

**AGENDA FOR THE
REGULAR MEETING
OF THE
KINGSPORT HISTORIC ZONING COMMISSION**

August 12, 2013

1:30 p.m.

Kingsport Development Services Center
201 W. Market Street
Bob Clear Conference Room

I. Introduction and Recognition of Visitors

At this time, Chairman Henderson extends a welcome to all visitors. Time will be allowed at the conclusion of the meeting for public comment.

II. Old Business:

Approval of the minutes for the regular meeting held July 8, 2013.

III. New Business:

1. The Commission is asked to consider granting a Certificate of Appropriateness for 100 East Church Circle, located in the Church Circle Historic District. The request is submitted by Mike McIntire.
2. The Commission is asked to consider granting a Certificate of Appropriateness for 1342 Watauga Street, located in the Watauga Street Historic District. The request is submitted by Dwight Debow.
3. The Commission is asked to consider granting a Certificate of Appropriateness for 222 W. Wanola Avenue, located in the Park Hill Historic District. The request is submitted by Daniel Robinette.

IV. Other Business:

Public Comment

Adjournment

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

July 8, 2013

1:30 p.m.

Members Present

Jim Henderson, Chairman
Liza Harmon, Vice-Chairman
Hoyt Denton
Jewell McKinney
David Oaks
Ted Como

Members Absent

Perry Crocker

Staff Present

Corey Shepherd, Planner

Visitors Present

Skip Norrell
Dan Brown
Gray Stothart

Jim Henderson, Chairman of the Historic Zoning Commission (HZC), opened the regular meeting at 1:30 p.m. Chairman Henderson welcomed the visitors and called for approval of the minutes from the June 10, 2013 regular meeting. On a motion by Commissioner Harmon seconded by Vice-Chairman McKinney, the regular meeting minutes were approved by a vote of 5-1.

Under "New Business," the Commission addressed the request to consider granting a Certificate of Appropriateness for 222 West Wanola Avenue, located in the Park Hill Historic District. The request is to approve the porch roof that is being constructed by Mr. Robinette. It is staff's opinion, that the work completed on the structure thus far is a significant upgrade over what was in place prior. Mr. Robinette plans to paint the posts a cream color to match the home and roof portion is to be painted brown. Furthermore, there is to be guttering added to the porch roof that is identical in style and color of guttering already on the home. Mr. Robinette plans to replace the two trees he had cut in the front yard with two trees in the side yard. Mr. Robinette has suggested planting two Crape Myrtles as replacements. The Commission decided to discuss the Certificate of Appropriateness request even though Mr. Robinette was not attendance. Chairman Henderson noted that the roof slope is inappropriate and not consistent with the existing roof slope. After much discussion, the Commission decided to have staff draft a letter that includes requests for attendance at the next HZC meeting, a request that all work be ceased until further notice, drawings that illustrate the finished porch roof versus the current degree of completion and placement of four replacement trees, and concerns about the stability of the porch roof and handrails. With a motion by Vice-Chairman Harmon, seconded by Commissioner McKinney, with a vote of 4-0 the Historic Zoning Commission decided to postpone action pending receipt of additional information.

There being no other "New Business" the meeting moved to the "Other Business" portion of the meeting. There were four in-house approvals approved by the Chairman and staff since the deadline for submission for the June meeting. Chairman Henderson briefly mentioned each of these approvals. The Commission then voted on the new Secretary of the HZC. Chairman Henderson nominated Commissioner Crocker, the

motion was seconded by Commissioner McKinney and was passed 4-0. Planner Shepherd then informed the Commission that the in-house approval fee had been removed from the fee schedule since the last meeting. Dan Brown, Tennessee Historical Commission, stated that this move by the City is following national trends and is a reward for those applicants who propose changes that are historically appropriate. Mr. Brown further elaborated on Kingsport's in-house approval process by saying, "The Commission is doing it the right way by bringing (before the Commission) after it is approved to essentially inform the rest of the Commissioners to say, yes, we agree with all of this so there could never be a political, administrative, functional issue due to other Commissioners being unaware. This is the only way to do it and it stops someone from having to wait four weeks to get approval for something that clearly adheres to guidelines within a district." Planner Shepherd pointed out that after Chairman Henderson declares an in-house approval that the letter is drafted to the property owner and scanned to all HZC members for immediate review, then the letter is sent to the property owner granting them approval to begin their project. Dan Brown followed up by saying, "The process Kingsport is using regarding in-house approvals is outstanding and that the biggest problem citizens have with Historic Zoning Commissions is that they are onerous this provision allows a streamlining of this process. The Chair, elected by the group, which would work with the administrator with the ability for the rest of the group to view in-house approvals, creates a check-and-balance system that works great." Mr. Brown concluded by saying, "The current condition of the in-house approval process for Kingsport is overall very positive." Next, the Commission reviewed property owner notice letter drafted by Planner Shepherd after the last meeting. The letter was drafted in order to educate property owners in historic districts of the historic zoning approval process. The Commission then suggested some possible ways (postcards, property tax notifications, deed transfers, and water bills) to distribute this letter to property owners. Lastly, Dan Brown briefly educated the Commission about the possible expansion of Historic Zoning Districts. Mr. Brown said that some of his colleagues from Nashville should come to Kingsport in order to help identify what areas should be identified for preservation. Mr. Brown informed the Commission that expansion of historic districts helps to preserve and protect investments in historic areas of a community.

There was no public comment following Mr. Brown's comment. There being no further business, the meeting adjourned at 3:15 p.m.

Respectfully Submitted,

Liza Harmon, Vice-Chairman

MEMORANDUM

TO: Kingsport Historic Zoning Commission
FROM: Corey Shepherd, Planner
DATE: July 30, 2013
PROJECT: 13-104-00014
SUBJECT: Certificate of Appropriateness for 100 East Church Circle

INTRODUCTION:

The Commission is asked to consider granting a Certificate of Appropriateness for 100 East Church Circle, located in the Church Circle District. The request is submitted by Mr. Mike McIntire.

PRESENTATION:

The request is to receive a Certificate of Appropriateness to replace the steeple of the First Broad Street United Methodist Church. The current steeple is leaking badly and is need of replacement. Campbellsville Industries will be fabricating an identical aluminum steeple to replace the existing wooden structure that was installed in 1941.

OPTIONS:

The Commission's Options are as follows:

1. Grant a Certificate of Appropriateness as requested
2. Grant a Certificate of Appropriateness based on modifications
3. Deny Granting a Certificate of Appropriateness and state the reasons for denial in writing
4. Postpone action pending receipt of additional information

Staff recommends option 1. It is staff's opinion that the proposed changes are consistent with the Church Circle guidelines.

FINISH NOTE

1. EXTERIOR FINISH SHALL BE AS SHOWN ON DRAWING UNLESS OTHERWISE NOTED.
2. ALL FINISHES SHALL BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE ARCHITECTURAL FINISHES HANDBOOK, 4TH EDITION, 2001, PUBLISHED BY THE FAYAT PUBLICATIONS, INC., 100 EAST WASHINGTON STREET, SUITE 1000, CHARLOTTE, NC 28202.
3. FINISHES SHALL BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE ARCHITECTURAL FINISHES HANDBOOK, 4TH EDITION, 2001, PUBLISHED BY THE FAYAT PUBLICATIONS, INC., 100 EAST WASHINGTON STREET, SUITE 1000, CHARLOTTE, NC 28202.

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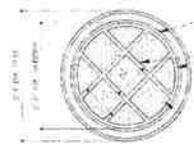
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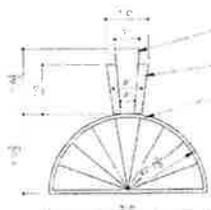
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WINDOW ELEVATION



SUNBURST ELEVATION

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DOOR ELEVATION

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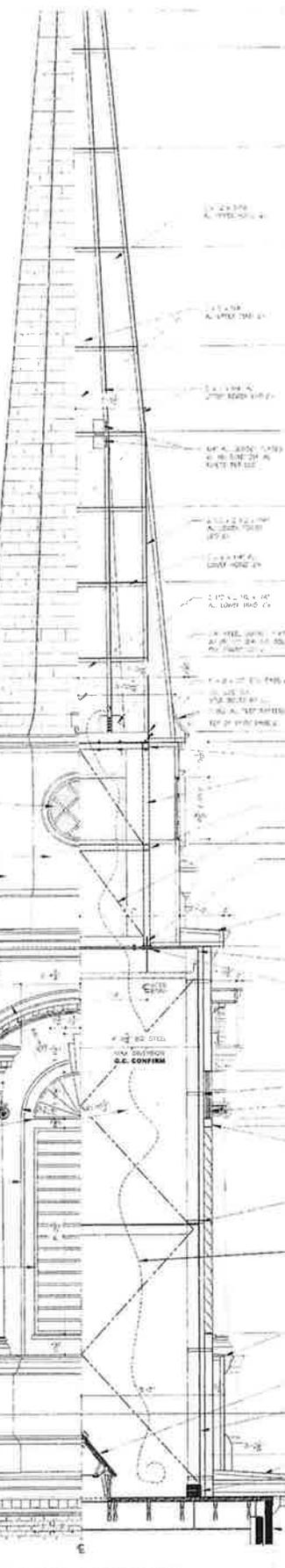
PACKED ROOF

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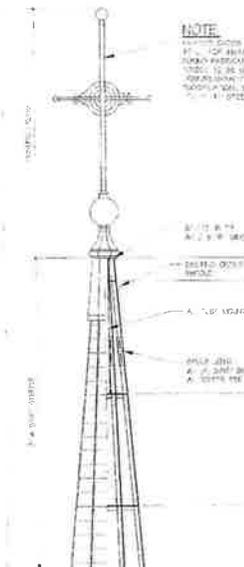
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DOOR ELEVATION



ELEVATION - SECTION



LOWER DETAIL

DOOR ELEVATION

NOTE

1. ALL DIMENSIONS UNLESS OTHERWISE NOTED ARE IN FEET AND INCHES.

NOTE

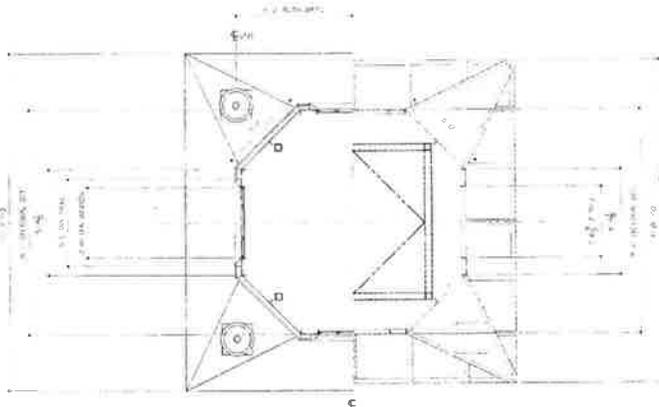
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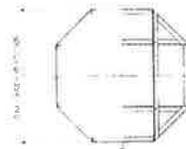
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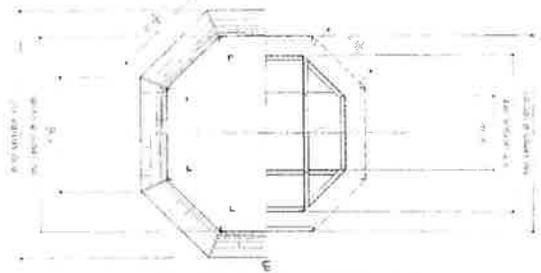
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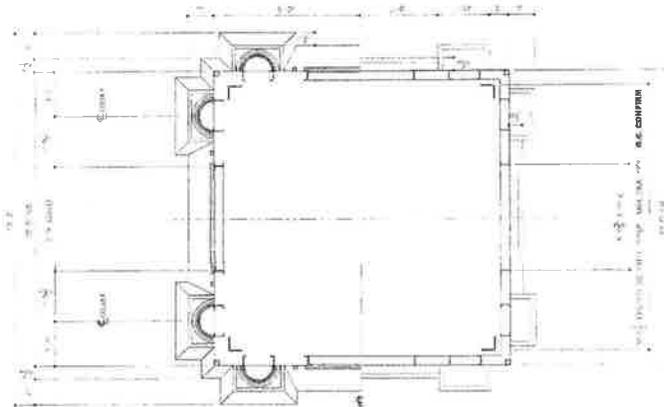
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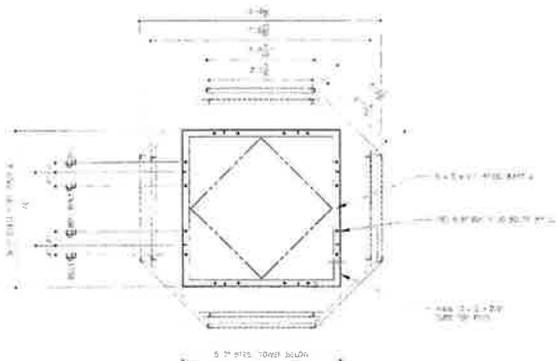
SECTION THRU SPIRE



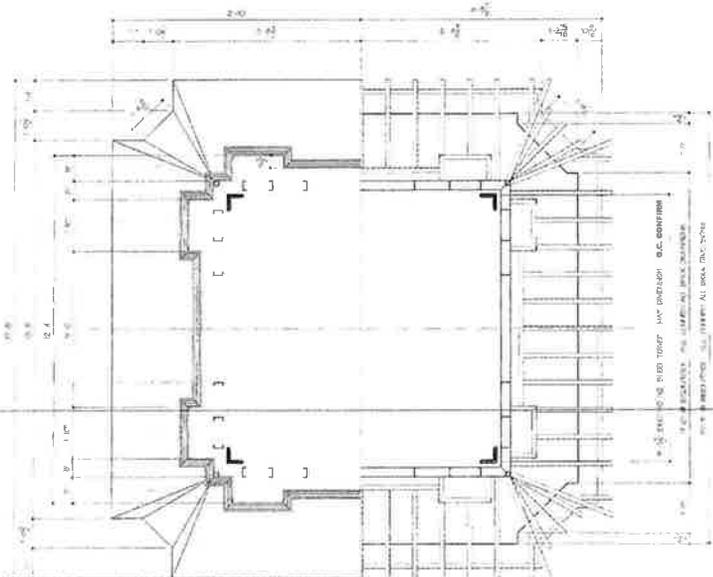
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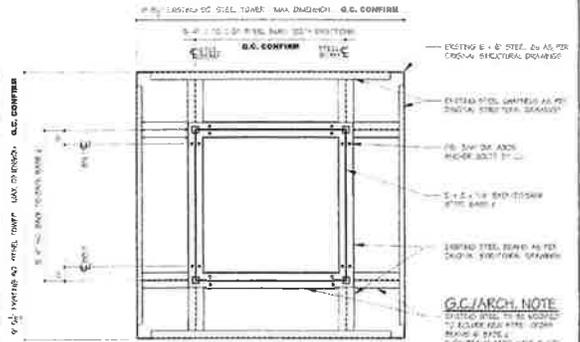
SECTION THRU @ LOUVERS



PLAN @ BASE OF UPPER SPIRE



SECTION THRU



PLAN @ BASE OF UPPER STEEL

NOTE
ALL DIMENSIONS UNLESS OTHERWISE NOTED ARE IN FEET AND INCHES.

NOTE
1. ALL DIMENSIONS UNLESS OTHERWISE NOTED ARE IN FEET AND INCHES.

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CAMPBELLVILLE INDUSTRIES INC.
TAYLOR BOULEVARD, CAMPBELLVILLE, KY 42718
(270) 465-8135

JOB# 18329 DATE 6/12/15 REV _____
DR BY CJS ENGR BY _____ REV _____
CH BY _____ SHEET# 2 OF 2 REV _____

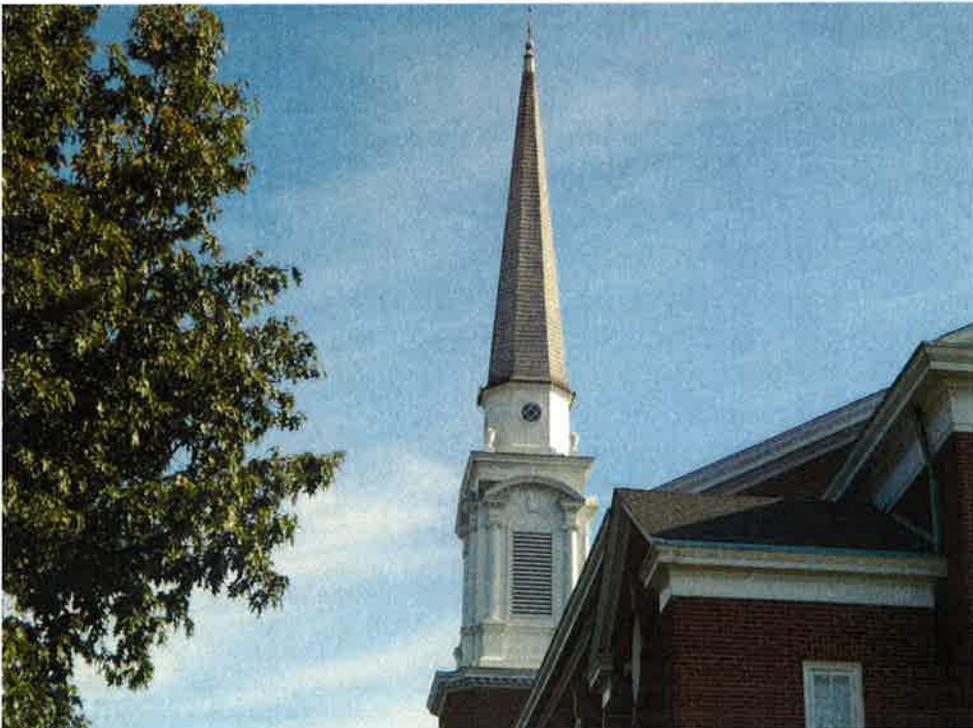
First Broad Street United Methodist Church
Kingsport, TN

Job #
18329

Street View



East View



MEMORANDUM

TO: Kingsport Historic Zoning Commission
FROM: Corey Shepherd, Planner
DATE: August 1, 2013
PROJECT: 13-104-00015
SUBJECT: Certificate of Appropriateness for 1342 Watauga Street

INTRODUCTION:

The Commission is asked to consider granting a Certificate of Appropriateness for 1342 Watauga Street, located in the Watauga Street District. The request is submitted by Dwight Debow.

PRESENTATION:

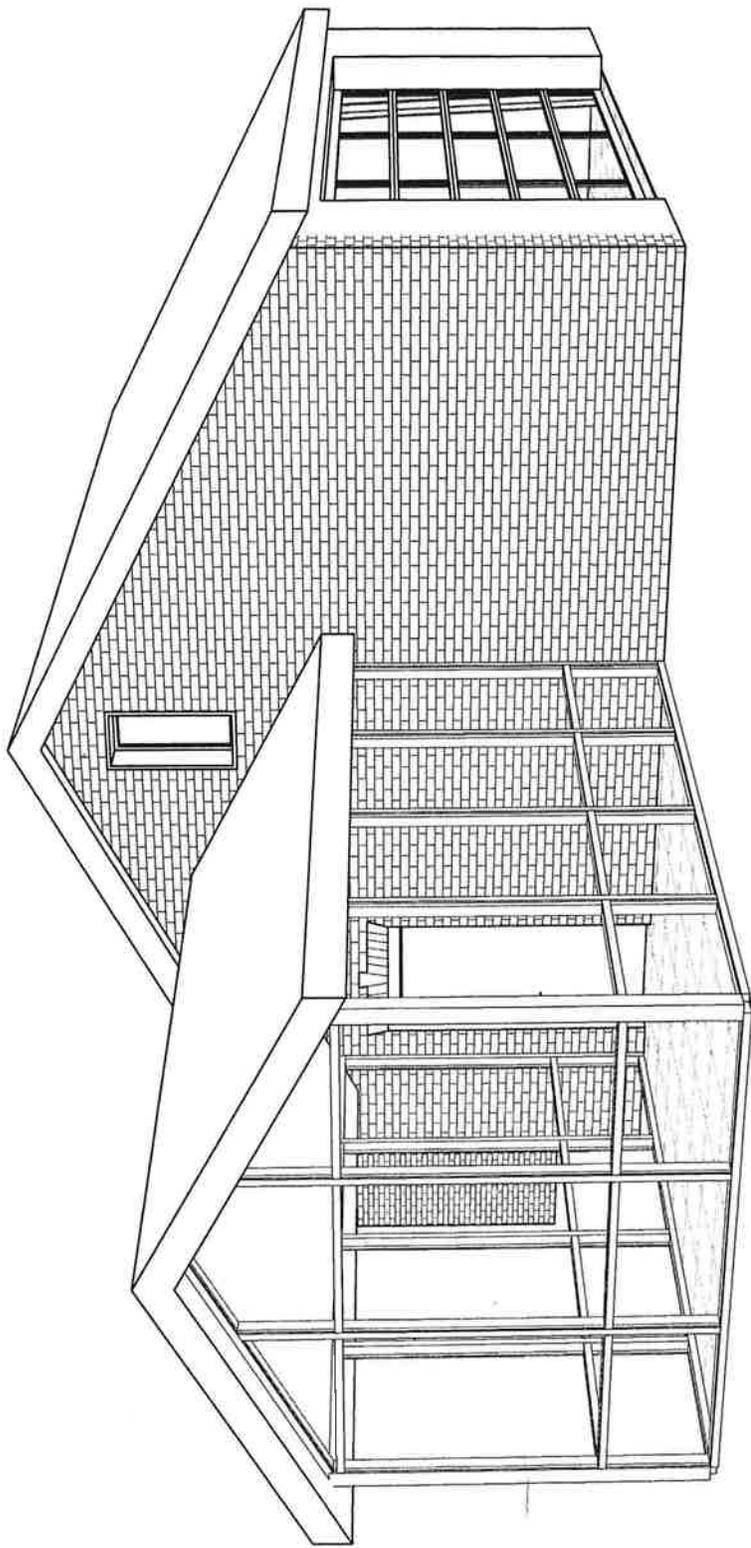
The request is to receive a Certificate of Appropriateness to approve the construction of a screened porch on the rear of the home unable to be seen from the front of the home. Also, the applicant wishes to construct a covered front porch duplicating design of existing door façade while using same materials as present.

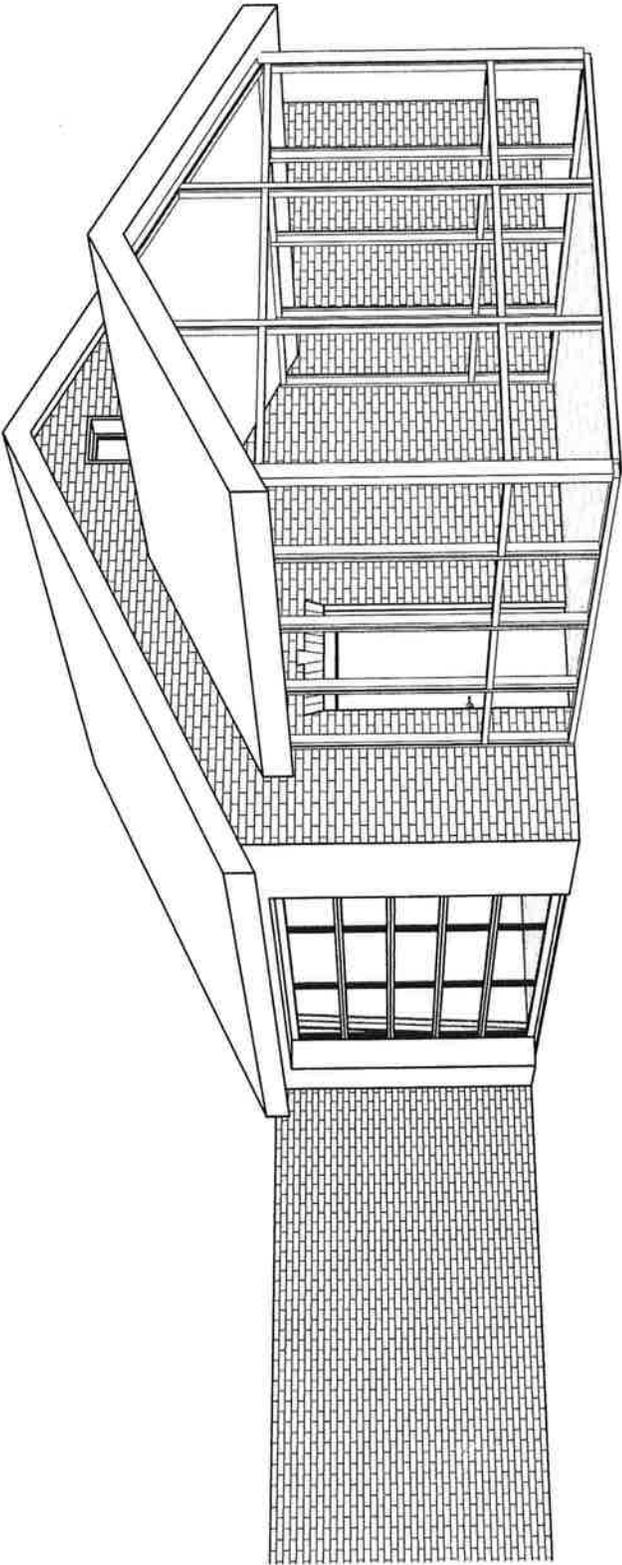
OPTIONS:

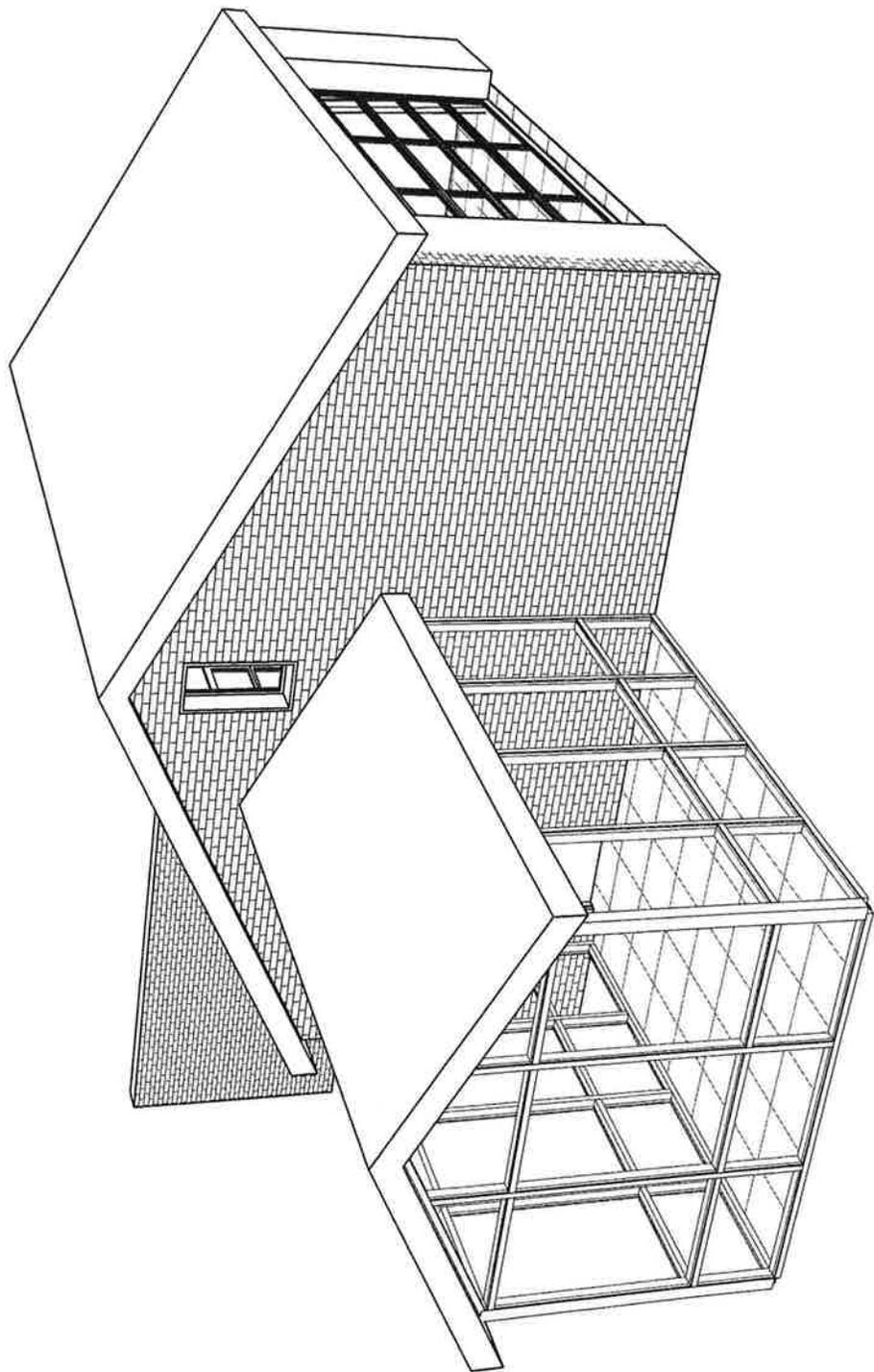
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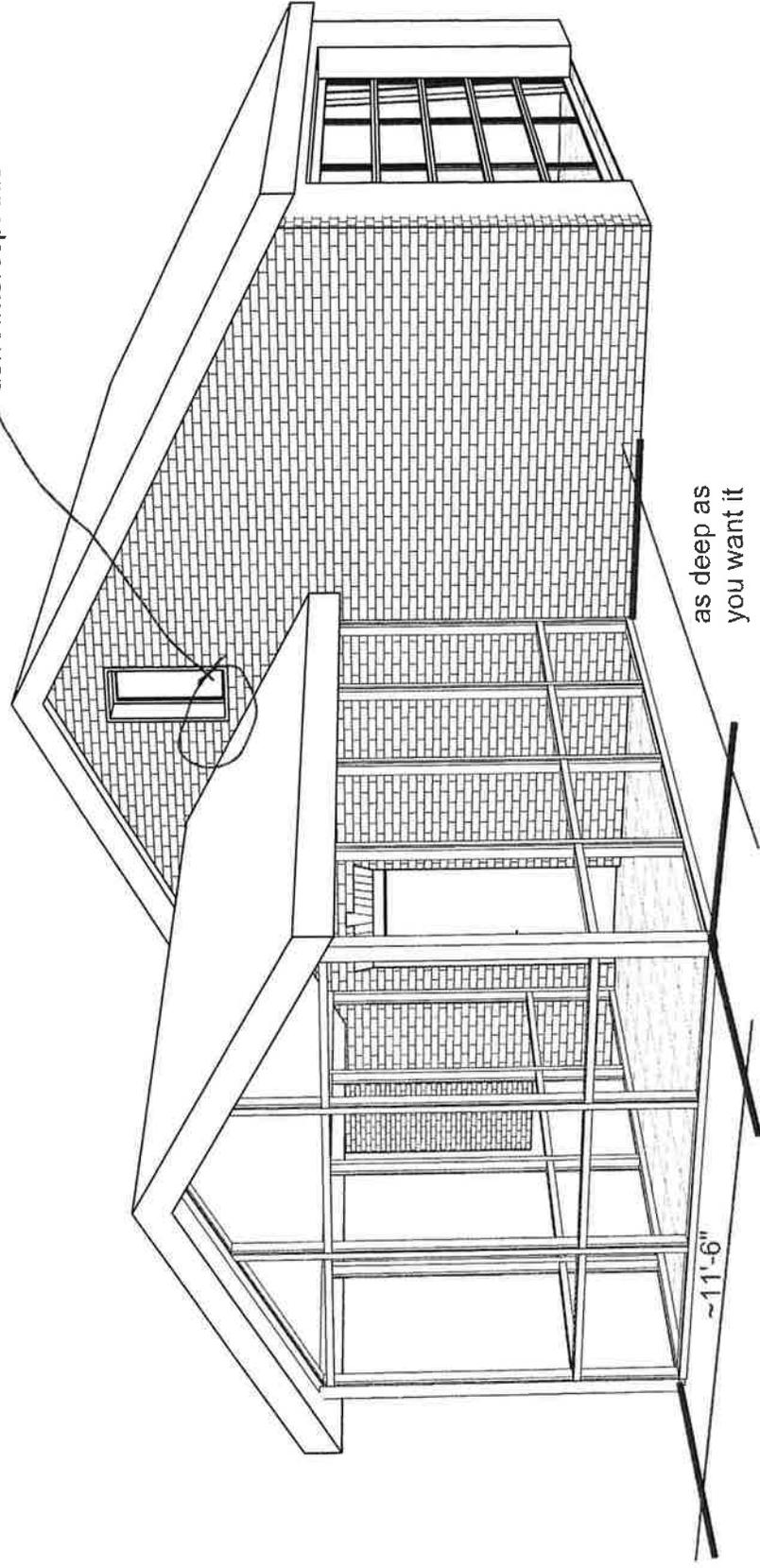
Staff recommends option 1. Grant a Certificate of Appropriateness as requested as staff feels the proposed changes are consistent with the Park Hill historic district guidelines.







don't intercept this



as deep as
you want it

~11'-6"

Street View



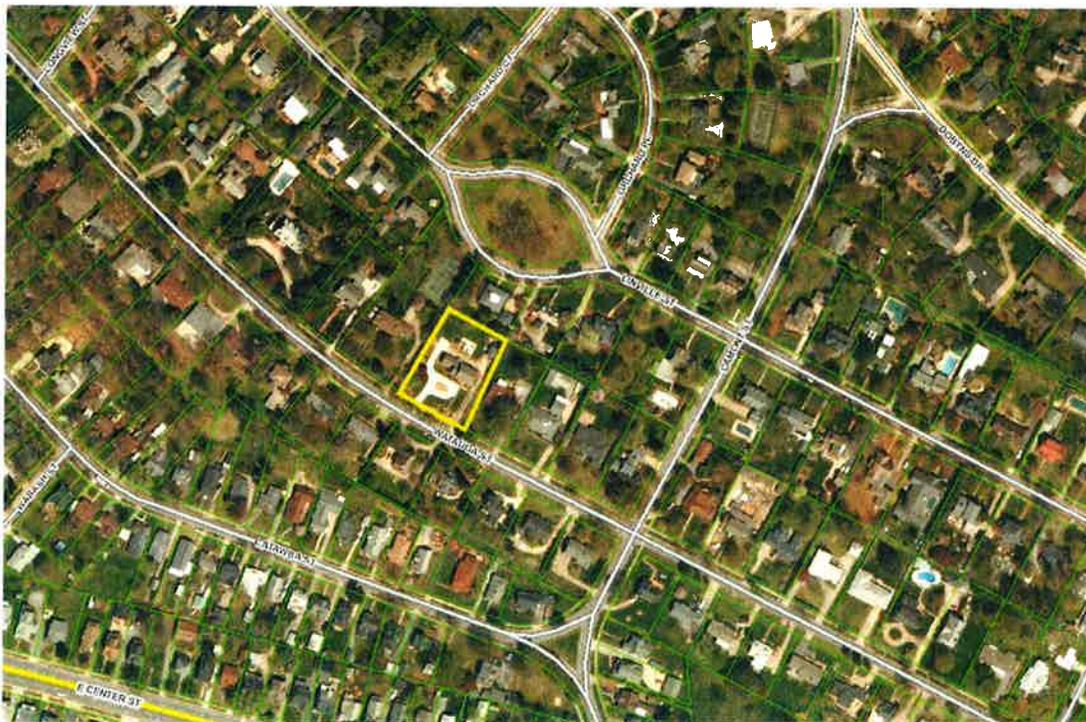
East View



West View



Aerial



MEMORANDUM

TO: Kingsport Historic Zoning Commission
FROM: Corey Shepherd, Planner
DATE: June 13, 2013
PROJECT: 13-104-00010
SUBJECT: Certificate of Appropriateness for 222 West Wanola Ave

INTRODUCTION:

The Commission is asked to consider granting a Certificate of Appropriateness for 222 West Wanola Avenue, located in the Park Hill District. The request is submitted by Mr. Willie Robinette.

PRESENTATION:

The request is to receive a Certificate of Appropriateness to approve the porch roof that is being constructed by Mr. Robinette. The work completed on the structure thus far is a significant upgrade over what was in place before. Mr. Robinette plans to paint the posts a cream color to match the home and the roof portion is to be painted brown. Furthermore, there is to be guttering added to the porch roof that is identical in style and color of guttering already on the home. Mr. Robinette plans to replace the two trees he had cut in the front yard with two trees in the side yard. Mr. Robinette has suggested planting two Crape Myrtle trees as replacements.

OPTIONS:

The Commission's Options are as follows:

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2. Grant a Certificate of Appropriateness based on modifications
3. Deny Granting a Certificate of Appropriateness and state the reasons for denial in writing
4. Postpone action pending receipt of additional information

Staff recommends option 1. Grant a Certificate of Appropriateness as requested as staff feels the proposed changes are consistent with the Park Hill historic district guidelines.



CITY OF KINGSPORT, TENNESSEE

July 16, 2013

Mr. Daniel Robinette
222 West Wanola Avenue
Kingsport, TN 37660

Dear Mr. Robinette:

During our most recent Historic Zoning Commission meeting, the Commission reviewed your request for a Certificate of Appropriateness and has requested further information. The Commission requests your attendance at the next meeting which is scheduled for Monday, August 12th at 1:30pm in the Bob Clear Conference Room located in the Improvement Building. The Commission requests that you bring drawings of the completed porch roof and location of replacement trees. Be prepared to discuss the slope of the porch roof and the overall stability of the structure. The Commission also requested information about how you plan to address the handrails on the porch. Please do not resume work on this structure until further notice. If you have any questions regarding the requests of the Commission outlined in this letter please contact me at (423)-244-2877.

Sincerely,

Corey Shepherd, Planner
Kingsport Historic Zoning Commission



Street View



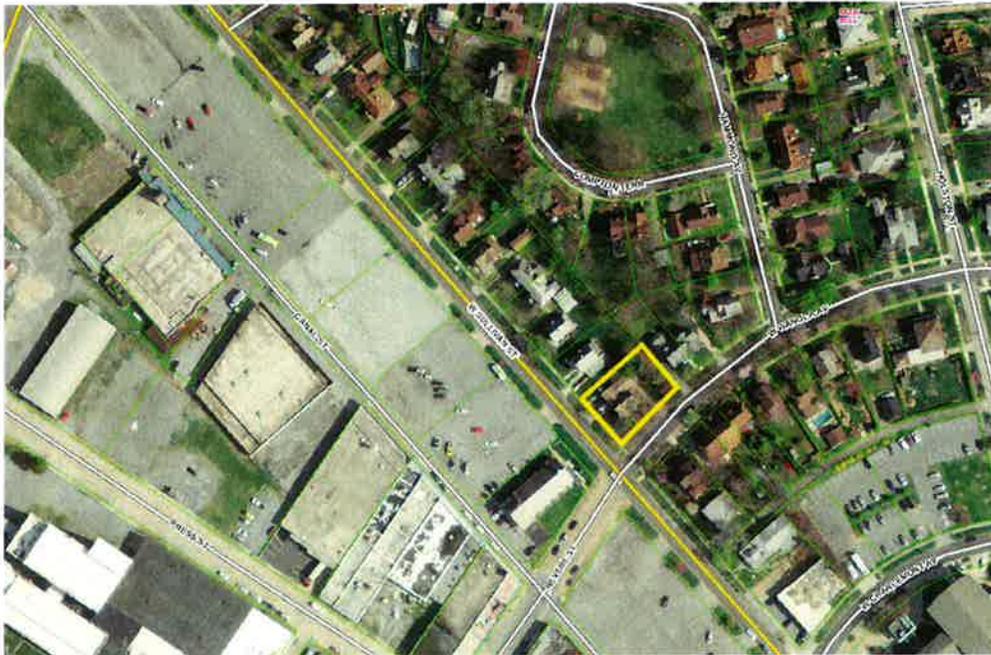
East View



Toward Sullivan Street



Aerial



Before

