



AGENDA

The Gallatin Historic District Commission invites all members of the public to their regularly scheduled meeting on Tuesday, August 14, 2012 at 4:30 p.m. in the **History Room, Room 109** of Gallatin City Hall located at 132 West Main Street. The agenda for this meeting is set as follows:

1. Approve Prior Minutes
2. Discussion of Property Owner Letters and Past Notification Letters
3. Woodson Terrace Historic District Street Reports
4. East Main Street Historic District Street Reports
5. Other Business

The next meeting will be held on Tuesday, September 11, 2012 at 4:30 p.m. The submittal deadline for that meeting agenda is Tuesday, August 28, 2012. Please contact the Gallatin Planning Division at 451-5796 for more information.



Kevin Chastine, AICP, Planner II
Kevin.Chastine@gallatin-tn.gov

August 8, 2012

Gallatin Historic District Commission Members:

- Tom Richey, Chair
- Mary Anne Mudd, Vice Chair
- Matchett, Secretary
- John Garrott
- Johnny Wilson

RE: Tuesday, August 14, 2012 Gallatin Historic District Commission Meeting

Dear Commissioners:

Please find the following items enclosed with this letter:

1. Agenda for the Tuesday, August 14, 2012 Gallatin Historic District Commission meeting
2. Minutes from July 10, 2012 GHDC Meeting

The Historic District Street Report assignments are as follows:

- **Mary Anne Mudd:** East Eastland Street, Wemyss Street, North Pardue Avenue
- **Tom Richey:** North Hume Avenue
- **Roger Matchett:** Perrolee Street
- **John Garrott:** 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,

Kevin Chastine, AICP
Planner II

Enclosures

MINUTES OF THE
GALLATIN HISTORIC DISTRICT COMMISSION

July 10, 2012

MEMBERS PRESENT

Tom Richey, Chair
Mary Anne Mudd, Vice Chair
Johnny Wilson

STAFF PRESENT

Kevin Chastine, Planner II
Marianne Mudrak, Board Secretary

MEMBERS ABSENT

Roger Matchett, Secretary
John Garrott

OTHERS

Applicant

A regular meeting of the Gallatin Historic District Commission was held on July 10, 2012 in the History Room of Gallatin City Hall. Chair Tom Richey 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 Prior Minutes

Mr. Wilson motioned to approve the minutes of the May 8, 2012 and June 19, 2012 Gallatin Historic District Commission meeting as presented. Ms. Mudd seconded the motion and the motion passed, with one correction, by unanimous vote.

Chair Richey distributed copies of a list of historic places, which was approved at the June 19, 2012 meeting, as the basis for the upcoming newspaper articles. A copy of which is attached to these minutes as Exhibit B.

Item 2
Discuss 2012/2013 Budget and Mailings

Mr. Chastine said he discussed the Historic District Commission budget with Mr. Tony Allers, Director of Codes/Planning. Mr. Chastine said a budget of \$250 had been requested in the proposed budget and it had not been removed at this time. This is an increase from last fiscal year.

Mr. Chastine said there are 33 letters scheduled to go out next week to property owners whose homes were determined eligible for the National Register of Historic Places through the 2008 Historic Resource Survey. Mr. Chastine said the cost would be approximately \$16.00.

Mr. Chastine said he would look at using the remaining funds for purchasing training materials for the Historic District Commission members.

Ms. Mudd asked about a packet that went out in previous years to Historic District residents. Mr. Chastine said that he would look into a reminder letter to all Historic District residents that they are in a Historic District and there are guidelines.

Chair Richey said a letter also went to real estate offices, asking them to let prospective buyers know the home they are considering is located in a Historic District.

Mr. Chastine said he would look for the letter and find out how many homes are in the historic districts. Chair Richey said he has a copy of the letter.

Item 3

Woodson Terrace Historic District Street Reports

Chair Richey asked for an update on the home on North Hume Street behind the Masonic Lodge. Mr. Chastine said he has contacted the property owners and they said they did not intend for the building to be so high. Mr. Chastine said the owners are using the upstairs for storage only. Mr. Chastine said he noticed the siding was being installed and that it matches the home.

Chair Richey asked for an update on the home at 228 North Westland. Mr. Chastine said he has not been able to get in touch with the homeowners. Mr. Chastine said the owner stated to him previously that the window trim will be painted to match the home and they are looking to add the mullions in the new windows in order to match the previous window pattern.

Item 4

East Main Street Historic District Street Reports

There were no violations to report.

Item 5

Other Business

Chair Richey said he and Ms. Mudd met with Mr. Randy Kline, editor of the Gallatin Newspaper. Chair Richey said the articles discussing historic properties would be located at the bottom of page five, monthly, and would be 600 words in length. Chair Richey said the articles could include one (1) or more photos.

Chair Richey said Mr. Kline suggested that the articles begin with the Public Square. Chair Richey said an overview of the Public Square might come first and then individual significant buildings.

Ms. Mudd said once the articles begin the Historic Commission is committed; therefore, all the information should be gathered in advance.

Ms. Mudd suggested pictures be gathered from different eras throughout history to show the changes in the Public Square. Ms. Mudd suggested some articles could be just pictures instead of the allotted 600 words.

Mr. Chastine suggested that references to the National Register of Historic Places (NRHP) be minimized since the articles audience would not fully understand the details NRHP requirements.

Ms. Mudd volunteered to write the articles if facts are presented to her. Mr. Chastine said he would have access to information on any properties listed on the National Register of Historic Places (NRHP).

Item 6
Move to Adjourn

With no further business to discuss, Chair Richey adjourned the meeting at 5:15 p.m.

Respectfully submitted:

Marianne Mudrak, Board Secretary

Approved:

Thomas Richey, Jr., Chair

Roger Matchett, Secretary