

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

MEETING NOTICE

Tuesday, July 28th, 2026, 10:30 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 members 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 board.

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 10:30 a.m., Tuesday, July 28th, 2026, 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 Tuesday, April 28th, 2026, Minutes
4. Taco Bell Landscape Plan
5. Approved Tree and Shrub List Draft
6. BrightRidge Park Updates
7. Mulch Diameter Requirements
8. Arboretum Clean Up



TREE & TOWNSCAPE COMMITTEE

AGENDA PRESENTATION

DATE: July 28th, 2026

AGENDA ITEM #:

3

SUBJECT: Tuesday April 28th, 2026, Meeting Minutes

Town of Jonesborough

Tree and Townscape Board

Meeting Minutes for April 28th, 2026

The Jonesborough Tree and Townscape Board met in a regular meeting on Tuesday, April 28th, 2026, at 10:30 a.m. in the Board Room at Town Hall, Jonesborough, Tennessee.

Present: Terry Countermine, Lori Rosenoff, Melinda Copp, Geoffrey Hoare, Nancy Kavanaugh, Josh Conger

Staff: Chris Kudera, Sunny Ezell, Craig Ford

Absent: Sue Henley, Virginia Kennedy, Theresa Smith

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

There were no public comments.

Agenda Item 3: The April 28th meeting minutes were presented. Josh Conger made a motion to approve them as presented. It was seconded by Geoffrey Hoare and was duly passed.

Agenda Item 4: BrightRidge Park Plan was explained and presented. Questions about the size of the property brought up by Geoff were addressed as less than half an acre. Questioning who is responsible for maintenance was brought up by Josh, the board was informed the Town of Jonesborough staff will oversee maintenance. Lori Rosenoff asked about yearly costs for land and materials, Craig Ford explained the lease agreement and the payment from BrightRidge for the park. Josh made a recommendation to substitute the Little Gem Magnolia variety for Brackens Brown Magnolia in the landscape plan. Terry Countermine made a motion to approve the landscape plan, and it was seconded by Josh Conger and was duly passed.

Agenda Item 5

Sunny gave a visual explanation about the landscaping for the relandscaping plans around the Slemmons House. Nancy Kavanaugh suggested swapping daylilies for echinacea due to short blooming time of daylilies. Terry Countermine made a motion to approve the landscape plan, and it was seconded by Josh Conger and was duly passed.

Agenda Item 6

Lori Rosenoff asked if someone could check on the lease for the corner of Fox and Main Street. Trash cans swapped from blue to black for aesthetics at business on the corner. Motion made by Melinda Copp, seconded by Josh Conger and was duly passed.



TREE & TOWNSCAPE COMMITTEE

AGENDA PRESENTATION

DATE: July 28th, 2026
4

AGENDA ITEM #:

SUBJECT: Taco Bell Landscape Plan

Background:

Taco Bell will be located on East Jackson Blvd beside Zaxby's. It is further described on Washington County Tax Map 52, Parcel ID 225.09. The subject property is zoned B-3, Arterial Business District. The Planning Commission approved the site plan on March 17th, 2026.

Buffering:

The surrounding properties east, south, and west of the property are commercial land uses, thus they do not require a buffer as stated in section 11-611, Buffering, of the Landscaping Requirements.

(4) Impact classification.

- (N) No Impact: (1.) Any use, unless otherwise listed below, which is permitted in R-1 or R-1A zoning district; (2.) Cemeteries; (3.) Golf Courses; (4.) Parks and similar uses.
- (L) Low Impact: (1.) Any use, unless otherwise listed below, which is permitted in R-2, R-3, R-4, B-1 zoning districts; (2.) Community and neighborhood recreational facilities and similar uses.
- (M) Medium Impact: (1.) Any use, unless otherwise listed below, which is permitted in the B-3 and B-4 zoning districts; (2.) Gasoline service stations; (3.) Convenience stores; (4.) Parking garages; (5.) Auto repair garages and similar uses; and (6.) Mini-warehouses.
- (H) High Impact: (1.) Any use only permitted in the M-1 or M-2 zoning districts; and (2.) Any proposed development which would create more than 500 parking spaces.

Proposed Use Classification

Adjoining Use Classification	No Impact (N)	Low Impact (L)	Medium Impact (M)	High Impact (H)
No Impact	None	1	2	3
Low Impact	None	None	1	2
Medium Impact	None	None	None	1
High Impact	None	None	None	None

Example: A new apartment complex (a low impact use) located in an R-3 zoning district will abut an existing single-family residential (a no impact use) area. The developers of the apartment complex (the high impact use) will be responsible for creating and arranging for the maintenance of a Class 1 buffer. However, if this apartment complex were to abut any equal or lower impact use, the developers of the complex would not be responsible for creating any new buffer area.

Road Frontage:

The north side of the property facing East Jackson Blvd. will require road frontage landscaping. The linear footage measures 295'. Frontage requirements include one (1) tree for every 50'. $1 \text{ tree}/50' \times 295' = 5.9 \sim 6 \text{ trees}$.

Provided:

Three (3) October Glory Maple and three (3) River Birch shade trees have been provided. This satisfies the road frontage requirements.

Parking lot landscaping:

14 parking spaces including 1 ADA space have been provided. 1 tree is required per every 10 parking spaces with at least 2 shrubs per tree. $1 \text{ tree}/10 \text{ spaces} \times 14 \text{ spaces} = 1.4 \sim 1 \text{ tree with 2 shrubs}$.

Provided:

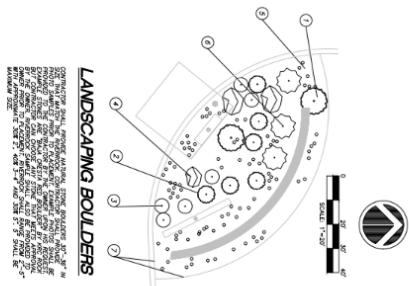
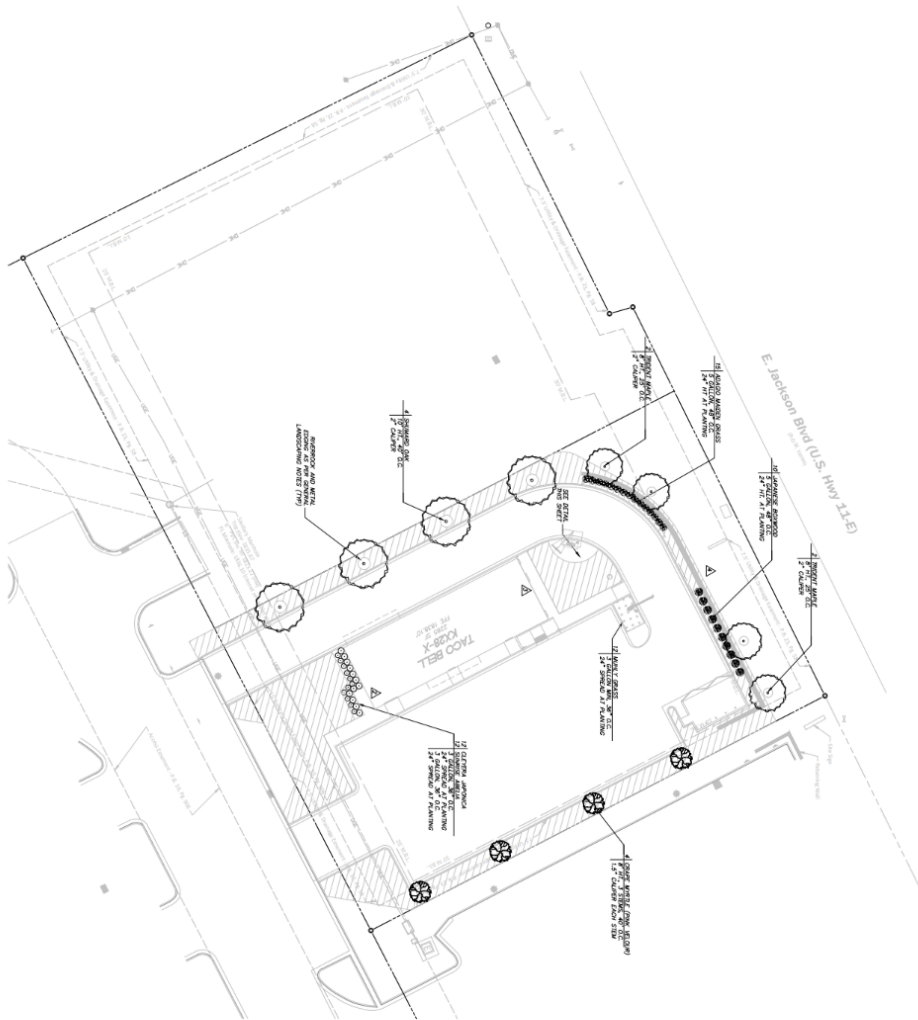
Four (4) Shumard Oak and four (4) Crape Myrtles (Pink Velour) along with ten (10) Cleyera Japonica and ten (10) Sunrise Abelia shrubs have been provided. This satisfies and exceeds the landscape requirements.

Summary:

The Taco Bell Landscape Plan meets the minimum standards as per the Town's landscape requirements.

Recommendation:

Approve the landscape plan as submitted.



REGION 7 - SOUTHEAST

NO.	SYMBOL	QTY	SPEC.	REMARKS
1	12" DIA. BOLLARD	10	12" DIA. BOLLARD	10
2	12" DIA. BOLLARD	10	12" DIA. BOLLARD	10
3	12" DIA. BOLLARD	10	12" DIA. BOLLARD	10
4	12" DIA. BOLLARD	10	12" DIA. BOLLARD	10
5	12" DIA. BOLLARD	10	12" DIA. BOLLARD	10
6	12" DIA. BOLLARD	10	12" DIA. BOLLARD	10
7	12" DIA. BOLLARD	10	12" DIA. BOLLARD	10
8	12" DIA. BOLLARD	10	12" DIA. BOLLARD	10
9	12" DIA. BOLLARD	10	12" DIA. BOLLARD	10
10	12" DIA. BOLLARD	10	12" DIA. BOLLARD	10

LANDSCAPING DETAILS

1. 12" DIA. BOLLARD
2. 12" DIA. BOLLARD
3. 12" DIA. BOLLARD
4. 12" DIA. BOLLARD
5. 12" DIA. BOLLARD
6. 12" DIA. BOLLARD
7. 12" DIA. BOLLARD
8. 12" DIA. BOLLARD
9. 12" DIA. BOLLARD
10. 12" DIA. BOLLARD

GENERAL LANDSCAPING NOTES

1. LANDSCAPING SHALL BE INSTALLED IN ACCORDANCE WITH THE FOLLOWING NOTES.
2. CONTRACTOR SHALL USE STANDARD PRACTICES AND MATERIALS FOR THE PROJECT. ALL MATERIALS SHALL BE APPROVED BY THE OWNER PRIOR TO INSTALLATION.
3. LANDSCAPING SHALL BE INSTALLED IN ACCORDANCE WITH THE FOLLOWING NOTES.
4. CONTRACTOR SHALL MAINTAIN ALL EXISTING UTILITIES AND STRUCTURES.
5. CONTRACTOR SHALL MAINTAIN ALL EXISTING UTILITIES AND STRUCTURES.
6. CONTRACTOR SHALL MAINTAIN ALL EXISTING UTILITIES AND STRUCTURES.
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18. CONTRACTOR SHALL MAINTAIN ALL EXISTING UTILITIES AND STRUCTURES.
19. CONTRACTOR SHALL MAINTAIN ALL EXISTING UTILITIES AND STRUCTURES.
20. CONTRACTOR SHALL MAINTAIN ALL EXISTING UTILITIES AND STRUCTURES.

TACOLA
280 CORPORATE WOODS DRIVE
JONESBOROUGH, TN 37659
WWW.TACOLA.COM

TACO BELL RESTAURANT
1452 E JACKSON BLVD, JONESBOROUGH, TN 37659
SITE #318345

TACO BELL

PERMITS
C6

LANDSCAPING PLAN

DATE: 02-28-2020
1:00 PM



TREE & TOWNSCAPE COMMITTEE

AGENDA PRESENTATION

DATE: July 28th, 2026

AGENDA ITEM #: 5

SUBJECT: Approved Tree and Shrub Draft List

Background:

The Town of Jonesborough previously maintained an approved tree and shrub list for new businesses installing landscaping. That list can no longer be located and likely requires updating. In response, we are compiling a revised list of trees and shrubs currently used in landscaping plans in and around Jonesborough, along with additional noninvasive, low-maintenance varieties that are appropriate for use throughout town.

The new approved tree and shrub list should be comprehensive and informational, serving not only as a guide for development projects but also as a resource for residents in and around Jonesborough who are making personal tree selections. More parameters can be put in place based on type of development and locations for what is acceptable to plant as a business.

Recommendation:

I recommend that the Tree and Townscape Board look over the drafted list below and suggest any additions or removals. I recommend the board submit any suggestions and changes to Sunny by Friday, August 7th. Sunny will formalize and compile the list into a more user-friendly format to bring before the board during the August Tree and Townscape meeting. At that time, if varieties are all agreed upon, I suggest the board approve the list and the formal document can be distributed and used for reference by developers and members of the community to help guide landscaping decisions.

Large maturing trees described as being greater than 40' at maturity				
Common Name	Latin Name	Height x Width at Maturity (average)	Preference	Notes
Red Maple	<i>Acer rubrum</i>	50' x 25'	Full sun, tolerance of soil types and moisture levels	Fall color, tolerant of urban conditions
Sugar Maple	<i>Acer saccharum</i>	65' x 35'	Full sun, tolerance of soil types and moisture levels	Fall color, tolerant of urban conditions
Autumn Blaze Maple	<i>Acer x freemanii</i>	50' x 35'	Full sun, tolerant of soil types and moisture levels	Fall color, shade tree
October Glory Maple	<i>Acer rubrum</i> "October Glory"	45' x 35'	Full sun to full shade	Shallow root system, not suitable next to roadways or sidewalks
Armstrong Maple	<i>Acer x freemanii</i> "Armstrong"	50' x 15'	Full sun, adaptable to soil types and moisture levels	Upright growth habit, idea for narrow and suburban areas
Zelkova	<i>Zelkova serrata</i>	65' x 40'	Full sun, moderate water requirements. Tolerant of soil types	Tolerant of urban conditions
Overcup Oak	<i>Quercus lyrata</i>	60' x 40'	Full sun to part shade. Adaptable to soil conditions and moisture levels.	Yellow fall color, shade tree. Moderate growth rate.

White Oak	Quercus alba	75' x 55'	Tolerant of a variety of soil types and soil moisture conditions.	Red fall color, broad canopy suitable for large areas.
Southern Red Oak	Quercus falcata	75' x 45'	Prefers acidic well drained soils	Fall color, good shade tree
Chestnut Oak	Quercus montana	65' x 45'	Full sun, tolerant of soil types and moisture levels	Drought tolerant once established. Fall color
Greenspire Linden	Tilia cortada "Greenspire"	45' x 25'	Tolerates a very wide range of soil conditions. Full sun	Can tolerate windy areas. Fast growing. Spring flowers and yellow fall color.
Littleleaf Linden	Tilia cortada	60' x 45'	Full sun to part shade. Tolerant of a variety of soil types and soil moisture conditions.	Tolerant of urban conditions, good street tree.
Tulip Poplar	Liriodendron tulipifera	70' x 40'	Full sun. tolerant of clay and wet soil.	Blooms May-June good fall color

Baldcypress	Taxodium distichum	60' x 25'	Full sun. Tolerant of a wide range of soil types and conditions.	Deciduous conifer. Urban tough, versatile and durable in streetscapes.
River Birch	Betula nigra	60' x 50'	Full sun to part shade prefers moist well-draining soils.	Unique bark, golden fall foliage.

Small/ Medium Maturing Deciduous Trees. Mature between 15'-40' tall.

Common Name	Latin Name	Height x width at maturity (average)	Preference	Notes
White Fringe Tree	Chionanthus virginicus	20' x 15'	Full sun, well-draining soil	White flowers in the spring followed by dark purple drupes providing a food source for birds.
Eastern Redbud	Cercis canadensis	25'x20'	Full sun to part shade adaptable to soil types.	Early attractive blooms before leaves appear.
Flowering Dogwood	Cornus ssp.	20' x 15'	Full sun to part shade. Moderate water requirements.	Versatile and low maintenance spring flowering tree.
Saucer Magnolia	Magnolia ssp.	25'x 20'	Full sun, slightly acidic well-draining soil.	Dramatic large spring blooms. Works well as a specimen tree
Crepe Myrtle	Lagerstroemia spp., L. hybrids	20' x 15'	Full sun. adaptable to soil types and conditions.	Long bloom season, unique bark provides year-round interest.

American Hornbeam	<i>Carpinus carolina</i>	30' x 20'	Full sun to part shade. Adaptable to soil types and conditions.	Slow growing, often planted in urban areas.
Fastigiate Hornbeam	<i>Carpinus betulus</i> 'Fastigiata'	40' x 25'	Full sun. Tolerant of soil types and conditions.	Adaptable in urban conditions. Narrow habit makes this tree suitable for narrow spaces.
Sourwood	<i>Oxydendrum arboreum</i>	25' x 15'	Full sun. well drained slightly acidic soil. Moderate water requirements	Ornamental tree prized for summer flowers and fall color.

Evergreen Trees

Common Name	Latin Name	Height x Width at Maturity (average)	Preference	Notes
Southern Magnolia	<i>Magnolia grandiflora</i>	75' x 40'	Full sun, well drained slightly acidic soil.	Slow growth rate becomes rounded with age.
Arborvitae	<i>Thuja</i> ssp.	Varied	Varied	Varied
Eastern Red Cedar	<i>Juniperus virginiana</i>	50' x 25'		
White Pine	<i>Pinus strobus</i>	80' x 40'	Moist, well-drained soil and full sun	Soft needles, pyramidal shape.
American Holly	<i>Ilex opaca</i>	45' x 25'	Slow- growing performs well in shade but prefer full sun.	Does not tolerate poorly drained soils.

Deciduous Shrubs

Common name Latin name

Viburnum	Viburnum ssp.
Dogwood	Cornus
Chokeberry	Aronia
Button Bush	Cephalanthus occidentalis
Barberry	Berberis thunbergii & cultivars
Sweet spire	Itea virginica
Spicebush	Lindera benzoin
Ninebark	Physocarpus ssp.
Hydrangea	Hydrangea ssp.
Rose	Rosa ssp.
Forsythia	Forsythia ssp.

Winterberry holly Ilex verticillata

Evergreen Shrubs

Common name Latin Name

Boxwood	Buxus ssp.
Laurel	Prunus ssp.
Japonica	Pieris ssp.
Yew	Taxus ssp.
Globe spruce	Picea pungens 'Glauca Globosa'



TREE & TOWNSCAPE COMMITTEE

AGENDA PRESENTATION

DATE: July 28th, 2026

AGENDA ITEM #: 6

SUBJECT: BrightRidge Park Updates

Background:

The Town of Jonesborough is partnering with BrightRidge to install a passive park and landscape screening of the substation from the road at 1115 East Main Street. The street department started to bring in topsoil to grade the property and removed two existing trees as the first step of the project on May 11th, 2026. The following week all 82 trees and shrubs were installed. Recently drip irrigation had been added to the site with the parks staff providing routine care and maintenance. We have also installed the large

perennial garden beds by laying landscape fabric, edging and laying mulch. We are working on finishing the installation of native perennials, a pathway and establishing grass in the coming months.



TREE & TOWNSCAPE COMMITTEE

AGENDA PRESENTATION

DATE: July 28th, 2026

AGENDA ITEM #: 7

SUBJECT: Mulch Diameter Requirements

Background:

For commercial properties, mulching serves both aesthetic and functional purposes by promoting plant health, conserving soil moisture, suppressing weed growth, reducing maintenance requirements, and enhancing overall curb appeal. To maintain a cohesive and attractive landscape character throughout the community, establishing a minimum mulch diameter requirement around newly installed trees and shrubs is recommended. Such a standard would support landscape consistency, improve the long-term health

and appearance of plantings, and contribute to a harmonious visual environment as new commercial developments are established within the town.

Recommendation:

Define acceptable and appropriate mulch selection as shredded pine bark, pine bark nuggets, with river stone as an acceptable alternative to mulch if it does not exceed a diameter of 5”.

Required mulch radius of 4’ and required depth of 2-4” for trees and shrubs planted.

Mulch beds must have clearly defined edges to contain mulch and prevent spillage into walkways or turf that are regularly maintained.

Mulch must be refreshed as it breaks down or is displaced, ideally annually, removal of old material is required at a minimum of every 2 years to avoid mounded piles.

Members of the board please share any other thoughts or ideas for mulching requirements. Sunny will create a formal document outlining agreed upon requirements for the August Tree and Townscape meeting for approval from the board to move forward.



TREE & TOWNSCAPE COMMITTEE

AGENDA PRESENTATION

DATE: July 28th, 2026

AGENDA ITEM #: 8

SUBJECT: Arboretum Clean Up

Background:

I would like to host an Arboretum After Hours event during the last week in August, tentatively scheduled for Wednesday, August 26th 6:00- 8:00 pm. The Town would invite volunteers to assist with removing weeds and debris throughout the Arboretum. I believe there is sufficient community interest and support to make a meaningful impact if we can bring together a strong volunteer turnout. The event would run for approximately two hours and would include light refreshments with to create an enjoyable and engaging atmosphere for participants. I am interested in working with the board to reach out to different groups and organizations to gather more volunteers. Hosting the cleanup event in the evening will provide volunteers with increased shade and cooler temperatures, creating more comfortable working conditions. Additionally, the later start time will help mitigate traffic and safety concerns associated with the arboretum's location, particularly given the regular presence of town staff and other roadway users during daytime hours.

Recommendation:

I propose to the board we select a date and time or approve August 28th from 6:00pm-8:00pm and move forward looking for potential sponsors and volunteer groups or individuals. I propose to the board we allocate \$150.00 maximum of our budget towards the purchase of gloves, clean up materials and refreshments for the event.