



HISTORIC ZONING COMMISSION

MINUTES

MARCH 12, 2020

The first scheduled meeting of the Sevierville Historic Zoning Commission was held at the Civic Center, 130 Gary Wade Boulevard, Sevierville, Tennessee on Thursday, March 12, 2020 at 5:00 PM.

There were present and participating:

MEMBERS PRESENT

Travis Bradley
Justin Duncan
Doyle Jones
Mark Pinkham
Rodney Tarwater
Joey Ohman
Austin Williams

MEMBERS ABSENT

None

STAFF PRESENT

Dustin Smith, Development Director

Mr. Smith declared a quorum present and announced the meeting would proceed.

ADOPTION OF BY-LAWS

Mr. Smith explained the roles of the Historic Zoning Commission (HZC) officers, as detailed in the by-laws. He also referenced reports to be prepared by Development Department staff. Excepting typographical mistakes to be corrected by staff, he requested the commission consider the approval of the HZC by-laws.

Action Taken

Mr. Williams made a motion to approve the by-laws, upon correction of typographical errors. The motion received a second from Mr. Duncan and passed with a unanimous vote.

ELECTION OF OFFICERS

Mr. Smith opened the floor to discussion regarding the election of officers.

Action Taken

- Mr. Pinkham made a motion to elect Mr. Jones as Chairman, which was seconded by Mr. Duncan. The motion passed with a unanimous vote.
- Mr. Pinkham made a motion to elect Mr. Williams as Vice-Chairman. The motion received a second from Mr. Bradley and passed unanimously.
- Mr. Williams made a motion to elect Mr. Bradley as Secretary, which received a second by Mr. Duncan. The motion passed unanimously.

ADOPTION OF DOWNTOWN COMMERCIAL HISTORIC DISTRICT GUIDELINES

Mr. Smith stated that future rulings will be based on the guidelines adopted by this commission. He referenced portions of the document, including the history of the area and a map with district boundaries. National Register Commercial Historic District, which had previously been established, is noted in the guidelines. They also discussed the Commercial Historic Overlay District which was adopted by the Planning Commission and Board of Mayor and Alderman, in conjunction with the establishment of the HZC.

Mr. Smith explained the workflow of project consideration. The HZC would consider approval of the project. If approved, the staff would then issue a Certificate of Appropriateness, allowing the project to proceed for a site plan and/or a building permit submittal. The commissioners asked for clarity as to what type of project would need to come before them for review. Mr. Smith explained that all external changes would be reviewed for approval, but projects with only interior changes or with no changes at all would not require a Certificate of Appropriateness.

Action Taken

Mr. Duncan made a motion to approve the guidelines, with a second by Mr. Williams. The motion passed unanimously.

ADDITIONAL DISCUSSION

The members also discussed future projects which would need to be considered by the commission. They talked about the guidelines, and how the document would influence the commission's consideration of projects. Mr. Smith explained that according to the by-laws, the commission would meet the fourth Thursday of each month, only as there are items to be presented. They decided upon a 4:00 PM meeting time for the meetings going forward.

ADJOURNMENT

There being no further business, the meeting adjourned at 5:31 PM.

Doyle Jones, Chairman

Travis Bradley, Secretary

Brooke Fradd, Recording Secretary