

The regular meeting of the **Historic District Commission** was held on Thursday, March 24, 2022 at 4:00 p.m. in the Board Chambers of Town Hall, 500 Poplar View Parkway.

The following Staff members were present: Town Planner, Mr. Jaime Groce; Assistant Town Planner, Ms. Nancy Boatwright; Administrative Specialists Sr., Lynette Denzer and Gina Salvatore.

Pledge of Allegiance

Commissioner Todd led the Pledge of Allegiance.

Roll Call:

Chairman Lee asked Ms. Denzer to call the roll to confirm a quorum.

Cox	Todd	Brooks	Kelsey	Rozanski	Walker	Lee
Absent	Present	Present	Present	Present	Present	Present

Quorum present.

Approval of Minutes

Chairman Lee asked if there were any corrections to the minutes from the February 24, 2022 meeting.

Hearing none, Chairman Lee called for a motion to approve the minutes.

Motion by Commissioner Walker, and seconded, to approve the minutes from the February 24, 2022.

Roll call:

Kelsey	Brooks	Walker	Todd	Rozanski	Cox	Lee
Yes	Yes	Abstain	Yes	Yes	Absent	Abstain

Motion Approved.

Approval of the Agenda

Chairman Lee asked if there were any changes to the agenda.

Mr. Groce stated one item has been removed from the published agenda. Review and discussion of Mid-South Gifted Academy (Case #219128) has been removed from Other Business. Mr. Groce recently emailed to the HDC their new site layout that will move the building up to Center Street.

Motion by Commissioner Rozanski, and seconded, to approve the agenda as amended.

Roll call:

Brooks	Todd	Rozanski	Cox	Kelsey	Walker	Lee
Yes	Yes	Yes	Absent	Yes	Yes	Yes

Motion Approved.

Approval of Consent Agenda

Chairman Lee called for a motion to approve the Consent Agenda.

Motion by Commissioner Rozanski, and seconded, to approve the Consent Agenda as presented.

Chairman Lee asked for the roll to be called.

Roll call:

Rozanski	Brooks	Todd	Cox	Kelsey	Walker	Lee
Yes	Yes	Yes	Absent	Yes	Yes	Yes

Motion approved.

Case # 220665 – 338 N. Rowlett Street – Request approval of a Certificate of Appropriateness for demolition of an accessory structure.

CONDITIONS OF APPROVAL:

1. Any changes/deviations from this request will require staff and/or HDC approval prior to the work commencing.

EXHIBITS

1. Conditions of Approval (3/18/22)
2. Applicant’s Cover Letter (2/28/22)
3. Applicant’s Photos & Site Plan (2/28/22)
4. Staff Photos (3/11/22)
5. 2004 Historic Resource Survey
6. Collierville National Historic District Nominating Form
7. Homes and Non-residential Structures Demolished within the Local Historic Overlay since 1991
8. Historic District Guidelines – Demolition

Other Business

At this time, recess is called and will reconvene in the Development Conference Room for a non-voting work session.

7.a Review and discuss potential amendments to the limits of the Local Historic Overlay.

Mr. Jaime Groce stated this non-voting discussion is to review and discuss individual parcels, as identified by HDC members, which should be included in or removed from the Local Historic District overlay in order to protect the vision of the Historic District.

Mr. Groce also stated the final GIS data from the 2020 Historic Resources Survey Report was received from the State today. After being reviewed by staff, the information will be made available on the Town’s website and can be incorporated into the Local Historic District overlay amendment discussions.

Discussion about individual parcels that should be added ensued and a preliminary, revised local historic overlay was drawn. No properties were identified for removal. Staff will take the edits and transpose them on to a new map. Staff will also identify information about each property that could be added and present to the HDC a plan for how to communicate the changes to the affected properties.

With no further business, Chairman Lee adjourned the meeting at 5:07 p.m.

Secretary, Laura Todd