

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

September 14<sup>th</sup>, 2020

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 Harmon 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 August 10<sup>th</sup>, 2020 minutes

III. New Business:

1. 222 W. Wanola Ave. fence
2. 2122 Netherland Inn
3. Update from Commissioner Beverly about PC
4. Review Historical Zoning letters to be sent out

IV. Other Business:

1. 2301 Netherland Inn Road In-House approval
2. 211 W. Wanola Ave. In-House approval

Adjournment

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

August 10<sup>th</sup>, 2020

1:30 p.m.

**Members Present**

Dr. Erin Reid  
Beverley Perdue  
Jewell McKinney  
Liza Harmon  
Liza Howle  
Dineen West  
Jason Meredith

**Members Absent**

**Staff Present**

Savannah Garland

**Visitors Present**

Historic Zoning Commission (HZC) Chairman, Liza Harmon, opened the meeting at 1:30pm. Chairman Harmon thanked the commissioners for attending and read the Covid-19 electronic statement in which each Commissioner affirmed the statement. Under “Old Business” Chairman Harmon asked the Commissioners to review the July 13<sup>th</sup> minutes and the called meeting on July 22<sup>nd</sup> minutes for approval. Perdue makes a motion to approve the July 13<sup>th</sup> minutes and Howle seconds it. Perdue makes a motion to approve the July 13<sup>th</sup> called meeting minutes and Dr. Reid seconds the motion.

Chairman Harmon asks Garland to summarize the July 13<sup>th</sup> called meeting for those Commissioners who could not attend. Garland explained how the process went for how the Commissioners and the applicant reached an agreement for the new roof color. Chairman Harmon reiterated how well she thought the meeting went and thanked the commissioners for sharing their expertise. First, under the “New Business” was to conduct a Vice Chair voting. Perdue and McKinney nominated West for the position. West was elected as the new Vice Chair, but only under the understanding that after Harmon serves another year as Chairman that there will be another voting held for a new Chairman. West said at this time she could not commit to becoming the Chairman if that did occur. Next under “New Business” Perdue gave an update on what is happening in Planning Commission. Then on the agenda was the discussion on Certified Local Government National Register Review for the Kingsport Hosiery Mills. Meredith brought up if the property owner was aware of this nomination. Harmon called the owner in the meeting and confirmed that he was on board for the approval of his property going on the Historic Properties list. After further discussion West made the motion to approve that Hosiery Mills be added to the Official list of Historic Properties and McKinney seconded it. The Commissioners were happy to hear about this nomination and gladly voted to approve that Hosiery Mills be added to the Official list of Historic Properties.

Lastly under “New Business” is the discussion of the Bylaw change in adding on the City’s Archivist. Howle expressed that she thinks that is a great idea. After further discussion the Commissioners were not keen on the City Archivist being a voting member as they feel it would be a conflict of interest. The Commissioners agreed that the City Archivist should be added as an advisor for the Commission. This would result in that Bylaws changing to 8 people on the Commission, but still only 7 voting.

Under “Other Business” was the discussion of the July called meeting which was discussed already at the beginning of the meeting. Garland then brought to the Commissioners attention of an application that is soon to be submitted on a new fence that was put up at 222 W. Wanola Ave. Garland encouraged everyone to drive by and take a look. Chairman Harmon then asked if the review of the Historical Zoning letters could be added to the next meeting’s agenda, so that the letters could then be sent out. West brought up if it was appropriate for someone to approach a Historical Zoning member to ask questions or advise before they formally submit an application. After further comment the Commissioners agreed that it is fine to advise an applicant before they formally submit their application. Perdue elaborated on the fact that it is important for the HZC to be seen as open and accessible to the public for questions and concerns.

There was no public comment.

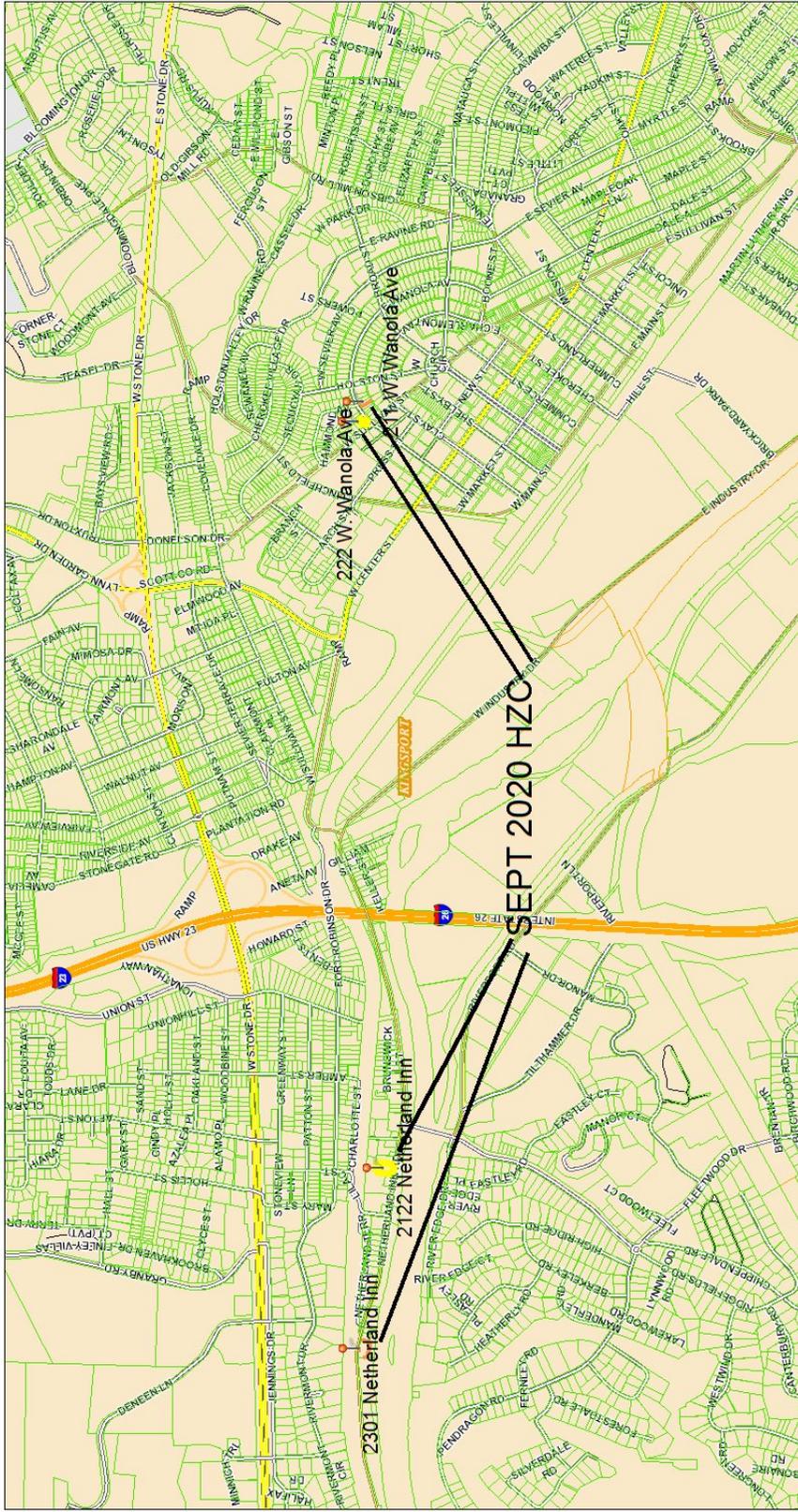
There being no further business the meeting adjourned at 2:27 p.m.

Respectfully Submitted,

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Liza Harmon, Chairman

Sept 2020 HZC



9/9/2020, 1:45:29 PM

- Sullivan County Parcels
- Lake\_Pond
- Parcel\_Conflict
- Parcels
- Railroad\_ROW
- River
- Street\_ROW
- Hawkins County Parcels
- Lake\_Pond
- Parcel\_Conflict
- Parcels
- Railroad\_ROW
- River
- Street\_ROW
- Urban Growth Boundary

1:18,056

0 0.225 0.45 0.7 0.9 mi  
0 0.35 0.7 1.4 km

MEMORANDUM

TO: HISTORICAL ZONING COMMISSION

FROM: SAVANNAH GARLAND, PLANNER

DATE: SEPTEMBER 14, 2020

PROJECT NO: 2020-104-00015

SUBJECT: PARK HILL HISTORIC DISTRICT, 222 W. WANOLA AVE.

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The board is asked to consider the following request: Property located at 222 W. Wanola Ave. requests a 6" wooden fence to keep installed for the purpose of safety.

**Historical District Guidelines for fences can be found beginning on page 65:**

**13.2** *New fences and walls should blend with the historic character of their surroundings. New fences and walls should be constructed of traditional or similar materials that visually match authentic examples. New wood fences located in a front yard should not exceed 48" in height and be supported by wood posts (4" by 4" recommended) with no more than 2" of spacing between the pickets. Fences may have flat, spear, gothic, or pointed tops.*

**13.3** *Traditional fence materials are recommended. For front yards wood fences are recommended, but these may also be of wrought iron, metal garden (scallop or square grid) or metal picket. Vinyl and chain link fences are discouraged for front and side yards but may be added along rear lot lines.*

**13.4** *Privacy fences and hedges may be appropriate. For privacy in back yards, wood fences may be installed up to 7' in height or 6' with 2' with a framed lattice top. Wood supports measuring 4" by 4" or metal pipe are recommended. Privacy fences should be set back from the main façade by at least one-third of the total depth of the house.*

**\*Note: According to Kingsport Municipal Code if this was not in a historical district it would be allowed to have a fence per the zoning for R-3. There are no fence setback requirements.**

# HISTORIC ZONING COMMISSION APPLICATION



## APPLICANT INFORMATION:

Last Name Ivey First Lauren M.I. L Date 8/10/20  
Street Address 222 W Wanola Ave Apartment/Unit #  
City Kingsport State TN ZIP 37660  
Phone 410-310-8854 E-mail Address lynnmill335@gmail.com

## PROPERTY INFORMATION:

Tax Map Information Tax map: Group: Parcel: Lot:  
Street Address 222 Wanola Ave Apartment/Unit #  
Name of Historic Zone Park Hill  
Current Use Home

## REPRESENTATIVE INFORMATION:

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

## REQUESTED ACTION:

instal / keep installed a six foot wood privacy fence in the back yard. It is to keep our children safe from the cars that speed on our street and from the drug addicts that wander over from downtown. I'm so sorry we didn't do this earlier, we were never made aware there was a commission.

## 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 or have been appointed by the property owner to serve as a representative for this application and that I am/we are appealing to the Historic Commission.

Signature: Lauren Ivey

Date: 8/11/20

Signed before me on this 11th day of August 2020

a notary public for the State of Tennessee

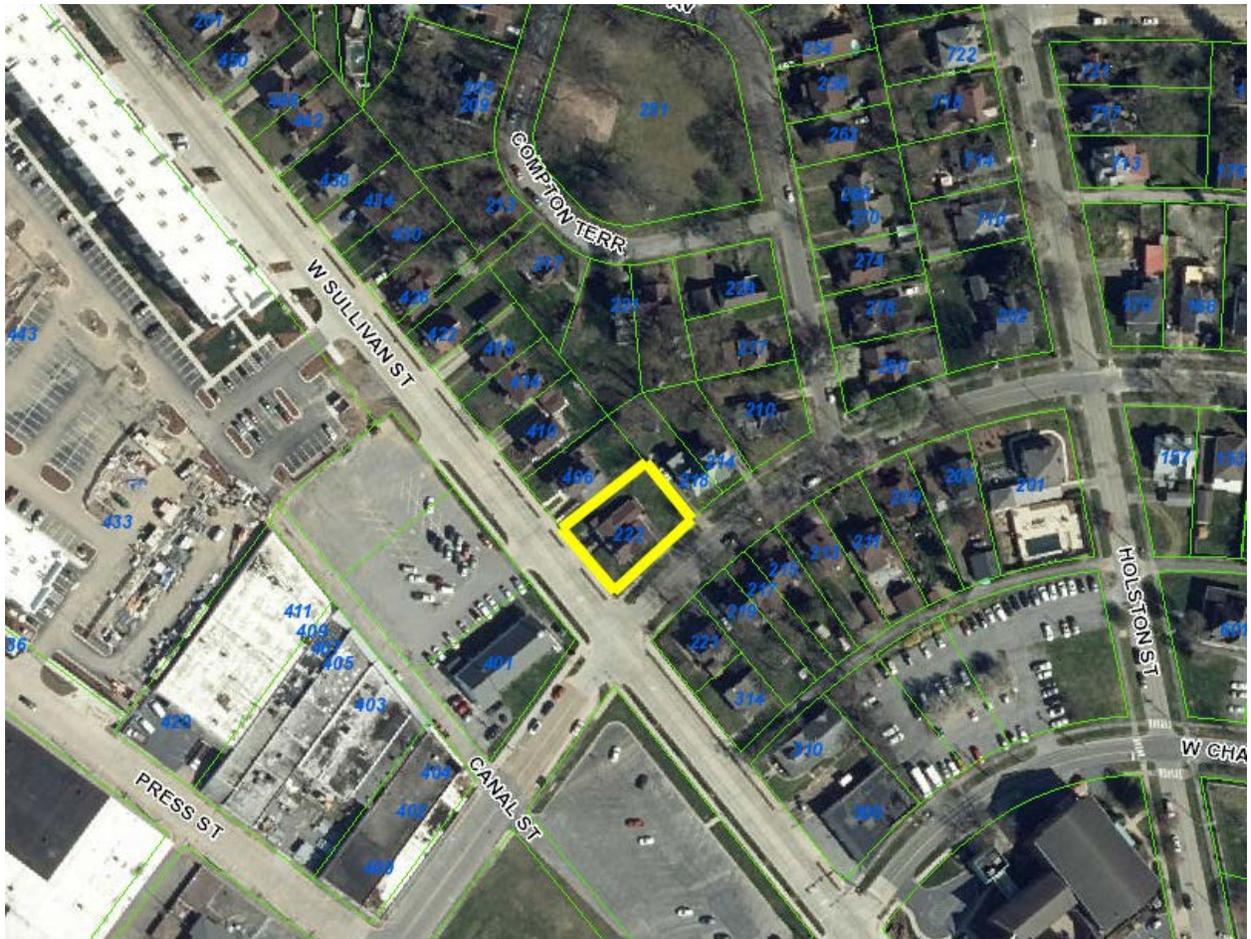
County of Sullivan

Notary Anne M. Adamson

My Commission Expires 11-27-2023



222 W. Wanola Ave.



View from W. Wanola

(6ft fence goes right up against the sidewalk)



View from W. Sullivan St.



View from W. Wanola headed towards W. Sullivan



View from 219 W. Wanola



MEMORANDUM

TO: HISTORICAL ZONING COMMISSION

FROM: SAVANNAH GARLAND, PLANNER

DATE: SEPTEMBER 14, 2020

PROJECT NO: 2020-104-00016

SUBJECT: BOAT YARD HISTORIC DISTRICT, 2122 NETHERLAND INN RD.

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The board is asked to consider the following request: Property located at 2122 Netherland Inn Road requests a replacement of the roof (black), replacing gutters and shutters (black), replacing porch posts/railings, and possibly painting the outside brick white.

**Historical District Guidelines for porches can be found beginning on page 48:**

*8.1 Retain, maintain, and repair wooden and masonry porches. Follow the guidelines for wood and masonry as appropriate to maintain and preserve porches and their elements.*

*8.2 Replace when necessary. Replacement of a porch element may be required if it is damaged or deteriorated beyond reasonable repair. Select materials and a design that matches the original aspects.*

*8.3 Enclosure of porches is discouraged. If enclosing a porch is desired, the materials should be of screen panels with minimal structural elements. Insert screen sections of proper dimensions into the openings between the porch's columns, posts, or other original divisions. Do not use solid materials or superfluous crossmembers that will create inner divisions of the original openings. Porches on elevations not readily visible from the street may be enclosed with glass if desired.*

*8.4 Composite materials may be appropriate. Wood and plastic composites may be appropriate substitutes for historic wood porch floors. These non-traditional materials may be appropriate under some circumstances. If a substitute material is used, choose a product that resembles wood and matches typical dimensions of wood floor boards. The porch floor should be painted or stained to blend with the house colors*

**Historical District Guidelines for porch stairs and railings can be found beginning on page 51:**

**9.1** *Retain historic porch steps and railings whenever possible. Replace individual sections of porch stairs and railings rather than a complete replacement. Use materials that match the porch's materials.*

**9.2** *Avoid pre-cast concrete steps. If replacement of original steps is necessary, pre-cast concrete steps should not be used on entrances that are readily visible from the street.*

**9.3** *Keep replacement railings simple and in-kind with the original. Replacement railings should match the style and appearance of the original railing. Simple painted wood railings with balusters between the top and bottom rail are appropriate.*

**9.4** *New porch railings must have appropriate height and dimensions. Porches 30" above grade are required to have a porch railing installed which is at least 36" above grade. Dimensions of balusters should be at least three inches by three inches and generally spaced four inches on center.*

# HISTORIC ZONING COMMISSION APPLICATION



## APPLICANT INFORMATION:

Last Name	Skeen	First	Jamie	M.I.		Date	09-01-20
Street Address	414 Ashe Street			Apartment/Unit #			
City	Johnson City	State	TN	ZIP 37604			
Phone	423-552-4163		E-mail Address jamieskeencal@gmail.com				

## PROPERTY INFORMATION:

Tax Map Information Tax map: 0455 Group: A Parcel: 6.00 Lot:

Street Address	2122 Netherland Inn Road	Apartment/Unit #	
Name of Historic Zone	Boodyard District		
Current Use	vacant now but will be used as an office when complete		

## REPRESENTATIVE INFORMATION:

Last Name	Lane	First	Ronda	M.I.	K	Date	09-01-20
Street Address	104 Dillow Circle			Apartment/Unit #			
City	Kingsport	State	TN	ZIP 37663			
Phone	423-726-2225		E-mail Address jtbconstruction1@gmail.com				

## REQUESTED ACTION:

We will be renovating/ updating the inside. We will be replacing the roof w/ black arch style shingles, either painting or replacing gutters, new shutters, new posts/railings/pickets on front porch. Depending on cost, we may paint the brick white.

## DISCLAIMER AND SIGNATURE

(shutters will be black)

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 or have been appointed by the property owner to serve as a representative for this application and that I am/we are appealing to the Historic Commission.

Signature: Ronda Lane

Date: 09/03/20

Signed before me on this 3rd day of September, 2020

a notary public for the State of Tennessee

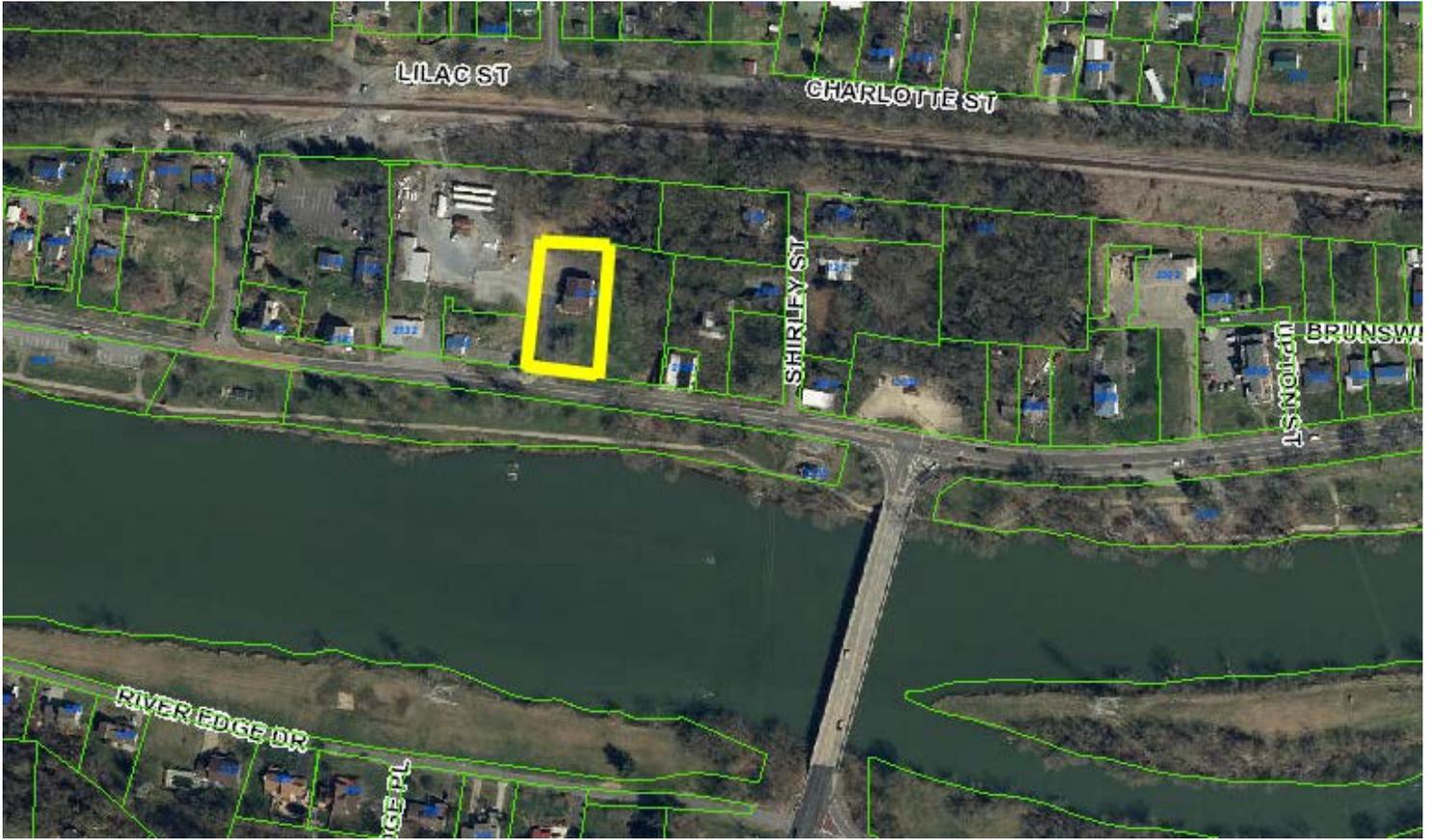
County of Sullivan

Notary Angela Renee Carmody

My Commission Expires 10-24-2023



2122 Netherland Inn Road



2122 Netherland Inn Rd.



**Porch railing and roof picture as an example of what the applicant is going to do to 2122  
Netherland Inn road house.**



Sept. 14<sup>th</sup>, 2020

Dear Property Owner/Occupant,

The Kingsport Historic Zoning Commission is pleased to remind you that you are located within the Church Circle Historic District. Preservation of properties within this district's boundaries provide for local recognition and protection of Kingsport's unique character.

Property owners or occupants with a historic district must obtain a Certificate of Appropriateness (COA) from the Historic Zoning Commission for any work or project involving an exterior change to the appearance of any property. This includes new construction, demolition, additions and/or alterations to existing buildings. A COA is not required for interior changes to a building, or exterior routine maintenance. Design Guidelines for the Church Circle Historic District are used to assist the Historic Zoning Commission in determining the appropriateness of proposed work within a historic district. These guidelines are located on this link: <https://ss4b22gu47s3g6mho1s0vuee-wpengine.netdna-ssl.com/wp-content/uploads/2019/10/Final-Kingsport-Design-Guidelines-Manual-September-9-2019.pdf>

The application for a COA can be found on the City website at: <https://www.kingsporttn.gov/planning-zoning/historic-zoning-commission/>

The Historic Zoning Commission meets the 2<sup>nd</sup> Monday of every month, 1:30 pm in the Robert Clear Conference Room, first floor, Development Services Building, 201 West Market Street. All items needing to go on that month's agenda need to be in by close of business two Fridays or earlier before the meeting. A \$50 fee is to be paid at the time the application is submitted. If you are new to your district or otherwise unfamiliar with this process, please feel free to contact me at (423) 343- 9783 or at SavannahGarland@KingsportTN.gov and I will be happy to discuss your district's information with you.

Thank you for maintaining Kingsport's unique character and preserving the historic Church Circle neighborhood.

Sincerely,

Savannah Garland  
City Planner, Staff Liaison to the Historic Zoning Commission

In-House approved 2301 Netherland Inn Road

**HISTORIC ZONING COMMISSION APPLICATION**



**APPLICANT INFORMATION:**

Last Name	DAVIS	First	MATT	M.I.		Date	8-7-2020	
Street Address	2301 NETHERLAND INN ROAD			Apartment/Unit #				
City	KINGSFORT	State	TN	ZIP	37660			
Phone	865-323-6123	E-mail Address						MATTDAVISROCKTOP@GMAIL.COM

**PROPERTY INFORMATION:**

Tax Map Information	Tax map	45J	Group:	B	Parcel:	220	Lot:	PLATBOOK 2 PAGE 237A
Street Address	2301 NETHERLAND INN ROAD			Apartment/Unit #				
Name of Historic Zone	BOATYARD HISTORIC DISTRICT							
Current Use	RESIDENTIAL							

**REPRESENTATIVE INFORMATION:**

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

**REQUESTED ACTION:**

SEE ATTACHED

**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 or have been appointed by the property owner to serve as a representative for this application and that I am/we are appealing to the Historic Commission.

Signature: Matt Davis Date: 8/10/2020

Signed before me on this 10<sup>th</sup> day of August, 2020,

a notary public for the State of Tennessee

County of Knox

Notary Heather M. Sharp

My Commission Expires 6-06-2023



## Application for Certificate of Appropriateness

### 2301 Netherland Inn Road

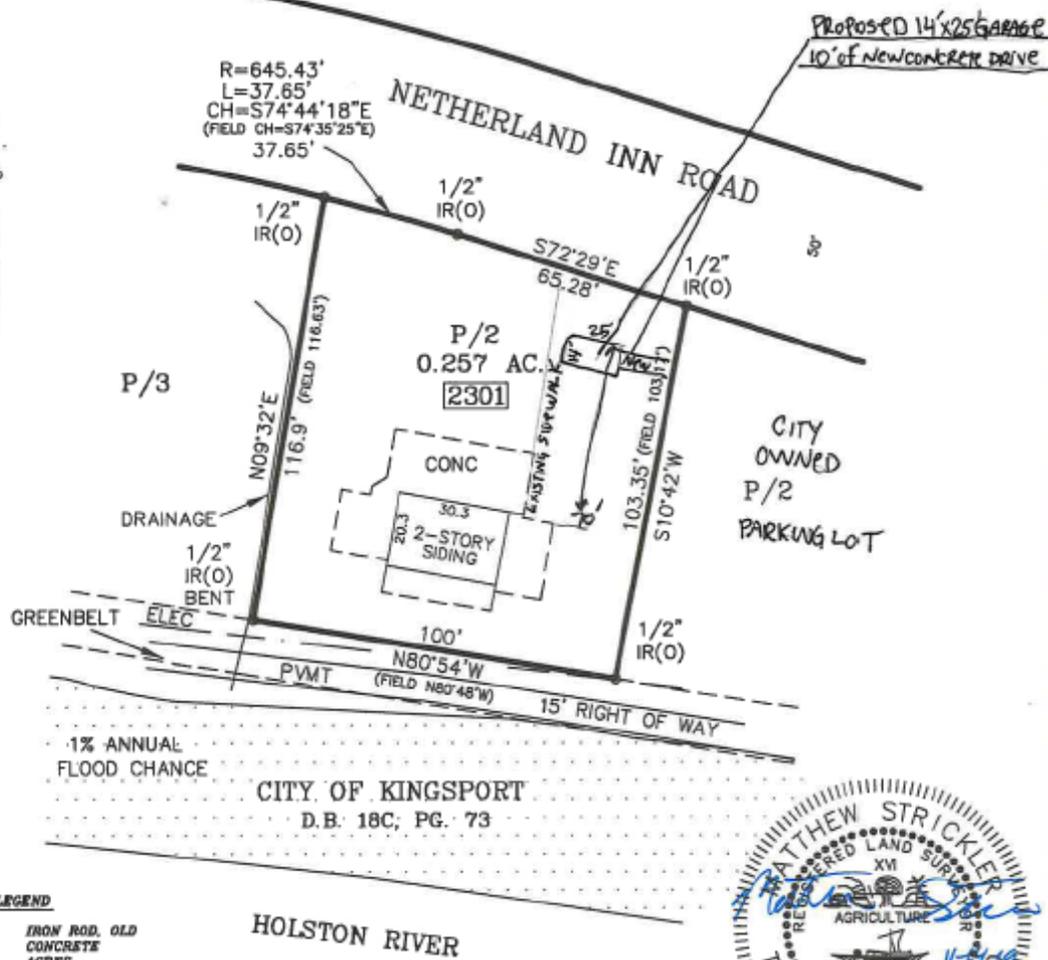
The request for my property is to build a single car garage in what is technically the front yard of the property but in practicality is the back yard. Although the property address is Netherland Inn Road, it is not directly accessible from Netherland Inn Road. A guardrail runs in front of the property along Netherland Inn Road. The only access is via a city owned service road and the greenbelt. Deeded access was requested and approved by the City of Kingsport in December of 2019.

The functional "front" of the property faces the greenbelt and the river. This is the public view of the home. The proposed garage would be constructed on the opposite side of the home. (See recent survey of the property with proposed building in pencil. Satellite view of property also included.)

The proposed building will be a 14'W x 25'Lx 8'H metal frame building constructed on a poured concrete slab. The exterior of the building will be horizontal clapboard of the width used on the existing home and painted the matching color. The roof will be metal similar in kind and color of the existing home. One walk-in door will be on the rear of the building facing the existing sidewalk. The garage door will be a standard sized 8'W x 7'H metal overhead door with hardware to give the appearance of a "carriage house" style. (see to attached pictures with notations)



© COPYRIGHT ALLEY & ASSOCIATES, INC. 2019  
 THIS MAP CAN NOT BE USED FOR ANY OTHER  
 PURPOSE THAN IS INTENDED ON THIS DATE.



**LEGEND**

IR(O)	IRON ROD, OLD
CONC	CONCRETE
AC	ACRES
ELEC	ELECTRIC
PVMT	PAVEMENT
R-	RADIUS
L-	LENGTH
CH-	CHORD
[23]	911 ADDRESS

**NOTES:**

- 1) NORTH BASED ON S10°42'W PER REFERENCED PLAT.
- 2) PROPERTY IS ZONED PVD (PLANNED VILLAGE DISTRICT) SETBACKS TO CONFORM TO CURRENT ZONING DESIGNATION.
- 3) THIS IS TO CERTIFY THAT I HAVE CERTIFY THAT I HAVE CONSULTED THE FEDERAL FLOOD INSURANCE ADMINISTRATION BOUNDARY MAP 47163C0040D EFFECTIVE DATE SEPTEMBER 29, 2006 AND FOUND THAT THE ABOVE PROPERTY IS LOCATED IN A SPECIAL FLOOD HAZARD AREA AS SHOWN.
- 4) I HEREBY CERTIFY THAT THIS IS A CATEGORY I SURVEY AND THE RATIO OF PRECISION IS BETTER THAN 1:10,000.
- 5) THIS SURVEY WAS DONE IN COMPLIANCE WITH CURRENT TENNESSEE MINIMUM STANDARDS OF PRACTICE.



**ALLEY & ASSOCIATES, INC.**  
 243 E Market Street  
 Kingsport, Tennessee 37660  
 E-mail: mstrickler@alleyassociates.com

MAP OF: PART OF LOT 2, MAP NO. 3, OF PART OF  
 EQUITABLE LIFE ASSURANCE SOCIETY PROPERTY

OWNER: MATTHEW DAVIS

CIVIL DISTRICT: 12TH COUNTY: SULLIVAN

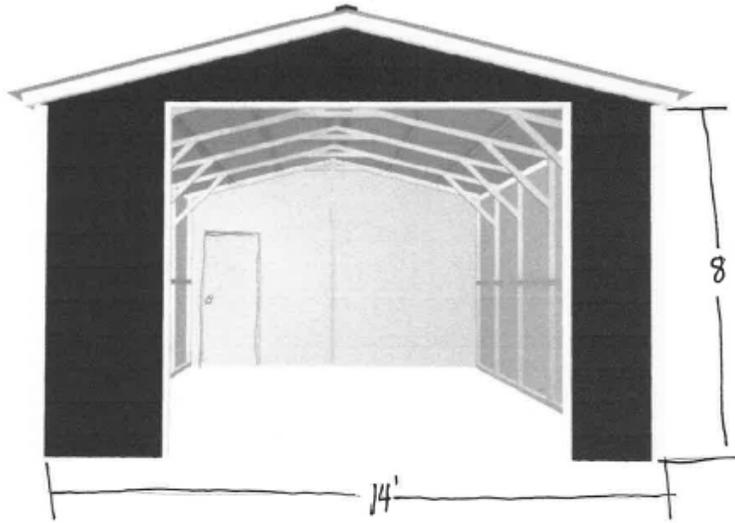
STATE: TENNESSEE TAX MAP 45J "B" PARCEL 2.20

SCALE: 1 INCH = 40' DATE: NOVEMBER 14, 2019

REFERENCE: PLAT BOOK 2, PAGE 237A

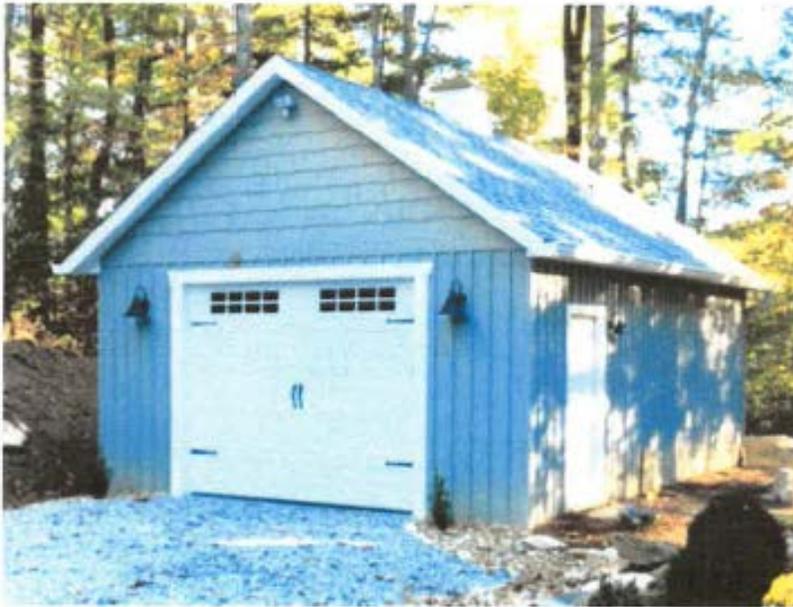
18-11636 FB/PG: N/A

FOR: OWNER



14' W x 25' L x 8' H

- ACTUAL ROOF PITCH SHOWN
- METAL FRAMEWORK VISIBLE
- SIDING PICTURED IS INCORRECT, ACTUAL WILL BE HORIZONTAL CLAPBOARD



PICTURE TO SHOW STYLE OF DOOR  
AND EXTERIOR LIGHTING ONLY.  
(ROOF PITCH AND SIDING INCORRECT)

In-House approved 211 W. Wanola Ave.

### HISTORIC ZONING COMMISSION APPLICATION



#### APPLICANT INFORMATION:

Last Name CROCKER First PERRY M.I. K Date 8-17-20  
Street Address 211 W. WANOLA AVE Apartment/Unit #  
City KINGSPORT State TN ZIP 37660  
Phone 423-335-0351 E-mail Address perrycrocker@icloud.com

#### PROPERTY INFORMATION:

Tax Map Information Tax map: Group: Parcel: Lot:  
Street Address 211 W. WANOLA AVE Apartment/Unit #  
Name of Historic Zone PARK HILL  
Current Use RESIDENCE

#### REPRESENTATIVE INFORMATION:

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

#### REQUESTED ACTION:

POSITION A CARPORT BEHIND HOUSE -  
NOT VISIBLE FROM STREET - ACCESS TO FROM ALLEY

#### DISCLAIMER AND SIGNATURE

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Signature: [Signature] Date: 8-17-20

Signed before me on this 17 day of Aug, 2020

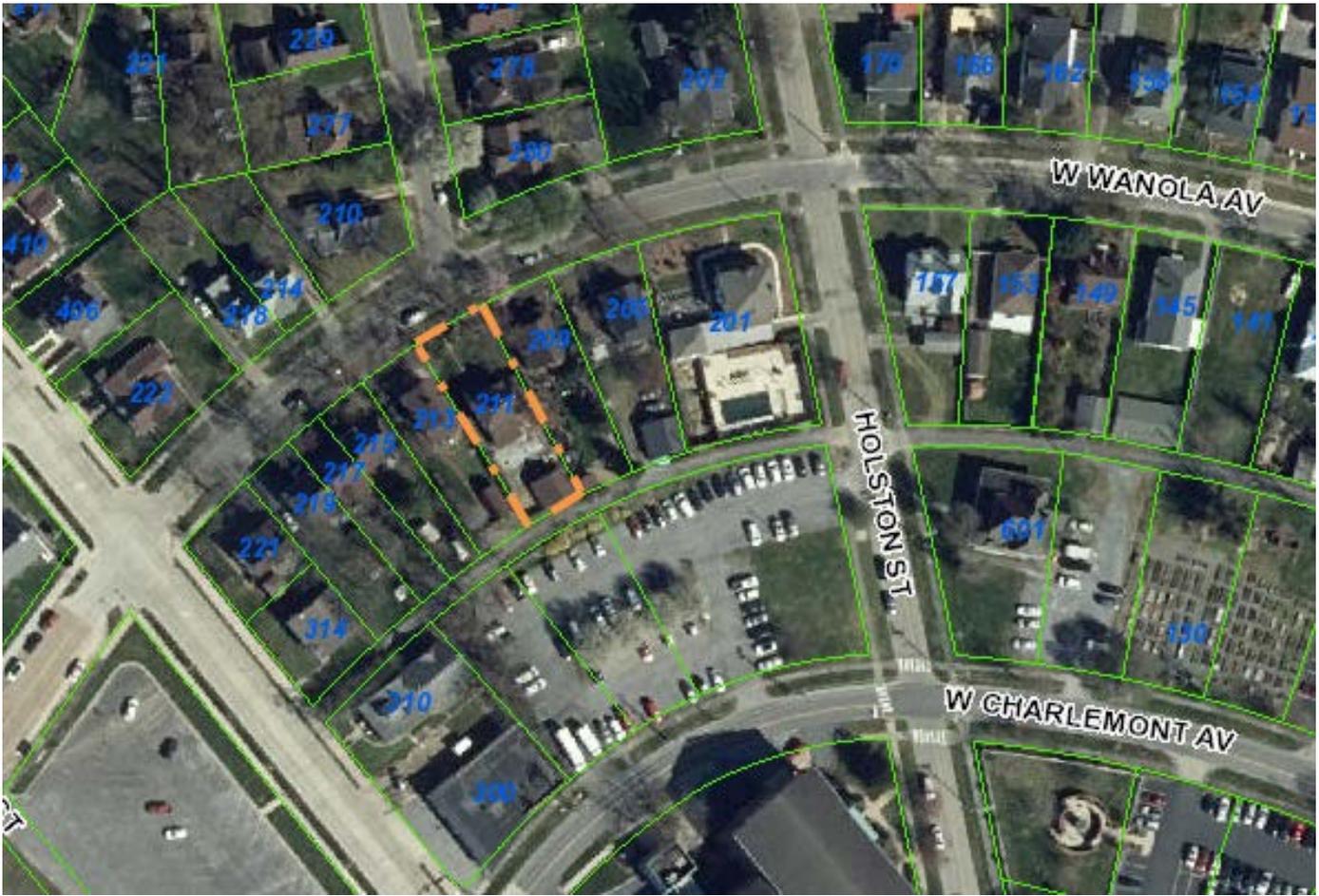
a notary public for the State of \_\_\_\_\_

County of \_\_\_\_\_

Notary \_\_\_\_\_

My Commission Expires \_\_\_\_\_

211 W. Wanola Ave



# W WANOLA AVENUE

