

**REGULAR MONTHLY MEETING OF THE CITY OF CLEVELAND  
HISTORIC PRESERVATION COMMISSION  
TUESDAY, SEPTEMBER 3, 2019 AT 5:15 PM  
CLEVELAND MUNICIPAL BUILDING, 190 CHURCH STREET NE**

**Welcome and Roll Call of Members**

**1. Minutes**

- a. Regular Session, August 6, 2019

**2. Public Hearings**

**3. Old Business**

- A. Patricia Pennington requests a Certificate of Appropriateness for 440 Centenary Ave. NW, for the alteration of the current driveway; (Tax Map 49I Group A Parcel 009.00). The property is zoned R1HP.
  
- B. Dee Burris requests a Certificate of Appropriateness for 240 14<sup>th</sup> Street. NW, for the alteration of the current driveway; (Tax Map 49L Group C Parcel 026.00). The property is zoned R1HP.

**4. Consent agenda**

**5. New Business**

**6. Other Projects**

**7. Board Member Report**

**8. Adjourn**

**MINUTES**  
**REGULAR MONTHLY MEETING OF THE CITY OF CLEVELAND**  
**HISTORICAL PRESERVATION COMMISSION**  
**TUESDAY, AUGUST 6, 2019 AT 5:15 PM**  
**CLEVELAND MUNICIPAL BUILDING, 190 CHURCH STREET NE**

The regular meeting of the Historic Preservation Commission was called to order by Rufus Triplett, Board Vice Chairperson, at 5:15.

Membership present included Randy Wood, Phyllis Callaway, Rufus Triplett, and Jane Easterly. Sarah Coleman was absent from the roll call but entered the meeting directly after.

Absent from the meeting were Joan Benjamin and Maryl Elliott.

Staff present included Joshua Holder, Building Official; Peggy Hathcock, Building Division Technician; and Jonathan Jobe, Director of Development and Engineering Services.

Attendance in the audience included: Mark Hall, Belinda Dortch, and Donna Howard.

Phyllis Callaway made a motion to approve the minutes from the meeting that was held on June 11, 2019. Jane Easterly seconded the motion and it passed unanimously.

There were no items on the Consent Agenda.

Mark Hall requested a Certificate of Appropriateness for 460 20<sup>th</sup> Street, for the replacement of the current roof, new doors and windows, and installation of siding over the existing block. (Parcel ID: 049E B 005.00.) The property is zoned R1HP.

Mr. Hall stated that he is going to install vertical vinyl over the exposed block on the back wall and he will replace the present vinyl. He will be replacing the old windows with the same type of windows. He will replace the doors with the same style also.

Phyllis Callaway made a motion to approve this COA. Sarah Coleman seconded the motion, and it passed unanimously.

Kenny Hayman requests a Certificate of Appropriateness for 451 20<sup>th</sup> Street, to widen his driveway. (Parcel ID: 049E M 004.00.) The property is zoned R1HP.

Even though Mr. Hayman was not present, the Board was familiar with his property and his request. They stated that he wants to extend his driveway by 8 feet. Sarah Coleman made a motion to approve the Certificate of Appropriateness. Jane Easterly seconded the motion, and it passed unanimously.

The Board had requested that the owner of 464 8<sup>th</sup> Street NW come to the meeting regarding the metal roof that was installed on the house. The owner, Belinda Dortch, was present at the meeting. She stated that she bought her home 2 years ago in July. She had priced a shingled roof and it was not economically feasible for her to install it at this time. She stated that there was a terrible leak and since she did not want any more damage to her home and the metal roof was cheaper, she decided on the metal roof. She installed the metal roof without a COA. Since she could not afford a shingle roof, Sarah Coleman addressed the Board and reminded them that there is a provision in the guidelines for people who are placed into an economic hardship due to the historic guidelines. Mrs. Coleman made a motion that they approve the installation based on economic hardship. Phyllis Callaway seconded the motion and it passed unanimously.

The Board was informed that the Bullins' have removed the circle driveway from the corner of 18<sup>th</sup> and Chambliss.

The topic of getting the information out about the Historic Preservation District was brought up once again. Phyllis Callaway said that it would be good if the Historic District brochure was updated. She mentioned that some of the Lee University interns could be utilized to create the brochure with a new flair. This brochure could be mailed out to every homeowner in the district, as well as the real estate offices, and the title companies. The brochure should also include the information regarding building permits/inspections for any work that will be performed on the structures.

In order to make all the new owners aware that their property is in the Historic District it would be good to have a notice attached to their deed at the Register of Deeds office.

The Board has also requested that the applications include detailed pictures and drawings be attached to all applications.

Hearing no further business, the meeting was adjourned.

440 CENTENARY AVE. NW

PATRICIA PENNINGTON

049L A 009.00



**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 <u>440 Centenary Ave NW</u>	
	<u>Cleveland TN</u> <u>37311</u>	
Lot #	Subdivision	

**Owner / Applicant Information**

Owner	Name <u>Patricia Pennington</u>	Home Phone
	Mailing Address <u>Same</u>	Cell Phone <u>423-284-9870</u>
	Email <u>tpenn414@gmail.com</u>	Fax #
Applicant <small>(If Different From Property Owner)</small>	Name <u>Same</u>	Home Phone
	Mailing Address	Cell Phone
	Email	Fax #

**Type of Work**

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

PP  
 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.

Patricia Pennington  
 APPLICANT SIGNATURE

8-23-19  
 DATE

49 L A 009.00

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

① Driveway:

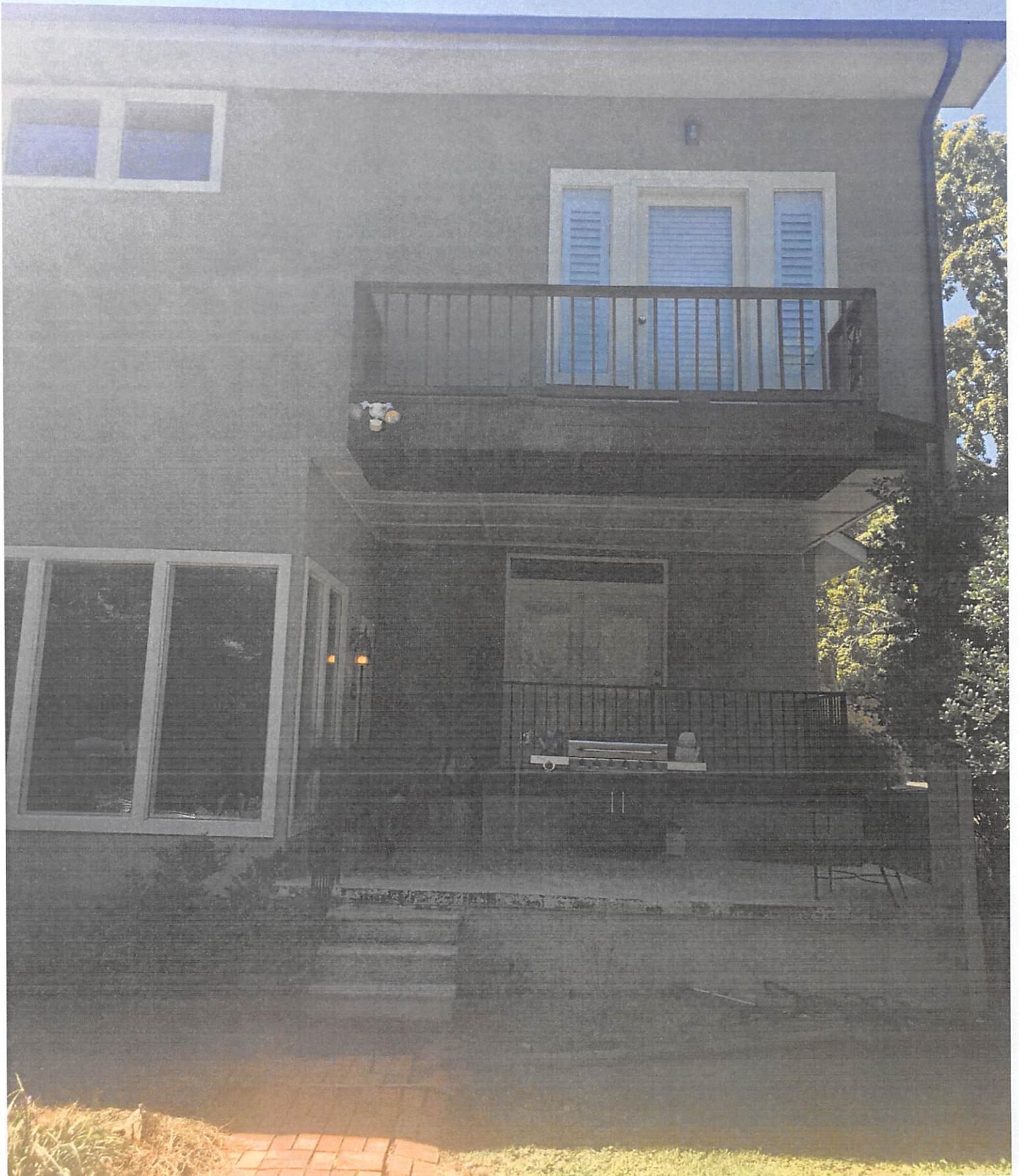
My home at 440 Centenary Ave NW has a pea gravel, dirt & grass driveway, which is both unsightly and problematic. It is an open space with no definition of where the driveway begins and ends, aside from scattered pea gravel.

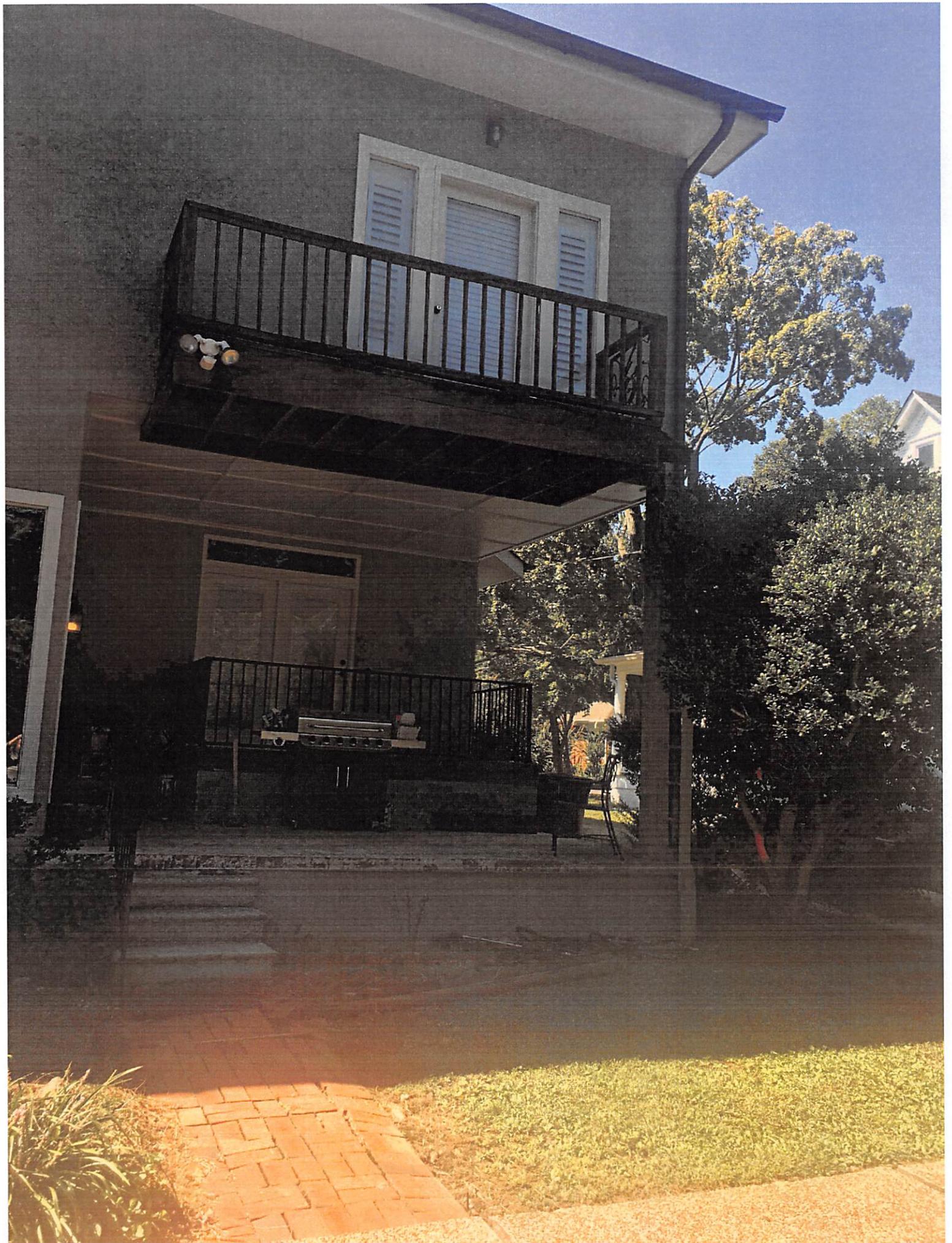
My request is to make the area both more attractive and more functional. In doing so, I would shift my driveway slightly to the right (towards my house), remove the pea gravel, make it a defined 1-car wide driveway (concrete) and run it to the back of the property where it will connect to the parking pad & garage at the back of my property on 13<sup>th</sup> Street.

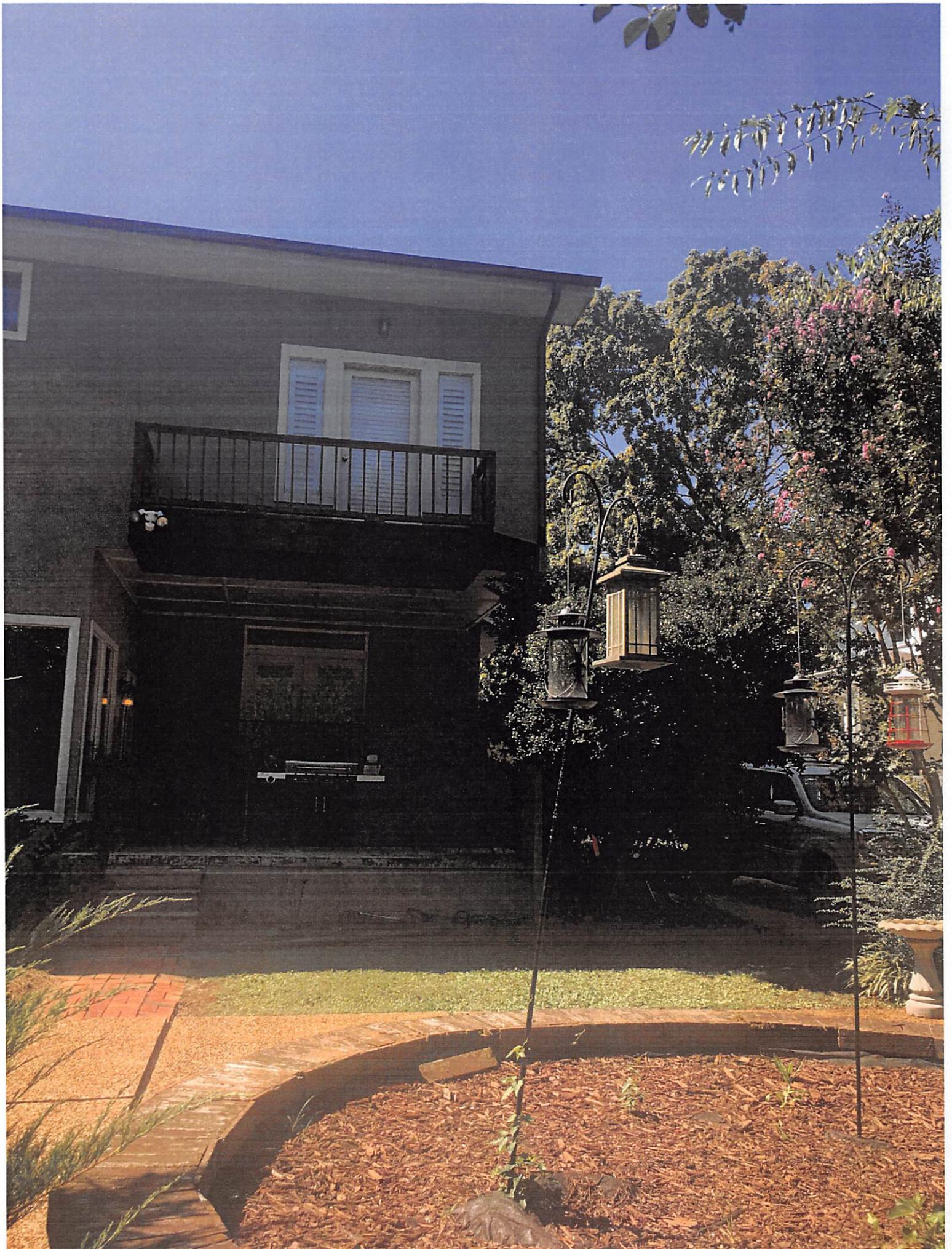
② Screened Porch:

The back of my home has an open air porch, under roof, with a balcony above it. I would like to extend this porch to be an outdoor living area to include a fireplace. The roofline for the new porch will be consistent with the house. The balcony will be removed & the door/sidelights above will be removed for the porch roof to attach to the house. A row of windows consistent with the other exterior windows will be added above the roofline. The existing structures in the backyard will be removed & new landscaping will be installed, to make the property have a consistent look.





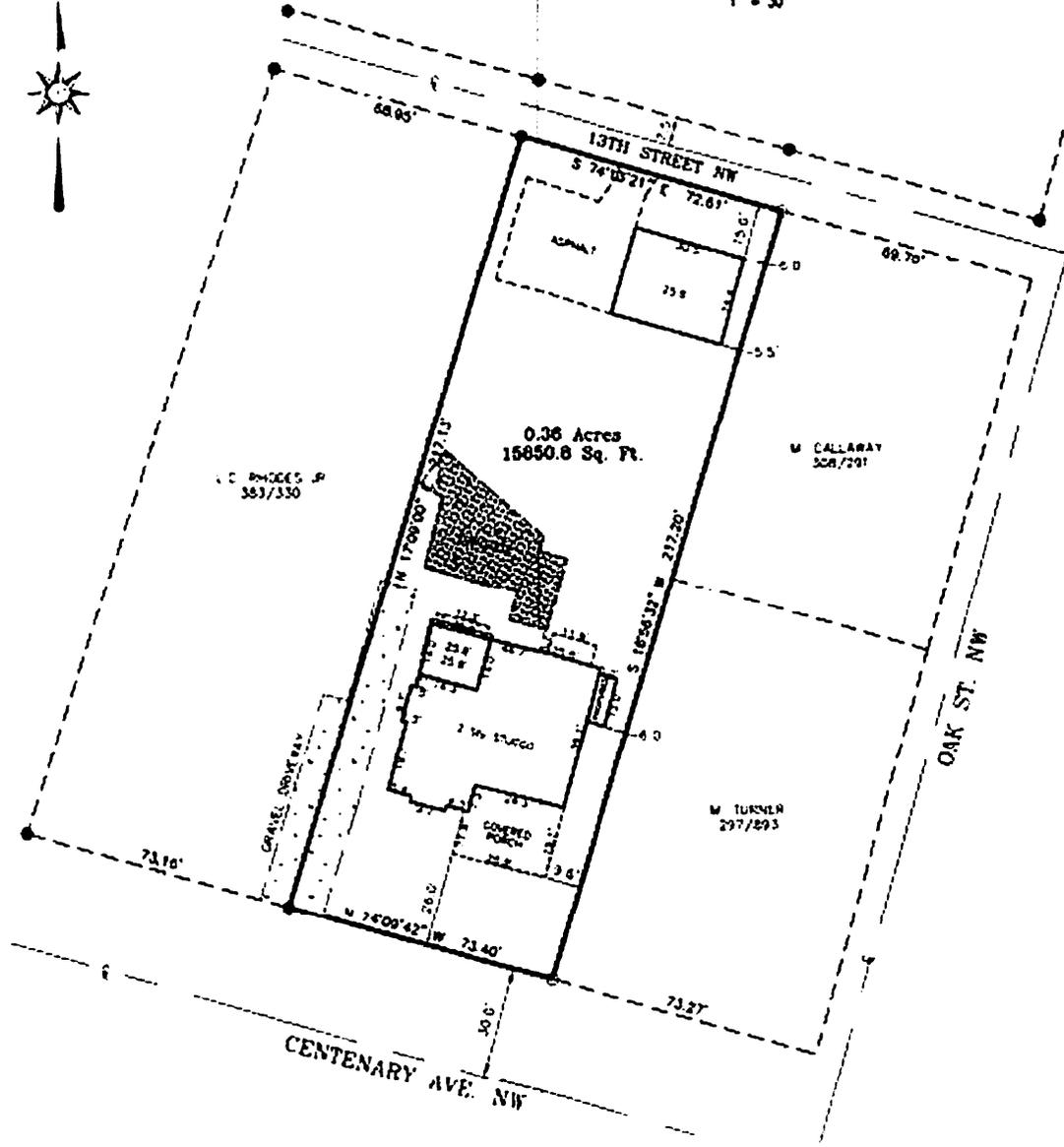
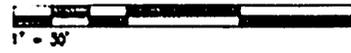




440 Centenary Ave NW

Patricia Pennington

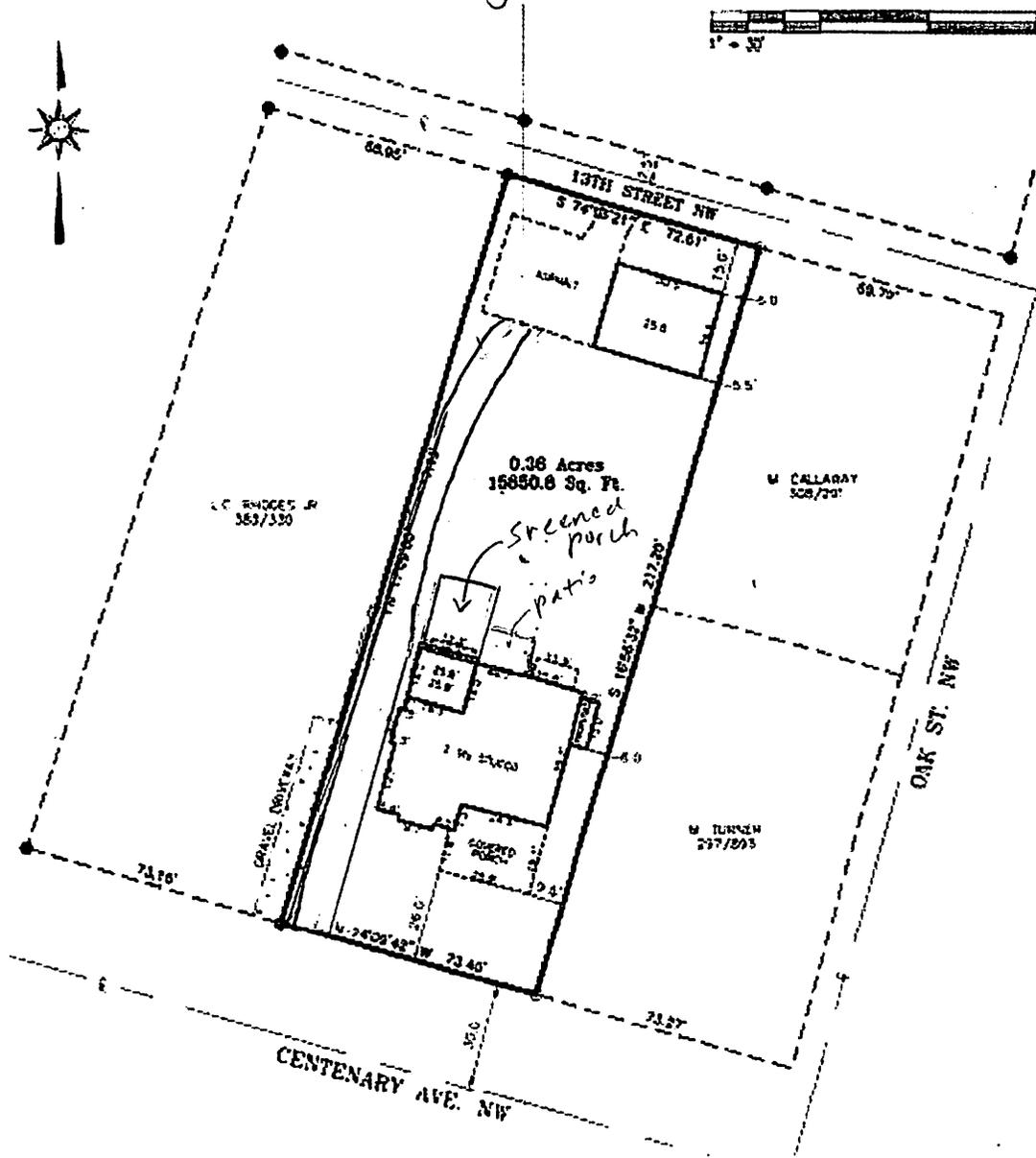
\* Current \*



440 Centenary Ave NW

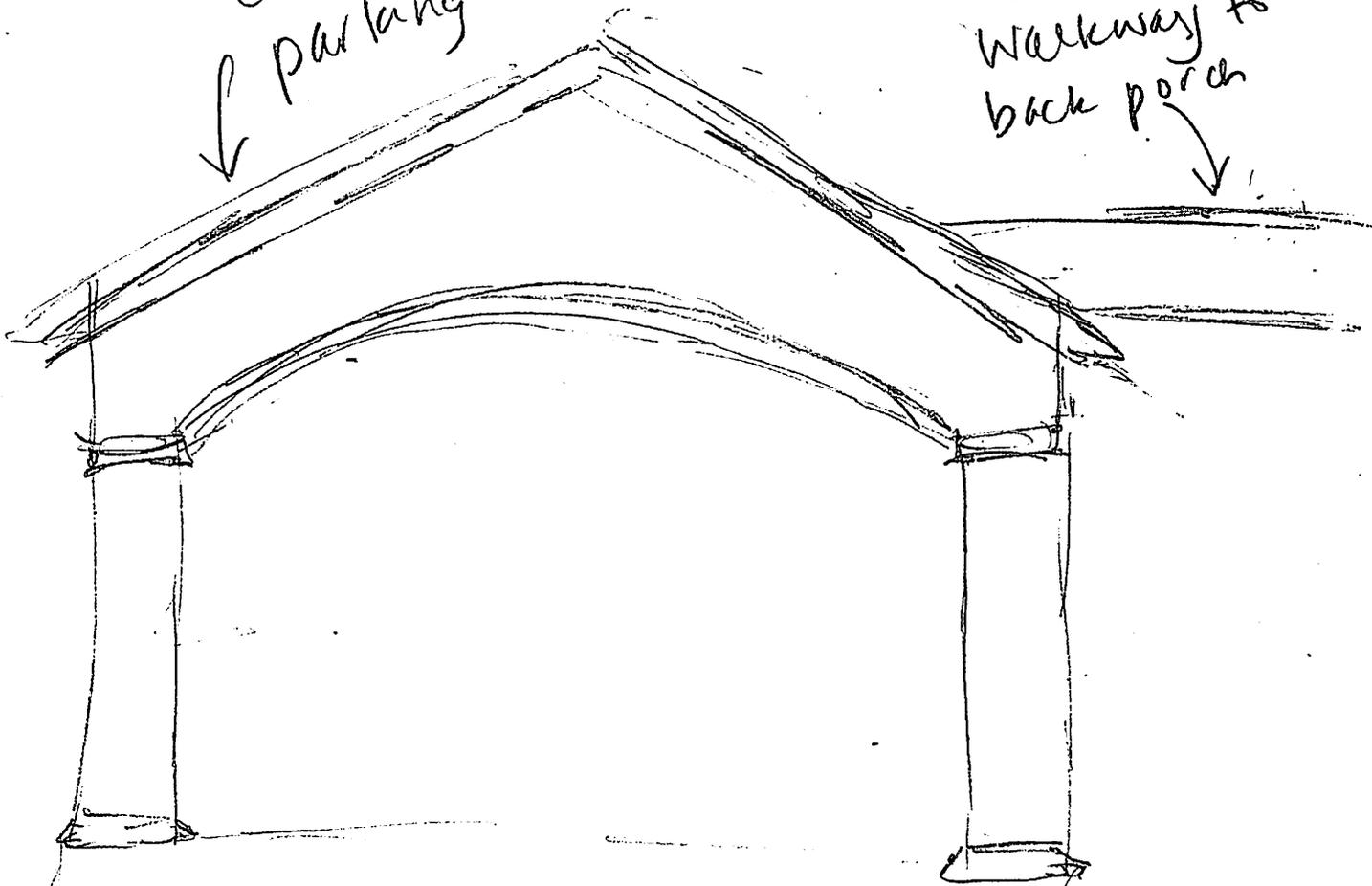
Patricia Pennington

\* Proposed \*



Covered parking  
↓

Covered walkway to back porch  
↓



Summary:

- open-air covered parking
- 4 posts with pad
- Archway design consistent with horse

440 Centenary Ave

Driveway Redesign

T. Pennington.

Google Maps 440 Centenary Ave NW

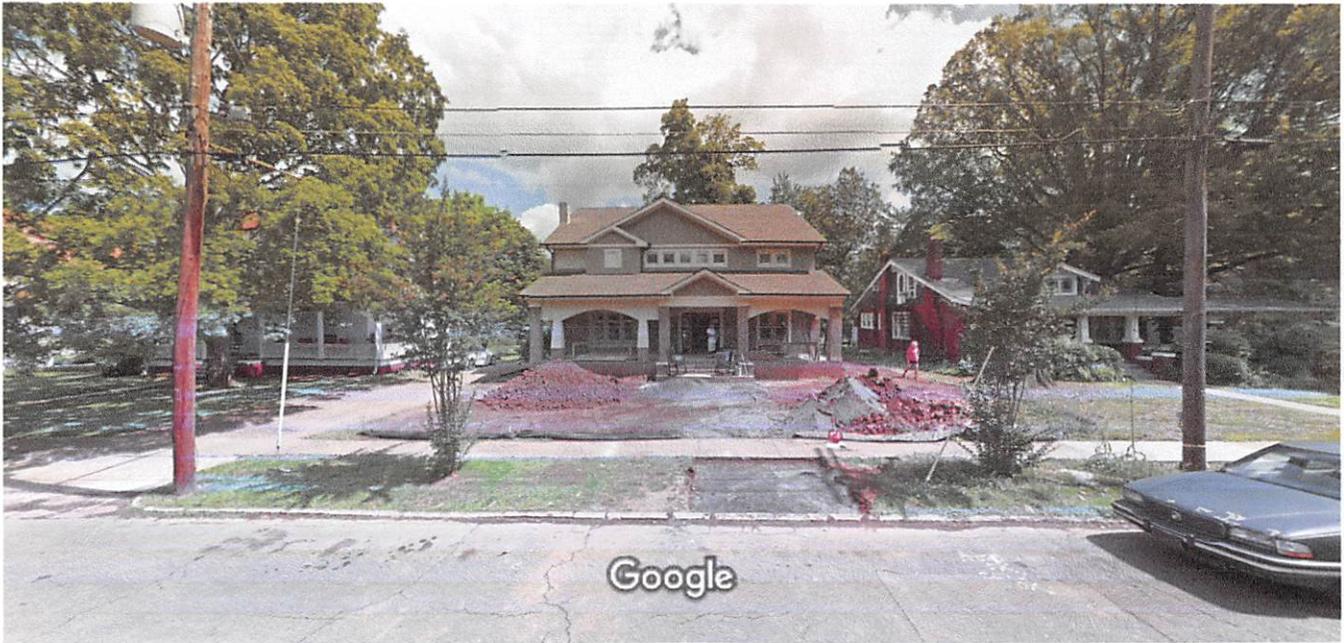
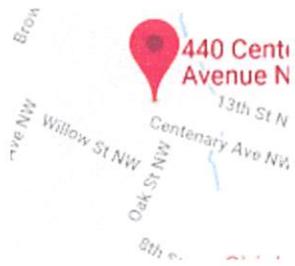


Image capture: May 2016 © 2019 Google

Cleveland, Tennessee

Google

Street View - May 2016



**City of Cleveland**

**Receipt**

**Date:** 08/23/2019

**Receipt #:** 19-451

**Session ID:** P082319

**User Name:** AMBER

**Jurisdiction:** 001 City of Cleveland

**Group:**

**Taxpayer Name:** CERTIFICATE OF APPROPRIATENESS

**Location Name:** CERTIFICATE OF APPROPRIATENESS

**Permit:**

<b>Receipt #</b>	<b>Id</b>	<b>Loc #</b>	<b>Name</b>	<b>Code</b>	<b>Amount Due</b>
19-451	999010	1	PATRICIA PENNINGTON	COA	\$50.00
440 CENTENARY AVENUE NW					
			VISA	2570	\$50.00
<b>Total Remitted</b>					<b>\$50.00</b>
<b>Total Due</b>					<b>\$50.00</b>
<b>Change</b>					<b>\$0.00</b>

240 14<sup>TH</sup> STREET NW  
DEE BURRIS/CHARLIE MCKENZIE  
049L C 026.00



**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**

0492 C 0216.00

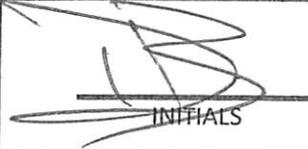
Property Location	Address 240 14th St NW	
	Cleveland, TN	
	Lot # 22	Subvission PETERS PLACE

**Owner / Applicant Information**

Owner	Name CHARLIE MCKENZIE	Home Phone
	Mailing Address 303 GROVE ST	Cell Phone 593-5275
	Email	Fax #
Applicant <small>(If Different From Property Owner)</small>	Name DEE BURRIS	Home Phone 478-3050
	Mailing Address 4210 N PINE ST	Cell Phone 593-5275
	Email burrisconstruction@gmail	Fax # 478-3050

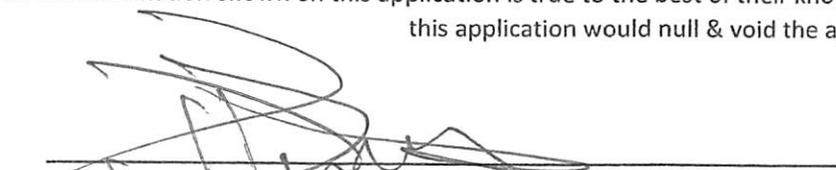
**Type of Work**

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

 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.

  
 \_\_\_\_\_  
 APPLICANT SIGNATURE

8-27-19  
 \_\_\_\_\_  
 DATE

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

① Add 90 sq Ft to Front  
Living Room

② Add 400 sq Ft to Back  
Bed + Bath

③ Add 505 sq Ft Garage

④ Pour 18 X 38 drive to  
Garage



240 14th St. NW

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

TYPE: Purchase

ACCT: American Express           \$ 50.00 USD

CARDHOLDER NAME : DEE BURRIS  
CARD NUMBER       : #####1024  
DATE/TIME         : 29 Aug 19 12:26:41  
REFERENCE #       : 004 0260855 M  
AUTHOR. #         : 169539  
TRANS. REF.       : MR 19-458

Approved - Thank You 100

SIGNATURE

-----SIGNATURE ON FILE-----

Please retain this copy for your records.

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

=====

**City of Cleveland**

**Receipt**

**Date:** 08/29/2019

**Receipt #:** 19-458

**Session ID:** P082919

**User Name:** PEGGY

**Jurisdiction:** 001 City of Cleveland

**Group:**

**Taxpayer Name:** CERTIFICATE OF APPROPRIATENESS

**Location Name:** CERTIFICATE OF APPROPRIATENESS

**Permit:**

Receipt #	Id	Loc #	Name	Code	Amount Due
19-458	999010	1	DEE BURRIS	COA	\$50.00
240 14TH ST NW_CERTIFICATE OF APPROPRIATENESS					
American Expr 1024					\$50.00
<b>Total Remitted</b>					<b>\$50.00</b>
<b>Total Due</b>					<b>\$50.00</b>
<b>Change</b>					<b>\$0.00</b>