

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

March 11, 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 December 10, 2012.

III. New Business:

The Commission is asked to consider granting a Certificate of Appropriateness for 225 Compton Terrace, located in the Park Hill Historic District. The request is submitted by Ms. Pamela Evans.

IV. Other Business:

1. Receive in-house approval letters (222 W. Wanola Ave./ Park Hill District & 813 Yadkin St./ White City District)
2. Review 266/270 Compton Terrace/ Park Hill letter of appreciation.
3. Public Comment

Adjournment

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

December 10, 2012

1:30 p.m.

**Members Present**

Jim Henderson, Chairman  
Liza Harmon, Vice-Chairman  
Jim Lewis, Secretary  
Perry Crocker  
Ted Como  
Jewell McKinney  
David Oaks

**Members Absent**

none

**Staff Present**

Lynn Tully, AICP  
Ken Weems, Planner

**Visitors Present**

Mildred D'Aprile  
KC Bartley  
Jennifer Noteris  
Steve Odom  
Emily Bidgood  
Joye Peters  
Lonnie Thompson  
David Frank  
Mark McCrary  
Brian Borne

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 October 8, 2012 regular meeting. Chairman Oaks noted one change. On a motion by Commissioner Como, seconded by Vice-Chairman Harmon, the regular meeting minutes were unanimously approved as amended.

Under "New Business," the Commission addressed the request to consider granting a Certificate of Appropriateness for 1261 Watauga Street, located in the Watauga Street Historic District. The request is to ultimately have the right side sun room match the existing left side sun room. This action would result in door on the left side being removed, the window panes becoming 5-pane deep as opposed to the current 6-pane deep windows. Additionally, the right side windows will be raised slightly. The Commission noted that the improvements, in their opinion were favorable to the district. On a motion by Vice-Chairman Harmon, seconded by Commissioner McKinney, the COA was awarded as submitted, unanimously.

Next, the Commission addressed the request to consider granting a Certificate of Appropriateness for 450 Shelby Street, located in the Church Circle Historic District. The request is to enclose the porch on the front of the residence. The action entails framing a knee wall on 16" centers. The exterior knee wall is proposed to be made of vinyl, painted the approved brown color. The south wall is proposed to have energy star 2-lite windows. The east wall will include an entry door with half glass. The door is proposed to be flanked on either side with a picture window, falling in line with the glass door. All exterior woodwork is proposed to be covered with a wood grain vinyl coated aluminum that matches the

soffit and windows. Chairman Henderson initiated discussion, providing a brief overview of the various changes that have occurred in the district over the years. Most of the changes, as noted by the Chairman, were inconsistent with the architectural integrity of the district. The Commission, in general, agreed that the proposed changes were not historically accurate to the row houses in the district. Mr. Bartley, representing the COA application, was supportive of suggestions to most appropriately enclose the porch or satisfy the current problems, which concern weathering of the porch due to exposure of the elements. Chairman Henderson suggested that he personally assist the applicant in helping to rectify the weathering problem in a way that is more architecturally accurate. Ms. D'Aprile addressed the Commission, citing concerns of porch deterioration due to element exposure. The Commission reassured Ms. D'Aprile that they would work with her to solve her porch weathering problems in a way that would maintain the historical architecture of the residence. Ms. D'Aprile agreed to accept the Commission's assistance. The Commission agreed that with the Chairman's assistance, that they were amenable to an in-house approval of the future proposed work. On a motion by Commissioner Como, seconded by Commissioner Oaks, the Commission voted unanimously to postpone action pending additional information.

Next, the Commission addressed the request to consider granting a Certificate of Appropriateness for 108 East Main Street, located in the Main Street Historic District. The request is to approve fascia board to cover overhangs of the new roof membrane, covering 4" down from the top of the building, white in color and made of vinyl. The end result of the request would show a continuous white border hanging from the top of each building that composes 108 East Main Street, being a portion of the completed roof for the entire structure. Mr. Thompson, representing the request, further described the process of applying the 4" fascia board. Mr. Thompson brought a portion of the actual fascia board for the Commission's consideration and further information. Vice-Chairman Harmon asked for further clarification of the application of the fascia board. Mr. Thompson showed Vice-Chairman Harmon and the Commission how the fascia board actually attaches to the building. The Commission agreed that the proposed changes were acceptable to the district. On a motion by Vice-Chairman Harmon, seconded by Commissioner Como, the Commission voted unanimously to award the COA as submitted.

Next, the Commission considered two separate COAs, both similar in the nature and from the same applicant. The request is to approve permanent locations for 4'x4' quilt squares at both 244 East Main Street and 140 West Main Street, both located in the Main Street Historic District. Ms. Emily Bidgood, was in attendance to support the COA requests. The 244 East Main Street proposed location faces Cherokee Street. The 140 West Main Street location faces Shelby Street. Ms. Bidgood commented on the nature of the Quilt Square Trail, as well as the maintenance of the squares themselves, which was of concern to the Commission due to the request being permanent in nature. The Commission voiced support for the Quilt Trail Theme in the downtown area. Vice-Chairman Harmon voiced concern with the Pappy's building, that if the existing brick would be able to support a quilt square due to its deterioration. Ms. Bidgood explained that each site is examined prior to quilt square implementation to ensure that it can support the quilt square itself. On a motion by Commissioner McKinney, seconded by Commissioner Oaks, the Commission unanimously approved the COAs for both 244 East Main Street and 140 West Main Street.

Next, the Commission addressed the request to consider granting a Certificate of Appropriateness for 802 Yadkin Street, located in the White City Historic District. The request is to install a new porch, vinyl siding, and overhang over the front door. The theme of the proposed changes is to match the house on the

other side of Yadkin Street (722 Yadkin). The new porch is to be modeled after 717 Yadkin Street. The vinyl siding is proposed white in color to match the existing theme of the neighborhood. The proposed awning will match the existing one located at 722 Yadkin Street. Commissioner Oaks commented that he was favorable of the changes. Mr. Odom stated that he wanted the overhang over the front door to block sunlight. Chairman Henderson commented that the overhang is not original to the home. The Commission commented that the proposed changes were favorable to the neighborhood. On a motion by Commissioner Oaks, seconded by Commissioner Como, the COA was approved as submitted.

Next, the Commission considered a COA request for 219 West Wanola, located in the Park Hill Historic District. The request is submitted by Ms. Waggoner. The request is for a roof replacement with a roof that matches the existing one exactly. Additionally, the applicant requests to paint the front porch of the residence with the approved Park Hill color "desert floor." The Commission asked about the current framing located on the front porch of the home. Planner Weems noted that the framing did not have COA approval and would be taken down. The Commission agreed that the proposed changes are consistent with the Park Hill District. On a motion by Commissioner Como, seconded by Commissioner Oaks, the COA was approved as submitted. Chairman Henderson requested that Ms. Waggoner be informed that it would be favorable for her to match the existing shed roof like the adjacent one if she desired to for a future project on the residence.

Next, the Commission received three in-house approval letters that had been issued since the October regular meeting. The approval letters pertained to 108 East Main St., 1261 Watauga Street, and 1130 Watauga Street.

Vice-Chairman Harmon mentioned that it would be appropriate to send a letter of thanks to the owner of 266/270 Hammond Avenue, located in the Park Hill Historic District. The letter of thanks is due to an excellent job with the approved renovations performed on the property. Staff agreed to prepare a letter for the Commission's review.

There being no further business, the meeting adjourned at 3:00 p.m.

Respectfully Submitted,

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Jim Lewis, Secretary

**APPLICATION**  
Historic Commission



**APPLICANT INFORMATION:**

Last Name	<i>EVANS</i>	First	<i>Pamela</i>	M.I.	<i>L.</i>	Date	<i>02/07/13</i>
Street Address	<i>225 Compton Terrace</i>			Apartment/Unit #			
City	<i>Kingsport</i>	State	<i>TN</i>	ZIP <i>37660</i>			
Phone	<i>245-2377 (cell)</i>		E-mail Address <i>lher@charter.net</i>				

**PROPERTY INFORMATION:** *C: ~~200~~ 276-6912*

Tax Map Information	Tax map:	Group:	Parcel:	Lot:			
Street Address					Apartment/Unit #		
Name of Historic Zone <i>Park Hill Addition</i>							
Current Use <i>Residential</i>							

**REPRESENTATIVE INFORMATION:**

Last Name	First	M.I.	Date
Street Address		Apartment/Unit #	
City	State	ZIP	
Phone	E-mail Address		

**REQUESTED ACTION:**

*Replacement Atrium covers to white<sup>colonial (cream)</sup> thermal safe windows with insulated E glass. No vinyl clad will be done. Wooden reveal will remain as is. After work is completed there will be no charge in physical appearance.*

**DISCLAIMER AND SIGNATURE**

By signing below I state that I have read and understand the conditions of this application and have been notified as to the location, date and time of the meeting in which my application will be reviewed by the Commission. I further state that I am/we are the sole and legal owner(s) of the property described herein and that I am/we are appealing to the Historic Commission.

Signature: *Pamela Lee Evans* Date: *2/08/13*

Signed before me on this *8<sup>th</sup>* day of *Feb.*, 20*13*  
 a notary public for the State of *Tenn.*  
 County of *at Large*

Notary *Page M. Jeffers*  
 My Commission Expires *8/24/16*



## MEMORANDUM

TO: Kingsport Historic Zoning Commission  
FROM: Ken Weems, Planner  
DATE: March 1, 2013  
PROJECT: 13-104-00003  
SUBJECT: Certificate of Appropriateness for 225 Compton Terrace

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### INTRODUCTION:

The Commission is asked to consider granting a Certificate of Appropriateness for 225 Compton Terrace, located in the Park Hill Historic District. The request is submitted by Ms. Pamela Evans, property owner.

### PRESENTATION:

The request is to receive a Certificate of Appropriateness to replace all windows on the structure (the 225 Compton Terrace portion/ left side street view) with thermal safe windows and insulated E-glass. No vinyl clad will be used. Wooden reveal will remain the same. After work is completed, there will be no change in physical appearance. As with similar requests, staff contacted the Commission Chairman to suggest in-house approval. This is typically done with requests that will result in no change in the current physical appearance. After discussion with the Chairman, it was decided to bring the matter to the attention of the full Commission, as a precedent has been set for windows in the district. The most recent example being the work performed on 266/270 Hammond Avenue (two homes down from 225 Compton Terrace). The window muntin color is proposed for Commission discussion. The COA request proposes the current/ existing color of "Colonial Cream" be used. The applicant has informed staff that she is open to any Commission suggestions.

### 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 2. It is staff's opinion that the proposed changes, consisting of window muntins colored in the approved brown (Stewart House Brown), are in line with the district guidelines for the Park Hill District.

Street view/ 225 Compton Terrace



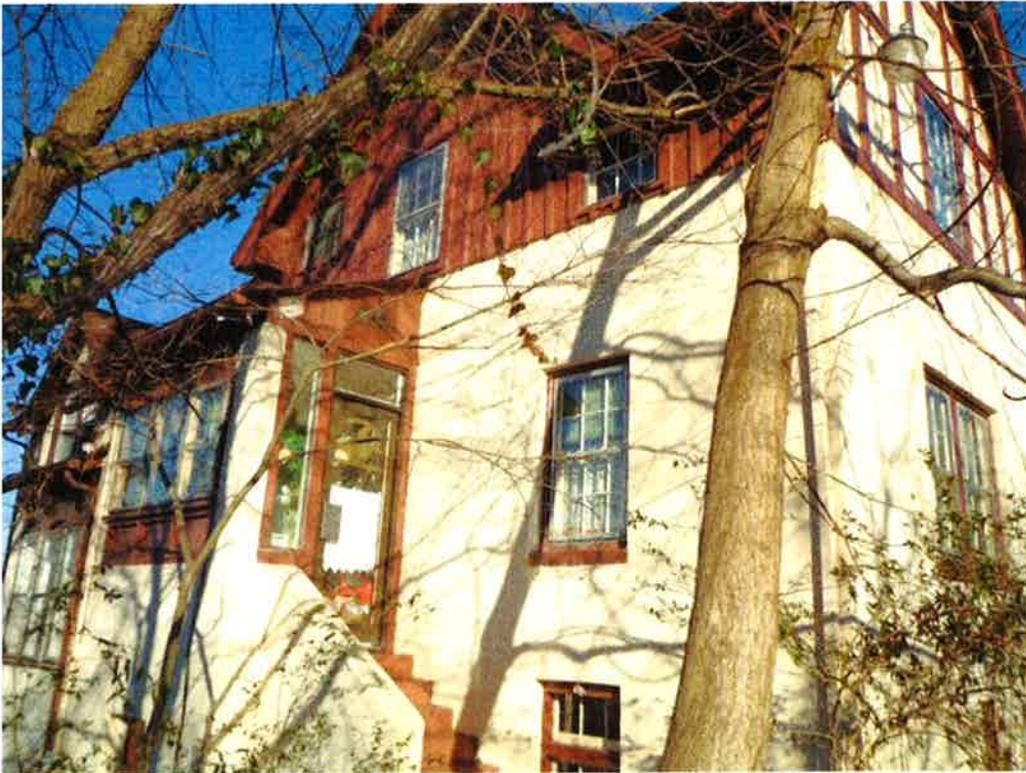
Front View



Side View



Rear View



266/270 Hammond Ave Property with approved window muntin colors





## CITY OF KINGSPORT, TENNESSEE

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January 29, 2013

RE: In-house Approval

Mr. Willie Robinette  
222 W. Wanola Ave  
Kingsport, TN 37660

Dear Mr. Robinette:

This letter is to notify you of an in-house approval by the Historic Zoning Commission for the installation of a new architectural shingle roof, "Brownwood" in color, located at 222 W. Wanola Ave, in the Park Hill Historic District.

This approval is good only for the actions listed above. Any other new or additional changes will require review by the Commission. Thank you and we hope your project is a successful one.

Sincerely,



Ken Weems  
Historic Planner

cc: File  
Building Official





## CITY OF KINGSPORT, TENNESSEE

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February 14, 2013

RE: In-house Approval

Mr. Richard Brown  
813 Yadkin Street  
Kingsport, TN 37660

Dear Mr. Brown:

This letter is to notify you of an in-house approval by the Historic Zoning Commission for the installation of a new architectural shingle roof, "green" in color, located at 813 Yadkin Street, in the White City Historic District.

This approval is good only for the actions listed above. Any other new or additional changes will require review by the Commission. Thank you and we hope your project is a successful one.

Sincerely,

Ken Weems  
Historic Planner

cc: File  
Building Official





## CITY OF KINGSPORT, TENNESSEE

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March 11, 2013

Ms. Christiane Fowlkes  
270 Hammond Avenue  
Kingsport, TN 37660

Dear Ms. Fowlkes:

During one of our recent Historic Zoning Commission meetings, the Commission agreed that you performed an excellent job with your recently approved home improvements. Your property sets a high standard of excellence for the Park Hill Historic District. If we can be of any help with any future improvements, please do not hesitate to contact us.

Sincerely,

James Henderson, Chairman  
Kingsport Historic Zoning Commission

