

HISTORIC ZONING COMMISSION

Jonesborough Town Hall – Board Room
123 Boone Street, Jonesborough, TN
October 9, 2025 – 6:00 PM
Minutes

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

Members Absent: Marcy Hawley

Call to Order

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

Item I: Public Comments

No comments made.

Item II: New Business

239 E Main St. – Owner/Presenter: Mikki Henley

Request to remove the two additions on the rear of the original 1879 house. The additions are lower quality materials and are in poor condition. The owner had a Structural Engineer do an assessment of the property who recommended the removal of the additions to allow better access to the foundation of the original structure and repairs to be made. The owner also requested permission to remove the flooring of the front porch which will better access into the cellar. The owner will present flooring options (front porch) at a future meeting.

Motion: Nita VanTil made a motion, seconded by Michael Kieta, to approve the removal of the two additions and the front porch flooring as presented. Motion passed unanimously.

241 E Main St – Owner/Presenter: Mikki Henley/Patricia Ball

Owner requested approval to replace the decorative porch support column with a new 6x6 column. The new column will be painted white (same color as current column).

Motion: Michael Kieta made a motion, seconded by Herman Jenkins, to approve replacing the existing column with a 6x6 column, painted the same color as the existing column. Motion passed unanimously.

211 W Main St – Owner: JBO UM Church

Presenter: Jamie Newgarde

Request to remove the stucco material from the front columns and ceiling of the porch and replace it with breathable material. The color and appearance will be the same after the repair. The columns and ceiling have areas where the stucco is coming loose and bubbling because the material has sealed the moisture in. Creative Masonry will complete the work.

Motion: Rebecca Moss made a motion, seconded by Matt Kehn, to approve removing the stucco material from the front columns and ceiling and replacing it with a breathable material to be the same color as existing. Motion passed unanimously.

Item III: Old Business

No old business discussed.

Item IV: Expedited Approval

119 E Main St – Verselets – Morgan & Dallas Crouch

Request to display a sandwich board. Sign is 18.5" wide and 34.5" tall. Frame is wood and painted white. Background is black felt with stick-on letters. Expedited approval granted by Frank Collins and Marcy Hawley.

Item V: Property Designation Committee

PDC lead Nita VanTil reported that 2/3 of the first round of reviews have been completed. Book 2 forms were distributed to the team to begin work on reviews. Once all properties have been reviewed a report will be completed.

Item VI: Demolition by Neglect Update:

At the last meeting the HZC requested to have the Town Building Inspector inspect the exteriors and report back on 102 W Woodrow Ave, 209 W Main St, and 111 E Main St. Reports have been provided on 209 W Main St and 111 E Main St (summaries below). The property located at 102 W Woodrow Ave was tabled until further notice.

209 W Main St – Owner: Gemma Velasquez & Murray Cruickshank

Building Inspector's summary of report: The roof covering is in poor condition; loose gutter have created significant water damage to the fascia and soffits all around the building. The roof condition creates concern as to the possible damage inside the home. The back-side porch looks to be in dangerous condition. The stairs that lead up to the porch are rotting and separating from the building as well as slanting to the left at an angle that makes walking up or down a hazard. It appears that the stairs have been repaired multiple times, but never to any building code standards. The deck boards are rotten in multiple places making any occupancy of the porch a danger. The porch ceiling is coming apart and falling down to the deck. The ceiling has multiple racoons living in the space as the ceiling's condition makes for easy entry. At the time of the Building Inspectors visit he encountered a Critter Control crew at the location that was called in by a neighbor. The crew showed the inspector approximately 8-10 inches of racoon feces that was built up in the ceiling from the excessive racoon infestation. This build up is creating a load on the ceiling boards.

The Commission discussed next steps and feels that a letter should be sent to the owners to notify them of the Building Inspector's report and request that a plan of action be communicated with the HZC. If a plan of action is not presented the Commission will move forward with the DBN process.

Motion: Nita VanTil made a motion, seconded by Michael Kieta, to approve sending a certified letter and the Building Inspectors report to the owners of 209 W Main St notifying them of the intentions of moving forward with Demolition by Neglect proceedings unless an acceptable plan and timeframe are presented to the Commission within two weeks. Motion passed unanimously.

111 E Main St – Owner: Steve Bacon

Building Inspector's summary of report: The building has several brick issues which are becoming increasingly dangerous. Around the windows and doors wood was used as lintels which has been rotting and creating sage and cracks throughout. Over the years trades have made several holes in the brick to run various line sets, pipes, etc. Lintels failed to be added to support the brick above which caused severe drops in the brick creating cracks and sags, which will ultimately be a falling hazard as the weight continues to drop. One door was filled in with brick, with no lintel placed to carry the load above. To the left side there is a door that has been covered with OSB Sheathing, that is rotting away. There is an electrical box open to

the weather, the Building Inspector was unsure if the line is hot. The gutters and roof have been creating rot at/on the fascia around the rear of the building. The HVAC Condensers are leaning as the wooden base seems to have started to deteriorate. The Building Inspector also noted there is a dangerous wall at the rear parking area of the building which creates a serious safety issue.

The Commission discussed next steps and feels that a letter should be sent to the owners to notify them of the Building Inspector's report and request that a plan of action be communicated with the HZC. If a plan of action is not presented the Commission will move forward with the DBN process.

Motion: Rebecca Moss made a motion, seconded by Michael Kieta, to approve sending a certified letter and the Building Inspectors report to the owners of 111 E Main St notifying them of the intentions of moving forward with Demolition by Neglect proceedings unless an acceptable plan and timeframe are presented to the Commission within two weeks. Motion passed unanimously.

Properties that also need discussion regarding DBN include but are not limited to:

- 200 W Main St.
- 204 W Main St.
- 205 W Main St.
- 511 W Main St.
- 512 W Main St.
- 306 S Cherokee St
- 140 Boone St. (Construction Update)
- 402 W College (Gazebo)

Jeff Gurley, 129 E Main, contacted Frank Collins to let him know that he plans on repairing the brick on the back of his building in the next few weeks. Frank Collins will review minutes from past meetings to determine where in the DBN process 129 E Main is.

Motion: Herman Jenkins made a motion, seconded by Chad Hylton, to approve moving forward with asking the Building Inspector to provide a report and/or an evaluation on 129 E Main St, 204 W Main, and 512 W Main St to assist in determining if the properties meet the definition of Demolition by Neglect. Motion passed unanimously.

Item VII: Future Items – No update/discussion.

Item VIII: HZC Database with Maps

Glenn Rosenoff, Frank Collins, Angie Charles (County representative), and map staff, will meet on October 16 to address a few discrepancies on the H-1, H-2 overlay zone map that the county digitized in 2023. Since no changes were made, the 2023 map should match the maps produced in earlier years.

Item IX: Commissioner Comments

Item X: Approval of Minutes – September 25, 2025 Minutes

Motion: Nita VanTil made a motion, seconded by Matt Kehn, to approve September 25, 2025 minutes as presented. Motion passed unanimously.

Chair, Frank Collins, adjourned the meeting.