



**HISTORIC PRESERVATION COMMISSION
THURSDAY, NOVEMBER 14, 2019
9:00 AM
DALTON CITY HALL**

AGENDA

Call to Order

Minutes

- [1.](#) Regular Meeting Minutes of October 10, 2019

New Business

- [2.](#) Ben Temples - 124 Valley Drive - Docket 123-HPC
Renovation of Detached Garage
- [3.](#) Dalton First United Methodist Church - 504 S. Thornton Ave. - Docket 124-HPC
New Roof – Westcott House

Miscellaneous Business

4. Discussion of Downtown Historic District Boundaries

Announcements

5. Next HPC Meeting - December 12, 2019

Adjournment



HISTORIC PRESERVATION COMMISSION MEETING

MINUTES
THURSDAY, OCTOBER 10, 2019
9:00 A.M.
DALTON CITY HALL

Call to Order: Meeting called to order at 9AM by Chairman Jeff Granillo.

In Attendance: Jeff Granillo, John Hutcheson, Cathy Snyder, Reed Fincher, Joanne Lewis, Kathryn Sellers, Kimberley Witherow, Steve Herndon, Rodney Kendrick, Rowland Albertson, and Rebel.

Minutes of August 23 and September 23, 2019: motion by Cathy Snyder, second by John Hutcheson, to approve minutes as submitted. Motion passed.

Steve & Tammy Herndon – 401 Valley Drive – Docket 119-HPC

Mr. Herndon presented his request to replace all the windows on the house as they are all rotted. The windows will be replaced with Neverot cellular PVC windows by Central Woodwork. He proposes to leave the existing trim and replace the sashes. The roof will also be replaced with GAF Timberline architectural charcoal shingles.

On motion by John Hutcheson, second by Joanne Lewis, the request was approved as submitted. All were in favor.

Rowland Albertson – 603 Kenilworth Court – Docket 120-HPC

Mr. Rowland presented his request to construct a gabled roof/screened porch to match the existing roof line over the approximately 17x15 wooden deck on the west side of his home.

On motion by Kathryn Sellers, second by John Hutcheson, the request was approved as submitted. All were in favor.

Rodney Kendrick – 507 W. Walnut Avenue – Docket 121-HPC

Mr. Kendrick presented his request to construct a 6 or 8 ft. wooden privacy fence with decorative top along his back yard and along new concrete area. It would be stained the same color as his pergola.

On motion by Cathy Snyder, second by Kathryn Sellers, the request was approved as submitted. All were in favor.

Miscellaneous Business

The discussion of the Downtown Historic District Boundaries was tabled until the DDDA could be present for the meeting.

Reed Fincher presented three different maps for consideration of the proposed boundary of the Crown Mill Historic District. After review, Map #3 was selected for the proposed district which goes from Tyler Street to the current Greenway and includes the Crown Mill buildings. This proposed district fronts Chattanooga Ave. On motion by John Hutcheson, second by Cathy Snyder, Map #3 was approved. All were in favor.

Kathryn and Joanne have been working on reviewing and making recommended changes to the district guidelines as well as the COA application and certificate. Each member noted the recommended changes which include:

On the COA application, Plans and drawings to scale, etc., was added to the top and it was recommended to add Kimberley's email address and phone extension to the cover directions. Applications must be submitted instead of filed. On the application include brand, manufacturer and model for windows, describe current condition, omit methods of application, how would work change appearance of structure, delete where applicable. On the certificate add any changes must receive HPC approval prior to commencing changes. On motion by John Hutcheson, second by Cathy Snyder, the changes were approved.

Kathryn reported she is going to contact Mayor Mock regarding an ordinance for no parking on grass/front yards.

Joanne recommends to meet on Tuesday, October 22 and Tuesday, October 29 at 5:30pm to walk the Downtown District for those who can attend. Everyone meet at the Sims office to start on the north end.

Kimberley presented an application she just received prior to the meeting submitted by Carrington Akins at 514 Fairview Drive for a single window replacement on the back of the house. HPC asked for more information on the proposed window product and will review and respond via email once received.

****10/23/19** On motion by Joanne Lewis, second by Cathy Snyder, the applicant was approved to replace the rotted bathroom window on the back of the house. Replacement window will be an aluminum clad Windsor pinnacle series exterior color black, Ogee or Short Putty grille divided lite window.

Adjournment: Meeting adjourned at 10:45 a.m.

Next HPC meeting: November 14, 2019.

Signed:

Jeff Granillo, Chairman

Kimberley Witherow, Secretary



Application for Certificate of Appropriateness

☒ Pre-Application
☐ Preliminary site visit request
☐ Application

Date Received 11/4/19
Hearing scheduled 11-14-19

DESIGNATED PROPERTY:

Location of Property (include street address if available): 124 Valley Drive

Tax Map Identification: _____

Name of Applicant: Ben Temples

Doing Business as (if applicable): _____

Address of Applicant: 124 Valley Drive

Phone: (706) 218-3345 Work 272-0574 Home _____

Relationship of Applicant to Property (Lessee, owner): Owner

Architect: _____

Address: _____ Phone: _____

Contractor: Mark Rann

Address: _____ Phone: _____

Type of Building

☐ Single Family
☐ Commercial
☐ Two Family
☒ Garage
☐ Multi-Family
☐ Office Building

☐ Addition to existing structure
☐ Repair
☐ Fence/Wall
☐ Parking
☐ Demolish/Move

Proposed Work

☒ Alteration to existing structure
☐ New Construction
☐ Landscaping
☐ Sign/Advertising
☐ Other

Is there an application relevant to this property and the subject modifications or improvements pending or contemplated before the Board of Zoning Appeals, City Planning Commission or City Council? If so, please specify: No

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Who will represent applicant before the Historic Preservation Commission:

Name: Ben Temples

Title or relationship to applicant: same

Address: _____ Phone: _____

General description of each modification or improvement:

Add a roll up carriage door to front of garage.

Add window on the side of structure, next to entrance door.

rebuild wooden steps to front door & include small landing space for chair outside of

front entrance.

Why is work planned? _____

What materials will be used? Improve look and provide guest house space.

How will the work be performed and what methods of application will be used? _____

General contractor

Will the existing appearance be the same or different? X Explain: _____

Look will change with addition of carriage door on the front and the improved

stairs / entrance area on side.

When is the work to begin? 11/14/2019

What is the anticipated completion date? 01/31/2019

Signature or owner (where applicable): Ben

Name: Ben Temples

Signature of applicant or agent: Ben Print or type

Name: Ben Temples

Signature of applicant or agent: _____ Print or type

Mail completed application with supporting documentation to:

City of Dalton, Administration Dept. PO Box 1205, Dalton, GA 30722

Received by K. Witherow Docket No. 123-HPC

Date 11-1-19 Tax Map Identification _____

Qualifies for Administrative Review: ☐ Yes ☒ No

Front of Garage:



Proposed door type:



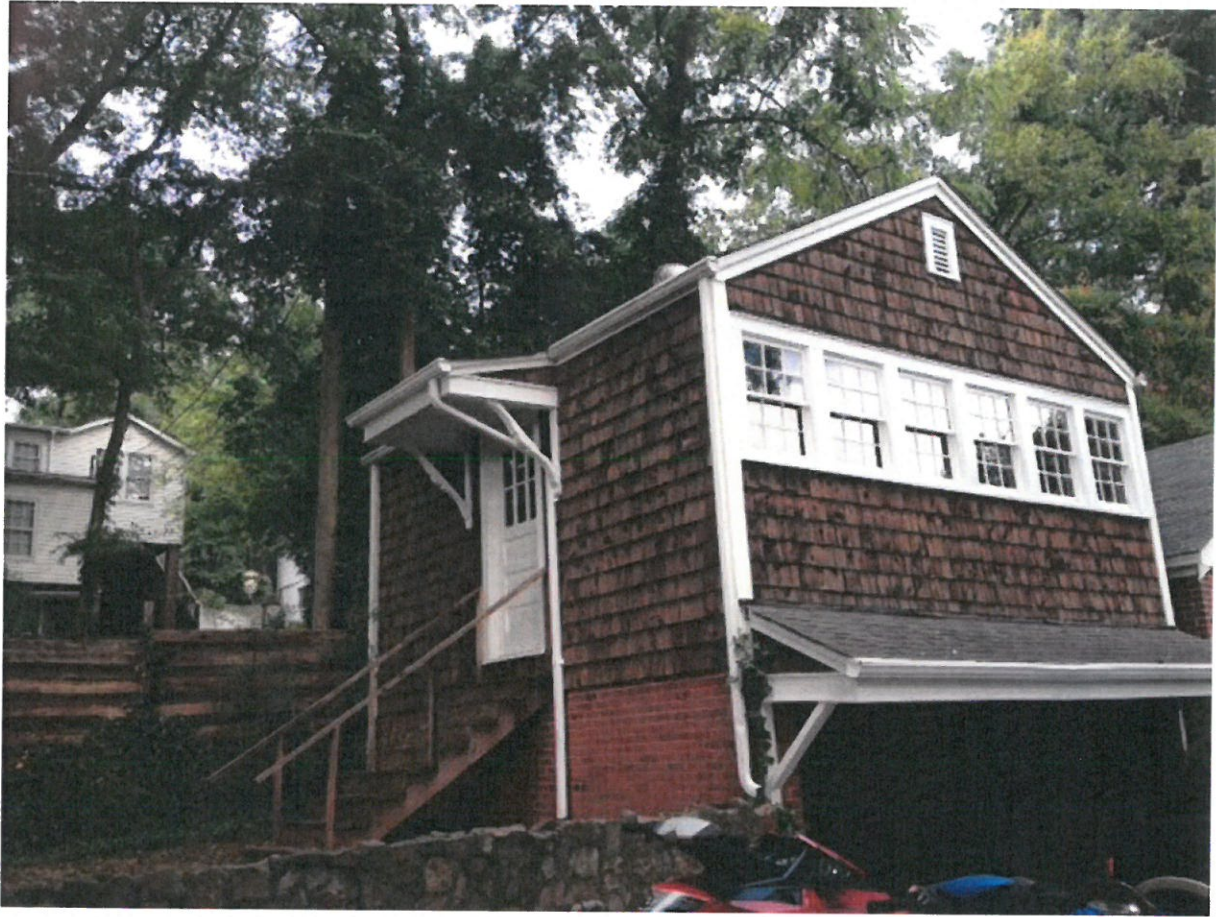
Side Entrance to Guest House:



I couldn't find a picture of my exact idea but it would be similar to this front entrance only the landing and entrance would be higher. The stairs would lead up to the entrance door. The small landing would include space for a little chair under the window on the left side of the front door (if facing).

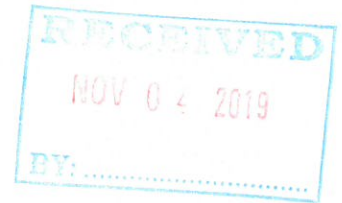
Proposed window on the side entrance (not sure if we'll do the swing open style or standard):











Application for Certificate of Appropriateness

☐ Pre-Application
☐ Preliminary site visit request
☒ Application

Date Received 11-4-19
Hearing scheduled 11-14-19

DESIGNATED PROPERTY:

Location of Property (include street address if available): 504 S Thornton Ave

Tax Map Identification: _____

Name of Applicant: Dalton First United Methodist Church

Doing Business as (if applicable): _____

Address of Applicant: 500 S. Thornton Ave

Phone: 706-618-4687 Work _____ Home _____

Relationship of Applicant to Property (Lessee, owner): _____

Architect: N/A

Address: _____ Phone: _____

Contractor: Bruce Jennings

Address: _____ Phone: 706-483-6018

Type of Building

☒ Single Family
☐ Commercial
☐ Two Family
☐ Garage
☐ Multi-Family
☐ Office Building

Proposed Work

☐ Addition to existing structure
☐ Repair
☐ Fence/Wall
☐ Parking
☐ Demolish/Move
☐ Alteration to existing structure
☐ New Construction
☐ Landscaping
☐ Sign/Advertising
☒ Other

Is there an application relevant to this property and the subject modifications or improvements pending or contemplated before the Board of Zoning Appeals, City Planning Commission or City Council? If so, please specify: No

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Who will represent applicant before the Historic Preservation Commission:

Name: Doug Renz

Title or relationship to applicant: Co-Chair Board of Trustees, TFUMC

Address: 500 S. Thornton Ave Phone: 706/618-4687

General description of each modification or improvement:

Add new roof over second floor
flat roof. Drawings attached

Why is work planned?

Roof leaking

What materials will be used?

2x4, plywood & black
architectural shingles

How will the work be performed and what methods of application will be used?

Manual labor

Will the existing appearance be the same or different? Same Explain: _____

When is the work to begin?

A.S.A.P.

What is the anticipated completion date?

2 days

Signature or owner (where applicable):

Doug Renz

Name:

Doug Renz, Dalton First United Methodist

Signature of applicant or agent:

Doug Renz

Name:

Doug Renz

Print or type

Mail completed application with supporting documentation to:

City of Dalton, Administration Dept. PO Box 1205, Dalton, GA 30722

Received by

K. Withers

Date

11-4-19

TO BE COMPLETED BY CITY STAFF:

Docket No.

124-HPC

Tax Map Identification

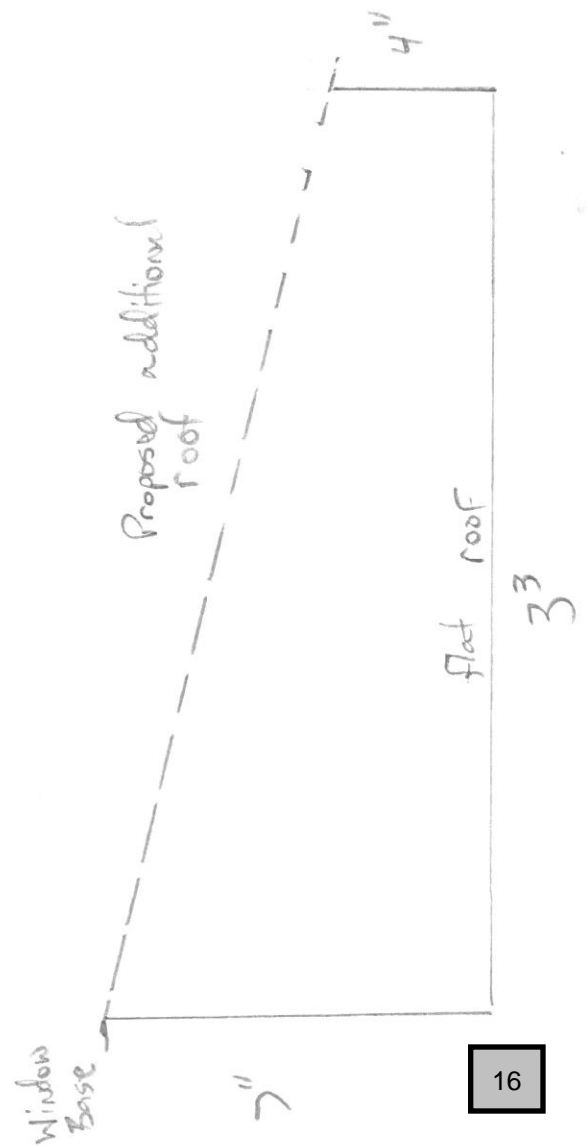
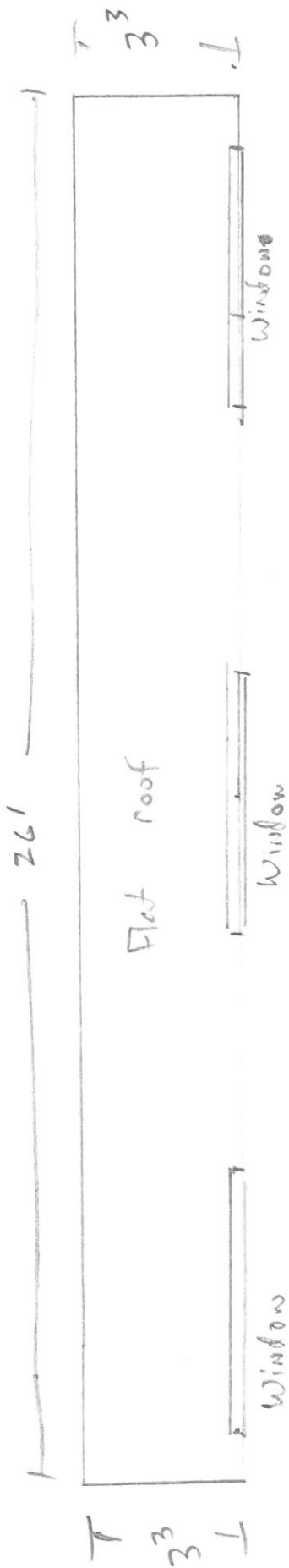
Qualifies for Administrative Review: ☐ Yes ☒ No

504 South Thornton
Dalton First United Methodist Church Parsonage (Westcott House)
Contact: Doug Renz, Trustee Co-Chair 706-618-4687
dougrenz1@gmail.com



Flat roof 26' wide / 3' deep
* 7" rise from roof to window

Propose to add sloped roof
from bottom of window to front
of flat roof



504 S. Thornton Ave.



604 SOUTH HORNSTON AVE.

