



## **HISTORIC ZONING COMMISSION MEETING AGENDA**

**Monday, February 17, 2025 at 1:30 PM  
City Hall, 415 Broad Street, 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 13th, 2025 Regular Historic Meeting.

### **IV. OLD BUSINESS**

- 1.** 217 Hammond Ave-Screened-in back porch, designed as a deck-home addition above a living space. (HISTR24-0232)

### **V. NEW BUSINESS**

- 1.** 146 Broad Street-Exterior Updates (HISTC25-0027)
- 2.** 274 Hammond Ave- Exterior Updates and Garage Door Replacement (HISTR25-0015)

### **VI. OTHER BUSINESS**

- 1.** In- house approvals since last regular meeting:  
  
\*806 Yadkin Street- ADA Ramp and Door
- 2.** Staff Reports

### **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 13, 2025

1:30 p.m.

**Members Present:**

Jewell McKinney

Dineen West

Chip Millican

Joe Cross

Bob Grygotis

**Members Absent:**

Lindsey Nieuwland

Jack Edwards

**Staff Present:**

Lori Pyatte

Ken Weems

Samuel Cooper

Mary Thomas

**Visitors Present:**

Ally Van Den Herik

Chairman Jewell McKinney called the meeting to order at 1:30 p.m. She welcomed everyone in attendance and provided an opportunity for all visitors to introduce themselves.

The Chairman called for approval of the agenda. Vice-Chairman West made a motion to approve the agenda as presented, which was seconded by Commissioner Bob Grygotis. The motion passed unanimously with a vote of 5-0.

Next, the Chairman called for approval of the minutes from regular meeting on November 12, 2025. Commissioner Bob Grygotis made a motion to approve the minutes, which was seconded by Commissioner Joe Cross. The motion passed unanimously with a vote of 5-0.

**New Business:**

***438 W. Sullivan Street- Detached Deck (HISTR24-0305)***

Chairman McKinney noted that staff had included the relevant information for this new business item in the meeting packet. Chairman McKinney asked if any commissioners had questions. Vice-Chairman West commented that the proposed structure appeared to be well concealed from the street. Chairman

McKinney agreed, adding that only a small section might be visible from the road. Staff clarified that the deck would not be particularly noticeable unless someone was actively looking for it while driving past. Chairman McKinney asked about the color of the material. Staff reported that they had discussed the issue with the applicant, who indicated she would be willing to paint the deck if the proposed color, "Toasted Sand," did not meet Park Hill's historic guidelines. However, Chairman McKinney noted that painting a Trex deck may not be feasible. Vice-Chairman West added that painting the material could lead to peeling. Staff informed the commissioners that the applicant had already purchased the Trex decking, which was currently stored on her property. Ally Van Den Herik, the applicant, explained that there was a significant price difference between the color she wanted, which matched her house, and the color she ultimately selected. She also mentioned her plan to use rugs on the deck, which would cover much of the visible surface. Chairman McKinney confirmed with Ms. Van Den Herik that the deck was intended as a space for entertainment and relaxation, to which Ms. Van Den Herik agreed. Chairman McKinney observed that Ms. Van Den Herik had put into application that the front of the deck would require a slight elevation, approximately two inches, to ensure it was level. Ms. Van Den Herik stated the elevation might exceed two inches depending on the slope at the back, emphasizing her intent to create a level surface suitable for placing a table. Chairman McKinney also noted that because the deck would be close to the ground, handrails would not be necessary. A motion was made by Vice-Chairman West moved to approve the detached deck as submitted, and the motion was seconded by Bob Grygotis. The motion passed unanimously with a 5-0 vote.

Ms. Van Den Herik said that one of the reasons she moved to Kingsport because of beauty she absolutely loves it and she will continue to do her best to keep her location up to historic guidelines.

**400 Broad Street- ADA Ramps, Parking Lot, Transformer Box Location, Landscaping**  
**(HISTR24-0310)**

The commission reviewed the proposal, which included the installation of a new ADA ramp on the side facing Glen Bruce Park, repairs to the existing ADA ramp and stairs at the rear of the building, a complete reconstruction of the parking lot, and the installation of a transformer box in a designated parking spot on the west side of the building within New Street's right-of-way. Commissioner Millican inquired about which Historic District this project fell into, and staff confirmed it to be Church Circle. Commissioner Grygotis asked whether the transformer box would be new, and both staff and Chairman McKinney confirmed that it would. Representative Mary Thomas explained that the location of the transformer box was determined by AEP, and they were given limited options. Commissioner Millican sought clarification, asking if AEP had mandated the location. Both Ms. Thomas and Chairman McKinney confirmed that AEP had specified the placement. Commissioner Grygotis asked whether the transformer box would be aesthetically covered. Ms. Thomas stated that the box would be enclosed with fencing, surrounded by shrubs and an ornamental gate facing the library. Staff added that three sides of the enclosure would be constructed of brick, with a gate opening towards the library. From street level, the enclosure would primarily be concealed by the landscaping. Commissioner Grygotis also questioned whether the new ADA ramp facing Glen Bruce Park was required by law, given the existing ramp at the rear of the building. Ms. Thomas explained that the rear ramp was deteriorating and would be repaired as part of the project. She added that the new ramp would provide an accessible entrance through Glen Bruce Park, with access primarily routed through the library for most of the year. Chairman McKinney inquired about the proposed fence surrounding the area, noting that it would be 7 feet tall and designed in a "majestic" style. Staff indicated that the fence would feature a



butterfly motif. Ms. Thomas confirmed that the project would result in two ADA-accessible entrances to the library—one at the rear and one via Glen Bruce Park.

A motion was made by Commissioner Millican moved to approve the everything as submitted, and the motion was seconded by Bob Grygotis. The motion passed unanimously with a 4-0-1 vote. Vice-Chairman West abstained from voting due to her company's involvement in providing the site plans and designs for the project.

### **Other Business:**

#### ***Review of Notification Letter:***

Staff noted that this letter differs from the previously approved version. The purpose of this letter is to notify homeowners that they have performed work on their property without obtaining the required approval. Vice-Chairman West asked if there was a timeline in place for addressing such cases. Staff responded that determining a timeline and establishing a process for handling these situations would be key topics for discussion. Commissioner Millican inquired about the consequences for homeowners who fail to respond. Staff explained that if no response is received, the case would be referred to the building department for code enforcement. Commissioner Millican suggested that the letter's formatting be adjusted, recommending that the content be centered or left-aligned for consistency. Vice-Chairman West proposed revising the wording to state, "Please submit your application so it can be presented at the next board meeting." Additionally, Vice-Chairman West recommended that a report of all letters sent out be included in each meeting's agenda, allowing the board to record and track these actions in the minutes.

Chairman McKinney asked staff if there was anything else to discuss.

Staff noted that a new section titled "Staff Reports" had been added under "Other Business" for this meeting. This section allows staff to address matters that have recently come to their attention. First, staff shared feedback from homeowners who had received letters reminding them of their residence in a Historic District. Some homeowners suggested conducting monthly drive-through in the districts, expressing concerns that unapproved changes might be occurring without the board's knowledge. Staff also mentioned a comment from the owner of the Doby's House on Watauga Street. The homeowner questioned why her house was not included in the Historic District, arguing that it holds more historical significance than many other homes on Watauga Street. Vice-Chairman West emphasized the importance of promptly addressing requests from homeowners interested in joining the Historic District. Staff recommended that the homeowner reach out to neighbors whose properties lie between the existing Historic District boundary and her house, which is located at 1434 Watauga Street, according to Google. Chairman McKinney asked if it would be possible to incorporate the homeowner's property into the Historic District individually. Staff responded that while this might be possible, it would be preferable to avoid creating a fragmented district along Watauga Street. Chairman McKinney suggested drafting letters to nearby homeowners to gauge their interest in joining the Historic District, potentially creating a more contiguous extension.

#### ***2244 Netherland Inn Terrace:***

Staff reported that during the process of sending letters to homeowners, one recipient expressed frustration, stating that the board should not dictate what can or cannot be done on her property, especially when the property behind hers is in severe disrepair. In response, staff conducted a drive-by inspection and

observed that a tree had fallen on the house in question. Staff contacted the City of Kingsport's Building Department and Code Enforcement, which conducted an assessment. The findings confirmed that the house is severely dilapidated, with a damaged roof, an unsecured structure, and an interior that has been gutted and further compromised by exposure to the elements. Code Enforcement has scheduled a dilapidation hearing for February 20, 2025, and staff plans to attend. The Building Department is considering demolition of the house later in 2025. Staff brought this situation to the board's attention due to the property's location within the Historic District. Chairman McKinney inquired about the property tax history, and staff confirmed that no taxes have been paid on the house for the past eight years. Vice-Chairman West asked whether the property would remain in the Historic District after the house is demolished, noting that this would result in a vacant lot within the district, which could present challenges for redevelopment. Staff explained that the lot is quite small, making it difficult to build on the parcel. Vice-Chairman West also observed that demolishing the house could lead to a "checkerboard effect," with non-compliant vacant lots interspersed throughout the Historic District, which runs counter to preservation goals. Staff further noted that, based on mapping, the house encroaches on an adjacent parcel owned by the same individual.

**418 W Sullivan Street:**

Staff brought forward the final item for discussion: 418 W Sullivan St. They proposed sending one of the new letters reviewed earlier, as the work completed on the property was done without the necessary approval. Staff explained that the homeowner had installed a fence around the back of the property and added guardrails to the porch. While a building permit was not required for the work, the homeowner failed to seek the required review and approval from the commission. Vice-Chairman West agreed, stating that this property would be an appropriate candidate for the new notification letter.

The Chairman opened public comment. No public comment was received.

With no further business, the Chairman adjourned the meeting at 2:14 p.m.

Respectfully Submitted,

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Jewell McKinney, Chairman

**Kingsport Historic Zoning Commission**

**Project Number: HISTRC24-0232**

Item IV1.

Property Information			
Address	217 Hammond Ave		
Tax Map, Group, Parcel	045H M 005.00		
Civil District	11 <sup>th</sup>		
Overlay District	Park Hill		
Land Use Plan Designation	Single Family		
Acres	+/- 0.12		
Existing Use	Single Family	Existing Zoning	R-2
Proposed Use	No Change	Proposed Zoning	No change
Owner Information			
<b>Name: Melanie &amp; Danny Hutchins Address:</b> 217 Hammond Ave City: Kingsport State: TN Zip Code: 37660 Email: melroseln@icould.com or danhl8@charter.net Phone Number: 423-737-1069 Representative: Melanie Hutchins		<b>Request: Screened-in back porch measuring 18x30, designed as a deck-home addition above a living space.</b>	
Points for Consideration			
<p><b>Request:</b> The property owner is proposing to build a screened in back porch area dimensions of 18x30 and 9 feet tall on her existing deck overtop of an existing living space.</p> <p><b>When considering this request:</b> New additions to historic dwellings should be constructed and designed in a manner that maintains the overall character of the original dwelling. The addition should blend with the original design and not obscure or conceal the historic dwelling or its primary features. New additions should be located on rear or side elevations where not visible from the street. It should blend well without duplicating the original form, material, style, wall plane, or roofline. Keep deck designs simple in appearance, if visible from the street, ensure the deck will have square balusters set no more than three inches apart and no more than two inches in width and dept.</p> <p><b>Staff recommends:</b> Against the approval, based on several proposed items that do not comply with the historic guidelines. The guidelines specify that Stewart House Brown must be used for board and batten in the Park Hill Historic District. Additionally, Chapter 6 Section 1.2 states design the addition in a manner compatible with the historic character of the original building, as well as of surrounding buildings in the district. Also, in Chapter 6 Section 1.4 states that the decks on rear elevations or in other locations that are out of the view from the street.</p> <p><b>Update:</b> Homeowners at the time of application only have a 6:12 roof pitch and were asked to make changes to the roof pitch matching guidelines of 8:12. City of Kingsport Building Department has inspected the roof pitch and it does meet the guidelines.</p>			
Planning Tech:	Lori Pyatte	Date:	10/29/2024
Historic Zoning Commission Action		Meeting Date:	11/12/2024
Approval:			
Denial:		Reason for Denial:	
Deferred:		Reason for Deferral:	

Historic Guidelines:

Roofs:

10.0 ROOFS

<p><b>Policy:</b></p> <p>The form, materials, and pitch of a roof help to define a dwelling’s architectural style and building footprint. Do not alter a historic roof shape, and preserve and maintain original roof materials such as pressed metal or wood shingles. Locate modern features on the rear roofline.</p>
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**DESIGN GUIDELINES FOR ROOFS**

**10.1 Retain historic roof shapes and features.**

Preserve roofs in their original size, shape, and pitch, with original features (such as cresting, finials, etc.). Retain and preserve roof features such as parapets, cornices, and chimney flues.

**10.2 Do not introduce new roof elements that are not in keeping with the building’s historic character.**

Modern installations such as skylights, solar panels, decks, balconies, and satellite dishes should not be visible from the street or obstruct or obscure original features. Installation of these features at rear roof lines may be appropriate.

**10.3 Roof maintenance is essential to preservation of the dwelling.**

Clean, maintain, and repair leaking roofs, gutters, and downspouts. Proper ventilation prevents condensation, which promotes decay. Anchor roofing materials solidly to prevent wind and water damage. Check seams of metal roofs and keep metal surfaces painted.

**10.4 Replacement of an entire roof may be appropriate if demonstrated to be beyond repair.**

If historic roof materials are demonstrated to not be repairable, select substitute materials in keeping with the historic character of the building and the district. Match original materials as closely as possible. New metal roofs should match the original in crimping design and seam spacing. Today metal roofs come in an array of colors. Choose a roof color that comes from the existing two- or-three-hue paint color palette of the building.

**10.5 New roof materials may be metal, slate or asphalt.**

When re-roofing dwellings in the historic districts, roof may be of metal (low-profile strong back, corrugated, V-crimp), slate, or asphalt composition shingles. Roof pitch shall be 8:12 minimum unless the original historic pitch of the house is evident.

**10.5 Install and maintain gutters, downspouts, and splash blocks.**

Retain existing boxed or built-in gutters and keep them cleared of debris and in good working order. Repair deteriorated or damaged gutters.



**Kingsport Historic Zoning Commission**

**Project Number: HISTRC24-0232**

Item IV1.

Aerial Perspective:





# HISTORIC ZONING COMMISSION APPLICATION



### APPLICANT INFORMATION:

Last Name Hutchins First Melanie & Danny M.I. \_\_\_\_\_ Date 10/4/24  
 Street Address 217 Hammond Avenue Apartment/Unit # \_\_\_\_\_  
 City Kingsport State TN ZIP 37660  
 Phone 423-737-1069 E-mail Address melrose1n@icloud.com  
danh18@charter.net

### PROPERTY INFORMATION:

Tax Map Information Tax map: \_\_\_\_\_ Group: \_\_\_\_\_ Parcel: \_\_\_\_\_ Lot: \_\_\_\_\_  
 Street Address 217 Hammond Avenue Apartment/Unit # \_\_\_\_\_  
 Name of Historic Zone Park Hill  
 Current Use family home

### REPRESENTATIVE INFORMATION:

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

### REQUESTED ACTION:

Replacement of deteriorated screen porch in back of house. The historic character of home will be maintained and was grandfathered in. Additions to back of home were added in the 1960's.

### 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: Melanie Hutchins  
 Signed before me on this 14th day of October, 2024  
 a notary public for the State of Tennessee  
 County of Sullivan  
 Notary Lori L. Pyatte  
 My Commission Expires 11-21-2026

Date: 10/14/24



cont'

The porch is not visible from the Item IV.1. It. The porch is located on the upper back deck that leads to the second floor of home. There is an existing privacy fence on the left side of deck. We were forced to replace this porch due to storms, wind and high heat causing deteriorating wood and leaking into the room beneath. Deck is covered in plastic at this time until roof can be replaced. The roof will follow the lines of historic original roof. All other back additions in our neighborhood have followed roof lines. Above and beneath the screen windows will be brown wooden board batten. There will also be 2 brown screen doors leading to each side of porch.

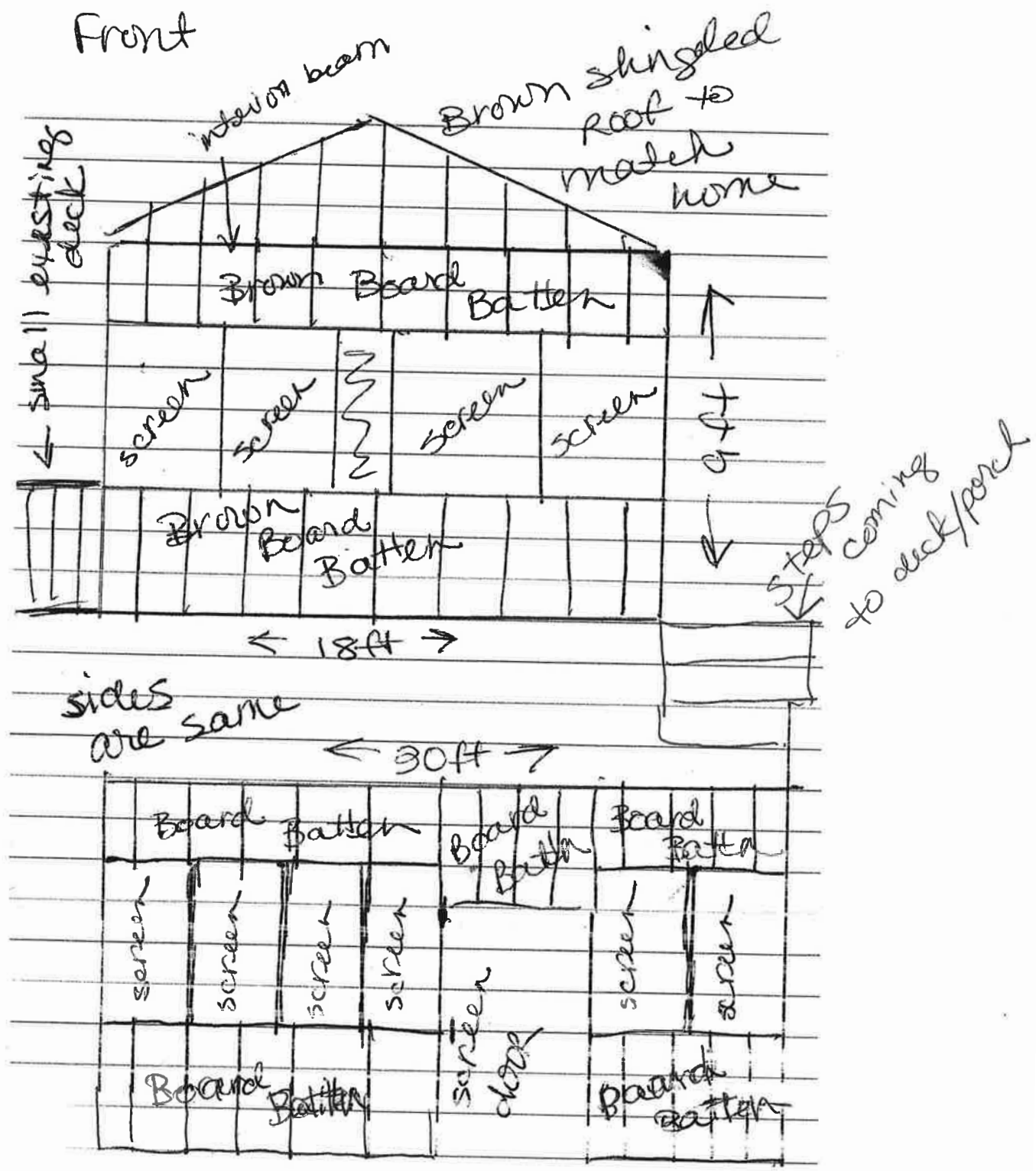
cont'

Item IV1.

I have lived in Park Hill (the son's) since 1956 and have always strived to maintain its enchanting beauty. We now own and pay taxes on three homes in Park Hill. One home located at 217 Hammond Ave formerly belonged to my mother. She was a snowbird after retirement in Florida for 15 yrs. I acquired the home in 2021 after her health declined and we brought her home. We are improving the home back to its original beauty. We are hoping to finish this project before winter arrives and would appreciate a speedy approval. Thank you for your consideration.

Fanny L. H. H.  
Melanie H. H.





**Site Visit Photos:**

Photos taken from the street on Hammond Ave, looking south toward the house.





**Site Visit Photos (cont.):**

Photos taken from W. Sullivan Street, facing north toward the back of the house on Hammond Ave





**Site Visit Photos (cont.):**

Photos taken after turning onto Compton Terrace from Hammond Ave, showcasing the structure





**Site Visit Photos (cont.):**

Photo taken from the Town Loft parking lot on W. Sullivan Street, looking north.



11/12/24

Item IV1.

To Whom it may concern

In the historic meeting today my roof pitch is @ 6-12 I plan to increase it to 8-12 per historic guidelines.

Thank you,  
Melanie Hutchins  
217 Hammond Ave  
Kingsport, In 37660

(423) 737-1069



**Updated Site Visit Photos:**







City of Kingsport Building Inspector Confirmation of 8:12 roof pitch:

**View Notes** ✕

**ADD24-05438**

Type (Asc) **GO**

 **INSPECTIONS**

Amanda Sakellar Measure Roof Pitch 2/5/2025 8:29:33 AM	ADVICE CALL
Jackson Coleman roof pitch is 8:12 2/5/2025 10:01:37 AM	ADVICE CALL

**Kingsport Historic Zoning Commission**

**Project Number: HISTRC25-0027**

Item V1.

<b>Property Information</b>			
Address	146 Broad Street		
Tax Map, Group, Parcel	046P A 023.00		
Civil District	11 <sup>th</sup>		
Overlay District	100 Block of Broad Street		
Land Use Plan Designation	Retail/Commercial		
Acres	+/- 0.24		
Existing Use	Central Business District	Existing Zoning	B-2
Proposed Use	No Change	Proposed Zoning	No change
<b>Owner Information</b>			
<b>Name:</b> Vision Productions INC <b>Address:</b> 140 Broad Street <b>City:</b> Kingsport <b>State:</b> TN <b>Zip Code:</b> 37660 <b>Email:</b> <b>Phone Number:</b> 276-690-5450 <b>Representative:</b> Marc Bradley		<b>Proposal: Update existing building façade</b> <ul style="list-style-type: none"> <li>▪ <b>Painting</b></li> <li>▪ <b>Stone accents to under the window</b></li> <li>▪ <b>Updating the current sign</b></li> <li>▪ <b>Decorative window box planters</b></li> <li>▪ <b>Design on building.</b></li> </ul>	
<b>Points for Consideration</b>			
<p><b>Request:</b> The property owner is proposing exterior updates to existing building, including façade painting, the addition of stone accents, an updated building sign, adding a design on the building at the top and decorative window box planters.</p> <p><b>When considering this request:</b> It is important to note that this would mark the first update to the 100 block of Broad Street since its designation as a new historic district in 2024. While preservation guidelines advise against painting masonry, this particular building has undergone multiple repainting's over the years.</p> <p><b>Staff recommends:</b> Staff fully supports the overall project, as the proposed updates align with applicable guidelines. After consulting with multiple departments—including Right of Way, the Building Department, and the Fire Department—staff has gathered valuable insights and engaged in discussions with the project representative. Based on this comprehensive review, staff recommends approval of the project.</p>			
Planning Tech:	Lori Pyatte	Date:	02/05/2025
<b>Historic Zoning Commission Action</b>		<b>Meeting Date:</b>	<b>02/17/2025</b>
Approval:			
Denial:		Reason for Denial:	
Deferred:		Reason for Deferral:	

**Historic Guidelines: Rehabilitation for Commercial Historic Properties**

*Rehabilitation Guidelines for Commercial Historic Properties*

**1.0 COMMERCIAL BUILDING MATERIALS**

**Policy:**

The majority of the commercial buildings in Kingsport are of brick construction. The buildings in the Main Street Historic District are consistent in their height, brick exteriors and flat roofs. Most of the original doors and windows in the buildings have been removed and replaced with modern materials. The retention and preservation of any original design element is encouraged throughout the district.

**DESIGN GUIDELINES FOR COMMERCIAL BUILDING MATERIALS**

**1.1 All elements of historic windows (sills, lintels, frames, sashes, glass of windows, and transoms) should be preserved.**  
If any of these components are damaged beyond repair, replace them with in-kind design and materials.

**1.2 Preserve and maintain original masonry exteriors.**  
Preserve brick and masonry materials. Do not cover historic masonry surfaces. Use mild detergent and low-pressure water to clean any grime or graffiti. Sandblasting is extremely destructive to historic masonry and is not an acceptable treatment.

**1.3 Brick should be repaired or replaced with brick to match the original.** Missing bricks should be replaced with bricks that match the existing in color, size, texture, and coursing technique.

**1.4 Keep historic masonry visible and unpainted.**  
Do not paint masonry that has never been painted unless the exterior has mismatched brick or paint is required to seal a sandblasted building.

**1.5 Preserve original mortar if possible, but if re-pointing is necessary use mortar mixes similar to the original.**  
Mortar mixes of the past had a higher lime content than today's Portland cement. When re-pointing historic mortar, match the original mortar in width, depth, color, joint profile, and texture.

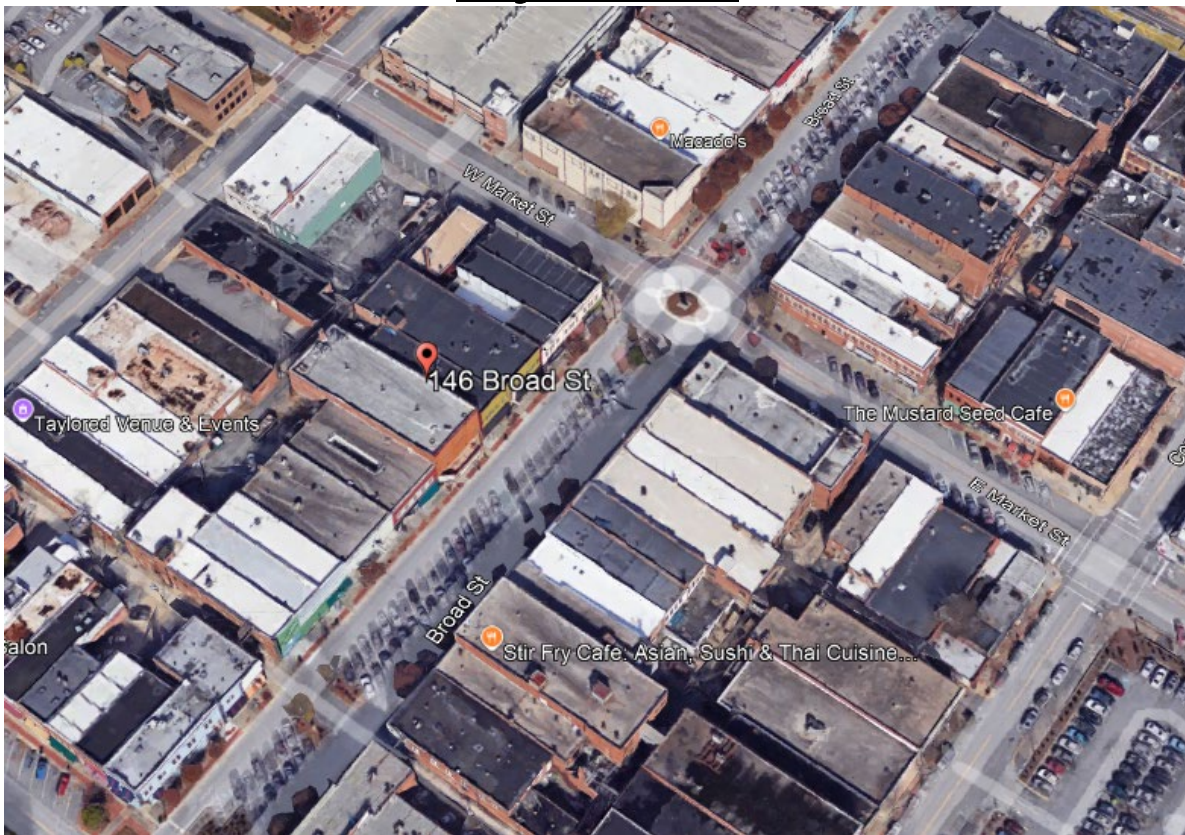
**1.6 Retain original roof forms.**  
Most commercial buildings have flat roofs, where their actual surface is not visible from street level. Where roof shapes have been altered, restoration to the original shape is encouraged. Roof surfaces for commercial buildings may be of appropriate metal designs, asphalt shingles, or rolled asphalt.



*Aerial View:*



*Google Earth View:*



Kingsport Historic Zoning Commission

Project Number: HISTRC25-0027

Item V1.

Application:



HISTORIC ZONING COMMISSION APPLICATION

APPLICANT INFORMATION:

Form with fields: Last Name BRADLEY, First Marc, M.I., Date 1-24-25, Street Address 1642 Snowflake Rd, Apartment/Unit #, City Gate City, State VA, ZIP 24251, Phone 276-690-5450, E-mail Address

PROPERTY INFORMATION:

Form with fields: Tax Map Information, Tax map: 046P Group: A Parcel: 023.00: 21, Street Address 146 Broad St., Apartment/Unit #, Name of Historic Zone 100 Broad St, Current Use B-2

REPRESENTATIVE INFORMATION:

Form with fields: Last Name BRADLEY, First Marc, M.I., Date 1-24-25, Street Address 1642 Snowflake Rd, Apartment/Unit #, City Gate City, State VA, ZIP 24251, Phone 276-690-5450, E-mail Address

REQUESTED ACTION:

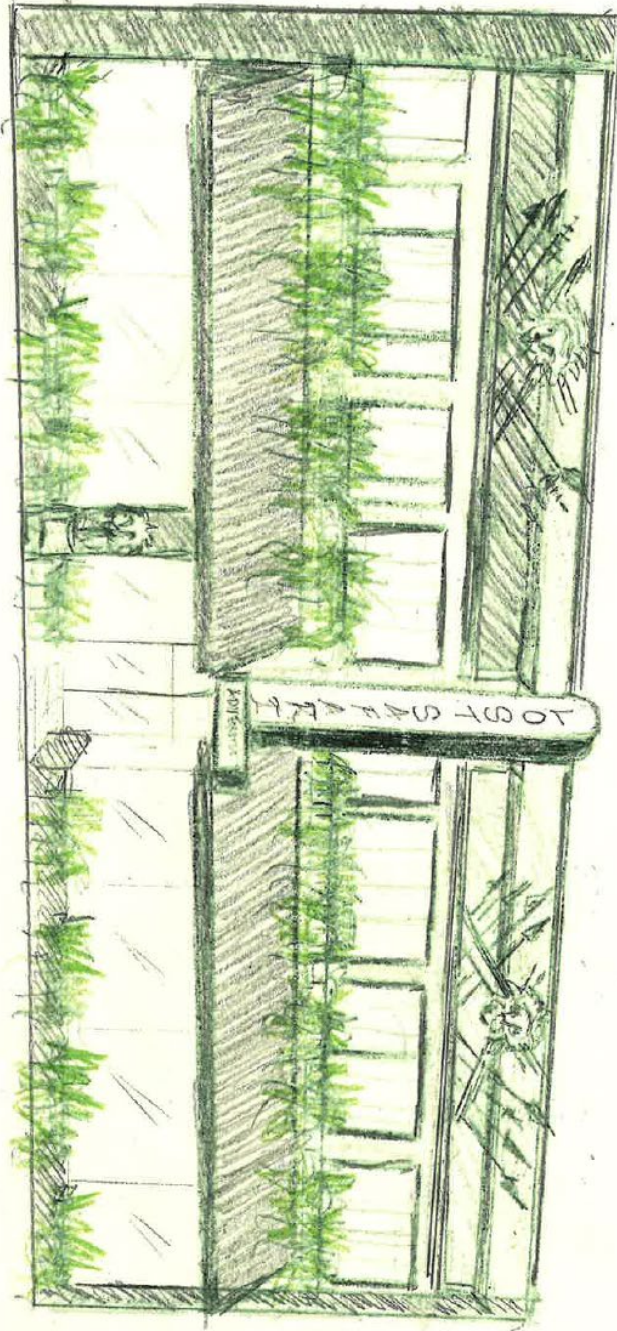
DISCLAIMER AND SIGNATURE

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 section with fields: Signature: [Handwritten], Date: 1/27/25, Signed before me on this 27 day of January, 2025, a notary public for the State of Tennessee, County of Sullivan, Notary: [Handwritten], My Commission Expires 9/19/26. Includes a circular notary seal for Angela L. Marshall, Notary Public, State of Tennessee.



Concept Plan:



Concept Plan:

Stacked Stone for under the windows:

*Stacked Stone for  
Stone accents under windows*



Example of a brick/stone area already in the 100 Block of Broad Street. (Stir Fry)





Painting the building: The building over times has had many different colors.



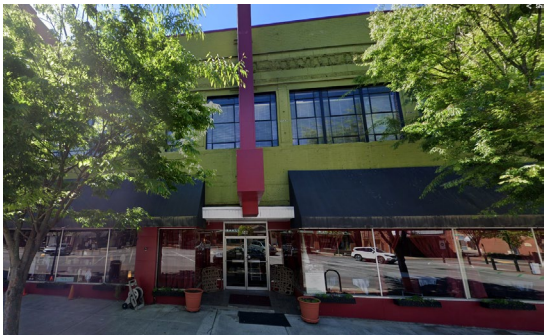
1946: Photo from Kingsport Archives



2008-2012: photo pulled from Google



2018: photo pulled from Google



2019: photo pulled from Google



2024: photo pulled from Google



**Site Visit Photos:**

**Current Sign on building:**



**Site Visit Photos:**

**Current Store frontage:**





Site Visit Photos:

2<sup>nd</sup> level of building:



Photo from Broad Street looking towards building:



**Kingsport Historic Zoning Commission**

Item V2.

**Project Number: HISTRC25-0015**

<b>Property Information</b>			
Address	274 Hammond Ave		
Tax Map, Group, Parcel	046H L 028.00		
Civil District	11 <sup>th</sup>		
Overlay District	Park Hill		
Land Use Plan Designation	Single Family		
Acres	+/- 0.45		
Existing Use	Single Family	Existing Zoning	R-2
Proposed Use	No Change	Proposed Zoning	No change
<b>Owner Information</b>			
<b>Name:</b> Julie L. Carrier <b>Address:</b> 274 Hammond Ave <b>City:</b> Kingsport <b>State:</b> TN <b>Zip Code:</b> 37660 <b>Email:</b> <a href="mailto:JCarrier@k12k.com">JCarrier@k12k.com</a> <b>Phone Number:</b> 423-306-9771 <b>Representative:</b> David Lane		<b>Proposal:</b> Replacement of all windows, totaling 13, with 4 already replaced prior to approval. Touch-up painting of the exterior using approved colors. Replacement of the garage door.	
<b>Points for Consideration</b>			
<p><b>Request:</b> The property owner seeks approval to replace all windows with Jeld-Wen vinyl double-hung windows featuring grids and Theropane glass, for a total of 13 windows—four of which were replaced prior to approval. Additionally, the owner requests approval for exterior touch-up painting using the designated Park Hill colors, Desert Floor and Stewart House Brown. The proposal also includes replacing the existing garage door with historically inspired carriage-style doors.</p> <p><b>Considerations:</b> When evaluating this request, it is important to ensure that any modifications to a historic dwelling maintain the overall character of the original structure. Additions and alterations should complement the existing design without obscuring or diminishing key historic features.</p> <ul style="list-style-type: none"> <li>▪ <b>Paint:</b> The approved colors for the area are Desert Floor Tan and Stewart House Brown.</li> <li>▪ <b>Windows:</b> Historic windows should be preserved, maintained, or repaired whenever possible. If replacement is necessary, new windows should match the originals in material (wood or metal), pane configuration, and overall appearance. Vinyl windows typically do not replicate the historic character of wood windows.</li> <li>▪ <b>Garage Door Replacement:</b> The new garage doors should complement the architectural style of the primary dwelling.</li> </ul> <p><b>Staff Recommendation:</b> Staff recommends approval of the proposed project. While vinyl windows are generally not in alignment with preservation guidelines, staff recognizes that the newly installed windows closely match the remaining original windows. Given this consistency, staff does not believe the replacement will have a significant impact on the residence’s historic character.</p>			
Planning Tech:	Lori Pyatte	Date:	02/05/2025
<b>Historic Zoning Commission Action</b>		<b>Meeting Date:</b>	<b>02/17/2025</b>
Approval:			
Denial:		Reason for Denial:	
Deferred:		Reason for Deferral:	

**Historic Guidelines: 7.0 Paint**

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.

**DESIGN GUIDELINES FOR PAINT, continued...**

These general color schemes are recommended:

Frame Vernacular of Folk Victorian: Contrasting wall and trim colors.

Colonial Revival/Neo-classical: Softer colors for walls with white or ivory trim.

Bungalow/Craftsman: Earth tones, sometimes different colors for different floors, for walls and complementary trim.

Ranch: Varied colors but often differing shades for wood siding especially to contrast with brick or stone veneer materials.



*The bright paint color of the dwelling at 2305 Netherland Inn Road is appropriate for the Folk Victorian dwellings.*



*Houses in the White City development originally included the stipulation requiring their exteriors remain painted white, and this tradition should continue to be followed (718 Yaden Street).*



**Historic Guidelines: 12.0 Windows**

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 809 Yarkin Street.



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



Rotherwood features this variation of a Classical Palladian window.

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 Watuga Street reflects the dwelling's Colonial Revival style.

**Historic Guidelines: Outbuilding/Garage**

**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.



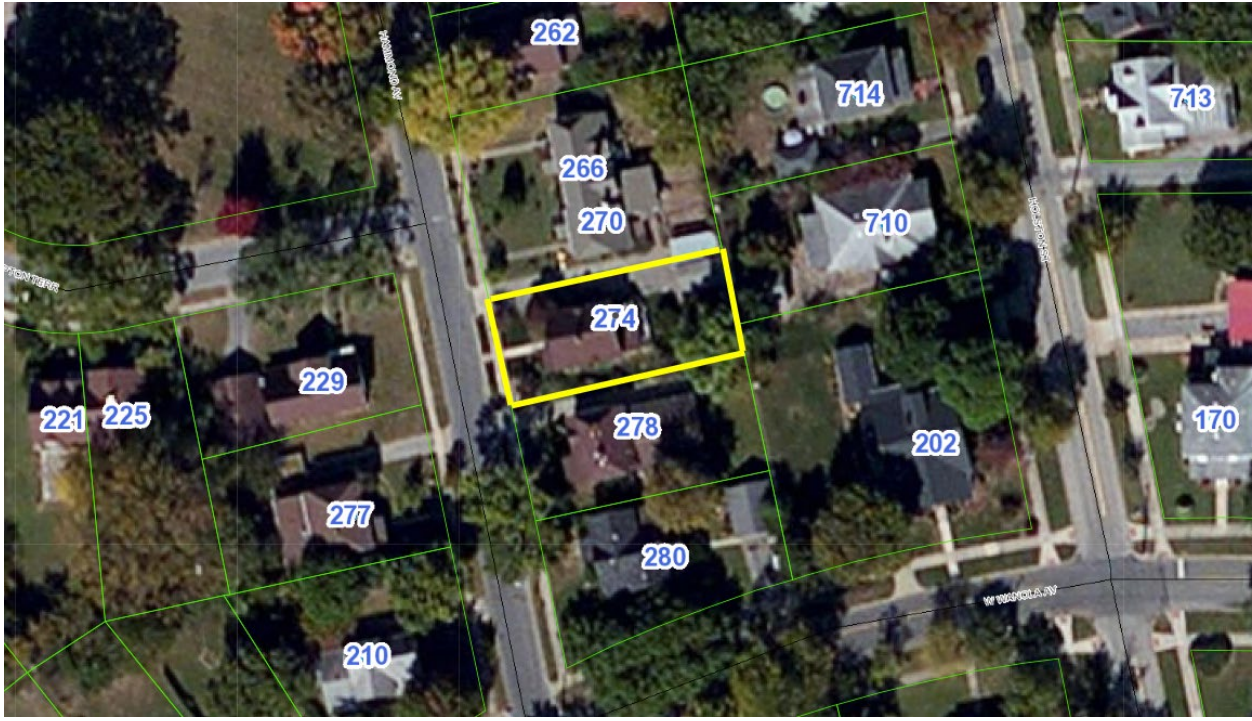
*Original concrete ribbon driveway at 1301 Watauga Street.*



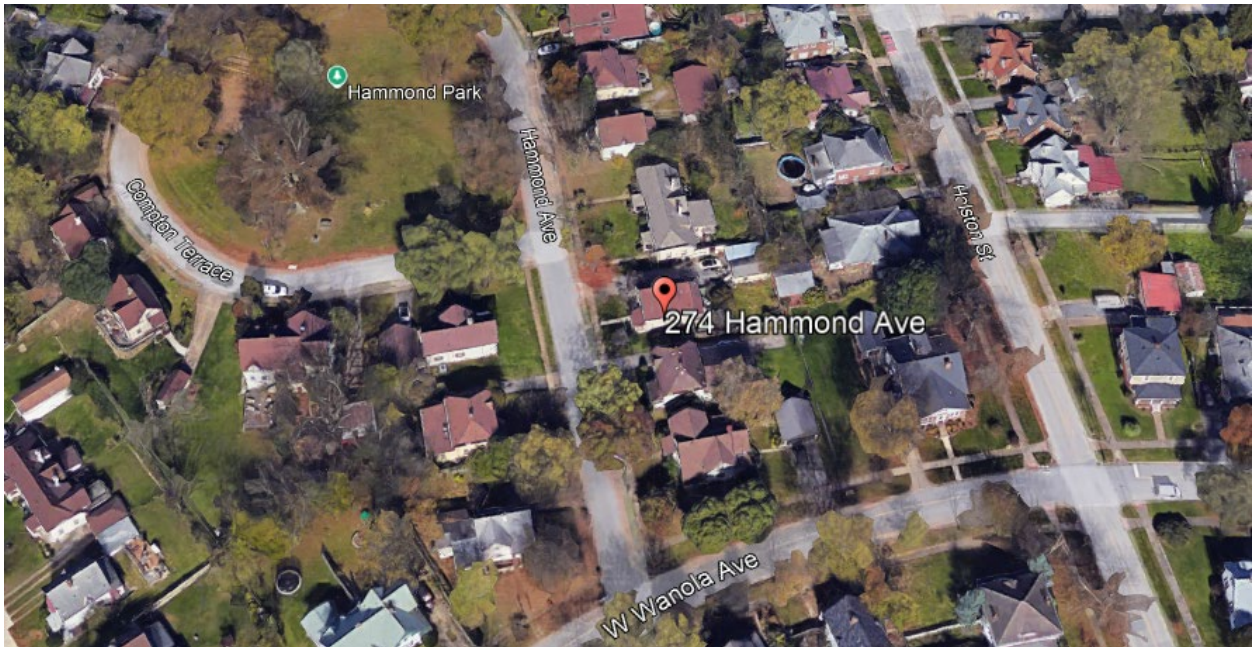
*Concrete walk with inlaid brick at 810-812 Yadkin Street.*



Aerial View:



Google Earth View:





**Kingsport Historic Zoning Commission**

Item V2.

Project Number: HISTRC25-0015

Application:



**HISTORIC ZONING COMMISSION APPLICATION**

APPLICANT INFORMATION:			
Last Name	Carrier	First	Julie
M.I.	L	Date	1/10/2025
Street Address	274 Hammond Ave		Apartment/Unit #
City	Kingsport	State	TN
ZIP	37660		
Phone	423-967-3094	E-mail Address	JCarrier@k12k.com
PROPERTY INFORMATION:			
Tax Map Information	Tax map: 0468 Group: L	Parcel: 028-00	Lot: 37
Street Address	274 Hammond Ave		Apartment/Unit #
Name of Historic Zone	Park Hill		
Current Use	Residential		
REPRESENTATIVE INFORMATION:			
Last Name	Lane	First	David
M.I.	G	Date	1/10/2025
Street Address	1510 Linville St.		Apartment/Unit #
City	Kingsport	State	TN
ZIP	37664		
Phone	423-306-9771	E-mail Address	4lanes1@gmail.com
REQUESTED ACTION:			
<p>1-Replace all window-total of total of 13. Type Jeld-Wen from Lowes, Vinyl, double hung with grids and Theropane glass. Identical to old window and consistent with original ones. Note. 4 windows have already been replaced due to rot, broken glass and leaking-<del>Sorry, I did not know I needed approval.</del> 2-Touch up exterior paint using Desert Floor Tan and Steward House Brown. 3-Replace rotten and broken garage door with old style carriage doors. Pictures of windows and carriage doors will be provide with request.</p>			
DISCLAIMER AND SIGNATURE			
<p>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.</p>			
Signature:	David G. Lane		Date: 1/10/2025
<p>Signed before me on this _____ day of _____, 20____,</p> <p>a notary public for the State of _____</p> <p>County of _____,</p> <p>Notary _____</p> <p>My Commission Expires _____</p>			

**Window Replacement Information from Representative:**



Picture of house before two windows on left were replaced. Please note Entryway windows on the right will not be replaced. Also, when approved all windows (8) on the top floor will be replaced. House paint also needs to be touched up and will be done with approved paint colors.



Picture of bottom left windows in living room area that were replaced. Old windows were rotten, had broken panes and were causing water damage to interior walls, baseboards and floors. Sorry, because of all the damage, I did not know I needed approval.

**Window Replacement Information from Representative:**



I also replaced the two side windows on the left side of the home with the same make and style. They too were badly damaged. All windows still need to be sealed and trim painted.



House view after window in front and on left side were replaced.



**Window Information from Lowe’s Website for an overview of the windows:**

Overview

- Affordable, durable vinyl window with an operational bottom sash
- SunResist Low-E insulating glass with argon provides more protection against heat gain by blocking harmful infrared rays, as well as providing greater energy savings
- Top sash is stationary; bottom sash slides open vertically
- Built with high-quality extruded vinyl (in your choice of white, desert sand or almond) that won’t chip or peel and resists fading, mildew and condensation
- Block and tackle balance system supports the vertical operation of the sash in single-hung and double-hung styles, so the sash will not slam shut
- Weatherstripping creates a tight seal against outdoor elements
- Optional tilt assist feature lets you tilt the sash in for convenient cleaning from inside your home
- Integral nailing fin surrounds the perimeter of the frame and helps make installations weather tight; for new construction or replacement
- Limited lifetime warranty on window

**Window Information from Jeld-Wen Website for an overview of the windows:**

**Builders™ Vinyl (V-2500) Windows**

Durable, energy efficient, and budget-friendly, JELD-WEN® Builders™ Vinyl (V-2500™) windows are made of high-quality extruded vinyl that resists fading and won’t chip or peel. They feature a narrow frame and sash profile for an attractive, streamlined appearance that’s low maintenance by design. With ample operating types and aesthetic options available, they are a cost-effective, entry level choice for both new construction and home renovation.

Builders™ Vinyl windows offer reliable performance and security, and they are backed by a Limited Lifetime Warranty.

**Window Colors from Jeld-Wen Website:**

Exterior Color: Almond	
Interior Color: Almond	
Exterior Color: Bronze	
Interior Color: White	
Exterior Color: Black	
Interior Color: White	
Exterior Color: Desert Sand	
Interior Color: Desert Sand	
Exterior Color: White	
Interior Color: White	

**Window Designs from Jeld-Wen Website:**

Grille Designs



**Garage Door Information from Representative:**

## Garage Doors

Here is the current garage door and the Carriage Doors I would like to replace it with,



I would like to change out the old garage door above. It is badly damaged and cannot be saved.



There are the Carriage Doors I would like to use. Of course, they will be repaired, painted and should look beautiful once installed. These doors were made cir. 1930.

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When speaking with the representative he said the that proposed carriage doors would open outward towards the street.

Site Visit Photos:

Front of the house:





**Windows on front of the house:**

**Requesting to replace these:**



**Replaced windows on the front:**



**Accessory Structure/ Garage**

**Current doors:**



**Proposed doors:**



**Current doors with the proposed carriage house doors up against the existing:**

