



**CITY OF BELLE MEADE
BOARD OF ZONING APPEALS
REGULAR MEETING AGENDA PACKET
SEPTEMBER 16, 2025, 05:00 PM**



**AGENDA BOARD OF ZONING APPEALS
REGULAR MEETING
SEPTEMBER 16, 2025, 05:00 PM
BELLE MEADE CITY HALL, 4705 HARDING PIKE**

TO ALL MEMBERS OF THE BOARD OF ZONING APPEALS AND INTERESTED PARTIES:

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

I. Call to Order

II. Approval of Minutes

The minutes of the Board of Zoning Appeals held August 19, 2025.

Attachment: [BZA Minutes 08192025.pdf](#)

III. New Business

A. The application of the Belle Meade Country Club, #A25-63, 815 Belle Meade Boulevard, for a Conditional Use for an addition to the main building and accessory structures. POSTPONED UNTIL OCTOBER 21, 2025.

Attachment: [99_BMCC-Pool-and-Tennis-Phase-II---BZA-Application.pdf](#)

Attachment: [APPLICATION.pdf](#)

Attachment: [Belle Meade Country Club-Pool and Tennis Phase II BZA Submission.pdf](#)

B. The application of the Phillips family, #A25-62, 617 Lynwood Boulevard, for a Conditional Use for a swimming pool and variances to the rear yard setback and maximum footprint.

Attachment: [APPLICATION.pdf](#)

Attachment: [98_CEP-LYNWOOD_A1.pdf](#)

Attachment: [98_CEP-LYNWOOD_A2.pdf](#)

Attachment: [98_CEP-LYNWOOD_A3.pdf](#)

Attachment: [98_CEP-LYNWOOD_A4.pdf](#)

Attachment: [98_CEP-LYNWOOD_L0.pdf](#)

Attachment: [98_CEP-LYNWOOD_L2.pdf](#)

Attachment: [98_CEP-LYNWOOD_X1.pdf](#)

Attachment: [98_CEP-LYNWOOD_X2.pdf](#)

Attachment: [STAFF REPORT 617 LYNWOOD BLVD.pdf](#)

C. The application of the Wells family, #A25-61, 4426 E Brookfield Avenue, for a variance to the side yard setback.

Attachment: [97_8-14-25-Wells-BZA-Application-2024.pdf](#)

Attachment: [A-6.pdf](#)

Attachment: [STAFF REPORT 4426 E BROOKFIELD AVE.pdf](#)

D. The application of Russel D. Hiller, Trustee, #A25-60, 319 Walnut Drive, for a Conditional Use for a swimming pool.

Attachment: [APPLICATION.pdf](#)

Attachment: [Walnut Dr 319 - Boundary Topographic Survey.pdf](#)

Attachment: [96_BSM_L1.0.pdf](#)

Attachment: [96_BSM_L1.1.pdf](#)

Attachment: [STAFF REPORT 319 WALNUT DRIVE.pdf](#)

IV.Other Public Comment

V.Adjourn

The next regularly scheduled meeting of the Board of Zoning Appeals will be held October 21, 2025 at 5:00 P.M. at Belle Meade City Hall, 4705 Harding Pike, Nashville, TN.



MINUTES
BOARD OF ZONING APPEALS – REGULAR MEETING
AUGUST 19, 2025, 5:00 PM
BELLE MEADE CITY HALL, 4705 HARDING PIKE

Call to Order

Chairman Chris Tardio called the meeting to order at 5:00 p.m.

Board Members Present

Chairman Chris Tardio
Vice-Chairman Marissa Russ
Carter Dawson
Ron Farris
Johnny Phipps

Board Members Not Present

Charlie Atwood
Erick Clifford

Staff Present

Planning Director Mary Samaniego
City Recorder Rusty Terry
City Attorney Doug Berry

Approval of Minutes

The minutes of the Board of Zoning Appeals held July 15, 2025.

Motion to approve: Farris Second: Russ Vote: All aye

Unfinished Business

The application of the Levy family, #A25-43, 4430 E. Brookfield Avenue, for variances to a rear and side yard setback and a conditional use for a swimming pool.

Wade Rick, Daigh Rick Landscape Architects and Bill Bickford, Architect, reviewed the revised plans as submitted for the variance request for 4430 E. Brookfield Avenue.

There were no questions for the applicant.

Public Comment Opened

No Public Comment (*Letter received from the Rechters is attached*)

Public Comment Closed

Motion to approve: Dawson Second: Farris

Vote: Phipps Deny, Farris Aye, Tardio Aye, Russ Aye, Dawson Aye

New Business

The application of the West family, #A25-50, 711 Belle Meade Boulevard, for a conditional use for a sports court (basketball).

Robert West, owner 711 Belle Meade Boulevard, reviewed the plans as submitted for a conditional use for a sports court (half-court basketball court).

Questions from the board were answered by West.

Public Comment Opened

No Public Comment (*Letters from neighboring residents are attached*)

Public Comment Closed

Motion to approve: Russ Second: Phipps

Questions from the board regarding zoning code were addressed by Planning Director Samaniego

Motion amended to approve with the exception of no pickleball usage on the court: Russ

Motion amended to approve the basketball court with existing or similar landscape plan as presented to the board, restriction on no lighting and restriction on no pickleball usage: Russ Second: Phipps Vote: All aye

The application of the Phillips family, #A25-51, 403 W. Tyne Drive, for variances to a rear yard setback.

Van Pond, Architect, reviewed the plans, as submitted, for the rear yard setback variance request.

Public Comment Opened

No Public Comment

Public Comment Closed

Motion to approve: Farris Second: Russ Vote: All aye

A brief period of discussion ensued.

Motion to approve: Phipps, Farris, Tardio, Russ, Dawson Aye

The application of the Joyce family, #A25-53, 216 Jackson Boulevard, for variances to maximum amount of total parking and parking the front yard.

Douglas Joyce, owner/resident, presented the plans highlighting the need for

the variances.

Questions from the board were addressed by Joyce.

Public Comment Opened

No Public Comment

Public Comment Closed

Motion to approve: Phipps Second: Russ

Comments by the board ensued

Vote: Dawson, Russ, Tardio, Farris, Phipps Aye

The application of the Amrich family, #A25-54, 1103 Belle Meade Boulevard, for variances to maximum allowable footprint.

Jonathan Torode, Architect with Pfeffer Torode, reviewed the plans as submitted for the project at 1103 Belle Meade Boulevard and the need for the request variance.

Questions from the board were addressed by Torode.

Public Comment Opened

No Public Comment

Public Comment Closed

Motion to approve: Russ Second: Phipps Vote: Phipps, Farris, Tardio, Russ, Dawson Aye

The application of the Ghertner family, #A25-56, 4420 Forsythe Place, for variances to maximum footprint, gross floor area and pool equipment setback placement and a conditional use for a swimming pool.

Planning Director Mary Samaniego noted the request had been changed just before the meeting to only a conditional use request for a swimming pool.

Gavin Duke, Landscape Architect, representing the Ghertners reviewed the plans for the swimming pool, as submitted.

Questions from the board were addressed by Duke.

Public Comment Opened

Shea Ghertner, resident 4420 Forsythe Place, provided background on the project.

(Letters from the neighbors are attached)

Public Comment Closed

Motion to approve: Dawson Farris Vote: Dawson, Russ, Tardio, Farris,
Phipps Aye

The meeting adjourned at 5:53 p.m.

Chairman Chris Tardio

City Recorder Rusty Terry, CMC



CITY OF BELLE MEADE
APPLICATION FOR BOARD OF ZONING APPEALS

APPEAL # _____

APPEAL FEE: _____

APPLICANT (Owner's Name) Michael D. Seabrook

PHONE # 615-385-6200

APPLICANT EMAIL ADDRESS mseabrook@bellemeadecc.org

PROPERTY ADDRESS: 815 Belle Meade Blvd. Nashville, TN 37205

REQUEST: VARIANCE ☐

CONDITIONAL USE ☒

REASON FOR REQUEST: Expansion of country club dining facility; renovation of country club pool entry, including the addition of two accessory structures

PROJECT CALCULATIONS NA

(*proposed SF # includes clubhouse and accessory structures)

LOT SQ. FT:	ALLOWABLE	EXISTING	PROPOSED	TOTAL	% OVER
FOOTPRINT AREA		38,882 SF	4,251 SF	43,133 SF	
GROSS FLOOR AREA (F.A.R. X LOT SQ. FT.)		77,098 SF	4,251 SF	81,349 SF	
FRONT YARD AREA					
TOTAL DRIVEWAY AREA					
DRIVEWAY IN FRONT YARD AREA					
HARDSCAPE AREA					
POOL AREA					
F.A.R. = LOTS <40,000 sq. ft. and RES C x .225 = LOTS > 40,000 sq. ft. x .200 =					

Complete Check List

- ☐ Survey (signed and sealed by a registered surveyor) of lot and topographic contours
- ☐ Site plan (1 inch = 30 feet)
 - Show existing and proposed structures
 - Building envelope
 - Show all topographic elevations, existing grade, finished grade, Finished Floor Elevations

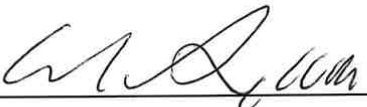
Variance Approval Criteria

What special circumstances or conditions apply to the building or land by reason of exceptional narrowness, shallowness, exceptional topographic conditions, or other extraordinary and exceptional situation or condition of a specific piece of property?

How would the strict application of the zoning ordinance result in practical difficulties to or exceptional or undue hardship upon the owner of such property?

How would the granting of this variance be without detriment to the public good and without substantially impairing the intent and purpose of the zoning ordinance of the City?

How would the resulting construction not be out of harmony with other homes in the neighborhood?

SIGNATURE:  (Owner/Agent) DATE: 8/15/25

Submit all information, plans & application via email PDF to: msamaniego@citybellemead.org

Application

OWNER INFORMATION

Property Owner Email Address: Property Owner Phone: Is Owner Applicant? ☐ Yes ☒ No

PROPOSED ACTIVITY

Reason for Request:

Expansion of country club dining facility; renovation of country club pool entry, including the addition of two accessory structures

Project Calculations:

F.A.R. = LOTS <40,000 sq. ft. x .225 = LOTS > 40,000 sq. ft. x .196 =

Lot Square Ft	Allowable	Existing	Proposed	% Over
FOOTPRINT AREA		38,882	4,281	
GROSS FLOOR AREA (F.A.R. X LOT SQ. FT.)		77,098	4,281	
FRONT YARD AREA				
TOTAL DRIVEWAY AREA				
DRIVEWAY IN FRONT YARD AREA				
HARDSCAPE AREA				
POOL AREA				
F.A.R. =				
LOTS <40,000 sq. ft. x .225 =				
LOTS > 40,000 sq. ft. x .196 =				

Variance Approval Criteria

What special circumstances or conditions apply to the building or land by reason of exceptional narrowness, shallowness, exceptional topographic conditions, or other extraordinary and exceptional situation or condition of a specific piece of property?

NA

How would the strict application of the zoning ordinance result in practical difficulties to or exceptional or undue hardship upon the owner of such property?

NA

How would the granting of this variance be without detriment to the public good and without substantially impairing the intent and purpose of the zoning ordinance of the City?

NA

How would the resulting construction not be out of harmony with other homes in the neighborhood?

NA

In Step 5 of the Application, please attach the below document(s):

1. Survey (signed and sealed by a registered surveyor) of lot and topographic contours
2. Site plan (1 inch = 30 feet)
 - Show existing and proposed structures
 - Building envelope
 - Show all topographic elevations, existing grade, finished grade, Finished Floor Elevations

I certify under penalty of perjury that I am the owner or authorized agent of the above property and the information furnished by me is true and correct to the best of my knowledge. I certify that all applicable federal, state, county, and City of Belle Meade requirements for the work authorized by this permit shall be met.

Anna Leigh Tate

2025-08-15

Typed Signature of Applicant or Owner

Date

CLICK SAVE BEFORE CLICKING COMPLETE APPLICATION

82A SET - NOT FOR CONSTRUCTION
a zoning appeals set for the:

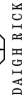
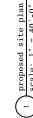
PROJECT TEAM

LANDSCAPE ARCHITECT

RENDERINGS OF PROPOSED WORK	
A1.01	Wade Rick Daigh Rick Landscape Architects, LLC 900 South Street, Suite 104 Nashville, TN 37203 (615) 454-4100 wade@daighrick.com
A1.02	RENDERINGS OF PROPOSED WORK

ARCHITECT

A R C H I T E C T	Z0.0	EXISTING CONDITIONS
Grant Cameron	Z1.0	PROPOSED SITE PLAN
Choate + Hertlein Architects	Z1.1	ILLUSTRATIVE SITE PLAN
1409 North Highland Ave NE, Suite H	Z1.2	GRADING AND DRAINAGE
Atlanta, GA 30306	Z1.3	EXISTING CONDITIONS OVERLAY
404-872-8400	Z1.4	POOL ENCLOSURE DIAGRAM
gcameron@sbcarch.com		



BELLE MEADE COUNTRY CLUB - SWIM AND TENNIS FACILITY PHASE II
August 15, 2025

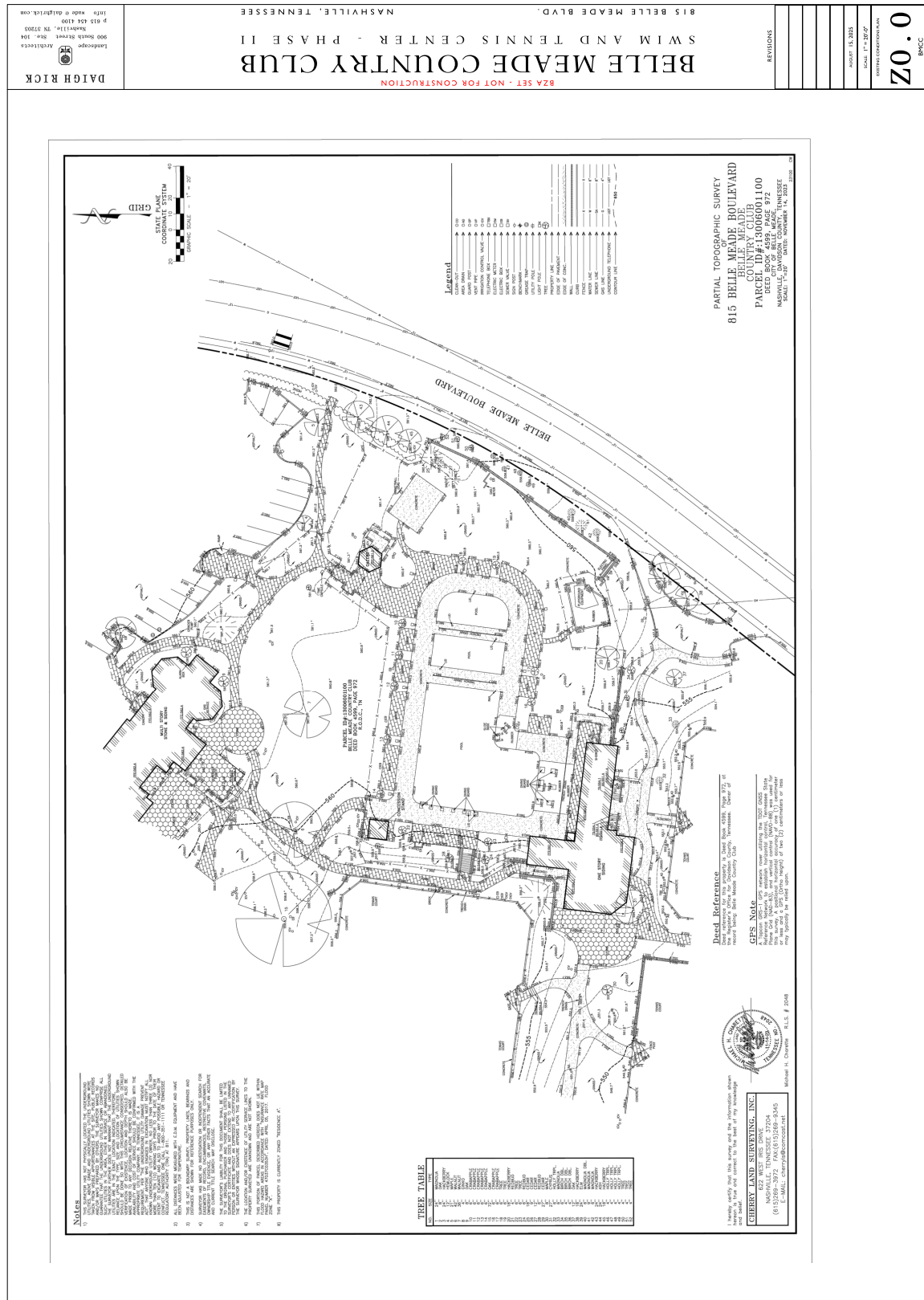
 DAIGH RICK	 Landscaping Architecture	 CHOATE+HERTEL	 Nashville, TN 37203 900 South Street, Ste. 104 P. 615.452.4100 info@daighr.com	815 BELLE MEADE BLVD. NASHVILLE, TENNESSEE	B2A SET - NOT FOR CONSTRUCTION	BELLE MEADE COUNTRY CLUB SWM AND TENNIS CENTER - PHASE II	REVISIONS	DATE: 10/20/2025 DRAWN: 1/18/2007	A1.01	BMCC
							REVISIONS	DATE: 10/20/2025 DRAWN: 1/18/2007	A1.01	BMCC

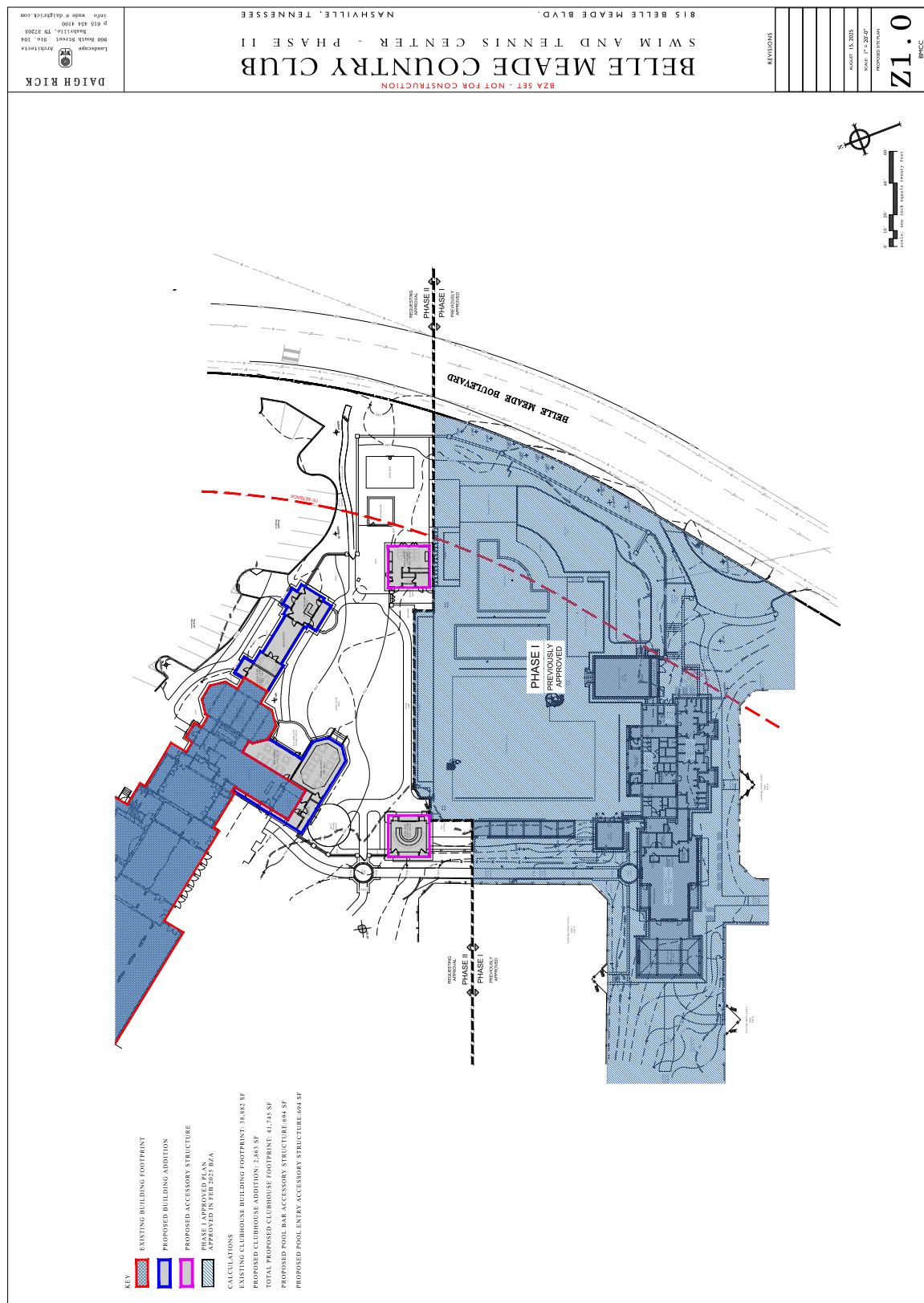


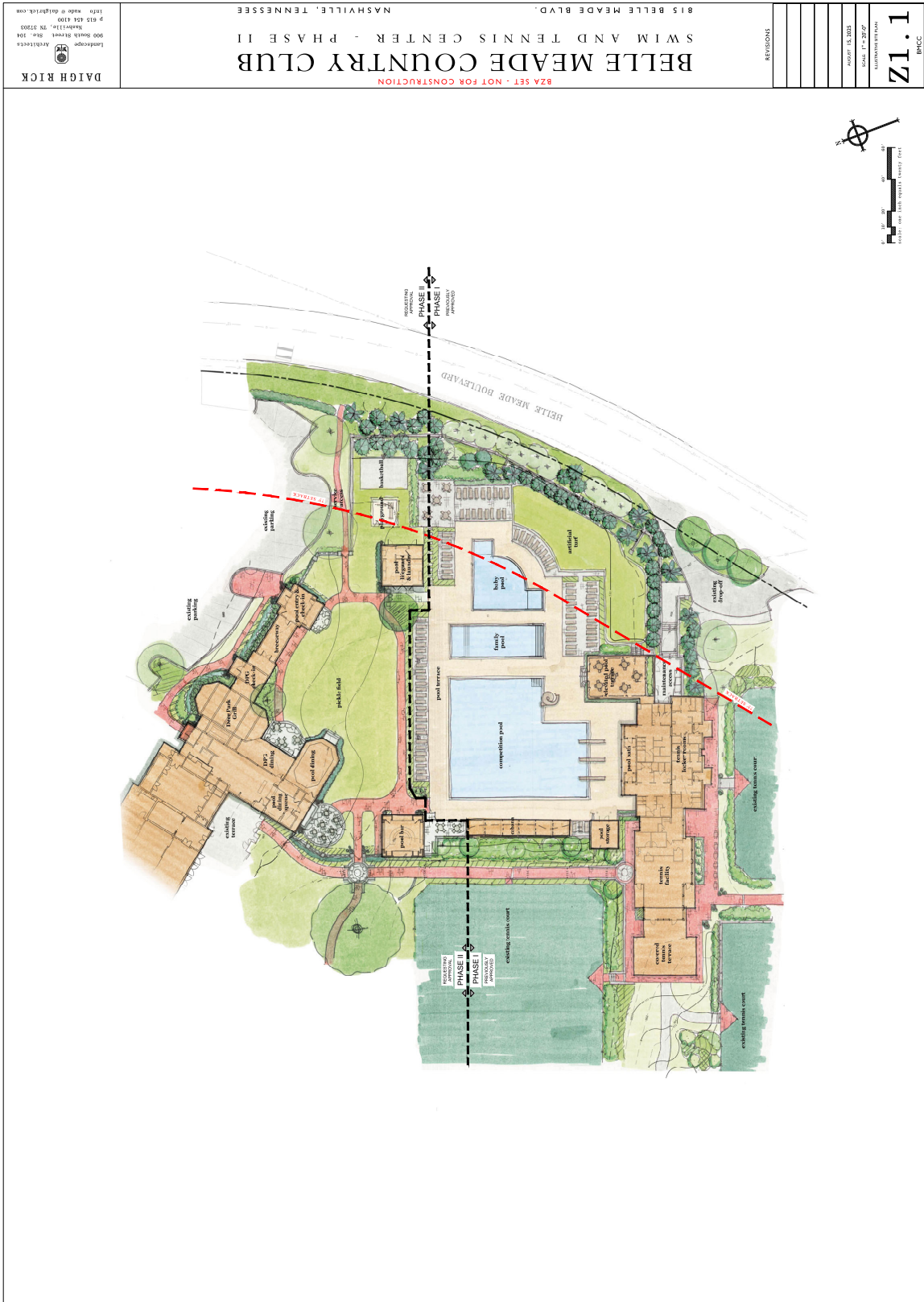
01 BIRDS-EYE VIEW LOOKING NORTH ACROSS POOL

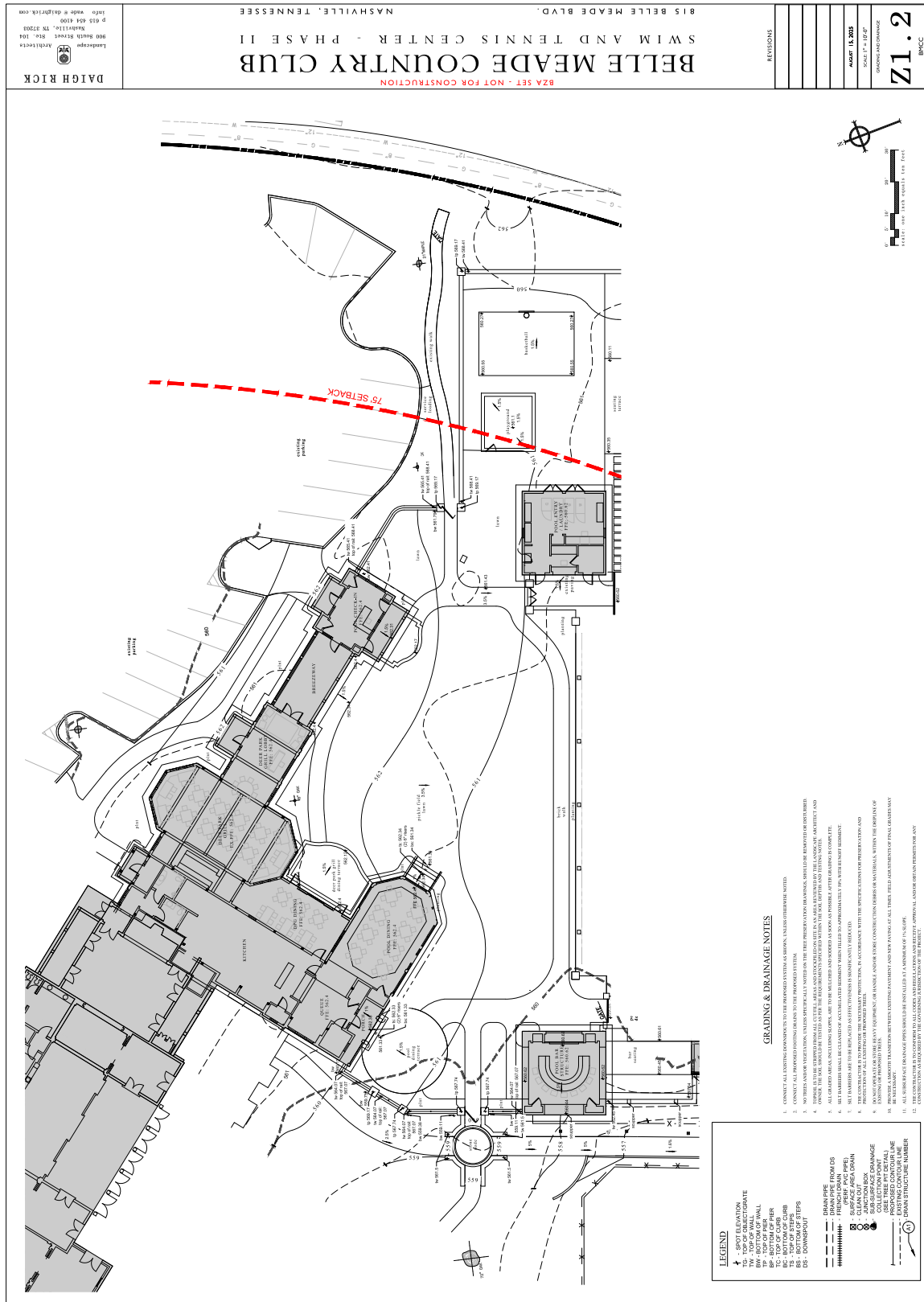


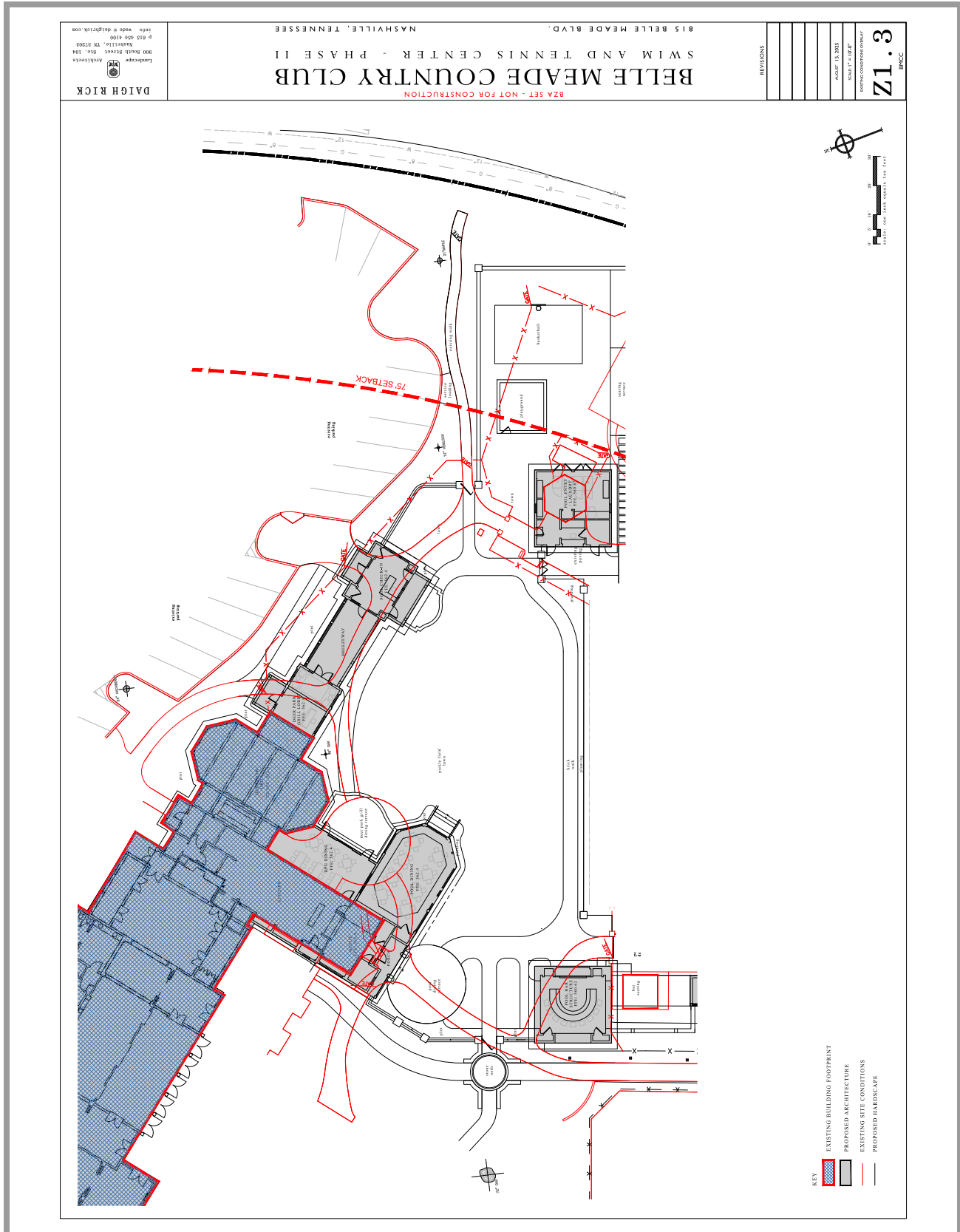
02 GROUND LEVEL VIEW LOOKING NORTH ACROSS POOL
A1.01

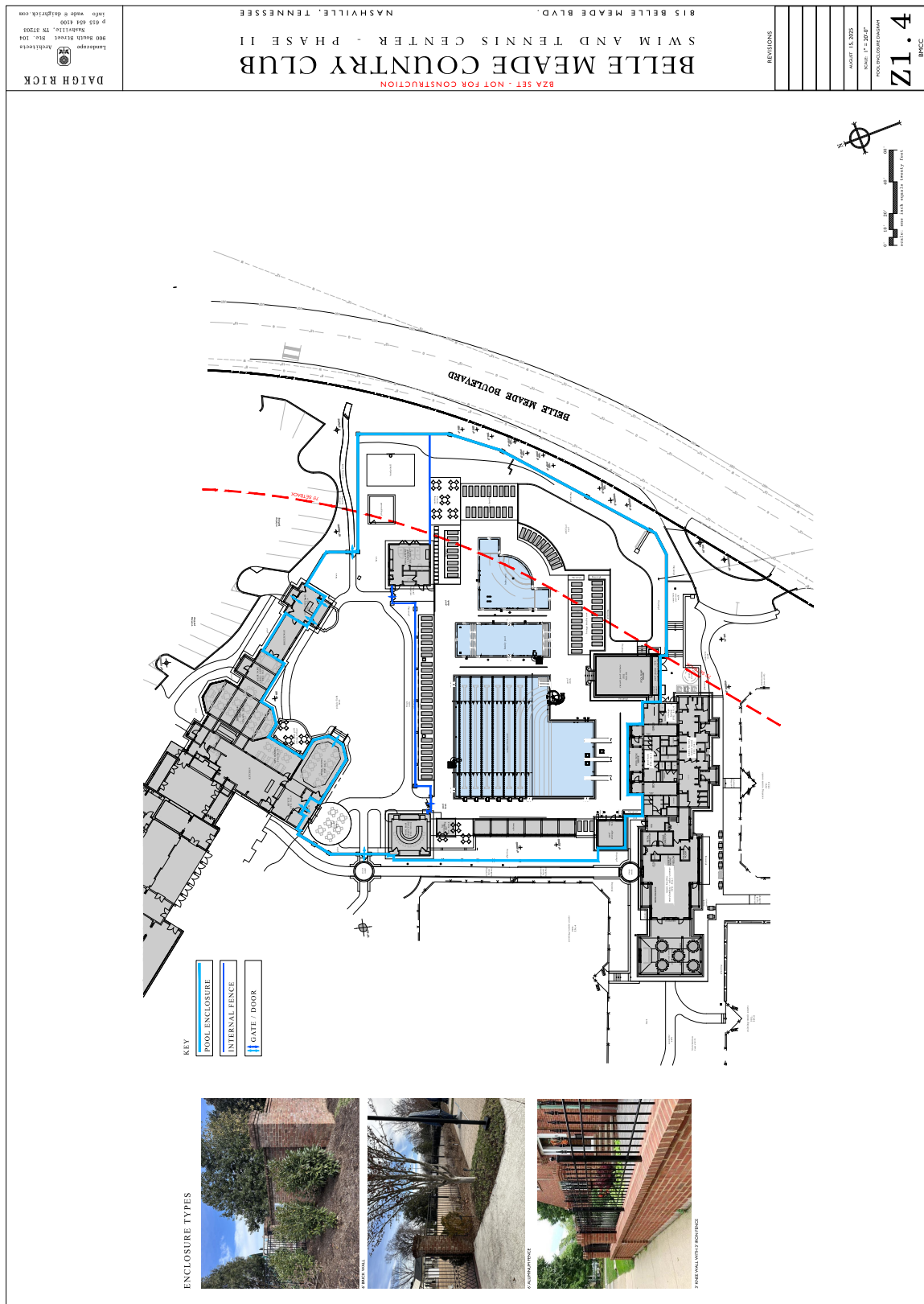












Application

OWNER INFORMATION

Property Owner Email Address: Property Owner Phone: Is Owner Applicant? ☐ Yes ☒ No

PROPOSED ACTIVITY

Reason for Request:

Request for allowance of an overage on Footprint for the project - lot is less than 30,000 s.f.
Pool construction request, with part of pool outside the rear building envelope.

Project Calculations:

F.A.R. = LOTS <40,000 sq. ft. x .225 = LOTS > 40,000 sq. ft. x .196 =

Lot Square Ft	Allowable	Existing	Proposed	% Over
FOOTPRINT AREA	3952	3532	3950	
GROSS FLOOR AREA (F.A.R. X LOT SQ. FT.)	6736	4663	6960	
FRONT YARD AREA	12175.6			
TOTAL DRIVEWAY AREA	3952.56	3377	3526	
DRIVEWAY IN FRONT YARD AREA	2679	1541	2173	
HARDSCAPE AREA	2395	1008	1961	
POOL AREA	599		225	
F.A.R. =	29938			
LOTS <40,000 sq. ft. x .225 =	6736			
LOTS > 40,000 sq. ft. x .196 =	N/A			

Variance Approval Criteria

What special circumstances or conditions apply to the building or land by reason of exceptional narrowness, shallowness, exceptional topographic conditions, or other extraordinary and exceptional situation or condition of a specific piece of property?

The property is of an irregular shape configuration, resulting in the house front being parallel to the street with a rear yard that decreases from side to side. This reduces overall lot area and building envelope area from a typical orthogonal lot shape.

How would the strict application of the zoning ordinance result in practical difficulties to or exceptional or undue hardship upon the owner of such property?

Were the lot in configured in a more typical shape with parallel front and rear lot lines, the resulting added area would allow the proposed Footprint within Base Zoning, as well as allowing the Pool location and size proposed to be within the Building

How would the granting of this variance be without detriment to the public good and without substantially impairing the intent and purpose of the zoning ordinance of the City?

The proposed overage in footprint of 358 s.f. will be in the form of a single-story projection to the existing two-story house on the South side of the existing residence. This projection is of a scale in keeping with the neighboring residence and as it is

How would the resulting construction not be out of harmony with other homes in the neighborhood?

The overall width, scale, and character of the proposed project follows that of the adjacent properties - as the major part of the project is a renovation of the existing house and extensions to the rear. The single-story side addition and the pool

In Step 5 of the Application, please attach the below document(s):

- 1. Survey (signed and sealed by a registered surveyor) of lot and topographic contours
- 2. Site plan (1 inch = 30 feet)
 - Show existing and proposed structures
 - Building envelope
 - Show all topographic elevations, existing grade, finished grade, Finished Floor Elevations

I certify under penalty of perjury that I am the owner or authorized agent of the above property and the information furnished by me is true and correct to the best of my knowledge. I certify that all applicable federal, state, county, and City of Belle Meade requirements for the work authorized by this permit shall be met.

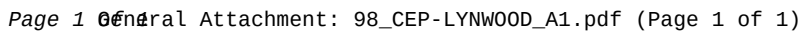
Van G. Pond, Jr. AIA - Architect

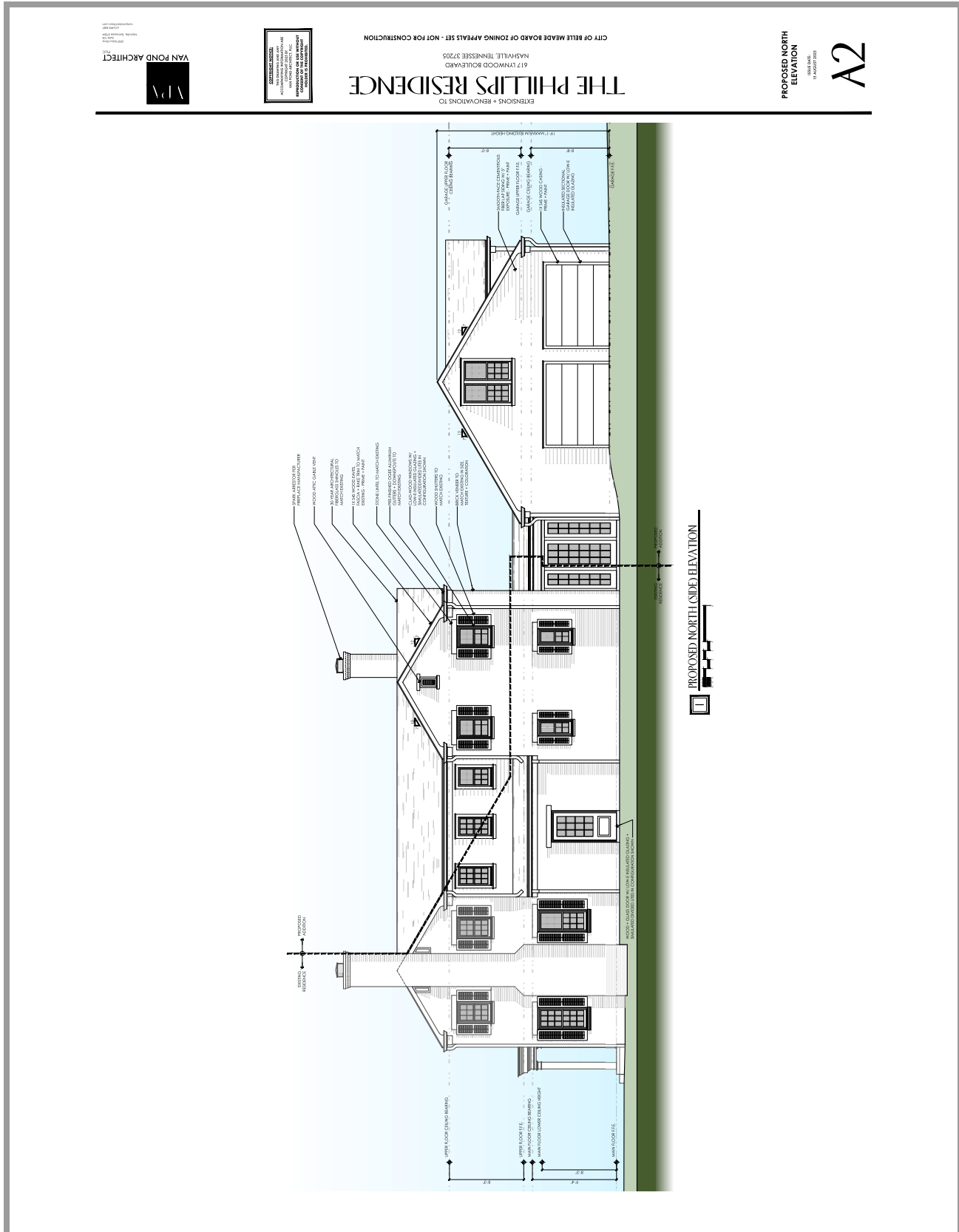
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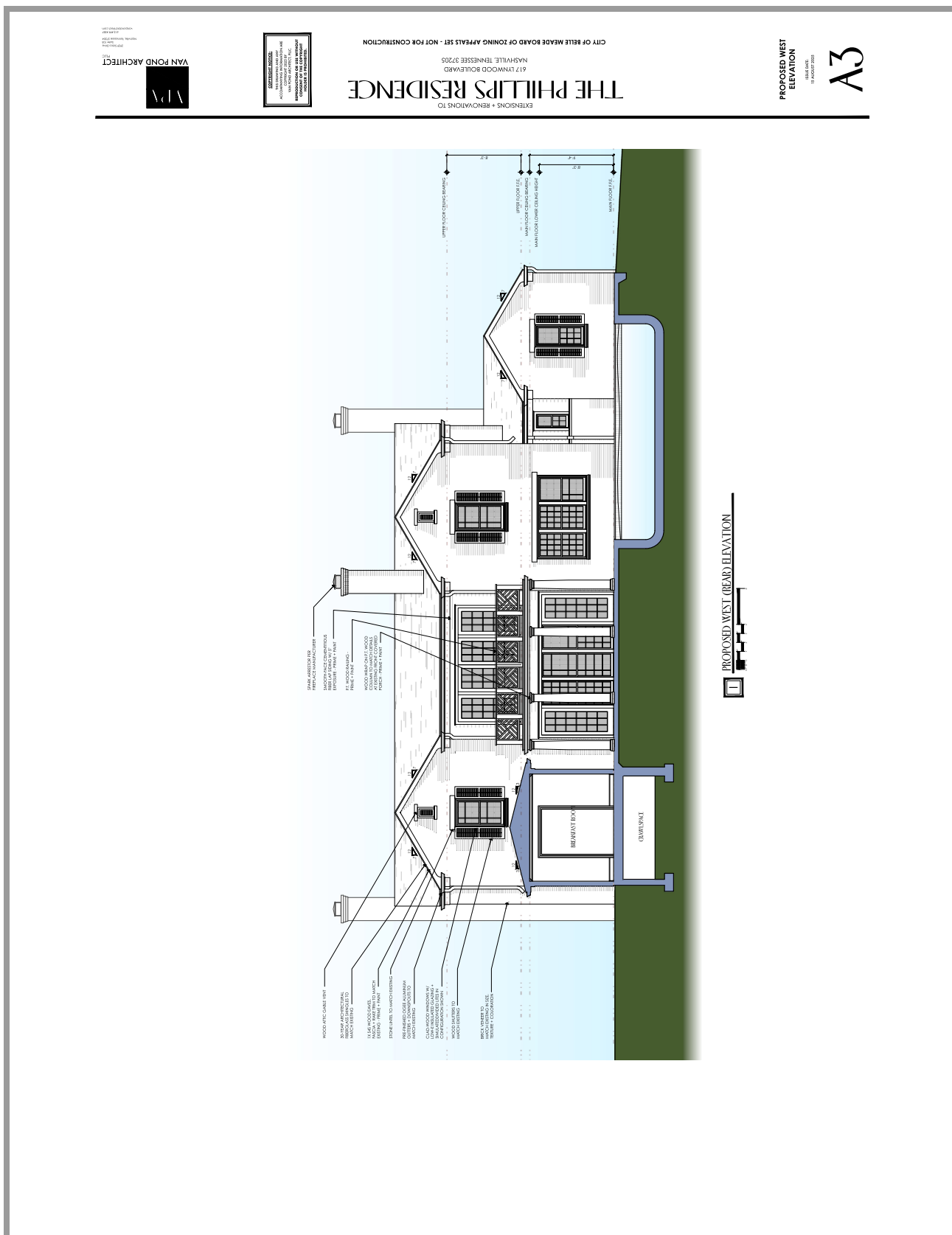
Typed Signature of Applicant or Owner

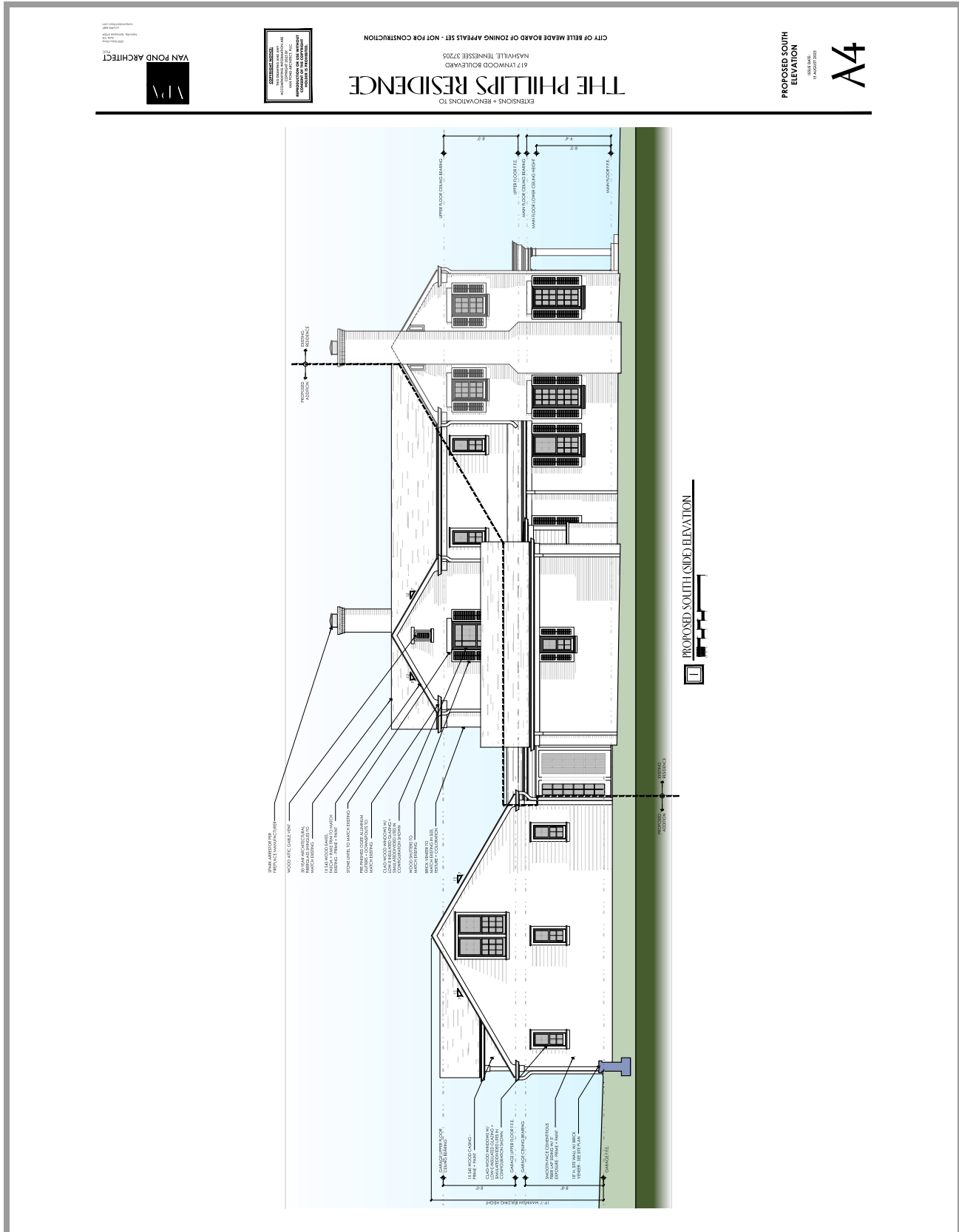
Date

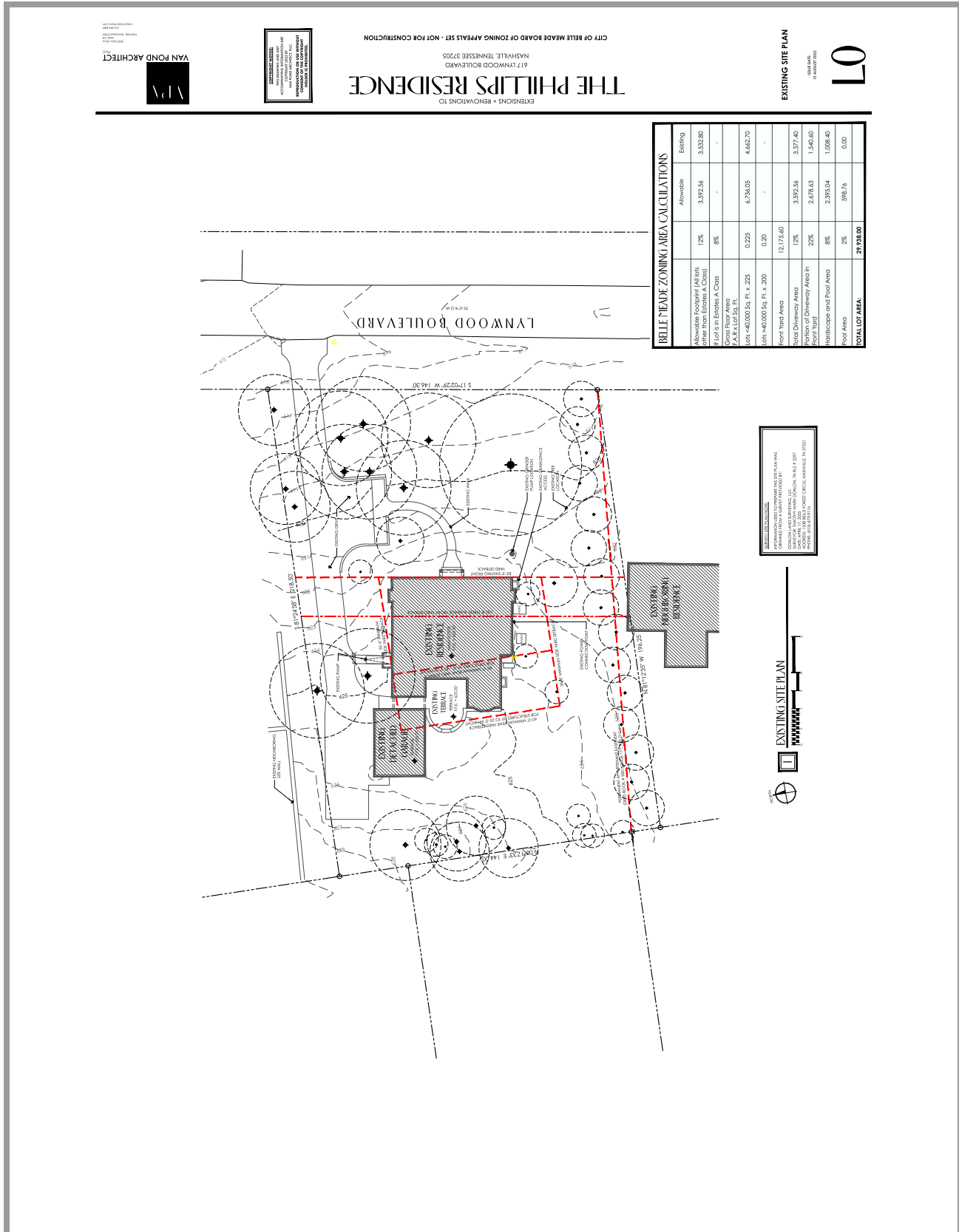
CLICK SAVE BEFORE CLICKING COMPLETE APPLICATION

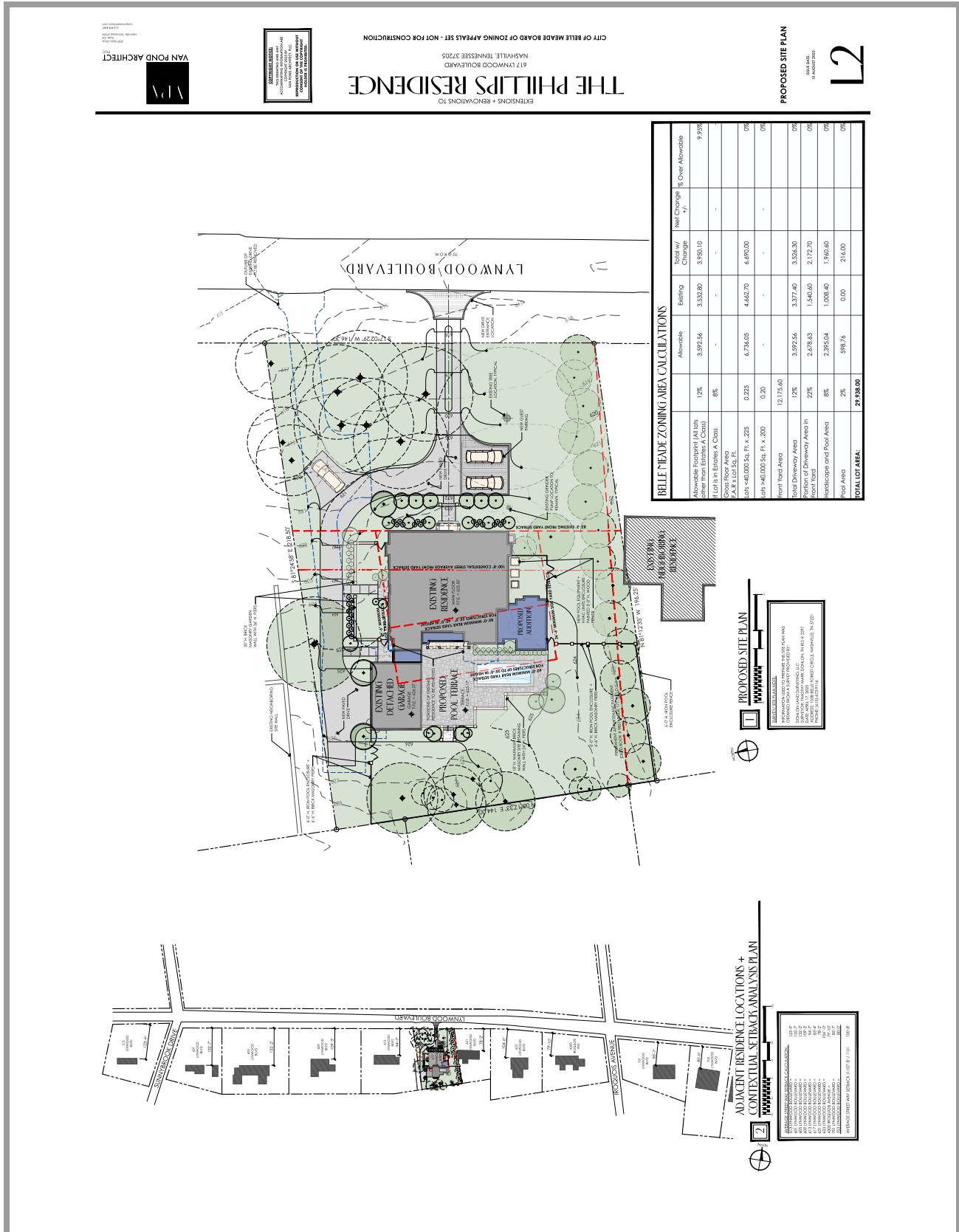


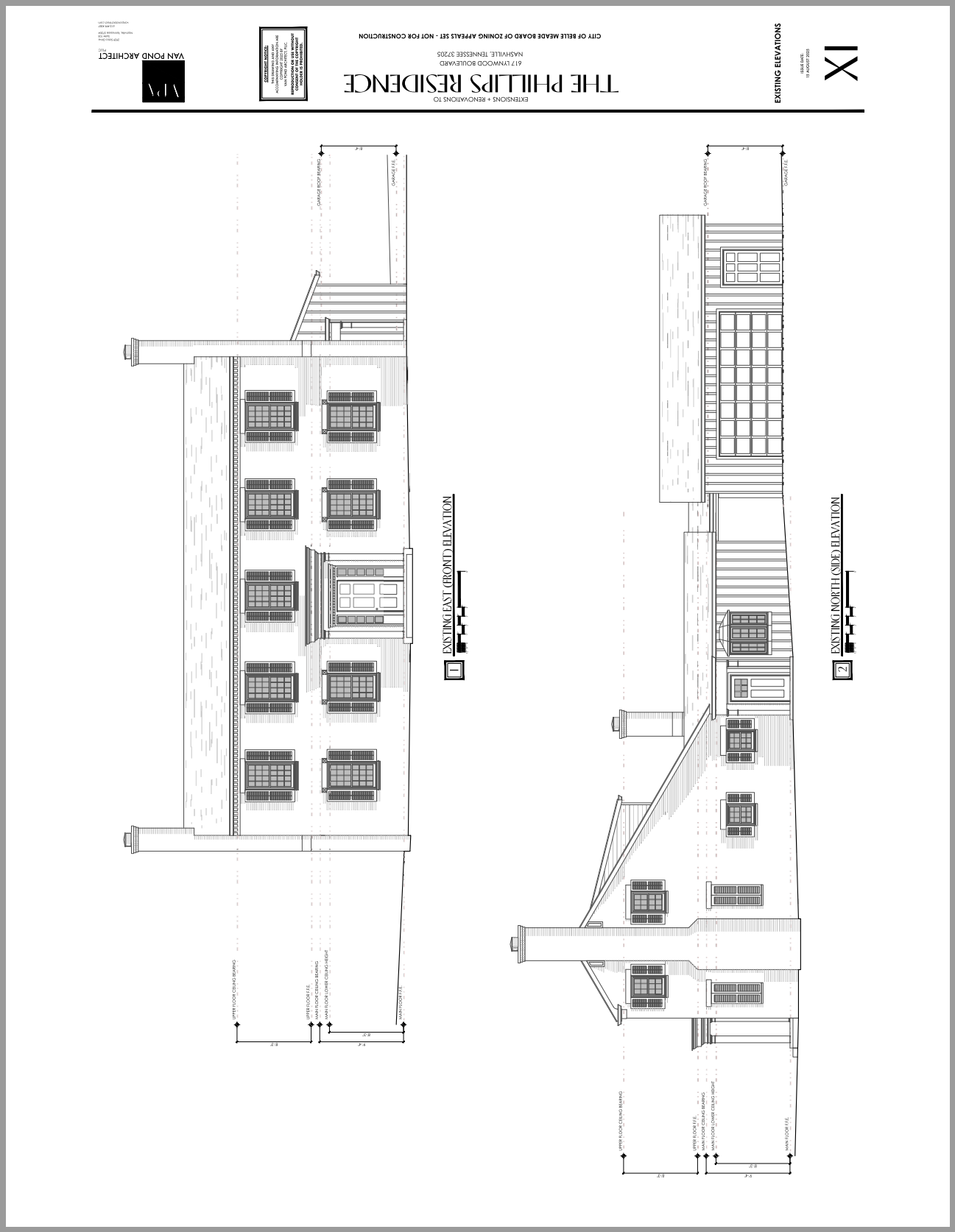


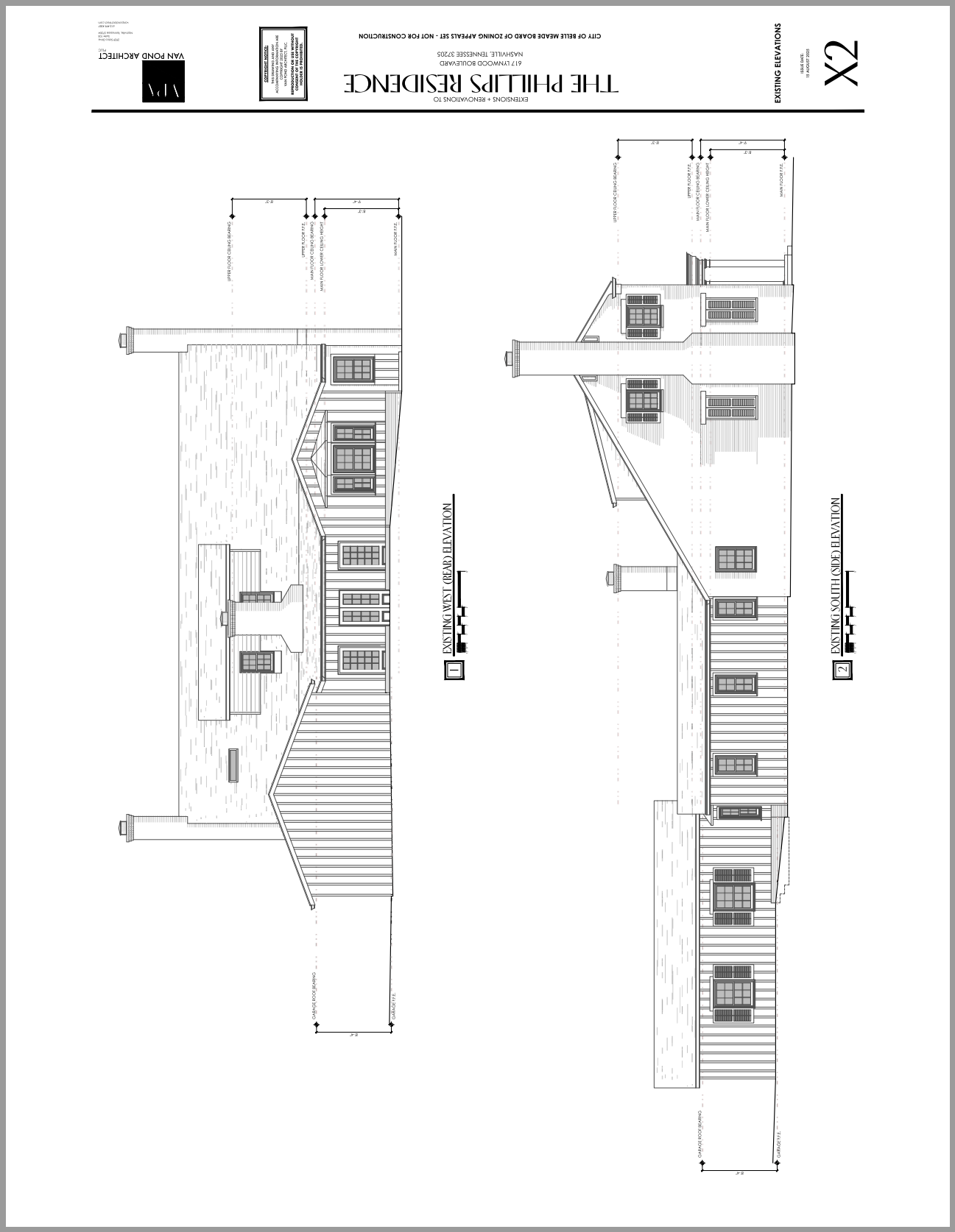












Staff Report

Agenda No.: III.B.
Case No.: A25-62
Staff: Mary Samaniego, Planning Director
Applicant: The Phillips family
Request: Conditional use approvals for a swimming pool with a rear yard setback variance and variance to maximum footprint.
Location: 617 Lynwood Boulevard

Summary:

The applicant is a conditional use approval for a swimming pool and with associated rear yard setback variance. The second portion of the request is a variance to exceed the maximum allowable building footprint for an addition.

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 0.69 acres (29,938 square feet).
2. The existing dwelling was constructed in 1948 and includes a two-car garage.
3. The lot is irregularly shaped trapezoid with slanted rear and side property lines. However, the front property line and existing residence are parallel to Lynwood Boulevard.
4. Per Section 14-205(1)(b)(i) of the Zoning Ordinance, the square footage of footprint shall not exceed twelve percent (12%) of the lot area. The allowable footprint for the proposed lot is 3,593 square feet. The existing residence has a building footprint of 3,533 square feet and the addition of 417 square feet will then provide as overall building footprint of 3,950 square feet (358 square feet over the maximum allowable).
5. Per Section 14-205(1)(b)(ii) of the Zoning Ordinance, the allowable Floor Area Ratio (FAR) for lots forty thousand (40,000) square feet or less is .225. For the subject property, the allowable area per the FAR equation is 6,736 square feet. The existing residence has a building area of 4,663 square feet and the addition of 2,027 square feet will then provide as overall gross floor area of 6,690 square feet.
6. Per Section 14-205(1)(d) of the Zoning Ordinance, the square footage of the surface area of the water in a swimming pool as compared to the lot size shall not exceed two percent (2%) of lot. The allowable area of water within a pool for the proposed lot is 599 square feet. The proposed area of water in the swimming pool is 216 square feet.
7. Per Section 14-205(1)(c) of the Zoning Ordinance, the square footage of hardscape, which shall include the maximum swimming pool area, as compared to the lot size shall not exceed eight percent (8%) of the lot area. The allowable area of hardscape including the pool for the

proposed lot is 2,395 square feet. The proposed area of the hardscape, including the pool, is 1,960 square feet.

8. According to Table 2 of the new Zoning Ordinance, a swimming pool must be enclosed by a fence or wall not less than six feet (6') in height above the exterior adjoining grade. Proposed compliant fence illustrated on site plan (see attached Staff Analysis of Site Plan).
9. The required rear yard setback for this property is 60'. The swimming pool is required to be within the setbacks/building envelope. The applicant is proposing to place the swimming pool approximately 50' from the rear property line.

Findings of Fact and Staff Recommendation:

The standards of proof required for each individual Conditional Use are established in the Zoning Ordinance. The Board of Zoning Appeals shall have power and authority to authorize the issuance of permits for Conditional Use in the following findings of fact for the particular use and/or structure per Section 14-208(4) and Table 2:

1. The grant of any conditional use permit shall be subject to such conditions and safeguards as the board may require for the protection of the character of the community, including but not limited to provisions for vegetative screening, controls on lighting, a finding by the board that the conditional use will not interfere substantially with the use and enjoyment of their property by adjacent owners and a finding that the proposed use also meets all specific standards for such use found in this chapter and in Appendices A-F. *The proposed planting plan as well as existing property line trees should adequately screen the swimming pool improvements from the adjoining properties.*
2. Swimming pools must be within the building envelope and included in hardscape calculations. Also, swimming pools must be enclosed by a fence or wall not less than six feet (6') in height above the exterior adjoining grade. *The site plan illustrates compliance with the fencing requirements of this provision. The proposed swimming pool is 216 square feet and is within the allowable hardscape maximums per the Zoning Ordinance.*

Findings of Fact and Staff Recommendation:

The standards of proof required for Variances are established in the Zoning Ordinance. The Board of Zoning Appeals has the authority to grant such variance as will not be contrary to the public interest and under the restrictions established with the Zoning Ordinance which states that if the property had on August 16, 1950, an extraordinarily unusual shape, size or topographic feature(s) as compared to other properties in the immediate neighborhood, then the Board of Zoning Appeals may grant a variance based on the following findings of fact:

1. As to any piece of property existing as a separate lot or tract as of the date of adoption of this ordinance, the board of zoning appeals shall have power and authority to approve variances from the strict application of this chapter, where, by reason of exceptional narrowness, shallowness, exceptional topographic conditions, or other extraordinary and exceptional situation or condition of a specific piece of property, the strict application of the zoning ordinance would result in practical difficulties to or exceptional or undue hardship upon the owner of such property, provided that such relief may be granted

without detriment to the public good and without substantially impairing the intent and purpose of the zoning ordinance of the City, and such resulting construction will not be out of harmony with other homes in the neighborhood.

The applicant is proposing to exceed the maximum footprint that were adopted in the Zoning Ordinance to benefit the public good. The proposed overall project is relatively small at 358 square feet over allowable. The specific project includes two separate additions with one being a new rear covered porch and another addition on the south side of the residence within the allowable setbacks. Given that the footprint overage is separated into two different areas, the overall impact should be minimal to the surrounding property owners.

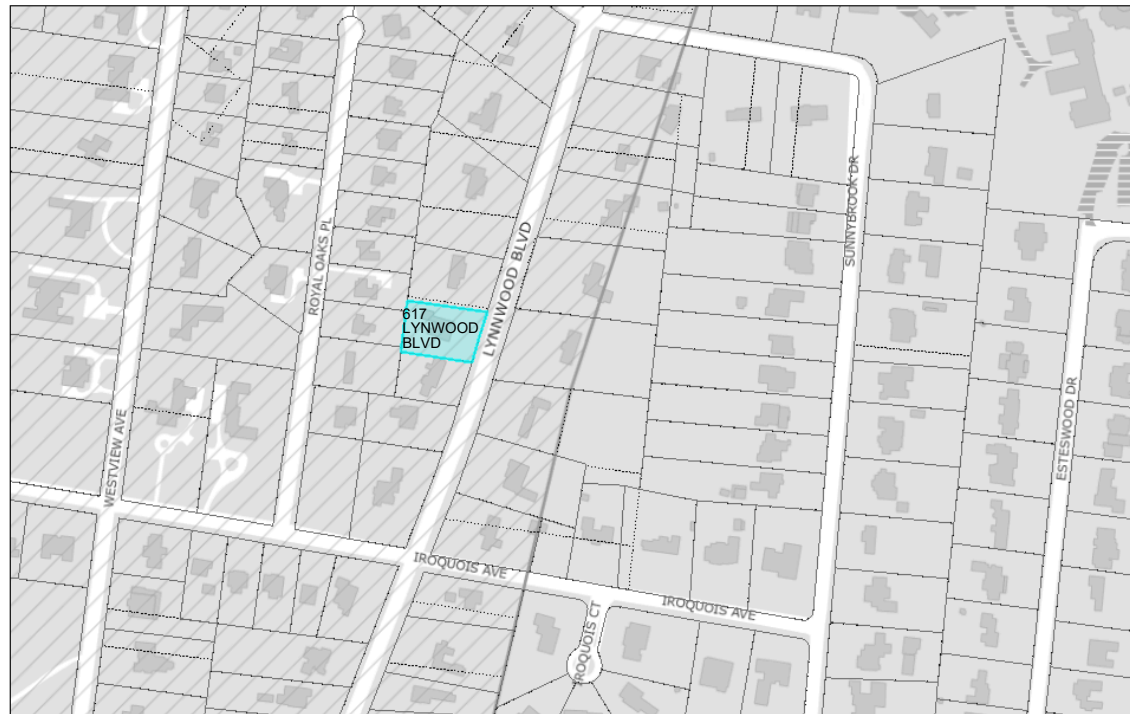
The applicant is requesting a variance to allow the swimming pool to encroach 10' into the required rear yard setback. The lot is irregularly shaped trapezoid with slanted rear and side property lines. However, the front property line and existing residence are parallel to Lynwood Boulevard. The placement of the swimming pool is parallel and in line with the residence placement. Similarly, the applicant has positioned the pool close to the rear of the residence to preserve as much open space in the rear yard as possible. While technically the pool is outside the rear setback given the slanted property lines, visually it is within the existing rear yard courtyard area.

Staff recommends approval of the conditional use and approval of the variance requests based on the written findings of fact.

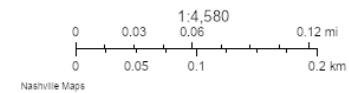
Attachments:

1. Location Map
2. Staff Analysis of Site Plan

Nashville Parcel Viewer Map 617 LYNWOOD BLVD



8/21/2025, 10:16:35 AM







CITY OF BELLE MEADE
APPLICATION FOR BOARD OF ZONING APPEALS

APPEAL # _____

APPEAL FEE: _____

APPLICANT (Owner's Name) David WellsPHONE # 615-521-5606APPLICANT EMAIL ADDRESS dwells@hallemery.comPROPERTY ADDRESS: 4426 East Brookfield Ave Nashville, TN 37205REQUEST: VARIANCE ☒CONDITIONAL USE ☐REASON FOR REQUEST: SIDE YARD SETBACK

PROJECT CALCULATIONS

LOT SQ. FT:	51,443	ALLOWABLE	EXISTING	PROPOSED	TOTAL	% OVER
FOOTPRINT AREA		6,173	4,153	+1,542	5,695	0%
GROSS FLOOR AREA (F.A.R. X LOT SQ. FT.)		10,286	4,998	+2,279	7,277	0%
FRONT YARD AREA		18,110	n/a	n/a	n/a	n/a
TOTAL DRIVEWAY AREA		6,173	3,220	+1,748	4,968	0%
DRIVEWAY IN FRONT YARD AREA		3,984	1,944	0	1,944	0%
HARDSCAPE AREA		4,115	2,054	-507	1,547	0%
POOL AREA		1,029	n/a	n/a	n/a	n/a
F.A.R. = LOTS <40,000 sq. ft. and RES C x .225 = LOTS > 40,000 sq. ft. x .200 = 10,286						

Complete Check List

- ☒ Survey (signed and sealed by a registered surveyor) of lot and topographic contours
- ☒ Site plan (1 inch = 30 feet)
 - Show existing and proposed structures
 - Building envelope
 - Show all topographic elevations, existing grade, finished grade, Finished Floor Elevations

Variance Approval Criteria

What special circumstances or conditions apply to the building or land by reason of exceptional narrowness, shallowness, exceptional topographic conditions, or other extraordinary and exceptional situation or condition of a specific piece of property?

EXISTING STRUCTURE WAS CONSTRUCTED PRIOR TO EXISTING SETBACK REGULATIONS BEING INSTITUTED.
PROPOSED STRUCTURE TO ALIGN WITH EXISTING, CONFORMITY WITH EXISTING SETBACK WOULD RESULT IN ADDITION
~~SPACE BEING TOO NARROW TO BE USED.~~

How would the strict application of the zoning ordinance result in practical difficulties to or exceptional or undue hardship upon the owner of such property?

SAME AS ABOVE. CONFORMITY RESULTS IN AN UNUSABLE ADDITION.

How would the granting of this variance be without detriment to the public good and without substantially impairing the intent and purpose of the zoning ordinance of the City?

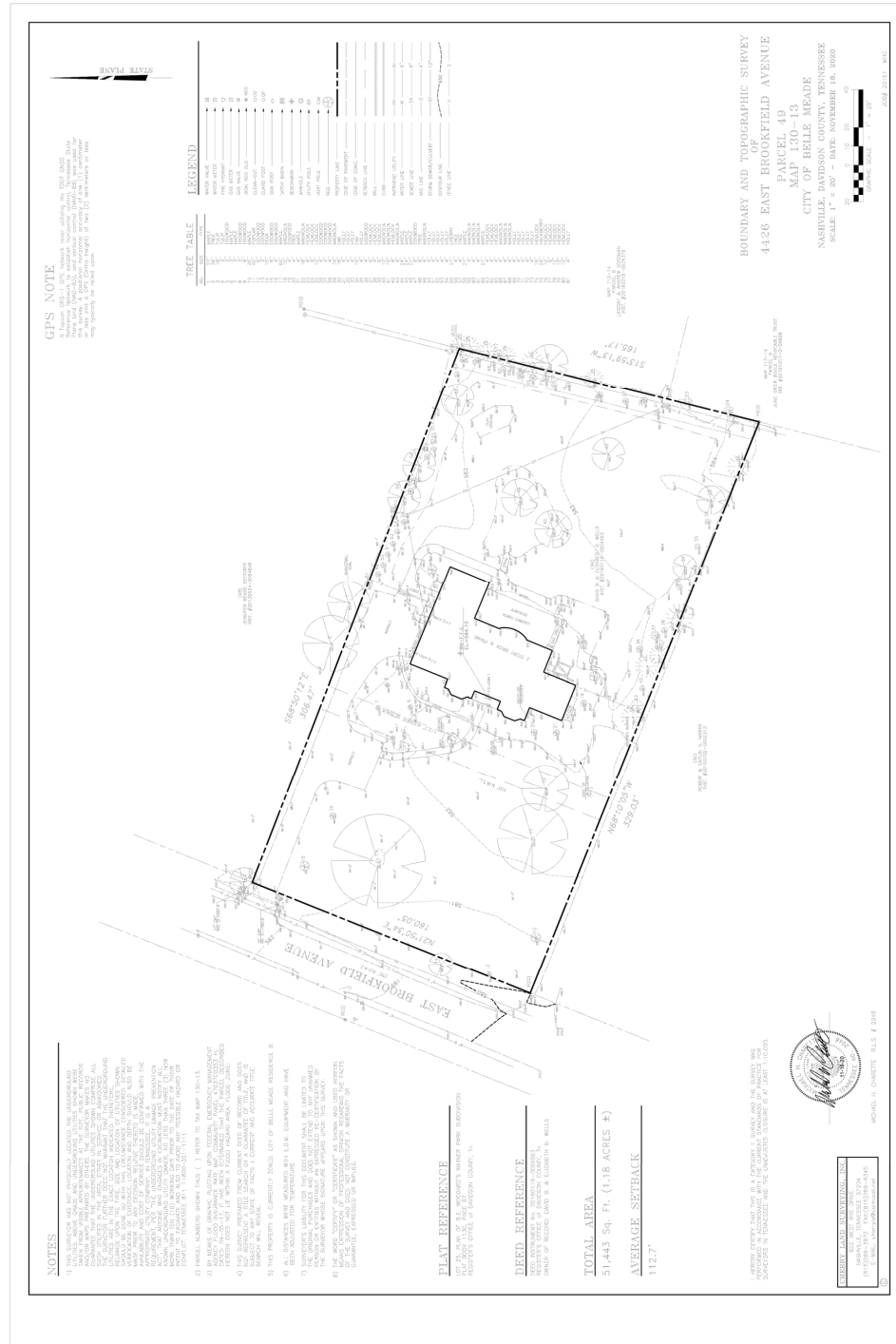
THE GRANTING OF THE EXCEPTION DOES NOT INCREASE NON-CONFORMITY RELATIVE TO DISTANCE TO SIDE PROPERTY LINE.

How would the resulting construction not be out of harmony with other homes in the neighborhood?

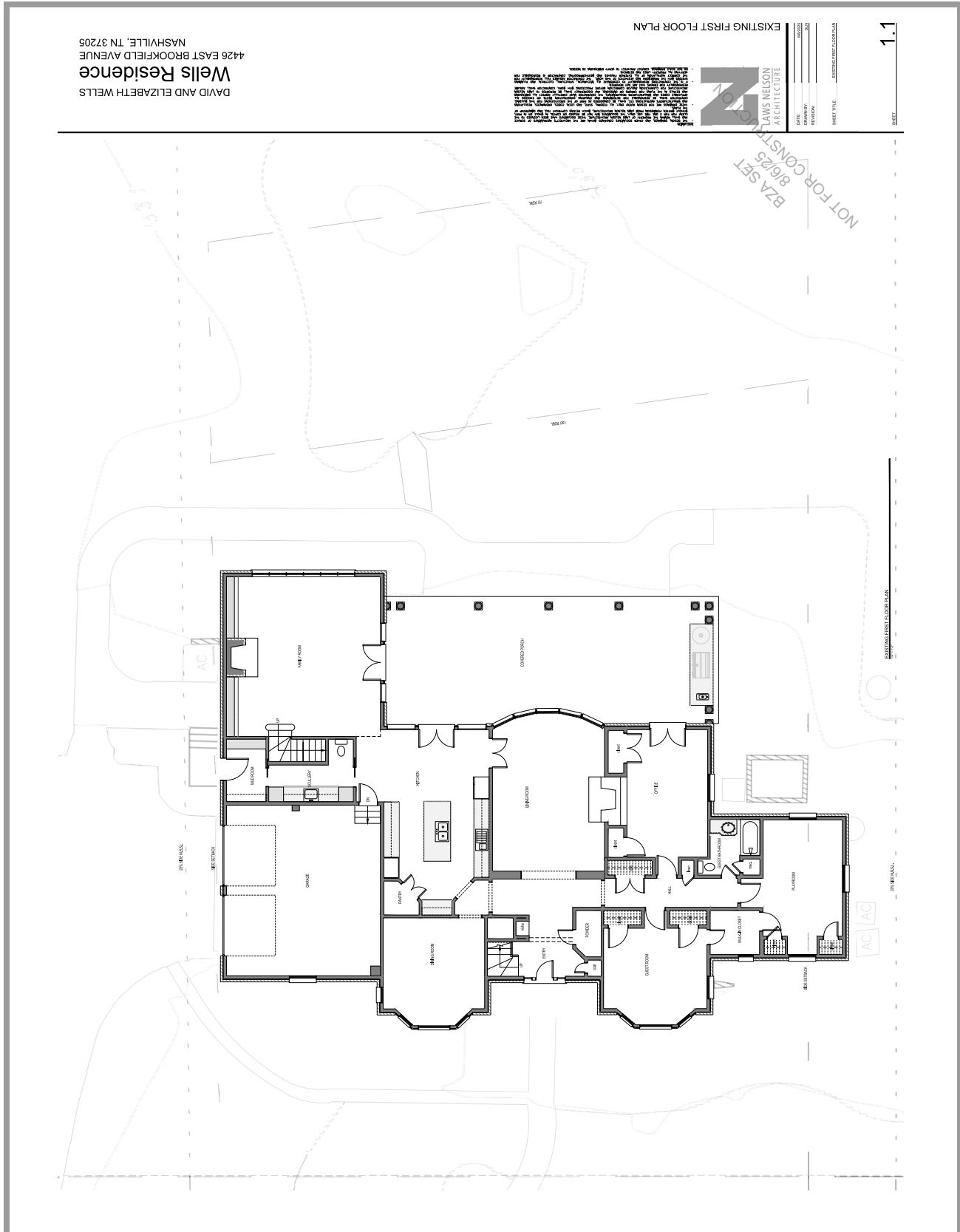
ENCROACHING PORTION ALIGNS WITH EXISTING EXTERIOR WALL, SO THIS ADDITION WILL NOT IMPACT EXISTING HARMONY AND THE EXISTING HARMONY COMPLIMENTS OTHER HOMES.

SIGNATURE: _____ (Owner/Agent) **DATE:** _____

Submit all information, plans & application via email PDF to: msamaniego@citybellemade.org









1336



DATE:	05/2023
DRAWN BY:	SUN
REVISION:	
SHEET TITLE:	EXISTING SECOND FLOOR PLAN

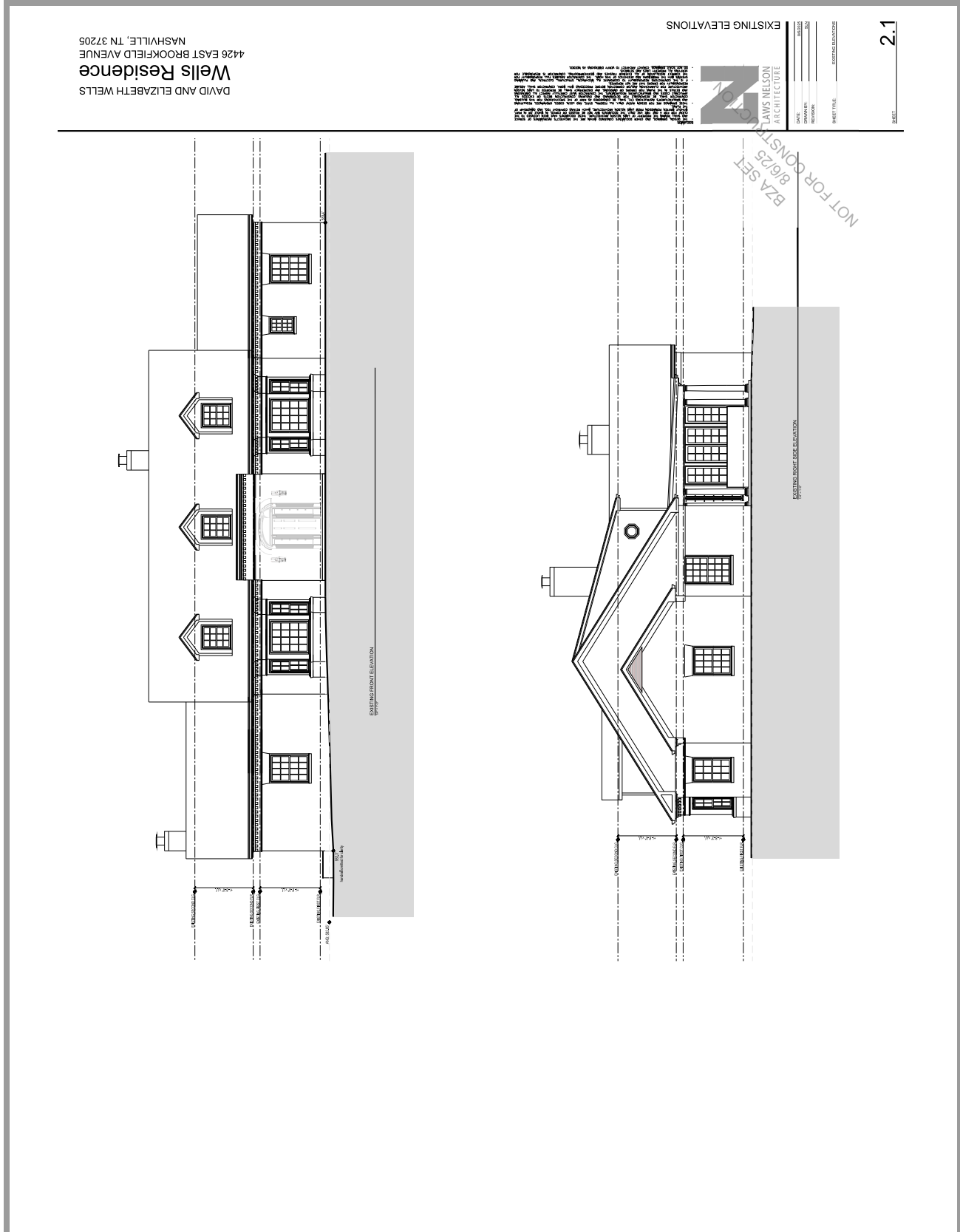
1. RESEARCH AND DEVELOPMENT - This category includes all research and development activities conducted by the Department of Defense, including the development of new weapons, equipment, and systems.

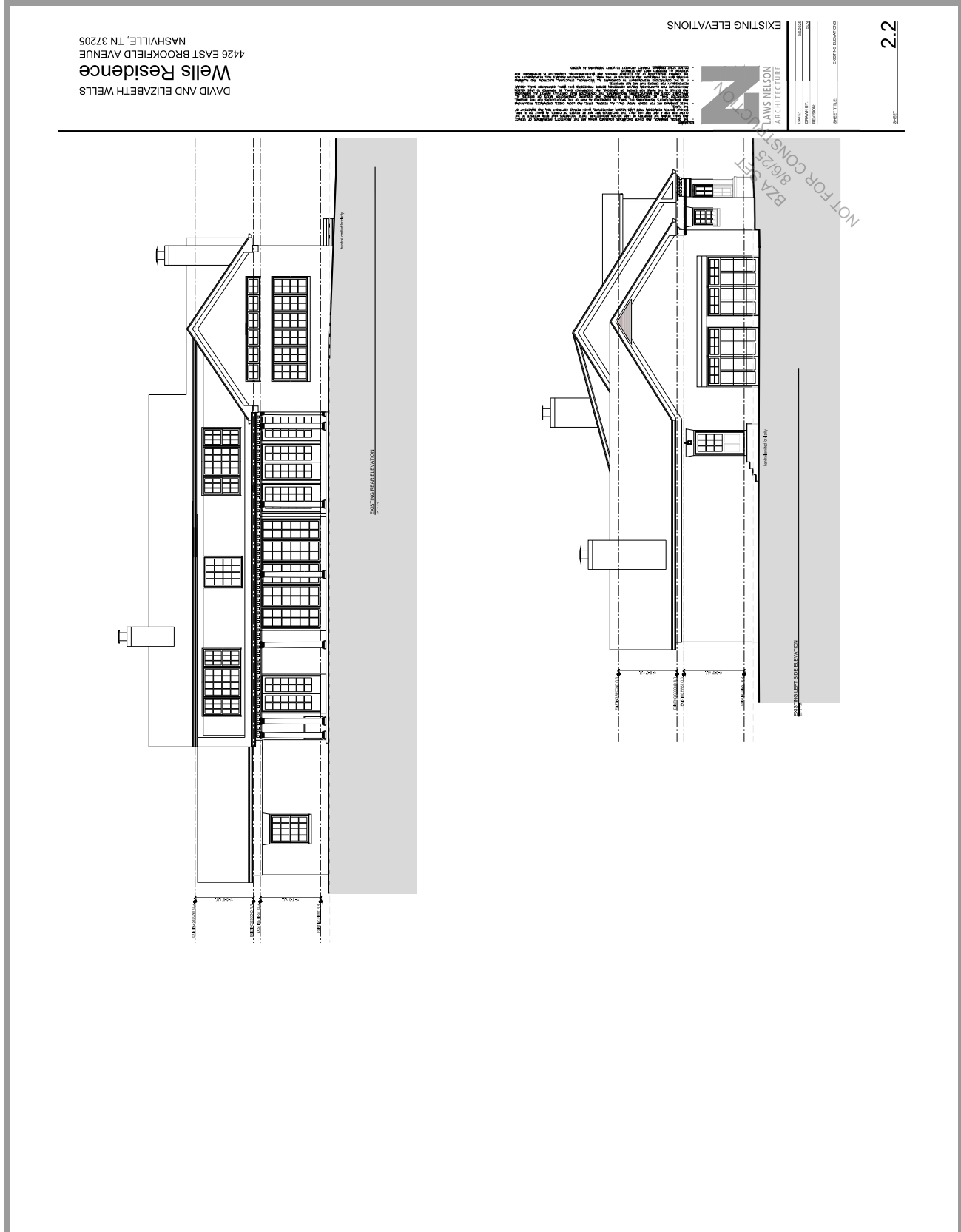
2. OPERATIONS AND MAINTENANCE - This category includes all operations and maintenance activities conducted by the Department of Defense, including the operation of military forces, the maintenance of military equipment, and the support of military operations.

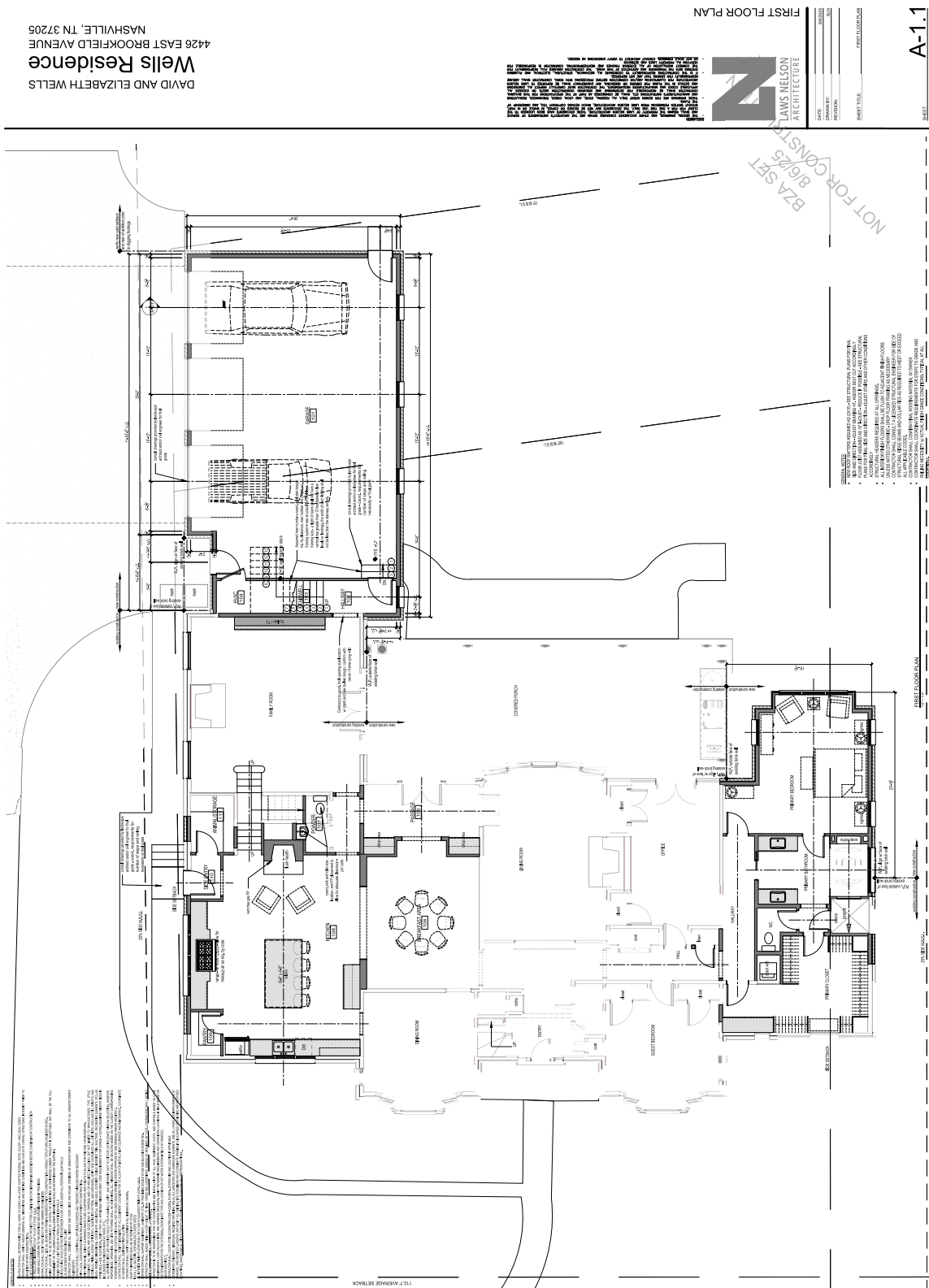
3. PERSONNEL - This category includes all personnel activities conducted by the Department of Defense, including the recruitment, training, and management of military personnel.

4. LOGISTICS - This category includes all logistics activities conducted by the Department of Defense, including the procurement, distribution, and support of military supplies and services.

5. GENERAL ADMINISTRATION - This category includes all general administration activities conducted by the Department of Defense, including the management of the Department's budget, the administration of the Department's personnel, and the support of the Department's operations.





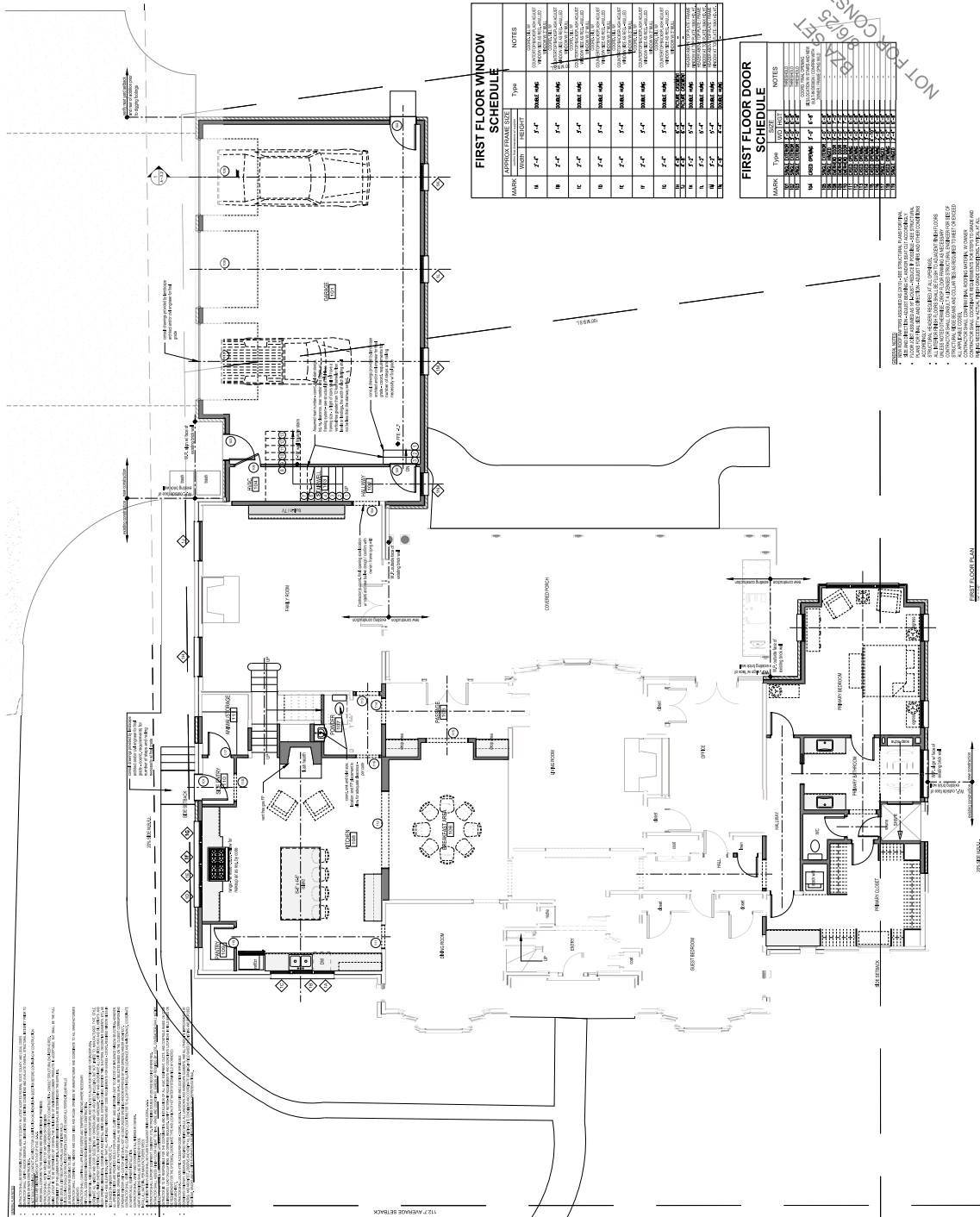


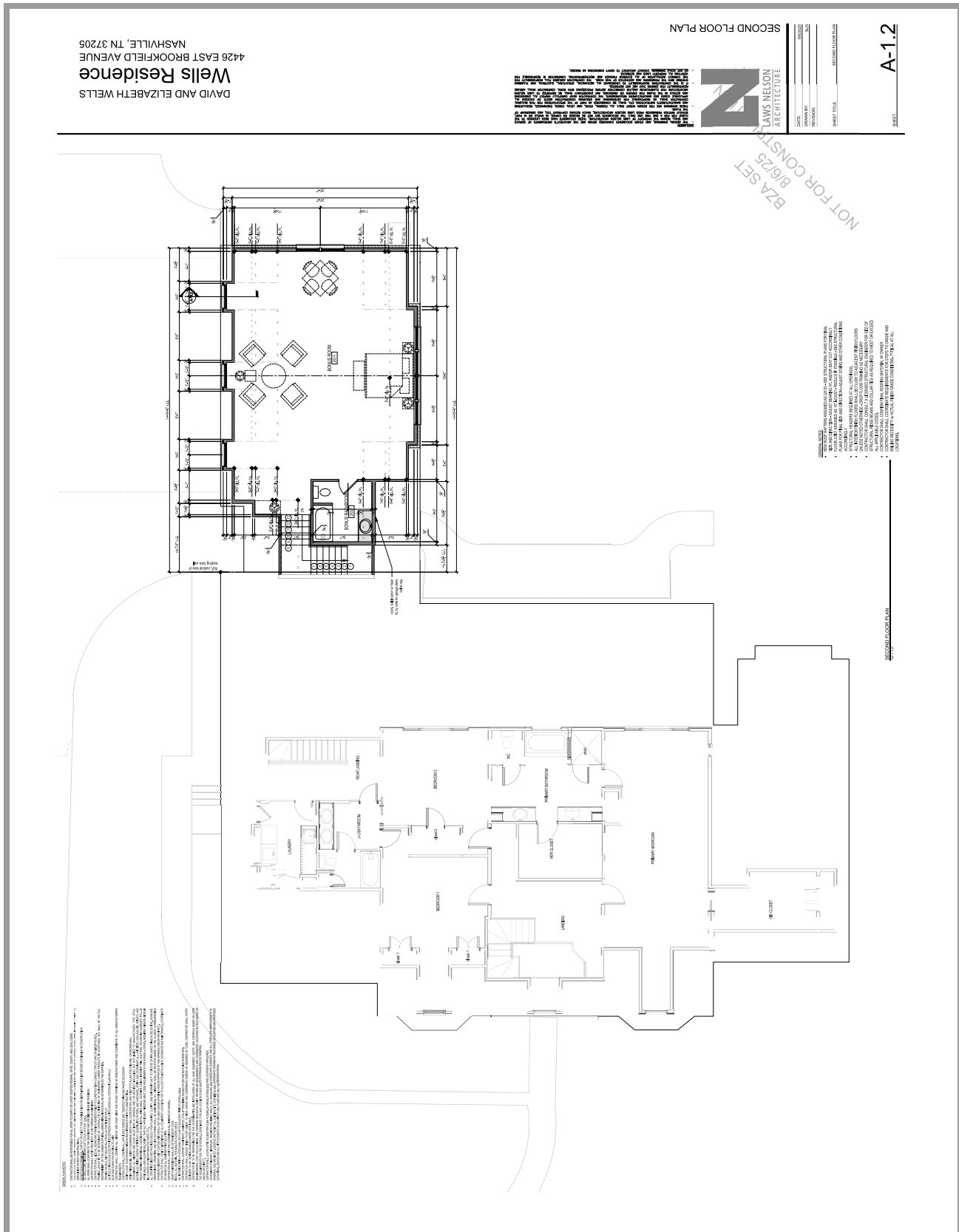
DATE:	06/23/22
DRAWN BY:	SLN
REVISION:	

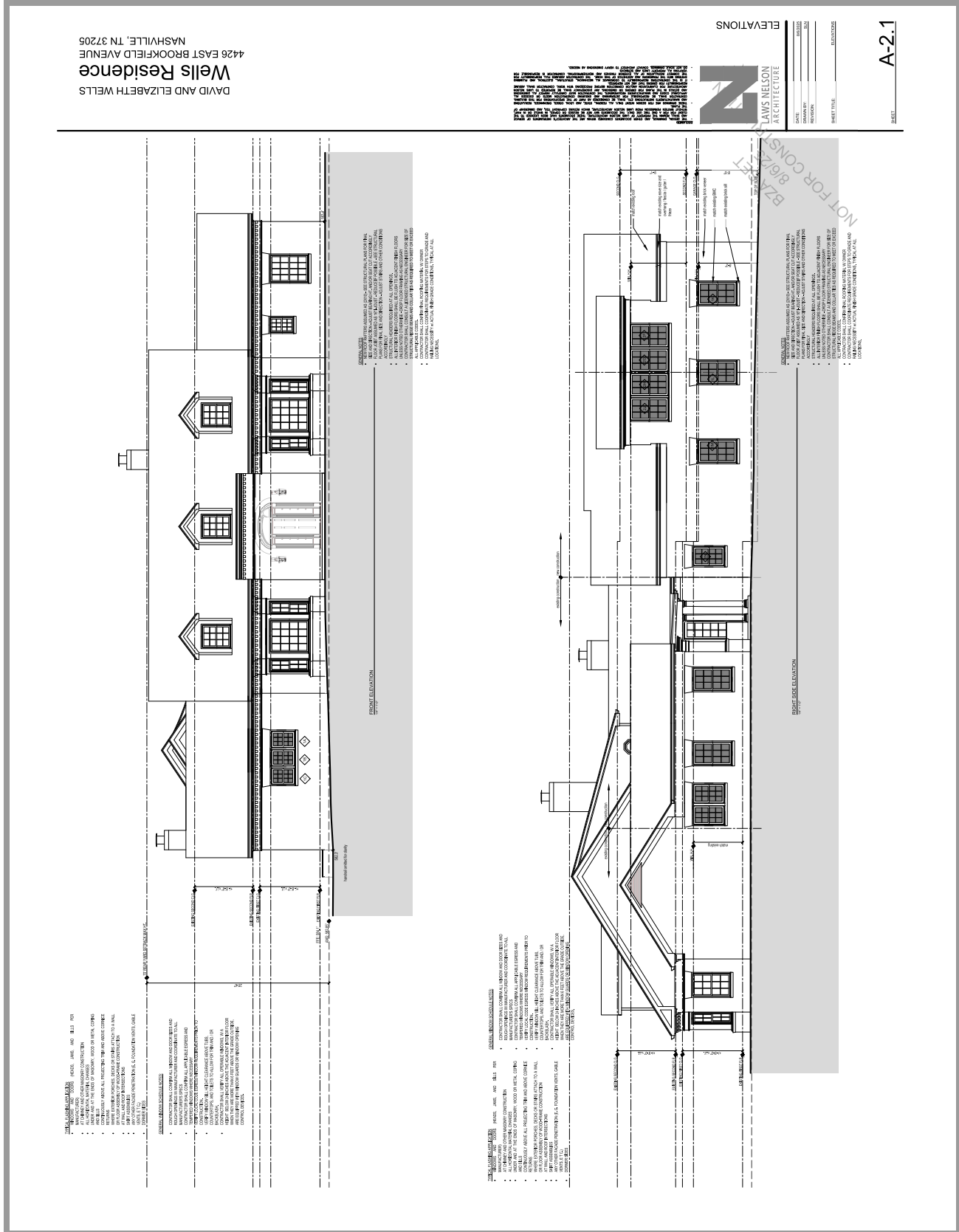
[illegible][illegible]

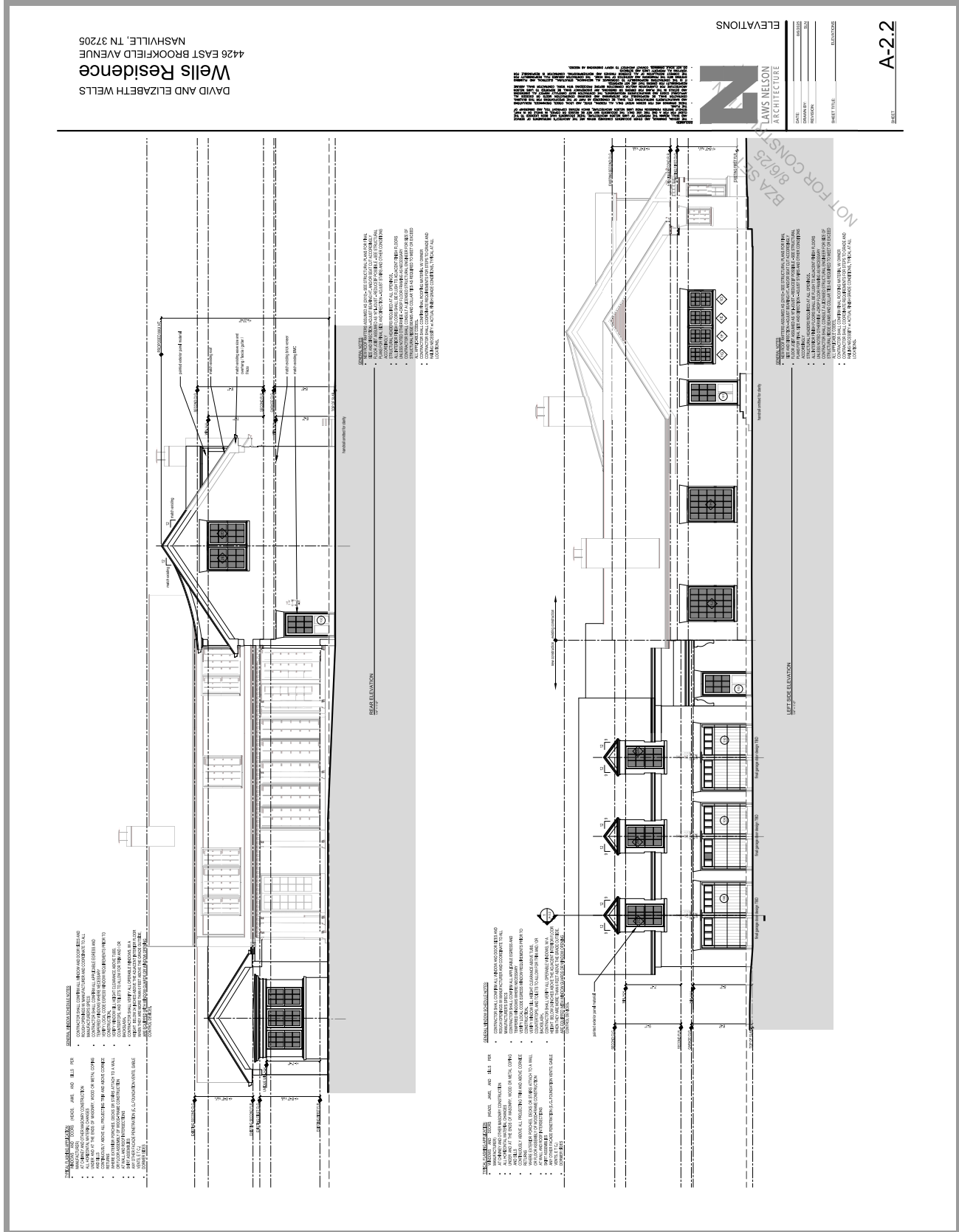
GENERAL NOTE:

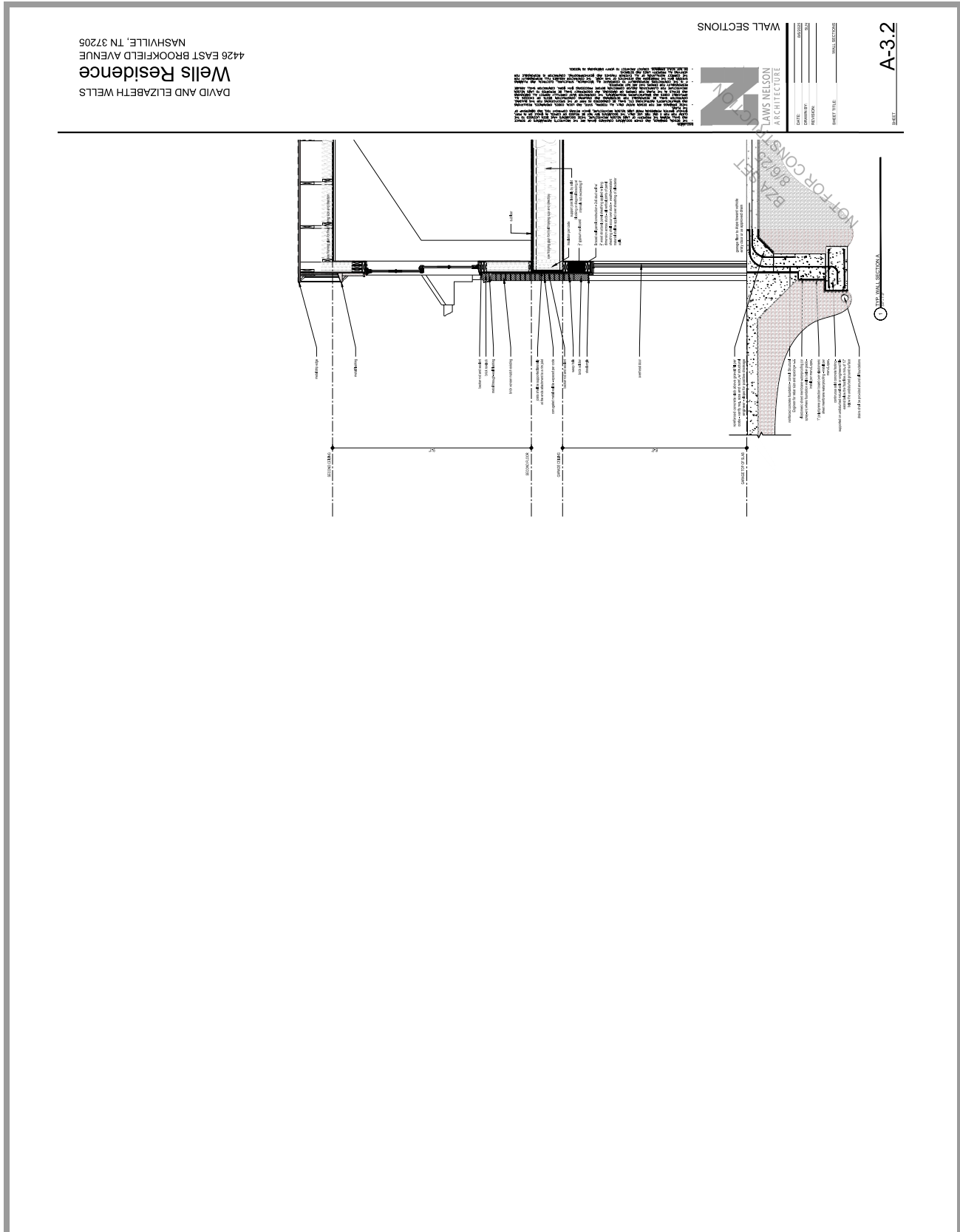
- **ANY REPAIRS SHALL BE ACCORDING TO THE STRUCTURAL PLANS FOR THE AREA AND SECTION. ADJUST BRACING OR ANCHOR BOLT OUT ACCORDING TO FLOOR AS SHOWN AS REQUIRED TO MAINTAIN A POSSIBLE FLOOR STRUCTURAL PLANS FOR THE AREA AND SECTION. ADJUST BRACING AND ANCHOR BOLTS TO MAINTAIN FLOOR AS SHOWN AS REQUIRED TO MAINTAIN OTHER CODES AND STRUCTURAL REQUIREMENTS FOR ALL CONDITIONS.**
- **ALL REPAIRS TO FLOOR SHALL BE UP TO ADJACENT WALL NO. 10068 UNLESS NOTED OTHERWISE. 2" DROP FLOOR FINISHED AS NECESSARY.**
- **CONCRETE SHALL BE 4000 PSI. FINISHED STRUCTURAL BRACING FOR THE STRUCTURAL WALL BEAMS AND COLUMN AS SHOWN AS REQUIRED TO BE EXPOSED ON ANY EXPOSED CORNER.**
- **ALL REPAIRS TO THE EXISTING WALLS, IN ORDER TO MEET THE MINIMUM DESIGN REQUIREMENTS FOR EARTH TO GRADE AND WIND RESISTANCE, ALL REPAIRS SHALL BE TO THE SAME CODES AS THE ORIGINAL.**

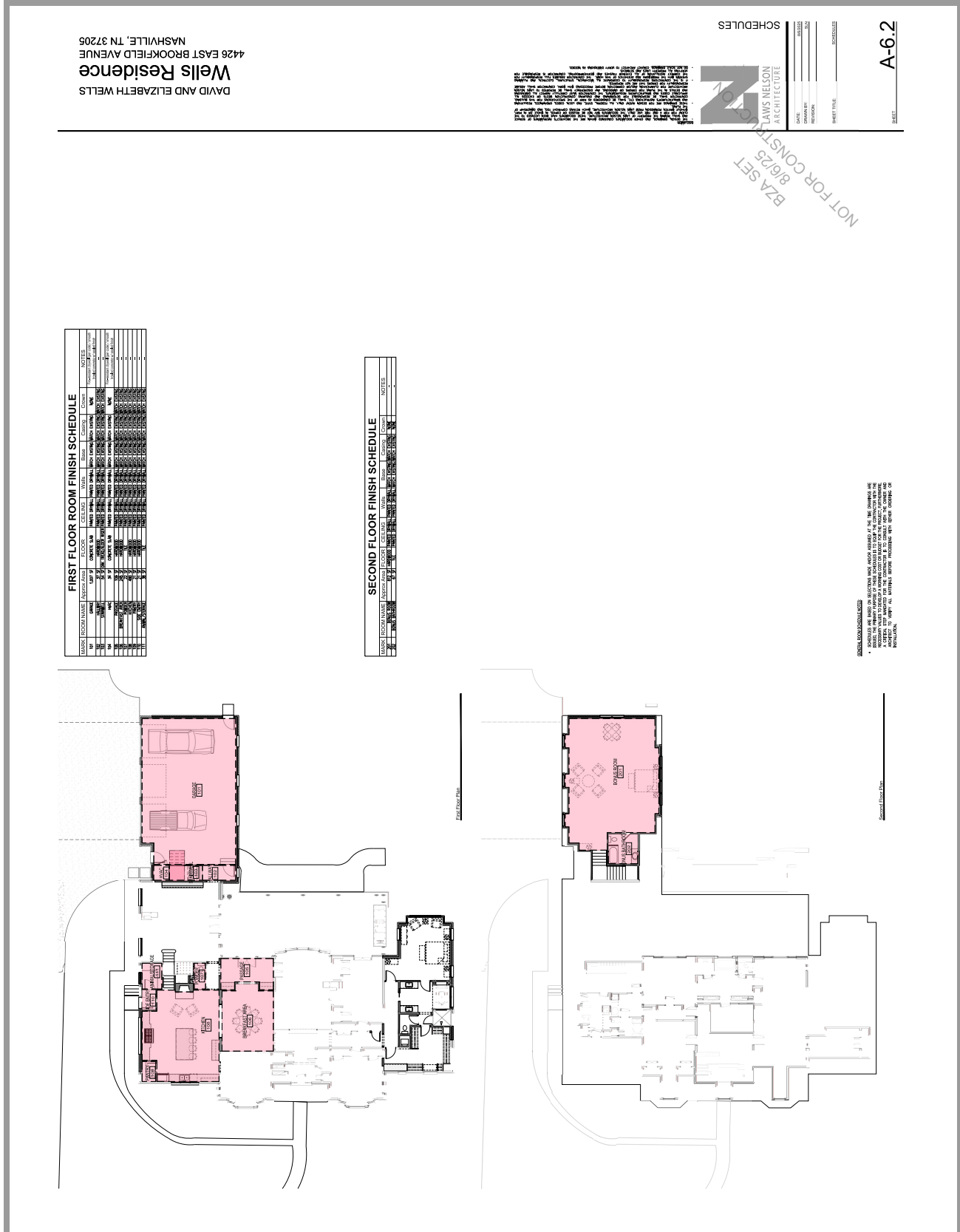












Staff Report

Agenda No.: III.C.
Case No.: A25-61
Staff: Mary Samaniego, Planning Director
Applicant: The Wells family
Request: Variances for the side yard setback.
Location: 4426 E. Brookfield Avenue

Summary:

The applicant/property owner is requesting a variance to allow the construction of an addition within the side yard setback. The specific request is to construct approximately 400 square feet bedroom addition to the side of the residence approximately 38' from the side property line.

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 1.18 acres (51,443 square feet).
2. The existing dwelling was constructed in 1954 and has a Cape Cod architectural style.
3. The proposed project includes an addition of a three car garage with new living area above garage, a new/renovated kitchen where existing two car garage is located, and a new master suite addition/renovation on first level.
4. Per Section 14-205(1)(b)(i) of the Zoning Ordinance, the square footage of footprint shall not exceed twelve percent (12%) of the lot area. The allowable footprint for the proposed lot is 6,173 square feet. The existing residence has a building footprint of 4,153 square feet. The proposed addition of 1,542 square feet will then provide as overall building footprint of 5,695 square feet.
5. Per Section 14-205(1)(b)(ii) of the Zoning Ordinance, the allowable Floor Area Ratio (FAR) for lots more than forty thousand (40,000) square feet is .20. For the subject property, the allowable area per the FAR equation is 10,288 square feet. The existing residence has a building area of 4,998 square feet. The proposed addition of 2,279 square feet will then provide as overall building area of 7,277 square feet.
6. Per Section 14-203 Table 1, the Residence A zoning district requires the side yard setback at 20% of the lot width at the building line which is 36' to the north and 44' to the south. The applicant is proposing the addition at 38' from the south property line or a 6' encroachment.

Findings of Fact and Staff Recommendation:

The standards of proof required for Variances are established in the Zoning Ordinance. The Board of Zoning Appeals has the authority to grant such variance as will not be contrary to the

public interest and under the restrictions established with the Zoning Ordinance which states that if the property had on August 16, 1950, an extraordinarily unusual shape, size or topographic feature(s) as compared to other properties in the immediate neighborhood, then the Board of Zoning Appeals may grant a variance based on the following findings of fact:

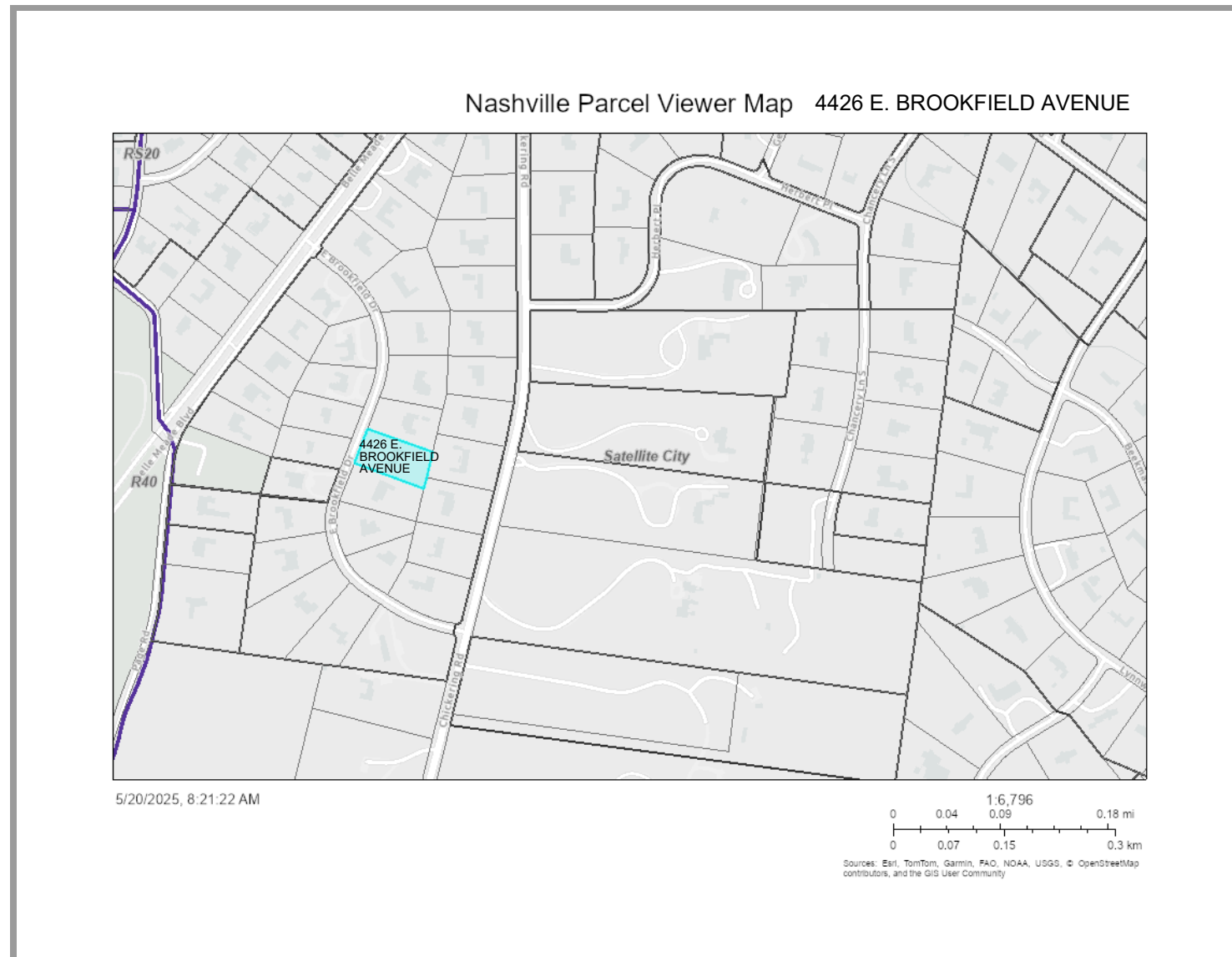
1. As to any piece of property existing as a separate lot or tract as of the date of adoption of this ordinance, the board of zoning appeals shall have power and authority to approve variances from the strict application of this chapter, where, by reason of exceptional narrowness, shallowness, exceptional topographic conditions, or other extraordinary and exceptional situation or condition of a specific piece of property, the strict application of the zoning ordinance would result in practical difficulties to or exceptional or undue hardship upon the owner of such property, provided that such relief may be granted without detriment to the public good and without substantially impairing the intent and purpose of the zoning ordinance of the City, and such resulting construction will not be out of harmony with other homes in the neighborhood.

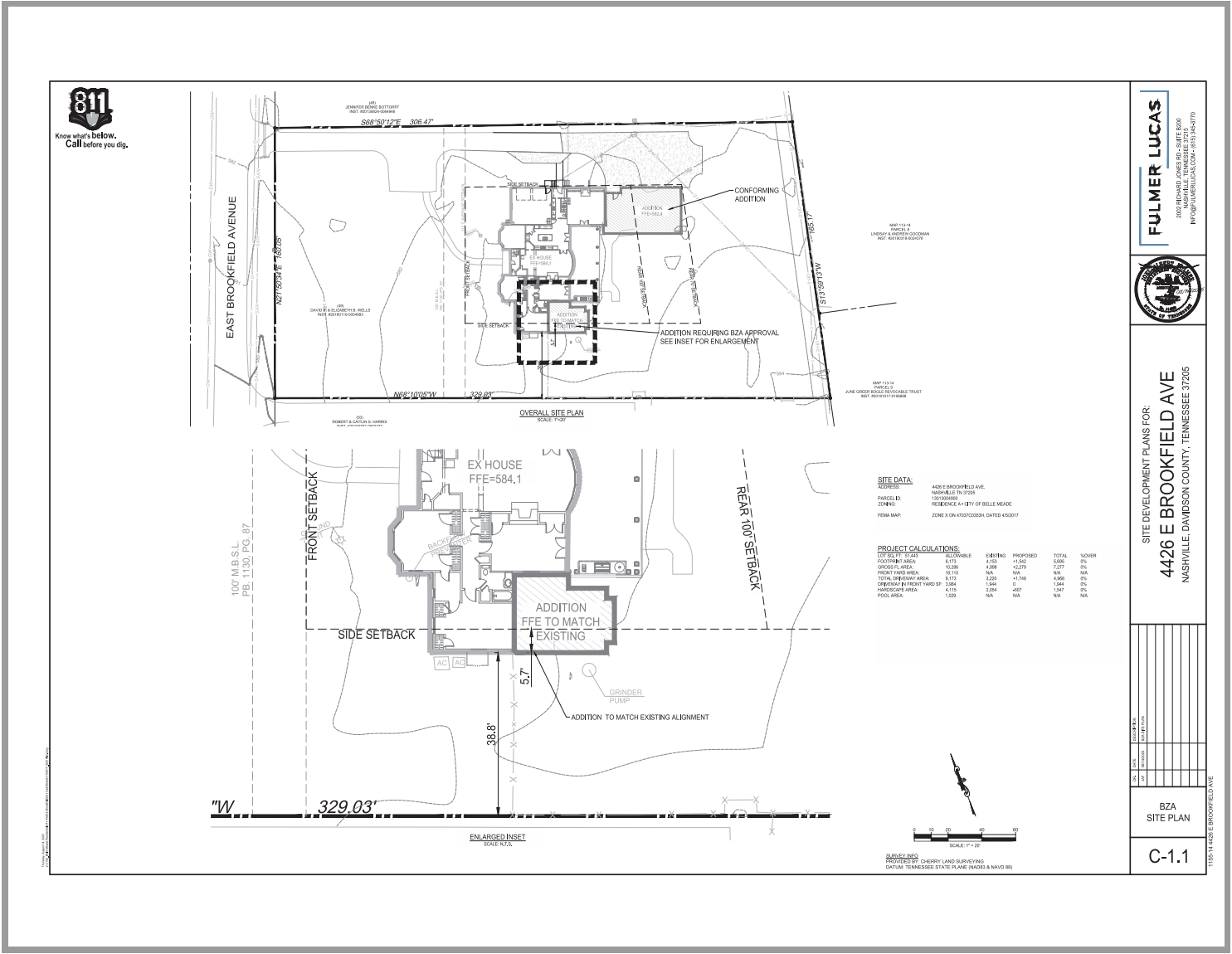
The applicant is proposing to exceed the side setbacks that were adopted in the Zoning Ordinance to benefit the public good. The purpose and intent of these design and bulk provisions, in staff's professional opinion, is to ensure that the placement and scales of dwellings ensures this development pattern of large, open yards. The proposed project is relatively small at 130 square feet and will follow the existing building line. Therefore, it should not add visible bulk to the property witnessed from surrounding properties

Staff recommends approval of the variance requests based on the written findings of fact.

Attachments:

1. Location Map
2. Staff Analysis of Site Plan





Application

OWNER INFORMATION

Property Owner Email Address: Property Owner Phone: Is Owner Applicant? ☐ Yes ☒ No

PROPOSED ACTIVITY

Reason for Request:

Project Calculations:

F.A.R. = LOTS <40,000 sq. ft. x .225 = LOTS > 40,000 sq. ft. x .196 =

Lot Square Ft	Allowable	Existing	Proposed	% Over
FOOTPRINT AREA	5403	4260	5402	
GROSS FLOOR AREA (F.A.R. X LOT SQ. FT.)	9005	5159	7739	
FRONT YARD AREA	10378			
TOTAL DRIVEWAY AREA	5403	4777	4777	
DRIVEWAY IN FRONT YARD AREA	2283	2595	2595	16
HARDSCAPE AREA	3602	1687	1803	
POOL AREA	900		151	
F.A.R. =	45026			
LOTS <40,000 sq. ft. x .225 =				
LOTS > 40,000 sq. ft. x .196 =	9005			

Variance Approval Criteria

What special circumstances or conditions apply to the building or land by reason of exceptional narrowness, shallowness, exceptional topographic conditions, or other extraordinary and exceptional situation or condition of a specific piece of property?

How would the strict application of the zoning ordinance result in practical difficulties to or exceptional or undue hardship upon the owner of such property?

How would the granting of this variance be without detriment to the public good and without substantially impairing the intent and purpose of the zoning ordinance of the City?

N/A

How would the resulting construction not be out of harmony with other homes in the neighborhood?

N/A

In Step 5 of the Application, please attach the below document(s):

1. Survey (signed and sealed by a registered surveyor) of lot and topographic contours
2. Site plan (1 inch = 30 feet)
 - Show existing and proposed structures
 - Building envelope
 - Show all topographic elevations, existing grade, finished grade, Finished Floor Elevations

I certify under penalty of perjury that I am the owner or authorized agent of the above property and the information furnished by me is true and correct to the best of my knowledge. I certify that all applicable federal, state, county, and City of Belle Meade requirements for the work authorized by this permit shall be met.

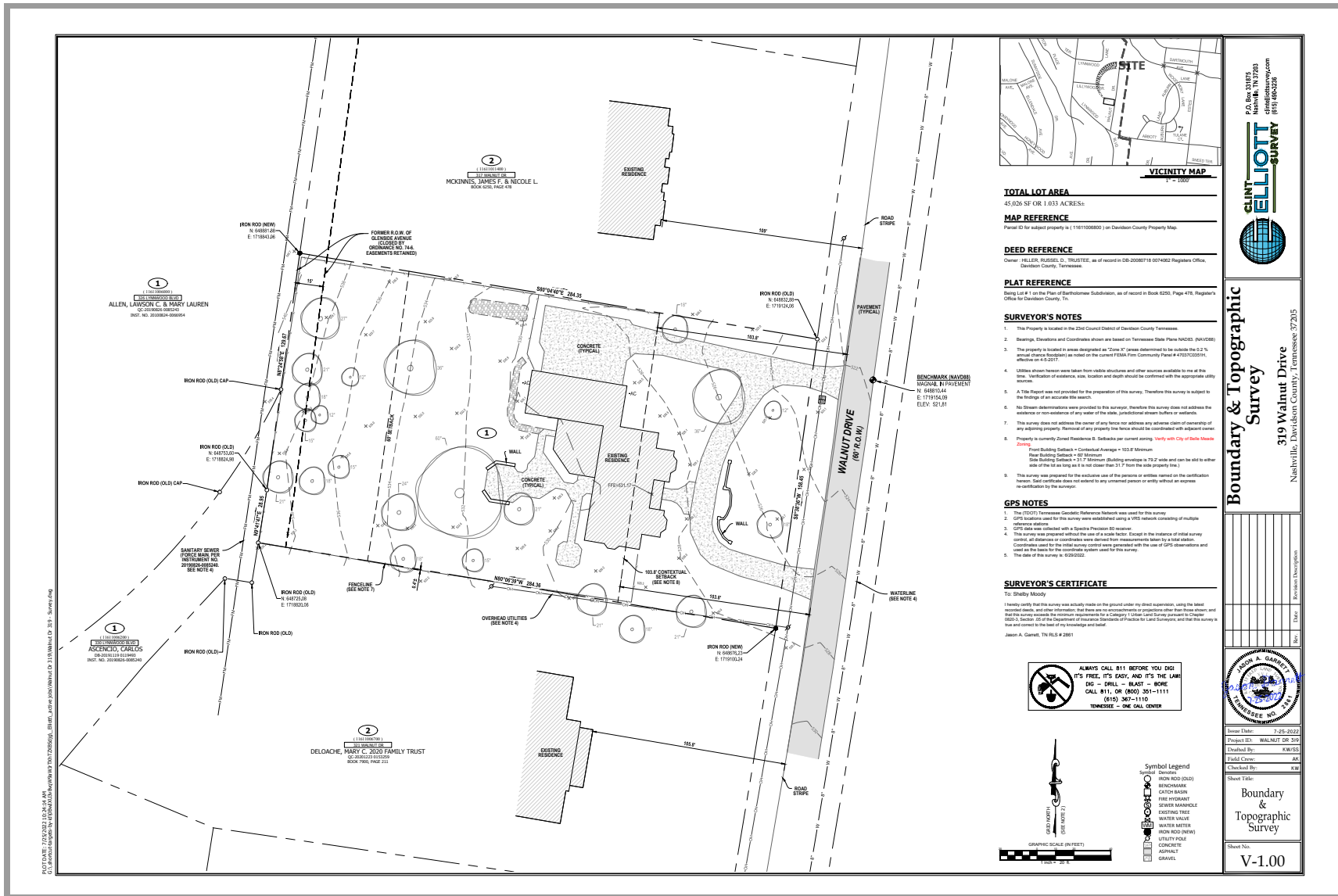
Van Pond, Jr. AIA - Architect

2025-08-14

Typed Signature of Applicant or Owner

Date

CLICK SAVE BEFORE CLICKING COMPLETE APPLICATION







Staff Report

Agenda No.: III.D.
Case No.: A25-60
Staff: Mary Samaniego, Planning Director
Applicant: Russel D. Hiller, Trustee
Request: Approval of a conditional use for a swimming pool
Location: 319 Walnut Drive

Summary:

The applicant and property owner are requesting a Conditional Use for a swimming pool. The existing residence was constructed in 1989. The residence includes a three car garage and rear patio.

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 1.03 acres (45,026 square feet) and is a rectangular shaped with frontage on Walnut Drive.
2. The lot is slightly sloped with a 14' grade change and does not have any regulatory floodplain or water features.
3. Per Section 14-205(1)(d) of the Zoning Ordinance, the square footage of the surface area of the water in a swimming pool as compared to the lot size shall not exceed two percent (2%) of lot. The allowable area of water within a pool for the proposed lot is 901 square feet. The proposed area of water in the swimming pool is 151 square feet.
4. Per Section 14-205(1)(c) of the Zoning Ordinance, the square footage of hardscape, which shall include the maximum swimming pool area, as compared to the lot size shall not exceed eight percent (8%) of the lot area. The allowable area of hardscape including the pool for the proposed lot is 3,602 square feet. The proposed area of the hardscape including the pool is 1,803 square feet.
5. The proposed swimming pool and associated equipment are entirely inside of the established building envelope (see attached Staff Analysis of Site Plan).
6. A portion of the required 6' fence enclosure will be provided by a non-conforming fence that begins at the front side edge of the existing residence.

Findings of Fact and Staff Recommendation:

The standards of proof required for each individual Conditional Use are established in the Zoning Ordinance. The Board of Zoning Appeals shall have power and authority to authorize the issuance of permits for Conditional Use in the following findings of fact for the particular use

and/or structure per Section 14-208(4) and Table 2:

1. The grant of any conditional use permit shall be subject to such conditions and safeguards as the board may require for the protection of the character of the community, including but not limited to provisions for vegetative screening, controls on lighting, a finding by the board that the conditional use will not interfere substantially with the use and enjoyment of their property by adjacent owners and a finding that the proposed use also meets all specific standards for such use found in this chapter and in Appendices A-F. *There is a proposed planting plan and existing property line shrubs is anticipated to adequately screen the swimming pool from the adjoining properties.*
2. Swimming pools must be within the building envelope and included in hardscape calculations. Also, swimming pools must be enclosed by a fence or wall not less than six feet (6') in height above the exterior adjoining grade. *The site plan illustrates compliance with the fencing requirements of this provision. The proposed swimming pool is 151 square feet and is within the allowable hardscape maximums per the Zoning Ordinance.*

Staff recommends approval of the conditional uses based on the written findings of fact.

Attachments:

1. Location Map
2. Staff Analysis

