



2013

CARROLLTON HISTORIC PRESERVATION COMMISSION Minutes

April 15, 2013

June 17, 2013

September 16, 2013

November 18, 2013

THE CARROLLTON HISTORIC PRESERVATION COMMISSION

April 15, 2013

Regular Meeting

MINUTES

Regular
Session

The Carrollton Historic Preservation Commission met for a regular session on Monday, April 15, 2013 at 5:30 PM in the third floor meeting room, Carrollton City Hall, 315 Bradley Street.

Attendance

Those Present:

Chairman Alison Tanner
Vice-Chair Dorothy Pittman
Commissioner Tom Williamson
Commissioner Margaret Adams

Those Absent:

Commissioner Russell Shadrix

Others Present:

Laci Campbell, City Staff

COA Request
219 Dixie Street
Requested by
Chris Threadgill
On behalf of John
& Susannah Pearson

The Commissioners heard the following Certificate of Appropriateness request:

Request by Chris Threadgill on behalf of John & Susannah Pearson to erect a wrought iron fence and gates at the residence located at 219 Dixie Street.

Chris Threadgill introduced himself and presented the Certificate of Appropriateness request. Threadgill stated that he would be erecting a black, wrought iron fence around the perimeter and also installing three (3) gates at the Pearson's residence located at 219 Dixie Street. Threadgill provided a site plan of the property detailing the proposed fencing and gate locations. He stated that the new home owners needed an enclosed yard for their dogs. Threadgill stated that the request had changed slightly since his submission of the paperwork. He stated that the property owners wanted to replace the existing back gate along East Center Street with a solid, hardwood gate to match the wood already utilized around the pool storage structure. Threadgill stated that the solid fence would provide more privacy in the rear and have more depth and detail. He stated that 300 feet of fencing would be installed along East Center Street and noted that the fencing would be placed on top of the existing wall, making the fence 60 inches tall along this portion of the property. Threadgill noted that there were holly bushes along this side, which would eventually grow through the fence, thus disguising the fence. He stated that there were a few cedar trees located to the rear of the structure on the back lot which were encased with a chain-link fence and barbed wire. Threadgill stated that the property

owners wanted to remove this fence and open up the area. Threadgill stated that the only thing you would see differently from Dixie Street would be the wrought iron gate at the porte cache. He also noted that the flag pole in the front yard would also be removed.

Vice-Chair Pittman suggested that the home owners consider a different type of gate than the industrial-looking gate that was provided in the meeting packet.

Chair Tanner opened the floor to the public for questions or comments. Anne Richards, 301 Dixie Street, introduced herself and stated that she was an adjacent property owner. Richards noted that numerous black fences had been installed on various properties within the Historic District, including the Train Depot, the Courthouse and parks. Richards inquired about the Pearson's dogs and their sizes, noting that larger breeds would need higher fencing. Threadgill stated that the Pearson's had two (2) dogs, one small and one larger breed. Richards suggested making the fence simpler, like the renderings of the gate that was provided by Mr. Threadgill. Threadgill stated that the owner chose a very simple gate with clean lines for the porte cache. Commissioner Williamson stated that the proposed fence looked appropriate for the house, but that the gate did not match aesthetically.

Chair Tanner stated that the property owner would not be required to seek approval from the Historic Preservation Commission to take down the flag pole, and chain-link fence and barbed wire, since these things were historically incorrect.

Vice-Chair Pittman made a motion to recommend approval of the plans, as submitted, with the condition that the front gate be changed to match the style of the decorative iron fencing. Motion died for lack of a second. Additional discussion ensued.

After a brief discussion, Vice-Chair Pittman made another motion to recommend approval, with conditions, of the Certificate of Appropriateness request to install black, iron fencing, as presented in the renderings,, along the perimeter of the property located at 219 Dixie Street; installation of a solid, hardwood gate in the rear along East Center Street; and for the addition of attractive landscaping. The motion was seconded by Commissioner Williamson. All in favor, 4-0. Motion Passed.

The approval was conditioned upon the following:

1. The applicant to change the style of the front gate at the porte cache to match the style of the iron fencing; and
2. The applicant to submit revised drawings of the new front gate at the porte cache, as well as provide a rendering of the proposed hardwood gate along East Center Street, and the additional front gate located in the front of the yard. Said renderings to be reviewed and unanimously approved by the Historic Preservation Commission prior to installation.

Historic Preservation "Meet and Greet" Discussion

Vice-Chair Pittman initiated a discussion about planning a "Meet and Greet" for property owners and residents within the Downtown Carrollton Historic District. Pittman stated that this idea had been discussed several years back but never came to fruition. Pittman stated that a "Meet and Greet" would greatly benefit the property owners and provide an opportunity to educate them on the benefits and restrictions of being located in a Historic District. Additionally, she stated that copies of the Design Guidelines Review could be provided to the attendees at the event.

Chair Tanner suggested that the "Meet and Greet" be provided at the historic Train Depot on Bradley Street. She suggested that the event be scheduled for a week night sometime in late May and before Memorial Day. Several possible dates were discussed for the event, including June 13, 2013. Tanner mentioned including the downtown merchants to participate in the "Meet and Greet". She suggested officially putting the "Meet and Greet" event on the May 20th Historic Preservation Commission agenda for additional discussion and preparation.

Vice-Chair Pittman also suggested putting a notice on the water bill flagging any structures located in the Historic District. She stated that when someone came in to establish water service, the property would be flagged in the Water Department computer system. She stated that doing this would identify the historic designation to residents, property owners, and prospective buyers, and also provide an opportunity for the residents to obtain a copy of the Design Guidelines Review. She also stated that a Facebook page had been created for the In-town Historic District, although there had been no activity or postings on the site.

Adjournment

There being no further business to come before the Commission, the meeting was adjourned at 6:32 p.m.



HISTORIC PRESERVATION COMMISSION

June 17, 2013

Regular Meeting

MINUTES

**Regular
Session**

The Carrollton Historic Preservation Commission met for a regular session on Monday, June 17, 2013 at 5:30 p.m. in the third floor meeting room, Carrollton City Hall, 315 Bradley Street.

Attendance

Those Present:

Chair Alison Tanner
Vice-Chair Dorothy Pittman
Commissioner Tom Williamson
Commissioner Margaret Adams
Commissioner Jacqueline Dost

Those Absent:

None

Others Present:

Laci Campbell, City Staff

**Approval of
Minutes**

Vice-Chair Dorothy Pittman made a motion to approve the April 15, 2013 Minutes as submitted. The motion was seconded by Commissioner Jacqueline Dost.

**COA Request
222 Austin Avenue
Requested by
Gary Cole**

The Commissioners heard the following Certificate of Appropriateness request:

Request by Gary Cole to repair the existing front porch roof and existing porch columns; remove aluminum awnings over the windows; and install clapboard siding at the property located at 222 Austin Avenue.

Gary Cole introduced himself and presented the Certificate of Appropriateness request to the Historic Preservation Commission. Cole stated that he purchased the subject property two (2) years ago and that the house was currently vacant. Cole stated that he wanted to repair the dilapidated roof over the front porch and also repair and paint the porch columns. Additionally, Cole stated that he wanted to re-cover the exterior façade with clapboard siding and remove the existing aluminum awnings over the windows. Cole stated that the aluminum awnings were not period to the house and of no historical significance. Cole stated that the proposed work would improve the appearance of the house. He noted that his future plans were to sell the property.

Chair Alison Tanner asked Cole about the extent of damage to the front porch. Cole stated that the porch flooring would need to be completely replaced, but he hoped to be able to salvage most of the porch columns.

Vice-Chair Dorothy Pittman inquired if the porch railing would be replaced; if the front door would remain; and if Cole had any plans for replacing the windows. Cole stated that he did not intend to re-install porch railing if it was not required. He stated the he intended to leave the windows and make any necessary repairs to the front door. Cole stated that he was going to install gray or green clapboard siding with ivory trim.

Chair Alison Tanner opened the floor to the public for questions or comments. There being none, Commissioner Tom Williamson made a motion to approve the Certificate of Appropriateness request to repair the front porch roof and existing porch columns; remove aluminum awnings over the windows; and install gray or green clapboard siding with ivory trim at the property located at 222 Austin Avenue. The motion was seconded by Vice-Chair Dorothy Pittman. All in Favor; Motion Passed 5-0

COA Request
207 Lee Street
Requested by
John Grillo

The Commissioners heard the following Certificate of Appropriateness request:

Request by John Grillo to replace a privacy fence; add an enclosed picket fence in the rear yard; replace and paint dilapidated wood; and to remove a stump in the front yard at the property located at 207 Lee Street.

John Grillo introduced himself and presented the Certificate of Appropriateness request to the Historic Preservation Commission. Grillo stated the subject property was located adjacent to his business, Grillo & Associates, located at 205 Lee Street. He stated that the property facilitated a 700 square-foot bungalow which was being used as rental property. Mr. Grillo noted that the existing gravel driveway on the property was actually located on the next parcel of land, which was owned by Ginna Jordan. Grillo stated that he had a right-of-way agreement with Ginna Jordan to allow vehicles to access the site and park in the rear. Grillo stated that there was an existing dilapidated privacy fence which had been removed. He stated that he proposed to replace said fence with a stained half-moon privacy fence between the subject property and his business located at 205 Lee Street. Grillo provided a rendering of the proposed fencing. Grillo stated that he also wanted to erect a picket fence with a gate along the right side of the property and continuing to the back of the existing porch. He stated that he wanted to utilize a maintenance-free composite material for the fence other than vinyl siding. He also provided a rendering of the picket fence. Grillo stated that he planned to replace any rotten wood on the house and paint it to match the existing façade. He noted that the exterior façade would remain tan with ivory trim. He stated that the stump, which was termite-infested, had already been removed. He noted that the area would be filled with sod. Grillo also stated that he planned to do minor interior repairs, including fixing a water leak and installing new carpet in the bedroom. He stated that he had already installed new gutters to divert water away from the house.

Chair Alison Tanner opened the floor to the public for questions or comments. There being none, Vice-Chair Dorothy Pittman made a motion to approve the Certificate of Appropriateness request to replace a privacy fence with a stained half-moon fence; add an enclosed picket fence, consisting of a composite material other than vinyl siding, in the rear

yard; replace and paint dilapidated wood to match the existing house color; and to remove a stump in the front yard at the property located at 207 Lee Street. The motion was seconded by Commissioner Tom Williamson. All in Favor; Motion Passed 5-0.

**Meet & Greet
Discussion**

The Commission had a lengthy discussion regarding the planning the upcoming Historic District Meet & Greet event to be held on Thursday, July 18, 2013 at the Train Depot located on Bradley Street. Many details were worked out regarding invitations, material to provide at the event, etc...

Adjournment

There being no further business to come before the Commission, the meeting was adjourned at 6:44 p.m.



HISTORIC PRESERVATION COMMISSION

September 16, 2013

Regular Meeting

MINUTES

Regular Session

The Carrollton Historic Preservation Commission met for a regular session on Monday, September 16, 2013 at 5:30 p.m. in the third floor meeting room, Carrollton City Hall, 315 Bradley Street.

Attendance

Those Present:

Chair Alison Tanner
Vice-Chair Dorothy Pittman
Commissioner Tom Williamson
Commissioner Margaret Adams
Commissioner Jacqueline Dost

Those Absent:

None

Others Present:

Laci Campbell, City Staff

Approval of Minutes

The June 17, 2013 Minutes were approved as submitted.

COA Request 406 Tanner Street Requested by Leslie & Stanley Hodgin

The Commissioners heard the following Certificate of Appropriateness request:

Request by Leslie & Stanley Hodgin to erect a 12' x 30' covered porch to the rear of the structure located at 406 Tanner Street.

Leslie Hodgin introduced herself and gave a brief synopsis of the Certificate of Appropriateness request to the Historic Preservation Commission. Hodgin stated that the proposed rear porch would be 12' x 30' in size; be constructed from pressure-treated wood; and would have a silver metal shed roof. Hodgin stated that the rear porch would be complimentary to the house and would match the porch located on the front of the house. She stated that the porch would be open with square white columns, white trim, and white railings.

After a brief discussion among the Commission, Vice-Chair Dorothy Pittman opened the floor for questions and public input. There being none, Commissioner Jacqueline Dost made a motion to approve the Certificate of Appropriateness, with the materials, paint color, and concept plan presented by the petitioner, to erect a 12' x 30' porch to the rear of the

residence located at 406 Tanner Street. The motion was seconded by Commissioner Tom Williamson. All in Favor; Motion Passed 5-0.

**Historic District
Guidelines Manual**

The Commission had a lengthy discussion regarding the possibility of updating the Historic District Guidelines Manual. The Commission noted that the manual was very out of date and in need of revisions and updating. Many ideas were discussed. Vice-Chair Dorothy Pittman suggested having Paul Jarrell from 3 Rivers Regional Commission come and meet with the Commission to discuss the possibility of obtaining a grant for revising the guideline. Laci Campbell stated that she would contact Mr. Jarrell and inquire if he would be available to attend the October 21st meeting to discuss the possibility of applying for a grant for the project.

**Water Dept.
Notice to
Customers
In Historic
District**

Vice-Chair Dorothy Pittman mentioned pursuing a previous idea (that was discussed when Jessica Reynolds was working with the HPC) to have some type of verbiage for the City Water Department to give to anyone applying for water service for properties located within the South Carrollton Historic District. Pittman stated that the notification, as well as a copy of the Historic District Guidelines Manual could be provided to the customer. She suggested having the customer date and sign a disclosure stating that they were aware that the property was located in the Historic District and had received a copy of the guidelines. Pittman noted that this had been previously discussed with Jessica Reynolds and possibly the Assistant City Manager, Tim Grizzard. Laci Campbell stated that the proposed idea would need to be discussed and coordinated with the Assistant City Manager, Tim Grizzard.

**GMCA Cemetery
Conference
October, 2013**

Chair Alison Tanner and Vice-Chair Dorothy Pittman expressed interest in attending a seminar hosted by the Georgia Municipal Cemetery Association to be held on October 9th in Thomasville, Georgia. Laci Campbell stated that she would check to see if there were any funds available in the budget for training.

**Mandeville Mills
Discussion**

Vice-Chair Dorothy Pittman opened discussion regarding the Mandeville Mills property located on Lovvorn Road. Pittman stated that although the subject property was not located in the South Carrollton Historic District, it was listed on the National Registry of Historic Places. Pittman talked about the possibility of merging this property into the South Carrollton Historic District. The Historic Preservation Commission asked that the city staff consult with the City Attorney to see if it would be the decision of the property owner to be included in the Historic District, or if the city could designate the property within the district. Additional discussion ensued about also incorporating the downtown area, Adamson Square, into the South Carrollton Historic District.

**Unmaintained
Property in
Historic District;
205 Austin Ave.**

Commissioner Tom Williamson advised that the property located at 205 Austin Avenue was in very poor condition. Williamson stated that the structure was not visible due to the overgrowth of grass, weeds etc... and lack of maintenance. Laci Campbell stated that she would ask the city codes officer to look into the matter.

Adjournment

There being no further business to come before the Commission, the meeting was adjourned at 6:20 p.m.



HISTORIC PRESERVATION COMMISSION

November 18, 2013

Regular Meeting

MINUTES

Regular Session

The Carrollton Historic Preservation Commission met for a regular session on Monday, November 18, 2013 at 5:30 p.m. in the third floor meeting room, Carrollton City Hall, 315 Bradley Street.

Attendance

Those Present:

Chair Alison Tanner
Commissioner Tom Williamson
Commissioner Jacqueline Dost

Those Absent:

Vice-Chair Dorothy Pittman
Commissioner Margaret Adams

None

Others Present:

Paul Jarrell, Three Rivers Regional Commission
Laci Campbell, City Staff

Approval of Minutes

The September 16, 2013 Minutes were approved as submitted.

Guest Speaker Paul Jarrell Three Rivers Regional Commission; Grant Possibility Discussion For updating the Historic Design Guidelines, ETC...

Mr. Paul Jarrell of Three Rivers Regional Commission introduced himself to the Historic Preservation Commission. Jarrell provided information regarding possible grant opportunities for Certified Local Governments (CLG's). Jarrell stated that prior to applying for any grants or funding, an updated survey of the In-town South Historic would be required. Jarrell stated that the grants would be a 60/40 % ratio, with the local government agency committing to a 40% funding contribution. Jarrell stated that our current survey was completed in 1988. He stated that updating the Historic Design Guidelines would be a qualifying project for grant funding. Jarrell stated that assistance for the project and survey could possibly be provided by the Three Rivers Regional Commission, as well as the Public History Department at the University of West Georgia. He stated that the city of Villa Rica had recently obtained assistance from the UWG Public History Department. Jarrell also stated that another option would be to forgo the survey and grant funding, and work on updating the Design Guidelines. He stated that the UWG Public History Department contact would be Ann McCleary. He also stated that our CLG (Certified Local Government) contact person would be Leigh Burns.

Additional discussion ensued regarding how to proceed with plans to update the Design Guidelines.

Jarrell also provided the Historic Preservation Commission with information regarding the 2014 Historic Preservation Commission Conference to be held in Athens, Georgia. Jarrell stated that training for HPC members was highly encouraged.

Discussion ensued about the steps for designated new Historic Districts. Jarrell stated that existing Historic Districts could be expanded to include contiguous properties and also new districts could be designated. Jarrell stated that as with annexations, Historic District designations could not create an island and would need to be contiguous. Jarrell stated that designation of new districts was a lengthy process (up to one year per district designation) and entailed various components. Jarrell suggested creating multiple small districts rather than incorporating large areas of land. Jarrell stated that the first step in designating a new Historic District would be to have the prospective properties surveyed. Jarrell stated that all property owners would have to be notified in writing of the city's intent to designate their properties within the district; legal advertisements by the city; and public meetings would then follow.

The Historic Preservation Commission discussed possibly creating new districts for the following:

1. Rome Street> Rome Street down to the Hobb's Farm; down Reese Street abutting College Street.
2. Mandeville Mills > Lovvorn Road.
3. South Street
4. Rome & College Street - North Carrollton Historic District.
5. Cedar Street.
6. Stewart Street.

Jarrell noted that National Registry criteria stipulated that structures must be at least fifty (50) years old to qualify for the designation.

Chair Tanner opened the discussion for Historic Preservation Commission long-range goals and objectives. Commissioner Williamson suggested that updating the Design Guidelines as well as having that information available on-line be a priority. He stated that then plans could be made to pursue a survey and possible designation of new districts. Additional discussion ensued with the Commission in agreement of prioritizing updating the Design Guidelines.

Adjournment

There being no further discussion or business to come before the Commission, the meeting was adjourned.