeth showing the horizontal grid lines removed. Staff would propose the doors and windows being consistent with what is seen at the Harpeth and seen throughout the district. The door would have a black finish which would come back to staff when the building permit is approved.

**Amendment**
Commissioner Pearce amended the motion to include any changes to the front façade should be submitted with a drawing to staff for approval, seconded by Commissioner Laster.

The motion to amend carried 7-0.

The motion as amended carried 7-0.

## 7. Consideration Of Demolition And New Construction At 109 3rd Ave. S. (City Hall); Anna Ruth Kimbrough, Applicant.

***Sponsors:*** Kelly Dannenfelser, Emily Huffer

Project Leader: Emily Huffer. Ms. Huffer began by thanking the design team for their hard work over the last four years and the Design Review Committee for their input and feedback at the many meetings. The design team has submitted a comprehensive application that will be summarized. The building located at 109 3rd Avenue South serves as the City of Franklin's City Hall. The existing building was constructed circa 1974 and served as a shopping mall. The existing building has been extensively altered to serve as a Civic Building, but now the building is inadequate to serve the needs of the City. Over the past four years, the design team has met with the Design Review Committee over a dozen times bringing new plans, incorporating feedback, and holding site visits to create a landmark civic building that serves the needs of the citizens and that will be architecturally appropriate to be in the heart of downtown Franklin.

Demolition: The 2019 National Register of Historic Places lists the building as non-contributing within the district. The Guidelines state that non-historic buildings are considered non-contributing because they were not constructed during the period of significance for the district. Other buildings may not contribute to the district because they no longer retain enough original features or have been modified to an extent that they no longer retain their architectural integrity. The demolition of the existing City Hall building is appropriate.

New Construction: The proposed building is a 97,000-square-foot building housing Franklin's new City Hall and a small, 4,500-square-foot commercial space facing 3rd Avenue South toward Church Street. The building is three stories on the Public Square end of the site, adjacent to the taller surrounding structures – the Historic Williamson County Courthouse, 231 Public Square building, and the existing 2nd Avenue parking garage. The building then steps down to two stories past the Historic County Courthouse on 3rd Avenue South. As proposed, the height, form, placement, and orientation meet the Guidelines and are appropriate.

Materials & Exterior Finishes: The proposed exterior materials include three different brick colors on different segments of the building, with three different window colors, and will all be tied together with the same limestone accents. The utilization of the different bricks, mortars, and window finishes allows for differentiation of the building segments and allows for a visual break in the building massing. The differing materials also reflect the buildings that are downtown, as the buildings that are nearby utilize different materials to show individual portions of the building. While the window specifications have not been included within the submittal, the exterior materials meet the Guidelines.

Details & Ornamentation: The details and ornamentation of the new building have incorporated feedback from the past DRC meetings to be complementary to the surrounding buildings but also not mimicking them. Elements were incorporated from surrounding buildings and a softer version or element was included into the design of the building as it is important not to introduce new elements into the district without any precedent. As proposed, the details and ornamentation are appropriate within the Guidelines.

Entrances: The main entrance to City Hall has been extensively discussed. A celebrated entrance, utilizing an arched entrance, will face the Square. A similar entrance across the Square is seen on the front of the Truett Bank building. Additionally, within the application, photos showing that Cotton's Livery Stable & Auction House, which was previously located where City Hall is now, utilized a similar arched entrance on their building. The proposed entrances are appropriate within the Guidelines.

Windows: The window specifications have not been included within the application, as the applicant has indicated that panels are being created with the proposed brick, mortar, and windows for each section and will come to the DRC for review. The overall design of the windows will be a four over four, double hung design, with occasional rounded top windows will be utilized.

Commercial Building Storefronts: While the commercial portion of the building will be attached to the civic part of the building, different elements are proposed that are indicative of a commercial building compared to a civic building. This section will read differently due to the difference in materials and that it is positioned at the end of the building after the courtyard break. The entrances, windows and storefronts are appropriate within the Guidelines.

Refuse Enclosure: Tucked behind the commercial portion of the building and the proposed park, a refuse enclosure is proposed. The enclosure will be constructed out of brick that will match in color and mortar to the commercial portion of the building. As it is proposed, the refuse enclosure will be positioned behind a brick screen wall on the side of the park and the commercial portion of the building and will blend in with the building. This structure is appropriate within the Guidelines.

Stair Enclosure: Underground parking garage is proposed underneath the site and an emergency egress staircase is needed, which will be located in the park. The design is reminiscent of a garden structure with planters that will be located at the rear of the park closest to the alley behind City Hall and Church Street. The building will be constructed out of the same brick and mortar as the courtyard and recessed portion of the building. This structure is appropriate within the Guidelines.

City Hall Park: The plan includes a one-acre park just beyond the commercial on the corner of 3rd Avenue and Church Street, providing an amenity for the downtown residents and business owners and serving as a gateway element into downtown Franklin as cars approach the Square from Highway 96. Currently, approval of the conceptual layout of the park is requested by the applicant. Later, more detailed plans will be submitted for the fountain, trellis, swinging bench structures, planters/seat walls, and hardscaping materials.

Recommendation: Ms. Huffer stated that since this is a City project, staff does not make a recommendation, but noted potential conditions, highlighted in the staff report, should the HZC approve the proposal.

Applicant: Anna Ruth Kimbro, Studio 8 Design. Ms. Kimbro stated that members of the design team include OHM Advisors, Kiser Vogrin Design, and Katie Rudowsky Garrett.
Ms. Kimbro stated that she's honored to present the application for a COA for the new Franklin City Hall to the Historic Zoning Commission on behalf of the entire design team which includes 13 consulting firms. The driving force for this important civil building has been focused on historical significance through continual collaboration. Along with the community, input from city staff, HZC, and BOMA, have been important in creating a delicate balance between preservation and progress for this important building in downtown Franklin. A yearlong public outreach and master planning phase began in 2020 with the goal to complete Franklin's Public Square with a new city hall. The existing former shopping mall has been an anomaly in downtown Franklin for 40 years. Keeping the city hall location downtown will provide an opportunity to repair the historic fabric of the public square with a building that will serve the community for many years. The team hosted a site walk and facilitated a meeting with the DRC to gain feedback about how a new building would respond to site context. The team focused on historic context, site context, and architectural design. Key insights from this process included the importance of geometric alignment of the new city hall front wall with the historic Williamson County Courthouse front wall just across 3rd Avenue. The three-story section of the new city hall should remain closer to the square where existing taller buildings are adjacent to the structure. It was determined that the new building should step down to two levels as it transitions to the residential character of 3rd Avenue and Church Street and should not mimic the historic County Court House and should encompass green space along 3rd Avenue and Church Street reflective of the surroundings. Carefully considering the surroundings, the city hall should not overpower the historical Pull Tight Theater and 202 Church Street buildings. Through continued collaboration, it was noted that parking should be minimized by incorporating a subgrade parking area allowing for plenty of open space around the building. Ms. Kimbro provided an image of the initial building and explained that it came with mixed reviews. The team went back to the drawing board bringing forward concept sketches and case study imagery to further define the design and stakeholder vision for the new city hall. Through a collective effort and vision of city staff and the design team, Ms. Kimbro stated that the team is proud to present a strong civic building that will represent the heart of Franklin for generations.

Citizen Comments: None

**Motion**
Commissioner Orr motioned to approve Demolition And New Construction At 109 3rd Avenue South (City Hall) with staff conditions, seconded by Commissioner Laster.

Commissioner Laster asked Ms. Kimbro if the limestone material will be cast stone with a limestone look or actual limestone.

Ms. Kimbro stated that it would be real limestone.

Commissioner Pearce stated that the adjustments to the one-acre park have been very positive and noted a few concerns

about the outside of the proposed building, including the curved steps and the large planters. Curved steps are not typical in the historic district and there is not a precedent for incorporating them into the design. Regarding the planters, they appear to be very large and in one rendering almost appearing larger than the person next to the planter. The concern is the appearance of the planters in the context of the square. Ms. Pearce asked about the plaza's elevation height and how it compares to the existing plaza. Lastly, it appears that there is a focus on the garage stairwell egress.

Ms. Kimbro explained that the plaza's finished floor elevation is the same height as the current plaza. Regarding the stairwell enclosure, eventually, public art or a landscaping element will be displayed, diverting the focus away from the stairwell.

Chair LeMarinel mentioned, regarding the large planters, that an alternative to the planters could be a retaining wall, although large planters would be preferred over a retaining wall. Also, Chair LeMarinel asked about the height of the planters.

Ms. Kimbro explained that the planters would be two feet in height and help minimize and soften the length of the ADA ramp and rails.

Commissioner Worthington mentioned a concern about the correct number of handrails for the ADA ramp as they appear very delicately drawn and sparce.

Ms. Kimbro stated that the width and number of rails are correct according to the ADA requirements.

Commissioner Pearce stated that it has been quite a journey with the design team being open and accommodating to suggestions from staff and the Board.

Commissioner Laster explained that originally, he experienced a high level of anxiety thinking about the challenge of designing a new city hall on a historic public square that blends in and complements the surrounding area. Through the journey and now at the end of the design process, Mr. Laster thanked the design team for their work and noted that his anxiety is gone, and the result is a building that the community can be proud of and one that will last for decades.

Commissioner Ingram thanked the applicant for showing the process and evolution of the project over the last four years.

The motion carried 7-0.

Commissioner Pearce noted the incredible tolerance the city staff has had working in the current city hall building. Having a sound building for the City of Franklin staff and community will be something everyone can be proud of.

Ms. Kimbro noted that the projected completion date of the new city hall is fall of 2027.

## OTHER BUSINESS

Ms. Huffer stated that each Commissioner has a list of potential training dates to choose from and requested everyone's preferences be turned into her by the next DRC meeting, Tuesday, January 21, 2025.

## RECEIPT OF ADMINISTRATIVE COA APPROVALS ON BEHALF OF THE HZC

8. **Administrative COA At 112 Lewisburg Ave. Rear Yard Fencing. Jennifer Lombard, Applicant.**
   ***Sponsors:***

9. **Administrative COA At 111 Cottage Ln. Rear Yard Fencing. Julia Van Ness, Applicant.**
   ***Sponsors:***

10. **Administrative COA At 121 2nd Ave. N. Convenience Sign. Brandon Priddy, Applicant.**
***Sponsors:***

11. **Administrative COA At 206 Bridge St. Wall Sign. Jordan Drake, Applicant.**
***Sponsors:***

12. **Administrative COA At 334 Main St. Signage (Awning, Projecting, Window). Ben McCreary, Applicant.**
***Sponsors:***

13. **Administrative COA At 230 Franklin Rd. Bldg. 8 Projecting Sign. Cherie McCall, Applicant.**
***Sponsors:***

**ADJOURN**

Commissioner Orr motioned to close the January 13, 2025, HZC meeting, seconded by Commissioner Ingram.

There being no further business, the meeting adjourned at 6:26 PM.

Chair

2/10/2025
Date