

The regular meeting of the Historic District Commission was held on Thursday, July 27, 2023, at 4:00 p.m. in the James H. Lewellen Board Chambers at Town Hall.

The following Staff members were present: Town Planner, Mr. Jaime Groce; Building Official, Mr. Tim Pendleton; Assistant Town Planner, Ms. Donquetta Singleton; Administrative Specialist Sr., Ms. Lynette Denzer.

Roll Call:

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

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

Quorum present.

Approval of Minutes

Chairman Lee asked if there were any corrections to the minutes from the June 22, 2023, meeting.

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

Motion by Commissioner Hall, and seconded, to approve the minutes from the June 22, 2023, meeting.

Roll call:

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

Motion Approved.

Approval of the Agenda

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

Mr. Groce stated the agenda has not changed but there is a change to a caption on the agenda. The caption for Formal Agenda item 7.a now reads “Ordinance 2023-08... Local Historic Overlay and Property Maintenance.”

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

Roll call:

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

Motion Approved.

Pledge of Allegiance

Commissioner Cox led the Pledge of Allegiance.

Citizen Comments

Chairman Lee asked if there were any Citizen Comments.

Hearing none, Chairman Lee proceeded with the meeting.

FORMAL AGENDA

7. a. Ordinance 2023-08, an Ordinance to Amend Title XV, Chapter 151, §151.195 through §151.205 related to the Local Historic Overlay and Continuing Maintenance

Mr. Jaime Groce reviewed the Staff Report, which is an exhibit for the record. There are five questions to be discussed; 1) a name for this effort, 2) definition of properties the effort will impact, 3) the model ordinance (Staff Report, Figure 1) the HDC choses to pursue, 4) the role of the Town’s adopted international property maintenance code; and, 5) property owner consent requirements related to expanding the Historic District Overlay.

The suggested name for this effort was the Historic District Preservation and Maintenance Ordinance.

Mr. Tim Pendleton, Town Building Official, was available to answer questions regarding interpretation of Town Code and the adopted International Property Maintenance Code (2018). Discussion ensued about existing Property Maintenance Code as it relates to the Historic District versus the Town as a whole. The HDC had questions about its effectiveness and enforcement.

Discussion ensued about whether structures with documented historical significance within the Historic District or any structures over 50 years old within the Historic District should be the focus of this proposed ordinance.

Mr. Groce presented four possible options for addressing property maintenance concerns within the local Historic Overlay. Option A relies on the Town’s adopted property maintenance code and municipal court system to compel compliance, building to Option D which includes the previous three options and would allow for the Town to have an added option of performing stabilization work and applying a lien on the property if needed. The commission would like for staff to proceed working on the proposed Ordinance using Option D, Figure 2 in the staff report, as a guide.

Discussion ensued about whether property owner consent is needed for a property to be added or removed from the Local Historic District Overlay. The current Town Ordinance states 100% of property owner consent is required to modify the Overlay. The current State law does not require property owner consent for modifications. It is unclear why the Town self-imposed this requirement.

Motion made by Commissioner Cox, and seconded, to recommend the ordinance eliminate the property owner consent requirement when modifying the Historic District Overlay.

Cox	Rozanski	Brooks	Walker	Hall	Kelsey	Lee
Yes	No	Yes	Absent	Yes	Yes	Yes

EXHIBITS
The staff report and the following:
1. Ordinance 2023-08 (7/21/23), with Attachment A
2. Town’s Adopted International Property Maintenance Code (2018)
3. Columbia, TN Zoning Ordinance Excerpt (April 2019)
4. Knoxville, TN Zoning Ordinance Excerpt (adopted 2003)

Motion Approved.

Mr. Groce will incorporate the Commission's discussion points into an updated version of Ordinance 2023-08 for review at a future Historic District Commission meeting. No action was taken on the ordinance and the consensus of the HDC was to delay the item to a future meeting.

8. Other Business

Mr. Groce stated the next regularly scheduled meeting is August 24, 2023, and outlined possible cases which may be on the agenda. An update on applications administratively approved since the last meeting was presented. 415 West Poplar Ave was approved for a shingle roof replacement.

With no further business, Chairman Lee adjourned the meeting at 5:22 p.m.

Secretary, Chad Kelsey

APPROVED