



## Historic Preservation Meeting - October 23, 2018

### AGENDA

Tuesday, October 23, 2018

6:00 PM

215 N Broad Street Monroe, GA 30655

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I. **CALL TO ORDER**

II. **ROLL CALL**

III. **MINUTES OF PREVIOUS MEETING**

[1.](#) Minutes of Previous Meeting - September 25, 2018

IV. **REQUESTS**

[1.](#) Request for COA - 114 West Spring Street

[2.](#) Request for COA for Signs - 123 North Lumpkin Street

V. **OLD BUSINESS**

VI. **NEW BUSINESS**

VII. **ADJOURNMENT**

Historic Preservation Commission  
Meeting Minutes  
September 25, 2018

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

Absent: None

Staff: Patrick Kelley, Director of Code

Visitors: Jim Draper, James Draper III, Staling, Romario, & Karen Ramocan, Ginny Willett and Susan Walker.

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

Chairman Alligood entertained a motion for approval of the minutes from August 28, 2018. Marc made a motion to approve. Susan seconded. Motion Carried. Minutes approved.

Chairman Alligood changed the order of business.

**The first item of business** is an application for COA for petition # 18-00426 at 220 Felker Street. The applicant, Algin Investments, LLC requests a COA to allow new construction of a house.

Ginny Willett of Algin Investments, LLC spoke to the request. There was a change in plans for moving a historic house from South Madison to the Felker Street therefore she is asking to build a ranch style home with a side entrance garage. The plan is for Hardi plank to be used as material.

After some discussion Chairman Alligood entertained a motion. Hammes motioned to approve. Brassie seconded. Motion Carried. COA Granted.

**The second item of business** is an application for a COA for petition # 18-00407 at 405 Mill Street. The applicant, Stalling Ramocan is requesting a COA to allow him to install a privacy fence using 6' x 8' prefab dog eared fence panels. The height is 6'.

The applicant Stalling Ramocan spoke to the request explaining his plans for the fence. He wants to enclose the back yard with a gate to allow entrance to the rear yard.

With some discussion Chairman Alligood entertained a motion. Carrell motioned to approve. Brown seconded. Motioned carried. COA Granted.

**The Third Item of Business** is an application for a COA for petition # 18-00428 at 113 N Broad Street. The applicant, JEC Development requests a COA to add a square sign on the rear (Wayne Street) façade with three tenant signs on back deck.

Jim Draper of JEC Development spoke to the request. He stated they would like to have a square or rectangle sign for the rear and to hang metal tenant signs on the deck. The sign on the back would be painted to match the front sign but in a rectangle/square style.

With some discussion Chairman Alligood entertained a motion. Brown motioned to approve all signs. Hammes seconded. Motion Carried. COA Granted.

Old Business:

Brassie asked about the lights at Jackson Street home.

Kelley stated the lights would be changed before CO is issued.

New Business:

Brassie spoke about the oldest house in the historic district (116 East Highland Avenue) and how beautiful it would be once the renovation is done. They are bringing it back to the original state.

Brown asked about the house at 615 East Church Street. The windows and doors were not placed as agreed on.

Ginny Willett, Owner, stated the doors are ordered and what is there are temporary. The oak tree in front of the house is coming down on October 2, 2018 and they will landscape once that is done. They also have the windows on special order.

Chairman Alligood entertained a motion for adjournment. Carrell made a motion. Brassie Seconded. Meeting Adjourned at 6:20 P.M.

# HISTORIC PRESERVATION REQUEST



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

PERMIT NUMBER	DATE ISSUED	VALUATION	FEE	ISSUED BY
18-00460	10/09/2018	\$ 0.00	\$ 10.00	adkinson

NAME + ADDRESS	LOCATION	114 W Spring St Monroe, GA 30655	USEZONE	B2	FLOODZONE	
			PIN	M0014-065-114		
	CONTRACTOR	Melvin Music	SUBDIVISION	CORRIDOR DESIGN OVERLAY DISTRICT		
			LOT			
			BLOCK			
			UTILITIES...			
			Electric			
			Sewer			
			Gas			
	OWNER	3M INVESTMENTS LLC,  1835 Covenant Trl Monroe GA 30655	PROJECTID#	114WSpringSt-181009 -1		
		EXPIRATIONDATE:	12/31/2018			

## CHARACTERISTICS OF WORK

### DESCRIPTION OF WORK

REQUEST FOR COA FOR CHANGES AND ADDITION TO BUILDINGS 112 & 114 - HPC MTG 10/23/18 @6:00 PM 215 N BROAD STREET

### NATURE OF WORK

Other

### CENSUS REPORT CODE

855 - \* Historic Preservation Request

### DIMENSIONS

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

## NOTICE

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

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

Signature of Contractor or Authorized Agent

Date

10/9/18

Approved By

Date

10-9-18

## MANAGE YOUR PERMIT ONLINE

WEBADDRESS

<http://BuildingDepartment.com/project>

PERMIT NUMBER

18-00460

PERMIT PIN

57120

## 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 4<sup>th</sup> 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)].

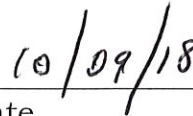
“Exterior environmental features” means all those aspects of the landscape or the development of the site which affect the historical character of the property [Sec. 8-4-2(c)].

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: 10/09/18

APPLICANT: Melvin Music

APPLICANT'S ADDRESS: 1835 Covenant Trail  
Monroe GA 30655

TELEPHONE NUMBER: 404 319 6316

PROPERTY OWNER: Same

OWNER'S ADDRESS: Same

TELEPHONE NUMBER: Same

PROJECT ADDRESS: 112 + 114 Spring Street  
Monroe GA 30655

Brief description of project: Add second level to existing building  
providing loft living spaces on second level with  
retail below.

(Continue on separate sheet, if necessary.)

[Signature]  
Applicant

10/09/18  
Date





Existing Conditions | Front Facade



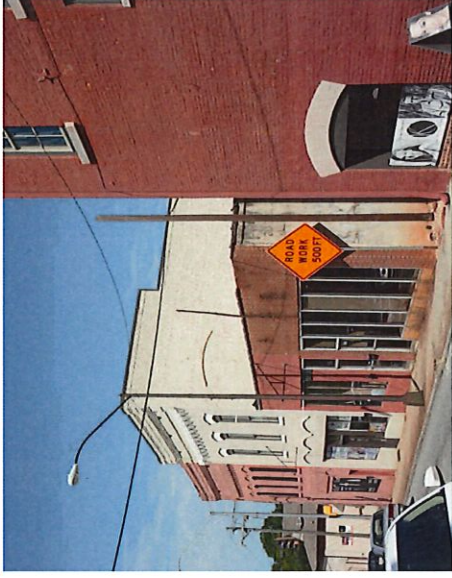
Site Photos (September 2018)



Alley Entrance from Sidewalk



View Toward Street from Alley



Adjacent Structures



Interior of Storefront



Rear of Structure



Rear of Structure

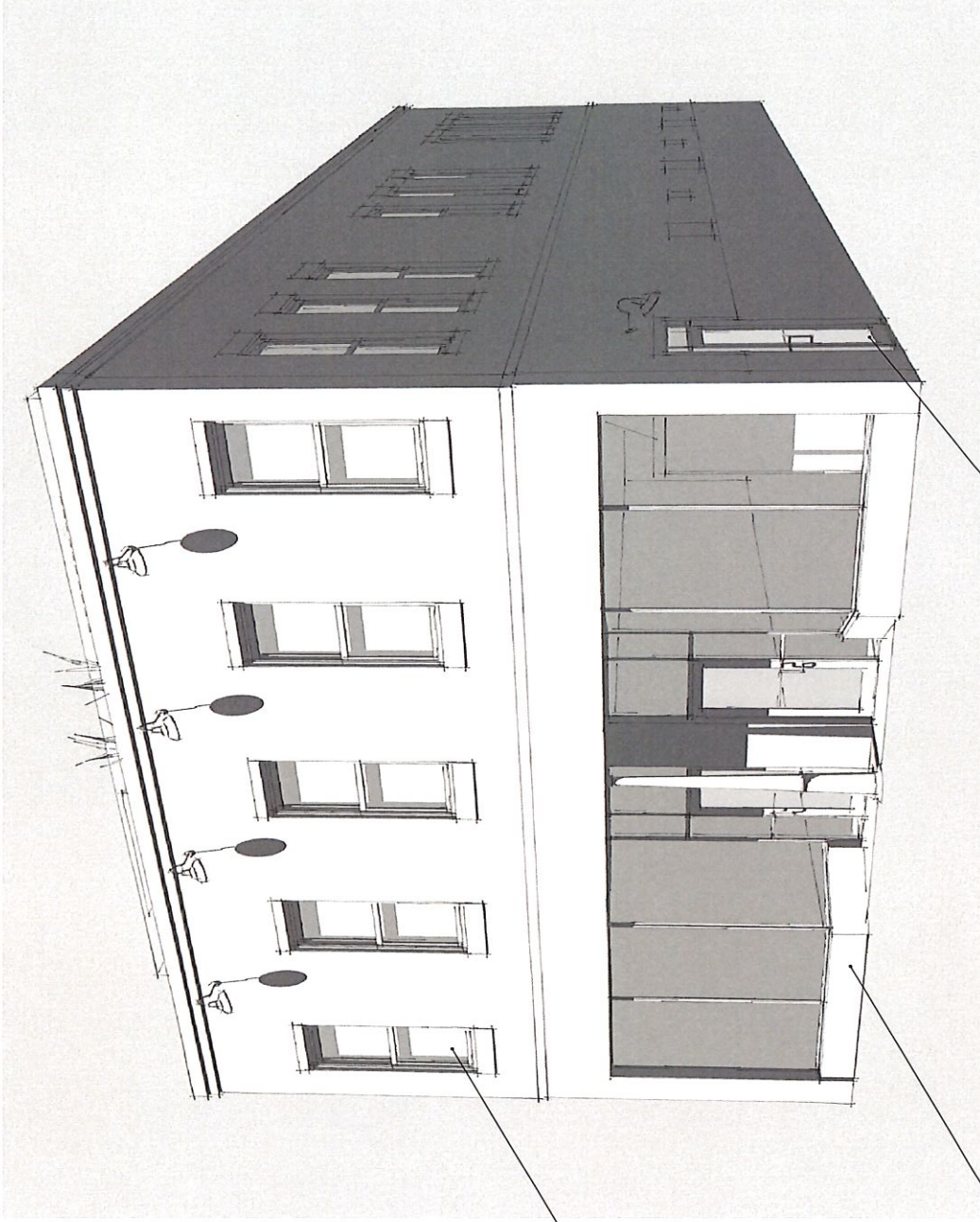
Existing Structure



Operable double-hung windows to be constructed of wood or fiberglass.

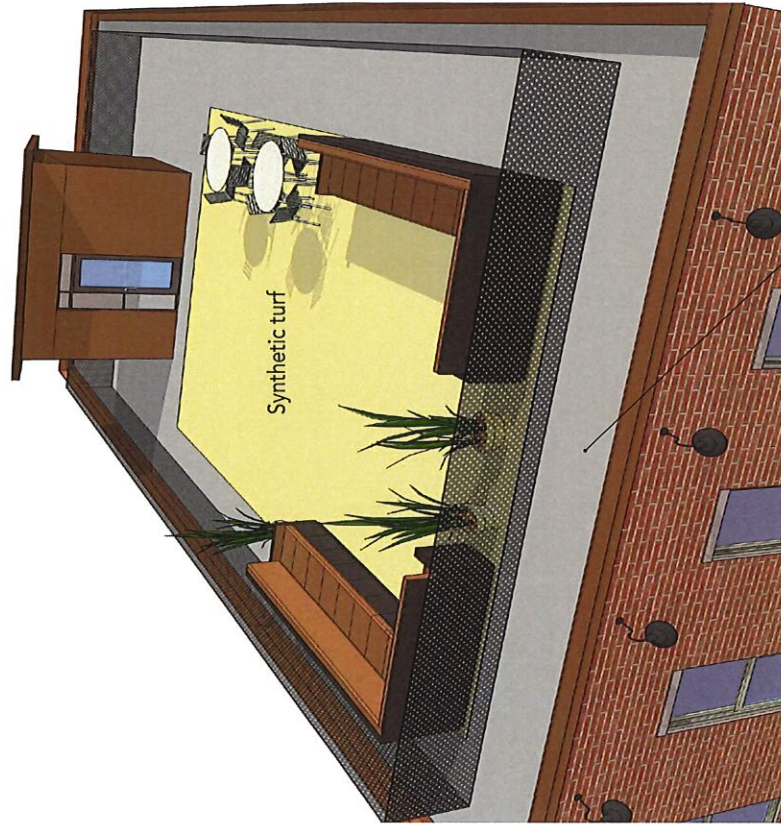
New commercial storefront with recessed entrances and large display windows. Constructed with brick, aluminum and glass.

Proposed expansion to include three (3) residential studio spaces and rooftop patio over retail space.

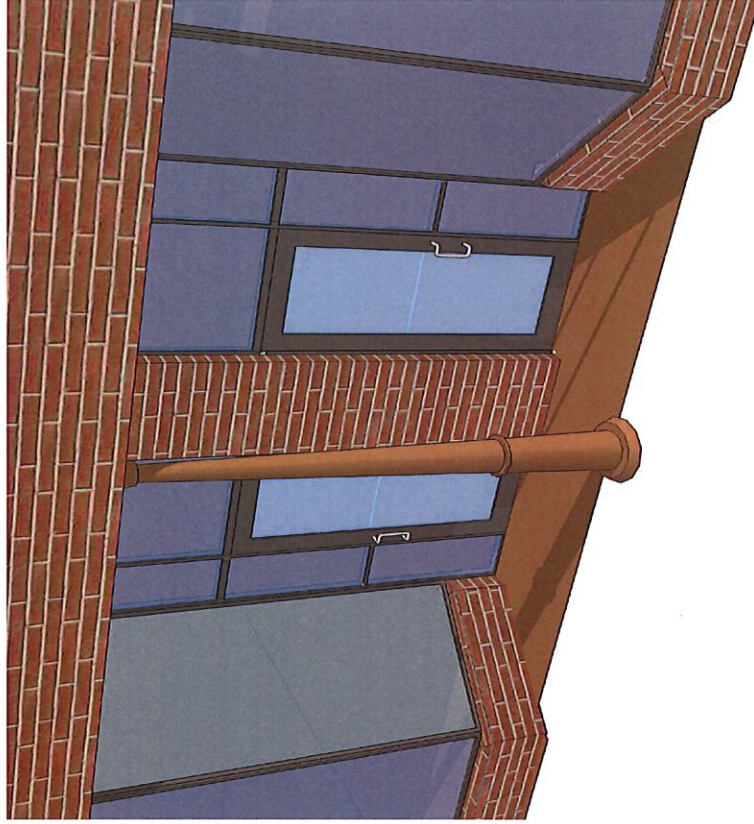


Side entrance for tenants.  
Additional egress / ingress on rear of structure.

Rooftop patio enclosed by 42" metal handrail and fence



Recessed entry doors each 36" wide and ornamental column



View from Spring Street



# HISTORIC PRESERVATION REQUEST



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

PERMIT NUMBER	DATE ISSUED	VALUATION	FEE	ISSUED BY
18-00473	10/15/2018	\$ 0.00	\$ 10.00	adkinson

NAME + ADDRESS	LOCATION	123 N Lumpkin St Monroe, GA 30655	USEZONE	B2/CBD	FLOODZONE	No
			PN	M0014-187-A00		
			SUBDIVISION			
	CONTRACTOR	Mountain Creek Enterprises, Inc.	LOT			
			BLOCK			
		630 Riverbend Rd Monroe GA 30655	UTILITIES...			
			Electric			
			Sewer			
	OWNER	Mountain Creek Enterprises, Inc., 678 522 6560	Gas			
		630 Riverbend Rd Monroe GA 30655	PROJECTID#	123NLumpkinSt-1810 15-1		
		EXPIRATIONDATE:	12/31/2018			

## CHARACTERISTICS OF WORK

DESCRIPTION OF WORK	DIMENSIONS	#STORIES
REQUEST FOR COA FOR SIGNS - HPC MTG 10/23/18 @ 6:00 PM - 215 N BROAD STREET	SQUAREFOOTAGE	Sq. Ft.
NATURE OF WORK		#UNITS
Other	SINGLE FAMILY ONLY	
CENSUS REPORT CODE		#BATHROOMS
855 - * Historic Preservation Request		#BEDROOMS
		TOTAL ROOMS

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Signature of Contractor or Authorized Agent

Date

*Delbie Adkinson*

10-15-18

Approved By

Date

## MANAGE YOUR PERMIT ONLINE

WEB ADDRESS	PERMIT NUMBER	PERMIT PIN
<a href="http://BuildingDepartment.com/project">http://BuildingDepartment.com/project</a>	18-00473	57162

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*Crista Carrell*  
Signature of Applicant

10/12/18  
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: 10/12/18

APPLICANT: Mountain Creek Enterprises

APPLICANT'S ADDRESS: 630 Riverbend Rd  
Monroe, GA 30655

TELEPHONE NUMBER: 678-522-6560

PROPERTY OWNER: Mountain Creek Enterprises

OWNER'S ADDRESS: 630 Riverbend Rd  
Monroe, GA 30655

TELEPHONE NUMBER: 678-522-6560 Rick Muszagh  
678-638-9348 Crista Carrell

PROJECT ADDRESS: 123 N Lumpkin St.

Brief description of project: Vertical sign to be installed on  
corner of building and horizontal sign on front.

(Continue on separate sheet, if necessary.)

Crista Carrell  
Applicant

10/12/18  
Date

Revised 6/29/17



**THE LIVERY**  
MUSIC HALL & EVENT SPACES

122 LUMPKIN STREET, MONROE, GA 30655

OWNER:  
RICK & CRISTA HIRSHLASH  
MONROE, GA 30655  
1.706.355.3010

ARCHITECT:  
MAGNETIC  
625 HILARIO STREET, SUITE 2700  
ATLANTA, GA 30301  
1.770.355.3010

DESIGNER:  
AMANTRECHT, MATHEWY, THURMOND  
330 RESEARCH DRIVE  
ATLANTA, GA 30305  
1.770.310.0400

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ISSUES:

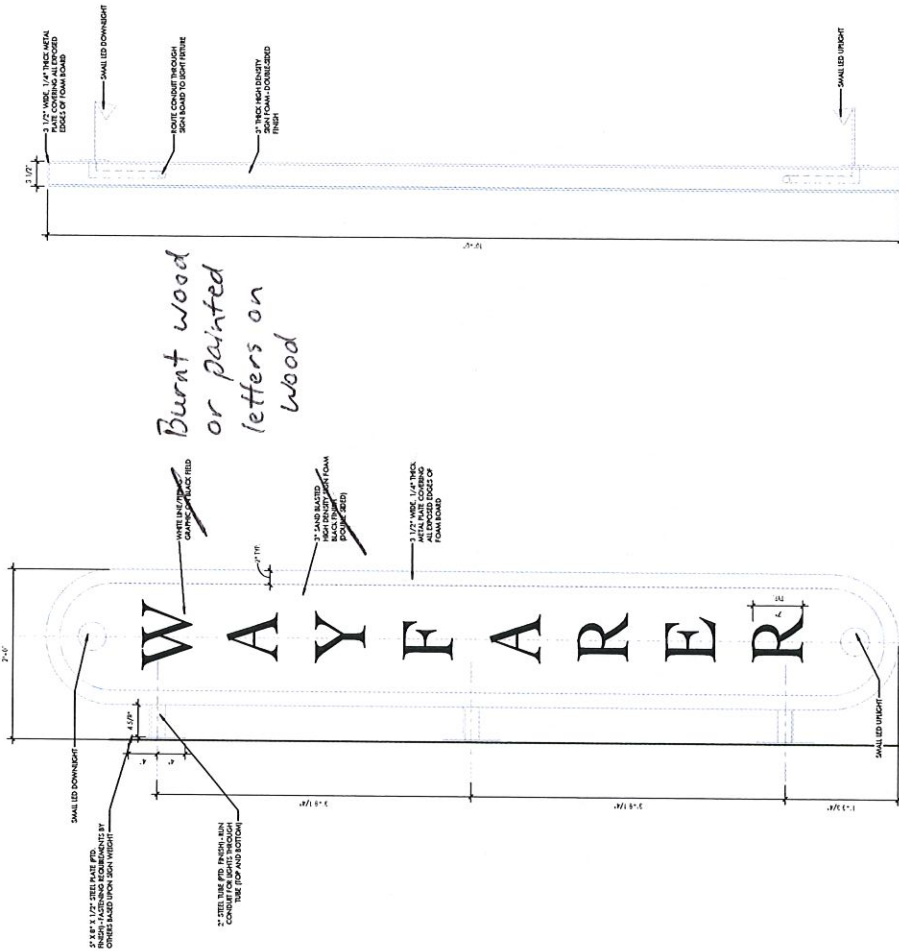
1	HPD RESUBMISSION
2	FOR COMMENTS
3	01.05.17
4	01.25.17
5	05.24.17
6	ADDITION #12

EXTERIOR SIGNAGE  
DIAGRAMS

DATE: 12.07.17

SCALE: 1 1/2" = 1'-0"

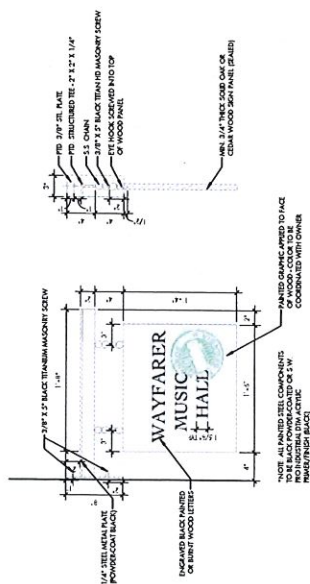
A-510



SECTION

ELEVATION

1 VERTICAL MARKQUE  
1 1/2" = 1'-0"



2 PROJECTING EXTERIOR SIGNAGE  
1 1/2" = 1'-0"

**THE LIVERY**  
 1017 WALKER BORN PLACE

123 LUMPKIN STREET, MONROE, GA 30655

OWNER:  
 BOB & COSTA HUSZAGH  
 MONROE, GA 30655  
 P: 770.333.3910

ARCHITECT:  
 WOODS BAGOTZKY INC.  
 675 N. ALABAMA STREET, SUITE 2700  
 ATLANTA, GA 30301  
 P: 404.525.1100  
 STRUCTURAL ENGINEER:  
 AMBROSIO/ WATKINS/ THURMOND  
 330 BEECHCROFT DRIVE  
 ATLANTA, GA 30305  
 P: 770.310.0400

© 2017 WOODS BAGOTZKY DESIGN, INC.

**ISSUES:**

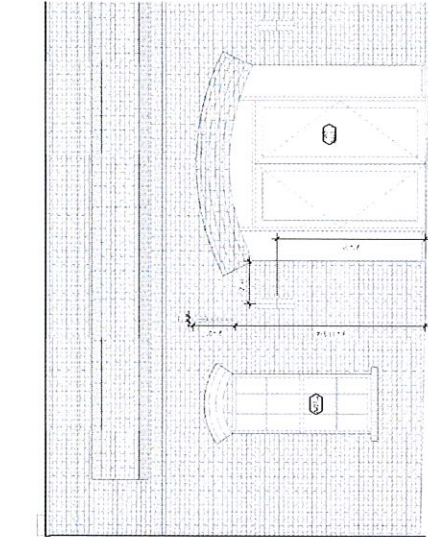
NO.	DATE	DESCRIPTION
1	01.06.17	ISSUE FOR PERMITS
2	01.06.17	REVISIONS
3	01.25.17	CONTRACT SIGNATURES
4	05.24.17	ISSUE FOR PERMITS

**EXTERIOR SIGNAGE -  
 ELEVATION**

DATE: 12.02.17

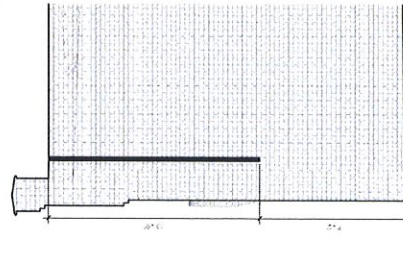
SCALE: 3/8" = 1'-0"

**A-512**

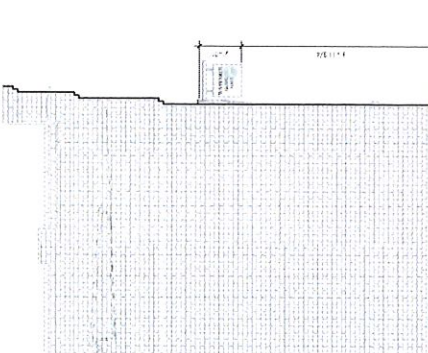


PLEASE REFER TO THE PERMITS OFFICE FOR THE LATEST AND MOST CURRENT REGULATIONS AND REQUIREMENTS.

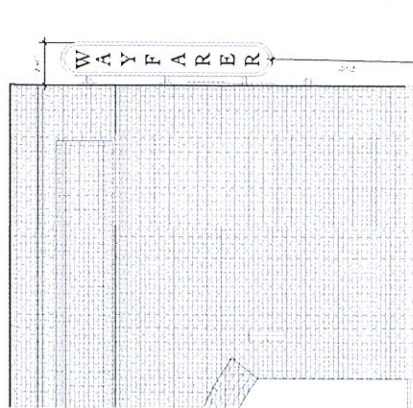
PROPOSED SOUTH ELEVATION WITH PROJECTING SIGN



PROPOSED EAST ELEVATION WITH VERTICAL SIGNAGE



PROPOSED WEST ELEVATION WITH PROJECTING SIGN



PROPOSED SOUTH ELEVATION WITH VERTICAL SIGNAGE