

METROPOLITAN HISTORIC ZONING COMMISSION

Sunnyside in Sevier Park, 1113 Kirkwood Avenue Nashville, TN 37204 615-862-7970, historicalcommission@nashville.gov 615-862-7970,

METRO HISTORIC ZONING COMMISSION (MHZC) MINUTES

November 16, 2022

Sonny West Conference Center/Fulton Campus

2:00 p.m.

Metro Nashville Network will broadcast this meeting of the Metro Historic Zoning Commission live on Comcast channel 3 and simulcast a <u>livestream</u>. See "How the Meeting Works" at the end of this agenda for information on providing public comment.

Menié Bell, Chair Cyril Stewart, Vice-Chair

Beth Cashion Chris Cotton Mina Johnson Elizabeth Mayhall Ben Mosley David Price Dr. Williams

Tim Walker

Executive Director, Metro Historical Commission and Metro Historic Zoning Commission

Robin Zeigler

Historic Zoning Administrator, Metro Historic Zoning Commission

Ann Mikkelsen

Legal Counsel

Metro Historic Zoning Commission 1113

Kirkwood Avenue, Nashville, TN 37204 615-862-7970

historicalcommission@nashville.gov

The Metro Historical Commission does not discriminate on the basis of race, color, national origin, gender, gender identity, sexual orientation, age, religion, creed or disability in access to, or operation of its programs, services, activities or in its hiring or employment practices. **ADA inquiries should be forwarded to:** Metro Historical Commission ADA Compliance Coordinator, 1113 Kirkwood Avenue, Nashville, TN 37204, (615) 862-7970, historicalcommission@nashville.gov. **Title VI inquiries should be forwarded to:** Ms. Shirley Sims-Saldana, Title VI Coordinator, Human Relations, 800 Second Avenue, South, 4th floor, Nashville, TN 37210, (615) 880-3391. **Contact Department of Human Resources for all employment related inquiries** at (615) 862-6640.

ABOUT THE COMMISSION

The Metropolitan Historic Zoning Commission (MHZC) is an architectural review board which reviews applications for work on properties that are within a Historic Overlay and makes recommendations to Metro Council on designation of Historic Overlays. Its nine volunteer members, appointed by the mayor and confirmed by Metro Council, include representatives from zoning districts, the Metropolitan Planning Commission, the Metropolitan Historical Commission; architect(s), and other citizens of Davidson County.

Final Agendas and Staff Reports can be viewed online the Friday before the meeting.

COMMUNICATING WITH THE COMMISSION

Metro Nashville Network will broadcast this meeting of the Metro Historic Zoning Commission live on Comcast channel 3 and simulcast a <u>livestream</u> of the meeting. Meetings may be viewed at an alternative time on <u>Metro's YouTube channel</u>.

Because the MHZC is a quasi-judicial body, members are not permitted to discuss specific cases outside of a public hearing. All meetings are open to the public and the public is invited to give testimony at the meetings.

Any comments to the Commission can be communicated via mail, email, or by attending the meeting. If sending written comment, please send no later than **10am the Tuesday prior to the meeting**, to ensure the Commission receives it in time for review. If documents are brought to the meeting, please provide 12 copies.

Mailing Address: MHZC, 1113 Kirkwood Avenue, Nashville, TN 37204

E-mail: historicalcommission@nashville.gov

AFTER THE MEETING

Meeting recordings are posted on YouTube, usually on the day after the meeting.

Decisions: The decision on all cases before the Commission and minutes from the prior month, if ratified by the Commission, will be posted <u>online</u> the Friday after the meeting. All permits for work authorized by the MHZC must be obtained within two years of the date of the board's approval.

Appeal: Pursuant to the provisions of § 2.68.030 of the Metropolitan Code of Laws, the MHZC's decisions may be appealed to the Chancery Court of Davidson County or the Circuit Court of Davidson County via a statutory writ of certiorari. If you choose to appeal, you are advised to seek your own independent legal counsel to ensure that your appeal is filed in a timely manner and that all procedural requirements are met. You should also seek independent legal advice regarding the applicability of the writ of certiorari to the specific decision of the Historic Zoning Commission.

METRO HISTORIC ZONING COMMISSION (MHZC) MINUTES

November 16, 2022

Sonny West Conference Center/ Fulton Campus

2:00 p.m.

<u>Additional Information</u>: Applications can be viewed through the <u>Preservation Permit Tracker</u>. Please check the final agenda, <u>posted online the Friday prior to the meeting</u>. <u>Sign up online</u> to receive notices of agenda postings. Staff recommendations can also be found at the previous link.

Commissioner Attendance: Chair Bell, Commissioners Cashion, Johnson, Mayhall, Price

Staff Attendance: Historic Zoning Administrator Zeigler, Legal Counsel Mikkelsen, and staff members Alexander, Baldock, Mitchell, Rose, Sajid and Warren.

1. ADOPTION OF OCTOBER 19, 2022

Motion: Commissioner Mayhall moved to approve the minutes as provided. Commissioner Johnson seconded, and the motion passed unanimously.

2. ADOPTION OF AGENDA

Removals from Agenda and Requests to Defer:

- 8. 2217 Lindell Ave—Notification requirements not met
- 10. 530 Church Street—Notification requirements not met
- 13. 1717 Linden Avenue—Deferral requested
- 15. 1012 Lawrence Ave—Notification requirements not met
- 16. 1014 Lawrence Ave—Notification requirements not met
- 19. Bowling House District NCZO expansion—Deferral requested to December 21, 2022
- 20. Abatement Program Revision—Deferral requested
- 21. 746 Benton Ave—Notification requirements not met
- 22. 708 Monroe St— Deferral requested
- 24. 1411 N 14th—Violation corrected
- 25. 1806 Cedar Lane Deferral requested
- 27. 1604 Forrest Avenue—Administrative permit issued
- 29. 2106 Grantland Ave—Application withdrawn
- 32. 1324 Stratford Ave—Application withdrawn
- 33. 3821 Whitland Ave—Notification requirements not met

Motion:

Commissioner Price moved to accept the revised agenda. Commissioner Johnson seconded and the motion passed unanimously.

3. COUNCILMEMBER PRESENTATIONS

CONSENT

4. ADMINISTRATIVE PERMITS ISSUED FOR PRIOR MONTH

5. 1916 18TH AVE S

Application: New Construction—Outbuilding

Council District: 18

Overlay: Belmont-Hillsboro Neighborhood Conservation Zoning Overlay

Project Lead: Melissa Baldock Melissa.Baldock@nashville.gov

PermitID#:T2022074139

6. 1411 BENJAMIN ST

Application: New Construction—Addition

Council District: 06

Overlay: Eastwood Neighborhood Conservation Zoning Overlay Project Lead: Melissa Baldock Melissa.Baldock@nashville.gov

PermitID#:T2022074081

7. 1523 FORREST AVE

Application: New Construction—Addition

Council District: 06

Overlay: Lockeland Springs-East End Neighborhood Conservation Zoning Overlay

Project Lead: Jenny Warren Jenny. Warren@nashville.gov

PermitID#: T2022067032

8. 2217 LINDELL AVE

Application: New Construction—Outbuilding

Council District: 17

Overlay: Woodland-in-Waverly Historic Preservation Zoning Overlay

Project Lead: Joseph Rose, Joseph.Rose@nashville.gov

PermitID#:T2022074362

9. 1234 6TH AVE N

Application: Signage Council District: 19

Overlay: Germantown Historic Preservation Zoning Overlay Project Lead: Melissa Sajid Melissa.Sajid@nashville.gov

PermitID#:T2022067011

10. 530 CHURCH ST

Application: Signage Council District: 19

Overlay: Historic Landmark

Project Lead: Melissa Sajid Melissa.Sajid@nashville.gov

PermitID#:T2022074148

11. 3703 KATHERINE ST

Application: New Construction—Outbuilding

Council District: 07

Overlay: Inglewood Place Neighborhood Conservation Zoning Overlay

Project Lead: Melissa Sajid Melissa.Sajid@nashville.gov

PermitID#:T2022074137

12. 200 4TH AVE N

Application: Rehabilitation Council District: 19

Overlay: Downtown Historic Preservation Zoning Overlay Project Lead: Sean Alexander Sean.Alexander@nashville.gov

PermitID#:T2022074616

13. 1717 LINDEN AVE

Application: New Construction—Addition

Council District: 18

Overlay: Belmont-Hillsboro Neighborhood Conservation Zoning Overlay

Project Lead: Sean Alexander Sean. Alexander@nashville.gov

PermitID#:T2022074421

14. 1719 SWEETBRIAR AVE

Application: New Construction—Addition and Outbuilding

Council District: 18

Overlay: Belmont-Hillsboro Neighborhood Conservation Zoning Overlay

Project Lead: Joseph Rose, Joseph.Rose@nashville.gov

PermitID#:T2022067183 and T2022067201

15. 1012 LAWRENCE AVE

Application: New Construction—Outbuilding

Council District: 17

Overlay: Waverly-Belmont Neighborhood Conservation Zoning Overlay

Project Lead: Melissa Baldock Melissa.Baldock@nashville.gov

PermitID#:T2022074243

16. 1014 LAWRENCE AVE

Application: New Construction—Outbuilding

Council District: 17

Overlay: Waverly-Belmont Neighborhood Conservation Zoning Overlay

Project Lead: Melissa Baldock Melissa.Baldock@nashville.gov

PermitID#:T2022074247

Motion:

Commissioner Johnson moved to approve consent items, with the exception of 2217 Lindell Ave, 530 Church St, 1717 Linden Ave, 1012 Lawrence Ave and 1014 Lawrence Ave, and with the relative recommended conditions. Commissioner Price seconded and the motion passed unanimously.

DESIGNATION

17. 2901 and 2910 ELM HILL PK

Application: Historic Landmark Zoning Overlay

Council District: 14

Project Lead: Sean Alexander Sean.Alexander@nashville.gov

Applicants: David Whitworth

Public: None present

Description of Project: The Board of Directors of the Buchanan Log House is requesting that The Buchanan Log House and the James Buchanan Cemetery be adopted as Historic Landmarks.

Recommendation Summary: Staff suggests the Commission recommend to Council that The Buchanan Log House and the James Buchanan Cemetery be adopted as Historic Landmarks and that the existing design guidelines for Historic Landmarks be used to guide future changes.

Motion:

Commissioner Mayhall moved to recommend to Council that The Buchanan Log House and the James Buchanan Cemetery be adopted as Historic Landmarks and that the existing design guidelines for Historic Landmarks be used to guide future changes. Commissioner Price seconded and the motion passed unanimously.

18. LATHAN-YOUNGS NCZO

Application: Neighborhood Conservation Zoning Overlay

Council District: 02

Project Lead: Robin Zeigler Robin.Zeigler@nashville.gov

Applicants: None present

Public: Jamie Dennis Hancock (1900 Lathan Court), Vicelia Johnson (1907 Lathan Court), Chris Coke (829 Youngs Lane)

Description of Project: Councilmember Toombs requests a Neighborhood Conservation Zoning Overlay for Lathan Court and a portion of Youngs Lane.

Recommendation Summary: Staff suggests that the Commission recommend approval of the Lathan-Youngs Neighborhood Conservation Zoning Overlay, finding the area to meet criteria 1, 2 and 3 of section 17.36.120.

Staff recommends that adoption of the existing design guidelines with a Lathan-Young chapter as described in this report, finding that they are consistent with the Secretary of Interior's Standards

Motion:

Commissioner Price moved to recommend approval of the Lathan-Youngs Neighborhood Conservation Zoning Overlay, finding the area to meet criteria 1, 2 and 3 of section 17.36.120 and the adoption of the existing design guidelines with a Lathan-Youngs chapter as described in the staff report, finding that they are consistent with the Secretary of Interior's Standards. Commissioner Johnson seconded and the motion passed unanimously.

19. BOWLING HOUSE DISTRICT NCZO

Application: Neighborhood Conservation Zoning Overlay Expansion

Council District: 24

Project Lead: Melissa Baldock Melissa.Baldock@nashville.gov

HISTORIC TAX ABATEMENT

20. REVISION TO HISTORIC TAX ABATEMENT PROGRAM

Project Lead: Robin Zeigler robin.zeigler@nashville.gov

Deferred

VIOLATIONS/ ALTERATIONS TO PREVIOUS APPROVALS/ SHOW CAUSE

21. 746 BENTON AVE

Application: New Construction—Addition/Violation

Council District: 17

Overlay: Woodland-in-Waverly Historic Preservation Zoning Overlay

Project Lead: Kelli Mitchell, kelli.mitchell@nashville.gov

PermitID#:T2022043980

Requested deferral.

22. 708 MONROE ST.

Application: New Construction—Alteration/Violation

Council District: 19

Overlay: Germantown Historic Preservation Zoning Overlay Project Lead: Kelli Mitchell, kelli.mitchell@nashville.gov

Notification requirements not met.

23. 233 CHEROKEE RD

Application: New Construction—Addition; Partial Demolition/Violation

Council District: 24

Overlay: Cherokee Park Neighborhood Conservation Zoning Overlay

Project Lead: Kelli Mitchell, kelli.mitchell@nashville.gov

Applicants: Julie Alfrey and David Steel, owner

Public: None present

Description of Project: A front and rear dormer were constructed without permits. Stucco was also applied to three elevations without review.

Recommendation Summary: Staff recommends that the violation is corrected within sixty (60) days of the commission's decision with the following conditions:

- 1. No additional stucco be added to the building;
- 2. The existing stucco be painted to match the color of the historic brick;
- 3. The remaining exposed brick is not painted;
- 4. The rear dormer not be clad in stucco but instead a material that meets the design guidelines;
- 5. The front dormer is removed within sixty (60) days of the Commission's decision with replacement roofing shingle to match the existing; and
- 6. The applicant cuts in each side of the rear dormer so that the walls of the dormer are inset a minimum of two feet (2') from the side walls of the historic building.

Staff finds that that stucco does not meet Section III(A)(3) of Part I of the Neighborhood Conservation Zoning Design Guidelines for Turn-of-the-20th Century Districts for Partial Demolition and that the front dormer does not meet Section VI(E)(3) of the guidelines for dormers. Staff finds that with the above conditions, the rear dormer can meet VI(E) of the guidelines for dormers.

Motion:

Commissioner Cashion moved to require that the violation is corrected within ninety (90) days of the commission's decision with the following conditions:

- 1. No additional stucco be added to the building;
- 2. The existing stucco be painted to match the color of the historic brick;
- 3. The remaining exposed brick is not painted;
- 4. The rear dormer not be clad in stucco but instead a material that meets the design guidelines;
- 5. The front dormer is removed within sixty (60) days of the Commission's decision with replacement roofing shingle to match the existing; and
- 6. The applicant cuts in each side of the rear dormer so that the walls of the dormer are inset a minimum of two feet (2') from the side walls of the historic building;

finding that the stucco does not meet Section III(A)(3) of Part I of the Neighborhood Conservation Zoning Design Guidelines for Turn-of-the- 20^{th} Century Districts for Partial Demolition and that the front dormer does not meet Section VI(E)(3) of the guidelines for dormers. With the conditions, the rear dormer can meet VI(E) of the guidelines for dormers. Commissioner Mayhall seconded, and the motion passed unanimously.

24. 1411 N. 14th St.

Application: New Construction—Addition/Violation

Council District: 06

Overlay: Eastwood Neighborhood Conservation Zoning Overlay Project Lead: Kelli Mitchell, kelli.mitchell@nashville.com

PermitID#:T2021012251

Deferral requested.

MHZC ACTIONS

25. 1806 CEDAR LN

Application: New Construction—Addition

Council District: 18

Overlay: Belmont-Hillsboro Neighborhood Conservation Zoning Overlay

Project Lead: Joseph Rose, Joseph.Rose@nashville.gov

PermitID#:T2022074355

Deferral requested.

26. 1807 LAKEHURST DR

Application: New Construction—Addition; Setback Determination

Council District: 06

Overlay: Lockeland Springs-East End Neighborhood Conservation Zoning Overlay

Project Lead: Jenny Warren Jenny.Warren@nashville.gov

PermitID#:T2022074126

Applicants: Fuller Hanan

Public: Ryan Porter

Description of Project: This is an application for the construction of an addition that extends into the rear setback.

Recommendation Summary: Staff recommends disapproval of the proposed addition finding that it does not meet section VI(C) for setbacks of Part I of the design guidelines for Turn-of-the 20th-Century Districts.

Motion:

Commissioner Price moved to approve with the conditions that materials receive final approval and location of utilities finding the rear setback to be appropriate because the alley is unimproved, and the project meets Part I of the design guidelines for Turn-of-the 20th-Century Districts.

27. 1604 FORREST AVE

Application: New Construction—Addition and Outbuilding

Council District: 06

Overlay: Lockeland Springs-East End Neighborhood Conservation Zoning Overlay

Project Lead: Sean Alexander Sean.Alexander@nashville.gov

PermitID#:T2022074420 and T2022074439

Revised for administrative permit.

28. 804 SHELBY AVE

Application: New Construction—Addition

Council District: 06

Overlay: Edgefield Historic Preservation Zoning Overlay Project Lead: Sean Alexander Sean.Alexander@nashville.gov

PermitID#:T2022074920

Applicants: None present

Public: None present

Description of Project: A proposal to rehabilitate and enlarge an historic house with a ridge raise and rear addition. The addition will be narrower than the historic house, with a footprint that increases the footprint by slightly more than double. The addition will be clad with common compatible materials including an asphalt shingle roof and cement-fiber siding.

Recommendation Summary: Staff recommends approval of the proposed rehabilitation and rear addition with the following conditions:

- 1. A partial-demo and shoring plan be reviewed prior to permitting;
- 2. Partial-demolition be accomplished manually and not begin until a partial-demo and shoring plan has been approved and the building has been shored;
- 3. If the masonry is repaired that the mortar matches in color, composition, and texture;
- 4. The foundation is painted a color approximating the original stone;
- 5. The brick walls may be stained but not painted, with the stain color to be approved before application on the building;
- 6. The asphalt shingle siding in the gable fields is replaced with asphalt-shingle siding;
- 7. The windows in the historic house are replaced with new wood windows matching the original sizes and locations appropriate to the age and character of the historic house, selections to be approved before purchase and installation;
- 8. If new porch columns are needed, the porch columns are wood and are approved prior to installation;
- 9. The window and door selections for the addition are approved;

- 10. The material of the parking pad, walkways, and fences are approved;
- 11. The HVAC units are located behind the house or on either side beyond the mid-point of the house, and any new utility meters are located on the side of the building.

With these conditions, staff finds that the proposed rehabilitation and addition meet sections II.B. (Alteration and Repairs), III.B.1 (Additions), IV.1. (Fences), and V.B. (Demolition) of the Edgefield Historic Preservation Zoning Overlay design guidelines.

Motion:

Commissioner Price moved to approve the proposed rehabilitation and rear addition with the following conditions:

- 1. A partial-demo and shoring plan be reviewed prior to permitting;
- 2. Partial-demolition be accomplished manually and not begin until a partial-demo and shoring plan has been approved and the building has been shored;
- 3. If the masonry is repaired that the mortar matches in color, composition, and texture;
- 4. The foundation is painted a color approximating the original stone;
- 5. The brick walls may be stained but not painted, with the stain color to be approved before application on the building;
- 6. The asphalt shingle siding in the gable fields is replaced with asphalt-shingle siding;
- 7. The windows in the historic house are replaced with new wood windows matching the original sizes and locations appropriate to the age and character of the historic house, selections to be approved before purchase and installation:
- 8. If new porch columns are needed, the porch columns are wood and are approved prior to installation;
- 9. The window and door selections for the addition are approved;
- 10. The material of the parking pad, walkways, and fences are approved;
- 11. The HVAC units are located behind the house or on either side beyond the mid-point of the house, and any new utility meters are located on the side of the building;

finding that with these conditions, the proposed rehabilitation and addition meet sections II.B. (Alteration and Repairs), III.B.1 (Additions), IV.1. (Fences), and V.B. (Demolition) of the Edgefield Historic Preservation Zoning Overlay design guidelines. Commissioner Johnson seconded and the motion passed unanimously.

29. 2106 GRANTLAND AVE

Application: New Construction—Outbuilding

Council District: 17

Overlay: Woodland-in-Waverly Historic Preservation Zoning Overlay

Project Lead: Jenny Warren Jenny.Warren@nashville.gov

PermitID#:T2022074685

Applicant withdrew application.

30. 1006 HALCYON AVE

Application: New Construction—Addition

Council District: 17

Overlay: Waverly-Belmont Neighborhood Conservation Zoning Overlay

Project Lead: Melissa Baldock Melissa.Baldock@nashville.gov

PermitID#:T2022074328

Applicants: Michael Ward, architect

Public: None present

Description of Project: Applicant proposes infill development.

Recommendation Summary:

Staff recommends approval of the project with the following conditions:

- The finished floor height be consistent with the finished floor heights of adjacent historic houses, to be verified by MHZC in the field:
- 2. A front walkway be added from the sidewalk to the front porch/stoop;

- 3. MHZC review all windows and doors, masonry samples, the roof shingle color, and the front walkway material prior to purchase and installation; and
- 4. The HVAC be located behind the house or on either side, beyond the midpoint of the house, and utility meters be located on the side of the building.

With these conditions, staff finds that the proposed infill meets sections IV. (Materials) and V. (New Construction-Infill) of Part I and the Waverly-Belmont chapter of Part II of the design guidelines for Turn-of-the 20th-Century Districts.

Motion:

Commissioner Price moved to approve the project with the following conditions:

- 1. The finished floor height be consistent with the finished floor heights of adjacent historic houses, to be verified by MHZC in the field;
- 2. A front walkway be added from the sidewalk to the front porch/stoop;
- 3. MHZC review all windows and doors, masonry samples, the roof shingle color, and the front walkway material prior to purchase and installation; and
- 4. The HVAC be located behind the house or on either side, beyond the midpoint of the house, and utility meters be located on the side of the building.

finding that with these conditions, the proposed infill meets sections IV. (Materials) and V. (New Construction-Infill) of Part I and the Waverly-Belmont chapter of Part II of the design guidelines for Turn-of-the 20th-Century Districts. Commissioner Cashion seconded and the motion passed unanimously.

31. 601 MALTA DR

Application: New Construction—Outbuilding

Council District: 02

Overlay: Haynes Heights Neighborhood Conservation Zoning Overlay Project Lead: Melissa Baldock Melissa.Baldock@nashville.gov

PermitID#:T2022074256

Applicants: None present

Public: None present

Description of Project: Applicant proposes a one hundred and eighty square foot (180 SF) outbuilding.

Recommendation Summary: Staff recommends approval finding that the outbuilding meets Section VII. (New Construction-Detached Outbuildings & Garden Structures) of Part I and the Haynes Height chapter of Part II of the design guidelines for Mid-20th-Century Districts.

Staff further recommends that the following clarification be added as italicized language to the Haynes Heights Neighborhood Conservation Zoning Overlay: Outbuildings that are under two hundred square feet (200 SF), have no permanent foundation, are under ten feet, six inches (10'6") in height, and are located at the rear of the property, do not need to meet the design guidelines for materials.

Motion:

Commissioner Johnson moved to approve the project, finding that the outbuilding meets Section VII. (New Construction-Detached Outbuildings & Garden Structures) of Part I and the Haynes Height chapter of Part II of the design guidelines for Mid-20th-Century Districts. Commissioner Mayhall seconded, and the motion passed unanimously.

32. 1324 STRATFORD AVE

Application: New Construction—Addition to Outbuilding; Setback Determination

Council District: 07

Overlay: Inglewood Place Neighborhood Conservation Zoning Overlay

Project Lead: Jenny Warren Jenny.Warren@nashville.gov

PermitID#:T2022074142

Applicant withdrew application.

33. 3821 WHITLAND AVE

Application: Alteration Council District: 24

Overlay: Whitland Neighborhood Conservation Zoning Overlay

Project Lead: Joseph Rose, Joseph.Rose@nashville.gov

PermitID#:T2022074370

Notification requirements not met.

34. 1004 HALCYON AVE

Application: New Construction—Infill

Council District: 17

Overlay: Waverly-Belmont Neighborhood Conservation Zoning Overlay

Project Lead: Melissa Baldock Melissa.Baldock@nashville.gov

PermitID#:T2022074347

Applicants: Michael Ward

Public: None present

Description of Project: Applicant proposes infill development.

Recommendation Summary:

Staff recommends approval of the project with the following conditions:

- The finished floor height be consistent with the finished floor heights of adjacent historic houses, to be verified by MHZC in the field:
- 2. A front walkway be added from the sidewalk to the front porch/stoop;
- 3. MHZC review all windows and doors, masonry samples, the roof shingle color, and the front walkway material prior to purchase and installation; and
- 4. The HVAC be located behind the house or on either side, beyond the midpoint of the house, and utility meters be located on the side of the building.

With these conditions, staff finds that the proposed infill meets sections IV. (Materials) and V. (New Construction-Infill) of Part I and the Waverly-Belmont chapter of Part II of the design guidelines for Turn-of-the 20th-Century Districts.

Motion:

Commissioner Johnson moved to approve the project with the following conditions:

- 1. The finished floor height be consistent with the finished floor heights of adjacent historic houses, to be verified by MHZC in the field;
- 2. A front walkway be added from the sidewalk to the front porch/stoop;
- 3. MHZC review all windows and doors, masonry samples, the roof shingle color, and the front walkway material prior to purchase and installation; and
- 4. The HVAC be located behind the house or on either side, beyond the midpoint of the house, and utility meters be located on the side of the building;

finding that with these conditions, the proposed infill meets sections IV. (Materials) and V. (New Construction-Infill) of Part I and the Waverly-Belmont chapter of Part II of the design guidelines for Turn-of-the 20th-Century Districts. Commissioner Cashion seconded and the motion passed unanimously.

NEW BUSINESS

35. REVISIONS TO RULES OF ORDER

Motion:

Commissioner Mayhall moved to approve the revised Rules of Order, as presented. Commissioner Cashion seconded and the motion passed unanimously.

36. COMMISSIONER TRAINING