

**Historic Zoning Commission, Jonesborough, TN, Thursday, January 9, 2025 in the Boardroom located in Jonesborough's Town Hall at 6:00 PM**

**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 Town Recorder at meetings of the Board of Mayor and Aldermen, or the secretary or staff of any board, commission or committee constituting any other governing body under this resolution.

Each individual shall be given three (3) minutes to address the Board regarding Agenda items. Comments shall be limited to items on the meeting's Agenda.

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

**Public Comments**

**Item I: New Business:**

- 1. 703 West Main Street, Owner- Matt Kehn**  
Repair barn siding with the same materials and color and add a new door to the opposite side of the barn.
- 2. 210 South 2<sup>nd</sup> Avenue – Chuckey Deot, Jimmy Rhein:**  
Relocate the historic Semaphore to Depot property.
- 3. Updated Training Plan**
- 4. Flyer and Training Plan Distribution to H-1, H-2 Properties.**
- 5. Lighting**  
The first step will be to identify concerns, the second step will be to review existing ordinances and guidelines to see if covered. This item may need to be tabled until after the training is complete.
- 6. PDC Property Review**  
May be best to table until after the training is completed.

**ITEM II: Old Business**

## **Commissioner's comments**

### **1. ITEM IV. Expedited**

New sign for Buzzed Wings to match the size, layout and color of existing Texas Burrito's sign.

### **ITEM V. Approval of Minutes**

Date: December 12, 2024, HZC Minutes

### **ITEM VI. Adjourn**

# **Historic Zoning Commission**

## **Minutes**

The Jonesborough Historic Zoning Commission met in a regular meeting on Monday, December 12, 2024, at 6:00 p.m. in the Board Room at the Town Hall located at 123 Boone Street, Jonesborough, TN.

**Members Present:** Chairman Zac Jenkins, Aaron Bible, Chris Basar, Chad Hylton, Frank Collins, Marcy Hawley, Herman Jenkins, Rebecca Moss

**Members Absent:** Nita Van Til

**Others Present:** Dr. Bill Kennedy

### **Call to Order**

Chairman Zac Jenkins called the meeting to order. He stated there was one addition to the agenda.

### **Addition to Agenda:**

The Parks and Recreation Director, Chris Kudera, to present photos of new planters for the downtown area.

The motion to approve the addition to the agenda was made by Aaron Bible, seconded by Herman Jenkins and passed unanimously.

### **Public Comments**

There were no public comments.

### **New Business:**

#### **1. 411 W. Main Street, Owner/Presenter – Ned Stacy**

The discussion for approval to replace the existing shingle roof with a new shingle roof to be presented at the meeting did not take place, due to the non-attendance of Mr. Stacy.

#### **2. 122 E. Main Street, Owner/Presenter - Brian Ponder**

Brian Ponder presented for the Commissioners' approval, photos of a new permanent sign that will affix to the building with a gooseneck light for illumination. The sign will be rounded and measure 60"x60". The lighting will shine from beneath, rather than illuminated itself. Aaron Bible suggested to Mr. Ponder that he may want to consider a hanging canvas, and offered to get Mr. Ponder more information on it. Mr. Ponder also presented a photo of lights that string and spoke outward from the metal post in the lot to the building. These lights would be used during events.

The motion to approve the sign with lighting and the strands of lights as presented, with the caveat that the Commission have the right to rescind if the majority express that the lights are not being displayed as presented, was made by Frank Collins, seconded by Aaron Bible and passed unanimously.

Mr. Ponder sought approval to use his current projected sign during holidays or special events. After much discussion, it was suggested to table the item. A motion was made by Herman Jenkins to table the item to give the Commissioners time to review the rules of such and see how the above-mentioned lighting looks, seconded by Frank Collins and passed unanimously. Mr. Ponder was agreeable to table the discussion until the next meeting on January 9, 2025.

### **3. Election of Officers**

The discussion and vote for new Commission officers took place. Aaron Bible made a motion to nominate Frank Collins as the new Chairman, seconded by Chris Basar and passed unanimously. Zac Jenkins offered to stay onboard for a couple of weeks to help with the transition. Aaron Bible will retain his position as Vice-Chairman, and the Secretary position will be addressed at the next meeting on January 9, 2025.

### **4. Further Discussion and Possible Vote on New Language of Lighting/String Lights.**

Frank Collins presented items pertaining to lighting from the Historic Zoning Standards and Guidelines, Advertising Standards and Guidelines and the Jonesborough Municipal Code. The Commissions' goal is to utilize specific language with several examples of each lighting scenario. Frank Collins and Herman Jenkins will consolidate the lighting guidelines and make specific language for the next meeting on January 9, 2025.

### **5. Review and Discussion of a Proposed Training Plan for 2025.**

Dr. Bill Kennedy presented a training plan for 2025. The training will take place at the end of the agenda after the meetings in January and February 2025. The dates will be January 9, January 23, February 13, and February 27. In addition to training the Commission members, Dr. Kennedy's goal is to also educate merchants and give a training agenda to every downtown business owner. Dr. Kennedy will make the training sessions open to the public via a sign-up sheet. Sheri Wright at Town Hall will be the source material supplier for the public upon request.

### **6. Parks and Recreation Director to present new planters downtown.**

Parks and Recreation Director, Chris Kudera, presented photos for thirty new planters for the downtown area to replace twenty-six current barrel planters that have rusted. The planters will be ordered from Earth Planter, will be made of black composite, weighted, and able to hold eighteen gallons of water to lessen the labor of watering. The planters measure 2" less in diameter than the current planters and are 1" shorter and will be ready in the Spring of 2025.

The motion to approve the new planters as presented was made by Frank Collins, seconded by Rebecca Moss and passed unanimously.

**Commissioners' Comments**

There were no Commissioners' Comments

**Approval of Minutes – Meeting November 11, 2024**

The motion to approve the minutes of the November 11, 2024, meeting as presented was made by Chris Basar, seconded by Herman Jenkins and passed unanimously.

With there being no further business for discussion, the motion to adjourn the meeting was made by Aaron Bible, seconded by Rebecca Moss and passed unanimously.