



Town of Nolensville

Historic Zoning Commission

Regular Meeting Packet

May 28, 2026, 03:00 pm



Town of Nolensville
Historic Zoning Commission
Regular Meeting Agenda
May 28, 2026, 03:00 pm

1. Call Meeting to Order and Determination of Quorum
2. Pledge of Allegiance
3. Approval of April 30, 2026, Historic Zoning Commission Meeting Minutes

Attachment: [HZC Meeting Minutes - April 30th 2026 - Unsigned.pdf](#)

4. Announcements
5. Citizen Comments
6. Unfinished Business
7. New Business

A. Certificate of Appropriateness for Tax Map 056M A, Parcel 02900

Relocating the existing Nolensville Cemetery archway sign from the Nolensville Road & Clovercroft Road intersection to the existing southwest Nolensville Cemetery entrance on Old Clovercroft Road.

Attachment: [HZC Staff Report Nolensville Cemetery Archway Sign 5.28.26.pdf](#)

Attachment: [Nolensville Cemetery Archway COA Application.pdf](#)

Attachment: [Nolensville Cemetery COA Submittal.pdf](#)

Attachment: [Owners Affidavit Cemetery Arch Sign.pdf](#)

Attachment: [Nol. Cemetery COA Checklist.pdf](#)

Attachment: [Nol. Cemetery COA Payment Receipt.pdf](#)

8. Discussion
9. Other
10. Adjournment



Town of Nolensville
Historic Zoning Commission
Regular Meeting Minutes
April 30, 2026, 3:00 pm

Call Meeting to Order and Determination of Quorum

The Nolensville Historic Zoning Commission met for a regular meeting on Thursday April 30th, 2026, at 3:00pm at Town Hall.

Commissioners Present: Chairman Josh Hughes, Vice Chair Gretchen Anderson, Jodie Hassall, Douglas Radley & Vice Mayor Jessica Salamida.

Commissioners Absent: None

Town Staff Present: Planning Director Brad Baumgartner, Town Planner Adam Ray, Planning Assistant JoJo Maher, Town Counsel Charles Michels, & IT Coordinator Matt Adams.

Pledge of Allegiance

Chairman Josh Hughes led the Pledge of Allegiance.

Approval of January 29, 2026, Historic Zoning Commission Meeting Minutes

A motion by Commissioner Hassall to approve the January 29th, 2026, Historic Zoning Commission minutes, seconded by Commissioner Andersen was approved unanimously with all voting aye.

Vice Mayor Salamida abstained from voting.

Announcements

There were no announcements made.

Citizen Comments

There was no citizen comments made.

Unfinished Business

There was no unfinished business to discuss.

New Business

Certificate of Appropriateness for 7280 Nolensville Road, Nolensville, TN 37135

The Town Planner, Adam Ray, introduced this item by reading the staff report.

The applicant Darin Scheff and his wife Cindy Scheff were present and available for questions.

In discussion, Chairman Hughes asked the applicant if there was anything else that might change and Mr. Scheff stated that the only changes intended are those that were presented in his proposal.

Chairman Hughes asked about the metal doors and windows that were part of the proposed renovations. Mr. Scheff explained that he chose metal because wood had been getting destroyed in the past by the sun since both the door and windows faced the sun.

Additionally, Chairman Hughes asked about the Creamery Building to clarify that it would have the same siding as the Barn in addition to the intent with the existing Barn door currently on the building. Mr. Scheff explained that the siding would match and that while the barn door was not a functioning element, he did intend to keep it for curb appeal only.

Mrs. Scheff then asked a question of the Commission. She needed some guidance regarding next steps specific to trim paint color options and whether or not she would have to come back to present to the Commission for approval. Chairman Hughes asked Staff for direction as to how she should plan to proceed. The Planning Director, Brad Baumgartner, stated that Mrs. Scheff could submit her color choices directly to him for approval.

A motion by Vice Mayor Salamida, seconded by Commissioner Anderson, for approval with the conditions noted in the submittal package passed unanimously with all voting aye.

This Certificate of Appropriateness is approved.

Discussion

No additional discussion was held.

Other

No other items were discussed.

Adjournment

A motion by Chairman Hughes, seconded by Vice Mayor Salamida, to adjourn the meeting at 3:17pm passed unanimously.

Josh Hughes, Chairman

Date



DATE: May 28, 2026
TO: Nolensville Historic Zoning Commission
FROM: Adam Ray, Town Planner
Brad Baumgartner, Planning Director
SUBJECT: Certificate of Appropriateness – Tax Map 056M A, Parcel 02900: Relocation of the existing Nolensville Cemetery archway sign at Nolensville Road & Clovercroft Road
APPLICANT: Neil Padden / Jonathan Williams (President of the Nolensville Cemetery)
DESCRIPTION: Map 56M A, Parcel 02900; Zoned CV & Historic District Overlay

PURPOSE:

The purpose is to consider approval of a Certificate of Appropriateness for proposed relocation of the existing Nolensville Cemetery archway sign from the Nolensville Road & Clovercroft Road intersection to the existing southwest Nolensville Cemetery entrance on Old Clovercroft Road.

LOCATION:

The subject site is located at the northwest corner of the intersection of Nolensville Road, Clovercroft Road, and Rocky Fork Road across from the Greenbrook North development. The subject site is within the Historic District Overlay (see Figure 1: aerial photo.)

Figure 1. Aerial Photo



BACKGROUND:

The subject property reference as Tax Map 056M A, Parcel 2900 lies at the northwest corner of the Nolensville Road, Clovercroft Road, and Rocky Fork Road intersection. The parcel currently features an undeveloped section of grass at this intersection which features one of the two Nolensville Cemetery gateway arch signs. These signs feature brick support bases and a black metal arch with lattice work on the sides and “Nolensville Cemetery” in individual letters featured within the curvature of the arch. The archway signs also feature a gate which mimics fencing with a broken stagecoach/wagon wheel in the center, which is the symbol of the Town of Nolensville.

The Applicant, Neil Padden, is currently conducting a proposed land swap agreement with the Nolensville Cemetery. This land swap agreement would subdivide the corner portion of the subject site, which fronts the intersection, into a new parcel owned by Neil Padden. In exchange for the corner portion being subdivided, the Nolensville Cemetery would acquire a large portion of

land from Neil Padden which fronts Old Clovercroft Road. This new land would be closer to the developed portion of the Nolensville Cemetery.

This land subdivision and exchange, once completed, would result in the Nolensville Cemetery arch sign, which currently exists at the intersection in question, residing on land no longer owned by the Nolensville Cemetery. This sign relocation proposal strives to save and retain the Nolensville Cemetery sign by relocating the arch sign to a new location at the southwestern side of the cemetery which fronts Old Nolensville Road. The other currently existing cemetery arch sign is currently on the northern cemetery entrance sign on Old Clovercroft Road; the relocation of this sign to this new location would allow both main entrances to the cemetery to feature a gateway arch sign.

Town Staff wants to note that there are no burial plots or graves located within the corner section of the subject parcel which is to be subdivided and exchanged with Neil Padden.

Article 3, Section 3.7.3.B requires applicants to submit a Certificate of Appropriateness application for certain types of work within the Historic District. This Section states “no new construction, additions, alterations, repairs, exterior painting, relocations or demolitions shall occur in an historic overlay district until a Certificate of Appropriateness of such work has been approved by the Historic Zoning Commission. Further guidelines in this Section state that the HZC shall make determinations with respect to the Historic Buildings and Historic Sites and Historic Overlay District including “the appropriateness of exterior paint colors on previously painted surfaces.”

STANDARDS OF REVIEW:

Section 8.5.13 D. provides Standards of Review for the Historic Zoning Commission to utilize when considering the issuance of Certificate of Appropriateness. The following are the review standards from the code:

1. Every reasonable effort shall be made to provide a compatible use for the property that requires minimal alteration to the Historic District or property for its originally intended purpose.

2. The distinguishing original qualities or character of Historic District of property therein and its environment shall not be destroyed.
3. All Historic Districts and properties therein shall be recognized as products of their own time. Alternations that have no historical basis and that seek to create an earlier appearance shall be discouraged.
4. Changes that may have taken place in the course of time are evidence of the history and development of a historic district, the properties therein and its environment. These changes may have acquired significance in their own right, and this significance shall be recognized and respected.
5. Distinctive stylistic features of examples of skill craftsmanship that characterize a Historic District and the properties therein shall be treated with sensitivity.
6. Deteriorated architectural features shall be repaired rather than replaced, whenever possible. In the event replacement is necessary, the new material should match the material being replaced in composition, design, color, texture, and other visual qualities. Repair or replacement of missing architectural features shall be based on accurate duplication of features, substantiated by historic, physical, rather than on conjectural designs or availability of different architectural elements from other structures.
7. The Surface cleaning of Structures shall be undertaken with the most gentle means possible. Sandblasting and other cleaning methods that will damage the historic materials shall not be undertaken.
8. Every reasonable effort shall be made to protect and preserve archaeological resources affected by, or adjacent to, any project.
9. Contemporary design for Alternations and additions to existing properties shall not be discouraged when such alternations and additions do not destroy the significant architectural, or cultural material, and such design is compatible with the size, scale, color, material, and character of property, neighborhood, or environment.

STAFF COMMENTS & RECOMMENDATION:

Staff believe that relocating the Nolensville Cemetery arch sign at this intersection is appropriate. While the sign would no longer be located at its currently more prominent location fronting Nolensville Road, Staff feel that the cemetery arch signs are a staple of the community, and the relocation of said sign to another location within the cemetery to ensure it still exists for future generations is an acceptable outcome.

Staff are recommending approval of this proposed sign relocation and recommending issuing the Certificate of Appropriateness for Tax Map 56M A, Parcel 02900.



Town of Nolensville Historic Zoning Commission
Application For Certificate of Appropriateness

No exterior feature of any designated historic resource shall be added to, altered, repaired, relocated or demolished until an Application for a Certificate of Appropriateness of such work has been approved by the Historic Zoning Commission. In addition, no new construction, additions, alterations, repairs, exterior painting, relocations or demolitions shall occur in an historic overlay district until a Certificate of Appropriateness of such work has been approved by the Historic Zoning Commission. The application fee is \$300.

Applicant Name NOLENVILLE CEMETERY	Phone 615.256.8880	Email JONATHAN.C.LIN.FIRM.COM
Business Name NOLENVILLE CEMETERY (JONATHAN WILLIAMS)	Owner's Name (if different from applicant)	
Location of Property NOLENVILLE : CLOVERCROFT	Mailing Address of Owner (if different from location) 1400 HANING PIKE # 402 NOLENVILLE TN 37205	

Description of Proposed Use and Work:
MOVE EXISTING ARCHWAY : CEMETERY SIGN THAT IS CURRENTLY FACING NOLENVILLE ROAD TO A NEW ENTRANCE ON CLOVERCROFT ROAD (APPROVED BY ENOCH JORRELL ON 4/9 VIA EMAIL.)

It is warranted in good faith that the statements above and on attached part(s) are true and correct. I understand that if this application is approved, it becomes part of the Certificate of Appropriateness and that I have received approval only for the work specified herein, subject to any conditions or modification imposed by the Commission.
 I understand that a Certificate of Appropriateness is a pre-requisite to obtaining a Building Permit, and NO WORK may begin until a BUILDING PERMIT IS OBTAINED.

 Signature of Applicant Date

For Staff Use Only:

Application Received By	Date Application Received	Date of Meeting	Property Owners Notified	Property Sign Posted
<input type="checkbox"/> Application Approved by Historic Zoning Commission <input type="checkbox"/> Application Approved With Conditions (see conditions attached) <input type="checkbox"/> Application Denied by the Historic Zoning Commission (see reasons attached)				
Historic Zoning Commission Signature		Date		

7218 Nolensville Road, Nolensville, TN 37135 | (615)776-3633 | Fax (615)776-3634

(Revised May 2009)

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Town of Nolensville Historic Zoning Commission
Application For Certificate of Appropriateness

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Applicant Name NOLENVILLE CEMETERY	Phone 615.256.8880	Email JONATHAN.C@TRIFIRM.COM
Business Name NOLENVILLE CEMETERY (JONATHAN WILLIAMS)	Owner's Name (if different from applicant) WILLIAMS	
Location of Property NOLENVILLE ; CLOVERCROFT	Mailing Address of Owner(if different from location) 1400 HENDON PIKE # 402 NASHVILLE TN 37205	
Description of Proposed Use and Work: MOVE EXISTING ARCHWAY ; CEMETERY SIGN THAT IS CURRENTLY FACING NOLENVILLE ROAD TO A NEW ENTRANCE ON CLOVERCROFT ROAD (APPROVED BY ENOCH JORRELL ON 4/9 VIA EMAIL.)		

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 Date

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<input type="checkbox"/> Application Approved by Historic Zoning Commission <input type="checkbox"/> Application Approved With Conditions (see conditions attached) <input type="checkbox"/> Application Denied by the Historic Zoning Commission (see reasons attached)				
Historic Zoning Commission Signature			Date	

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Updated May 2019

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Nolensville

Historic Zoning Commission Application for Certificate of Appropriateness

Submitted 4/24/26

Request to move the existing "Nolensville Cemetery Archway" from facing Nolensville road to the South-West Corner of the Cemetery



Existing Archway Facing
Nolensville Road

Current Archway Location



Proposed New Archway Location



Rendering of Archway in New Location



The new location will help define the outline of the oldest part of the Cemetery (circa 1899) and provide symmetry to the other archway that currently sits directly across from the proposed new location on the North-West Side.

OWNER'S AFFIDAVIT


My name is Jonathan Williams. I am the President of the Nolensville Perpetual Care Cemetery Association (the "Cemetery"). An application has been submitted to the Town of Nolensville Historic Zoning Commission on behalf of the Cemetery to move the existing cemetery sign that is facing Nolensville Road to a new location facing the corner of Clovercroft Road and Old Clovercroft Road. Mr. Mike Ozburn and Mr. Neil Padden can speak and present testimony or information on behalf of the Cemetery regarding this application and are the Cemetery's authorized representatives in connection with this zoning matter. Mr. Mike Ozburn can bind the Cemetery to conditions of approval, restrictions, or representations made on the record.

I swear or affirm that the information stated in this affidavit is true and correct to the best of my knowledge, information, and belief.

I further swear or affirm that I have authority to execute this affidavit on behalf of the property owner identified above.

PROPERTY OWNER

Nolensville Perpetual Care Cemetery Association

By: 

Jonathan Williams

Title: President

Date: May 26, 2026

State of Tennessee)

)

County of Davidson)

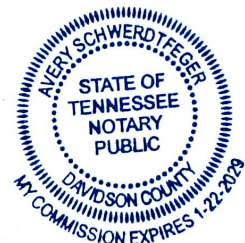
Subscribed and sworn to, or affirmed, before me on this 26th day of May, 2026 20, by Jonathan Williams, who is personally known to me, and who stated that he is authorized to execute this affidavit on behalf of the property owner named above.

Notary Public: 

Printed Name: Avery Schwerdtfeger

My Commission Expires: 1/22/29

Notary Seal:





Town of Nolensville Checklist for Certificate of Appropriateness- Historic District

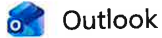
Decisions of the Historic Zoning Commission are guided by the design standards contained in Section 8.5.13 D of the Nolensville Zoning Ordinance. All checklist items must be submitted with the application. Incomplete applications will not be accepted.

New Construction, New Additions, Porch or Deck Projects		Submitted
1.	Completed Application and Fee	N/A
2.	Description of project	}
3.	Site plan showing the entire lot with property lines and all required setbacks clearly noted. For infill projects, the footprints of the abutting properties should be shown in relation to the proposed building(s)	
4.	Scaled architectural elevations or drawings of each façade with dimensions and materials specified. For additions, the existing and proposed elevations should be clearly delineated. For infill projects, the building height and porch floor heights of the abutting properties should be shown in relation to the proposed building	
5.	Square footage of proposed additions/new construction. The square footage of the principle historic structure's footprint and any other existing structures on the property is required for additions and new construction	
6.	Plans showing all associated site improvements including sidewalks, lighting, pavement, etc.	
7.	Window and Door manufacturer and model	
8.	Current photographs of building or site	
9.	Signed and notarized Owner Affidavit (if the property owner is authorizing someone else to represent them)	
Exterior Alterations or Rehabilitation		
1.	Completed Application and Fee	}
2.	Description of project and proposed materials	
3.	Photographs of project site location	
4.	Architectural elevations or drawings	
5.	Specification information for any proposed materials/architectural features	
6.	Documentation of earlier historic appearance (for restoration only)	
7.	Signed and notarized Owner Affidavit (if the property owner is authorizing someone else to represent them)	
Permanent Signs		
1.	Completed Application and Fee	✓
2.	Description of project and proposed signs	✓
3.	Specification information that illustrates how the proposed signage will look, including notes on dimensions of the signage, height from grade, materials and colors (must also comply with Section 7.1 Sign Standards of the Nolensville Zoning Ordinance)	✓
4.	Photographs of the project site	✓
5.	Signed and notarized Owner Affidavit (if the property owner is authorizing someone else to represent them)	✓
Fencing		N/A
1.	Completed Application and Fee	}
2.	Description of project and scope of work	
3.	Specification information that illustrates how proposed fencing will look, including height, materials, and any proposed fencing features such as gates	
4.	Site plan that demonstrates proposed location/perimeter of fencing	
5.	Photographs of project site location	
6.	Signed and notarized Owner Affidavit (if the property owner is authorizing someone else to represent them)	
Relocation		
	Relocation is discouraged but may be preferable to demolition when the new location would be compatible	✓

with the character of the building	N/A
A pre-application meeting is recommended with Town Planning Staff prior to applying for relocation	
Completed Application and Fee	
Provide the proposed location of the relocated structure and the intended use of the space made available by relocating the structure	
Compatibility of the relocated structure with the adjacent structure(s) is required for for relocation. Provide images of the proposed site, structure, surrounding buildings, age and details of the building that is proposed to be relocated.	
Signed and notarized Owner Affidavit (if the property owner is authorizing someone else to represent them)	
Demolition	
Demolition of Historic or Historically significant structures is highly discouraged unless there are extraordinary circumstances so as to maintain the sense of place of the Nolensville Historic District	N/A
A pre-application meeting is recommended with Town Planning Staff prior to applying for demolition	
Completed Application and Fee	
Description of the structures condition and reason for demolition. If economic hardship is proposed, applicant must also supply all checklist items for "determination of economic hardship"	
Photographs of the structure's current condition showing all elevations, interior, accessory structures and site features	
The age and history of the structure must be researched and provided by the applicant.	
A consideration of demolition is what is proposed to replace the structure being proposed for demolition. Detail further utilization of the site by providing all checklist items required for "New Construction" listed above	
Signed and notarized Owner Affidavit (if the property owner is authorizing someone else to represent them)	

4/28/26, 2:04 PM

Inbox - Janna Pastin - Outlook



Receipt #R00012157

From noreply@incode.tylerhosting.cloud <noreply@incode.tylerhosting.cloud>
Date Tue 4/28/2026 2:04 PM
To Janna Pastin <jpastin@nolensvilletn.gov>

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Town of Nolensville
7218 Nolensville Road
Nolensville, TN 37135

DATE : 4/28/2026 1:20 PM
OPER : JP
TKBY : JP
TERM : 1
REC# : R00012157
1 Misc Receipt
PADDEN LLC 300.00
110-46540-32660 -300.00

Paid By:PADDEN LLC
CHK - CODES 300.00 REF:1256 jp

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