

Historic Zoning Commission

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

May 14, 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: Frank Collins, Nita Van Til, Rebecca Moss, Marcy Hawley, Chad Hylton, Herman Jenkins, Matt Kehn, Michael Kieta, Brian Ponder

Members Absent: Nita Van Til

Call to Order

Chairman Frank Collins 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/Presenter: Steve Bacon

Request for approval of roof over a deck on the rear of the building, window and door. The roof will be 5V Galvalume color. Requesting to remove window on left and replace with wooden door painted black. Adding the door will allow for a second egress from upper level of building. Window on right will be replaced with Pella 150 Lifestyle black aluminum with 6 over 6 grid. Owner will request approval for deck flooring and railings at a future meeting.

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

2. 514 W Main St (516 W Main on Records) – Owner: Gary Gerhart

Presented by: Steven Abma

Request to replace a rear window with one that will match the others on the house. Requesting to use Andersen's Woodwright series double hound window unit which is a very good quality window with several grill options that bring the window as close to the old style with modern technology (dual pane/raised grills on both the interior and exterior) the frame is wood with a clad material on the exterior. The new window exterior will be white and have a black framed full-height screen.

Motion: Michael Kieta made the motion, seconded by Herman Jenkins, to approve the window replacement as presented. The motion was passed unanimously.

3. 127 W Main St – Eureka Inn - Owner: Carol Johnston Presented by: Steven Abma

There are multiple pin holes in the metal panel front porch roof (second floor). Requesting approval to use a Gaco Roof Coating (50-year warranty) product to stop the leaks until the time the roof can be replaced. The roof is not very visible from public spaces. Product colors were shared and the Commission felt grey would be the best color option for the roof.

Motion: Brian Ponder made the motion, seconded by Herman Jenkins, to approve using Gaco Roof Coating, color grey, to stop the leak on the second-floor porch as presented. The motion was passed unanimously.

4. 239 E Main St – Owner: Mikki Henley

Request to replace flashing, repair the chimney and paint the roof to match the flashing. Flashing will be JD Metals Gallery Blue; roof paint will be Sherwin Williams color-matched to the flashings. The chimney will be repaired for decorative purposes only. The chimney will be capped and not in use. Porch roof will be painted to match the house.

Motion: Rebecca Moss made the motion, seconded by Brian Ponder, to approve the request for 239 E Main St. as presented. The motion was passed unanimously.

5. 128 W Main St – Presbyterian Church

Presenter: Doug Hillmuth

Request approval regarding installing a shed at the back of the church. Presenter brought drawing and concept idea. Mr. Hillmuth stated they plan to do a block pillar foundation rather than a cement pad due to drainage issues. At this time, the church has not secured a contractor for the project. There was discussion about the foundation style, and the Commission urged Mr. Hillmuth to use a cement pad foundation rather than block pillars.

After discussion the Commission requested that Mr. Hillmuth contact a contractor, settle on a foundation style and bring sample building products to a future meeting to request approval. Mr. Hillmuth agreed and will seek approval for the project at a future meeting.

6. 128 W Main St – Presbyterian Church

Presenter: Church Member-Rick

Request approval regarding installing a second black pole on the edge of the driveway to match the current pole. Both poles will have a hook that a chain can be placed across the driveway with a sign to prevent the driveway from being blocked during special church events. The sign will be designed by Foster Signs and brought to the HZC for approval at a future meeting. The Church has contacted Precision Iron Works to install the matching pole.

Motion: Matt Kehn made the motion, seconded by Michael Kieta, to approve the adding a black pole to match the one already installed on the other side of the driveway. The motion was passed unanimously.

Chairman Frank Collins showed a picture of the Church's "temporary" sign located at the corner of the property and requested the sign be removed. The Chairman stated that temporary signs can be used for special events however are only allowed to be displayed for a maximum of 30 days.

7. 103 First St – Owner/Presenter: Herman Jenkins

Herman Jenkins recused himself from the vote.

Request to add a lean-to-roof off the West side studio. Roof will be 14-feet wide, extending 9-10 feet out and located below the upper window. The roof will be 5V metal with color to match other roof. The posts will be cedar tree posts.

Motion: Matt Kehn made the motion, seconded by Rebecca Moss, to approve the lean-to-roof as presented. The motion was passed unanimously.

Item III: Old Business

No old business was discussed.

Item IV: Expedited

1. 403 West Main St – Owner: Tom Pardue

Repair shed that was damaged by tree that fell. Like materials, repainted the same color.

2. 137 E Main St – First Class Floral Design – Owner: Cody Armstrong

Repair window sill with like materials and repaint the same color.

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. Vice Chair Nita VanTil will send out the report for review prior to the upcoming meeting for review.

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 in 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

Discussion will continue during the May 28 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

- Concerns were raised about the sign on Fox Apartments.
- Next meeting is Thursday, May 28, 2026.

Item X: Approval of Minutes

- Approval of April 23, 2026, minutes

Minutes will be submitted for approval at the May 28, 2026 meeting.

Chair Frank Collins adjourned the meeting.