AGENDA FOR THE
MEETING
OF THE
KINGSPORT HISTORIC ZONING COMMISSION

MARCH 9TH, 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 Nov. 11th, 2019 Minutes

III. New Business:

1. 5 minute update from Jason Hudson
2. The Commission is asked to discuss any changes, if necessary, to how the HZC operates.

IV. Other Business:

1. In-house approval of a new windows and siding for 1924 Netherland Inn rd. Applicant Tami Keith.
2. In-House approval of a new roof at 1122 Watauga St. Applicant Terry & Gwen Fields.

Adjournment

MINUTES OF THE REGULAR MEETING OF THE KINGSPORT HISTORIC ZONING COMMISSION

March 9, 2020 1:30 p.m.

Members Present
Dr. Erin Reid
Beverley Perdue
Dineen West
Jewell McKinney
Liza Harmon
Liza Howel
Jason Meredith

Members Absent

Staff Present
Savannah Garland
Ken Weems

Visitors Present

Historic Zoning Commission (HZC) Chairman, Liza Harmon, opened the meeting at 1:30pm. Chairman Harmon thanked the commissioners for attending and asked everyone to introduce themselves and say why they were appointed. Chairman Harmon asked Garland to explain the situation about the November minutes. Garland explained that the November minutes were not complete yet as things were left untied from when Woods left the position. Garland said she would have the November minutes for the next meeting.

Under the "New Business" portion of the March HZC meeting the first item for discussion was supposed to be Jason Hudson who was going to give an update on a law about historical properties, but was unfortunately unable to attend. Next under "New Business" the commission was asked to discuss any changes, if necessary, on how the HZC operates. In-House approvals were discussed to now go through the process of Garland reaching out to Harmon about the submitted application and making a trip to the location to inspect. Then, as see fit, Harmon or Garland would reach out to other committee members is necessary for their expertise and feedback. As long as the application is specific, minor in nature, and up to the HZC guidelines it will be approved. It was then noted that after an In-House approval that a "FYI" email will be sent out to the rest of the commissioners on what was approved.

The next discussion was about what to do when the project that was approved by the HZC was not the project that was completed by the applicant. After further discussion it was decided to do a round-robin 3 month check-up on projects that have been approved. Commissioner McKinney brought up to re-send letters to all the Historical District property owners/owner occupied to notify them that they are located in a Historical District. Garland agreed to work on sample letters with Commissioner Perdue and Staff Weems to have ready to show the commissioners at the next meeting. Harmon asked if Perdue could give an update on the Planning Commission meetings, and decided that it will be included under "New Business" from now on.

In ‘Other Business” the two In-House approvals were discussed. The granting of a COA for new windows and siding to 1924 Netherland Inn submitted by Mrs. Tami Keith. Garland mentioned that the project that was approved was located on the backside of the home and couldn’t be seen from the road. The next In-House approval was for a new roof at 1122 Watauga St. submitted by Terry & Gwen Fields. It was noted to follow up with the Watauga St. roof project as some questions came up about whether they were actually doing what they stated in the application. Garland said she would let the Building Official know and give a follow up at the next meeting.

To end the meeting Harmon summarized what the open discussion was about. There was no public comment.

There being no further business the meeting adjourned at 2:33 p.m.

Respectfully Submitted,

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Liza Harmon, Chairman