

Historic Zoning Commission
6:00 P.M. Thursday, February 13, 2024
Board Room in Jonesborough's Town Hall

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: Frank Collins

Call to Order

Vice Chairman Aaron Bible

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

Item 1. New Business:

- a) 140 E. Main St. (Fox St. Businesses, Built 1960) – Owners: Anna Floyd & Elena Gonzales - Presenter: Elena Gonzales**

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.

b) 107 Fox St. (Fox St. Apts., Built 1968) – Owners: Sherry Dean - Presenter: Aaron Bible

Request to replace existing single pane silver aluminum windows with double pane vinyl windows. On January 30, Sherry Dean notified Frank Collins that the window change out was already in progress. The four windows on the left side of the building have already been changed. The remaining windows in the center and creek side of the building are in progress. Window trim and shutters material and color will remain the same. New pane division creates 12 panes where the previous windows had 16. Owner lives in Marietta, GA and cannot attend meeting.

Item II: Expedited

a) Brenda McIntosh (101 Oak Grove Ave)

Request to approve signage for telehealth business. (need more pictures)

Refer to Advertising Standards. Plans for a “fixed sign” to be presented to the Commission no later than April 10th.

Item III: Old Business:

a) Training Plan

The HZC training sessions by Dr. Kennedy will be held in four meetings. The next meeting is Thursday, February 27. The training sessions are being 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.

b) Lighting Guideline Review

The lighting guideline review will occur at a later meeting. The first step is to clearly identify all concerns. The second step is to review existing ordinances & guidelines to see if the concern is addressed. Thirdly, if the concern is not addressed by the guidelines and ordinances, we can discuss whether guidelines should be updated or if the concern is not relevant.

c) Property Designation Committee Property Review

The review of Contributing vs. Non-Contributing status of properties in the H-1 & H-2 district will be delayed until May. We will have more knowledge and more time once the training sessions have been completed. The weather will also be better.

Commissioner Comments

Demolition by Neglect Update

a) 208 W Woodrow Ave – “Historic Church”

The registered letter was sent but was returned unclaimed. Gordon Edwards with the Heritage Alliance will assist us with contact information for the owner/caretaker.

Approval of Minutes

Adjourn







Four windows on left have already been replaced.



Windows on the right have not been replaced.



Sign for 101 Oak Grove Ave.



Historic Zoning Commission

Minutes

The Jonesborough Historic Zoning Commission met in a regular meeting on Thursday, January 23, at 6:00 p.m. in the Board Room at the Town Hall located at 123 Boone Street, Jonesborough, TN.

Members Present: Chairman Frank Collins, Aaron Bible, Chad Hylton, Marcy Hawley, Herman Jenkins, Michael Kieta, Rebecca Moss, Nita VanTil

Members Absent: Chris Basar

Others Present: Dr. Bill Kennedy

Call to Order

Chairman Frank Collins called the meeting to order. He stated there was one addition to the agenda.

Addition to Agenda:

The outside light fixture of the Corner Cup located at 148 E. Main Street needs to be replaced on the side facing Spring St.

The motion to approve the addition to the agenda was made by Nita VanTil, seconded by Rebecca Moss and passed unanimously.

Public Comments

There were no public comments.

Item 1: New Business

1. Training Session

The first HZC training session presented by Dr. Bill Kennedy was held. The session covered Organizational and Enabling Documents – Legislation, Ordinances, Commission By-Laws and Commission Policies and Procedures.

2. Training Plan

The HZC training sessions by Dr. Bill Kennedy will be held on the fourth Thursday in January, February, March, and April. The remaining dates are as follows: February 27, March 28 and April 25. The training sessions will be held at the Visitors Center and begin at 6:00pm. The sessions will last approximately one and a half hours, and a regular abbreviated meeting will follow. The Heritage Alliance will record the training sessions.

3. 703 W. Main St. – Owner/Presenter Matt Kehn

Mr. Kehn's barn was damaged, and the addition of a double door and hardware were approved at the last meeting on January 9, 2025. Mr. Kehn currently requests the approval of an addition of a rustic four-column wooden porch with a metal roof, a four-foot, ground level concrete slab underneath, two windows from the Heritage Alliance's historic salvage warehouse, and guttering to run the entire length of the barn. A photo was presented by Mr. Kehn to show the porch plan. The windows will be a cream color like the trim and the shutters. The guttering will be the full length of the barn with half-round aluminum. The roof will be tuff-rib and will be the original color. Touch up paint and shutter repair will also be included. The colors of the porch and roof will match the original.

The motion to approve the additions to the barn as presented to include a four-column wooden porch with metal tuff-rib roof, four-foot concrete slab, two windows, touch up paint and shutter repair was made by Rebecca Moss, seconded by Nita VanTil and passed unanimously.

4. Outside light fixture at Corner Cup, Presenter: Herman Jenkins for Melinda Copp

The current light is very bright and stays on continuously. Mr. Jenkins proposed a new dusk to dawn gooseneck light fixture, with warm lighting and 900 lumens or less.

The motion to approve the new light fixture as presented was made by Nita VanTil, seconded by Aaron Bible and passed unanimously.

Item 2: Old Business

1. HZC Flyer and Training Information Distribution

The HZC flyer and training information was mailed from Town Hall to property owners in the H-1 and H-2 districts on January 14. HZC members, MBA, and governmental buildings were omitted from the mailing. Property owners owning more than one property were sent only one mailing. In addition, the training sessions alerts were sent via Facebook groups and the Herald & Tribune. The Heritage Alliance alerted members via email.

Item 3: Demolition by Neglect

A registered letter addressed to the historic AMZ Zion Church located at 208 W. Woodrow Avenue was returned unclaimed on November 12, 2024. Frank Collins stated that Gordon Edwards with Heritage Alliance has a contact with the church to share with the Commission.

Commissioners' Comments

Herman Jenkins suggested that a letter be sent to the downtown merchants and to JAMSA before the third training session in March that will cover Advertising.

Approval of Minutes – Meeting January 9, 2025

The motion to approve the minutes of the January 9, 2025, meeting as presented was made by Marcy Hawley seconded by Nita VanTil and passed unanimously.

With there being no further business for discussion, the motion to adjourn the meeting was made by Nita VanTil, seconded by Aaron Bible and passed unanimously.