

Historic Zoning Commission
6:00PM Thursday, January 23, 2024
Meeting in Visitor's Center to Accommodate Training

Agenda

Roll call noting the presence of a quorum, additions to the agenda, or any conflicts of interest with items on the agenda.

Members Present:

Members Absent:

Call to Order

Chairman Frank Collins

Item1. Training Session

Dr. Bill Kennedy - Organizational and Enabling Documents – Legislation, Ordinances, Commission Bylaws, Commission Policies & Procedures. Expected duration 1 to 1 ½ hours.

Public Comments

PUBLIC COMMENTS REGARDING AGENDA ITEMS

Members of the public wishing to speak concerning any item on the agenda during the Public Comment period must sign up by calling the Town Administrative Office at 423- 753-1030 with their name, address, and subject about which they wish to speak no later than 2 hours before the meeting if the meeting occurs during normal business hours or by 4:45 p.m. the day of the meeting if the meeting occurs after hours. Otherwise, such member of the public must sign in at the location of the meeting, prior to the beginning of the meeting, by seeing the Town Recorder at meetings of the Board of Mayor and Aldermen, or the secretary or staff of any board, commission or committee constituting any other governing body under this resolution. Each individual shall be given three (3) minutes to address the Board regarding Agenda items. Comments shall be limited to items on the agenda.

Item 2.Training Plan:

The HZC training sessions by Dr. Kennedy will be held on the fourth Thursday in January, February, March, and April. The training sessions will be held at the Visitor's Center and will start promptly at 6pm. The training sessions may take up to 1 1/2 hours. An abbreviated regular HZC meeting will follow the training session which may be 30 minutes. We will be partnering with the Heritage Alliance to record Dr. Kennedy's training sessions.

Item 3. New Business:

- a) **140 E. Main St. (Fox St.) – Owners: Anna Floyd & Elena Gonzales - Presenter: Elena Gonzales [may be delayed to a future meeting pending design decision]**

Request to remove the front overhang which is not original to the 1960 building. Due to roof leaks requests to change pitch of roof, by elevating the front section 4 feet and sloping drainage to the rear. Seeking recommendations from the HZC about material to use for the elevation. The roof cannot be seen from the street, but the 4 feet of elevation can be seen. Owner will remove the satellite dish.

Dr. Kennedy recommends that the elevation be a four foot brick parapet wall that surrounds the open area of the roof. He stated that General Shale could closely match the brick as they did with the Jackson Theatre. He stated that removing the front overhang would improve the 1960s appearance of the building. Dr. Kennedy contacted the Architect who worked on the Jackson Theatre, Jay McCusker. Mr. McCusker knows the building well and would be happy to discuss it with the owner.

5.5 Flat roof or roofs completely hidden from view may be repaired or replaced according to standard, commonly accepted roofing practices provided that all historic materials are appropriately protected in Guidelines 1.3 and 1.4.

5.6 Any visible changes, including changes in structural design or configurations and additions to any roof must be compatible with the style of the building and must meet the criteria of applicable Guidelines in Section 13.0, Building Additions.

13.2 All additions must be compatible with the existing building in size, scale, material, and color, and must be subordinate to the existing building and design, size, and position.

Item III: Old Business:

- a) **HZC Flyer and Training Information Distribution**

On Tuesday, January 14, the town mailed the Historic Zoning Commission pamphlet and the training announcement to the 230 property owners in the H-1 and H-2

districts. The HZC members and the MBA were sent one previously they were not included in the mailing. Also governmental buildings (town hall, library, courthouse, Chester Inn, Christopher Taylor House, Storytelling Center, etc.) were not included in the mailing. Some property owners owned more than one H-1 and H-2 property. They were only sent one letter.

In addition to the mailing, we alerted the public about the training sessions via selected Facebook groups. The Heritage Alliance alerted members via email. We reached out to the Herald & Tribune to run an item about the HZC training being open to the public.

b) Lighting

To be discussed at a future meeting.

c) Property Designation Committee Property Review

To be discussed at a future meeting.

Commissioner Comments

Demolition by Neglect Update

a) 208 W Woodrow Ave – “Historic Church”

The registered letter was sent but was returned unclaimed. We will need to obtain an updated contact and address.

Approval of Minutes







