March 4, 2020

Gallatin Historic District Commission Members:
- Kenneth Thomson, Chair
- Thomas Richey, Vice Chair
- Roger Matchett, Secretary
- Johnny Wilson
- Lynda Bradley Love

**RE: Tuesday, March 10th, 2020 Gallatin Historic District Commission Meeting**

Dear Commissioners:

Please find the following items enclosed with this letter:

1. Agenda for the Tuesday March 10th, 2020 Gallatin Historic District Commission meeting.
2. Minutes from January 14th, 2020 GHDC Meeting
3. Appendix

The Historic District Street Report assignments are as follows:

- **Kenneth Thomson:** East Eastland Street, Wemyss Street, North Pardue Avenue
- **Thomas Richey:** North Hume Avenue
- **Roger Matchett:** Perrolee Street
- **Lynda Bradley Love:** East Main Street
- **Johnny Wilson:** North Westland Avenue, East Main Street

Please call me as soon as possible if you are unable to attend Tuesday’s meeting.

Sincerely,

Jillian Ogden, AICP
Planner II

Enclosures
AGENDA

The Gallatin Historic District Commission invites all members of the public to their regularly scheduled meeting on Tuesday, January 14th, 2020 at 4:30 p.m. in the Engineering Conference Room, Room 203 of Gallatin City Hall located at 132 West Main Street. The agenda for this meeting is set as follows:

1. Approve Minutes – January 14th, 2020 GHDC Meeting
2. Discussion – Local Landmark Guidelines (city-wide and specifically 108 Public Square)
3. Outstanding Historic District Problem Properties
4. Woodson Terrace Historic District Street Reports
5. East Main Street Historic District Street Reports
6. Other Business

The next Gallatin Historic District Commission meeting is scheduled for April 14th, 2020 at 4:30 p.m. The submittal deadline for that meeting agenda is Tuesday, March 31st, 2020. Please contact the Gallatin Planning Division at 451-5796 for more information.
MINUTES OF THE  
GALLATIN HISTORIC DISTRICT COMMISSION  
MEETING  
January 14, 2020

MEMBERS PRESENT
Kenneth Thomson, Chair
Roger Matchett, Secretary
Johnny Wilson
Linda Bradley Love

STAFF PRESENT
Jillian Ogden, Planner II
Marianne Mudrak, Board Secretary

MEMBERS ABSENT
Vice Chair Tom Richey

OTHERS
Applicants

A regular meeting of the Gallatin Historic District Commission was held on January 14, 2020, in the Engineering Conference Room of Gallatin City Hall. Mr. Kenneth Thomson, Chairman, called the meeting to order at 4:30 p.m. A copy of the meeting agenda is attached to these minutes as Exhibit A.

Item 1: Approve Minutes – October 8, 2019 Historic District Commission Meeting.

Mr. Matchett motioned to approve the minutes of the October 8 2019, Historic District Commission meeting as corrected. Mr. Wilson seconded the motion and the motion passed 4 ayes; 0 nays.


Ms. Jillian Ogden, Planner III, explained that the applicant would like to remove a deck and replace it with a wood covered patio with a new pool.

Mr. Tim Allen, applicant, said the above ground pool is partially in-ground to accommodate the sloped yard.

Ms. Ogden said the yard is fenced and the pool will not be visible from the road. Staff recommends approval with the condition that a building permit is issued before construction begins.

Mr. Matchett motioned to approve the Certificate of Appropriateness (COA). Ms. Love seconded the motion and the motion passed by unanimous vote.

Item 3: Election of Officers

Mr. Wilson motioned to re-elect Mr. Thomson as Chair, Mr. Richey as Vice Chair, and Mr. Matchett as Secretary.
Ms. Love seconded the motion and the motion passed by unanimous vote.

**Item 4: Outstanding Historic District Problem Properties**

There were no problem properties to discuss.

**Item 5: Woodson Terrace Historic District Street Reports**

There were no issues to report.

**Item 6: East Main Street Historic District Street Reports**

There were no issues to report.

**Item 7: Other Business**

Ms. Callie Scott, 148 North Westland, said she has issues with the post office regarding her mailbox placement. Ms. Scott said she would like to have a mailbox on her home because it is consistent with the rest of the neighborhood. The post office maintains that she must put a post mailbox at the curb. She was also told by the post office that they cannot deliver to the mailbox attached to her home because she has a fenced yard and there may be dogs outside.

Ms. Love said she does not believe the mailbox must be changed according to the Historic District guidelines.

Mr. Thomson suggested a copy of the Woodson Terrace guidelines be sent to the post office.

Mr. Matchett believes there was a letter from the post office in the 1990’s that said the mail box may not be removed from the house.

Ms. Ogden said the guidelines specifically address mailboxes; however, the post office is a federal department and overrides City guidelines.

Ms. Ogden said she will reach out to the State Preservation Office to see if anything can be done for Ms. Scott.

It was suggested that Ms. Scott also contact her State Representative.

**Item: 8 Announcements**

Ms. Ogden said Staff is applying for a TDEC Preservation Grant to complete a Historic Resources Survey. The last survey was completed in 2009.

**Item: 9 Adjourn**

There being no further business to discuss, Chair Thomson adjourned the meeting at 5:00 p.m.
Gallatin Historic District Commission Meeting Minutes
January 14, 2020

Respectfully submitted:

_____________________________
Marianne Mudrak, Board Secretary

Approved:

______________________________  __________________________
Kenneth Thomson, Chair          Roger Matchett, Secretary
Appendix: Outstanding Historic District Problem Properties

No updates at this time.