

**COOKEVILLE HISTORIC ZONING COMMISSION  
MINUTES  
JUNE 13, 2006  
5:00 P.M.**

The Cookeville Historic Zoning Commission met on Tuesday, June 13, 2006, at 5:00 p.m. in the Council Chambers, 45 East Broad Street, Cookeville, TN 38501.

**MEMBERS PRESENT:** Mary Jean Delozier, Lee Carney, Calvin Dickinson, Charles Martin, Don Prince, and Greg Stamps.

**MEMBERS ABSENT:** Alma Anderson

**STAFF PRESENT:** James Mills and Jayne Barns.

**OTHERS PRESENT:** Al & Sharon DeFosche, Frank Hadlock, Tom Hadlock, and Patty Martin.

**ELECTION OF CHAIRMAN AND VICE-CHAIRMAN.** Greg Stamps made the motion to elect Don Prince as Chairman. Charles Martin seconded the motion and the motion carried unanimously. **DON PRINCE. ELECTED CHAIRMAN.**

Greg Stamps made the motion to elect Calvin Dickinson as Vice-Chairman. Mary Jean Delozier seconded the motion and the motion carried unanimously. **CALVIN DICKINSON ELECTED VICE-CHAIRMAN.**

**CONSIDER FOR APPROVAL THE MINUTES OF FEBRUARY 14, 2006.** Greg Stamps made the motion to approve the minutes of February 14, 2006. Charles Martin seconded the motion and the motion carried unanimously. **APPROVED.**

**CONSIDER FOR APPROVAL APPLICATION FOR CERTIFICATE OF APPROPRIATENESS FOR REPLACEMENT OF ROOFING AND SIDING AT 605 NORTH DIXIE AVENUE. REQUEST SUBMITTED BY FRANK HADLOCK.** James Mills stated that Mr. Frank Hadlock has submitted for approval an application for a Certificate of Appropriateness for the replacement of roofing and siding at 605 North Dixie Avenue. He indicates in his application that the repairs would consist of the replacement of the metal roof and to install vinyl siding.

The Design Guidelines for the North Dixie Avenue Historic District specify in Section V, Guidelines for Existing Buildings and Structures, Subsection A, General Requirements, as follows:

- (2) ... Where replacement of building materials is necessary, new materials shall match the design, dimension, detail and visual characteristics of the originals, based on physical or historical documentation.

(3) ... Where replacement is necessary, new architectural details shall match the design of the originals, based on physical or historical documentation.

Mr. Hadlock indicates in his application that the replaced roof materials would match the materials of the existing house. He also indicates that vinyl is to be used to cover the siding. While the use of vinyl is not specifically addressed in Section V of the Design Guidelines, in Section VIII, Guidelines for Additions, Subsection B, Materials, it is specified that vinyl may be approved if care is taken to use historically sized sections, etc.

The Zoning Code provisions for the HS, Historic District require that certain determinations be made in evaluating an application for a Certificate of Appropriateness. These are as follows:

- The proposed action is in harmony with the intent of the HS District
- The proposed action would complement other structures within the HS District
- The proposed action complies with the “Standards for Rehabilitation” as promulgated by the Secretary of the Interior
- The proposed action complies with the Design Guidelines for the North Dixie Avenue Historic District.

Staff recommended approval of Issuance of Certificate of Appropriateness, subject to the new vinyl matching the existing width of the old siding.

The Board asked Mr. Hadlock what color the roof was before he painted it green. Mr. Hadlock stated that it was gray. The Board felt that historically the roof would have been made of galvanized metal and that the gray color would be more appropriate than the color green.

Mr. Mills added that the Design Guidelines do not specify color, but the Board could recommend a color.

Charles Martin made the motion to approve the Issuance of the Certificate of Appropriateness, subject to the new vinyl matching the existing width of the old siding. Greg Stamps seconded the motion and the motion carried unanimously. **APPROVED.**

**CONSIDER FOR APPROVAL APPLICATION FOR CERTIFICATE OF APPROPRIATENESS FOR RESTORATION OF ORIGINAL ROOF AND BRICKWORK ON FRONT PORCH, AND REPLACING 3 CHIMNEYS, AT 223 NORTH DIXIE AVENUE. REQUEST SUBMITTED BY AL DEFOSCHE.** James Mills stated that Mr. Al DeFosche has submitted for approval an application for a Certificate of Appropriateness for several exterior repairs to a house at 223 North Dixie Avenue. He indicates in his application that the repairs would consist of roof repairs, reconstruction of three (3) chimneys, restoration of porch columns, and masonry cleaning.

The Design Guidelines for the North Dixie Avenue Historic District specify in Section V, Guidelines for Existing Buildings and Structures, Subsection A, General Requirements, as follows:

- (2) ... Where replacement of building materials is necessary, new materials shall match the design, dimension, detail and visual characteristics of the originals, based on physical or historical documentation.
- (3) ... Where replacement is necessary, new architectural details shall match the design of the originals, based on physical or historical documentation.

Mr. DeFosche indicates in his application that all repairs will be consistent with period style and all materials utilized will be consistent with the original construction.

The Zoning Code provisions for the HS, Historic District require that certain determinations be made in evaluating an application for a Certificate of Appropriateness. These are as follows:

- The proposed action is in harmony with the intent of the HS District
- The proposed action would complement other structures within the HS District
- The proposed action complies with the “Standards for Rehabilitation” as promulgated by the Secretary of the Interior
- The proposed action complies with the Design Guidelines for the North Dixie Avenue Historic District.

Staff recommended approval of Issuance of Certificate of Appropriateness.

Calvin Dickinson made the motion to approve the Issuance of the Certificate of Appropriateness. Charles Martin seconded the motion and the motion carried unanimously. **APPROVED.**

**CONSIDER FOR APPROVAL AMENDMENT OF THE BYLAWS TO REFLECT INCREASE IN THE MEMBERSHIP FOR THE HISTORIC ZONING COMMISSION FROM 5 TO 7 MEMBERS. REQUEST SUBMITTED BY STAFF.**

James Mills stated that the Amendments to the Historic Zoning Commission’s Bylaws and Administrative Rules and Procedures are necessary due to the increase in the membership from 5 to 7 members and the change in the meeting time.

The following amendments to the Bylaws are recommended:

1. Article II: Meetings, Section 1. Change meeting time from 5:30 p.m. to 5:00 p.m.
2. Article II: Meetings, Section 3. Increase number required for quorum from 3 to 4 members.
3. Article IV: Administrative Rules and Procedures. Increase number required to adopt rules and procedures from 3 to 4 members.
4. Article VII: Amendments, Section 1. Increase entire membership to 7 members.

The following amendments to the Administrative Rules and Procedures are recommended:

1. Article I, Section 2. Change meeting time from 5:30 p.m. to 5:00 p.m.
2. Article II, Section 2. Change meeting time from 5:30 p.m. to 5:00 p.m.

Staff recommended approval of the amendments.

Calvin Dickinson made the motion to approve the amendments. Greg Stamps seconded the motion and the motion carried unanimously. **APPROVED.**

**ADJOURNMENT: 5:22 P.M.**

**SUBMITTED FOR APPROVAL**

**SUBMITTED FOR RECORDING**

---

**JAYNE BARNS CPS  
PLANNING ASSISTANT**

---

**DON PRINCE, CHAIRMAN  
COOKEVILLE HISTORIC ZONING**