



**HISTORIC PRESERVATION COMMISSION  
THURSDAY, JUNE 13, 2019  
9:00 AM  
DALTON CITY HALL**

**A G E N D A**

**Call to Order**

**Minutes**

- [1.](#) Regular Meeting Minutes of May 9, 2019

**New Business**

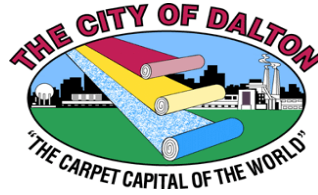
- [2.](#) John Davis - 308 S. Hamilton St. - Docket 109-HPC  
New Storefront Façade
- [3.](#) Chris & Susan Beck - 330 S. Hamilton St. - Docket 110-HPC  
Remove Awning and Replace Transom Windows
- [4.](#) Roger & Amy Brock - 504 Fairview Dr. - Docket 111-HPC  
New exterior doors, shutters, awnings, lighting, arbor, patio and landscaping
- [5.](#) Caleb Carnes - 230 N. Hamilton St. - Docket 112-HPC  
Replace existing metal garage door with glass garage door

**Miscellaneous Business**

**Announcements**

6. Next HPC Meeting - July 11, 2019

**Adjournment**



## **HISTORIC PRESERVATION COMMISSION MEETING**

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

**Call to Order:** Meeting called to order at 9 a.m. by Vice-Chairman John Hutcheson.

**Attending:** John Hutcheson, Cathy Snyder, Reed Fincher, Joanne Lewis, Carolyn Roan, Kimberley Witherow, Greg Williams and Christopher Wozny.

**Minutes of March 14 and March 28, 2019:** motion by Joanne Lewis, second by Carolyn Roan, to approve minutes as submitted. Motion passed.

### **Christopher & Karun Wozny – 601 W. Crawford St. - Docket 108-HPC**

Mr. Wozny presented the request to install a three-rail, split rail wooden fence on the west side of the property, connecting the current wood fence to the existing chain-link fence. The three-rail fence will extend on the east side of the property from the chain link, northward approximately 150 ft. in the back yard only (wood line behind house). This is proposed to delineate his property boundary lines.

On motion by Carolyn Roan, second by Cathy Snyder, the request was approved as presented. All were in favor.

### **Miscellaneous Business**

The Commission discussed three items of business submitted by Kathryn Sellers via email. The email items are a part of these minutes.

Three items of importance for the HPC meeting:

1. The permission of the HPC to nominate the Masonic Lodge on S. Hamilton as a "Place in Peril" with the Georgia Trust. They designate ten each year in the state. What it provides is awareness of properties that need extreme attention. Part of their roof has collapsed and building is threatened by this neglect. Kathryn talked with the Masonic group and they approve. We had previously obtained permission to use the support of a long list of other organizations including the Community Foundation. Kathryn will prepare and submit the paper work.

The Lodge members want to restore the building and rent/lease the bottom floor for a business for income to maintain the building. They have no funds and few young men to do the work. The upstairs would be their meeting space. If anyone knows of any developer/philanthropist that would consider helping them, it would be wonderful!

The Commission were all in favor for Kathryn to submit the application for the Masonic Lodge to the Georgia Trust for the Places in Peril.

2. We have just discovered that our county HPC is not in compliance with the state's requirement to have all county HPC members living in the "unincorporated" parts of the county - none in municipalities. To us, that's crazy since we live in the county and pay taxes. However, the only solution that they have offered at this time is to merge City and County HPCs and make one Historic Preservation Commission that would include unincorporated as well as all the municipalities in the County. Of course, the focus of each of our commissions has been different - the City addresses neighborhoods for design review and is supposed to support any other potential historic areas/properties. The County has focused on the acquisition, interpretation and opening to the public various sites from Civil War to Tunnel Hill and Praters Mill - all county-owned property except Dug Gap Mountain Park which is owned by the historical society. Still, I can see where this could work, having various teams within the commission to continue the current focuses.

We are going to find out more at the training tomorrow in Rome. At this time, it would be good for you to have a conversation about this option. Please consider this during your "other business" section at the meeting tomorrow.

The Commission briefly discussed the possibilities, but will await Kathryn's visit to Rome to find out more information about combining the City and County HPCs.

3. Greg Williams has sent letters to the Valley Drive and Murray Hill property owners whose properties are in very poor shape - landscaping and structure. It would be good to get any responses. Otherwise, those properties are bringing down the appearance of those streets and need to be addressed. The neighbors are concerned. The Boy Scout building downtown is still in disrepair and a few others need a perking up, especially if empty. I think the downtown group is going to address this, but it needs attention as soon as possible and our support would be helpful.

Greg Williams sent letters to the property owners on Valley Drive/Murray Hill/Downtown on the code violations as discussed at the March meeting. Greg will also check on the unapproved retaining wall that has been installed at Matt Land's house on Valley Drive per Kathryn Sellers.

**Adjournment:** Meeting adjourned at 9:55 a.m.

**Next HPC meeting:** June 13, 2019.

Signed:

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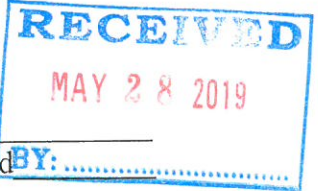
Jeff Granillo, Chairman

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Kimberley Witherow, Secretary



## Application for Certificate of Appropriateness



☐ Pre-Application  
☐ Preliminary site visit request  
☐ Application

Date Received \_\_\_\_\_  
Hearing scheduled BY: \_\_\_\_\_

### DESIGNATED PROPERTY:

Location of Property (include street address if available): 308 S. Hamilton St Dalton

Tax Map Identification: 12-219-17-007

Name of Applicant: John Davis

Doing Business as (if applicable): Battle Ridge Land Co. LLP

Address of Applicant: PO Box 265 Dalton Ga 30722

Phone: 706-264-3400 Work 706-259-7474 Home

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

Architect: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Contractor: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

### 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: \_\_\_\_\_



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Who will represent applicant before the Historic Preservation Commission:

Name: John Davis

Title or relationship to applicant: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

General description of each modification or improvement:

New Facade

Why is work planned? Termite + Broken Windows

What materials will be used? Metal + Glass

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

Contractor

Will the existing appearance be the same or different? No Explain: \_\_\_\_\_

it will be like most New Facades

When is the work to begin? Now

What is the anticipated completion date? 1 mo

Signature or owner (where applicable): [Signature]

Name: \_\_\_\_\_

Print or type

Signature of applicant or agent: \_\_\_\_\_

Name: \_\_\_\_\_

Print or type

Mail completed application with supporting documentation to:

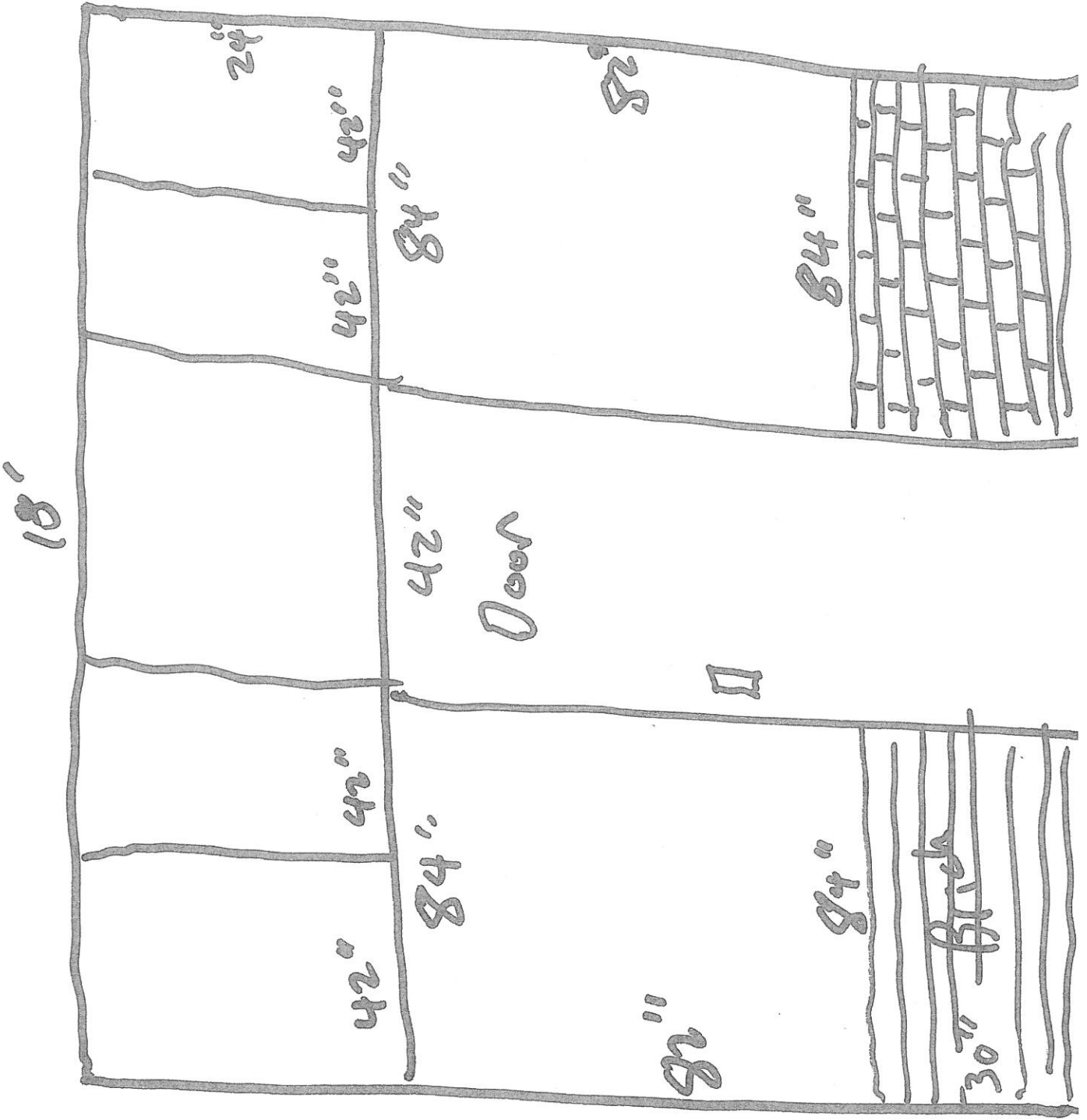
City of Dalton, Administration Dept. PO Box 1205, Dalton, GA 30722

**TO BE COMPLETED BY CITY STAFF:**

Received by R. Williams Docket No. 109-HPC

Date 5-28-19 Tax Map Identification \_\_\_\_\_

Qualifies for Administrative Review: ☐ Yes ☒ No





## DOWNTOWN DALTON DEVELOPMENT AUTHORITY APPLICATION FOR FACADE IMPROVEMENT GRANT

The undersigned hereby request(s) an Agreement from the Downtown Dalton Development Authority indicating its willingness to reimburse the following described project within the Central Business District.

**Please Print:**

308 S. Hamilton St.

(project location address)

John Davis

(business name, if applicable)

Property Owner ☒

Business Owner ☐

(name of applicant)

Description of project:

New Façade Replacement.

(attach extra sheet if necessary)

5/28/19

(expected date of commencement)

(estimated date of completion)

1. The Applicant hereby agrees that all façade alterations have been approved by the Historic Preservation Commission.
2. The Applicant has read and understands "*Requirements and Procedures for Downtown Businesses*" and "*Procedures for Façade Improvement Grants*".
3. The Applicant agrees that the project will be finalized before reimbursement can be made and all expenditures will be fully documented with proof of payment (original receipts and cancelled checks).
4. The Applicant acknowledges that grants are subject to the policies of the Downtown Dalton Development Authority in place at the time of application and availability of funds in the Façade Improvement Grant program.
5. The Applicant affirms that ad valorem taxes are current and no debts are owed to the City of Dalton or Downtown Dalton Development Authority.
6. Project must demonstrate a return public benefits such as enhanced corridor aesthetics, pedestrian comfort, public safety and resource conservation.

PO Box 265 Dalton GA 30722 706-264-3400 706-259-

(mailing address - if different from above)

(phone)

(fax)

5566

(email)

*[Signature]*

(signature of applicant)

5/28/19

(date)

### **OWNERSHIP APPROVAL IF APPLICANT IS A TENANT:**

I affirm that I have or represent legal ownership of the above referenced property and hereby acknowledge and permit the alterations referenced by this application.

(signature of owner or representative of owner(s))

(date)

### **ATTACH BEFORE APPROVAL:** (DDDA use only)

1. \_\_\_\_\_ Proof of payment of City of Dalton Occupational Tax
2. \_\_\_\_\_ Detailed cost estimate of renovation project
3. \_\_\_\_\_ Certificate of Appropriateness (COA) from Historic Preservation Commission
4. \_\_\_\_\_ Building Permit from Dalton City Building Inspector
5. \_\_\_\_\_ Other permits if required (i.e., Health, Fire)

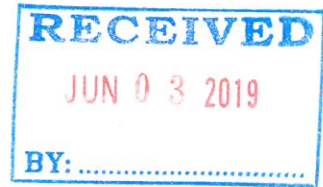












### Application for Certificate of Appropriateness

☐ Pre-Application  
☐ Preliminary site visit request  
☐ Application

Date Received \_\_\_\_\_  
Hearing scheduled \_\_\_\_\_

#### **DESIGNATED PROPERTY:**

Location of Property (include street address if available): \_\_\_\_\_

330 South Hamilton St.

Tax Map Identification: 12-219-17-015

Name of Applicant: Susan Beck

Doing Business as (if applicable): Beehive Books + Mercantile, LLC

Address of Applicant: 710 W Walnut Ave. Dalton GA 30720

Phone: (706) 264-4447 Work \_\_\_\_\_ Home \_\_\_\_\_

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

Architect: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Contractor: Chris Beck

Address: 710 W Walnut Ave Phone: (706) 463-8187

#### **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: Chris Beck

Title or relationship to applicant: contractor / husband

Address: 710 W Walnut Ave Dalton Phone: (706) 463-8187  
30720

General description of each modification or improvement:

remove awning and replace transom windows.

Why is work planned? To improve appearance and of building prior to opening a bookstore.

What materials will be used? aluminum and glass

How will the work be performed and what methods of application will be used? 2 men

crew will remove fabric awning and particle board window covering and replace with appropriate aluminum framing and window glass

Will the existing appearance be the same or different? different Explain: \_\_\_\_\_

awning will be removed and original transom replaced

When is the work to begin? July

What is the anticipated completion date? July

Signature or owner (where applicable): Susan Beck

Name: Susan Beck

Print or type

Signature of applicant or agent: \_\_\_\_\_

Name: \_\_\_\_\_

Print or type

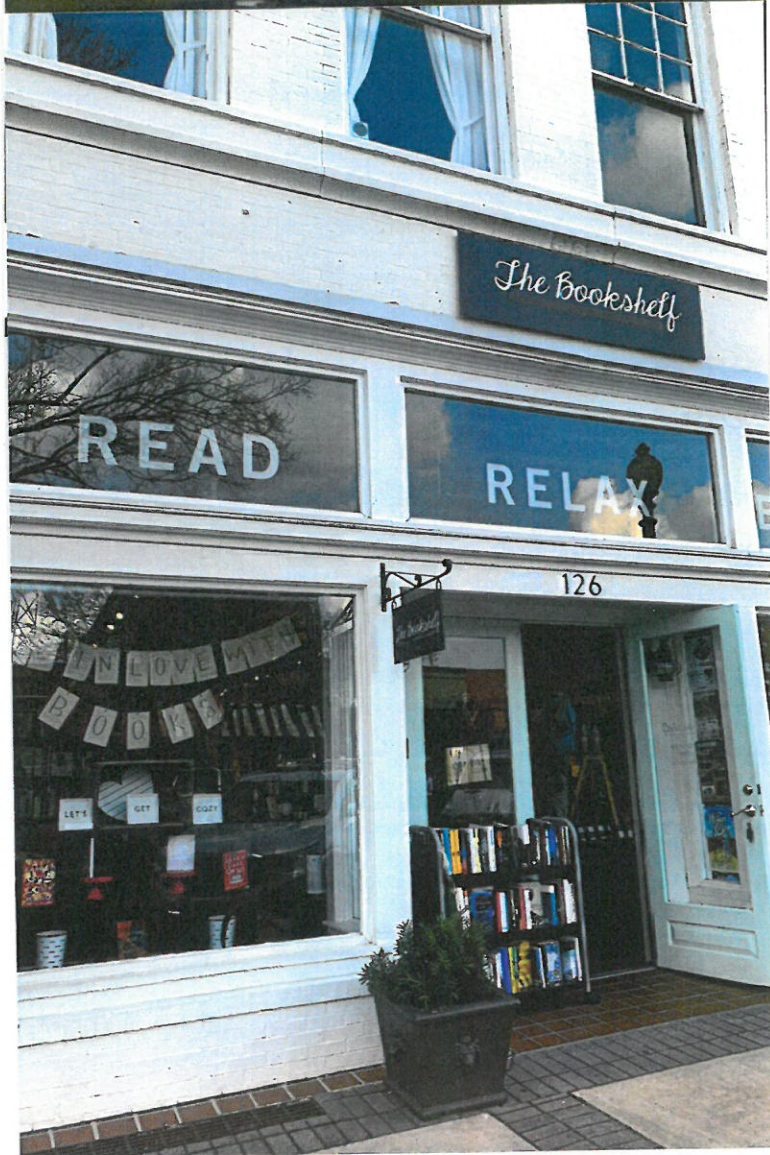
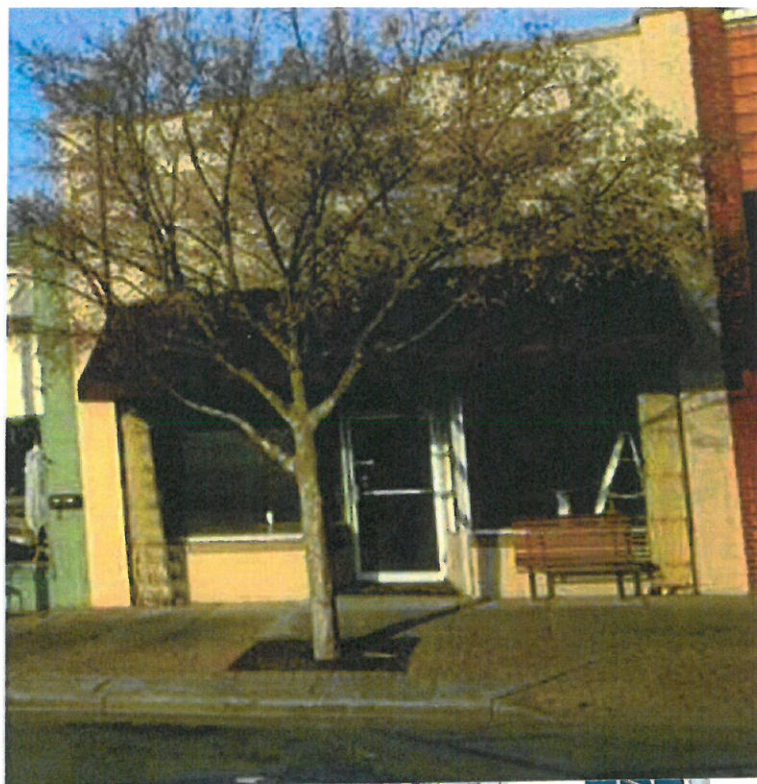
Mail completed application with supporting documentation to:  
City of Dalton, Administration Dept. PO Box 1205, Dalton, GA 30722

TO BE COMPLETED BY CITY STAFF:

Received by K. W. Withrow Docket No. 110-HPC  
Date 6-3-19 Tax Map Identification \_\_\_\_\_

Qualifies for Administrative Review: ☐ Yes ☒ No









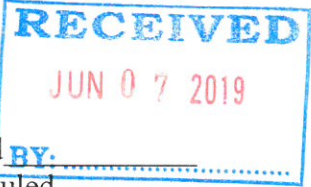








## Application for Certificate of Appropriateness



☐ Pre-Application  
☐ Preliminary site visit request  
☐ Application

Date Received BY \_\_\_\_\_  
Hearing scheduled \_\_\_\_\_

### DESIGNATED PROPERTY:

Location of Property (include street address if available): \_\_\_\_\_

504 Fairview Drive rb.rogerbrock@gmail.com

Tax Map Identification: 12-237-05-014

Name of Applicant: RBAH, LLC

Doing Business as (if applicable): (Roger Brock / Amy Sampson Brock)

Address of Applicant: 2500 N. Ravine Way, Dalton, 30720

Phone: 706-280-6569 Work \_\_\_\_\_ Home \_\_\_\_\_

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

Architect: n/a

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Contractor: Self-

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

### 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: n/a

Who will represent applicant before the Historic Preservation Commission:

Name: Amy Sampson Brock + Roger Brock

Title or relationship to applicant: Owner

Address: same Phone: \_\_\_\_\_

General description of each modification or improvement:

① new landscape

② new exterior doors

⑤ new arbor over garage

③ new shutters & awnings

⑥ new arbor patio area

~~④ paint & move awnings~~

④ new lighting

Why is work planned? improvements

What materials will be used? See attached

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

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

When is the work to begin? June 2019

What is the anticipated completion date? July 2019

Signature or owner (where applicable): Amy Sampson Brock

Name: Amy Sampson Brock  
Print or type

Signature of applicant or agent: \_\_\_\_\_

Name: \_\_\_\_\_  
Print or type

Mail completed application with supporting documentation to:

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

TO BE COMPLETED BY CITY STAFF:

Received by K Withers

Docket No. 111-HPC

Date 6-7-19

Tax Map Identification \_\_\_\_\_

Qualifies for Administrative Review: ☐ Yes ☒ No



## 504 Fairview Drive

Our goal is to update the house with minimal changes in an effort to enhance it's existing charm!

### Existing House



### Inspiration





## 504 Fairview Drive

### 1. New Landscaping

Remove old overgrown shrubs in front of house and left side; replace with same type/boxwoods and azaleas.

Add landscaping to the back yard area inside driveway for curb appeal.

Add natural wood split rail fence on each corner of the driveway and across back center area.





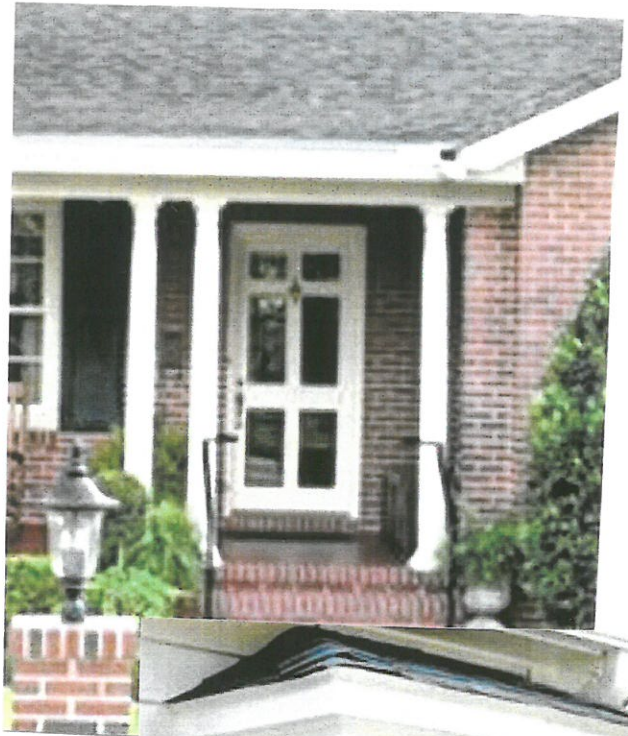
## 504 Fairview Drive

### 2. New Exterior Doors

Replace front door with glass paneled door.

Replace back/kitchen door with glass paneled door.

Remove all screen doors.





## 504 Fairview Drive

### 3. New Shutters & Awnings

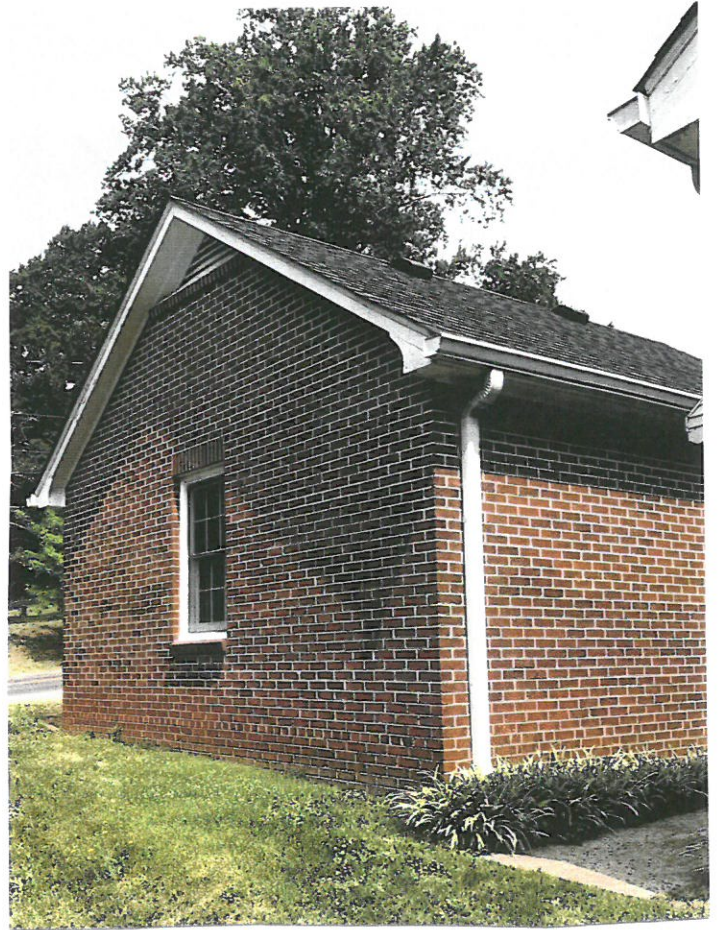
Add new wood board and batten shutters to two front windows, 3 back windows, and one side window.

Remove all existing awnings. Add new board and batten awnings to the two side 2<sup>nd</sup> level windows and garage window.

Add crown molding over two front windows and three back windows.









504 Fairview Drive

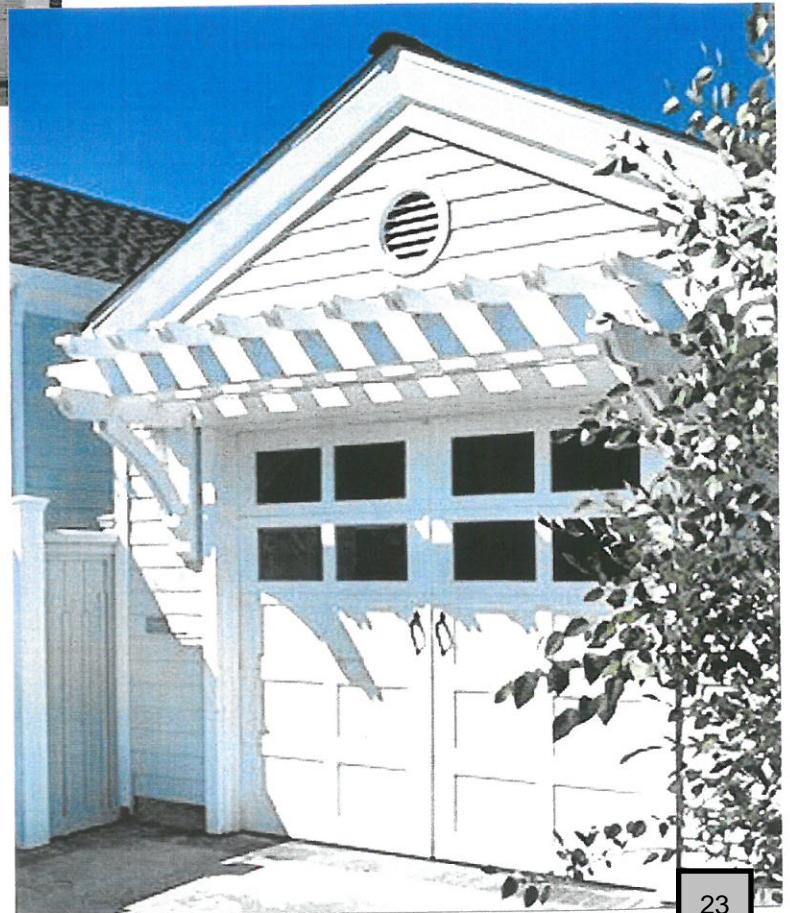
4. New Exterior Lighting

Replace existing front porch light with larger similar light.



504 Fairview Drive

5. New trellis over garage door.

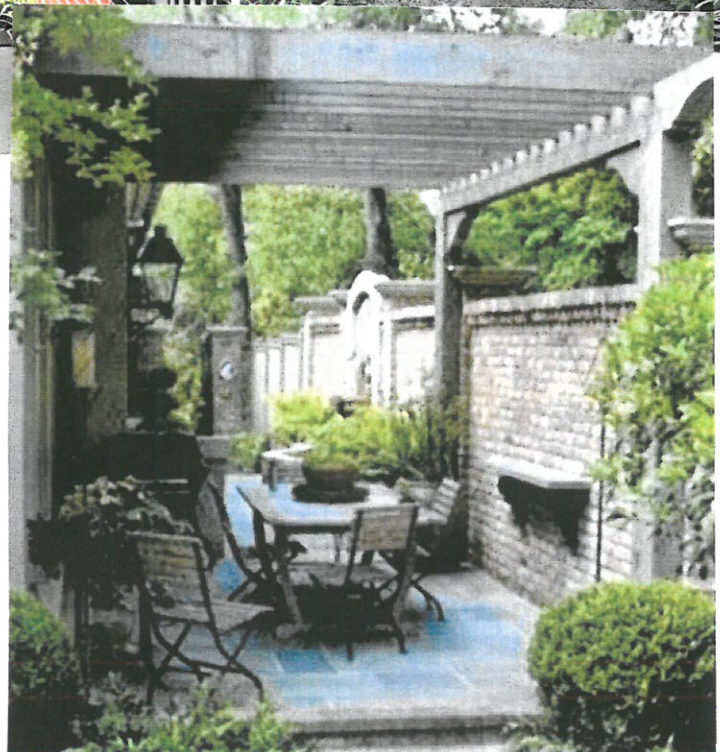




## 504 Fairview Drive

6. New Arbor between house and garage to create a patio area.

New painted wood trellis/arbor  
Pea gravel & travertine flooring



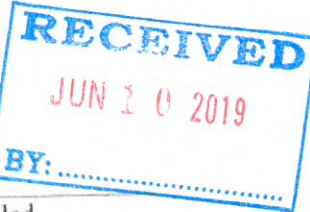








## Application for Certificate of Appropriateness



- ☒ Pre-Application  
☐ Preliminary site visit request  
☐ Application

Date Received \_\_\_\_\_  
Hearing scheduled \_\_\_\_\_

### DESIGNATED PROPERTY:

Location of Property (include street address if available): 236 Depot Street

Tax Map Identification: \_\_\_\_\_

Name of Applicant: Caleb Cornes

Doing Business as (if applicable): Budro Properties, LLC

Address of Applicant: 230 N. Hamilton St.

Phone: (706) 226-5507 Work \_\_\_\_\_ Home \_\_\_\_\_

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

Architect: N/A

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Contractor: King Door

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

### Type of Building

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

### Proposed Work

- |   |  |
|---|--|
| <input type="checkbox"/> Addition to existing structure | <input checked="" type="checkbox"/> Alteration to existing structure |
| <input checked="" type="checkbox"/> Repair              | <input type="checkbox"/> New Construction                            |
| <input type="checkbox"/> Fence/Wall                     | <input type="checkbox"/> Landscaping                                 |
| <input type="checkbox"/> Parking                        | <input type="checkbox"/> Sign/Advertising                            |
| <input type="checkbox"/> Demolish/Move                  | <input type="checkbox"/> 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

Page two

Who will represent applicant before the Historic Preservation Commission:

Name: Caleb Carner

Title or relationship to applicant: Owner

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

General description of each modification or improvement:

Replace existing metal door with new glass door

Why is work planned? Insulation; Aesthetics

What materials will be used? Glass garage door

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

Remove old & install new

Will the existing appearance be the same or different? Different Explain: \_\_\_\_\_

See above

When is the work to begin? ASAP

What is the anticipated completion date? ASAP

Signature or owner (where applicable): [Signature]

Name: Caleb Carner

Signature of applicant or agent: [Signature] Print or type

Name: Caleb Carner Print or type

Mail completed application with supporting documentation to:  
City of Dalton, Administration Dept. PO Box 1205, Dalton, GA 30722

Received by R. Williams **TO BE COMPLETED BY CITY STAFF:**  
Date \_\_\_\_\_ Docket No. 112-HPC  
Tax Map Identification \_\_\_\_\_

Qualifies for Administrative Review: ☐ Yes ☒ No

