

HISTORIC ZONING COMMISSION

Jonesborough Town Hall – Board Room
123 Boone Street, Jonesborough, TN
June 12, 2025 – 6:00 PM
Minutes

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

Members Absent: Herman Jenkins

Call to Order

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

Addition to the Agenda

Motion: Nita Van Til made a motion, seconded by Michael Kieta, to add 122 E Main Street, 107 South Second Avenue, and 305 West College to the agenda. Motion passed unanimously.

Public Comments

There were no public comments.

Item 1: - New Business

1. 128 Boone St. – Owner/Presenter: Paul Davidhizar.

Request to replace the roof with 5-V Black Metal roofing, permission to remove two chimneys from the rear of the property, repaint the white pillars on the front porch the same color, repaint the gray foundation and front steps the same color, repaint the white outbuilding the same color and repaint the ceiling of the porch a light blue. The existing roof is asphalt shingles. The house was built around 1930 and is in the H-2 district. Currently, the house is considered non-contributing and will likely be considered contributing once the new criteria is applied.

The chimneys cannot be seen from the street and are unusable. One of the fireplaces has been sheet rocked over and the other one, located in the bedroom is inoperable. Per item 5.11 “The Commission will not approve the removal of a chimney, no matter how badly deteriorated it may be. Chimneys must be repaired and preserved.” Prior to the meeting Dr. Kennedy provided the following guidance, “In recent history, three chimneys have been approved for removal. The HZC considered whether the chimneys were “character defining”, could be seen from the street, or from nearby historic properties, and the location and age of the structure.”

Matt Kehn shared concerns about allowing the removal of the chimneys. The chimneys can be seen from the properties to the rear of the house.

Motion: Nita VanTil made a motion, seconded by Michael Kieta, to approve the 5-V black, not glossy, metal roof, the removal of the two chimneys and the painting as presented. Six yea votes, One nay vote. Motion passed.

2. 605 W Main St. – Owner/Presenter: Bill & Marianne Anderson

Requested approval to replace the rotten composite wood on two Dormer Windows located over the garage with white vinyl D4 siding. Mr. Anderson also requested approval to remove

the guttering that was placed along the top of the dormer that contributed to the disintegration of the wood. The house was built in 2000 and is considered non-contributing.

Motion: Matt Kehn made a motion, seconded by Michael Kieta, to replace the composite wood on the two dormer windows over the garage with D4 vinyl keeping the same look and the removal of the gutters on the tops of the dormers as presented. Motion passed unanimously.

3. 122 E Main St. – Owner/Presenter – Brian Ponder

Requested approval for 3-ton air conditioner to be mounted on the roof and approval for exterior door. The air conditioner will be placed on the red roof, hidden well. The door is a five-panel exterior door. Mr. Ponder plans to add tempered glass to the top two panels of the door. He will attend a future meeting to get the color of the door approved. Chad Hylton recused himself from the vote.

Motion: Nita Van Til made a motion, seconded by Matt Kehn, to approve the installation of the air conditioner and the exterior door. Motion passed unanimously.

4. 107 S Second Ave. – Presenter: Jamie Newgarde

Requested approval to replace the gables with vinyl shakes. The current gables are rotted. Mr. Newgarde would like to paint the vinyl shakes green to match the doors. The building is non-contributing and would be non-contributing under the updated criteria. The building is made of concrete block with a layer of stucco. The current gables are vertical on one side and horizontal on the other. Both sides appear to be hardy board.

Motion: Michael Kieta made a motion, seconded by Nita Van Til, to approve replacing the gutters with vinyl shakes, painted green to match the doors, as presented. Motion passed unanimously.

Item II: Expedited

1. 305 W College

Frank Collins and Nita Van Til granted expedited approval for 305 W College to repair rotted porch wood. The rotted wood will be replaced with oak wood and be painted the same color to match.

2. 605 W Main St – Owner: Bill & Marianne Anderson

Frank Collins and Michael Kieta granted expedited approval to replace roof with asphalt shingles with same style and similar color (Timberline HDZ Pewter Gray). Frank Collins and Michael Kieta also granted expedited approval to repaint a wood retaining wall, deck and rails and bridge to Behr Wood Chip Solid Brown stain. The items are in the rear of the property, not viewed from the street, and are currently brittle and faded.

3. 208 W Woodrow Ave “Historic Church” – Contact: Dr. Evalina Huggins AMEZ

Frank Collins and Nita Van Til granted expedited approval to make small siding repairs with salvage wood from the Architectural Salvage Warehouse. They also granted approval to scrape, wash, and repaint the building the same color white as before.

Item III: Old Business

312 W Main St – Academy Hill

Frank Collins provided an update on Academy Hill gutter project. After consulting with Dr. Kennedy, and two gutter repair companies, Academy Hill has decided to repair the old box gutters on the rear of the building. One section will be bent back into shape. The gutter nails tie into the end of the roof rafters instead of fascia board. The gutters will be re-secured with long screws inserted into the roof rafters or a sister board. Fasteners will be added for additional support. One downspout will be straightened.

Item IV: Sandwich Board Discussion:

Proposed changes to the Advertising Standards and Guidelines were reviewed. The agreed-on language was discussed and listed below.

6. PORTABLE SIGNS AND EXTERIOR FURNISHINGS

Item 6A

Guidelines and Requirements

6A — Construction

1. Portable signs shall be no more than 42 inches tall and 24 inches wide.
2. A-frame or sandwich board signs hinged at the apex to be folded into a sandwich position when transported or stored, must be securely locked into position or have a chain so the sign is not unstable when it is displayed. Other portable signs must be mounted on stable stands.
3. Portable Signs shall not contain foil, mirrors, bare metal, or other reflective materials that could create hazardous conditions for motorists, bicyclists, or pedestrians.
4. Portable Signs shall not have attention getting attachments such as spinning or moving parts or balloons, streamers, or pennants.
5. Exterior furnishings and portable signs must be compatible with the style, historic period, and color scheme of the building, as well as the business. They must also be compatible with the public streetscape and complementary to the visible furnishings provided by the Town.
6. Exterior furnishings and portable signs must be constructed of durable metal and/or wood and must be in good condition, stable, and safe for public use and enjoyment.
7. Exterior furnishings and portable signs made of plastic are prohibited.
8. Portable sign shall not incorporate modern white backings such as dry ink white boards and white chalkboards. [Owners who were previously approved to display this type of sign will be allowed to continue to display the sign until July of 2026]. On August 8, 2024, the HZC approved the following update to the “Advertising Standards & Guidelines Overlay Zones H-1 and H-2”: “No sign in the historic district shall have a “white board/ white chalkboard” backing of any kind”.

6C – Location

5. Portable signs displayed in front of adjoining buildings must be uniformly placed in front of each building. The business owners can work together to determine the placement as long as the other conditions set forth in section 6C are met.

Motion: Rebecca Moss made a motion, seconded by Michael Kieta, to pass changes to the Advertising Standards and Guidelines, Portable Signs, items 6A and 6C. Motion passed unanimously.

Item V: Lighting Discussion:

HZC members shared concerns about lighting in the business district that may possibly violate the current Advertising Standards and Guidelines or the Municipal Code. Many businesses have twinkle lights that remain on while the business is closed.

The Commission agreed to table the discussion until the next meeting.

Item VI: Property Designation Committee:

HZC members are Nita Van Til, Rebecca Moss, Herman Jenkins, and Marcy Hawley. Ruth Verhegge expressed a willingness to continue serving on the committee as a community member. One more community member needs to be named. The committee will discuss and decide who to approach about serving on the committee. The committee will plan a meeting soon.

Item VII: Demolition by Neglect:

1. 208 W Woodrow Ave – “Historic Church”

Chair, Frank Collins, spoke with Dr. Huggins (contact person). She is responsible for AMEZ properties all over the southeast U.S. She stated some men from Baltimore will be here from Thursday, July 17-20 to address the issues. Gordon Edwards will have some old wood available at the Salvage Warehouse for small wood repairs. The wood will be scraped, washed, and painted the same color. Bushes will be trimmed, and weeds/vines will be removed. She expressed interest in selling the building for public/historical purposes.

Item VIII: HZC Database with Maps:

Amy Collins created an online database that HZC members can access. For each house in the H-1 and H-2 overlay zone, the database includes prior HZC actions dating back to 1970, maps, photos, and other information. Amy will attend a future meeting to demonstrate the database.

Item IX: Commissioners Comments:

There is a training in Chattanooga, July 15th about the National Register process. If any members attend, please bring information back to the group.

Michael Keita will reach out to the owners of 239 E Main St. to get an update on their foundation repair.

Item X: Approval of Minutes: May 22, 2025

Motion: Nita VanTil made a motion, seconded by Matt Kehn, to approve the May 22, 2025 minutes as presented. Motion passed unanimously.

Chair Frank Collins adjourned the meeting.