

Historic Zoning Commission

Jonesborough Town Hall – Board Room

123 Boone Street, Jonesborough, TN

June 25, 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:

207 W Main St – Owner: Burgin Dossett / Presenter: Chris Basar

Request for new color/paint scheme to be presented.

239 E Main St – Owner/Presenter: Mikki Henley

Request to repair chimneys.

Request to paint roof green like original roof. At previous meeting we approved a request for dark blue. Owner needs to change the color.

Request to add C style gutter to porch. Color should match siding or trim and not the roof. C style or half-round are preferred to K style for 1880s structures

Request to return the Additions to the structure. Additions to be expanded to the width of the main house. *HZC will need to see a plan/architectural drawing with dimensions, (height/width) a list of materials (siding, trim, windows, roofline, etc.)*

Request to use 5v roofing material for the additions. *Metal tile and standing seam metal were the common metal roofing material for the 1880s. 5v is an early 1900s creation and was more often used for barns and garages as it would put more holes in the roof and does not last as long as other metals. For homes with metal shingle, HZC has approved in the past replacing with something such as "Berridge Victorian Shingles"*

Request to paint the trim White. *The 1880s house is Gothic Revival architecture—specifically a regional American variation often referred to as Rural Gothic or Folk Gothic. White was a common color. There are many other options with Late Victorian / High Victorian palette, which embraced rich, saturated, and highly contrasting "earth and tertiary" colors. By the 1880s, three-color (and sometimes four-color) polychromatic*

schemes were the standard to highlight intricate architectural details like gables, window casings, and porch scrollwork.

Request to repair/replace exterior moldings and soffits. Same material.

128 W Main. – Owner: Presbyterian Church, Presenter: Doug Hillmuth

May present the plan for the building to be attached to the rear of the Church building. May request a sign to hang on the new black post to prevent further damage to the historic wall.

Another vehicle crashed into the wall within the past 30 days.

Item III: Old Business

None

Item IV: Expedited

204 W Main – Owner: Donald Dale & Elizabeth Foxx

Expedited approval to paint and repair siding, and porch railings, posts, and spindles.

Surfaces will first be cleaned, prepped, and primed. Color to be the same. Expedited

Approval to repair the hole in the back wall of the house with the same materials. Approved by Collins/Ponder/Jenkins/Kieta/Moss.

115 E Main – Owner: Dan Eldridge / Presenter: Foster Signs

Expedited approval granted for a hanging sign for Grace Meadows Farm Creamery. Size is the same as the Gabriel's Christmas hanging sign and the same as the center emblem for the

Tennessee Hemp Company hanging sign. Approval by

Collins/Ponder/Kieta/VanTil/Moss/Hawley

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 was sent to HZC members to review. The primary difference in application of the HZC Standards and Guidelines to Contributing properties versus Non-Contributing Properties is that the HZC cannot approve demolition of properties that contribute to the historic character of Jonesborough. When making decisions about the exterior historic appearance of structures, the HZC can also take into consideration whether a property contributes to the historic character of Jonesborough.

Discussion is planned for the following properties that are currently noted as Non-Contributing:

Boone - 107

S Cherokee – 307, 314, 317, 319

Depot – 206

E Main – 230

W Main – 305

All of the above are all simple small structures, (1) more 50 years old, (2) Minimalist Traditional Cottage, with (3) Quality construction materials. All are important to the history of Jonesborough. With the exception of the house on Boone and maybe Depot, allowing a house to be torn down and replaced with a modern structure would disrupt the character of the area.

“Minimal Traditional architectural style, which was immensely popular in American suburbs during the 1940s and 1950s as a transitional style between the detailed revival cottages of the 1930s and the sprawling Ranch homes of the late 1950s.”

Sabine – 200 (library)

After the spreadsheet is finalized, a letter will be sent to property owner where the status of the property changed (typically from non-contributing to contributing).

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

Jonesborough sent letters to remind seven properties about certain provisions in the Jonesborough Municipal Code section 11-1207 and Historic Zoning Commission Advertising Standards and Guidelines regarding temporary signs (size, number, duration).

Jonesborough Municipal Code, Chapter 12, Business and Advertising Signs

11-1206 (3) (c) Non-profit temporary signs. Temporary signs not exceeding **six (6) square feet** in area announcing a campaign, drive or event of a civic, philanthropic, education or religious organization *[are allowed]*; provided, that the sponsoring organization shall ensure proper and prompt removal of such sign. Such sign may be maintained **for a period not to exceed one (1) month**, and must be removed within seven (7) days of the end of a campaign or when the event has taken place. *[Some of the vinyl banners currently displayed are 18 to 32 square feet. Some have been displayed for well over 90 days.]*

11-1206 (3) (f) (v) Temporary signs must be set back a minimum of ten feet (10') from the public right-of-way.

11-1206 (3) (f) (vi) Temporary or portable signs must be located on the same premises or lot in which the business activity is taking place.

11-1206 (3) (d) (v) One (1) sign is allowed per lot road frontage, however, property in excess of three (3) acres may include up to two (2) additional signs; provided such signs are spaced at five hundred foot (500') intervals. *[One property until recently was displaying 10 signs at one time].*

Advertising Standards and Guidelines for H-1 and H-2 Overlay Zones

Statement from the Historic Zoning Commission (HZC):

As long as businesses, non-profits, and other entities comply with the guidelines set forth in the municipal code explained above (six square feet, displayed no more than 30 days, and one sign per lot), the HZC is not involved with approving “temporary signs”.

However, the HZC would like to note that the Standards and Guidelines require the HZC to approve all signs that are visible to the public right-of-way which are displayed for more than 60 days. The HZC also considers a temporary sign that is replaced with another temporary sign within a short period of time to not be temporary. As a general rule of thumb, if a business or non-profit displays a temporary sign more than three or four times a year, this would not be considered a temporary sign situation and the HZC would need to approve the display.

The chairman also reached out to Sherry Dean about the plastic sign that the property manager affixed to the apartment building on Fox Street.

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 to restore the building at the July 23 HZC meeting.

209 W. Main St. – Owner: Gemma Velaquez

Chairman has been in contact with the owner each month. She continues to obtain quotes to make the exterior repairs shown on the Building Inspector's report. Owner is not local and plans to visit Jonesborough in July.

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

Chairman will ask the owner to attend a meeting in July to provide an update on the brick work, the bare wood, and other repairs. More than six months have passed and the owner has not addressed the brick separation.

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

Both buildings have significant repair issues and still have 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) 306 S Cherokee St. – Obtaining estimates to repair & repaint bare wood
- b) 512 W Main St. – Obtaining estimates to repaint bare wood.
- c) 111 E Main St – Continued work on the rear of the building.

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

Due to a full agenda on June 25, the Additions discussion will continue during the July 9 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. THC offers resources to assist us and will be interested in chatting with us to see how they can help. Next meeting is Thursday, July 9.

Item XI: Approval of Minutes

Approval of the HZC meeting minutes for June 11, 2026.

Historic Zoning Commission

Jonesborough Town Hall – Board Room

123 Boone Street, Jonesborough, TN

June 11, 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, Michael Kieta, Brian Ponder

Members Absent: Matt Kehn

Call to Order

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

Public Comments

No comments made.

Item I: Addition to the Agenda

Chairman Frank Collins requested 115 E Main St. and 120 Boone St. both be added to the agenda for sign approval.

Motion: Brian Ponder made the motion, seconded by Nita VanTil, to add 115 E Main St. and 120 Boone St. to the agenda for sign approvals. The motion passed unanimously.

Item II: New Business:

1. 201 W Woodrow Ave. – Owner/Presenter: David Phillips

Request to repair and make changes to the Addition on the left side of the house. The addition consists of eleven windows (3 on the back, 3 on the front, and 5 on the side). The owner would like to remove the five windows on the driveway side and make it a wall with siding that will match the house. The windows in the front and rear of the addition will remain the same. The owner stated the side where the windows will be removed is in poor condition and the whole outside wall will need to be replaced. Gutters on the addition will be replaced with white gutters to match.

Motion: Brian Ponder made the motion, seconded by Rebecca Moss, to approve the request for 201 W. Woodrow Ave. as presented. The motion passed unanimously.

2. 500 W Main St – Owner/Presenter: Mark McKintosh

Main House: 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 screen door on the rear of the main building with a fiberglass exterior door painted English Brown (door is not visible from the street). Request to replace gutters with brown gutter, paint trim English Brown (Behr Paint), and stain decking Chestnut Brown. Herman Jenkins requested that gutter on the front of the home be re-routed behind the porch columns which would allow the column architecture to be more visible. Owner also requested to remove chimney on back of house. Owner stated the chimney is in poor condition and quotes to repair the chimney have come in very high. Commissioners suggested removing brick down to the first band and having the chimney re-pointed. Chairman Frank Collins noted that

Standards and Guidelines do not allow for chimney removal. Many of the Commissioners have had similar work done and suggested the Owner contact other contractors for a bid. Commissioners shared contractors contact information with the Owner.

Motion: Nita VanTil made the motion, seconded by Michael Keita, to approve gutter replacement, trim painting, roof replacement, door replacement and deck staining all on the main house and denying the chimney removal. The motion passed unanimously.

Garage/Apartment: Request to enclose the carport area on the left side of the two-story garage/apartment. The open area does not appear to be character defining for the 1950s structure and is away from Oak Grove Avenue and set back from W Main St. The enclosure would need to blend instead of appearing as a distinctly modern enclosure. Request to stain decking Chestnut Brown and repaint the white features of the building the same or similar white. At this time owner is requesting approval on the “concept” of enclosing the carport and will bring back plans for approval when ready to begin the project.

Motion: Brian Ponder made the motion, seconded by Herman Jenkins, to approve staining the deck Chestnut Brown, repainting white features the same or similar white and the concept of enclosing the carport. The motion passed unanimously.

3. 103 Sevier Ave – Owner/Presenter: Zac Jenkins

Request to swap door location from the back of house with a window location on the side (rear corner) of the house. The height and structural support of the door on the back of the structure does not meet code. The space for the door would require a significant alteration of the roofline to increase the height and add a header to meet code. The alternative is to swap this door location with a window location on the side (rear corner) of the structure. The door is Craftsman style 36”x80”. Request to add a stair landing deck with stairs at this new door location. The deck would be 6’x6’ and made of pressure treated lumber that would match the deck in front of the house.

Commissioner Herman Jenkins recused himself.

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

4. 115 E Main St – Business: Grace Meadows Farms Ice Cream

Request to install new Grace Meadows Farms Ice Cream sign. The sign will be 36” round, hung with a new steel bracket attached to the steel beam above the entry way. Clearance under the sign will be 8’. Commissioners were concerned that the 36” sign would be too large compared to the other signs in the area. Commissioners agreed to hold off approval on the sign until they can measure other signs in the vicinity. Upon review, if size is acceptable, Chairman Frank Collins will ask for expedited approval.

5. 120 Boone St – Business: Blooming Lily

Request approval on new sign added between columns at front door. Commissioners discussed their preference of attaching the sign to the building rather than attached to the columns. Attaching the sign directly to the columns takes away from the architecture of the building and could damage the columns. Commissioners agreed that the sign could go

between the columns if attached to a bracket (not screwed into the columns) and does not touch the columns.

Motion: Rebecca Moss made the motion, seconded by Nita VanTil, to approve the sign design but not the requested placement of the sign. The motion was passed unanimously.

Item III: Old Business

No old business was discussed.

Item IV: Expedited

No expedited requests were discussed.

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 emailed the spreadsheet to HZC members for review. A list of properties to be discussed will be prepared and distributed prior to a future meeting to give Commissioners an opportunity to review the properties that will be discussed.

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

A letter will be sent to remind seven property owners about certain provisions in the Jonesborough Municipal Code Section 11-1207, and the Historic Zoning Commission Advertising Standards and Guidelines regarding temporary signs (size, number and duration).

Item VII: 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 could compromise 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.

- **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. Chair Frank Collins spoke to Alderman Dickson who reported that the transaction could be complete in the next few weeks.
- **117 Spring St. – Owner: Allyson Wilkerson**
Owner will present a plan and timetable soon to repair the exterior of the structure.
- **209 W. Main St. – Owner: Gemma Velaquez**
Chairman has been in contact with the owner each month. She continues to obtain quotes to make the exterior repairs shown on the Building Inspector’s report. Owner is not local and plans to visit Jonesborough in July.
- **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 soon.

- **505 W. Main St. – Owner: William & Barbara Stout**
The owner has 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 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 windowsills after the brick work is complete. Owner is also applying for the town’s façade grant. Chairman will get another update on progress soon.
- **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.

Item VIII: Future Items

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

- a) 239 E Main St. – Continued work on restoring historic house.
- b) 306 S Cherokee St. – Obtaining estimates to repair and repaint bare wood.
- c) 512 W Main St. – Obtaining estimates to repaint bare wood.
- d) 128 W Main St. – Storage building in rear of Presbyterian Church, Sign for black post on front of Church (likely June 25).
- e) 111 E Main St. – Continued work on the rear of the building.

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

Discussions will continue during the June 25 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

- Stevie Malenowski with the Certified Local Government of the Tennessee Historical Commission (THC) tentatively plans to conduct the HZC’s four-year review during the Thursday, June 25 meeting. THS offers resources to assist us and are interested in discussing how they can assist us.
- Discussion about the considerable number of items visible down the alley way at Whites Auto.
- Next meeting is Thursday, June 25, 2026.

Item X: Approval of Minutes

- Approval of May 28, 2026, minutes

Motion: Nita VanTil made the motion, seconded by Michael Kieta, to approve the May 28, 2026 minutes as presented. The motion was passed unanimously.

Chair Frank Collins adjourned the meeting.