



City of McMinnville, Tennessee

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Memorandum

To: Historic Zoning Commission Members
From: City of McMinnville, Department of Community Development
Date: December 29, 2020

The McMinnville Historic Zoning Commission will convene a Special Meeting on Monday, January 4, 2020 at 3:00 pm. Commission will meet at via Zoom (instructions attached), and the public is invited to join.

1. Call to Order
2. Graves Family Pharmacy/Chad and Emily Graves at 357 W. Main Street | Certificate of Appropriateness Application for pylon sign
3. Update on Process to Amend Guidelines
4. Adjourn

Staff Report for 1/4/2020 Historic Zoning Commission

Graves Pharmacy/Chad and Emily Graves at 357 W. Main Street | COA Application

The Historic Zoning Commission reviewed this application on November 11 and voted to table their decision until they could schedule a site visit and receive other information about illuminated signs in the district. They also reviewed the application on November 30 and a motion to approve failed in a tie – two approving, two denying.

We have added two more pieces to the report to help you understand the sign technology and clarify our procedure. Namely we have provided in this report:

1. Graves Family Pharmacy Certificate of Appropriateness
 - Historic Photos of Related Buildings
 - Inventory of internally lit signs in Historic District
 - Information and images gathered from the site visit
 - Overview of the nature of the guidelines and the appeal process
 - Internally lit signs in other jurisdictions
 - Information on sign technology and types
 - Relevant guidelines from the Historic Guidelines
 - Staff Recommendation + Clarification of Conditional Approval
2. Update on the Process to Amend the Guidelines

Attachments:

1. Zoom + Call-In Instructions
2. Map of Internally Lit signs in the Historic District
3. Photo Inventory of Internally Lit signs (including rendering of proposed sign on site)
4. Excerpt of Downtown Nashville Historic Zoning Code
5. Email from Amanda Rose, Preservation Planner in Franklin
6. Excerpt of Nashville Downtown Code – types of signs
7. Minutes from the August 2013 Historic Zoning Commission meeting
8. Graves Family Pharmacy Application for Certificate of Appropriateness

Text in yellow highlight are additions to the staff report from the Nov 30th meeting packet.