

# Historic Zoning Commission

Jonesborough Town Hall – Board Room

123 Boone Street, Jonesborough, TN

May 28, 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:**

#### **421 W Main St – Owner/Presenter: Heather & Bobby Staples**

Request to replace metal shingled roof with Berridge Victorian metal shingles with pre-weathered galvalume color. Structure was built in 1879. This attractive metal shingle was considered an acceptable replacement for 314 W Main (1877) and 210 W Main (1914). Owner plans to replace the roof in stages as more work is planned for the house.

Request to replicate the porch on the side and front exactly as shown in the postcard photo from turn of the century using all wood. In the rear, replicate exactly with windows inside the arches. Rebuild the Juliet railings above the bay windows. Roofing for porch will be standing seam metal to allow proper drainage.

**500 W Main St – Owner/Presenter: Mark & Brenda McIntosh**

Request to replace the asphalt shingles on both buildings with Pinnacle Pristine "Black Shadow" shingles. Asphalt shingles were common during the 1920s and 1950s. The black color was used somewhat in the 1920s and very common in the 1950s.

Request to replace white gutters with black gutters.

*Original 1920s Craftsman houses generally did not feature black gutters. Instead, early American Craftsman-style homes commonly utilized galvanized steel, zinc, or copper gutters. When gutters were painted, they most frequently matched the trim. While some homeowners today opt for modern black gutters to achieve bold contrast on a Craftsman bungalow, it is not a historically traditional choice.*

*Original gutters during the 1950s were typically galvanized steel or occasionally unpainted aluminum. If they were painted, it was almost always to match the specific color of the trim or fascia to help the gutter blend in rather than stand out. Historical norms and features regarding 1950s gutter systems: Gutter Style: The 1950s marked the rise of "K-style" gutters. Prior to this era, homes frequently featured integrated or wooden "yankee" gutters. The "Black" Trend: Black gutters are a much more modern design choice, typically associated with the contemporary "modern farmhouse" aesthetic.*

Request to paint awnings on the garage building (1950s) Chocolate Brown. Brown was a common color for awnings in the 1950s.

Replace screen door on rear of Main building with a white fiberglass exterior basement door from Lowes. Door is not visible from the street.

**Item III: Old Business**

**128 W Main St – Presbyterian Church – Presenter: Doug Hillmuth**

Presenting materials to use for previously presented storage addition at the back of the church.

**111 E Main St – Owner: Steve Bacon**

Request for proceeding with more work on the rear of the building. The first phase of this work was approved in the previous meeting.

**Item IV: Expedited**

none

### **Item V: Property Designation Committee**

The initial review of properties as contributing vs. non-contributing in the H-1 and H-2 overlay districts is complete. Spreadsheet will be sent for the HZC members to review. If an HZC member has any questions/concerns, these will be discussed at the future meeting. A letter will be sent to any property owner the status of their property changed (typically from non-contributing to contributing).

### **Item VI: Sign Non-Compliance Impacting Authentic Appearance of Jonesborough**

See Municipal Code section 11-1207 and Historic Zoning Commission Advertising Standards and Guidelines. During the week of May 25, the town will send a letter to four properties. Chairman has asked that the HZC review the letters before they are sent. The properties are:

100 Oak Grove Ave – Two 18 foot vinyl banners displayed for 60+ days. (One temporary sign no more than 6 square feet may be displayed for no more than 30 days)

106 Fox St – One 18 foot vinyl banner displayed for 60+ days. (One temporary sign no more than 6 square feet may be displayed for no more than 30 days).

107 Fox St – Unapproved permanent cheaply made square sign affixed to balcony. (Business signs must be approved by HZC and meet certain criteria).

204 W Woodrow Ave – Unapproved permanent corrugated real estate type plastic sign advertising an AirBnb. (Business signs must be approved by HZC and meet certain criteria).

### **Item VII: 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 is taking longer than expected. Paint and wood siding is in very bad condition. Brush trees, diseased overgrown bushes, and numerous ivy vines were significantly impacting the siding. The vegetation overgrowth was addressed.

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

Owner will present a plan and timetable in May 2026 to repair and repair the exterior of the structure. HZC will need to follow-up.

**209 W. Main St. – Owner: Gemma Velaquez**

Owner previously agreed to make the exterior repairs shown on the Building Inspector's report. Owner is not local and is currently obtaining quotes from various tradesmen. Chairman sent communication to owner that the HZC members would like to meet her if her May trip to Jonesborough is still scheduled.

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

Owner agreed to repaint and bare wood and peeling areas. Failing gutter and hole in rear of building also to be addressed. In late 2025, he stated he would provide an update by May 2026. HZC will need to follow-up since an update was not received.

**505 W Main St. – Owners: William & Barbara Stout**

Owner agreed to repair the upper and lower parts of the porch by December 2026. The HZC will monitor progress during the year and ask for an update.

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

Owner provided an update that he still has the brick work scheduled to start in May 2026. Black part of the front of the building was repainted. Bare wood on the window sills will be addressed after the brick work is complete. 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. 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.

**Item VIII: 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.
- b) 239 E. Main St. – Continued work on restoring historic house.
- c) 306 S Cherokee St. – Obtaining estimates to repair & repaint bare wood
- d) 512 W Main St. – Obtaining estimates to repaint bare wood.

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

Discussions 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 X: Commissioner Comments**

Stevie Malenowski with the Certified Local Government of the Tennessee Historical Commission tentatively plans to conduct the HZC's four year review during our Thursday, June 25 meeting. THC offers resources to assist us and will be interested in chatting with us to see how they can help.

Next meeting is Thursday, June 11.

**Item XI: Approval of Minutes**

Approval of the HZC meeting minutes for April 23, 2026 and May 14, 2026.

# 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 28<sup>th</sup> 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.**

# 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:**

### **6. 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.

### **7. 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 hung 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.

**8. 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.

**9. 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.

**10. 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.

**11. 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.

**12.103 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**

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**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.**