

**REGULAR MONTHLY MEETING OF THE CITY OF CLEVELAND
HISTORIC PRESERVATION COMMISSION
TUESDAY, MARCH 26, 2019, AT 5:15 PM
CITY MUNICIPAL BUILDING, 190 CHURCH STREET NE**

Welcome and Roll Call of Members

1. Minutes

- a. Regular Session, February 26, 2019

2. Public Hearings

- A. Bo & Katie Runyan requests a Certificate of Appropriateness for 773 Johnson Ave. NW, for the renovations to an existing structure. (Tax Map 049K M 002.00). The property is zoned R1HP.

- B. Lee University requests a Certificate of Appropriateness for 781 North Ocoee Street, for the renovations to an existing structure.; (Tax Map 49M Group C Parcel 001.00). The property is zoned PI.

3. Old Business

4. New Business

5. Other Projects

6. Board Member Report

7. Adjourn

MINUTES
REGULAR MONTHLY MEETING OF THE CITY OF CLEVELAND
HISTORIC PRESERVATION COMMISSION
TUESDAY, FEBRUARY 26, 2019 AT 5:15 PM
DEVELOPMENT & ENGINEERING ANNEX CONFERENCE ROOM
200 2ND STREET NE, CLEVELAND, TN

The regular meeting of the Historic Preservation Commission was called to order by Maryl Elliott, Board Chairman, at 5:20.

Membership present included Maryl Elliott, Joan Benjamin, Rufus Triplett, and Phyllis Callaway.

Members absent from the meeting were Randy Wood, Sarah Coleman, and Jane Easterly.

Staff present included Bryan Turner, Building Official; and Peggy Hathcock, Building Division Technician.

Also, in attendance were Jane-Coleman Cottone, Historic Preservation Specialist, Tennessee Historical Commission; and Melissa Mortimer, Preservation Planner SEDEV.

Joan Benjamin made a motion that the minutes for the meeting held on December 18, 2018, and the minutes for the meeting that was held on February 5, 2019, be approved. Rufus Triplett seconded the motion and it passed unanimously.

Jane-Coleman Cottone addressed the board and presented a PowerPoint presentation regarding the changing & updating of existing historic guidelines. (Exhibit A) She also informed the board that common items can be presented to the Board in the form of a consent agenda. A consent agenda would save the citizens from an unnecessary delay in the start of a project and the Board members from having to spend time discussing items that are clearly detailed in the guidelines.

Melissa Mortimer presented a PowerPoint; The Secretary of the Interior Standards for the Treatment of Historic Properties. (Exhibit B)

Maryl Elliott made a motion to adjourn, Rufus Triplett seconded the motion, and it passed unanimously.

EXHIBIT A

Changing or Updating Historic District Design Guidelines

Jane-Coleman Cottone
Historic Preservation Specialist
Tennessee Historical Commission
Jane-coleman.cottone@tn.gov

Melissa Mortimer
Preservation Planner
SEDEV
mmortimer@sedev.org



Purpose of Design Guidelines

- Enables fair and defensible decisions
- “Guide” the commission to the correct decision
- Ensures that the Secretary of the Interior Standards are followed.



State Enabling Legislation

- “Prior to the establishment of any historic district or zone, the historic zoning commission also shall adopt for each district or zone a set of review guidelines, which it will apply in ruling upon the granting or denial of a certificate of appropriateness as provided for in this part. Such review guidelines shall be consistent with the secretary of the interior pursuant to the National Historic Preservation Act of 1966.”
- Tennessee Code Annotated, 13-7-406.

Why Update Guidelines?

- A new or expanded district
- A new survey
- Guidelines do not match architecture of district
- Guidelines lack information or are unclear
- Some combination of the above

LINCOLN HOMES *Heather*

A glass garage rising roof-high to the clerestory ceiling, with exposed beams, makes the Heather a truly unusual home.

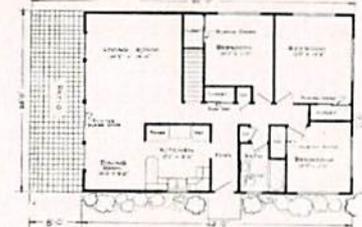


Size 38'x50', 1176 Sq. Ft. Living Area

The Heather represents modern styling at its very best. An entire wall of glass, with sliding glass doors opens onto a covered patio.

Adding to the Heather's distinction is the studio-type living room with exposed beam. Bedrooms have costly "walk-in" sliding door closets and the kitchen features a U-shaped breakfast bar.

Exterior elevations are handsomely finished in brick combined with vertical plywood and batten strips.



1100 PLAN BEANS

Lincoln Homes Furnish:

Basic Home	\$4,345
Interior Trim	1,030
Sheetrock	318
Plumbing Package	485
Wiring Package	250
Heating Package (Gas)	585
Kitchen Package	690
Total	\$7,720
To Erect Shell	950
	\$8,670

See Plan Heather in Heather's Circle
PRICES INCLUDE INSIDE MATERIALS, 12% MARKING,
Permits and Garage Fees
Subject to state tax & transfer fee

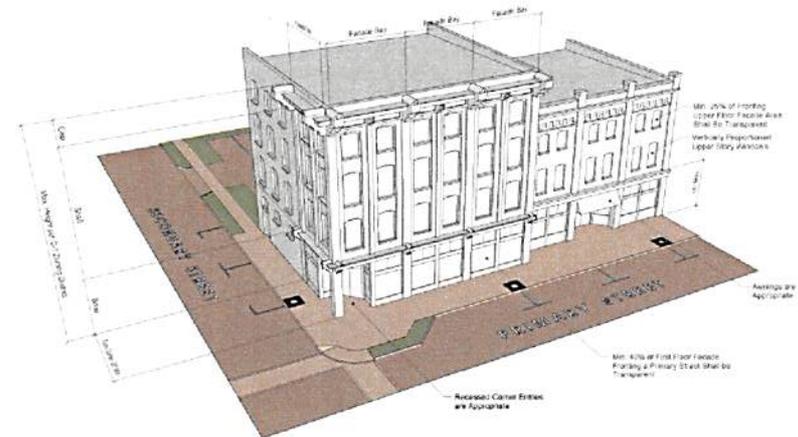
Process for Updates

- The document is adopted by the commission, it can be changed at any time
- But be mindful of limitations put into the local ordinance
- And be mindful to follow the Secretary of the Interior Standards
- Any change must involve
 - Public notice
 - Public meeting
 - A chance for public comment

Common Updates

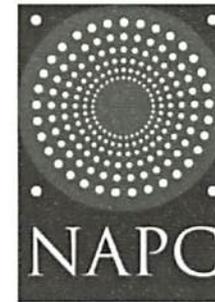
- Addressing mid-century architectural styles
- Creating consistency across multiple sets of guidelines
- Clarifying application or application process
- Addressing economic hardship and demolition by neglect (must also be handled in ordinance)
- How to treat requests for demolition

Example Building Diagram



Tools for Updating Guidelines

- State Historic Preservation Office (Tennessee Historical Commission)
- Preservation Planner (Southeast Tennessee Development District
- National Alliance of Preservation Commissions
- National Park Service
- Certified Local Government Program



NATIONAL ALLIANCE of
PRESERVATION COMMISSIONS
education + advocacy + training

3 PRESERVATION BRIEFS

Improving Energy Efficiency in Historic Buildings

by Glenn Forester and Aimee Ann Applegate



Historic Energy Efficient Features of Historic Buildings

Historic buildings are energy-efficient buildings. They were built with energy efficiency in mind. The energy efficiency of historic buildings is a result of the building's design, construction, and materials. Historic buildings are energy-efficient buildings. They were built with energy efficiency in mind. The energy efficiency of historic buildings is a result of the building's design, construction, and materials.

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EXHIBIT B

The Secretary of the Interior Standards for the Treatment of Historic Properties

Applications for Design Guidelines in Local
Historic Districts

Technical Preservation Services
National Park Service



History of “The Standards”

- ▶ Developed as guidance for tax credits

- ▶ Four main treatments:

 - 1) Preservation 2) Rehabilitation

 - 3) Restoration 4) Reconstruction

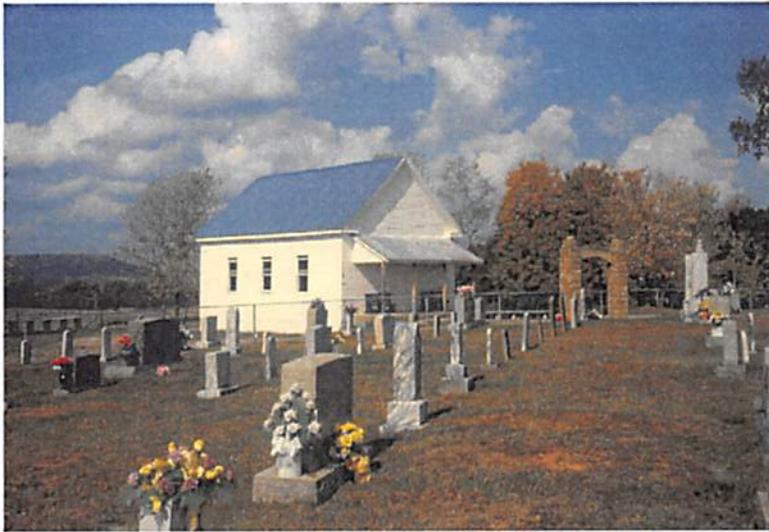
- ▶ Rehabilitation:

“The act or process of making possible a compatible use for a property through repair, alterations, and additions while preserving those portions or features which convey its historical, cultural, or architectural values.”



Standard # 1

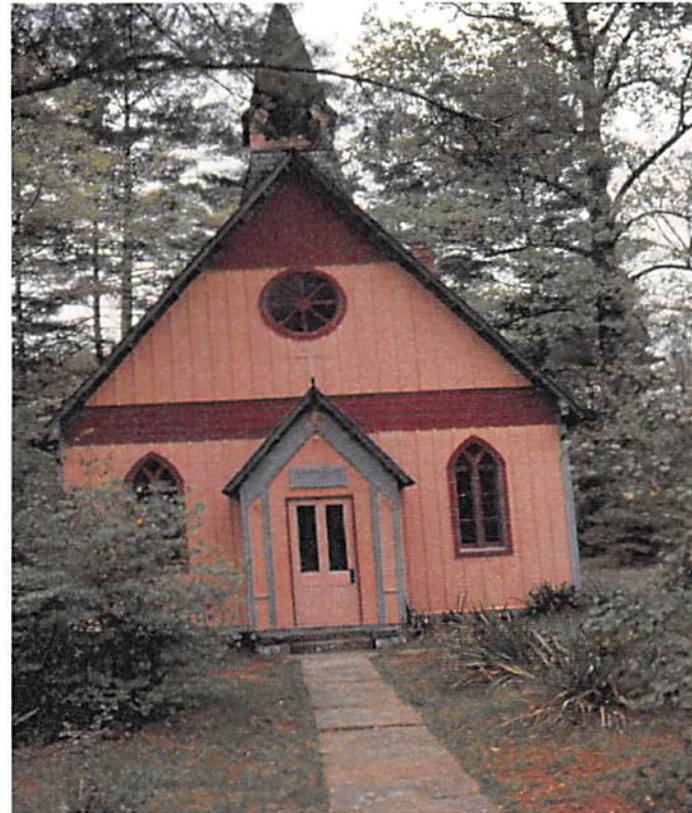
- ▶ A Building should be used as it was historically, or in a compatible new use

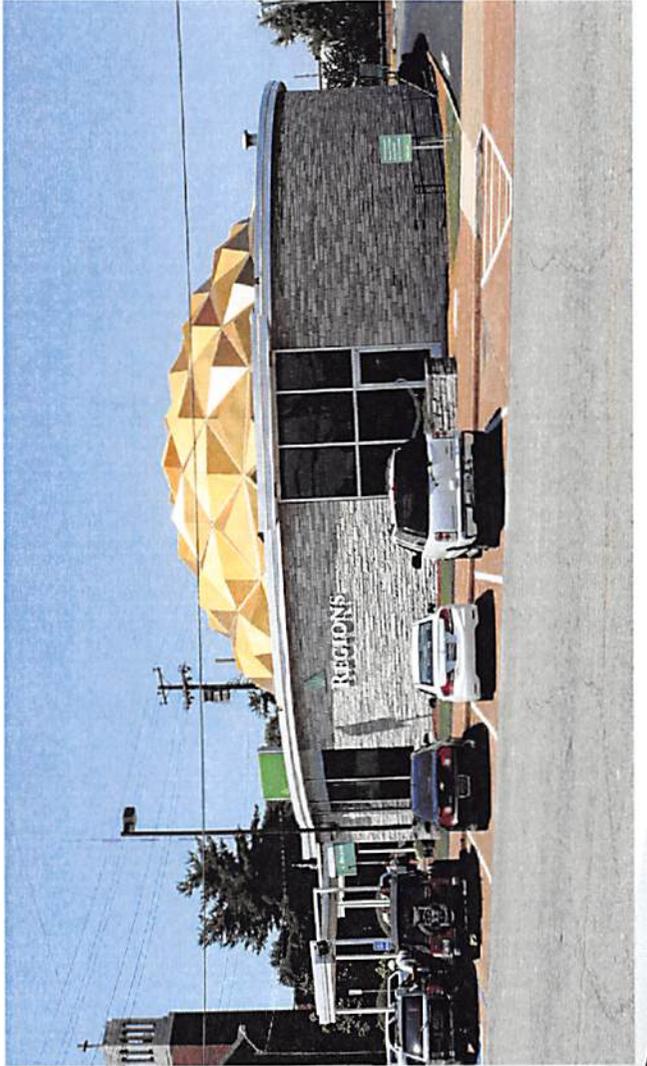




Standard # 2

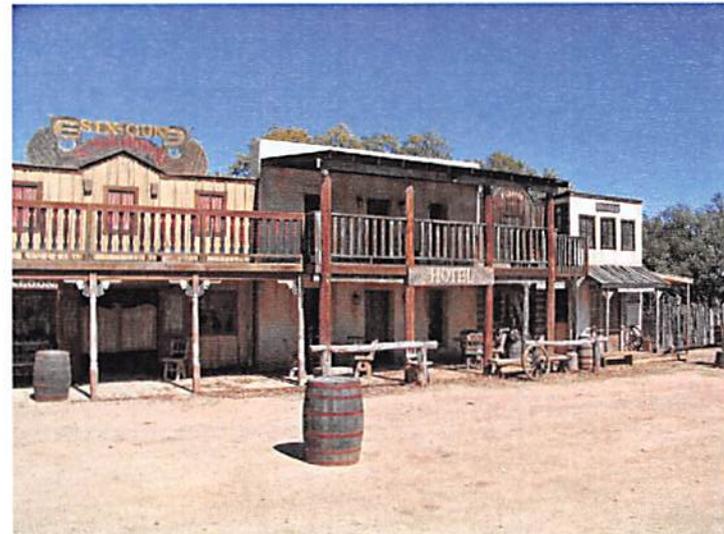
- ▶ The historic character of a property shall be retained. The removal of distinctive materials or alteration of features, spaces and spatial relationships that characterize a property will be avoided.





Standard #3

- ▶ Each property shall be recognized as a record of its time and place and use
- ▶ Common pitfalls
 - “Williamsburging”
 - Wild, Wild West
 - HGTV “Fixer Upper” ideas



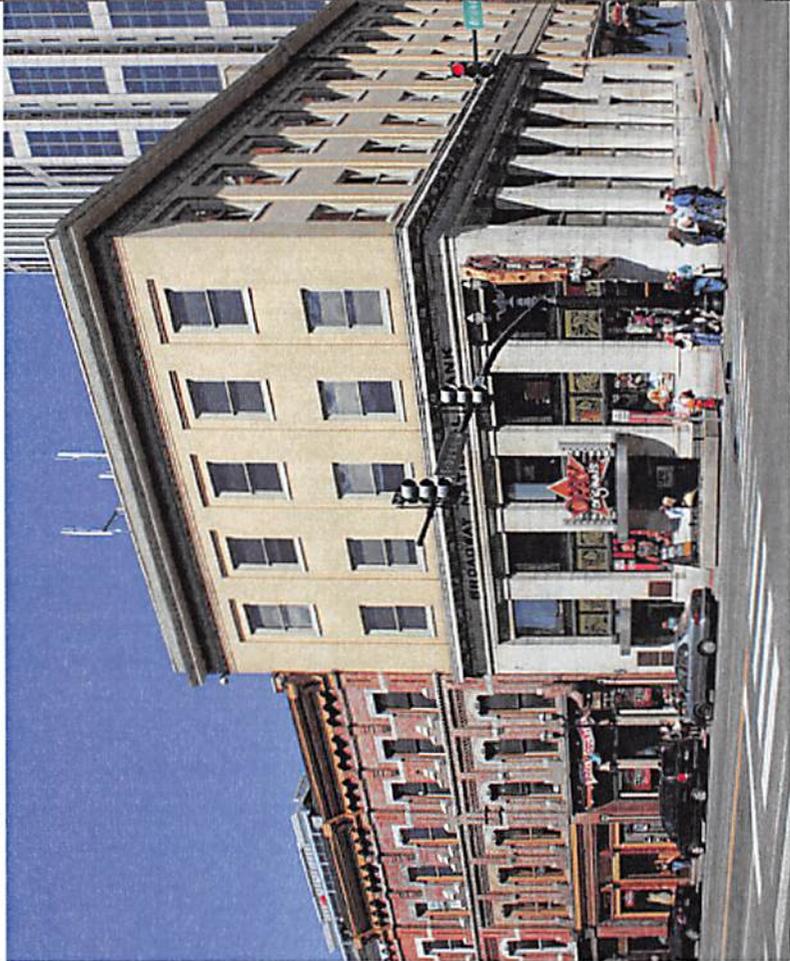


© 2014 STARBUCK & THE SOUTH

Standard # 4

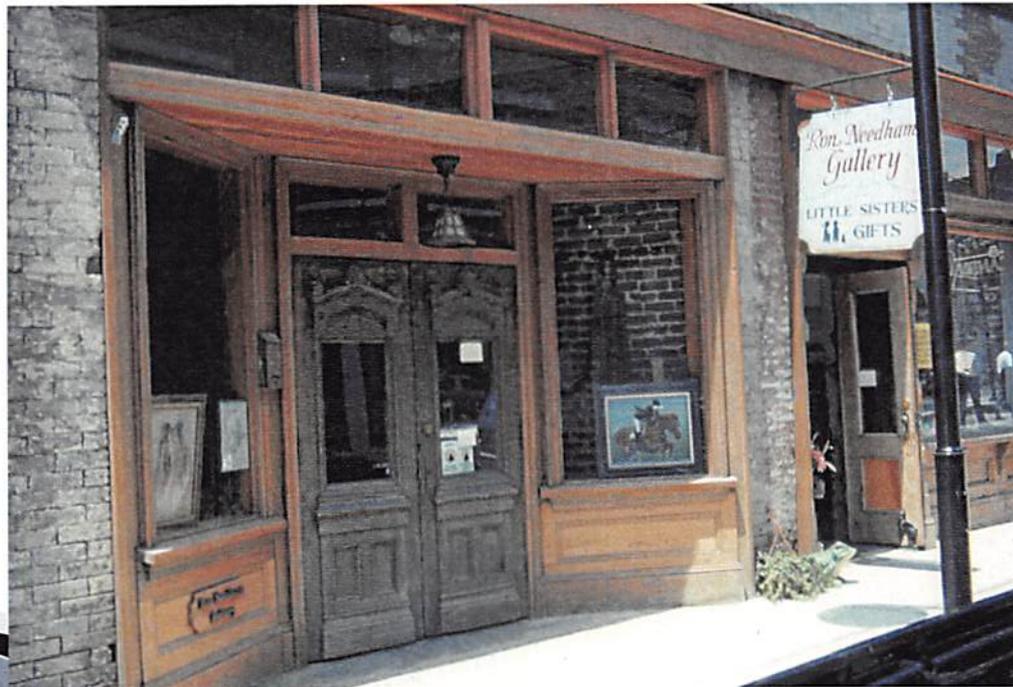
- ▶ Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved

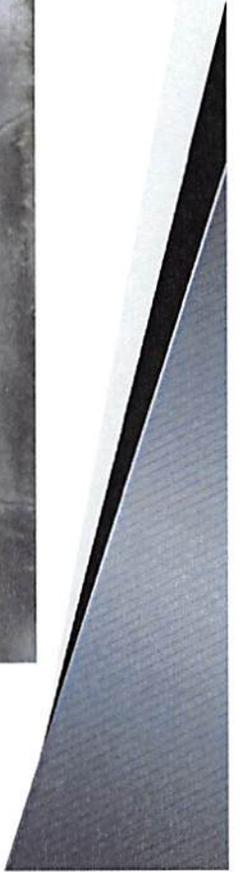




Standard # 5

- ▶ Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a historic property shall be preserved.







Standard # 6

- ▶ Deteriorated features shall be repaired, if replaced the replacement shall match in design, size, and material





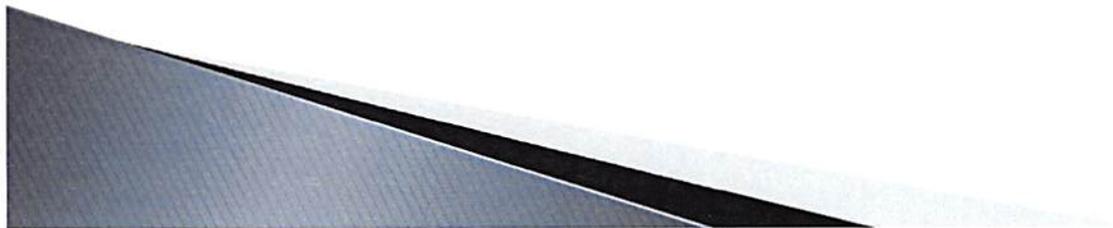


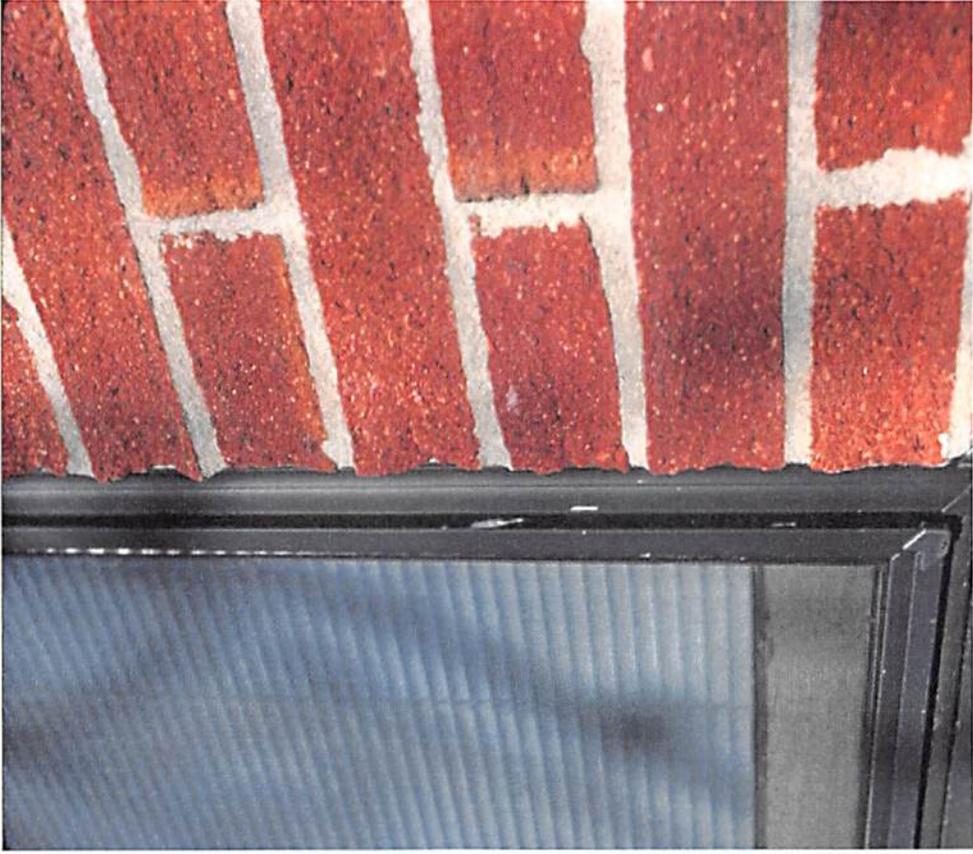




Standard # 7

- ▶ Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.
- ▶ NO SANDBLASTING







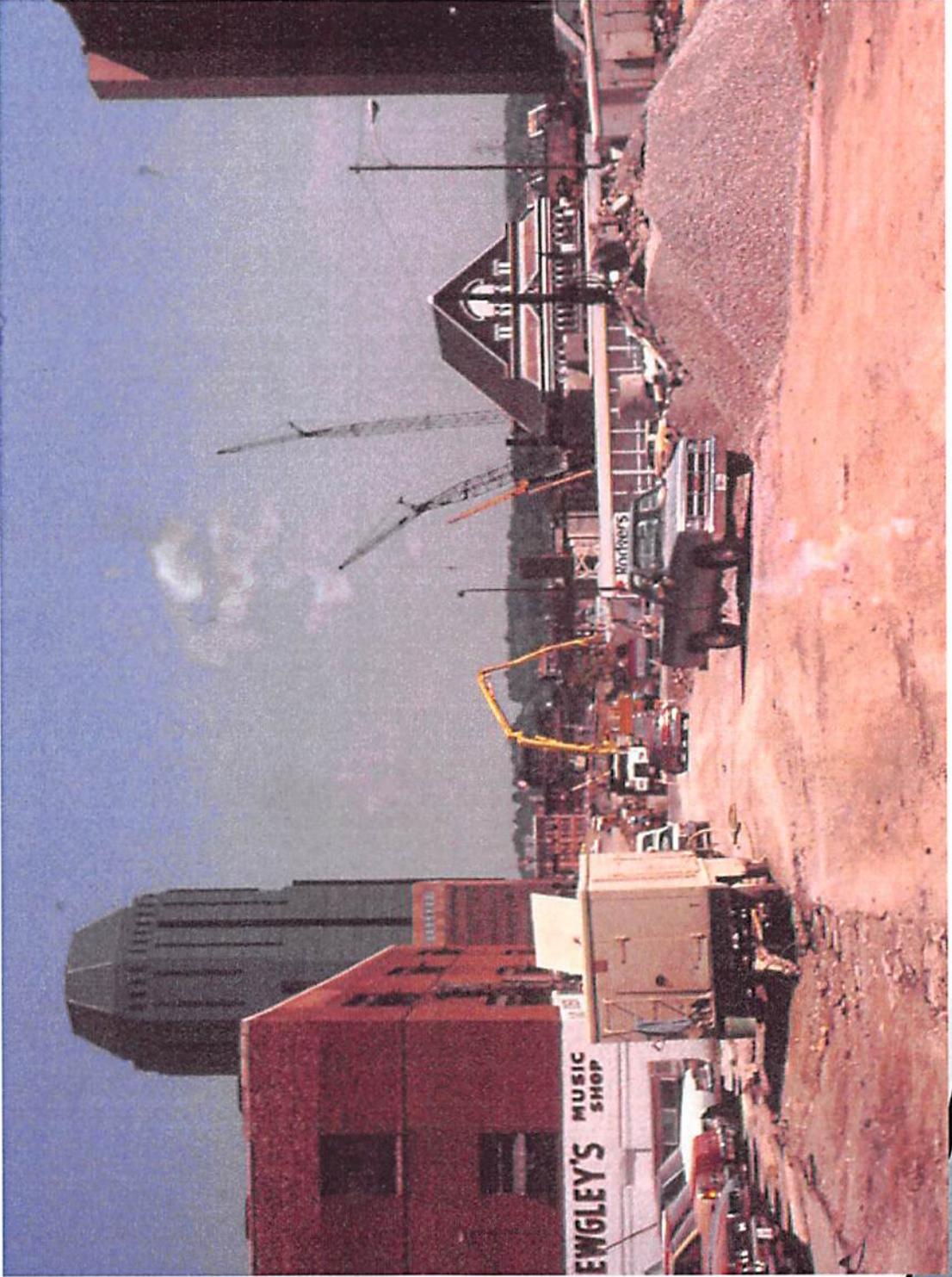
Use test patches



Standard #8

- ▶ Archeological resources shall be protected and preserved



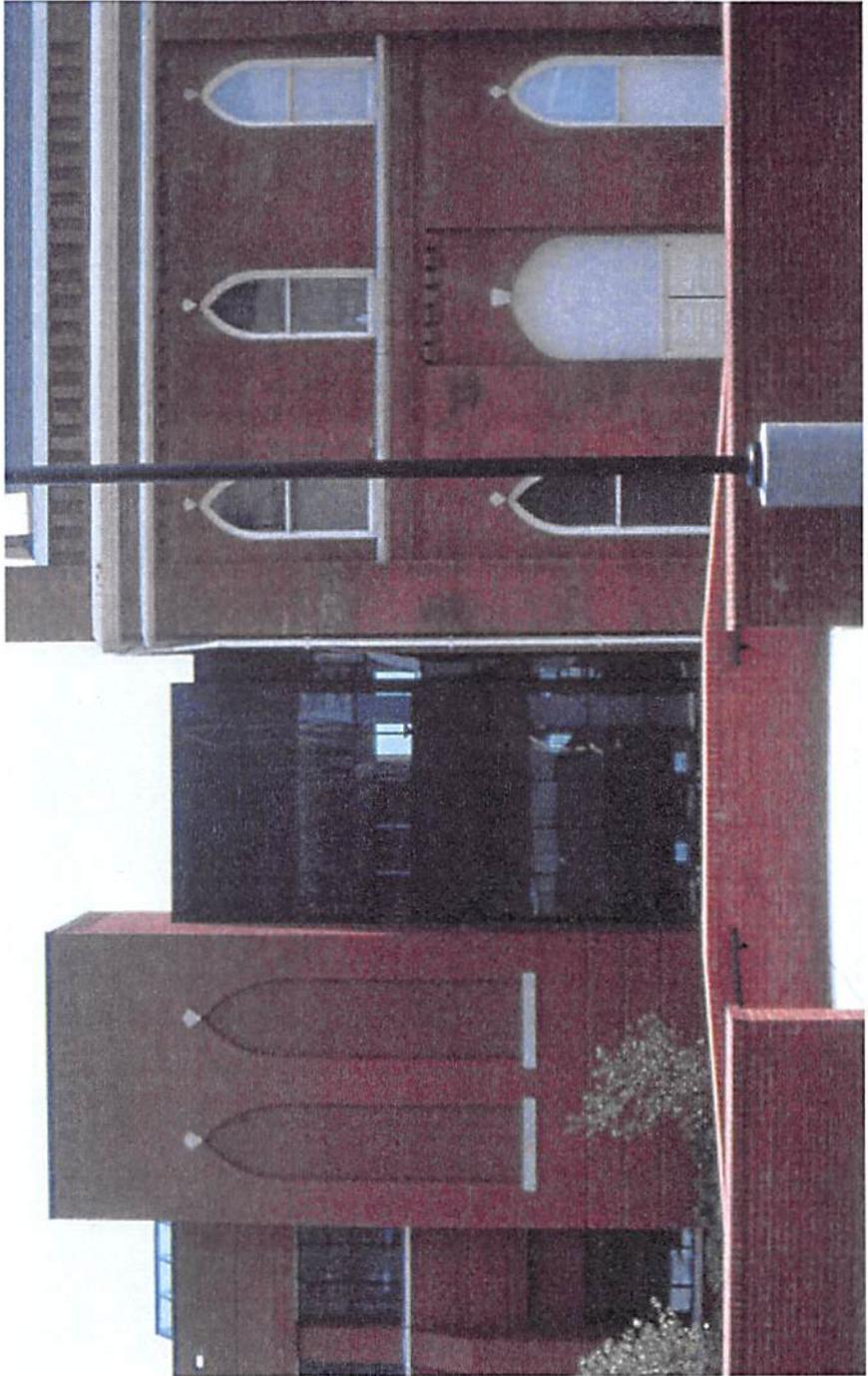


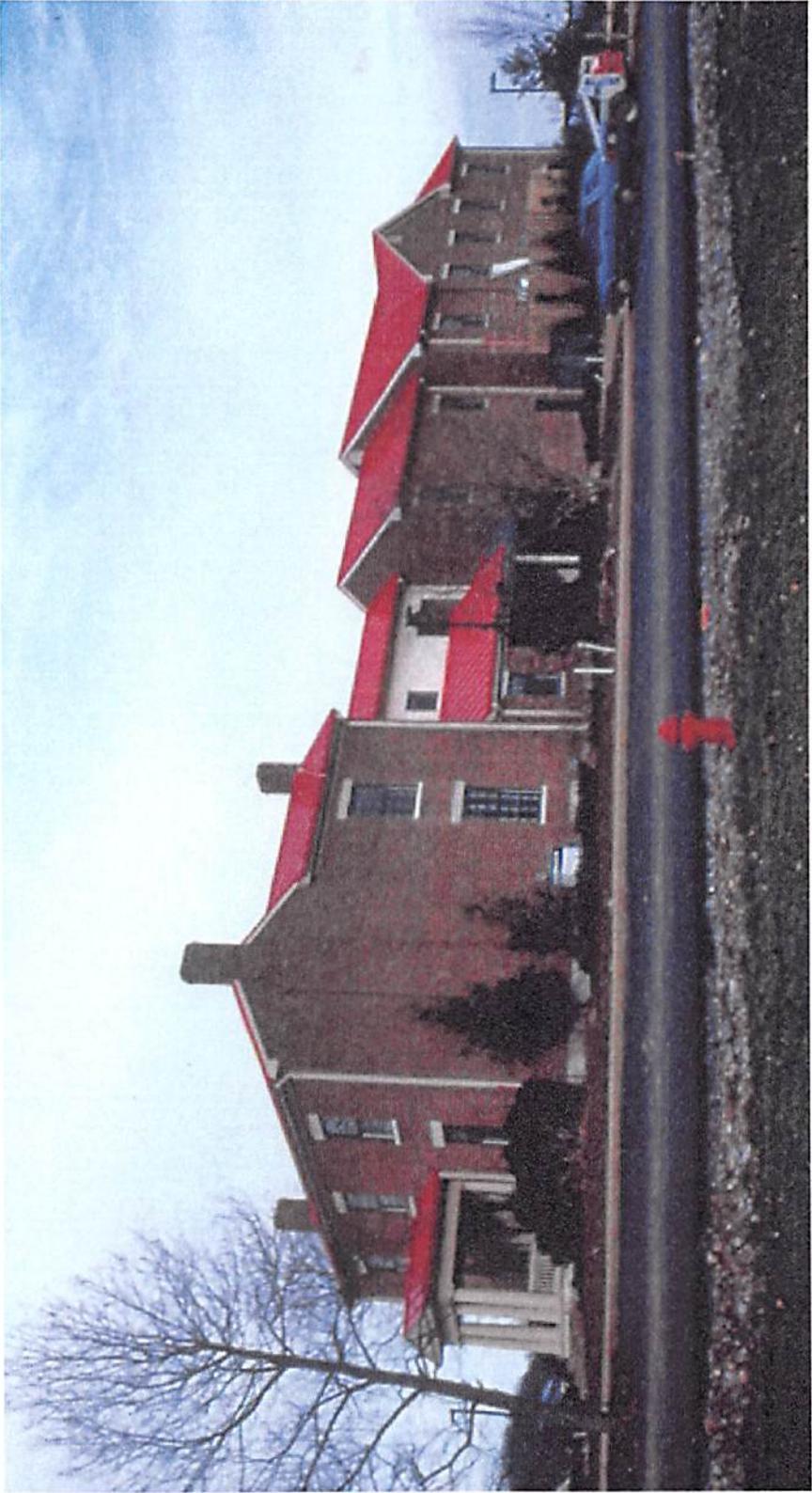
Standard # 9

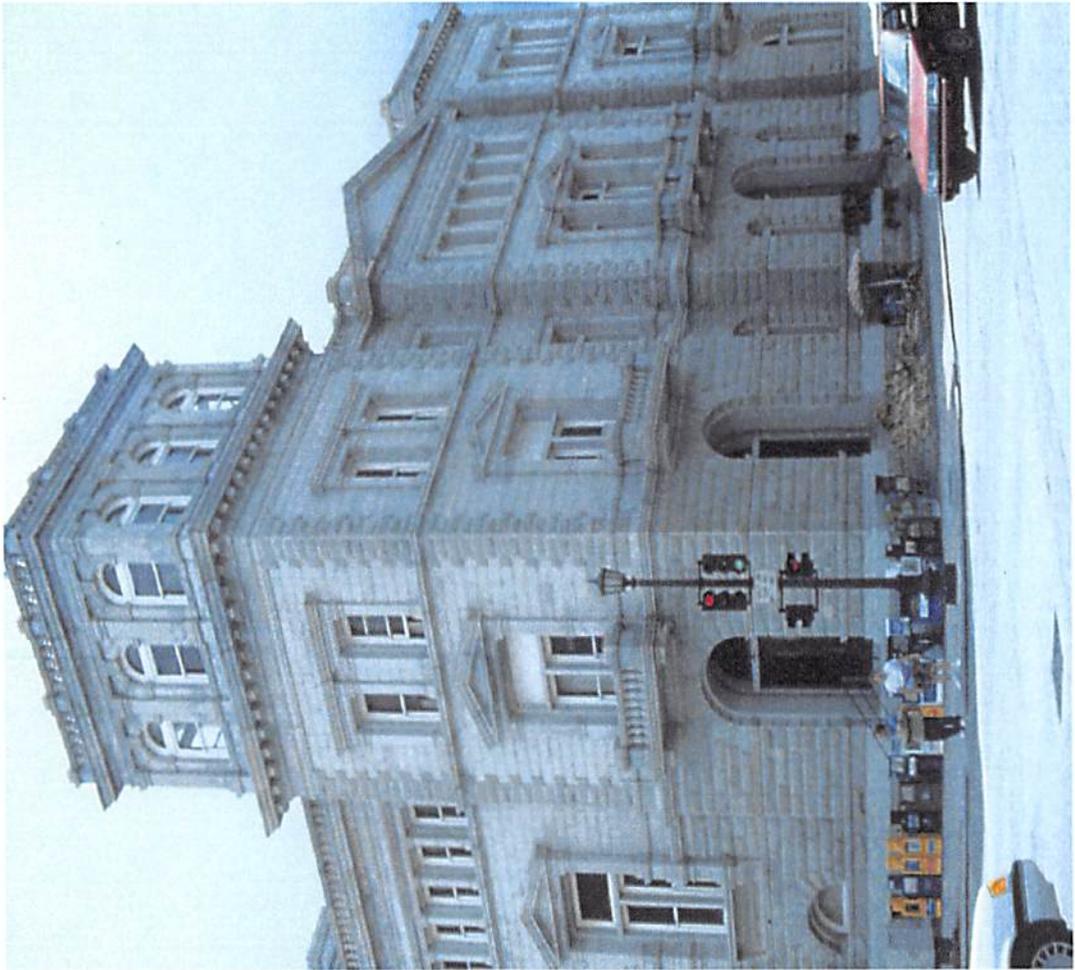
- ▶ New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.





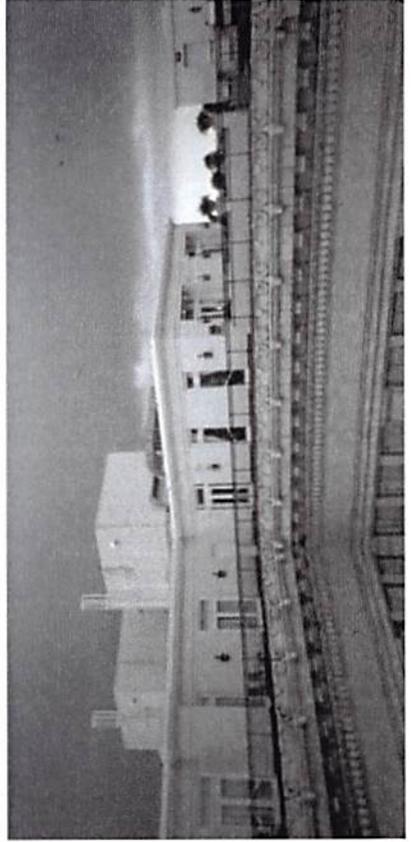
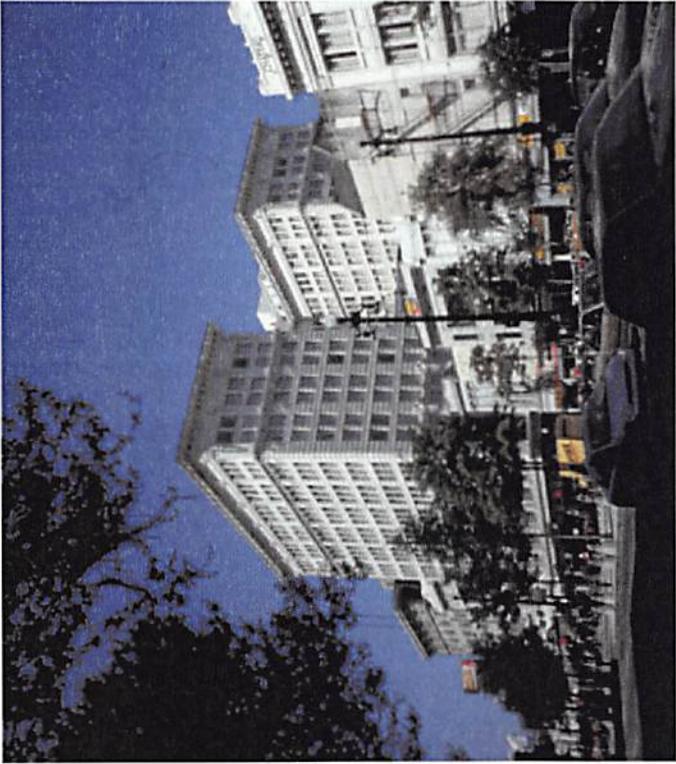






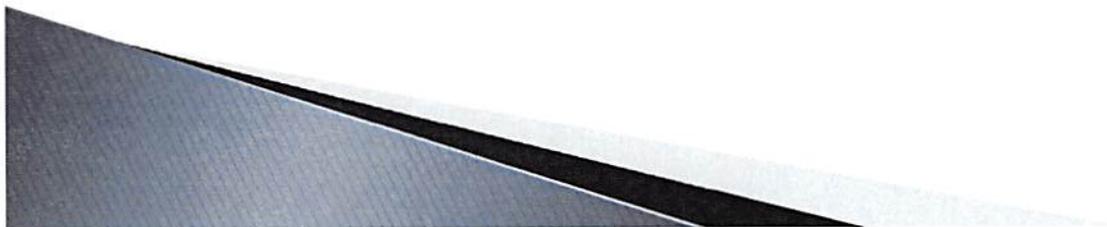






Standard # 10

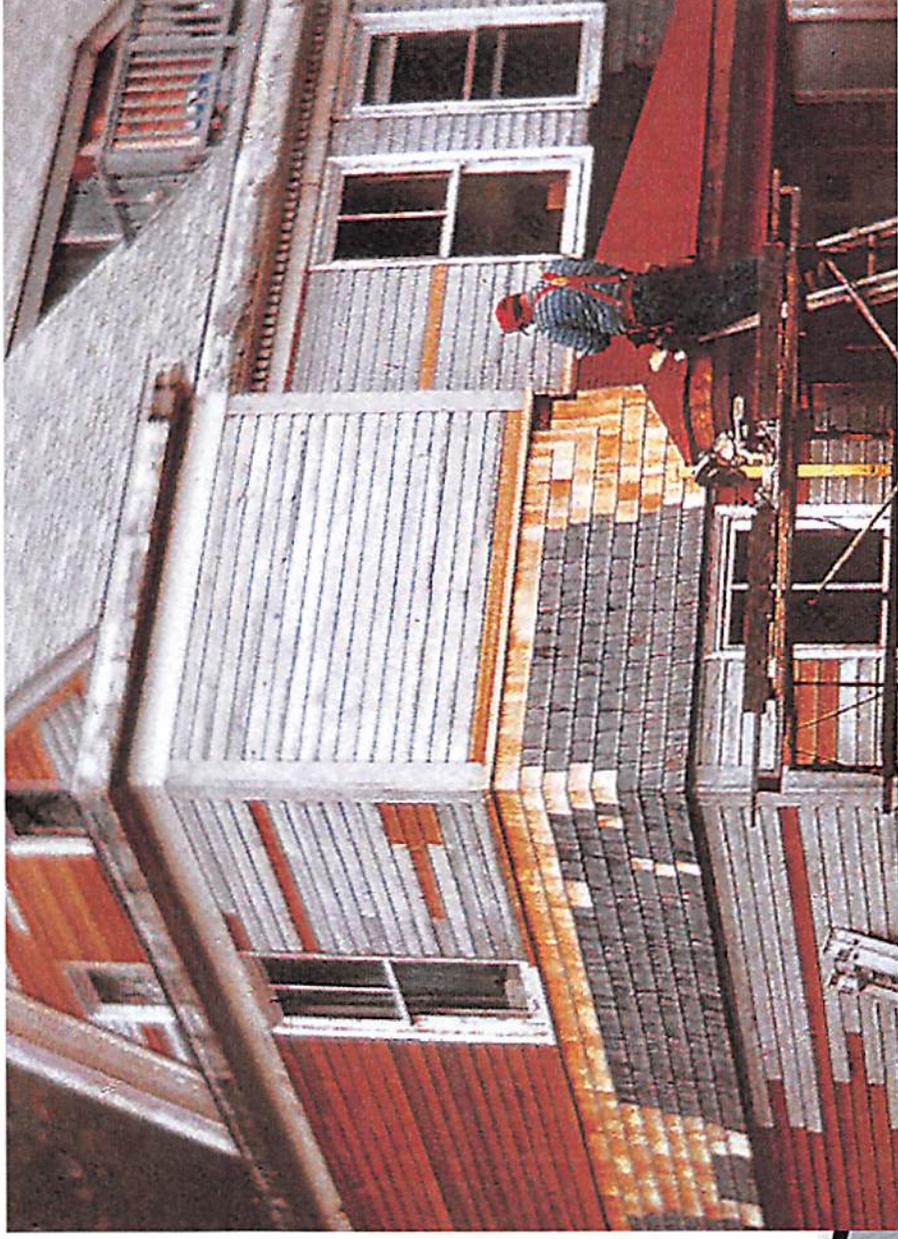
- ▶ New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.





Recap: Meeting the Standards

- ▶ Repair rather than replace; replace to match

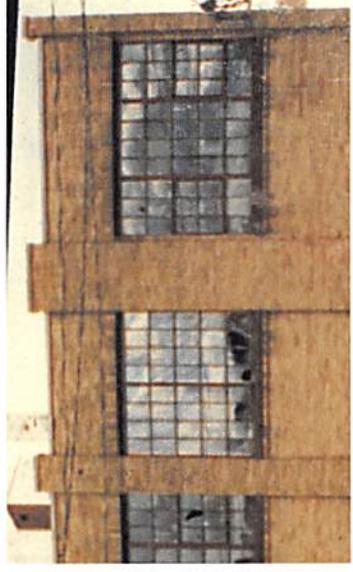
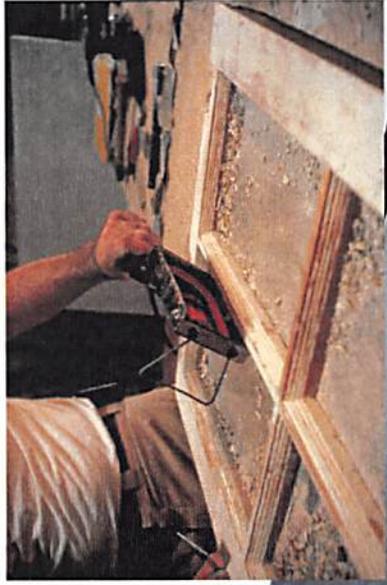
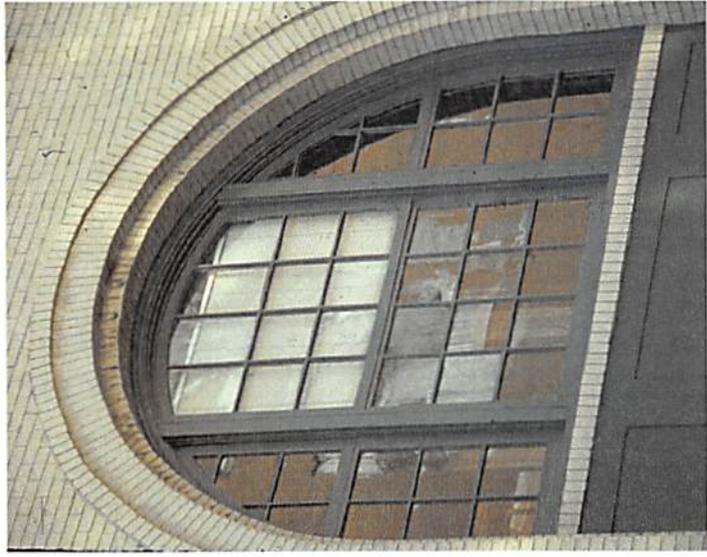


Meeting the Standards

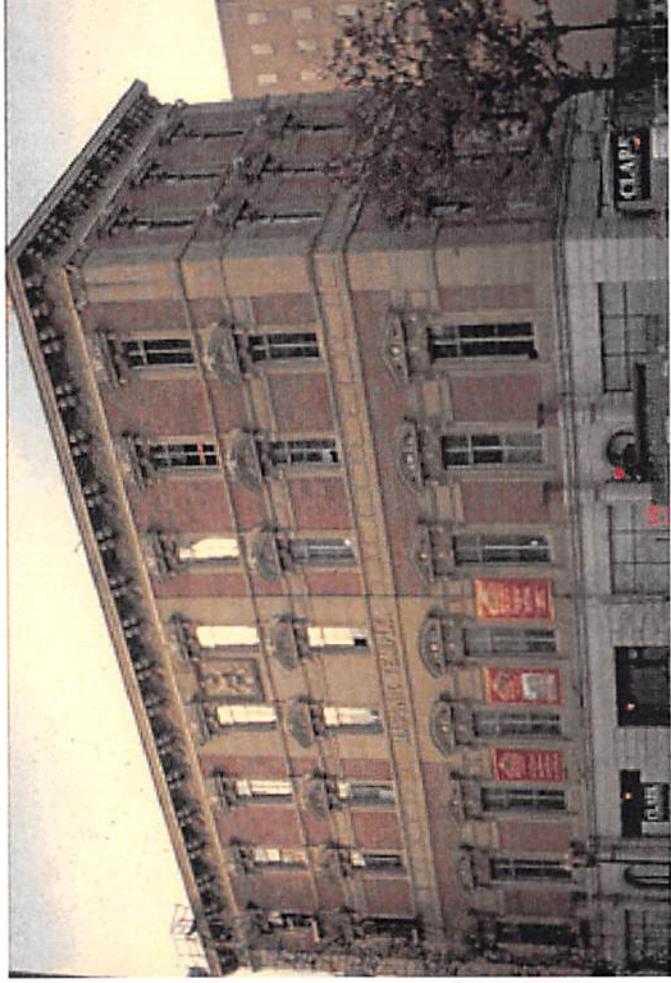
- ▶ Adaptive reuse should be compatible with the historic form of the building



Windows - Retain & Repair



Additions - Separate old & new



**773 JOHNSON AVE.
BO & KATIE RUNYAN**



City of Cleveland

Development & Engineering Services

185 2nd Street NE

Cleveland, TN 37311

P. (423) 479-1913 F. (423) 559-3373

Office Use Only	
Application Number	_____
Staff Approval	_____ Date _____
CHPC Review	_____ Date _____
Fee \$50.00	Pd _____ Date _____

CLEVELAND HISTORIC PRESERVATION COMMISSION CERTIFICATE OF APPROPRIATENESS APPLICATION

Property Information

Property Location	Address	773 Johnson Avenue	
		Cleveland, TN 37311	
	Lot #	Subdivision	Highland View

Owner / Applicant Information

Owner	Name	Bo and Katie Runyan	Home Phone	715-0956
	Mailing Address	773 Johnson Avenue	Cell Phone	865-776-1843
	Email	katieturpin5280@yahoo.com	Fax #	
Applicant <small>(If Different From Property Owner)</small>	Name		Home Phone	
	Mailing Address		Cell Phone	
	Email		Fax #	

Type of Work

Check the boxes that apply:			
Exterior Alteration or Repair	<input checked="" type="checkbox"/>	New Construction	<input type="checkbox"/>
Demolition	<input checked="" type="checkbox"/>	Primary Structure	<input type="checkbox"/>
Relocation	<input type="checkbox"/>	Garage / Outbuilding	<input checked="" type="checkbox"/>
		New Addition	<input type="checkbox"/>
		Other	<input type="checkbox"/>

By initialing here, I agree that I will not start construction until the CHPC (Cleveland Historic Preservation Commission) has approved the COA (Certificate of Appropriateness).

INITIALS

Signing of this application hereby certifies that the Owner or Agent agrees to the terms & conditions of the application and that the information shown on this application is true to the best of their knowledge. They also understand that falsification of this application would null & void the application.

Katie Runyan
APPLICANT SIGNATURE

3/5/19
DATE

Please describe in detail all work to be done for each item checked on the COA application form:

- Tear off and replace roof

 - GAF/ELK SLATELINE Shingles (Royal Slate)

- Install new windows

- Remove 2 existing coal chimneys

*To be done in the future:

- tear down back porch

- Re-pave driveway

- Add carport

===== TRANSACTION RECORD =====
CLEVELAND DEVELOPMENT
185 2ND STREET NORTHEAST
CLEVELAND, TN 37311
United States

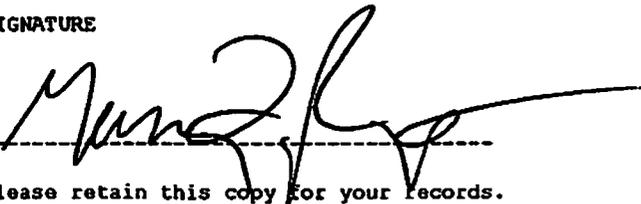
TYPE: Purchase

ACCT: Visa \$ 50.00 USD

CARDHOLDER NAME : SOUTHEASTERN R RESTORATION
CARD NUMBER : #####9274
DATE/TIME : 11 Mar 19 12:53:30
REFERENCE # : 004 0533082 S
AUTHOR. # : 054140
TRANS. REF. : COA 703 JOHNSON AVE

Approved - Thank You 100

SIGNATURE



Please retain this copy for your records.

Cardholder will pay above amount to
card issuer pursuant to cardholder
agreement.

=====

Permit Information

Search for an address or locate on map

773 JOHNSON AVE X Q

Show results within 25 Feet

0 50

Parcels Patriot

Approximate Distance: 0 ft

Parcels Patriot: 049K M 002.00 000

Parcel Type	1
GIS Link	006049K M 00200
GIS Link 2	
GIS Acres	0.19
Map	049K
Control Map	049K
Group	M
Parcel	00200
Map Scale	100
County ID	6
Source	
Tax Year	
Last Editor	
Last Update Date	
Created By	
Create Date	
Block	0010
GEOPIN	006049K M 00200
AcctNum	21570
ParcelID	049K M 002.00 000

**781 NORTH OCOEE ST
LEE UNIVERSITY, INC.**



City of Cleveland

Development & Engineering Services

185 2nd Street NE

Cleveland, TN 37311

P. (423) 479-1913 F. (423) 559-3373

Office Use Only	
Application Number	_____
Staff Approval _____	Date _____
CHPC Review _____	Date _____
Fee \$50.00 Pd _____	Date _____

CLEVELAND HISTORIC PRESERVATION COMMISSION CERTIFICATE OF APPROPRIATENESS APPLICATION

Property Information

Property Location	Address	
	781 North Ocoee St, Cleveland, TN 37311	
	Lot #	Subdivision

Owner / Applicant Information

Owner	Name	Lee University Inc	Home Phone	423 614-8310
	Mailing Address	1120 North Ocoee	Cell Phone	
	Email	lee@leeuniversity.edu	Fax #	
Applicant <small>(If Different From Property Owner)</small>	Name	Jerome Hammond	Home Phone	423-339-9584
	Mailing Address	1103 North Ocoee	Cell Phone	423-284-5007
	Email	jhammond@leeuniversity.edu	Fax #	

Type of Work Exterior Renovations

Check the boxes that apply:	
Exterior Alteration or Repair	<input checked="" type="checkbox"/>
Demolition	<input type="checkbox"/>
Relocation	<input type="checkbox"/>
New Construction	<input type="checkbox"/>
	Primary Structure
	Garage / Outbuilding
	New Addition
	Other

 INITIALS	By initialing here, I agree that I will not start construction until the CHPC (Cleveland Historic Preservation Commission) has approved the COA (Certificate of Appropriateness).
---	---

Signing of this application hereby certifies that the Owner or Agent agrees to the terms & conditions of the application and that the information shown on this application is true to the best of their knowledge. They also understand that falsification of this application would null & void the application.

Jerome Hammond
APPLICANT SIGNATURE

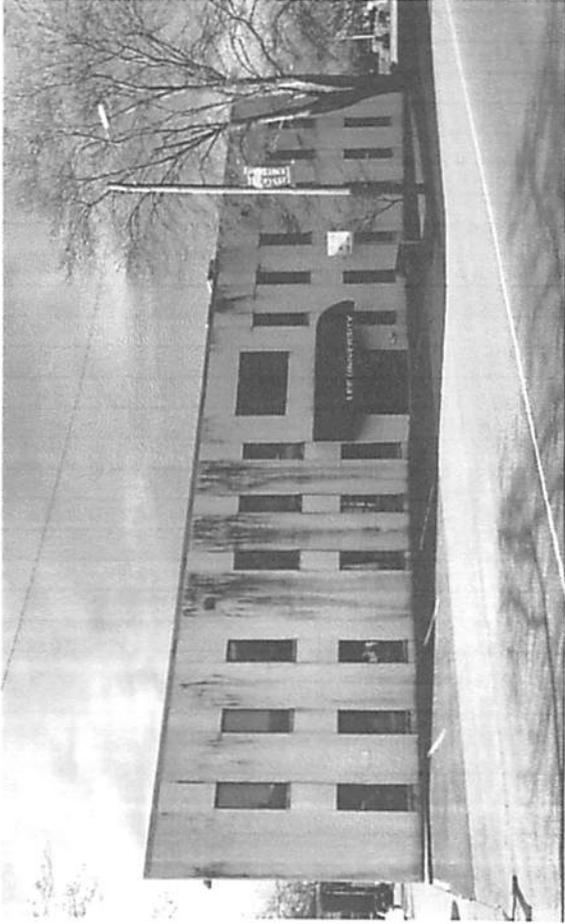
3.18.19
DATE

Please describe in detail all work to be done for each item checked on the COA application form:

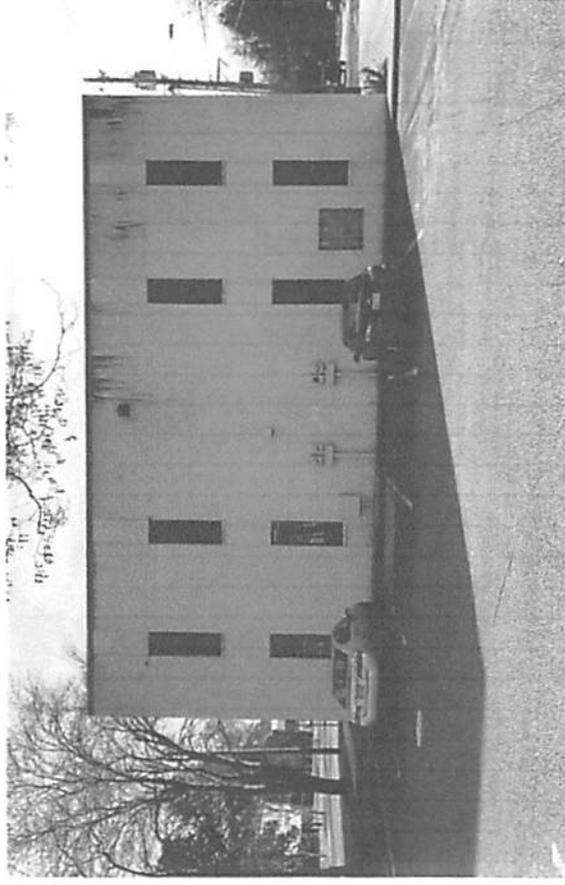
Lee University, Inc., the owner of 781 North Ocoee St, proposes a complete exterior renovation of the physical structure at this location. The owner submits a recommendation of a design and architecture that is in keeping with the style of the majority of structures on the main campus. Specific features of this style include a pitched roof, red brick, and precast accents.

781 North Ocoee Street, Cleveland, TN

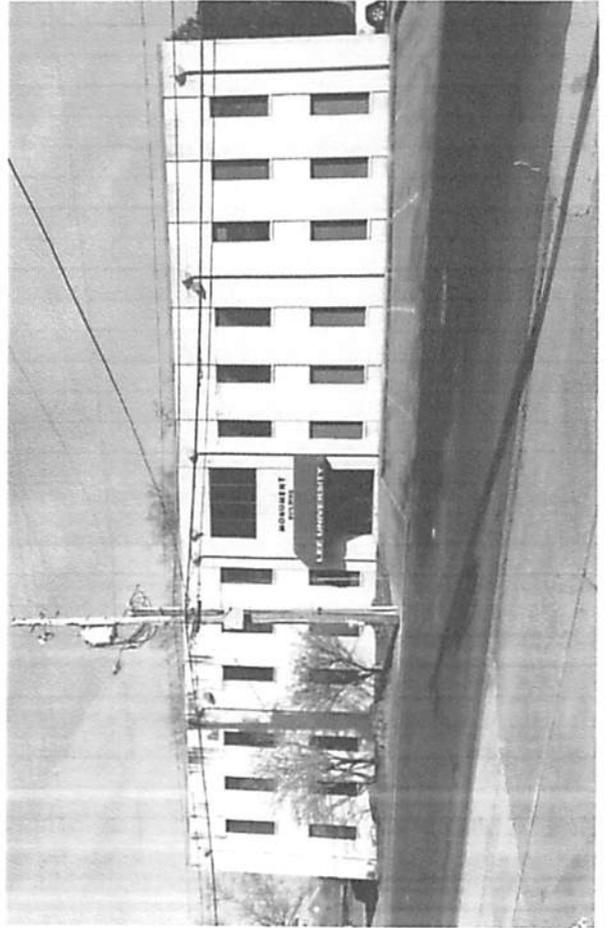
East



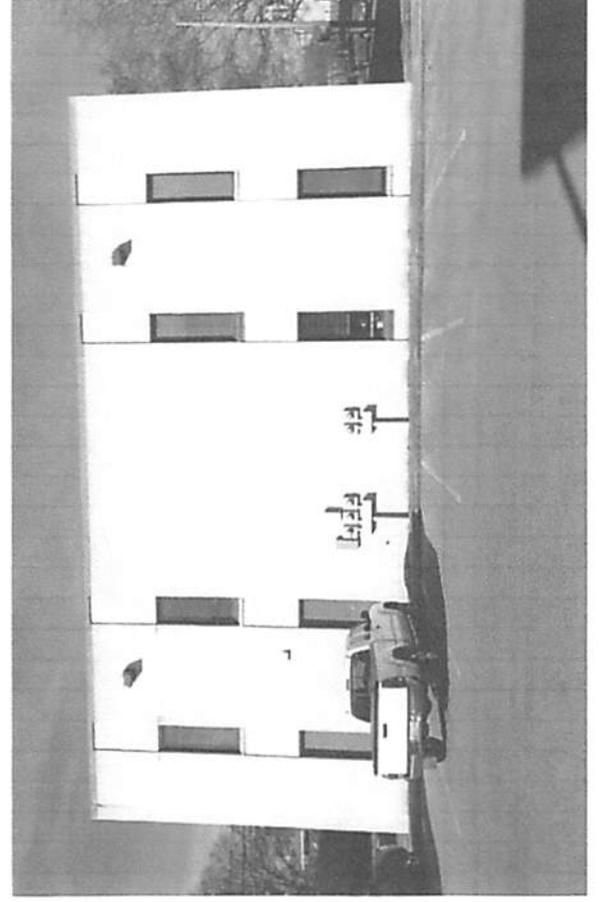
North

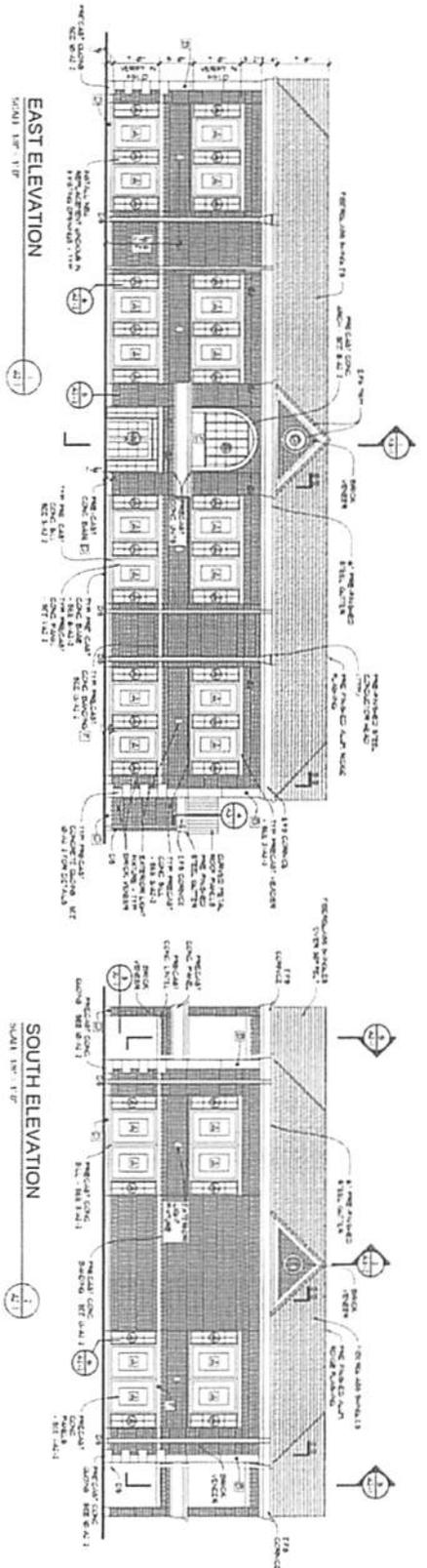


West

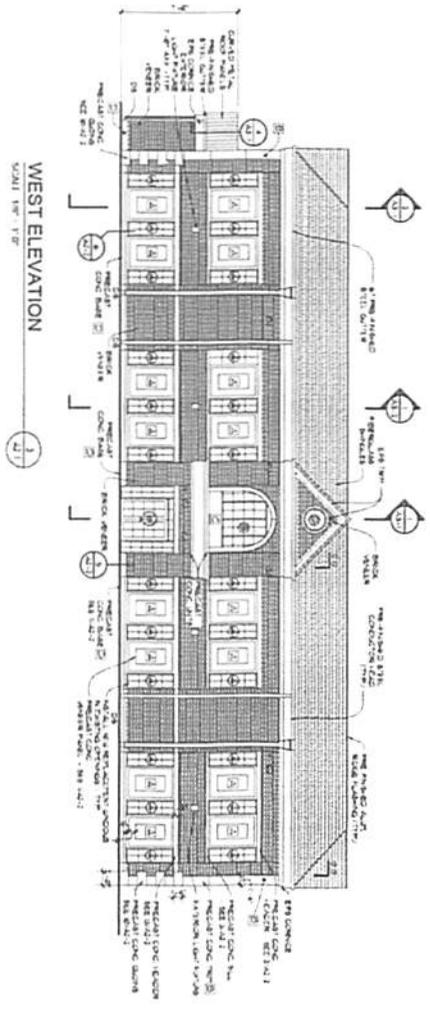


South

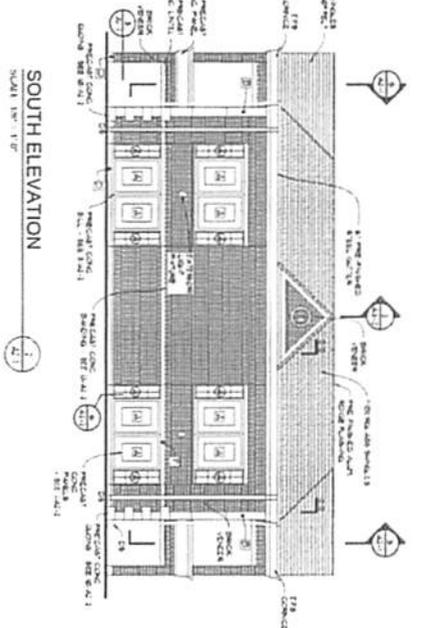




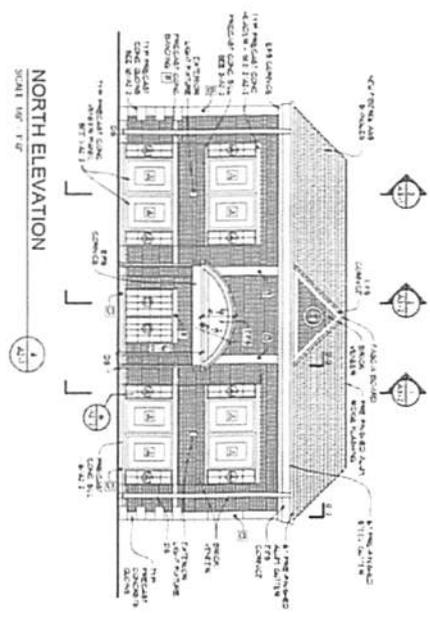
EAST ELEVATION
SCALE: 1/8" = 1'-0"



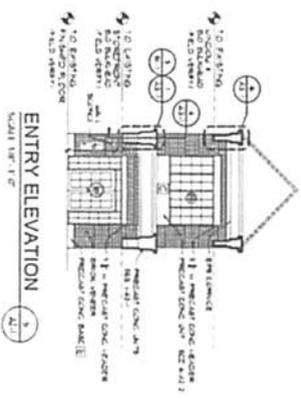
WEST ELEVATION
SCALE: 1/8" = 1'-0"



SOUTH ELEVATION
SCALE: 1/8" = 1'-0"



NORTH ELEVATION
SCALE: 1/8" = 1'-0"



ENTRY ELEVATION
SCALE: 1/8" = 1'-0"

GENERAL NOTES
SEE 2.1 FOR MATERIAL CONCRETE DETAILS

PROJECT NUMBER	1738
ISSUED DATE	01-31-2019
BUILDING	ELEVATIONS
A2-1	



REVISIONS		
NO.	DATE	DESCRIPTION OF CHANGES

Monument Building
Lee University
781 North Ocoee Street
Cleveland, TN 37311

RARDIN & CARROLL ARCHITECTS
Architectural Planning Historical Design

4108 PRESERVE HUNTCH CIRCLE - SUITE 4 - CHATTANOOGA, TN 37414
PHONE: (423) 894-2292 FAX: (423) 894-2633
EMAIL: rardin@rdcarroll.com
WEBSITE: www.rdcarroll.com

Receipt

Date: 03/19/2019

Receipt #: 19-127

Session ID: P031919

User Name: AMBER

Jurisdiction: 001 City of Cleveland

Group:

Taxpayer Name: CERTIFICATE OF APPROPRIATENESS

Location Name: CERTIFICATE OF APPROPRIATENESS

Permit:

Tran #	Id	Loc #	Name	Code	Amount Due
5482	999010	1	LEE UNIVERSITY	COA	\$50.00
<hr/>					
781 NORTH OCOEE STREET					
<hr/>					
				Mastercard	6952
					\$50.00
<hr/>					
Total Remitted					\$50.00
Total Due					\$50.00
Change					\$0.00

===== TRANSACTION RECORD =====
CLEVELAND DEVELOPMENT
185 2ND STREET NORTHEAST
CLEVELAND, TN 37311
United States

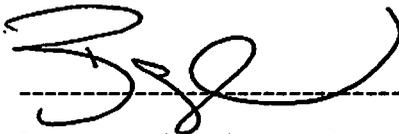
TYPE: Purchase

ACCT: Mastercard \$ 50.00 USD

CARDHOLDER NAME : BETHANY C MCCOY
CARD NUMBER : #####6952
DATE/TIME : 19 Mar 19 08:06:01
REFERENCE # : 004 0596355 S
AUTHOR. # : 008519
TRANS. REF. : COA - 781 N OCOEE

Approved - Thank You 100

SIGNATURE



Please retain this copy for your records.

Cardholder will pay above amount to
card issuer pursuant to cardholder
agreement.

=====

