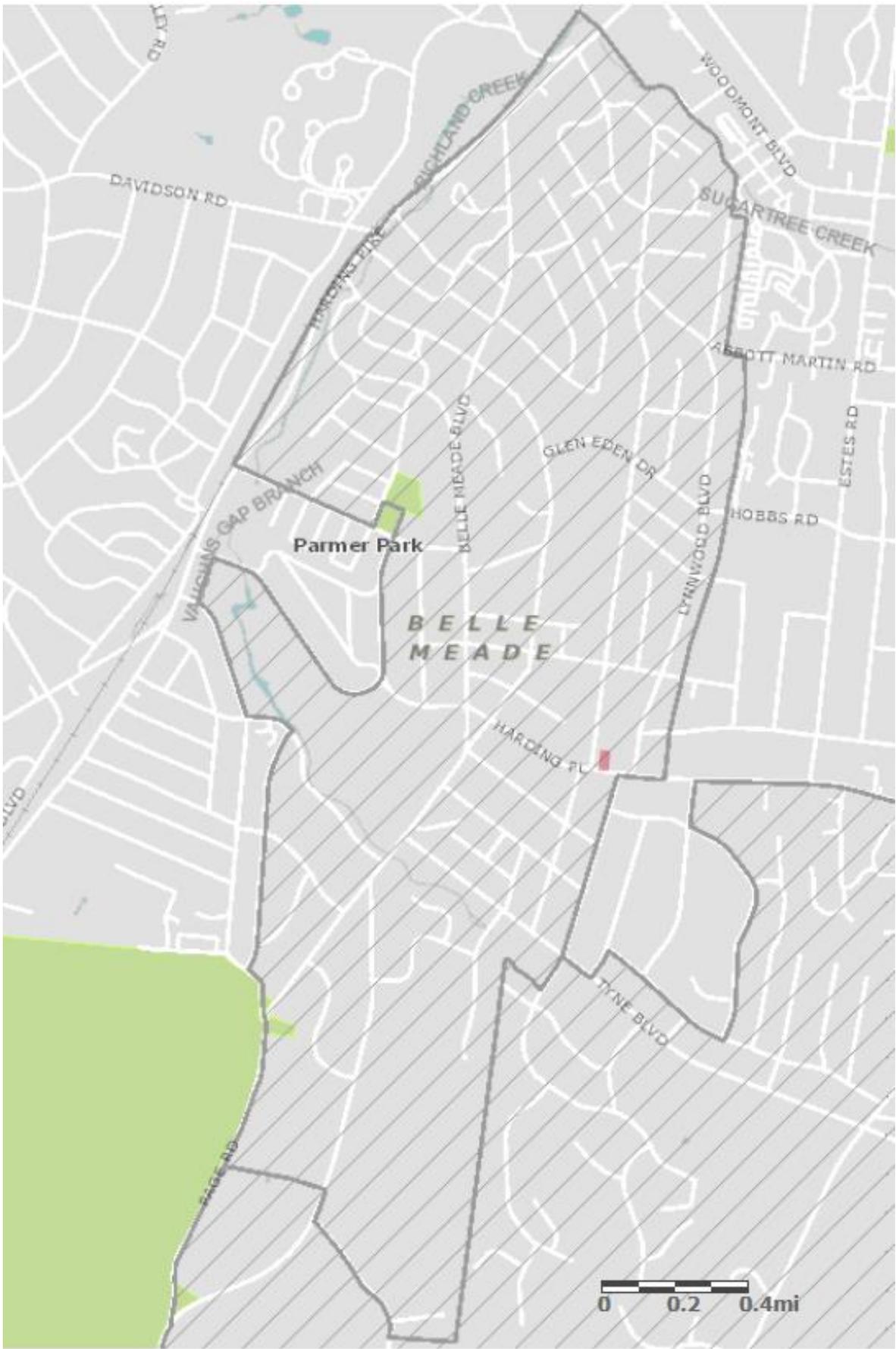


**CITYWIDE CONSERVATION OVERLAY
INTERIM DESIGN GUIDELINES**

**CITY OF BELLE MEADE, TENNESSEE
NOVEMBER 2019**

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Map of the City of Belle Meade

INTRODUCTION AND PURPOSE OF THE GUIDELINES

Belle Meade’s Conservation Overlay – Policy Statement

The purposes of the Conservation Overlay and Historic Zoning Commission (HZC) are to protect and benefit Belle Meade’s residents, their quality of life, and the cultural heritage of the Belle Meade community by preserving, protecting, carrying forward, and improving its distinct visual and aesthetic architectural character and value, quality of excellence in design and materials, and craftsmanship of both historic and modern buildings, structures, streetscapes, neighborhoods, and areas within its cultural landscape that are of significant importance and beauty; to regulate exterior design, arrangement, texture and materials proposed to be used to insure compatibility; to create an aesthetic appearance which complements and is in harmony with Belle Meade’s historic or architecturally worthy structures; to embrace both heritage properties and creativity of new modern properties; to stabilize and improve property values; and to maintain and foster Belle Meade’s legacy of civic beauty and pride.

Belle Meade’s Heritage—A Guiding Principle

Belle Meade is recognized as one of the most prestigious and significant residential communities in America. The City was created in the early 1900s from lands associated with the Belle Meade Plantation which was prominent in the 19th century as a nationwide leader in horse racing and breeding. As Nashville grew into a major City, much of the Belle Meade property was subdivided and platted into exclusive residential lots. Located approximately six miles southwest of downtown Nashville, the development of Belle Meade was aided by rising automobile ownership, its rural setting away from the noise and pollution of the City and the growing prosperity of Nashville’s merchant and business class.

Between 1910 and 1930, over two hundred homes were built in the City. Most of these were designed by Nashville’s most prominent architects in the Neo-classical, Colonial Revival, Georgian Revival and Tudor Revival styles. Construction in the City slowed during the 1930s and early 1940s due to the effects of the Great Depression and World War II. After 1945 many new homes were built as vacant lots were filled and the City expanded to the south. The popular Ranch style was widely built during the 1950s and 1960s along with more traditional Colonial Revival and Tudor Revival influenced houses.

Since the mid-20th century, Belle Meade has maintained much of its architectural legacy. While some historic homes have been replaced or enlarged, the City retains a strong sense of place. Concerns over the potential loss of this sense of place led the City to create a historic overlay ordinance and Historic Zoning Commission in 2019. The purpose of this Ordinance is to preserve and protect the historical and/or architectural value of buildings, structures, or areas of significant importance; to regulate exterior design, arrangement, texture and materials proposed to be used within the historic districts to insure compatibility; to create an aesthetic appearance which complements the historic or other structures; to stabilize and improve property values; and to foster civic beauty.

The protection and preservation of the City's heritage is now a guiding principle for residents and City leaders. The City's commitment to its heritage supports these objectives:

- Preserve the architectural and historical character of Belle Meade's significant historic properties.
- Encourage development that is compatible with the character of the City's historic resources.
- Conduct design review to assist property owners to be good stewards and utilize best practices for their properties.
- Expect that builders, developers and architects will respect the traditional architectural character of Belle Meade and design new construction of the highest possible quality.

Belle Meade's Heritage—What the Historic Zoning Commission Reviews

The Belle Meade Historic Zoning Commission has the authority to require design review for any proposed demolition, new construction or additions to existing properties. This review will be in accordance with the following categories:

Property of Significance

Properties of significance are those which are of particular architectural or historical significance to the early 20th century growth and development of Belle Meade. Significant dwellings, buildings and structures in Belle Meade are defined as follows:

- Generally, these will be properties built prior to 1939 although there may be some properties which meet this level of significance after this date, and,
- Possess integrity of design, materials, workmanship, setting, location, feeling, and association, as defined for eligibility for listing in the National Register of Historic Places; and,
- Embody such other qualities and characteristics as in the judgment of the HZC should be considered significant to the historical and architectural context of Belle Meade; and,
- Be listed or determined eligible for listing in the National Register of Historic Places, and/ or be determined to be a contributing property to an eligible historic district in the National Register of Historic Places; and,
- Possesses one or more of the following criteria:
 - A. A broad cultural, political, economic, or social association with the historic development of Belle Meade, the state, or the nation, and/or;
 - B. Identification with a historic person or with important events in Belle Meade, state, and/or national history, and /or;
 - C. Possesses distinguishing characteristics of an architectural type reflective of the dominant styles in Belle Meade and is inherently valuable for the study of a period, style, method of construction, or use of indigenous materials or craftsmanship, and/ or;
 - D. Possesses authenticity of its period of significance as evidenced by the survival of its characteristics, historic fabric, and architectural elements from that period; and/or;

- E. Is a notable work of a master builder, designer, or architect, and/or;
- F. Possesses or may likely yield information important in prehistory or history, and/or;
- G. Possesses other qualities and characteristics that, in the judgment of the HZC should be considered for designation as a significant property.

In most cases the HZC discourages the demolition of a property of significance. Additions to properties of significance may be allowed if the addition is of appropriate scale and placement on the property. Criteria for demolition and additions to significant properties are outlined in the design guidelines.

Property Worthy of Conservation

Properties worthy of conservation are those which were built from the mid- to late-20th century and reinforce the historical and architectural character of Belle Meade through their design, scale, and materials. Properties worthy of conservation in Belle Meade are defined as follows:

- Generally, these will be properties built after 1939 although there may be some properties within this category which were built prior to this date, and,
- Possess integrity of design, materials, workmanship, setting, location, feeling, and association from their original period of construction; and,
- Be determined to be a contributing property to an eligible historic district in the National Register of Historic Places.

In most cases the HZC will encourage the preservation of properties worthy of conservation. Properties worthy of conservation which are proposed for demolition or substantial additions will be reviewed by the HZC in order to identify alternatives which meet the property owner's requirements while preserving the integrity of the property. If no such alternatives are identified properties worthy of conservation may be demolished or receive additions in accordance with the design guidelines.

Property Less than Fifty Years of Age

Properties less than fifty years of age will generally not require HZC design review for demolition or additions but there may be instances where they possess characteristics that make them important to Belle Meade's overall character. They may possess design elements such as scale, massing, setback, lot placement, and materials that are supportive of neighboring properties. Properties less than fifty years of age do not exclude them from the application of design review by the HZC, especially if the proposed work has the potential to adversely affect a neighboring property of significance. Each case will be evaluated on an individual basis to determine how the proposed work will impact the property, adjacent properties, the blockscape, and streetscape. It will be the responsibility of the Belle Meade Director of Building and Zoning to bring properties less than fifty years of age before the HZC if the proposed work may potentially adversely affect adjacent properties of significance.

If demolition of a property less than fifty years of age is approved and a new building is proposed for its site, the proposal for new construction will be reviewed by the HZC to insure compatibility with the architectural character of the street and City.

Zoning Requirements

In addition to these design guidelines, property owners must follow the zoning requirements set forth in the Belle Meade Zoning Code, Title XIV, Chapter 2. The Zoning Code outlines the allowable floor area, front and side yard setbacks, allowable height and parking requirements for new construction and additions. When planning for new construction or additions within the City the Zoning Code must be consulted and followed.

The Secretary of the Interior's Standards for Rehabilitation

The HZC follows the standards set forth in the Secretary of the Interior's Standards for Rehabilitation. These guidelines provide information on best practices for rehabilitation and new construction, a document created in 1978 and revised in 2017. Tennessee state law requires that any conservation overlay district comply with these standards.

1. A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.
2. The historic character of a property shall be retained and preserved. Avoid the removal of historic materials or alteration of features and spaces that characterize a property.
3. Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken.
4. Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.
5. Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a historic property shall be preserved.
6. Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.
7. Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.
8. Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.
9. New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated

from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.

10. New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

How the Certificate of Appropriateness Process Works

If a building is within the City limits of Belle Meade and a property owner wants to construct a new building or addition, or demolish an existing building, the owner must first obtain a Certificate of Appropriateness and a building permit where applicable. A Certificate of Appropriateness (CoA) is a form issued to ensure that the work planned for new construction, additions or demolition meets the criteria of the design guidelines. The CoA needs to be obtained in addition to the regular building permit.

Step One - Does Your Work Require a CoA?

Within the City of Belle Meade, a CoA is required for the following:

- Any construction, alteration, demolition, or removal which requires a building or demolition permit such as new primary construction, additions to buildings, demolishing buildings, or moving buildings. This requirement applies to significant properties and those worthy of conservation.

COAs are not required for:

- Building rehabilitation which does not involve complete or partial demolition of less than 35% of the structure;
- Demolition or additions to properties less than fifty years of age, and;
- Interior changes.

Step Two - Obtain and Complete a CoA Application prior to beginning the work.

Property owners must first meet with City staff and obtain a CoA prior to the initiation of work outlined in Step One. Approvals are granted by the HZC through the issuance of a CoA. The HZC will make their decisions on CoA applications based on the design guidelines adopted by the City of Belle Meade. CoA applications are available from the Building and Zoning Department in City Hall. Required documentation for a COA should include:

- ✓ For **new construction and additions**, a complete set of schematic plans at scale and descriptions of materials. Final plans, that are submitted for permit, shall be drawn to scale and shall include a site plan to show all existing and proposed improvements. Specifications and/or samples of exterior materials will be required such as siding, roofing, doors, windows, and ornamentation.
- ✓ For **demolition**, photographs of the building proposed for demolition are required

along with a statement describing the reasons for demolition and proposed use of the site.

Step Three - Submit the CoA Application and Meet with City Staff

Once a property owner has completed a CoA application form, a meeting with the City staff at the Building and Zoning Department is recommended. The Building and Zoning Department staff will meet with the property owner to discuss the project, answer questions, and advise on whether or not the plans are required to go before the HZC. If the work proposed requires HZC review, the staff will advise whether or not the proposed work meets the design guidelines. If there is a conflict between the plans and the design guidelines, the staff can offer advice on how to modify them to meet the guidelines.

Staff Review

The HZC has delegated to the Director of Building and Zoning (Staff) the ability to administratively approve work without prior review of the work by the HZC. The types of Certificates of Appropriateness (CoA) that may be administratively reviewed are listed below. The Commission Chair may extend this list in emergency situations to provide optimum customer service. Staff may, at any point during the review process and for any reason, choose to refer the CoA to the HZC.

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- Demolition of non-historic accessory structures and appurtenances.
- Demolition of any structure that has become a major life-safety hazard and is requested to be demolished for that reason.
- Demolition of primary buildings less than fifty years of age.
- Additions.

If the work requires review by the HZC, the application will be scheduled for the next regular meeting. Regular meetings of the HZC are held on the second Tuesday of each month at 3:00 P.M. at City Hall. Applications for a CoA shall be considered by the HZC at its next regular meeting, provided they have been filed by the filing deadline, which is typically at least fifteen (15) calendar days before the regularly scheduled meeting of the HZC. Consult with the Building and Zoning Department, or on the City's website, to verify the deadline and next HZC meeting date and time. Upon approval, the staff issues the CoA including a list of approved work.

- If a CoA is denied to a property owner or if the property owner feels that the requirements are unsatisfactory, he or she may work with the HZC and Staff to amend a project so that it meets the design guidelines. The HZC and the Staff are available as a resource to residents for advice on appropriate designs and available products.
- Appeals of HZC decisions may be made to the Davidson County Chancery Court.

Step Four - Obtain a Building Permit

Building permits are available at the Building and Zoning Office at City Hall. Building permits must be posted at the job site. A CoA is valid for one year from the date of issuance. If no work is performed during that year a new CoA must be submitted.

Step Five - Begin Work

If your plans change while work is in progress, contact the Building and Zoning Office staff **BEFORE** undertaking a change or deviation from the CoA. Work undertaken contrary to original approval in a CoA or beyond the scope of the CoA requires approval from the HZC or Staff. If a violation is discovered or reported, the following steps may be taken:

- The Building and Zoning Office may issue a Stop Work Order. At this point the property owner should obtain CoA approval of the work from the HZC. If the work does not meet the design guidelines, the HZC may require that the work be redone or modified.
- If the property owner does not respond to the Stop Work Order, the Building and Zoning Office may issue a citation for violating the ordinance. This will outline deadlines for responding. If the property owner still does not respond, the Building and Zoning Office may issue a citation to appear in court.

How to Use This Manual

Property owners, real estate agents, developers, contractors, tenants, architects, and building designers should use these design guidelines when considering any project that will affect demolition, additions or new construction within the City of Belle Meade. For any project that is subject to review by the HZC or Staff, the applicant should refer to the design guidelines at the beginning of the planning process to avoid efforts that later may prove to be inappropriate and are ultimately rejected by the HZC.

The HZC will use these design guidelines in its review of proposed projects involving demolition, additions and new construction. In each case, the combination of circumstances and variables will require the HZC to conduct its review and make its decision on the merits of the particular case. In making its determination of the appropriateness of a project, the HZC will determine whether:

- ❖ The proposed work complies with the criteria in the design guidelines.
- ❖ The integrity of the individual historic building or property is preserved.
- ❖ New buildings or additions are designed to be compatible with surrounding historic properties.

Each design guideline element is described with a broad policy statement followed by justification of this policy based on design principles. The information in the background, policy statement and specific itemized design guidelines all serve as the basis for HZC decisions.

There are two primary approaches to work reviewed in Belle Meade:

- **Staff Review**
Many actions involving properties can be reviewed directly by the Belle

Meade Building and Zoning Staff and can typically be reviewed in a brief period of time as long as such actions would not require review by the HZC and are consistent with the design guidelines.

➤ **Historic Zoning Commission Review**

Projects with greater complexity and more permanent effect including extensive alterations, new construction, and requests for demolition for significant properties and properties worthy of conversation are among the actions that require review by the HZC.

Property owners are encouraged to contact the Building and Zoning Staff if they have any questions concerning the need for a Certificate of Appropriateness and the level of review required for their specific project.

Terminology and Interpretation

Throughout the design guidelines a number of terms are frequently used to reflect the design principles that the HZC and Staff will consider when making decisions. These terms and their interpretation are as follows:

Addition

The extension or increase in floor area or height of any structure.

Alteration

A change in building material; the addition or elimination of any architectural features.

Appropriate

Where a feature, action or design choice relates to demolition, new construction or an addition is stated to be “appropriate,” the project will be in compliance with the design guidelines. Sometimes a feature, “action” or design choice that is appropriate for one design or style is not appropriate for other designs and styles.

Beyond Repair and Beyond Reasonable Repair

The terms “beyond repair” and “beyond reasonable repair” means deterioration of a property has progressed to the point where repair is no longer an option for the building or feature. The burden of proof to demonstrate “beyond repair” will be the responsibility of the applicant.

Character

The term “character” means the attributes, qualities and features that make up and distinguish a particular place or development and give such a place a sense of definition, purpose, and uniqueness.

Compatible and Compatibility

The terms “compatible” and “compatibility” mean “appropriate.” Compatibility also means the characteristics of different uses or activities that permit them to be located near each other in harmony and without conflict. Compatible actions reinforce the established rhythm of a streetscape, maintaining typical placement of buildings on their lots, and common features among the buildings, such as similar roof forms, materials, window and door sizes and placement, porch size and location, and foundation heights.

Demolition

The tear down or removal of part or all of any structure.

Design Guidelines

Standards or criteria which the HZC and Staff must consider determining the appropriateness of a proposal for work.

Inappropriate

In some cases, a stated feature, action, or design choice is stated to be “inappropriate.” In such cases, by choosing the design approach referred to as “inappropriate,” the project would not be in compliance with the design standards.

Preservation

The term “preservation” means the adaptive use, conservation, protection, reconstruction, restoration, rehabilitation, or stabilization of sites, buildings, districts, or structures significant to the heritage of Belle Meade.

Recommended

The term “recommended” means suggested, but not mandatory actions outlined in the design guidelines.

Rehabilitation

The term “rehabilitation” means the act or process of making possible a compatible use for a property through repair, alterations, and additions, while preserving those portions or features which convey its historic, cultural, or architectural values.

Repair

The reconstruction or renewal of any part of an existing structure for the purpose of maintenance.

Shall or Should

Where the terms “shall” or “should” are used, compliance is specifically required.

Significant

The term “significant,” when used with characteristics of historical or architectural resources, means those characteristics that are important to, or expressive of, the historical, architectural, or cultural quality and integrity of the resource and its setting, and includes, but is not limited to, building material, detail, height, mass, proportion, rhythm, scale, setback, setting, shape, street accessories, and workmanship.

Visible or Readily Visible

The terms “visible” or “readily visible” means easily visible from public streets and rights-of-way, including through parking lots and other open spaces.

NEW CONSTRUCTION—ADDITIONS

BACKGROUND

Many of Belle Meade's historic dwellings have been expanded with additions since their original construction. These additions vary in size but traditionally the additions have been added on rear elevations. In some cases, lateral additions have been constructed or porches enclosed for living space. Some early additions may now have significance in their own right and merit preservation.

POLICY AND JUSTIFICATION

Additions to significant properties are permissible as long as they minimally affect historic materials, are not readily visible, are secondary in size and scale to the footprint of the original building and maintain the dominance of the original structure. The new addition should be compatible with the character of the original dwelling while blending with the overall design. An addition should be designed and constructed in a manner that would allow its potential removal in the future with minimal effect to the historic building. Buildings sited on corner lots will be reviewed for their visual impacts to both the primary and secondary streets. For properties worthy of conservation, there may be additional flexibility in the design and size of rear additions. Review of additions to properties less than fifty years of age typically do not require review by the HZC unless there is a potential adverse effect to a neighboring property.

GUIDELINES

1. Additions should be appropriate to the architectural style of the existing building and blend with those characteristics of the subject dwelling and adjacent buildings and streetscapes.
2. Character-defining features of buildings should not be radically changed, obscured, damaged, or destroyed by an addition. The existing historic building fabric should not be damaged by the installation of a new addition.
3. The creation of an addition through enclosure of a front porch, stoop or entry is not appropriate. The creation of an addition through the enclosure of a side porch or attached garage may be appropriate.
4. Contemporary designs for additions to existing properties are not discouraged when such additions do not destroy significant historical, architectural, or cultural material; and when such design is compatible, by not contrasting greatly, with the size, scale, color, material, and character of the property, neighborhood, or environment.
5. New dormers should be similar in design and scale to an existing dormer on the building. If there are no existing dormers, new dormers should be similar in design and scale to an original dormer on another historic building that is similar

in style and massing. The number of dormers and their location and size should be appropriate to the style and design of the building.

6. The roof form of the dormer should match the roof form of the building or be appropriate for the style. The roof pitch of the dormer should generally match the roof pitch of the building.
7. The exterior material cladding of side dormers should match the primary or secondary material of the main building.

NEW CONSTRUCTION—PRIMARY DWELLINGS

BACKGROUND

Belle Meade contains a number of vacant lots that provide development opportunities for new construction. Construction of a new primary dwelling may also be necessary when a property is lost due to fire, flooding, or other disaster. In recent years there has also been increased development of existing properties resulting in the demolition of dwellings and their replacement with new construction.

POLICY AND JUSTIFICATION

The general approach to new construction is for it to be compatible with adjacent dwellings and of the highest quality possible. Compatible means reinforcing typical features that buildings display along the street and in the vicinity such as similar roof forms, materials, window and door sizes and placement, porch size and location, and foundation heights. New construction in Belle Meade should reflect traditional architectural styles such as the Colonial Revival, Georgian Revival, and Tudor Revival. However, contemporary designs are also appropriate if they are built with compatible massing, scale, proportions, and materials. Replications or reproductions of historic designs of the early- to mid-20th century are also appropriate for Belle Meade. Belle Meade is known for the high quality of its designs and craftsmanship and new dwellings and structures are expected to maintain this standard.

GUIDELINES (as fully detailed in the Belle Meade Zoning Code)

1. **Number of Units** No more than one (1) principal dwelling may be erected on any one (1) lot or building site.
2. **Shape** Variations of rectangular and square forms are most appropriate for Belle Meade.
3. **Scale (Height)** Belle Meade's zoning restricts new construction to no more than three and one-half stories or 40 feet in height. This maximum height would be appropriate for blocks with large lot sizes and where most dwellings have building heights varying from 25 to 40 feet. On blocks that have predominately one-story or two-story dwellings, new construction of one -to two-stories would be more appropriate.
4. **Scale (Massing)** The massing of new construction is dependent on the Floor Area Ratio (FAR). The allowable footprint area of a dwelling above the natural grade of the site shall not exceed eight percent (8%) of the total lot area in Estates "A" district. Estates "B", Residence "A", and Residence "B", are all twelve percent (12%). More detailed information concerning allowable scale and massing is outlined in the City's Zoning Code.

5. **Scale (Size)** A dwelling, regardless of height, shall have a minimum gross floor area of two thousand (2,000) square feet.
6. **Lot placement.** Front and side yard setbacks should respect the setbacks found along the block on which the building is sited. Building setbacks from the street should not be less than the minimum of adjoining setbacks. More detailed information on front, side and rear yard setbacks is outlined in the City's Zoning Code.
7. **Orientation to the street** Most Belle Meade dwellings have their primary façades facing the street. New construction should reflect the orientation found along the block in which it is sited.
8. **Proportion and Rhythm of Openings** The relationship of width to height of windows and doors, and the rhythm of solids (walls) to voids (door and window openings) in a new building should be compatible with surrounding historic buildings. Window openings on the primary street-related or front façade of new construction should be representative of the window patterns of similarly massed historic buildings. Single-light sashes are appropriate for new construction. If using multi-light sashes, muntins should be fully simulated and bonded to the glass, and exhibit an interior bar, exterior bar, as well as a spacer between glass panes.
9. **Roof shape and pitch** Roof slope ratio for new construction shall rise from the eave at a slope of not less than 6:12 (6:12 refers to 6 inches of rise to 12 inches of run in measuring slopes). Roof slopes of less than 6:12 shall be considered a “low slope” roof and no more than thirty percent (30%) of the total roof area shall be allowed to be a low slope roof. Roof forms of gable and hipped variations are most appropriate for Belle Meade.
10. **Site Planning** Building and site design shall respect the existing topography, the character-defining site features, including existing trees and vegetation, and shall minimize cut, fill, and the use of retaining walls.
11. **Mechanical/Utility Systems/Service Equipment** Mechanical and/or utility equipment, including heating and air conditioning units, meters, and exposed pipes, shall be located on the back of the building or in another inconspicuous location and screened. When located on a secondary façade, the mechanical and/or utility equipment shall be located beyond the midpoint of the building if feasible and the visual impact of the equipment shall be minimized by screening or incorporating it as an element of the building or landscape design.
12. **Materials** In order to ensure the highest quality craftsmanship and construction the following guidelines shall be followed for new construction.

Foundations: Most existing foundations are of stone, brick or concrete and these foundation materials are preferred for new construction. Split faced concrete block is not an acceptable foundation material.

Siding: No siding material shall be vinyl, aluminum, or wood refaced with vinyl or aluminum. No exterior materials shall be thin veneer brick, stone, cultured stone or synthetic stone, unless wrapping an interior flue chase that penetrates the roof. Materials such as Exterior Insulation Finishing System (EFIS) is not allowable for new construction. Materials such as wood, cementitious siding and solid brick or stone veneer are appropriate materials for new construction.

Front Doors: No front door shall be of steel, aluminum or vinyl.

Front Porch: No front steps visible from the street shall be “Broom Finished” concrete.

Windows: Wood construction is preferred for windows, especially those on the fronts of dwellings. Other acceptable materials are composite and professional grade vinyl and aluminum. Windows shall not incorporate vinyl or aluminum frames of contractor grade. New construction shall not incorporate storm windows.

Deck: Material: No deck shall be constructed of vinyl clad materials.

Window Shutters: No shutters shall be plastic, vinyl or aluminum.

Fascia (Gutter Board) Material: No fascia board shall consist of wood refaced with vinyl or aluminum.

Gutters: No gutter shall have less than a six-inch (6”) opening. Downspouts shall be a minimum of three by four inches (3”x4”) in circumference.

Chimneys: Chimneys located on exterior walls constructed of materials other than masonry or modular masonry (Isokern “type”) may not be constructed. Chimneys may not be faced with vinyl, aluminum, wood refaced with vinyl or aluminum, thin veneer brick, thin veneer stone, cultured stone or synthetic stone.

Paint: Painting of unfinished surfaces shall consist of a minimum of three (3) coats. One primer, two finish coats, and only the primer may be applied with a sprayer. All paints shall be of a better quality than contractor grade paint.

Roofing Materials: Common roofing materials in Belle Meade include asphalt shingle, metal, clay tile and slate. For new construction, materials that are compatible in type, color, and texture with adjacent properties should be used. Shingles should be of a dark color, predominantly dark gray or brown. Metal roofs should be of traditional colors not bright or glaring, and of traditional profile. Asphalt shingles must be a minimum weight of at least 300lb per square and/or use 3-tab shingles. All metal roofs shall be of a quality to include a sixty (60) year guarantee on finish and shall not use exposed screws.

Mechanical/Plumbing Vent Stacks: No vents shall be located on the portion of the structure’s roof facing to the “front” as defined in the Zoning Code. All vents must be painted to match roof color.

Garage Doors: No garage doors shall be vinyl, fiberglass or aluminum. No steel garage doors shall be less than twenty-four (24) gauge thickness.

DEMOLITION – OVERALL APPROACH

BACKGROUND

The loss of historic dwellings can occur through damage from fires or storms or by neglect and deterioration. Property owners may also want to demolish buildings for new construction or remove outbuildings that are no longer functional or in poor condition. However, demolition presents the greatest threat to the integrity of a significant historic resource. A demolished significant dwelling is not only irreplaceable—the City also loses an important piece of its historical context.

GUIDELINES

1. In most cases the HZC will not approve the demolition of a significant property to the historical context of Belle Meade, unless:
 - public safety and welfare requires the removal of the building or structure, or;
 - the building has lost its architectural and historical value.
2. In order for the HZC to reach the important decision of demolishing a significant property, the owner should submit with the application [i] historic background and archival research, [ii] thorough documentation of the building and property, and [iii] a plan for dismantling of historic materials for salvation. Such materials to be salvaged include historic timber framing, windows, doors, mantels, newel posts, balusters, moldings, flooring, hardware, metalwork, brackets, weatherboard, brick, stone, other masonry components, and any other interior or exterior decorative elements.
3. If demolition appears inevitable, the owner is encouraged to consider moving or relocating the building to another location within the City.
4. An experienced, licensed, and qualified structural or architectural engineer and builder with experience in historic properties should evaluate the condition of the subject building and whether it might be able to withstand relocation as an alternative to demolition. This assessment should consider how much damage can be caused by removal and be compiled into a historic conditions report for the HZC evaluation.
5. When approved, the demolition should be accomplished in a manner that will preserve existing trees and major vegetation. Demolition should follow standards set forth in the City's tree ordinance.

APPENDIX A - NATIONAL PARK SERVICE PRESERVATION BRIEFS

The National Park Service's **Preservation Tech Notes** provide practical information on traditional practices and innovative techniques for successfully maintaining and preserving cultural resources. The Tech notes are available at the National Park Service's page <https://www.nps.gov/tps/how-to-preserve/tech-notes.htm>.

The following Preservation Briefs are made available by the National Park Service. The links will take you to the National Park Service's website (<http://www.nps.gov/hps/tps/briefs/presbhom.htm>).

1. [Assessing Cleaning and Water-Repellent Treatments for Historic Masonry Buildings](#)
2. [Repointing Mortar Joints in Historic Masonry Buildings](#)
3. [Improving Energy Efficiency in Historic Buildings](#)
4. [Roofing for Historic Buildings](#)
5. [Preservation of Historic Adobe Buildings](#)
6. [Dangers of Abrasive Cleaning to Historic Buildings](#)
7. [The Preservation of Historic Glazed Architectural Terra-Cotta](#)
8. [Aluminum and Vinyl Sidings on Historic Buildings: The Appropriateness of Substitute Materials for Resurfacing Historic Wood Frame Buildings](#)
9. [The Repair of Historic Wooden Windows](#)
10. [Exterior Paint Problems on Historic Woodwork](#)
11. [Rehabilitating Historic Storefronts](#)
12. [The Preservation of Historic Pigmented Structural Glass \(Vitrolite and Carrara Glass\)](#)
13. [The Repair and Thermal Upgrading of Historic Steel Windows](#)
14. [New Exterior Additions to Historic Buildings: Preservation Concerns](#)
15. [Preservation of Historic Concrete](#)
16. [The Use of Substitute Materials on Historic Buildings Exteriors](#)
17. [Architectural Character: Identifying the Visual Aspects of Historic Buildings as an Aid to Preserving Their Character](#)
18. [Rehabilitating Interiors in Historic Buildings: Identifying and Preserving Character-Defining Elements](#)
19. [The Repair and Replacement of Historic Wooden Shingle Roofs](#)
20. [The Preservation of Historic Barns](#)
21. [Repairing Historic Flat Plaster Walls and Ceilings](#)
22. [The Preservation and Repair of Historic Stucco](#)
23. [Preserving Historic Ornamental Plaster](#)
24. [Heating, Ventilating, and Cooling Historic Buildings: Problems and Recommended Approaches](#)
25. [The Preservation of Historic Signs](#)
26. [The Preservation and Repair of Historic Log Buildings](#)
27. [The Maintenance and Repair of Architectural Cast Iron](#)
28. [Painting Historic Interiors](#)
29. [The Repair, Replacement & Maintenance of Historic Slate Roofs](#)
30. [The Preservation and Repair of Historic Clay Tile Roofs](#)
31. [Mothballing Historic Buildings](#)

- [32. Making Historic Properties Accessible](#)
- [33. The Preservation and Repair of Historic Stained and Leaded Glass](#)
- [34. Applied Decoration for Historic Interiors: Preserving Composition Ornament](#)
- [35. Understanding Old Buildings: The Process of Architectural Investigation](#)
- [36. Protecting Cultural Landscapes: Planning, Treatment and Management of Historic Landscapes](#)
- [37. Appropriate Methods for Reducing Lead-Paint Hazards in Historic Housing](#)
- [38. Removing Graffiti from Historic Masonry](#)
- [39. Holding the Line: Controlling Unwanted Moisture in Historic Buildings](#)
- [40. Preserving Historic Ceramic Tile Floors](#)
- [41. The Seismic Retrofit of Historic Buildings: Keeping Preservation in the Forefront](#)
- [42. The Maintenance, Repair and Replacement of Historic Cast Stone](#)
- [43. The Preparation and Use of Historic Structure Reports](#)
- [44. The Use of Awnings on Historic Buildings: Repair, Replacement and New Design](#)
- [45. Preserving Historic Wood Porches](#)
- [46. The Preservation and Reuse of Historic Gas Stations](#)
- [47. Maintaining the Exterior of Small and Medium Size Historic Buildings](#)

APPENDIX B

Sources of Information

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