



Historic Preservation Commission

AGENDA

Tuesday, November 26, 2019

6:00 PM

215 N Broad Street, Monroe, GA 30655

I. **CALL TO ORDER**

II. **ROLL CALL**

III. **MINUTES OF PREVIOUS MEETING**

[1.](#) Minutes of Previous Meeting - October 22, 2019

IV. **REQUESTS**

[1.](#) Request for COA for Facade Changes - 116 W Spring Street

V. **OLD BUSINESS**

VI. **NEW BUSINESS**

VII. **ADJOURNMENT**

Historic Preservation Commission
Meeting Minutes
October 22, 2019

Present: Crista Carrell, Fay Brassie, Susan Brown,

Absent: Mitch Alligood, Marc Hammes

Staff: Debbie Adkinson, Code Department Assistant
Darrell Stone, Director of Planning & Development

Visitors: Ryan & Lins Hicks, Carey Colquitt, Kay Kingan, Dan Flynn, Derrick Wolfe

Meeting called to order at 6:00 P.M.

Acting Chairperson Carrell entertained a motion for approval of the minutes from September 24, 2019 Meeting. Brassie made a motion to approve. Brown seconded. Motion Carried. Minutes approved.

The first item of business is an application for a COA for petition # HP-000031-2019 at 700 E. Church St to add fences to the back area of the yard. The applicant, Kay Kingan is requesting to place two portions of privacy fence to the west and south side of the back yard and a 4' tall ornamental aluminum fence to enclose from the west privacy fence to meet and connect to the back of the garage.

Kay Kingan spoke to the request asking for permission to place the two types of fence, both 6' privacy and 4' aluminum to enclose for dog and give privacy from neighbors. She will place a 10' gate on the ornamental fence.

Acting Chairman Carrell asked if there were any questions.
Brassie asked where the aluminum fence would end.
Kingan stated it would attach to the garage.

Acting Chairman Carrell asked for public comments. None.

Brown made the motion to approve. Brassie seconded
Motion Carried. COA Granted

The second item of business: is an application for a COA for petition # HP-000032-2019 at 231 E Marable Street to build a new house on the lot. Carey Colquitt is the owner of the property and wishes to build a house for Ryan and Megan Hicks. He feels the house he has selected fits in with the historic area. He would like to set the house back 100 ft instead of the 46 ft showing on the site plan.

Acting Chairman Carrell asked if there were any questions. None. She then asked for public comments. Hicks stated the former house sat further back than the house beside it.

Acting Chairman Carrell entertained a motion.

Brassie made the motion to approve. Brown seconded
Motion carried. COA Granted.

The third item of business: is an application for a COA for petition # HP-000033-2019 to place signs on the building at 123 N Lumpkin Street Ste C. The applicant, Dan Flynn is asking for a vertical projecting sign on the south wall over the arch and a horizontal wall sign on the east wall (Lumpkin street side) over the doorway.

Acting Chairman Carrell stated she would like to recuse herself because they are owners of the building. Adkinson stated without her vote there would be no quorum therefore she had to remain.

Dan Flynn of Southern Brewing Company spoke to the request. He stated there had been an amendment to the location of the vertical sign. Instead of over the arch it would be placed over the light sconce on the righthand side of the arched doorway instead. He stated the vertical sign would be 5' tall. The wall sign on the Lumpkin Street side will stay the same.

Brassie asked if the picture was to scale?
Flynn stated roughly.

Acting Chairman Carrell asked for public comments. There was none. She then entertained a motion.

Brown made a motion to approve. Brassie seconded.
Motion carried. COA Granted.

Old Business: None
New Business: None

Acting Chairman Carrell entertained a motion to adjourn.

Brown made a motion to adjourn. Brassie Seconded
Motion Carried. Meeting Adjourned at 6:15 pm.



City of Monroe
 215 N. Broad Street
 Monroe, GA 30655
 (770)207-4674

Plan Report

Plan NO.: HP-000040-2019

Plan Type: Historic Preservation

Work Classification: Certificate of Appropriateness

Plan Status: In Review

Apply Date: 11/15/2019

Expiration:

Location Address

Parcel Number

116 W SPRING ST, MONROE, GA 30655

M0140065A00

Contacts

David Carroll
 212 Felker St, Monroe, GA 30655
 (770)374-3922

Owner

DANLAR LIGHTING
 2050 Mountain Industrial Blvd, Tucker, GA 30084
 (770)939-6214

Applicant

njurgens@ladedanlar.com

Description: REQUEST FOR COA FOR EXTERIOR CHANGES - HPC MTG 11/26/19 @ 6:00 PM 215 N BROAD ST

Valuation: \$0.00

Total Sq Feet: 0.00

Fees	Amount
Historic Preservation Request	\$10.00
Total:	\$10.00

Payments	Amt Paid
Total Fees	\$10.00
Cash	\$10.00
Amount Due:	\$0.00

Condition Name

Description

Comments

Debbie Adkins

Issued By:

[Signature]
 Plan_Signature_1

November 15, 2019

Date

11/15/2019

Date

Plan_Signature_2

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



Date

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: Nov. 14, 2019

APPLICANT: Nic Jurgens Rep. Denker Lighting (dba)

APPLICANT'S ADDRESS: 2050 Mountain Ind. Blvd.
Tucker, GA 30084

TELEPHONE NUMBER: 770-262-5409

PROPERTY OWNER: 2nd Floor, LLC

OWNER'S ADDRESS: 614 St. Ives Walk
Monroe, GA 30655

TELEPHONE NUMBER: 678-939-4702

PROJECT ADDRESS: 116 W. Spring St.
Monroe, GA 30655

Brief description of project: ① Re-Paint Ext. Historic white
body w/ black trim.

② Add architectural wall sconces (qty. 4)
to front ext of building.

③ Install business sign onto existing sign frame.
(Continue on separate sheet, if necessary.)

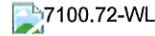
[Signature]
Applicant

11/14/2019
Date



prisma™ LED Sconce

7100.72-WL



DIMENSIONS

Height	11"
Width	7"
Extension	4"
Minimum Extension	4"
Maximum Extension	4"

ELECTRICAL SPECS

Bulb Type	Integral LED
Bulb Quantity	2
Bulb Included?	Yes
Wattage	21
Initial Lumens	1980
Input Voltage	120VAC
CCT	3000K
CRI	90
Power Supply Type	Driver
Power Supply Quantity	1
Power Supply Location	Outlet Box
Dimming Type	TRIAC/ELV

SHIPPING

SHADE 1

Quantity	1
Color	Textured Bronze
Material	Aluminum
Height	11"
Diameter	7

AVAILABLE FINISHES

Textured Bronze (.72)
Textured Gray (.74)
Textured White (.98)

GENERAL LISTINGS

cETL
cUL
ADA
Wet Location

PROJECT Danlar Lighting Monroe

QUANTITY 4 - Four

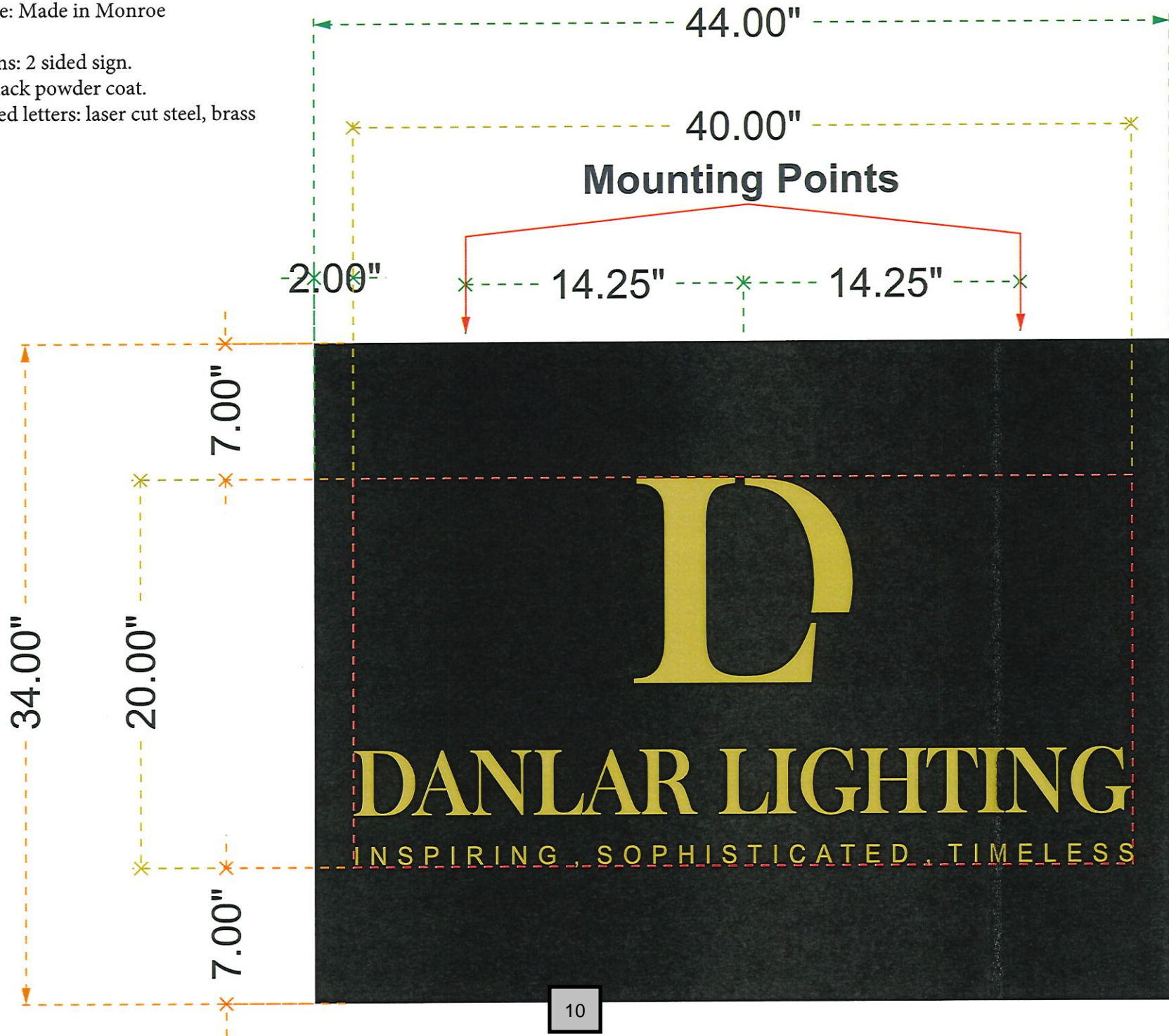
NOTES Install on 2nd level front ext facade.
 Install qty.2 at mid point between outer windows and edge of building recess.
 Install qty.2 at mid point between outer windows and center window.

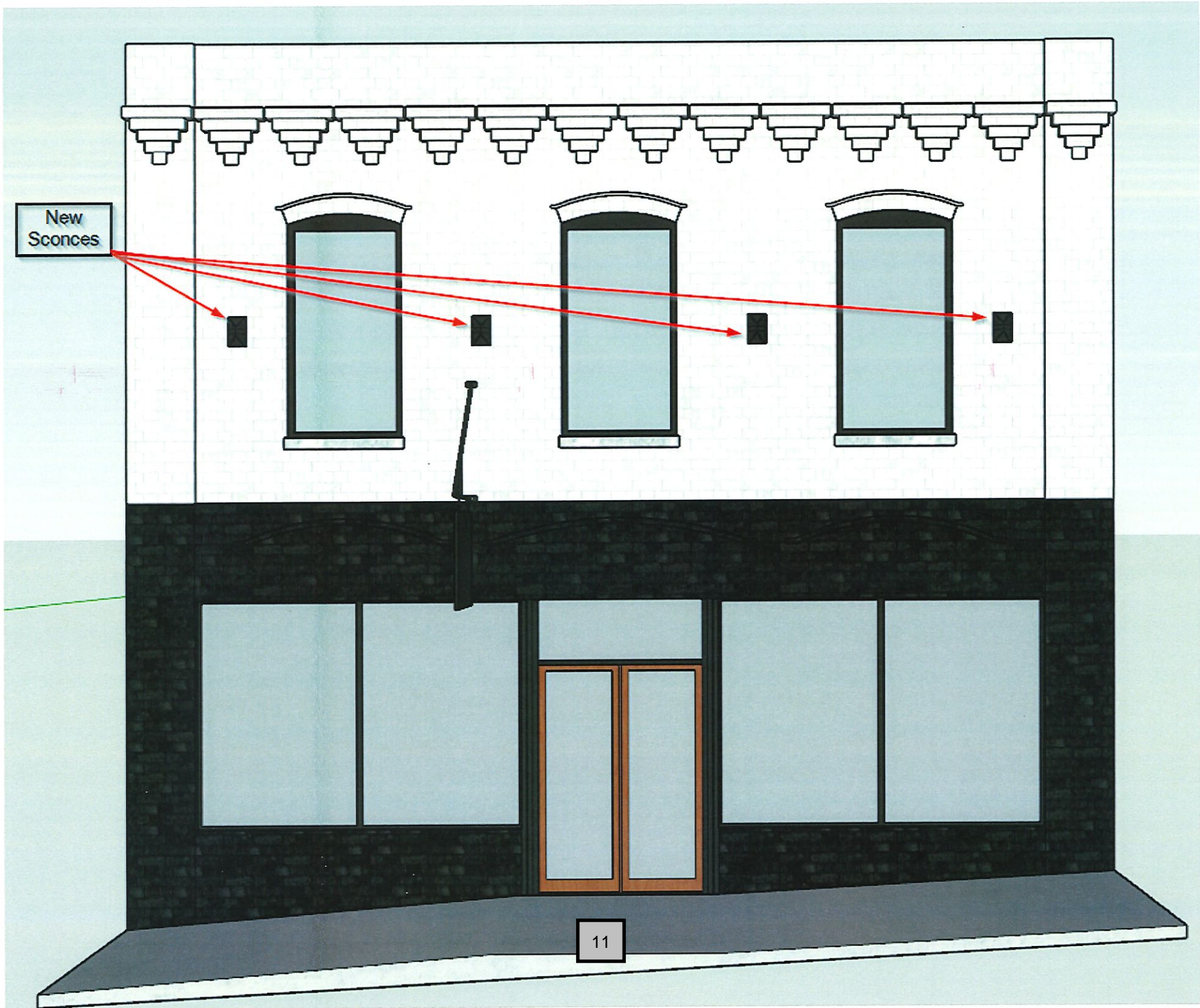
Manufacture: Made in Monroe

Specifications: 2 sided sign.

Steel pan, black powder coat.

Post mounted letters: laser cut steel, brass plated.





New
Sconces



ALCOVE DR
MISSIONARY
BAPTIST
CHURCH
PASTOR KENSIEHT
SUNDAY SCHOOL
MORNING SERVICE 11:00

116 West Spring Street

We Are Moving!
JUNE 1st

ADDISON





