

TOWN OF JONESBOROUGH
Town Hall Board Room
123 Boone Street
Jonesborough, TN 37659

MEETING NOTICES

Monday, January 27, 2025, 11:00 a.m.

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 Tree and Townscape Board, 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.

The Jonesborough Tree and Townscape Board will meet at 11 a.m., Monday, January 27, 2025, in the Board Room at Town Hall, 123 Boone Street, Jonesborough, TN, to consider the following agenda:

AGENDA:

1. Call to order
2. Public Comments
3. Approval of Minutes
4. Tree and Townscape Board 2025
5. New Planters on Main Street
6. Arbor Day 2025
7. Juniper Shrubs in Jonesborough

Town of Jonesborough

Tree and Townscape Board

Meeting Minutes for November 25, 2024

The Jonesborough Tree and Townscape Board met in a regular meeting on Monday, September 23, 2024, at 11:00 a.m. in the Board Room at the Town Hall, Jonesborough, Tennessee.

Present: Terry Countermine, Lori Rosenoff, Nancy Kavanaugh, Melinda Copp, Virginia Kennedy

Staff: Glenn Rosenoff, Lauren Little, Sheri Wright

Absent: Geoff Hoare, Sue Henley, Jennifer Wolfe

Nancy Kavanaugh called the meeting to order noting that a quorum was present.

There were no public comments.

Item 1. Bradford Park Landscape Plan

Bradford Park will be located on the northeastern corner of Presential Drive and Baleigh Lynn Loop, Washington County Tax Map 52F, Parcel 006.00. The property is zoned B-3, Arterial Business District. The Planning Commission approved the site plan on August 20, 2024. This property will be a storage area. The south side of the property facing Presidential Drive will require road frontage landscaping. The linear feet listed is divided into two sections, A & B. The frontage for Lot A is listed as 578 LF and the frontage for Lot B is listed as 84 LF. The road frontage requirements include one tree for every 50'. Twelve shade trees have been provided for Lot A. Two shade trees have been provided for Lot B. The species list provided is as follows: "Red Maple, Willow Oak, River Birch, Bald Cypress, or Zelkova."

Buffering:

The townhomes to the east of the Bradford Park property require a class 1 buffer and the single-family homes to the north and northwest require a class 2 buffer. The class 1 buffer had an adjustment on spacing from 8' on center to 10' due to the growth habit of the trees making them susceptible to damage if they grow into one another. This adjustment was accepted by the committee. Both buffers were satisfied with the landscape plan. The eastern property line measures 490 LF. To satisfy the class 1 buffer option A1, 1 tree must be provided per every 10' on center. The landscape plan states 49 trees have been provided on the eastern property line. To satisfy the class 2 buffer option C2, 1 tree must be provided per

every 12' on center in 2 rows. The north/northwest property line measures 950 LF. The landscape plan states 158 trees have been provided in 2 rows. The species list provided is as follows: "Green Giant arborvitae, Leyland cypress, pine trees, Fosters holly, other tree size holly, or other evergreen tree..."

Parking Lot: 39 parking spaces have been provided in Lot A. One tree is required for every 10 parking spaces with at least two shrubs per tree.

Three parking spaces have been provided in Lot B. One tree is required for every 10 parking spaces with at least two shrubs per tree.

The landscape plan states that four trees and 8 shrubs have been provided in Lot A.

The landscape plan states that one tree and three shrubs have been provided in Lot B.

The species list provided is as follows: "Red Maple, Willow Oak, River Birch, Bald Cypress or Zelkova." Contractors shall select shrubs.

The landscape plan does meet the minimum standards as per the town's landscape requirements.

Motion: Melinda Copp made a motion to approve the landscape plan for Bradford Park as presented, seconded by Terry Countermine and passed unanimously.

Item 2. Ardinna Woods Arboretum Update 2024

Open Spaces Coordinator, Lauren Little, gave an update on the Ardinna Woods Arboretum. The full update is attached with these minutes. During the update, Lauren Little spoke on the goal to make the arboretum a level II again, and possibly a level III. Lori Rosenoff inquired as to the volunteers. It was discussed that the students at David Crockett High School, volunteers from the Senior Center, and possibly those from Keep Jonesborough Beautiful. Board member Terry Countermine suggested that single restrooms be added at the arboretum. The Butterfly Garden is also being updated, and the mural will be added back.

Item 3. A Greenhouse for the Town - Update

Jonesborough Parks and Recreation has been working on introducing a greenhouse to the department. Lauren Little met with the city forester of Johnson City, and the city agreed to donate a 20'x40' greenhouse that that was no longer in use. This greenhouse will be extremely beneficial to the Parks and Recreation Department.

With no further business, the meeting was adjourned.



TREE & TOWNSCAPE COMMITTEE

AGENDA PRESENTATION

DATE: January 27, 2025 AGENDA ITEM #: 4

SUBJECT: Tree and Townscape Board 2025

Background:

As per the Tree and Townscape ordinance, at the beginning of each year we, as a board, are to discuss our meeting time, date, and board member distinctions. To my knowledge, we have only recognized Nancy Kavanaugh as chair in our previous meetings. The ordinance states we should be recognizing a chair, vice chair, and secretary.

We are currently scheduled to meet at 11:00 a.m. on the 4th Monday of every month.

1-1607. Meetings. Upon creation by the board of mayor and aldermen, the tree and townscape board shall hold an organizational meeting to elect officers and establish a schedule for regular meetings for the upcoming year. With reasonable notice, special meetings of the committee may be called by the tree and townscape board chairman or the director of parks and recreation. All meetings are open to the public and shall be posted on the community bulletin board at town hall. Beginning in 2002, the tree and townscape board shall hold an annual organizational meeting in November or December each year to elect

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officers and set the meeting schedule for the subsequent year. [as added by Ord. #2001-14, Sept. 2001]

1-1608. Rules of procedure. The tree and townscape board shall elect a chair (can be co-chair), vice-chair and secretary from among its members. The term of the chair, vice-chair, and secretary shall be one (1) year with eligibility for re-election, however, officers elected in the first year shall serve initially through December of 2002. Rules and procedures may be modified each year at the organizational meeting, however, changes are subject to the approval of the board of mayor and aldermen. [as added by Ord. #2001-14, Sept. 2001]

Summary:

As a board we are to decide on the parameters of our meetings. Would anyone like to change the date or time of our meetings?

Who does the board want to recommend be in the seat of chair, vice chair, and secretary?



TREE & TOWNSCAPE COMMITTEE

AGENDA PRESENTATION

DATE: January 27, 2025 **AGENDA ITEM #:** 5

SUBJECT: New Planters on Main Street

Background:

For many years, the planters on Main Street have served the town well by providing aesthetic and sturdy housing for the various plants we set out through the seasons. However, we have seen one main issue with the planters: water. Plants in a container require exponentially more maintenance than in the ground. Watering, fertilizing, and pruning are among the few requirements exacerbated by the planters. During our warmest months last year, we spent on average 10-15 hours a week watering alone. Not including the watering we do in all town parks. During weeks when various projects take priority, watering is forced lower on the to-do list resulting in chlorotic coloration and, in the worst case, plant necrosis.

Solution:

Earth Planter is a company that produces USA made self-watering planters. Earth Planter claims to “reduce labor costs, fuel & water usage 50-80%”. Made of “Linear Low-Density Polyethylene”, an extremely high-grade plastic, and with a lifetime warranty, this will be a sturdy and beautiful addition to the busiest street in Jonesborough!

In addition to the new planters, we are working on reintroducing a previously attempted program, Adopt A Flower Barrel under the Jonesborough Beauty Spot program. The program would run under the name Adopt-A-Planter. We plan to charge a flat fee for each planter which includes choosing what plants you want in the planter from an established list and a sign/plaque that displays your name/business' name. The list of available plants is tentatively as follows: Purple Basil, 2 color variations of Sweet Potato Vine, red, white, and blue Salvia, a Profusion Zinnia mix, and Coleus as a back-up option.

Summary:

Self-watering planters on Main Street will greatly increase the efficiency and productivity of the Parks and Recreation department while maintaining a classic and beautiful atmosphere along Main Street.

Adopt-A-Planter: a Town of Jonesborough Parks and Recreation & Tourism Initiative

Adopt-A-Planter

You pay for the planter, and we supply the plants!

As the sponsor of a Town of Jonesborough planter on Main Street you will be the primary designer behind the planter's floral composition. This may look like choosing corresponding colors to your shop, choosing plants based on light requirements, or just picking your favorites!

Benefits of being a planter parent:

- You choose what plants go in the pot from a list of non-invasive species.
- May decorate the pot to coordinate with the season or Holiday.
- The beautiful planter will attract pollinators to the town, creating a lovely atmosphere "buzzing" with life!
- An aesthetically pleasing flower arrangement will attract not only pollinators but people to your shop!
- You are NOT responsible for any maintenance of the planter; your only requirement is to sit back and enjoy the view.

Rules:

- Each planter will contain 2 sweet potato vine perennials plants to maintain a sense of uniformity on Main Street.
- The planter may contain up to 5 different plant species, not including the sweet potato vines, and a minimum of 2 species.
- You may not water or prune the planter without notifying the Open Spaces Coordinator & Urban Forester Lauren Little.
- If you are having an issue with weeds or insects, immediately contact Lauren Little.
- The plants are not yours to take at the end of that growing season. The town will remove the plants and dispose of them accordingly.



TREE & TOWNSCAPE COMMITTEE

AGENDA PRESENTATION

DATE: January 27, 2025 **AGENDA ITEM #:** 6

SUBJECT: Arbor Day 2025

Background:

Arbor Day 2025 falls on April 18th. While this date feels far off, the sooner we begin to plan the more time we have to come up with amazing ideas. Last year, Arbor Day was celebrated by planting a tree in the community garden and giving away 200 tree seedlings. Now is the time to begin considering what we want to do this year that will engage the community, promote environmental conservation, and establish native trees that will benefit the people of Jonesborough for years to come.

I have spoken with various people who have connections to tree donations. I met with an ETSU representative Lisa Pawley who said she would investigate a possible tree donation from the school. I also spoke with the vegetation representative from BrightRidge who may have a connection for us. I have spent time researching the opportunities presented by the Arbor Day foundation for tree donations. This organization sells packs of fifty saplings for roughly eighty dollars. There may be a way to fundraise the money if we reach out to organizations and businesses in our area such as SiteOne, First Horizon Bank, Evergreen, etc.

I am looking for input from this committee. What events in the past were successful for the Arbor Day celebration that you would like to see done again? Are there projects you have been a part of in the past that you want to see happen in Jonesborough? What ideas do you have?

I will list some ideas I have found for Arbor Day. These are unconventional but may be a fun way to get more people involved. I would greatly appreciate your input.

- Present a canopy assessment of Jonesborough
- Work with the McKinney Center to press leaves into clay
- Have kids at Jonesborough Elementary School to write poems to read at Arbor Day
- Planting a tree and donating trees
- Bring in a forester to speak about trees
- Collect tree seeds to plant
- Work with Jonesborough Elementary School to apply to be a Tree Campus K-12
- Have a tree ID hike



TREE & TOWNSCAPE COMMITTEE

AGENDA PRESENTATION

DATE: January 27, 2025 **AGENDA ITEM #:** 7

SUBJECT: Juniper Shrubs in Jonesborough

Background:

Grey Owl Juniper Shrubs are a staple in Jonesborough landscaping. They offer striking texture and year-round color townwide. However, Grey Owl Juniper shrubs are known to be fast growers with a large, irregular habit once reaching maturity. This has posed a safety issue at both the sidewalk when entering the Town Hall parking lot and the Jonesborough triangle median when merging from 11-E onto Main Street. Many members of Town Hall staff have posed concerns regarding this safety issue.

Solution:

I propose removing the juniper shrubs on the sidewalk entering Town Hall. Once removed, the vacant space would be replaced with a low growing native shrub such as a dwarf inkberry variety. The inkberry would offer the same year-round color and texture.

As for the shrubs on the triangle median, Parks and Recreation staff will work to maintain the height and width of the shrubs through regular pruning. Pruning will maintain the shrubs' appearance while eliminating any sight obstructions.

Summary:

I propose the removal of the Grey Owl Juniper shrubs within the sidewalk landscaping upon entrance to the Town Hall parking lot. Following the removal would be a planting of a dwarf, native inkberry holly shrub to reinstate the year-round color, as well as match the aesthetic of the established Boone Street landscaping.