

# **CHATTANOOGA HISTORIC ZONING COMMISSION** **MINUTES**

**April 18, 2019**

The duly advertised meeting of the Chattanooga Historic Zoning Commission was held on April 18, 2019, at 9:30 p.m. at the Development Resource Center, Conference Room 1A. Chair Steve Lewin called the meeting to order. Secretary Rosetta Greer called the roll and swore in all those who would be addressing the Committee. Development Review Planner Sarah Robbins explained the rules of procedures and announced that the meeting is being recorded.

**Members Present:** Chair Steve Lewin, Vice Chair Melissa Mortimer, David Bryant, Rachel Shannon, Matt McDonald, Lee Helena and Skip Pond.

**Members Absent:** Hannah Forman

**Staff Members Present:** Development Review Planner Sarah Robbins, Secretary Rosetta Greer and City Attorney Melinda Foster.

**Applicants Present:** Abraham Mynatt, Tanner Eaton, Craig Kronenberg and Ken Morris

**Secretary Rosetta Greer called the roll and swore everyone in who would address the Commission.**

**Approval of Minutes:** The March meeting minutes were not ready for review.

**Attorney Melinda Foster explained the process for deferral authority from the Commission only in the case of not having enough sufficient information for the Case being reviewed.**

**Chairman Steve Lewin explained the rules of procedures.**

**OLD BUSINESS:**

**Case #19-HZ-00025 – 1307 West 45<sup>th</sup> Street – New construction of primary structure**

**Project Description:**

The applicant, Abraham & Andrea Mynatt, has applied for the following work:

- New construction of a residential structure
- New walkway
- New driveway

Lee Helena recused himself from the case. There were no comments from the community.

**Discussion:** Attorney Melinda Foster asked Planner Sarah Robbins to address the proposed foundation height remarks on the Staff Report. A discussion was had

between the Commission members. Steve Lewin made a motion to approve Case 19-HZ-00025: 1307 West 45<sup>th</sup> Street, as submitted pursuant to the Chattanooga City Code, Chapter 10, Article II, Section 10-15e and pursuant to the St. Elmo Design Guidelines, approval subject to any and all conditions. David Bryant seconded the motion. All in favor, the motion was unanimously approved. No conditions were noted.

#### **NEW BUSINESS:**

#### **Case #19-HZ-00036 – 4903 Virginia Avenue – Exterior building alterations, walkways, carport**

#### **Project Description:**

The applicant, Tanner Eaton / Wheelhouse Construction, LLC, has applied for the following work:

- Exterior main structure restoration with:
  - New: railings, walkway/steps, front door, gutters and roof
  - Repair: existing windows and rear of existing structure (rotted previous addition)
- Structural Addition (rear of structure)
- Detached carport and storage space (rear of structure)
- Site work: walkway in rear of structure to the carport

There were no comments from the community.

Applicant Tanner Eaton asked the Commission to accept new requests beyond the project description. He noted the difference between the application renderings and the rendering presented before the Commission was the shape of the carport garage structure. The Commission was informed by Planner Sarah Robbins that any motions made would need to reflect the change request.

**Discussion:** A discussion was had between the Commission members. Melissa Mortimer made a motion to approve Case 19-HZ-00036: 4903 Virginia Avenue, as submitted pursuant to the Chattanooga City Code, Chapter 10, Article II, Section 10-15e and pursuant to the St. Elmo Design Guidelines, approval subject to any and all conditions. David Bryant seconded the motion. All in favor, the motion was unanimously approved.

The following conditions were noted: Carport is to be parallel to the alley and rectangular in shape with the north-west corner of the building to remain as presented approximately 6 feet off of the north and west lot lines. Windows to match the current light composition for any new windows or existing windows that

**might need replacement with staff approval. Revised site plan is to be submitted to staff.**

**Case #19-HZ-00037 – 4616 Glynden Drive – New construction of primary structure, parking pad, retaining wall**

**Project Description:**

The applicant, Ken Morris / K3D Property Services, has applied for the following work:

- New construction of a primary structure
- Driveway
- Parking pad (rear of structure)
- Retaining walls

There were comments from the community. Tim McDonald, of 5019 Sunnyside Avenue, sent an email to Staff in opposition.

**Discussion:** A discussion was had between the Commission members. David Bryant made a motion to defer Case 19-HZ-00037: 4616 Glynden Drive, as submitted pursuant to the Chattanooga City Code, Chapter 10, Article II, Section 10-15e and pursuant to the St. Elmo Design Guidelines that more information was needed from the applicant in regards to the proposed project. The motion for this deferral notes the following comments from the Commission: the Commission needs more information including, but not limited to, railings/spindles, foundation height, and overall height. Melissa Mortimer seconded the motion. All in favor, the motion was unanimously approved.

**Case #19-HZ-00038 – 4614 Glynden Drive – New construction of primary structure**

**Project Description:**

The applicant, Ken Morris / K3D Property Services, has applied for the following work:

- New construction of a primary structure
- Driveway
- Parking pad (rear of structure)
- Retaining walls

There were comments from the community. Tim McDonald, of 5019 Sunnyside Avenue, sent an email to Staff in opposition.

**Discussion:** A discussion was had between the Commission members. Lee Helena made a motion to defer Case 19-HZ-00038: 4614 Glynden Drive, as submitted pursuant to the Chattanooga City Code, Chapter 10, Article II, Section 10-15e and pursuant to the St. Elmo Design Guidelines due to not having enough information. The motion for this deferral notes the following comments from the Commission: the Commission needs additional information regarding, but not limited to, roof pitch as it relates to existing adjacent structures and site plan for

**actual setbacks of the adjacent property from the street. Rachel Shannon seconded the motion. All in favor, the motion was unanimously approved.**

**OTHER BUSINESS:** Secretary Rosetta Greer noted to the Committee about the different format of all future Meeting Minutes. Elections for Chair and Vice Chair occurred: David Bryant made a motion to keep Steve Lewin as Chair and Melissa Mortimer as Vice Chair. Skip Pond seconded the motion. All in favor, the motion was unanimously approved. Chair Steve Lewin noted a need to change an element in the existing Certificate of Appropriateness Application on page 2, under Additional Items, requiring topography plans when "a proposed foundation height greater than 48" in height at its highest point". The change in the verbiage in then to state "if the proposed house footprint on the existing lot involves a difference in elevation greater than 48 inches, actual topography and proposed grading site plans must be submitted". David Bryant noted that a blanket requirement for grading details for foundation height be required at the submission of an application. Planner Sarah Robbins referenced the challenges on staff if the application requirements are not noted in exactness.

**Steve Lewin made a motion to change the verbiage in the COA application to require a site plan showing the topography. Rachel Shannon seconded the motion. The motion was unanimously approved.** Rachel Shannon said clarification needs to be made to reflect where height is being defined. Planner Sarah Robbins took note of all of the Commission's concerns.

**NEXT MEETING DATE:** May 16, 2019 (application deadline is April 22, 2019 at 4 p.m.).

**Steve Lewin made a motion to adjourn. Melissa Mortimer seconded the motion. All in favor, the motion was unanimously approved.**

The meeting was adjourned at 12:16 p.m.



Steve Lewin, Chair

5-16-19

Date



Rosetta Greer, Secretary

5-16-19

Date