

Historic Zoning Commission

Jonesborough Town Hall – Board Room

123 Boone Street, Jonesborough, TN

March 12, 2026 – 6:00 PM

Agenda

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

Members Present:

Members Absent:

Call to Order

Chairman Frank Collins

Item I: Public Comments

PUBLIC COMMENTS REGARDING AGENDA ITEMS

Members of the public wishing to speak concerning any item on the agenda during the Public Comment period must sign up by calling the Town Administrative Office at 423- 753-1030 with their name, address, and subject about which they wish to speak no later than 2 hours before the meeting if the meeting occurs during normal business hours or by 4:45 p.m. the day of the meeting if the meeting occurs after hours. Otherwise, such member of the public must sign in at the location of the meeting, prior to the beginning of the meeting, by seeing the secretary or staff of the commission. Each individual shall be given three (3) minutes to address the Commission regarding Agenda items. Comments shall be limited to items on the agenda.

Item II. New Business:

203 S Cherokee – Owner: Jennifer Geer / Presenter: Frank Collins

Request to repair front porch decking with either same wood materials and same color or with composite. Porch floor is not visible from street level. Request to replace old driveway asphalt with either new asphalt, brick, or a combination of both. Request to add brick to the side staircase. Request to remove brick chimney. Duplex was built in 1945. Need to review Contributing status. Geer is in the process of purchasing property.

Item III: Old Business

215 W. Woodrow Ave. – Owners: John & Charlene Buchanan

Extension requested for plans for Addition approved in February 2023. HZC approval is only good for one year, so plans need to be extended.

Item IV: Expedited

111 W Main St – Owner: Jackson Prime

Request a sandwich board to be used for special events. Size and material guidelines and need for outdoor use permit forwarded. Also asked about putting two table umbrellas on their rear porch which was OKed by Chairman as not a typical HZC item.

105 Courthouse Sq – Owner: Smoky Grass Station

Request to add a sandwich board. Size and material guidelines and need for outdoor use permit forwarded.

Item V: Property Designation Committee

Report on the review of properties as contributing vs. non-contributing in the H-1 and H-2 overlay districts. The review process is underway.

Item VI: Demolition by Neglect

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. The status of each is below. If commissioners want to discuss updates about any of the properties, we can do so at this time.

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. Town cannot address until the ownership exchange.

117 Spring St. – Owner: Allyson Wilkerson

Owner addressed the overgrown vegetation that was further damaging the building. Owner will present a plan and timetable in early 2026 to repair and repair the exterior of the structure. 2/22 – owner is working on a plan and asked to delay presenting it until May 2026.

239 E. Main St. – Owner: Mikki Henley

Owner removed the rotten lower part of the front porch, and the two rear additions. Owner addressed 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. Owner states that she contracted a wildlife company to again remove the racoons and other invasive animals from the home.

512 W. Main St. – Owner: Marie Cooper Nelson / Contact: Steve Guthrie

Will address the bare wood and peeling paint in the near future.

204 W Main St. – Owners: Donald Dale & Elizabeth Foxx

Volunteers helped the owner stabilize the brick outbuilding in the rear of the property. The rotten wood and overgrown vegetation were removed. The original brick walls remain. The outbuilding is now in a state where it can be rebuilt in the future. 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 2026.

129 E Main St. – Owner: Jeff Gurley

Owner stated that he will have the brick work completed by May 2026. Chairman is not clear about how the separating brick walls will be addressed by the brick company. Owner received an estimate for painting, but the estimate was too high. Asked for painter recommendations. Window sills that are bare wood are the primary HZC concern. Owner is working with the town regarding a façade grant that will match up to \$2,500 of the expense. Recently, the town received a safety complaint about bricks that have fallen from the building to the sidewalk. Brick pieces were observed on the sidewalk.

505 W Main St. – Owners: 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.

102 W Woodrow Ave (2 buildings) – Owner: Parson's Brew LLC

Chairman Frank Collins and Building Inspector Kevin Fair met with the Co-Owner Scott Andrew. Mr. Andrew agreed to address items pointed out as safety concerns by the building inspector. Mr. Andrew agreed to fix holes in the roof where water is entering the structure. Owners do not want to address other repairs for the property at this time as they are focused on their Bristol location. They also want to confirm one or two items with the town. After March 2027, they will consider further repairs & restoration.

306 S Cherokee St. – Owner: Nestor Levotch

Owner agreed to repair the porch, repaint siding, and make other structural repairs. Will provide an update on progress in April 2026.

Item VII: Future Items

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

- a) 100 Oak Grove Ave. – Jackson Park Church may want to expand parking lot.
- b) 211 W Main St. – Will present plan to repaint & repair steeple.
- c) 113 Spring St. – Will request window replacement on March 26.

Item IX: Additions to the H-1 & H-2 Overlay Zones

Six small areas will be discussed as additions to the H-1 & H-2 overlay zones. The first few areas will be discussed on March 12. Photos and year-built will be presented. A few properties have expressed an interest about becoming part of the historic district. The HZC discussions about areas and properties are an idea that could later turn into a recommendation. The actual process would require several steps with the BMA needing to approve and will hold public readings.

Item X: Municipal Code Enforcement

Chairman Collins will provide a report about a recent meeting where enforcement of the Municipal Code was discussed.

There are issues throughout town within and outside of the Historic District. The items of interest within the historic district include oversized temporary signs (6 sq ft max), temporary signs that are displayed more than 30 days, and string lighting. The HZC via the BMA implemented guidelines that allowed an exemption to the Municipal Code to allow string lights during two holiday periods. However, several businesses have kept their Christmas lights up well past the period that ended January 31. In addition, some businesses and non-profits have put up temporary vinyl signs that exceed the 6 square foot maximum stated in the Municipal Code. Some signs are about 18 square feet.

Item XI: Commissioner Comments

Next meeting is Thursday, March 26.

Item XII: Approval of Minutes

Approval of the HZC meeting minutes for February 26.

Historic Zoning Commission

Jonesborough Town Hall – Board Room

123 Boone Street, Jonesborough, TN

February 26, 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, Rebecca Moss, Chad Hylton Herman Jenkins, Michael Kieta, Brian Ponder

Members Absent: Nita VanTil, Marcy Hawley, Matt Kehn

Call to Order

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

Item I: Public Comments

No comments made.

Addition to Agenda

Chairman Frank Collins requested that a motion be made to add 103 North First Avenue, to the agenda, as requested by Herman Jenkins, property owner, for the replacement of a chain link fence.

Motion: Brian Ponder made a motion to approve adding to the agenda 103 North First Avenue to the agenda, seconded by Rebecca Moss. Motion passed unanimously.

Item II. New Business:

111 E. Main St. – Owner: Steve Bacon

Presenter: Steve Bacon

Request to address issues with rear of building including moving utilities, repairing a brick wall, replacing a window with a door, replacing the other window, improving the drainage, and adding a rear deck. Steve Bacon addressed the Commission and requested approval to re-route the gas lines, gas meter, the electric lines and HVAC, located on the rear of the building, and put in new sleeves to go under a new deck. Mr. Bacon said he will come to the March 26, 2026 HZC meeting with a proposal and plans for the repair to the brick wall, the windows, drainage, and the new deck.

Motion: Michael Kieta made a motion to approve as presented, seconded by Rebecca Moss. Motion passed unanimously.

236 E Main St. – Owner: Zac & Katrina Jenkins

Presenter: Zac Jenkins

(1) Request to create a privacy fence to hide the propane tanks on the side of the house. The fence will be 4' in height by 4' out from the brick wall by 3' parallel to the brick wall. Materials will be 1"x6" pressure treated Yellow Pine, placed horizontally on 4"x4" posts, and will not hid the basement windows.

- (2) Request to create a privacy fence to hide HVAC unit. Fence will be 3' tall and 6' long starting at the corner of the home using 4x4 posts. Fence will not be stained for the present time and a stain/paint color will be presented at future meeting.
- (3) Request to add a lean-to on the rear of the garage. The roof line will start below the existing exhaust vent and extend the entire length of the wall. 2 footers will be poured for the far end and the garage side will be attached by screwing into the existing studs. The measurements are 10' which is the width of the rear of the building by 12'9". 4x4 pressure treated posts will be used and when properly dried painted to match the garage. The roof will be 5-V to match the existing as well as the slope. The proposed height of the structure is approximately 11 feet.

Motion: Brian Ponder made a motion to approve as presented, seconded by Chad Hylton. Motion passed unanimously.

Courthouse West Parking Lot – Owner: Washington County Presenter: Frank Collins
Request to build enclosure for two dumpsters that serve two restaurants, Jackson Prime, and Main St. Café. The dumpsters eliminate the need for up to 16 trash bins placed behind the restaurants. Enclosure brick to match brick on the town restrooms. Enclosure to be 24 feet wide and 12 feet deep. Brick walls to be 8 feet tall and will match the brick of the downtown restroom building. Gate will be black metal with metal poles. Six new shrubs or four new small evergreen trees will be added to landscape the structure. Enclosure will be partially dug into hill. The hill on which the railroad track sits will shield the view from Woodrow Ave. From W Main St, the enclosure will be mostly behind existing structures.

Motion: Herman Jenkins made a motion to approve as presented, seconded by Brian Ponder. Motion passed unanimously.

Herman Jenkins recused himself from acting as a Commissioner.

103 N First Avenue – Owner, Herman & Beverly Jenkins Presenter: Herman Jenkins
Request to replace the chain link fence at the left side of the house with a tobacco stick fence matching the existing fencing on the right side.

Motion: Brian Ponder made a motion to approve as presented, seconded by Michael Kieta. Motion passed unanimously.

Herman Jenkins rejoined the meeting.

Item III: Old Business

No discussion.

Item IV: Expedited

None

Item V: Property Designation Committee

No. discussion.

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. The status of each was discussed below.

- **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. It could take more than six months. Town attorney will ask the Church representative for permission to stabilize the property while the ownership exchange continues to progress.

- **215 W. Woodrow Ave. – Owners: John & Charlene Buchanan**

Owner removed the rear addition that was collapsing. Chairman communicated the owner to ask about the timetable for the rear addition. Chairman will research if the addition plans were provided and approved over two years ago as indicated by the owner. The Owner plans to finish rebuilding the front porch after the rear addition is completed.

- **117 Spring St. – Owner: Allyson Wilkerson**

Owner addressed the overgrown vegetation that was further damaging the building. Owner will present a plan and timetable in early 2026 to repair and repair the exterior of the structure.

2/22/26 – Owner is working on a plan and asked to delay presenting it until May 2026.

- **239 E. Main St. – Owner: Mikki Henley**

Owner removed the rotten lower part of the front porch, and the two rear additions. Owner addressed 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 agreed to make the exterior repairs shown on the Building Inspector's report. Invasive animals have returned to the property and the owner has contracted a wildlife company to set traps and secure entry points. She said she has been in contact with contractors to secure quotes, but may have to have different contractors complete different jobs (roof, deck, stairs, etc.)

- **512 W. Main St. – Owner: Marie Cooper Nelson**

Owner's son, Steve Guthrie contacted the Chairman on January 15. He repaired the window where the glass was missing and addressed most of the overgrown vegetation. He has scheduled the gutters to be replaced with like material (standard white gutter). When the temperature is suitable in the Spring they will look into having the bare wood and peeling paint addressed.

- **204 W. Main St. – Owners: Donald Dale & Elizabeth Foxx**

Volunteers helped the owner stabilize the brick outbuilding in the rear of the property. The rotten wood and overgrown vegetation were removed. The outbuilding is now in a state where it can be rebuilt in the future. Owner agreed to address the main house including the hole in the rear, the peeling paint and bare wood, the overgrown vegetation, and the failing gutter and will provide an update by April 2026.

- **129 E. Main St. – Owner: Jeff Gurley**

Owner was to meet with contractors about the failing brick, separating walls, the PVC drainage pipe, and the bare wood windowsills. Owner was to provide and update in January 2026. Recently, the town received a safety complaint about bricks that have fallen from the building to the sidewalk. Chairman to visit owner on 2/24 to ask for an update. Will bring building inspector along.

- **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.

- **306 S. Cherokee St. – Owner: Nestor Levotch**

Owner agreed to repair the porch, repaint siding, and make other structural repairs. Will provide an update on progress in April 2026.

- **102 W. Woodrow Ave. (2 buildings) – Owner: Parson’s Brew LLC**

Co-Owner Scott Andrew contacted Chairman Frank Collins. They will meet the afternoon of 2/24 to discuss the items and timetable for repairs to be made on the two buildings at 102 W Woodrow Ave. Chairman Frank Collins and Building Inspector Kevin Fair, met with Scott Andrew and addressed safety items at the Parsons Table and the Widow Brown’s roof. Chairman Collins said Mr. Andrew agreed to take care of the safety items at this time, and other items will be addressed after March 2027, due to TN Hills Distillery focusing on the completion of their building at the Pinnacle in Bristol, TN.

Item VII: Future Items

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

- a) 100 Oak Grove Ave. – Jackson Park Church may want to expand parking lot.
- b) 211 W Main St. – Will present plan to repaint & repair steeple.
- c) 113 Spring St. – Will request window replacement in March.

Item VIII: HZC Database

Amy Collins continues to work with Chris Pape, GIS Planning Analyst, to put the Jonesborough Historic Zoning Commission database online. Logins for the nine commission members and selected town officials have been requested. Final adjustments are being made for a rollout in early March.

Item IX: Additions to the H-1 & H-2 Overlay Zones

Six small areas will be discussed as additions to the H-1 & H-2 overlay zones. The first few areas will be discussed on March 12. Photos and year-built will be presented. A few properties have expressed an interest about becoming part of the historic district. The HZC discussions about areas and properties are an idea that could later turn into a recommendation.

The actual process would require several steps with public readings and the BMA.

Item X: Municipal Code Violations

Chairman Collins will meet on Monday, March 9 with town representatives Glenn Rosenoff, Angie Charles, Zac Jenkins, Kevin Fair, and Bill Kennedy to discuss enforcement of the Municipal Code.

There are issues throughout town within and outside of the Historic District. The items of interest within the historic district include oversized temporary signs (6 sq ft max), temporary signs that are displayed more than 30 days, and string lighting. The HZC via the BMA implemented guidelines that allowed an exemption to the Municipal Code to allow string lights during two holiday periods. However, some businesses have kept string lights up past the period that ended January 31. In addition, some businesses and non-profits have put up temporary vinyl signs that exceed the 6 square foot maximum stated in the Municipal Code. Some signs are about 18 square feet. Discussion was held in regard to the replacement bulbs of the downtown street lights and the Christmas lights in some of the windows of the downtown businesses.

Item XI: Commissioner Comments

Next meeting is Thursday, March 12, 2026.

Item XII: Approval of Minutes

Approval of the HZC meeting minutes for February 12, 2026.

Motion: Herman Jenkins made a motion to approve the minutes, seconded by Rebecca Moss. Motion passed unanimously.

With there being no further business Chairman Frank Collins adjourned the meeting.