

**COOKEVILLE HISTORIC ZONING COMMISSION
MINUTES
FEBRUARY 12, 2008
5:00 P.M.**

The Cookeville Historic Zoning Commission met on Tuesday, February 12, 2008, at 5:00 p.m. in the Council Chambers, 45 East Broad Street, Cookeville, TN 38501.

MEMBERS PRESENT: Alma Anderson, Calvin Dickinson, Don Prince, Greg Stamps and Julia Woodford.

MEMBERS ABSENT: Lee Carney and Charles Martin.

STAFF PRESENT: James Mills, Jayne Barns, Suzanne Garnmeister, and Samantha Hitchcock.

OTHERS PRESENT: There was no one else present at the meeting.

CONSIDER FOR APPROVAL THE MINUTES OF SEPTEMBER 11, 2007 AND SEPTEMBER 25, 2007. Calvin Dickinson made the motion to approve the minutes of September 11, 2007 and September 25, 2007. Alma Anderson seconded the motion and the motion carried unanimously. **APPROVED.**

James Mills introduced Samantha Hitchcock, Planning Intern, who will be working with the Planning Department until April 2008. Samantha helped Suzanne with the research for tonight's presentation.

REPORT ON HISTORIC ZONING DATABASE. REQUEST SUBMITTED BY STAFF. Samantha Hitchcock stated that the Planning Staff has been in the process of preparing a draft database of historic districts to include photographs, parcel numbers, name of districts, owners, addresses, year of original construction, zone, type of construction and date of photographs.

North Dixie Avenue Historic District contains 43 parcels, Cream City 13 parcels and East Broad /Freeze Street 31 parcels. Each parcel is included in the Inventory in the appropriate section. A record number is assigned to each parcel that corresponds to the map of the district.

Each page contains a section for architectural style. This can be completed by the representatives of the districts, home owners or members of the commission. The documentations of each will be submitted to update the record. Any additional comments about the structures such as significant events, owners, etc. are encouraged.

James Mills requested that Greg Stamps help with the determination of the architectural styles of the homes in the inventory. Mr. Mills added that the Planning Staff will contact Marcia Donovan concerning the history of the homes on North Dixie Avenue.

REPORT ON TREES LOCATED WITHIN DIXIE AVENUE HISTORIC DISTRICT THAT HAVE BEEN RECOMMENDED FOR REMOVAL. REQUEST SUBMITTED BY STAFF. Suzanne Garnmeister stated that Dr. Douglas Airhart, Urban Forester for the City of Cookeville, has completed an inventory of more than 2,500 trees located on major streets, grounds of civic buildings, and within public parks. In this inventory, nine trees located within the North Dixie Historic District were recommended for removal. One of these trees has since been removed, leaving eight trees identified for removal.

Trees were evaluated for condition as ‘excellent’, ‘good’, ‘fair’, ‘poor’, ‘extra poor’, and ‘bad’ (dead). All trees categorized as ‘bad’ and most trees categorized as ‘extra poor’ were recommended by Mr. Airhart for removal and replacement.

Locations and conditions of the ‘bad’ and ‘extra poor’ trees located within the Dixie Historic District are as follows:

223 N. Dixie Ave.	41.5 inch diameter silver maple, Condition: Bad
412 N. Dixie Ave.	22.2 inch diameter sugar maple, Condition: Extra Poor
511 N. Dixie Ave.	24.2 inch diameter sugar maple, Condition: Extra Poor
605 N. Dixie Ave.	18.7 inch diameter red maple, Condition: Bad
	26.3 inch diameter red maple, Condition: Extra Poor
610 N. Dixie Ave.	34.0 inch diameter sugar maple, Condition: Extra Poor
613 N. Dixie Ave.	26.9 inch diameter sugar maple, Condition: Extra Poor
641 N. Dixie Ave.	51.3 inch diameter red oak, Condition: Extra Poor
Not on list, but red-tagged:	508 N. Dixie Ave.

Another tree located at 508 N. Dixie Avenue that was not previously noted as damaged fell in the recent storm. A tree removal company has asked to remove this tree. This request was granted, as the tree is no longer standing.

The complete tree inventory study recommended a total of 44 trees in main traffic areas be removed. The city has removed 19 of these, and has marked an additional 5 more for removal. One of these is the red-tagged tree located at 508 N. Dixie Avenue. City contractors have completed most of the allowable removals, however removals recommended for the Historic District have not been completed, and, according to Dr. Airhart, “are being postponed until the City Manager can devise policies and procedures for announcing and charging fees to the owners.”

The Design Guidelines for the North Dixie Avenue Historic District specify in Section X, Guidelines for Landscaping, Accessory Structures and Signs, Subsection A, General Landscaping, (6) that “canopy trees along North Dixie Avenue shall be removed only when necessary and shall be replaced, where appropriate to maintain the street canopy”.

Staff recommended approval of removing the 8 trees as identified and to require replacement.

Calvin Dickinson made the motion to approve removal of 8 trees located on the following properties: 223, 412, 508, 511, 605, 610, 613 & 641 North Dixie Avenue and require that all the trees be replaced. Alma Anderson seconded the motion and the motion carried unanimously. **APPROVED.**

ADJOURNMENT: 5:25 P.M.

SUBMITTED FOR APPROVAL

SUBMITTED FOR RECORDING

**JAYNE BARNS CPS
PLANNING ASSISTANT**

**DON PRINCE, CHAIRMAN
COOKEVILLE HISTORIC ZONING**