



**CITY OF BELLE MEADE
HISTORIC ZONING COMMISSION
REGULAR MEETING AGENDA PACKET
MARCH 10, 2026, 03:00 PM**



**AGENDA HISTORIC ZONING COMMISSION
REGULAR MEETING
MARCH 10, 2026, 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 February 10, 2026.

Attachment: [HZC Minutes February 10 2026.pdf](#)

Attachment: [HZC Minutes Packet February 10 2026.pdf](#)

III.Unfinished Business

A.The application for a Certificate of Appropriateness, #A26-03, of the White Bridge Trust, 1204 Belle Meade Boulevard, for an addition to a single family residence.

Attachment: [145_Application---1204-Belle-Meade-Boulevard---Vidalakis-Residence---011626.pdf](#)

Attachment: [145_1204-Belle-Meade-Boulevard---Vidalakis-Residence-HZC-Documents-1-of-2---011626.pdf.pdf](#)

Attachment: [145_1204-Belle-Meade-Boulevard---Vidalakis-Residence-HZC-Renderings---2-of-2---011626.pdf](#)

Attachment: [STAFF REPORT 1204 BMB.pdf](#)

B.The application for a Certificate of Appropriateness, #A25-101, of the 622 Enquirer, LLC, 622 Enquire Avenue, for an addition to a single family residence.

Attachment: [APPLICATION.pdf](#)

Attachment: [Burns Historic Zoning Commission Set 2-10-26.pdf](#)

Attachment: [STAFF REPORT 622 Enquirer Ave.pdf](#)

Attachment: [Burns Historic Zoning Commission Set 3-10-26.pdf](#)

IV.New Business

A.The application for a Certificate of Appropriateness, #A26-05, of the Whitehair family, 206 Lynwood Boulevard, for an addition to a single family residence.

Attachment: [APPLICATION.pdf](#)

Attachment: [147_hist-whitehair-pt-1.pdf](#)

Attachment: [147_hist-whitehair-pt-2.pdf](#)

Attachment: [147_hist-whitehair-pt-3.pdf](#)

Attachment: [STAFF REPORT 206 Lynwood Blvd.pdf](#)

B.The application for a Certificate of Appropriateness, #A26-06, of the Phillips family, 4312 Sunnybrook Drive, for the demolition of a single family residence.

Attachment: [APPLICATION.pdf](#)

Attachment: [148_IMG_7155.jpeg](#)

Attachment: [148_IMG_7156.jpeg](#)

Attachment: [148_IMG_7157.jpeg](#)

Attachment: [148_IMG_7158.jpeg](#)

Attachment: [148_IMG_7259.jpeg](#)

Attachment: [148_IMG_7262.jpeg](#)

Attachment: [148_IMG_7152.jpeg](#)

Attachment: [148_IMG_7153.jpeg](#)

Attachment: [148_IMG_7154.jpeg](#)

Attachment: [STAFF REPORT 4312 Sunnybrook Dr.pdf](#)

V.Other Public Comment

VI.Adjourn

The next scheduled meeting of the Historic Zoning Commission will be held Tuesday, April 14, 2026 at Belle Meade City Hall.



MINUTES
HISTORIC ZONING COMMISSION - REGULAR MEETING
FEBRUARY 10, 2026, 3:00 PM
BELLE MEADE CITY HALL, 4705 HARDING PIKE

Call to Order

Chairman Bunny Blackburn called the meeting to order at 3:00 p.m.

Board Members Present

Chairman Bunny Blackburn
Vice-Chairman Charlie Rankin
Ray Hayles
Mark Harrison
Keith Meacham

Board Members Not Present

Rene Poe
Sarah Bartholomew

City Staff Present

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

Approval of Minutes

Consideration of the Minutes of the Historic Zoning Commission meeting held January 13, 2026.

Motion to approve: Harrison Second: Rankin Vote: All aye

Unfinished Business - None

New Business

The application for a Certificate of Appropriateness, #A25-85, of the Hayes family, 4308 Sunnybrook Drive, for a demolition of a single-family residence.

Planning Director Mary Samaniego stated the application had been withdrawn, stating that if and when they decided to reapply either for demolition again or any renovation or addition to the property they would be required to go through the public hearing process and signs would be posted.

The application for a Certificate of Appropriateness, #A25-106, of the Leri family, 4412 Chickering Lane, for a demolition of a single-family residence.

Yani Leri, owner 4412 Chickering Lane provided a brief introduction about her plan for the property, introducing her architect Justin Donovan with Richard Williams Architects PLLC. Donovan reviewed the information about the

demolition and the property as submitted for the agenda packet. Leri spoke providing additional information about the request for demolition.

Public Comment Opened

No Public Comment

Planning Director Mary Samaniego stated that two letters of support had been received. *These are available in the minutes packet*

Public Comment Closed

Motion to approve: Rankin Second: Meacham

A brief period of comments from the board ensued

Vote: All aye

The application for a Certificate of Appropriateness, #A25-101, of the 622 Enquirer, LLC, 622 Enquire Avenue, for an addition to a single-family residence.

Ron Farris, architect Farris Concepts in Architecture, reviewed the plans for the addition, as submitted.

A period of comments and questions from the board ensued; Farris addressed those questions and concerns.

Public Comment Opened

No Public Comment

Public Comment Closed

Motion to postpone: Meacham Second: Rankin

A period of discussion and comments from the board ensued.

Vote: All aye

The meeting was paused briefly to allow for a break.

The application for a Certificate of Appropriateness, #A26-03, of the White Bridge Trust, 1204 Belle Meade Boulevard, for an addition to a single-family residence.

Gavin Duke, landscape architect Duke Design Group, provided an overview of the project, reviewing information as submitted with the application. Jim Lowen, architect with Lowen & Associates, reviewed the plans as submitted providing additional detail. A color board was also provided.

A period of comments and questions from the board ensued, which were addressed by Duke and Lowen.

Public Comment Opened

No Public Comment

Public Comment Closed

Motion to postpone: Rankin Second: Meacham

A discussion by the board ensued, including additional questions which were addressed by Lowen and Duke.

Motion withdrawn by Rankin, second withdrawn by Meacham

Motion to approve design with the stipulation that the color palette be brought back to the commission for approval: Rankin Second: Meacham Vote: All aye

Other Public Comment - None

The meeting adjourned at 4:10 p.m.

Chairman Bunny Blackburn

City Recorder Rusty Terry



**CITY OF BELLE MEADE
HISTORIC ZONING COMMISSION
REGULAR MEETING MINUTES PACKET
FEBRUARY 10, 2026, 03:00 PM**



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Attachment: [PRIDE COMMENTS.pdf](#)

Attachment: [BURKHALTER COMMENTS.pdf](#)

Attachment: [ANDERSON COMMENTS.pdf](#)

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Public Comment Opened

No Public Comment

Planning Director Mary Samaniego stated that two letters of support had been received. *These are available in the minutes packet*

Public Comment Closed

Motion to approve: Rankin Second: Meacham

A brief period of comments from the board ensued

Vote: All aye

Attachment: [Letter of Support for Demolition - Leri.pdf](#)

Attachment: [Dretler Comments.pdf](#)

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Vote: All aye

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Motion to approve design with the stipulation that the color palette be brought back to the commission for approval: Rankin Second: Meacham Vote: All aye

Other Public Comment - None

The meeting adjourned at 4:10 p.m.

Chairman Bunny Blackburn

City Recorder Rusty Terry

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General Attachment: PRIDE COMMENTS.pdf

To Members of the Historic Zoning Commission:

We have lived at 4306 Sunnybrook Drive for 55 years. Over the decades, we have seen neighbors come and go, but we have always tried to maintain a sense of neighborliness with activities ranging from 4th of July parades in the past to last summer's watermelon feast in our front yard to welcome our Sunnybrook Drive newcomers.

The new owner of 4308 Sunnybrook is requesting permission to demolish the house, and we are writing in opposition to that request. First of all, we cannot imagine that the house is not structurally sound. Mr. Wesley Howe, who passed away a year ago, always made sure that anything needing attention on the home got it. We remember when there was an issue with water in the basement, he hired B-Dry to solve the problem, and they did, spending several days on the project.

Sunnybrook Drive has a character that owners and builders (except for one) have tried to maintain as homes were renovated. Demolition of 4308 would leave the new owner free to build something that does not fit the character of our street, while a nice renovation would enhance our neighborhood. We note here what has been done so well at 4401 Iroquois when that demolition request was denied.

We are attaching photos of the houses that have been renovated or built over the last decade on our street that maintained the neighborhood's character while upgrading the residence. That same spirit has guided the renovations of homes on Signal Hill, the street that parallels Sunnybrook, and we are including a photo of the one most recently renovated on that street.

Thank you for your attention to this matter, and we hope it will be resolved in a manner that agrees with our neighborhood's architecturally pleasing and congenial character.

Sincerely,

Richard and Dana Pride

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General Attachment: PRIDE COMMENTS.pdf

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

[PRIDE COMMENTS.pdf \(LINK\)](#)

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General Attachment: BURKHALTER COMMENTS.pdf

From: [Stuart Burkhalter](#)
To: [Mary Samaniego](#)
Cc: [Julie Burkhalter](#)
Subject: In re 4308 Sunnybrook Drive
Date: Thursday, January 8, 2026 8:21:44 AM

You don't often get email from stuart.burkhalter@gmail.com. [Learn why this is important](#)

Hi, Mary. My name is Stuart Burkhalter. My wife, Julie, and I own the home at 4311 Sunnybrook Drive. We understand that 4308 Sunnybrook Drive is slated for demolition, and we wanted to lodge our concerns. We have owned our home since 2015 and, frankly, I think it's been pretty impressive how well our street has maintained its character despite the scraping and rebuilding that is going on around us in Belle Meade as well as, of course, throughout Nashville. (As you may know, our home was actually renovated--as opposed to being completely scraped--in the 2013 time frame, and I feel that our street has been greatly improved because of that. Also, I acknowledge that there have been two new builds on our street, including 4310, but, to be fair, one of them was on an empty lot.) Because of that, we would just like to raise our objection to 4308 being torn down. Obviously, it is difficult to preserve character during this time of constant demolition, but, if there is anything that can be done to preserve our street's character and charm, we would like to at least make an effort.

Also, I did not realize until recently how long 4312 has been sitting empty and neglected and wanted to lodge a complaint. Among other things, there are signs in the yard that are broken down and forgotten and left to rot, which is not something I would expect in Belle Meade.

Thank you and have a nice day.

Julie and Stuart Burkhalter

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General Attachment: ANDERSON COMMENTS.pdf

From: [dru.anderson](#)
To: [Mary Samaniego](#)
Subject: 4308 Sunnybrook Drive demolition
Date: Wednesday, January 7, 2026 9:36:54 AM

You don't often get email from druanderson615@gmail.com. [Learn why this is important](#)

Hi - I live at 4309 Sunnybrook Drive, across the street from a house that is proposed for demolition. I understand there is an upcoming hearing regarding this property. While I am in favor of an upgrade to this house, I am concerned about another developer coming in and knocking it down and building a large house that is not in character with the rest of the street. As you know, Sunnybrook has smaller lots than most of Belle Meade, and the older homes on the street are in proportion to the lot size. There have been two developer-built homes in the past few years which are quite large and do not match up to the integrity of the neighborhood. It is also distressing to see many large, established trees being removed to accommodate the construction.

My neighbors and I are even more troubled by the house two doors down that has been sitting vacant now for several years. It looks very neglected, the yard is not maintained, and it is an eyesore. I don't understand why the City of Belle Meade has allowed this situation to continue. I know at one time a developer planned to build on this lot, but that seems to have been put on hold. However, the current owners should still maintain the property. Can something be done here????

Thanks,

Dru Anderson
 4309 Sunnybrook Drive

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General Attachment: Letter of Support for Demolition - Leri.pdf



February 4, 2026

RE: Leri - Letter of Support for Demolition Request and Proposed New Construction

Dear Members of the Belle Meade Historical Zoning Commission,

I am writing to express my support for the demolition request submitted by my dear friends, Todd and Yeene Leri, for their property at 4412 Chickering Lane. While I am not a neighbor of the property nor a resident of the City of Belle Meade, I offer this perspective both personally and professionally. I am a real estate agent with French King Fine Properties, where I have been affiliated with the firm since its inception in 2012. Over the past decade and a half, I have developed a deep familiarity with the City of Belle Meade, its architectural standards, and the importance of thoughtful stewardship within the community.

I am also very familiar with this specific property. As I was part of the real estate team that represented Mary Ruth and Bob Shell during their ownership of the home and later facilitated its sale to Ray Stevens. Having known the house through multiple ownerships and phases, I have firsthand knowledge of its evolution, its limitations, and the cumulative impact of the changes made over time.

The current residence has undergone extensive alterations over many decades. The core of the original home has been modified by more than fifty percent through a series of additions and renovations, resulting in a fragmented layout with varying ceiling heights—most notably eight-foot ceilings throughout much of the structure. These changes have created a disjointed interior flow and significantly limit the feasibility of a cohesive renovation. The piecemeal nature of the additions and inconsistencies in construction make it impractical to meaningfully restore or adapt the home while meeting contemporary standards of livability, spatial continuity, and architectural clarity.

As the home currently stands, there is limited ability for it to meet current architectural expectations in a thoughtful or enduring manner. More importantly, the existing structure no longer reinforces the historical or architectural character for which the City of Belle Meade is known. Rather than contributing to that legacy, the accumulated alterations have diminished the home's architectural integrity and its relationship to the broader context of the neighborhood.

Additionally, a remodel completed after Mr. Stevens' purchase further weakened the home's connection to the surrounding landscape. Instead of engaging with the natural beauty of the site, the current configuration turns inward, limiting views and interaction with the outdoors. This is particularly unfortunate in Belle Meade, where the relationship between architecture and landscape is a defining and valued characteristic.

In contrast, the proposed new construction has been carefully designed to be sensitive to the nature of the lot and to honor it. The design restores and enhances the connection between the home and its setting, creating a cohesive spatial flow and a seamless relationship to the surrounding landscape. This approach reflects the qualities Belle Meade is known for—thoughtful siting, respect for nature, and architectural harmony—while allowing the property to move forward in a way that is both functional and respectful of the city's character.

4231 HARDING PIKE, SUITE 5 | NASHVILLE, TN 37205 | 615-292-2622
FRENCHKING.COM

Regular Meeting - PACKET - (Page 10 of 14) General Attachment: Letter of Support for Demolition - Leri.pdf (Page 1 of 2)

Regular Meeting - PACKET - (Page 11 of 14) General Attachment: HZC Minutes Packet February 10 2026.pdf (Page 11 of 14)

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General Attachment: Letter of Support for Demolition - Leri.pdf

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

[Letter of Support for Demolition - Leri.pdf \(LINK\)](#)

Regular Meeting - PACKET - (Page 12 of 14) General Attachment: Letter of Support for Demolition - Leri.pdf (Page 1 of 1)



Regular Meeting - PACKET - (Page 13 of 14)

Page 1 of 1

General Attachment: Dretler Comments.pdf (Page 1 of 1)

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General Attachment: Dretler Comments.pdf

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

[Dretler Comments.pdf \(LINK\)](#)



**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: 1204 Belle Meade Boulevard Nashville TN 37205

AGE/YEAR OF STRUCTURE: <u>1951 with</u>	PROPERTY OF SIGNIFICANCE (1901-1939)	<u> </u> YES
<u>1990's</u>	PROPERTY OF CONSERVATION (1940-2000)	<u> X </u> YES
<u>renovation</u>	PROPERTY LESS THAN 50 YEARS	<u> </u> YES

PROPERTY OWNER or APPLICANT

NAME: James Lowen, Lowen+Associates, LLC Gavin Duke, Duke Design Group

ADDRESS: 2700 Belmont Boulevard Suite A 33 Music Square West, Suite 106A

EMAIL: jim@lowen-associates.com gavin@dukedesigngroup.com

PHONE NUMBER: (615) 364-3805 (615) 417-6180

RELATIONSHIP TO OWNER: Contractor Landscape Architect and Architect X Other (explain)

PROPOSED WORK REQUIRING CERTIFICATE OF APPROPRIATENESS (COA)

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

Define Architectural Style French Country (Eclectic)

Describe Proposed Work Property condition is good. Aesthetic exterior work to be done to maintain existing home style while adding complimentary rear addition.

To remove the rear porch and patio area and replace with new sun room, living space to the rear of the existing structure. This addition is not visible from the the public view. Existing window openings will all have new windows. We are adding one additional garage door for a 3-car garage. The second level interior modifications would require connecting the existing roof dormers for necessary interior ceiling height and extending the rear roof gable for second level usable space. Minor other exterior modifications to the existing home would maintain and enhance the French Country style.

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.)

The structures condition is good, needing interior modifications and renovation. the exterior veneer is good with windows needing replacement. The roof shakes are to be further inspected and intended to remain. Rear patio is in fair condition and is proposed to be removed for this new rear addition.

Historical Significance

Original 1951 ranch home previously went through a complete design transformation in 1990's by architect Ron Farris, so the existing home does not have original historical significance if any were present at the time of the prior completed redesign. We are maintaining the integrity of the current existing homes style and features

Is the property habitable?

Yes

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:

Sierra Pacific

Window Material:

Aluminum-Clad Wood

Frame Material:

Aluminum-Clad Wood

Windowsills:

Aluminum-Clad Wood

Brick, Painted/Natural:

Painted (Existing Painted)

Brick/Stone Thickness:

Nominal 4"

Clapboard Material:

None

Clapboard Dimensions/Reveal:

None

Railings, Columns, Pilasters:

Existing and New , Painted Metal

Chimney Material:

Stucco Veneer

Roofing Material:

Main House - Wood Shakes
Sun Room - Glass and Copper

Exterior Doors:

Painted Wood Entry Door
Others Aluminum-Clad

Eaves/Cornice:

Painted Wood

Gutters:

Copper to match existing

Gutter Dimensions:

Copper to match existing

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.

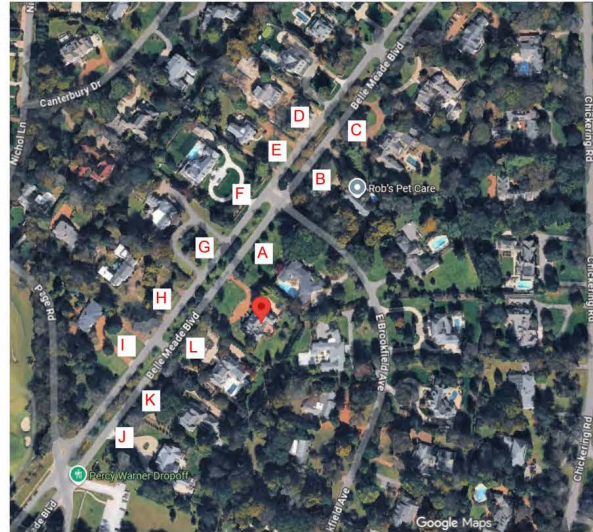
Applicant/Property Owner Signature: _____



Date: 1/16/20

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VICINITY MAP OF NEIGHBORING HOMES - CONTEXT MAP



ADJACENT PROPERTY TO NORTHEAST



A - 4443 E Brookfield - Facade Facing Belle Meade BLVD



B - 1108 Belle Meade Boulevard



C - 1106 Belle Meade Boulevard



D - 1111 Belle Meade Boulevard



E - 1115 Belle Meade Boulevard



F - 1201 Belle Meade Boulevard



G - 1205 Belle Meade Boulevard



H - 1209 Belle Meade Boulevard



I - 1211 Belle Meade Boulevard



J - 1216 Belle Meade Boulevard



K - 1212 Belle Meade Boulevard



L - 1206 Belle Meade Boulevard

architecture | planning | interiors | design



LOWEN + ASSOCIATES, LLC
2700 Belmont Boulevard, Suite A
Nashville, Tennessee 37212
www.Lowen-Associates.com
P: (615) 386-3357 F: (615) 386-3329

THE VIDALAKIS RESIDENCE

LOCATION AND RESERVATIONS TO
1204 BELLE MEADE BOULEVARD
NASHVILLE, TN 37206
CITY OF BELLE MEADE
NOT FOR CONSTRUCTION

PHASE:
DESIGN DOCUMENTS
PROJECT NUMBER:
25-08
ISSUE DATE:
January 16, 2026
REVISIONS:

Neighborhood Context and Map

X0.1

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ARCHED FEATURES, SHUTTERS AND PATTERNS



SYMMETRY, DORMERS, SHUTTERS AND CHIMNEYS

FLAIRED EAVES, HIGH ROOF PITCH



DORMERS BREAKING EAVE, DARK WINDOWS AND PATTERN

CURRENT EXAMPLE - DORMER, DARKER WINDOW ACCENTS



DORMERS BREAKING EAVE, DARK WINDOWS AND PATTERN

HISTORIC EXAMPLE - SYMMETRY/SHUTTERS/CHIMNEY/ HIGH ROOF



DORMERS BREAKING EAVE, DARK WINDOWS AND PATTERN



DORMERS BREAKING EAVE, DARK WINDOWS AND PATTERN



DORMERS BREAKING EAVE, DARK WINDOWS AND PATTERN

architecture | planning | interiors | design

ARCHITECTURAL TYLE: FRENCH COUNTY (ECLECTIC)
"A FIELD GUIDE TO AMERICAN HOUSES"
FEATURES:
- SYMMETRICAL
- BRICK VENEER WITH QUOINING FEATURES
- STUCCO CLADDING
- SEGMENTAL ARCHED ROOF DORMERS, THROUGHT CORNICE
- SEGMENTAL ARCHED ENTRYWAY
- STEEP SLOPED, SYMMETRICAL ROOF
- EAVES COMMONLY FLAIRED UPWARD AT ROOF-WALL JUNCTION
- DOMINANT SYMMETRICAL CHIMNEY FEATURES
- FEATURED SHUTTERS

SUN ROOM INSPIRATION IMAGES
"A NATURALLY LIGHTED INTERIOR LIVING SPACE"



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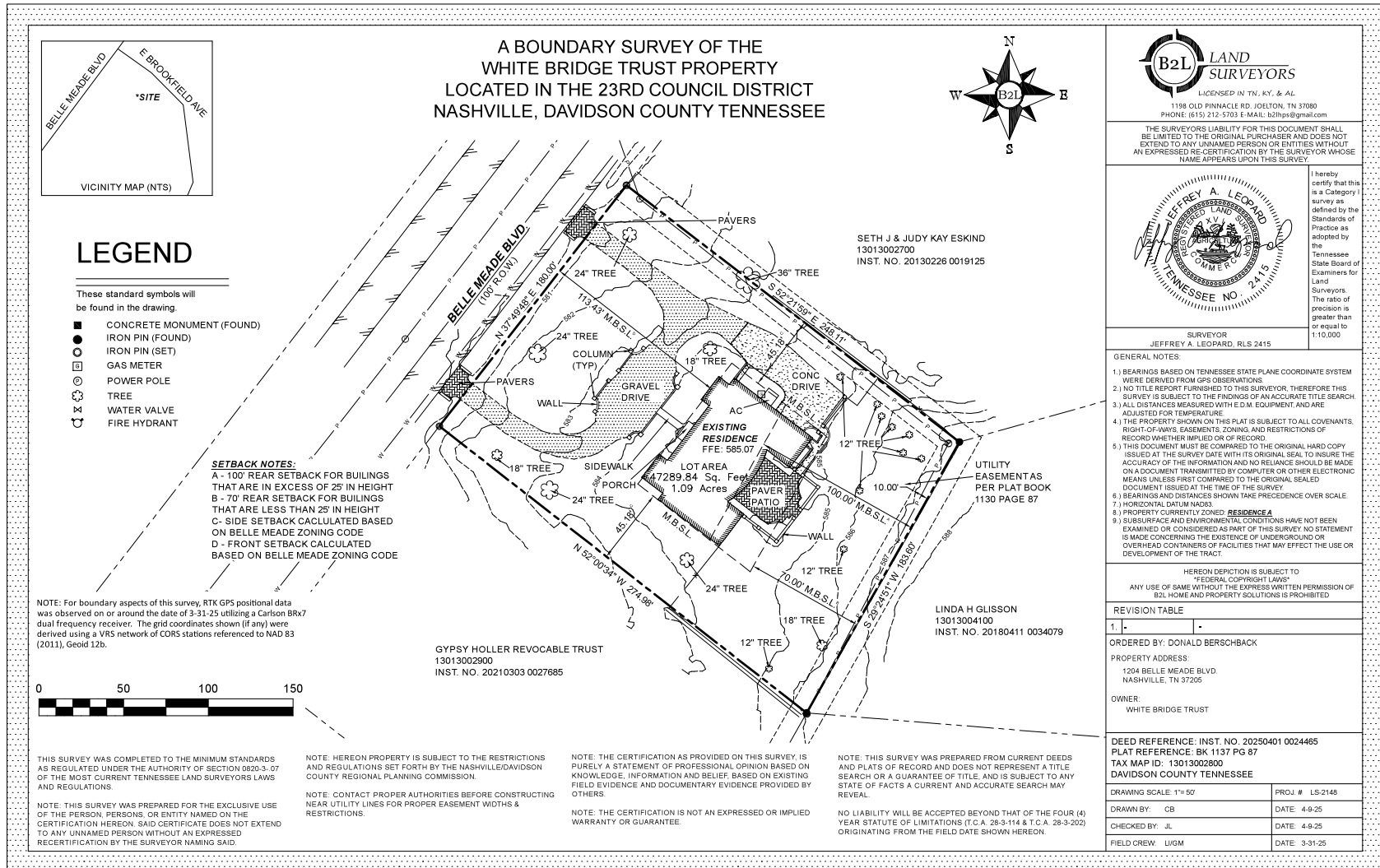
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THE VIDALAKIS RESIDENCE

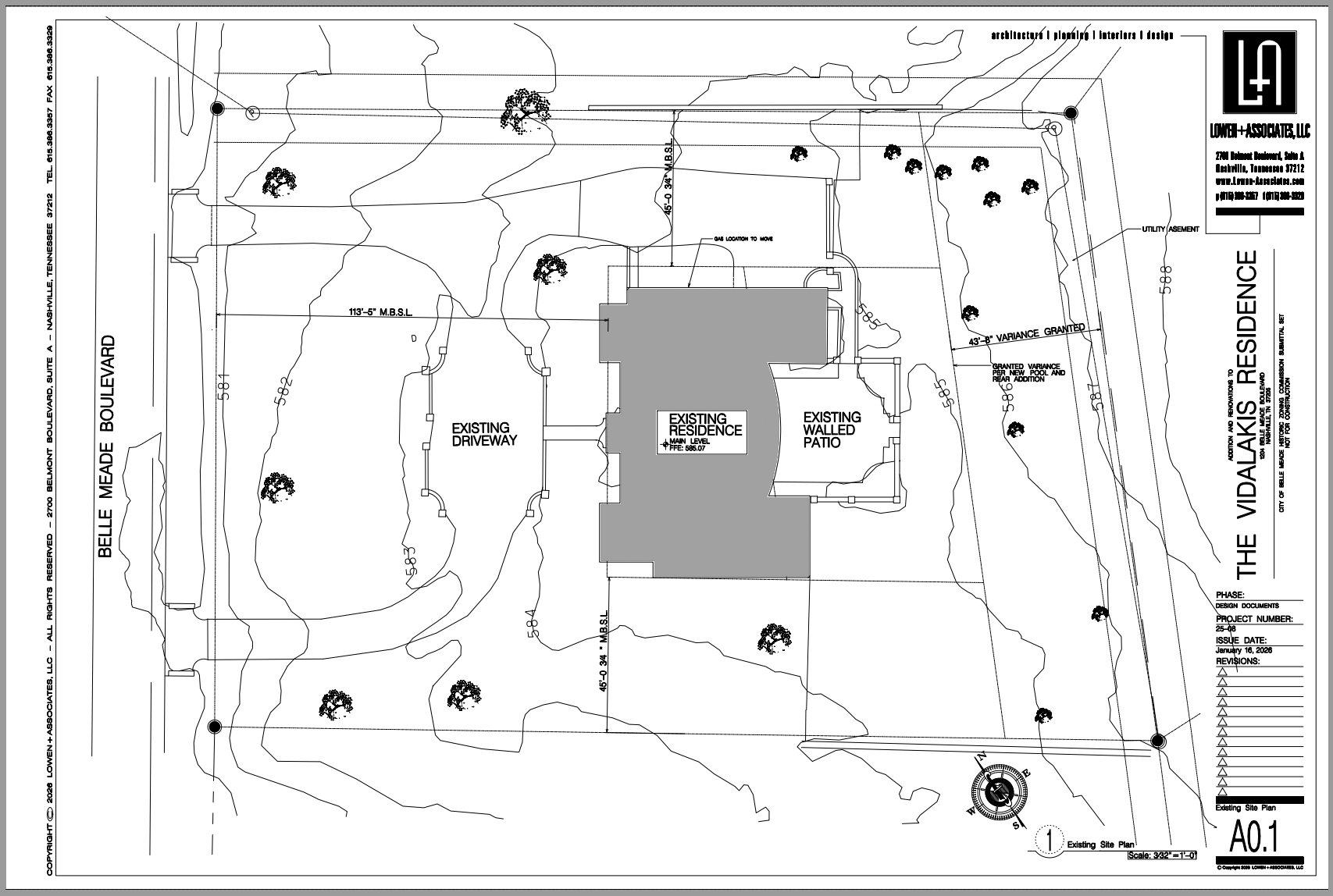
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DESIGN DOCUMENTS
PROJECT NUMBER:
25-08
ISSUE DATE:
January 16, 2026
REVISIONS:

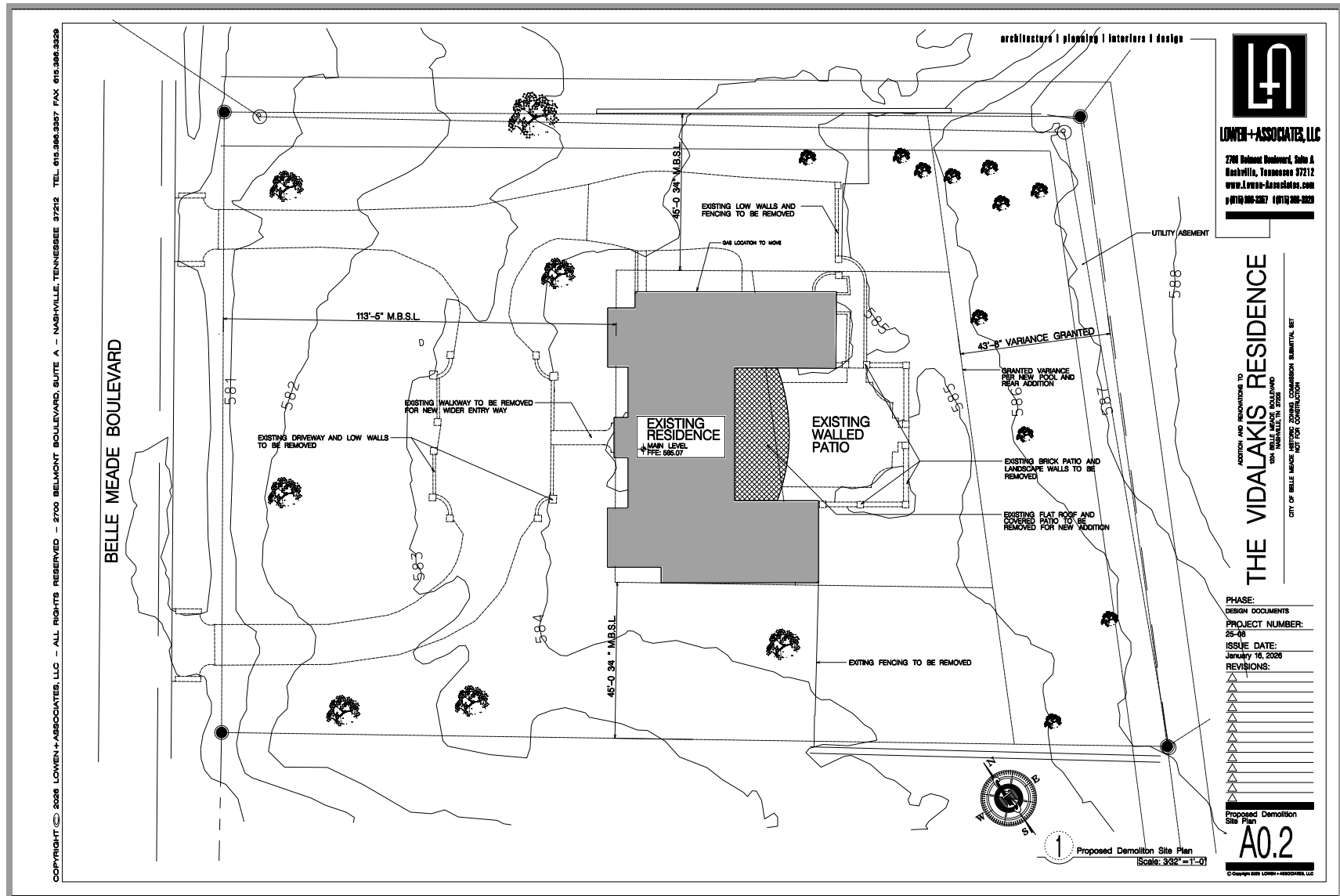
Precedent Imagery
Style: French Country
X0.2

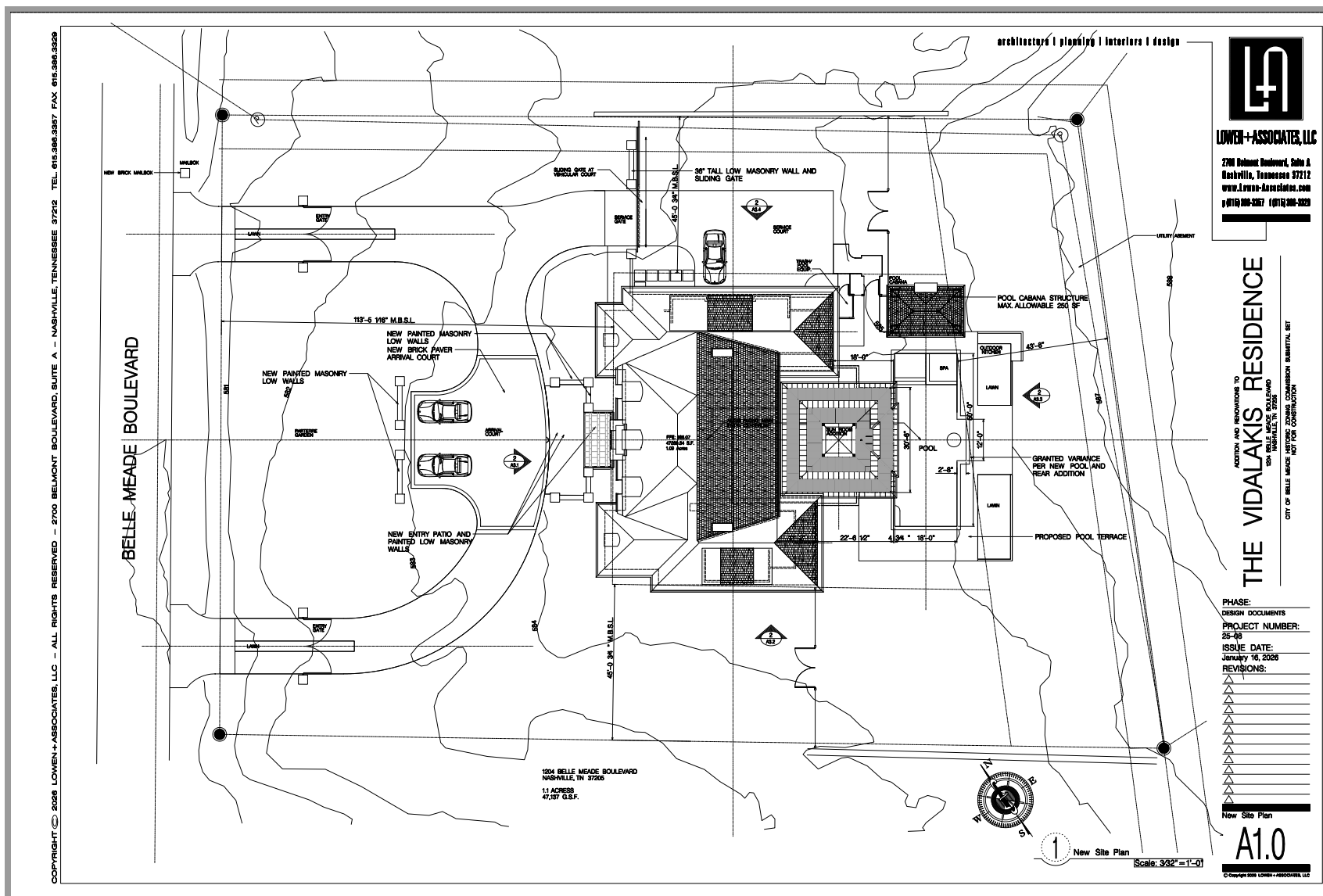


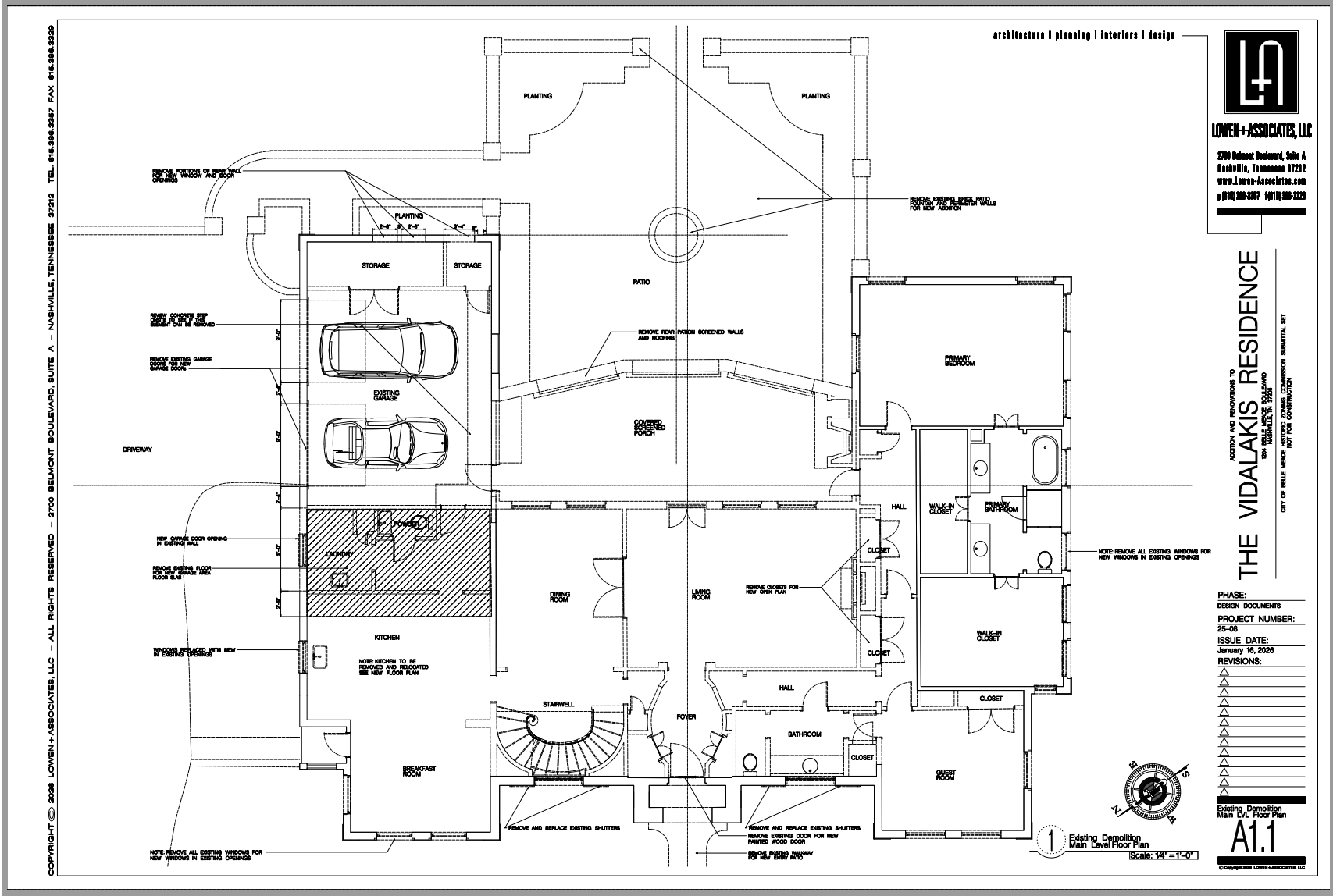


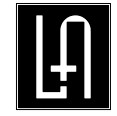












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ADDITION AND RENOVATIONS TO
THE VIDALAKIS RESIDENCE
1024 BELLE MEADE BOULEVARD

ADDITION AND RENOVATIONS TO
VIDALAKIS RESIDENCE
1204 BELLE MEADE BOULEVARD
NASHVILLE, TN 37208

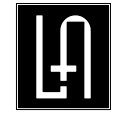
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PROJECT NUMBER:
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Existing Demolition
Second LVL Floor Plan

A1.2

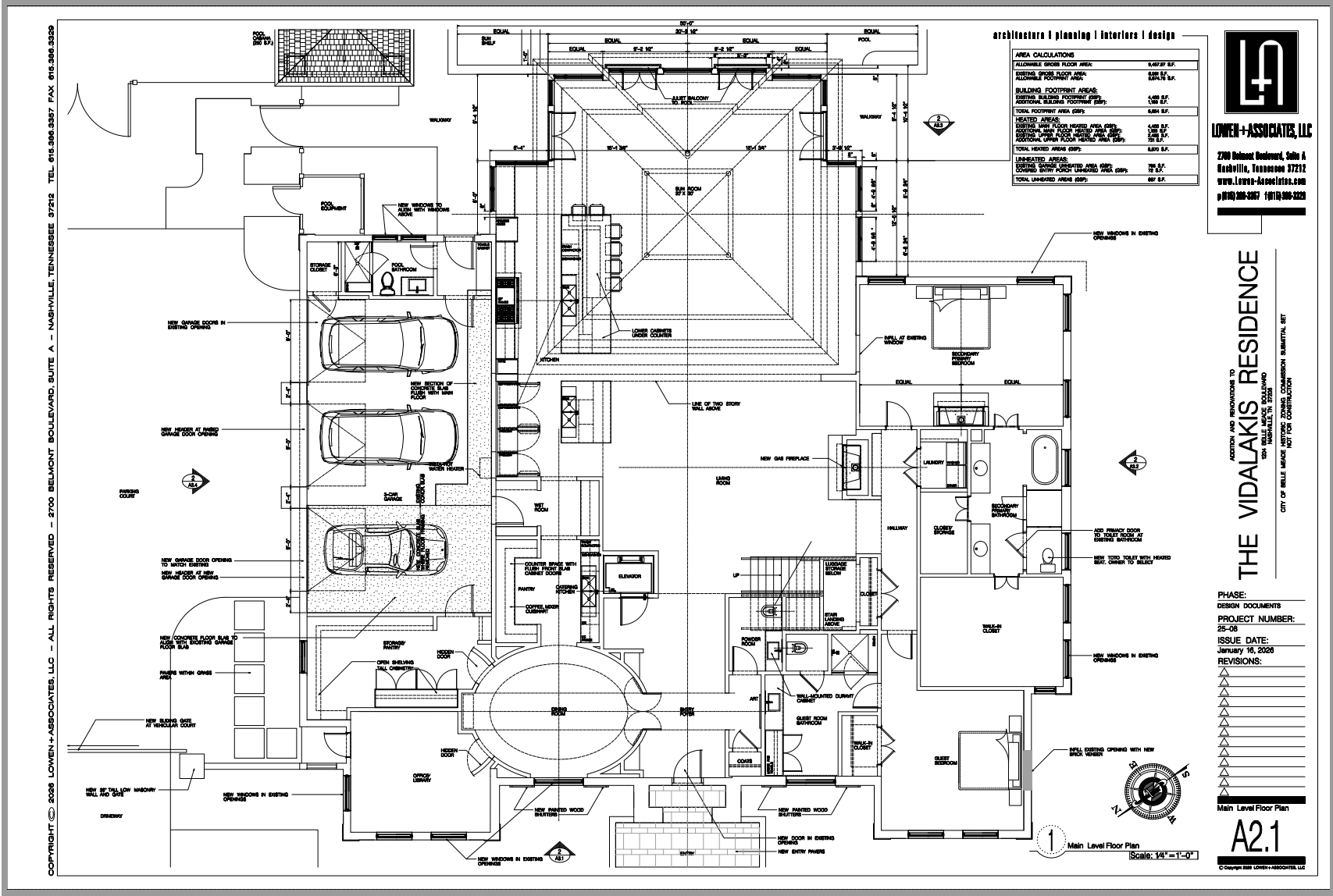
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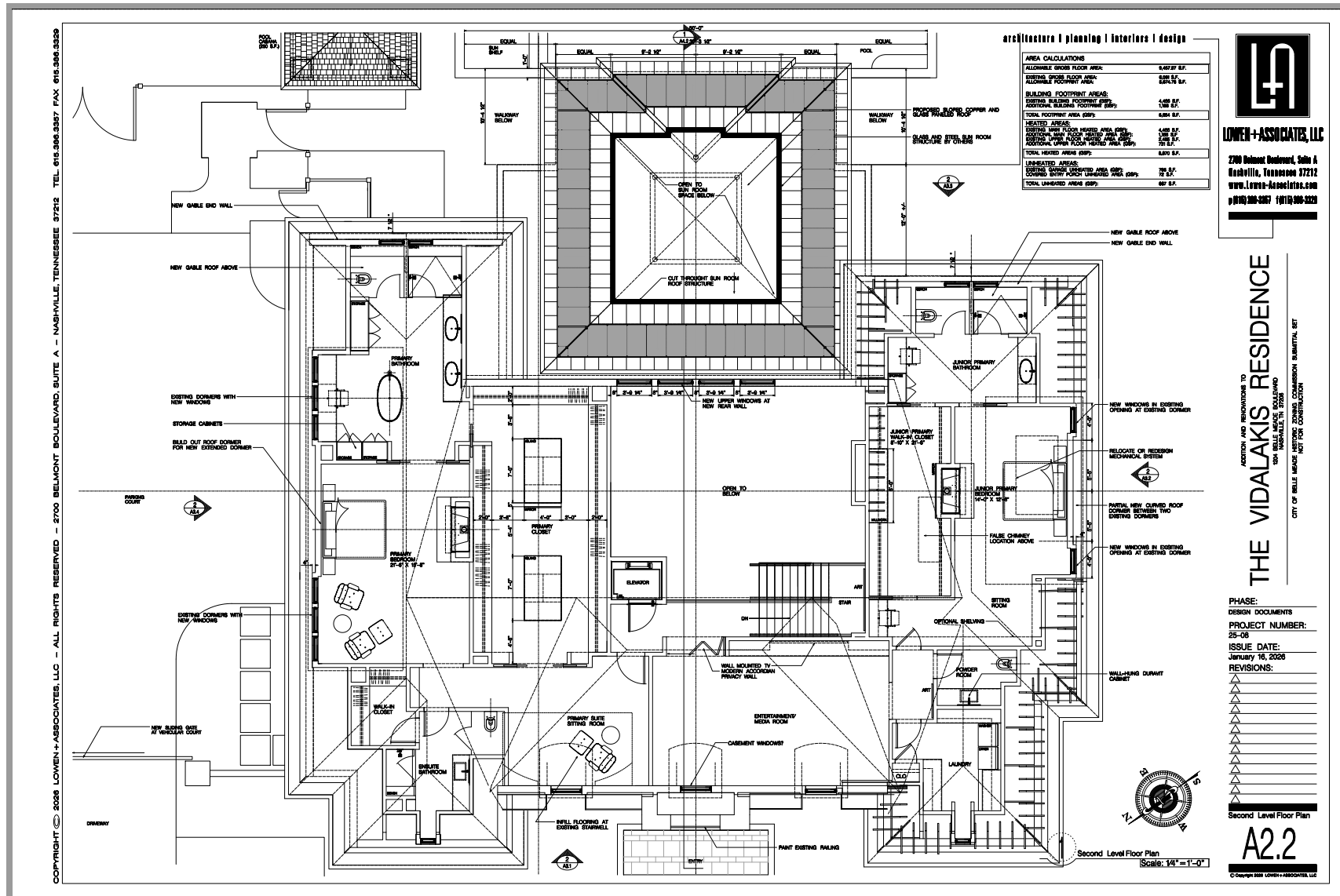


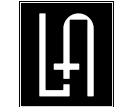
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ADDITION AND RENOVATIONS TO
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1204 BELLE MEUSE BOULEVARD
HOUSTON, TEXAS

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ADDITION AND RENOVATIONS TO
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1204 BELLE MEADE BOULEVARD

**ADDITION AND RENOVATIONS TO
VIDALAKIS RESIDENCE**
1204 BELLE MEADE BOULEVARD
NASHVILLE, TN 37208

CITY OF BELLE MEADE HISTORIC ZONING COMMISSION SUBMITTAL SET
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CASE: _____
 DESIGN DOCUMENTS _____
 PROJECT NUMBER: _____
 _____-08
 ISSUE DATE: _____
 January 16, 2020
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A2.3

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ADDITION AND RENOVATIONS TO
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1204 BELLE MEADE BOULEVARD
NASHVILLE, TN 37208
CITY OF BELLE MEADE HISTORIC ZONING COMMISSION SUBMITTAL SET

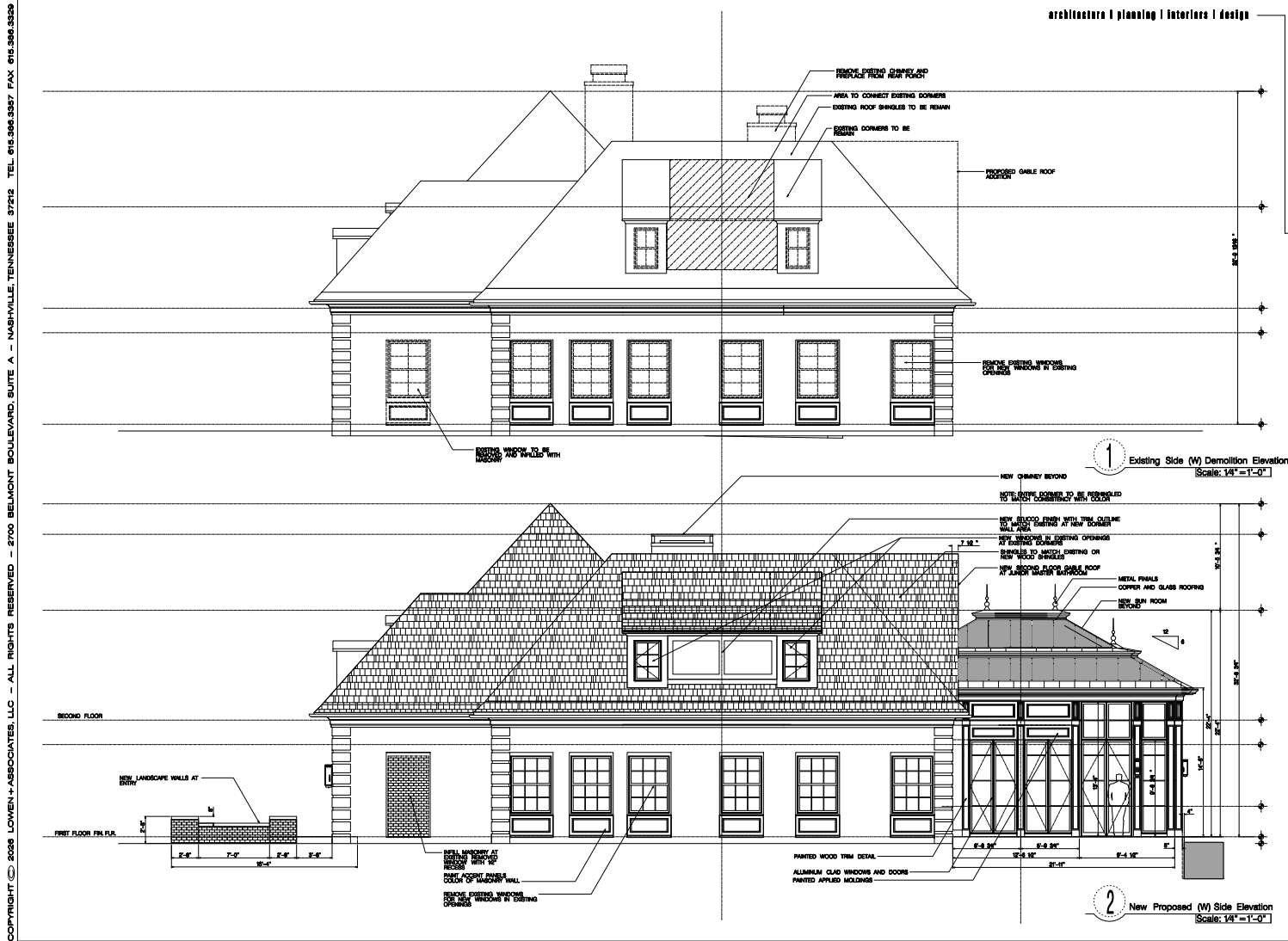
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DESIGN DOCUMENTS
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Existing and Proposed
New Elevations

A3.1

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ADDITION AND RENOVATIONS TO
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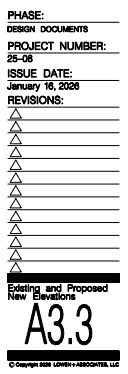
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Existing and Proposed
New Elevations

A3.2

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DESIGN DOCUMENTS
PROJECT NUMBER:
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ISSUE DATE:
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Existing and Proposed
New Elevations

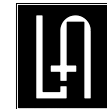
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ADDITION AND RENOVATIONS TO
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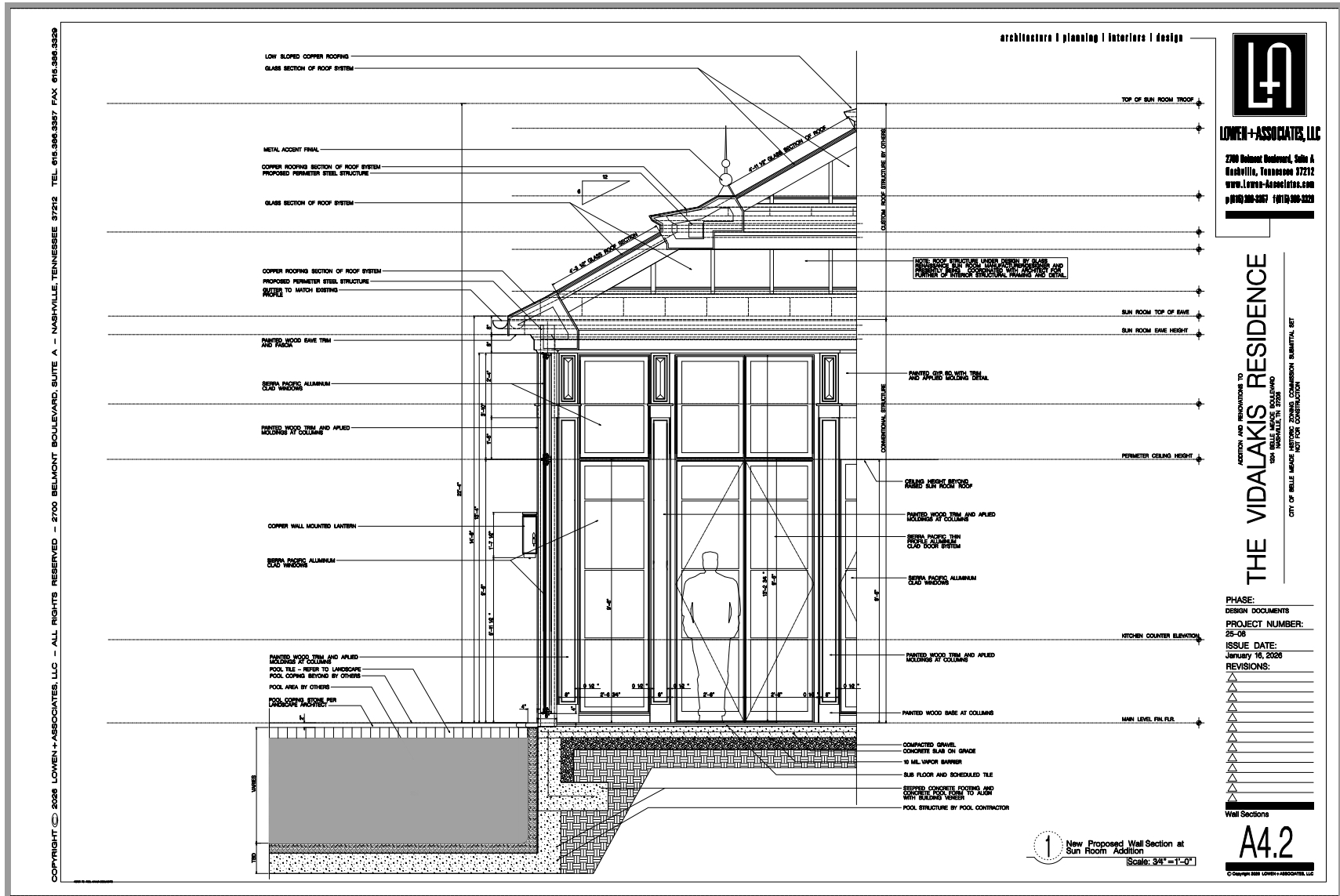
THE VIDALAKIS RESIDENCE

ADDITION AND RENOVATIONS TO
VIDALAKIS RESIDENCE
1204 BELLE MEADE BOULEVARD
NASHVILLE, TN 37208

PHASE:
DESIGN DOCUMENTS
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ISSUE DATE:
January 16, 2026
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Building Sections

A4.1





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THE VIDALAKIS RESIDENCE

ADDITION AND RENOVATIONS TO
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324 BELLE MEADE BOULEVARD
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CITY OF BELLE MEADE HISTORIC ZONING COMMISSION SUBMITTAL SET
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A5.1

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Proposed Front Rendering



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Proposed Rear Rendering

ADDITION AND RENOVATIONS TO
THE VIDALAKIS RESIDENCE
1204 BELLE MEADE BOULEVARD

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APPENDIX

A5.2

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Staff Report

Agenda No.: IV.D.

Case No.: A26-03

Staff: Mary Samaniego, Planning Director

Applicant: The White Bridge Trust family

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

Location: 1204 Belle Meade Boulevard

Summary:

The applicant/owner, the Pass family, is requesting Certificate of Appropriateness approval for an addition to a single-family residence. Specifically, the proposed work includes a total of 1,185 square feet primarily for a rear conservatory to be built on an existing terrace slab matching the existing house's style and materials. The designated architectural style is French Country (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 1.09 acres (47,290 square feet).
2. The existing dwelling was constructed in 1951 and includes a two-car garage.
3. The lot is irregularly shaped trapezoid with slanted rear property line and is relatively shallow in depth compared to other lots in the immediate area. However, the front property line and existing residence are parallel to Belle Meade Boulevard.
4. This project required several variances which were approved by the Board of Zoning Appeals in November 2025:
 - a. 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 5,675 square feet. The existing residence has a building footprint of 4,518 square feet and the addition of 1,185 square feet will then provide an overall building footprint of 5,703 square feet (28 square feet over the maximum allowable).
 - b. Per Section 14-205(1)(j)(iii) of the Zoning Ordinance, the total of all driveway/parking areas on any lot shall not exceed twelve (12) percent of the total lot area. The allowable area of driveway/parking area for the proposed lot is 5,675 square feet. The existing driveway is 6,449 square feet and the proposed is 7,019 square feet (1,344 square feet over allowable).
 - c. Per Section 14-205(1)(j)(iii) of the Zoning Ordinance, the total of all driveway/parking areas on any lot in the front yard shall not exceed twenty-two (22) percent of the total lot area. The allowable area of driveway/parking area for the proposed lot is 4,485 square feet. The existing driveway is 4,811 square feet and the proposed is 5,237 square feet (752 square feet over allowable.)

5. Due to its construction date, per the Belle Meade Citywide Conservation Overlay Design Guidelines, it is determined to be *a property worthy of conservation*.
6. The dwelling has been identified in the 2021 historical survey as DV-26266 with: French Eclectic architectural style; brick construction type; hip and gable wooden-shake roof; double-hung casement wood windows; stucco wall covering; one brick chimney; and brick foundation.
7. The residence has had four owners over the last 30 years.
8. The property is located within the Residence "A" zoning district and is not within the regulated floodplain.
9. Materials list:

Window Manufacturer:

Sierra Pacific

Window Material:

Aluminum-Clad Wood

Frame Material:

Aluminum-Clad Wood

Windowsills:

Aluminum-Clad Wood

Brick, Painted/Natural:

Painted (Existing Painted)

Brick/Stone Thickness:

Nominal 4"

Clapboard Material:

None

Clapboard Dimensions/Reveal:

None

Railings, Columns, Pilasters:

Existing and New , Painted Metal

Chimney Material:

Stucco Veneer

Roofing Material:

Main House - Wood Shakes

Sun Room - Glass and Copper

Exterior Doors:

Painted Wood Entry Door

Others Aluminum-Clad

Eaves/Cornice:

Painted Wood

Gutters:

Copper to match existing

Gutter Dimensions:

Copper to match existing

Staff Recommendations and Findings of Fact:

The standards of proof required for each individual Certificate of Authority are established in the Zoning Ordinance. Per Section 14-207(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 thinner 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.

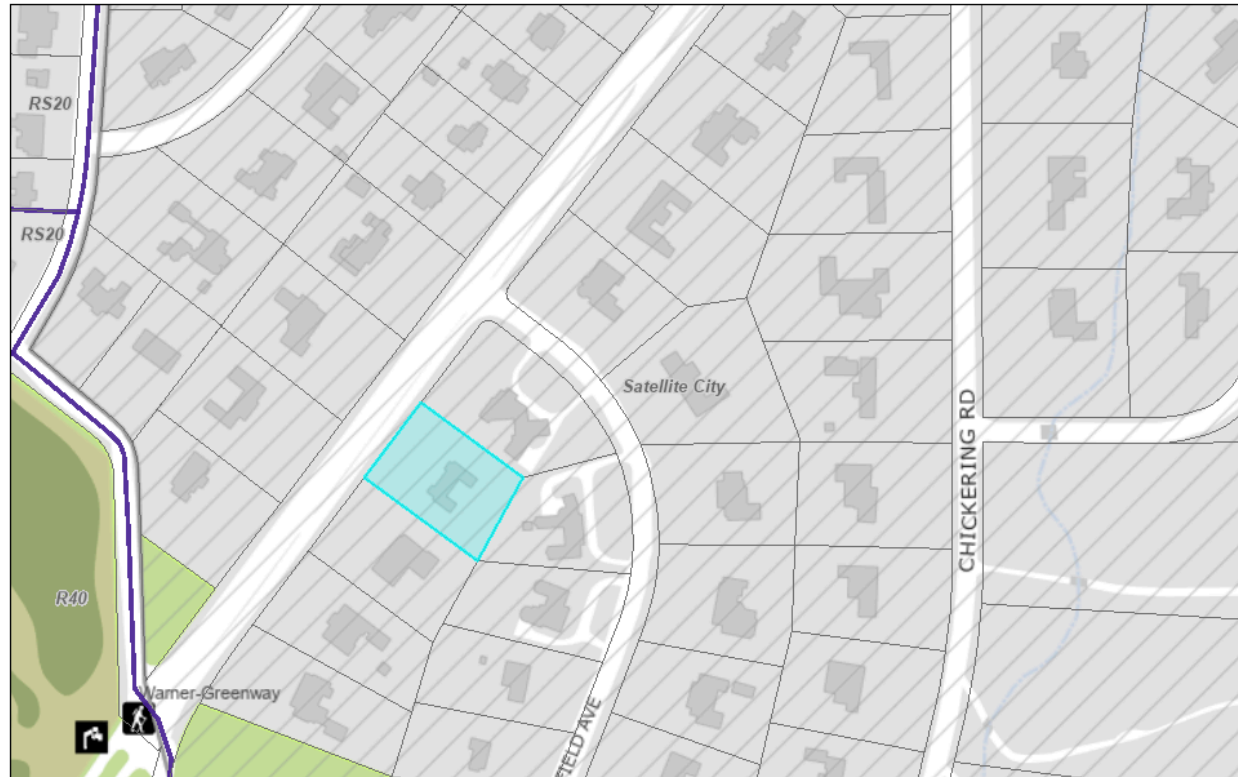
3. Front Doors: No front door shall be of aluminum or vinyl.
4. Front Porch: No front steps visible from the street shall be finished concrete.
5. Windows: Wood construction is preferred for windows, especially those on the fronts of dwellings. Aluminum clad windows may be used as alternative to full 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



10/29/2025, 12:57:18 PM

1:3,567
0 0.02 0.04 0.07 0.09 mi
0 0.04 0.07 0.15 km
Nashville Maps

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:

1. Renovate existing interior and replace all doors and windows.
2. Proposed additions to front entry, dining room, master wing, and 2nd floor.
3. Demolition of existing storage building due to significant wear and potential structural concerns. Garage to be constructed in it's place.

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

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;

☐ 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.

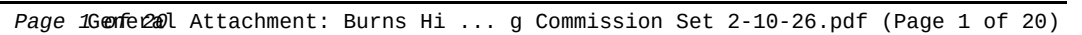
Ron Farris

2025-12-18

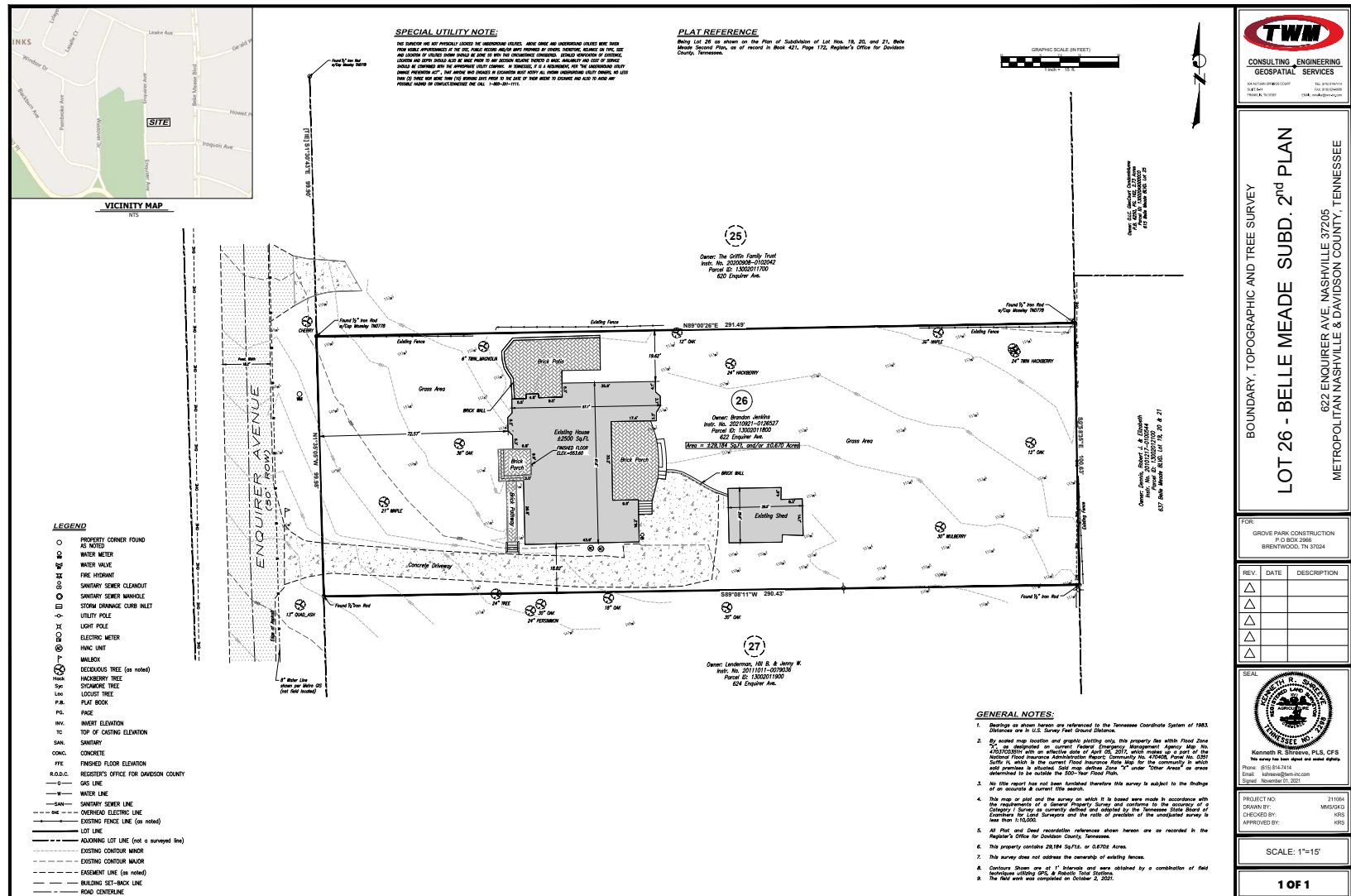
Typed Signature of Applicant or Owner

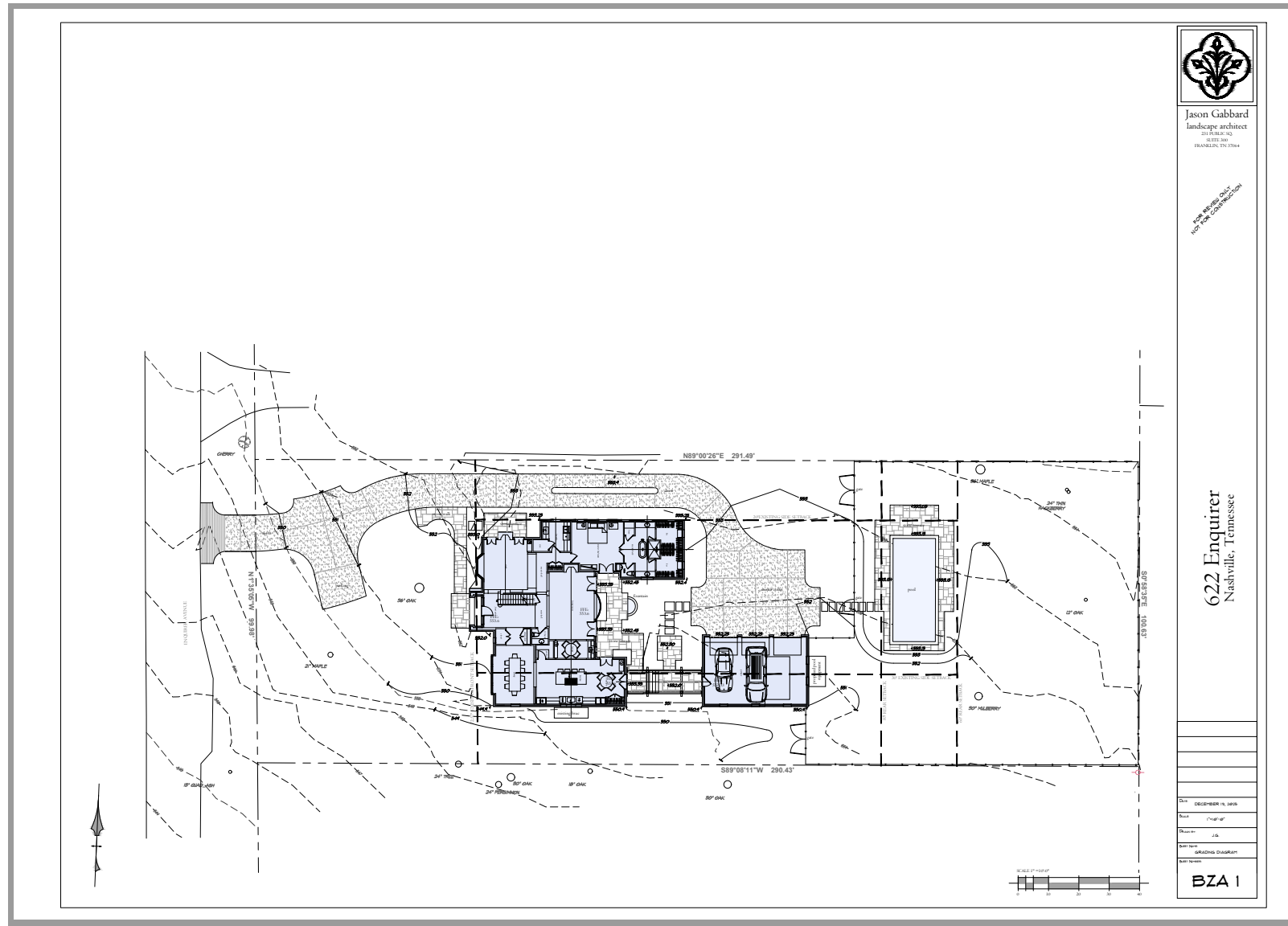
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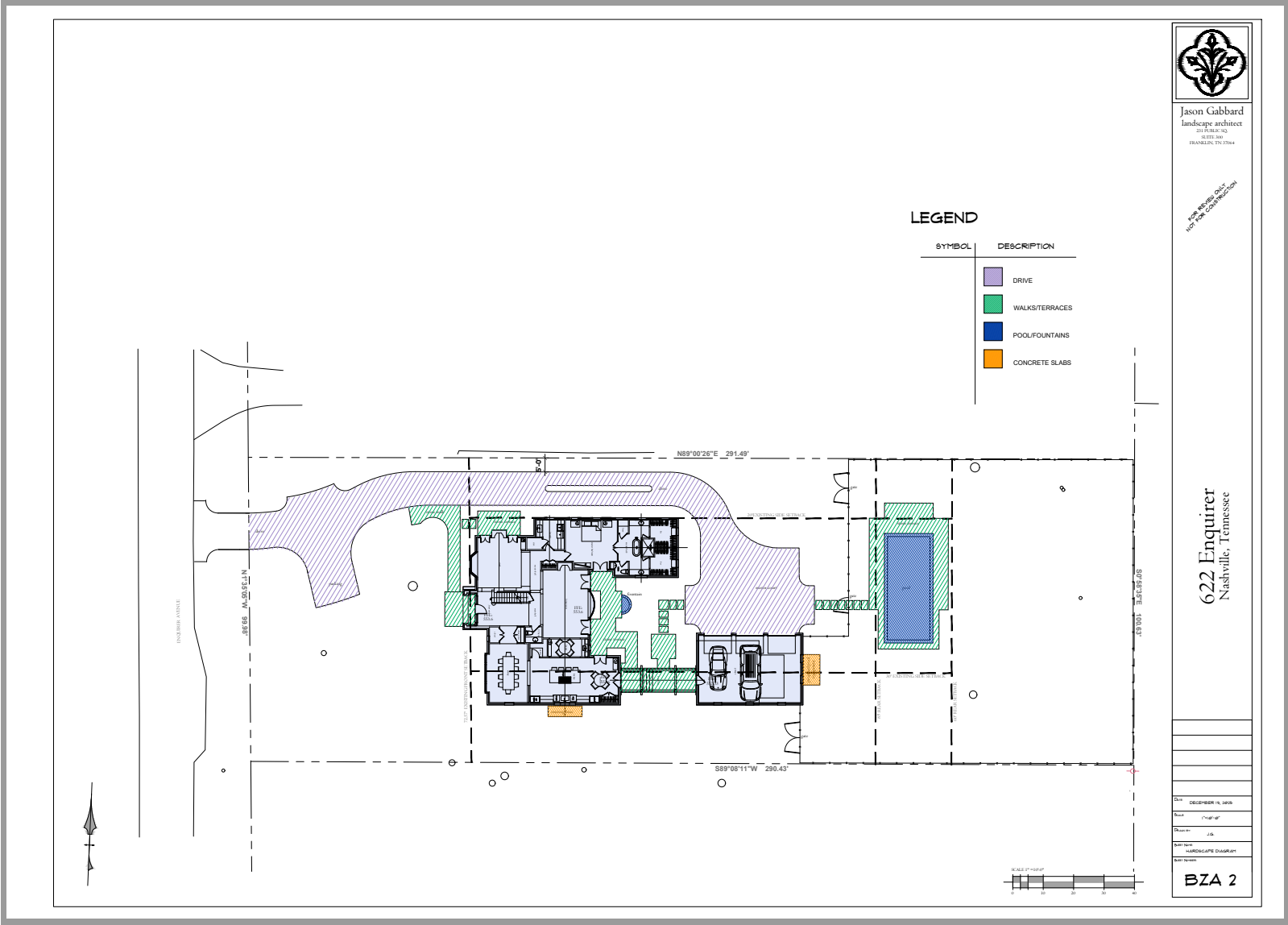
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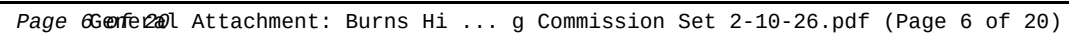


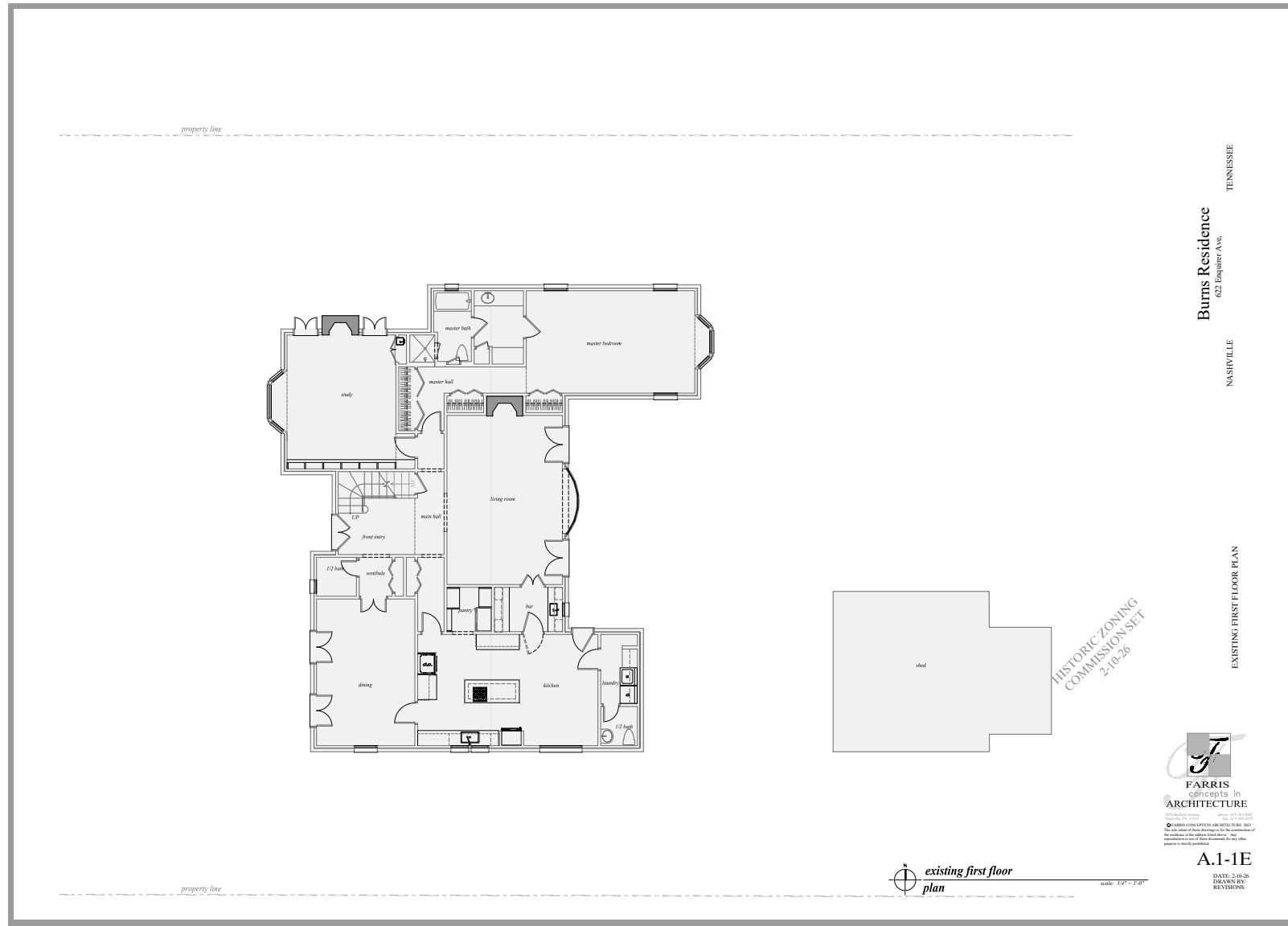




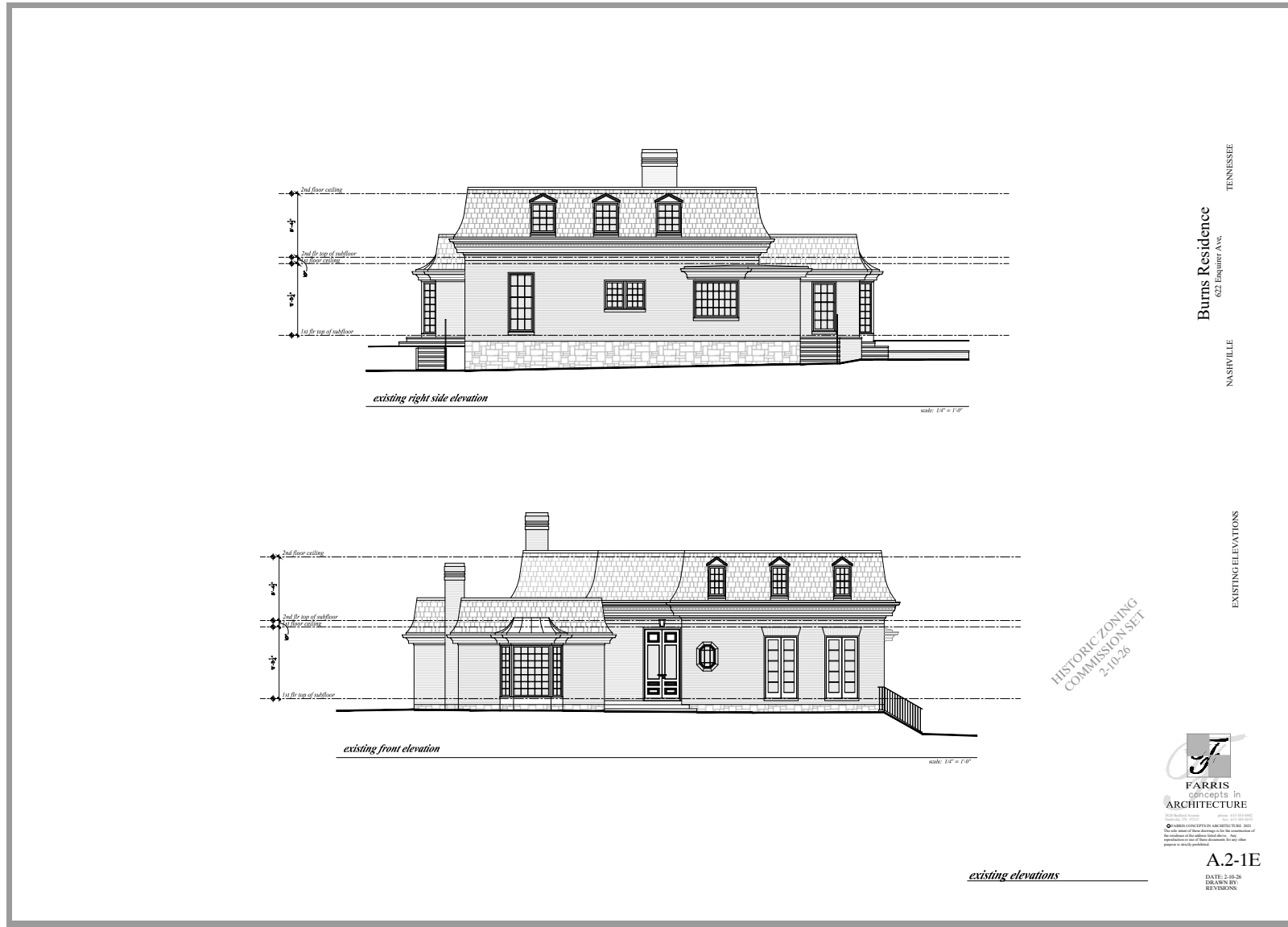


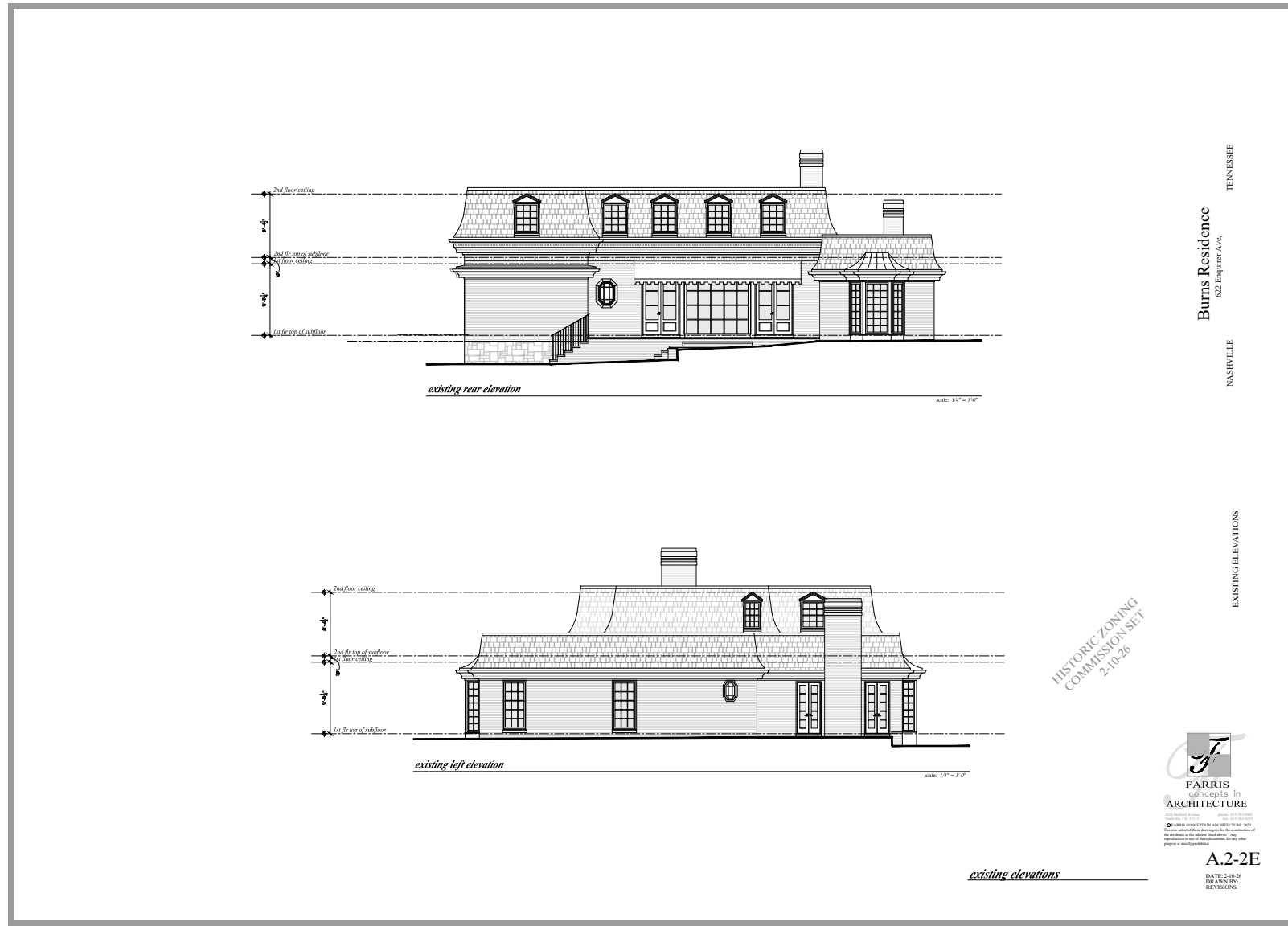














existing front elevation



existing left side elevation



existing rear elevation



existing right side elevation



shed/storage side entry - proposed to be demolished



storage/shed rear - proposed to be demolished

existing house

Burns Residence
622 Enquirer Ave.
NASHVILLE
TENNESSEE

EXISTING HOUSE

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concepts in
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1000 Nashville Avenue
Nashville, TN 37203
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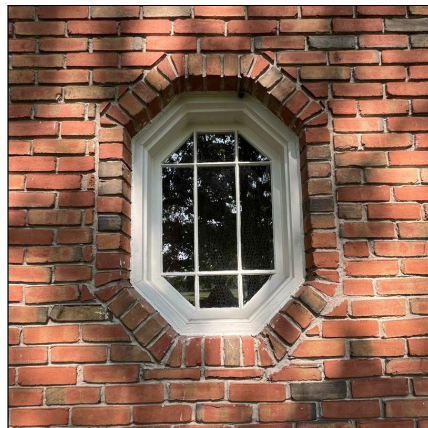
existing brick



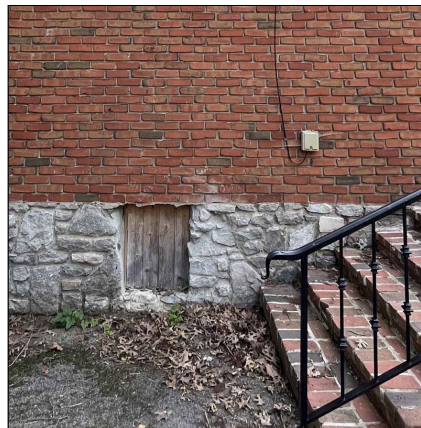
existing asphalt shingle roof



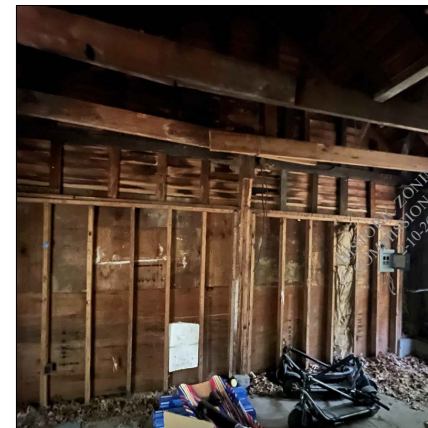
existing painted wood eave



existing window



existing stone



existing storage/shed interior condition

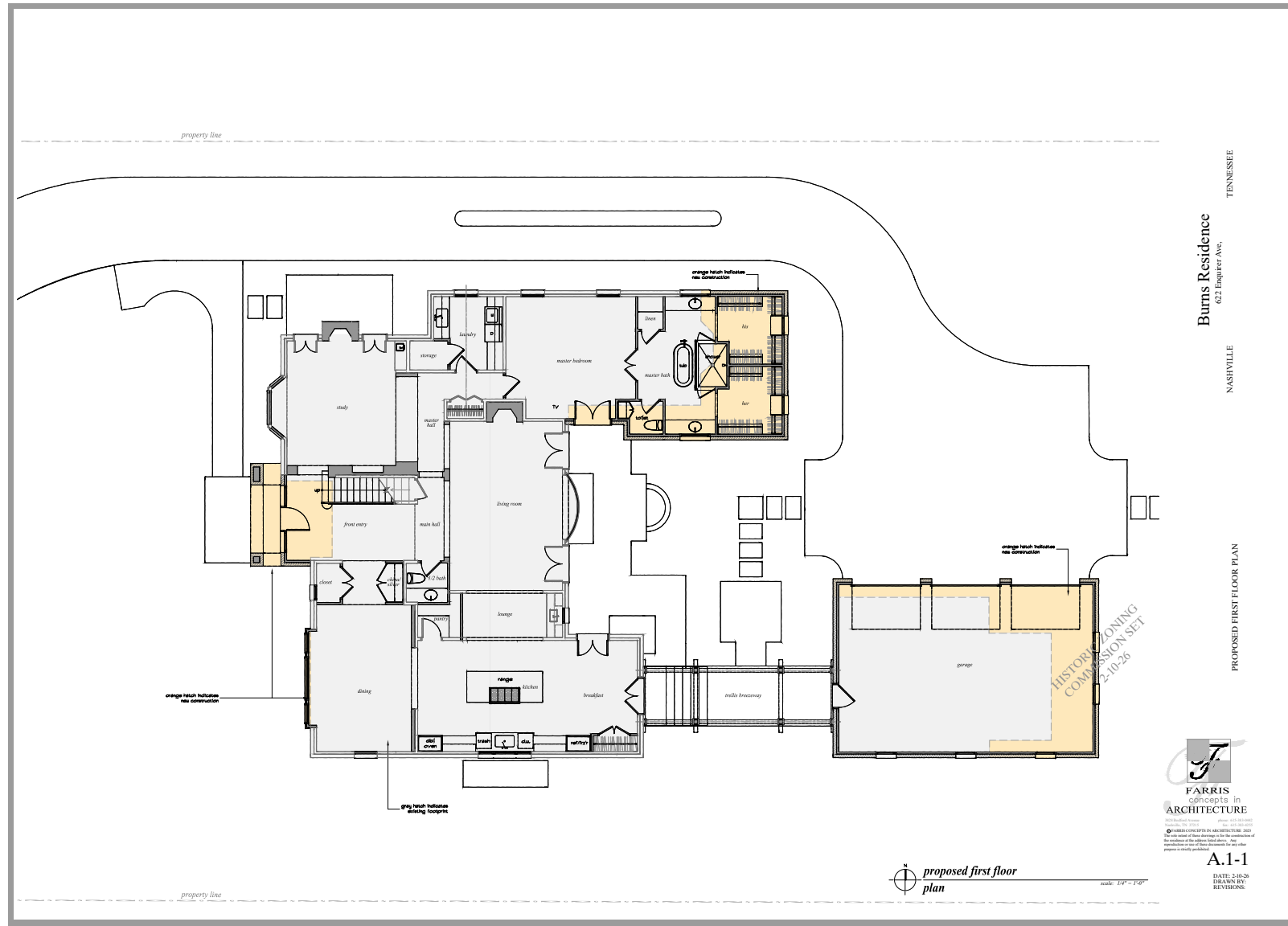
existing materials

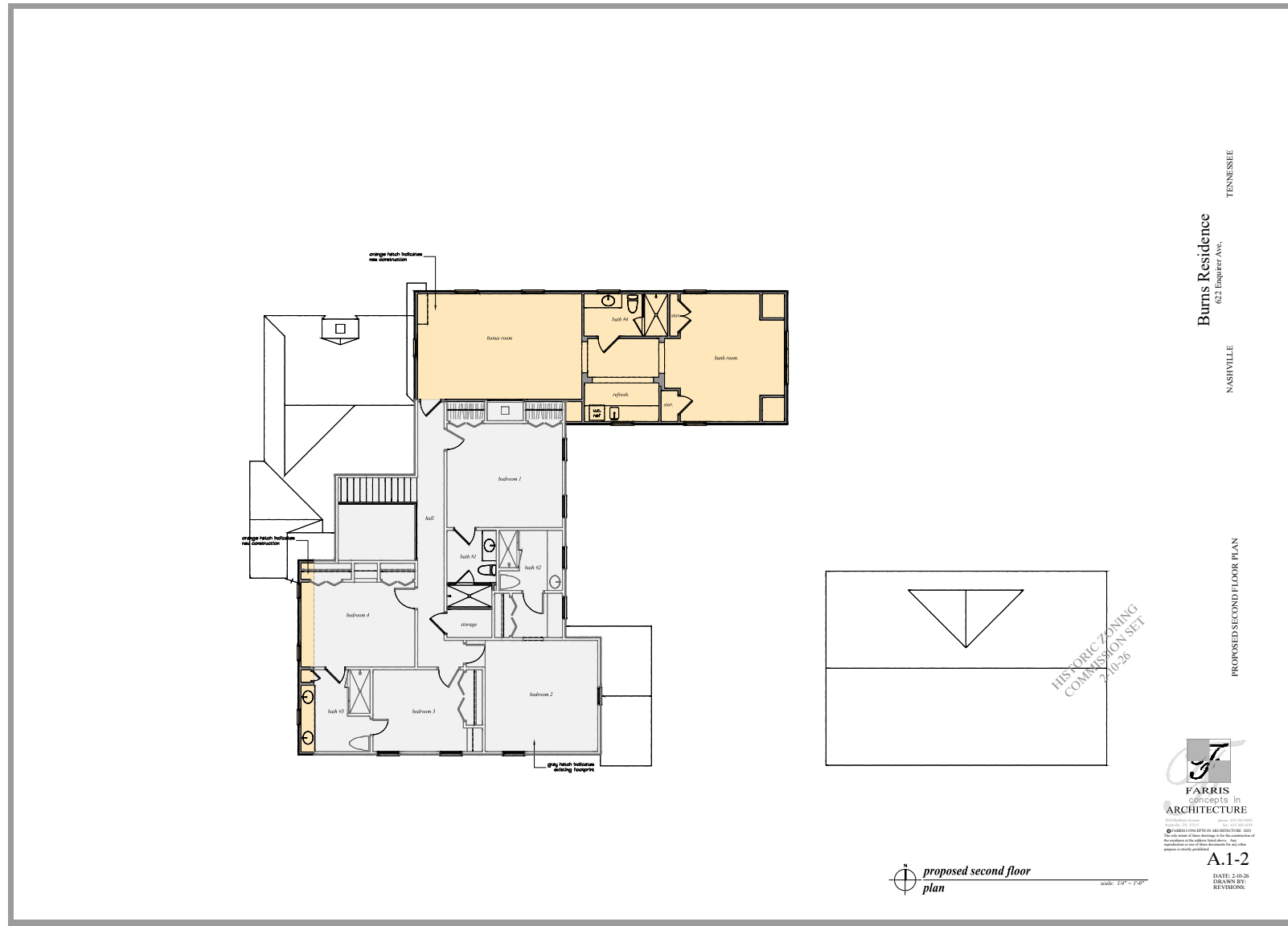
Burns Residence
622 Enquirer Ave.
NASHVILLE, TENNESSEE

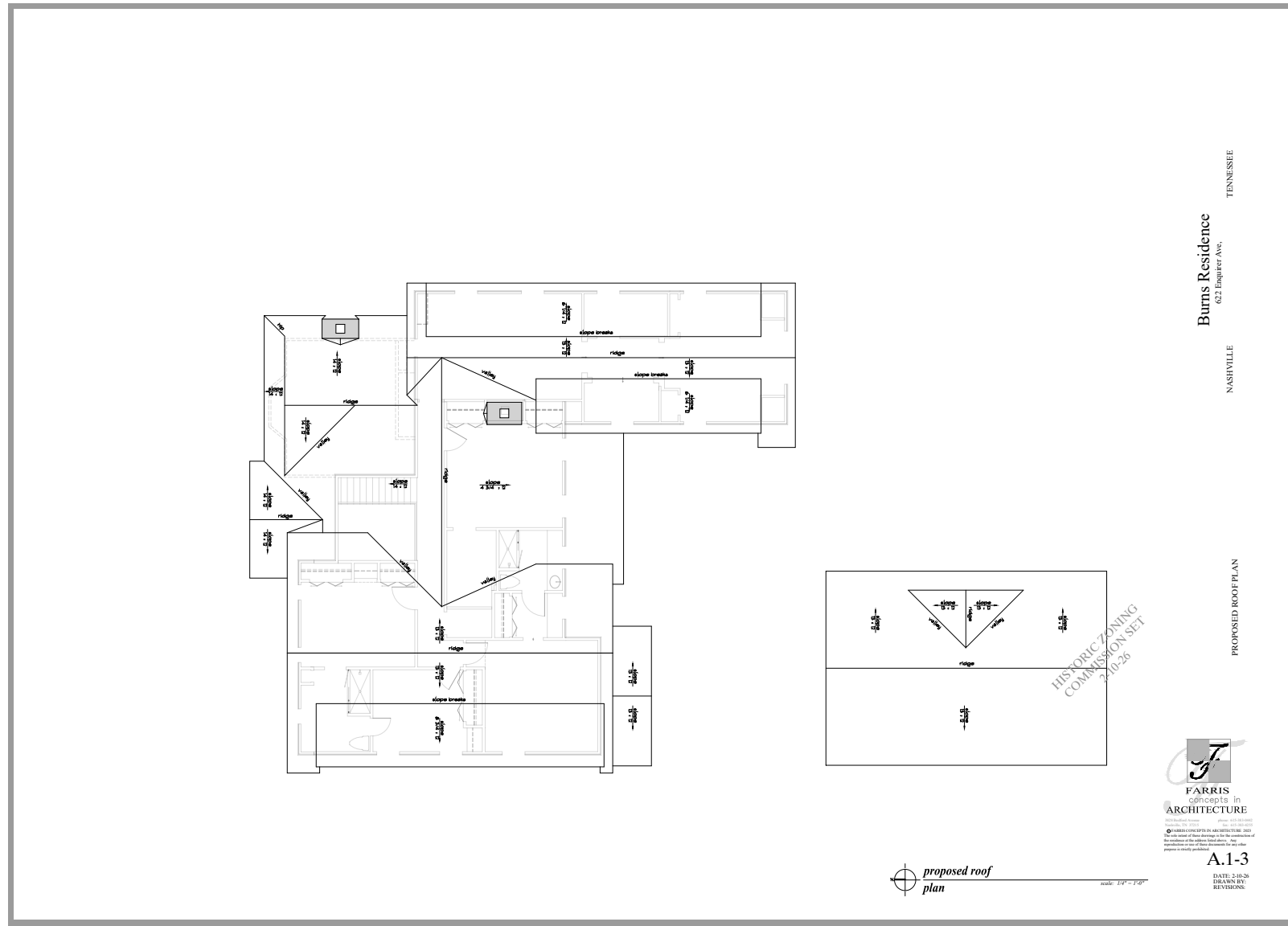
EXISTING MATERIALS

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1000 Nashville Avenue, Suite 100
Nashville, TN 37203
615.259.1111
www.farrisarchitecture.com

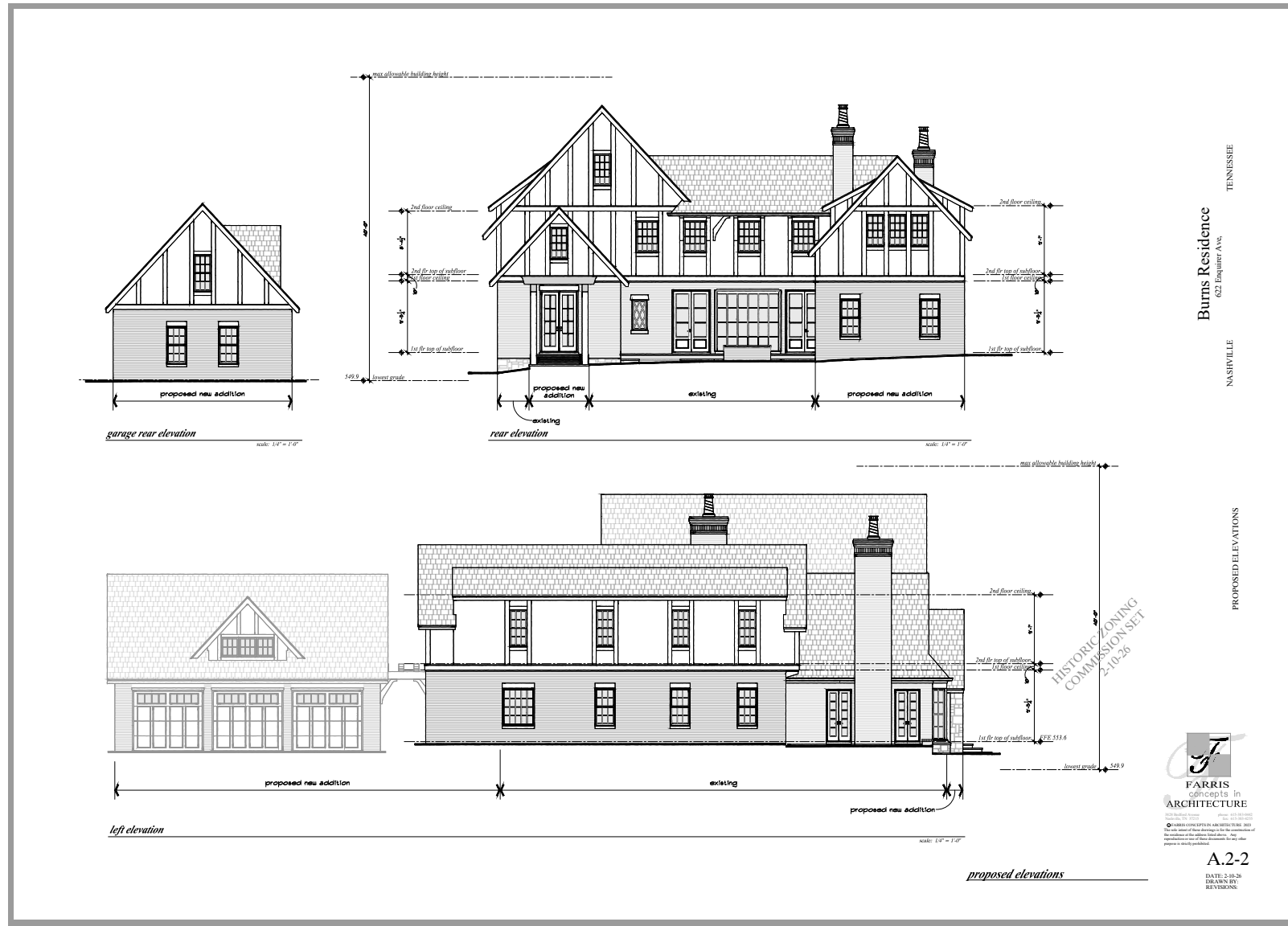
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DATE: 2-10-26
DRAWN BY:
REVISIONS:













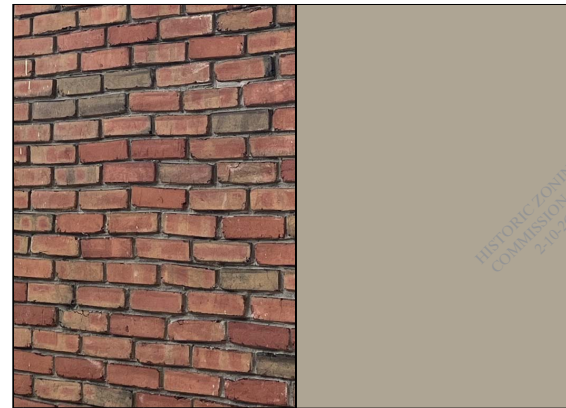
exterior and stucco inspiration



window inspiration - gunmetal clad color



roof inspiration - asphalt shingle



existing brick & new paint color

material and color inspiration

Burns Residence
622 Enquirer Ave.
NASHVILLE, TENNESSEE

MATERIAL AND COLOR INSPIRATION



A.2-3
DATE: 2-10-26
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REVISIONS:



620 Enquirer Ave - left



624 Enquirer Ave - right



637 Belle Meade Blvd - rear left



615 Belle Meade Blvd - rear right



Belle Meade Country Club - view from front door

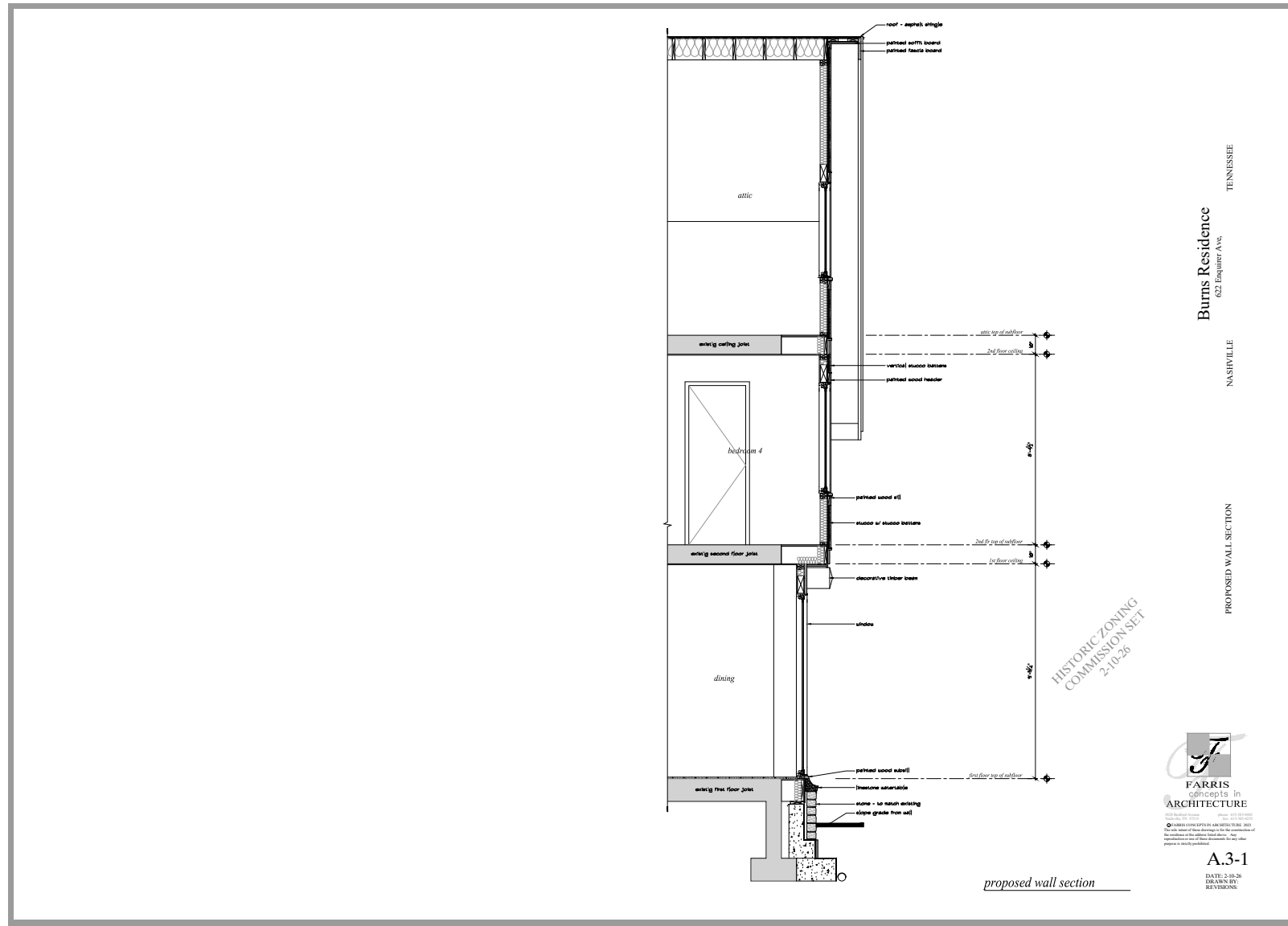
adjacent properties

Burns Residence
622 Enquirer Ave.
NASHVILLE
TENNESSEE

ADJACENT PROPERTIES

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A.2-4
DATE: 2-10-26
DRAWN BY:
REVISIONS:



Staff Report

Agenda No.: IV.C.

Case No.: A25-101

Staff: Mary Samaniego, Planning Director

Applicant: 622 Enquirer, LLC

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

Location: 622 Enquirer Avenue

Summary:

The applicant/owner, the Pass family, is requesting Certificate of Appropriateness approval for an addition to a single-family residence. Specifically, the request is for an addition to the north side of the residence, a small addition to the front porch, and the demolition of the existing two-car garage/shop with a three-car detached garage. The existing residence is a Mansard architectural style but will be converted to a Tudor architectural style 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 0.67 acres (29,184 square feet).
2. The lot is rectangular in shape and similar to surrounding properties and does not have steep slopes.
3. The existing dwelling was constructed in 1968 and includes a detached two-car garage.
4. This project required several variances which were approved by the Board of Zoning Appeals in January 2026:
 - a. Per Section 14-203 Table 1 footnote 3, the required front yard setbacks from the edge of pavement on Enquirer Avenue is 173'. The proposed front porch of the residence is 170' from edge of pavement (3' encroachment).
 - b. Per Section 14-203 Table 1 footnote 4, the minimum width of any side yard shall be twenty percent (20%) of the lot width at the front building line: provided, however, that the sum of the widths of both side yards shall be at least fifty percent (50%) of the lot width at the front set back line, and provided further that, in the case of a lot having an irregular front lot line, the width of the lot shall be measured at the midpoint of the front setback line. The required side yard setbacks from the south property line is 30' and from the north property line is 20'. The proposed detached three-car garage is 30' from the south property line (10' encroachment).
 - c. 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 lot is 3,502 square feet and the existing footprint is 3,123 square feet. The proposed project for the

residence as well as detached garage has a building footprint of 3,702 square feet (200 square feet over the maximum allowable).

5. Due to its construction date, per the Belle Meade Citywide Conservation Overlay Design Guidelines, it is determined to be *a property worthy of conservation*.
6. The dwelling has been identified in the 2021 historical survey as DV-22672 with: asphalt shingle roof; casement windows; and one brick chimney.
7. The residence has had three owners over the last 60 years. The residence was built by owner Coleman R. Perry who joined the 100th Infantry Division in WWII at age of 17 and earned the Bronze Star and two Purple Hearts, one at the Battle of the Bulge.
8. The property is located within the Residence "B" zoning district and is not within the regulated floodplain.
9. Materials list:

Window Manufacturer: Marvin or Eq.

Window Material: Clad Exterior/Wood Interior

Frame Material: Clad, Marvin Gunmetal

Windowsills: Wood/Brick

Brick, Painted/Natural: Painted,

Brick/Stone Thickness: 4"

Clapboard Material: N/A

Clapboard Dimensions/Reveal: N/A

Railings, Columns, Pilasters: Wrought Iron Railing, W

Chimney Material: Brick, Painted

Roofing Material: Asphalt Shingle

Exterior Doors: Marvin or Eq. / Iron Lion

Eaves/Cornice: Painted Wood

Gutters: Half Round Molded Aluminum

Gutter Dimensions: 6"

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:

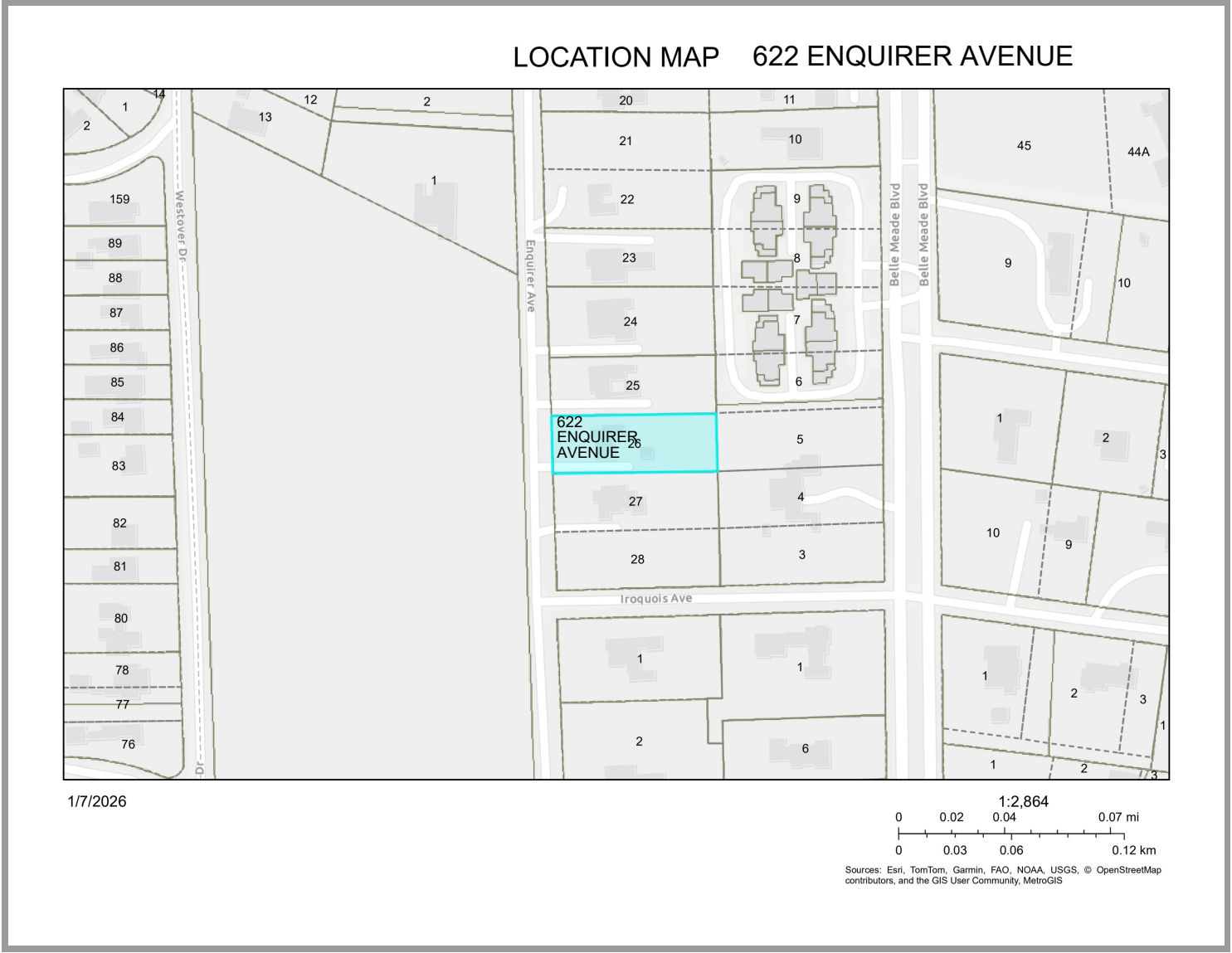
1. Foundations: Most existing foundations are of stone, brick or concrete and these foundation materials are preferred for new construction. Split faced concrete block is not an acceptable foundation material. Veneer covering concrete foundation walls must be full bed depth masonry.
2. Siding: No siding 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 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.

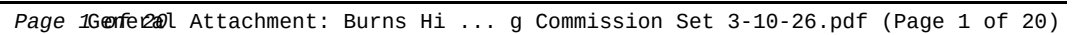
13. Mechanical/Plumbing Vent Stacks: No vents shall be located on the portion of the structure's roof facing to the "front" as defined in the Zoning Code. All vents must be copper or painted to match roof color.
14. Garage Doors: No garage doors shall be vinyl, fiberglass or aluminum. No steel garage 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.

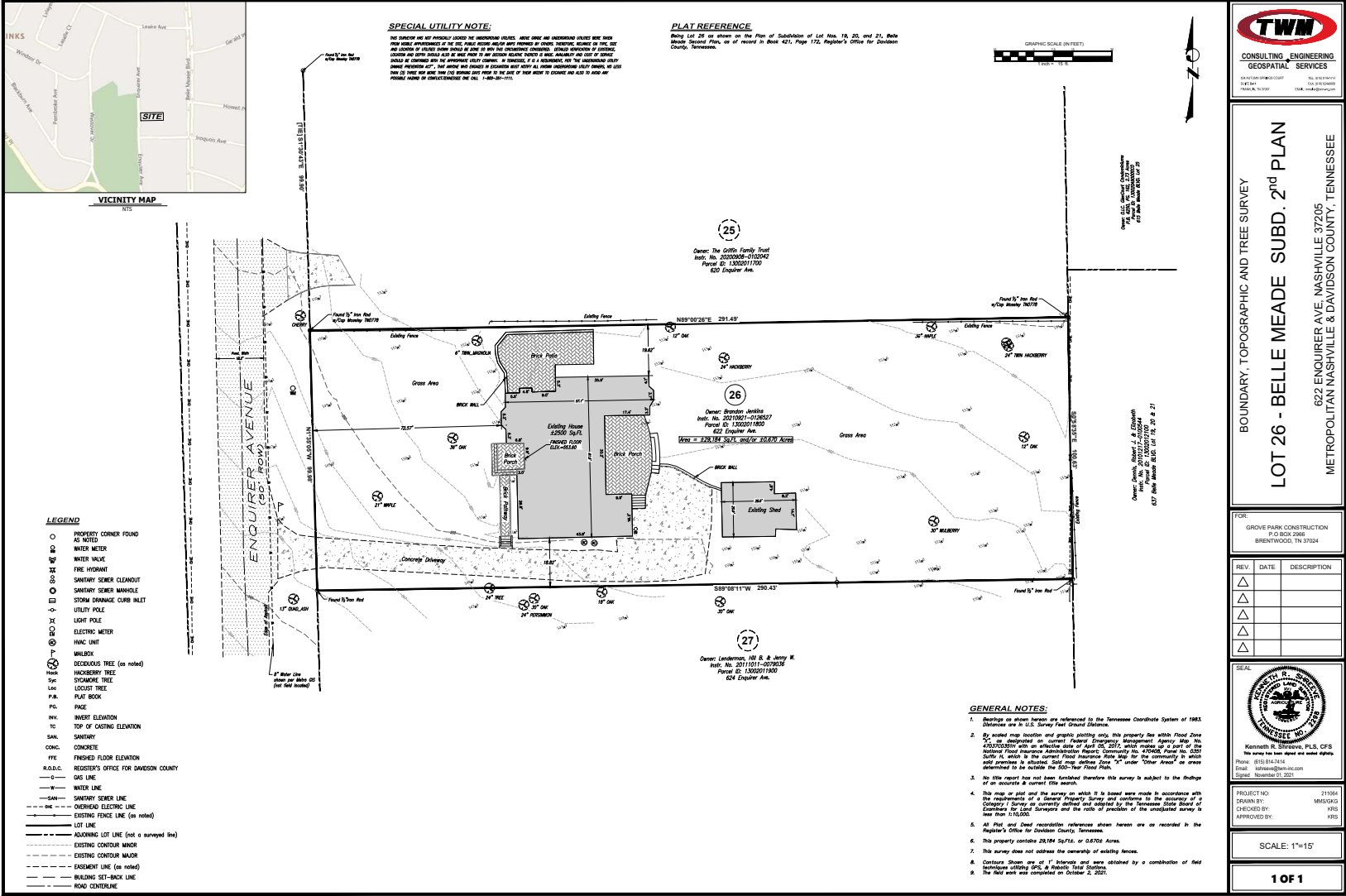
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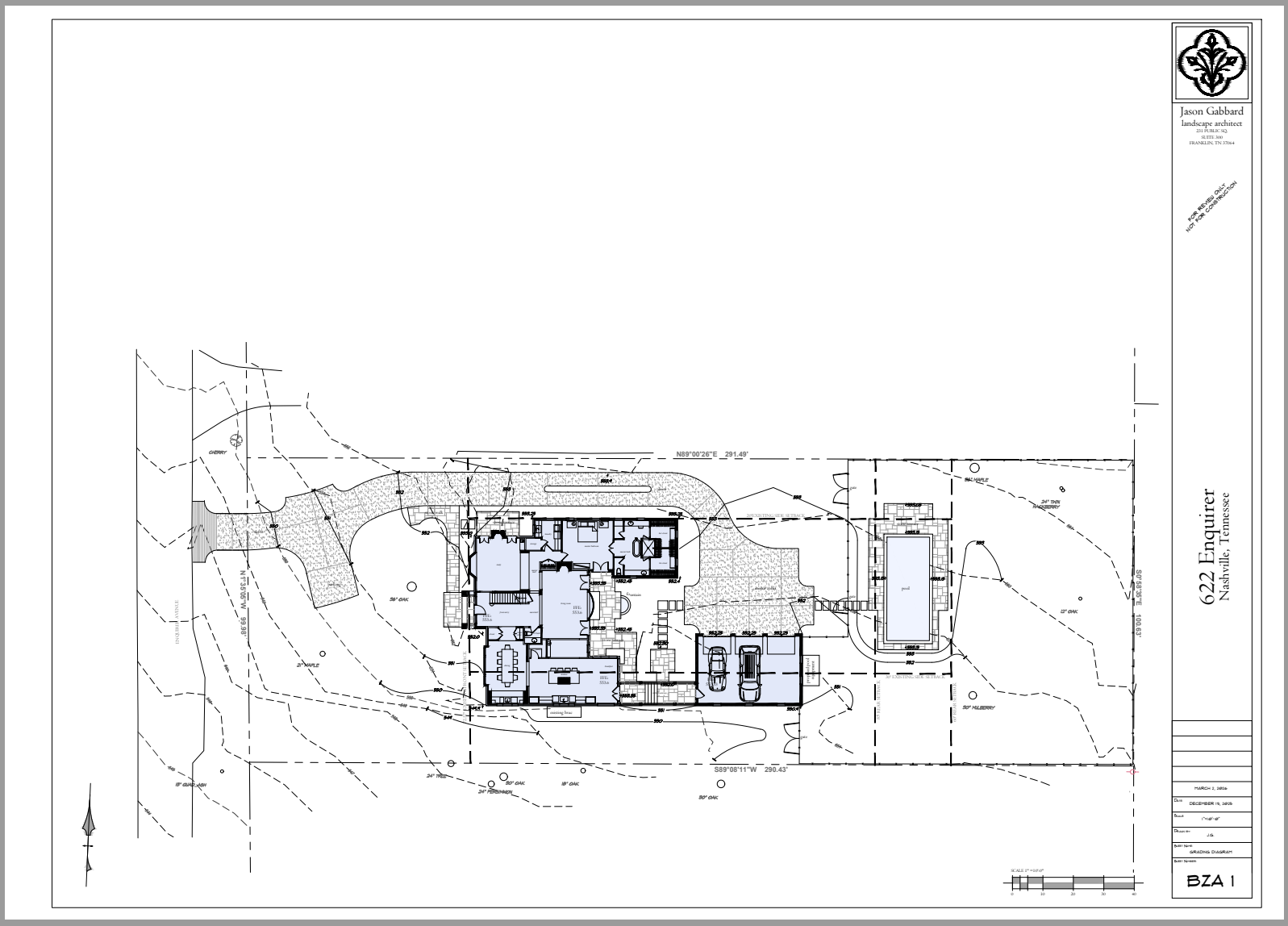
1. Location Map











Jason Gabbard
landscape architect
241 TULLAH, SE
SUITE 300
FRANKLIN, TN 37064

DATE: 03/03/2010
BY: JG
FOR: BURNS HISTORIC ZONING COMMISSION

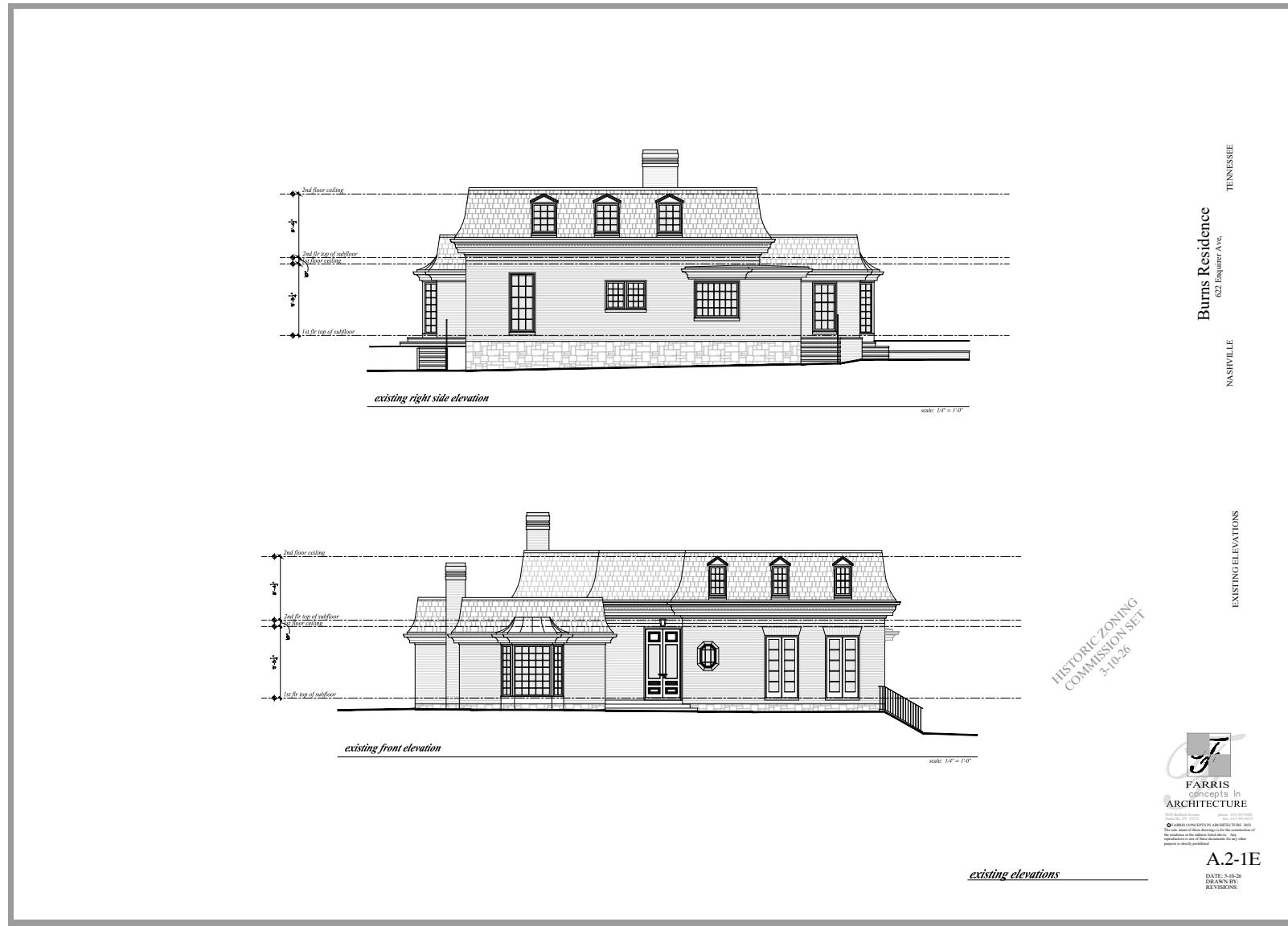
622 Enquirer
Nashville, Tennessee

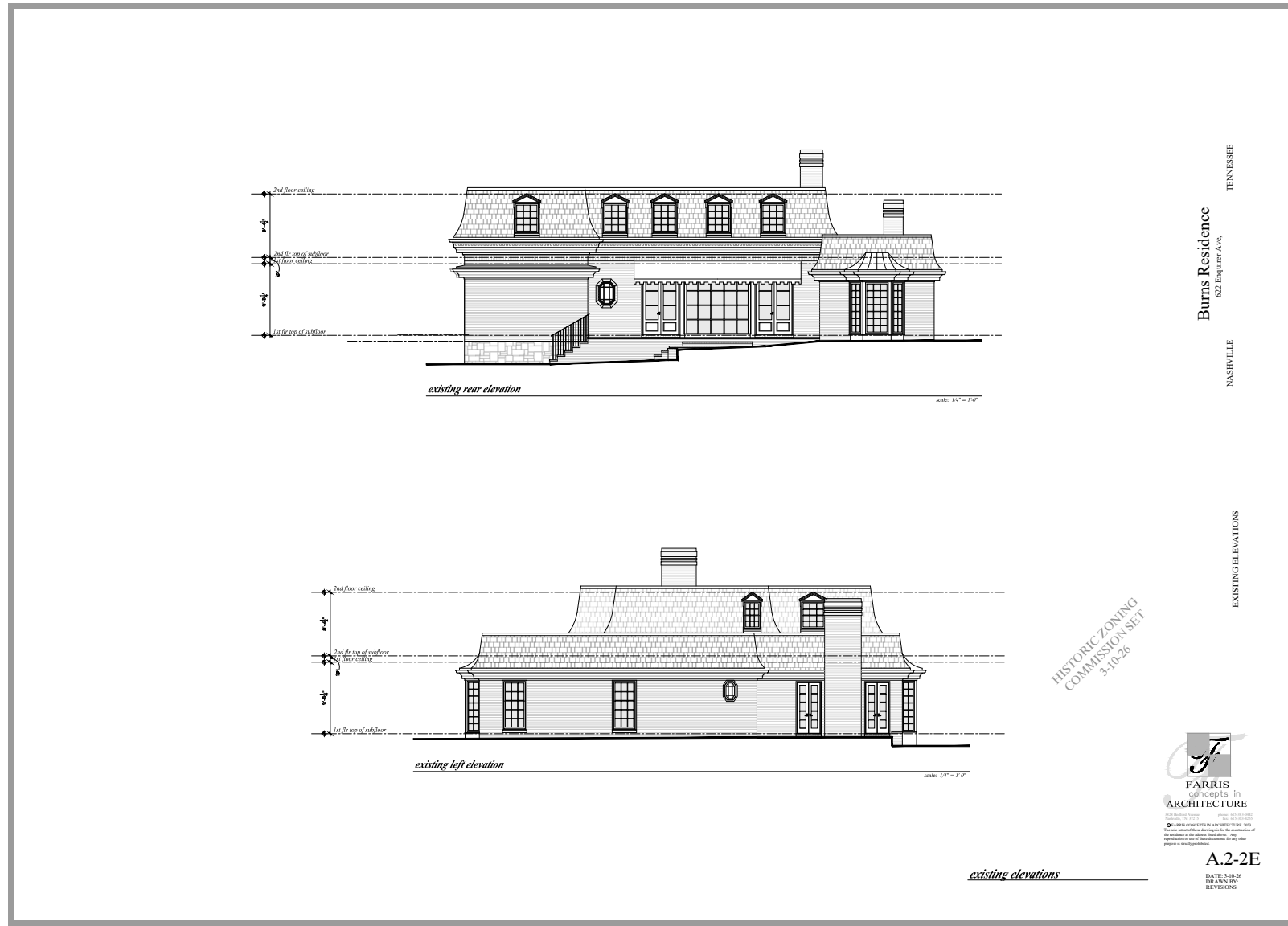
DATE: MARCH 2, 2010
BY: JG
FOR: BURNS HISTORIC ZONING COMMISSION

BZA 1











existing front elevation



existing left side elevation



existing rear elevation



existing right side elevation



shed/storage side entry - proposed to be demolished



storage/shed rear - proposed to be demolished

existing house

Burns Residence
622 Enquirer Ave.
NASHVILLE
TENNESSEE

EXISTING HOUSE


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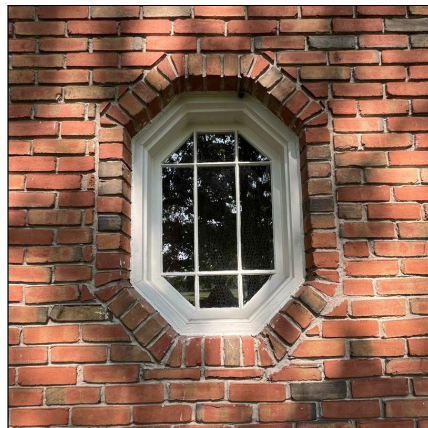
existing brick



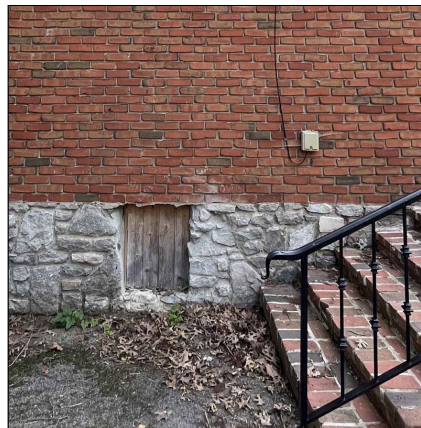
existing asphalt shingle roof



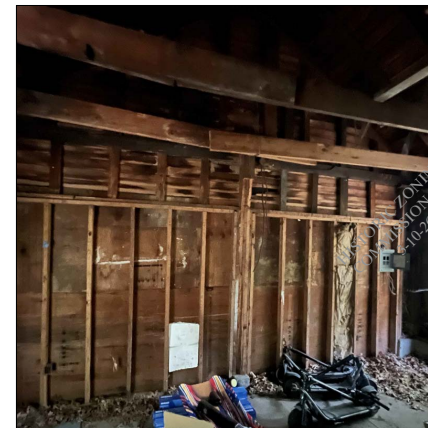
existing painted wood eave



existing window



existing stone



existing storage/shed interior condition

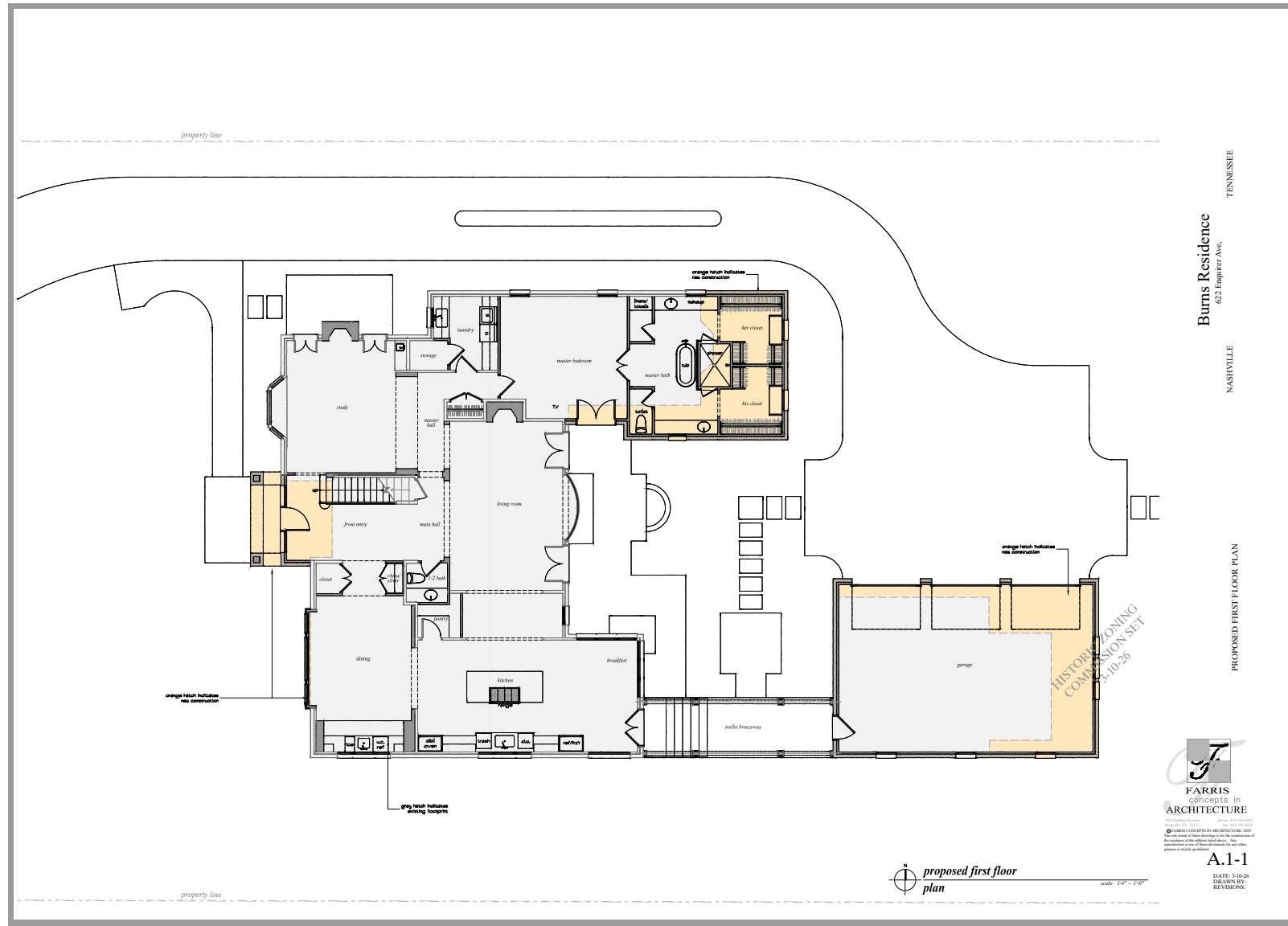
existing materials

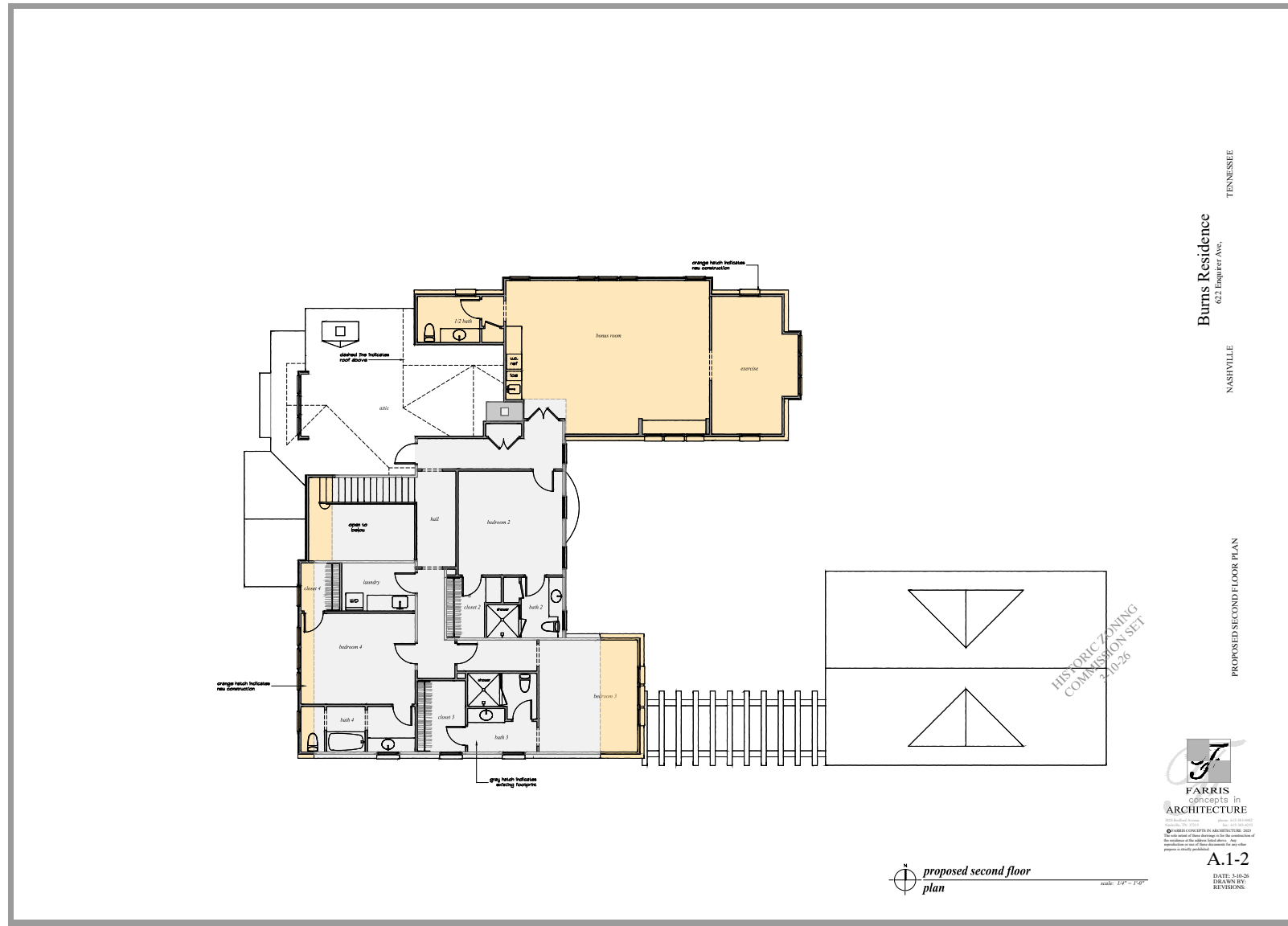
Burns Residence
622 Enquirer Ave.
NASHVILLE, TENNESSEE

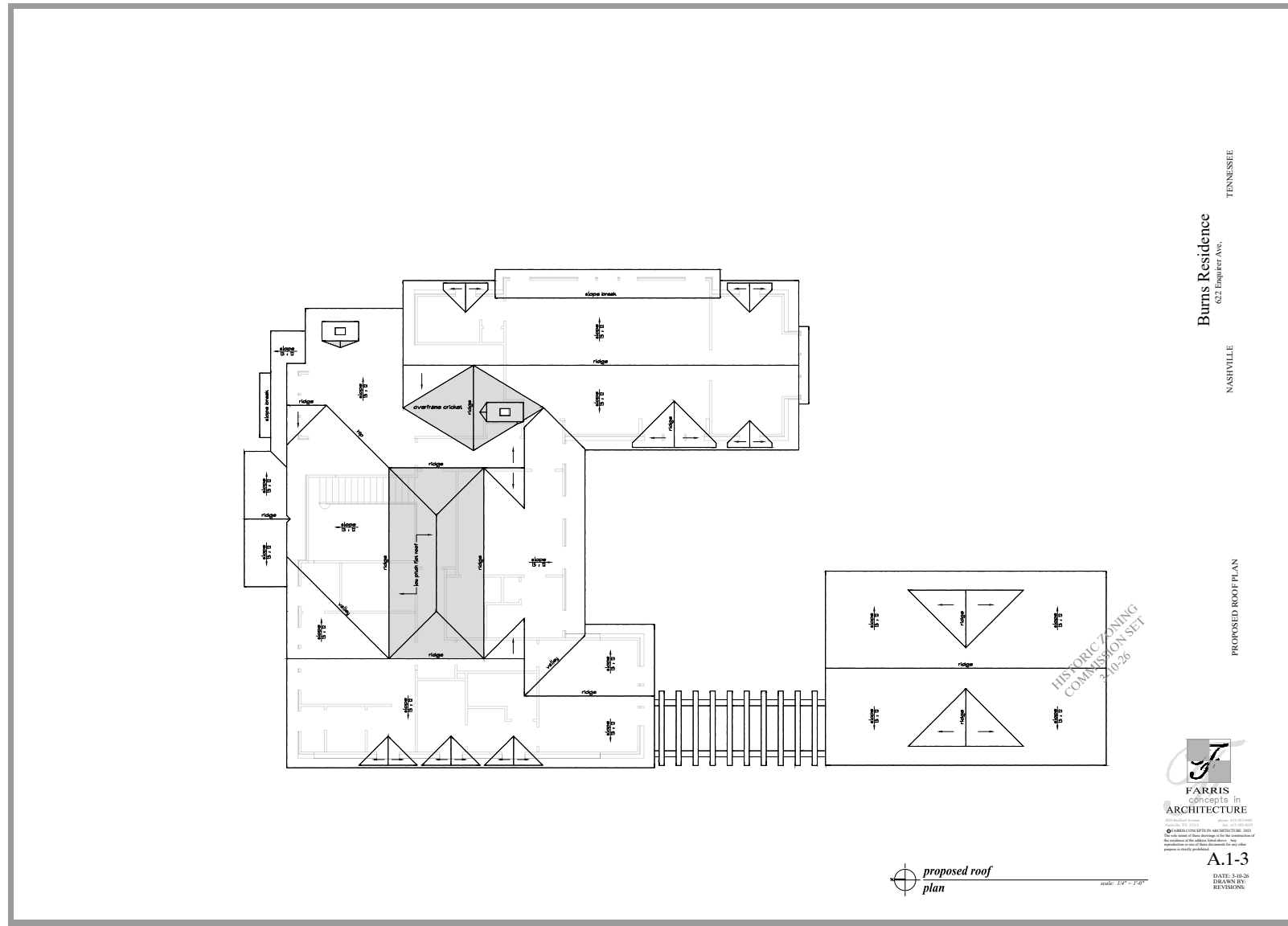
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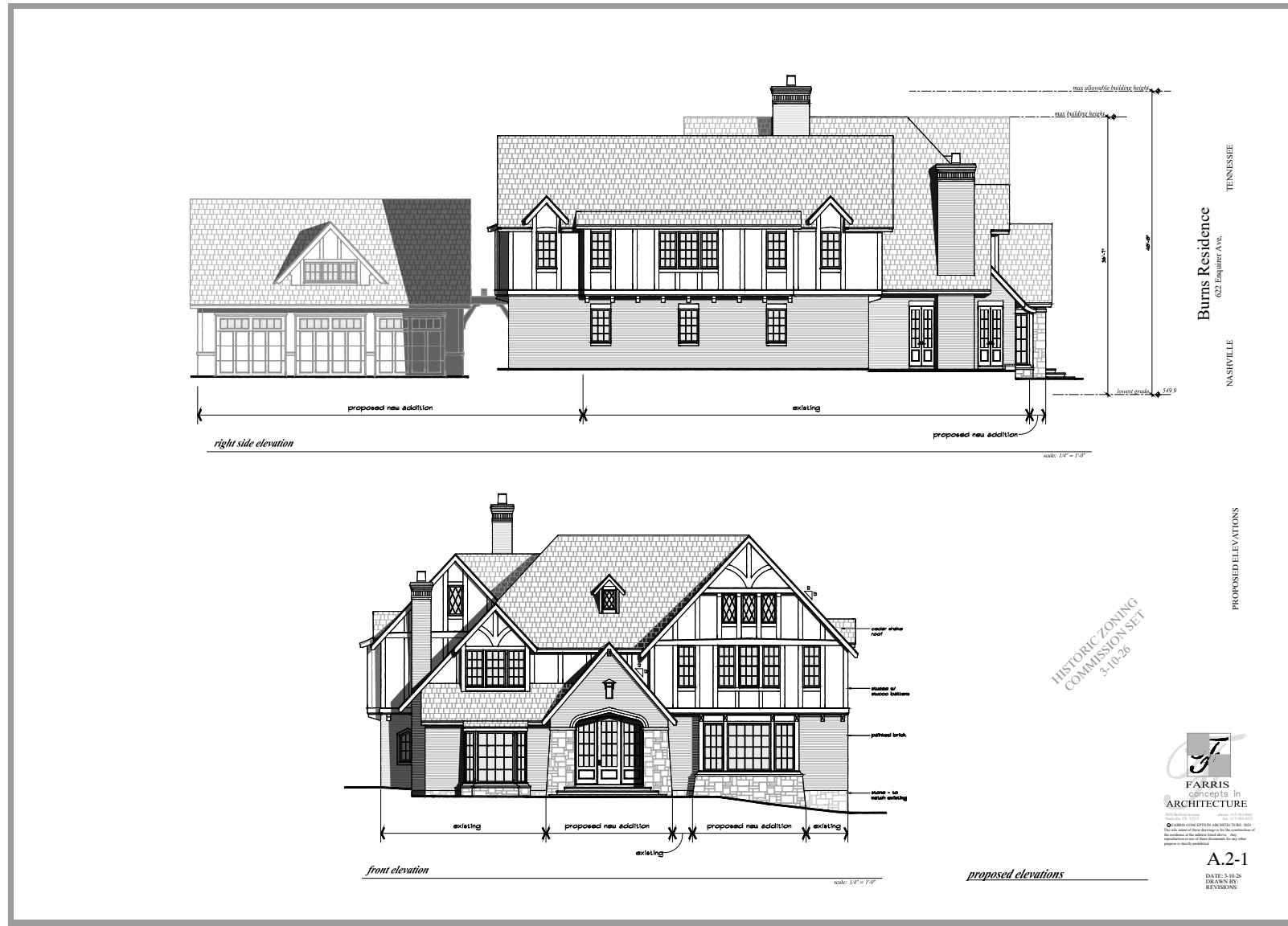
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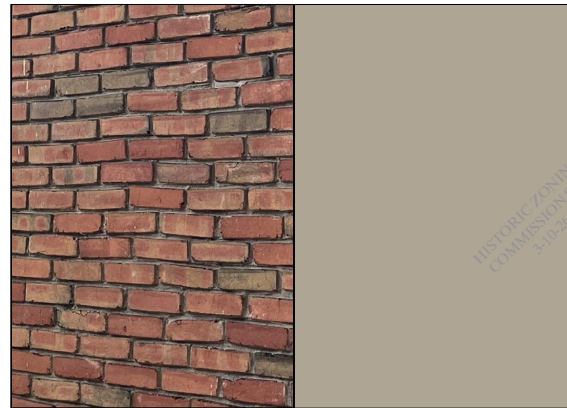
stucco inspiration



window inspiration - pebble gray clad color



roof inspiration - cedar shake



existing brick & new paint color

material and color inspiration

Burns Residence
622 Enquirer Ave.
NASHVILLE
TENNESSEE

MATERIAL AND COLOR INSPIRATION



A.2-3
DATE: 3.10.26
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620 Enquirer Ave - left



624 Enquirer Ave - right



637 Belle Meade Blvd - rear left



615 Belle Meade Blvd - rear right



Belle Meade Country Club - view from front door

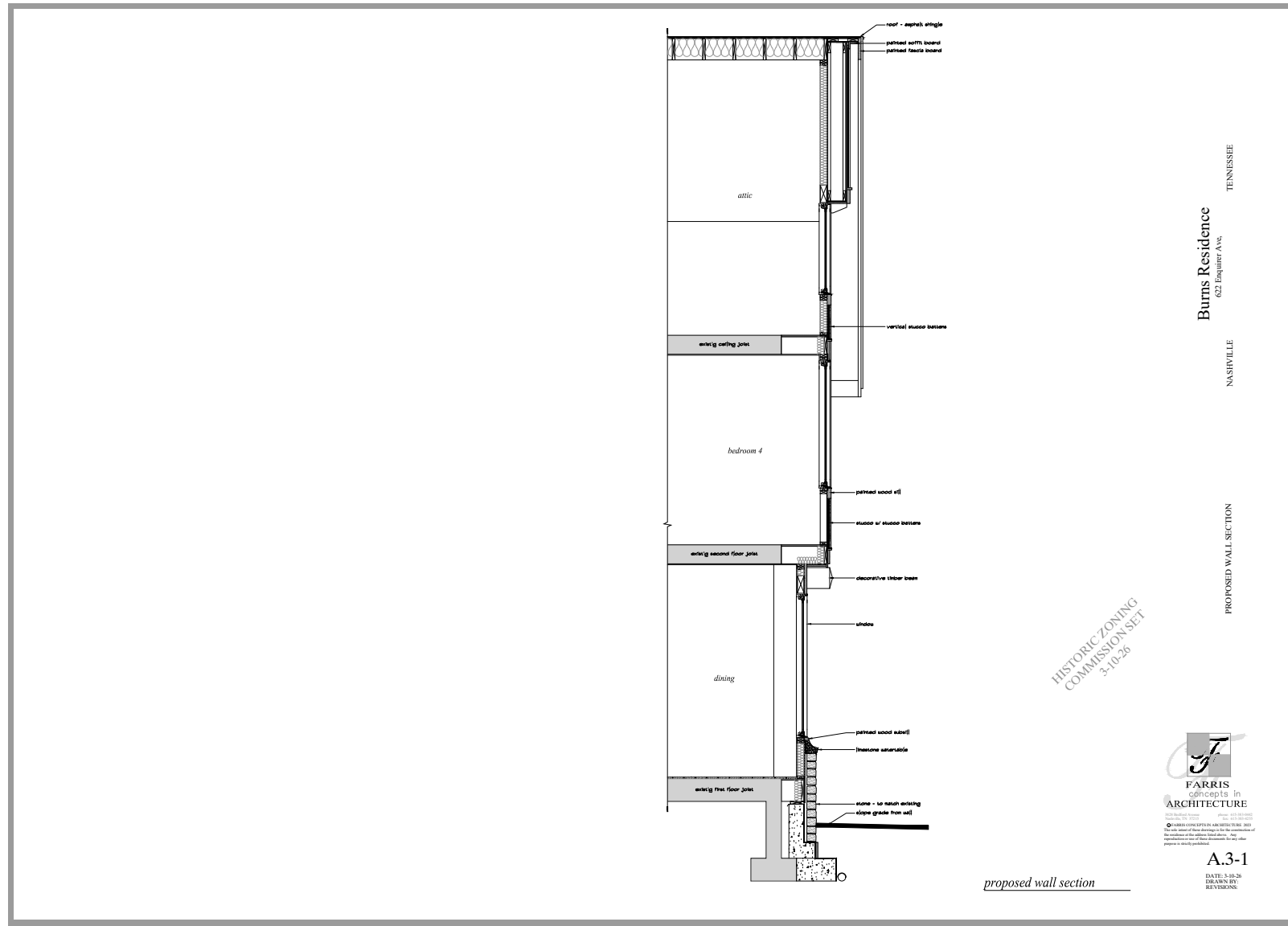
adjacent properties

Burns Residence
622 Enquirer Ave.
NASHVILLE
TENNESSEE

ADJACENT PROPERTIES

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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:

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

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;

☐ 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.

preston h quirk, applicant

2026-01-30

Typed Signature of Applicant or Owner

Date

CLICK SAVE BEFORE CLICKING COMPLETE APPLICATION

New Screened Porch

Jimmy & Ashley Whitehair
206 Lynnwood Blvd
Nashville, TN 37205

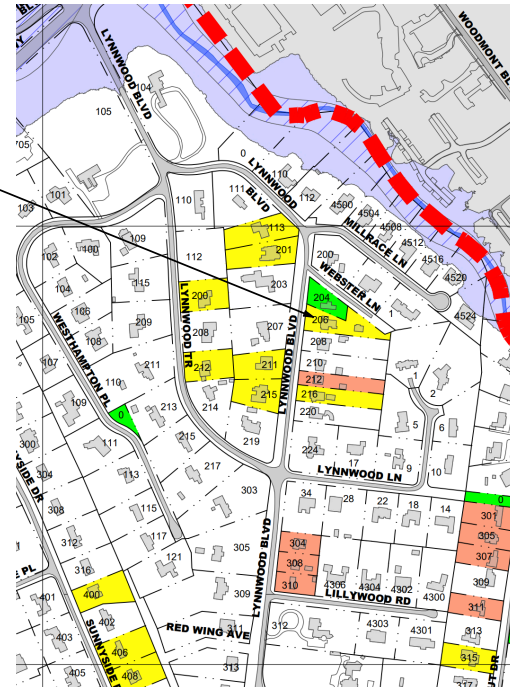
Historic Zoning Commission

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Floor plan	9
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Calculations	15

3/9/26

1

subject lot



The home at 206 Lynnwood Blvd. was built in 1924 according to Metro Nashville Tax Records, making it classified as a "Property of significance" per the CCODG. The style of the home, using "A Field Guide to American Houses", is essentially a hipped roof craftsman style 1 story home. It has a wood exterior, a hipped primary roof, with a later addition that has a rear gable and hipped and gabled dormers. There is a partial basement level entering on the north side. The existing main floor gross area is 3464 sf, the second floor is approximately 937 sf with basement space of about 700 sf. The house is on a lot of 0.9 acres with an irregular shape, measuring 134' wide at the street x 400' deep. The main floor is about 3' above the street. The current condition of the home is very good.

The adjacent home to the left is one story with painted shake siding and was built in 1928. The home on the right is a 2 story brick home built in 1925.

The scope of the proposed project includes:

1. Building a new screened porch in the rear yard where a deck with a pergola and a firepit patio currently exist. The porch will be inside the building envelope setbacks except for one corner where the BZA approved a variance to allow encroachment into the side setback.

Exterior materials for the additions consist primarily of painted wood columns and trim, and aluminum insect screening. A fireplace for the porch will have a stone veneer chimney to match the existing house. The new foundation walls will be brick veneer. The new porch will have a concrete floor. The materials proposed for this project are as follows:

Foundations - parged concrete - stucco look, to match existing rear foundations

Siding - to remain on existing house, none on addition

Brick - none. Fireplace will be stone veneer.

Front door - existing to remain

Front porch - existing to remain

Windows - existing to remain

Deck/porch material - new rear porch floor will be synthetic decking on treated wood framing.

Shutters - none

Fascia - fascias will be painted wood to match existing trim

Gutters - all gutters will be copper, half round style with round downspouts to match the existing home

Chimney - stone veneer

Paint - to be Benjamin Moore or Sherwin Williams high grade paint

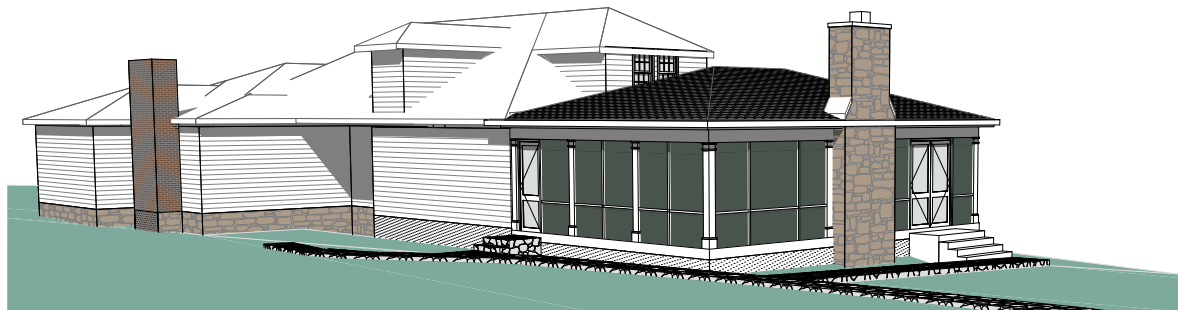
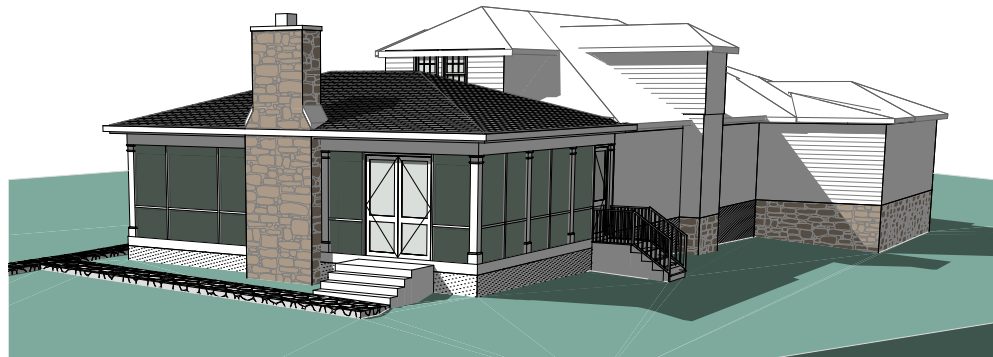
Roofing material - screened porch roof will be fiberglass shingles to match the existing home.

Mechanical and plumbing vents - no new vents will be installed.

Garage doors - existing to remain.

A sample board of the proposed new materials will be provided at the meeting.

We hope that the Historic Zoning Commission finds the proposed addition and materials to be consistent with the Belle Meade Citywide Conservation Overlay Design Guidelines.



Perspective Views

5



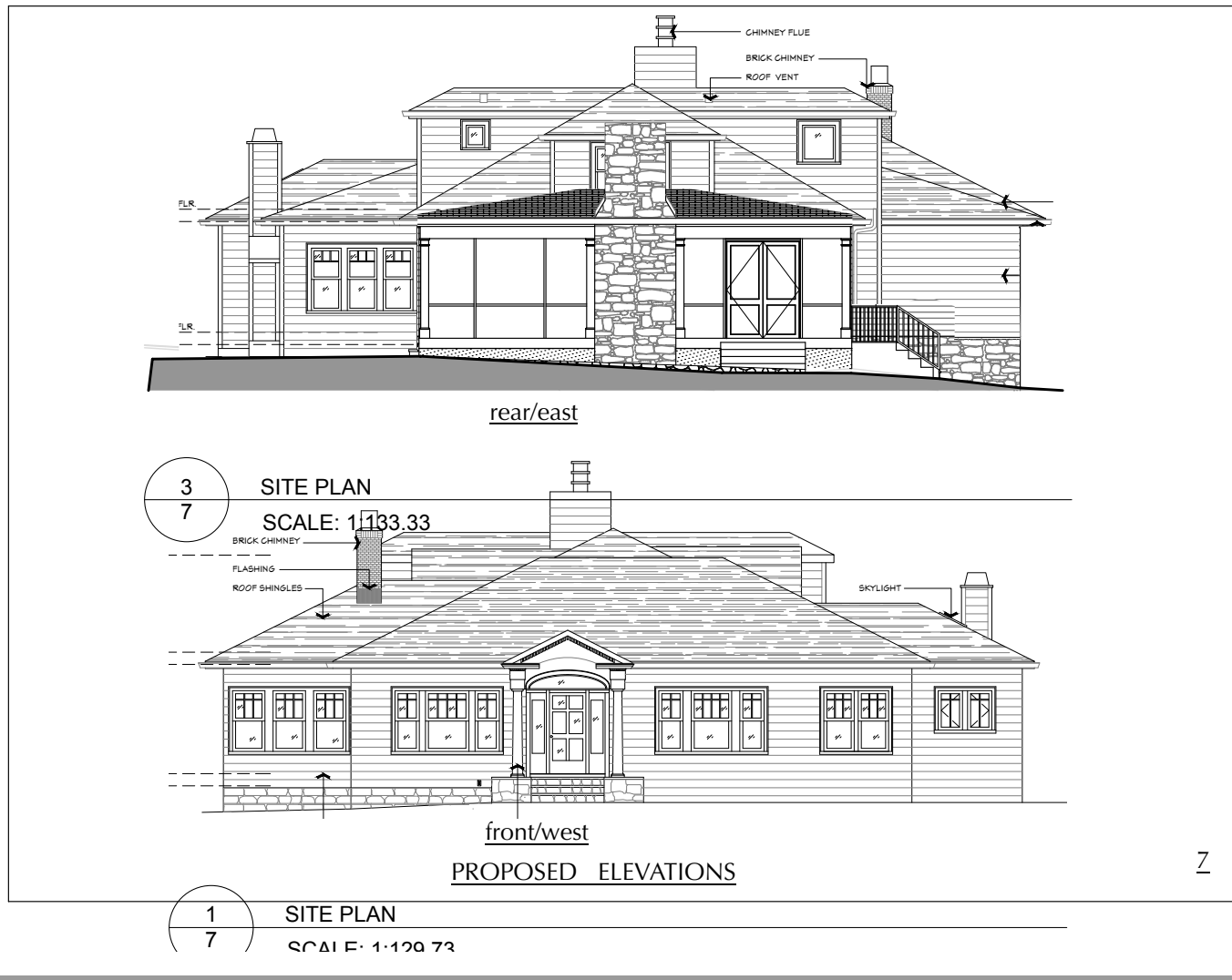
right side/south

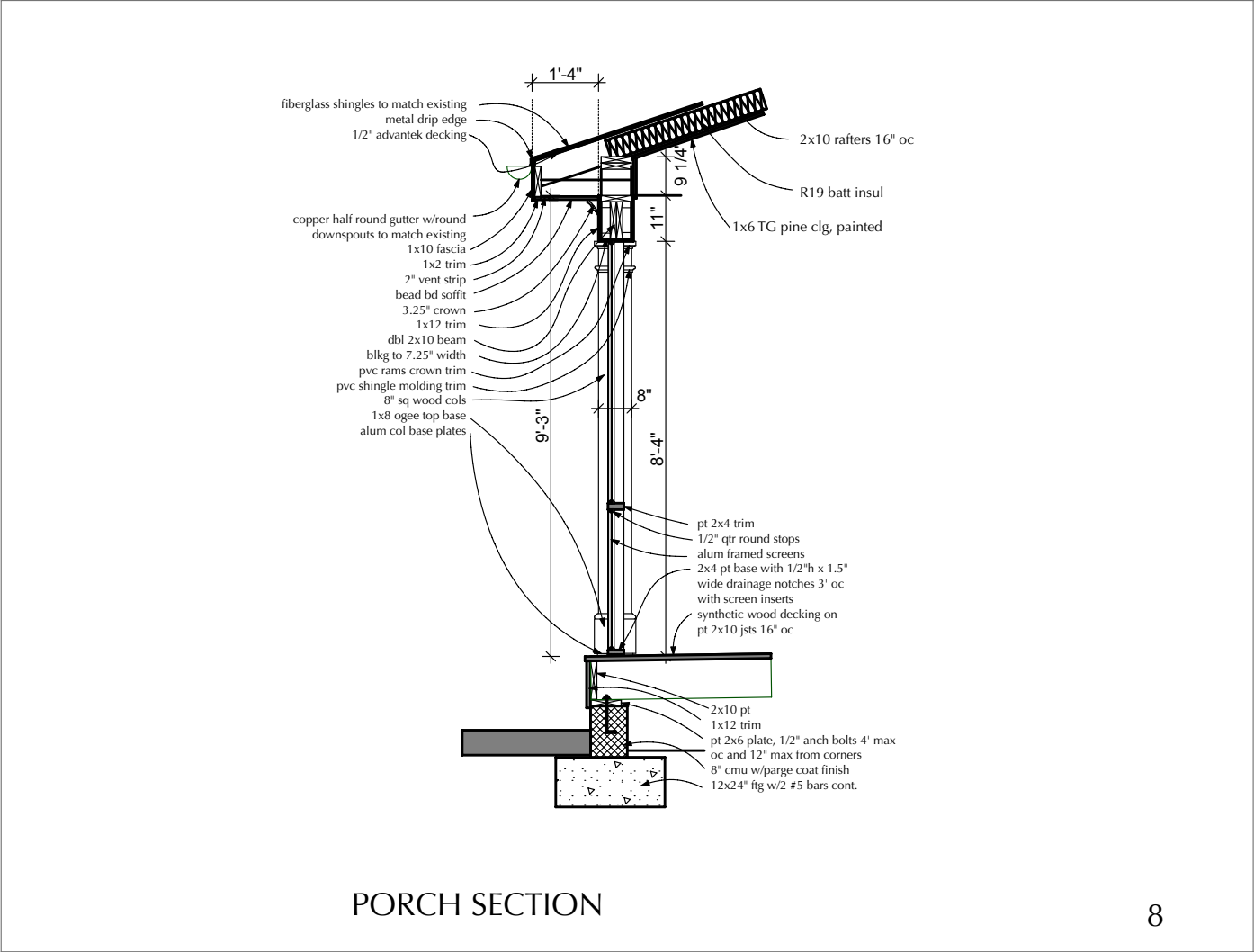


left side/ north

PROPOSED ELEVATIONS

6









right side, SE corner



right side, SE corner



rear, NE corner

EXISTING RESIDENCE PHOTOS

10

Adjacent Homes



204 Lynnwood Blvd
1887 sf



208 Lynnwood Blvd
4396 sf



203 Lynnwood Blvd
8928 sf

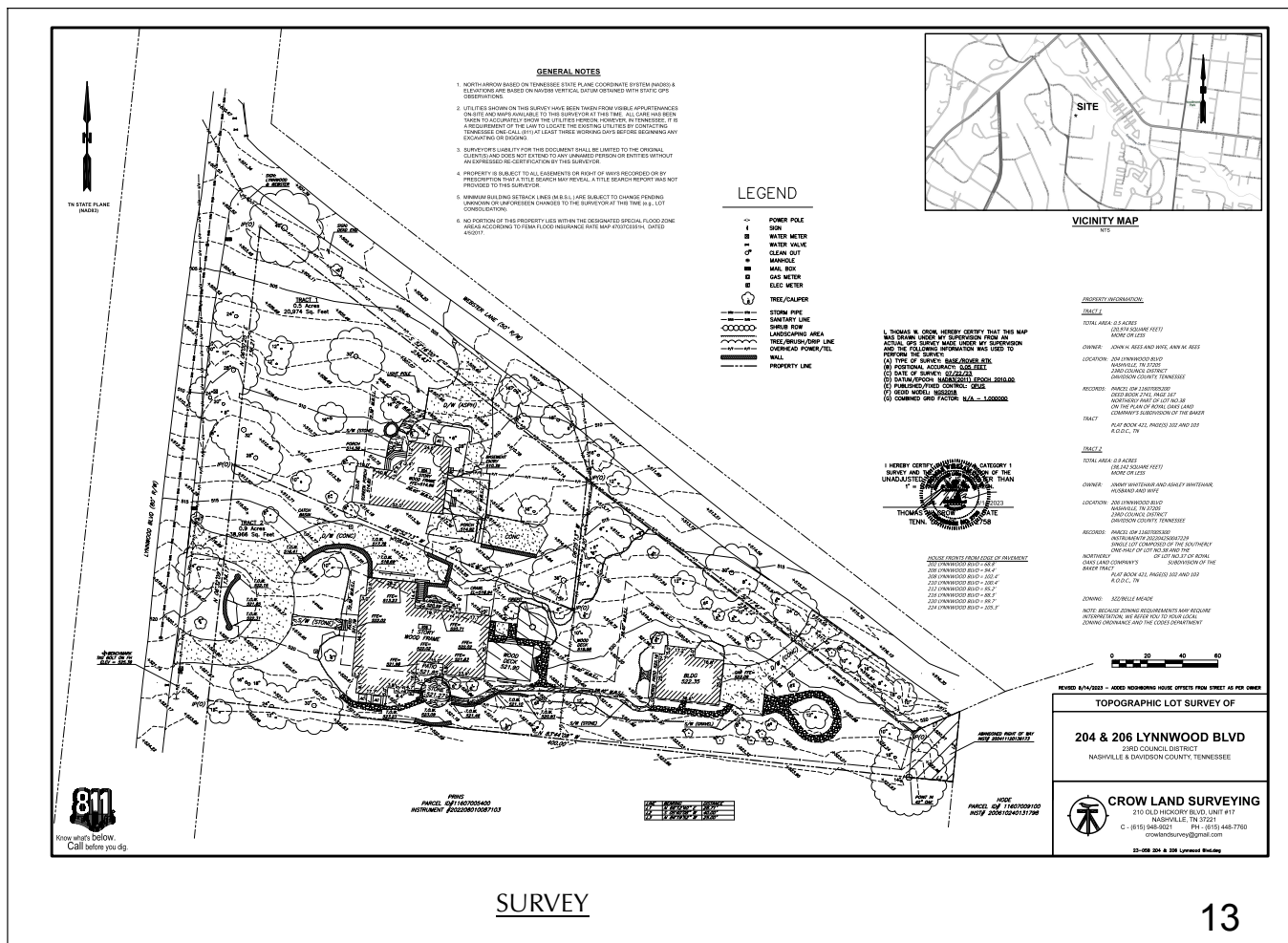


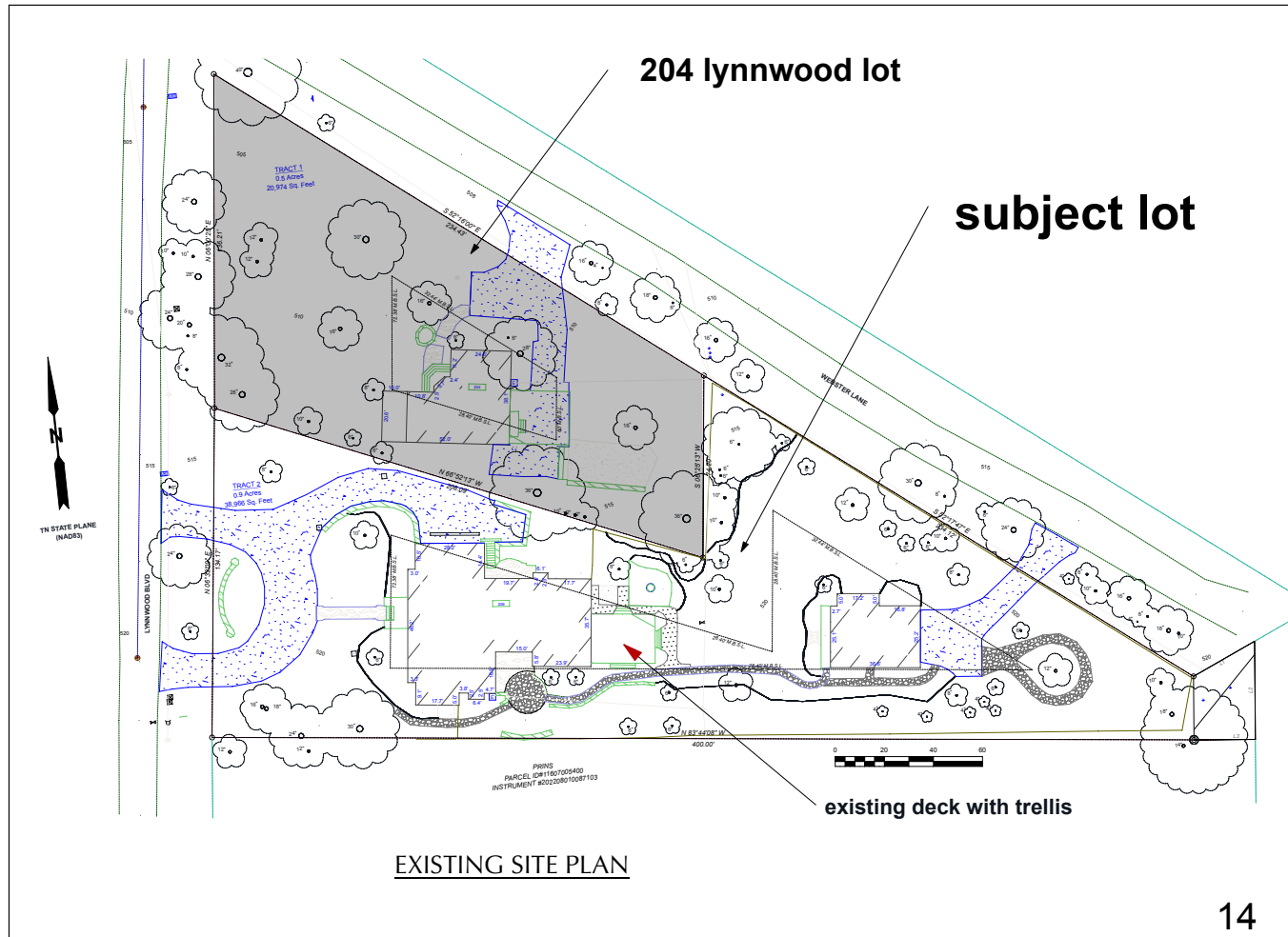
207 Lynnwood Blvd
6140 sf



Inspiration photos

12





14

ADDRESS 206 Lynnwood Blvd.					
LOT SF	38966 sf	ALLOWABLE	EXISTING	TOTAL CHANGE	NEW TOTAL
		SF			% OVER
FOOTPRINT (RES. A, RES B, RES C, ESTATE B) 12% OF LOT SF		4675	5129	+ 409	5538
FOOTPRINT (ESTATE A) 8% OF LOT SF					18.5%
FAR					
LOTS < 40,00 SF and Residence C = 0.225 X LOTS SF		8767	6376	+ 409	6785
LOTS > 40,00 SF = 0.200 X LOTS SF					0
FRONT YARD SF		8924			
DRIVEWAY 12%		1070	2672	0	150%
DRIVEWAY/PARKING IN FRONT YARD = MAX. 22% OF FRONT YARD SF		1963	2672	0	36%
TOTAL SF FRONT & REAR DRIVES = 4618 SF					
HARDSCAPE TERRACE, DECK, TENNIS COURT, OTHER ACCESSORY STRUCTURES,					
HARDSCAPE MAX. 8% OF LOT SF		3117	5429	-416	5013
POOL (WATER AREA) = MAX. 2% OF LOT SF		779	0	0	61%
HARDSCAPE + POOL = MAX. 8%		3117	5429	-416	5013
					61%

DRIVES:
FRONT - 2672 SF
LEFT SIDE - 1015 SF
REAR - 931 SF

Staff Report

Agenda No.: IV.A.
Case No.: A26-05
Staff: Mary Samaniego, Planning Director
Applicant: The Whitehair family
Request: Certificate of Appropriateness for an addition to a single-family residence.
Location: 206 Lynwood Boulevard

Summary:

The applicant/owner, the Whitehair family, is requesting Certificate of Appropriateness approval for an addition to a single-family residence. The specific request is to construct 875 square feet screen porch in the rear of the residence. The designated architectural style is Craftsman 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 0.90 acres (39,204 square feet).
2. The existing dwelling was constructed in 1924 with a two-car detached garage and an existing rear patio. The proposed 875 square feet screen porch would be placed in the existing patio area.
3. The lot is irregularly shaped with frontage on Lynwood Boulevard and other frontage along Webster Lane in the rear.
4. This project required several variances which were approved by the Board of Zoning Appeals in January 2026:
 - a. 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 lot is 4,675 square feet. The existing residence has a building footprint of 5,129 square feet and the proposed addition of the screened in porch provide as overall building footprint of 5,538 square feet (863 square feet over the maximum allowable).
 - b. Per Section 14-203 Table 1, the Residence B zoning district requires a side yard setback of 28' from the north side property line. The proposed setback for the screened porch is 14' from the side property line (a 14' encroachment).
5. Due to its construction date, per the Belle Meade Citywide Conservation Overlay Design Guidelines, it is determined to be *a property of significance*.
6. The residence is one story and approximately 3,800 SF with a detached two-car garage in the rear fronting Webster Lane.
7. The residence appears to have had a significant rear addition at some point after 1957 and has been owned by five different residents in the past 40 years.

8. The dwelling has been identified in the 2021 historical survey as site number DV-22858 with: double-hung windows; one chimney; and stone foundation.
9. Staff upon research did not find any significant architect and builder associated with this residence.
10. Materials list:

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:

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 of Significance

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.

Design Guidelines Criteria for Additions

Many of the City of Belle Meade's historic dwellings have been expanded with additions since their original construction. These additions vary in size but traditionally the additions have been added on rear elevations. In some cases, lateral additions have been constructed or porches enclosed for living space. Some early additions may now have significance in their own right and merit preservation. Additions to properties are permissible as long as they minimally affect historic materials, are secondary in size and scale to the footprint of the original building, and maintain the dominance of the original structure. The new addition should be compatible with the character of the original dwelling while blending with the overall design.

The following are specific guidelines that will be considered by the HZC when reviewing a proposal for an addition:

- 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.
- Character-defining features of historic 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.
- 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.
- 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.
- 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.
- The roof form of the dormer should match the roof form of the building or be appropriate for the style.
- The exterior material cladding of side dormers should match the primary or secondary material of the main building.

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

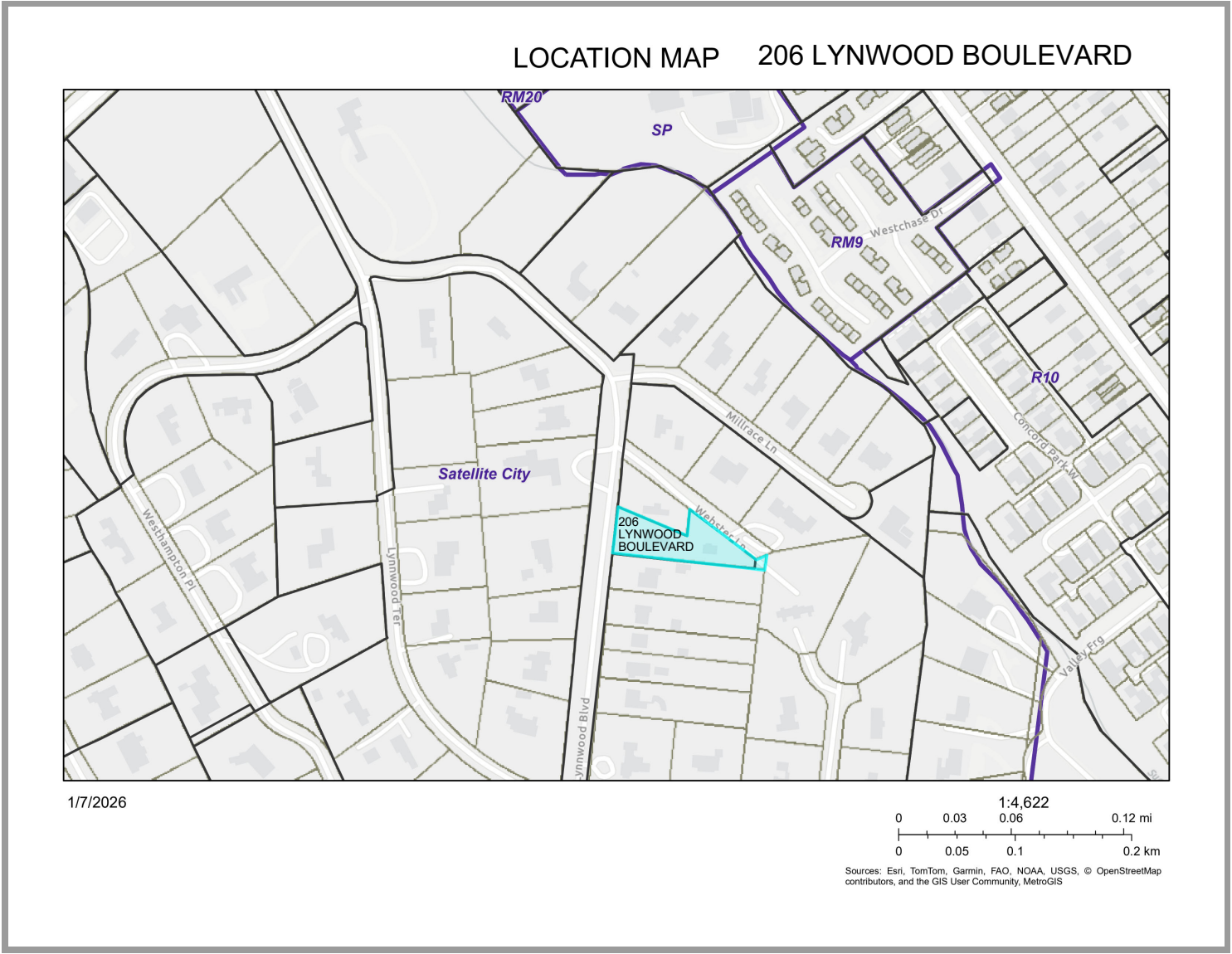
1. Foundations: Most existing foundations are of stone, brick or concrete and these foundation materials are preferred for new construction. Split faced concrete block is not an acceptable foundation material. Veneer covering concrete foundation walls must be full bed depth masonry.
2. Siding: No siding 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 thinner 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:

This 2 bedroom 1 bathroom house is no longer inhabitable. After the recent ice storm the house has enduring even more irreparable damage. Over the years there has been significant damage to the house and has become an eyesore in such a beautiful neighborhood. It also does not accommodate a single family with only 1 bathroom. I am selling the lot so someone can build a home that better fits into the

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

This lot has such great potential for a beautiful home that will appropriately fit within the caliber of homes on this street and in this prestigious neighborhood. Currently it has become an eyesore and is not indicative of the standards that set Belle

Describe the proposed reuse of existing materials, if any?

None. Dennison Demolition is the company who is ready to do the work and handle all the down trees once approval is gained.

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.

Memree Phillips Roberts

2026-02-11

Typed Signature of Applicant or Owner

Date

CLICK SAVE BEFORE CLICKING COMPLETE APPLICATION

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

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Staff Report

Agenda No.: IV.B.
Case No.: A26-06
Staff: Mary Samaniego, Planning Director
Applicant: The Phillips family
Request: Certificate of Appropriateness for demolition
Location: 4312 Sunnybrook 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 1946 and appears to be in original condition. The applicant has stated the architectural style as Post War Cottage.

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 0.45 acres (19,602 square feet - SF) and is rectangular with frontage on Sunnybrook Drive.
2. The residence was constructed in 1946 and has a Post War Cottage 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 1,164 SF without any garage or porte-cochere. The Zoning Ordinance requires each residence to be at least 2,000 SF and have at least a one car garage. The existing residence is nonconforming due to size and lack of garage.
4. The residence appears to be in original condition.
5. The dwelling has been identified in the 2021 historical survey as site number DV-26285 with: brick construction type; gable asphalt shingle roof; casement vinyl windows; brick veneer wall cover; one brick chimney; brick foundation; central entrance flanked by banks of 4 single-light windows; and corner porch has arched openings.
6. Staff upon research did not find any significant architect and builder associated with this residence. This residence changed ownership many times during the past decades.
7. This residence is typical of the style and age of post-war construction in the area of Sunnybrook Drive, Signal Hill Drive, and Glen Eden Drive.

8. The applicant has not submitted any formal structural report as to the current condition of the residence. However, the residence has been unoccupied for several years.
9. The residence is currently under Code Violation for property maintenance. The exterior finishes have deteriorated with peeling paint, water damage, and rotting back deck. The residence has also experienced significant roof and structural damage due to tree falls associated with Winter Storm Fern (January 2026).

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

Properties worthy of conservation are all properties in the City of Belle Meade built after 1939 and reinforce the historical and architectural character of the City of Belle Meade through their design, scale, and materials. 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 to ensure that the proposed work is in accordance with these design standards. Properties worthy of conservation are defined as follows: — Generally, these will be properties built after 1939; — Possess integrity of design, materials, workmanship, setting, location, feeling, and association from their original period of construction; and/or — Are determined to be a contributing property to an eligible historic district in the National Register of Historic Places.

Design Guidelines Criteria for Demolition

The loss of historic dwellings can occur through damage from fires or storms or by neglect and deterioration. Property owners may also want to demolish buildings that are no longer functional or in poor condition. However, demolition presents the greatest threat to the integrity of a significant historic resource.

The following are specific guidelines that will be considered by the HZC when reviewing a proposal for demolition:

- Public safety and welfare requires the removal of the building or structure;
- The owner is encouraged to consider moving or relocating the building to another location

within the city. An experienced, licensed, and qualified structural or architectural engineer and builder with experience in historic properties should evaluate the condition of the subject building and whether it might be able to withstand relocation as an alternative to demolition. This assessment should consider how much damage can be caused by removal and be compiled into a historic conditions report for the HZC evaluation; and

- 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 lack of supporting documentation regarding structural conditions.

Attachment:

1. Location Map

