

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

November 14, 2016

1:30 p.m.

Members Present

Jim Henderson, Chairman
Dineen West
Perry Crocker, Secretary
Beverley Perdue
Ted Como
Jewell McKinney
Liza Harmon, Vice-Chairman

Members Absent

Staff Present

Jessica Harmon

Visitors Present

Skip Norrell
Rep. from CRW
David Mason

Historic Zoning Commission (HZC) Chairman, Jim Henderson, opened the meeting at 1:30 p.m. Chairman Henderson welcomed the visitors and called for approval of the minutes from the called meeting held September 22, 2016. On a motion by Commissioner McKinney, seconded by Commissioner Perdue the called meeting minutes were unanimously approved.

Next on the agenda was the election of officers. It was agreed unanimously by the Commission to retain the current slate of officers for the New Year.

Under the “New Business” portion of the May HZC meeting the first item for discussion was the discussion of a project by the City of Kingsport located at 400 Broad Street (Kingsport Public Library). Staff presented a general overview of the request stating that the Library is looking to expand its current facilities by enclosing the colonnade portion of the structure. The windows to be used would fit into the current openings of the arches along the side of Glenn Bruce Park. Discussion ensued about how the windows would match the building on the other side of the Park. A representative from Cain Rash West Architects spoke on behalf of the project and stated that the windows would match the other structure across the park. Staff indicated to the Commission that this item was in front of them for general review and discussion and that no action needs to be taken.

The next item under “New Business” was the consideration of grating a Certificate of Appropriateness for 128 West Main Street, submitted by Chenoa Conklin for Pixie Salon. Staff gave a brief overview of the proposed project and introduced an updated rendering of what the sign would look to the Commission. Staff explained that the proposal would meet the City Zoning Ordinance for sign regulation. Commissioner Henderson expressed his concern over the original design of the sign being much too long for the space it was intended to be put in and that he appreciated the applicants willingness to modify her design. On a motion made by Commissioner Como and seconded by Commissioner Perdue the Certificate of Appropriateness was approved unanimously.

Lastly under “New Business”, Staff presented a minor amendment to the Kingsport Historic Zoning Commission By-Laws. This amendment has been proposed so that the By-Laws would accurately match the Kingsport Municipal Code where it relates to the matter of in-house approvals by the

Chairman. Staff explained that the process for by-law amendments is that staff would present and read aloud a proposed amendment at the regular meeting of the Historic Zoning Commission. Once read aloud and no changes are needed, the Commission would vote on the item at their next regular meeting. The Commission was in support of the by-law amendment and directed staff to add the item to the agenda at the next regular meeting for a vote.

Next on the agenda was the discussion of items under "Other Business." Two in-house approvals were listed for information. Second under "Other Business," Ms. Harmon presented to the Kingsport Historic Zoning Commission Mr. Nathan Woods, Senior Planner, who would be assuming the role of Staff Liaison to the KHZC in the future. Under the Public Comment portion of the meeting, Skip Norrell spoke in reference to the proposed by-laws amendment and that he was in support of the move to adhere to the Kingsport Municipal Code.

There being no further business, the meeting adjourned at 2:11 p.m.

Respectfully Submitted,

Perry Crocker, Secretary