



**CITY OF BELLE MEADE
HISTORIC ZONING COMMISSION
REGULAR MEETING AGENDA PACKET
OCTOBER 14, 2025, 03:00 PM**



**AGENDA HISTORIC ZONING COMMISSION
REGULAR MEETING
OCTOBER 14, 2025, 03:00 PM
BELLE MEADE CITY HALL, 4705 HARDING PIKE**

TO ALL MEMBERS OF THE HISTORIC ZONING COMMISSION AND 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.citybellemeade.org. The meeting will also be available through Live Stream on the city website.

I. Call to Order

II. Approval of Minutes

Consideration of the Minutes of the Historic Zoning Commission meeting held September 9, 2025.

Attachment: [HZC Minutes September 9 2025.pdf](#)

III. Unfinished Business - None.

IV. New Business

A. The application for a Certificate of Appropriateness, #A25-64, of the Wilt family, 4420 Warner Place, for an addition to a single family residence.

Attachment: [100_historic-12sept2025_1.pdf](#)
Attachment: [certificateof_appropriatenessApplication.pdf](#)
Attachment: [historic-10sept2025.docx](#)
Attachment: [SITE_CALCULATIONS -wilt.xlsx](#)
Attachment: [STAFF_REPORT_4420_Warner_PL_ADD..pdf](#)

B. The application for a Certificate of Appropriateness, #A25-68, of the Phillips family, 617 Lynwood Boulevard, for an addition to a single family residence.

Attachment: [APPLICATION.pdf](#)
Attachment: [104_2025-09-19_-CEP_BMHZC-SET-PROGRESS.pdf](#)
Attachment: [104_2_CEP-LYNWOOD_L1.1.pdf](#)
Attachment: [104_1_CEP-LYNWOOD_L1.0.pdf](#)
Attachment: [104_3_CEP-LYNWOOD_L1.2.pdf](#)
Attachment: [104_4_CEP-LYNWOOD_X1.1.pdf](#)
Attachment: [104_4_CEP-LYNWOOD_X1.1-CAD.pdf](#)
Attachment: [104_5_CEP-LYNWOOD_X1.2.pdf](#)
Attachment: [104_5_CEP-LYNWOOD_X1.2-CAD.pdf](#)
Attachment: [104_6_CEP-LYNWOOD_X1.3-CAD.pdf](#)
Attachment: [104_8_CEP-LYNWOOD_X4.2.pdf](#)
Attachment: [104_7_CEP-LYNWOOD_X4.1.pdf](#)
Attachment: [104_6_CEP-LYNWOOD_X1.3.pdf](#)
Attachment: [104_9_CEP-LYNWOOD_A1.1.pdf](#)
Attachment: [104_10_CEP-LYNWOOD_A1.2.pdf](#)
Attachment: [104_11_CEP-LYNWOOD_A1.3-CAD.pdf](#)

Attachment: [104_12_CEP-LYNWOOD_A4.1.pdf](#)
Attachment: [104_13CEP-LYNWOOD_A4.2.pdf](#)
Attachment: [104_14CEP-LYNWOOD_A4.3.pdf](#)
Attachment: [104_16_CEP-LYNWOOD_A5.1.pdf](#)
Attachment: [104_15CEP-LYNWOOD_A4.4.pdf](#)
Attachment: [104_17_CEP-LYNWOOD_H1.0.pdf](#)
Attachment: [104_18_CEP-LYNWOOD_H2.0.pdf](#)
Attachment: [STAFF REPORT 617 Lynwood Blvd HZC.pdf](#)

C.The application for a Certificate of Appropriateness, #A25-70, of the Levy family, 4430 E. Brookfield Avenue, for an addition to a single family residence.

Attachment: [APPLICATION.pdf](#)
Attachment: [106_4430_E-Brookfield-Ave_Levy-Residence_HZC-Submission-Reduced.pdf](#)
Attachment: [STAFF REPORT 4430 E Brookfield Ave HZC.pdf](#)

D.The application for a Certificate of Appropriateness, #A25-71, of the Smartt family, 420 Sunnyside Drive, for a demolition to a single family residence.

Attachment: [HZC-Certificate-of-Appropriateness-420 Sunnyside Drive DEMO.pdf](#)
Attachment: [107_Smartt_Boundary--Topographic-Survey.pdf](#)
Attachment: [Neighbor House Pictures.pdf](#)
Attachment: [Existing Property Pictures.pdf](#)
Attachment: [STAFF REPORT 420 Sunnyside Dr.pdf](#)

E.The application for a Certificate of Appropriateness, #A25-73, of the Glezer family, 717 Lynwood Boulevard, for a demolition to a single family residence.

Attachment: [Application.pdf](#)
Attachment: [PHOTOS.pdf](#)
Attachment: [STAFF REPORT 717 Lynwood Blvd.pdf](#)

V.Other Public Comment

VI.Adjourn

The next scheduled meeting of the Historic Zoning Commission will be held Tuesday, November 11, 2025 at Belle Meade City Hall.



**AGENDA HISTORIC ZONING COMMISSION
REGULAR MEETING
SEPTEMBER 9, 2025, 3:00 PM
BELLE MEADE CITY HALL, 4705 HARDING PIKE**

TO ALL MEMBERS OF THE HISTORIC ZONING COMMISSION AND 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.citybellemeade.org. The meeting will also be available through Live Stream on the city website.

I. Call to Order

II. Approval of Minutes

Consideration of the Minutes of the Historic Zoning Commission meeting held August 12, 2025.

III. New Business

- A. The application for a Certificate of Appropriateness, #A25-59, of the Phillips family, 403 W. Tyne Drive, for an addition to a single family residence.

IV. Other Public Comment

V. Adjourn

The next scheduled meeting of the Historic Zoning Commission will be held Tuesday, October 14, 2025 at Belle Meade City Hall.



ELIZABETH POGUE ARCHITECT

4420 WARNER PLACE – SITE MAP



ELIZABETH POGUE ARCHITECT

4420 WARNER PLACE – AERIAL VIEW



ELIZABETH POGUE ARCHITECT

4420 WARNER PLACE – STREET VIEW



ELIZABETH POGUE ARCHITECT

4420 WARNER PLACE – EXISTING HOUSE PHOTOS



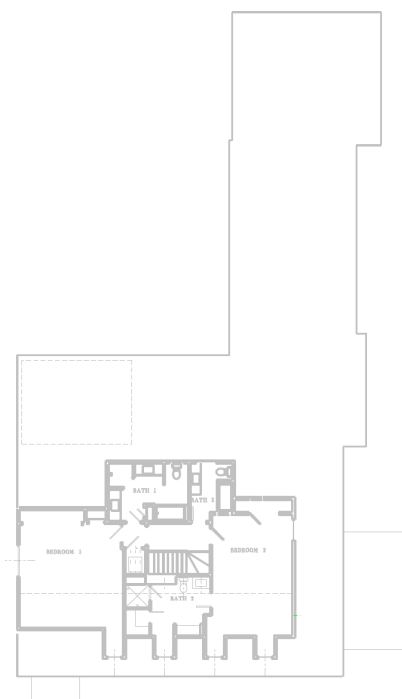
ELIZABETH POGUE ARCHITECT

4420 WARNER PLACE – NEIGHBORING HOUSE PHOTOS

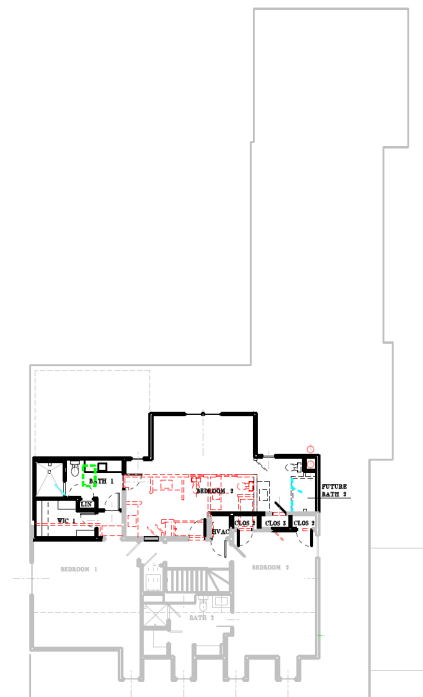


ELIZABETH POGUE ARCHITECT

4420 WARNER PLACE – INSPIRATION PHOTOS



EXISTING UPPER LEVEL PLAN



PROPOSED UPPER LEVEL PLAN

ELIZABETH POGUE ARCHITECT

4420 WARNER PLACE – FLOOR PLANS



FRONT ELEVATION



FRONT ELEVATION

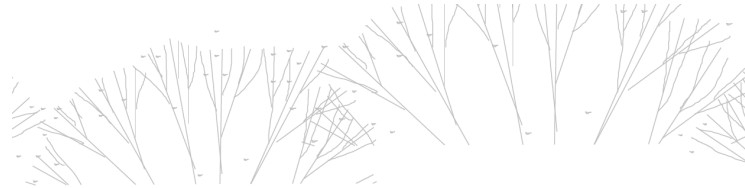
NOTE: REPLACE EXISTING ROUND TAPERED COLUMNS WITH SLIGHTLY LARGER SQUARE COLUMNS

ELIZABETH POGUE ARCHITECT

4420 WARNER PLACE – FRONT ELEVATION



REAR ELEVATION

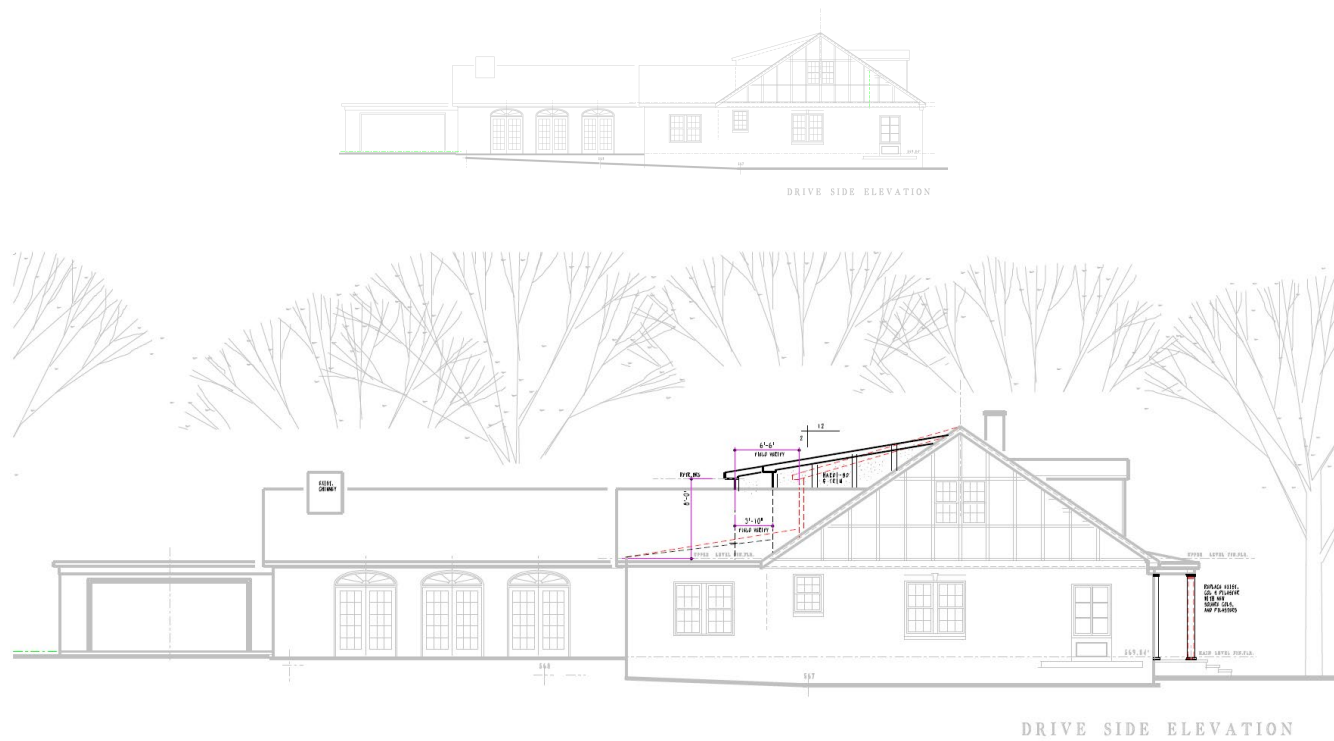


REAR ELEVATION

NOTE: ADD NEW SHED DORMER TO EACH SIDE AND EXTEND CENTER SECTION OUT AN ADDITIONAL 6'-6" FROM EXISTING SHED DORMER

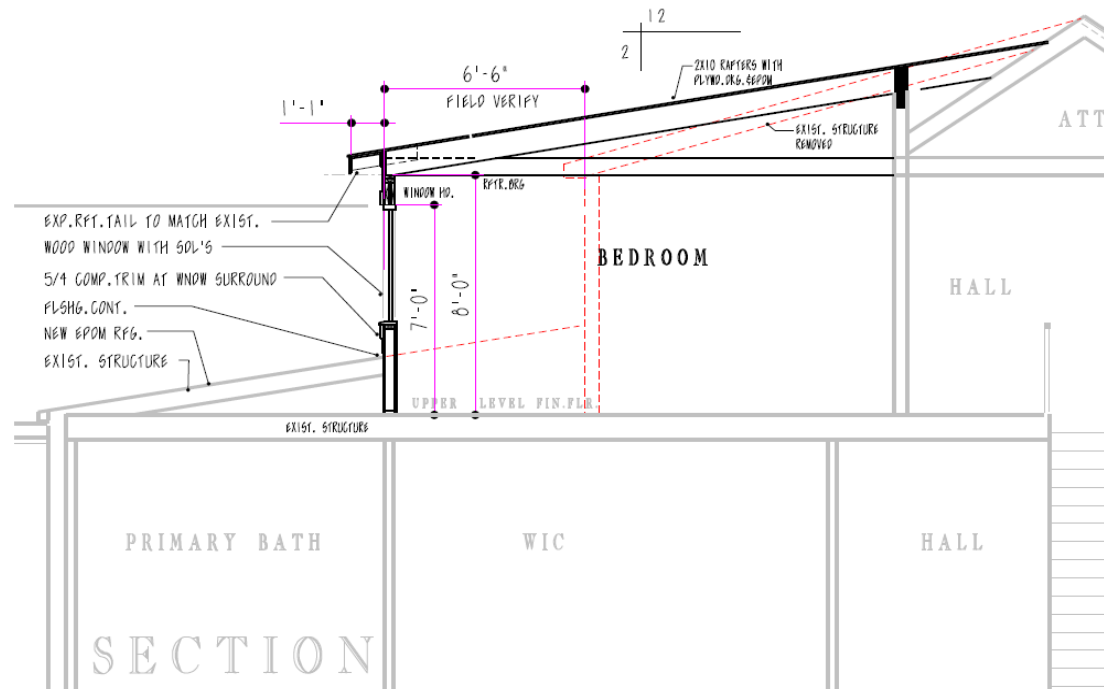
ELIZABETH POGUE ARCHITECT

4420 WARNER PLACE – REAR ELEVATION



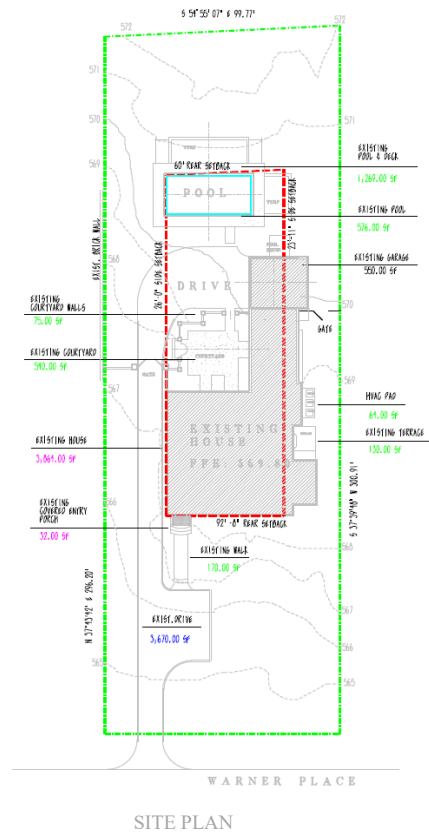
ELIZABETH POGUE ARCHITECT

4420 WARNER PLACE – DRIVE ELEVATION



ELIZABETH POGUE ARCHITECT

4420 WARNER PLACE – SECTION



ELIZABETH POGUE ARCHITECT

4420 WARNER PLACE – SITE PLAN

TOTAL LOT AREA		29,787.5f			
FOOTPRINT = 13%				ALLOWABLE FOOTPRINT 3,574.44 SF	
EXISTING	1,146.00 SF	TOTAL CHANGE	1,146.00 SF	NET CHANGE	0.00 SF
FRONT PORCH	32.00 SF	FRONT PORCH	32.00 SF		
HOUSE	3,064.00 SF	HOUSE	3,064.00 SF		
GARAGE	550.00 SF	GARAGE	550.00 SF		
FAR				ALLOWABLE FAR = .225 6,702.00 SF	
EXISTING	5,623.00 SF	TOTAL CHANGE	6,031.00 SF	NET CHANGE	111 SF
HOUSE-MAIN	3,064.00 SF	HOUSE-MAIN	3,064.00 SF		
HOUSE-UPPER	1,209.00 SF	HOUSE-UPPER	1,603.00 SF		
GARAGE	550.00 SF	GARAGE	550.00 SF		
DRIVEWAY 12%				ALLOWABLE DRIVE 3,574.44 SF	
EXISTING	3,670.00 SF	TOTAL CHANGE	3,670.00 SF	NET CHANGE	0.00 SF
DRIVE IN FRONT 22%				FRONT YARD SQ. FT. 9,172.00 ALLOWABLE DRIVE 2,017.00	
EXISTING	1,669.00 SF	TOTAL CHANGE	0.00 SF	NET CHANGE	0.00 SF
HARDSCAPE & POOL 8%				ALLOWABLE HARDSCAPE 2,353.00 SF	
EXISTING	2,286.00 SF	TOTAL CHANGE	2,286.00 SF	NET CHANGE	0.00 SF
FRONT PORCH	32.00 SF	FRONT PORCH	32.00 SF		
SIDE TERRACE	150.00 SF	SIDE TERRACE	150.00 SF		
COURTYARD	540.00 SF	COURTYARD	540.00 SF		
COURTYARD WALLS	75.00 SF	COURTYARD WALLS	75.00 SF		
POOL & DECK	1,269.00 SF	POOL & DECK	1,269.00 SF		
WALKS, PATS & BULLS	224.00 SF	WALKS, PATS & BULLS	224.00 SF		
POOL 2%				ALLOWABLE POOL 595.00 SF	
EXISTING	576.00 SF	TOTAL CHANGE	0.00 SF	NET CHANGE	0.00 SF
ACCESSORY AREA 15%				ALLOWABLE 4,468.00 SF	
EXISTING	1,269.00 SF	TOTAL CHANGE	1,269.00 SF	NET CHANGE	0.00 SF



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.

PROPERTY OWNER or APPLICANT

NAME: ELIZABETH POGUE OWNER: BETSY VILT
ADDRESS: 817 WILSON BLVD. NASHVILLE, TN 37215
EMAIL: ekpogue@gmail.com betsyvilt@me.com
PHONE NUMBER: 615.337.7167
RELATIONSHIP TO OWNER: Contractor _____ Architect ☒ Other (explain) _____

PROPERTY DESCRIPTION & LOCATION

ADDRESS: 4420 WARNER PLACE
AGE/YEAR OF STRUCTURE: 1920-1929 PROPERTY OF SIGNIFICANCE (1901-1939) ☒ YES
PROPERTY OF CONSERVATION (1940-2000) _____ YES
PROPERTY LESS THAN 50 YEARS _____ YES
PROPOSED WORK REQUIRING CERTIFICATE OF APPROPRIATENESS (COA):
____ New Construction _____ Demolition _____ Exterior Alteration or Repair ☒ Addition
DEFINED ARCHITECTURAL STYLE: BUNGALOW
DESCRIBE PROPOSED WORK: EXISTING SHED DORMER ON REAR
ROOF TO BE WIDENED ON EACH SIDE AND LENGTHENED
IN THE CENTER SECTION

PROJECT CALCULATIONS

LOT SQ. FT: <i>29,787.00</i> sf	ALLOWABLE	EXISTING	PROPOSED	TOTAL	% OVER ALLOWABLE
FOOTPRINT AREA	<i>3,574.44</i>	<i>4,446.00</i>	<i>NO CHANGE</i>	<i>4,446.00</i>	<i>1.24</i>
GROSS FLOOR AREA (*F.A.R. X LOT SQ. FT.)	<i>6,702.00</i>	<i>5,623.00</i>	<i>+ 411.00</i>	<i>6,034.00</i>	<i>NA</i>
FRONT YARD AREA <i>9,172.00</i>					
TOTAL DRIVEWAY AREA	<i>3,574.44</i>	<i>3,670.00</i>	<i>NO CHANGE</i>	<i>3,670.00</i>	<i>1.02</i>
DRIVEWAY IN FRONT YARD AREA	<i>2,017.00</i>	<i>1,669.00</i>	<i>NO CHANGE</i>	<i>1,669.00</i>	<i>NA</i>
HARDSCAPE AREA	<i>2,383.00</i>	<i>2,280.00</i>	<i>NO CHANGE</i>	<i>2,280.00</i>	<i>NA</i>
POOL AREA	<i>595.00</i>	<i>576.00</i>	<i>NO CHANGE</i>	<i>576.00</i>	<i>NA</i>
* F.A.R. = LOTS < 40,000 sq. ft. and RES C x .225 = LOTS > 40,000 sq. ft. x .200 =					

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

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

➤ 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

BUILT BETWEEN 1920-1929

Is the property habitable?

YES

Give a compelling reason for demolition of property

NA

Describe the proposed reuse of existing materials, if any?

NA

➤ **New Construction and Additions:**

New Construction Material List Description

Window Manufacturer:

MARVIN OR SIERRA PACIFIC DBL HUNG

Railings, Columns, Pilasters:

WOOD

Window Material:

WOOD

Chimney Material:

EXISTING

Frame Material:

WOOD

Roofing Material:

SHINGLES & EPDM ON
LOW SLOPE ON REAR

Windowsills:

COMPOSITE TRIM

Exterior Doors:

EXISTING

Brick, Painted/Natural:

EXISTING

Eaves/Cornice:

EXISTING

Brick/Stone Thickness:

EXISTING

Gutters:

EXISTING

Clapboard Material:

HARDY-BD & TRIM

Gutter Dimensions:

EXISTING

Clapboard Dimensions/Reveal:

HALF TIMBER TO MATCH EXIST.

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: Elizabeth Poye

Date: 29 JULY 2025

The following attachment is not a PDF, so a link to the native file format is being provided instead:

[historic-10sept2025.docx \(LINK\)](#)

The following attachment is not a PDF, so a link to the native file format is being provided instead:

[SITE CALCULATIONS -wilt.xlsx \(LINK\)](#)

Staff Report

Agenda No.: IV.A.

Case No.: A25-64

Staff: Mary Samaniego, Planning Director

Applicant: The Wilt family

Request: Certificate of Appropriateness for an addition to a single-family residence.

Location: 4420 Warner Place

Summary:

The applicant/owner, the Wilt family, is requesting Certificate of Appropriateness approval for an addition to a single-family residence. Specifically, proposed work includes additions/expansion to the existing second-story shed dormer that will enhance both the functionality and aesthetic of the existing home while maintaining its architectural integrity. The designated architectural style is Bungalow 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 0.68 acres (29,787 square feet) and is rectangular lot with frontage on Warner Place.
2. The existing dwelling was constructed in 1925 with a two-car garage. It is one and a half stories and has a swimming pool in the rear yard. It appears that there was a major addition to the rear of the original residence at some point between 1957 and 1996.
3. The proposed second story addition will increase the gross floor area from 5,623 square feet to 6,034 square feet. Per the City of Belle Meade zoning ordinance, the maximum allowable is 6,702 square feet.
4. Due to its construction date, per the Belle Meade Citywide Conservation Overlay Design Guidelines, it is determined to be *a property of significance*.
5. The dwelling has been identified in the 2021 historical survey (DV-22732) as having: brick/frame construction type; gable roof with asphalt shingles; brick veneer wall covering; stationary wood windows; and one chimney.
6. The residence has been owned by the nine different families over the last 60 years.
7. The property is located within the Residence "B" zoning district and is not within the regulated floodplain.
8. Staff upon research did not find any significant architect or builder associated with this residence.

9. Materials list:

Window Manufacturer:

MARVIN OR SIERRA PACIFIC DBL HUNG

Railings, Columns, Pilasters:

WOOD

Window Material:

WOOD

Chimney Material:

EXISTING

Frame Material:

WOOD

Roofing Material:SHINGLES & EPDM ON
LOW SLOPE ON REARWindowsills:

COMPOSITE TRIM

Exterior Doors:

EXISTING

Brick, Painted/Natural:

EXISTING

Eaves/Cornice:

EXISTING

Brick/Stone Thickness:

EXISTING

Gutters:

EXISTING

Clapboard Material:

HARDI-BD & TRIM

Gutter Dimensions:

EXISTING

Clapboard Dimensions/Reveal:

HAVE TIMBER TO MATCH EXIST.

3

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 14-207(5), The Historic Zoning Commission shall rely upon the adopted guidelines for the district and give primary consideration to:

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, is reasonably related to the purpose of this part.

Properties of significance are those which are of particular architectural or historical significance to the early 20th century growth and development of the city. 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 other sections of these design guidelines. A property of significance is defined as follows:

- Generally, these will be properties built prior to 1939;
- Possess integrity of design, materials, workmanship, setting, location, feeling, and association, as defined for eligibility for listing in the National Register of Historic Places;

- Embody such other qualities and characteristics as in the judgment of the HZC should be considered significant to the historical and architectural context of the City of Belle Meade;
- Are listed or determined eligible for listing in the National Register of Historic Places, and/or determined to be a contributing property to an eligible historic district in the National Register of Historic Places; and/or
- Possesses one or more of the following criteria:
 - A broad cultural, political, economic, or social association with the historic development of the City of Belle Meade, the state, or the nation;
 - Identification with a historic person or with important events in the city, state, and/or national history;
 - Possesses distinguishing characteristics of an architectural type reflective of the dominant styles in the city and is inherently valuable for the study of a period, style, method of construction, or use of indigenous materials or craftsmanship;
 - Possesses authenticity of its period of significance as evidenced by the survival of its characteristics, historic fabric, and architectural elements from that period;
 - Is a notable work of a master builder, designer, or architect;
 - 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.

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.

In order to ensure the highest quality craftsmanship and construction the following guidelines shall be followed for the specific architectural elements:

1. Foundations: Most existing foundations are of stone, brick or concrete and these foundation materials are preferred for new construction. Split faced concrete block is not an acceptable foundation material. Veneer covering concrete foundation walls must be full bed depth masonry.
2. Siding: No siding material shall be vinyl, aluminum, or wood refaced with vinyl or aluminum. No exterior materials shall be thin veneer brick, stone, cultured stone or synthetic stone. Only wrapping an interior flue chase that penetrates the roof would be allow the tinner brick veneer. Materials such as Exterior Insulation Finishing System (EFIS) is not allowable for new construction. Materials such as wood, cementitious siding, solid brick or stone veneer, and true stucco over masonry are appropriate materials for new construction.
3. Front Doors: No front door shall be of aluminum or vinyl.
4. Front Porch: No front steps visible from the street shall be finished concrete.
5. Windows: Wood construction is preferred for windows, especially those on the fronts of dwellings. Aluminum clad windows may be used as alternative to full wood windows. Windows shall not incorporate vinyl or aluminum frames. New construction shall not incorporate storm windows.
6. Deck Material: No deck shall be constructed of vinyl clad materials.
7. Window Shutters: No shutters shall be plastic, vinyl or aluminum, must fit the window opening, and be mounted with operable hinges.
8. Fascia (Gutter Board) Material: No fascia board shall consist of wood refaced with vinyl or aluminum.
9. Gutters: No gutter shall have less than a six-inch (6") opening. Downspouts shall 14 be a minimum of three by four inches (3"x4") in circumference.
10. Chimneys: Chimneys located on exterior walls constructed of materials other than masonry or modular masonry (Isokern "type") may not be constructed. When chimneys are above the roofline, the materials may have a nominal thickness between 2" – 4". Chimneys may not be faced with vinyl, aluminum, wood refaced with vinyl or aluminum, thin veneer brick, thin veneer stone, cultured stone, or synthetic stone.
11. Paint: All paints shall be of a better quality than contractor grade paint. All proposed colors with brand names (Benjamin Moore – True White) with examples must be indicated on the proposed plans.
12. Roofing Materials: Roof slope ratio shall be appropriate for the proposed architectural style. Roof forms of gable and hipped variations are most appropriate for Belle Meade. Common roofing materials in Belle Meade include asphalt shingle, metal, clay tile, slate and cedar shake. Roofing materials of faux clay tiles, faux slate, etc. are prohibited. Shingles should be of a dark color, predominantly dark gray or brown. Asphalt shingles must be a minimum weight of at least 300lb per square and/or use 3-tab shingles. Metal roofs should be of traditional colors not

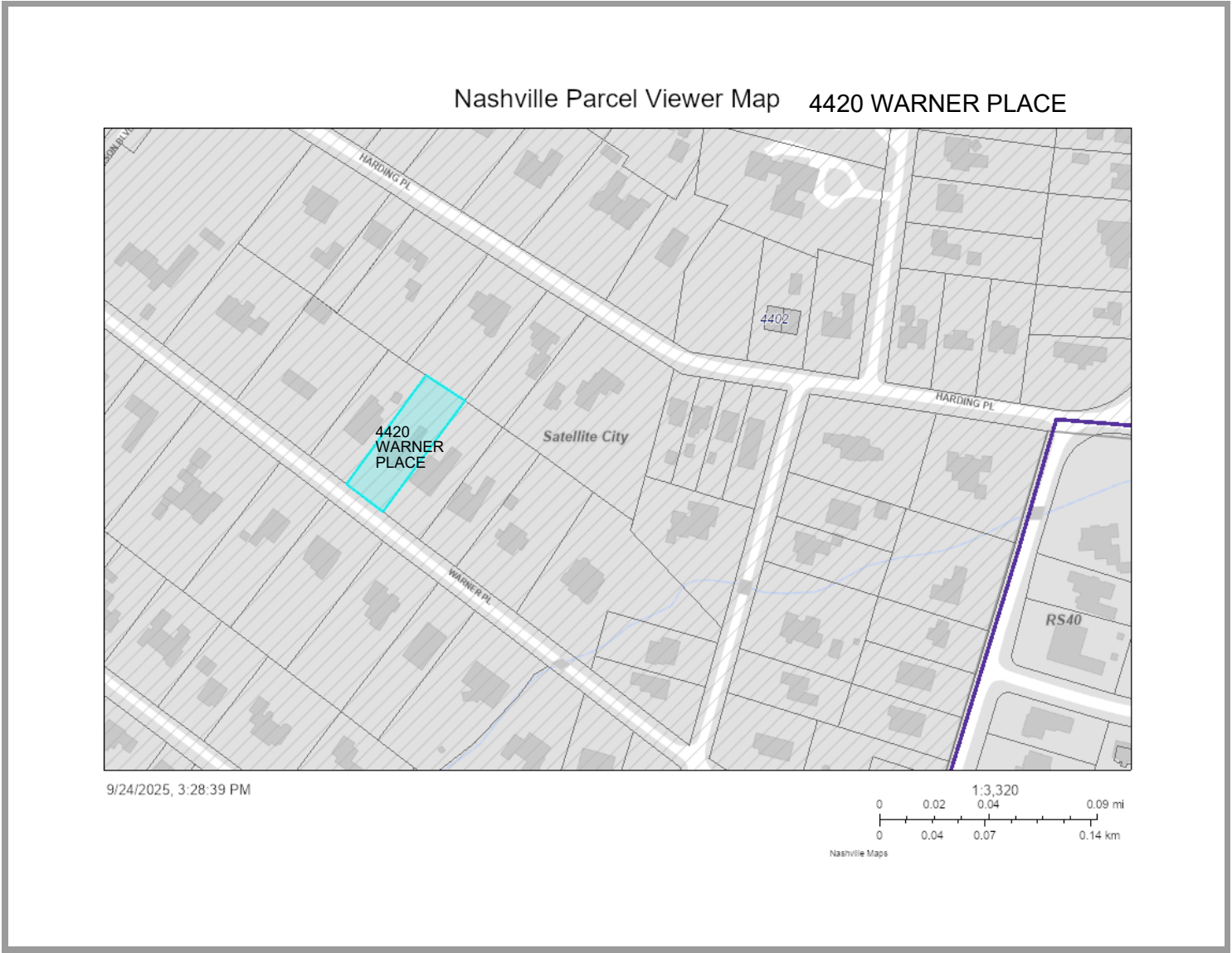
bright or glaring, and of traditional profile. All metal roofs shall be of a quality to include a sixty (60) year guarantee on finish and shall not use exposed screws.

13. Mechanical/Plumbing Vent Stacks: No vents shall be located on the portion of the structure's roof facing to the "front" as defined in the Zoning Code. All vents must be copper or painted to match roof color.
14. Garage Doors: No garage doors shall be vinyl, fiberglass or aluminum. No steel garage doors shall be less than twenty-four (24) gauge thickness. Each garage bay shall have a separate door.

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

Attachment:

1. Location Map



Historic Zoning Commission - Certificate of Appropriateness Application

OWNER INFORMATION

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

RELATIONSHIP TO OWNER:

☐ Contractor☐ Architect☐ Other (explain)

PROPERTY DESCRIPTION & LOCATION

 AGE/YEAR OF STRUCTURE☐ Yes ☐ No PROPERTY OF SIGNIFICANCE (1901-1939)☒ Yes ☐ No PROPERTY OF CONSERVATION (1940-2000)☐ Yes ☐ No PROPERTY LESS THAN 50 YEARS

PROPOSED ACTIVITY

☐ New Construction ☐ Demolition ☐ Exterior Alteration or Repair ☐ AdditionDefine Architectural Style

Reason for Request:

To add living space to the existing structure primarily at the rear of the structure, with a single-level portion extending to the South of the existing residence beyond the width of the existing residence. The focus of the addition is to architecturally complement and complete the intent of this residence which evolved from a single-story ranch-style into the current two-story Colonial-style structure.

Demolition of Structures:

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

Historical Significance

☐ Yes ☐ No Is the property habitable?

Give a compelling reason for demolition of property

Describe the proposed reuse of existing materials, if any?

New Construction Material List Description

Window Manufacturer:

Window Material:

Frame Material:

Windowsills:

Brick, Painted/Natural:

Brick/Stone Thickness:

Clapboard Material:

Clapboard Dimensions/Reveal:

Railings, Columns, Pilasters:

Chimney Material:

Roofing Material:

Exterior Doors:

Eaves/Cornice:

Gutters:

Gutter Dimensions:

Property of Significance

☐Yes ☐No A broad cultural, political, economic, or social association with the historic development of Belle Meade, the state, or the nation, and/or;

☐Yes ☐No Identification with a historic person or with important events in Belle Meade, state, and/or national history, and /or;

☐Yes ☐No 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;

☐Yes ☐No 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

☐Yes ☐No Is a notable work of a master builder, designer, or architect, and/or;

☐Yes ☐No Possesses or may likely yield information important in prehistory or history, and/or

☐Yes ☐No Possesses other qualities and characteristics that, in the judgment of the HZC should be considered for designation as a significant property.

In Step 5 of the Application, please attach the below document(s) for all types of CoA Applications:

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

Additional submittal requirements for **New Construction and Additions**:
A complete set of CAD plans at 1/4-inch scale.

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.

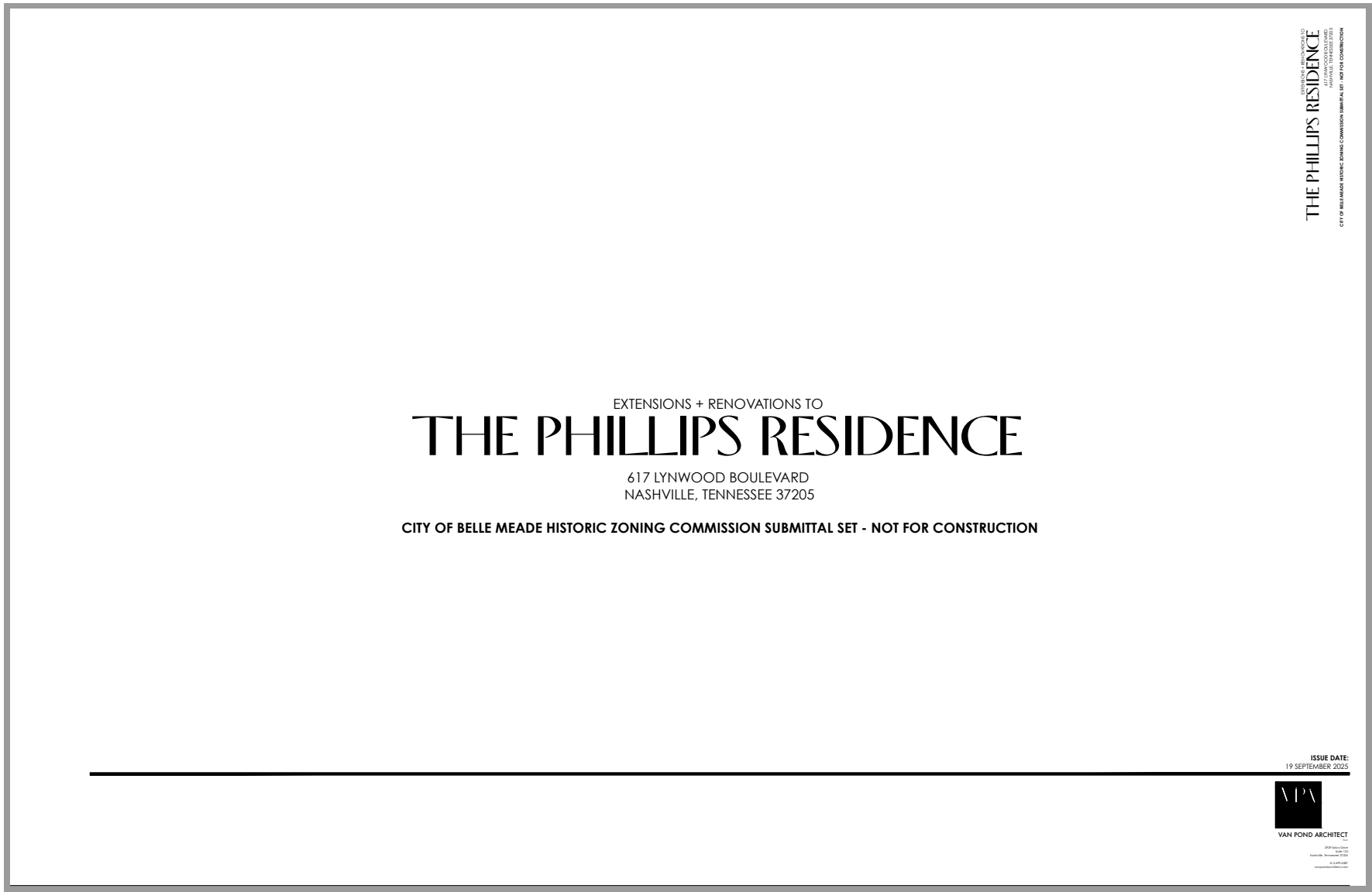
Van G. Pond, Jr. AIA

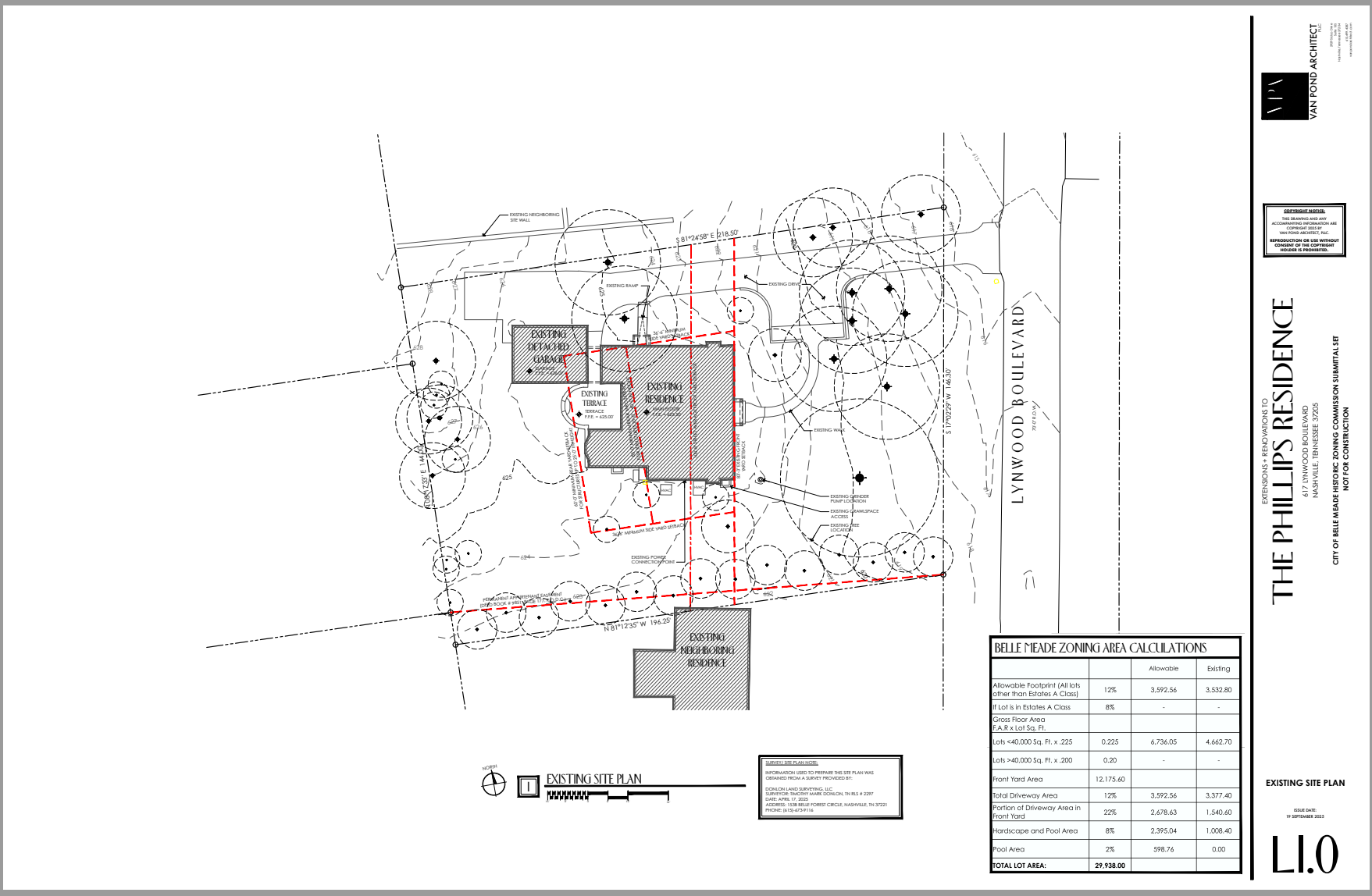
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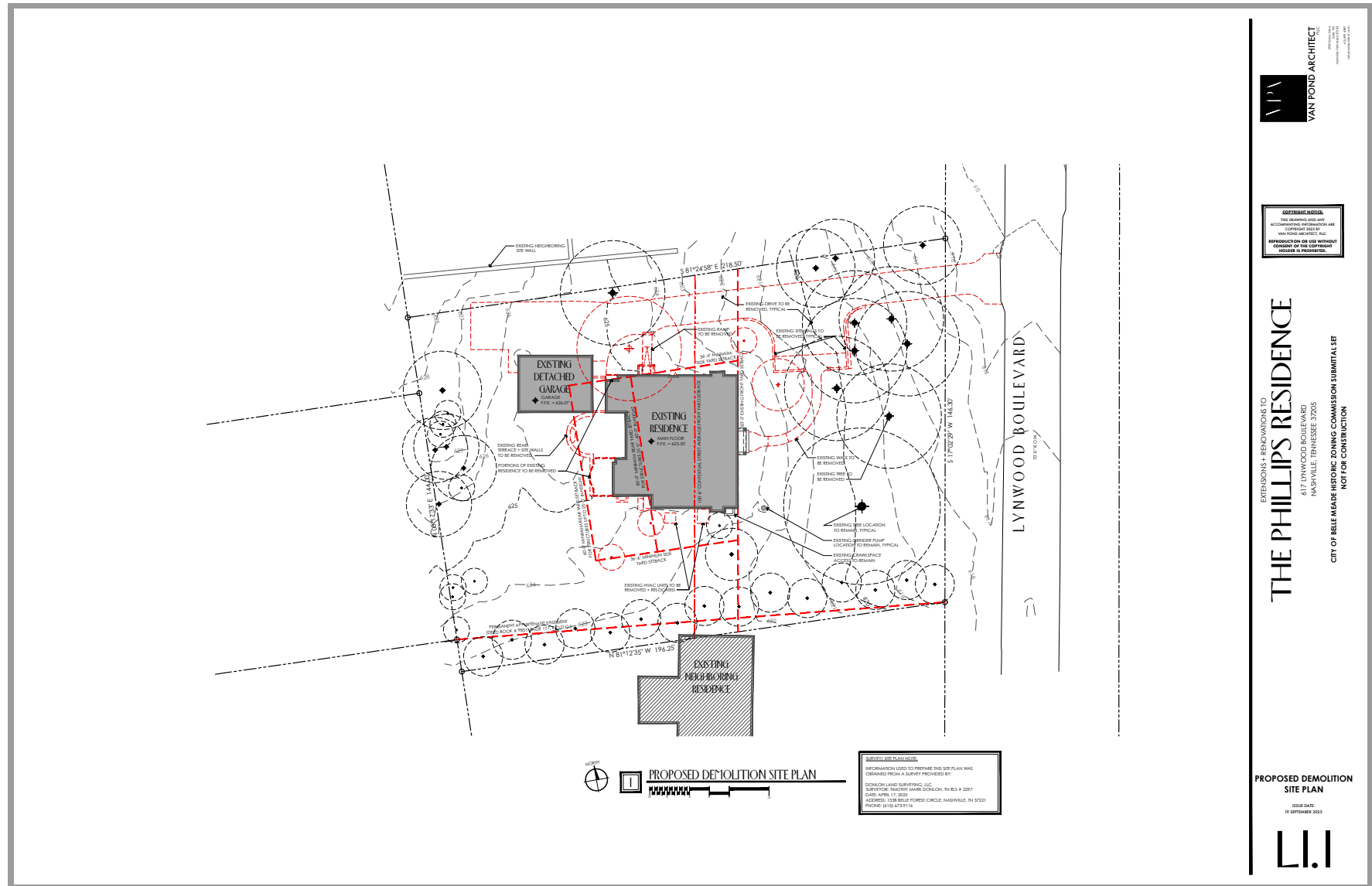
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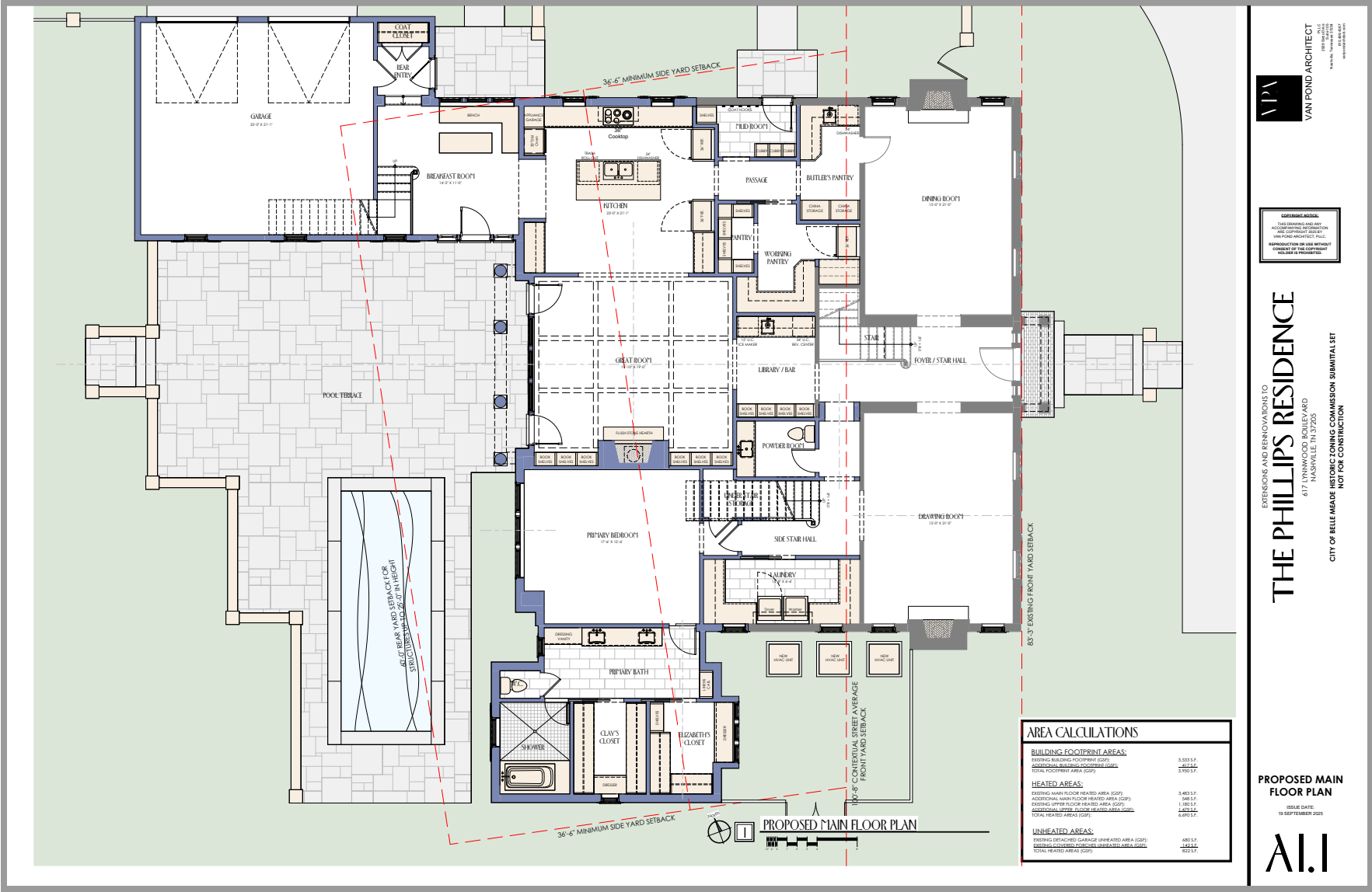
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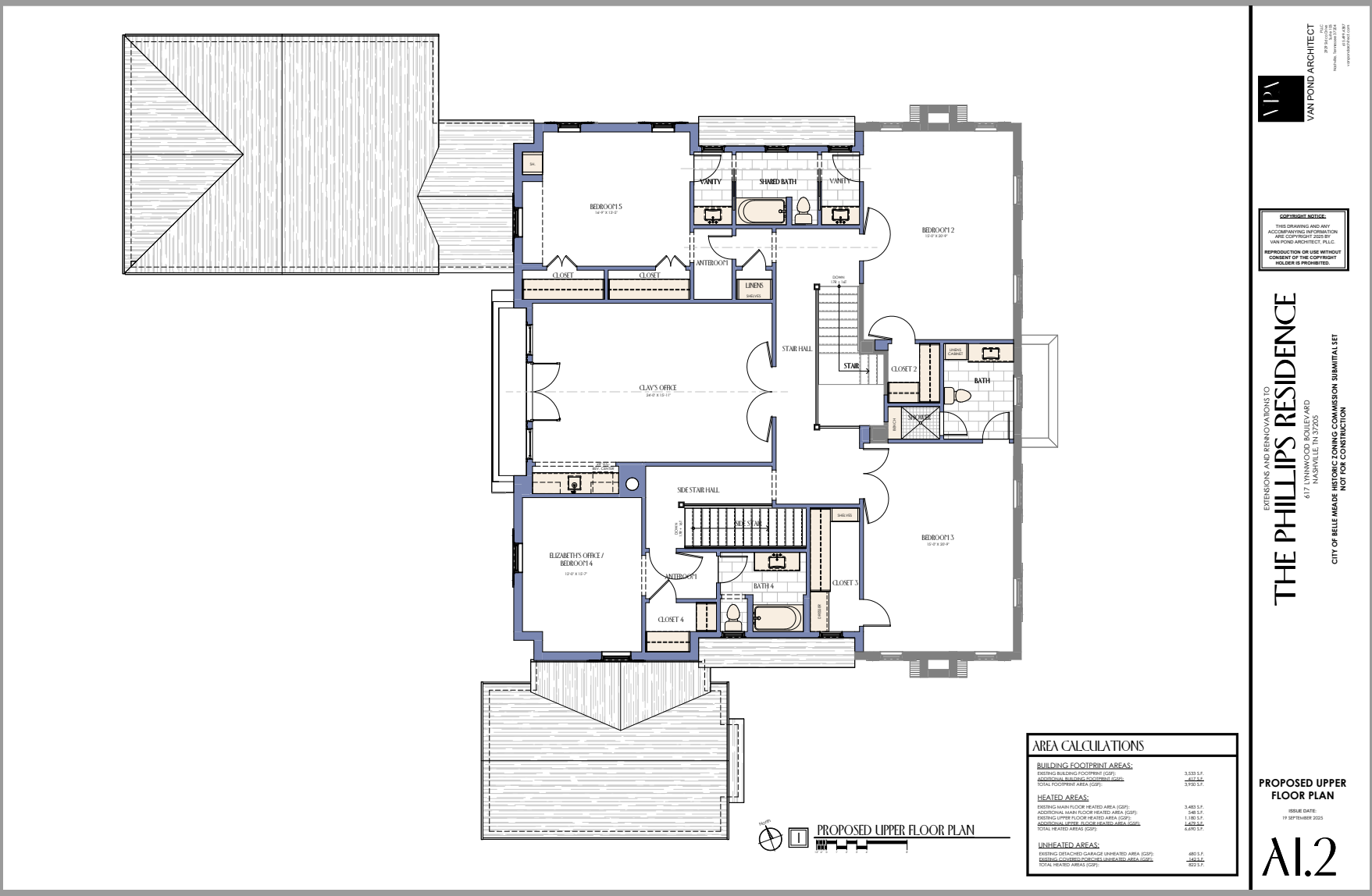
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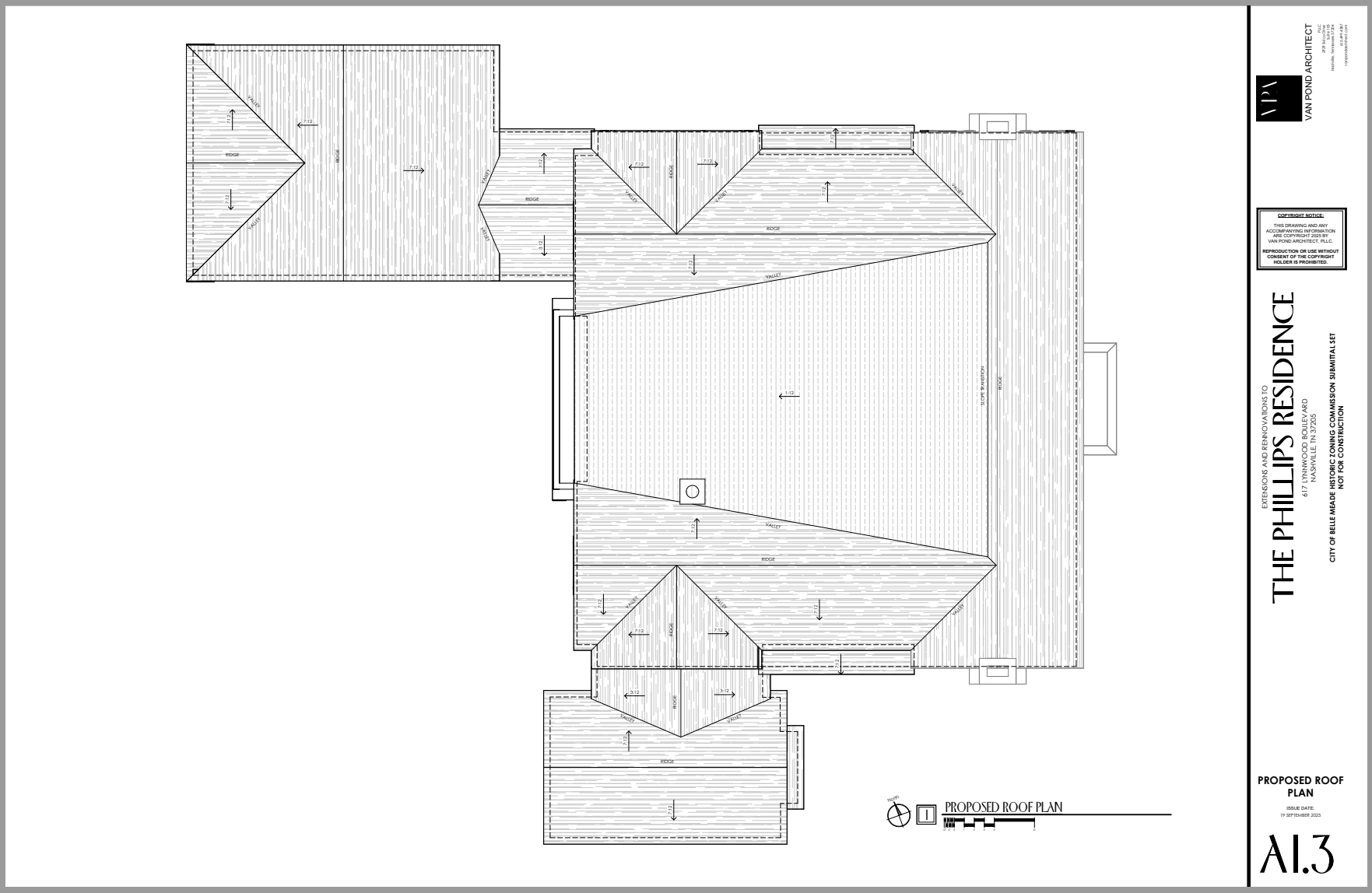


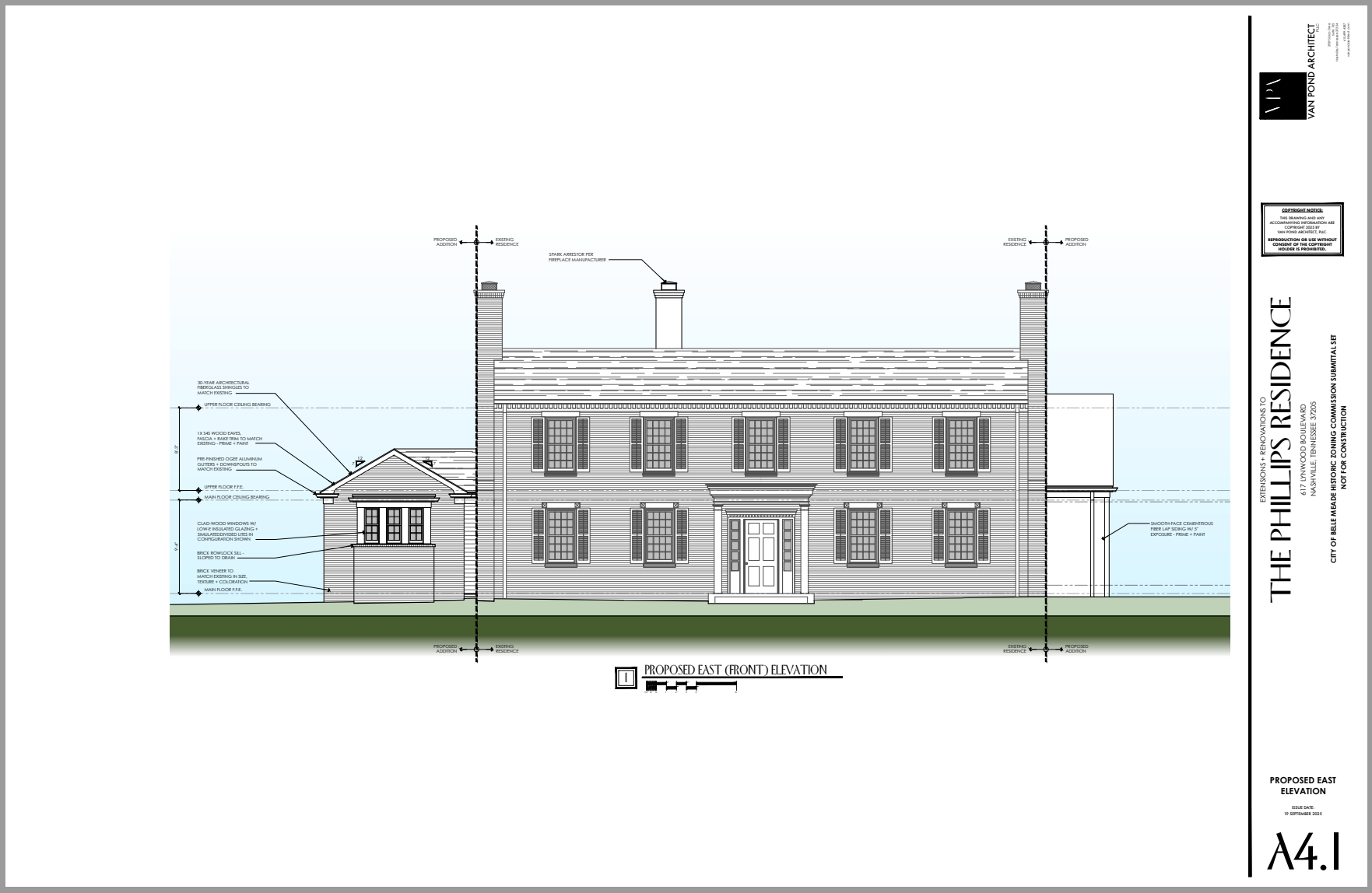


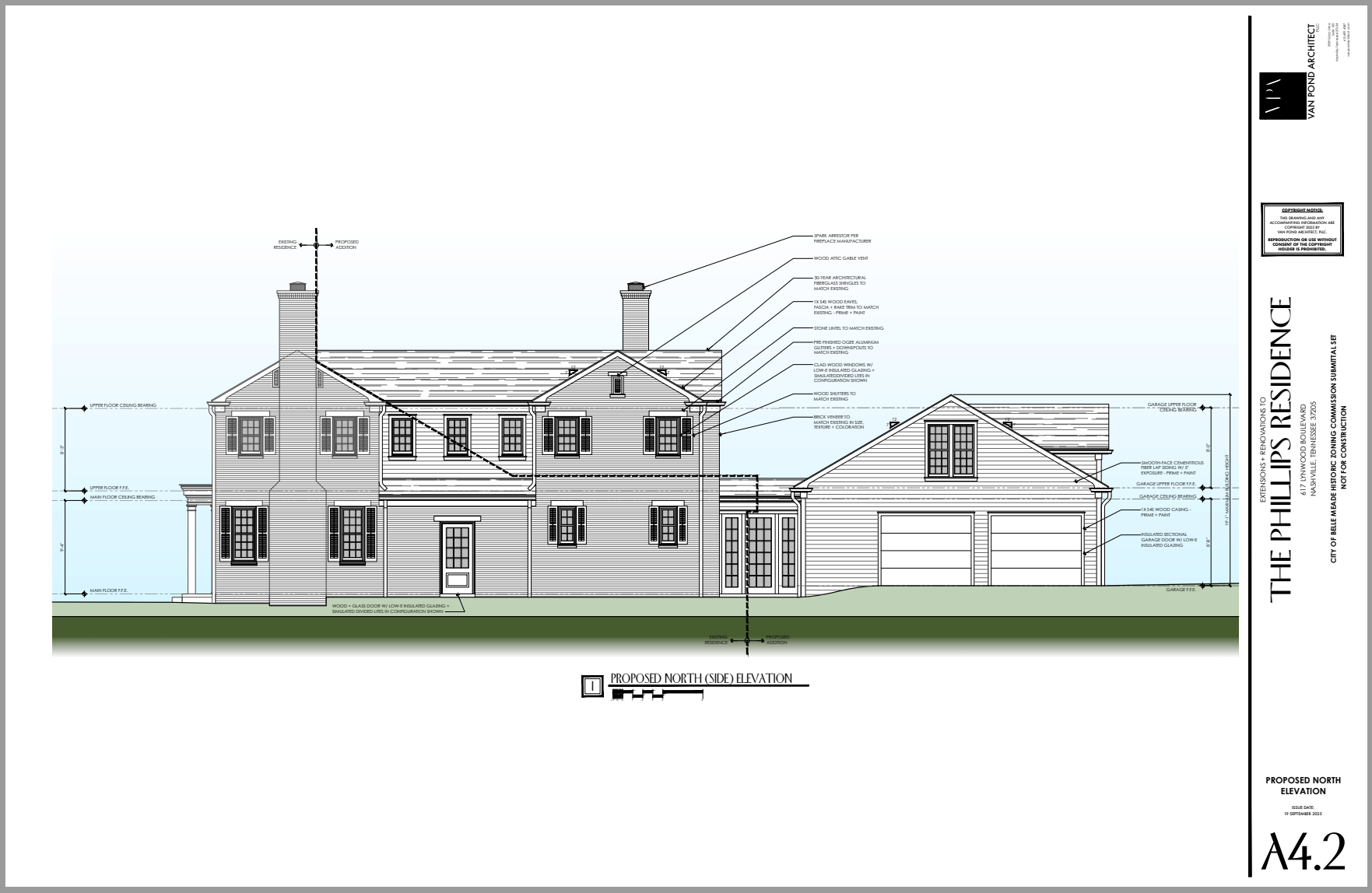


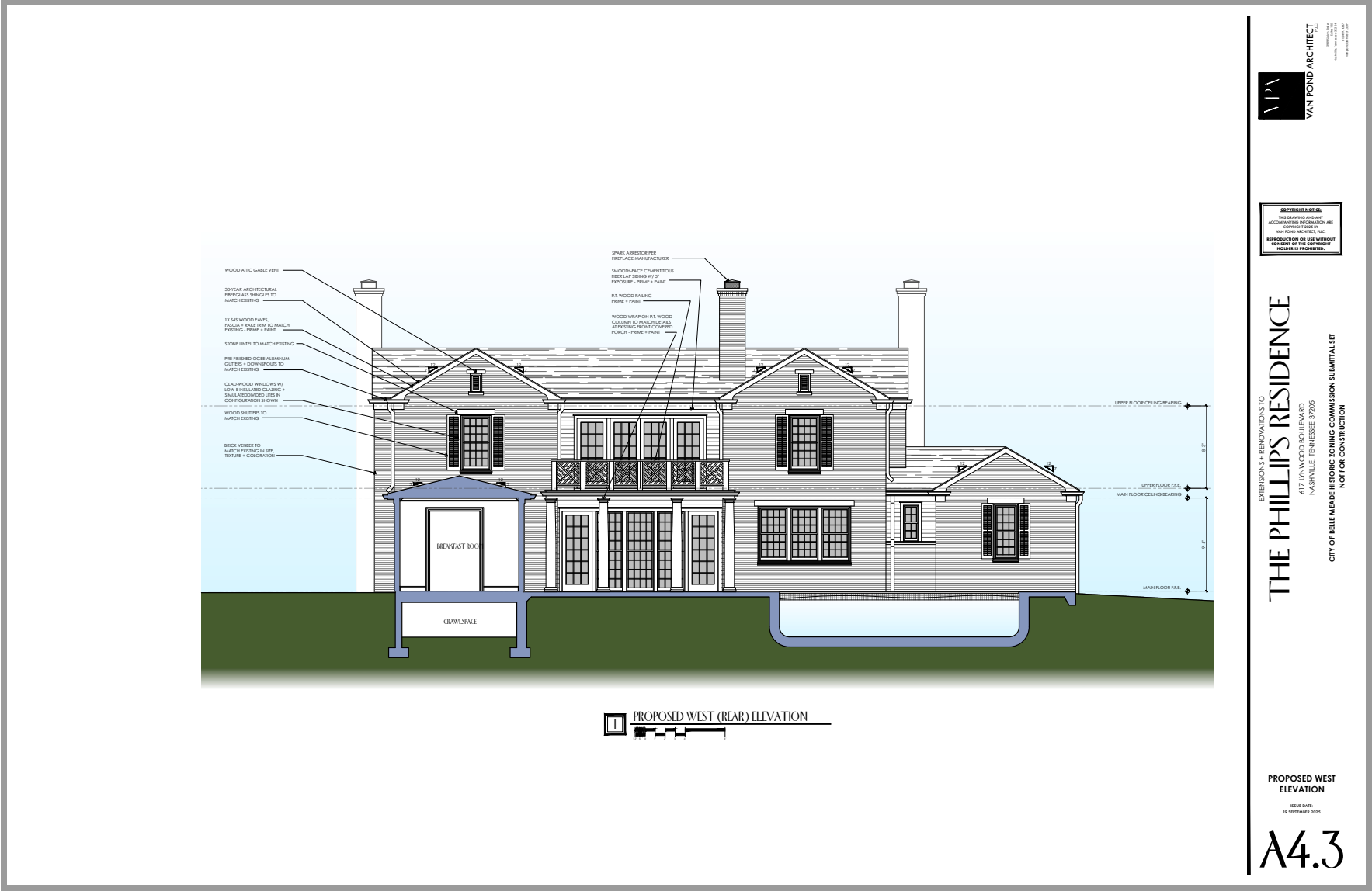






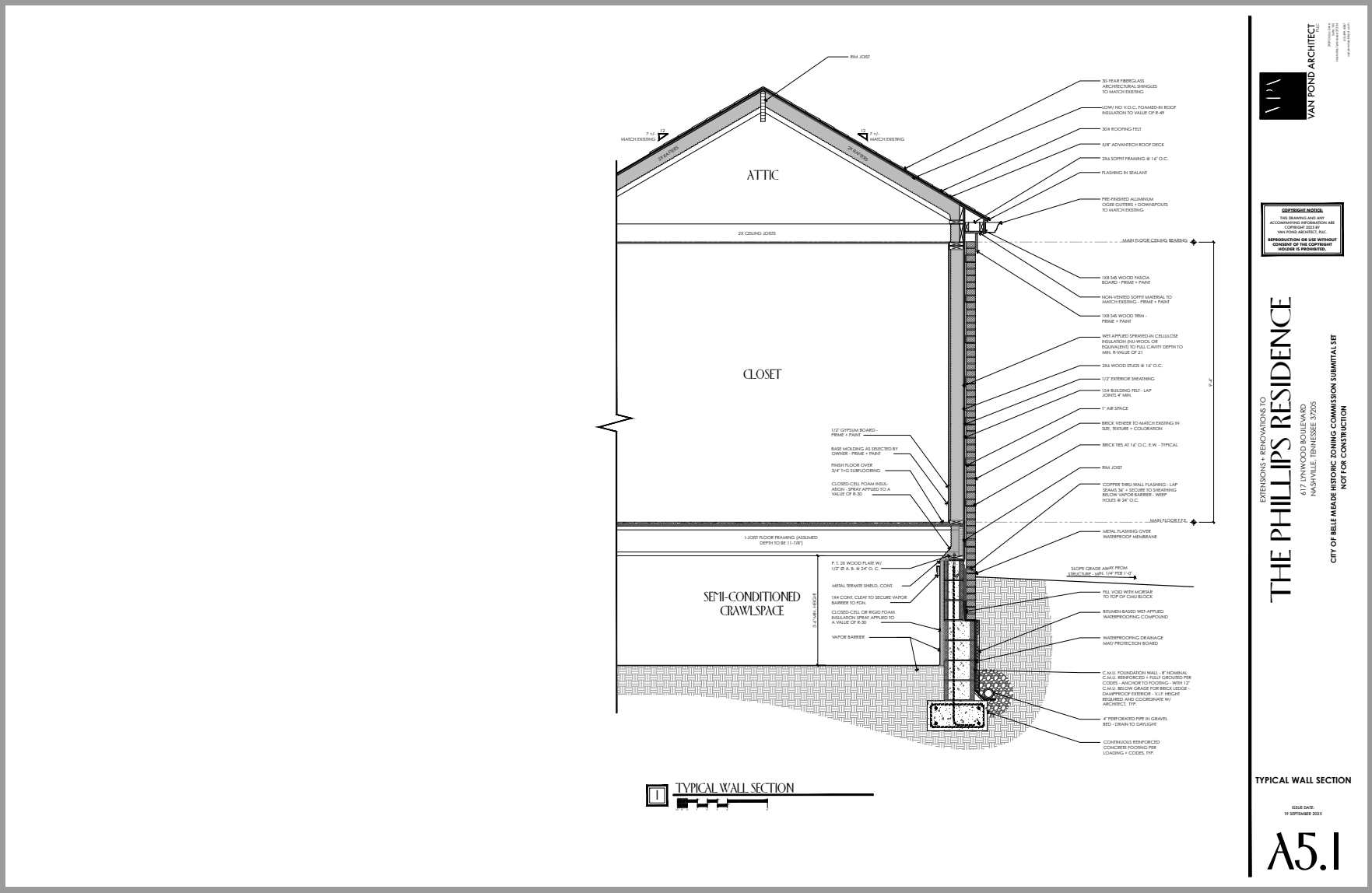


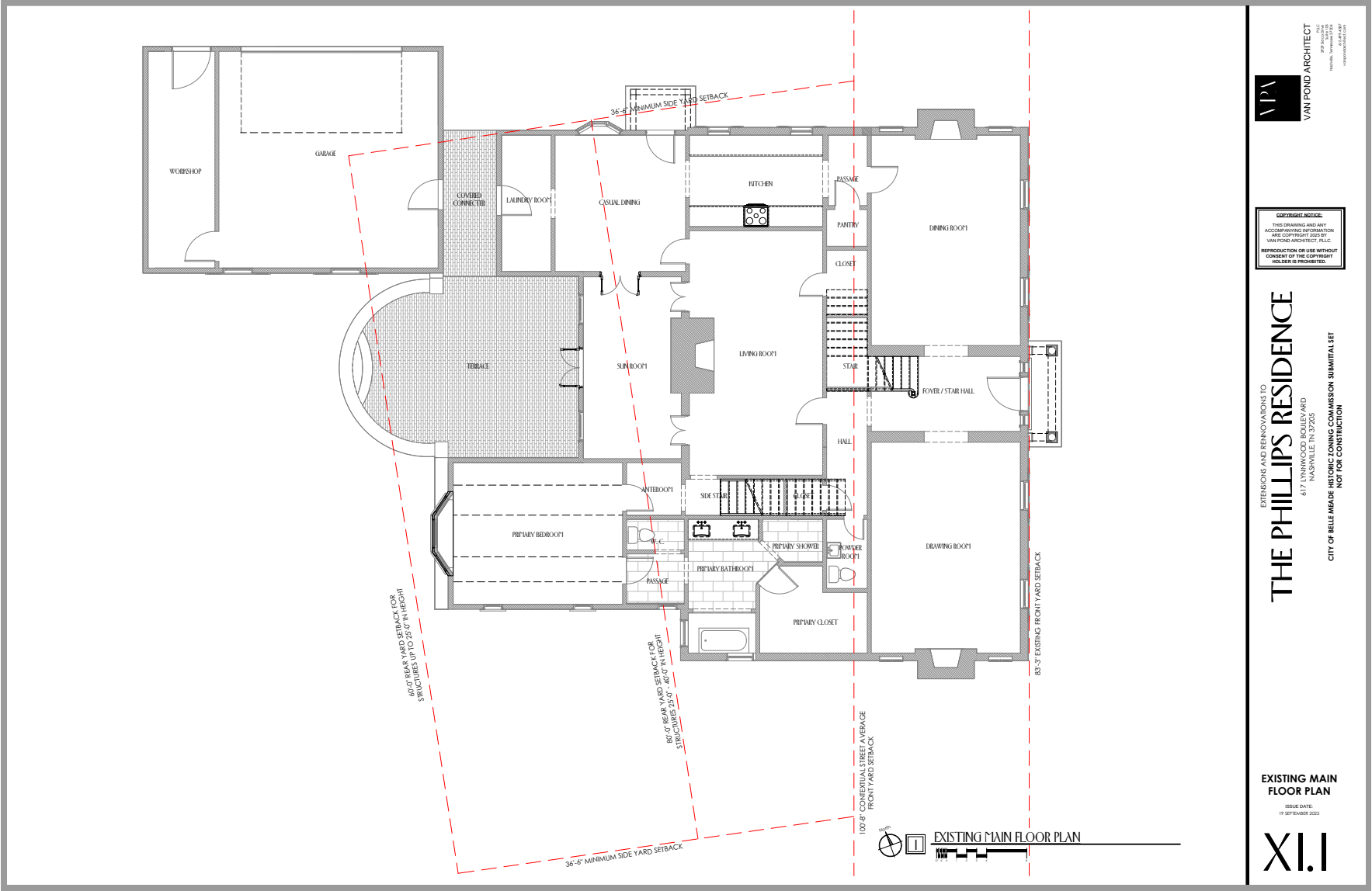


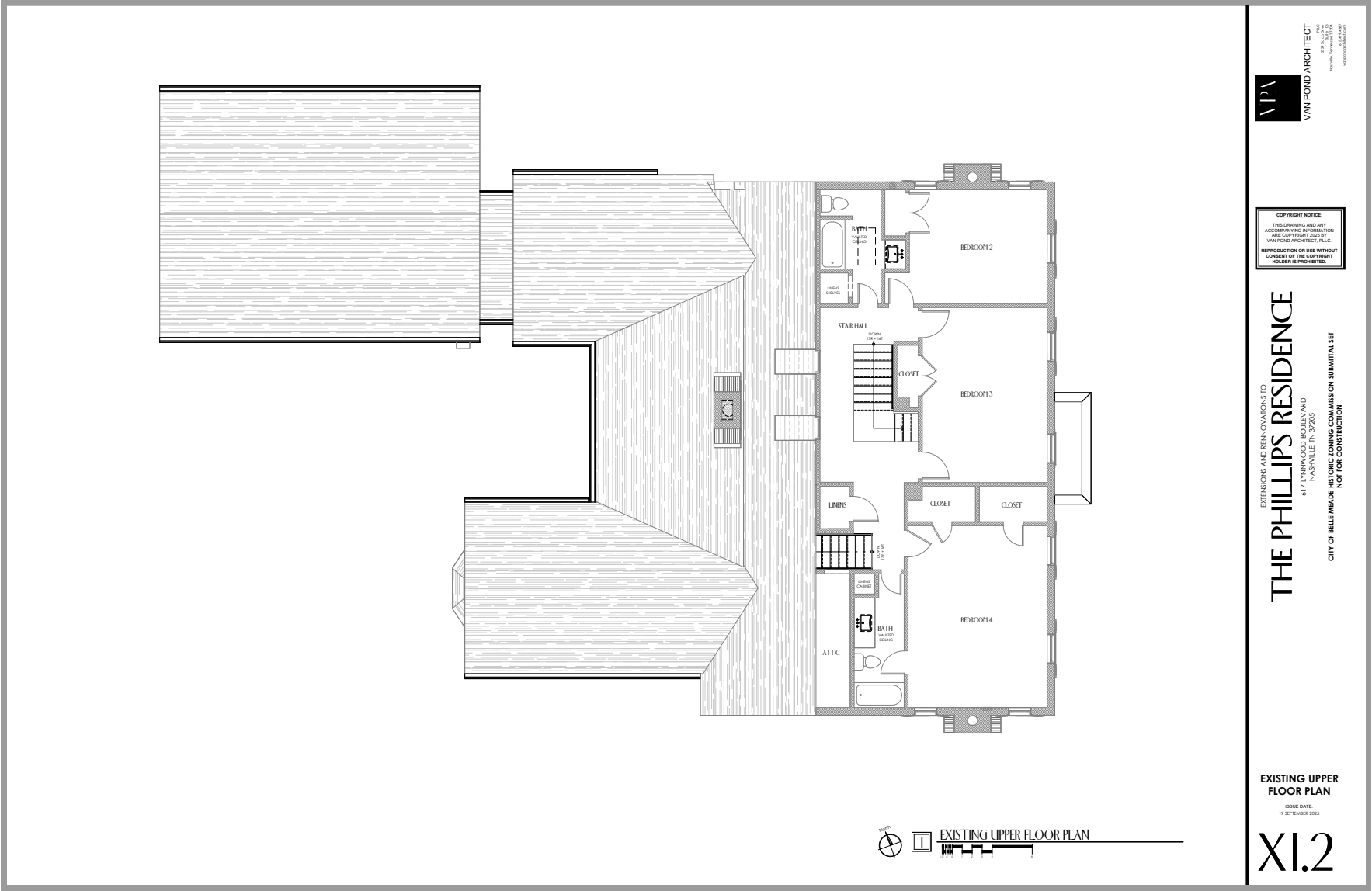


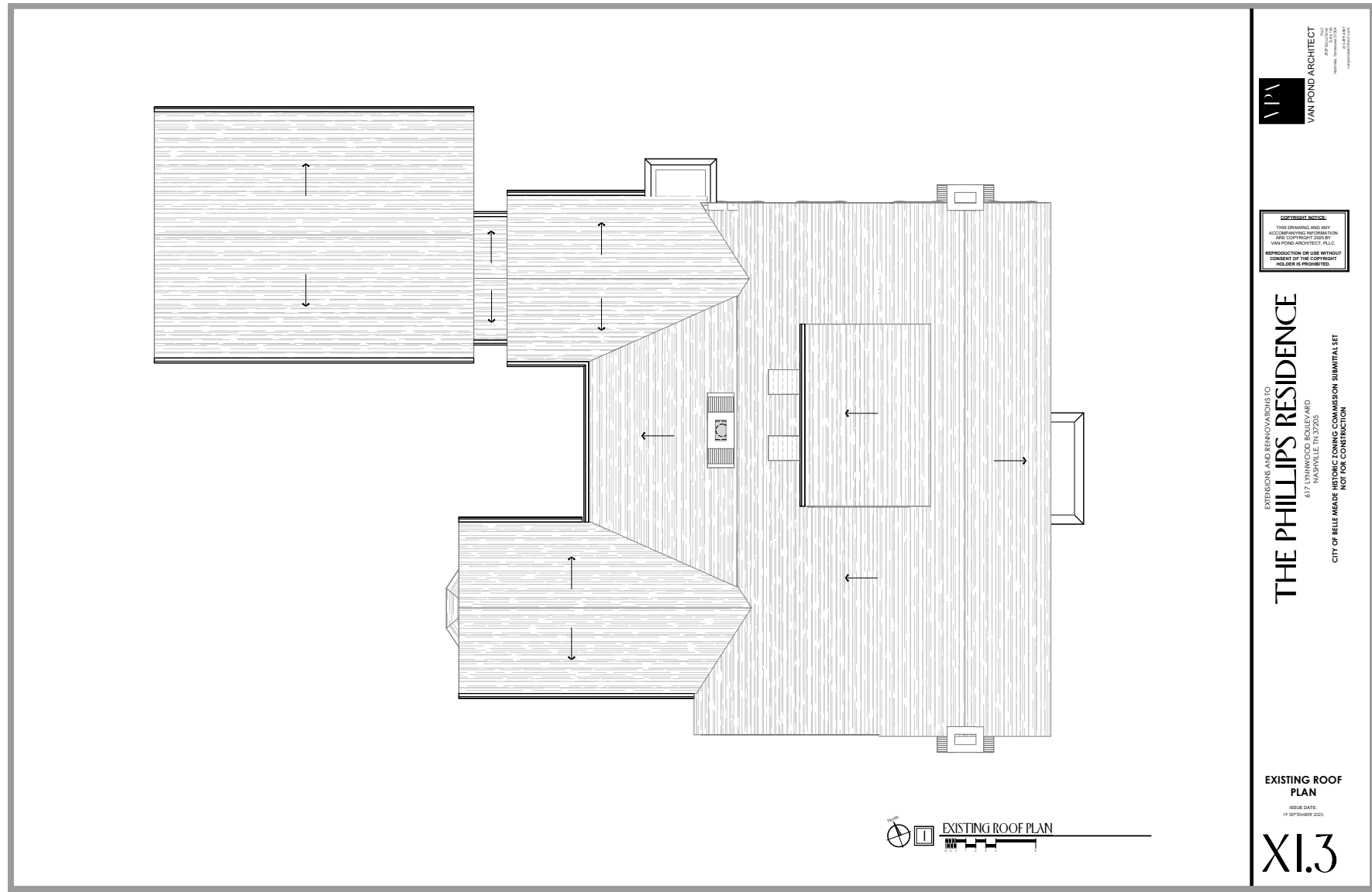


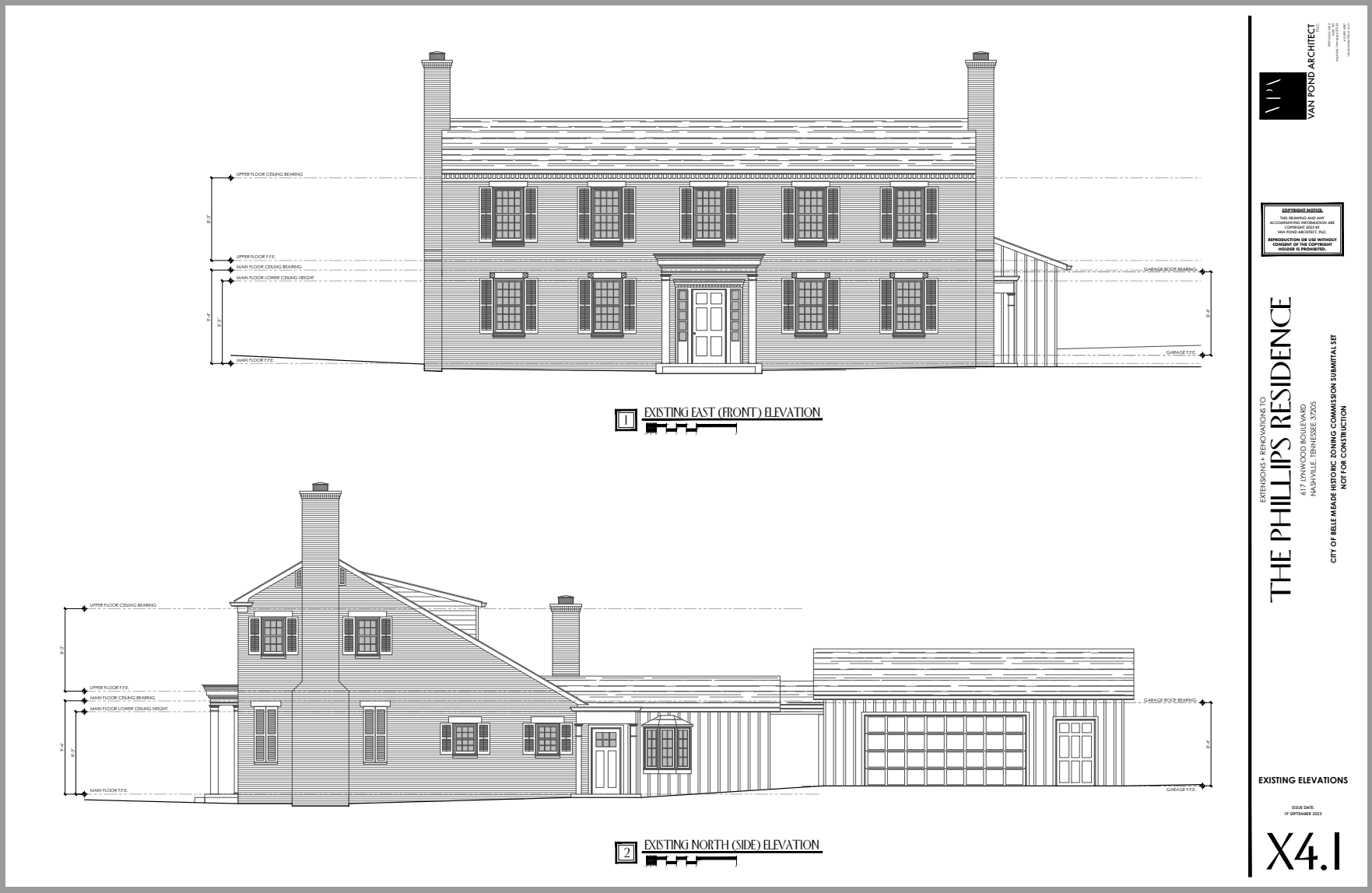
PROPOSED SOUTH (SIDE) ELEVATION

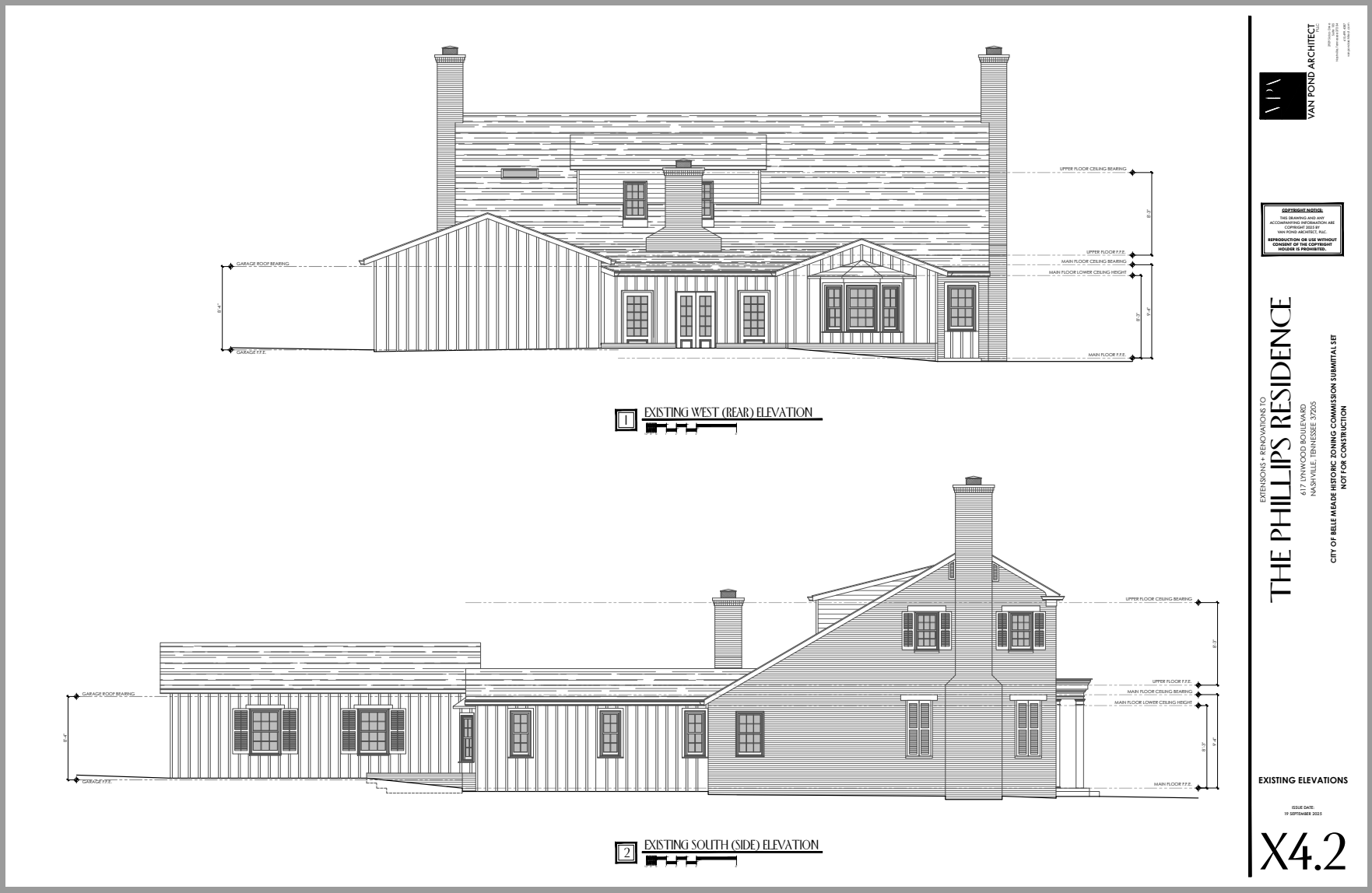














VIEW OF THE STREET FACADE FROM THE EAST



VIEW OF THE SIDE FACADE FROM THE NORTH



VIEW OF THE REAR FACADE FROM THE WEST



VIEW OF THE SIDE FACADE FROM THE SOUTH-WEST



EXTENSIONS + RENOVATIONS TO
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617 WYWOOD BOULEVARD
NASHVILLE, TENNESSEE 37205
CITY OF BELLE MEADE HISTORIC ZONING COMMISSION SUBMITTAL SET
NOT FOR CONSTRUCTION

PHOTOS OF
EXISTING RESIDENCE
ISSUE DATE:
19 SEPTEMBER 2025

H1.0



623 LYNWOOD BOULEVARD - WEST ELEVATION



621 LYNWOOD BOULEVARD - WEST ELEVATION



617 LYNWOOD BOULEVARD - WEST ELEVATION



614 LYNWOOD BOULEVARD - EAST ELEVATION



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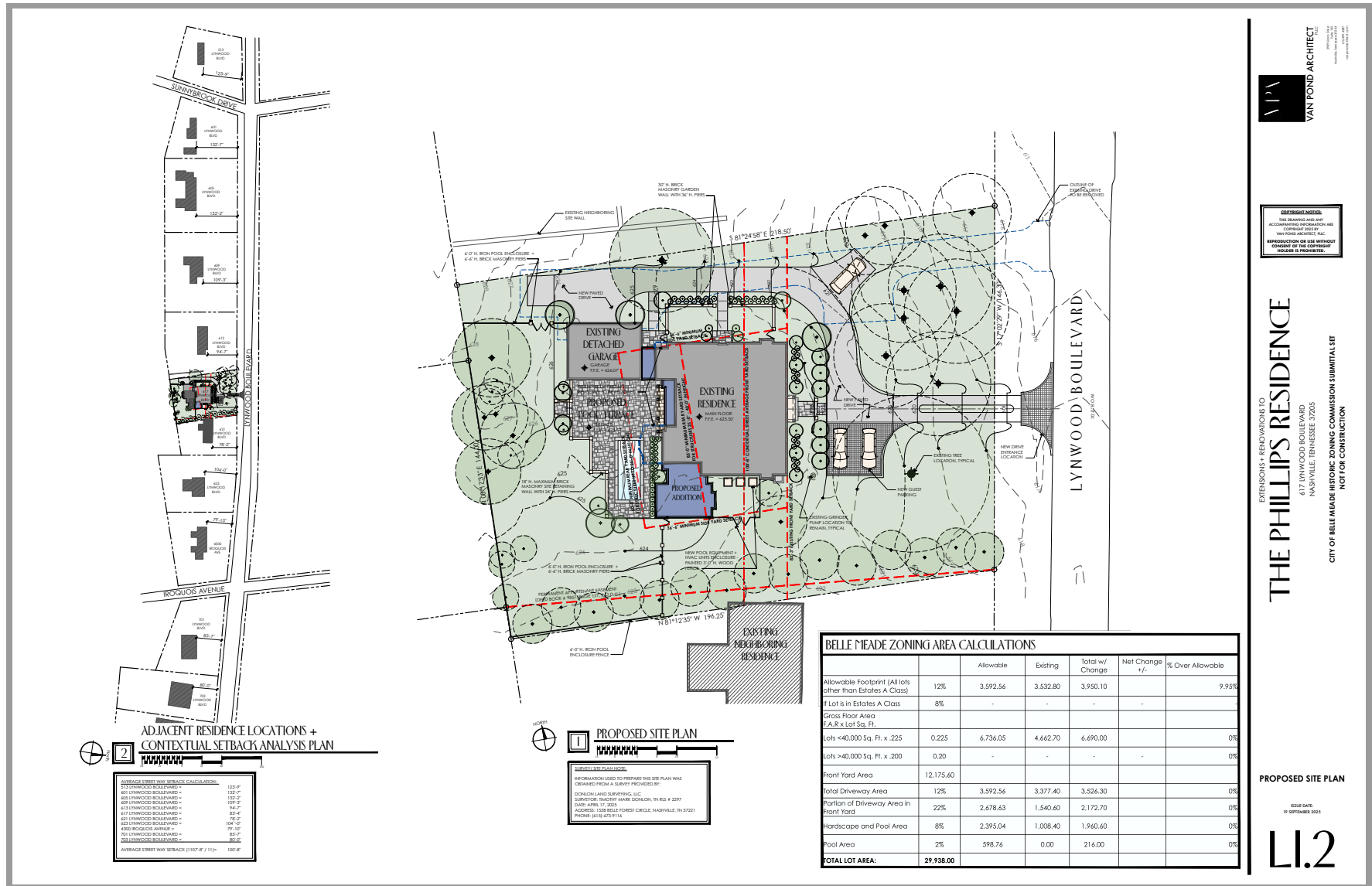
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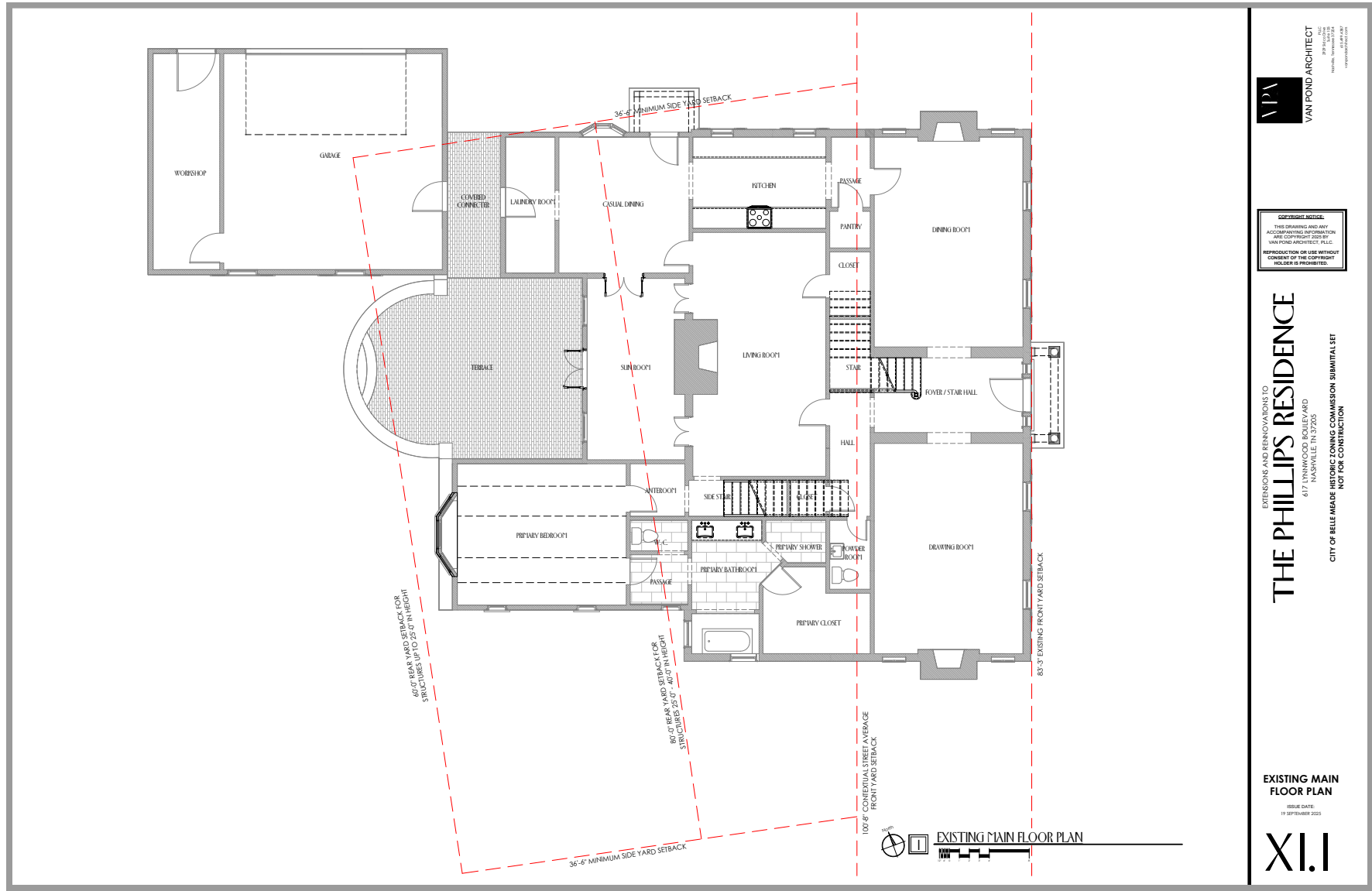
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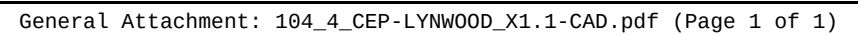
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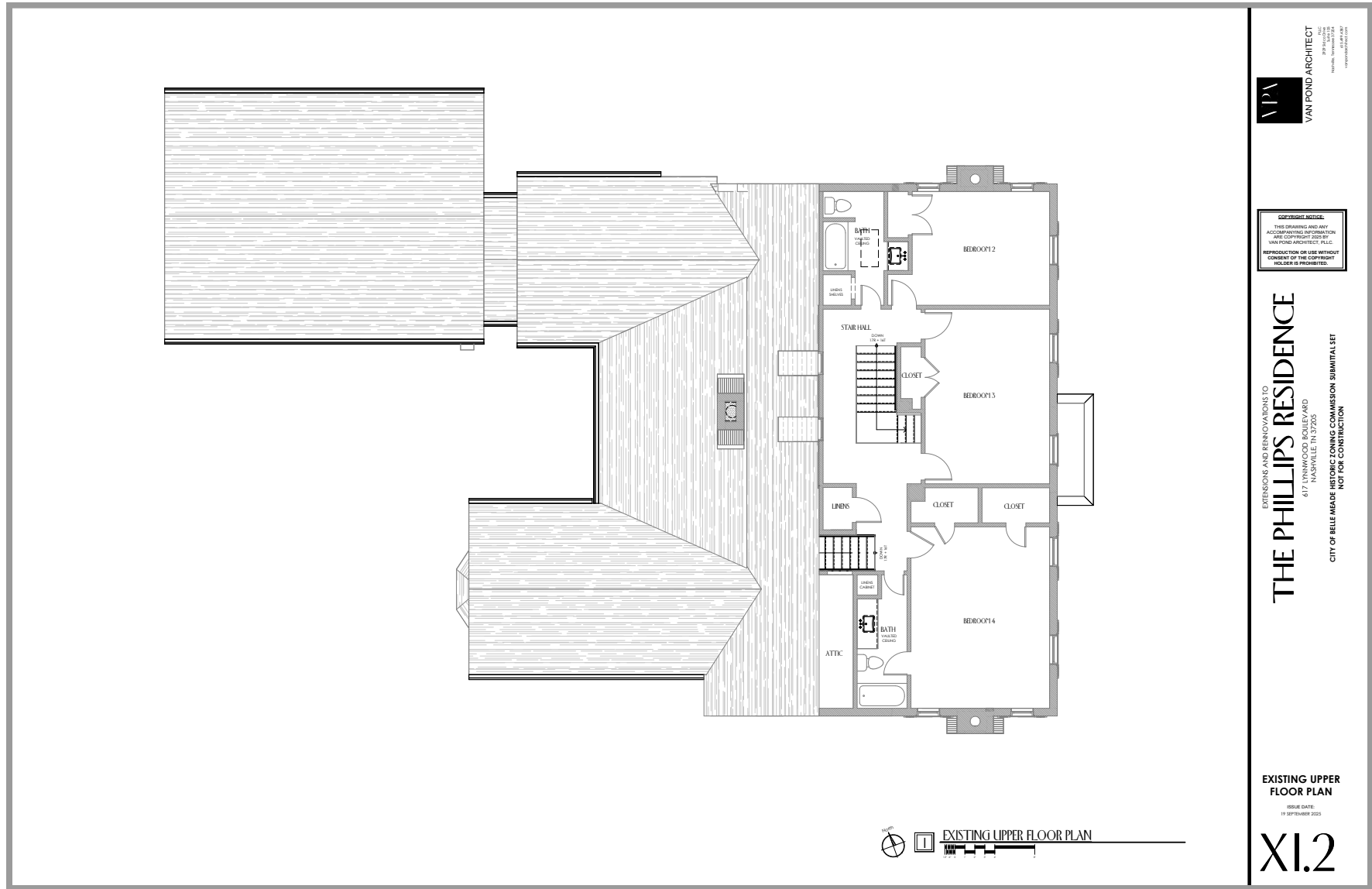


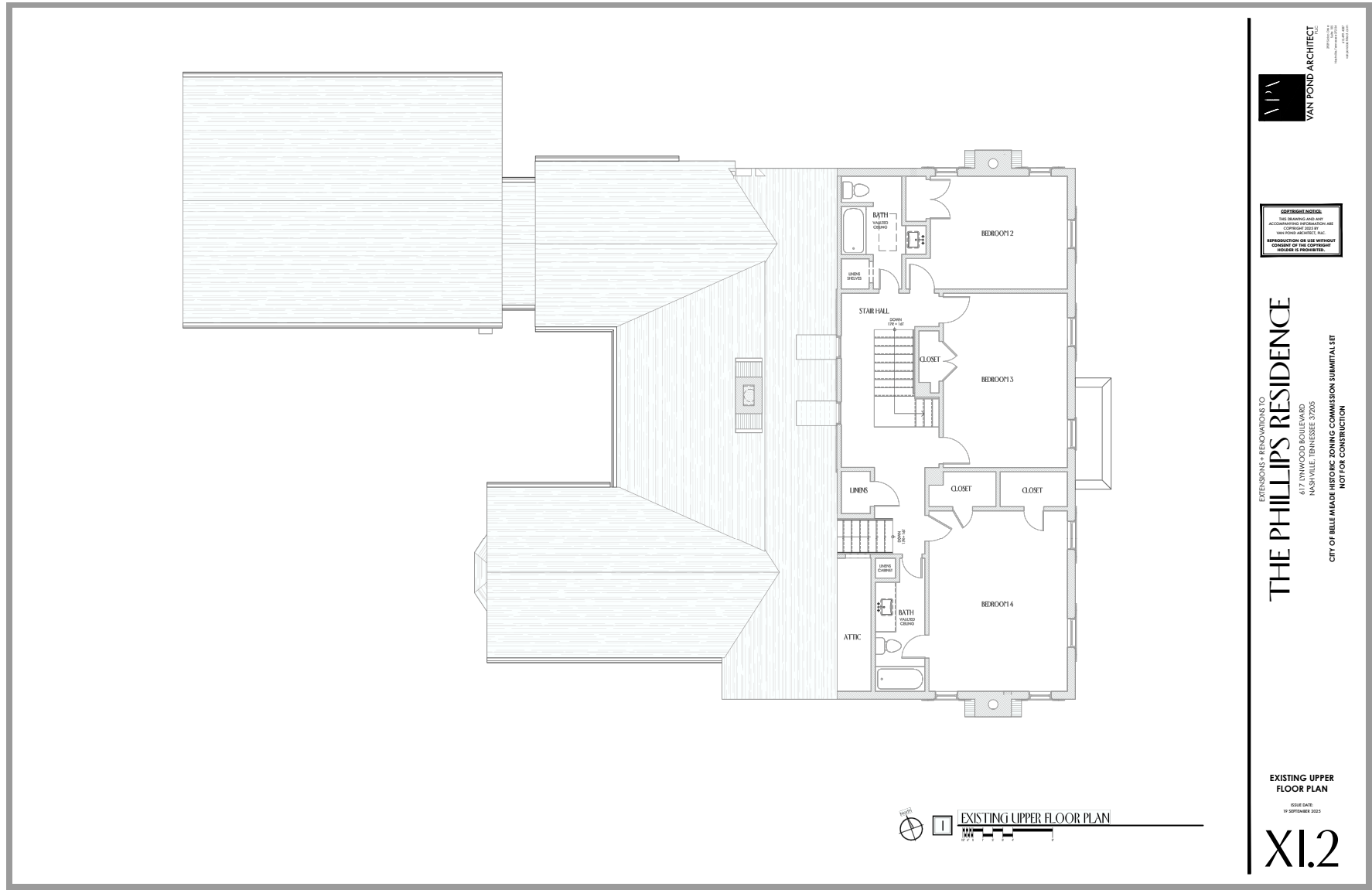




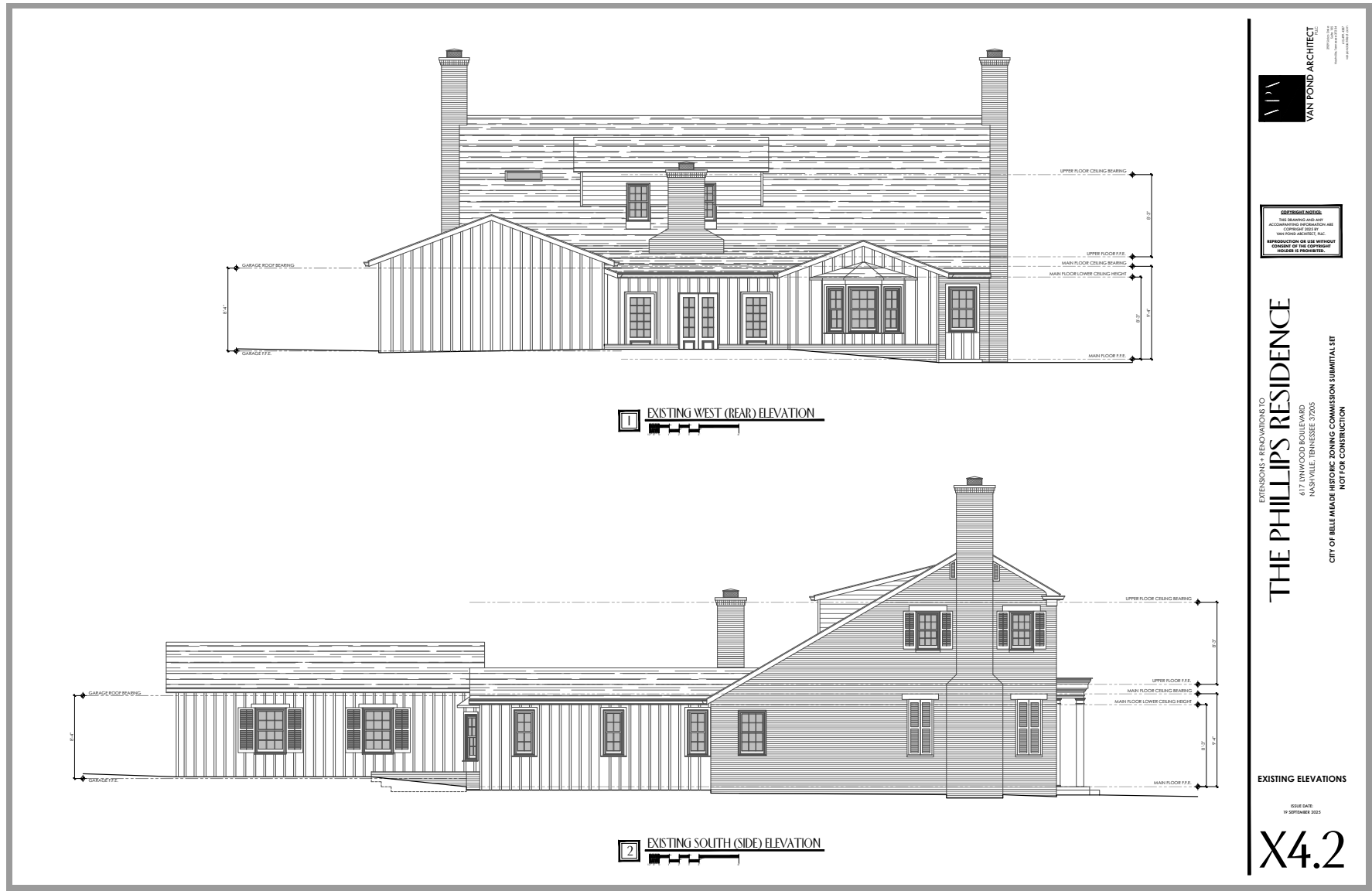


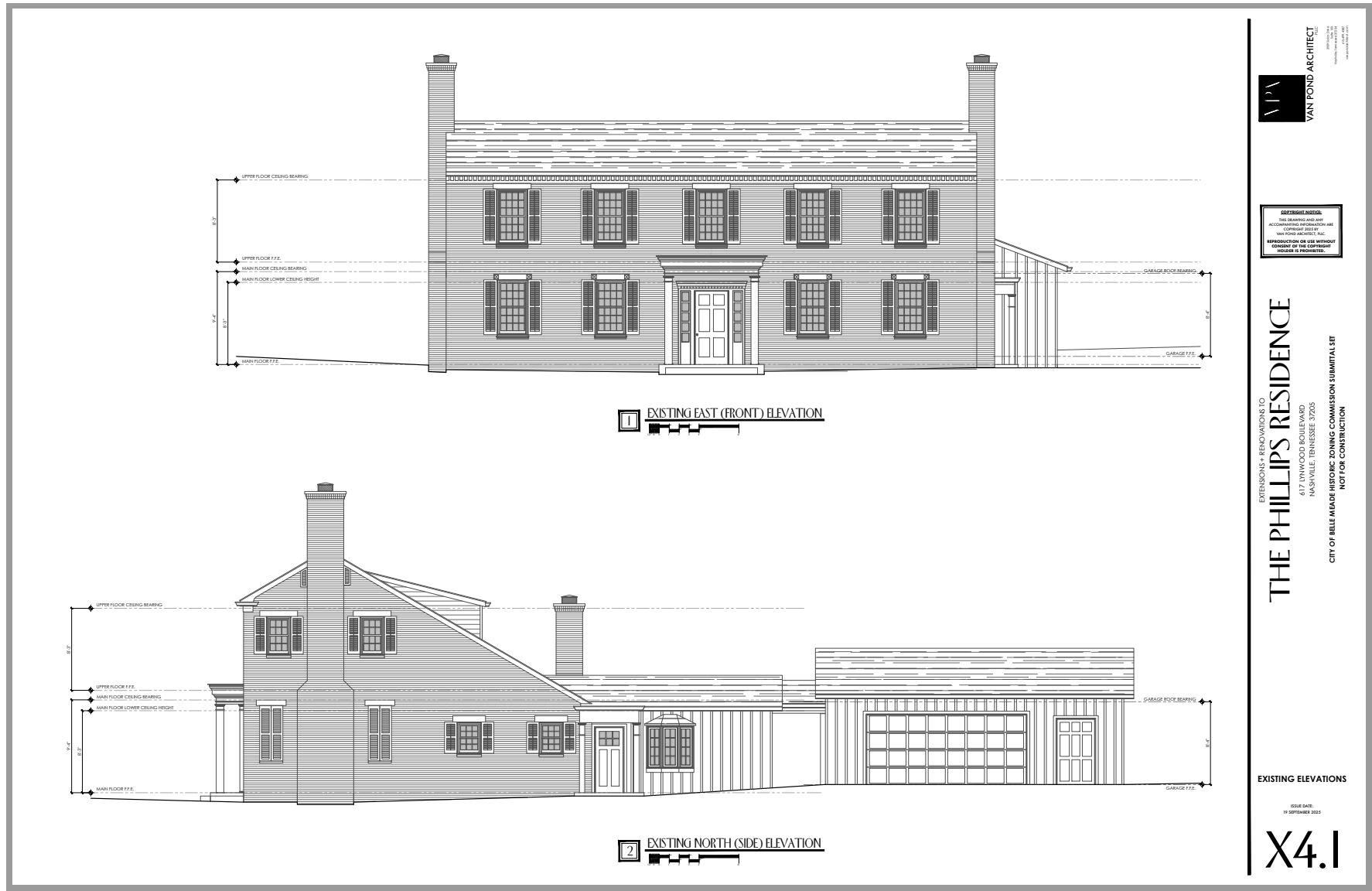


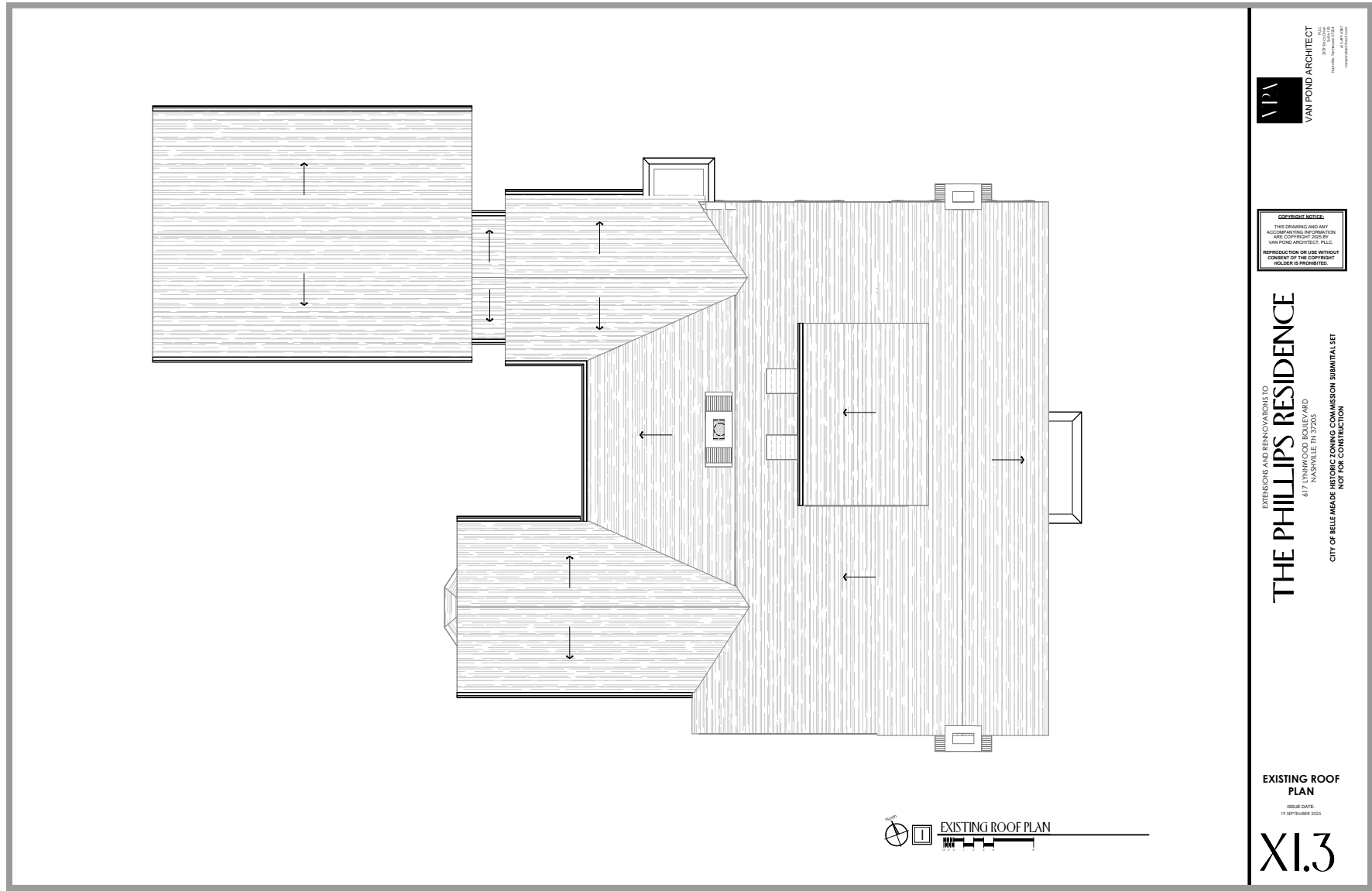




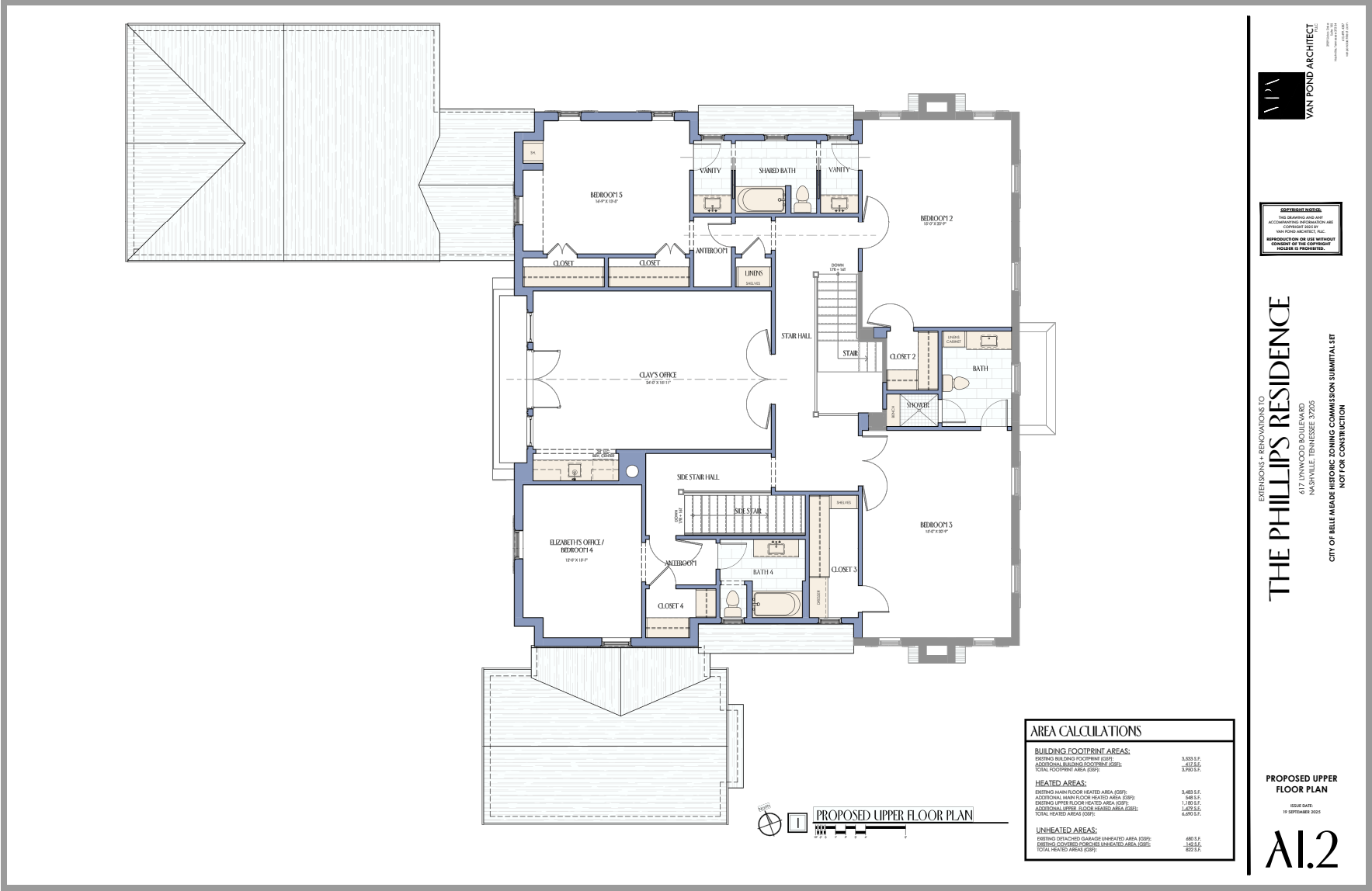


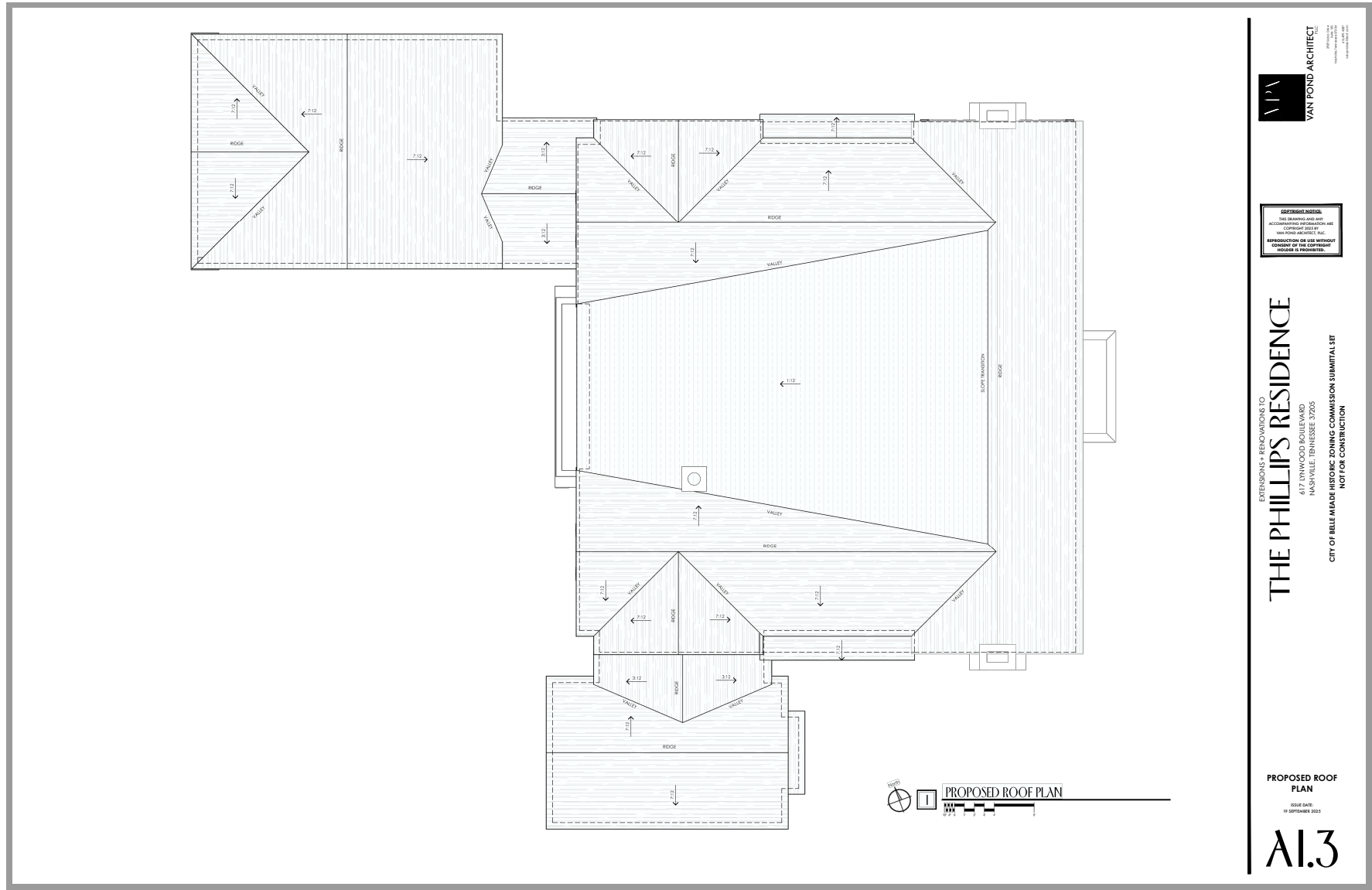


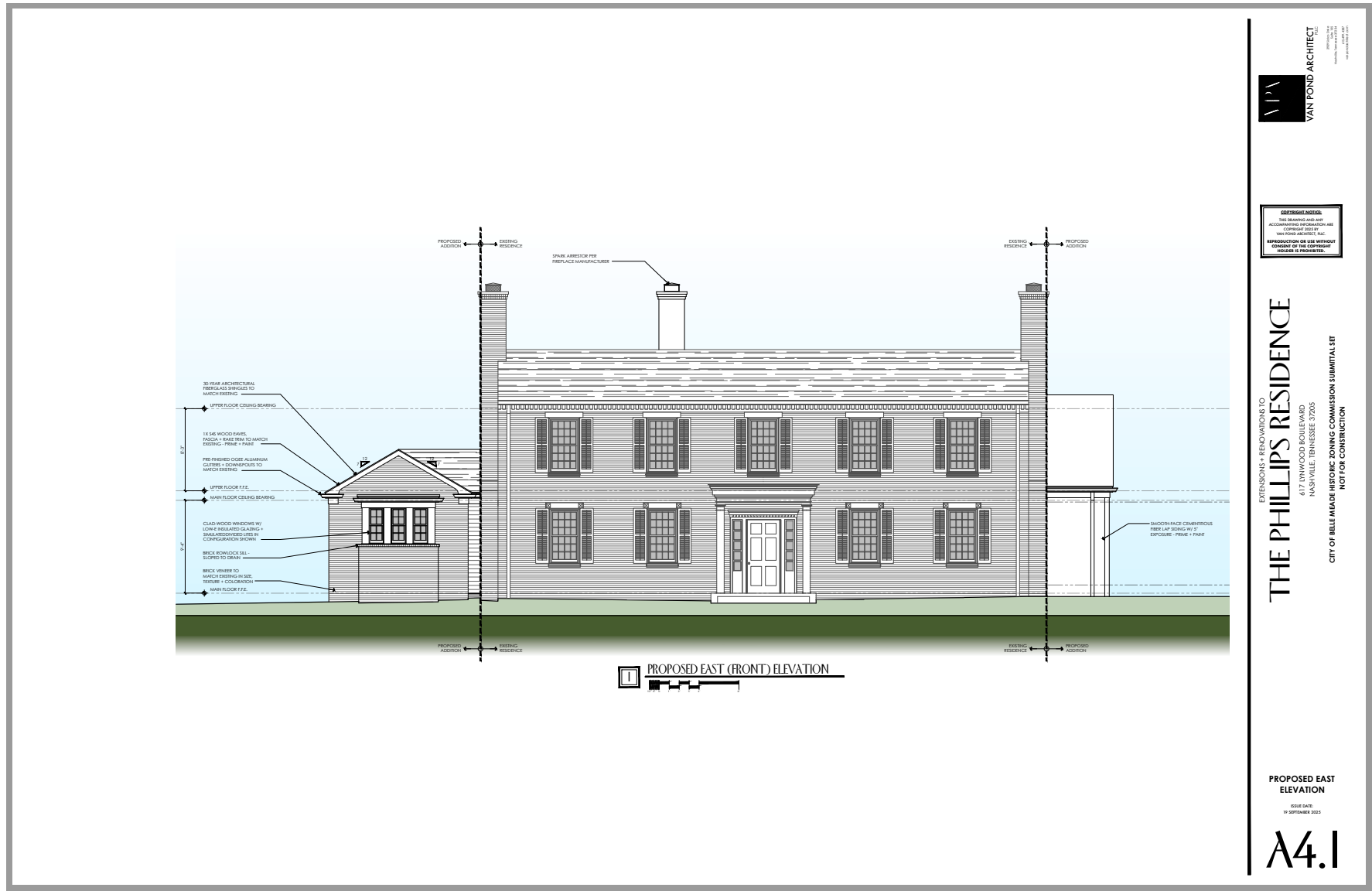


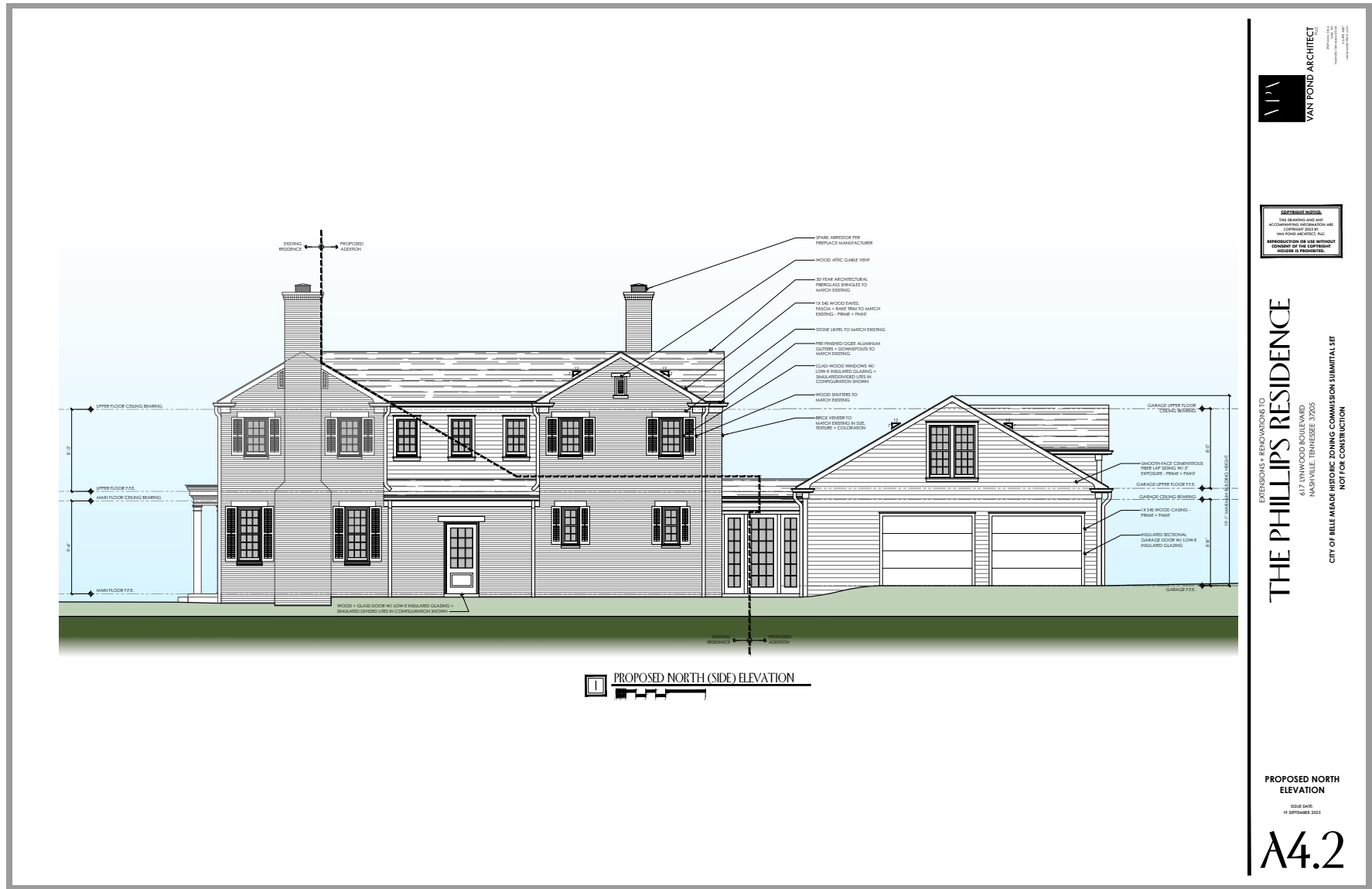


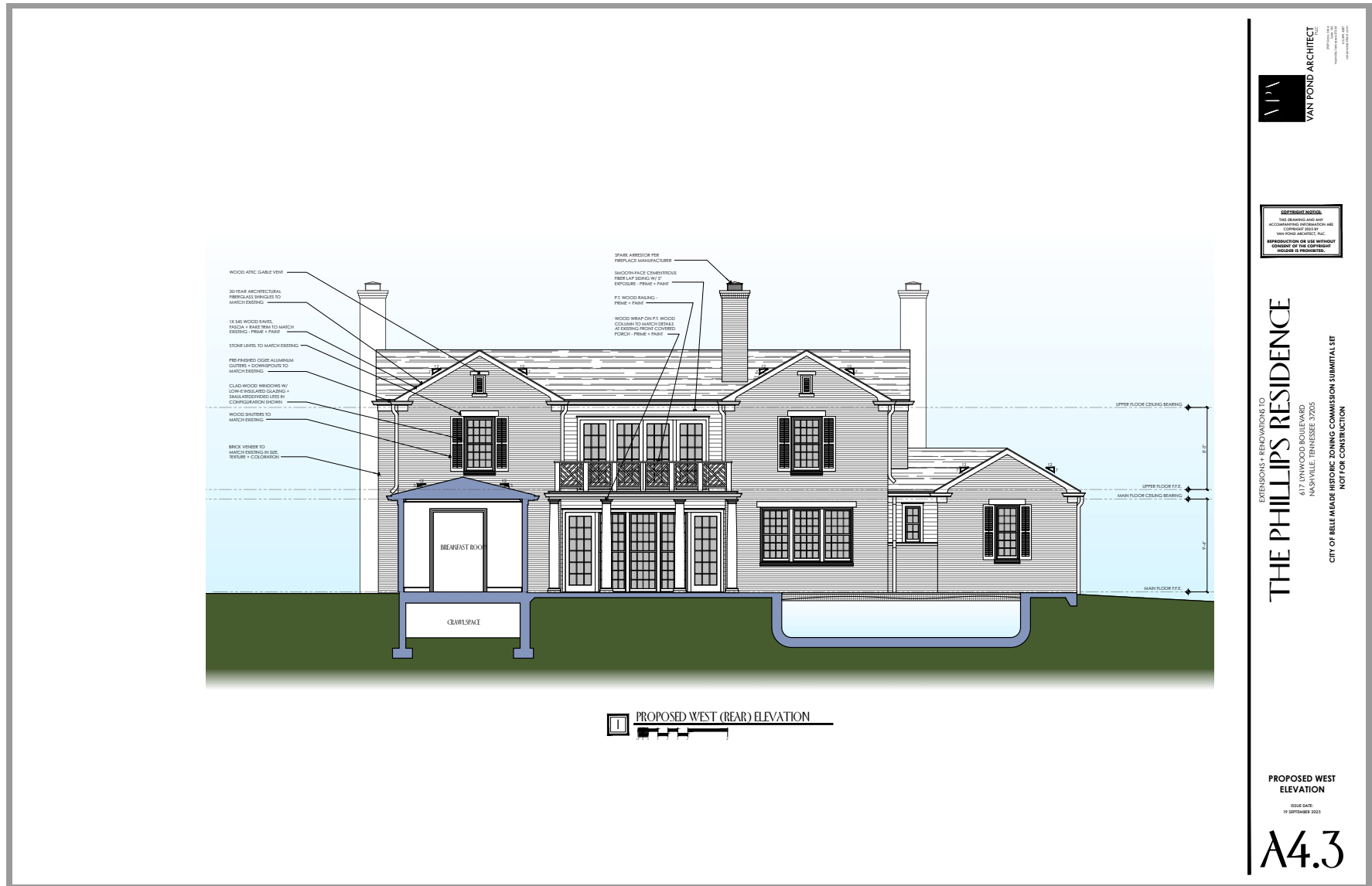


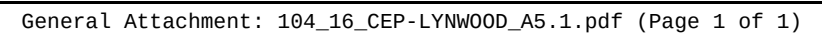


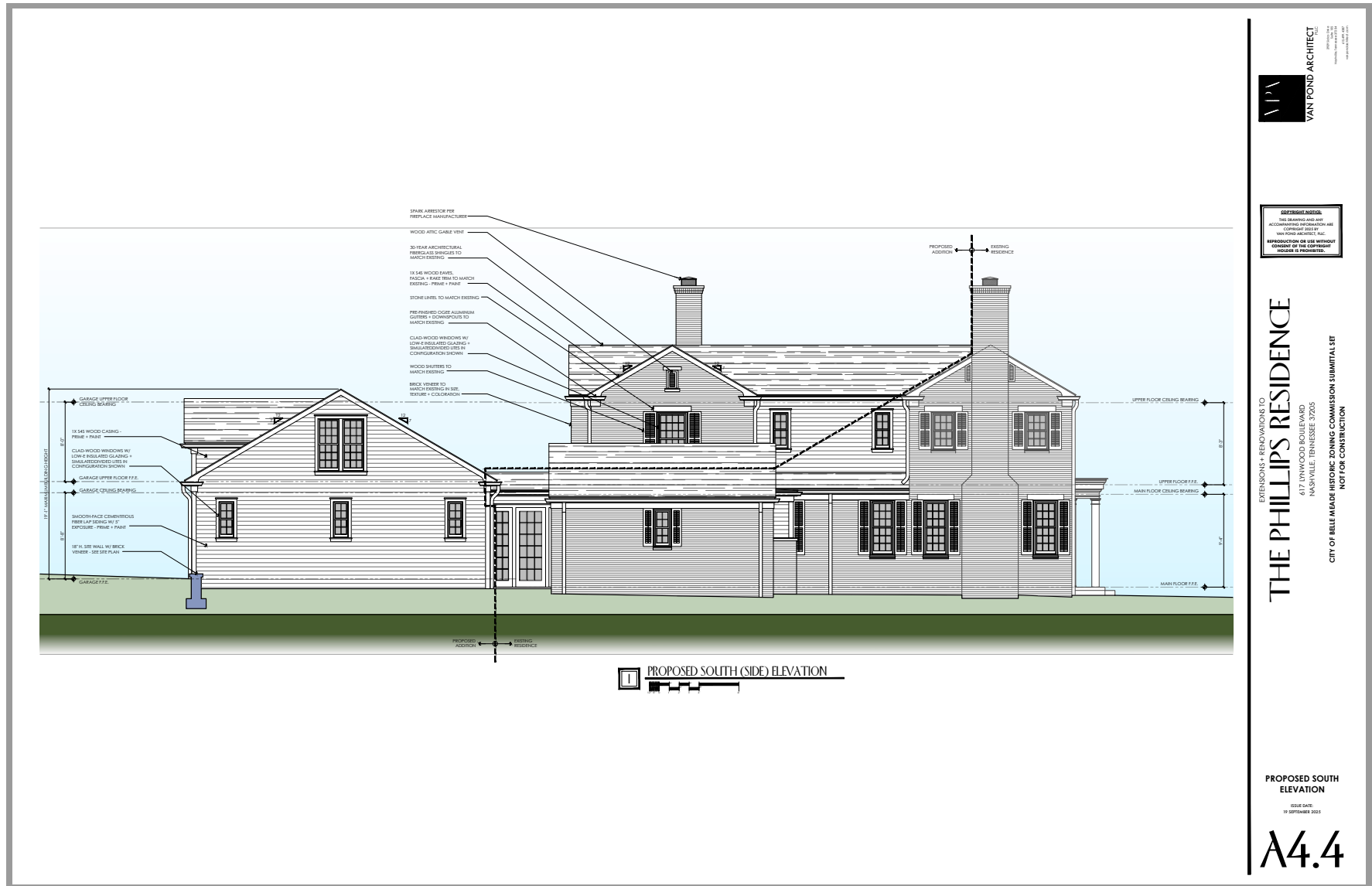














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PHOTOS OF
 NEIGHBORING
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 ISSUE DATE:
 19 SEPTEMBER 2023

H2.0

Staff Report

Agenda No.: IV.B.

Case No.: A25-68

Staff: Mary Samaniego, Planning Director

Applicant: The Phillips family

Request: Certificate of Appropriateness for an addition to a single-family residence.

Location: 617 Lynwood Boulevard

Summary:

The applicant/owner, the Phillips family, is requesting Certificate of Appropriateness approval for an addition to a single-family residence. Specifically, the proposed work includes three separate additions totaling approximately 358 square feet to the rear and side of the residence. The designated architectural style is Colonial 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 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. This project received a rear yard setback variance (from 60' to 50') from the Belle Meade Board of Zoning Appeals in September 2025.
5. This project received a maximum footprint variance (from 3,593 square feet to 3,950 square feet) from the Belle Meade Board of Zoning Appeals in September 2025.
6. Due to its construction date, per the Belle Meade Citywide Conservation Overlay Design Guidelines, it is determined to be *a property worthy of conservation*.
7. The dwelling has been identified in the 2021 historical survey (DV-21897) as having: wood windows; one brick chimney; brick foundation; gable and saltbox roof; and modillions at eaves, lintels over windows, classical door surround with sidelights, Tuscan columns and pilasters at porch with flat roof.
8. The residence has been owned by one family (Carden) over the last 60 years.
9. The property is located within the Residence "B" zoning district and is not within the regulated floodplain.

10. Materials list:

New Construction Material List DescriptionWindow Manufacturer: Window Material: Frame Material: Windowsills: Brick, Painted/Natural: Brick/Stone Thickness: Clapboard Material: Clapboard Dimensions/Reveal: Railings, Columns, Pilasters: Chimney Material: Roofing Material: Exterior Doors: Eaves/Cornice: Gutters: Gutter Dimensions: **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 14-207(5), The Historic Zoning Commission shall rely upon the adopted guidelines for the district and give primary consideration to:

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, is reasonably related to the purpose of this part.

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.

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.

In order to ensure the highest quality craftsmanship and construction the following guidelines shall be followed for the specific architectural elements:

1. Foundations: Most existing foundations are of stone, brick or concrete and these foundation materials are preferred for new construction. Split faced concrete block is not an acceptable foundation material. Veneer covering concrete foundation walls must be full bed depth masonry.
2. Siding: No siding material shall be vinyl, aluminum, or wood refaced with vinyl or aluminum. No exterior materials shall be thin veneer brick, stone, cultured stone or synthetic stone. Only wrapping an interior flue chase that penetrates the roof would be allow the tinner brick veneer. Materials such as Exterior Insulation Finishing System (EFIS) is not allowable for new construction. Materials such as wood, cementitious siding, solid brick or stone veneer, and true stucco over masonry are appropriate materials for new construction.
3. Front Doors: No front door shall be of aluminum or vinyl.
4. Front Porch: No front steps visible from the street shall be finished concrete.

5. Windows: Wood construction is preferred for windows, especially those on the fronts of dwellings. Aluminum clad windows may be used as alternative to full wood windows. Windows shall not incorporate vinyl or aluminum frames. New construction shall not incorporate storm windows.
6. Deck Material: No deck shall be constructed of vinyl clad materials.
7. Window Shutters: No shutters shall be plastic, vinyl or aluminum, must fit the window opening, and be mounted with operable hinges.
8. Fascia (Gutter Board) Material: No fascia board shall consist of wood refaced with vinyl or aluminum.
9. Gutters: No gutter shall have less than a six-inch (6") opening. Downspouts shall be a minimum of three by four inches (3"x4") in circumference.
10. Chimneys: Chimneys located on exterior walls constructed of materials other than masonry or modular masonry (Isokern "type") may not be constructed. When chimneys are above the roofline, the materials may have a nominal thickness between 2" – 4". Chimneys may not be faced with vinyl, aluminum, wood refaced with vinyl or aluminum, thin veneer brick, thin veneer stone, cultured stone, or synthetic stone.
11. Paint: All paints shall be of a better quality than contractor grade paint. All proposed colors with brand names (Benjamin Moore – True White) with examples must be indicated on the proposed plans.
12. Roofing Materials: Roof slope ratio shall be appropriate for the proposed architectural style. Roof forms of gable and hipped variations are most appropriate for Belle Meade. Common roofing materials in Belle Meade include asphalt shingle, metal, clay tile, slate and cedar shake. Roofing materials of faux clay tiles, faux slate, etc. are prohibited. Shingles should be of a dark color, predominantly dark gray or brown. Asphalt shingles must be a minimum weight of at least 300lb per square and/or use 3-tab shingles. Metal roofs should be of traditional colors not bright or glaring, and of traditional profile. All metal roofs shall be of a quality to include a sixty (60) year guarantee on finish and shall not use exposed screws.
13. Mechanical/Plumbing Vent Stacks: No vents shall be located on the portion of the structure's roof facing to the "front" as defined in the Zoning Code. All vents must be copper or painted to match roof color.
14. Garage Doors: No garage doors shall be vinyl, fiberglass or aluminum. No steel garage doors shall be less than twenty-four (24) gauge thickness. Each garage bay shall have a separate door.

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

Attachment:

1. Location Map



Historic Zoning Commission - Certificate of Appropriateness Application

OWNER INFORMATION

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

RELATIONSHIP TO OWNER:

☐ Contractor☐ Architect☐ Other (explain)

PROPERTY DESCRIPTION & LOCATION

 AGE/YEAR OF STRUCTURE☐ Yes ☒ No PROPERTY OF SIGNIFICANCE (1901-1939)☐ Yes ☒ No PROPERTY OF CONSERVATION (1940-2000)☒ Yes ☐ No PROPERTY LESS THAN 50 YEARS

PROPOSED ACTIVITY

☐ New Construction ☐ Demolition ☐ Exterior Alteration or Repair ☐ AdditionDefine Architectural Style

Reason for Request:

The proposed work includes additions and renovations to the existing home. The proposed additions are approximately 1374 square feet. The renovations include updates to the exterior materials, simplification of the existing roof forms, and improvements to the interior layout of the home. Also proposed are updates to the hardscape, driveway, and landscape.

Demolition of Structures:

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

Selective demolition proposed for the existing covered and screened porches at the rear of the home. The existing screened and covered porches are dated in style and have weathered/decayed materials. Demolition of the existing turret, large

Historical Significance

The existing home was built in 2003 and does not have historical significance.

☐ Yes ☐ No Is the property habitable?

Give a compelling reason for demolition of property

N/A

Describe the proposed reuse of existing materials, if any?

N/A

New Construction Material List Description

Window Manufacturer:

Window Material:

Frame Material:

Windowsills:

Brick, Painted/Natural:

Brick/Stone Thickness:

Clapboard Material:

Clapboard Dimensions/Reveal:

Railings, Columns, Pilasters:

Chimney Material:

Roofing Material:

Exterior Doors:

Eaves/Cornice:

Gutters:

Gutter Dimensions:

Property of Significance

☐ Yes ☐ No A broad cultural, political, economic, or social association with the historic development of Belle Meade, the state, or the nation, and/or;

☐ Yes ☐ No Identification with a historic person or with important events in Belle Meade, state, and/or national history, and /or;

☐ Yes ☐ No 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;

☐ Yes ☐ No 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

☐ Yes ☐ No Is a notable work of a master builder, designer, or architect, and/or;

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☐Yes ☐No Possesses other qualities and characteristics that, in the judgment of the HZC should be considered for designation as a significant property.

In Step 5 of the Application, please attach the below document(s) for all types of CoA Applications:

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

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.

Additional submittal requirements for **New Construction and Additions**:
A complete set of CAD plans at 1/4-inch scale.

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.

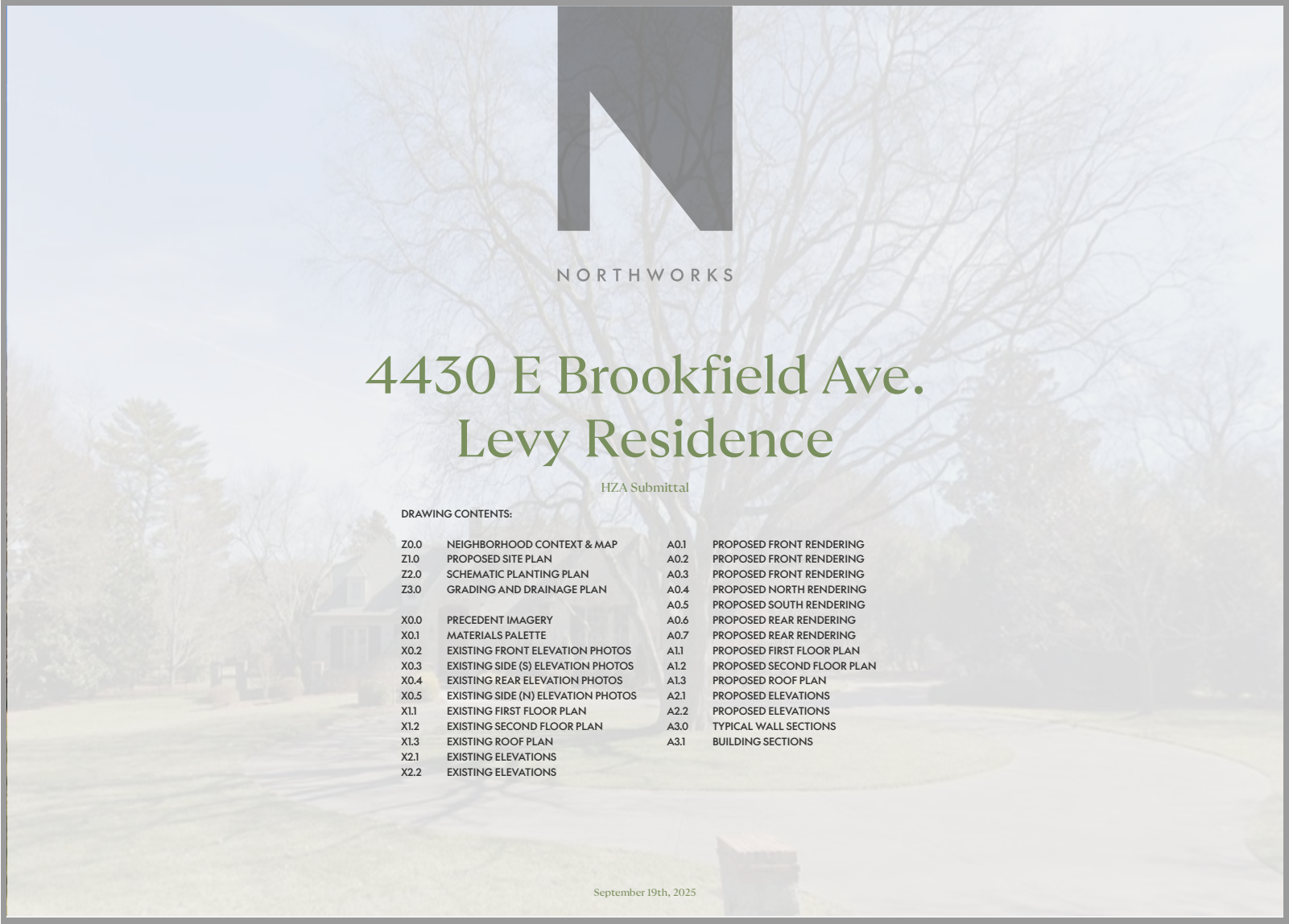
Tyler Smith

2025-09-19

Typed Signature of Applicant or Owner

Date

CLICK SAVE BEFORE CLICKING COMPLETE APPLICATION





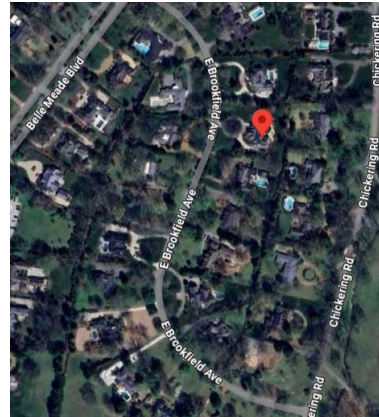
4433 E BROOKFIELD



4432 E BROOKFIELD



4428 E BROOKFIELD



NEIGHBORHOOD CONTEXT

VICINITY MAP & ARCHITECTURAL STYLE

The proposed improvements to 4430 E Brookfield are in keeping with the style precedents established in the neighborhood. The improvements elevate the existing design to more seamlessly integrate with its surroundings.

4430 E Brookfield best identifies with the French Eclectic style due to its use of turrets, steep pitched gables, flared eaves, dormers and stone exterior. The asymmetry in the facade is more characteristic of informal French Eclectic homes.

However, the architectural language is inconsistent and the overuse of certain elements creates complicated geometries which are not indicative of the French Eclectic style. The proposed improvements will simplify the forms and return the home to a truer iteration of the French Eclectic style.



4422 E BROOKFIELD



4424 E BROOKFIELD



LEVY
4400 E. BRIDGES AVE.
RESIDENCE
NIGHTVILLE, TN

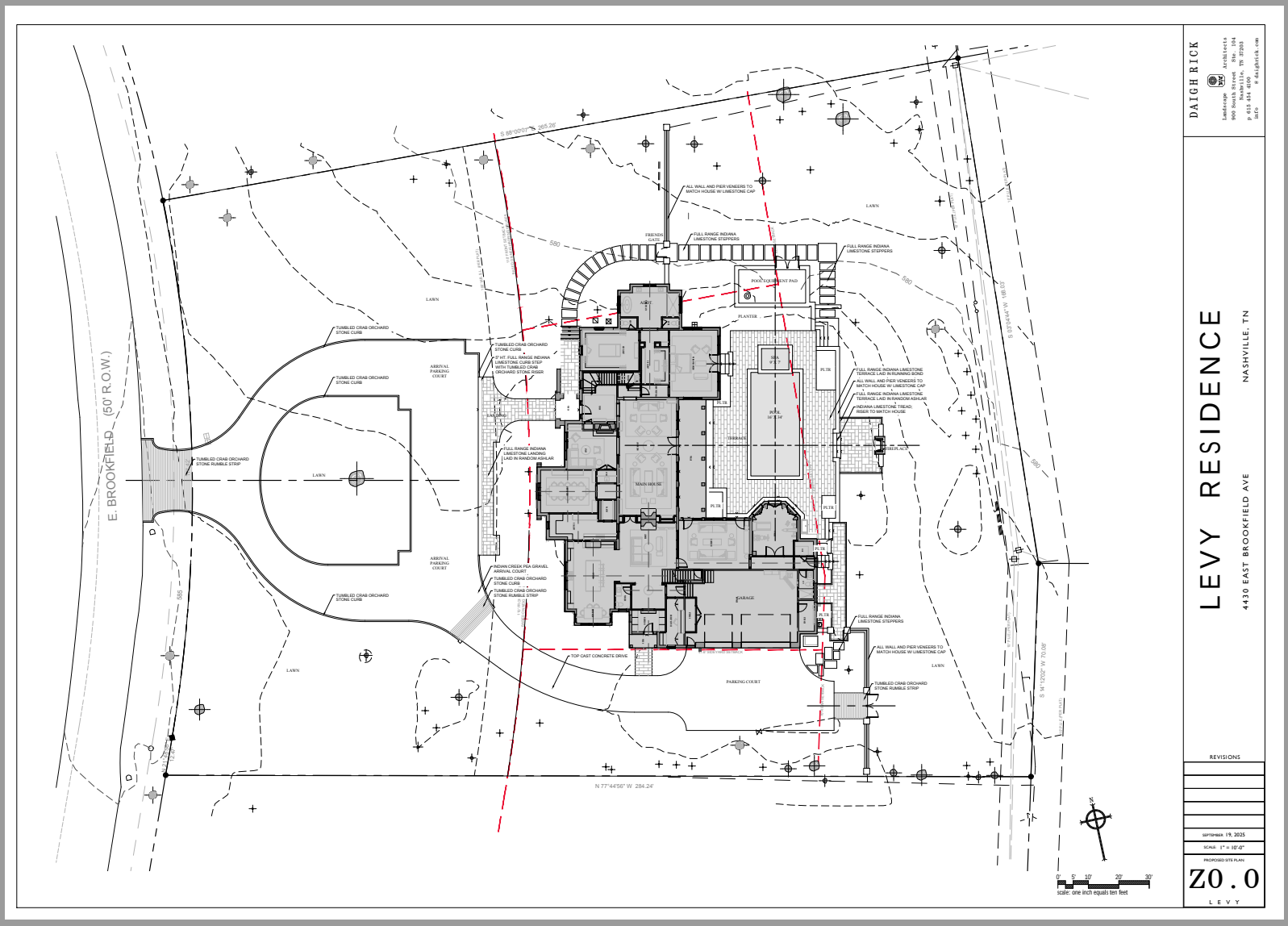
H2C SUBMISSION

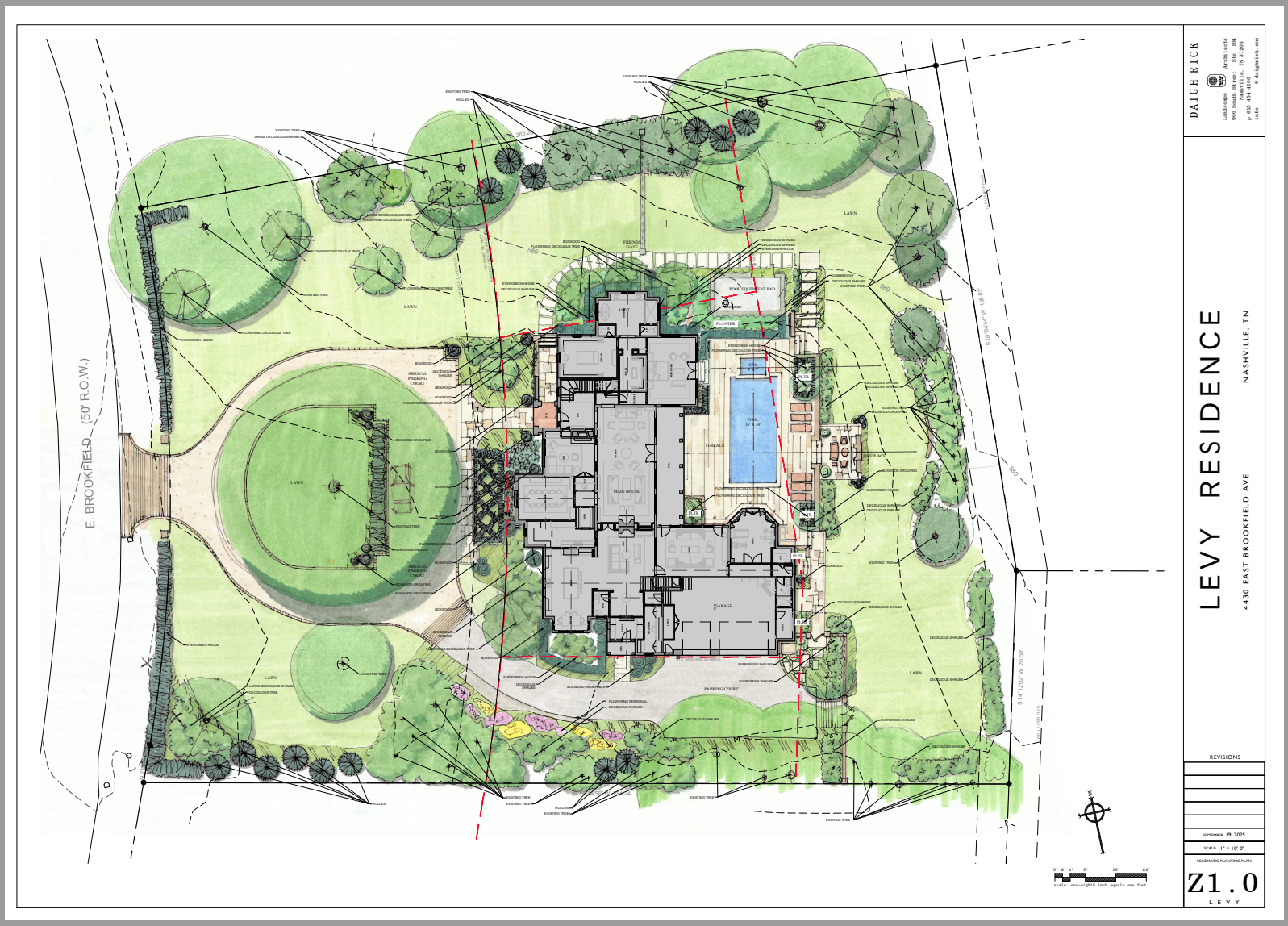
SEPTEMBER 19, 2025

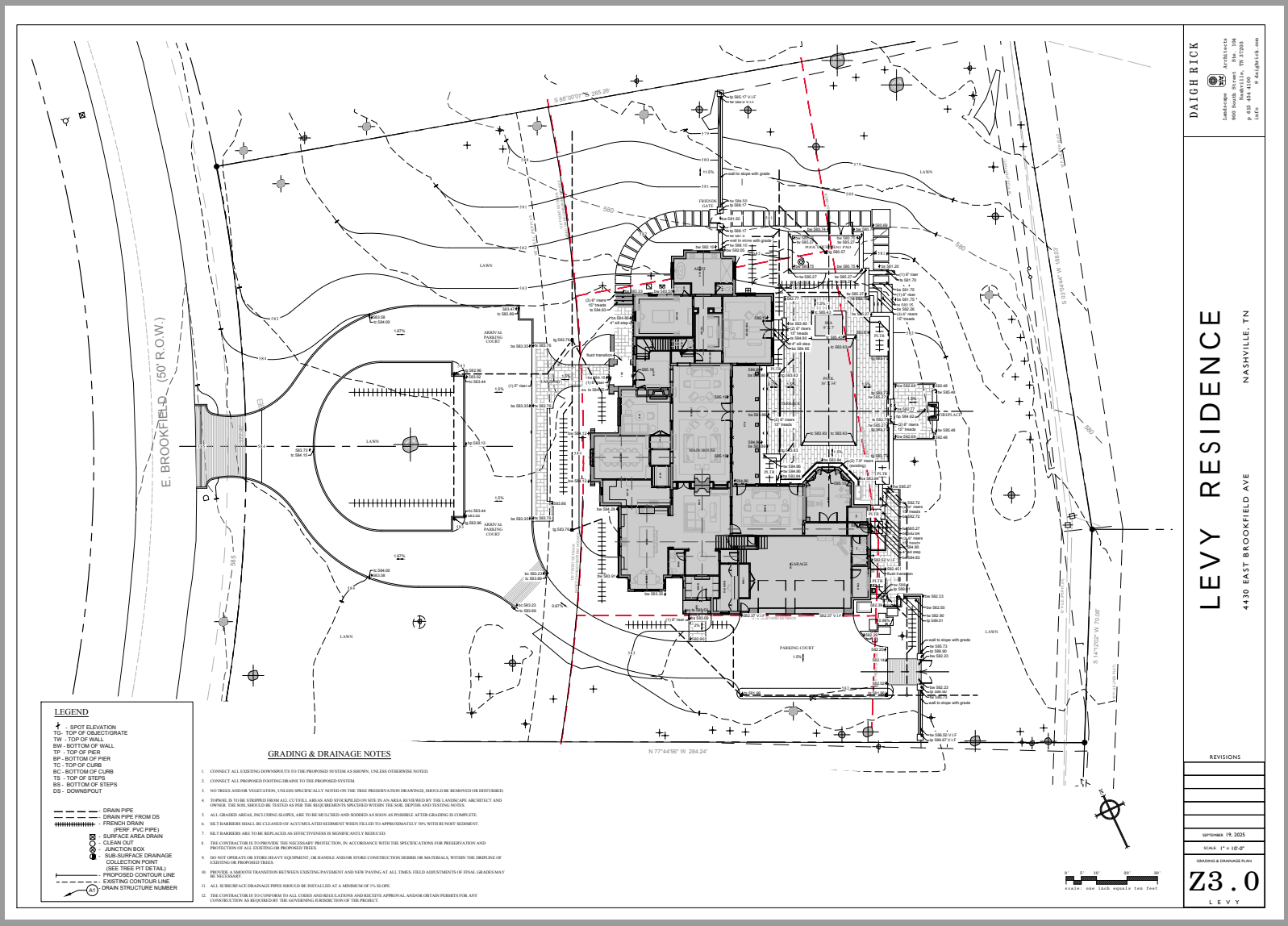
SCALE: 1" = 3/16"

NEIGHBORHOOD CONTEXT &
MAP

Z0.0









PRECEDENT IMAGERY
FRENCH ECLECTIC



N

NORTHWORKS
400 HILLSBORO CIR. NASHVILLE, TN 37203

LEVY
4400 E. BROOKFIELD AVE.
RESIDENCE
NORTHVILLE, TN

H2C SUBMISSION

SEPTEMBER 19, 2025

SCALE: 1" = 3/16"

PRECEDENT IMAGERY

X0.0



STONE
LIMEWASHED NATURAL STONE



SIDING
PAINTED HORIZ. LAP SIDING



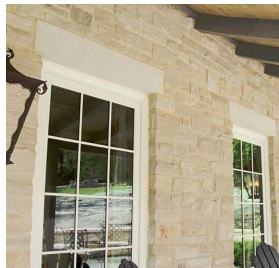
TRIM, COLUMNS & FASCIA
PAINTED WOOD OR COMPOSITE



WINDOWS
ALUMINUM CLAD EXTERIOR



GUTTERS
COPPER GUTTERS & DOWNSPOUTS



HEADERS & SILLS
CUT LIMESTONE

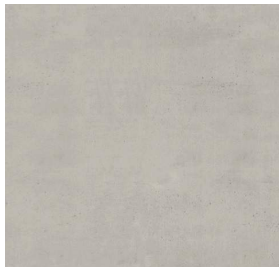


ROOFING



LIGHTING

COPPER GAS LANTERNS



PAVERS
CUT LIMESTONE



DRIVE
CHIP SEAL GRAVEL



LEVY
4400 E. BROOKFIELD AVE.

RESIDENCE
NASHVILLE, TN

H2C SUBMISSION

SEPTEMBER 19, 2025

SCALE: 1" = 3/16"

MATERIALS PALETTE

X0.1



- LIMEWASH STONE
- REPAINT AND REPLACE WINDOWS AS REQ'D
- REPAINT TRIM TO LIGHTER CREAM COLOR
- REPLACE AND ADD SHUTTERS WHERE REQ'D
- NEW HARDSCAPE AND LANDSCAPE
- COMPOSITE SLATE ROOF





- NEW SINGLE ENTRY DOOR
- REMOVE SWOOPING WALL AT ENTRY
- NEW SIDEWALK & PORCH MATERIALS
- SIMPLIFY WINDOW SIZES & STYLES



- REMOVE TURRET & TRELLIS/PERGOLA
- SIMPLIFY ROOF FORMS



NORTHWORKS
400 HARRISON ST. NASHVILLE, TN 37203

LEVY RESIDENCE
4430 E BROOKFIELD AVE.
NASHVILLE, TN

HZC SUBMISSION

SEPTEMBER 15, 2025

SCALE: 1" = 8'/16"

EXISTING FRONT ELEVATION
PHOTOS

X0.2





NORTHWORKS
ARCHITECTS & INTERIORS, INC.

LEVY RESIDENCE
4430 E BROOKFIELD AVE
NASHVILLE, TN

HZC SUBMISSION

SEPTEMBER 15, 2025

SCALE: 1" = 8'/16"

EXISTING SIDE ELEVATION
PHOTOS

X0.3



- SIMPLIFY BUILDING GEOMETRY & ROOF FORMS
- NEW POOL AND POOL DECK
- REPLACE AND REPAINT SIDING AS REQ'D



- REMOVE EXISTING SCREENED PORCH
- REPLACE COVERED PORCH COLUMNS



- SIMPLIFY BUILDING GEOMETRY AND ROOF FORMS AT PRIMARY BEDROOM



- SIMPLIFY BUILDING GEOMETRY AND ROOF FORMS AT PRIMARY BEDROOM



NORTHWORKS
400 HARRISON ST. NASHVILLE, TN 37203

LEVY RESIDENCE
4430 E BROOKFIELD AVE
NASHVILLE, TN

HZC SUBMISSION

SEPTEMBER 15, 2025

SCALE: 1" = 8'/16"

EXISTING REAR ELEVATION
PHOTOS

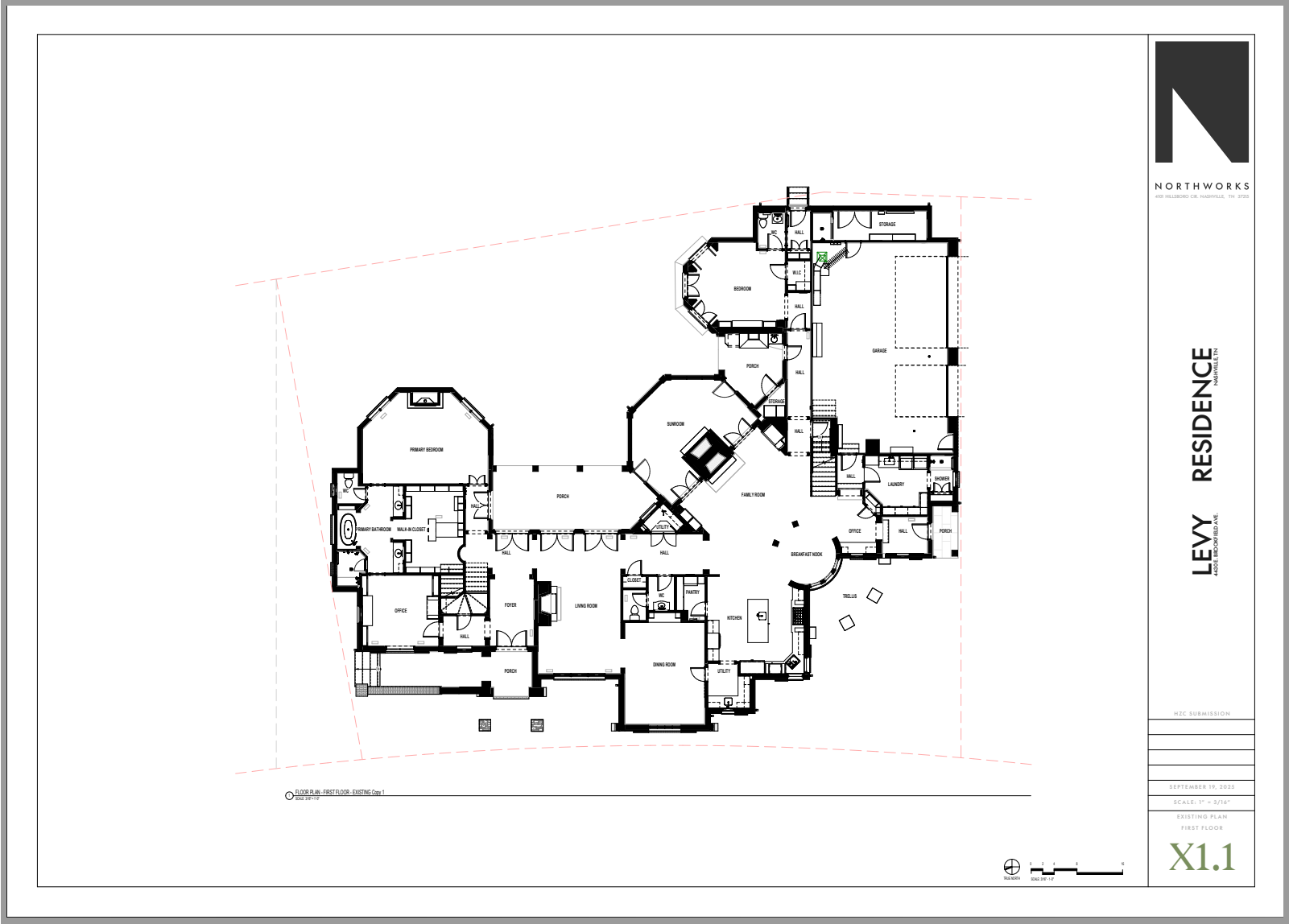
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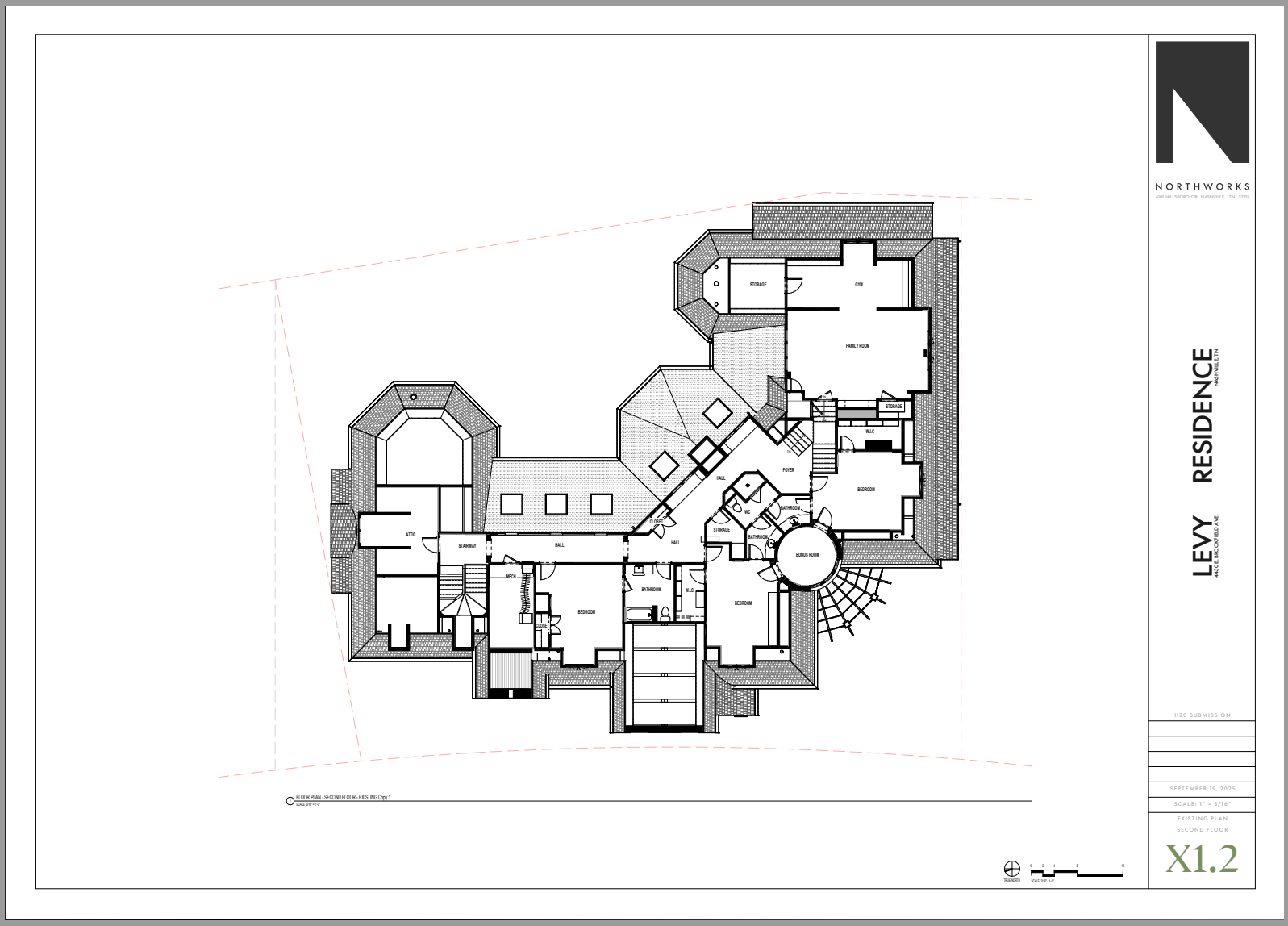


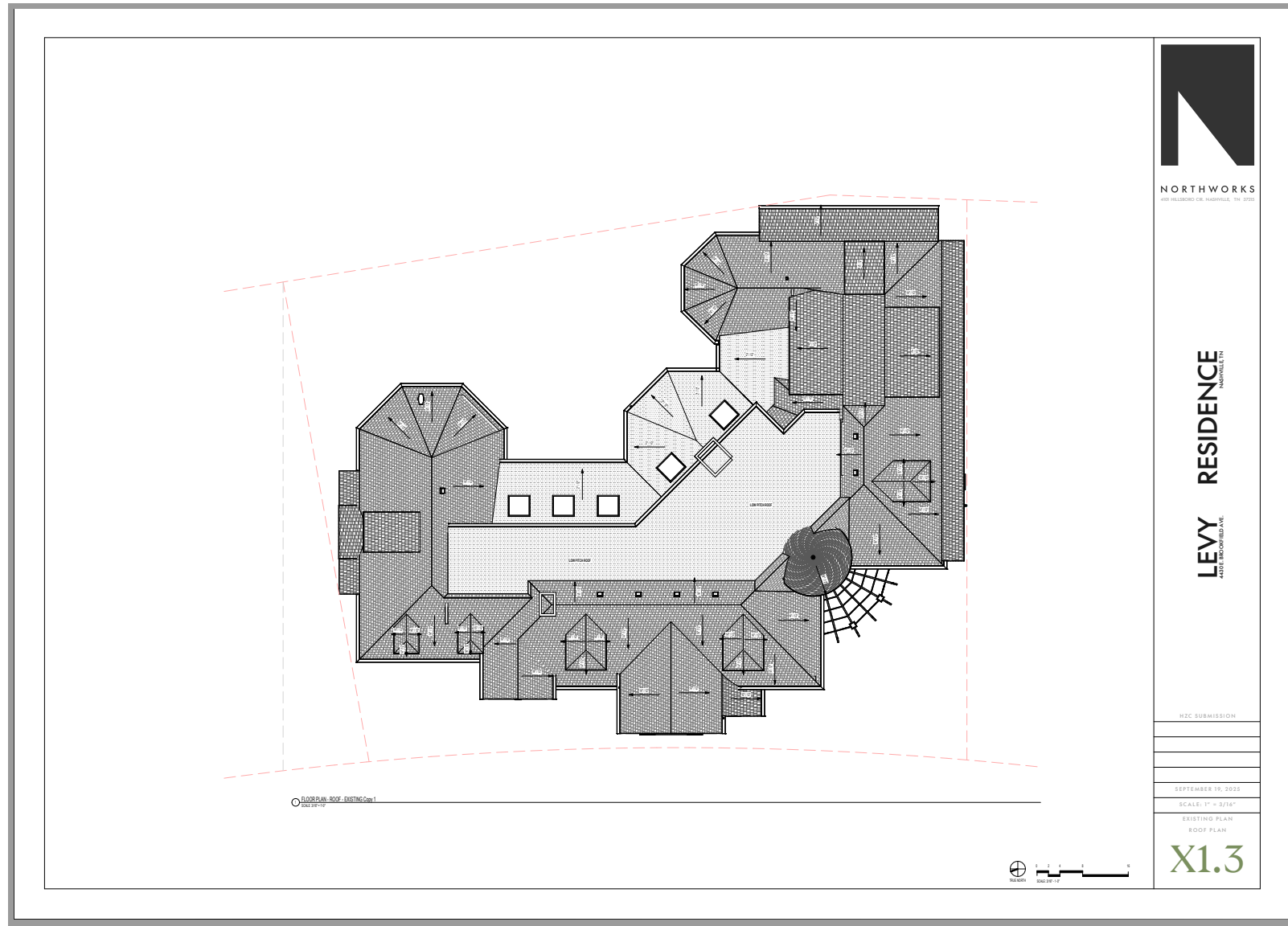
LEVY RESIDENCE
4430 E BROOKFIELD AVE
NASHVILLE, TN

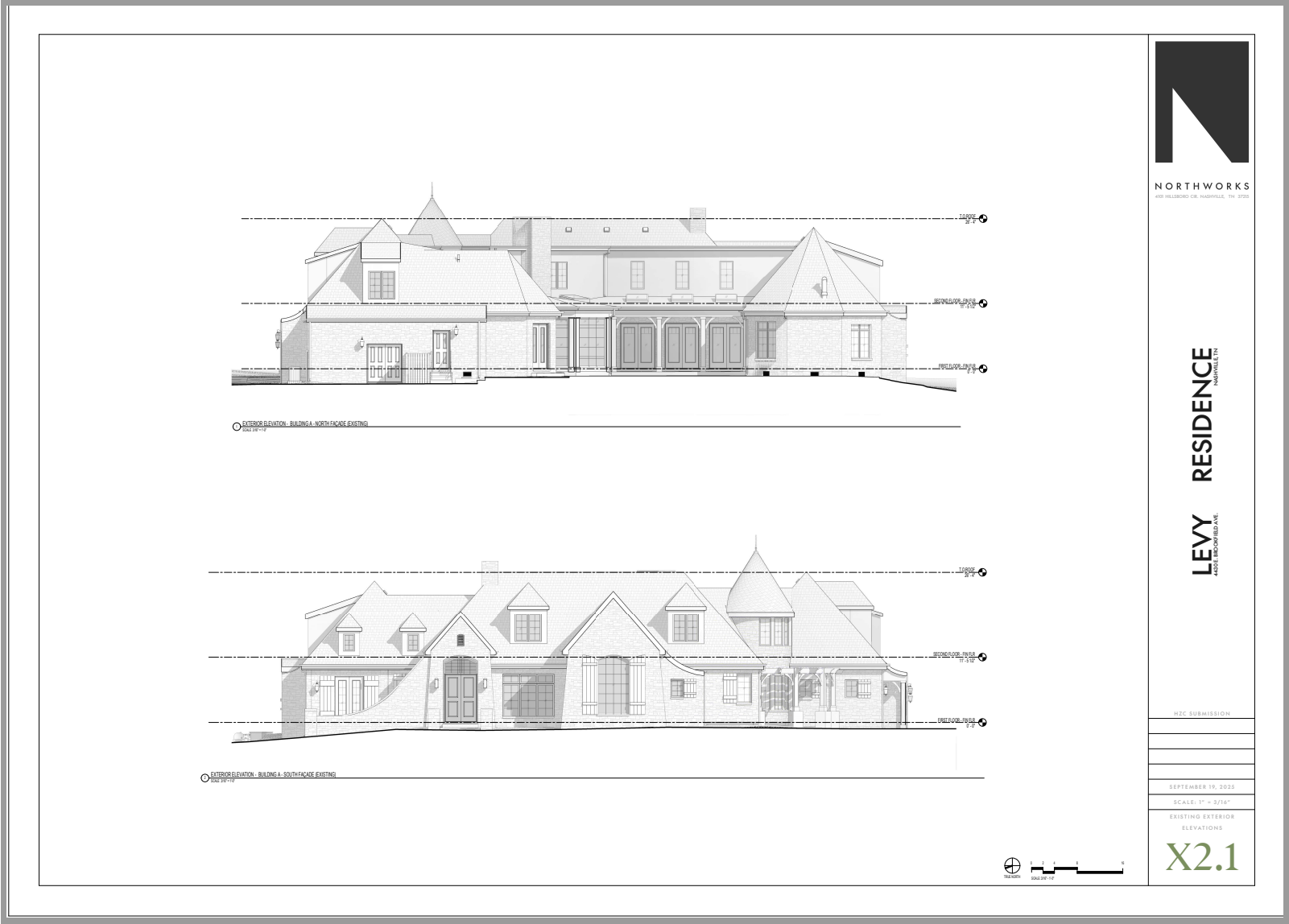
HZC SUBMISSION
SEPTEMBER 15, 2025
SCALE: 1" = 8'/16"
EXISTING SIDE ELEVATION PHOTOS

X0.5













EXISTING FRONT ELEVATION



PROPOSED FRONT ELEVATION

RENDERINGS
FRONT ELEVATION



LEVY RESIDENCE
4430 E BROOKFIELD AVE
NASHVILLE, TN

HZC SUBMISSION

SEPTEMBER 15, 2025

SCALE: 1" = 8'-0"

PROPOSED FRONT

RENDERING

A0.1



EXISTING FRONT ELEVATION



PROPOSED FRONT ELEVATION

RENDERINGS
FRONT ELEVATION FROM
NORTH APPROACH



LEVY RESIDENCE
4430 E BROOKFIELD AVE
NASHVILLE, TN

HZC SUBMISSION

SEPTEMBER 15, 2025

SCALE: 1" = 8'/16"

PROPOSED FRONT

RENDERING

A0.2



EXISTING FRONT ELEVATION



PROPOSED FRONT ELEVATION

RENDERINGS
FRONT ELEVATION FROM
SOUTH APPROACH



LEVY RESIDENCE
4430 E BROOKFIELD AVE
NASHVILLE, TN

HZC SUBMISSION

SEPTEMBER 15, 2025

SCALE: 1" = 8'/16"

PROPOSED FRONT

RENDERING

A0.3



EXISTING NORTH (SIDE) ELEVATION



PROPOSED NORTH (SIDE) ELEVATION

RENDERINGS
NORTH ELEVATION



LEVY RESIDENCE
4430 E BROOKFIELD AVE
NASHVILLE, TN

HZC SUBMISSION
SEPTEMBER 15, 2025
SCALE: 1" = 8'/16"
PROPOSED NORTH RENDERING
A0.4



EXISTING SOUTH (SIDE) ELEVATION



PROPOSED SOUTH (SIDE) ELEVATION

RENDERINGS
SOUTH ELEVATION



LEVY RESIDENCE
4430 E BROOKFIELD AVE
NASHVILLE, TN

HZC SUBMISSION

SEPTEMBER 15, 2025

SCALE: 1" = 8'-0"

PROPOSED SOUTH

RENDERING

A0.5



EXISTING REAR ELEVATION



PROPOSED REAR ELEVATION

RENDERINGS
REAR ELEVATION



LEVY RESIDENCE
4430 E BROOKFIELD AVE
NASHVILLE, TN

HZC SUBMISSION

SEPTEMBER 15, 2025

SCALE: 1" = 8'/16"

PROPOSED REAR
RENDERING

A0.6



EXISTING REAR ELEVATION



EXISTING REAR ELEVATION



PROPOSED REAR ELEVATION

RENDERINGS
REAR ELEVATION



LEVY RESIDENCE
4401 BROOKFIELD AVE
NASHVILLE, TN

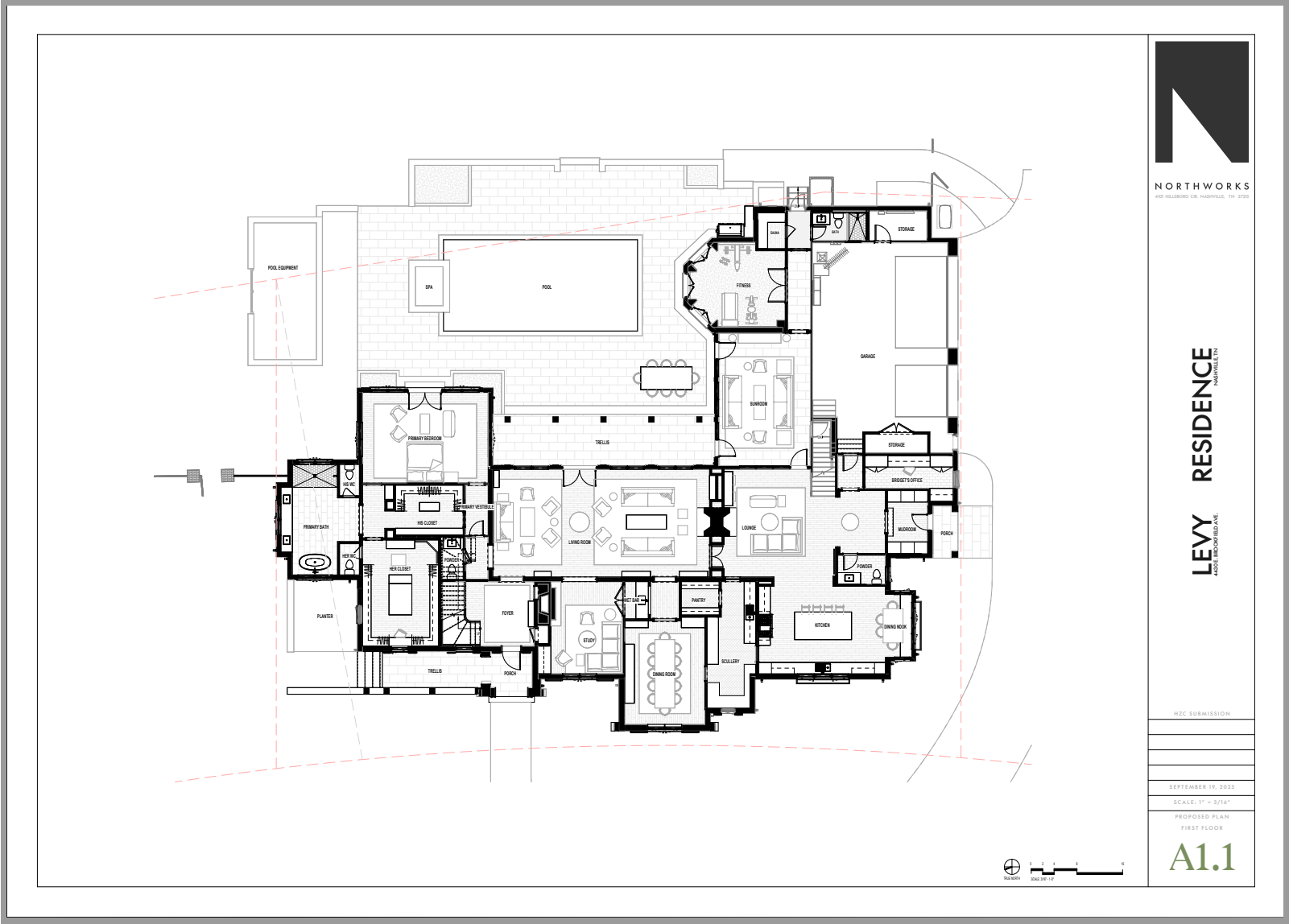
HZC SUBMISSION

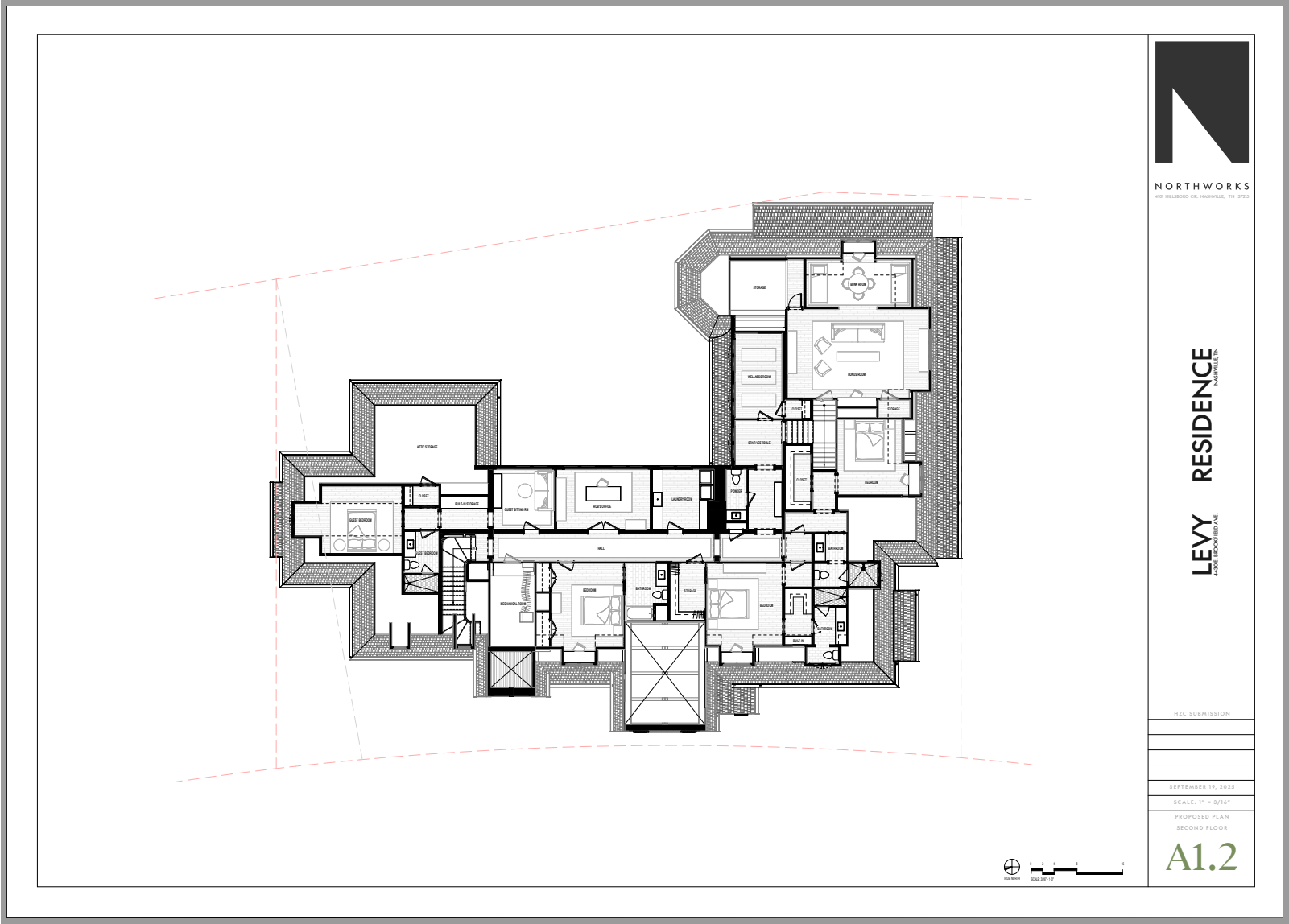
SEPTEMBER 15, 2025

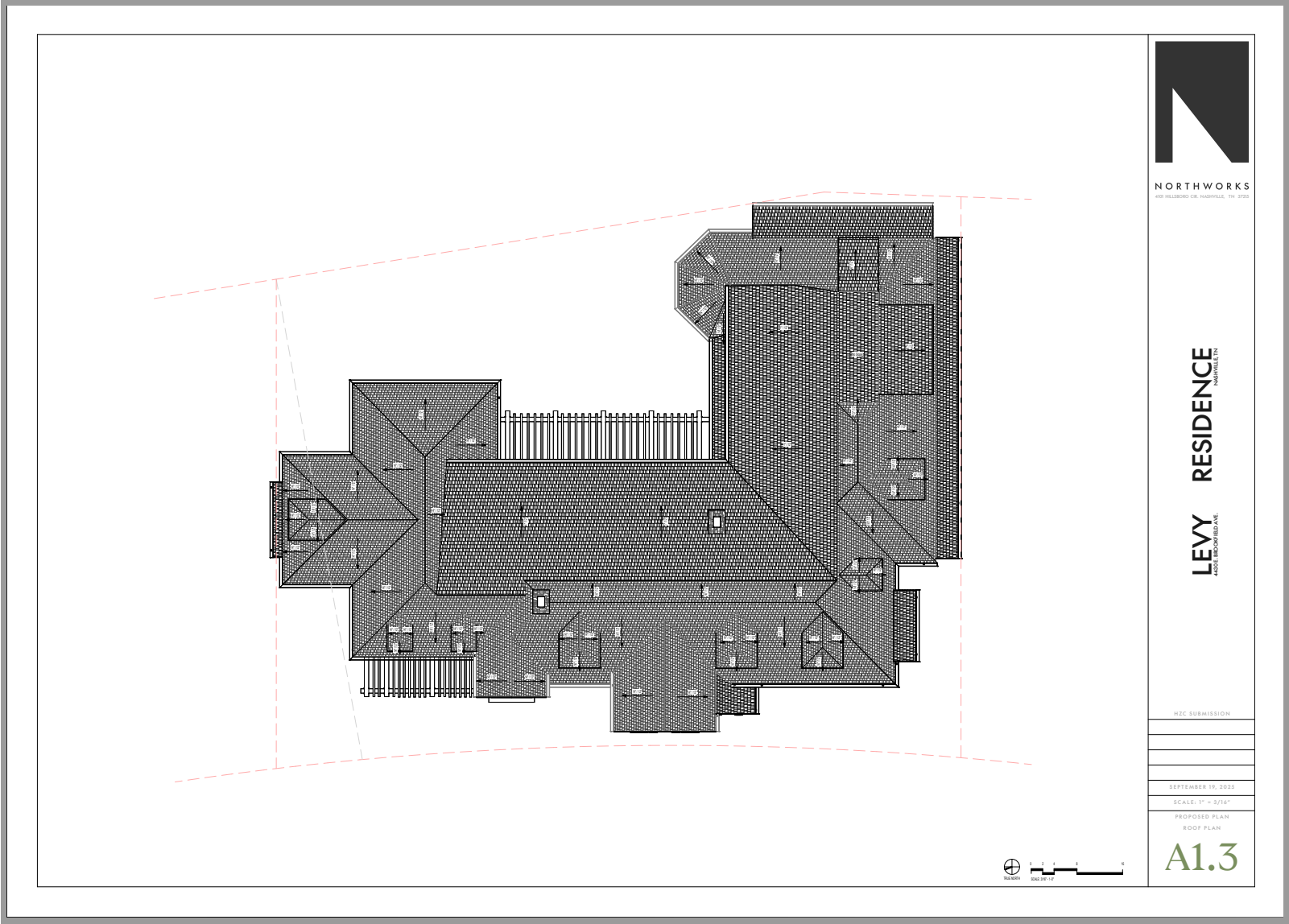
SCALE: 1" = 8'-0"

PROPOSED REAR
RENDERING

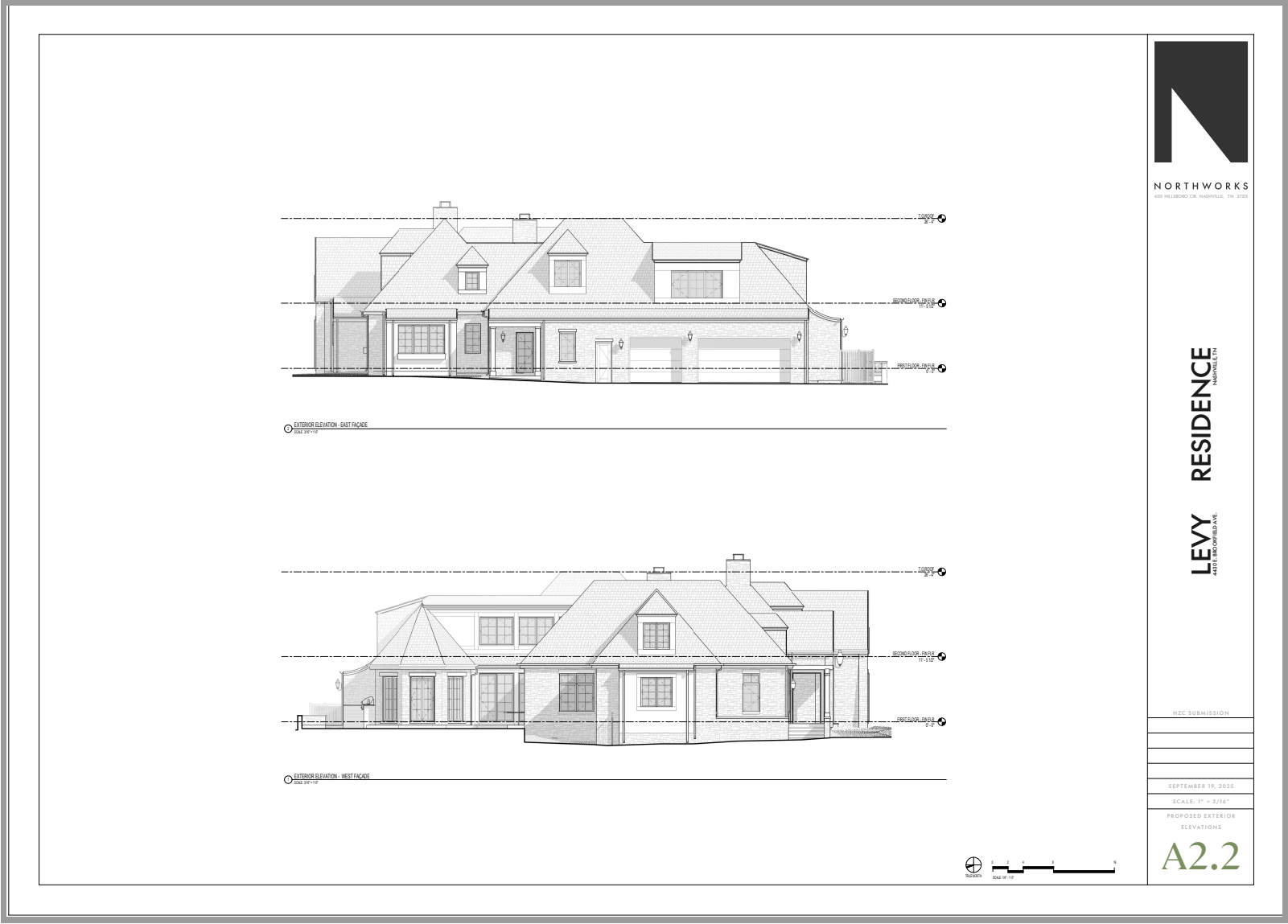
A0.7

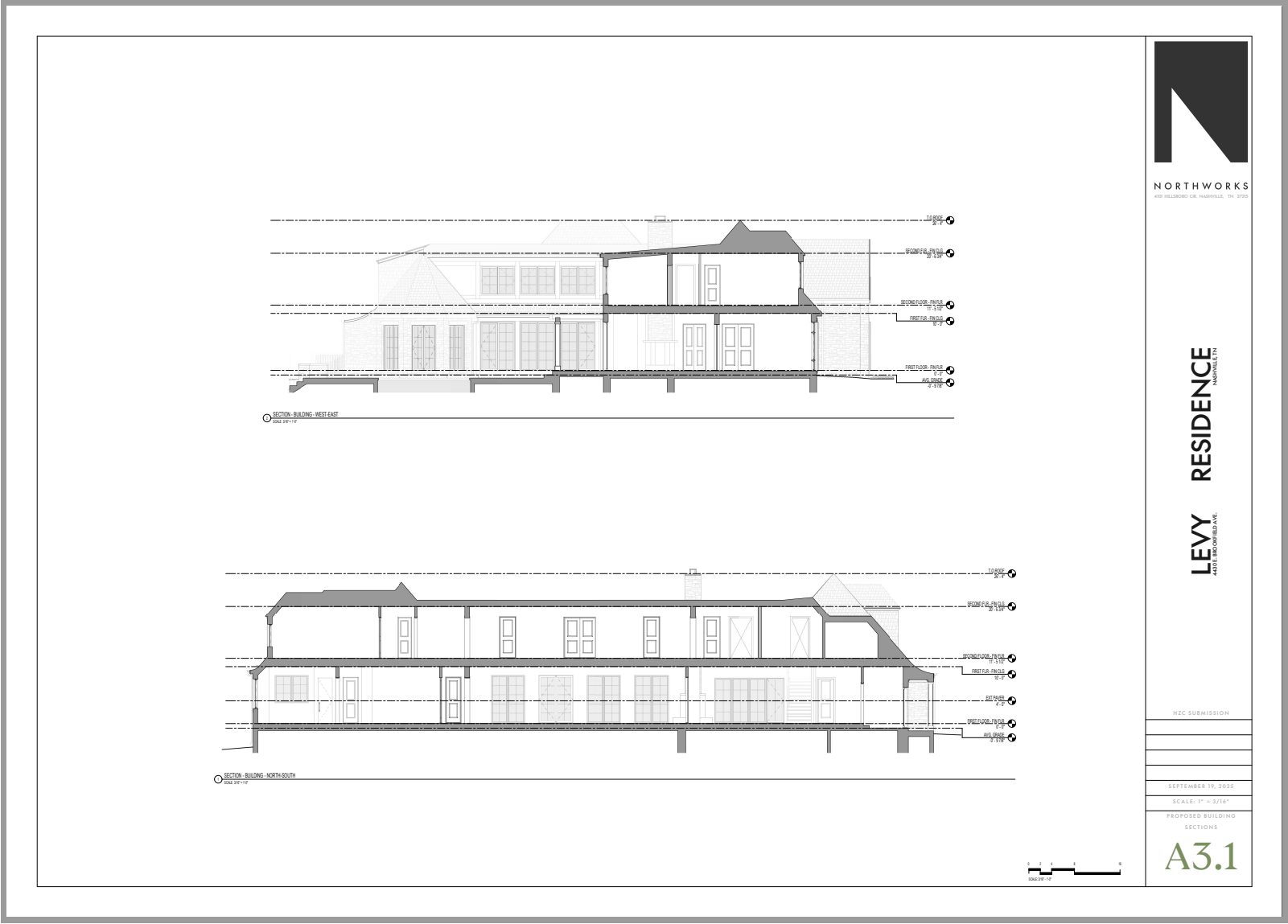


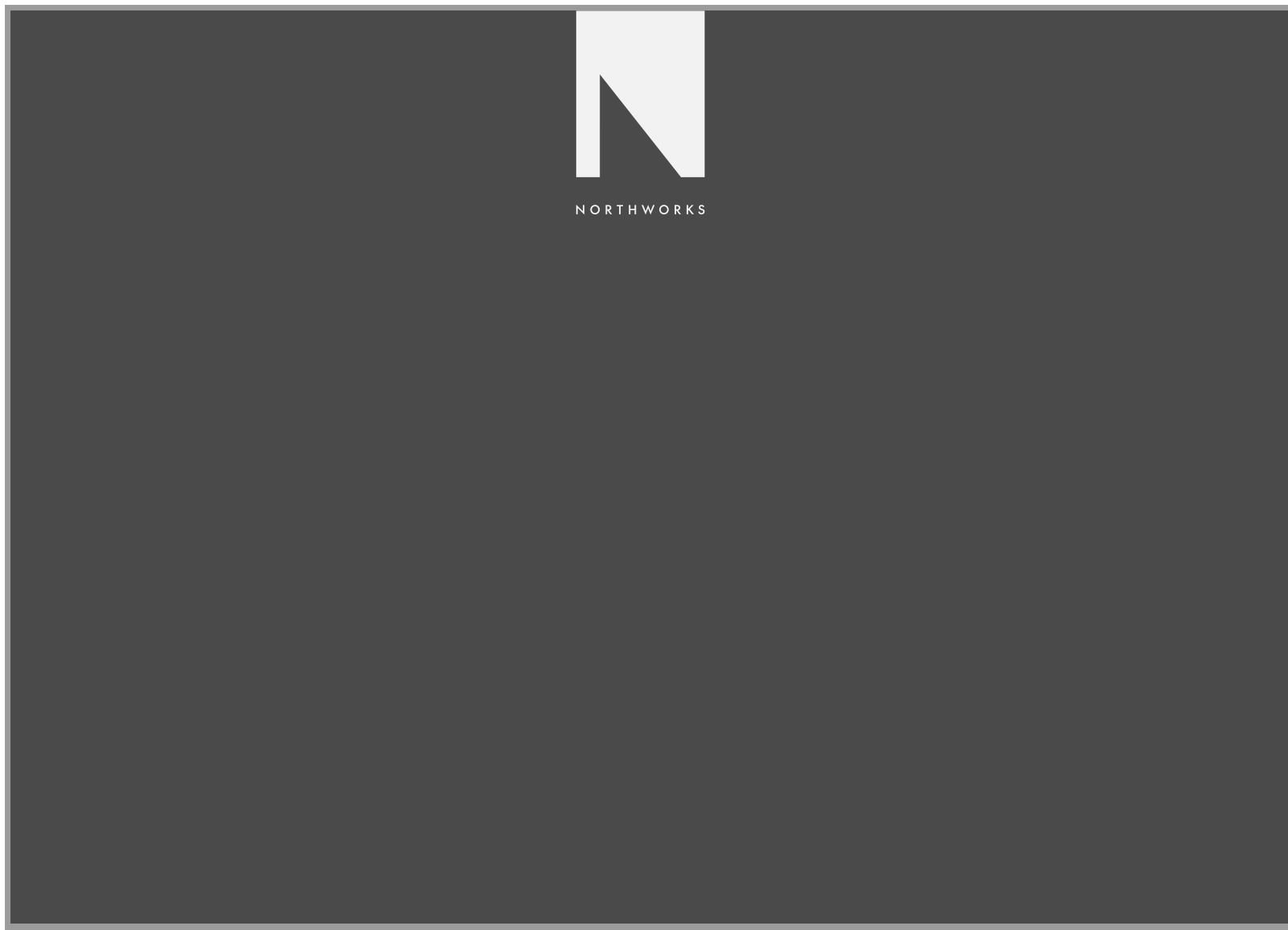












Staff Report

Agenda No.: IV.C.

Case No.: A25-70

Staff: Mary Samaniego, Planning Director

Applicant: The Levy family

Request: Certificate of Appropriateness for an addition to a single-family residence.

Location: 4430 E. Brookfield Avenue

Summary:

The applicant/owner, the Levy family, is requesting Certificate of Appropriateness approval for an addition to a single-family residence. Specifically, the proposed work includes three separate additions totaling approximately 1,374 square feet to the front and side of the residence. The designated architectural style is French Eclectic 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 1.33 acres (58,162 square feet), regularly shaped, relatively flat, and has frontage on East Brookfield Avenue.
2. The existing dwelling was constructed in 2003 and includes a two-car garage.
3. This project received a side yard setback variance (from 63' to 48') from the Belle Meade Board of Zoning Appeals in August 2025.
4. Due to its construction date, per the Belle Meade Citywide Conservation Overlay Design Guidelines, it is determined to be *a property worthy of conservation*.
5. The dwelling has not been identified in the 2021 historical survey due to its age.
6. The residence has been owned by two families since its construction.
7. The property is located within the Residence "A" zoning district and is not within the regulated floodplain.

8. Materials list:

New Construction Material List DescriptionWindow Manufacturer: Window Material: Frame Material: Windowsills: Brick, Painted/Natural: Brick/Stone Thickness: Clapboard Material: Clapboard Dimensions/Reveal: Railings, Columns, Pilasters: Chimney Material: Roofing Material: Exterior Doors: Eaves/Cornice: Gutters: Gutter Dimensions: **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 14-207(5), The Historic Zoning Commission shall rely upon the adopted guidelines for the district and give primary consideration to:

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, is reasonably related to the purpose of this part.

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.

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.

In order to ensure the highest quality craftsmanship and construction the following guidelines shall be followed for the specific architectural elements:

1. Foundations: Most existing foundations are of stone, brick or concrete and these foundation materials are preferred for new construction. Split faced concrete block is not an acceptable foundation material. Veneer covering concrete foundation walls must be full bed depth masonry.
2. Siding: No siding material shall be vinyl, aluminum, or wood refaced with vinyl or aluminum. No exterior materials shall be thin veneer brick, stone, cultured stone or synthetic stone. Only wrapping an interior flue chase that penetrates the roof would be allow the tinner brick veneer. Materials such as Exterior Insulation Finishing System (EFIS) is not allowable for new construction. Materials such as wood, cementitious siding, solid brick or stone veneer, and true stucco over masonry are appropriate materials for new construction.

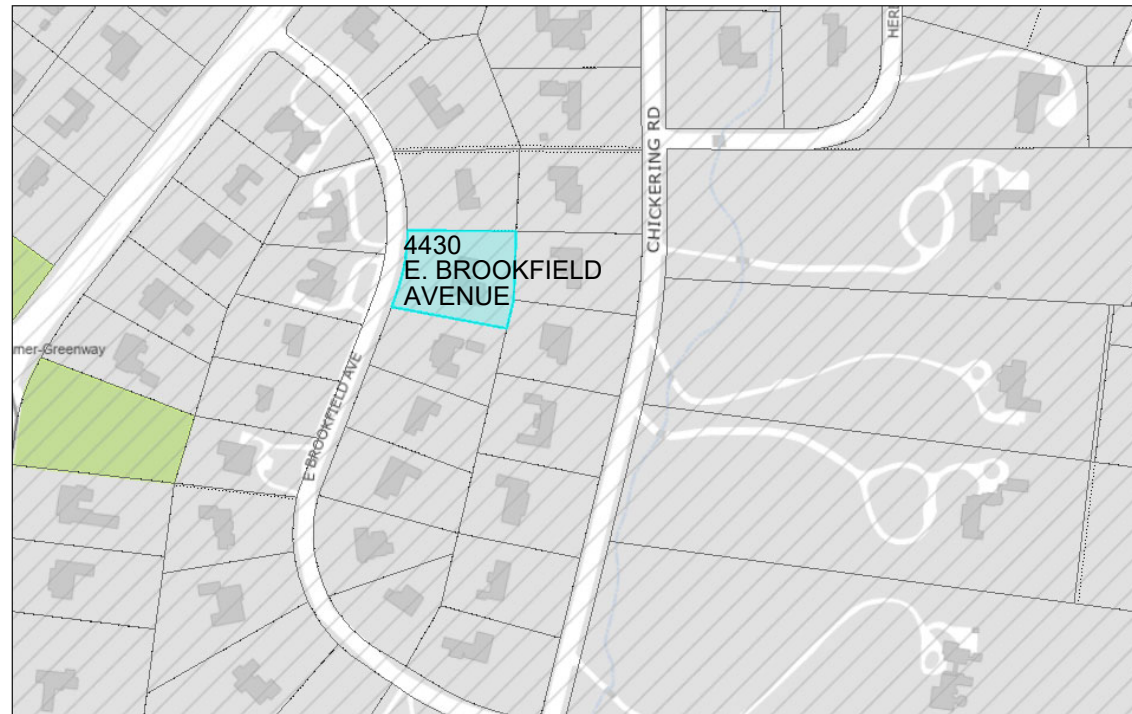
3. Front Doors: No front door shall be of aluminum or vinyl.
4. Front Porch: No front steps visible from the street shall be finished concrete.
5. Windows: Wood construction is preferred for windows, especially those on the fronts of dwellings. Aluminum clad windows may be used as alternative to full wood windows. Windows shall not incorporate vinyl or aluminum frames. New construction shall not incorporate storm windows.
6. Deck Material: No deck shall be constructed of vinyl clad materials.
7. Window Shutters: No shutters shall be plastic, vinyl or aluminum, must fit the window opening, and be mounted with operable hinges.
8. Fascia (Gutter Board) Material: No fascia board shall consist of wood refaced with vinyl or aluminum.
9. Gutters: No gutter shall have less than a six-inch (6") opening. Downspouts shall be a minimum of three by four inches (3"x4") in circumference.
10. Chimneys: Chimneys located on exterior walls constructed of materials other than masonry or modular masonry (Isokern "type") may not be constructed. When chimneys are above the roofline, the materials may have a nominal thickness between 2" – 4". Chimneys may not be faced with vinyl, aluminum, wood refaced with vinyl or aluminum, thin veneer brick, thin veneer stone, cultured stone, or synthetic stone.
11. Paint: All paints shall be of a better quality than contractor grade paint. All proposed colors with brand names (Benjamin Moore – True White) with examples must be indicated on the proposed plans.
12. Roofing Materials: Roof slope ratio shall be appropriate for the proposed architectural style. Roof forms of gable and hipped variations are most appropriate for Belle Meade. Common roofing materials in Belle Meade include asphalt shingle, metal, clay tile, slate and cedar shake. Roofing materials of faux clay tiles, faux slate, etc. are prohibited. Shingles should be of a dark color, predominantly dark gray or brown. Asphalt shingles must be a minimum weight of at least 300lb per square and/or use 3-tab shingles. Metal roofs should be of traditional colors not bright or glaring, and of traditional profile. All metal roofs shall be of a quality to include a sixty (60) year guarantee on finish and shall not use exposed screws.
13. Mechanical/Plumbing Vent Stacks: No vents shall be located on the portion of the structure's roof facing to the "front" as defined in the Zoning Code. All vents must be copper or painted to match roof color.
14. Garage Doors: No garage doors shall be vinyl, fiberglass or aluminum. No steel garage doors shall be less than twenty-four (24) gauge thickness. Each garage bay shall have a separate door.

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

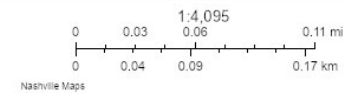
Attachment:

1. Location Map

Nashville Parcel Viewer Map 4430 E. BROOKFIELD AVENUE



6/30/2025, 12:34:05 PM





**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.

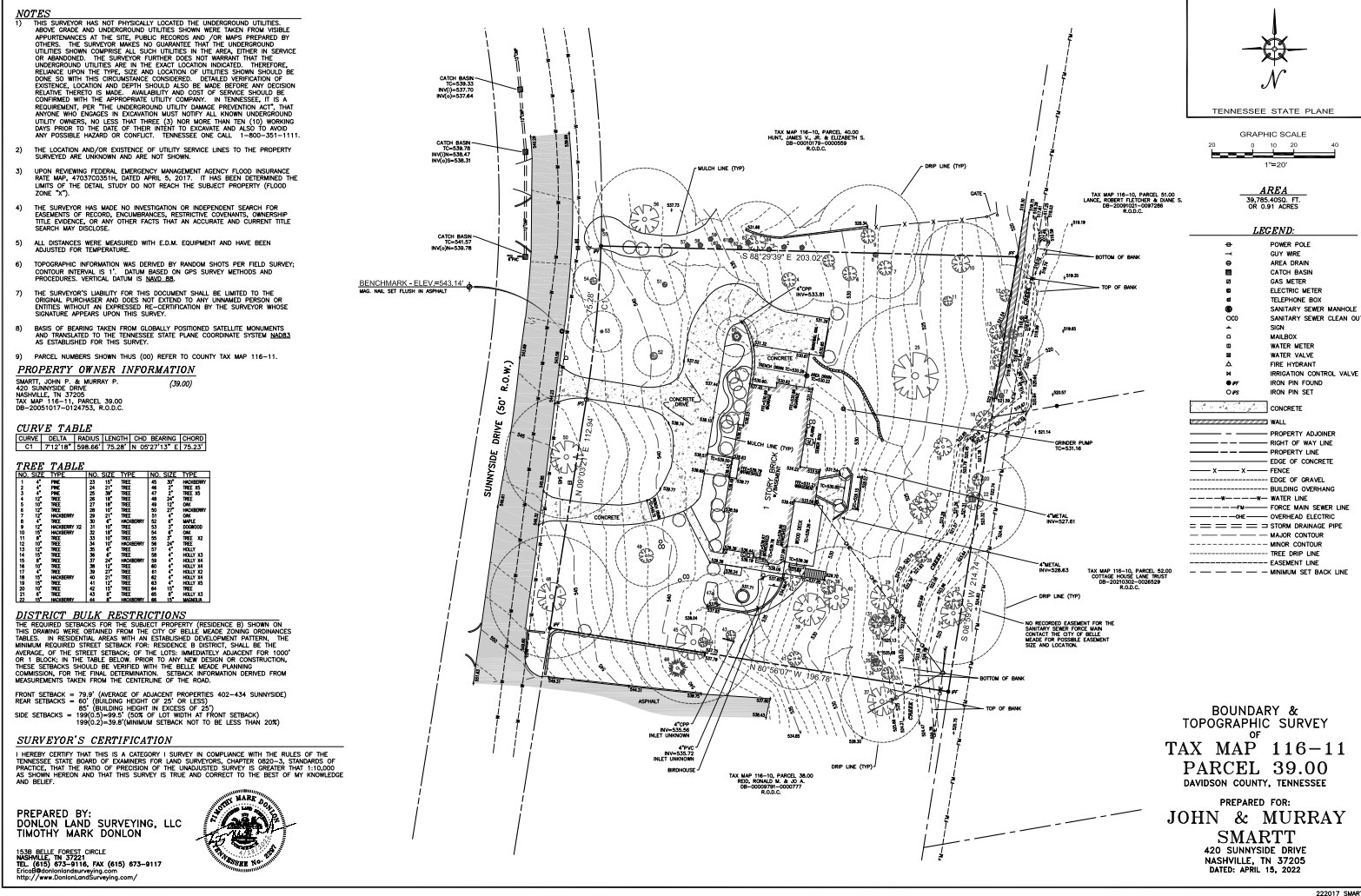
Appeals Process for Decisions by the City of Belle Meade Historic Zoning Commission: Anyone who may be aggrieved by any final order or judgement of the Commission may have such order or judgement reviewed by the courts, by the procedure of statutory certiorari, in the Davidson County Chancery Court. 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: _____



Street Context: Neighboring Houses



414 Sunnyside Drive



416 Sunnyside Drive



418 Sunnyside Drive



422 Sunnyside Drive



424 Sunnyside Drive



411 Sunnyside Drive



415 Sunnyside Drive



419 Sunnyside Drive



421 Sunnyside Drive



423 Sunnyside Drive

Photos of Existing Property



Photos of Existing Property



Photos of Existing Property



Staff Report

Agenda No.: IV.D.
Case No.: A25-71
Staff: Mary Samaniego, Planning Director
Applicant: The Smartt family
Request: Certificate of Appropriateness for demolition
Location: 420 Sunnyside Drive

Summary:

The applicant/property owner is requesting Certificate of Appropriateness approval for demolition of a residence determined to be a property worthy of conservation. This residence was constructed in 1961 and appears to be in original condition. The applicant has stated the architectural style as Ranch.

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 0.88 acres (38,333 square feet - SF), and is rectangular with frontage on Sunnyside Drive.
2. The residence was constructed in 1961 and has a Ranch architectural style. Due to its construction date, per the Belle Meade Citywide Conservation Overlay Design Guidelines, it is determined to be *a property worthy of conservation*.
3. The residence is one-story and approximately 3,223 SF with an attached two-car garage.
4. The residence appears to be in original condition and has been owned by four families over the past 60 years. The original owner, John Holman Haggard, opened the former Julian's, a four star French restaurant on West End Avenue
5. The dwelling has been identified in the 2021 historical survey (DV-26126) as having: historic name - Mr. and Mrs. John Holman Haggard House; brick construction type; hip roof configuration with asphalt shingles; wood, double-hung windows; two brick chimneys; brick veneer wall cover; brick foundation; 3panel wood doors with 5 light sidelights; quoins at corners; and most likely the current breakfast room was originally a porch, as there are brick walls.
6. Staff upon research did not find any significant architect and builder associated with this residence.

Staff Recommendations and Findings of Fact:*Zoning Ordinance Standards*

The standards of proof required for each individual Certificate of Authority are established in the Zoning Ordinance. Per Section 14-207(5), the HZC will make their decisions on CoA applications based on the design guidelines. In making its review the HZC shall rely upon the adopted guidelines for the district and give primary consideration to:

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; and
4. Any other factor, including aesthetic, is reasonably related to the purpose of this part.

Property Worthy of Conservation

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Design Guidelines Criteria for Demolition

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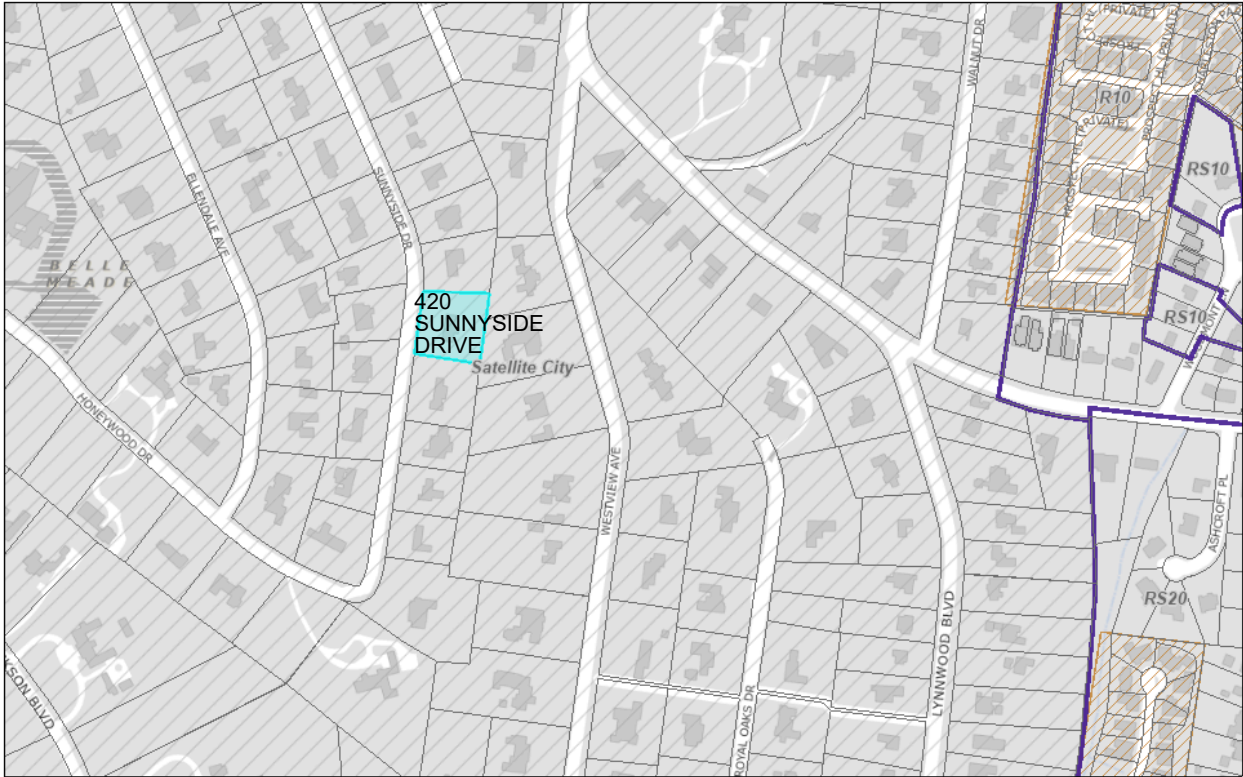
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- A home may have limited ability to meet current architectural trends such as ceiling heights of eight feet or less or inability to maintain due to building style.

Staff recommends approving the Certificate of Appropriateness based on the written findings of fact and the supporting documentation regarding structural conditions.

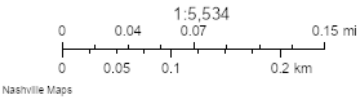
Attachment:

1. Location Map

Nashville Parcel Viewer Map 420 SUNNYSIDE DRIVE



9/24/2025, 3:37:22 PM



Historic Zoning Commission - Certificate of Appropriateness Application

OWNER INFORMATION

Property Owner Email Address:

Property Owner Phone:

Is Owner Applicant? ☒ Yes ☐ No

RELATIONSHIP TO OWNER:

☐ Contractor

☐ Architect

☐ Other (explain)

PROPERTY DESCRIPTION & LOCATION

AGE/YEAR OF STRUCTURE

☐ Yes ☐ No PROPERTY OF SIGNIFICANCE (1901-1939)

☒ Yes ☐ No PROPERTY OF CONSERVATION (1940-2000)

☐ Yes ☐ No PROPERTY LESS THAN 50 YEARS

PROPOSED ACTIVITY

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

Define Architectural Style

Reason for Request:

Demolition of Structures:

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

Historical Significance

☐ Yes ☐ No Is the property habitable?

Give a compelling reason for demolition of property

Significant structural damage

Describe the proposed reuse of existing materials, if any?

New Construction Material List Description

Window Manufacturer:

Window Material:

Frame Material:

Windowsills:

Brick, Painted/Natural:

Brick/Stone Thickness:

Clapboard Material:

Clapboard Dimensions/Reveal:

Railings, Columns, Pilasters:

Chimney Material:

Roofing Material:

Exterior Doors:

Eaves/Cornice:

Gutters:

Gutter Dimensions:

Property of Significance

☐Yes ☐No A broad cultural, political, economic, or social association with the historic development of Belle Meade, the state, or the nation, and/or;

☐Yes ☐No Identification with a historic person or with important events in Belle Meade, state, and/or national history, and /or;

☐Yes ☐No 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;

☐Yes ☐No 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

☐Yes ☐No Is a notable work of a master builder, designer, or architect, and/or;

☐Yes ☐No Possesses or may likely yield information important in prehistory or history, and/or

☐ Yes ☐ No Possesses other qualities and characteristics that, in the judgment of the HZC should be considered for designation as a significant property.

In Step 5 of the Application, please attach the below document(s) for all types of CoA Applications:

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

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.

Additional submittal requirements for New Construction and Additions:

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

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.

Jeff Glezer

2025-09-19

Typed Signature of Applicant or Owner

Date

CLICK SAVE BEFORE CLICKING COMPLETE APPLICATION





































Staff Report

Agenda No.: IV.E.
Case No.: A25-73
Staff: Mary Samaniego, Planning Director
Applicant: The Glezer family
Request: Certificate of Appropriateness for demolition
Location: 717 Lynwood Boulevard

Summary:

The applicant/property owner is requesting Certificate of Appropriateness approval for demolition of a residence determined to be a property worthy of conservation. This residence was constructed in 1950 and appears to be in original condition. The applicant has stated the architectural style as Ranch.

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 0.65 acres (28,314 square feet - SF), and is rectangular with frontage on Lynwood Boulevard.
2. The residence was constructed in 1950 and has a Ranch architectural style. Due to its construction date, per the Belle Meade Citywide Conservation Overlay Design Guidelines, it is determined to be *a property worthy of conservation*.
3. The residence is one-story and approximately 1,921 SF with an attached one-car garage.
4. The residence appears to be in original condition and has been owned by one family (Glezer) over the past 75 years.
5. The dwelling has been identified in the 2021 historical survey (DV-26184) as having: brick construction type; gable roof configuration with asphalt shingles; wood, double-hung windows; one brick chimney; brick veneer wall cover; cast-concrete foundation; frame garage in rear ell has original wood panel bay door; and porch has original metal canopy and wrought iron posts.
6. Staff upon research did not find any significant architect, builder associated or previous owners with this residence.

Staff Recommendations and Findings of Fact:***Zoning Ordinance Standards***

The standards of proof required for each individual Certificate of Authority are established in the Zoning Ordinance. Per Section 14-207(5), the HZC will make their decisions on CoA

applications based on the design guidelines. In making its review the HZC shall rely upon the adopted guidelines for the district and give primary consideration to:

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; and
4. Any other factor, including aesthetic, is reasonably related to the purpose of this part.

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Staff recommends approving the Certificate of Appropriateness based on the written findings of fact and the supporting documentation regarding structural conditions.

Attachment:

1. Location Map

