



# CHATTANOOGA HISTORIC ZONING COMMISSION

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## MEETING MINUTES

June 16th, 2025

The duly advertised meeting of the Chattanooga Historic Zoning Commission was held on June 16th, 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 9:30 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 May 15th, 2025 Meeting Minutes to be voted on. No amendments need to be made. *Brandon Panganiban* motioned to **APPROVE** the May minutes. *Clif McCormick* seconded the motion. All in favor. **The motion carries 6-0.**

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

- **HZ-25-45: 849 Vine St.: In-Kind Soffit + Fascia Repair**
- **HZ-25-46: 5010 Tennessee Ave.: Gable Roof, Screened Porch**

- HZ-25-47: 5009 Lynnwood Ave.: Metal Roof
- HZ-25-50: 927 Vine St.: Roof Replacement
- HZ-25-52: 4200 Alabama Ave.: Fence
- HZ-25-55: 4510 St. Elmo Ave.: In-Kind Soffit + Fascia Repair
- HZ-25-56: 1505 W. 46th St.: In-Kind Siding Repair
- HZ-25-57: 928 Oak St.: Roof Replacement
- HZ-25-58: 5316 St. Elmo Ave.: Window Replacement

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## **OLD BUSINESS**

### **- HZ-23-166: 4614 Glynden Dr.: Foundation**

#### **Staff Presentation:**

Historic Preservation Planner Cassie Cline presented the report to the Commission.

#### **Relevant Guidelines Covered:**

6.22.A.9 New Construction, Page 52

#### **Applicant Presentation:**

Applicant Michael Schussler presented to the Commission that he was apologetic, because they thought that they were approved from the previous case for either option that was presented. He stated that they made the change because they felt that it better matched the neighborhood. He presented that they used stone that was made in a quarry 2 hours from Chattanooga and that there is a precedent in the neighborhood of other homes that have the stone foundations.

#### **Community Response:**

No community comments.

#### **Commission Discussion:**

The Commission did not have any questions for the applicant.

#### **Commission Motion and Vote:**

- *Brandon Panganiban* made a motion to **APPROVE** case #: HZ-23-166: 4614 Glynden Dr., with no conditions.

*Clif McCormick* seconded the motion.

**All in favor.**

**The motion carries 6-0.**

### **- HZ-24-41: 4709 Alabama Ave.: Carport, Foundation Height + Material, Retaining Walls**

#### **Staff Presentation:**

Historic Preservation Planner Cassie Cline presented the report to the Commission.

#### **Relevant Guidelines Covered:**

6.22 New Construction Page 52

#### **Applicant Presentation:**

Applicant Mike Cardello presented to the Commission that their proposal is self explanatory and that they had to raise the front of the house due to the elevation. He also stated that the plans for the home came with the purchase of the land. He then presented that a neighbor requested that the front of the house be in line with his house and therefore they had to push the front of the house back and make the adjustment for the grade of the property. He stated that the change to the previously approved foundation material was due to financial reasons on the client's side.

**Community Response:**

Gary Whitehead-Nudd asked the Applicant if the reason the house was elevated was due to his request to have the front of the home be in line with his house; to which the Applicant stated that it was one of many reasons. He then asked the Applicant if there was any way to make an adjustment to the height of the house as the proposed height would limit the amount of natural light that comes into his home. He then expressed concerns about the drainage from adding the steps and the Applicant stated that they would follow all procedures and requirements to ensure that any runoff water would not floor his yard.

**Commission Discussion:**

The Commission began their discussion by a member of the Commission who lives very close to this property spoke on the retaining walls in the area and that there is a 5ft limit on exposed foundation. The Commission then stated that they understood the need to be above grade and suggested that the Applicant defer to allow more time to discuss with the neighbor and make any potential changes to the proposed plan. The Commission then discussed the proposed house being in line with the other houses on the street and the deferral option. The Applicant stated that they would not like to defer the case, but the Commission stressed that they believe it would be best for the neighborhood to defer to allow them time to work with the neighbor on a proposed plan that is agreeable.

**Commission Motion and Vote:**

- *Brandon Panganiban* made a motion to **DEFER** case #: HZ-24-41: 4709 Alabama Ave. to a later meeting date.

*Clif McCormick* seconded the motion.

**All in favor.**

**The motion carries 6-0.**

**- HZ-25-18: 5508 Beulah Ave.: Front Elevation Change + Porch Materials**

**Staff Presentation:**

Historic Preservation Planner Cassie Cline presented the report to the Commission.

**Relevant Guidelines Covered:**

6.22 New Construction Page 52

**Applicant Presentation:**

Applicant Francisco Pizutto presented to the Commission that the change to the approved plans were an attempt to make the gutters match the facade and the newly proposed porch materials were at the request of the Commission.

**Community Response:**

No community comments.

**Commission Discussion:**

The Commission began their discussion by asking to see the previous design and the new proposed design. It was stated that an architectural feature was removed over the french door and then the roof line changed between this design and the other design. The Commission stated that the changes to the roof make the proposed home look better.

**Commission Motion and Vote:**

- *Cassie Courtney* made a motion to **APPROVE** case #: HZ-25-18: 5508 Beulah Ave., with no conditions.

*Todd Morgan* seconded the motion.

**All in favor.**

**The motion carries 6-0.**

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## **NEW BUSINESS**

- **HZ-25-48: 5121 Alabama Ave.: Exterior Rehabilitation (Windows, Front Porch)**

**Staff Presentation:**

Historic Preservation Planner Cassie Cline presented the report to the Commission.

**Relevant Guidelines Covered:**

6.6 Decks, Page 38

6.8 Doors, Page 40

6.9 Driveways + Paving, Page 41

6.41 Windows, Page 74

**Applicant Presentation:**

The applicant was not present.

**Commission Motion and Vote:**

- *Clif McCormick* made a motion to **MOVE** case #: HZ-25-48: 5121 Alabama Ave. to the bottom of the agenda.

*Brandon Panganiban* seconded the motion.

**All in favor.**

**The motion carries 6-0.**

- **HZ-25-51: 4916 Florida Ave.: Garage, Decks, Pool, Shed**

**Staff Presentation:**

Historic Preservation Planner Cassie Cline presented the report to the Commission.

**Relevant Guidelines Covered:**

6.1 Additions, Page 33

6.7 Demolition, Page 39

6.22.C New Construction, Page 52

**Applicant Presentation:**

Applicant Denise Shaw presented that the roof on the shed has about 50-75% of it that has collapsed. She also stated that the current size of the shed is not conducive for a garage and they need it to be larger to be able to be utilized as a garage. She stated that they want to tie the proposed garage to the main house with a breezeway to allow for airflow and to be able to keep the windows at the back of the house. She stated to the Commission that they are reducing the size of the buildings as they move up the hill at the back of the house and that the top of the hill gives a nice view of Lookout Mountain.

**Community Response:**

No community comments.

**Commission Discussion:**

The Commission began the discussion by stating that it is a cool design and great use of the property. No questions or additional discussion.

**Commission Motion and Vote:**

- Todd Morgan made a motion to **APPROVE** case #: HZ-25-51: 4916 Florida Ave., with no conditions.

Brandon Panganiban seconded the motion.

**All in favor.**

**The motion carries 6-0.**

**- HZD-25-6: 5401 Alabama 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 Bianca Viticone presented to the Commission that they wanted to come back before them and be very clear that the house is in a similar condition as when they bought it. She stated that they started working immediately on fixing certain things to try to keep the house from getting worse. It was suggested to them to get a structural engineer to take a look and then get an opinion from officials at the Land Development Office. She presented that most of the original house is not in existence anymore such as the front foundation. She stated that they want to rebuild the house and keep the same features of the historic house as well as try to retain as many of the historic decorative features as they can.

**Community Response:**

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

"Cassie,  
I still support demolition of 5401 AL Ave.  
See Below for more comments.  
Crisler Torrence  
1619 West 54th Street Chattanooga, TN 37409"

**Commission Discussion:**

The Commission began their discussion by speaking on the previous case at this address for other members of the Commission who were not present at the meeting. They then discussed the house plans that were provided by the Applicant and stated that it appears they intend to rebuild the house in kind and truly want the structure to be a copy of the historic one. They then discussed how much of the original

structure would be salvaged vs replaced if they just repaired everything in the existing structure. The Commission then asked the Applicant several questions about the request to demolish as well as if certain parts of the structure were salvageable. The Commission then asked Chief Building Inspector Bryan Malone if what the Commission is asking of the Applicant is feasible and he stated that the financial burden of having to repair the foundation on the home would be considerable as well as if it would be feasible given the nature of the rest of the house. Code Enforcement Inspector Josh Chandler then spoke to the Commission about how his office has cited the owners to court and has not been able to move on the case given the historic nature of the home. He stated that they have had to pass the case in court over and over again to allow the Applicant to go through the process of coming before the Commission. He presented that they need to get this case moving in some kind of direction. The Commission then asked for examples of other demolition cases and he stated that there were 2 cases that come to mind where the structures were falling in and it was allowed to be demolished.

**Commission Motion and Vote:**

- *Clif McCormick* made a motion to **DEFER** case #: HZD-25-6: 5401 Alabama Ave., to a later meeting date.

*Todd Morgan* seconded the motion.

**All in favor.**

**The motion carries 6-0.**

**- HZ-25-48: 5121 Alabama Ave.: Exterior Rehabilitation (Windows, Front Porch)**

**Staff Presentation:**

Historic Preservation Planner Cassie Cline presented the report to the Commission.

**Relevant Guidelines Covered:**

6.6 Decks, Page 38

6.8 Doors, Page 40

6.9 Driveways + Paving, Page 41

6.41 Windows, Page 74

**Applicant Presentation:**

The applicant was not present.

**Commission Motion and Vote:**

- *Clif McCormick* made a motion to **DEFER** case #: HZ-25-48: 5121 Alabama Ave., to a later meeting date.

*Cassie Courtney* seconded the motion.

**All in favor.**

**The motion carries 6-0.**

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## **Other Business**

**Next Meeting Date:** July 17th, 2025 (Application Deadline, June 20th, 2025 by 4 p.m.)

**Historic Guidelines Update:** Staff gave the Commission an update on the Historic Guidelines Update, stating

that the Mayor's office requested more time with the document and that they are hopeful they will be able to give their feedback soon. Staff then stated that when the Mayor's office gets the document back to them; a meeting would be set for the Commission to review.

Todd Morgan motioned to adjourn the meeting.


Clif McCormick seconded the motion.

All in favor.

**Meeting was adjourned at 11:20 a.m..**

  
Chairman

7/17/2025  
Date

  
Admin Assistant

7/17/25  
Date