

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

May 11, 2015

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:

1. Approval of the minutes for the regular meeting held April 13, 2015

III. New Business:

1. Consider granting a Certificate of Appropriateness for 112 Main Street located in the Main Street Historic District.

IV. Other Business:

1. Presentation on Kingsport Landing by Principal Planner, Justin Steinmann
2. Public Comment

Adjournment

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

April 13, 2015

1:30 p.m.

Members Present

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

Members Absent

Perry Crocker, Secretary
Hoyt Denton

Staff Present

Corey Shepherd, Planner
Curtis Montgomery, Planning Intern
Lynn Tully, Development Services Director

Visitors Present

Skip Norrell
David Mason
Alicia Mumpower
Helen Whittaker
Dineen West
Clinton Roberts
Morris Baker

Historic Zoning Commission (HZC) Chairman, Jim Henderson, opened the regular meeting at 1:30 p.m. Chairman Henderson welcomed the visitors and called for approval of the minutes from the March 2015 meeting. On a motion by Commissioner Oaks, seconded by Vice-Chairman Harmon the regular meeting minutes were unanimously approved.

Under "New Business," the Commission conducted a public hearing to address establishing a set color palette for the Shelby Street Row Houses contained within the Church Circle Historic District. At the March 2015 Regular Meeting of the HZC during the presentation for "Flowers By Copper Creek" COA request, the HZC requested that Planner Shepherd formulate an amendment to the guidelines to establish Benjamin Moore Elmira White as the base color (or an identical color of another brand) and Benjamin Moore Bronze Tone as the trim color (or an identical color of another brand) for the Shelby Street Row Houses. Planner Shepherd presented the wording, letters to property owners, notice of public hearing, and color samples to the Commission. Planner Shepherd then turned it over to Chairman Henderson to conduct the public hearing. Chairman Henderson began the discussion of the importance of this measure. Planner Shepherd noted that Junior League of Kingsport President, Lora Barnett, asked some questions of the guideline amendment. Vice-Chairman Harmon had questions related to the placement of the addition to the guidelines. Planner Shepherd said he would follow the procedure when the Park Hill color palette was established by placing it at the end of the guidelines. Vice-Chairman Harmon made note of the fact that the verbiage as presented does not identify gloss, matte, etc. A visitor, Alicia Mumpower, expressed her concern about the inability to paint her building any color she wants. She also commended the Commission's attempt to keep historic structures in Kingsport consistent. Commissioner McKinney said this measure is being taken in order to protect properties on Shelby Street. Visitor, Skip Norrell, requested that the Commission consider establishing the Desert Floor Brown and Stewart-House Brown colors present in the Park Hill Historic District. Vice-Chairman Harmon advocated for the inclusion of the particular "High-Gloss" type of paint. Being that there was no further discussion, Commissioner Oaks

moved to approve with the inclusion of the "High-Gloss" type of paint in the design guideline amendment, seconded by Commissioner Como, the motion was approved unanimously.

Planner Shepherd noted that the 2nd and 3rd items on the agenda did not have representation at the meeting. He requested that the Commission move the 4th item on the agenda forward on the agenda. The Commission approved this request.

Under "New Business," the Commission is requested to consider a Certificate of Appropriateness to approve the replacement of approximately 60-72 windows (depending on funding) at the Kingsport Public Library located at 400 Broad Street within the Church Circle Historic District. These windows will maintain the same appearance as the original ones. The original shutters will be maintained. Planner Shepherd turned the presentation over to representatives of the Kingsport Public Library.

David Mason, project engineer for the City of Kingsport, commented to the historical accuracy of the replacement windows as compared to the existing. Mr. Mason walked the Commission through many of the specifics in regard to the windows. The Commission had questions related to the muntins, materials, and interior color. Helen Whittaker, Kingsport Public Library, commented on the insulation value and interior color of the windows. Vice-Chairman Harmon wondered about who would perform the installation. Mr. Mason indicated that Armstrong is currently the preferred bidder. Chairman Henderson noted that based on the design materials that there would be very little character lost in the windows. Chairman Henderson commended Kingsport Public Library's willingness to come before the Commission. Commissioner McKinney moved to approve the COA as presented, seconded by Vice-Chairman Harmon, the motion passed unanimously.

Under "New Business," the Commission is requested to consider a Certificate of Appropriateness to approve the construction of a large deck not connected to the home at 1900 Brunswick Avenue. The dimensions of the deck are to be 12'x62'. Please refer to the drawings in the packet. Planner Shepherd indicated that he included all materials that he received for the COA request. Planner Shepherd noted that he attempted to contact the applicant, Ms. Tempest Ellis, and was unable to do prior to the meeting. The discussion was related to the orientation of the deck of itself. It was determined by Chairman Henderson that deck would extend 12' toward Netherland Inn Road and 62' across the property parallel with Netherland Inn Road. At the request of the Commission, the item was tabled until May so the applicant could attend the meeting.

Lastly, under "New Business," the Commission is requested to consider a Certificate of Appropriateness to approve the replacement canvas on existing frame and to replace the existing sunbrella at 430 Shelby Street. The sunbrella will be the forest vintage bar stripe. Samples have been provided. Commissioner McKinney pointed out that "Sunbrella" is the brand name of the awning that Lloyd's on Shelby has chosen. There was very little discussion regarding this item as the proposed awnings are exact replicas to the older awnings previously on the building. Vice-Chairman Harmon moved to approve the request as presented and Commissioner Como seconded the motion. The motion was passed unanimously.

Planner Shepherd stated that he had intended to have Principal Planner, Justin Steinmann, attend the meeting and give a brief overview of the Kingsport Landing Plan, but give the heavy agenda he will ask Planner Steinmann to attend next month's meeting. Vice-Chairman Harmon requested an update on the Shelby Street property with the tarp over the window. Planner Shepherd stated that Building Official, Dee Morgan, had visited the property and no external improvements had taken place at that time.

There being no further business, the meeting adjourned at 2:30 p.m.

Respectfully Submitted,

Perry Crocker, Secretary

MEMORANDUM

TO: Kingsport Historic Zoning Commission
FROM: Corey Shepherd, Planner
DATE: 4-6-2015
PROJECT: 15-104-00008
SUBJECT: Certificate of Appropriateness for 112 W Main Street.

INTRODUCTION:

The Commission is asked to consider granting a Certificate of Appropriateness for 112 West Main Street, located in the Main Street Historic District. The request is submitted by Mark Hanor.

PRESENTATION:

The request is to receive a Certificate of Appropriateness to approve the removal of existing green canopy and replace with a tan/beige canopy. Remove existing sign bracket and replace with a new bracket and hang new sign. The dimensions are 5'x3'.

ITEMS TO CONSIDER FROM MAIN STREET GUIDELINES:

- Awnings- "Awnings should be located on a building at height, which is sensitive to both the architectural features of the structure and to adjacent awnings, and pedestrians."
- Signage- "The appearance, size, position, method of attachment, texture of materials, color, and design shall be in keeping with the collective characteristics of the structures surrounding the property on which the sign will be located."

Aerial



From Main Street



Looking West on Main Street



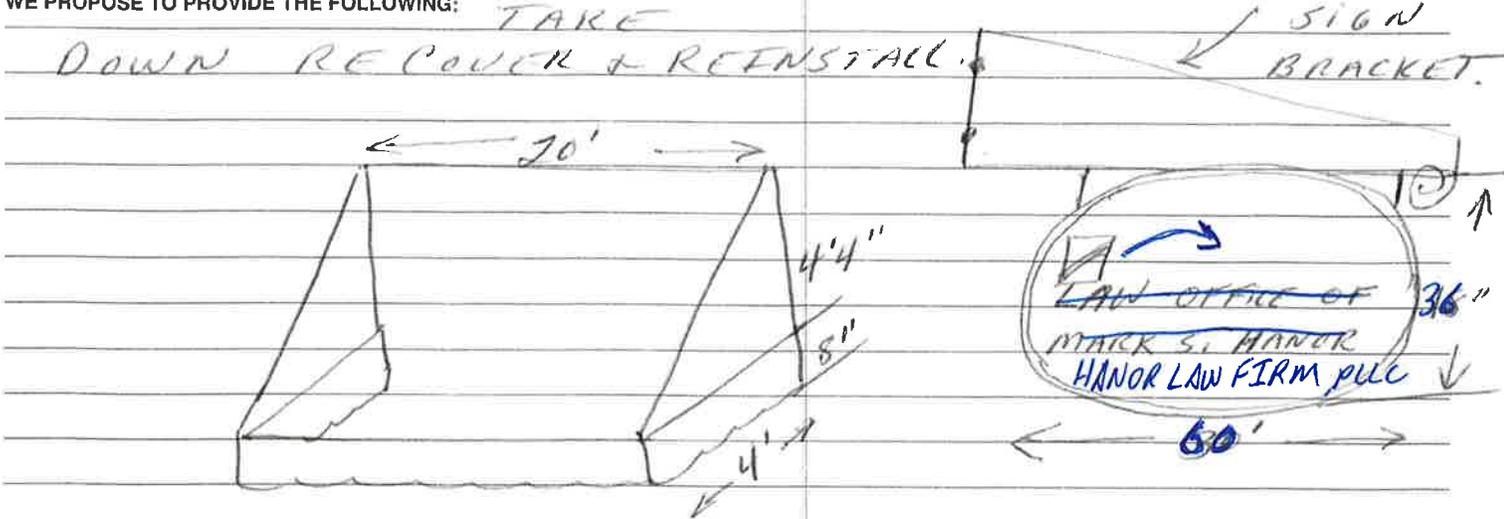
Looking East on Main Street



Name <i>MARK HANOR</i>			
Street <i>112 W MAIN ST.</i>			
City <i>KINGSPORT TN.</i>		Zip <i>37660</i>	
Date Written <i>3/9/15</i>	Date Wanted	Total Items	Office Phone <i>245-5000</i>
Job Name <i>SAME</i>			Location Phone
Street	City	State	Person on Job <i>MARK</i>

- Allow approximately 3-6 weeks for job completion.
- Customer is responsible for all permits required.

WE PROPOSE TO PROVIDE THE FOLLOWING:



AWNING COLOR - RED.
SUN BRELLA
CANVAS.

AMOUNT	<i>2,300.00</i>
TAX	
TOTAL	<i>2,300.00</i>
50% Deposit with Contract	<i>1,150.00</i>
Balance Upon Day Installation	<i>1,150.00</i>

All work to be completed in a workmanlike manner according to standard practices. ANY ALTERATION OR DEVIATION FROM ABOVE SPECIFICATIONS INVOLVING EXTRA COSTS WILL BE EXECUTED ONLY UPON WRITTEN ORDERS, AND WILL BECOME AN EXTRA CHARGE OVER AND ABOVE ESTIMATE. All agreements are contingent upon strikes, accidents, or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance. OUR WORKERS FULLY COVERED BY WORKMEN'S COMPENSATION INSURANCE

Proposal Valid for _____ Authorized Signature *Chuck King*

All labor and materials are guaranteed by Omar, Inc. for one (1) year from DATE OF INSTALLATION from and against any defects in material or workmanship in the fabric, framing or installation mountings under normal conditions. Additional warranties by the manufacturer of the fabric may be applicable, and if so, shall pass on to the benefit of the owner according to the terms of such warranties. Omar, Inc. shall have no liability or obligation under any additional manufacturer's warranties beyond Omar, Inc. one year warranty provided for herein. This guarantee does not cover damage from acts of God or from vandalism or malicious mischief. Omar, Inc. MAKES NO OTHER WARRANTY, EXPRESS OR IMPLIED; AND ALL IMPLIED WARRANTIES OR MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE WHICH EXCEED THE AFORESAID OBLIGATION ARE HEREBY DISCLAIMED BY OMAR, INC. AND ARE EXCLUDED FROM THIS LIMITED WARRANTY.

**CONSTITUTES A BINDING CONTRACT:
 READ THESE TERMS CAREFULLY**

Acceptance of Proposal

The above prices, specifications and conditions are satisfactory and hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above. It is further agreed that the ownership and title to the material and property delivered in accordance herewith shall remain the name of the seller until the full amount of the purchase price shall have been paid in cash, and the buyer hereby authorizes the seller to repossess the said material and property the event of any default in the payment of the said purchase price and the seller shall not be liable for any damages which may accrue to the buyer as a result of the seller exercising this right of repossession. In the event the buyer fails to pay in full the contract price at the time of installation, the buyer agrees to pay all costs of collection including reasonable attorney fees, court costs, interest at the rate of 16% per annum from the date of installation, and all costs associated with the exercises by seller of its right of repossession. BUYER SHALL NOT SIGN CONTRACT IN BLANK. BUYER IS ENTITLED TO COPY OF CONTRACT AT TIME OF SIGNING. This order is for custom-made merchandise and therefore is not subject to cancellation.

ACCEPTED: Signature *X*

Date *1*



**Application for Sign Permit
Building Department**

201 W Market Street
Kingsport, TN 37660
Tel: 423-229-9393 Fax: 423-224-2680

BUSINESS NAME: Haner Law Firm, PLLC

BUSINESS ADDRESS: 112 West Main St. Kingsport, TN 37660

SIGN CONTRACTOR: Omar Awning & Signs Company PHONE: 423-282-9180

FREE-STANDING

Size: _____ X _____ = _____ SqFt Height: _____ Illuminated: _____

Sign Material: Plastic Metal Vinyl Other: _____

UL# _____

WALL

Size: 5' X 3' = 15 SqFt Height: 3' Illuminated: No

Sign Material: Plastic Metal Vinyl Other: High Density Urethane (see attached)

Size: _____ X _____ = _____ SqFt Height: _____ Illuminated: _____

Sign Material: Plastic Metal Vinyl Other: _____

Size: _____ X _____ = _____ SqFt Height: _____ Illuminated: _____

Sign Material: Plastic Metal Vinyl Other: _____

UL# _____

**BEFORE SIGN PERMIT CAN BE APPROVED YOU MUST SUBMIT:
FREESTANDING: SITE PLAN SHOWING PROPOSED LOCATION; FOOTING DETAIL;
EXISTING SIGNAGE
WALL: DRAWING OF PROPOSED SIGN DESIGN; LOCATION ON STRUCTURE; EXISTING
SIGNAGE**

[Signature]
SIGNATURE

4/6/15
DATE



CITY OF KINGSPORT, TENNESSEE

April 24, 2015

RE: In-house Approval

Mr. Bill Moss
1310 Watauga St.
Kingsport, TN 37660

Dear Mr. Moss:

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, shadow gray in color, with a black drip edge, located at 1310 Watauga Street, in the Watauga Street 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
Zoning Administrator

cc: File
Building Official





CITY OF KINGSPORT, TENNESSEE

April 27, 2015

RE: In-house Approval

Denny Linkous
1316 Watauga St
Kingsport, TN 37660

Dear Mr. Linkous:

This letter is to notify you of an in-house approval by the Historic Zoning Commission for a roof replacement using the exact same color and materials as the previous roof at 1316 Watauga Street located in the Watauga Street 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,

Corey Shepherd
Historic Planner

cc: File
Building Official





CITY OF KINGSPORT, TENNESSEE

April 21, 2015

RE: In-house Approval

Mike McIntire
100 East Church Circle
Kingsport, TN 37660

Dear Mr. McIntire:

This letter is to notify you of an in-house approval by the Historic Zoning Commission for the replacement and repair of shutters & wood panels at the First Broad UMC's parsonage located at 1226 Watauga Street.

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,



Corey Shepherd
Historic Planner

cc: File
Building Official

