CITY OF COLUMBIA
TENNESSEE

AGENDA

The Columbia Historic Zoning Commission will meet on Thursday, April 14th, 2022 at 4:00 p.m. in the Council Chambers on the basement level of City Hall, 700 N. Garden Street to consider the following:

1. Roll Call
2. Approval Of Minutes

   Documents:

   HZC_20220310 MINUTES - DRAFT.PDF

3. 22-0059 -315 W 7th Street - New Signage
   Request from Delk Kennedy for freestanding signage approval at 315 W 7TH STREET.

   Documents:

   22-0059_APPLICATION_315 W 7TH.PDF
   22-0059_SIGN_315 W 7TH.PDF
   22-0059_STAFF REPORT REVISED_315 W 7TH.PDF

4. 22-0071- 809 W 7th Street - Replacement Of Existing Roof
   Request from Raymond D Heath Hiram Group, LLC to replace an existing roof with a change of materials on a residence located at 809 W. 7TH STREET.

   Documents:

   22-0071_APPLICATION_809 W 7TH.PDF
   22-0071_EXISTING CONDITIONS_809 W 7TH.PDF
   22-0071_PROPOSED_809 W 7TH.PDF
   22-0071_STAFF REPORT 809 WEST 7TH STREET.PDF

5. 22-0072- 1119 S. High Street - Façade Improvements
   Request from V. Rachelle Rodrigues to revise previously approved designs for exterior alterations of a residence located at 1119 S. HIGH STREET.

   Documents:

   22-0072_APPLICATION_1119 SOUTH HIGH ST.PDF
   22-0072_SUPPLEMENTAL DOCUMENTS FROM APPLICANT_1119 HIGH STREET.PDF
   22-0072_ADDITIONAL CORRESPONDENCE_1119 SOUTH HIGH STREET.PDF
   22-0072_STAFF REPORT_REVISED_1119 HIGH STREET.PDF

6. 22-0080 -412 W 9th Street - New Signage
   Request from Robyn Graham, on behalf of King's Daughters Schools, for approval of a wall mounted sign at 412 W 9TH STREET.

   Documents:

   22-0062_APPLICATION_412 W 9TH.PDF
   22-0062_PROPOSED SIGNAGE_412 W 9TH.PDF
   22-0080_STAFF REPORT_412 W 9TH STREET COA.PDF

7. 22-0082 -808 Walker Street - New Signage

Request from Bryson Leach for freestanding sign approval at 808 WALKER STREET.

Documents:

22-0082_APPLICATION_808 WALKER STREET.PDF
22-0082_SIGNAGE PROPOSED_808 WALKER STREET.PDF
22-0082_STAFF REPORT_808 WALKER STREET.PDF

8. Other Business

- Update on BZA Case 22-0081 Conditional Use at 808 Walker Street
- Direction on Outdoor Display in the Downtown Historic District
- Discussion of the Overlap between the Athenaeum Historic District and the Columbia Arts District Overlay
- Other Comments from Commission members

9. Adjourn

Anyone requesting accommodations due to disabilities should contact the City's ADA Coordinator at 931-560-1570 prior to the meeting.

The 2022 meeting schedule and Historic District Design Guidelines can be found on the City of Columbia Historic Zoning Commission webpage.

An interactive map showing the boundaries of the historic districts can be found accessed from the City's website.

For other questions, please contact the Department of Development Services at 931-560-1560.

City of Columbia

HISTORICAL ZONING COMMISSION
March 10, 2022

CALL TO ORDER:

Chairperson Kim Hayes called the March meeting of the Historical Zoning Commission for the City of Columbia to order at 4:00 p.m. The meeting was held in Council Chambers, City Hall, basement level.

ROLL CALL: Quorum present and included the following:

Present were: Ms. Kim Hayes
Dr. Hendrickson
Mr. Joe Kilgore
Mr. George Nuber
Mr. Ray Pace
Ms. Autumn Potter

Absent was: Ms. Melanie Lucas

Other attendees: Mr. Austin Brass, City Planner
Mr. Kevin McCarthy, Planning Associate II
Mrs. Sandra Richardson, Secretary
Mrs. Melissa Sanders, Planning Associate I

APPROVAL OF MINUTES:

The February meeting minutes were presented for approval. Mr. Kilgore made the motion to approve with Mr. Nuber seconding. Motion to approve passed six to zero.

AGENDA ITEM #3
Case# 21-0290

Request from C. Douglas Johns for new construction of a commercial building at 915 S. Main Street.

Staff Recommendation:

Mr. Brass presented the details. The design of the building would meet the guidelines for the form, massing and scale. It would be cohesive with the buildings in the historic. The side elevation will be brick, and the awnings were revised to be a fabric type awning. The signage review will come at a later date. It is recommended that any motion on this item be conditioned to not include the signage request that was in the proposal.

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Discussion:

Mr. Douglas Johns, and Mrs. Yvette Johns, 606 Riverside Drive were present to answer questions. Discussion included gooseneck lighting. Mr. Brass stated that staff requests that the gooseneck lighting be a matt finish, not a glossy finish, and the lighting shine down. The proposed lighting above the awning is the appropriate location for such lighting**.** Additional discussion included the second and third floor will be office space, zoned CBD, off street parking, the first two units do not require off street parking, communications with the property owners beside this property, the windows material type on the front elevation material type being aluminum wood clad. Mr. Nuber moved to approve and at a later date we will accept application for the signage, with Mr. Kilgore seconding. Motion to approve passed with a vote of six to zero.

AGENDA ITEM #4
Case# 22-0038

Request from Paul Varney to revised designs for construction of principal and accessory structures at 408 West 6th Street, including roof structure, exterior finishes, porch/deck alterations, and other alterations.

Staff Recommendation:

Mr. Kevin McCarthy presented the details of the request. The proposed changes incorporate mixed siding materials in order to create a sense of history on the site. It is at the discretion of the Commission to determine whether the proposed changes conform to standard guidelines. The accessory structure should be visually supportive to the principal structure, and it shouldn't visually compete with the primary structure. It will be at the Commission's discretion to decide whether the modifications conform to that.

Discussion:

The applicant was not present. Discussion included that the applicant has already deviated from what was already approved, having already done the variation, they have done brick, but not the siding, the project is on hold, they did all of the additions to the front of the accessory building that were not approved, including the addition of the porch and the columns. A photograph was received from the property owner with the material change. Additional discussion included the roof line of the accessory building, extended elevations, and steps to the front porch of the primary structure. Mr. Brass stated that staff received statement from the property owner in the previous packet. Ms. Hayes made a motion to move this item to the end of the agenda in case the applicant

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arrives. The motion was seconded by Dr. Hendrickson. Motion to move the agenda item to the end of the meeting passed with a vote of six to zero.

AGENDA ITEM #5
Case# 22-0039

Request from James Sloan for exterior alterations in order restore the façade of a contributing structure located at 120 W 7th Street.

Staff Recommendation:

Mr. McCarthy presented the details of staff report.

Discussion:

Mr. James Sloan, 2416 Hidden Lake Circle, was present to answer questions. Discussion included modifications, looking to restore the masonic entrance, aluminum clad windows, panel wood doors, office use upstairs, revamping the south corner of the building, looking to bring the façade forward, looking more historically accurate, flooring, south elevation is projecting out, no work done on the second floor, rod iron railing, keeping the vertical wood veneer panel, hardie trim, painting, color scheme, service door, infill, fiber glass, lighting, articulation of the columns of the building does not line up, exterior gooseneck light with matte finish on the Garden Street side, signage, there is no lighting on W 7th Street, bricked in double doors, preserving, restoration, the intent is to clean it up, capture the façade and protect it, existing windows that have been filled in, this proposal does not include an addition of a door and a window in between the Mason entrance and the three windows, and it being attractive to the district. Ms. Hayes asked how is the execution going to be. Mr. Sloan stated that he felt like they had a good execution on the adjacent property so far. Mr. McCarthy stated from a staff's point of view, it would help if there are concerns about the finished product, and when a motion is made if the applicant would be as specific as possible for the materials preserving an element like the Gordon's Logo, so that at building permit review staff can make that a condition, and hold the applicant to that. Mr. Nuber asked Mr. Sloan to speak to the Commission about timing, and a possibility to orchestrate more detail to refine this further. If the tenant, or owner can afford another month with a bit more refinement. Mr. Sloan stated that he has more drawings and can share it today. Further discussion included emailing, unable to advertise an email, legality purposes, and the public hearing process. Mr. McCarthy said he could secure an ipad from upstairs. Mr. Sloan asked if he could have 15 minutes. Ms. Hayes made a motion to defer this item until the end of the meeting with Mr. Nuber seconding. Motion to move the item to the end of the meeting passed six to zero.

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AGENDA ITEM #6
Case# 22-0043

Request from Larry Hubbell for freestanding signage approval at 410 West 7th Street.

Staff Recommendation:

Mr. Brass presented the details of staff report. The sign is what staff would consider nonconforming. The Commission is only looking at the refacing of the sign face. The guidelines have been modified by the Commission and approved to allow more than three colors when the signage background is black or white. In this case the signage background is white on the pylon sign face and the request is basically just to change out the pylon sign face with the new logo and new text. As a condition of approval and because the sign is considered non-conforming, it cannot be enlarged, expanded, or also the internal illumination cannot be expanded any further than it already is. The Commission will not be able to approve the expansion of the sign, and the refacing of it.

Discussion:

Mr. Larry Hubbell was present to answer questions. Mr. Hubbell stated that all they are wanting to do is put new face on there, it will be the same size and everything. Ms. Hayes stated that we are approving the sign size as is with the logos in the layout shown on the last page of the proposal. The stone base is new at the bottom of the sign. This is real stone, and not fabricated. Further discussion included matching the building, it is brick, material, support posts and frame will be black. Ms. Hayes moved to approve with Dr. Hendrickson seconding. Motion to approve passed six to zero.

AGENDA ITEM #4 ***This item was moved to the end to give the applicant a chance to arrive.***
Case# 22-0038

Request from Paul Varney to revised designs for construction of principal and accessory structures at 408 West 6th Street, including roof structure, exterior finishes, porch/deck alterations, and other alterations.

Staff Recommendation:

Mr. Kevin McCarthy had presented the details of the request earlier.

Discussion:

Mr. Paul Varney, 124 Kedron Parkway, was present to answer questions. Discussion included there are a lot of things that were done that were not a part of the approval, it's a shared driveway with an easement, and the elevation of the house is a lot higher than what was rendered. Ms. Potter asked what is the

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plan for a stairway, or a path to get up to the porch. Mr. Varney stated the elevation of the house is still exactly as it was, what has happened you are seeing the foundation without any landscaping walls. They have a revised drawing that they can submit. Mr. Nuber asked him to submit the landscape for next month. Mr. Varney stated if someone would get him the submittal dates he will get that information to Johnathon Sanders, their landscaper. Further discussion included multiple retaining walls with fill in. Mr. Varney stated that it will be like a brick or stone, it is a lot of stairs, with the plan is a set of stairs then a little sidewalk and a set of stairs then a little side walk like that. The walls will connect on the right corner of the home to come around to tie into the sidewalk and steps. There will be another level. Further discussion included getting the information, having lots of complaints, they knew the grades were challenging, significant slope, and guidelines. Mr. Brass stated that for future projects staff can make sure future hardscape elements are included for all new construction. Mr. Kilgore stated that the stone that was approved for the foundation suddenly became brick. Mr. Varney stated if you look at what was submitted you will see brick everywhere except for the front porch. The change was made when the brick guys were there, and it was the front section only. He and Brian, PVC manager, will take responsibility for it. Mr. Kilgore stated he noticed there are two window that weren't in the first approval, and one that was in the first approval that shifted or it is gone. Mr. Brian Tucker, head of construction, stated one window that was moved there was one if you were facing the house on the right side. They wanted to move that for the type of firebox that they went with. It moved to the front porch on the left side of the door, and he also stated that the other window that was added is on the rear of the home, and they added one in the attic. They also added a rectangle window on the right side facing the home's rear elevation in their master shower. Mr. Varney said the owner comments as this progress is that they wanted the main portion of this home to look as it was built originally. Ms. Hayes asked if there was a reason why they didn't come back to the Commission for all these changes. Mr. Varney stated that they have had 9,000 meetings with these owners, and they have had trouble stopping changes as they go. He also stated that it never dawned on them to come back here, and they just failed to do that. The owners took control of what they wanted and they ordered the siding so they got a little ahead of this too, and he is very thankful to Ms. Autumn for doing what she did. Mr. Varney also stated that it is his responsibility to make sure that the changes adapt to the what the HZC has approved. Ms. Hayes stated that the intent is there but it is not always the case, and it makes it very difficult for the Commissioners to say tear that out. Ms. Potter stated that the next biggest thing is the lap siding, and Boar and batten discussing this and seeing if this is something that the Commission is okay with. Mr. Varney stated that the siding is a fiber cement lap siding this is what the boar siding is, it is a different plank. The

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Board and batten is a hardie product too. Additional discussion included detached garage, porch, historic style, being cohesive, the Board and Batten will be in the recessed area, material, and structure. Mr. Mc Carthy stated that the specific guidelines talks about no more than two materials for exterior walls. Replicating historical styles conveying a false sense of history is discouraged. It is appropriate for the Commission to determine if what the applicant proposes doesn't meet those guidelines. Ms. Hayes stated the addition of the porch is a major addition, and to submit this with the landscaping. Further discussion included they are only doing what was approved on the permit. Mr. Nuber asked why was it decided to change the front porch roof from metal to asphalt. Additional discussion included the shingle warranty pitch, it is not as visible, preference, looking more modern, Folk Victorian style house, gothic, and guidelines. Mr. Brass stated that in the guidelines it is stated that the accessory structure should closely match the primary structure in materials. Mr. Varney stated it would probably take a couple of months to get more of the material. There are two permits, the house has a permit and the auxiliary has a permit. They are not going to sheet rock until the siding is wrapped one hundred percent. The Board and batten were used on the back of the house. Additional discussion included postponing, auxiliary structure change, plans are needed, allowing the house as it is, and material availability. Mr. Brass stated to wrap it you would have the fiber cement on the house with the boar and batten at the rear elevations as proposed, and then the accessory structure would be recommended that there be fiber cement board siding all the way around to match what is on the primary structure of the house. The Commission would accept the windows as revised with the change of the brick on the house. Mr. Varney stated that they can submit a drawing that shows that. Mr. Brass stated that it was also pointed out that the porch roof was changed from metal to shingle. Mr. Varney asked if they are not able to find the Board product, say there were an issue purchasing more of the Board siding or lack of funding and they don't have the ability to do that, then would it be ok to go back with the standard smooth lap siding. The back of the house would be Board and batten and technically it would be more 3 D. Ms. Hayes stated if approved for the Board and if unable to get that, the applicant would have to come back. Additional discussion included they will have to come back for the landscaping, not clear on the main house where the transition is on the siding, and no plans to view.

The meeting had to change rooms at 5:24 p.m. moving to Conference room A. The meeting restarted at 5:27 p.m.

Further discussion included resubmitting the landscaping plan, and the auxiliary structure with siding on it showing both siding on it. It also included by the time of the resubmittal, they will know if they will be able to get the Board product or

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not, the back section and the breezeway, the way it was presented, can the Commission get over the window changes, colors, high traffic street, siding was a major upgrade, and they will find out when they can get it and how fast they can get it tomorrow. Mr. Kilgore moved to accept the change from rock to brick on the foundation, and accept the change additions and deletions of the windows, we ask that they change the asphalt roof shingles back to metal as approved 2:12", and the house siding on the main structure be all Board and batten if available, and if not available the applicant will come back with a recommendation to the Commission. He continued, that on the accessory structure moved to approve with the roof addition over the porch, and request that the applicant come back with siding recommendations for the addition, and for the overall project to come back with landscaping and sidewalk elevations, along with the porch materials for the accessory structure. Mr. Nuber seconded the motion. Motion to approve with conditions passed six to zero. Further discussion included the applicant has really invested a lot of energy into this area and making an investment. Mr. Pace stated that this Commission would take care of the next applicant just like this one, and unintentional mistake.

AGENDA ITEM #5
Case# 22-0039

Request from James Sloan for exterior alterations in order restore the façade of a contributing structure located at 120 W 7th Street.

Staff Recommendation:

Mr. McCarthy presented the details of staff report from earlier.

Discussion:

Mr. Sloan stated that one side does not stick out more than the other, on the southern portion of the building they are keeping the southern corner plain, they are keeping the post and beam in the structure that exists. They are making the front entry area more usable currently it goes all the way back. They are bringing in the casement, the aluminum clad wood windows there, and in the rear they have the three arch openings. They looked at the door being there but it didn't pan out. Proportionally if you put a door in that space it would look weird. The three windows align with some upper story windows, and they are really high up that will just bring in light for the space. They are shelling out two separate spaces, this is not a third tenant. Further discussion included the basement, keeping the recess on the main entrance, elevations, printout, they are looking at getting rid of the rod iron type material, salvaging the wood veneer and trim it out, full panel wood trim, level of detail, creating a common space for both

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tenants, painted, clean up, painting the door the same color like the brick, the door will be panelized, rear door fiberglass, and fiberglass can be stained. Mr. Nuber made the motion to approve with the stipulation that the rear door be a two panels fiberglass, with Dr. Hendrickson seconding. Motion to approve with stipulations passed six to zero.

OTHER BUSINESS:

Mr. McCarthy stated that staff has initiated enforcement of the guidelines primarily in the Downtown Commercial Historic District, but also a couple properties in the Athenaeum District. Over the last month staff has sent 24 notices of violations primarily having to do with temporary signage and street furniture in the right-of-way. There have been some complaints about furniture blocking pedestrians, and some signage has never gotten a COA and some were off site. In response to those letters staff has gotten six applications for administrative COA or encroachment permits. Staff has approved two of them and two people have voluntarily gone ahead and corrected the violation. Mr. McCarthy stated there is one issue that staff needs the Commission direction on. Concerning to how to apply the guideline when it comes to outdoor display of inventory, particularly like antiques stores. Right- of-way furniture has to be in good condition, and out of pedestrian paths. But when businesses are displaying their goods, and their goods are distressed objects or antiques. Ms. Hayes stated that she thought that the items have to be on their property. Ms. Hayes asked if the question is only when it goes out on public sidewalks, or on their own property. Mr. McCarthy stated both. Mr. Nuber stated that when the furniture is City owned or privately owned that is an exception, but when it comes to the sell of goods there is no language. Ms. Hayes asked if the team could think about this until next time. Further discussion included it being tastefully done, temporary signage every day, and quality.

ADJOURNMENT:

Ms. Hayes made the motion to adjourn the meeting with Mr. Kilgore seconding. Motion to adjourn passed six to zero. The meeting adjourned at 6:02 p.m.

_____ _____

Historical Zoning Commission Chairperson Date

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CITY OF COLUMBIA TENNESSEE

DEVELOPMENT SERVICES
700 NORTH GARDEN STREET
COLUMBIA, TN 38401
PHONE: (931) 560-1560
FAX: (931) 560-1541

HISTORIC ZONING COMMISSION

CERTIFICATE OF APPROPRIATENESS APPLICATION AND CHECKLIST
DEADLINE: 3RD MONDAY OF THE MONTH AT 4:00 PM

APPLICATION REVIEW GUIDELINES (PRE-APPLICATION MEETING REQUIRED PRIOR TO SUBMITTAL)

Application Requirements: All applications must be complete and include the required supporting materials listed on this form. Ten (10) copies of the request must be submitted to the Development Services Department for review by the published deadline. Incomplete applications will not be forwarded to the HZC for consideration.

Application Deadlines: Applications and support materials must be submitted according to the published Deadline Schedule. Application deadlines are the 3rd Monday of each month at 4PM. Regular HZC meetings typically take place on the second Thursday of each month at 4:00 PM in Columbia City Hall.

Application Representation: The applicant or an authorized representative of the applicant must attend the HZC meeting to support the application. At the meeting, staff will present a recommendation for the item, and then the applicant will be provided an opportunity to discuss the proposed scope of work and answer any commission questions.

Building Permit Requirements: In addition to an application, most proposals will require additional permitting from the City. Building or demolitions permits cannot not be issued without an approved COA for structures within a Historic District.

All work specifications must be completed as presented and approved: The HZC must review and approve any modifications or amendments to approved plans prior to any work taking place.

Please contact City Staff with any questions or to discuss any concerns during the HZC review & submittal process:
Columbia Development Services Department (931) 560-1560.

HISTORIC DISTRICT DESIGN GUIDELINES

The individual *Historic District Design Guidelines* provide guidance for most commonly proposed changes. The HZC consults the design criteria when reviewing applications for Certificates of Appropriateness. Please refer to the guidelines prior to submitting an application. The guidelines, along with other useful links, are available on the City website at **www.columbiatn.com**

REQUIRED APPLICATION SUPPORTING MATERIALS

Please consult the list below for the necessary supporting materials to include within application packets. Ten (10) copies of the request are required for HZC review:

NEW CONSTRUCTION, NEW ADDITIONS	EXTERIOR ALTERATIONS	DEMOLITION, RELOCATION
○ Description of project and proposed materials ○ Site plan ○ Lot survey ○ Architectural elevations or drawings ○ Photographs of project site location ○ Photographs of existing building.	○ Description of project and proposed materials ○ Photographs of project site location ○ Architectural elevations or drawings ○ Specification information for any proposed materials/architectural features ○ Documentation of earlier historic appearance (restoration only) ○ Photographs of existing building.	○ Please consult the *Historic District Design Guidelines*. Pre-application meeting with the City Staff is required for proposed principal structure demolitions and relocations.

Note: The applicant shall provide any additional information as determined by the Development Services Department that will be necessary to obtain a full and complete review of the request by City Staff and/or by the Historic Zoning Commission.

The Columbia Historic Zoning Commission follows the *Secretary of the Interiors Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings*. Further guidance may be found online: http://www.nps.gov/tps/standards/rehabilitation.htm

RECEIVED
FEB 22 2022
By: 22-0059

Rev. 8/5/2019

Project Information

Address: 315 W 7th St

Square Footage of Proposed Additions/New Construction :
Existing: _____ ft² Proposed: _____ ft²

Height of Structure for Additions/New Construction :
Existing: _____ ft Proposed: _____ ft

Square footage of Proposed Signage
26.25 sq Ft

Project Information: Description & Scope of Project

Describe proposed project(s) and list all proposed materials. Attach additional sheets if necessary:

White Metal Panel with hand-painted logos and text on both sides.

Max letter Height is [redacted] 7.8" on the WKOM Logo | Total Colors 4 + White Substrate

Max sign area is 26.25 sq/ft → 5 x 5.25'

In filling out this application, I attest that (1) I am familiar with the rules, regulations, and procedures of the City of

S. Delk Kennedy, Jr — Applicant Name

S. Delk Kennedy, Jr. — Applicant Signature — 2/2/22 — Date

S. Delk Kennedy, Jr. — Property Owner Name

S. Delk Kennedy, Jr. — Property Owner Signature — 2/2/22 — Date

Staff Use Only

Docket No.		Fee Paid	
Receipt No.		Requested Agenda	

Date Notices Sent to Adjacent Property Owners	
Date of Public Notices in Daily Herald	

Commission Action	

RECEIVED
FEB 22 2022
By: .....

CERTIFICATE OF APPROPRIATENESS APPLICATION

HISTORIC ZONING COMMISSION

APPLICANT

NAME	Delk Kennedy	PHONE	931-215-1214
ADDRESS	315 W. 7th St.	EMAIL	delk@kennedybroadcasting.com

Same

PROPERTY OWNER Kennedy

NAME	~~Middle Tennessee~~ Broadcasting	PHONE	931-215-1214
ADDRESS	315 W 7th St	EMAIL	marysusan@Kennedybroadcasting.com

Kennedybroadcasting.com

PROJECT INFORMATION: WORK SPECIFIC

☐ NEW CONSTRUCTION *(select type)*
- ☐ Principle Structure
- ☐ Accessory Structure

☐ NEW ADDITION *(select type)*
- ☐ Principle Structure
- ☐ Accessory Structure

☐ DEMOLITION *(select type)*
- ☐ Principle Structure
- ☐ Accessory Structure
- ☐ Site Features

☐ *Loss of architectural and historical integrity and its removal will not adversely affect the district's historic character*

☐ *Denial of demolition will result in unreasonable economic hardship of the applicant*

☐ *Public safety and welfare requires the removal of the structure(s)*

☐ *Structural instability or deterioration of structure(s) as demonstrated through report by structural engineer or architect. Report clearly details physical condition of structure(s), reasons why rehabilitation is not feasible, and cost estimates for rehabilitation versus demolition. Additional report details proposed future action on site.*

☐ SIGNAGE *(select type)*
- ☐ Wall
- ☒ Freestanding
- ☐ Window
- ☐ Temporary
- ☐ Other

☐ EXTERIOR ALTERATIONS *(select type)*
- ☐ Roofing/Roof Structure (Dormers, Chimneys)
- ☐ Exterior Door Replacement/Alterations
- ☐ Exterior Window Replacement/Alterations
- ☐ Foundation Alterations
- ☐ Exterior Siding/Finishes/Masonry
- ☐ Porch/Deck Alterations
- ☐ Other (explain):

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FEB 22 2022
By:

63”w x 60”h
26.25 sq/ft

Allowable limit 26.88 sq/ft

Tallest letter 6”

RECEIVED
FEB 22 2022
22.0059

CITY OF COLUMBIA TENNESSEE
HISTORIC ZONING COMMISSION
STAFF REPORT

CONTACT INFORMATION
Kevin C. McCarthy, Planning Associate II, kmccarthy@columbiatn.com, 931-560-1531

DOCKET/CASE/APPLICATION NUMBER	APPLICANT/PROPERTY OWNER
CA 22-0059	**S. Delk Kennedy, Jr.**
HEARING DATE	PROPERTY ADDRESS/LOCATION
N/A	**315 W 7th Street**

PROJECT DESCRPTION: Revision to Certificate of Appropriateness

The applicant requests approval of a ground mounted sign in the 7th Street Historic District. The proposed sign consists of a white metal panel with hand-painted logos and text on both sides.

The sign serves a broadcasting business located in a 1902-built structure. The applicant previously requested approval to replace an existing 1946 sign. Initially, in April of 2021, the applicant proposed refurbish to the sign frame and replace the sign faces. The existing signage did not conform to the Zoning Ordinance, did not conform to the Historic District Design Guidelines, and was located in a public right-of-way. In May of 2021 the Commission discussed these issues and deferred the item to its next agenda in order to consult with the City Attorney. In June of 2021 the Commission again discussed the nonconforming status of the sign and the possibility that the proposed sign would constitute expansion of a nonconformity. Ultimately, the City Attorney determined that the applicant holds an easement allowing placement of a sign in the public right-of-way. The Commission again deferred the item. Finally, in August of 2021, the Commission approved a modified design with a black background, white text, and a gold border. As a condition of approval, the applicant was required to submit a visual of the sign as installed.

In October of 2021 the Commission considered another request from the applicant for signage. At the time, the Guidelines prohibited signs with more than three colors. The proposed sign, including text and logos, featured black, orange, blue, and white. Accordingly, the Commission denied the Certificate of Appropriateness.

The Commission has recently revised the section of the guidelines pertaining to maximum number of colors. Staff has reviewed the submittal and finds that it generally conforms

to the Guidelines subject to proper placement of the sign and the Commission's determination that use of font and color conform to the Guidelines.	

EXISTING ZONING	EXISTING LAND USE	SURROUNDING ZONING & LAND USE	SITE IMPROVEMENTS	Historic District
CBD (Central Business District)	Commercial/ Radio Station	CBD (Central Business District)	Freestanding Signage	West 7th Street

STAFF RECOMMENDATION

APPROVE | APPROVE WITH CONDITIONS | DENY

Review Status and History:

Submission Status: Third request for a Certificate of Appropriateness for new signage at this address.

Previous Approvals: CoA #21-0064 – Request for Certificate of Appropriateness for signage. Deferred from May to June; deferred again from June to July; deferred again from July to August; approved with revised design.

CoA #21-0218 – Request for Certificate of Appropriateness for signage. Denied.

1984 Historic Inventory: N/A.

Proposed Alterations

The applicant proposes to install a ground mounted sign.

- The sign is comprised of a metal panel hung from a steel frame.
- The sign faces feature hand-painted logos and text both sides.
- The text and logos are black (text), blue (lettering and logo) and orange (lettering and logo).
- The background and negative space in the logos is white.

Historic District Design Guidelines Referenced:

Staff reviewed the requested alterations for consistency with the *City of Columbia Historic Design Guidelines* for new signage. The relevant sections of the Guidelines are listed below; the most applicable standards are **bolded** and underlined.

8.6 Use Sign Lettering and Colors that Promote Readability

a. Sign lettering shall not detract from the visual character of the building or district. **Lettering should generally be kept simple and the number of words or symbols limited to maintain the sign as easily legible, graphically clear, and free of clutter.**
b. Signs shall have visual consistency in fonts and imagery. Overly complex signs that use more than two or three colors or typefaces are prohibited. **Signs with more than three colors are prohibited. In addition to three colors, solid black or white must be used as a signage background**.[1]
c. The use of symbols, logos, and other graphics are encouraged to reduce the need for excessive text. Such elements also contribute to the unique identity of a business or entity.
d. Sign lettering shall be legible but not out of scale with the specific sign, building, or district. Lettering should generally not exceed 18 inches in height on any sign unless the characteristics of a building warrant a larger typeface.
e. Signs shall have sufficient color differentiation and contrast between lettering/symbols and backgrounds to make the content legible.
f. **Colors that complement a building's façade materials and trim colors are encouraged.**
g. Mounting brackets shall complement the sign color or be a darker color authentic to the material.

P. 8-16 Guidelines for Specific Signs (Ground-Mounted Signs)

Ground-mounted signs are typically associated with residential buildings converted for commercial purposes or commercial buildings located along automobile-oriented corridors. Such signs are typically located in front of a building at a driveway or parking lot entry. As such signs are oriented to motorists and not pedestrians, ground-mounted signs are **only allowed in arterial areas** and are prohibited along the blocks facing Main Street, Public Square, and 7th Street between Garden Street, and Woodland Street, plus 6th Street, and 8th Street

- Signs shall be limited to **one per location**.
- Signs shall be **placed so that they do not impede traffic or pedestrians**. In general, **all parts of the sign should be setback at least 2 ft. from a property line or sidewalk** whichever is greater.
- Signs shall be **scaled to the building, site, and adjacent properties**. Signs shall not block lines of sight along a corridor.
- Signs shall be oriented **perpendicular to the sidewalk** so that they are easily viewed by passing pedestrians and motorist. Additional orientations request shall be reviewed on a case-by-case basis.

[1] The Historic Zoning Commission added this sentence at its February 2022 meeting.

- **Traditional materials are strongly encouraged**. Painted wood or stone, rock-faced block, brick, are most appropriate for ground-mounted signs. Plastics are prohibited.
- Locating such signs in landscaping to soften their appearance is strongly encouraged.
- Elaborate signs that compete with the surrounding architecture or streetscape shall be prohibited.
- Internally illuminated signs are prohibited.
- Sign dimensions shall be no more than **8'ft in height and 32 square feet in sign face area** for commercial and no more than 5'ft in height and 20 square feet in sign face area for residential.
- Buildings along arterial streets oriented in part toward automobile traffic and certain types of facilities (such as theaters, strip centers, and public buildings) may provide an appropriate setting for larger and multiple sign applications per site. Requests will be considered by the HZC and Development Services staff on a case-by-case basis.
- [From graphic note on p. 8-16] Because pole–mounted and ground-mounted signs require vacant lot space and are designed primarily to attract the attention of passing motorists, they are not compatible with property at the core of the commercial district. Such signs should only be considered on **fringe properties along arterial streets** and only if they are designed and located to minimize visual impacts on the[2]

Zoning Ordinance:

Staff reviewed the requested alterations for conformity with the *City of Columbia Zoning Ordinance* standards relating to review of a Certificate of Appropriateness. The relevant sections of the Guidelines are listed below; the most applicable standards are **bolded** and underlined. Staff comments follow in the next section.

3.12.4 Standards for Review

In considering an application for a building or demolition permit or for a Certificate of Appropriateness, the Historic Zoning Commission shall be guided by the following criteria:

A. Every reasonable effort shall be made to provide a compatible use for a property that requires a minimal alteration of the building, structure, or site and its environment, or to use a property for its originally intended purpose.
B. The distinguishing original qualities or character of a building, structure, or site and its environment shall not be destroyed. The removal or alteration of any historic material or distinctive architectural feature shall be avoided.
C. All buildings, structures, and sites shall be recognized as products of their own time. Alterations that have no historical basis and that seek to create an earlier appearance shall be discouraged.
D. Changes that may have taken place in the course of time are evidence of the history and development of a building, structure, or site and its environment. These changes may

[2] Sentence is incomplete in the Guidelines.

have acquired significance in their own right, and this significance shall be recognized and respected.

E. Distinctive stylistic features or examples of skilled craftsmanship that characterize a building, structure, or site shall be treated with sensitivity.
F. 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, or pictorial evidence, rather than on conjectural designs or the availability of different architectural elements from other buildings or structures.
G. The surface cleaning of structures shall be undertaken with the gentlest means possible. Sandblasting and other cleaning methods that will damage the historic building materials shall not be undertaken.
H. Every reasonable effort shall be made to protect and preserve archaeological resources affected by, or adjacent to, any project.
I. Contemporary design for alterations and additions to existing properties shall not be discouraged when such alterations and additions do not destroy significant historical, architectural, or cultural material, and such design is compatible with the size, scale, color, material, and character of the property, neighborhood, or environment.

3.12.5 Final Action by the Historic Zoning Commission

The Historic Zoning Commission shall either:

A. Approve the application for certificate of appropriateness; or
B. Deny the application for certificate of appropriateness.

3.12.6 Denial of a Certificate of Appropriateness

A **denial of a Certificate of Appropriateness shall be accompanied by a statement of the reasons for the denial**. The Historic Zoning Commission shall **make recommendations to the applicant concerning changes, if any, in the proposed action that would cause the commission to reconsider its denial** and shall confer with the applicant and attempt to resolve as quickly as possible the differences between the owner and the commission. The applicant may resubmit an amended application or reapply for a building or demolition permit that takes into consideration the recommendations of the Historic Zoning Commission.

Staff Comment:

Design Guidelines

- Guidelines 8.6.a - c encourage the use of elegant and visually consistent signs without excessive text. The text of the proposed sign is primarily limited to the name of the business, the name of

the brand, as well as the call letters and frequency of its FM radio station. The sign also incorporates multiple logos. Staff finds that the proposed sign does not conform to strict application of the Guidelines' prescription that signage be "graphically clear, and free of clutter." However, the design and content of signage is not subject of administrative review under the Guidelines or the Zoning Ordinance. It is at the discretion of the Commission to determine whether the proposed signage meets the Guidelines' requirements for visual consistency.

- Guideline 8.6.b, as recently revised by the Commission, permits signs to use four colors provided that one of those colors is white or black and that white or black is used as the background. The proposed sign is composed of four colors, white (background), black (text), blue (lettering and logo) and orange (lettering and logo). This composition conforms to the revised guidelines.
- Guideline 8.6.b prohibits the use of more than three typefaces. The proposed sign uses four typefaces and therefore does not conform to the Guidelines.
- Guideline 8.6.f encourages signage that complements the appearance of the building's façade. The sign serves a building with a façade comprised of red brick with white accents and trim as well as gray shingle. It is within the Commission's discretion to determine whether the proposed sign compliments the building's façade.
- The application does not indicate whether the proposed sign will meet the specific standards at P. 8-16 of the Guidelines as they pertain to number, location, and orientation of ground mounted signs.
    - The existing sign is located in the right-of-way. The Zoning Ordinance and Design Guidelines require that signs be placed on private property. Additionally, the Guidelines require that signage in the Historic Districts be located at least two feet from the sidewalk. However, the City Attorney has determined that the applicant holds a perpetual easement allowing placement of this sign within the right-of-way.
    - The existing sign is perpendicular to the sidewalk. If the applicant prefers a different orientation, the Guidelines authorize the Commission to approve alternative orientations on a case-by-case basis.
- The proposed sign conforms to the dimensional requirements of a ground mounted sign at P. 8-16.
- The note on P. 8.16 of the Design Guidelines limits ground mounted signs within Historic Districts to "fringe properties along arterial streets." The subject property is located on an arterial street.

Zoning Ordinance

- The standards for review at 3.12.4 are incorporated into the Design Guidelines. In general, the guidelines direct the Commission to consider whether features like signs have visual qualities which are consistent with the features they replace.
- In the event that the Commission votes to deny the request for a Certificate of Appropriateness, the motion and subsequent discussion must identify the reasons for denial and recommendations for revising the proposed signage.

Recommendation

Approval of Certificate of Appropriateness subject to conditions.

Recommended Motion:

Move to approve issuance of a Certificate of Appropriateness and find that the proposed signage conforms to the Historic District Design Guidelines subject to the following condition(s):

1. That the sign be placed perpendicular to the right-of-way; [and]
2. [other conditions determined by the Commission].

Alternative Motions:

Alternative Motion [Approve]:

Move to find that the proposed signage conforms to the Historic District Design Guidelines and approve issuance of a Certificate of Appropriateness.

Alternative Motion [Approve Subject to Conditions]:

Move to approve issuance of a Certificate of Appropriateness and find that the proposed signage conforms to the Historic District Design Guidelines subject to the following conditions: [list conditions of approval].

Alternative Motion [Table for Future Consideration]:

Move to find that there is insufficient information to make a decision, table the application, and request that the applicant provide: [list additional information] for review at a future meeting.

Alternative Motion [Deny]:

Move to find that the project is not compatible with the Historic District Design Guidelines, and deny issuance of a Certificate of Appropriateness.

CITY OF COLUMBIA TENNESSEE

DEVELOPMENT SERVICES
700 NORTH GARDEN STREET
COLUMBIA, TN 38401
PHONE: (931) 560-1560
FAX: (931) 560-1541

HISTORIC ZONING COMMISSION

CERTIFICATE OF APPROPRIATENESS APPLICATION AND CHECKLIST
DEADLINE: 3RD MONDAY OF THE MONTH AT 4:00 PM

APPLICATION REVIEW GUIDELINES (PRE-APPLICATION MEETING REQUIRED PRIOR TO SUBMITTAL)

Application Requirements: All applications must be complete and include the required supporting materials listed on this form. Ten (10) copies of the request must be submitted to the Development Services Department for review by the published deadline. Incomplete applications will not be forwarded to the HZC for consideration.

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Application Representation: The applicant or an authorized representative of the applicant must attend the HZC meeting to support the application. At the meeting, staff will present a recommendation for the item, and then the applicant will be provided an opportunity to discuss the proposed scope of work and answer any commission questions.

Building Permit Requirements: In addition to an application, most proposals will require additional permitting from the City. Building or demolitions permits cannot not be issued without an approved COA for structures within a Historic District.

All work specifications must be completed as presented and approved: The HZC must review and approve any modifications or amendments to approved plans prior to any work taking place.

Please contact City Staff with any questions or to discuss any concerns during the HZC review & submittal process:
Columbia Development Services Department (931) 560-1560.

HISTORIC DISTRICT DESIGN GUIDELINES

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REQUIRED APPLICATION SUPPORTING MATERIALS

Please consult the list below for the necessary supporting materials to include within application packets. Ten (10) copies of the request are required for HZC review:

NEW CONSTRUCTION, NEW ADDITIONS	EXTERIOR ALTERATIONS	DEMOLITION, RELOCATION
○ Description of project and proposed materials ○ Site plan ○ Lot survey ○ Architectural elevations or drawings ○ Photographs of project site location ○ Photographs of existing building.	○ Description of project and proposed materials ○ Photographs of project site location ○ Architectural elevations or drawings ○ Specification information for any proposed materials/architectural features ○ Documentation of earlier historic appearance (restoration only) ○ Photographs of existing building.	○ Please consult the *Historic District Design Guidelines*. Pre-application meeting with the City Staff is required for proposed principal structure demolitions and relocations.

Note: The applicant shall provide any additional information as determined by the Development Services Department that will be necessary to obtain a full and complete review of the request by City Staff and/or by the Historic Zoning Commission.

The Columbia Historic Zoning Commission follows the *Secretary of the Interiors Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings*. Further guidance may be found online: http://www.nps.gov/tps/standards/rehabilitation.htm

Rev. 8/5/2019

CERTIFICATE OF APPROPRIATENESS APPLICATION

HISTORIC ZONING COMMISSION

APPLICANT

NAME	Raymond D Heath Hiram Group LLC	PHONE	865-207-8341
ADDRESS	2000 Newark Lane Unit G 200 Thompsons Station TN 37179	EMAIL	ray@hirambuild.com

PROPERTY OWNER

NAME	Carolyn Parr	PHONE	615-892-3600
ADDRESS	809 W 7th St Columbia TN 38401	EMAIL	carolynparr@me.com

PROJECT INFORMATION: WORK SPECIFIC

❑ NEW CONSTRUCTION *(select type)*

- ❑ Principle Structure
- ❑ Accessory Structure

❑ NEW ADDITION *(select type)*

- ❑ Principle Structure
- ❑ Accessory Structure

❑ DEMOLITION *(select type)*

- ❑ Principle Structure
- ❑ Accessory Structure
- ❑ Site Features

❑ *Loss of architectural and historical integrity and its removal will not adversely affect the district's historic character*

❑ *Denial of demolition will result in unreasonable economic hardship of the applicant*

❑ *Public safety and welfare requires the removal of the structure(s)*

❑ *Structural instability or deterioration of structure(s) as demonstrated through report by structural engineer or architect. Report clearly details physical condition of structure(s), reasons why rehabilitation is not feasible, and cost estimates for rehabilitation versus demolition. Additional report details proposed future action on site.*

❑ SIGNAGE *(select type)*

- ❑ Wall
- ❑ Freestanding
- ❑ Window
- ❑ Temporary
- ❑ Other

☒ EXTERIOR ALTERATIONS *(select type)*

- ☒ Roofing/Roof Structure (Dormers, Chimneys)
- ❑ Exterior Door Replacement/Alterations
- ❑ Exterior Window Replacement/Alterations
- ❑ Foundation Alterations
- ❑ Exterior Siding/Finishes/Masonry
- ❑ Porch/Deck Alterations
- ❑ Other (explain):

PROJECT INFORMATION

ADDRESS: 809 W 7th St Columbia TN 38401

SQUARE FOOTAGE OF PROPOSED ADDITIONS/NEW CONSTRUCTION :

EXISTING: 1800 ft^2 PROPOSED: 1800 ft^2

HEIGHT OF STRUCTURE FOR ADDITIONS/NEW CONSTRUCTION :

EXISTING: _____ ft PROPOSED: _____ ft

SQUARE FOOTAGE OF PROPOSED SIGNAGE

PROJECT INFORMATION: DESCRIPTION & SCOPE OF PROJECT

DESCRIBE PROPOSED PROJECT(S) AND LIST ALL PROPOSED MATERIALS. ATTACH ADDITIONAL SHEETS IF NECESSARY:

Remove dated and unsightly existing 3-tab asphalt shingle roof covering and replace with standing seam metal roof. Color TBD.

In filling out this application, I attest that (1) I am familiar with the rules, regulations, and procedures of the City of

Raymond D Heath		03.17.22
APPLICANT NAME	APPLICANT SIGNATURE	DATE

Text Text

Carolyn Parr		03.17.22
PROPERTY OWNER NAME	PROPERTY OWNER SIGNATURE	DATE

STAFF USE ONLY

DOCKET NO.		FEE PAID	
RECEIPT NO.		REQUESTED AGENDA	

DATE NOTICES SENT TO ADJACENT PROPERTY OWNERS	
DATE OF PUBLIC NOTICES IN DAILY HERALD	

COMMISSION ACTION	

Existing Home

SAMPLE ROOF

CITY OF COLUMBIA TENNESSEE
HISTORIC ZONING COMMISSION
STAFF REPORT

CONTACT INFORMATION
Austin Brass, City Planner, abrass@columbiatn.com , 931-560-1560

DOCKET/CASE/APPLICATION NUMBER	APPLICANT/PROPERTY OWNER
CA 22-0071	**Raymond D Heath Hiram Group/ Carolyn Parr**
HEARING DATE	PROPERTY ADDRESS/LOCATION
N/A	**809 West 7th Street**

PROJECT DESCRPTION:

This Certificate of Appropriateness request is for the replacement of an asphalt shingle roof to a standing seam metal roof located at 809 W 7th Street. As noted in the 1984 historic inventory, this 1910's era home is a contributing structure.

EXISTING ZONING	EXISTING LAND USE	SURROUNDING ZONING & LAND USE	SITE IMPROVEMENTS	Historic District
R-10 (Single-Family Residential)	Single-Family Residential	Single-Family Residential	Exterior Modifications. Roof	7th Street

STAFF RECOMMENDATION

APPROVE | APPROVE WITH CONDITIONS | DENY

Review Status and History:

Submission Status: First request for a Certificate of Appropriateness for this address.

Previous Approvals: N/A

1984 Historic Inventory: 809 West Seventh Street. Early 1910s, English Cottage Revival, one story, brick and stucco, side gable roof, four bays by three, two gables at entry, round arch entry, 9/1 windows, corbeled chimney, side porch, rear extension. **(Contributing).**

Proposed Alterations:

The following alterations has been requested by the applicant. See the application included as an attachment for a description of each element.

Item 1. Replacement of asphalt shingle roof to a standing seam metal roof.

Historic District Design Guidelines Referenced:

The requested alterations were reviewed against the standards contained in the *City of Columbia Residential Design Review Guidelines Manual*. The relevant sections of manual are included. Staff comments/evaluations are summarized at the end of each section.

Item 1. Replacement of asphalt shingle roof to a standing seam metal roof.

d. Replacement roofing materials that are compatible with the age and style of the building and visual qualities of the original material shall be used. Replacing specialty roofing such as slate, tile, and standing seam metal with in-kind materials is strongly encouraged where practical and feasible.
e. Substitute materials that are compatible with the visual character of the original material as perceived from the right-of-way shall be used. Select colors, textures, patterns, and finishes in consideration of the original materials. Dark asphalt, fiberglass, or composite shingles are most appropriate in the absence of historic roofing materials.

Item 1. Staff Comment:

As this dwelling is a contributing structure with a defined english cottage revival architecture; there is no historic precedent for a metal roof. Staff would advise the commission to take this item under advisement as a metal roof may alter the distinct appearance of this classic architectural style. Staff recommends that an architectural shingle roof be replaced as an in-kind replacement.

Alternative Motion [Approve]:

Move to find that the proposed alteration conforms to the Historic District Design Guidelines and approve issuance of a Certificate of Appropriateness.

Alternative Motion [Approve Subject to Conditions]:

Move to approve issuance of a Certificate of Appropriateness and find that the proposed alteration conforms to the Historic District Design Guidelines subject to the following conditions: [list conditions of approval].

Alternative Motion [Table for Future Consideration]:

Move to find that there is insufficient information to make a decision, table the application, and request that the applicant provide: [list additional information] for review at a future meeting.

Alternative Motion [Deny]:

Move to find that the project is not compatible with the Historic District Design Guidelines, and deny issuance of a Certificate of Appropriateness [list reasons for denial].

CITY OF COLUMBIA TENNESSEE

DEVELOPMENT SERVICES
700 NORTH GARDEN STREET
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HISTORIC ZONING COMMISSION

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Rev. 8/5/2019

CERTIFICATE OF APPROPRIATENESS APPLICATION

HISTORIC ZONING COMMISSION

APPLICANT

NAME	V. RACHELLE RODRIGUES	PHONE	615-300-6226
ADDRESS	1119 S. HIGH ST	EMAIL	RACHELLE@ITCITYDESIGN.COM

PROPERTY OWNER

NAME	V. RACHELLE RODRIGUES	PHONE	615-300-6226
ADDRESS	510 GREEN ACRES DR	EMAIL	RACHELLE@ITCITYDESIGN.COM

PROJECT INFORMATION: WORK SPECIFIC

☐ NEW CONSTRUCTION *(select type)*
- ☐ Principle Structure
- ☐ Accessory Structure

☐ NEW ADDITION *(select type)*
- ☐ Principle Structure
- ☐ Accessory Structure

☐ DEMOLITION *(select type)*
- ☐ Principle Structure
- ☐ Accessory Structure
- ☐ Site Features

☐ *Loss of architectural and historical integrity and its removal will not adversely affect the district's historic character*

☐ *Denial of demolition will result in unreasonable economic hardship of the applicant*

☐ *Public safety and welfare requires the removal of the structure(s)*

☐ *Structural instability or deterioration of structure(s) as demonstrated through report by structural engineer or architect. Report clearly details physical condition of structure(s), reasons why rehabilitation is not feasible, and cost estimates for rehabilitation versus demolition. Additional report details proposed future action on site.*

☐ SIGNAGE *(select type)*
- ☐ Wall
- ☐ Freestanding
- ☐ Window
- ☐ Temporary
- ☐ Other

☐ EXTERIOR ALTERATIONS *(select type)* (AMENDMENT)
- ☐ Roofing/Roof Structure (Dormers, Chimneys)
- ☐ Exterior Door Replacement/Alterations
- ☐ Exterior Window Replacement/Alterations
- ☐ Foundation Alterations
- ☐ Exterior Siding/Finishes/Masonry
- ☒ Porch/Deck Alterations
- ☐ Other (explain):

PROJECT INFORMATION

ADDRESS:
1119 S. High St Columbia, TN 38401

SQUARE FOOTAGE OF PROPOSED ADDITIONS/NEW CONSTRUCTION :
EXISTING:_____ ft² PROPOSED:_____ ft²

HEIGHT OF STRUCTURE FOR ADDITIONS/NEW CONSTRUCTION :
EXISTING:_____ ft PROPOSED:_____ ft

SQUARE FOOTAGE OF PROPOSED SIGNAGE

PROJECT INFORMATION: DESCRIPTION & SCOPE OF PROJECT

DESCRIBE PROPOSED PROJECT(S) AND LIST ALL PROPOSED MATERIALS. ATTACH ADDITIONAL SHEETS IF NECESSARY:

NEED APPROVAL TO MAKE A SLIGHT CHANGE TO THE FRONT PORCH RAILINGS FROM A PREVIOUS APPROVAL.

THIS IS AN IMPROVEMENT.

In filling out this application, I attest that (1) I am familiar with the rules, regulations, and procedures of the City of

RACHELLE RODRIGUEZ		3/21/22
APPLICANT NAME	APPLICANT SIGNATURE	DATE
VICTORIA RACHELLE RODRIGUEZ		3/21/22
PROPERTY OWNER NAME	PROPERTY OWNER SIGNATURE	DATE

STAFF USE ONLY

DOCKET NO.		FEE PAID	
RECEIPT NO.		REQUESTED AGENDA	

DATE NOTICES SENT TO ADJACENT PROPERTY OWNERS	
DATE OF PUBLIC NOTICES IN DAILY HERALD	

COMMISSION ACTION	

Monday March 21, 2022

Dear Historic Commission Member,

My name is Rachelle Rodrigues, and this letter is in reference to an amendment that I am requesting for:
1119 S. High St.
Columbia Arts District

Thank you again for your previous approval on the changes that I requested last year. My house is really starting to take shape and I'm getting rave reviews from the community and on social media.

In this packet, I have included photos of the screened-in porch and rails that you have previously approved. I hadn't fully settled on a railing system at that point, but I submitted some ideas of what I was considering.

Since then (while searching for building materials on Facebook Marketplace) I found the perfect custom 1930s/Art Deco iron rail that I simply lost my mind over!!
As a designer/builder and historic home aficionado, I had to have this rail for this house!
I begged the seller to sell it to me and no one else. Then I got in my SUV and flew to Birmingham to pick it up. Sounds easy, but it turned out to be a nightmare of a day trying to bring it back.

While still out of my mind with excitement over this rail, I then proceeded to hire a blacksmith and committed to a $2000 modification to fit my porch. I've currently invested $3500.

After the blacksmith, fabricated each new section and brought the first section out for a fitting, it occurred to me that I hadn't applied for approval of this design change.

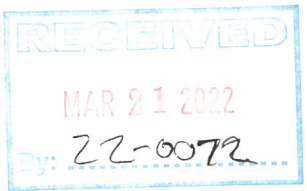
Needless to say, I really, really, really, really, really, really, really, really, really LOVE THIS RAIL!!
And I'm asking you to please, please, please, please, please, please, please GIVE IT YOUR APPROVAL!!

It meets ALL the Columbia Historic design guidelines, looks absolutely perfect with my 1930 Bungalow & adds true art & style to The Arts District!

FYI- I have submitted photos of the wide variety of Bungalow porch rails in the Columbia Historic District.
I found brick walls, stone walls, stucco walls, floor to ceiling shutters, wood railings, ornate iron and not-so ornate iron railings. I found no evidence of a standard style for a Bungalow porch perimeter.

Thank you for your selfless commitment to preserve our beautiful town!

Rachelle Rodrigues



Proposed Amendment Railing

Objective: Maintain and preserve the historic fabric of a porch. Engage a sympathetic approach to improvements to minimize their impact on the building and its relationship to the street.

For National Park Service guidance on maintaining historic wood porches, see "The Repair of Historic Wooden Porches" at nps.gov/tps/how-to-preserve/briefs/45-wooden-porches.htm.

PORCHES AND DECKS

4.19 RETAIN AND MAINTAIN HISTORIC PORCHES

a. Original and character-defining porches that are on the façade or on secondary elevations and visible from the right-of-way shall be retained unless historic documentation supports removal or alteration. This includes historic porches added later that reflect the stylistic evolution of a building and have gained significance in their own right. Removal of historic porches on rear elevations not visible from the right-of-way is discouraged.

b. The overall form, roof height and pitch, and scale of visible porches shall be retained.

c. Individual components such as balusters, steps, posts, columns, piers, cornices, flooring, and railings shall be maintained and repaired. Removing or altering elements that define the visual character of a porch is prohibited.

d. Protective finishes on wood and metal porch components shall be maintained to extend their useful life.

4.20 REPAIR AND REPLACE DETERIORATED PORCH COMPONENTS ON AN INDIVIDUAL BASIS

a. Only the deteriorated or missing section of a porch element shall be repaired or replaced. Replacement of otherwise intact features shall be avoided.

b. Where a porch feature is missing or deteriorated beyond repair, replacements shall be based on historical and physical evidence. In the absence of sufficient evidence, simplified designs compatible with the building's age and style shall be used. "Off-the-shelf" materials that are not compatible with the existing fabric shall be avoided.

c. Replacement materials shall match existing components or closely approximate the original size, scale, proportion, color, finish, and texture. Original materials are encouraged but alternative materials are permitted if they match the visual qualities of the original. Fiberglass and composite units are the most appropriate alternatives for elements such as columns and balustrades on façade and side porches. Metal replacement columns and posts are acceptable for the rear.

A CORNICES AND CEILINGS

Maintain original porch ceilings, including soffits, cornices, and trim work. Enwrapping wood soffits and ceilings with vinyl is prohibited.

B COLUMNS, POSTS, AND PIERS

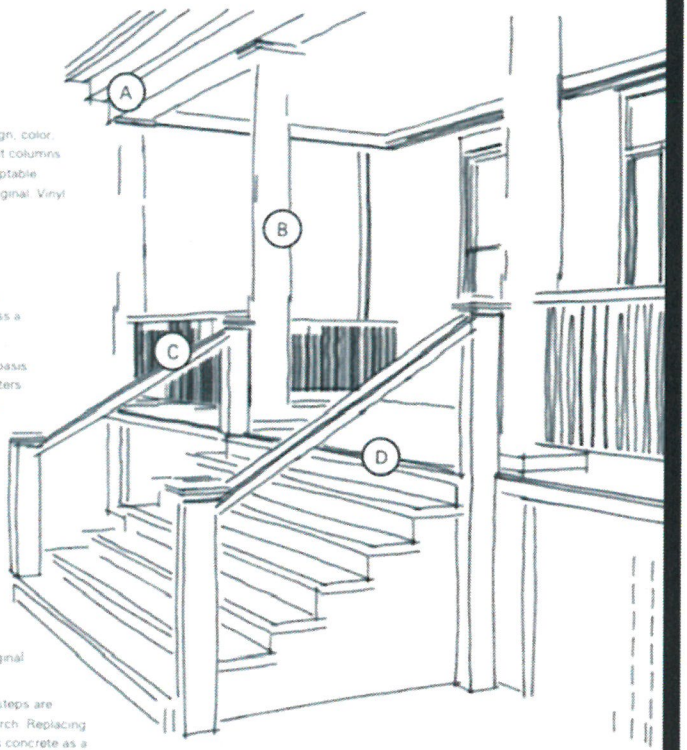
Replacement components shall match the original in size, scale, profile, design, color, and texture and shall be of visually compatible materials. Replacing full-height columns with shorter columns on piers is prohibited. Fiberglass components are acceptable replacements for wood so long as they replicate the visual qualities of the original. Vinyl components are prohibited.

C BALUSTRADES AND HANDRAILS

- Newel posts. Match the shape (square or round) to the balusters unless another design was historically used. Finish the post with a flat cap unless a decorative feature was historically present.
- Balusters. Repair or replace only deteriorated balusters on an individual basis unless deterioration is widespread. Duplicate the profile of original balusters when selecting replacement components. When reconstructing missing elements, use a design based on documentary evidence or a simplified design compatible with the scale of the porch.
- Rails. Duplicate the profile of the original rail when selecting replacement components. When reconstructing missing elements, use a design based on documentary evidence or a simplified design compatible with the scale of the porch. Bottom rails should be consistent with the top rail unless evidence exists for another design.

D DECKING/FLOOR AND STEPS

- Retain and repair original floors, addressing localized deterioration as appropriate. Replacement floors shall be visually compatible with the original as perceived from the right-of-way. Composite flooring is acceptable.
- Retain and repair porch steps in their original location. When new wood steps are constructed, use closed risers and maintain a scale appropriate to the porch. Replacing wood steps with masonry counterparts is not appropriate. Using pre-cast concrete as a material for porch steps is not appropriate unless it was historically present.



UNIQUE FEATURES. As illustrated in the above photographs, porches are among the most distinctive elements of a residence and shall be retained as character-defining features. Porches also serve an important function in helping to regulate temperature fluctuations between the exterior and interior spaces and should be embraced as an inherently "green" feature of historic buildings.

4.21 USE DISCRETION WHEN SCREENING OR ENCLOSING PORCHES

a. Open porches on the façade and highly-visible secondary elevations shall be retained. Visible porches at the rear of secondary elevations may be screened. Non-visible porches on secondary elevations and porches on rear elevations may be screened or enclosed.

b. When screening or enclosing a visible porch, elements such as columns, railings, and ornamentation shall be retained to maintain spatial relationships. Removal of character-defining features to screen or enclose a porch is prohibited.

c. Maximize transparency in the enclosure. Porches shall be screened or enclosed using the minimum number of vertical and horizontal framing members necessary. Vertical and horizontal members shall be aligned with existing porch elements to minimize their visual impact.

d. Reopening previously enclosed porches on the façade is encouraged.

4.22 DESIGN NEW PORCHES TO BE COMPATIBLE WITH THE BUILDING AND DISTRICT

a. Front porches shall only be added when there is documentary or physical evidence that one historically existed or when there is precedent for porches on buildings of similar style and age in the district. Adding front porches where there is no precedent or evidence that one historically existed is prohibited.

b. Front porch designs shall be based on historical or photographic evidence. In the absence of sufficient evidence for a particular component, a simplified design that is compatible with the building and site in height, width, scale, and detailing shall be used.

c. When a new porch is added on a side or rear elevation, the porch shall be compatible with the scale, character, and materials of the building. Simplified designs shall be used so as not to create a false sense of history.

d. The shape and materials of the porch roof shall be compatible with the overall building form.

4.23 DESIGN DECKS SO THAT THEY DO NOT DISRUPT THE CHARACTER OF THE BUILDING

a. Decks shall be located in inconspicuous areas such as the rear elevation and portions of secondary elevations with minimal visibility from the right-of-way. Decks on the façade or highly-visible secondary elevations are prohibited.

b. Decks shall be in scale with the site so that they do not significantly alter proportions of occupied space on a property.

c. Decks shall be located so that they do not require the alteration or removal of character-defining features.

d. Decks shall be installed so that they are structurally self-supporting and can be removed in the future without causing damage to the building.

e. Decks shall be simple in character and in scale with the building so that they do not compete visually with historic features. Screening decks from view along the right-of-way through plantings is strongly encouraged.

f. Decks should align with the height of the building's first floor. Decks above the first floor are strongly discouraged.

LOCATING DECKS. Decks should be appropriately scaled to the house and screened from view along the right-of-way when located on a visible elevation. Decks that are overtly large and visually prominent such as the one in the above photograph detract from the character of the building and streetscape, draw unnecessary attention, and are not appropriate.

Previously Approved Porch Enclosures for 1119 S. High Street

Social Media Responses

Jennifer James
Looks great!! 👍👍

3w Love Reply 1

Taylor Baumgarten
That's incredible ❤️

3w Love Reply 1

Debbie Shelton Cooper
💙✨💙

3w Love Reply 1

Adrienne Arter
Fantastic! Reminds me of the sun!
❤️

3w Love Reply 1

Helen E Bell
🤩Phenomenal!!

3w Love Reply 1

Stan Kriegsman
Nice railing.

3w Like Reply 1

Jim Anderton
Great unique touch.

Diana Heyman Giles
Love it! Ok, not the day from hell part. But wow that's a cool piece!!

3w Love Reply 1

Adora A. C. Harding
I am in love with that

3w Love Reply 1

Debbie Smartt
That is gorgeous! 😍

3w Love Reply 1

Terry Clifton Smith
Stunning

3w Love Reply 1

GA Ruppel
Great look to it!!👍👍👍

3w Like Reply

Meitra Aycock
I love it!

3w Love Reply 1

Tabatha Miller
They look great!!

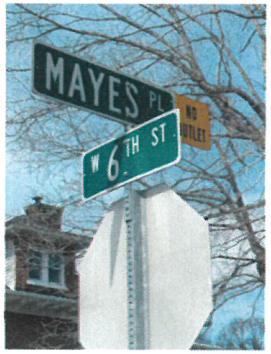
Claire Armbruster
So cool!

3w Like Reply 1

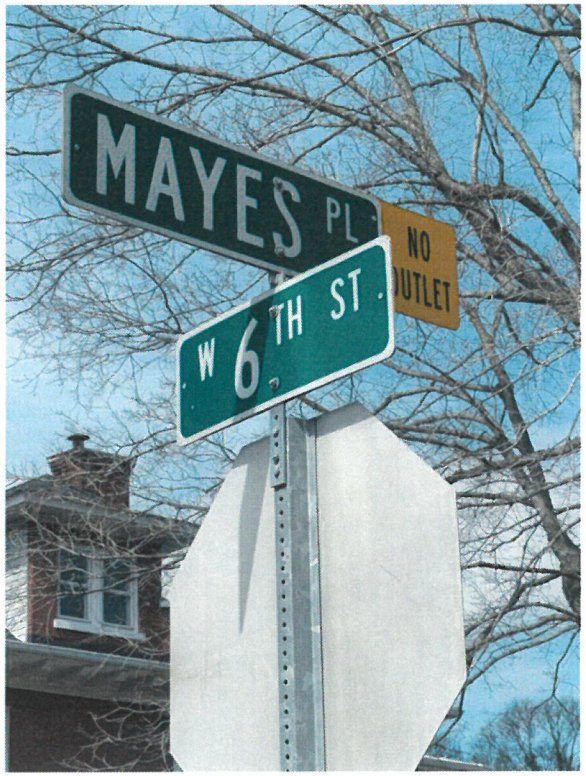
Teri Alea
Wow. You go!

3w Like Reply 1

Bungalows of Columbia Historic District



Bungalows of Columbia Historic District



Bungalows of Columbia Historic District

Bungalows of Columbia Historic District

Kevin McCarthy

From: Rachelle Rodrigues <rachelle@itcitydesign.com>
Sent: Wednesday, April 6, 2022 1:59 PM
To: Austin Brass; Melissa Sanders; Kevin McCarthy
Cc: Kellye Murphy; Kim Hayes; Paul Keltner; Chaz Molder; bmitchell0812@gmail.com; cmolder@moungermolder.com
Subject: Historic Distress

> Dear Columbia HZC,

>> This letter is to express my distress and frustration with the negative and non-supportive comments that were made (in my pre-application meeting) regarding the color of the brick on my front porch columns and the decorative rail amendment for 1119 South High Street and The Arts District.

Before making these design choices, I scoured through the HZC Guidelines & paid particular attention to the Introduction and the Commitment to Individuality that it "Embraces" and encourages.
>> Based on these "Guiding Principals," I honestly did not believe that these two choices were going to require pre-approval from the HZC. I was surprised to have to submit and amendment and go through this time consuming process again.

GUIDING PRINCIPLES FOR HISTORIC PRESERVATION

Through discussion with local stakeholders, the following guiding principles for historic preservation in Columbia emerged, which inform the design guidelines:

EMBRACE INDIVIDUALITY

None of Columbia's historic districts are exactly alike. Recognizing the individual character of each area through the preservation of authentic features is critical to promoting the cultural identity of the larger community.

SUPPORT THE COMMUNITY'S SENSE OF PLACE

A strong cultural identity encourages community appreciation and local investment. Embracing the community's sense of place through preservation of our historic fabric fosters a sense of community pride, promotes visual interest, and enriches our understanding of the past.

PROMOTE RESPONSIBILITY

Providing property owners with the tools necessary to be a partner in the preservation of the community is critical to the success of the City's historic preservation program.

BALANCE PRESERVATION AND MODERN NEEDS

Allowing for active use and enjoyment of our heritage assets is essential to the well-being of Columbia as a vibrant, living community. Paramount to this is the appropriate balance between preservation and adaptation and innovation, which bring new life to buildings over time.

>> To explain my frustration:
>> This house had been completely neglected for decades and had been abandoned for 8 years prior to my purchase.
>> The previous property owners and the Columbia Historic Commision did ABSOLUTELY NOTHING to preserve this house!

> A few photos of the decay:

>> I have been the only person willing to take on this monster of a project and it has been a huge time commitment and financial expense….including lost wages from taking time off of work to project manage each trade.
>> I am approaching $300k and am only half way finished….the windows and doors were $41,000 alone.

>> Materials and labor are astonishingly expensive and both are nearly impossible to find. The wait times add to the pressure and expense of paying for borrowed money with fluctuating interest rates.

>> EVERY element in and around this house needed attention or replacement…it was a crumbling rotten mess! EVERY TIME I remove a failed feature I discover rot, mold or termite damage beneath it. These discoveries are very expensive and highly discouraging set backs.

>> I am constantly wondering why the city thought it was OK to leave this house in such a dilapidated state, but not OK to make visually pleasing improvements without being put through the paces or scrutinized?!

>> I understand that your job is to enforce guidelines to prevent poor choices and historic destruction.
>> I respect and appreciate that very much.
>> But, what I can't understand is why MY small and historically appropriate choices seem to be such a problem?
>> Especially, when I see entire houses of painted brick (the ultimate historic no-no) and a colossal eyesore like the giant Paul Varney retaining wall that has recently erupted on West 6th.
>> SERIOUSLY??!!
>> The features of the house are completely dwarfed by this ridiculously disproportionate wall and this is allowed?! No other house on the entire street has this feature or is so disconnected from the road!

PROLinx
Stewart
Builder Supply

>> My house is in a very rough part of the Historic District with slumlord rentals, distressed and collapsing older buildings, vinyl siding, prefab homes, hoarders with junk pouring out of their homes onto their decks and porches, junk cars in the yards and homeless people sleeping in tents, but the color of the brick on the bottom of my columns & my handcrafted railing (totaling nearly $10k) is being questioned and not supported by the HZC office???!!!

>> My brain simply can not reconcile this thought process and contradictory behavior. It is insulting, dysfunctional, demoralizing and infuriating!

I hope that you are starting to understand why this feels like a personal attack.
> Especially, when the community gives me so much support and positive feedback. Everywhere I go, people comment on what a beautiful job I'm doing and how much they love the ornamental rail. I get more social media likes and comments than on any other project and I love watching the joyous reactions when I show photos of my design choices.
>
>> Photos of the rebuilt porch columns and proposed railing:

Art Deco 1920s-1930’s custom handcrafted iron railing has been modified to fit and will be sandblasted and powder coated in a satin black finish.

9

>> Also, I am the only property owner on my block that has bothered to show respect for the historic zoning process and I have witnessed several unapproved modifications pop up around me with no consequence.
> Once again, I ask…why aren't you encouraging and supporting ME?

>> I would think that if someone were going to accept a position in your department that their number one priority would be to

encourage those of us who are willing to suffer through the restoration process, preserve history and elevate distressed neighborhoods.
>> Otherwise, what is our reward and motivation? Why would we ever want to do this again in the City of Columbia?

>> My reward is (usually) in the creative process and the pride that I get from saving another, sad old structure.
>> I also get great pleasure from using my expertise to create an impressive home or building for the community.

>> This is what I do.
>> I am a professional designer and builder and I have been improving properties for over 40 years. My dad was also a steward of old structures and it must be in my DNA because I sleep, eat and breathe this process.
>> My portfolio includes:
>> • Countless Home Restorations
>> • Rippavilla Restorations
>> • San Francisco Victorian Restorations
>> • Magazine Covers
>> • Invitation to appear in segments of HGTV
>> • Invitations to Judge Elegant Home Tours
>> •Junior League Show Homes
>> • My work appeared on The Oprah Winfrey Show

>> I am not some novice who doesn't know what type of ornamental iron railing is appropriate for the front porch of a 1930 Craftsman Bungalow.

>> When I'm lucky enough to find just the right architectural element (my deco railing) I get very excited and it's the silver lining to this crazy-making construction business…especially for my own personal home & during a supply chain crisis.

>> I understand that your department is in a delicate position between enforcing guidelines and showing favoritism.

>> If you're department needs someone to begin enforcing new rules on or make an example of, I would really appreciate it if you would show some mercy & find someone else.
>> Instead of more obstacles, I need all the help & support that I can get please.

I have complied, filled out an amendment application and turned in my 10 packets to the HZC office, but if this could be handled without appearing in front of the HZC board again on April 14th, that would be a very big help.

>> Respectfully,
>> Victoria Rachelle Rodrigues

CITY OF COLUMBIA TENNESSEE
HISTORIC ZONING COMMISSION
STAFF REPORT

CONTACT INFORMATION
Kevin C. McCarthy, Planning Associate II, kmccarthy@columbiatn.com, 931-560-1531

DOCKET/CASE/APPLICATION NUMBER
CA 22-0072

APPLICANT/PROPERTY OWNER
V. Rachelle Rodrigues

HEARING DATE
N/A

PROPERTY ADDRESS/LOCATION
1119 South High Street

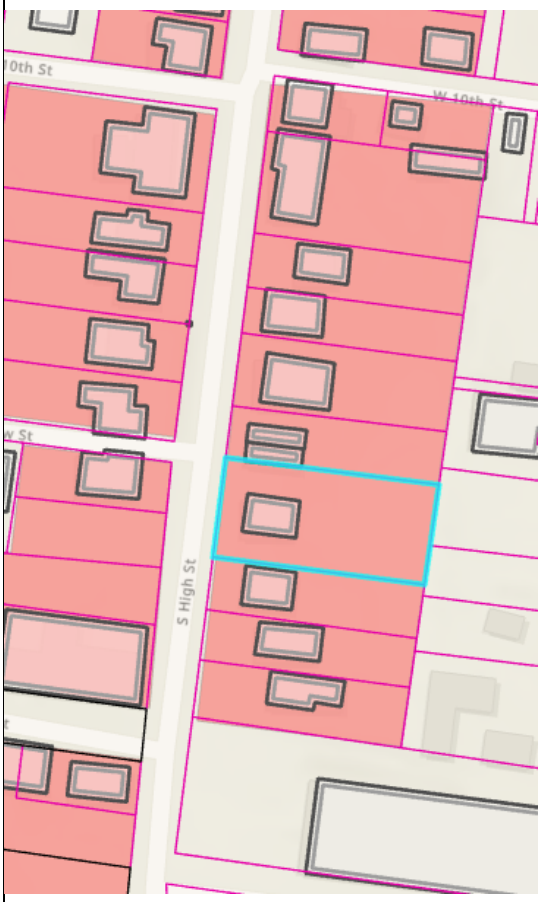
PROJECT DESCRPTION: Revision to Certificate of Appropriateness

The applicant requests approval of design revisions for a previously approved Certificate of Appropriateness (CoA Case #21-0010). In February of 2021, the Commission approved the addition of dormers, modification of the existing porch columns, screening of the porch, and replacement of windows.

The subject property is a modified craftsman style home built in 1930. It has likely undergone multiple alterations over time. The home suffered from deferred maintenance and termite damage before the applicant requested the initial CoA and began restoring the property.

The proposed deviation from the previously approved designs consists of the addition of decorative railings crafted from 1930s cast iron. The applicant salvaged the iron rail used to fabricate the railings from a historic structure in Birmingham, Alabama. The applicant also proposes the replacement of the brick at the bases of the columns. This is an after-the-fact request for approval with regard to the brick, which has already been installed. The applicant has provided images of similar metal elements on historic homes. The applicant has also provided supportive comments from community members collected from social media. The property is located in the Columbia Arts District Overly. The applicant has noted that the cast iron railings add an eclectic element to the façade that is arguably in keeping with the character of the Arts District. The Design Guidelines do not consider the overlap between the Historic Districts and the Arts District Overlay.

The proposed alterations do not conform to the Historic District Design Guidelines.



EXISTING ZONING	EXISTING LAND USE	SURROUNDING ZONING & LAND USE	SITE IMPROVEMENTS	Historic District
MRC (Mixed Residential Commercial)	Single-Family Residential	MCR (Single-Family Residential)/ IG (non-conforming Single-Family Residential)	Change of Materials used on Facade	Athenaeum

STAFF RECOMMENDATION		
APPROVE	APPROVE WITH CONDITIONS	DENY

Review Status and History:

Submission Status: Second request for a Certificate of Appropriateness for renovations at this address.

Previous Approvals: CoA 21-0010 – Request for renovations and additions, approved.

1984 Historic Inventory: N/A.

Proposed Alterations:

Change in Façade Materials

- Replace previously approved railing with decorative 1930s cast iron; and
- Replace brick column bases with material of different color.

Historic District Design Guidelines Referenced:

Staff reviewed the requested alterations for consistency with the *City of Columbia Historic Design Guidelines* for residential new construction. The relevant sections of the Guidelines are listed below; the most applicable standards are **bolded** and underlined.

Change in Façade Materials

3.17 Maintain Compatibility when Selecting Replacement Materials (Universal Guidelines)

a. Only sections that are deteriorated beyond repair or lack structural integrity shall be replaced. Total replacement of an entire feature when only isolated deterioration is present shall be prohibited unless fabrication of a patching piece is not feasible or practical.
b. Replacement materials shall match the original in design, dimension, profile, detail, and texture. To the extent feasible and practical, in-kind materials are strongly encouraged. If in-kind materials are not feasible, use materials such as aluminum, steel and fiberglass when they can appropriately replicate historic features without diminishing the visual qualities of the property. Substitute materials that replicate the original will be reviewed on a case-by-case basis by the HZC based on their durability and compatibility.
c. Where features are missing, replacement designs shall be based on accurate physical or historical evidence. In the absence of evidence, a simplified design that is compatible with the building in scale, size, and detail shall be used.

d. **Adding metal features that have no historical basis conveys a false sense of history and is prohibited.**

P 4-16 Residential Guidelines Porches and Decks (Illustration)

c. Rails: **Duplicate the profile of the original rail when selecting replacement components**. When reconstructing missing elements, **use a design based on documentary evidence or a simplified design compatible with the scale of the porch**. Bottom rails should be consistent with the top rail unless evidence exists for another design.

Zoning Ordinance:

Staff reviewed the requested alterations for conformity with the *City of Columbia Zoning Ordinance* standards relating to review of a Certificate of Appropriateness. The relevant sections of the Guidelines are listed below; the most applicable standards are **bolded** and underlined. Staff comments follow in the next section.

3.12.4 Standards for Review

In considering an application for a building or demolition permit or for a Certificate of Appropriateness, the Historic Zoning Commission shall be guided by the following criteria:

A. Every reasonable effort shall be made to provide a compatible use for a property that requires a minimal alteration of the building, structure, or site and its environment, or to use a property for its originally intended purpose.
B. The distinguishing original qualities or character of a building, structure, or site and its environment shall not be destroyed. The removal or alteration of any historic material or distinctive architectural feature shall be avoided.
C. All buildings, structures, and sites shall be recognized as products of their own time. Alterations that have no historical basis and that seek to create an earlier appearance shall be discouraged.
D. Changes that may have taken place in the course of time are evidence of the history and development of a building, structure, or site and its environment. These changes may have acquired significance in their own right, and this significance shall be recognized and respected.
E. Distinctive stylistic features or examples of skilled craftsmanship that characterize a building, structure, or site shall be treated with sensitivity.
F. 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, or pictorial evidence, rather than on conjectural designs or the availability of different architectural elements from other buildings or structures.

G. The surface cleaning of structures shall be undertaken with the gentlest means possible. Sandblasting and other cleaning methods that will damage the historic building materials shall not be undertaken.
H. Every reasonable effort shall be made to protect and preserve archaeological resources affected by, or adjacent to, any project.
I. Contemporary design for alterations and additions to existing properties **shall not be discouraged** when such alterations and additions **do not destroy significant historical, architectural, or cultural material**, and such **design is compatible with the size, scale, color, material, and character of the property, neighborhood, or environment**.

3.12.5 Final Action by the Historic Zoning Commission

The Historic Zoning Commission shall either:

A. Approve the application for certificate of appropriateness; or
B. Deny the application for certificate of appropriateness.

3.12.6 Denial of a Certificate of Appropriateness

A **denial of a Certificate of Appropriateness shall be accompanied by a statement of the reasons for the denial**. The Historic Zoning Commission shall **make recommendations to the applicant concerning changes, if any, in the proposed action that would cause the commission to reconsider its denial** and shall confer with the applicant and attempt to resolve as quickly as possible the differences between the owner and the commission. The applicant may resubmit an amended application or reapply for a building or demolition permit that takes into consideration the recommendations of the Historic Zoning Commission.

Staff Comment:

- The Historic District Design Guidelines are clear that railings and metal elements on residential facades should have a historic precedent on the site. The proposed railings were fabricated from 1930s iron rail salvaged from a historic structure. The material and design are consistent with the period of the home. The applicant has provided images of similar metal elements on historic homes. However, the applicant has not provided documentary evidence that a cast iron railing of this type has a precedent on the subject property. For this reason, staff cannot recommend approval. The staff recommendation is based on the plain text of the Guidelines. The Commission may, in its discretion, determine that the decorative cast iron elements, which were obtained through architectural salvage, are appropriate for a residential façade in the Athenaeum District.
- The brick at the base of the columns does not match the material it replaces. It is within the purview of the Commission to approve or deny the change.
- If the Commission moves to deny the request, the Zoning Ordinance requires a statement of the reasons for denial (see staff's suggested motion). A vote to deny the request should be followed by a discussion with the applicant to make recommendations concerning any changes that would cause the Commission to reconsider its decision.

- Under 3.12.4.I of the Zoning Ordinance, the Commission may find that the alteration is consistent with the size, scale, color, material, and character Arts District ("neighborhood or environment") and does not "destroy significant historical, architectural, or cultural material." Staff does not recommend this course of action because it may complicate strict application of the Guidelines to other properties in the future. However, under the Ordinance, it is within the Commission's discretion to determine that the alteration is appropriate.

Recommendation:

Deny the Request for a Certificate of Appropriateness.

Recommended Motion:

Move to find that the proposed alterations are not compatible with the Historic District Design Guidelines, and deny issuance of a Certificate of Appropriateness, because:

- The proposed changes do not conform to the Historic Design Guidelines, specifically, that the applicant has not provided documentary evidence of a similar metal railing on the home or a simplified design compatible with the scale of the porch as required by the Guidelines section pertaining to residential porches and decks;
- That the addition of the metal features conveys a false sense of history and is prohibited by the Guidelines at section 3.17.d; and
- That the change of brick does not conform to the previously approved CoA.

[Discussion following the motion should include recommended changes, if any, that would cause the Commission to reconsider its decision.]

Alternative Motions:

Alternative Motion [Approve Based on Section 3.12.4.1 of the Zoning Ordinance]:

Move to find that the proposed alterations constitute a contemporary design that is compatible with size, scale, color, material, and character of the property's neighborhood or environment in the Columbia Arts District and approve issuance of a Certificate of Appropriateness.

Alternative Motion [Approve]:

Move to find that the proposed alterations conform to the Historic District Design Guidelines and approve issuance of a Certificate of Appropriateness.

Alternative Motion [Approve Subject to Conditions]:

Move to approve issuance of a Certificate of Appropriateness and find that the proposed alterations conform to the Historic District Design Guidelines subject to the following conditions: [list conditions of approval].

Alternative Motion [Table for Future Consideration]:

Move to find that there is insufficient information to make a decision, table the application, and request that the applicant provide: [list additional information] for review at a future meeting.

Alternative Motion [Deny]:

Move to find that the proposed alterations are not compatible with the Historic District Design Guidelines, and deny issuance of a Certificate of Appropriateness [list reasons for denial].

CERTIFICATE OF APPROPRIATENESS APPLICATION

HISTORIC ZONING COMMISSION

APPLICANT

NAME	ROBYN GRAHAM	PHONE	931-388-3810
ADDRESS	412 W. 9th St. Col.	EMAIL	robyn.graham@tkds.org

PROPERTY OWNER

NAME	The King's Daughters' School	PHONE	931-388-3810
ADDRESS	412 W. 9th St. Col.	EMAIL	robyn.graham@tkds.org info@tkds.org

PROJECT INFORMATION: WORK SPECIFIC

☐ NEW CONSTRUCTION *(select type)*
- ☐ Principle Structure
- ☐ Accessory Structure

☐ NEW ADDITION *(select type)*
- ☐ Principle Structure
- ☐ Accessory Structure

☐ DEMOLITION *(select type)*
- ☐ Principle Structure
- ☐ Accessory Structure
- ☐ Site Features

☐ *Loss of architectural and historical integrity and its removal will not adversely affect the district's historic character*

☐ *Denial of demolition will result in unreasonable economic hardship of the applicant*

☐ *Public safety and welfare requires the removal of the structure(s)*

☐ *Structural instability or deterioration of structure(s) as demonstrated through report by structural engineer or architect. Report clearly details physical condition of structure(s), reasons why rehabilitation is not feasible, and cost estimates for rehabilitation versus demolition. Additional report details proposed future action on site.*

☐ SIGNAGE *(select type)*
- ☑ Wall
- ☐ Freestanding
- ☐ Window
- ☐ Temporary
- ☐ Other

☐ EXTERIOR ALTERATIONS *(select type)*
- ☐ Roofing/Roof Structure (Dormers, Chimneys)
- ☐ Exterior Door Replacement/Alterations
- ☐ Exterior Window Replacement/Alterations
- ☐ Foundation Alterations
- ☐ Exterior Siding/Finishes/Masonry
- ☐ Porch/Deck Alterations
- ☑ Other (explain):

ADDING SCHOOL NAME TO BUILDING.

PROJECT INFORMATION

ADDRESS:
412 W. 9th St. Columbia, TN 38401

SQUARE FOOTAGE OF PROPOSED ADDITIONS/NEW CONSTRUCTION :
EXISTING: _____ ft² PROPOSED: N/A ft²

HEIGHT OF STRUCTURE FOR ADDITIONS/NEW CONSTRUCTION :
EXISTING: _____ ft PROPOSED: N/A ft

SQUARE FOOTAGE OF PROPOSED SIGNAGE
18" height 31' 3 3/4" length

PROJECT INFORMATION: DESCRIPTION & SCOPE OF PROJECT

DESCRIBE PROPOSED PROJECT(S) AND LIST ALL PROPOSED MATERIALS. ATTACH ADDITIONAL SHEETS IF NECESSARY:
The King's Daughters' School has recently completed our approved renovation project. We need to add signage / letters to identify our building. Previously, the lettering was much larger. We propose to add 18" metal letters across the front of our building.

In filling out this application, I attest that (1) I am familiar with the rules, regulations, and procedures of the City of

Robyn Graham — APPLICANT NAME
Robyn Graham — APPLICANT SIGNATURE
3/11/22 — DATE

Robyn Graham on behalf of The King's Daughters School — PROPERTY OWNER NAME
Robyn Graham — PROPERTY OWNER SIGNATURE
3/11/22 — DATE

STAFF USE ONLY

DOCKET NO.		FEE PAID	
RECEIPT NO.		REQUESTED AGENDA	

DATE NOTICES SENT TO ADJACENT PROPERTY OWNERS	
DATE OF PUBLIC NOTICES IN DAILY HERALD	

COMMISSION ACTION	

PLATE LETTERS

SCALE: 1/4"=1'0"

.25" THICK PLATE LAMUINUM LETTERS
PAINTED ARCHITECTURAL BROWN - EXACT TBD
STUD MOUNTED
(INSTALLED CENTERED ON SMALL WINDOW)

JOSLIN AND SON SIGNS
CUSTOM SINCE 1977

630 MURFREESBORO PIKE
NASHVILLE, TN 37210

615_255_3463
615_255_3518 FAX

JOSLINSIGN.COM

KINGS DAUGHTERS' SCHOOL, THE

412 WEST 9TH ST
COLUMBIA, TN 38401

DRW#_	220217-E10
QUOTE#_	104446
WK_ORD#_	------
DESIGNER_	J.MORTON
PROJ_MGR_	D.ERVIN
DATE_	3.9.22

COLORS & FINISHES:
ARCHITECTURAL BROWN

CUSTOMER SIGNATURE

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CITY OF COLUMBIA TENNESSEE
HISTORIC ZONING COMMISSION
STAFF REPORT

CONTACT INFORMATION
Austin Brass, City Planner, abrass@columbiatn.com , 931-560-1560

DOCKET/CASE/APPLICATION NUMBER	APPLICANT/OWNER
CA 22-0080	**Robyn Graham/ King's Daughters School**
HEARING DATE	PROPERTY ADDRESS/LOCATION
N/A	**412 W 9th Street**

PROJECT DESCRPTION:

This Certificate of Appropriateness request is for the placement of 16.5'' stud mounted metal letters to be added at the entrance façade of King's Daughters School. The requested signage will not exceed 39.5 SF.

EXISTING ZONING	EXISTING LAND USE	SURROUNDING ZONING & LAND USE	SITE IMPROVEMENTS	Historic District
R-6 (Single-Family Residential)	Institutional	R-6/ Single-Family Residential	Exterior Alterations (Signage)	Athenaeum

STAFF RECOMMENDATION

APPROVE | APPROVE WITH CONDITIONS | DENY

Review Status and History

Submission Status:	Second request for a Certificate of Appropriateness for this address.
Previous Approvals:	CA 22-0048. Request from King's Daughters School for the construction of a new main entrance that consists of a greek revival design with an eifs façade including new doors and windows, approved.
1984 Historic Properties Inventory Details:	None listed in current inventory. Information from the Maury County Assessor's office indicate this structure as being officiated in 1976. Non-Contributing Status.

Proposed Alterations

The following alterations has been requested by the applicant. See the application included as Attachment A for a description of each element.

Item 1. Placement of signage at the entrance façade of King's Daughters School not to exceed 39.5 SF.

Historic District Design Guidelines Referenced

The requested alterations were reviewed against the standards contained in the *City of Columbia Commercial Design Review Guidelines Manual*. The relevant sections of manual are included. Staff comments/evaluations are summarized at the end of each section.

The primary consideration for non-contributing buildings is to make sure that future changes to the property are compatible with the district and are not intrusive to the district's overall character or sense of place. As such the following standards shall apply to non-contributing buildings

Objective: Minimize the visual impacts of signage in primarily residential areas.

a. Signage shall not be visually intrusive, overwhelming, or incompatible with the significant features of a particular building, site, adjacent buildings, or the broader district.
b. Signs should not be mounted on balustrades, cover windows, or obscure, destroy, or diminish character-defining features.
c. Design should be simple in approach and promote readability. Materials, colors, and lettering should
be uniform to promote a cohesive appearance.
d. Signs should generally reflect only the name, logo, or nature of the business, service, or entity. Signs that display national brand names or logos unrelated to the entity located in the building are prohibited. Sign shapes and sizes shall be compatible in size, scale, and in proportion to the building and area in which they are located.
f. Colors should be complementary to the scheme of the building and promote readability. Generally, signs with more than three colors are prohibited.
g. Signs shall be constructed of durable materials appropriate for the building, site, and district. Metal, wood, stone, and other such traditional materials are encouraged as are urethane and other synthetic materials that approximate traditional materials. Glossy plastics, vinyl, and reflective materials are prohibited.
h. Wall-mounted signs should be placed near a publicly accessible entrance and shall be on the façade. On converted residential buildings, signs generally should be attached to the first floor, suspended from a porch cornice, or centered between porch columns.

Item 1 Staff Comment:

This request is for the placement of a wall mounted sign consisting of (39.5 SF) 16.5'' stud mounted letters on the front façade of the recently re-built King's Daughters School entrance on West 9th Street. As in institutional use in an R-6 Zoning district, the building would be considered non-conforming to the underlying zoning district and non-contributing to the historic district. The proposed placement of the sign would align with the guidelines as described above as it would be mounted in the appropriate location nearest to the entrance and uses a color that

is complimentary to the eifs façade. The proposed sign would replace the dedicated signage area that was formerly placed on the building before the new entrance was added with wall mounted signage that exceeded 40 SF.

Alternative Motions:

Alternative Motion [Approve]:

Move to find that the proposed signage conforms to the Historic District Design Guidelines and approve issuance of a Certificate of Appropriateness.

Alternative Motion [Approve Subject to Conditions]:

Move to approve issuance of a Certificate of Appropriateness and find that the proposed signage conforms to the Historic District Design Guidelines subject to the following conditions: [list conditions of approval].

Alternative Motion [Table for Future Consideration]:

Move to find that there is insufficient information to make a decision, table the application, and request that the applicant provide: [list additional information] for review at a future meeting.

Alternative Motion [Deny]:

Move to find that the project is not compatible with the Historic District Design Guidelines, and deny issuance of a Certificate of Appropriateness [list reasons for denial].

CITY OF
COLUMBIA
TENNESSEE

DEVELOPMENT SERVICES
700 NORTH GARDEN STREET
COLUMBIA, TN 38401
PHONE: (931) 560-1560
FAX: (931) 560-1541

HISTORIC ZONING COMMISSION

CERTIFICATE OF APPROPRIATENESS APPLICATION AND CHECKLIST
DEADLINE: 3RD MONDAY OF THE MONTH AT 4:00 PM

APPLICATION REVIEW GUIDELINES (PRE-APPLICATION MEETING REQUIRED PRIOR TO SUBMITTAL)

Application Requirements: All applications must be complete and include the required supporting materials listed on this form. Ten (10) copies of the request must be submitted to the Development Services Department for review by the published deadline. Incomplete applications will not be forwarded to the HZC for consideration.

Application Deadlines: Applications and support materials must be submitted according to the published Deadline Schedule. Application deadlines are the 3rd Monday of each month at 4PM. Regular HZC meetings typically take place on the second Thursday of each month at 4:00 PM in Columbia City Hall.

Application Representation: The applicant or an authorized representative of the applicant must attend the HZC meeting to support the application. At the meeting, staff will present a recommendation for the item, and then the applicant will be provided an opportunity to discuss the proposed scope of work and answer any commission questions.

Building Permit Requirements: In addition to an application, most proposals will require additional permitting from the City. Building or demolitions permits cannot not be issued without an approved COA for structures within a Historic District.

All work specifications must be completed as presented and approved: The HZC must review and approve any modifications or amendments to approved plans prior to any work taking place.

Please contact City Staff with any questions or to discuss any concerns during the HZC review & submittal process:
Columbia Development Services Department (931) 560-1560.

HISTORIC DISTRICT DESIGN GUIDELINES

The individual *Historic District Design Guidelines* provide guidance for most commonly proposed changes. The HZC consults the design criteria when reviewing applications for Certificates of Appropriateness. Please refer to the guidelines prior to submitting an application. The guidelines, along with other useful links, are available on the City website at **www.columbiatn.com**

REQUIRED APPLICATION SUPPORTING MATERIALS

Please consult the list below for the necessary supporting materials to include within application packets. Ten (10) copies of the request are required for HZC review:

NEW CONSTRUCTION, NEW ADDITIONS	EXTERIOR ALTERATIONS	DEMOLITION, RELOCATION
○ Description of project and proposed materials ○ Site plan ○ Lot survey ○ Architectural elevations or drawings ○ Photographs of project site location ○ Photographs of existing building.	○ Description of project and proposed materials ○ Photographs of project site location ○ Architectural elevations or drawings ○ Specification information for any proposed materials/architectural features ○ Documentation of earlier historic appearance (restoration only) ○ Photographs of existing building.	○ Please consult the *Historic District Design Guidelines*. Pre-application meeting with the City Staff is required for proposed principal structure demolitions and relocations.

Note: The applicant shall provide any additional information as determined by the Development Services Department that will be necessary to obtain a full and complete review of the request by City Staff and/or by the Historic Zoning Commission.

The Columbia Historic Zoning Commission follows the *Secretary of the Interiors Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings*. Further guidance may be found online: http://www.nps.gov/tps/standards/rehabilitation.htm

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MAR 18 2022
By: .....

CERTIFICATE OF APPROPRIATENESS APPLICATION

HISTORIC ZONING COMMISSION

APPLICANT

NAME	Bryson Leach	PHONE	931-797-4348
ADDRESS	1001 Hillcrest Ave Columbia, TN	EMAIL	brysonleach@gmail.com

PROPERTY OWNER

NAME	Amy M Gibbons	PHONE	615-300-0864
ADDRESS	811 School Street	EMAIL	amymontgomerygibbons@icloud.com

PROJECT INFORMATION: WORK SPECIFIC

❑ NEW CONSTRUCTION *(select type)*

- ❑ Principle Structure
- ❑ Accessory Structure

❑ NEW ADDITION *(select type)*

- ❑ Principle Structure
- ❑ Accessory Structure

❑ DEMOLITION *(select type)*

- ❑ Principle Structure
- ❑ Accessory Structure
- ❑ Site Features

❑ *Loss of architectural and historical integrity and its removal will not adversely affect the district's historic character*

❑ *Denial of demolition will result in unreasonable economic hardship of the applicant*

❑ *Public safety and welfare requires the removal of the structure(s)*

❑ *Structural instability or deterioration of structure(s) as demonstrated through report by structural engineer or architect. Report clearly details physical condition of structure(s), reasons why rehabilitation is not feasible, and cost estimates for rehabilitation versus demolition. Additional report details proposed future action on site.*

❑ SIGNAGE *(select type)*

- ❑ Wall
- ☒ Freestanding
- ❑ Window
- ❑ Temporary
- ❑ Other

❑ EXTERIOR ALTERATIONS *(select type)*

- ❑ Roofing/Roof Structure (Dormers, Chimneys)
- ❑ Exterior Door Replacement/Alterations
- ❑ Exterior Window Replacement/Alterations
- ❑ Foundation Alterations
- ❑ Exterior Siding/Finishes/Masonry
- ❑ Porch/Deck Alterations
- ❑ Other (explain):

PROJECT INFORMATION

ADDRESS:

808 Walker Street

SQUARE FOOTAGE OF PROPOSED ADDITIONS/NEW CONSTRUCTION :

EXISTING: _____ ft^2 PROPOSED: _____ ft^2

HEIGHT OF STRUCTURE FOR ADDITIONS/NEW CONSTRUCTION :

EXISTING: _____ ft PROPOSED: _____ ft

SQUARE FOOTAGE OF PROPOSED SIGNAGE

6.15 sq/ft

PROJECT INFORMATION: DESCRIPTION & SCOPE OF PROJECT

DESCRIBE PROPOSED PROJECT(S) AND LIST ALL PROPOSED MATERIALS. ATTACH ADDITIONAL SHEETS IF NECESSARY:

Freestanding sign to be placed in front yard using painted cedar posts
sign is made from laminated metal and exterior grade plywood with painted metal lettering parts

the circular sign on the top of the post measures 15x11"
the two hanging signs below measure 30x12"
Total sign colors excluding white substrate: 3

Tallest letter on any of the signs will not exceed 4" (largest letter is currently 3")
Second tennant's brand image and name are TBD but will mimic the size of the sign above it (See attached drawing)

In filling out this application, I attest that (1) I am familiar with the rules, regulations, and procedures of the City of

Bryson Leach	Bryson Leach (Mar 17, 2022 07:08 CDT)	Mar 17, 2022
APPLICANT NAME	APPLICANT SIGNATURE	DATE

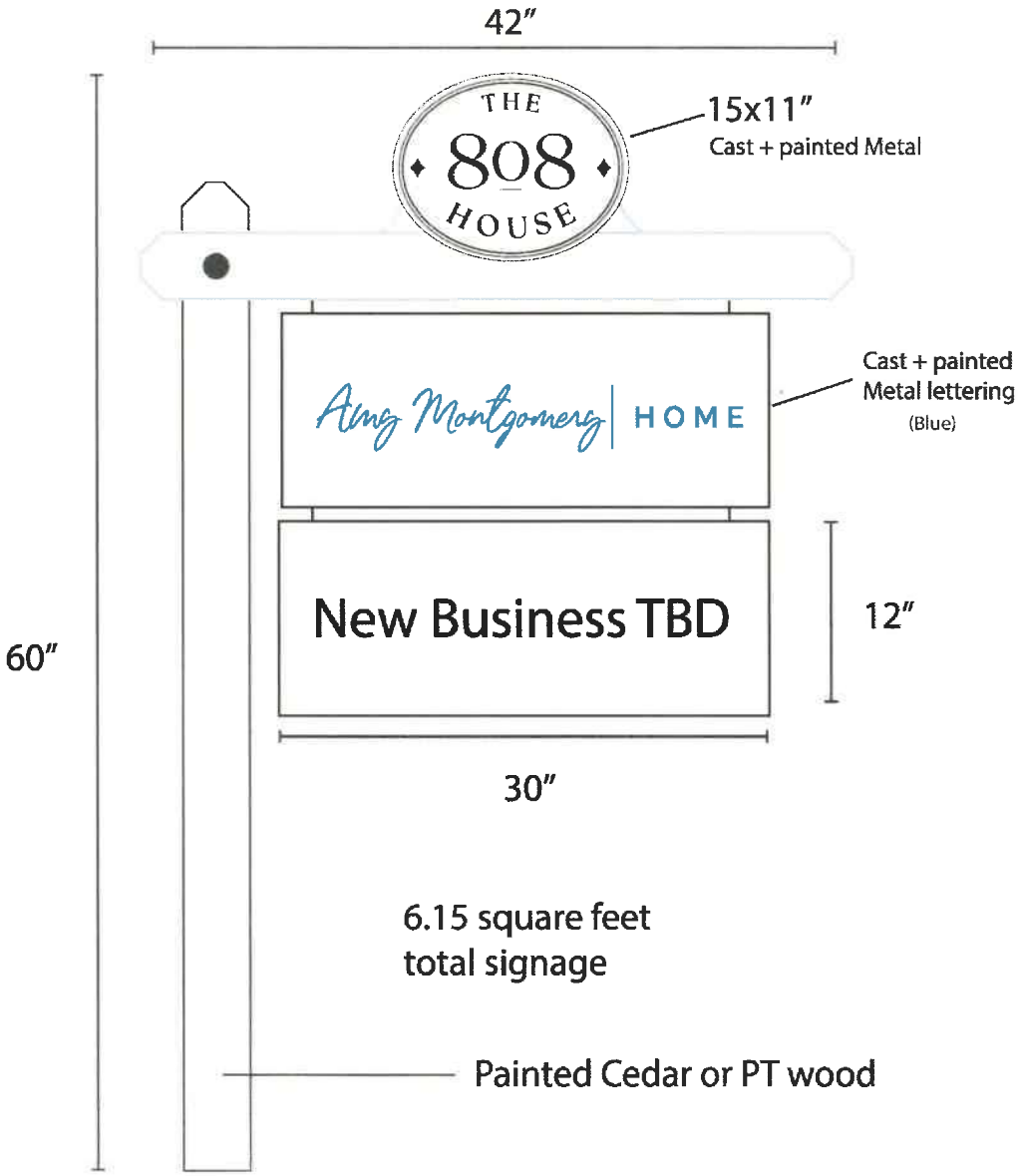
Amy M Gibbons	Amy M Gibbons (Mar 17, 2022 06:58 CDT)	Mar 17, 2022
PROPERTY OWNER NAME	PROPERTY OWNER SIGNATURE	DATE

STAFF USE ONLY

DOCKET NO.		FEE PAID	
RECEIPT NO.		REQUESTED AGENDA	

DATE NOTICES SENT TO ADJACENT PROPERTY OWNERS	
DATE OF PUBLIC NOTICES IN DAILY HERALD	

COMMISSION ACTION	



Good Sign Design Co
802 S Main St
Columbia, TN

931.797.4348

bryson@thatsagoodsign.co

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By: .....

Project Notes

Sign is located in the HZC and cannot be larger than 20 square feet and 8 feet in height. No plastic may be used.

Cast metal will be used for all designed materials.

Sign panels will be made from 1" thick painted substrate.

Top logo will be cast and painted aluminum and mounted to top posta

Must file design for Commission by 3/21/22 at 4pm

requires property owner signature.

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By:

CITY OF COLUMBIA TENNESSEE
HISTORIC ZONING COMMISSION
STAFF REPORT

CONTACT INFORMATION
Kevin C. McCarthy, Planning Associate II, kmccarthy@columbiatn.com, 931-560-1531

DOCKET/CASE/APPLICATION NUMBER
CA 22-0082

APPLICANT/PROPERTY OWNER
Bryson Leach/Amy Gibbons

HEARING DATE
N/A

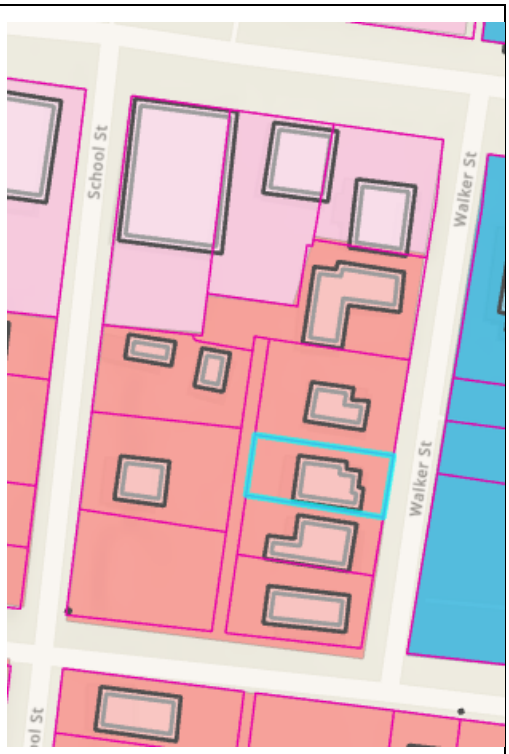
PROPERTY ADDRESS/LOCATION
808 Walker Street

PROJECT DESCRPTION: Revision to Certificate of Appropriateness

The applicant requests approval of a ground mounted sign in the Athenaeum Historic District. The sign consists of two sign panels, one for each commercial tenant, and a logo with the name of the building mounted on top. The post will be painted wood. The logo will be painted aluminum.

One of the sign faces features blue writing in two fonts on a white background. The second sign panel is for a to-be-named business. The second sign panel will require an additional Certificate of Appropriateness.

The subject property was built in 1900. It was originally a residence but has been converted to a multi-tenant commercial space with office and retail uses. It is unclear when the property was converted to commercial use. In 2019 the Historic Zoning Commission approved a Certificate of Appropriateness for replacement of windows and doors. Previous owners and tenants of the property have requested CoAs for signage, fencing, alteration of an accessory structure, and minor exterior changes.



EXISTING ZONING	EXISTING LAND USE	SURROUNDING ZONING & LAND USE	SITE IMPROVEMENTS	Historic District
CBD (Central Business District)	Office/Retail	CBD (Central Business District)	Freestanding Signage	Athenaeum

STAFF RECOMMENDATION

APPROVE | APPROVE WITH CONDITIONS | DENY | DEFER

Review Status and History:

Submission Status: First request related to this signage. Fourth request for a CoA associated with this property.

Previous Approvals:	CoA #19-0035 – Request from property owner for CoA to replace windows and doors. HZC 2019-06 – Request from Kristin Sweeting for a CoA to modify an accessory structure in order to accommodate a photography studio. HZC 2017-41 – Request from Kristin Sweeting for a CoA to construct a fence around the property HZC 2016-14 – Request from Laura Nutt with Book Nook Café for CoA to construct a non-illuminated freestanding sign.[1]
1984 Historic Inventory:	N/A.

Proposed Alterations

The applicant proposes to install a ground mounted sign.

- The sign consists of two sign panels hung from a painted wood arm and post.
- The sign will be topped with a painted aluminum logo.
- One of the sign faces features the name of the existing tenant in blue writing on a white background.
- The text consists of two fonts on a white background.
- The design of the second sign panel is not known at this time. The submitted rendering contains the note "New Business TBD."

Historic District Design Guidelines Referenced:

Staff reviewed the requested alterations for consistency with the *City of Columbia Historic Design Guidelines* for new signage. The relevant sections of the Guidelines are listed below; the most applicable standards are **bolded** and underlined.

8.6 Use Sign Lettering and Colors that Promote Readability

a. Sign lettering shall not detract from the visual character of the building or district. Lettering should generally be kept simple and the number of words or symbols limited to maintain the sign as easily legible, graphically clear, and free of clutter.

[1] Staff believes that there were subsequent sign face changes which did not receive Historic Zoning Commission approval. The sign is no longer extant.

b. **Signs shall have visual consistency in fonts and imagery**. Overly complex signs that use more than two or three colors or typefaces are prohibited. Signs with more than three colors are prohibited. In addition to three colors, solid black or white must be used as a signage background.[2]
c. The use of symbols, logos, and other graphics are encouraged to reduce the need for excessive text. Such elements also contribute to the unique identity of a business or entity.
d. Sign lettering shall be legible but not out of scale with the specific sign, building, or district. Lettering should generally not exceed 18 inches in height on any sign unless the characteristics of a building warrant a larger typeface.
e. Signs shall have sufficient color differentiation and contrast between lettering/symbols and backgrounds to make the content legible.
f. **Colors that complement a building's façade materials and trim colors are encouraged.**
g. Mounting brackets shall complement the sign color or be a darker color authentic to the material.

P. 8-16 Guidelines for Specific Signs (Ground-Mounted Signs)

Ground-mounted signs are typically associated with residential buildings converted for commercial purposes or commercial buildings located along automobile-oriented corridors. Such signs are typically located in front of a building at a driveway or parking lot entry. As such signs are oriented to motorists and not pedestrians, ground-mounted signs are **only allowed in arterial areas** and are prohibited along the blocks facing Main Street, Public Square, and 7th Street between Garden Street, and Woodland Street, plus 6th Street, and 8th Street

- Signs shall be limited to **one per location**.
- Signs shall be **placed so that they do not impede traffic or pedestrians**. In general, **all parts of the sign should be setback at least 2 ft. from a property line or sidewalk** whichever is greater.
- Signs shall be scaled to the building, site, and adjacent properties. Signs shall not block lines of sight along a corridor.
- Signs shall be oriented **perpendicular to the sidewalk** so that they are easily viewed by passing pedestrians and motorist. Additional orientations request shall be reviewed on a case-by-case basis.
- **Traditional materials are strongly encouraged**. Painted wood or stone, rock-faced block, brick, are most appropriate for ground-mounted signs. Plastics are prohibited.
- Locating such signs in landscaping to soften their appearance is strongly encouraged.
- Elaborate signs that compete with the surrounding architecture or streetscape shall be prohibited.
- Internally illuminated signs are prohibited.
- Sign dimensions shall be no more than **8'ft in height and 32 square feet in sign face area** for commercial and no more than 5'ft in height and 20 square feet in sign face area for residential.

[2] The Historic Zoning Commission added this sentence at its February 2022 meeting.

- Buildings along arterial streets oriented in part toward automobile traffic and certain types of facilities (such as theaters, strip centers, and public buildings) may provide an appropriate setting for larger and multiple sign applications per site. Requests will be considered by the HZC and Development Services staff on a case-by-case basis.
- [From graphic note on p. 8-16] Because pole–mounted and ground-mounted signs require vacant lot space and are designed primarily to attract the attention of passing motorists, they are not compatible with property at the core of the commercial district. Such signs should only be considered on **fringe properties along arterial streets** and only if they are designed and located to minimize visual impacts on the[3]

Zoning Ordinance:

Staff reviewed the requested alterations for conformity with the *City of Columbia Zoning Ordinance* standards relating to review of a Certificate of Appropriateness. The relevant sections of the Guidelines are listed below; the most applicable standards are **bolded** and underlined. Staff comments follow in the next section.

3.12.4 Standards for Review

In considering an application for a building or demolition permit or for a Certificate of Appropriateness, the Historic Zoning Commission shall be guided by the following criteria:

A. Every reasonable effort shall be made to provide a compatible use for a property that requires a minimal alteration of the building, structure, or site and its environment, or to use a property for its originally intended purpose.
B. The distinguishing original qualities or character of a building, structure, or site and its environment shall not be destroyed. The removal or alteration of any historic material or distinctive architectural feature shall be avoided.
C. All buildings, structures, and sites shall be recognized as products of their own time. Alterations that have no historical basis and that seek to create an earlier appearance shall be discouraged.
D. Changes that may have taken place in the course of time are evidence of the history and development of a building, structure, or site and its environment. These changes may have acquired significance in their own right, and this significance shall be recognized and respected.
E. Distinctive stylistic features or examples of skilled craftsmanship that characterize a building, structure, or site shall be treated with sensitivity.
F. 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

[3] Sentence is incomplete in the Guidelines.

duplication of features, substantiated by historic, physical, or pictorial evidence, rather than on conjectural designs or the availability of different architectural elements from other buildings or structures.

G. The surface cleaning of structures shall be undertaken with the gentlest means possible. Sandblasting and other cleaning methods that will damage the historic building materials shall not be undertaken.
H. Every reasonable effort shall be made to protect and preserve archaeological resources affected by, or adjacent to, any project.
I. Contemporary design for alterations and additions to existing properties shall not be discouraged when such alterations and additions do not destroy significant historical, architectural, or cultural material, and such design is compatible with the size, scale, color, material, and character of the property, neighborhood, or environment.

3.12.5 Final Action by the Historic Zoning Commission

The Historic Zoning Commission shall either:

A. Approve the application for certificate of appropriateness; or
B. Deny the application for certificate of appropriateness.

3.12.6 Denial of a Certificate of Appropriateness

A **denial of a Certificate of Appropriateness shall be accompanied by a statement of the reasons for the denial**. The Historic Zoning Commission shall **make recommendations to the applicant concerning changes, if any, in the proposed action that would cause the commission to reconsider its denial** and shall confer with the applicant and attempt to resolve as quickly as possible the differences between the owner and the commission. The applicant may resubmit an amended application or reapply for a building or demolition permit that takes into consideration the recommendations of the Historic Zoning Commission.

Staff Comment:

Design Guidelines

- Guideline 8.6 prescribes the use of elegant and visually consistent signage in the historic district. The proposed sign for the existing tenant meets this requirement. It is impossible to determine whether the second sign panel will conform to the Guidelines.
    - Staff recommends deferral of this item to a future agenda to give the applicant an opportunity to submit more detail on the second sign panel.
    - Alternatively, approval can be conditioned on application for a subsequent CoA for the additional sign panel.
- Guideline 8.6.f encourages signage that complements the appearance of the building's façade. The sign serves a building with a façade comprised of white siding with white accents and trim

as well as gray shingle. The proposed signage is generally consistent with the façade. It is impossible to determine whether the second sign panel will conform to the Guidelines.

- The application does not indicate whether the proposed sign will meet the specific standards at P. 8-16 of the Guidelines as they pertain to number, location, and orientation of ground mounted signs.
    - The proposed sign should be located on the property at least two feet from the sidewalk. If the Commission approves the CoA, staff recommends that the Commission make this a condition of approval.
    - The existing sign is perpendicular to the sidewalk. If the applicant prefers a different orientation, the Guidelines authorize the Commission to approve alternative orientations on a case-by-case basis.
- The proposed sign conforms to the dimensional requirements of a ground mounted sign at P. 8-16.
- The note on P. 8.16 of the Design Guidelines limits ground mounted signs within Historic Districts to "fringe properties along arterial streets."
    - The subject property is located on a street with a functional classification of *minor local*.
    - The Guidelines do not expressly prohibit ground mounted signs on local streets.
    - The Commission has previously approved a ground mounted sign at this location.
    - It is within the discretion of the Commission to determine whether a sign of this type at this location would be consistent with the historic character of the Athenaeum Historic District.

Zoning Ordinance

- The standards for review at 3.12.4 are incorporated into the Design Guidelines.
- In the event that the Commission votes to deny the request for a Certificate of Appropriateness, the motion and subsequent discussion must identify the reasons for denial and recommendations for revising the proposed signage.

Recommendation

Defer decision to obtain additional information.

Recommended Motion:

Move to find that there is insufficient information to make a decision, table the application, and request that the applicant provide a rendering of the second sign panel currently labeled "New Business TBD" for review at a future meeting; and, to direct staff to coordinate with the applicant and schedule the item to appear on the soonest practical agenda.

Alternative Motions:

Alternative Motion [Approve]:

Move to find that the proposed signage conforms to the Historic District Design Guidelines and approve issuance of a Certificate of Appropriateness.

Alternative Motion [Approve Subject to Conditions]:

Move to approve issuance of a Certificate of Appropriateness and find that the proposed signage conforms to the Historic District Design Guidelines subject to the following conditions: [list conditions of approval].

Alternative Motion [Table for Future Consideration]:

Move to find that there is insufficient information to make a decision, table the application, and request that the applicant provide: [list additional information] for review at a future meeting.

Alternative Motion [Deny]:

Move to find that the project is not compatible with the Historic District Design Guidelines, and deny issuance of a Certificate of Appropriateness [list reasons for denial].