

# Historic Zoning Commission

## Minutes

**Date:** Monday, June 9, 2014

**Time:** 9:30 am

**Location:** City Hall

**Present:** Members: Rachel Killebrew, Bobby Kirby, Ryan Moore, Tom Ward

**Planning Office:** Josh Baker, Rebecca Duncan, David Starnes

**Guests Speaker:** **Dan Brown, Tennessee Historical Commission Certified Local Government Coordinator**

**Guest:** Lisa Hobbs, Southern Standard reporter

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The Historic Zoning Commission met Monday, June 9, 2014 at 9:30 A.M. at City Hall. Each member of the commission received from the Planning Office prior to the meeting: Meeting notice, Agenda, and COAs as well as updated minutes from the last meeting. Each member of the commission also received a copy of the Minutes electronically prior to the meeting from the Secretary.

1. **Call to Order:** Bobby Kirby called the meeting to order 9:32 am.
2. **Approval of Minutes:** Ryan Moore made a motion, seconded by Tom Ward, to approve the Minutes from the meeting held on May 12, 2014 with no discussion; the minutes were approved by unanimous vote.
3. **Certificate of Appropriateness Application:** Josh Baker, present at the meeting, request through a COA for a sign approval for **TOPZ Frozen Yogurt Cafe** located at 104 W. Main Street. A copy of the sign is attached to the COA and was reviewed by the committee. Josh explained the location of the proposed sign on the building, as well as the size, colors and materials. A motion was made by Ryan Moore to approve, seconded by Tom Ward and all voted in favor and Josh was commended for opening this popular type of business in downtown McMinnville.
4. **Certificate of Appropriateness Application:** The applicant, Faye Breedlove, submitted a COA to add a sign to the building located at 222 East Main Street. The sign will be 2' x 10' aluminum sign mounted flat against the wall. The sign will read **Randy Jane & Co.** The colors will be Black, gray and Tan with the names Faye and Brittany in the bottom right and left corners. A duplicate of the sign will be smaller and mounted on the rear of the building. After discussion, a motion was made to approve the COAs by Rachel Killebrew and seconded by Tom Ward followed by unanimous votes to approve. The Breedloves were commended for the improvements to the building that are being made to this building.
5. **Certificate of Appropriateness Application:** The applicant, Emily Boersma, submitted a COA to add a sign to the building located at 112 East Main Street. The sign will be 2' x 4' sign on a standard bracket. The sign will read **The Painted Anchor – rustic furniture & gifts.** After discussion, a motion was made to approve the COAs by Tom Ward and seconded by Ryan Moore followed by unanimous votes to approve.

6. **Other Business:** Dan Brown with TN Historical Commission provided some training on windows and signage in the historic district. During the presentation, he handed out recent updates on both of these areas that were prepared at another city. Mr. Brown also offered to assist McMinnville with updates to the Historic District Guidelines, which have never been updated. Questions were asked and answers provided Planner by Mr. Brown. The Commission expressed their thanks to Mr. Brown for his presentation and offer of assistance. Mr. Brown also discussed the grants that are available from their commission and announced that Magness Library had just won such a grant for \$20,000. He also reminded the commission that newspaper articles written within the past year are an important part of any grant submission. The commission and codes walked outside to view current awnings and facades. Rachel Killebrew asked Mr. Brown to look at the façade on the museum and see if it would be possible to apply for a grant to restore the missing cornice. The group then adjourned for lunch provided by the Codes Department.
7. **With no more business,** the meeting was adjourned. The next meeting of the Historic Zoning Commission is set for:

**Monday July 14, 2014 at 10:30 am at City Hall.**

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**Bobby Kirby, Chairman** \_\_\_\_\_ **Date**