



METROPOLITAN HISTORIC ZONING COMMISSION
Sunnyside in Sevier Park, 1113 Kirkwood Avenue Nashville, TN 37204
615-862-7970, historicalcommission@nashville.gov

**METRO HISTORIC ZONING COMMISSION (MHZC)
MINUTES**

April 16, 2025

**Sonny West Conference Center/
Fulton Campus**

2:00 p.m.

Commissioner Attendance: Chair Bell, Vice-Chair Stewart and Commissioners Cashion, Cotton, Mayhall, Price, Smith, and Williams

Staff Attendance: Legal Counsel Ann Mikkelsen, Historic Zoning Administrator Robin Zeigler and staff members Melissa Baldock, Scott Keckley, Joseph Rose, Melissa Sajid, Stephanie Gittins (intern)

1. ADOPTION OF AGENDA

Requested Agenda Revisions

- 7. 1141 Shelton Ave—Notification requirements not met.
- 15. 3910 Valley Rd—Request to defer.
- 13. 2518 Ashwood—Moved from consent agenda

Motion:

Commissioner Cotton moved to approve the revised agenda. Commissioner Williams seconded, and the motion passed unanimously.

2. ADOPTION OF MARCH 19, 2025, MINUTES

Motion: Commissioner Cotton moved to approve the minutes as presented. Vice Chair Price seconded, and the motion passed unanimously.

3. COUNCILMEMBER PRESENTATIONS

Lucy Kempf, Planning Director

CONSENT

4. **ADMINISTRATIVE PERMITS ISSUED FOR PRIOR MONTH** (see list in monthly meeting packet)

5. **400 RUDOLPH AVE**

Application: New Construction—Addition

Council District: 06

Overlay: Lockeland Springs-East End Neighborhood Conservation Zoning Overlay

Project Lead: Joseph Rose Joseph.Rose@nashville.gov

PermitID#:T2025026844

6. **1 WATERS AVE**

Application: New Construction—Addition

Council District: 06

Overlay: Eastwood Neighborhood Conservation Zoning Overlay

Project Lead: Jenny Warren Jenny.Warren@nashville.gov

PermitID#:T2025017644

7. **1141 SHELTON AVE**

Application: New Construction—Outbuilding; Setback Determination

Council District: 07

Overlay: Inglewood Place Neighborhood Conservation Zoning Overlay

Project Lead: Joseph Rose Joseph.Rose@nashville.gov

PermitID#:T2025018158

8. **903 MONTROSE AVE**

Application: New Construction—Addition; Setback Determination

Council District: 17

Overlay: Waverly-Belmont Neighborhood Conservation Zoning Overlay

Project Lead: Melissa Sajid Melissa.Sajid@nashville.gov

PermitID#:T2025021197

9. **1014 VILLA PL**

Application: New Construction—Addition and Outbuilding

Council District: 17

Overlay: Edgehill Neighborhood Conservation Zoning Overlay

Project Lead: Melissa Sajid Melissa.Sajid@nashville.gov

PermitID#:T2025025741 and T2025025742

10. **2207 LINDELL AVE**

Application: New Construction—Addition; Partial Demolition

Council District: 17

Overlay: Woodland-in-Waverly Historic Preservation Zoning Overlay

Project Lead: Melissa Baldock Melissa.Baldock@nashville.gov

PermitID#:T2025027089

11. 1512 GALE LN

Application: New Construction—Addition and Outbuilding; Partial Demolition
Council District: 18
Overlay: Belmont-Hillsboro Neighborhood Conservation Zoning Overlay
Project Lead: Melissa Baldock Melissa.Baldock@nashville.gov
PermitID#:T2025026492 and T2025026505

12. 1001 HALCYON AVE

Application: New Construction—Addition
Council District: 18
Overlay: Waverly-Belmont Neighborhood Conservation Zoning Overlay
Project Lead: Jenny Warren Jenny.Warren@nashville.gov
PermitID#:T2025026840

13. 2518 ASHWOOD AVE

Application: New Construction—Addition and Outbuilding
Council District: 18
Overlay: Hillsboro-West End Neighborhood Conservation Zoning Overlay
Project Lead: Joseph Rose Joseph.Rose@nashville.gov
PermitID#:T2025027258 and T2025027264

14. 4401 ELKINS AVE

Application: New Construction—Addition; Partial Demolition
Council District: 24
Overlay: Park and Elkins Neighborhood Conservation Zoning Overlay
Project Lead: Melissa Baldock Melissa.Baldock@nashville.gov
PermitID#:T2025020550

Public Comment: [Public comment received for 1 Waters Ave via email.]

Motion: Vice-Chair Stewart moved to approve all items on consent with their applicable conditions, with the exception of 2518 Ashwood Ave. Commissioner Cotton seconded and the motion passed unanimously.

VIOLATIONS

15. 3910 VALLEY RD

Application: New Construction—Addition and Partial Demolition; Violation
Council District: 24
Overlay: Cherokee Park Neighborhood Conservation Zoning Overlay
Project Lead: Robin Zeigler, robin.zeigler@nashville.gov

Deferred

ITEMS TO BE CONSIDERED

16. 1220 ROSA L PARKS BLVD

Application: New Construction—Infill & Setback Determination
Council District: 19
Overlay: Germantown Historic Preservation Zoning Overlay
Project Lead: Jenny Warren Jenny.Warren@nashville.gov
PermitID#:T2025026684

Applicant: Ethan Warren

Public: There were no requests from the public to speak.

Description of Project: Application is infill on a vacant lot.

Recommendation Summary: Staff recommends disapproval of the proposed infill finding that it does not meet Section III(D)(3)(a) for appropriate building type, Section III(D)(3)(b) and Section III(E)(2) for siting and setbacks, Section III(E)(3) for orientation Section III(E)(6) for rhythm and proportion of openings, Section III(E)(7) for primary entrances, Section III(E)(8) for roof form and may not meet Section III(E)(13) for surface parking of the Germantown Historic Preservation Zoning Overlay Design Guidelines.

Motion: Commissioner Price moved to disapprove the proposed infill finding that it does not meet Section III(D)(3)(a) for appropriate building type, Section III(D)(3)(b) and Section III(E)(2) for siting and setbacks, Section III(E)(3) for orientation Section III(E)(6) for rhythm and proportion of openings, Section III(E)(7) for primary entrances, Section III(E)(8) for roof form and may not meet Section III(E)(13) for surface parking of the Germantown Historic Preservation Zoning Overlay Design Guidelines. Commissioner Cashion seconded and the motion passed unanimously.

17. 831 GLEN AVE

Application: New Construction—Outbuilding
Council District: 17
Overlay: Waverly-Belmont Neighborhood Conservation Zoning Overlay
Project Lead: Joseph Rose Joseph.Rose@nashville.gov
PermitID#:T2025026836

Applicant: Lee Ann Thompson, owner

Public: There were no requests from the public to speak. [Public comment received via email.]

Description of Project: The application is to construct a new outbuilding in the rear yard. The property contains an existing carport that the applicant wishes to retain; however, the carport footprint plus the proposed outbuilding footprint exceeds the maximum outbuilding footprint allowed for the lot.

Recommendation Summary: Staff recommends approval of the proposed outbuilding with the following conditions:

1. Either the existing carport shall be removed from the site, or the proposed outbuilding shall be revised so that the total of the existing carport and proposed outbuilding's footprint does not exceed one thousand square feet (1,000 SF);
2. All paired windows shall have a four inch to six-inch (4"-6") mullion between;
3. The shown lap siding shall be smooth, without an embossed grain and shall have a maximum reveal of seven inches (7"); and,
4. The final material selections for windows, doors, stoop floor/steps, and the driveway shall be reviewed and approved prior to purchase and installation.

With these conditions, staff finds that the proposed outbuilding meets sections IV. (Materials) and VII. (New Construction-Detached Outbuildings & Garden Structures) of Part I and the Waverly-Belmont chapter of Part II of the design guidelines for Turn-of-the 20th-Century Districts. reviewed and approved prior to purchase and installation.

Motion: Commissioner Price moved to approve the proposed outbuilding due to the uniqueness of the large lot, the structure is not visible from the public right-of-way, and since the carport is an existing structure without a foundation and with a simple roof, with the following conditions:

1. All paired windows shall have a four inch to six-inch (4"-6") mullion between;
2. The shown lap siding shall be smooth, without an embossed grain and shall have a maximum reveal of seven inches (7"); and,
3. The final material selections for windows, doors, stoop floor/steps, and the driveway shall be reviewed and approved prior to purchase and installation;

finding with these conditions, the proposed outbuilding meets sections IV. (Materials) and VII. (New Construction-Detached Outbuildings & Garden Structures) of Part I and the Waverly-Belmont chapter of Part II of the design guidelines for Turn-of-the 20th-Century Districts. Vice-Chair Price seconded and the motion passed unanimously.

18. 1712 FOREST AVE

Application: New Construction—Infill and Outbuilding

Council District: 06

Overlay: Lockeland Springs-East End Neighborhood Conservation Zoning Overlay

Project Lead: Melissa Baldock Melissa.Baldock@nashville.gov

PermitID#: T2025027271 and T2025027269

Applicant: Brett Diaz

Public: There were no requests from the public to speak.

Description of Project: Applicant proposes infill and an outbuilding.

Recommendation Summary: Staff recommends approval of the infill and outbuilding, with the following conditions:

- 1.The finished floor height be consistent with the finished floor heights of adjacent historic houses, to be verified by MHZC in the field;
- 2.A walkway be added from the front sidewalk to the front porch;
- 3.The wall height of the outbuilding be no taller than twelve feet (12’)
- 4.MHZC approve all windows and doors, a masonry sample, the walkway materials, and the roof shingle color prior to purchase and installation; and
- 5.The HVAC be located behind the house or on either side, beyond the midpoint of the house, and utility meters be located on the side of the building.

With these conditions, staff finds that the proposed infill and outbuilding meets sections IV. (Materials), V. (New Construction-Infill), and VII. (New Construction-Detached Outbuildings & Garden Structures) of Part I and the Lockeland Springs-East End chapter of Part II of the design guidelines for Turn-of-the 20th Century Districts.

Motion: Vice-Chair Stewart moved to approve the infill and outbuilding, with the following conditions:

- 1.The finished floor height be consistent with the finished floor heights of adjacent historic houses, to be verified by MHZC in the field;
- 2.A walkway be added from the front sidewalk to the front porch;
- 3.The wall height of the outbuilding be no taller than twelve feet (12’)
- 4.MHZC approve all windows and doors, a masonry sample, the walkway materials, and the roof shingle color prior to purchase and installation; and
- 5.The HVAC be located behind the house or on either side, beyond the midpoint of the house, and utility meters be located on the side of the building;

finding with these conditions, the proposed infill and outbuilding meets sections IV. (Materials), V. (New Construction-Infill), and VII. (New Construction-Detached Outbuildings & Garden Structures) of Part I and the Lockeland Springs-East End chapter of Part II of the design guidelines for Turn-of-the 20th Century Districts. Commissioner Mayhall seconded and the motion passed unanimously.

13. 2518 ASHWOOD AVE

Application: New Construction—Addition and Outbuilding

Council District: 18

Overlay: Hillsboro-West End Neighborhood Conservation Zoning Overlay

Project Lead: Joseph Rose Joseph.Rose@nashville.gov

PermitID#:T2025027258 and T2025027264

Applicant: Van Pond, architect

Public: Ann Zuberer, 2521 Blair [Public comment received via email.]

Description of Project: The application is to construct a rear addition and a side addition to a contributing house. The application also includes an outbuilding in the

rear yard. The applicant requests a separation reduction between the primary dwelling and proposed outbuilding.

Recommendation Summary: Staff recommends approval of the proposed addition and outbuilding with the following conditions:

- 1.The two side facing dormers on the outbuilding are inset at least two feet (2') from the wall below;
- 2.A shoring plan shall be reviewed prior to permitting;
- 3.Partial-demolition shall be accomplished manually and not begin until a shoring plan has been approved and the building has been shored;
- 4.The siding shall remain on the house as-is or be reviewed prior to removal;
- 5.The HVAC shall be located behind the house or on either side, beyond the midpoint of the house, and utility meters be located on the side of the building;
- 6.All paired windows shall have a 4"-6" mullion between;
- 7.The reveal of the shown lap siding with corner boards shall be smooth, without an embossed grain and the reveal shall not exceed five inches (5"); and,
- 8.The MHZC shall review and approve the final material selections for masonry, porch elements, windows, doors, and site elements prior to purchase and installation.

With these conditions, staff finds that the proposed addition and outbuilding meets the design guidelines for the Hillsboro-West End Neighborhood Conservation Zoning Overlay.

Motion: Commissioner Mayhall moved to approve the proposed addition and outbuilding with the following conditions:

- 1.The two side facing dormers on the outbuilding are inset at least two feet (2') from the wall below;
- 2.A shoring plan shall be reviewed prior to permitting;
- 3.Partial-demolition shall be accomplished manually and not begin until a shoring plan has been approved and the building has been shored;
- 4.The siding shall remain on the house as-is or be reviewed prior to removal;
- 5.The HVAC shall be located behind the house or on either side, beyond the midpoint of the house, and utility meters be located on the side of the building;
- 6.All paired windows shall have a 4"-6" mullion between;
- 7.The reveal of the shown lap siding with corner boards shall be smooth, without an embossed grain and the reveal shall not exceed the existing reveal, and,
- 8.The MHZC shall review and approve the final material selections for masonry, porch elements, windows, doors, and site elements prior to purchase and installation;

finding with these conditions, the proposed addition and outbuilding meets the design guidelines for the Hillsboro-West End Neighborhood Conservation Zoning Overlay. Commissioner seconded and the motion passed unanimously. Vice-Chair STewart seconded and the motion passed unanimously.

OTHER BUSINESS

19. MHZC LEADERSHIP RECOGNITION AWARD DECISION

Motion: Commissioner Price moved to award the Leadership Recognition to the East End Neighborhood Association and the Richland-West End Neighborhood Association for their work to revise their design guidelines. Commissioner Williams seconded and the motion passed unanimously.

Dr. Williams

20. CHAIR COMMENTS

NEW BUSINESS

Robin Zeigler and Joni Williams provided an update on the transition of the historic zoning division from the MHC to the Planning Department.