

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

November 10<sup>th</sup>, 2025

1:30 p.m.

**Members Present:**

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

**Members Absent:**

**Staff Present:**

Lori Pyatte  
Jessica Harmon

**Visitors Present:**

Tiffany Owens

Chairman Jewell McKinney called the meeting to order at 1:30 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 Commissioner Jack Edwards 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 October 13th, 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:**

**1358 Watauga Street (HISTR25-0262) – Exterior Front Entry and Sidelight Design**

Chairman McKinney advised the Commissioners that the meeting packet included photographs of the existing front door and the proposed replacement. Chairman McKinney then asked Ms. Owens if she wished to address the Commission regarding her project.

Ms. Owens explained that she would like to replace the front door and sidelights. She stated that the existing door is deteriorating and crumbling in several areas and no longer locks due to damage. She also noted that the mortar surrounding the entrance is crumbling and that there are cracks in the glass. Ms.

Owens stated that she is seeking to replace the door and is open to comments and suggestions from the Commission.

Ms. Owens explained that the proposed door is fiberglass and energy efficient, with storm- and hurricane-rated glass. Chairman McKinney asked whether Ms. Owens had considered leaded or opaque glass. Ms. Owens responded that she had considered those options and felt the proposed glass met that description, noting it would provide medium privacy while still allowing visibility in and out.

Chairman McKinney stated that she and staff had reviewed other homes on Watauga Street to determine if similar doors existed and found that no other homes on the street currently have a door like the one proposed.

Commissioner Edwards asked whether the existing sidelights could be repaired. Ms. Owens stated that they could not, as many components are broken and removal of the fascia could cause additional damage. Commissioner Gryotis asked whether the blocks could be reinstalled since they are still present. Ms. Owens responded that she had consulted several contractors, all of whom advised that replacement was necessary. Commissioner Edwards asked whether a masonry contractor had reviewed the project, and Ms. Owens confirmed that one had.

Chairman McKinney thanked Ms. Owens for providing information on her project and called for a motion.

Vice-Chairman West asked an additional question regarding the color of the door and trim, specifically where the walnut color would begin and the white would end. Ms. Owens stated that the walnut color would apply to the entire front door, sidelights, and trim.

Vice-Chairman West stated that, based on comments from other Commissioners, the glass pattern appeared bold and asked whether it could be toned down with lighter or clearer glass. Ms. Owens stated that the manufacturer offers multiple options. She added that if the Commission required white or clear glass, she could work with that, but she was unaware of any rule on Watauga Street requiring only clear glass. Ms. Owens also noted that her property is near the edge of the historic district and that she appreciates the variety of styles along Watauga Street.

Vice-Chairman West stated that she needed clarification on what Ms. Owens was willing or unwilling to change before making a motion. Ms. Owens stated that she was willing to change the door color to white but wished to retain colored glass, as she did not believe it would be overly bold.

Commissioner Cross asked why Ms. Owens was proposing a glass door when the current door is solid. Ms. Owens explained that prior to 1987, the home had a door with glass, but after her grandfather passed away, the family replaced it with the existing solid door.

Chairman McKinney asked if there were any additional questions. Hearing none, she called for a motion.

Commissioner Millican made a motion to approve the request as submitted. Vice-Chairman West asked for clarification on the color. Commissioner Millican amended the motion to specify that the exterior door color be white. Chairman McKinney restated the motion for approval with the door to be white on the exterior. The motion was seconded and passed by a vote of 5–2.

**1358 Watauga Street (HISTR25-0269) – Addition Enclosing the back patio**

Chairman McKinney advised the Commissioners that the meeting packet included all relevant information regarding the proposed addition/enclosure of the rear patio. Chairman McKinney asked whether the Commissioners had any questions for Ms. Owens.

Commissioner Millican stated that the key factor for him was that the proposed work would not be visible from Watauga Street. No additional questions were raised by the Commissioners.

Chairman McKinney called for a motion. Commissioner Nieuwland made a motion to approve the request as submitted. The motion was seconded and passed unanimously by a vote of 7–0.

### **Final Approval of Historic Guidelines Update**

Chairman McKinney advised the Commissioners that the proposed updates reflect discussions held over the past several meetings and are intended for inclusion in the Historic Design Guidelines book. Staff stated that the updates encompass all items discussed during those meetings. Staff further advised that, upon approval, they would work with the City of Kingsport Communications Department, specifically Adrienne Batara, to incorporate the updates into the Design Guidelines book. Staff noted that this process would occur in 2026, following the upcoming holidays.

Commissioner Millican referenced Robin Cleary with DKA and noted that, during a previous Main Street USA event, the State provided guidance to that organization. Commissioner Millican stated that Ms. Cleary had asked whether the Commission would be interested in having a representative from the State of Tennessee attend a meeting to discuss historic projects, the review process, and how the City has performed in managing its historic areas.

Chairman McKinney stated that the Commission could consider inviting a State representative to attend a meeting in 2026.

Chairman McKinney then called for a motion to approve the Historic Design Guidelines updates. Vice-Chairman West made a motion to approve. The motion was seconded and passed unanimously by a vote of 7–0.

### **Other Business:**

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

Staff Report: Since the last meeting, three projects were approved through in-house review:

1. **200 W. Church Circle (HISTR25-0268)**

Installation of central handrails on rear stairway of church at W. Charlemont Street and Holston Street

2. **410 Shelby Street (HISTR25-0272)**

Exterior façade repainting and installation of a new sign.

3. **1211 Watauga Street (HISTR25-0277)**

Replacement of existing roof.

With no further business, the Chairman adjourned the meeting at 2:33 p.m.

Respectfully Submitted,

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Jewell McKinney, Chairman