



Historic Preservation

AGENDA

April 24, 2018
City Hall

-
- I. **CALL TO ORDER**
 - II. **ROLL CALL**
 - III. **MINUTES OF PREVIOUS MEETING**
 1. Minutes of Previous Meeting - March 27, 2018
 - IV. **REQUESTS**
 1. Request for COA for fence - 204 Walton Street
 2. Request for COA - 203 N Jackson Street
 - V. **OLD BUSINESS**
 - VI. **NEW BUSINESS**
 - VII. **ADJOURNMENT**



Historic Preservation

AGENDA

April 24, 2018

Item:

Minutes of Previous Meeting - March 27, 2018

Department:

Additional Information:

Financial Impact:

Budgeted Item:

Recommendation / Request:

Viewing Attachments Requires Adobe Acrobat. [Click here](#) to download.

Attachments / click to download

 [Minutes of Previous Meeting](#)

Historic Preservation Commission
Minutes
March 27, 2018

Present: Mitch Alligood
Susan Brown
Marc Hammes
Faye Brassie
Crista Carrell

Absent: None

Staff: Debbie Adkinson, Code Dept Assistant

Visitors: Paul Holbrook

Meeting called to order at 6:00 pm.

Chairman Mitch Alligood entertained a motion to approve the minutes of February 27, 2018 as submitted. Crista made a motion to approve. Marc seconded. Motion Carried. Minutes approved.

Chairman Alligood asked for a motion to amend the agenda to place the first item at the end of the list due to no representative available. Crista made a motion to amend the agenda. Susan seconded. Motion passed. Item moved.

The first item of business is an application for COA for petition # 18-00060 at 101 N Broad Street. The applicant, P.A.H. Designs, request a COA to replace awning with a different style from original.

Paul Holbrook of P.A.H. Designs spoke to the request. He presented a drawing of some changes that would be made to the original picture in the packet. The change is that the bracket will only go to the center of the column with a lip on the edge. The awning will be 18' 2".

Chairman Alligood asked for any more questions or discussion. Being none he entertained a motion to approve the COA. Susan made a motion. Marc seconded. Motion passed unanimously. COA Granted.

The Second item of business is an application for petition # 18-00110 at 403 East Church Street. The applicant is Jesse Mitchell, owner of the property. The applicant is requesting a COA to add a privacy fence in the back yard.

There was no representation for this request. The commission discussed and decided to go forward with the hearing of the item.

After some discussion Chairman Alligood asked for a motion to approve. Marc made a motion. Fay seconded. Motion passed unanimously. COA Granted.

New Business: None

Chairman Alligood entertained a motion for adjournment. Crista made a motion. Marc Seconded. Meeting Adjourned at 6:11 pm.



Historic Preservation

AGENDA

April 24, 2018

Item:

Request for COA for fence - 204 Walton Street

Department:

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Recommendation / Request:

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Attachments / click to download

 [Request for COA](#)

HISTORIC PRESERVATION REQUEST



215 North Broad Street
 Monroe, GA 30655
 CALLFORINSPECTIONS
 770-207-4674 ... Phone
 dadkinson@monroega.gov

PERMITNUMBER	DATE ISSUED	VALUATION	FEE	ISSUED BY
18-00141	04/02/2018	\$ 0.00	\$ 10.00	adkinson

NAME + ADDRESS	LOCATION	204 Walton St Monroe, GA 30655	USEZONE	R1	FLOODZONE	No
			PN	M0014-006-000		
			SUBDIVISION			
	CONTRACTOR	MARK HAYES	LOT			
			BLOCK	0		
		204 WALTON St Monroe GA 30655	UTILITIES...			
			Electric			
			Sewer			
			Gas			
	OWNER	Mark A Hayes Jr. & Brittany L Hayes ()	PROJECTID#	204WaltonSt-180402-1		

784 James Powers Rd
Monroe GA 30655

EXPIRATIONDATE: 04/30/2018

CHARACTERISTICS OF WORK

DESCRIPTION OF WORK	DIMENSIONS
REQUEST FOR COA TO REPLACE FENCE- HPC MEETING APRIL 24, 2018 6:00 PM	#STORIES
	SQUARE FOOTAGE
	Sq. Ft.
	#UNITS
NATURE OF WORK	SINGLE FAMILY ONLY
Other	#BATHROOMS
CENSUS REPORT CODE	#BEDROOMS
855 - * Historic Preservation Request	TOTAL ROOMS

NOTICE

This permit becomes null and void if work or construction authorized is not commenced within six (6) months, or if construction or work is suspended or abandoned for a period of six (6) months at any time after work is started.

I hereby certify that I have read and examined this document and know the same to be true and correct. All provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not. Granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local law regulating construction or the performance of construction.


 Signature of Contractor or Authorized Agent

4/2/18
 Date


 Approved By

4-2-18
 Date

MANAGE YOUR PERMIT ONLINE

WEB ADDRESS	PERMIT NUMBER	PERMIT PIN
http://BuildingDepartment.com/project	18-00141	55989

APPLICATION FOR CERTIFICATE OF APPROPRIATENESS
MONROE HISTORIC PRESERVATION COMMISSION

Please read the Historic Preservation Ordinance (Code Sections 8-4-1 through 8-4-91). In addition, please consult with the Code Office to determine if any other Monroe ordinances apply, and if applicable, read those ordinances.

DATE: 4/2/18

APPLICANT: MARK HAYES

APPLICANT'S ADDRESS: 204 WATSON ST

TELEPHONE NUMBER: 678 300 6099

PROPERTY OWNER: SAME

OWNER'S ADDRESS: _____

TELEPHONE NUMBER: _____

PROJECT ADDRESS: SAME

Brief description of project: Re designing brick fence that was damaged by a tree.

(Continue on separate sheet, if necessary.)

[Signature]
Applicant

4/2/18
Date

REQUEST FOR A CERTIFICATE OF APPROPRIATENESS

Under Monroe's Historic Preservation ordinance, you are required to obtain a Certificate of Appropriateness (COA) for any exterior material change you wish to make to your property if your property is located within a historic district, or if the change would affect property in a historic district. Please see pages 3 and 4, Definitions.

The following steps must be taken in order to have your proposed change considered by the Historic Preservation Commission (HPC):

1. Stop by the Code Office at least 10 working days in advance of the next regular meeting of the HPC (the fourth Tuesday of each month at 6:00 pm), read the Historic Preservation Ordinance, and request that your proposal be added to the agenda.
2. Fill out the application for a COA and turn it in to the Code Office.
3. Pay the \$10.00 fee. If you request a "special meeting" at some date or time (other than the 4th Tuesday of every month), the fee is \$50.00. If you are requesting to demolish Historic property, the fee is \$50.00 on the regular scheduled meeting.
4. Provide all documentation which will assist the HPC in deciding if your proposed change(s) are in keeping with the historic district standards and guidelines. The more complete your presentation, the more efficiently your request can be handled. Please see the COA application for additional information.

Suggested documentation consists of all architectural drawings, sketches, pictures, diagrams, or actual examples. All documentation should be turned in to the Code Office at the time of your application, as it gives HPC members time to consider your request prior to the meeting. Physical samples, if applicable, should be brought with you to the meeting.

5. Appear at the meeting on the scheduled day and time to present your proposal.

Thank you, the HPC looks forward to considering your request.

Please read the following directions for completing the Request for COA Application.

Attach photograph(s) of existing condition of property necessary to show all areas affected.

Attach plans, sketches, drawings, and diagrams of the project and detail the materials that will be used.

Provide such other information that is necessary for the HPC to adequately consider the application in light of the following criteria.

In reviewing applications for COAs, the HPC's duties include taking into account the historic and architectural significance of the structure and maintaining maps showing the historic and architectural significance of structures in the Historic Districts.

In its review, the HPC shall also take into account the following elements to ensure that the exterior form and appearance of the structure is consistent with the historical and visual character of the District:

1. The height of the building in relation to the average height of the nearest adjacent and opposite buildings;
2. The setback and placement of the building on the lot in relation to the average setback and placement of the nearest adjacent and opposite building;
3. Exterior construction materials, including textures and patterns.
4. Architectural detailing, such as lintels, cornices, brick bond, and foundation materials;
5. Roof shapes, forms, and materials;
6. Proportions, shapes, positioning and locations, patterns and sizes of any elements of fenestration.

The **Code Office** will post a notice which will notify all affected property owners of the material change being requested not less than seven (7) days prior to the meeting at which the request for a COA is to be considered. The applicant and the affected property owners will be given an opportunity to be heard at the meeting in which the application is presented.

DEFINITIONS:

A "material change in appearance" means a change that will affect either the exterior architectural or environmental features of a historic property or any structure, site, or work of art within a historic district, and may include any one or more of the following:

1. A reconstruction or alteration of the size, shape, or façade, including any of the architectural elements or details;
 2. Demolition;
 3. Commencement of excavation for construction purposes;
 4. A change in the location of advertising visible from the public right-of-way; and
 5. The erection, alteration, restoration, or removal of any building or other structure within a historic property or district, including walls, fences, steps and pavements, or other appurtenant features.
- [Sec. 8-4-2(f)]

“Exterior architectural features” means the architectural style, general design, and general arrangement of the exterior of a building or other structure, including but not limited to, the kind or texture of the building material and the type and style of all windows, doors, signs, and other appurtenant architectural fixtures, features, details, or elements relative to the foregoing [Sec. 8-4-2(b)].

“Exterior environmental features” means all those aspects of the landscape or the development of the site which affect the historical character of the property [Sec. 8-4-2(c)].

Ordinary maintenance or repair of any exterior architectural feature in or on a historic property that does not involve a material change in design, material, or outer appearance is excluded from review. [Sec. 8-4-81]

I acknowledge that I have read this material and will abide by the ordinances set forth.


Signature of Applicant

~~4/2/18~~ 4/2/18
Date



Model # 234628

Outdoor Essentials

5/8 in. x 3-1/4 in. x 3-1/2 ft. Western Red Cedar French Gothic Fence Picket (13-Pack)



Click or Tap Image to Zoom In

Installation Options





Historic Preservation

AGENDA

April 24, 2018

Item:

Request for COA - 203 N Jackson Street

Department:

Additional Information:

Financial Impact:

Budgeted Item:

Recommendation / Request:

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 [Request for COA](#)

HISTORIC PRESERVATION REQUEST



215 North Broad Street
 Monroe, GA 30655
 CALLFORINSPECTIONS
 770-207-4674 ... Phone
 dadkinson@monroega.gov

PERMIT NUMBER	DATE ISSUED	VALUATION	FEE	ISSUED BY
18-00155	04/13/2018	\$ 0.00	\$ 10.00	adkinson

NAME + ADDRESS	LOCATION	203 N Jackson St Monroe, GA 30655	USEZONE	R2	FLOODZONE	Yes
			PIN	M0014-036-000		
	CONTRACTOR	Jonathan A & Amelia D Davis	SUBDIVISION			
			LOT			
			BLOCK	0		
			UTILITIES...			
		203 N Jackson St Monroe GA 30655	Electric			
		OWNER Jonathan Davis (404 735 9247)	Sewer			
			Gas			
		203 N Jackson St Monroe GA 30655	PROJECTID#	203NJacksonSt-18041 3-1		
			EXPIRATIONDATE:	04/30/2018		

CHARACTERISTICS OF WORK

DESCRIPTION OF WORK

REQUEST FOR COA - HPC MEETING
 4/24/18 @ 6:00 PM 215 N BROAD STREET

NATURE OF WORK

Other

CENSUS REPORT CODE

855 - * Historic Preservation Request

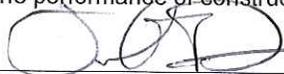
DIMENSIONS

	#STORIES	
SQUAREFOOTAGE		Sq. Ft.
	#UNITS	
SINGLEFAMILYONLY		
	#BATHROOMS	
	#BEDROOMS	
	TOTALROOMS	

NOTICE

This permit becomes null and void if work or construction authorized is not commenced within six (6) months, or if construction or work is suspended or abandoned for a period of six (6) months at any time after work is started.

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 Signature of Contractor or Authorized Agent

4/13/18
 Date


 Approved By

4-13-18
 Date

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WEB ADDRESS

<http://BuildingDepartment.com/project>

PERMIT NUMBER

18-00155

PERMIT PIN

56031

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DATE: 4/13/18

APPLICANT: Jonathan Davis

APPLICANT'S ADDRESS: 203 N. Jackson St.
Monroe, GA 30655

TELEPHONE NUMBER: 404-735-9247

PROPERTY OWNER: Jonathan & Amelia Davis

OWNER'S ADDRESS: 203 N. Jackson St.
Monroe GA, 30655

TELEPHONE NUMBER: 404-735-9247

PROJECT ADDRESS: 203 N. Jackson St.
Monroe GA, 30655

Brief description of project: 1) Replace window on side
of house
2) Remove some shutters from top
floor of house, paint remaining
shutters black, house repainted white

(Continue on separate sheet, if necessary.)

Applicant _____

Date _____

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[Sec. 8-4-2(f)]

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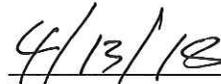
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Signature of Applicant

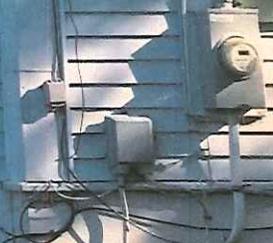


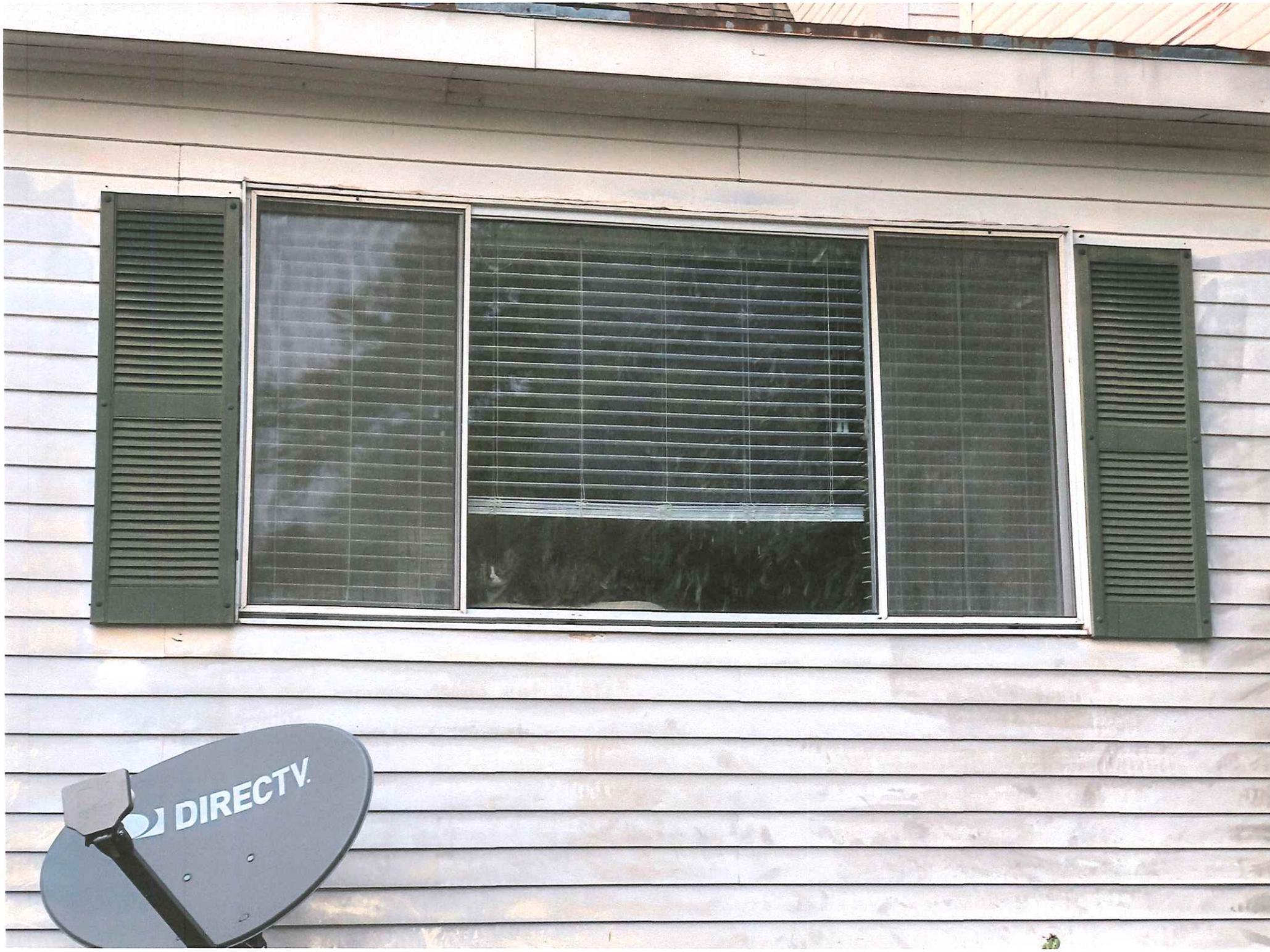
Date



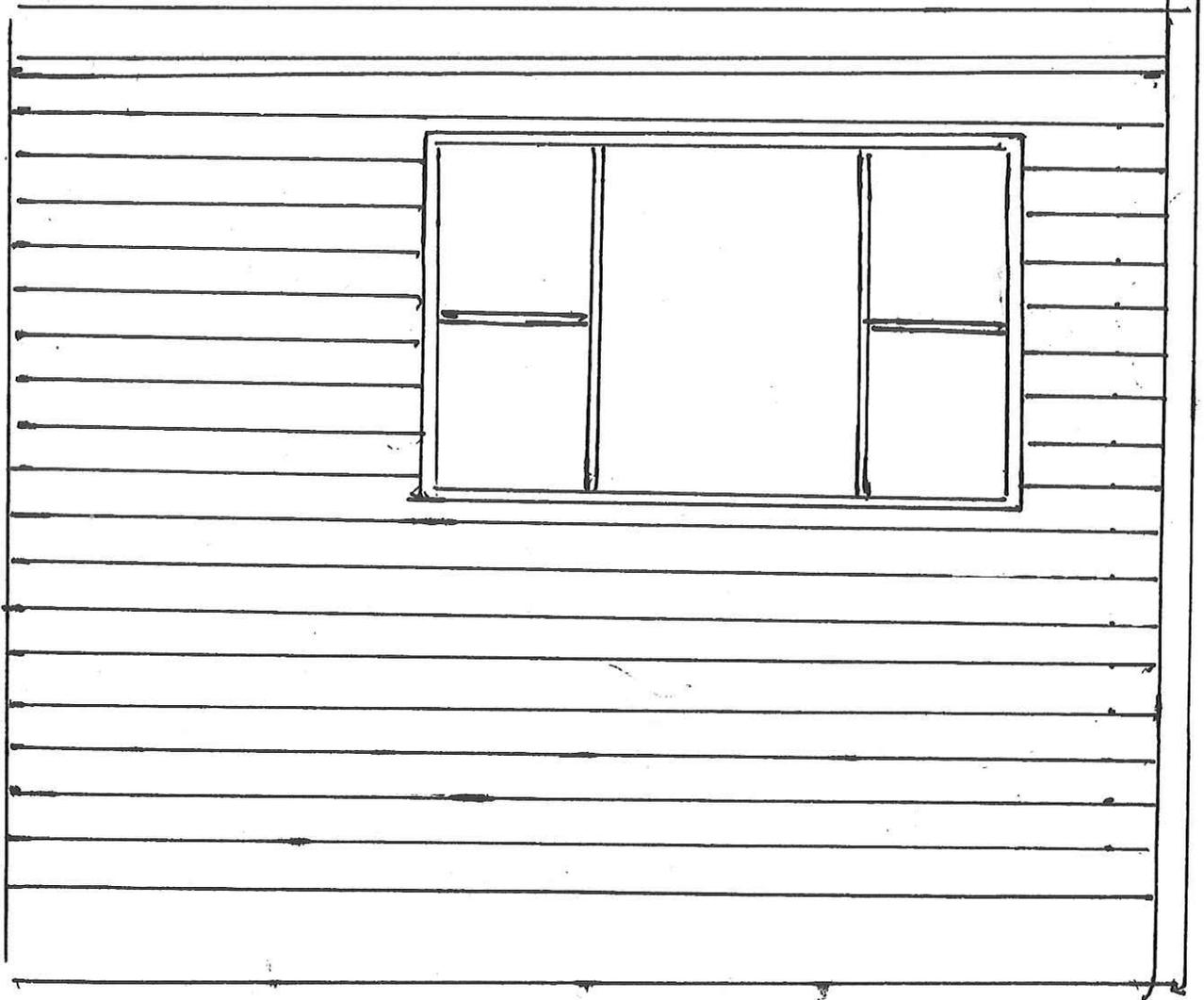
1) Replace Window

Reylan
Window





JONATHAN DAVIS
203 N JACKSON ST
MONROE GA 30655



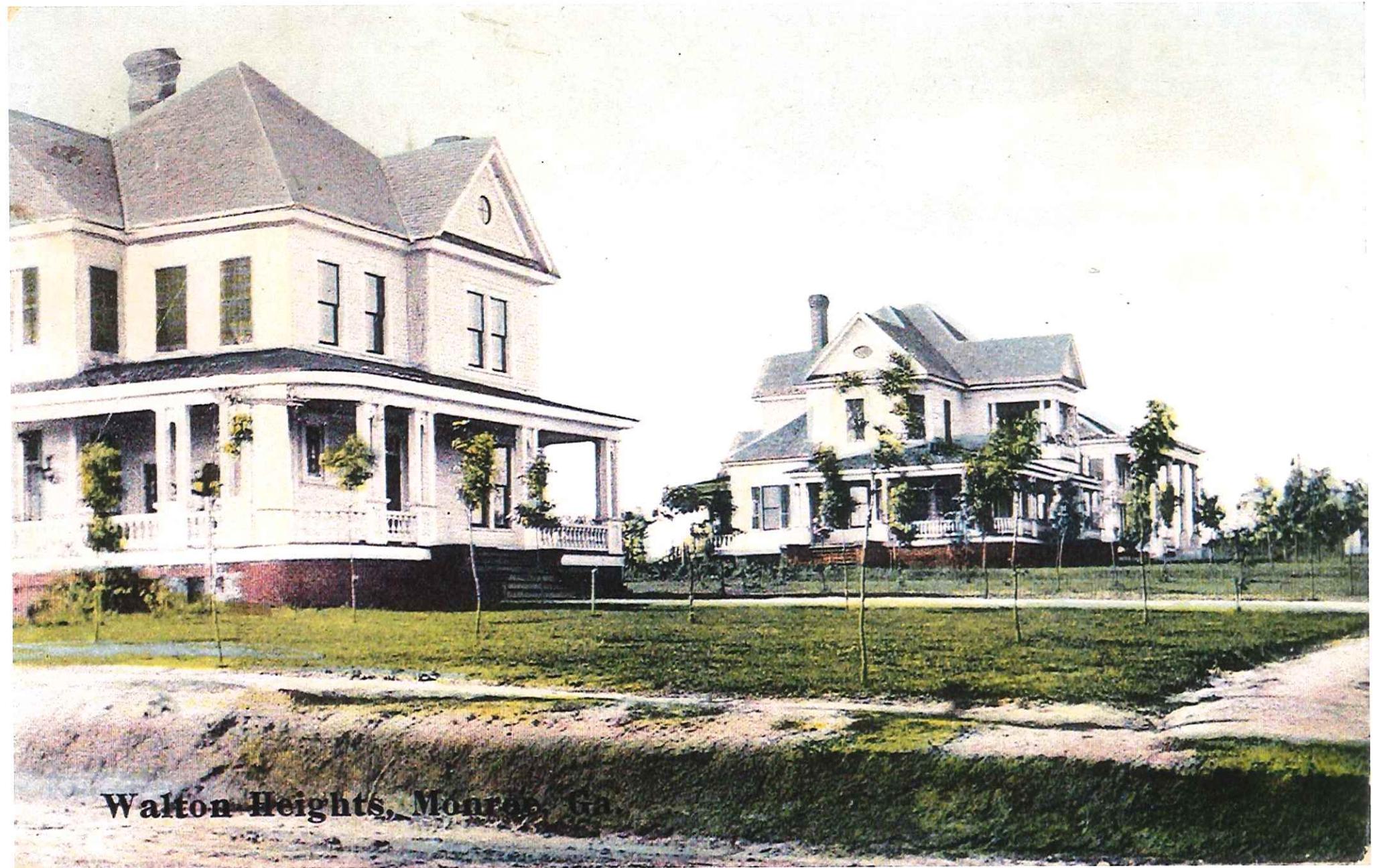
REMOVE EXISTING SLIDING WINDOW (NON INSULATED)
INSTALL NEW DOUBLE SASH WINDOW UNIT
WITH FIXED GLASS IN THE CENTER
SAME SIZE AS EXISTING WINDOW

2)
Remove
shutters



Remove
Shutters





Walton Heights, Monroe, Ga.