

# Historic Preservation Commission

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## CITY OF LEBANON HISTORIC PRESERVATION COMMISSION Regular Meeting – November 12, 2024

### Attendees

Greg Dugdale  
Dave Dixon  
Kristy Barhite

Phillip Allison  
Marilyn Bryant  
Kathleen Vail

Wayne Oakley  
Stephen Chambers

David Taylor

### Call to Order

Staff called the meeting to order at 5:01 PM.

A motion was made by David Taylor and seconded by Phillip Allison to nominate Greg Dugdale as the acting chairman for the meeting. Motion carried.

Commissioner Greg Dugdale read the Chairman's Comments.

Public Comments – None.

### New Business

1. *Case 24-09 Request by Patrick Shawn Hicks for a Certificate of Appropriateness for work being proposed at 120 South Tarver Avenue (Tax Map 68F Group C Parcel 15) zoned RD9 in Ward 3*

This case is the result of a complaint that work was being done without first obtaining a COA.

Per the application, they are requesting to restore and preserve the home by replacing the windows, trim, and shutters, removing the vinyl siding, restoring the wood siding underneath on the residential structure, and replacing the gutters. The specifications for the proposed windows are below. On the exterior, they will be aluminum clad and interiorly, wood. The 6 over 6 existing grid pattern will be replicated. The applicant is proposing a few changes with the windows, including window removal and size changes for a few areas. The trim will be replaced with Azek trim. Non-contributing shutters will be removed until a historically correct shutter is found and can be installed. The existing vinyl siding will be removed to expose the wood siding. The original wood siding will be cleaned, restored, and painted. The H-style gutters will be replaced with historic 6" half-round white gutters with a smooth downspout.

Staff recommended approval of the trim, siding, and gutters, and with the existing window placements and sizes remaining, particularly, the window at the top center of the front façade. If replacement shutters are found, come back for a COA prior to installation. All other historically authentic/accurate details should remain on the structure, such as attic vents, roof structures, and entrances.

The owner, Shawn Hicks said that he acquired the property a couple of years ago with the previous owner adding quite a bit of updates and additions. He explained the window placements and the rooms that were associated with it. He explained that on the southside of the dwelling was an addition and he wanted to remove the door and add the transom. He also was putting on custom trim from Azek to match the original house blueprints that they had. He said that he would remove the plastic shutters and replace them with historic shutters if he could make them and it is cost effective. He said that he found one of the original shutters in the basement and the picture he presented showed no shutters for now. He said that the room in the middle of the front façade is a bathroom, and he wanted the half window there for privacy. He said he could absolutely put a full window on the front and either frost it or curtain it, but he would like the

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resale value. He explained all the updates he had already done. He asked for approval of the half window. He also noted that the color of the trim may be different and that the wood siding under the pulled off vinyl is in pristine condition. He apologized for not filling out the process because on his other house he did but it has been a rough year and was ashamed when he got the citation. He finished by saying that he believes that we all need to follow the guidelines and save these old homes.

Commissioner Dave Dixon inquired of the applicant for clarity, that he did know that there was a certificate required for this.

Shawn Hicks replied that he did. He exclaimed that he loves the new guidelines, and that they are very professionally done and would be a much needed improvement.

Commissioner David Taylor asked if the bottom right window has a thing over it and would they still have that piece (not shown on the drawing).

Shawn Hicks explained that the previous owner screwed plastic scrolls/molding thingies onto the header on the windows, and he was getting rid of those and explained what he is doing with the replacement material.

Dave Dixon asked if the commission would be requiring shutters or is it a caveat that it will be done in time and is there a timeframe.

Acting Chairman Greg Dugdale said that they could require that.

Dave Dixon asked how often have there been variances to the guidelines in the past regarding windows.

Staff explained that the guidelines are not city code, so Staff makes the recommendations to the guidelines and the commission rules...

Greg Dugdale interjected that there has been a fairly good number (of variances) based on functionality and cost. He asked if someone would make a motion on just the bathroom window.

A motion was made by Wayne Oakley for denial of the of the half bathroom window on the front façade because it changes the character and the historic appearance of the house and like the applicant stated, there are window treatments that can be used for that. He was under the impression that from reading the application, that it was a change of space, but it was originally a bathroom with an original full-size window.

Greg Dugdale called for a discussion of the motion.

Commissioner David Taylor said that the original house looked beautiful, and this is too different, and the change would probably be a detriment to make that large of a change to the front of the house.

Shawn Hicks requested that Wayne Oakley recluse himself from this discussion because during the election of 2022, Mr. Oakley attacked him ... on Facebook on his views as a candidate. (Note: Speaker moved away from the microphone.)

Commissioner Wayne Oakley replied that his comment has nothing to do Mr. Hick's candidacy, his comment is about the Historic Preservation Commission. He noted that they have a motion, and they need to move on...

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Shawn Hick interrupted by saying that he thinks his attorney will greatly disagree with Mr. Oakley.

Commissioner Phillip Allison said that he looked at both the old guidelines and the proposed guidelines and they are both in sync and both agreed with what Mr. Oakley said. He said that he agreed with Mr. Oakley, because he did a little research when he got Mr. Hick's email and the guidelines both say the same thing and we try to adhere to the guidelines.

Shawn Hicks said that there have been variances before, isn't that correct Mr. Dugdale.

Greg Dugdale affirmed but that is also part of the discussion here, he said.

Dave Dixon said that he thinks that if you are trying to honor, then on the north side, you honor the original plans and take the window out and on the east side you want to put a new window in.

Shaw Hicks responded with, but don't the guidelines say that is only the façade needs to be adhering to the guidelines.

The commissioners and Staff replied that it says anything that can be seen from the road/right-of-way.

Overlapping chatter.

The motion continued. Phillip Allison seconded. Motion carried 5-1. Greg Dugdale was a no.

Greg Dugdale said he was always in favor of trying to give; and that one is right in your face that is one aspect of it is it kind of affects the balance of the house and the chairman usually does not make; anyway I am launching right into discussion of the other changes, and the other ones are not in your face and appear to be well balanced.

A motion was made by Wayne Oakley and seconded by David Taylor for approval of the submittal changes for the north and south elevations of the windows, the trim\_\_\_\_\_. Motion carried 6-0.

Dave Dixon asked about the shutters.

Shawn Hicks said that he probably will not replace them. He said that if he does decide to replace them, he said that he would come back with a COA.

Greg Dugdale said that Mr. Hicks is saying the vinyl shutters were not contributing because they were put up in recent history.

Wayne Oakley asked if shutters were originally on the house.

Shawn Hicks affirmed that they were.

Staff said that the shutters were on the house when it came into the historic district.

Wayne Oakley asked City Attorney Stephen Chambers what the commission's options were when it came to something like this.

City Attorney Stephen Chambers pointed to the guidelines and what it says about replacing new elements.

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Greg Dugdale said he is not replacing them; he could replace them.

Stephen Chambers said that you would also have to look at the zoning ordinance and you are going to have to make the decision as to whether this will be applicable to this.

Staff said that the guidelines state that shutters, when appropriate to the style of the building, are acceptable. Shutters should fit an opening in height and width so that if they were closed, the opening would be covered the whole window, and those vinyl ones do not.

There was continued discussion about the shutters.

A motion was made by David Taylor and seconded by Wayne Oakley that if he wanted to add/replace the shutters, he would have to come back before the commission. Motion carried 6-0.

Staff reminded the commission that there were gutters to be voted on.

A motion was made by Wayne Oakley and seconded by Phillip Allison for approval of the gutter, downspouts, the attic vents, and the trim as presented. Motion carried 6-0.

*2. Case 24-10 Request by Crystal Horne for a Certificate of Appropriateness for work being proposed at 106 East Main Street (Tax Map 68E Group P Parcel 4) zoned CD in Ward 3*

Per the application, they are requesting to install new wall signage in an established framed sign unit with the same dimensions as the neighboring sign.

Staff recommended approval.

Acting Chairman Greg Dugdale said that it is obvious that the sign would be in a sign holder so why is the sign coming before the commission.

Staff said because it is a change.

Greg Dugdale said it is not really a change, it is obvious that it is a sign holder, and it would be different if they were making an entirely new framework.

Staff said that the Sign Administrator Obediah Bennett already looked at the sign, then it came here for approval then it will go for permitting.

There was a discussion about the dimensions.

A motion was made by Dave Dixon and seconded by Phillip Allison for approval of the sign as presented subject to the sign administrator's approval. Motion carried 6-0.

The commissioners would like the Sign Administrator to state that the sign meets the regulations first before bringing it before the commission.

*3. Request by Staff to prohibit new murals in historic districts.*

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Staff said that this request would need to be placed in our current guidelines and one that is done it would go into the city's sign code.

Commissioner Phillip Allison asked if the existing murals are grandfathered in.

Staff affirmed that they would be.

Phillip Allison asked if that was fair.

The commissioners asked why and what is the rationale since they must be approved by the historic commission.

Staff said that it is just all new installations and that came from the top.

Acting Chairman Greg Dugdale requested tabling this item.

A motion was made by Phillip Allison and seconded by David Taylor to table the request. Motion carried 6-0.

Greg Dugdale said he wanted to have the flexibility to see them and vote on them.

Phillip Allison asked why now.

Staff replied that they think it is because of the rush to get these last murals approved and a lot of people don't like the fact that all the corners of the square are becoming murals.

Commissioner Wayne Oakley said that the murals were in history and named some.

Commissioner David Taylor mentioned the Coca-Cola sign.

Wayne Oakley wanted to know why someone would come in here and tell the historic commission what they wanted it to be prohibited.

### Commissioner Comments

Commissioner Wayne Oakley asked why a stop work order was not issued to Mr. Hicks.

Staff said that he had a permit to do internal work. Staff explained that they could not issue one for the windows because we do not have the power over windows so they would not have needed a permit.

Wayne Oakley said that they have issued stop work orders before. So do we have the ability to issue stop work orders.

Acting Chairman Greg Dugdale said that it would be the building inspector.

Staff spoke to Chief Building Official Danny Raines, and he said the same thing that was explained regarding the windows.

Ward 2 City Councilor Camille Burdine said that she was previously a part of this commission and as such, knows that they do not have enforcement capabilities. However, as the city is growing and more things are

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happening with the revitalization of our downtown, we have to be clear on what we do and what we don't do and it leaves her hands tied when she gets calls regarding work on historic homes that have not gotten approval from the commission. She said it does not validate the commission or the city if they can continue to do the work when they know they need to get approval. She asked if there is some legal way to stop work until the project goes before the commission.

Acting Chairman Greg Dugdale said that the chief building inspector can put a stop work order on anything.

City Attorney Stephen Chambers said that he would need time to research it because parts are in the zoning ordinance for an enforcement.

There was continued discussion.

## Planning Comments

The presentation of the proposed Historic Guidelines at the public meeting were met extremely well by the close to 100 attendees. Now the Historic Guidelines will come back to the commission for approval in December, then process for approval will move to the Planning Commission and the City Council.

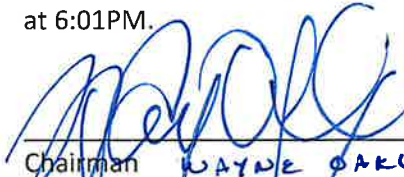
Staff presented the 2025 Historic Preservation meeting calendar and pointed out that the meeting in November would fall on Veterans Day.


The commission asked the meeting will be moved to Monday, November 10<sup>th</sup> instead.

The Calendar will be on the December agenda for approval.

## Adjourn

A motion was made by David Taylor and seconded by Dave Dixon to adjourn. The meeting was adjourned at 6:01PM.

  
\_\_\_\_\_  
Chairman WAYNE OAKLEY

  
\_\_\_\_\_  
Secretary, Kathleen Vail

1.14.2025  
Date

1/14/2025  
Date

Exhibit A

**Elevations: Before and After**



120 South Tarver restoration project  
Shawn Hicks (615) 540-6737 [hicks.shawn@yahoo.com](mailto:hicks.shawn@yahoo.com)

Historic Preservation Commission

CITY OF LEBANON, TENNESSEE

Lebanon Historic Preservation Commission  
Application for Certificate of Appropriateness (COA)



Project Location: 120 South Tarver Ave Case # 34-09  
Project Address: SAME  
Tax Map/Group Number: 68F Group C Parcel 15  
Historic District: Cumberland Univ

Applicant

Name: Shawn Hicks  
Address: 116 S Tarver Ave  
Telephone: 615 540-6737 Email hicks.shawn@yaho.com

Owner (If not the applicant)

Name: SAME  
Address: \_\_\_\_\_  
Telephone: \_\_\_\_\_ Email \_\_\_\_\_

To be completed by the Commission Chair

The Certificate of Appropriateness is hereby:

Approved  partial Denied  partial Approved with Conditions \_\_\_\_\_  
See below

If approved with conditions, state the conditions: \_\_\_\_\_

(continued on back)

Reasoning of the Commission ① Front facade, top center window proposed as half window - Denial (5-1); ② Trim, siding, and gutters - approval (6-0);  
③ all other windows and window changes as presented = (6-0) approval

Chair Greg Dugdale

11/12/24  
Date

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## CITY OF LEBANON, TENNESSEE

Lebanon Historic Preservation Commission  
Application for Certificate of Appropriateness (COA)



Project Location: 106 East main Street Case # 24-10  
Project Address: " " " "  
Tax Map/Group Number: 68E Group P Parcel 4  
Historic District: Public Square

### Applicant

Name: Crystal Horne  
Address: 141 Royal Dr., Mt. Juliet, TN 37122  
Telephone: 629 935 4587 Email: crystal.horne.healthcoach@gmail.com

### Owner (if not the applicant)

Name: Colleen Chapman  
Address: 3632 SE Tater Peeter Rd  
Telephone: 615 480 2381 Email: chapmanteam515@gmail.com

### To be completed by the Commission Chair

The Certificate of Appropriateness is hereby:

Approved  Denied  Approved with Conditions

If approved with conditions, state the conditions: Approval based on staff  
recommendations and per Sign Code Administrator approval.

(continued on back)

Reasoning of the Commission: \_\_\_\_\_

Chair Greg D. Gade

11/12/24  
Date