

HISTORIC ZONING COMMISSION

Jonesborough Town Hall – Board Room
123 Boone Street, Jonesborough, TN
May 22, 2025 – 6:00 PM
Minutes

Members Present: Frank Collins, Herman Jenkins, Chad Hylton, Matt Kehn, Marcy Hawley, Colton Brasure, Nita VanTil, Rebecca Moss

Members Absent: Michael Kieta

Call to Order

Chair, Frank Collins, called the meeting to order at 6:00 PM.

Public Comments

There were no public comments.

Item 1: - New Business

1. First Ave Enclosure – Owner: Town of Jonesborough – Presenter: Mayor Vest

The town is willing to make adjustments and additions to the enclosure to make it acceptable to the parties who will have a view of the enclosure and have expressed concerns. The enclosure will be no larger than 18 feet wide, 16 feet deep, and 8 feet tall. It will be constructed of red brick that closely matches the brick used for the sidewalks. Mayor Vest attended the meeting and requested approval for the enclosure aesthetics only. The final location of the structure will be determined by the BMA. The dumpsters will be used by the Jackson complex with trash collection on Mondays, Wednesdays, and Fridays. Mayor Vest assured the commission that the structure would be done as attractive as possible and complimented with flattering landscaping. Mayor Vest stated the enclosure could not be turned 90 degrees but could be moved to the West a bit into the grassy area so it would not be directly aligned with First Avenue. Mayor Vest was also open to converting some of the existing asphalt at the end of First Avenue into an attractive walkway with landscaping. HZC discussed that there was no evidence of dumping or odors in the business area of Jonesborough where garbage bins and dumpsters currently exist. Food waste would not be common at this location. Also discussed, if non-authorized users were to dump items around the enclosure, Craig Ford previously indicated the town would be willing to install a camera and a sign that the location is being monitored by camera and violators would be prosecuted. Also, Craig Ford previously stated the enclosure would be locked and only designated users would be able to access the enclosure. Concerns were shared about the size, location, and visual appearance. Commissioner Jenkins shared concerns about the structure negatively impacting the historic district.

Mayor Vest urged commissioners to attend the BMA meeting if they have opinions/suggestions about the location of the structure.

Motion: Nita VanTil made a motion, seconded by Rebecca Moss, to approve the enclosure design as presented.

Discussion: Commissioner Kehn requested that the town mark out the location prior to the BMA meeting to gain a better understanding of how the structure will fit in the area.

Commissioner Jenkins stated that he feels the structure, in the location described, will be unattractive and there should be a better solution.

Roll call vote: Colton Brasure, yes; Matt Kehn, yes; Marcy Hawley, yes; Chad Hylton, yes; Herman Jenkins, no; Rebecca Moss, yes; Nita VanTil, yes. Motion carried.

2. 121 W Main St. – Owner: Town of Jonesborough - Amber Crumley, Director

Request to display current sandwich board for the Jackson Theatre. The sandwich board has a black metal frame with an attractive sign covering. The covering is the same type found on many of our hanging signs in town. The sandwich board measures 40"x24" and is only used when the theatre is open. The sandwich board meets the current guidelines and the proposed new guidelines.

Motion: Herman Jenkins made a motion, seconded by Nita VanTil, to approve the Jackson Theatre sandwich board as presented. Motion passed unanimously.

3. 123 E Main St. – Owner/Presenter: Herman Jenkins

Request to display the current sandwich board for the Duke & Fox store. The sandwich board has a chrome metal frame with an attractive sign covering. The sandwich board measures 41"x24".

Herman Jenkins recused himself from the vote.

Motion: Nita VanTil made a motion, seconded by Marcy Hawley, to approve the Duke & Fox sandwich board as presented. Motion passed unanimously.

4. 312 W Main St. – Owner: Academy Hill

Presenter: Frank Collins

The gutters on the rear of the building are leaking and have lost most of their long gutter nails due to rotted fascia board. Gutters were installed about 1980 and are not original to the 1926 building. Brother Who Do Gutters stated that when the old gutters are removed, they will be further damaged and cannot be put back on. They recommend replacing the rear gutters with the same size and material. The fascia board will be replaced with the same color and down spouts will also be replaced.

Frank Collins recused himself from the vote.

Motion: Nita VanTil made a motion, seconded by Rebecca Moss, to approve the gutter, fascia board and downspouts as presented. Motion passed unanimously.

Item II: Expedited

No Items.

Item III: Sandwich Board Discussion

Tabled until the next meeting

Item IV: Lighting Discussion:

Commissioners were asked to bring concerns and ideas to discuss at the next meeting.

Item V: Property Designation Committee:

The previous Property Designation Committee (PDC) consisted of HZC members Frank Collins, Rebecca Moss, Nita Van Til, Chris Basar, and community members Fred Counts and Ruth Verhegge. With Chris Basar resigning from the HZC and Frank Collins becoming

Chairman, we need to reform the committee. Frank Collins is willing to continue to help the committee but will not officially be on the committee. We need two volunteers from the HZC to be nominated to fill the vacancies. From the recent training sessions, we have had a few regular attendees if we want to consider other community members for the two community member spots.

The committee's role is to review the new PDC criteria and classify all properties as either Contributing or Non-Contributing. The PDC also serves a dual role to identify houses, outbuildings, and defining features that are considered to be undergoing Demolition by Neglect (DBN) and need to be addressed by the HZC.

Nita VanTill will serve as the committee Chairman. Nita VanTill will reach out to Fred Counts and Ruth Verhegge to see if they are still interested in serving on the committee.

Motion: Frank Collins made a motion, seconded by Rebecca Moss, to nominate Herman Jenkins and Marcy Hawley to serve on the Property Designation Committee. Motion passed unanimously.

Item VI: Demolition by Neglect Update:

1. 208 W Woodrow Ave – “Historic Church”

Chair, Frank Collins, emailed Dr. Huggins (contact person). Dr. Huggins lives in Maryland and is responsible for properties in many states. She has not responded to Frank Collins' email. He will continue to look for other ways to contact Dr. Huggins.

Item VII: Approval of Minutes: April 24, 2025 & May 8, 2025

Motion: Nita VanTil made a motion, seconded by Rebecca Moss, to approve the April 24, 2025 minutes and May 8, 2025 minutes as presented. Motion passed unanimously.

Chair Frank Collins adjourned the meeting.