



CHATTANOOGA HISTORIC ZONING COMMISSION

MEETING MINUTES

April 17th, 2025

The duly advertised meeting of the Chattanooga Historic Zoning Commission was held on April 17th, 2025, at 9:30 a.m. in conference room 1A of the Development Resource Center Building.

Chairman Skip Pond called the meeting to order at 9:34 A.M.

Roll Call: Admin Support Shelby Ogle called the roll.

Member Attendance:

- ☒ Clif McCormick
- ☐ Piper Stromatt
- ☐ Brandon Panganiban
- ☒ Todd Morgan
- ☒ John Cavett
- ☐ Cassie Courtney
- ☐ Nathan Bird
- ☒ Matt McDonald
- ☒ Skip Pond

Staff Attendance:

- ☒ Presenter: Cassie Cline
- ☒ Admin: Shelby Ogle
- ☐ Admin: Karen Murphy Cannon
- ☒ City Attorney: Andrew Trundle
- ☐ City Attorney: Chris McKnight

Swearing In: Admin Support Shelby Ogle swore in people addressing the Committee.

Rules and Regulations: Chairman Skip Pond explained the rules and procedures, order of business, and announced the meeting is being recorded.

Approve Minutes: Chairman Skip Pond presented the March 20th, 2025 Meeting Minutes to be voted on. No amendments need to be made. *Clif McCormick* motioned to **APPROVE** the March minutes. *Matt McDonald* seconded the motion.

All in favor. The motion carries 5-0.

Staff Review Cases: Historic Preservation Planner Cassie Cline presented the Staff Review cases to the Commission.

- **HZ-25-24:** 1607 W. 52nd St.: Fence
 - **HZ-25-27:** 5101 Tennessee Ave.: COA Renewal
 - **HZ-25-28:** 233 Eveningside Dr.: Retaining Wall + Stair Improvements
 - **HZ-25-29:** 4406 Alabama Ave.: In-Kind Soffit and Rafter Repairs, CMU Foundation Repair
 - **HZ-25-30:** 846 Oak St.: Asphalt Roof Replacement, In-Kind Woodwork Repairs, Replace Cement Board Siding on Non-Historic Addition
 - **HZ-25-31:** 4016 St. Elmo Ave.: Asphalt Roof Replacement
 - **HZ-25-33:** 4713 Alabama Ave.: In-Kind Porch Baluster Repair/Replacement
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OLD BUSINESS

- **HZ-23-139: 5413 Alabama Ave.: Retaining Walls + Windows**

Staff Presentation: Historic Preservation Planner Cassie Cline presented the report to the Commission.

Relevant Guidelines Covered:

6.19 Masonry (Stone)

6.22 New Construction (windows + retaining walls)

Applicant Presentation: Applicant Keith Riley presented to the Commission that the property has several small deposits of rocks/stone that could have been retaining walls for the property or a garden bed or maybe even a foundation for a previous structure. He stated that there is another retaining wall that runs along the side of the property and he would like to use the rock/stone that is around the property to repair that wall. He stated that he really just wants to clean up the site and build a house on the property. He then spoke on the proposed windows and stated that they are a composite window that is from the same supplier that he has used for other windows placed in historic homes. He presented that the proposed windows are more visually appealing and better to look at.

Community Response: No community comments.

Discussion: The Commission began their discussion by asking the Applicant to show on the site plan where the current rock/stone wall pieces were and he presented that he wants to repair an existing wall and use the rock/stone to create a new one. The Commission asked the Applicant several more questions about the proposed retaining walls and their placement. They then asked for clarification on what they previously approved and what they are being asked to approve at this meeting. The Commission then asked the Applicant questions about the landscaping, height of the proposed retaining walls and if the stone around the site matched the wall the Applicant was proposing to build and he stated that it did. The Commission then asked the Applicant more questions about the proposed windows as well as if they had the look/appearance of wood to which the Applicant stated that they had the slight appearance.

Commission Motion and Vote:

- *Clif McCormick* made a motion to **APPROVE** case #: HZ-23-139: 5413 Alabama Ave., with the following condition(s):
 - Potential new retaining walls shown on the submittal are not desired by owner and not approved.
 - Existing dilapidated stone walls not on the street front may be removed if required to repair the front retaining wall on previous submittal.

Todd Morgan seconded the motion.

All in favor.

The motion carries 5-0.

- HZ-23-150: 5406 Virginia Ave.: Fence + Front Porch As Built

Staff Presentation: Historic Preservation Planner Cassie Cline presented the report to the Commission.

Relevant Guidelines Covered:

6.11 Fences, Page 43

6.22 New Construction, Page 52

Applicant Presentation: Applicant Francisco Pizzuto presented to the Commission that when they were putting finishing touches on the house, the front porch area did not look right to add the second column. He said that they put the fence up to hide the HVAC equipment and not leave it exposed.

Community Response: No community comments.

Discussion: The Commission began their discussion by asking the Applicant if they are still planning to put up the fence that was previously approved and the Applicant stated that they decided not to do the fence, but to leave it open and landscape the area. They then asked if there was a gate in the fence and the Applicant stated that there was. The Commission then asked if the Applicant would be able to take the front facade of the fence down to 4ft from the current 6ft and they then discussed some options for the Applicant. The Commission then discussed that they are fine with the decision to only put in one column instead of two

Commission Motion and Vote:

- *Todd Morgan* made a motion to **APPROVE** case #: HZ-23-150: 5406 Virginia Ave., with the following condition(s):
 - Reduce street facing fence to 4 ft high along with the side fence as indicated on the site plan.
 - Approved for using one column on the porch.

Matt McDonald seconded the motion.

All in favor.

The motion carries 5-0.

NEW BUSINESS

- HZ-25-26: 5419 St. Elmo Ave.: Addition + ADU

Staff Presentation: Historic Preservation Planner Cassie Cline presented the report to the Commission.

Relevant Guidelines Covered:

6.1 Additions, Page 33

6.22 New Construction, Page 52

Applicant Presentation: Applicant Denise Shaw presented to the Commission the proposed dimensions of the addition to the existing home. She presented that they have designed the addition the way they proposed in the application due to a few very large historic trees on the property that they want to preserve the root area for. She also stated that they are aware that they have street frontage on three streets and they are trying to maintain the appearance of the house due to the visibility of the addition. She presented that the owners have family members who are going to reside in the proposed accessory dwelling unit.

Community Response: No community comments.

Discussion: The Commission began their discussion by discussing the height of the accessory dwelling unit and the Applicant stated that it is lower than the main structure. She then discussed some accent features that they want to incorporate and change in the proposed design. She presented to the Commission that they are not connecting the roof of the addition to the main house to allow for more natural light into the addition. The Commission then discussed some more aspects of the proposed design and praised the Applicant on her thoughtful design.

Commission Motion and Vote:

- *Matt McDonald* made a motion to **APPROVE** case #: HZ-25-26: 5419 St. Elmo Ave..

Clif McCormick seconded the motion.

All in favor.

The motion carries 5-0.

- **HZD-25-4: 5507 St. Elmo Ave. Primary Dwelling Demolition**

Staff Presentation: Historic Preservation Planner Cassie Cline presented the report to the Commission.

Relevant Guidelines Covered:

6.7 Demolition, Page 39

Applicant Presentation: Applicant Charlie Rasnik presented to the Commission that they are wanting to demolish the house, because they want to move to the area and the house is too small and lacking in the same design elements as the rest of the neighborhood. He said that he feels like the house doesn't fit into the neighborhood. He stated that the foundation seemed questionable and there is no original siding on the home.

Community Response: The following was a public comment that was emailed and presented to the Commission:

"Cassie,

Thanks for sending the April agenda to the community. I am sorry to be so late in getting my response in to you.

I have opposition to the demolition of the house at 5507 St. Elmo Avenue, Case HZD-25-4. This house appears to be a classic "shotgun" house that used to be found in many older communities in Chattanooga.

When I passed by the house, it did not look to be in such a dilapidated condition as to warrant demolition. The photos show that work has been done on the structure, as well.

I concur with the staff report about the house not being in such poor condition as to warrant demolition.

Thanks,
Tim McDonald
Sunnyside Avenue"

Discussion: The Commission began the discussion by stating that more evidence would be needed to prove the home was beyond repair and needing to be demolished. They stated that they appreciate where the Applicant was coming from, but they have had houses in worse condition come before them for demolition that they denied.

Commission Motion and Vote:

- Todd Morgan made a motion to **DENY** case #: HZD-25-4: 5507 St. Elmo Ave..
Clif McCormick seconded the motion.

All in favor.

The motion carries 5-0.

Other Business

Next Meeting Date: May 15th, 2025 (Application Deadline, April 18th, 2025 by 4 p.m.)

Historic Guidelines Update: The Commission received an update from Staff regarding the historic guidelines update. They presented that the Mayor's office has requested more time in reviewing the Historic Guidelines. Staff then discussed plans for reviewing the guidelines update in June. The Committee then allowed time for public comments expressing concerns over the guidelines updates.

Matt McDonald motioned to adjourn the meeting.

Todd Morgan seconded the motion.

All in favor.

Meeting was adjourned at 11:00 a.m..



Chairman

5/15/2025

Date



Admin Assistant

5-15-25

Date