

Historic Zoning Commission

Jonesborough Town Hall – Board Room
123 Boone Street, Jonesborough, TN

April 23, 2026 – 6:00 PM

Minutes

Roll call noting the presence of a quorum, additions to the agenda, or any conflicts of interest with items on the agenda.

Members Present: Nita Van Til, Rebecca Moss, Marcy Hawley, Chad Hylton, Michael Kieta, Brian Ponder

Members Absent: Frank Collins, Herman Jenkins, Matt Kehn

Call to Order

Due to the absence of Chairman Frank Collins, Vice Chairman Nita Van Til presided and called the meeting to order at 6:00 PM.

Item I: Public Comments

No comments made.

Item II: New Business:

1. 111 East Main Street – Owner: Steve Bacon

Presented by: Steve Bacon

Request for approval of final design drawing for the restoration of the entire rear of the building, grading work, removal of existing retaining wall in its entirety, relocation of existing condensers and six gas meters to the side of the building, remove current downspout, take out existing window, bring dirt fill up to slope for water drainage, and install 10' CMU wall using 12" block. Steve Bacon said he would bring new window, door, roof, decking and other items for approval at a future meeting.

Motion: Rebecca Moss made the motion, seconded by Michael Kieta, to approve the request for 111 East Main Street as presented. The motion was passed unanimously.

2. 200 South Cherokee Street – Owner: Aaron & Hannah Houtari

Presented by: Aaron Houtari

Request for approval to install a new picket fence to enclose the front of the property in order to provide a safe area for their children. The fence material will be pressure treated pine, using pre-made French Gothic pickets from Lowe's, approximately 3½ feet tall, and to be painted the same color as the house (Sherwin Williams Vanilla Ice) once the wood is dry (within 6 months), there will be a double-gate at the end of the driveway and a gate at the corner of the stone wall. There will be 4" x 4" posts set in concrete and installed as needed. Contractor – Home Man Handyman. Aaron Houtari said he has talked with his neighbors in regard to the proposed fence and they did not have any issues with it.

Motion: Brian Ponder made the motion, seconded by Michael Kieta, to approve the fence request for 200 South Cherokee Street as presented. The motion was passed unanimously.

3. Maintenance bridge connecting Fox Street to Spring Street (Mill Spring Park)

Owner: Town of Jonesborough

Presented by: Sunny Ezell, Open Space Coordinator

Request was for maintenance of the bridge and to change the color to a more natural stain using a color combination of Special Walnut and Honey (as used in the interior of the Stage Road Park restrooms). Sunny Ezell said the bridge would be pressured washed, sanded as needed and then re-stained for a more natural look as the stain starts to fade.

Motion: Rebecca Moss made the motion, seconded by Chad Hylton, to approve the maintenance of the bridge as presented. The motion was passed unanimously.

4. 103 Sevier Avenue – Owner: Zac Jenkins

Presented by: Nita Van Til (upon request by Zac Jenkins being out-of-town)

Request for approval of modifications to windows and doors, adjust height of windows at rear of house to meet code for height of kitchen counters, replace vinyl window with wood window to match the existing windows, close in the porch for a mudroom and laundry room using windows to match existing windows, current siding on the porch will be salvaged and used on the exterior of the house as needed, and installation of a door with glass.

Motion: Brian Ponder made the motion, seconded by Michael Kieta, to approve the request for 103 Sevier Avenue as presented. The motion was passed unanimously.

5. Stage Door - 125 West Main Street – Owner: Town of Jonesborough

Sign Contractor: Foster Signs

Stage Door signage continued from HZC meeting of April 9, 2026. Commissioners discussed using a mixed font size for a larger gap between “Stage” and “Door” or a delineator (straight line) between “Stage” and “Door”. The background color is off-white, matching the trim of the Stage Door, red trim design around wording, black font, and the size is 18” wide and 96” long.

Motion: Michael Kieta made the motion, seconded by Rebecca Moss, to accept the sign but to try to delineate with a line between the two words “Stage” and “Door” or differ font sizes between the two words. The motion was passed unanimously.

Item III: Old Business

137 East Main Street – First Class Floral Design

Condition of window sills and other items. Marcy Hawley reported that the building owner is Jennifer Walters.

Item IV: Expedited

1. 400 West Main St – Owner: Bill & Virginia Kennedy

Routine maintenance and repairs on home and outbuildings. Same materials, same colors

2. 201 W. Woodrow Ave – Owner: David Phillips

Request to repaint siding, shutters, and trim in same colors (blue, red and white respectively)

3. 306 W. College St – Owner: Steve & Nita Van Til

Routine maintenance and repairs on home and outbuildings. Same materials, same colors

Item V: Property Designation Committee

The initial review of properties as contributing vs. non-contributing in the H-1 and H-2 districts is complete and will be presented at the next regular meeting of the Historic Zoning Commission.

Item VI: Demolition by Neglect Update

To protect historic properties in the Jonesborough H-1 and H-2 overlay zones, the Historic Zoning Commission periodically identifies properties that are showing significant neglect that compromises their long-term viability. Once identified, the HZC requests that the building inspector to give a professional opinion about issues impacting the property.

The following property owners were contacted in the past about their properties experiencing conditions qualifying as Demolition by Neglect.

- **208 W. Woodrow Ave. – Owner AMEZ Church**
Due to a non-existent title, the process for the town to acquire the property will take much longer than expected. Paint and some siding is in very bad condition.
- **117 Spring St. – Owner: Allyson Wilkerson**
Owner will present a plan and timetable in May 2026 to repair the exterior of the structure.
- **239 E. Main St. – Owner: Mikki Henley**
Owner removed the rotten lower part of the front porch, and the two rear additions. Owner is currently addressing issues with the foundation. Owner will present a plan and timetable during the first half of 2026 for more exterior repair and to add a rear addition.
- **209 W. Main St. – Owner: Gemma Velaquez**
Owner previously agreed to make the exterior repairs shown on the Building Inspector's report. The owner is not local and has not made the repairs because of difficulty finding affordable tradesmen to complete the work. The Owner will be in Jonesborough in May and is lining up contractors to address significant issues.
- **512 W. Main St. – Owner: Marie Cooper Nelson / Contact: Steve Guthrie**
Mr. Guthrie is currently receiving quotes to address the bare wood and peeling paint.
- **204 W. Main St. – Owners: Donald Dale & Elizabeth Foxx**
Owner agreed to address the main house including the hole in the rear, the peeling paint and bare wood, and the failing gutter and will provide an update by April or May 2026.
- **505 W. Main St. – Owner: William & Barbara Stout**
The owner has agreed to repair the upper and lower parts of the porch within the next twelve months. The HZC will monitor progress during the year and ask for an update later in the year.

- **129 E. Main St. – Owner: Jeff Gurley**
Owner stated that he will have the brick work completed by May 2026. Owner offered to provide contact information for the Brick Company to the Building Inspector to have a discussion about safety and structural integrity. Owner will address the bare wood on the window sills after the brick work is complete. Owner is also applying for the town’s façade grant.
- **102 W. Woodrow Ave. (2 buildings) – Owner: Parson’s Brew LLC**
Addressed items pointed out as safety concerns by the Building Inspector. Both buildings have significant issues and boarded up windows. The front door of the Parson’s Table consistently shows signs of attempts to force it open. Co-owners Scott Andrew and Stephen Callahan do not want to address restoring the property until after March 2027 as they prefer to focus on their Bristol location.
- **306 S. Cherokee St. – Owner: Nestor Levotch**
Owner’s daughter Sally Hannon asked for more time to make repairs due to her father’s current situation. Ms. Hannon asked for names of tradesmen and will schedule the work and provide an update in the coming weeks.

Item VII: Future Items

The following information is provided to help keep track of future items.

- a) 211 W Main St. – Will present plan to repaint & repair steeple.

Item VIII: Additions to the H-1 and H-2 Overlay Zones

Discussions will continue during the May 28th meeting. If the HZC decides to make a recommendation, the actual process would require several steps with the BMA holding two public readings and two votes.

Item IX: Commissioner Comments

Marcy Hawley expressed her concerns of the rapid deterioration of the AMEZ Church at 208 W. Woodrow Ave.

Next meeting is Thursday, May 14, 2026.

Item X: Approval of Minutes

Approval of April 9, 2026, minutes

Motion: Rebecca Moss made the motion, seconded by Marcy Hawley, to approve the minutes of April 9, 2026 as presented. The motion was passed unanimously.

Vice Chair Nita Van Til adjourned the meeting.