



**CARTERSVILLE
HISTORIC PRESERVATION COMMISSION
MEETING**

Council Chambers, Third Floor of City Hall
Tuesday, June 20, 2023 at 5:30 PM

AGENDA

COMMISSIONERS:

Greg Frisbee – Chair
Brad Galland – Vice Chair
Becky Carr
Larry Gregory
Vandi White
Lisa Ellis
David Elder

CITY PLANNER:

David Hardegree

CITY CLERK:

Julia Drake

DEPUTY CITY CLERK:

Samantha Fincher

ASSISTANT CITY ATTORNEY:

Keith Lovell

CALL TO ORDER

ROLL CALL

APPROVAL OF MINUTES

1. May 16, 2023 Historic Preservation Meeting Minutes
2. Approval of April Meeting Minutes

CERTIFICATE OF PRESERVATION

3. COP23-15. 411 W Main St. Applicant: Hollie Ellenburg
4. COP23-16. 17 E Church St. Applicant: Art in Bartow

STAFF OR COMMITTEE COMMENTS

OTHER

The next meeting of the Historic Preservation Commission will be July 18th. 5:30pm.

ADJOURNMENT

Persons with disabilities needing assistance to participate in any of these proceedings should contact the human resources office, ADA coordinator, 48 hours in advance of the meeting at 770-387-5616.

P.O Box 1390 – 10 N. Public Square – Cartersville, Georgia 30120
Telephone: 770-387-5616 – Fax 770-386-5841 – www.cityofcartersville.org



HISTORIC PRESERVATION COMMISSION ITEM SUMMARY

MEETING DATE:	June 20, 2023
SUBCATEGORY:	HPC
DEPARTMENT NAME:	Planning and Development
AGENDA ITEM TITLE:	Approval of May Meeting Minutes
DEPARTMENT SUMMARY RECOMMENDATION:	For review and approval
LEGAL:	N/A

Historic Preservation Commission Meeting
10 N. Public Square
May 16, 2023
5:30 P.M.

I. Opening Meeting

Call to order by Chairman Frisbee at 5:30 PM

Present: Greg Frisbee, Larry Gregory, Becky Carr, David Elder, Brad Galland, Lisa Ellis,
and Vandl White

Staff Present: David Hardegree, Zack Arnold, and Keith Lovell

Absent:

The following items were discussed:

1. General:
 - A. The Commission's purpose
 - B. Defining historic preservation
 - C. Protecting a streetscape
 - D. Protecting the historic character of a structure
 - E. What does it mean to be "in keeping with the historic style or theme of a neighborhood and/or street, etc.
 - F. Certificate of Preservation vs Certificate of Appropriateness
2. Preparing for a Meeting:
 - A. Review Application
 - B. Site Visit
 - C. Review Ordinance/ Design Guidelines
 - D. Consulting with other members (No Quorum)
 - E. Consulting with Staff
3. Meeting Process and Procedures:
 - A. Procedures regarding conduct of an HPC meeting
 - B. Asking questions of the applicant
 - C. Making a motion
 - D. How to formulate a proper denial motion, etc. (Making Motions)
 - E. Making Defensible Decisions
4. Design Guidelines:
 - A. Design guidelines for accessory structures, fences, retaining walls and hardscapes
 - B. Retaining walls in a front yard vs. side or rear yards
 - C. How to properly address an applicant's request to replace the windows of a home

Chairman Frisbee adjourned the meeting at 7:23 PM.

/s/ _____
Greg Frisbee, Chairman



HISTORIC PRESERVATION COMMISSION ITEM SUMMARY

MEETING DATE:	May 16, 2023
SUBCATEGORY:	HPC
DEPARTMENT NAME:	Planning and Development
AGENDA ITEM TITLE:	Approval of April Meeting Minutes
DEPARTMENT SUMMARY RECOMMENDATION:	For review and approval
LEGAL:	N/A

Historic Preservation Commission Meeting
10 N. Public Square
April 18, 2023
5:30 P.M.

I. Opening Meeting

Call to order by Chairman Frisbee at 5:30 PM

Present: Greg Frisbee, Larry Gregory, Becky Carr, David Elder, Brad Galland, Lisa Ellis,
and Vandi White

Staff Present: David Hardegee, Zack Arnold, Samantha Fincher, and Keith Lovell

Absent:

1. Approval of Minutes

Chairman Frisbee called for a motion to make two amendments to the March 21, 2023, meeting minutes. For Case COP23-06, 215 Leake St, Chairman Frisbee recommended amending the minutes to read: The Board discussed the style of the barn, its location, foundation options, and ways to address the exterior appearance of the building to be in keeping with the exterior appearance of the primary structure. And for case COP23-10, 104 Fite St, Chairman Frisbee recommended amending the minutes to read: Construct a new house on a crawl space with a flush rear wall, approx. 1,400 square feet. Board Member Carr seconded the motion. The motion carried unanimously. Vote: 6-0.

1. COP23-13. 32 Cassville Rd. Applicant: Hudson & Co. LLC

Chairman Frisbee called for the next item on the agenda. David Hardegee, Planning and Development Assistant Director stated per the original application, COP20-32, the intent was to preserve the original carriage house, if possible. The application excluded the demolition of the carriage house where other accessory structures were identified for demolition.

The carriage house was a 4-sided brick structure with a single garage door opening oriented toward the Charles Street driveway. The most recent roof had been modified with a gabled roof constructed of, presumably, wood and wood siding. Staff was notified of the demolition and new construction on approximately March 23, 2023, by Code Enforcement, and A Stop-Work-Order was issued at that time.

The replacement structure is a detached garage in the same location as the carriage house. The new structure will be a 4-sided brick with a pitched, slate roof. The brick will be painted. Two wooden, carriage-style garage doors will be installed toward the south side. The 2x3 windows appear to be fixed windows. Window material was not provided. A standard door will be added to the driveway side of the structure. A metal awning will be added over this door. It appears that consideration has been given to the new structure's connection to the previous carriage house and to the new house in terms of design, function, size, scale, and materials. The Board of Zoning Appeals will also review this project on May 11th for a front yard encroachment of the accessory structure, case no.

V23-09.

Project Description:

1. Demolish approx. 20ft x 30ft. historic carriage house.
2. Construct a new detached garage in place of the carriage house, approx. 20ft. x 30ft.
3. Add concrete slab on grade.
4. Walls to be brick, painted.
5. Roof to be slate to match house. Roof pitch: 14/12.
6. Add cast stone corbels to corners.
7. Add (2) 9ft. x 7ft. wood, carriage style doors on the south side.
8. Add (1) ¾ light, wood standard door on east side.
9. Add metal awning over door on east side.
10. Add (2) windows, 26" x 50", to north side. Pain config. 2 x 3.
11. Add (1) window, 26" x 50", to west side. Pain config. 2 x 3.

Chairman Frisbee opened the floor for a public hearing.

JB Hudson, the contractor, came forward to represent the application. Mr. Hudson explained that a great effort was made to save the carriage house, but it was infeasible to repair due to foundation issues.

Barry Henderson, 4 Howard Heights, came forward in favor of the application.

Chairman Frisbee closed the public hearing for discussion.

Chairman Frisbee asked Mr. Hudson about the proposed window materials, to which Mr. Hudson replied that the windows would be simulated divided light wood windows. The window seal detail will match the windows of the home.

Board Member Galland made a motion to approve the application as submitted with the clarification of items 10 and 11. 10. Add (2) simulated divided light, wood windows 26" x 50", to the north side. Pain config. 2 x 3. 11. Add (1) simulated divided light, wood windows window, 26" x 50", to the west side. Pain config. 2 x 3. Board Member Carr seconded the motion. Vote: 6-0.

2. COP23-14. 120 S Gilmer St. Applicant: MTC Properties, LLC

Chairman Frisbee called for the next item on the agenda. Mr. Hardegree stated the modifications were observed by staff on April 4, 2023, and A Stop Work Order was placed. Due to inclement weather, exterior openings were allowed to be enclosed or sealed. All other exterior modifications were suspended until the Historic Preservation meeting.

Mr. Hardegree stated building 103 and 117 were painted white in 2006 based on images and the approval letter provided with COP06-08. Modifications to the 103 building were reviewed and approved by the HPC on 7-17-18, and COP18-16. The old awnings were removed and entry doors with sidelight glass panels were removed, modified, or replaced with roll-up doors. Some window and door openings were enclosed with brick. Other

windows, that had been covered by siding, were exposed. The metal roof panels were painted as well as the decorative block on the rear of the building, which was previously painted, probably with COP06-08. The unpainted brick on the remaining (3) walls was painted white to match the buildings on the 103 property. An acrylic latex paint was used which is a paint suitable for masonry surfaces. Given the significant changes to the property and buildings over the years in the triangular block, some of which have been approved by the Historic Preservation Board.

Mr. Hardegree stated he needed to make two corrections to the task list. 2A) said to remove the right-side door but it should say replace the right-side door. And 3A) said remove siding over Tennessee Street windows west facing but should say east facing.

Project Tasks:

1. General Building Items

- A. Paint unpainted brick on 3 sides of the building.
- B. Remove (4) fabric awnings.
- C. Paint metal mansard roof panels
- D. Paint previously painted architectural block, a rear wall (maintenance).
- E. Caulk and paint metal window frames (maintenance).

2. For 100 suite side of the building (Gilmer St):

- A. Replace the right-side door and side lights with a roll-up door.
- B. Remove left side double doors, commercial style, with side lights and replace with new double doors, half-light.
- C. Add board and batten around double doors to fill previous window openings.

3. For 200 suite side of the building (Tennessee St):

- A. Remove siding over Tennessee St windows (east facing).
- B. Remove (1) window and brick window opening on Tennessee St side.
- C. Replace (1) door and (2) sidelight windows with roll-up doors.
- D. Remove the siding over the window.
- E. Remove the door and window on the east side of the bump-out and brick both openings.
- F. Remove door and (4) windows on the south side of bump-out (front building face) and replace with double doors, new windowsill, and board and batten to fill previous window openings.
- G. Remove siding over windows west side of the bump-out.

Chairman Frisbee opened the floor for a public hearing.

Gary Temples, the applicant, came forward and stated he purchased this property and the adjacent property to the north, 103 E Main Street, in 2021. His intent was to make the entire triangular block attractive, inviting, and uniform in appearance.

Don Temples, the applicant. came forward to add that the property was purchased with the intent of restoring the building to its original appearance.

Chairman Frisbee closed the public hearing for discussion.

Board Member White made a motion to approve the application as submitted with the corrections to the project task list made by Staff. Board Member Gregory seconded the motion. Vote:6-0.

STAFF OR COMMITTEE COMMENTS

Mr. Hardegree provided the Board with training opportunity dates. The Board is required by state regulations to take at least one training session per year.

The National Trust for Historic Preservation is holding two forum webinars. The first will be held on April 26, 2023, at 3:45 P.M., and the second part will be held on May 19, 2023, at 1:00 P.M.

The Historic Preservation Division and Georgia Trust for Historic Preservation Historic Preservation Conference will be held September 13-15 in Augusta.

The 2023 Georgia Downtown Conference will be held August 21-24 in Canton, GA.

Mr. Hardegree and the Board discussed the need to schedule a work session to discuss design standards and meeting protocols. This will be scheduled to occur during a scheduled Historic Preservation Meeting.

Chairman Frisbee discussed the City of Cartersville Community Engagement Survey and encouraged the Board to participate in the survey.

Chairman Frisbee adjourned the meeting at 6:45 PM.

/s/ _____
Greg Frisbee
Chairman



HISTORIC PRESERVATION COMMISSION ITEM SUMMARY

MEETING DATE:	June 20th, 2023
SUBCATEGORY:	HPC
DEPARTMENT NAME:	Planning and Development
AGENDA ITEM TITLE:	COP23-15. 411 W Main St. Applicant: Hollie Ellenburg
DEPARTMENT SUMMARY RECOMMENDATION:	Applicant is requesting to construct a 2-tiered retaining wall system along the W Main St property line. Walls will range from 12” to 36” in height based on topography and be comprised of natural stone with landscape strips between the tiers.
LEGAL:	N/A



City of Cartersville Historic Preservation Commission COP Application Staff Report
Case: COP 23-15

HPC Meeting – 6/20/23

Application Information

Address: 411 W. Main St.
 Applicant: Hollie Ellenburg
 Historic District: West End
 Zoning: R-7
 Setbacks: Front= 20ft. Rear= 20ft. Side=8ft.

Brief Description: Construct a 2-tier, natural stone retaining wall along W. Main St.

Applicable Guidelines to Consider- Sec. 9.25-54. West End Historic District

Residential Design Guidelines	
<i>Part One: Maintaining, Repairing, Replacing Structures Contributing to a Historic District.</i>	
A. Wood	K. Utilities and Energy Retrofit
B. Masonry	L. Accessibility, Health, and Safety Considerations
C. Architectural Metals	X M. Aesthetic Recommendations
D. Paint	
E. Roofs	PART TWO: Additions and New Building Construction
F. Exterior Walls	
G. Driveways, Walkways, and Off-Street Parking	
H. Lighting	PART THREE: Relocation of Structures
I. Windows and Doors	
J. Entrances, Porches and Balconies	PART FOUR: Demolition
Commercial Design Guidelines (Historic Downtown Business District)	
PART ONE: General Guidelines for Structures Contributing to the District.	
PART TWO: Guidelines for New Construction	

Project Tasks:

1. Construct a 2-tier, natural stone retaining wall along W. Main St, approx. length: 60ft. per tier;
2. Add landscape plantings between tiers and above upper tier.
3. Add sod to area between lower tier and sidewalk.

Staff Comments:

History of the Property- The home was constructed c.1940 according to the Bartow County Tax Assessor. GHRS shows date range as c.1895-1904.

COP15-08. Multiple exterior and site renovations. Approved 4/21/15.
Replace front-east wall with board & batten siding. Denied 4/21/15.

Analysis of the COP:

The owner wishes to improve the appearance of the property by minimizing the front yard slope along W. Main St. The slope to the sidewalk was grass prior to the initial disturbance. A Stop Work Order was posted once the unreviewed work was observed.

New wall type – Natural stone boulders and/ or stacked stone.

See application for wall examples.

Landscape material and sod will be installed to complete the wall and stabilize the soil.

HPC review guidelines are limited to Sec. 9.25-54, Part 1, Sec. M:

M. Aesthetic recommendations:

- 1. Survey in advance and limit any disturbance to the site's terrain during construction to minimize the possibility of destroying unknown archaeological resources.*
- 2. Protect large trees and other significant site features from immediate damage during construction and from delayed damage due to construction activities, such as loss of root area or compaction of the soil by equipment. It is especially critical to avoid compaction of the soil within the drip lines of trees.*
- 3. Limit the size and scale of an addition in relationship to the historic building so that it does not diminish or visually overpower the building.*

The proposed retaining wall type, dimensions and location are compliant with the zoning ordinance per Sec. 4.16.

The water department requires that the water meter be relocated. It is in conflict with the proposed wall location. See attached sketch with notes.

Also, the wall should maintain a min. 5ft. separation from the natural gas line.

Call "811" for a utility locate before installing the wall. Allow up to 10 days for utilities to be located.

Commissioners Work Sheet

Materials:

Hardscaping

Retaining Wall: N/A

Natural Stone- boulders or stacked

Drives:

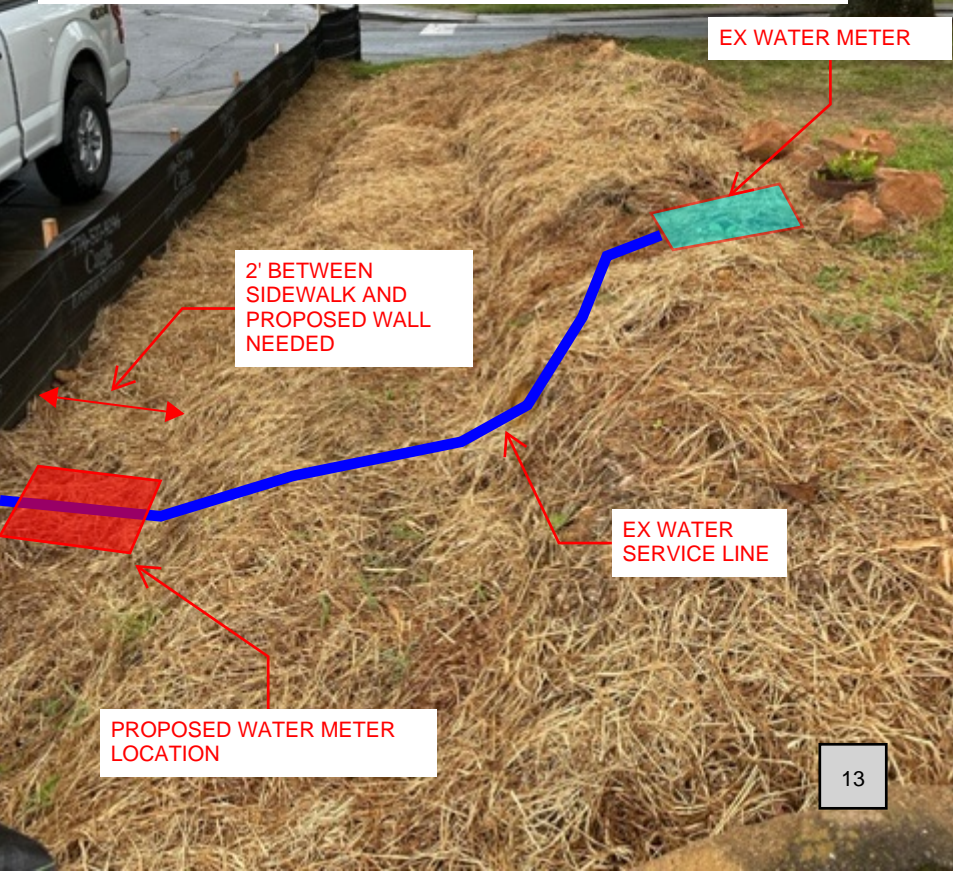
Fencing:

Lighting:

Notes:

I move to (approve, approve w/ conditions, or deny) the application for (state proposed changes) at (address) (as submitted, or with the following conditions). I find (compliance or noncompliance) with the guidelines referenced in the staff report and those brought up during discussion.

City of Cartersville has an existing water meter that is on the bank. If a wall is installed, the meter will need to be relocated at owner's expense in front of the wall. This is so the City will not have a service crossing under the wall, it will be the owners service that crosses under the wall. That cost can be given by Terry Jordan 770-655-2740. The City Water will require 2 feet from the sidewalk to the the footing of wall to have adequate distance for the new meter location. If the wall is in conflict with the existing service once meter has been moved, it will be the owners responsibility to relocate the private service.

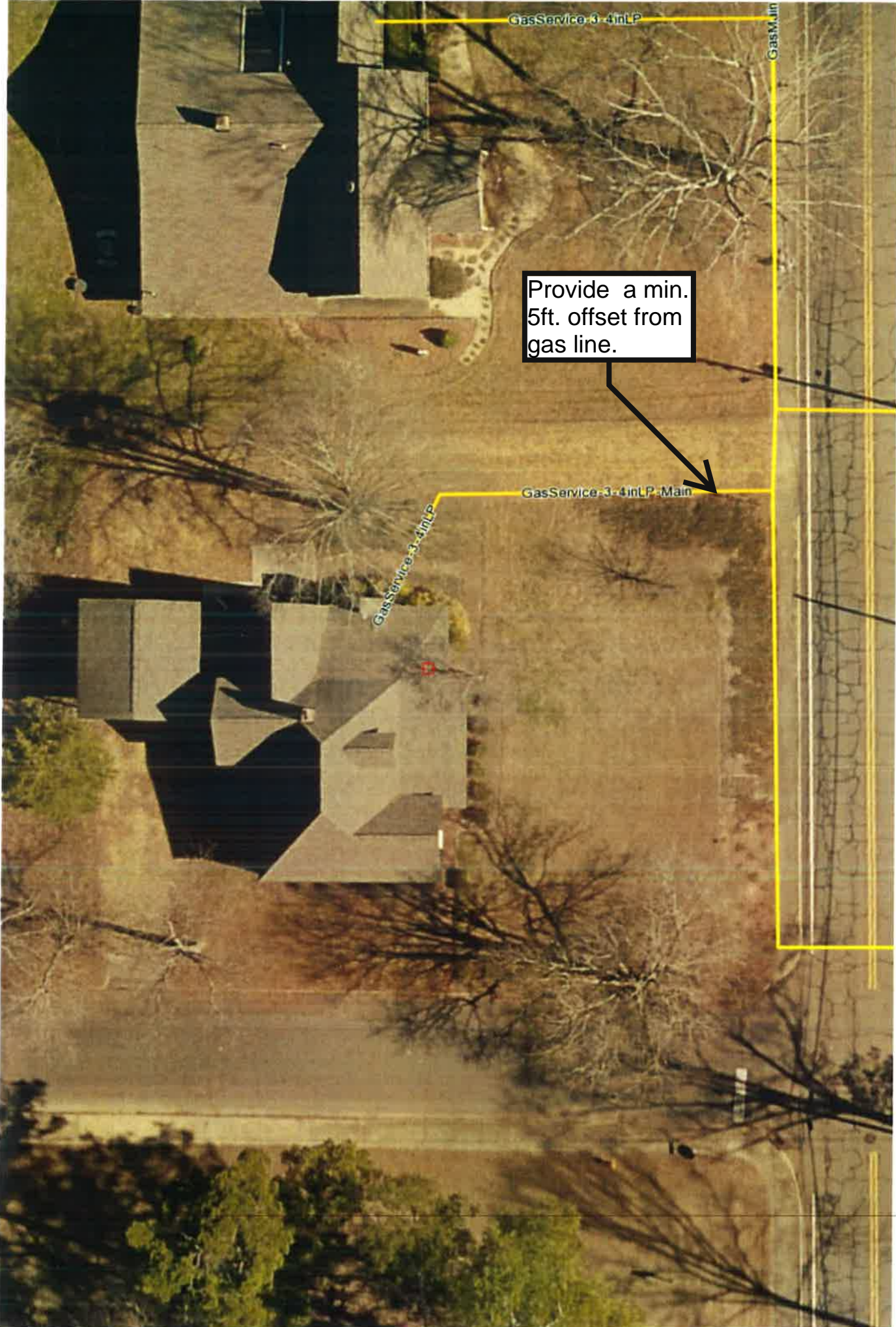


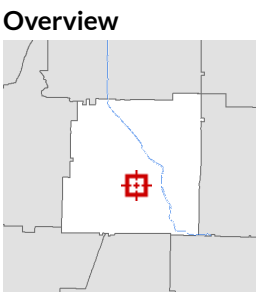
EX WATER METER

2' BETWEEN SIDEWALK AND PROPOSED WALL NEEDED

EX WATER SERVICE LINE

PROPOSED WATER METER LOCATION





- Legend**
- Parcels
 - Structural Numbers**
 - Abandoned or Inactive
 - Active
 - Proposed
 - <all other values>
 - Roads

Parcel ID	C002-0009-007	Alternate ID	32167	Owner Address	MAIN STREET CARTERSVILLE LLC
Sec/Twp/Rng	n/a	Class	Residential		660 OSCEOLA AVE UNIT 101
Property Address	411 W MAIN ST	Acreeage	0.28		WINTER PARK, FL 32789
District	Cartersville				
Brief Tax Description	LL 84 D 4				

(Note: Not to be used on legal documents)

Date created: 6/5/2023
 Last Data Uploaded: 6/2/2023 8:59:57 PM

Developed by Schneider
 GEOSPATIAL



Cartersville Historic Preservation Commission CERTIFICATE OF PRESERVATION APPLICATION

*Applicant: Hollie Ellenburg

Project Address: 411 West Main St.

Mailing Address (if different than project address):
18 Mountainview Ct.

Phone: 770-773-5091

Email: Dustnsunshine1968@yahoo

*NOTE: If applicant is not the owner, as listed on the property deed, a letter from the owner authorizing the proposed work must be included along with the owners phone number and address.

PROCEDURE

Application Requirements

All Applications must be complete and include support materials listed on the reverse of this form and a \$25 non-refundable application fee.

Application Deadlines

See 3rd page of application for application submittal deadlines.

Application Representation

The applicant or authorized representative of the applicant should attend the public hearing to support the application.

Building Permits Requirements

In Addition to a COP application, building permits must be acquired from the Community Development Department. Building permits will not be issued without proof of a COP.

Deadline for Project Completion

After approval, the COP is valid for 18 months and void if construction does not begin within 6 months of approval.

Office Use Only

Case Number	COP23-15
Date Received	5-30-23
Contributing	y- c.1940
Zoning	R-7
Legal Advertisement	6-14-23
Notified Adjacent	
HPC Hearing	6-20-23
HPC Decision	
COP Expiration	
Project Completion	
Tax Parcel	C002-0009-007

I N F O R M A T I O N

Existing Building Type:

- Residential One, Two or Multi-family _____
Garage, Storage _____
- Commercial _____
- Other _____

Brief Project Description (example: addition of sunroom, installation of fence)

Type of Project (check all that apply)

- New building
- Addition to building
- Relocation of building(s)
- Demolition
- Fence(s), wall(s), landscaping
- Minor exterior change
- Major restoration, rehabilitation, or remodeling
- Other _____

Start Date: _____

Anticipated Completion: _____

Contractor/Consultant/Architect: _____

AUTHORIZATION

In consideration for the City of Cartersville's review of this application for a proposed change to a locally designated property, the applicant agrees to hereby indemnify and hold harmless the City and its' agents and employees from and against any and all claims, damages, and/or liability arising from or related to this application or any issuance of a permit hereunder.

Date 5-3-23

Signature [Signature]

APPLICATION CHECKLIST

The following list includes the support material necessary for review of a particular project.

New Buildings and New Additions

- site plan
- architectural elevations
- floor plan
- landscape plan (vegetation not required)
- description of construction materials
- photographs of proposed site and adjoining properties

Major Restoration, Rehabilitation, or Remodeling

- architectural elevations or sketches
- description of proposed changes
- description of construction materials
- photographs of existing building
- documentation of earlier historic appearances (restoration only)

Minor Exterior Changes

- description of proposed changes
- description of construction materials
- photographs of existing building

Site Changes – Parking areas, Drives, Walks

- site plan or sketch of site
- description of construction materials
- photographs of site

Site Changes – Fences, Walls, Systems

- site plan or sketch of site
- architectural elevations or sketches
- description of construction materials
- photographs of site

Site Changes – Signs

- specifications
- description of construction materials and illumination

Demolition

Must include a complete plan for the new development.

- timetable
- demolition budget
- new construction budget
- evidence of adequate financing

NOTE: Only complete applications will be placed on the agenda for design review. Submit to:

City of Cartersville
 Planning and Development Department
 P.O. Box 1390
 Cartersville, GA 30120

PROJECT DESCRIPTION

Include support materials and attach additional sheets if needed. If the proposed scope of work will involve more than one type of project, please divide the description. [Example: (1) Addition to rear (2) New roof]

I Am wanting to build
 A 2 tierd stone wall.
 1st wall will be 2-2 1/2 ft
 tall. 2ft off of side walk.
 the 2ft will be planted with
 sod.
 the second tier will be
 1-2ft tall.
 the material I would
 like to use are boulders,
 flagstone & stack stone.

PRECEDENCE OF DECISIONS

Each application will be considered on it's own merit with reference to the Secretary of the Interior's Standards and the Commission's published Design Standards. While the Historic Preservation Commission may consider past actions when making decisions on an Application for a Certificate of Preservation, it is not held by those decisions when considering new application that may appear similar in character.

April 28, 2023

To: Cartersville Historic Preservation Committee
Zack Arnold, Cartersville Planning Office

Dear Mr Arnold,

I, Gary Rupp, give Hollie Ellenburg of Foxglove & Wildflowers Landscaping permission to submit and application on my behalf. Also, Foxgloves will be performing the as well. The application is for consideration to build a two tiered stone retaining wall on the front of my property near the West Main Street sidewalk. We want very much for this improvement to be consistent with your committee's work to keep historic nature that first attracted us to this part of Cartersville. Please feel free to contact me if you have any questions or concerns about our project. Thank you for your time and consideration.

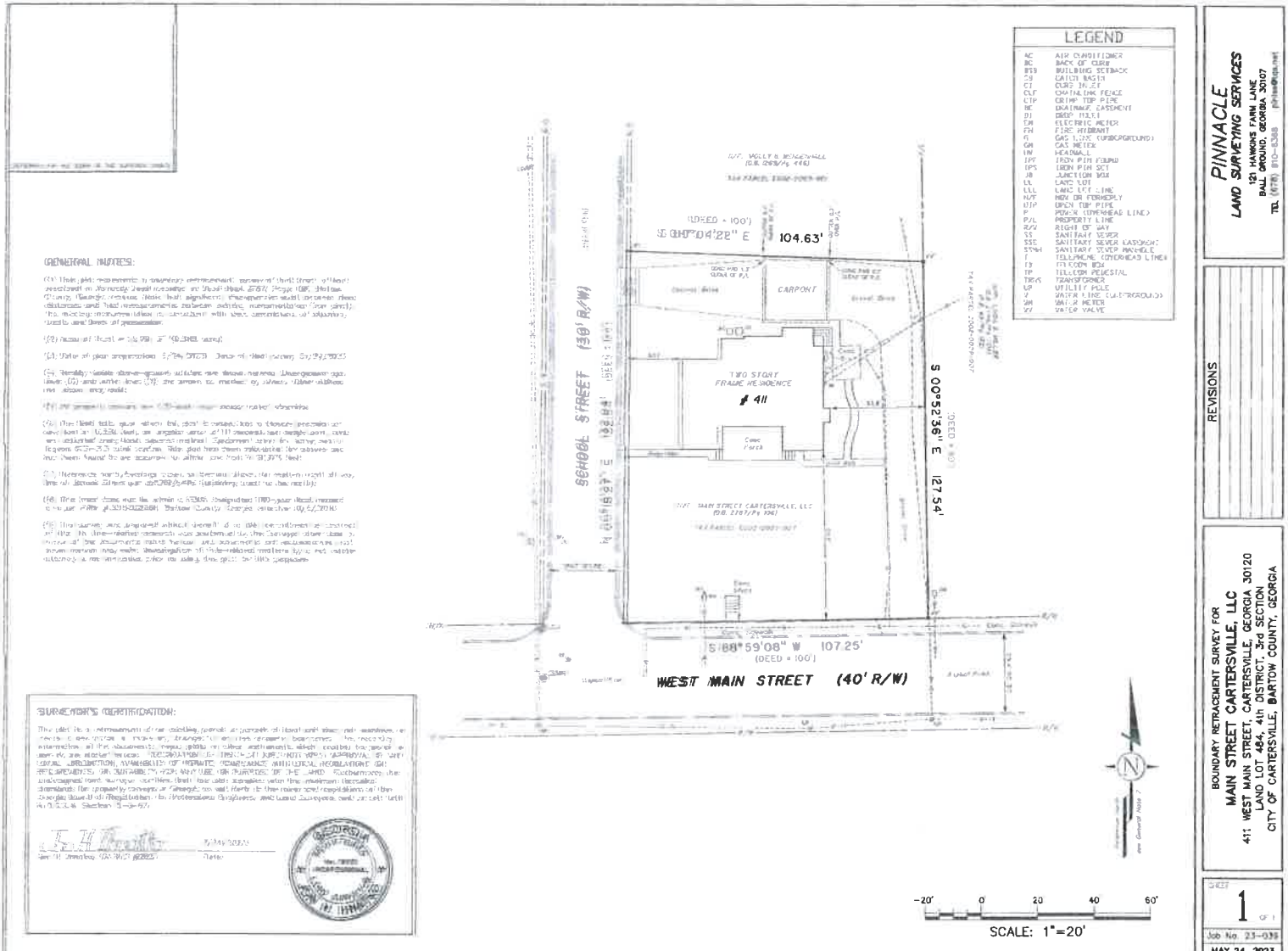
Best regards,
Gary Rupp

411 West Main Street
Cartersville, GA
30120

Cell: 407-739-8584

Hollie Ellenburg
 7-773-5091
 Dust n sunshine 1968.
 Yahoo
 5/30/23

Item 3.



- GENERAL NOTES:**
- (1) This plat represents a boundary retracement survey of land fronted, described in Warranty Deed recorded in Book 1048, Page 108, Bartow County, Georgia, which shows that adjacent owner's lot and corner distances and that measurements between adjacent monuments (iron nails) are being retraced from the monument with steel combinations of stainless steel to and from monument.
 - (2) Area of lot is 13,591.27 SQ. FT. (313.82 ACRES)
 - (3) State of plan preparation is 5/24/2023. Date of field work is 5/22/2023
 - (4) Nearby visible above-ground utilities are shown as per Underground app. (5) and are shown (6) and shown as marked by address 411 West Main Street, as shown on plat.
 - (5) The plat shows the 130-foot wide right-of-way for School Street.
 - (6) The field notes upon which this plat is based, refer to a survey conducted on land fronted on U.S. 29, West, an adjacent owner of 113 acres, land, adjacent owner, and adjacent owner. Measurements were taken by survey party in August 2022. The plat has been prepared from these measurements and has been found to be accurate to within one-hundredth (0.01) feet.
 - (7) Measurements were taken on the ground. The monument is a 100-foot diameter iron nail set in the ground. The monument is a 100-foot diameter iron nail set in the ground.
 - (8) The iron nail set in the ground is a 100-foot diameter iron nail set in the ground.
 - (9) The iron nail set in the ground is a 100-foot diameter iron nail set in the ground.
 - (10) The iron nail set in the ground is a 100-foot diameter iron nail set in the ground.

SURVEYOR'S CERTIFICATION:

I, the undersigned, a duly qualified and licensed Professional Engineer, do hereby certify that the foregoing is a true and correct representation of the survey as conducted and shown on this plat, and that the same was conducted and shown on this plat in accordance with the provisions of the Georgia Surveying and Mapping Act, Chapter 53-2-1, Code of Georgia Annotated, and that the same was conducted and shown on this plat in accordance with the provisions of the Georgia Surveying and Mapping Act, Chapter 53-2-1, Code of Georgia Annotated, and that the same was conducted and shown on this plat in accordance with the provisions of the Georgia Surveying and Mapping Act, Chapter 53-2-1, Code of Georgia Annotated.

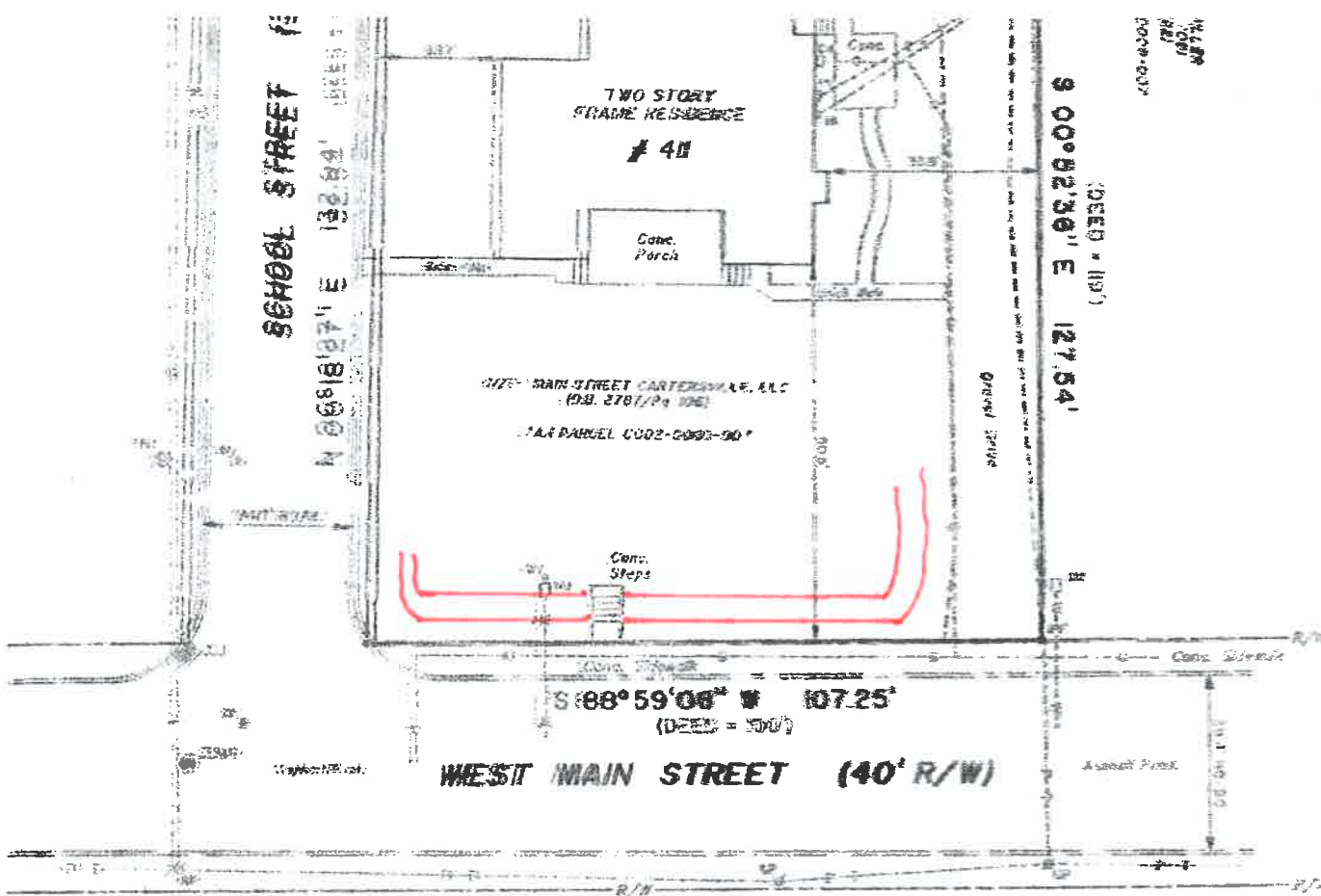
F. H. Hinkle
 F. H. Hinkle, P.E.
 5/24/2023
 Date

PINNACLE
LAND SURVEYING SERVICES
 121 HAWKINS PARK LANE
 BALL COUNTRY, GEORGIA 30107
 TEL: (770) 810-4388 www.pinnacleland.com

REVISIONS

BOUNDARY RETRACEMENT SURVEY FOR
MAIN STREET, CARTERSVILLE, LLC
 411 WEST MAIN STREET, CARTERSVILLE, GEORGIA 30120
 LAND LOT 484, 4TH DISTRICT, 3RD SECTION
 CITY OF CARTERSVILLE, BARTOW COUNTY, GEORGIA

1 OF 1
 Job No. 23-038
 MAY 24, 2023



LOWER WALL will be 2' off sidewalk - 1 1/2' to 3' high
 sod will be installed in that 2' AREA
 UPPER WALL will be 3' off (SET BACK) FROM UPPER WALL
 2 to 3 1/2' high

PLANTINGS BETWEEN WALLS thrift
 UPPER WALL boxwoods



Concept 1



Concept 2



Retaining Walls |
Landscape Desig...



Concept 3



Retaining wall



DIY Stone Flowerbeds | Hou...



Concept 4



Retaining wall



DIY Stone Flowerbeds | Hou...











HISTORIC PRESERVATION COMMISSION ITEM SUMMARY

MEETING DATE:	June 20th, 2023
SUBCATEGORY:	HPC
DEPARTMENT NAME:	Planning and Development
AGENDA ITEM TITLE:	COP23-16. 17 E Church St. Applicant: Art in Bartow
DEPARTMENT SUMMARY RECOMMENDATION:	Applicant is requesting a variance to the wall sign ordinance to allow a mural to be installed on the east wall of the building. The wall is currently painted brick. The mural will be painted on the east wall.
LEGAL:	N/A



**City of Cartersville Historic Preservation Commission
COP Application Staff Report**

Case: COP 23-16

HPC Meeting – 6/20/23

Application Information

Address: 17 E Church Street
 Applicant: Art In Bartow
 Historic District: DBD
 Zoning: DBD
 Setbacks: Front= oft. Rear= oft. Side=oft.

Brief Description: Variance request to increase wall sign criteria for the installation of a mural.

Applicable Guidelines to Consider- Sec. 9.25- 52

Residential Design Guidelines	
<i>Part One: Maintaining, Repairing, Replacing Structures Contributing to a Historic District.</i>	
A. Wood	K. Utilities and Energy Retrofit
B. Masonry	L. Accessibility, Health, and Safety Considerations
C. Architectural Metals	M. Aesthetic Recommendations
D. Paint	
E. Roofs	PART TWO: Additions and New Building Construction
F. Exterior Walls	
G. Driveways, Walkways, and Off-Street Parking	
H. Lighting	PART THREE: Relocation of Structures
I. Windows and Doors	
J. Entrances, Porches and Balconies	PART FOUR: Demolition
Commercial Design Guidelines (Historic Downtown Business District)	
X	PART ONE: General Guidelines for Structures Contributing to the District.
	PART TWO: Guidelines for New Construction

Project Tasks:

1. Paint mural on east side of wall. Wall is currently painted brick.

Staff Comments:

History of the Property- The structure was constructed c.1900 according to the Bartow County Tax Assessor. GHRS shows c. 1940.

COP19-22. Replace the French doors with a 2/3 lite fiberglass, ADA compliant door (36in. wide) and add two masonry columns on each side of doorway for structural support. Approved 8/20/19

Analysis of the COP:

Art in Bartow is proposing a painted mural on the east facing wall of 17 E. Church St. The wall is approx. 35ft. long and 15ft in height or approx. 525sf. The wall is currently painted brick. The mural may also serve as a wall sign for the buildings tenant, LIVE2540, also known as LOVE, with a location at 24 E Church St. The 17 E Church St. location is used for storage by the tenant. See proposed mural, attached.

There are no city ordinance sections for murals, so the precedent has been to define murals as signs. Typically, murals exceed the height and area allowed for wall signs, so a variance is needed. This is true for this project. Because a variance is needed and the project is in the DBD historic district, HPC review is required.

The only HPC reviewable item related to the proposed mural is the painted vs unpainted brick issue. Since the mural is proposed on a painted brick wall, this would be compliant with the HPC ordinance, Sec. 9.25-52 Part 1, subsection (9).

The Board of Zoning Appeals (BZA) will be reviewing the project for sign ordinance requirements. A variance hearing is scheduled for the BZA on July 13th, file V23-15. The following requirements will be reviewed:

1. Increase wall sign area from the allowed 70sf to approx. 525sf, per *Sec. 20-27 (1) General Regulations, subsection (f)(1)*
2. Increase height from the allowed 24in. to approx. 15ft. per *Sec. 20-27, General Regulations, subsection (f)(4);* and
3. Allow a painted wall sign in the DBD, per *Sec. 20-27 (3) Prohibited signs in the DBD district, subsection (c)*

The HPC may have an opinion on the item 3 above. Ordinance attached.

The mural does comply with all other sign requirements. Staff supports Art in Bartow initiatives including the addition of this mural to downtown. It is believed that the content of the mural, "LOVE", is merely coincidental to the name of the company renting space, and

is indicative of positive, family friendly messaging expected of all artwork in the Cartersville community.

Commissioners Work Sheet

Materials:


	Existing Materials	Materials to be Used
Roof		
Siding	Painted brick	Paint
Windows		
Doors		

Notes:

I move to (approve, approve w/ conditions, or deny) the application for (state proposed changes) at (address) (as submitted, or with the following conditions). I find (compliance or noncompliance) with the guidelines referenced in the staff report and those brought up during discussion.

Sec. 9.25-52 Part 1, subsection (9). All other sections omitted.

9. *Exterior walls:*

- 
- A. Painting, sealing or applying other types of coatings to unpainted masonry is prohibited without Commission approval. One shall not sandblast exterior surfaces. Use the gentlest means possible to clean exterior materials. When repointing brick or other masonry walls, one shall use a historic mortar mix (softer than modern mixes), matching the original mortar joints.
 - B. Maintain historic exterior materials. As part of a renovation, repair damaged exterior materials with like materials only in the area of damage. One shall not use imitation or faux brick, stone, wood siding, metal siding or aggregates on the building facade unless approved by the Commission.
 - C. Maintain historic exterior materials. As part of maintenance, repair damaged exterior materials with like materials only in the area of damage. One shall not use imitation or faux brick, stone, wood siding, metal siding or aggregates on the building facade unless approved by the Commission.

Sec. 20-27. DBD sign regulations.

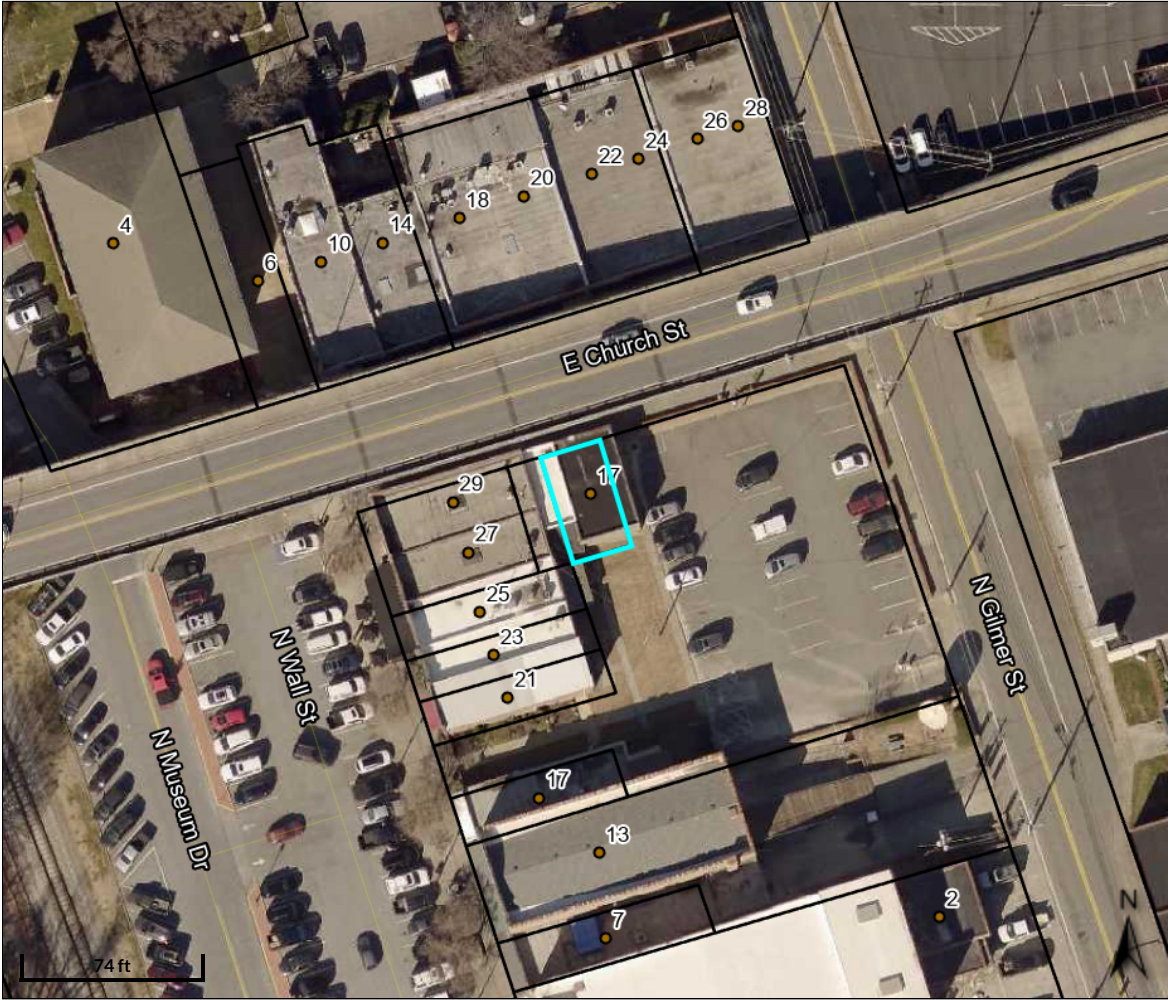
All signs under this section require a permit. The standards and requirements of this section shall be in addition to city-wide standards and requirements. In the event of conflicting regulations, the standards and requirements of this section shall take precedence.

(1) *General regulations.*

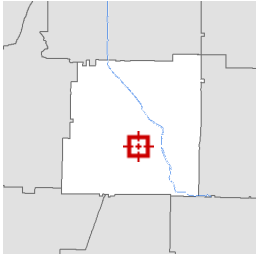
- a. *Banners.* No more than one (1) banner, not to exceed thirty-two (32) square feet in area, may be displayed at each place of business and shall be securely attached to the facade of a building. A registration permit is required, at no cost, and such banners shall be displayed for a period not to exceed thirty (30) days.
- b. *Color.* For all signs in the DBD district, fluorescent colors shall not be used. Such signs shall not contain more than five (5) colors, except in instance of an illustration.
- c. *Freestanding signs.* One (1) freestanding sign shall be allowed on each property frontage, not to exceed six (6) feet in height, and shall not exceed twenty-four (24) square feet in area. Electronic freestanding signs which exhibit animation, blink, change copy, display moving pictures or images, flash, contain light emitting diode (LED), and/or contain liquid crystal display (LCD) shall be prohibited.
- d. *Pole banners.* Such banners shall not exceed twelve and one-half (12-1/2) square feet in area; shall have a maximum width of two and one-half (2-1/2) feet and a maximum height of five (5) feet; shall have a minimum display height from the bottom edge of the banner to the ground of eight (8) feet; and shall have a maximum display height of twenty-five (25) feet measuring from the top edge of the banner to the ground. Such banners attached to public utility poles or light poles shall be approved by the appropriate city department prior to attachment.
- e. *Projecting signs.* A business shall be allowed to attach one (1) projecting sign to a building facade which fronts a public right-of-way with the following stipulations:
 1. The sign shall not exceed an area of six (6) square feet.
 2. The horizontal dimension of the sign shall not exceed three (3) feet.
 3. The sign shall be attached perpendicular to the building wall.
 4. The distance from the ground to the lower edge of the sign shall be a minimum of seven (7) feet over a sidewalk and a minimum of thirteen (13) feet over a street or driveway.
 5. The distance from the building wall to the sign shall not exceed six (6) inches.
 6. The height of the top edge of the sign shall not exceed the height of the wall from which the sign projects, if attached to a single story building, or the height of the sill or bottom of any second story window, if attached to a multi-story building.
 7. The sign may be directly or indirectly lighted, however, direct lighting shall be of the sign copy only. Animated illumination or effects, blinking, flashing, rotating, and/or scrolling projecting signs shall be prohibited.
- f. *Wall signs.*
 1. Wall signs shall have an aggregate area not to exceed two (2) square feet for each linear foot of building face, not to exceed two hundred (200) square feet in area. Canopy and awning signage shall be deducted from allocated wall sign area.

2. No wall sign shall be closer than eighteen (18) inches to an adjacent property line and shall not be installed or extend over a party wall.
 3. Wall signs shall not obscure important architectural details or features such as windows, transom panels, sills, moldings and cornices.
 - 4. Wall signs shall be no greater than twenty-four (24) inches in height (excludes permanent window signage).
 5. Animated illumination or effects, electronic, blinking, flashing, rotating, and/or scrolling wall signs shall be prohibited.
- g. *Window signs.* Each ground level business having windows directly oriented to a street may use all of that glass area as one (1) allowable sign, but no single window shall be covered more than thirty (30) percent. Electronic window signs in the downtown business district (DBD) shall be no greater than four (4) square feet in area and shall only be stationary.
- (2) *Maintenance and appearance of signs.*
- a. All signs in the DBD zoning district shall be maintained in good condition, so as to present a quality and orderly appearance. The city finds that neglected or dilapidated signs in the DBD zoning district may adversely affect the public health, safety and welfare. Such signs may adversely affect the aesthetic characteristics of the city and may adversely affect public safety due to the visual impact of said signs on motorists and the structural characteristics of said signs.
 - b. Signs shall be considered neglected or dilapidated signs if any of the following conditions are present: Rust or holes on or in the sign or sign structure; broken, missing, loose or bent parts; faded or flaking paint; nonoperative or partially nonoperative illuminating or mechanical devices; or missing letters in sign copy.
 - c. The planning and development department, after due notice, may have any sign removed which shows gross neglect or becomes dilapidated. Said notice shall be given to the property owner and current tenant by first class mail, with proof of mailing obtained from the post office. Proof of mailing means either a first class "certificate of mailing" or a first class "certified mail" receipt; a proof of delivery is not required. Only an owner reflected on the records of the tax assessors as of January 1st of the applicable year shall be entitled to notice. The zoning administrator or designee shall give the owner thirty (30) days' written notice to correct the deficiencies or to remove the sign or signs. If the owner refuses to correct the deficiencies or remove the sign, the zoning administrator or designee may have the sign removed at the expense of the owner.
- (3) *Prohibited signs in the DBD district in addition to section 20-22*
- a. Animated illumination or effects, electronic, and/or flashing signs, unless noted above.
 - b. Billboards.
 - c. Signs painted directly onto roofs, retaining walls, fences or building facades or walls. Commemorative wall signs of historical significance are exempt from this provision.
 - d. Streamers.

(Ord. No. 26-12, 5-3-12; Ord. No. 01-15, § 8, 3-5-15)



Overview



Legend

- Parcels
- Structural Numbers**
 - Abandoned or Inactive
 - Active
 - Proposed
 - <all other values>
- Roads

Parcel ID C001-0009-016	Alternate ID 49882	Owner Address AUGSBURG INVESTMENTS LLC
Sec/Twp/Rng n/a	Class Commercial	PO BOX 1505
Property Address 17 E CHURCH ST	Acreage 0.02	CARTERSVILLE, GA 30120
District Downtown Development Authority		
Brief Tax Description LL 455		
(Note: Not to be used on legal documents)		

Date created: 6/5/2023
 Last Data Uploaded: 6/2/2023 8:59:57 PM

Developed by Schneider
 GEOSPATIAL



Cartersville Historic Preservation Commission CERTIFICATE OF PRESERVATION APPLICATION

*Applicant: Art in Bastow

Project Address: _____

Mailing Address (if different than project address):

20 Peppercorn Dr SW 30120 Cartersville

Phone: 770-546-8383

Email: artinbastow@gmail.com

*NOTE: If applicant is not the owner, as listed on the property deed, a letter from the owner authorizing the proposed work must be included along with the owners phone number and address.

PROCEDURE

Application Requirements

All Applications must be complete and include support materials listed on the reverse of this form and a \$25 non-refundable application fee.

Application Deadlines

See 3rd page of application for application submittal deadlines.

Application Representation

The applicant or authorized representative of the applicant should attend the public hearing to support the application.

Building Permits Requirements

In Addition to a COP application, building permits must be acquired from the Community Development Department. Building permits will not be issued without proof of a COP.

Deadline for Project Completion

After approval, the COP is valid for 18 months and void if construction does not begin within 6 months of approval.

Office Use Only

Case Number	<u>COP23-16</u>
Date Received	<u>5-26-23</u>
Contributing	<u>Y- c.1900</u>
Zoning	<u>DBD</u>
Legal Advertisement	<u>6-14-23</u>
Notified Adjacent	_____
HPC Hearing	<u>6-20-23</u>
HPC Decision	_____
COP Expiration	_____
Project Completion	_____
Tax Parcel	<u>C001-0009-016</u>

P
R
O
J
E
C
T

Existing Building Type:

- Residential One, Two or Multi-family _____
- Commercial Garage, Storage _____
- Other _____

Brief Project Description (example: addition of sunroom, installation of fence):

mural on previously painted brick

I
N
F
O
R
M
A
T
I
O
N

Type of Project (check all that apply)

- New building
- Addition to building
- Relocation of building(s)
- Demolition
- Fence(s), wall(s), landscaping
- Minor exterior change
- Major restoration, rehabilitation, or remodeling
- Other _____

Start Date: As soon as possible

Anticipated Completion: December 15, 2023

Artistic Director
Contractor/Consultant/Architect: Abigail Henington

AUTHORIZATION

In consideration for the City of Cartersville's review of this application for a proposed change to a locally designated property, the applicant agrees to hereby indemnify and hold harmless the City and its' agents and employees from and against any and all claims, damages, and/or liability arising from or related to this application or any issuance of a permit hereunder.

Date 5/26/23 Signature [Signature]

APPLICATION CHECKLIST

The following list includes the support material necessary for review of a particular project.

New Buildings and New Additions

- site plan
- architectural elevations
- floor plan
- landscape plan (vegetation not required)
- description of construction materials
- photographs of proposed site and adjoining properties

Major Restoration, Rehabilitation, or Remodeling

- architectural elevations or sketches
- description of proposed changes
- description of construction materials
- photographs of existing building
- documentation of earlier historic appearances (restoration only)

Minor Exterior Changes

- description of proposed changes
- description of construction materials
- photographs of existing building

Site Changes – Parking areas, Drives, Walks

- site plan or sketch of site
- description of construction materials
- photographs of site

Site Changes – Fences, Walls, Systems

- site plan or sketch of site
- architectural elevations or sketches
- description of construction materials
- photographs of site

Site Changes – Signs

- specifications
- description of construction materials and illumination

Demolition

Must include a complete plan for the new development.

- timetable
- demolition budget
- new construction budget
- evidence of adequate financing

NOTE: Only complete applications will be placed on the agenda for design review. Submit to:

City of Cartersville
 Planning and Development Department
 P.O. Box 1390
 Cartersville, GA 30120

PROJECT DESCRIPTION

Include support materials and attach additional sheets if needed. If the proposed scope of work will involve more than one type of project, please divide the description. [Example: (1) Addition to rear (2) New roof]

Art in Bartow in partnership with LIVE2540 and building owner Calvin Evans with Blackstone Realty Group LLC propose to paint a mural on the previously painted wall. This mural will draw tourists and Cartersville residents to the businesses under the bridge and the entire DMA. The artist is Abigail Hemington, a teacher at Woodland High School in conjunction with her students. This team will also be painting the mural with support from Art in Bartow

The best time for this project is while school is out, so start date would be upon final approval.

The mural would be designed to cover the entire open wall, which is larger than the 200sf sign allowance at approx 500sf.

PRECEDENCE OF DECISIONS

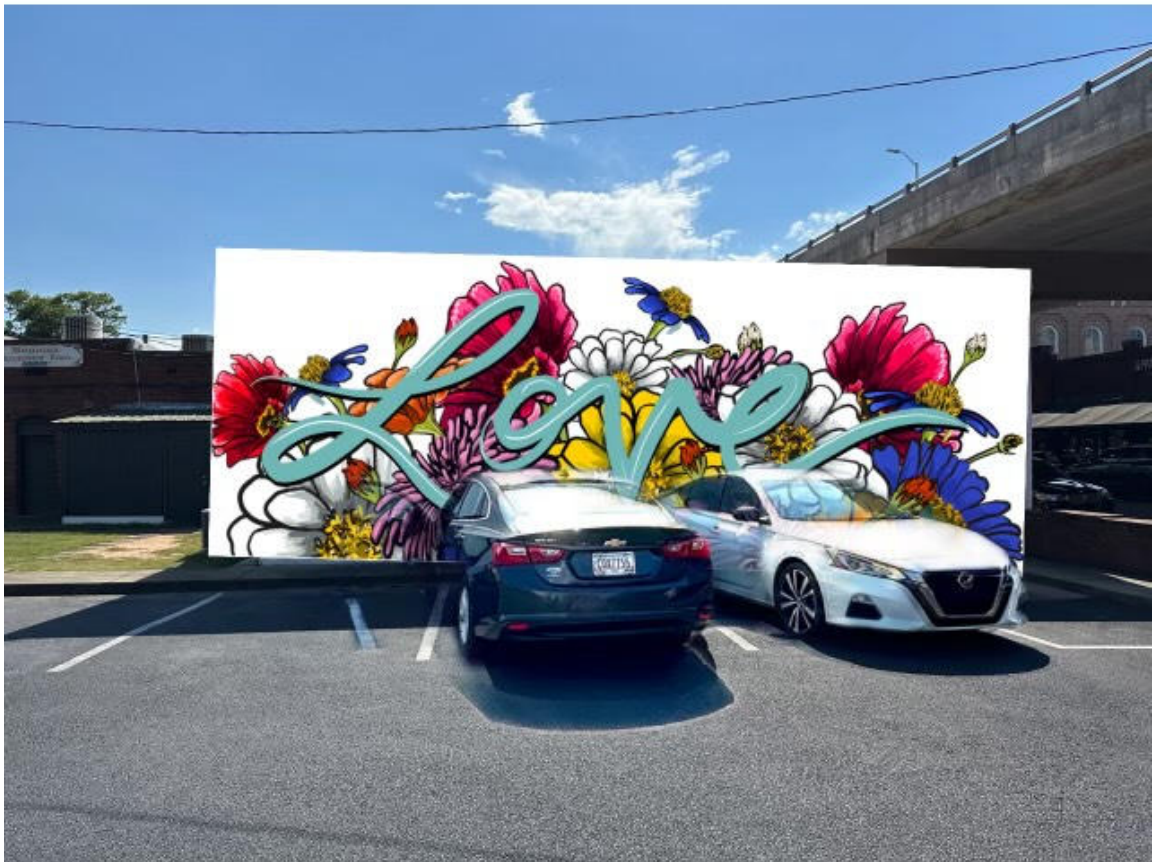
Each application will be considered on it's own merit with reference to the Secretary of the Interior's Standards and the Commission's published Design Standards. While the Historic Preservation Commission may consider past actions when making decisions on an Application for a Certificate of Preservation, it is not held by those decisions when considering new application that may appear similar in character.



Current condition of wall. Painted Brick.



Final Option



Images taken 6-13-23

