

**Historic Zoning Commission, Jonesborough, TN, Thursday, October 12, 2023, in
the Board Room located in Jonesborough's Town Hall at 6:00 PM**

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 meeting's Agenda

Roll call noting presence of a quorum and additions to the agenda

Any conflicts of interests with items on the agenda

Public Comments:

Item I: New Business:

a) 402 W. College – Susan Fowler

Seeking approval to repaint gutters white and replace the current roof with metal shingles.

b) Hannah Houtari – 200 S. Cherokee

Seeking approval for a dry stack retaining wall. Location, size and examples will be presented at the meeting.

c) Jonesborough Historic District Sidewalk Display Approval

Each business will be identified and approved individually. A letter was given to all vendors and a list of businesses and images will be provided at the meeting. ([Attachment A](#))

ITEM II: Old Business:

ITEM III. Demolition by Neglect:

ITEM IV. Expedited:

ITEM V. Chairman's Comments:

ITEM VI. Approval of the minutes:
a) 9/28/2023 ([Attachment B](#))

Adjourn



MEMO

To: Jonesborough Downtown Vendors

From: Town of Jonesborough Historic Zoning Commission

Date: October 3, 2023

RE: Jonesborough Historic District Sidewalk Display Approval

It is that wonderful time of year where exterior decorations are being put up for the holidays. We want to kindly inform you of the proper actions that need to be taken beforehand. If you are placing decorations on the sidewalk, the outside edge of your building, or any other part of Town property, you must come to the Historic Zoning Commission meeting being held on **Thursday, October 12th**. The agenda item you will be attending for is **"Item I: New Agenda Items, c. Jonesborough Historic District Sidewalk Display Approval. Each business to be identified and approved individually."**

Please email your first and last name, business name and images of your exterior decorations to the Administrative Assistant, Sarah Norton, sarahn@jonesboroughtn.org. This information will be used to create a list of people coming for approval. Exterior decorations that do not come up for approval will have to be removed. This approval will be for all holiday decorations from October 1, 2023, until January 2, 2024.

Thank you for your time and we look forward to seeing you there and to having fun filled holidays in Downtown!

Zac Jenkins

Zac Jenkins, Chairman

Historic Zoning Commission

Historic Zoning Commission

Minutes

The Jonesborough Historic Zoning Commission met in a regular meeting on Thursday, September 28, 2023, at 6:00 p.m. in the Board Room at the Town Hall, Jonesborough, TN.

Members Present: Zac Jenkins – Chairman, Aaron Bible, Frank Collins, Chad Hylton, Rebecca Moss

Members Absent: Anne Mason, Chris Basar, Marc Kovac

Call to Order

Chairman Zac Jenkins called the meeting to order noting that a quorum was present, and informed the Commission that there were no additions to the agenda. Chairman Jenkins asked Commissioners if they had any conflicts of interest with any of the items listed on the agenda, noting there were none.

Public Comments

There were no public comments.

ITEM I:

a) 106 Fox Street

Owner/ Presenter: Central Christian Church/ Donni Basinger

It was requested that the open space near the back-side door leading outside be enclosed to create a storage area for the church. The door would remain open and accessible from the outside due to fire safety, but once outside on the entryway, you would be able to enter an enclosed space. The area would be 9'X17' and 12.5ft tall. The enclosed area would have a 5V metal roof and it would be painted the color of the existing wall. There would be no windows, but there would be a fiberglass door. The stairs going out would face towards Fox Street.

Motion: Frank Collins made the motion to approve as presented, seconded by Rebecca Moss, and passed unanimously.

b) Voting

The Commission voted on the members for Demolition by Neglect, Property Designation Committee and Building Maintenance Committee. All three sub-committees have the same members. It was also voted on for Chairman of HZC, Vice-Chairman and Secretary. The lists are as follows:

Demolition by Neglect/ Property Designation Committee Building Maintenance Committee

Frank Collins – Chairman
Rebecca Moss – Vice Chairman
Fred Counts
Chad Hylton
Chris Basar
Marc Kovac

Historic Zoning Commission

Zac Jenkins – Chairman
Aaron Bible – Vice Chairman
Frank Collins - Secretary

All members voted unanimously to pass the appointed positions .

Minutes

A motion was made by Aaron Bible to approve the minutes with minor changes, seconded by Frank Collins, and passed unanimously.

Adjourn

A motion was made by Frank Collins to adjourn, seconded by Aaron Bible, and passed unanimously.