



2017

CARROLLTON HISTORIC PRESERVATION COMMISSION Minutes

January 24, 2017

May 23, 2017

August 22, 2017

**CITY OF CARROLLTON
HISTORIC PRESERVATION COMMISSION
MEETING MINUTES**

JANUARY 24, 2017

The City of Carrollton Historic Preservation Commission met in rescheduled regular session on Tuesday, January 24, 2017 in the first floor meeting room at 315 Bradley St, Carrollton, GA 30117 (City Hall).

Members Present: Alison Tanner, Chair
 Dorothy Pittman, Vice Chair
 Margaret Adams
 Dr. Tom Williamson

Members Absent: Jacqueline Dost

City Staff: Erica Studdard, Community Development Director
 Hayley Beaver, Administrative Assistant, Community Development

Chair Alison Tanner called the meeting to order at 5:30 pm.

MINUTES

Upon motion by Dorothy Pittman, seconded by Dr. Tom Williamson, the minutes of the December 29, 2016 meeting were unanimously approved.

COA REQUEST – 514 TANNER STREET

The Historic Preservation Commission considered the Certificate of Appropriateness request by R K Redding on behalf of the Pregnancy Resource Center to build an addition to the rear of the existing house at 514 Tanner Street.

Mr. Alan Bell of Alan Bell Architect presented the request and explained that he was not at the meeting in December when this request was tabled but was forwarded the information given at the meeting. Mr. Bell stated that the Historic Preservation Commission asked that the applicants reach out to the National Parks Service to seek additional help for addressing the addition. Mr. Bell presented a letter that he composed to the National Parks Service where he identified his project and the four standards needed for building additions on historic properties. Ms. Rachel Rice responded to the letter via email and stated that Mr. Bell appeared to fulfil all of the standards but that she couldn't actually approve the project.

Vice Chair Pittman stated that the plans submitted show a flat roof and that the guideline do not allow for flat roofs in the historic district. The roof should be pitched and the windows need to be compatible to the original house.

Mr. Bell stated that he was unsure of where that was stated in the guidelines.

Chair Tanner replied that it was on page 38 that new construction should not institute new roof types not already in the district and there are no other flat roofs in the district.

Mr. Bell explained that modifying the roof would be costly and the attic space would not be utilized. Mr. Bell also stated that if they pitched the roof then it maybe become visible from Tanner Street and he was not willing to change the roof of the addition as of now.

Chair Tanner replied that Mr. Bell could withdraw his application or they could vote and it could possibly be denied.

Commissioner Dr. Williamson suggested that the southern end of the property that already has a few evergreens be further landscaped with a large hedge or more trees to obscure the addition from street view and if this was agreed to then he would be inclined to allow for the low pitched "flat" roof.

Richard Lusk of RK Redding Construction stated that there is ample room along that property line for more trees but this would have to be done after the addition was built.

Commissioner Dr. Williamson stated that the landscaping could be done after the building is built.

Mr. Palladino stated that he spoke on behalf of the Pregnancy Resource Board and that the landscaping would be maintained to the Commission's standards.

Commissioner Dr. Tom Williamson made a motion to accept the plans with the condition that a hedge is planted on the southern property line to obscure the view of the addition from the street and is to be maintained by the Pregnancy Resource Center for the duration of their occupation of the building. Vice Chair Dorothy Pittman seconded the motion. The motion carried 4-0.

MOTION BY: Dr. Tom Williamson

SECONDED BY: Dorothy Pittman

OPPOSED: None

MOTION PASSED: 4-0

OLD BUSINESS

Discussion was had on how to deliver a brochure on the Historic District to its residents. City staff will look into seeing if it is possible to flag an address in Incode for new tenants of the district.

Carrollton Historic Preservation Commission

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NEW BUSINESS

None.

ADJOURNMENT

There being no more business, the meeting was adjourned by consensus at 6:15 pm.

Respectfully submitted,
Hayley Beaver
Administrative Assistant Community Development

**CITY OF CARROLLTON
HISTORIC PRESERVATION COMMISSION
MEETING MINUTES**

MAY 23, 2017

The City of Carrollton Historic Preservation Commission met in rescheduled regular session on Tuesday, May 23, 2017 in the first floor meeting room at 315 Bradley St, Carrollton, GA 30117 (City Hall).

Members Present: Margaret Adams
 Jacqueline Dost
 Carolyn Aycock

Members Absent: Alison Tanner, Chair
 Kelley Anderson

City Staff: Erica Studdard, Community Development Director
 Hayley Beaver, Administrative Assistant, Community Development

Commissioner Margaret Adams called the meeting to order at 5:30 pm.

MINUTES

Upon motion by Jacqueline Dost, seconded by Margaret Adams, the minutes of the January 24, 2017 meeting were unanimously approved.

COA REQUEST – 408 TANNER STREET

The Historic Preservation Commission considered the Certificate of Appropriateness request by Duffee Law Firm to construct a new sign at 408 Tanner Street.

Mr. Tim Billingsly of Sign Works Pro, the sign company hired to construct the sign for Duffee Law Firm, stated that he would be representing the request. Mr. Billingsly proposed two different signs to the Commission. Mr. Billingsly also stated that Mr. Duffee would prefer to have Option number 1 but Option number 2 is more similar to the existing sign. He added that whichever sign was approved that it would be no larger than the existing sign size.

Commissioner Adams stated that the Commission approved a sign for Brad Wilks across the street and we asked him to shrink the size of the sign.

Commissioner Dost stated that the image given looks as if there is quite a bit of difference in heights between the porch and top of the sign.

Commissioner Aycock stated that the aesthetics of Option 2 match the architecture of the house.

Mr. Billingsly replied that the existing sign was vandalized and the new sign would be sturdier and more vandal proof.

Commissioner Jacqueline Dost made a motion to approve Option 2 with the condition that the new sign have the same dimensions of the existing sign. Commissioner Carolyn Aycock seconded the motion. The motion carried 3-0.

MOTION BY: Jacqueline Dost

SECONDED BY: Carolyn Aycock

OPPOSED: None

MOTION PASSED: 3-0

COA REQUEST – 410 TANNER STREET

Mr. Nathaniel Smith, owner and applicant of 410 Tanner Street, stated that he was aware the Commission might be hesitant to approve the sign that he had partially installed. Mr. Smith then proceeded to show the Commission numerous signs from the historic district. He stated that he saw the sign in the front of the property at 128 Austin Avenue that mirrored his sign after that one.

Commissioner Adams stated that the sign at 128 Austin Avenue is in the historic district but it was not approved by the Historic Preservation Commission because it was too large, and not subtle and has brick.

Mr. Smith stated that there are signs with brick in the vicinity.

Director Studdard asked if the base of the sign had to be brick?

Mr. Smith stated that it does not have to have brick but would like to put plants along the bottom of the sign.

Commissioner Dost stated that she liked the wooden sign without the brick.

Mr. Smith did state that the sign posts currently installed are larger than they were intended to be and that he will correct the size and reduce it.

Director Studdard asked what dimensions the sign would be.

Mr. Smith state 8.6 feet wide by 6.5 feet high for a total of 55.9 sq feet.

Commissioner Aycock stated that cosmetically hanging signs look smaller.

Commissioner Jacqueline Dost made a motion to approve the sign proposal with the condition that no brick be added to the sign. Commissioner Carolyn Aycock seconded the motion. The motion carried 2-1.

MOTION BY: Jacqueline Dost

SECONDED BY: Carolyn Aycock

OPPOSED: Margaret Adams

MOTION PASSED: 2-1

COA REQUEST – 410 DIXIE STREET

Ms. Karen Wilson of Wilson Permit Services, stated that she will be representing the sign certificate of appropriateness request. Ms. Wilson stated that they are replacing the sign at 410 Dixie Street which is currently wood with an aluminum sign which will be more durable.

Commissioner Adams asked if the post is aluminum as well or if just the sign is?

Ms. Wilson stated that she wasn't entirely sure if the post was aluminum.

Commissioner Adams stated that the guidelines say that the post must be made of wood.

Discussion about wood composite materials as an option was had.

Commissioner Margaret Adams made a motion to approve the sign proposal with the condition that the post be composed of wood or wood composite material. Commissioner Jacqueline Dost seconded the motion. The motion carried 3-0.

MOTION BY: Margaret Adams

SECONDED BY: Jacqueline Dost

OPPOSED: None

MOTION PASSED: 3-0

NEW BUSINESS

Director Studdard welcomed new Commissioner Carolyn Aycock to the Historic Preservation Commission.

ADJOURNMENT

There being no more business, the meeting was adjourned by consensus at 6:15 pm.

Respectfully submitted,
Hayley Beaver
Administrative Assistant Community Development

**CITY OF CARROLLTON
HISTORIC PRESERVATION COMMISSION
MEETING MINUTES**

AUGUST 22, 2017

The City of Carrollton Historic Preservation Commission met in rescheduled regular session on Tuesday, August 22, 2017 in the first floor meeting room at 315 Bradley St, Carrollton, GA 30117 (City Hall).

Members Present: Alison Tanner, Chair
 Margaret Adams
 Jacqueline Dost
 Carolyn Aycock
 Kelley Anderson

Members Absent: None

City Staff: Erica Studdard, Community Development Director
 Hayley Beaver, Administrative Assistant, Community Development

Chair Alison Tanner called the meeting to order at 5:30 pm.

MINUTES

Upon motion by Jacqueline Dost, seconded by Carolyn Aycock, the minutes of the May 23, 2017 meeting were unanimously approved.

MAYOR & COUNCIL UPDATES

Community Development Director Erica Studdard stated that the Mayor & Council and Planning Commission approved the following rezoning requests:

191 Old Bremen Road – this property was approved to be rezoned and annexed into the City has General Commercial to allow for the property owner to hook up to City sewer.

401, 405, 409 Longview Street – this property was approved to be rezoned from combination of Residential Multifamily and Single Family Residential to Neighborhood Commercial to allow for 302 South Street restaurant to be rebuilt.

106 Foster Street – this property was approved for a Special Use Permit to increase the allowable density to permit for six townhomes to be constructed on the property instead of the allowable three.

COA REQUEST – 418 BRADLEY STREET

The Historic Preservation Commission considered the Certificate of Appropriateness request by Elite Healthcare to construct a new sign at 418 Bradley Street.

Dr. Ryan Weber, the applicant, came forward to state that the sign would be located in the same position as the previous sign that was taken down several years ago. The sign will be made of wood and vinyl lettering. The sign posts will also be painted the same color as the building. The sign is 22 sq ft in size and lettering will be on both sides.

Commissioner Margaret asked if they were going to keep the existing circle sign on the porch of the building.

Dr. Weber said he was.

Director Studdard stated that they are allowed to have one wall sign and one freestanding sign.

Dr. Weber stated that the sign at the road is needed because customers have a hard time finding the location due to the building being recessed from the road.

Commissioner Jacqueline Dost made a motion to approve the sign application request with no conditions. Commissioner Carolyn Aycock seconded the motion. The motion carried 5-0.

MOTION BY: Jacqueline Dost

SECONDED BY: Carolyn Aycock

OPPOSED: None

MOTION PASSED: 5-0

OLD BUSINESS

Commissioner Jacqueline asked if the sign in front of Dr. Worthy's previous office on East Center Street needed to come before the Commission.

Director Studdard stated that the sign was refaced and not a new sign. The original posts remained and the only thing changed was the vinyl lettering. The City does not require Sign Permits for signs that are refaced. In addition Director Studdard stated that the Design Guidelines only dictate that new signs being erected shall come before the Commission.

NEW BUSINESS

Director Studdard stated that some of the Commissioners have expressed desires to move forward with designating new local historic districts.

Commissioner Jacqueline stated that she would like to move forward with the Maple Street District.

Director Studdard replied that the first step would be to compile a letter requesting the Maple Street District become a local historic district to the Mayor and Council to begin the process.

Commissioner Jacqueline Dost made a motion to begin the process of accepting the Maple Street District as a Local Historic District. Commissioner Margaret Adams seconded the motion. The motion carried 5-0.

MOTION BY: Jacqueline Dost

SECONDED BY: Margaret Adams

OPPOSED: None

MOTION PASSED: 5-0

ADJOURNMENT

There being no more business, the meeting was adjourned by consensus at 6:00 pm.

Respectfully submitted,
Hayley Beaver
Administrative Assistant Community Development