

**Historic Zoning Commission, Jonesborough, TN, Thursday, October 26, 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 Saylor**

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

**b)        200 S. Cherokee - Hannah Houtari**

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](#))

**d) 504 W. Main - Mark Cruise**

Seeking approval to demolish his garage that was damaged when the "Shanks Oak" fell. He would like to replace it with a garage that will be in the spirit of the original garage. Attached will be photos, a written report from the Town of Jonesborough Building Inspector, Shawn Jackson, stating the building is unsafe and new drawings from the proposed garage. ([Attachment B](#))

**e) 105 S. 2<sup>nd</sup> - Methodist Church**

Seeking approval to demolish the small building, intentions with what to do with property will be presented at the meeting.

**ITEM II: Old Business:**

**ITEM III. Demolition by Neglect:**

**ITEM IV. Expedited:**

**a) Academy Hill:**

West side steps to be painted. J. Ross Conglomerate in Kingsport, TN will sandblast the entire staircase, apply Kem Kromik primer (industrial high-performance primer for iron/steel), then paint with industrial quality enamel paint, and apply a clear polymer seal with Shark grip additive to the top of the stairs to help with traction as the tiles are slippery when wet or snowy. The top color will be matched with Sherwin Williams paint with the paint code to be given later for our records.

**b) Hal & Terrie Knight - 501 W. Main St**

Replacing the second-floor roof with a flat pan standing seam roof green of color to match the existing roof.

**ITEM V. Chairman's Comments:**

**ITEM VI. Approval of the minutes:**

**a) 9/28/2023** ([Attachment C](#))

**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 12<sup>th</sup>**. 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](mailto: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

**14.0 OUTBUILDINGS AND OTHER SITE STRUCTURES [Revised 10/12/06]**

- 14.1 Existing outbuildings and accessory buildings when original to the property or rated as contributing to the property's historic character shall be preserved, maintained and repaired consistent with the Historic Zoning Commission's Building Guidelines with particular attention to Section 1 of the Guidelines.
- 14.2 Relocation of an outbuilding or accessory building may be approved by the Commission under conditions in which the denial of relocation would, in the judgment of the majority of Commissioners voting in the meeting at which the request is heard, deny the property owner of a reasonable beneficial use of the property as provided in the these Standards and Guidelines under the topic of Economic Hardship. It will not be necessary for the applicant to make formal application under the provisions of Economic Hardship for the Commission to refer to that section of its Standards and Guidelines in considering a request for relocation of an outbuilding or accessory building.
- 14.3 New outbuildings and accessory buildings or buildings moved onto the property must be consistent with the style and dominant period of the related primary structure and must be subordinate to the primary structure.
- 14.4 New outbuildings and accessory buildings or buildings moved onto the property intended to be separated from the primary structure by at least 30 feet must have a footprint that is not larger than three fourths ( $\frac{3}{4}$ ) of the footprint of the primary structure. The highest part of the new structure must be no higher than three-fourths ( $\frac{3}{4}$ ) of the height of the highest roof ridge or parapet of the primary structure.
- 14.5 New outbuildings and accessory buildings or buildings moved onto the property intended to be separated from the primary structure by less than 30 feet must have a footprint that is not larger than one half ( $\frac{1}{2}$ ) of the footprint of the primary structure. The highest part of the new structure must be no higher than one-half ( $\frac{1}{2}$ ) of the height of the highest roof ridge or parapet of the primary structure.
- 14.6 Other site structures must not detract from the primary structure visually by virtue of size, placement, style or color, and cannot introduce a false sense of history or identity.
- 14.7 In applying the above guidelines whether for new construction or relocation, the Commission shall consider the effect of the proposed location of such a structure. The Commission reserves the right to deny approval if, in the judgment of a majority of Commissioners hearing the proposal, the proposed location would make the proposed structure appear to dominate the primary structure or negatively impact the overall historic or physical character of the property.
- 14.8 Section 16.0 Demolition also applies to Section 14.0 Outbuildings and other site structures.
- 14.9 If the Jonesborough Historic Zoning Commission rejects requests that include the removal of a non-contributing secondary site structure twice during a period of 12 months, the Commission will not consider another request that would include the removal of a non-contributing secondary structure until at least one full year has passed after the second denial.

## **16.0 DEMOLITION [Amended 10/12/06]**

- 16.1 The **Property Designation Committee must review** any structure for which a contributing or non-contributing designation has not been made before the Commission will consider approval of its demolition.
- 16.2 The Commission **will not approve the demolition of any structure** in the H-2 Overlay Zone which is **designated as contributing** to the character of the H-2 Overlay Zone according to the Commission's Property Designation Criteria unless the property meets one or more of the following conditions:
- a. The structure must constitute a hazard to public safety, and the hazard cannot be eliminated by economic means available to the owner including sale of the property to any purchaser willing to preserve the structure.
  - b. Preservation of the structure would cause an undue and unreasonable economic hardship consistent with the Commission's provisions for economic hardship given in its Standards and Guidelines for H-1 Overlay Zones (which are also applicable to H-2 Overlay Zones) and in its Policies and Procedures.
- 16.3 The Commission **may approve the demolition of a non-contributing structure** if the existing building is no longer safe and/or serviceable and cannot be repaired/restored to a safe/serviceable condition, and if demolition of the structure would not leave a gap in the affected townscape, which would disrupt the existing visual continuity and rhythm of the affected townscape. See the Commission's Policies and Procedures, Procedures for review of Historic Zoning Commission of permit applications, Section 8, Application and Review Procedures for Demolition Within the H-1 and the H-2 Zones.
- 16.4 If demolition of an otherwise qualifying non-contributing structure would leave a **gap in the affected townscape**, or otherwise disrupt the rhythm and visual continuity of the affected townscape, then the Commission may approve such demolition only provided that there is a clear assertion of obligation on the part of the owner to replace the structure with a new structure, the plan of which must meet all applicable Guidelines in Section 15.0. The plans for any such replacement structure must be approved by the Commission prior to issuing a demolition permit for the existing non-contributing structure.



## TOWN OF JONESBOROUGH

123 BOONE STREET  
JONESBOROUGH, TN 37659  
TELEPHONE (423) 753-1030  
FAX (423) 753-1074

October 11, 2023

ATTENTION: TOJ Historic Zoning Commission

I met with the owner of 504 W. Main St. yesterday, along with Mr. Greene to examine the accessory structure just west of Mr. Cruize's home, which was damaged by a fallen tree during a severe storm this past August. Upon completion, I have determined that the structure is damaged beyond repair, the structure has shifted off of the foundation & is unsafe to remain as is for any use and needs to be removed.

Shawn Jackson, TOJ Building Inspector

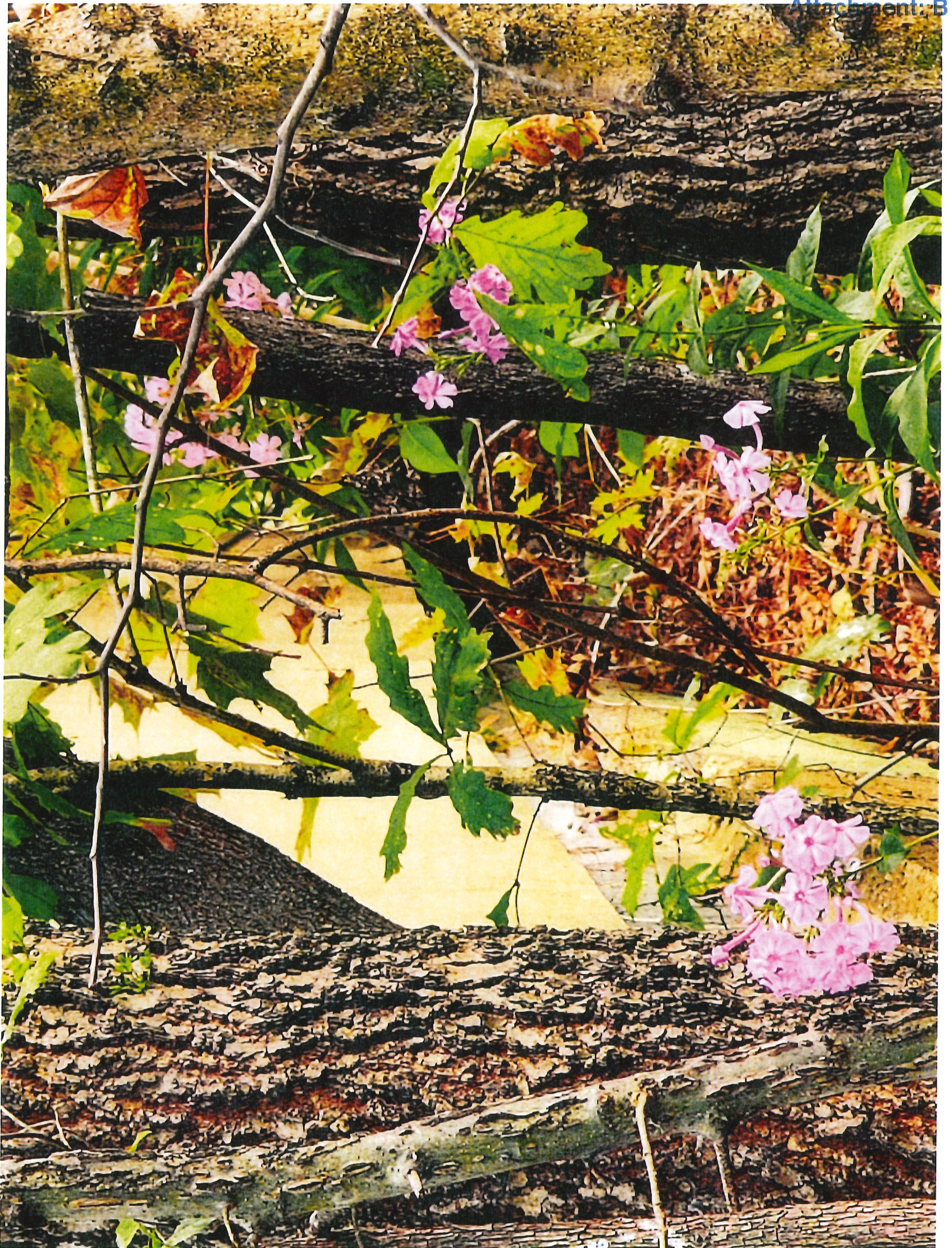
ATTACHMENTS

cc: JW Greene







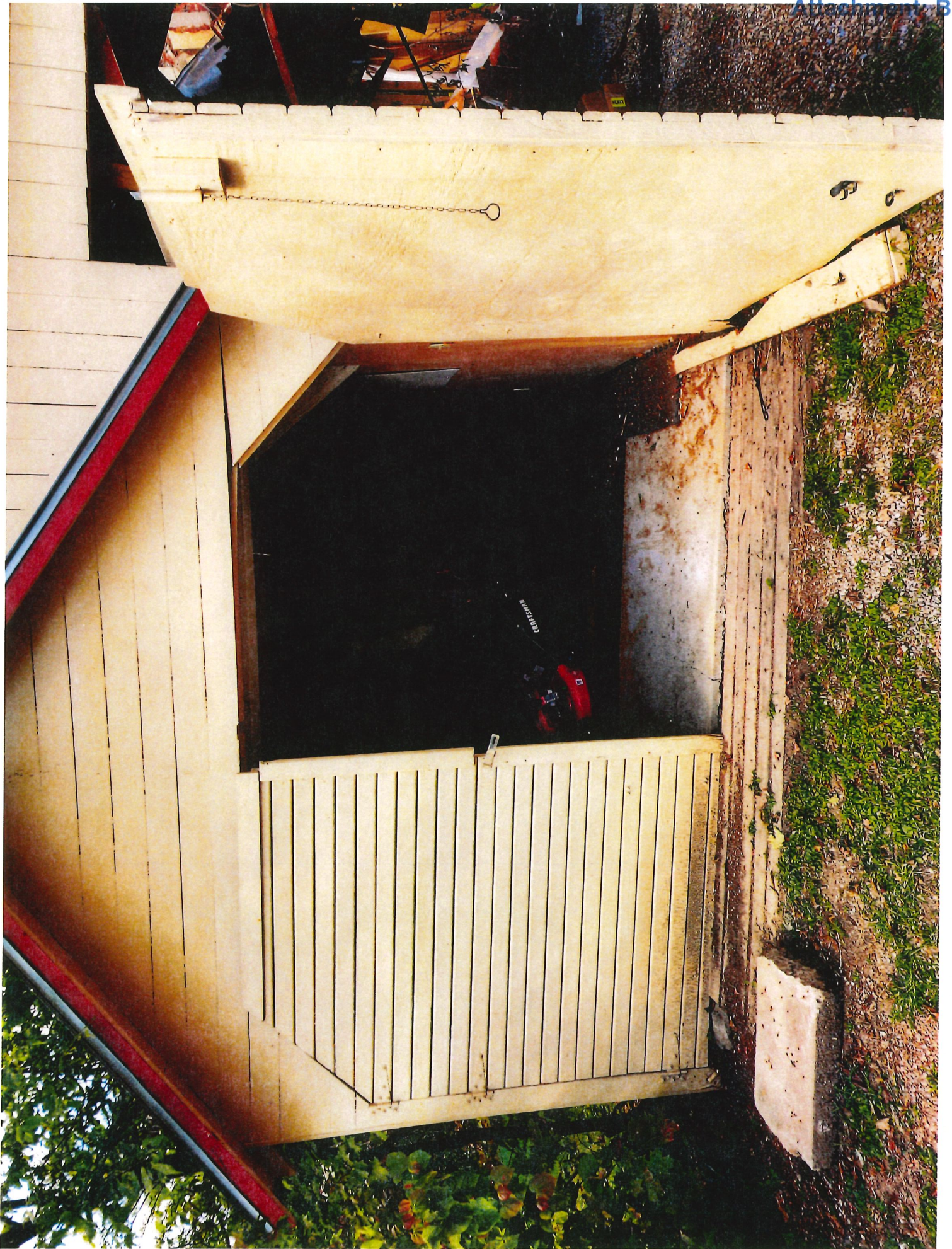


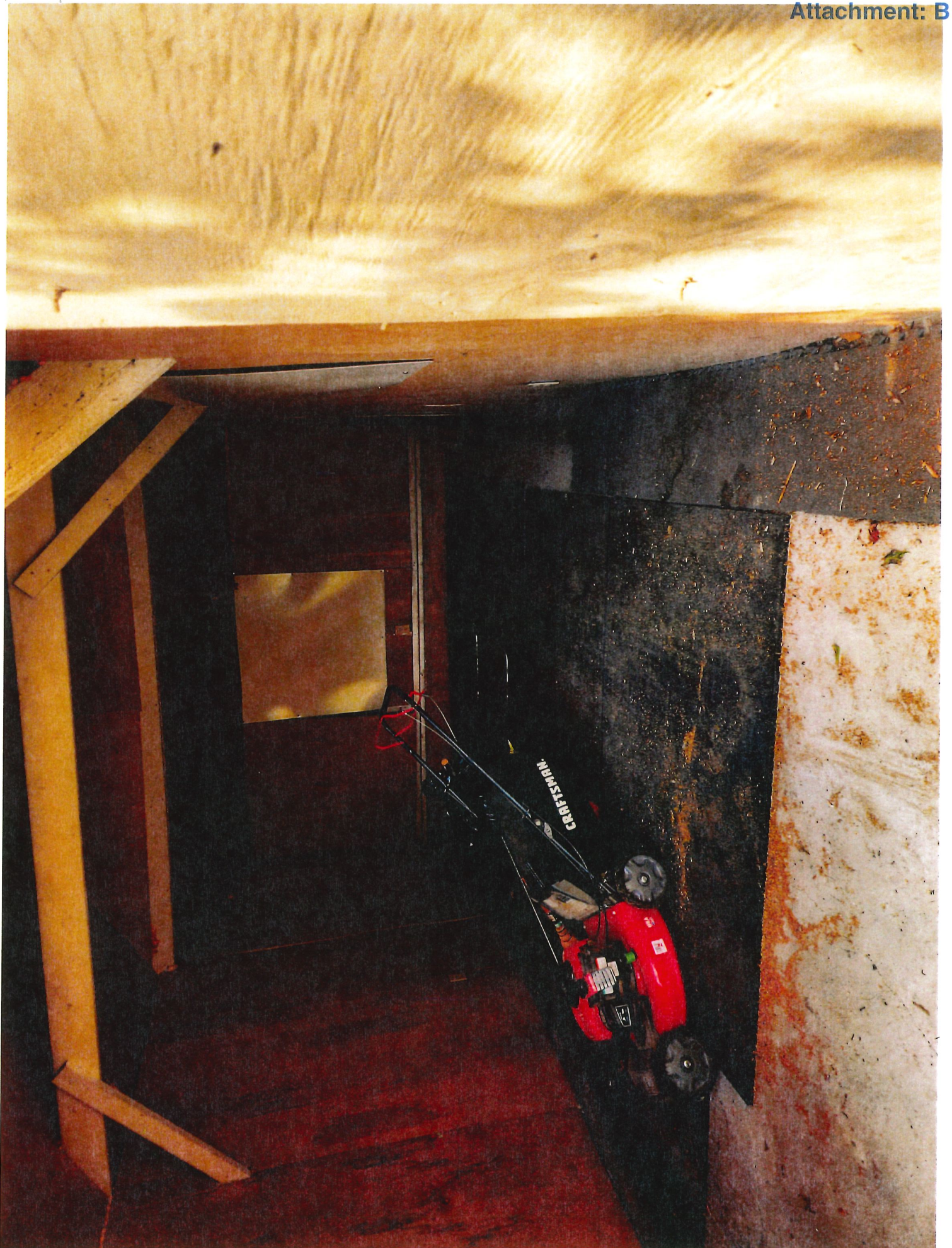












## Historic Zoning Commission

### 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.