

**MINUTES OF THE REGULAR MEETING OF THE
KINGSPORT HISTORIC ZONING COMMISSION**

June 11, 2012

1:30 p.m.

Members Present

Jim Henderson, Chairman
Liza Harmon, Vice-Chairman
Perry Crocker
Ted Como
David Oaks

Members Absent

Jim Lewis, Secretary
Jewell McKinney

Staff Present

Jason Meredith, Planner

Visitors Present

Glenn Berry

Jim Henderson, Chairman of the Historic Zoning Commission (HZC), opened the regular meeting at 1:35 p.m. Chairman Henderson welcomed visitor Glenn Berry of First Broad Street United Methodist Church and called for approval of the minutes from the April 9, 2012 regular meeting. On a motion by Commissioner Crocker, seconded by Commissioner Oaks, the regular meeting minutes were unanimously approved.

Under "New Business," the Commission addressed the request to consider granting a Certificate of Appropriateness for 100 & 200 East Church Circle, located in the Church Circle Historic District. The request is to add signage to the properties located at 100 & 200 East Church Circle. The proposed signage will consist of individual black letters and will be placed on white wood trim and brick. Chairman Henderson inquired about the material of the letters. Mr. Berry believed they were aluminum and would be installed by Express Signs. Chairman Henderson stated that the size of the letters for the Woodyard Center fit well for that location; however, the proposed letters for the Wesley Wing were larger than the surface. He recommended that the letter size be reduced to 8", similar to the Woodyard Center. Discussion ensued. Chairman Henderson requested that letters for all proposed signs be reduced to 8" for consistency. Mr. Berry agreed to this recommendation. Vice-Chairman Harmon noted that the length of the sign would be in proportion to the letters. Commissioner Como made a motion to approve the request, based on the condition that all letters are 8" in height. The motion was seconded by Vice-Chairman Harmon and approved unanimously.

Under "Other Business," staff noted that a formal application will be required with all in-house approvals. Then, the Commission received in-house approval letters for 1926 Netherland Inn Road and 225 Compton Terrace. Staff indicated that these approvals are now listed on the HZC Active Project Spreadsheet and asked if the commissioners if there were any updates to projects in their assigned district. Discussion ensued. Vice-Chairman Harmon inquired about the thank you letter to the Purdue family. Staff presented the letter they requested be sent to Firewood Smokehouse for their review and comments. Vice-Chairman Harmon requested that the letter be worded more directly and asked if the property owner should be required complete an application and have the item be approved retroactively. Commissioner Como asked if there is a method by which to fine property owners in such instances. Staff indicated that enforcement is carried out through the Building Department. Discussion ensued. Commissioner Como inquired about signage for historic districts. Chairman Henderson returned discussion to the Firewood

Smokehouse letter and the Commission offered suggestions for how they would like the letter to be worded. Commissioner Crocker inquired about the process for fining property owners for zoning violations. Staff will revise the letter and indicate that the current sign is acceptable, but any future changes will require approval from the HZC.

Commissioner Crocker noted that two properties in the Park Hill Historic District were recently purchased by owners who currently live in the district. He believes this will be a positive thing for the neighborhood.

Commissioner Oaks mentioned that Burger King will be locating on Clinchfield Street, across from the Farmer's Market. Vice-Chairman Harmon asked if there were building restrictions that would require the design of a new development to fit with surrounding architecture. Commissioner Oaks would like Kingsport to use Biltmore Village in Asheville as a model for development. Staff noted that consideration was given to the design when reviewing plans for Burger King. Vice-Chairman Harmon asked if it would be possible to send a letter to Burger King and request that it take on the look of the surrounding architectural design. Commissioner Como stated that any future downtown development should conform to a standard of architectural design. Staff stated that the Burger King project is well under way and a letter would not have an effect at this point.

Commissioner Crocker inquired about the improvements to Sullivan Street. He asked that the city take the Park Hill architecture into consideration for any future developments along Sullivan Street.

There being no further business, the meeting adjourned at 3:23 p.m.

Respectfully Submitted,

Jason Meredith, Planner