

REPORT TO THE HISTORIC DISTRICT COMMISSION

DATE: January 22, 2026

SUBJECT: 369 West Poplar Avenue – Request approval of a Certificate of Appropriateness for an accessory structure

INTRODUCTION:

- Applicant Spirit Architecture (Curtis Sigler), on behalf of property owner Janet M. Green, is requesting a Certificate of Appropriateness (CoA) from the Historic District Commission (HDC) to revise the design for an accessory structure at 369 West Poplar Avenue (see Exhibits 1 and 2).
- The 1.2-acre subject property is zoned R-1: Low Density Residential and is surrounded by R-1: Low Density Residential.

BACKGROUND:

- The HDC approved a Certificate of Appropriateness (CoA) in 2012 for a large addition to the rear of the subject property, including a new garage and living space. A porch on the west side was enclosed and the driveway was relocated.
- The HDC approved a (CoA) in 2019 for a screened porch on the rear of the subject property.
- The HDC approved a (CoA) in August of 2025 for an accessory structure to the rear of the dwelling; however, the property owner has since revised the design.
- A separate application for exterior alterations to this property (fencing, driveway alterations, new windows, etc.) is currently pending (Case #253465).

KEY POINTS:

1. The existing historic dwelling was built in 1934 and is Colonial Revival style design (see Exhibit 5).

- The primary limestone and wood trim dwelling is approximately 5,025 square feet (main building) and has been through several major renovations.
- The subject property is not within the National Register District and is not individually listed on the National Register but is eligible, according to the latest Historic Resources Survey.

2. The recently approved accessory structure would get smaller and face east instead of north.

- The revised design removes the greenhouse component and relocates it behind the existing principal structure which is out of view of the public right-of-way (see Exhibit 4).
- The overall size of the detached accessory structure which included the garage and workshop has been reduced from 1,250 square feet to 720 square feet since the greenhouse aspect of the design will now abut the primary structure.
- The orientation also has changed to face the front of the structure towards the neighboring properties to the east.

3. The applicant is proposing a 720-square foot accessory structure, a detached garage, board and batten siding (see Exhibit 4).

- The cover letter indicates the accessory building will use board and batten siding with colors matching the existing dwelling, and the roof will have a similar texture and color to the house. It

is unclear if the siding is real wood or fibrous cement.

- The proposed accessory building, which resembles a barn, will be constructed behind the existing dwelling and is 720 square feet, which is about 18% of the principal structure's size.
- The building height will be 21 feet and 8 inches overall; however, it will be 16 feet and 8 inches to the midpoint of the roof.
- It will be located at least 22 feet from the rear property line, which exceeds the required setback of 16 feet and 8 inches.
- While the existing dwelling does not have board and batten siding, its use on a barn-style structures is appropriate and is distinctive enough from the historic dwelling to denote the evolution of the property over time.

4. The accessory structure will still be visible from West Poplar Avenue but the greenhouse structure will not (see Exhibit 4).

- The accessory building will be constructed behind the existing house but will remain partially visible from West Poplar Avenue, a major public right-of-way within the Historic District.
- Per the Collierville Historic District Guidelines, any new construction visible from a public right-of-way must be compatible in scale, materials, and architectural character with the contributing structures around it. The proposed design reflects these requirements by using materials and finishes compatible with the historic home.
- Though visible, the building will be set back significantly from West Poplar Avenue and will be located behind the principal structure, reducing its visual prominence from the street and helping maintain the historic streetscape.

5. The Historic District Guidelines (II.B.6.) state the following about accessory structures.

- Accessory buildings such as garages, carports, and outbuildings should be compatible in style, materials, and roof slope with the primary structure on the lot.
- These structures should be located at the rear or to the side of the main house, without extending in front of the house's centerline, to preserve the traditional streetscape.
- The scale and mass of new accessory buildings should be proportional to the existing house and lot size, ensuring they do not visually overpower the historic home.
- When replacement or new construction is necessary, designs should reflect the historic character of the district and draw from the existing architectural vocabulary of the main residence.

STAFF RECOMMENDATION: Staff recommends approval, once the conditions of approval are met, the accessory structure will comply with the Historic District Guidelines and Zoning Ordinances.

ATTACHMENTS:

[Exhibit 1 - Vicinity Map and Contact Information 1.14.26.pdf](#)

[Exhibit 2 - Conditions of Approval 1.14.26.pdf](#)

[Exhibit 3 - Cover Letters 1.13.26.pdf](#)

[Exhibit 4 - Plot Plan and Elevation1.13.26.pdf](#)

[Exhibit 5 - Historic Resource Survey 2004.pdf](#)

[Exhibit 6 - Approved Accessory Structure..pdf](#)

PROPOSED MOTION:

Approve a Certificate of Appropriateness for an accessory structure, subject to the conditions of approval in Exhibit 2.