



**CITY OF BELLE MEADE
HISTORIC ZONING COMMISSION
SPECIAL CALL MEETING AGENDA PACKET
SEPTEMBER 18, 2024, 03:00 PM**



**AGENDA HISTORIC ZONING COMMISSION
SPECIAL CALL MEETING
SEPTEMBER 18, 2024, 03:00 PM
BELLE MEADE CITY HALL, 4705 HARDING PIKE**

TO ALL MEMBERS OF THE HISTORIC ZONING COMMISSION AND OTHER INTERESTED PARTIES:

This is to notify you of a scheduled meeting of the Board of Historic Zoning Commission (HZC), with public hearing and public comment on the agenda items. Public comment will also be heard on any matters related to the HZC. Items for consideration are listed below and are available on the city website, www.citybellemeadetn.org. The meeting will also be available through Live Stream on the city website.

I. Call to Order

II. New Business

- A. The application for a Certificate of Appropriateness, PJ #24-0011, of Charlie Rankin representing Matthew and Jana White, 4400 Howell Place, to construct an addition to single family residence.**

Attachment: [CoA 4400 Howell Pl Addition.pdf](#)
Attachment: [HZC Set 4400 Howell Place 2 .pdf](#)
Attachment: [24 08-23 Land to Building Ratios.pdf](#)
Attachment: [STAFF REPORT 4400 Howell Pl ADD..pdf](#)
Attachment: [Weller Letter.pdf](#)
Attachment: [Lester Letter.pdf](#)
Attachment: [Hundley Letter.pdf](#)
Attachment: [Ishee Letter.pdf](#)
Attachment: [Existing Conditions - 4400 Howell Place.pdf](#)
Attachment: [Bruegger Letter.pdf](#)
Attachment: [Halbower Letter.pdf](#)
Attachment: [Larkford Letter.pdf](#)

III. Other Public Comment

IV. Adjourn



CITY OF BELLE MEADE
CERTIFICATE OF APPROPRIATENESS APPLICATION

This CoA Form coincides with the Citywide Conservation Overlay Interim **Guidelines**. Please refer to the guidelines for the Certificate of Appropriateness process. Reference to the book, "*A Field Guide to American Homes*" is encouraged.

APPLICATION # _____

FEE: _____

PROPERTY DESCRIPTION & LOCATION

ADDRESS: _____

AGE/YEAR OF STRUCTURE: _____

PROPERTY OF SIGNIFICANCE (1901-1939)	_____ YES
PROPERTY OF CONSERVATION (1940-2000)	_____ YES
PROPERTY LESS THAN 50 YEARS	_____ YES

PROPERTY OWNER or APPLICANT

NAME: _____

ADDRESS: _____

EMAIL: _____

PHONE NUMBER: _____

RELATIONSHIP TO OWNER: Contractor _____ Architect _____ Other (explain) _____

PROPOSED WORK REQUIRING CERTIFICATE OF APPROPRIATENESS (COA)

____ New Construction ____ Demolition ____ Exterior Alteration or Repair ____ Addition

Define Architectural Style _____

Describe Proposed Work _____

All of the items listed below are required to be submitted for all types of CoA applications.

- | | |
|--|---|
| ☐ Description of Property Condition and Proposal | ☐ PDF Photos of Existing Property |
| ☐ Site Plan showing building envelope | ☐ PDF Photos of Neighboring Properties |
| ☐ All building elevations showing finish grade | ☐ PDF Inspirational Photos |
| ☐ Wall Section with siding, roofing, doors, windows, and ornamentation. | |

➤ Additional submittal requirements for Exterior Alteration or Repairs:

Include schematic drawings, photos, and/or specifications along with a materials list. Provide photos and descriptions of existing original materials. For major alterations to architectural features such as siding, roofing, doors, windows, and ornamentation, samples of new materials may be requested.

➤ Demolition of Structures:

Describe the structure's condition (ceiling height, wood decay, brick, siding, water intrusion, roof, etc.)

Historical Significance

Is the property habitable?

Give a compelling reason for demolition of property

Describe the proposed reuse of existing materials, if any? _____

➤ **New Construction and Additions:**

A complete set of CAD plans at 1/4-inch scale.

New Construction Material List Description

Window Manufacturer:

Railings, Columns, Pilasters:

Window Material:

Chimney Material:

Frame Material:

Roofing Material:

Windowsills:

Exterior Doors:

Brick, Painted/Natural:

Eaves/Cornice:

Brick/Stone Thickness:

Gutters:

Clapboard Material:

Gutter Dimensions:

Clapboard Dimensions/Reveal:

Property of Significance

Properties of significance are those which are of particular architectural or historical significance to the early 20th century growth and development of Belle Meade. Significant dwellings, buildings and structures in Belle Meade are defined as follows:

- **Generally, these will be properties built prior to 1939 although there may be some properties which meet this level of significance after this date.**
- Possess integrity of design, materials, workmanship, setting, location, feeling, and association, as defined for eligibility for listing in the National Register of Historic Places.
- Embodying such other qualities and characteristics as in the judgment of the HZC should be considered significant to the historical and architectural context of Belle Meade.
- Be listed or determined eligible for listing in the National Register of Historic Places, and/or be determined to be a contributing property to an eligible historic district in the National Register of Historic Places; and,
- Possesses one or more of the following criteria:

Yes No

- | | |
|---------|---|
| [] [] | A broad cultural, political, economic, or social association with the historic development of Belle Meade, the state, or the nation, and/or; |
| [] [] | Identification with a historic person or with important events in Belle Meade, state, and/or national history, and /or; |
| [] [] | Possesses distinguishing characteristics of an architectural type reflective of the dominant styles in Belle Meade and is inherently valuable for the study of a period, style, method of construction, or use of indigenous materials or craftsmanship, and/ or; |
| [] [] | Possesses authenticity of its period of significance as evidenced by the survival of its characteristics, historic fabric, and architectural elements from that period; and/or |
| [] [] | Is a notable work of a master builder, designer, or architect, and/or; |
| [] [] | Possesses or may likely yield information important in prehistory or history, and/or |
| [] [] | Possesses other qualities and characteristics that, in the judgment of the HZC should be considered for designation as a significant property. |

In most cases the HZC discourages the demolition of a property of significance. Additions to properties of significance may be allowed if the addition is of appropriate scale and placement on the property. Criteria for demolition and additions to significant properties are outlined in the design guidelines.

Property Worthy of Conservation

Properties worthy of conservation are those which were built from the mid- to late-20th century and reinforce the historical and architectural character of Belle Meade through their design, scale, and materials. Properties worthy of conservation in Belle Meade are defined as follows:

- **Generally, these will be properties built after 1939 although there may be some properties within this category which were built prior to this date.**
- Possess integrity of design, materials, workmanship, setting, location, feeling, and association from their original period of construction.
- Be determined to be a contributing property to an eligible historic district in the National Register of Historic Places.

In most cases the HZC will encourage the preservation of properties worthy of conservation. Properties worthy of conservation which are proposed for demolition or substantial additions will be reviewed by the HZC in order to identify alternatives which meet the property owner's requirements while preserving the integrity of the property. If no such alternatives are identified properties worthy of conservation may be demolished or receive additions in accordance with the design guidelines.

Appeals Process for Decisions by the City of Belle Meade Historic Zoning Commission: Anyone who may be aggrieved by any final order or judgement of the Commission may have such order or judgement reviewed by the courts, by the procedure of statutory certiorari, in the Davidson County Chancery Court. Such party shall, within sixty (60) days for the entry of order, file a petition with the Chancery Court.

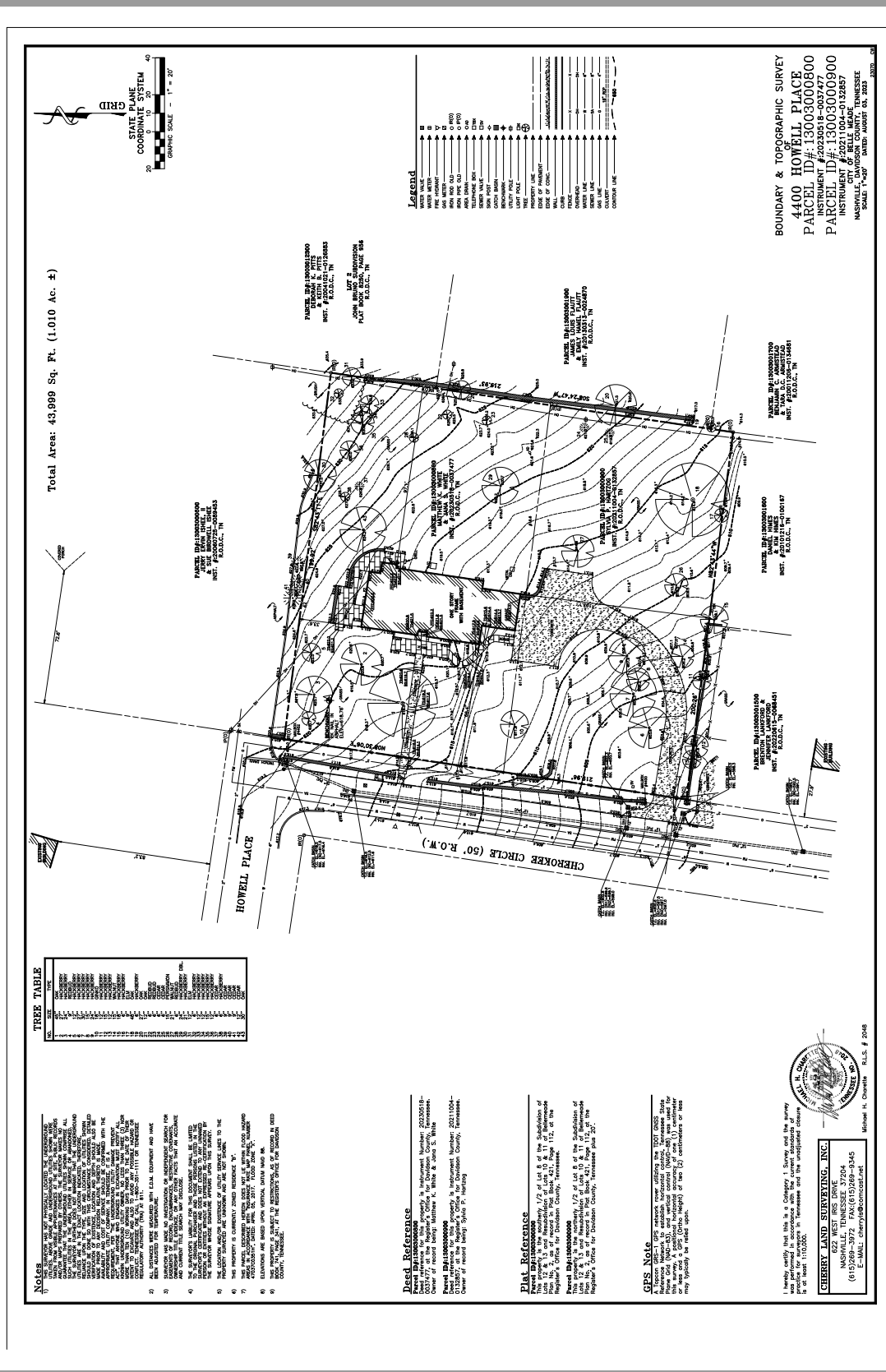
I have read and understand the information provided in this application and the Historic Zoning Overlay Design Guidelines concerning the process for design and the obtainment or denial of a Certification of Appropriateness (CoA). I understand that by omitting information that is required from this application, the application will not be reviewed, and CoA denied. I agree to notify the Building Official of any deviations during construction from the approved (CoA) plans, or a Stop Work Order will be imposed.

Applicant/Property Owner Signature: _____



Date: _____





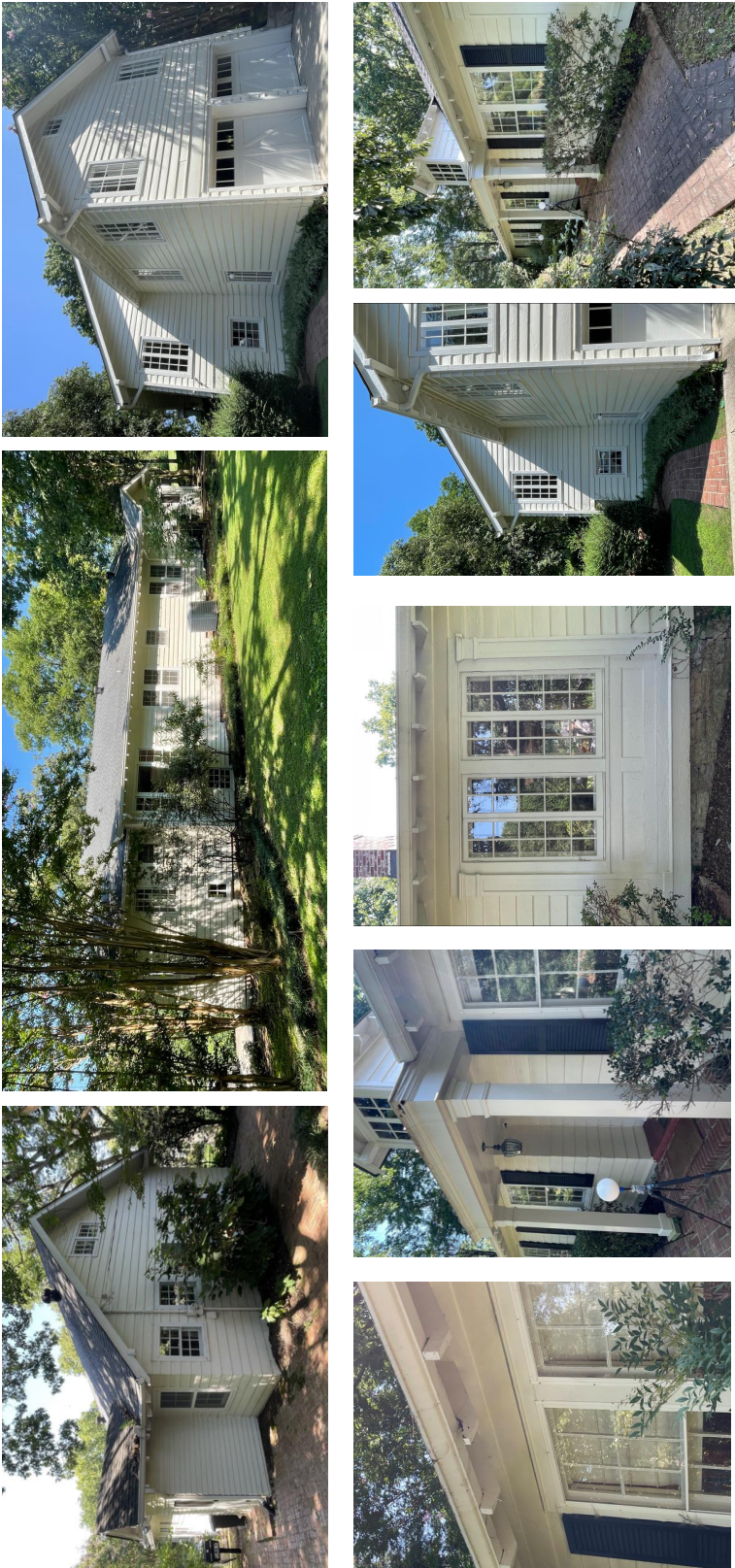
RANKIN DESIGNWORKS
ARCHITECTURE

Existing Conditions - Exterior



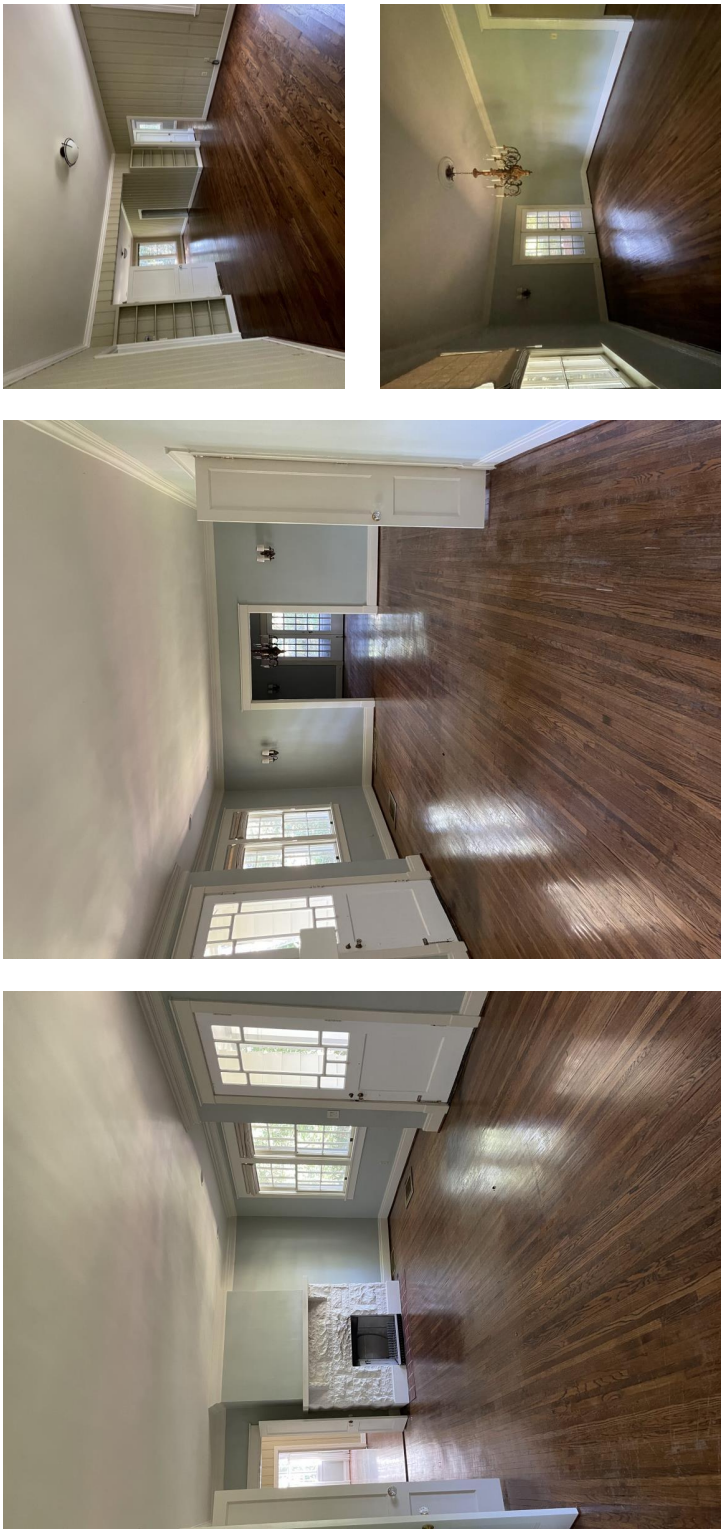
RANKIN DESIGNWORKS
ARCHITECTURE

Existing Conditions - Exterior



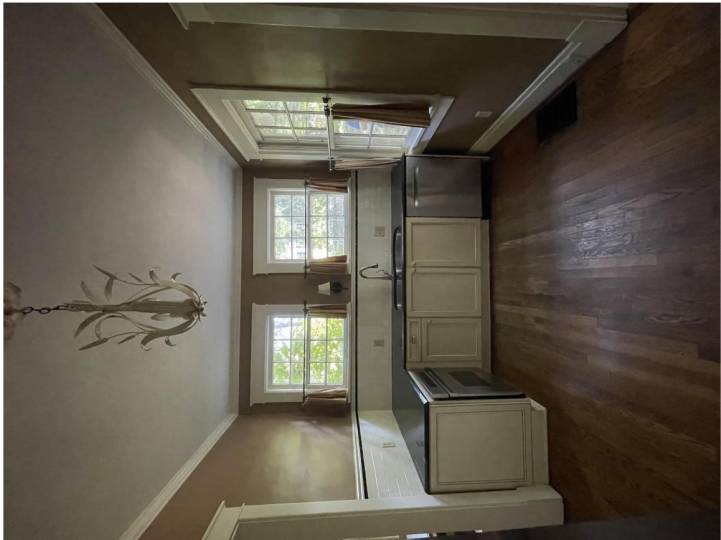
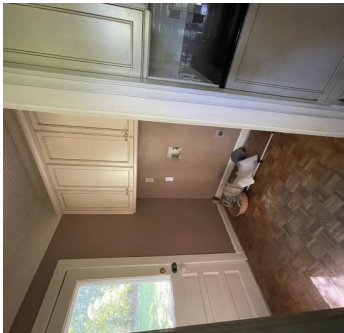
RANKIN DESIGNWORKS
ARCHITECTURE

Existing Conditions – Living, Parlor, & Dining



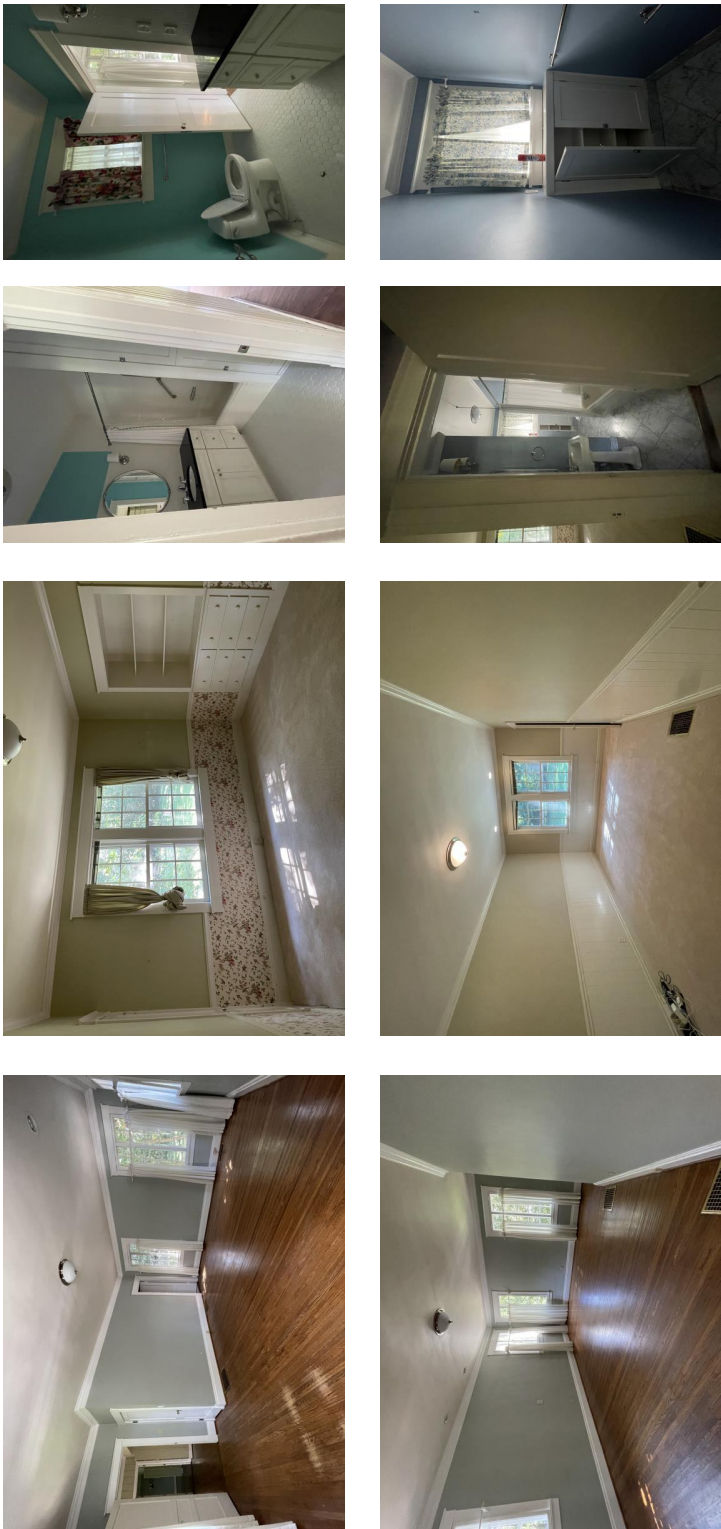
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ARCHITECTURE

Existing Conditions – Kitchen & Laundry



RANKIN DESIGNWORKS
ARCHITECTURE

Existing Conditions – Bedrooms & Bathrooms



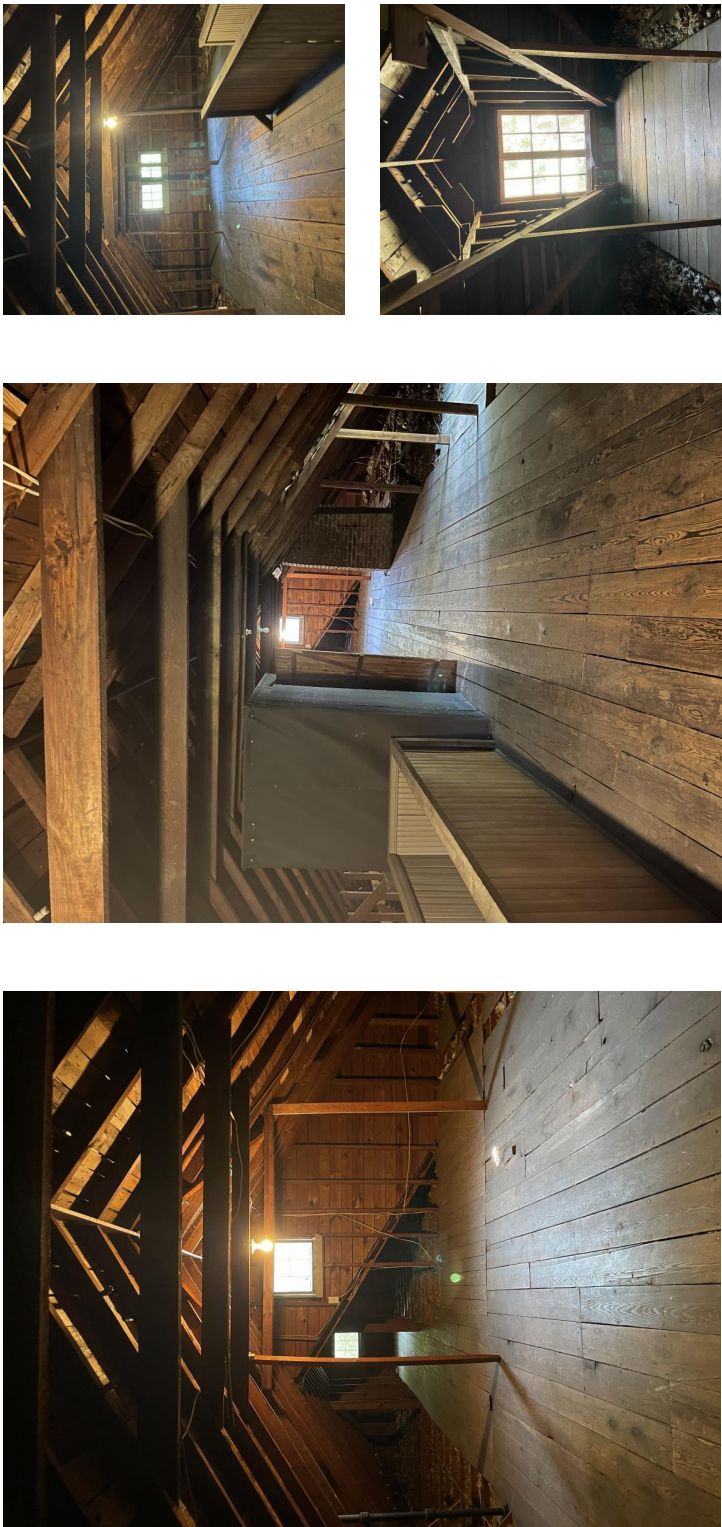
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Existing Conditions - Basement



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ARCHITECTURE

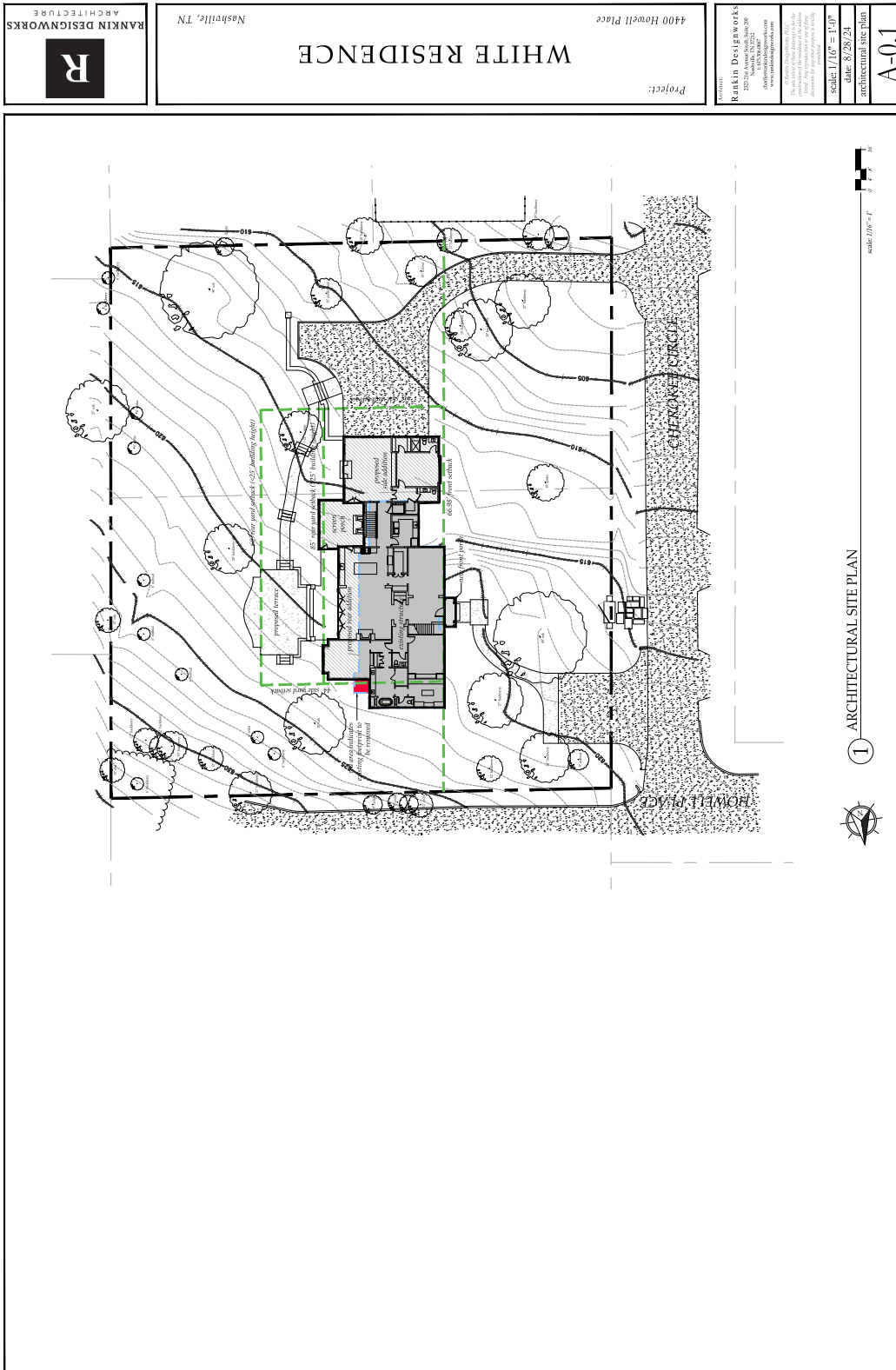
Existing Conditions - Attic



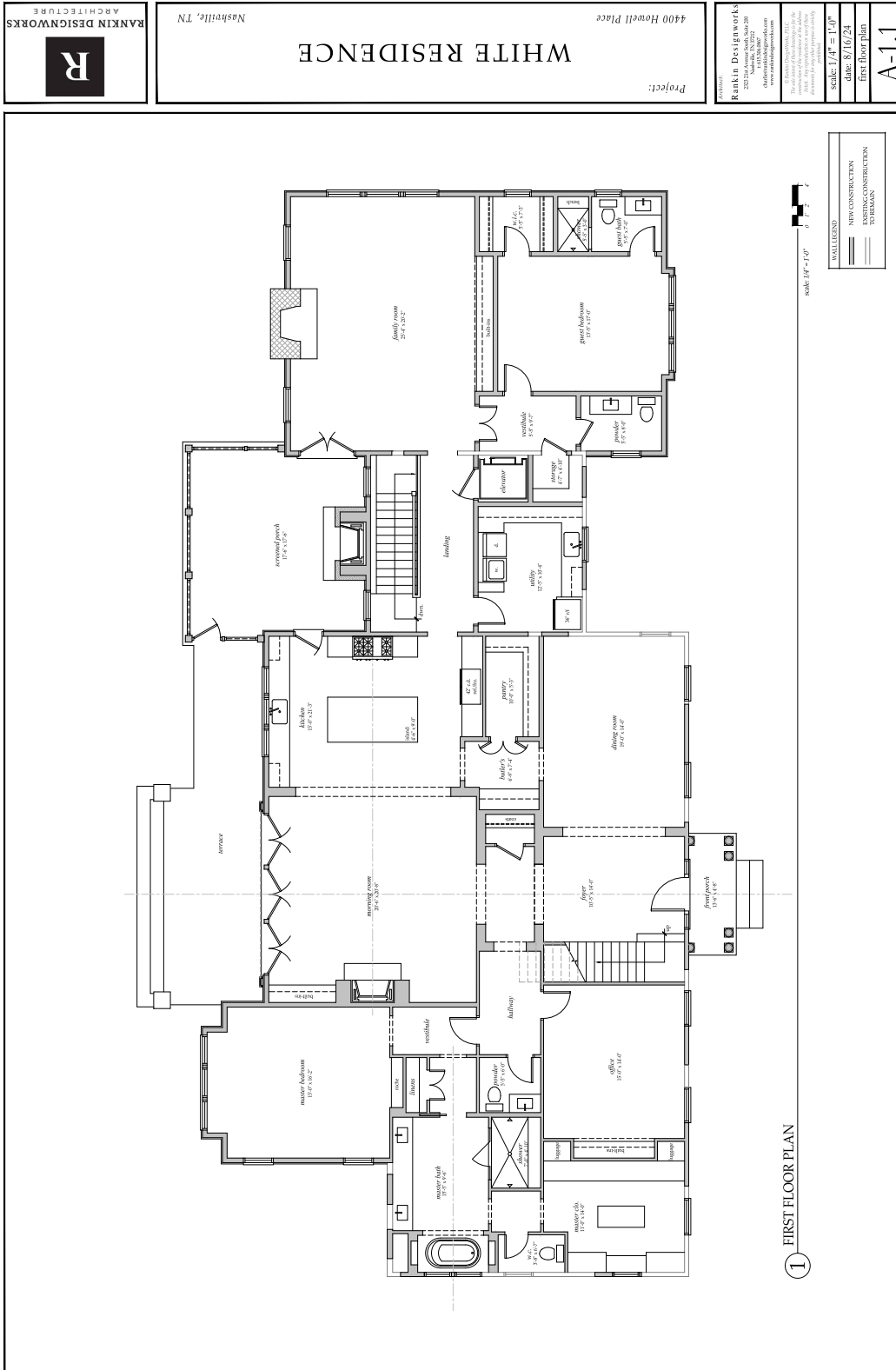
RANKIN DESIGNWORKS
ARCHITECTURE

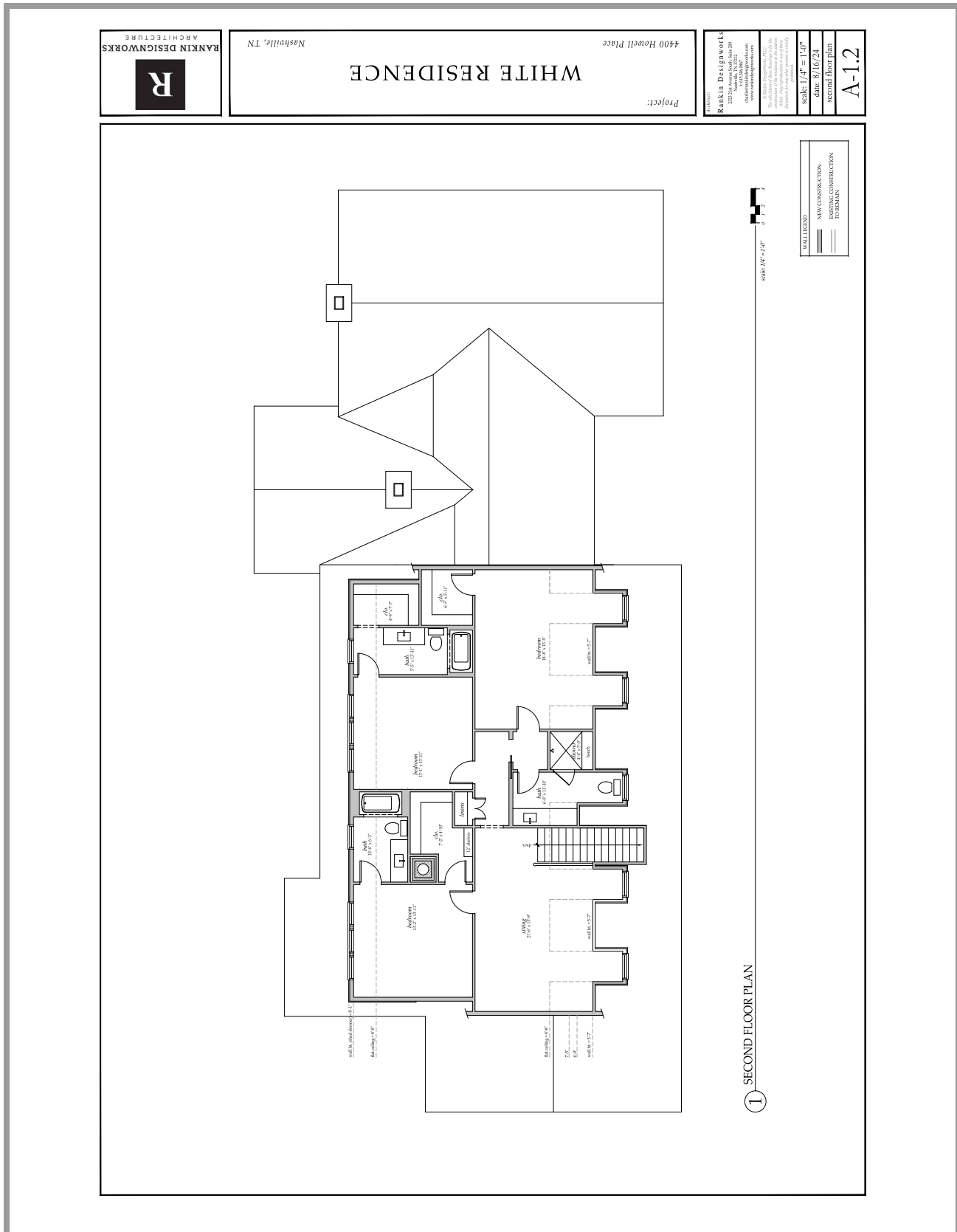
Inspiration Photos

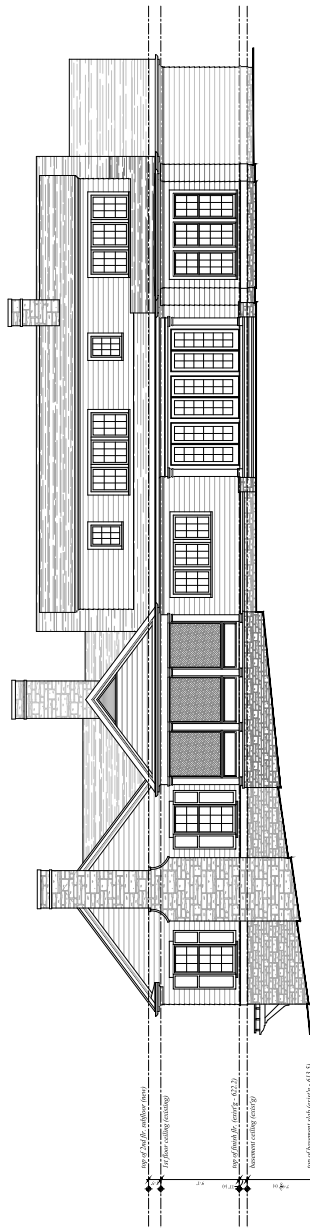




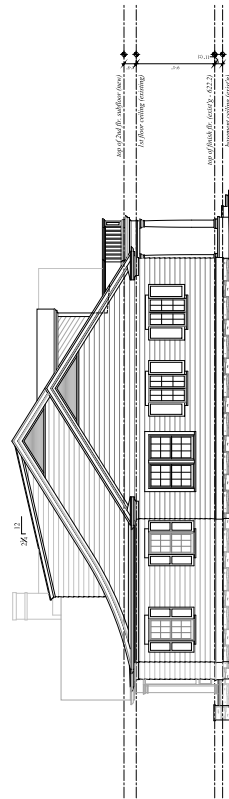




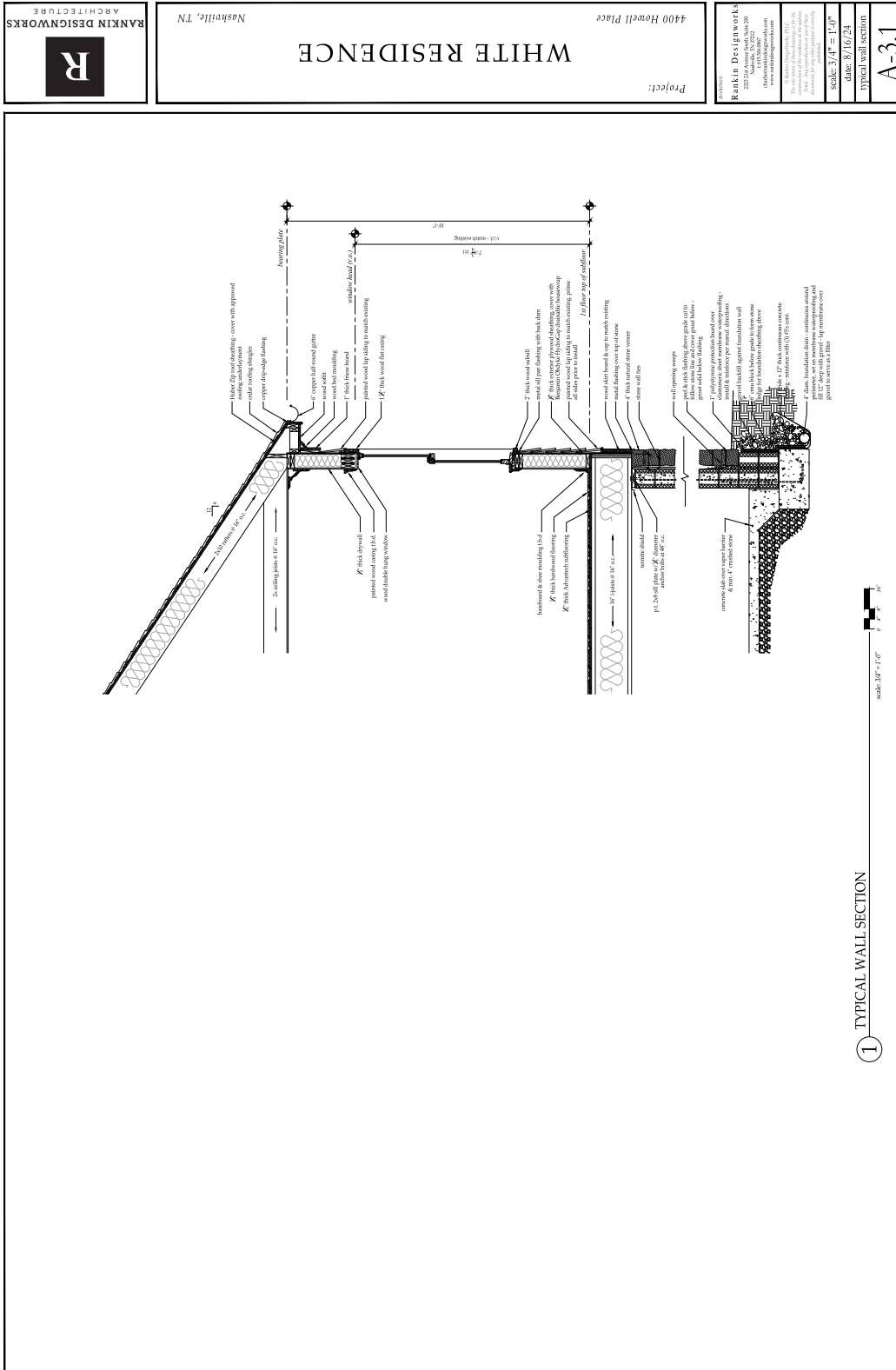


[illegible]

1 PROPOSED REAR ELEVATION



2 PROPOSED RIGHT SIDE ELEVATION



LAND TO BUILDING RATIO						
Lot Square Footage: 43,999 s.f.						
		Allowable	Existing	Total w/ Change	Net Change +/-	% Over Allowable
Footprint	12%	5,279	2,547	4,475	(+) 1,928	0%
F.A.R. (> 40,000 s.f.)	x .196	8,624	3,248	6,139	(+) 2,891	0%
Total Roof Area: Total % of Flat Roof Area < $\frac{1}{12}$ Pitch <u>4,769</u> Square Foot	30%	1,431	540	1,116	(+) 576	0%
Driveway	12%	5,279	2,997	3,432	(+) 435	0%
Front Yard Area: Driveway in Front <u>14,732</u> Square Foot	22%	3,241	909	1,347	(+) 438	0%
Hardscape + Pool	8%	3,520	1,161	2,337	(+) 1,176	0%
Pool	2%	880	0	0	0	0%
Accessory Area	15%	6,600	1,161	2,337	(+) 1,176	0%

Staff Report

Agenda No.: IV.C.
Case No.: PJ#24-0011
Staff: Mary Samaniego, Planning Director
Applicant: Charlie Rankin
Request: Certificate of Appropriateness for an addition to a single-family residence.
Location: 4400 Howell Place

Summary:

The applicant, on behalf of the property owners Matthew and Jana White, is requesting Certificate of Appropriateness approval for an addition to a single-family residence. The existing residence was denied for demolition (HZC2024-21) by the Historic Zoning Commission in July 2024. The proposed architectural style is Colonial Revival with standard elevations, materials, and references provided in the submittal for this meeting.

Planning Considerations:

The following general factors, planning concepts, and other facts should be considered in the review of this application:

1. The subject property is 1.01 acres (43,999 square feet - SF) and is rectangular with frontage on Cherokee Circle.
2. The residence was constructed in 1929 and has a Craftsman architectural style. Due to its construction date, per the Belle Meade Citywide Conservation Overlay Design Guidelines, it is determined to be *a property of significance*.
3. The existing residence is one-story with basement and approximately 3,260 SF with an attached two-car garage.
4. The dwelling has been identified in the 2021 historical survey (DV-21755) as having: double-hung casement windows and a stone foundation.
5. The proposed architectural style is Colonial Revival.
6. The footprint proposed for the residence is approximately 4,475 square feet (5,279 square feet allowed) and the total gross floor area is 6,139 square feet (8,624 square feet allowed).
7. The site plan indicates a driveway leading from Cherokee Circle to a three-bay attached garage on the south side of the residence. There is a separate two-space parking pad at intersection of Howell Place and Cherokee Court. The total area of driveways and parking areas is 3,432 square feet and the maximum allowed is 5,279 square feet.
8. The submitted site plan indicates compliance with all standards of the Zoning Ordinance for maximum footprint, floor area, and elevation change.

9. The residence has been owned by three families over the last 50 years.
10. There are no accessory structures in the rear yard of the property.
11. The property is located within the Residence "B" zoning district and is not within the regulated floodplain.

New Construction Material List Description

<u>Window Manufacturer:</u> Loewen	<u>Railings, Columns, Pilasters:</u> wood, painted
<u>Window Material:</u> wood, painted	<u>Chimney Material:</u> full bed-depth stone
<u>Frame Material:</u> wood, painted	<u>Roofing Material:</u> cedar shingles
<u>Windowsills:</u> wood, painted	<u>Exterior Doors:</u> wood
<u>Brick, Painted/Natural:</u> n/a	<u>Eaves/Cornice:</u> wood, painted
<u>Brick/Stone Thickness:</u> min. 4"	<u>Gutters:</u> copper
<u>Clapboard Material:</u> wood to match existing	<u>Gutter Dimensions:</u> 6" half-round
<u>Clapboard Dimensions/Reveal:</u> 7", to match existing	

Staff Recommendations and Findings of Fact:

The standards of proof required for each individual Certificate of Authority are established in the Zoning Ordinance. Per Section 14-209(4), The Historic Zoning Commission shall rely upon the adopted guidelines for the district and give primary consideration to per Section 14-202(1)(c):

1. Historic or architectural value of the present structure;
2. The relationship of the exterior architectural features of such structure to the rest of the structure, surrounding areas, and to the character of the district;
3. The general compatibility of exterior design, arrangement, texture, and materials proposed to be used;
4. Any other factor, including aesthetic, which is reasonably related to the purpose of this part.

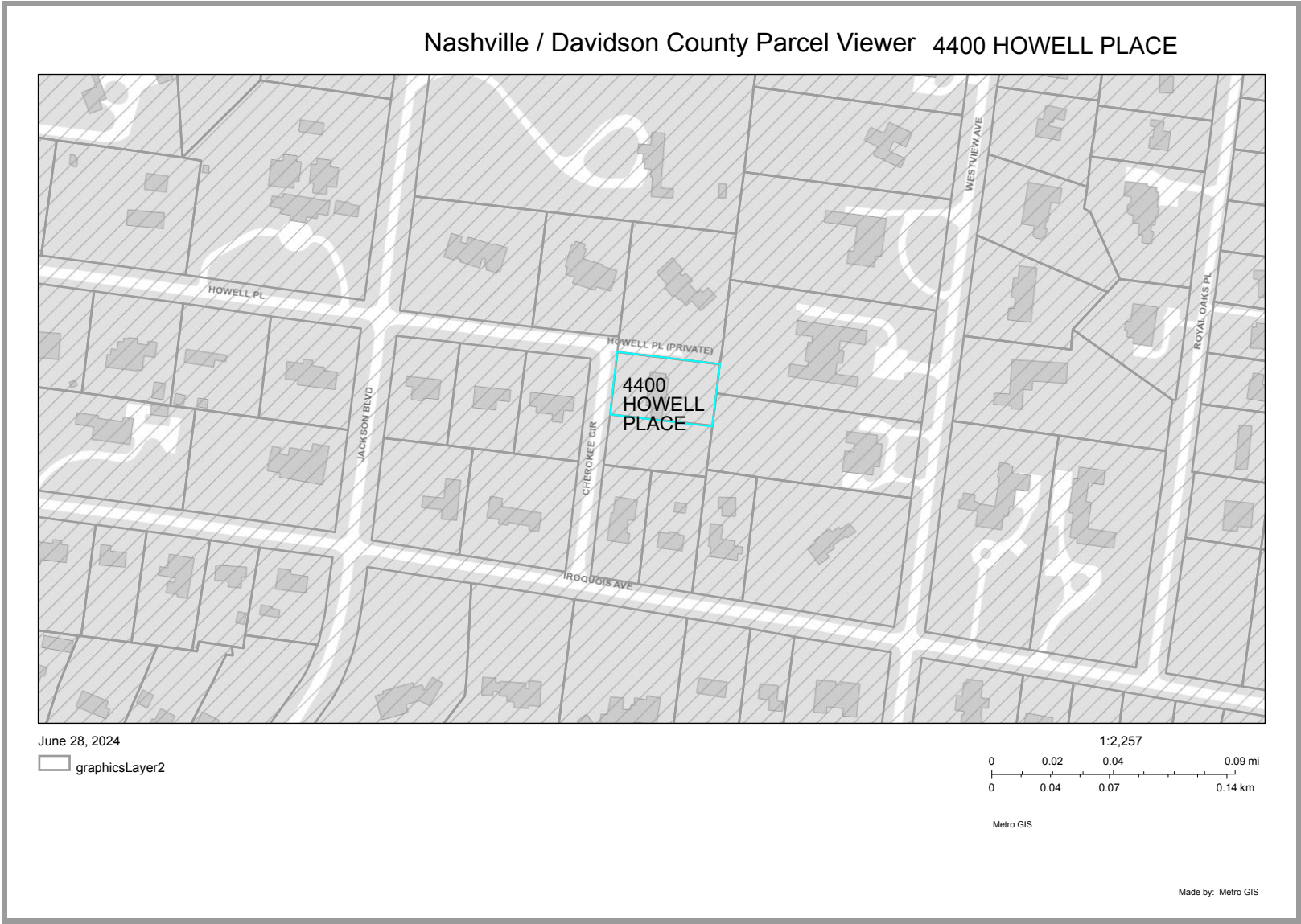
Similarly, the Belle Meade HZC Design Guidelines provide the following criteria for the review and approval of additions:

1. Additions should be appropriate to the architectural style of the existing building and blend with those characteristics of the subject dwelling and adjacent buildings and streetscapes.
2. Character-defining features of buildings should not be radically changed, obscured, damaged, or destroyed by an addition. The existing historic building fabric should not be damaged by the installation of a new addition.
3. The creation of an addition through enclosure of a front porch, stoop or entry is not appropriate. The creation of an addition through the enclosure of a side porch or attached garage may be appropriate.
4. Contemporary designs for additions to existing properties are not discouraged when such additions do not destroy significant historical, architectural, or cultural material; and when such design is compatible, by not contrasting greatly, with the size, scale, color, material, and character of the property, neighborhood, or environment.
5. New dormers should be similar in design and scale to an existing dormer on the building. If there are no existing dormers, new dormers should be similar in design and scale to an original dormer on another historic building that is similar in style and massing. The number of dormers and their location and size should be appropriate to the style and design of the building.
6. The roof form of the dormer should match the roof form of the building or be appropriate for the style. The roof pitch of the dormer should generally match the roof pitch of the building.
7. The exterior material cladding of side dormers should match the primary or secondary material of the main building.

Staff recommends approving the Certificate of Appropriateness based on the written findings of fact.

Attachment:

1. Location Map



From: [Christine Weller](#)
To: [Mary Samaniego](#)
Subject: 4400 Howell Place
Date: Thursday, September 5, 2024 3:11:07 PM

Hi there, sending a note in support of the proposed addition at 4400 Howell Place. We hope the Whites receive approval at their hearing.

Thank you,
Christine Weller
4410 Howell Place

Sent from my iPhone

From: [Celeste Lester](#)
To: [Mary Samaniego](#)
Subject: Re: HZC2024-21 4400 Howell Place Feedback for HZC
Date: Thursday, September 5, 2024 3:11:27 PM

Hi Mary,

The Lester's at 4404 Howell Place fully support the requested addition at 4400 Howell Place. We have reviewed the plans and find they retain and align with the current structure and will add beauty and value to the street. We appreciate the efforts the White's have made to respect the existing structure and work with their future neighbors.

Regards,
Celeste Lester

Sent from my iPad

> On Aug 29, 2024, at 11:03 AM, Mary Samaniego <msamaniego@citybellemead.org> wrote:

>

> Good Morning Celeste - please send comments to me directly.

>

> Thank you for your time and attention,

>

> Mary Samaniego

> Planning Director

> City of Belle Meade

> 4705 Harding Road, Nashville, TN 37205

> Phone 615-297-2364 Fax 615-297-0255

>

>

>

> Click on City logo for City website

> Click to follow us on YouTube

>

> "This message may contain confidential and/or proprietary information and is intended for the person/entity to which it was originally addressed. Any use by others is strictly prohibited."

> -----Original Message-----

> From: Celeste Lester <lesterceleste@gmail.com>

> Sent: Thursday, August 29, 2024 9:54 AM

> To: Mary Samaniego <msamaniego@citybellemead.org>

> Subject: Re: HZC2024-21 4400 Howell Place Feedback for HZC

>

> Hi Mary,

>

> Can you please remind me if I should send a letter supporting the White's addition request to you directly or a different email address?

>

> Regards,

> Celeste

> Sent from my iPad

>

>> On Jul 4, 2024, at 10:53 AM, Mary Samaniego <msamaniego@citybellemead.org> wrote:

>>

>> Celeste - I have placed your comments in the application files for both the demolition and new construction applications for the HZC members review and consideration.

>>
 >> Thank you for your time and attention,
 >>
 >> Mary Samaniego
 >> Planning Director
 >> City of Belle Meade
 >> 4705 Harding Road, Nashville, TN 37205
 >> Phone 615-297-2364 Fax 615-297-0255
 >>
 >>
 >>
 >> Click on City logo for City website
 >> Click to follow us on YouTube
 >>
 >> "This message may contain confidential and/or proprietary information and is intended for the person/entity to which it was originally addressed. Any use by others is strictly prohibited."
 >> -----Original Message-----
 >> From: Celeste Lester <lesterceleste@gmail.com>
 >> Sent: Monday, July 1, 2024 3:02 PM
 >> To: Mary Samaniego <msamaniego@citybellemeade.org>
 >> Subject: HZC2024-21 4400 Howell Place Feedback for HZC
 >>
 >>
 >> Dear Historic Planning Commission,
 >>
 >> Thank you for the opportunity as a resident of Howell Place to comment on the proposed construction project at 4400 Howell Place including a request to demolish the existing historical structure.
 >>
 >> Howell Place is a really a neighborhood within a neighborhood. Residents of Howell Place have chosen to make significant investments in bringing older homes back to life. It's a quiet street in an increasingly busy neighborhood where BM residents walk, teach their children to ride bikes and children can be seen playing.
 >>
 >> While I do believe the proposed new home is lovely and would fit the esthetics of Howell Place, I do have 2 points of feedback/concern:
 >>
 >> 1) When the house was originally marketed for sale, it was marketed as a possible tear down with 2 buildable lots (Currently, the property is comprised of 2 parcels with 1 home occupying/straddling the sites). I checked with BM City Hall when the home was for sale and was told this could not happen as this home was protected by an historical overlay.
 >> . If permission is given to tear down the house and the Whites decide not to move forward with the proposed structure, could this property be sold as 2 buildable lots? This scenario would be detrimental to the character and charm of Howell Place. Is it possible to grant permission for demolition conditionally - e.g., in exchange for permitting the demolition of a home protected by an historic overlay, the current land cannot be developed as 2 parcels?
 >> I highlight this as a concern as there are several examples in BM where individuals have purchased properties, demolished the existing home and then, had a change of heart and re-sold the land.
 >>
 >>
 >> 2) Today, as you walk down the street toward 4400 Howell Place, you have a lovely expanse of green foliage and grass which is an integral part of the character and streetscape of Howell Place. The proposed plan has a large parking pad placed such that it will be the new view on Howell Place. I would like to request the parking pad be integrated into the driveway so that it blends into the setting rather than becomes a feature of the setting.
 >>
 >> Thank you for considering my comments as you contemplate the zoning request for 4400 Howell Place.
 >>
 >> With kind regards,
 >> Celeste Lester

>> 615-545-0274
>>
>>
>>
>> Sent from my iPad

From: [Hundley, James](#)
To: [Mary Samaniego](#)
Subject: 4400 Howell Place
Date: Thursday, September 5, 2024 3:12:13 PM

I support this project. Supported the last iteration as well. Thank you for your service to the city.

Best, James Hundley
4407 Howell Place

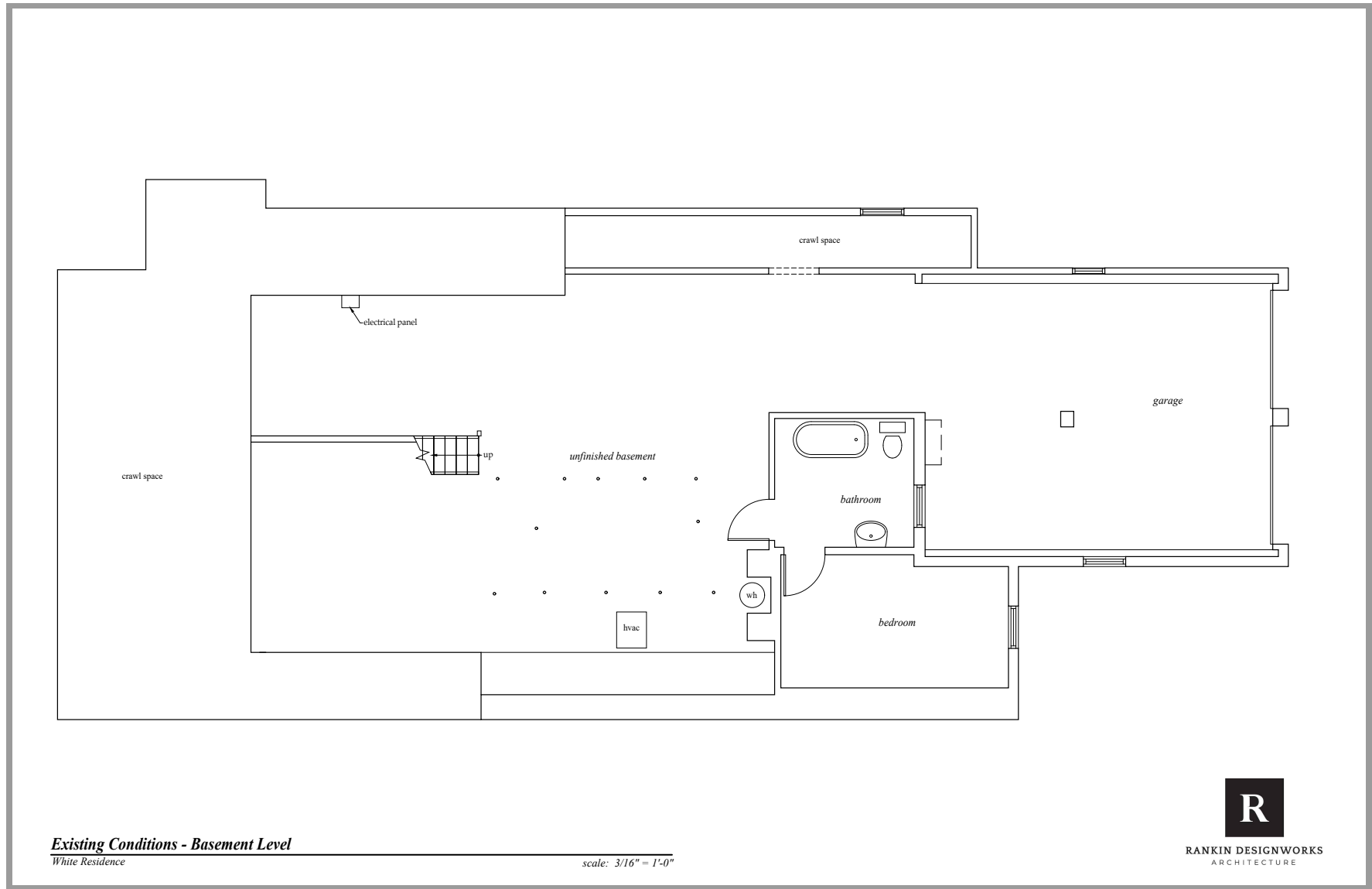
James Hundley, CFP(R)
Pinnacle Asset Management

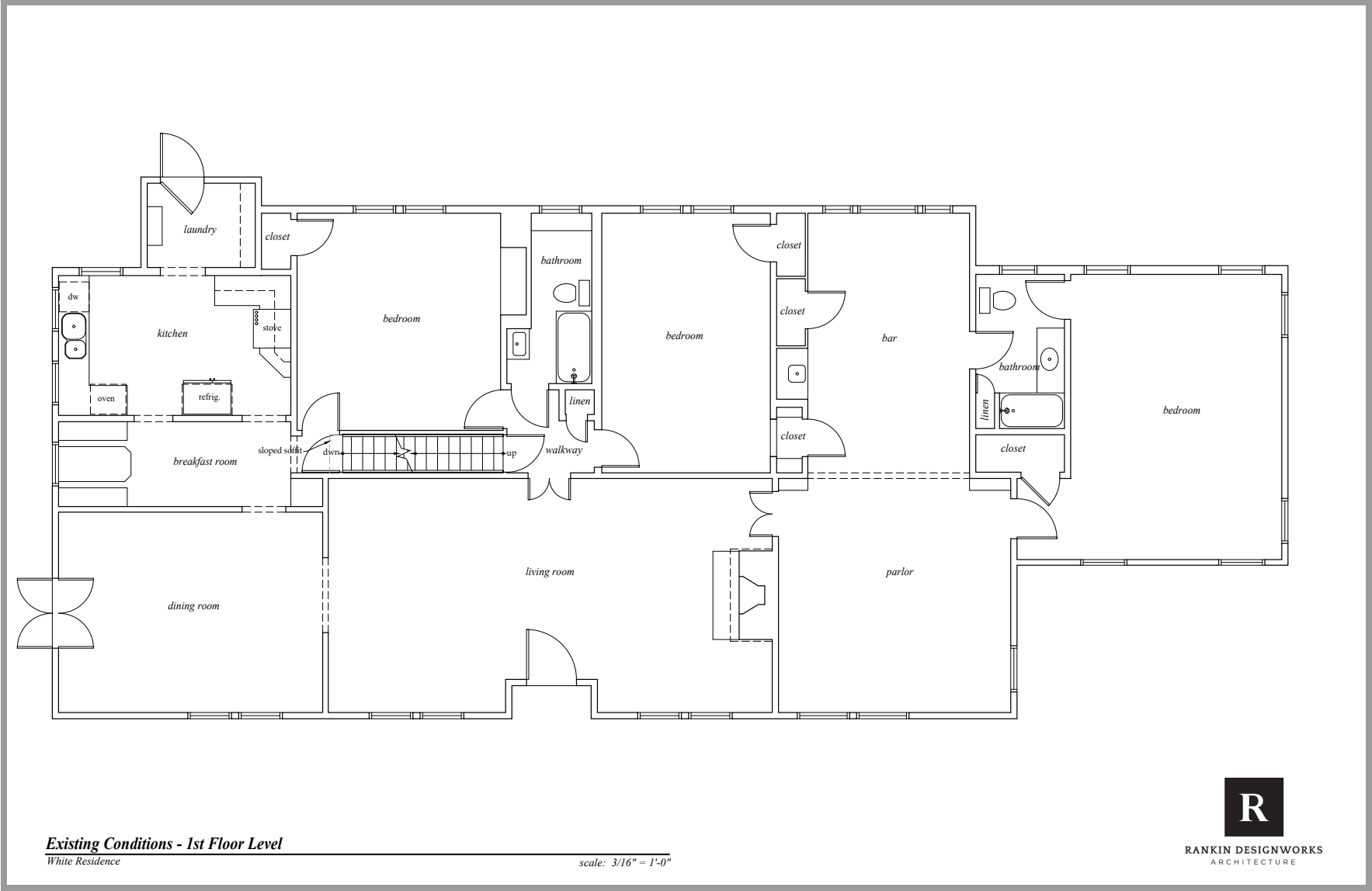
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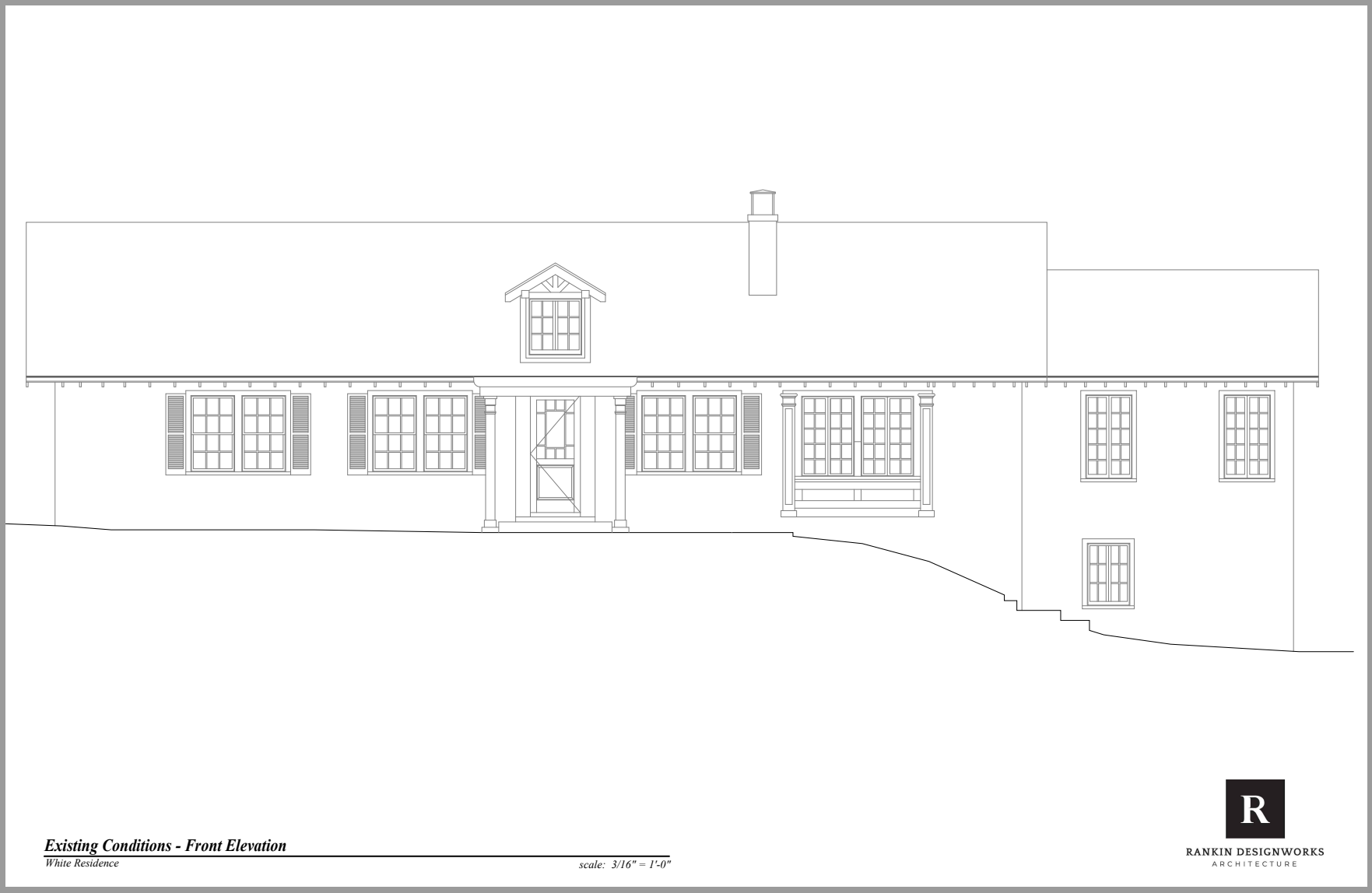
From: [Sue Ishee](#)
To: [Mary Samaniego](#)
Subject: 4400 Howell Place
Date: Thursday, September 5, 2024 3:15:51 PM

This is Sue Ishee at 4402 Howell Pl. My husband, Jerry, and I are emailing you to express our support for the plans submitted for 4400 Howell Pl. We are the closest neighbor and are delighted with what they are proposing.

Thanks, Sue Ishee. 615-812-7039
Sent from my iPhone





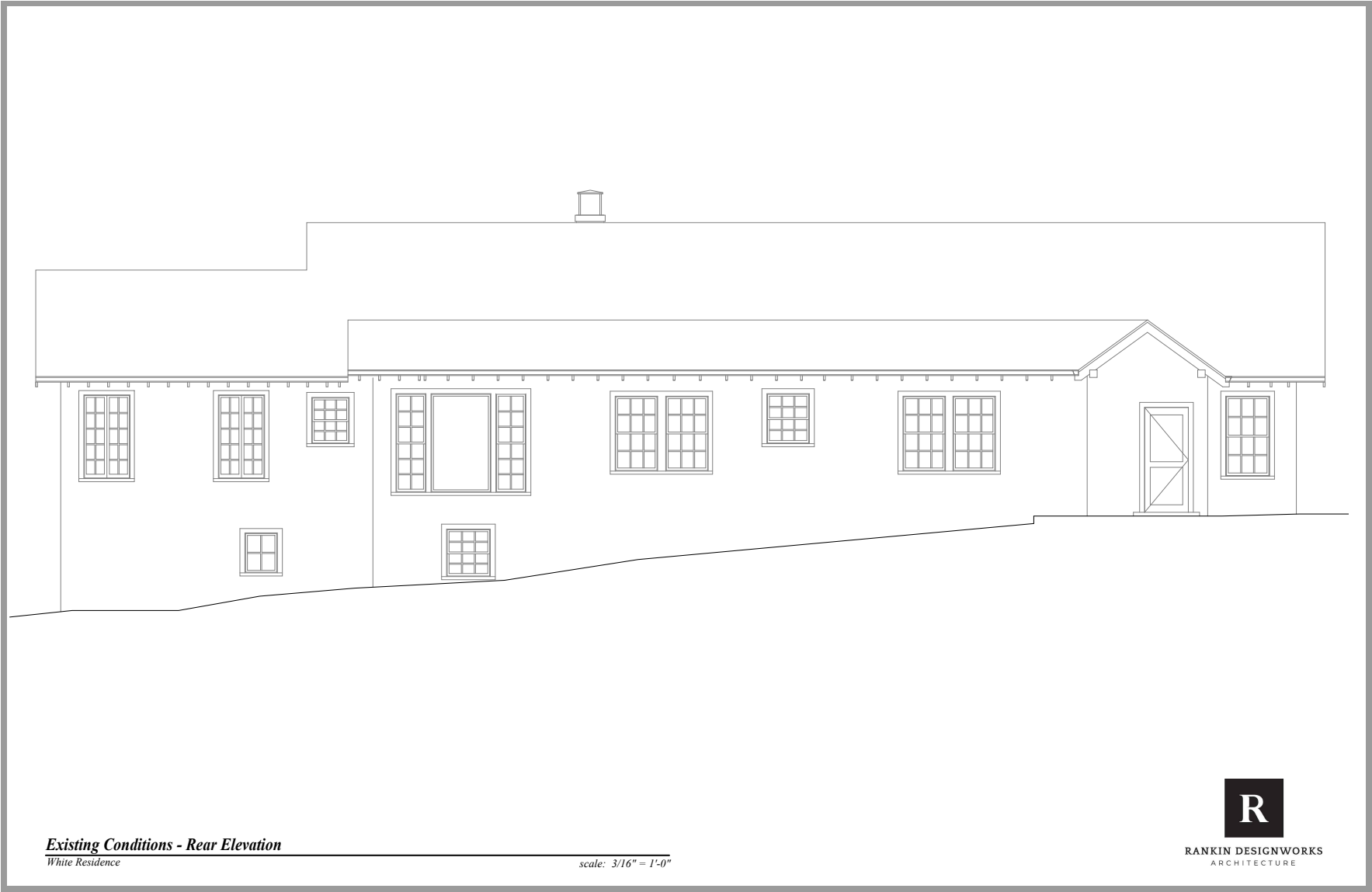




Existing Conditions - Left Side Elevation
White Residence

scale: 3/16" = 1'-0"







Existing Conditions - Right Side Elevation
White Residence

scale: 3/16" = 1'-0"



RANKIN DESIGNWORKS
ARCHITECTURE

Mark Bruegger
4405 Howell Place
Nashville, TN 37205
(917) 327-1162

September 6, 2024

Historic Zoning Commission
City of Belle Meade – Planning Director
Attn: Mary Samaniego
4705 Harding Road
Nashville, TN 37205

Dear Ms. Samaniego,

I am writing regarding the application for a Certificate of Appropriateness, PJ #24-0011 of Charlie Rankin representing Mathew and Jana White, 4400 Howell Place to construct an addition to a new single family residence. I reside at 4405 Howell Place, directly across Cherokee Circle from 4400 Howell.

I have had the opportunity to review the agenda packet online, including the plans and property maps, and have no objection to the proposed addition and work requested. The addition is in keeping with the character of the original residence as well as the overall neighborhood. I support the project and encourage the Commission to approve the Certificate.

I look forward to welcoming our new neighbors and seeing the completed project. Please do not hesitate to contact me should you have any questions.

Thank you.


Mark Bruegger

From: [Julie Halbower](#)
To: [Mary Samaniego](#)
Subject: 4404 Howell Place
Date: Sunday, September 8, 2024 10:36:33 AM

Dear Ms. Samaniego,

My husband Matthew and I have recently bought the home at 4414 Howell Place. We have reviewed the plans submitted by the Whites in connection with their proposed addition and renovations. We feel the proposed plans are well done and will enhance the beauty of our neighborhood. We hope their plans will be approved.

Thank you,
Julie Halbower
4414 Howell Place

From: [Lankford, Brenton](#)
To: [Mary Samaniego](#)
Subject: 4400 Howell Place Addition
Date: Friday, September 6, 2024 10:41:29 AM

Good morning, Mary,

My wife and I, Jennifer, live at 4406 Iroquois Avenue. We are fully in support of the requested addition to 4400 Howell Place. Thank you for your attention to this matter.

Brenton H. Lankford

Member

Direct: 615-782-2246

brenton.lankford@stites.com

STITES & HARBISON PLLC

401 Commerce Street, Suite 800, Nashville, TN 37219

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