



## **HISTORIC ZONING COMMISSION MEETING AGENDA**

**Monday, February 09, 2026 at 1:30 PM**

**City Hall, 415 Broad Street, Conference Room: 226**

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**This meeting is an open and accessible meeting. If interested parties request special assistance or accommodations, please notify the Planning Department three (3) days in advance of the meeting.**

### **I. INTRODUCTION AND MEETING PROCEDURES**

### **II. APPROVAL OF THE AGENDA**

### **III. APPROVAL OF MINUTES**

- [1.](#) Minutes from January 12th, 2026 Regular Historic Meeting

### **IV. OLD BUSINESS**

### **V. NEW BUSINESS**

- [1.](#) 426 W. Sullivan Street- Facade Update (HISTR26-0013)

### **VI. OTHER BUSINESS**

1. In-House Approvals:

1. 101 E. Main Street- Metal coping caps over existing concrete (HISTR26-0012)

### **VII. PUBLIC COMMENT**

Citizens may speak on issue-oriented items. When you come to the podium, please state your name and address and sign the register that is provided. You are encouraged to keep your comments non- personal in nature, and they should be limited to five minutes.

### **VIII. ADJOURN**

MINUTES OF THE REGULAR SECHEDULED MEETING OF THE  
KINGSPORT HISTROIC ZONING COMMISSION

January 12<sup>th</sup> 2026

1:30 p.m.

**Members Present:**

Jewell McKinney      Bob Grygotis  
Dineen West            Joe Cross  
Lindsey Nieuwland    Chip Millican

**Members Absent:**

Jack Edwards

**Staff Present:**

Lori Pyatte

**Visitors Present:**

Bryston Winegar      Marvin Egan  
Brian Fitzgerald      Amanda Fitzgerald

Chairman Jewell McKinney called the meeting to order at 1:37 p.m., warmly welcoming everyone in attendance. She then invited the staff, historic commission, and visitors to introduce themselves.

The Chairman called for approval of the agenda Vice-Chairman Dineen West made a motion to approve the agenda as presented, which was seconded. The motion passed unanimously with a vote of 6-0.

Next, the Chairman called for approval of the minutes from the regular meeting on November 10<sup>th</sup> 2025. Commissioner Lindsey Nieuwland made a motion to approve the minutes, which was seconded. The motion passed unanimously with a vote of 6-0

Chairman McKinney inquired whether there was any old business to address. Staff indicated that there was none.

**New Business:**

**217 W. Wanola Ave (HISTR25-0306) – Exterior Façade Update**

Chairman McKinney asked who would present information on the project. Owner Brian Fitzgerald stated that he would speak on behalf of the project.

Mr. Fitzgerald explained that for the front of the house, they plan to replace the windows with swing-out windows, restore the existing front door, remove the current store door, and remove the black handrails at the front. The house is intended for short-term rental and as a personal residence when visiting Kingsport. He also noted plans to paint the house and update the trim using colors approved for the historic district.

For the rear of the house, Mr. Fitzgerald stated they plan to close an upper window, frame in another window, remove the bottom windows, and install Hardie Plank on the lower half of the rear addition. He mentioned extensive interior renovations have already been completed.

Vice-Chairman West inquired about replacing the gutters; Mr. Fitzgerald confirmed they plan to redo the gutters and have received prior approval. Chairman McKinney asked about the door behind the storm door, which Mr. Fitzgerald intends to repair and repaint. Commission Millican asked if the door is original; Mr. Fitzgerald believes it is.

Vice-Chairman West questioned the removal of both bottom windows on the rear. Mr. Fitzgerald explained that this was for symmetry and to better accommodate the desired bedroom layout. Chairman McKinney inquired about the window grid pattern, which Mr. Fitzgerald confirmed is 5/8 thread and noted he could adjust it if needed. He also added that they plan to replace the rear backdoor.

Vice-Chairman West thanked Mr. Fitzgerald on behalf of the Historic Commission for preserving the property and commended his attention to detail.

Vice-Chairman West made a motion to approve the project. The motion was seconded and passed unanimously (6–0).

Chairman McKinney asked about the anticipated project timeline, and Mr. Fitzgerald stated it is expected to take approximately one and a half months.

### **205 Canongate Road- Home Addition (HISTR25-0315)**

Chairman McKinney asked who would present information on the project. Marvin Egan stated that he would speak on behalf of the owners and inquired whether the Commission had copies of the plans.

Mr. Egan explained that the owners had considered relocating but have decided to remain in Kingsport and remodel their current home to accommodate aging in place. The project includes adding a first-floor master suite at the rear of the property, accessible directly from the garage, to address existing ADA considerations. Mr. Egan also noted that the owners have considered the possible installation of an elevator.

Chairman McKinney confirmed that the addition would remain within setback lines, which Mr. Egan affirmed. Mr. Egan also addressed concerns regarding brick matching, stating that a specialized company will replicate the original brick pattern and thickness, and stain it to match the existing brick.

Chairman McKinney called for questions or comments. Hearing none, he called for a motion. Vice-Chairman Dineen West made a motion to approve the request as submitted. The motion was seconded and passed unanimously (6–0).

### **Other Business:**

#### **In-House Approvals:**

Staff Report: Since the last meeting, one project was approved through in-house review:

**1. 240 E. Main Street (HISTR25-0280) The Social**

Installation of two awnings over current garage doors

With no further business, the Chairman adjourned the meeting at 2:09 p.m.

Respectfully Submitted,

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Jewell McKinney, Chairman

# Kingsport Historic Zoning Commission

Project Number: HISTRC26-0013

Item V1.

<b>Property Information</b>			
Address	426 W. Sullivan Street		
Tax Map, Group, Parcel	046H M 022.00		
Civil District	11 <sup>th</sup>		
Overlay District	Park Hill		
Land Use Plan Designation	Single Family		
Acres	+/- 0.11		
Existing Use	Single Family	Existing Zoning	R-2
Proposed Use	No Change	Proposed Zoning	No change
<b>Owner Information</b>			
<b>Name:</b> Robert Weber <b>Address:</b> 426 W. Sullivan Street <b>City:</b> Kingsport <b>State:</b> TN <b>Zip Code:</b> 37660 <b>Phone Number:</b> 423-967-0597 <b>Representative:</b> Robert Weber or April Herndon		<b>Review:</b> Review and approval are requested for the repair of two windows, stucco repair and repainting, replacement and painting of the garage door, removal and replacement of landscaping, and repair of the rear fence. <b>Portions of the work have already been completed without prior Historic Zoning Commission approval.</b>	
<b>Points for Consideration</b>			
<p><b>Request:</b> Review and approval are requested for the repair of two windows, stucco repair and repainting, replacement and painting of the garage door, removal and replacement of landscaping, and repair of the rear fence.</p> <p><b>**Portions of the work have already been completed without prior Historic Zoning Commission approval. **</b></p> <p><b>When considering this request:</b> Review the following in our Historic Guidelines from Chapter 5 pertaining to the following sections:</p> <p>7.0 (paint): <i>In Park Hill the required colors are Glidden "Desert Floor" Semi-Gloss, or an identical color of another brand for the stucco and Glidden "Stewart House Brown" High Gloss, or an identical color for the trim and doors.</i></p> <p>11.0 (primary material): <i>Primary historic building materials including wood siding, brick, stone, stucco and metal should be preserved whenever possible. Limited replacement of damaged historic materials with matching materials may be considered. Proper maintenance of historic primary materials is important; avoid harsh or abrasive cleaning treatments.</i></p> <p>12.0 (windows): <i>Preserve, maintain, or repair historic windows. Do not cover or enclose original window openings. Historic windows deteriorated beyond repair may be replaced in-kind, fitting the replacements into the original window opening. Replacement windows should also match the originals in number and configuration of panes, or lights and material, such as wood or metal. Adding new window openings on a primary façade is not appropriate.</i></p> <p>13.0 (site features): <i>Preserve and retain historic site features of residential buildings, including metal and wood fences, walls and landscaping. Install new fences, walls, and site and landscape features that blend with the historic setting of the building and area</i></p> <p><b>Staff recommends:</b> approval based upon conformance with the design standards</p>			
Planning Tech:	Lori Pyatte	Date:	January 27 <sup>th</sup> 2026
<b>Historic Zoning Commission Action</b>		<b>Meeting Date:</b>	<b>February 9<sup>th</sup> 2026</b>
Approval:			
Denial:		Reason for Denial:	
Deferred:		Reason for Deferral:	

**Historic Guidelines: Rehabilitation Guidelines for Residential Historic Properties***Rehabilitation Guidelines for Residential Historic Properties***7.0 PAINT****Policy:**

Exterior paint colors for historic buildings are generally not subject to Commission review. Exceptions are the traditional paint colors in the White City and Park Hill Historic Districts. In White City, white paint is required for the exterior. In Park Hill the required colors are Glidden "Desert Floor" Semi-Gloss, or an identical color of another brand for the stucco and Glidden "Stewart House Brown" High Gloss, or an identical color for the trim and doors. Property owners in the other districts are encouraged to follow general recommendations based on historic precedent. Traditionally, bright, garish colors and jarring combinations are avoided. The use of paint colors appropriate to the style and date of the dwelling will highlight significant details and contribute to the overall character of a building and district.

**DESIGN GUIDELINES FOR PAINT****7.1 Maintain a building's original historic painted or unpainted appearance.**

Paint has aesthetic and functional purposes, helping to convey a building's style and protect materials from the elements. Maintain the painted exterior of historically painted buildings and features. Do not apply paint to masonry buildings that have not been previously painted, unless the surface is so deteriorated that paint would help strengthen the masonry.

**7.2 Remove paint using non-abrasive methods, while protecting historic materials.**

Appropriate non-abrasive methods for removing paint may include chemical cleaning, hand-scraping, or hand-sanding. Abrasive or high-pressure methods that will damage surfaces are inappropriate methods. Low-heat stripping with a heat gun or heat plate, with a temperature of less than 450 degrees, may be used for paint removal. This method softens paint layers by applying heat which then allows scraping.

**7.3 Remove as little paint as possible.**

Remove deteriorated paint only to the next sound layer. If paint is blistered to the bare surface level, remove all paint completely. Sand the surface, then apply primer and paint layers.

**7.4 Use Appropriate Paint.**

Oil-based or latex paint is compatible and will adhere to the previously painted surface. Do not use elastomeric paints that lack permeability and can trap moisture.

**7.5 Follow traditional paint color palettes.**

Paint colors should complement the style and period of the house and the overall streetscape. Select a color scheme of no more than three hues. Use the same color for all trim including horizontal and vertical trim boards, porch columns, and window framing; a contrasting color for walls; and a darker color for doors, shutters, and window sashes.

## Historic Guidelines: Rehabilitation Guidelines for Residential Historic Properties

*Rehabilitation Guidelines for Residential Historic Properties*

### 11.0 PRIMARY MATERIALS

#### Policy:

Primary historic building materials including wood siding, brick, stone, stucco and metal should be preserved whenever possible. Limited replacement of damaged historic materials with matching materials may be considered. Proper maintenance of historic primary materials is important; avoid harsh or abrasive cleaning treatments.

#### DESIGN GUIDELINES FOR PRIMARY MATERIALS

*Rehabilitation Guidelines for Residential Historic Properties*

#### DESIGN GUIDELINES FOR PRIMARY MATERIALS, continued...

##### Stucco and Concrete

##### 11.6 Preserve and maintain original stucco and concrete surfaces.

Stucco is a significant historic building material in Kingsport and it is widely used in the Park City and Church Circle Historic Districts. Original stucco and concrete surfaces should be repaired as needed and maintained. The original texture of the stucco and concrete should be replicated when repair or replacement is needed. The replacement of stucco with an Exterior Insulation Finishing System (EIFS) is not appropriate for historic dwellings since the material does not resemble stucco and is prone to water damage.

##### 11.7 Repair concrete walls and features using compatible materials and a stucco mix which is similar in strength, composition, texture, and color.

##### 11.8 Clean stucco and concrete using the gentlest means possible such as low-pressure water wash and a soft bristle brush.

Remove paint from stucco and concrete with appropriate chemical agents and professional contractors. A test patch should be conducted first to ensure that no etching or staining of the wall surfaces will occur.

##### 11.9 Do not remove historic stucco surfaces from masonry walls unless more than 50 percent of the stucco has lost its bond with the masonry behind it.

##### 11.10 Original rock-faced or textured concrete block should be repaired with materials to match as closely as possible in dimensions, design, and texture.

##### 11.11 The replacement of stucco with a surface of Exterior Insulation Finishing System (EIFS) is not approvable in the historic districts.



*Stucco is a significant primary material in the Park Hill Historic District and this surface should be preserved and maintained (217 Hammond Avenue).*



**Historic Guidelines: Rehabilitation Guidelines for Residential Historic Properties**

*Rehabilitation Guidelines for Residential Historic Properties*

**12.0 WINDOWS**

**Policy:**

Preserve, maintain, or repair historic windows. Do not cover or enclose original window openings. Historic windows deteriorated beyond repair may be replaced in-kind, fitting the replacements into the original window opening. Replacement windows should also match the originals in number and configuration of panes, or lights and material, such as wood or metal. Adding new window openings on a primary façade is not appropriate.

**Why Preserving Original Windows is Recommended  
and Makes Economic and Environmental Sense**

Nationally-accepted recommendations for preservation of historic wood and metal windows call for retaining these important features except in cases of extreme deterioration. The reasons for preserving original windows include:

- Studies show that windows typically account for only 10% to 15% of a home's energy loss, and the payback for installing new windows can take decades.
- All windows are subject to expansion and contraction with temperature changes. Vinyl, however, experiences more than twice as much expansion as wood and seven times more than glass. This extreme expansion causes seals to fail between the frame and glass, as well as a significant performance reduction. More than one-third of vinyl windows being replaced today are less than ten years old.
- Vinyl windows do not match the appearance of historic wood windows; their texture and thinness are inappropriate for Kingsport's historic districts. A more acceptable alternative, if the original windows are beyond reasonable repair, aluminum clad wood windows or composite windows which have the appearance of a historic wood window.



*Original casement windows at 309 Yadkin Street.*



*Original four-over-four, wood sash windows at 205 Compton Terrace.*



*Rotherwood features this variation of a Classical Palladian window.*



## Historic Guidelines: Rehabilitation Guidelines for Residential Historic Properties

### Rehabilitation Guidelines for Residential Historic Properties

#### WINDOWS, continued...

- Historic wood and metal windows are sustainable. These features represent embodied energy, already extracted from raw materials natural to the environment.
- Vinyl windows cannot be recycled and are detrimental to the environment when they are discarded.
- The old-growth lumber used in historic window frames can last indefinitely, unlike new-growth wood or vinyl.

#### *Treatment of historic wood windows*

##### **12.1 Preserve and maintain original windows.**

Window openings, windows, window details, and the size and shape of these elements help establish rhythm, scale, and proportion of buildings and reflect architectural style and character

##### **12.2 Repair deteriorating wood windows as needed. When possible, replace missing panes or deteriorated sashes rather than entire windows.**

Retaining as much of the historic window material and detail as possible will help protect the building's historic character and appearance. Replace only those elements necessary. Use epoxy to strengthen deteriorated wood.



*Original nine-over-six wood-sash window at the Netherland Inn.*



*This original six-over-six, wood-sash window with ornamental hood is an important component of Rotherwood.*



*The original twelve over-twelve, wood sash window at 1261 Watauga Street reflects the dwelling's Colonial Revival style.*

## Historic Guidelines: Rehabilitation Guidelines for Residential Historic Properties

### Rehabilitation Guidelines for Residential Historic Properties

#### 13.0 SITE FEATURES

##### **Policy:**

Preserve and retain historic site features of residential buildings, including metal and wood fences, walls and landscaping. Install new fences, walls, and site and landscape features that blend with the historic setting of the building and area.

### Rehabilitation Guidelines for Residential Historic Properties

#### DESIGN GUIDELINES FOR SITE FEATURES, continued...

##### **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. Maintain the fence with regular painting. Living fences, such as hedges or other landscaping, are attractive alternatives to chain-link or privacy fences.



*Appropriate height and design picket fence at 709 Yadkin Street.*



*This appropriate privacy fence at 1154 Watauga Street surrounds the rear yard and is set back from the front of the house.*

**Historic Guidelines: Rehabilitation Guidelines for Residential Historic Properties**

*Rehabilitation Guidelines for Residential Historic Properties*

**DESIGN GUIDELINES FOR SITE FEATURES, continued...**

*Ground Surfaces & Landscaping*

**13.5 Maintain historic placement, materials, and design for ground surface elements like walkways and drives.**

Site features such as concrete and brick walkways and driveways convey historic patterns of residential site and setting. Preserve these features, repairing them in accordance with guidelines for masonry. Private walkways and drives should blend into public sidewalks.

**13.6 Respect and preserve original grade and landscaping.**

Maintain and protect the original terrain of a historic property. Existing plants and trees provide passive energy functions like shading and wind breaks. Keep trees properly trimmed. Consider the mature size of plant stock when adding new landscaping.

*Outbuildings*

**13.7 Preserve and maintain outbuildings.**

Preserve and maintain original outbuildings such as garages and sheds when possible following rehabilitation guidelines used for dwellings. Garages too small for modern vehicles can be converted for storage or other uses.

**13.8 Design and locate new outbuildings carefully.**

New outbuildings should blend with the architectural style of the primary dwelling. Site them at appropriate locations, such as to the rear of a house or recessed back from the side elevations.



*Original concrete ribbon driveway at 1301 Watauga Street.*



*Concrete walk with inlaid brick at S10-S12 Yadkin Street.*



**Aerial View:**



**Google Earth View:**



# Kingsport Historic Zoning Commission

Project Number: HISTRC26-0013

Item V1.

## Historic Letter:

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January 15<sup>th</sup> 2026

Weber Robert C & Sara A. Weber Trustees  
294 Hales Road  
Jonesborough, TN 37659

Dear Homeowners,

It has come to the attention of the Historic Zoning Commission that modifications may have been made to the property located at 426 W. Sullivan Street without prior Commission approval. These appear to include a change to the garage door, along with other minor alterations such as landscaping work and patching of the stucco.

Any external new additions or modifications with your property being located in the Park Hill Historic District requires approval from the Historic Zoning Commission. To address this matter, please complete the enclosed Historic Zoning Application.

When filling out the application, please provide as much detail as possible, including:

- A thorough description of the work completed.
- Before-and-after photos, if available.
- A list of materials used, including colors and finishes.

Please submit your application so it can be presented at the next board meeting. Depending on the Chairmans determination, the matter may qualify for in-house approval, or it may require your attendance at a Historic Zoning Commission meeting for further consideration.

If you have any questions, don't hesitate to contact me at [LoriPyatte@KingsportTN.gov](mailto:LoriPyatte@KingsportTN.gov) or by phone at (423)-229-9485.

Applications and supporting materials can be submitted in person at:

415 Broad Street, 2nd Floor

Kingsport, TN 37660 (look for the glass window)

Thank you for your prompt attention to this matter.

Sincerely,

Lori Pyatte

Planning Technician- Staff Liaison to the Historic Zoning Commission

City of Kingsport Planning Department  
415 Broad Street 2<sup>nd</sup> Floor | Kingsport, TN 37660  
423-229-9485  
—www.KingsportTN.gov—

# Kingsport Historic Zoning Commission

Project Number: HISTRC26-0013

Item V1.

## Building Departments Stop Work Order Letter:



**Date:** January 16<sup>th</sup>, 2026

**Owner:** Robert Weber  
**RE:** 426 W Sullivan St

### **To Whom It May Concern:**

It has come to my attention that the property located at 426 W Sullivan St Kingsport TN 37660 has work being performed without a permit.

### **Sec. 22-96**

The following codes, 2018 IRC, IBC, IPC, IMC, IFGC, and 2017 NEC, were adopted by the City of Kingsport, each of which require permits.

Let this letter serve as your official notice that you have until January 21<sup>st</sup>, 2026 to purchase a permit for all work being completed. If you are not a homeowner living in the residence being renovated, a licensed contractor must purchase said permit. Failure to do so will result in a complaint filed with the State of Tennessee and fines being placed.

All permit fees will be doubled and all work shall be inspected by the Building Division.

Non-compliance of this notice may result in the removal of your water meter and electrical services as well as court summons.

If this department can be of assistance, please call me at (423) 229-9393.

Sincerely,

A handwritten signature in blue ink, appearing to read "KOB", followed by a long horizontal line.

Keith Bruner  
Chief Building Official  
415 Broad Street  
Kingsport, TN 37660  
(423) 229- 9320  
KeithBruner@KingsportTN.gov

Building Division  
415 Broad St | Kingsport, TN 37660 | P: 423-229-9393  
[www.kingsporttn.gov](http://www.kingsporttn.gov)



# Kingsport Historic Zoning Commission

Project Number: HISTRC26-0013

Item V1.

## Application:

K82 fee 3pm 11:30-1 out



### HISTORIC ZONING COMMISSION APPLICATION

#### APPLICANT INFORMATION:

Last Name WEBER First ROBERT M.I. C Date 1/22/26  
Street Address 294 HALEY ROAD Apartment/Unit #  
City JONESBOROUGH State TN ZIP 37659  
Phone 423 967 0597 E-mail Address [REDACTED]

#### PROPERTY INFORMATION:

Tax Map Information Tax map: Group: Parcel: Lot:  
Street Address 426 W. Sullivan St. Apartment/Unit #  
Name of Historic Zone  
Current Use

#### REPRESENTATIVE INFORMATION:

Last Name HERNDON First APRIL M.I. C Date 1/22/26  
Street Address 555 E. MAIN ST Apartment/Unit # 103  
City KINGSPORT State TN ZIP 37660  
Phone 423 213 0783 E-mail Address [REDACTED]

#### REQUESTED ACTION:

2 WINDOWS, REPAIR STUCCO, COLOR OF GARAGE DOOR, TREES DOWN, FIX FENCE, LIGHT SHRUBS IN FRONT

#### 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: [Signature]

Date: 1/22/2026

Signed before me on this 22 day of January, 2026

a notary public for the State of Tennessee

County of Washington

Notary [Signature]

My Commission Expires Aug 4, 2029





**Photos of the property before changes:**



**Proposed stucco work:**



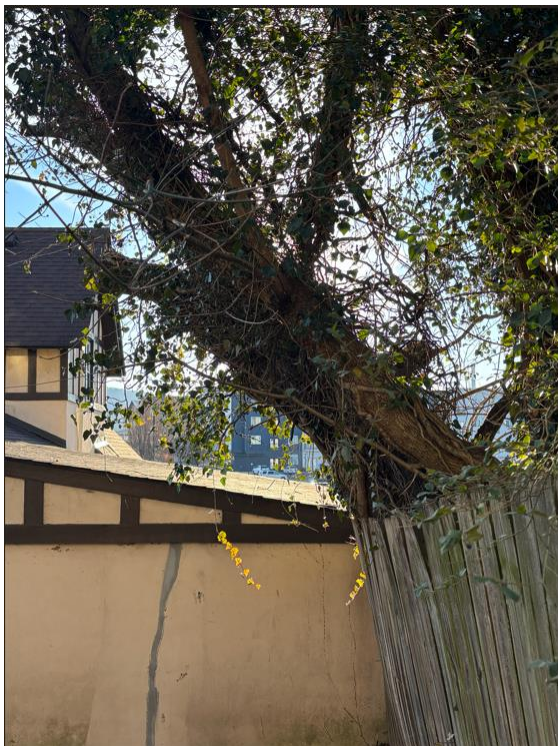


**Proposed Window Replacement:**





**Proposed Tree Removal:**





**Removal of Landscaping: (some already been done without approval)**



**Kingsport Historic Zoning Commission**

**Project Number: HISTRC26-0013**

*Item V1.*

**Garage Door Switched: (already been done without approval)**



**Previous garage door white in color**



**Current/new garage door appears to be tan in color – but owner looking to paint it**



**Tree Removal: (some already been done without approval)**





**Stucco/Paint: (some already been done without approval)**

