

**CITY OF STONE MOUNTAIN
HISTORIC PRESERVATION COMMISSION
APRIL 15, 2026 @ 6:30 PM
REGULAR MEETING**



**CITY OF
STONE
MOUNTAIN, GA**

REGULAR MEETING

Address:
875 Main St, Stone Mountain, GA 30083
Phones:
(770) 498.8984 | (770) 498.8609 (Fax)

info@stonemountaincity.org
www.stonemountaincity.org

**CITY OF STONE MOUNTAIN
HISTORIC PRESERVATION
COMMISSION
APRIL 15, 2026 @ 6:30 PM
REGULAR MEETING**

A. CALL TO ORDER



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B. DETERMINATION OF QUORUM



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C. APPROVAL OF AGENDA



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**City of Stone Mountain Historic Preservation Commission
Regular Meeting
April 15, 2026, at 6:30 p.m.
City Hall – 875 Main Street, Stone Mountain, GA 30083**

- A. **Call to Order**
- B. **Determination of Quorum**
- C. **Approval of Agenda**
- D. **Approval of Meeting Minutes**
 - 1. March 18, 2026
- E. **Commission Announcements**
 - 1. Historic Preservation Grant Update
 - 2. Town Hall March 19, 2026
 - 3. Website Updates
 - a) Instructions for Certificate of Appropriateness (COA) Applications
 - b) Tree Applications in Historic Districts
 - c) Required Attendance at COA Public Meetings
 - d) Qualified Contractor Resources
- F. **Certificates of Appropriateness**
 - 1. No Cases for April 2026.
- G. **Old Business**
 - 1. Proposed Code Revisions to Section 5-33 (Creation and Appointment)
- H. **New Business**
 - 1. Proposed Historic Preservation Calendar Revisions for June and July 2026 Meetings
 - 2. Pending Applications (Planned May 2026)
 - a) 6201 E Ponce De Leon Avenue (New Signage)
 - b) 5367 E Mountain Street (Exterior Work)
 - 3. Propose Stakeholder Committee Formation (Review Tree Ordinance)
 - a) Appointment of Historic Preservation Commission Members
 - 4. Maintenance/No Review (None)
- I. **Public Comments** (on any topic – 5 minutes each)
- J. **Adjournment**

*I. The HPC reserves the right to extend or limit the length of public comments based on: 1) the issue under discussion; 2) the number of items on the agenda; and 3) the extent to which the speaker remains constructive in their comments and questions. II. The public may not directly confront the applicant but must direct all comments and questions to the HPC. III. Public harassment of, or confrontation with the applicant will not be tolerated. **Members of the public violating tenets two or three will be asked to sit down or leave the premises.**

ATTENDANCE AT PUBLIC HEARINGS ARE REQUIRED FOR THE APPLICANT. IF YOU ARE THE APPLICANT AND UNABLE TO ATTEND, PLEASE CONTACT 770-498-8984 or EMAIL THUFF@STONEMOUNTAINCITY.ORG SEVEN (7) BUSINESS DAYS BEFORE THE HEARING DATE.

**CITY OF STONE MOUNTAIN
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D. APPROVAL OF MINUTES



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HISTORIC PRESERVATION COMMISSION
APRIL 15, 2026 @ 6:30 PM
APPROVAL OF THE MINUTES**

**APPROVAL OF THE MINUTES
1. MARCH 18, 2026**



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**APPROVAL OF THE
MINUTES**

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**City of Stone Mountain Historic Preservation Commission (HPC)
Regular Meeting Minutes
March 18, 2026 – 6:30 pm
City Hall, 875 Main Street, Stone Mountain, Georgia 30083**

A. CALL TO ORDER –Rebecca Spring called the meeting to order at 6:30 pm

B. DETERMINATION OF QUORUM

Present: Elisabeth Richmond, Katherine Meers, Rebecca Spring

Absent: Mary Galloway

C. APPROVAL OF THE AGENDA

Katherine Meers moved to approve the agenda, seconded by Elisabeth Richmond.

Vote: Passed Unanimously 2-0

Amendment of Agenda. Elisabeth Richmond moved to amend the agenda to include discussions in Old Business on Public Comment Procedures and the Amendment of Code Section 5-33: Creation and Appointment of Historic Preservation Commission in New Business at the recommendation of the Chair – Rebecca Spring.

Katherine Meers moved to approve the agenda as amended, seconded by Elisabeth Richmond.

Vote: Passed Unanimously 2-0.

D. APPROVAL OF MEETING MINUTES

1. February 18, 2026

Katherine Meers moved to approve the minutes as presented, seconded by Elisabeth Richmond.

Vote: Approved unanimously 2-0

E. COMMISSION ANNOUNCEMENTS

1. **Historic Preservation Grant Update.** The Planning Manager, Tamaya Huff, gave a brief status update on the Historic Preservation Grant.
2. **Stone Mountain Council Retreat.** The Planning Manager, Tamaya Huff, gave a brief status update on the City Council Retreat held on February 28, 2026.
3. **City Council 2026 Staff Work Plan** – The Planning Manager, Tamaya Huff, gave a brief status update on the meeting outcomes and staff work plan presented at the council retreat by Planning and Zoning.
4. **Comprehensive Plan Survey Update** – Planning Manager Tamaya Huff provided an update on the comprehensive plan survey.
5. **Town Hall March 19, 2026.** The Planning Manager notified the public and Historic Preservation Commission of the upcoming Town Hall.

F. CERTIFICATE OF APPROPRIATENESS

1. **Case# HPC2026-1808926006 5406 E Mountain Street – Theresita Dollar**

- Request to approve existing signage.
- Elisabeth Richmond moved to approve; seconded by Katherine Meers
- Vote: Approved unanimously 2-0
- Public Comment: None.

2. **Case# HPC2026-1808915001 5407 E Mountain Street – Thomas Wiley**

- Request to install signage & replace windows.
- Elisabeth Richmond moved to approve with conditions; seconded by Katherine Meers, requiring windows to match the existing historic style of the structure.
- Vote: Approved unanimously 2-0.
- Public Comment: None.

3. **Case# HPC2026-1808919010 5442 E Mountain – Leslie Vioso, Casa Sueno, LLC**

- Request to construct an addition, a garage, and remove existing fencing
- Elisabeth Richmond moved to approve with conditions; seconded by Katherine Meers to add removal of the chimney, and ensure all improvements match the existing Victorian Style.
- Vote: Approved Unanimously 2-0.
- Public Comment(s):
 - Thomas Wiley, 925 Main Street, spoke in support of proposed improvements.
 - Susan Taylor, 1012 Ridge, spoke in support of proposed improvements.

G. OLD BUSINESS

1. **Election of Vice Chair per 5-36.** Elisabeth Richmond was elected as vice chair. Nominated by Katherine Meers, motion to approve Katherine Meers; seconded by Elisabeth Richmond.
Vote: Approved Unanimously 2-0.
2. **Public Comment Procedures.** Elisabeth Richmond moved to approve the inclusion of Public Comment Procedures for the Historic Preservation Commission, seconded by Katherine Meers.
Vote: Approved Unanimously 2-0.

H. NEW BUSINESS

1. **Maintenance Cases – No HPC Review Required**
 - COAT2026-180745008 767 4th Street (Tree Removal)
 - COA2026-1808902013 1000 Main Street (Exterior Maintenance – clarified as replacement of existing sign in kind)
2. **Revision of Sec 5-33 Creation and Appointment.** Elisabeth Richmond moved to request that staff present revisions to Sec 5-33 of the City of Stone Code of Regulations for Council Approval, to permit two stakeholder members, seconded by Katherine Meers.
Vote: Approved Unanimously 2-0.

I. PUBLIC COMMENTS

1. Eileen Smith requested that the agenda packages and minutes from the HPC meetings be posted on the website. HPC chair Rebecca Spring explained that the Planning Manager has already taken steps to implement the posting of agendas and minutes. A revised internal schedule has been developed to permit legal review of all applications for redaction before posting. This revised schedule will require reduced review time for the HPC Members, to ensure applications receive the opportunity for legal review in accordance with the Open Records Act or the redacting of applications containing personal information under 50-18-72(19-20). Further, the recently elected HPC Vice Chair, Elisabeth

Richmond noted that in past years, circa 2024, applications were posted (accidentally) with sensitive material, prompting steps to limit online posting to protect applicant information and allowing closer review during the open records process.

J. ADJOURNMENT

Katherine Meers moved to adjourn at 7:37 pm; seconded by Elisabeth Richmond.

Vote: Approved unanimously 2-0.

Rebecca Spring, Chair

Tamaya Huff, Secretary

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E. COMMISSION ANNOUNCEMENTS



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HISTORIC PRESERVATION GRANT

- 1. Draft Contract – April 21, 2026 (City Council)**
- 2. Schedule Changes – June 2027 Completion Date**



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**HISTORIC
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E. COMMISSION ANNOUNCEMENTS**



TOWN HALL MARCH 19, 2026

- March 19, 2026, Town hall boards, presentations, and comment cards are available on-line for public viewing. Comments will be collected until July 9th**
- Visit the Planning and Zoning Website or Scan the QR Code Below:**



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E. COMMISSION ANNOUNCEMENTS**



WEBSITE UPDATES

- Instructions for Certificate of Appropriateness Applications (COA)**
- Tree Applications in Historic Districts**
- Qualified Historic Contractor Resources**
- Other Information**



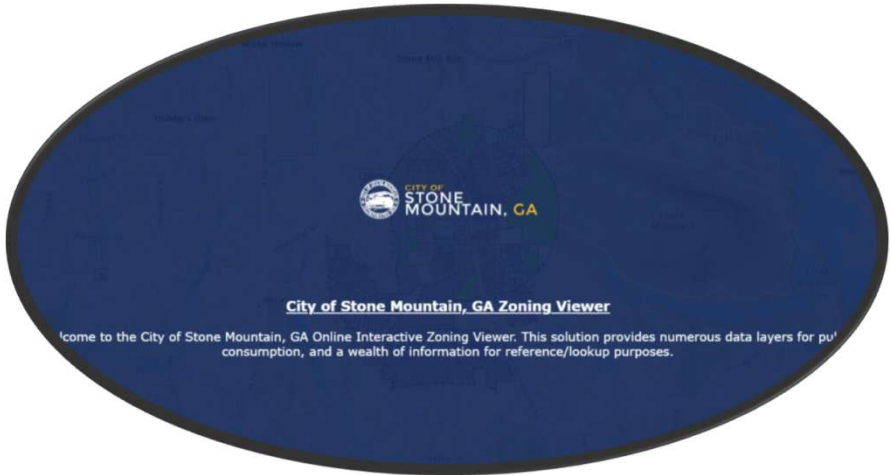
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Instructions for Certificate of Appropriateness Applications (COA)

- Check the Map.**

- Check Design Guidance or Document Maintenance on Application (In Kind)**

- Consult Qualified Contractor**

- Complete COA Application**

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Tree Applications in Historic Districts

- Check the Map (Historic or Non-Historic).**

- Arborist Report**
 - Arborist Resources**
 - Licensed**
 - Free Arborist Reviews**

- Photos**

- Owners Affidavit**

- Emergency Removal Instructions**



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Qualified Historic Contractors

- Georgia Trust Historic Preservation (Resource)
- Not endorsed by City. Contact Georgia Trust for questions on their listing.
- Consult Georgia Licensing Boards Division of the Secretary of State Website to verify contractor licensing status



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F. CERTIFICATES OF APPROPRIATENESS (NO CASES)



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F. OLD BUSINESS



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**CITY OF STONE MOUNTAIN
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OLD BUSINESS**

OLD BUSINESS

1. PROPOSED CODE REVISIONS TO SECTION 5-33 (CREATION AND APPOINTMENT)
PREPARING FOR APRIL 21, 2026



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Agenda Item

Meeting Date: April 15, 2026

SUBJECT: Proposed Code Revisions to Section 5-33 (Creation and Appointment)

Item: Action Item

Presented By: Planning Manager, Tamaya Huff

Summary:

At the request of the Historic Preservation Commission (HPC) during its March 18, 2026, meeting, revisions have been prepared to Section 5-33 of the City of Stone Mountain Code of Ordinances. These revisions aim to allow individuals who do not reside within the City of Stone Mountain's incorporated area but have a vested interest or concern in the local community to be recognized as stakeholders. As such, they will be permitted to apply for consideration (if Council approves language) under the existing process for HPC Member Selection, provided that such individuals exhibit qualifications as defined in Sec 5-33, including experience or education in the preservation of historic resources, history, or architecture. Proposed revisions will not change the process by which members are appointed; only the eligibility criteria.

All those considered for HPC Selection, must still be appointed by City Council. Community stakeholders may include, but are not limited to, local businesses, property owners, and members of civic, religious, or social organizations located within the city's incorporated area, provided they possess the experience outlined in Section 5-33. Enclosed is the proposed language for the Historic Preservation Commission's review. Following HPC approval, these proposed changes will be presented at the upcoming City Council Meeting scheduled for April 21, 2026, for final approval.

Resource Impact:

None.

Attachments/Exhibits: Sec 5-33 Creation and Appointment (Proposed Changes)

Requested Action: Staff recommend the Historic Preservation Commission (HPC) vote to approve the language as presented herein or with corrections, to permit presentation of revised ordinance before City Council for approval at the next scheduled City Council meeting on April 21, 2026.

Sec. 5-33. Creation and appointment.

- (a) There is hereby created a commission whose title shall be "City of Stone Mountain Historic Preservation Commission" (hereinafter referred to as "preservation commission"). The preservation commission shall consist of no less than three (3) and no more than seven (7) members. ~~Members of the preservation commission shall be residents of the city for at least one (1) year prior to taking office and a majority of members shall be persons who have demonstrated special interest, experience or education in the preservation of historic resources, history or architecture. A majority of the members of the preservation commission shall reside within the city and must have been a resident of the city for at least one (1) year prior to appointment. No more than two (2) members of the preservation commission may be community stakeholders as defined in section 5-33(e). A majority of the members must be persons who have demonstrated special interest, experience or education in experience or education in the preservation of historic resources, history or architecture.~~
- (b) The governing authority shall take action as may reasonably be required to inform city residents that an opening exists on the preservation commission. The governing authority shall accept applications from interested individuals, review the applications and recommend a short list of potential candidates to the mayor. The mayor shall nominate individuals from the short list for confirmation by the council no later than the work session next following receipt of the short list.
- (c) (1) The term of office for members appointed to the preservation commission shall be three (3) years except for the initial appointments. The term of office for initial appointments shall be set by the governing authority as follows:
- a. Three (3) appointments shall be for a term of three (3) years beginning on March 1, 2016.
 - b. Two (2) appointments shall be for a term of two years beginning on March 1, 2016.
 - c. Two (2) appointments shall be for a term of one year beginning on March 1, 2016.
- (2) Should a member of the preservation commission be unable to complete their term of office the governing authority shall fill the remainder of the term of office in the same manner as provided in section 5-33.
- (d) Members of the preservation commission shall serve without compensation but may be reimbursed for reasonable expenses subject to the purchasing policies and procedures of the city.

(e) [For the purposes of this article, the following words and phrases shall have the meanings respectively ascribed to them by this section:]

Community stakeholder means a person who does not reside within the incorporated area of the City of Stone Mountain but has a vested interest or concern in the local community. A community stakeholder may be, but is not limited to, a local business or property owner or a member of a civic, religious or social organization, which is located within the incorporated area of the city.

Preservation Commission means the City of Stone Mountain Historic Preservation Commission

(Ord. of 6-7-94(1), § 3; Ord. No. 01-8, Pt. I, 9-4-01; Ord. No. 04-02, Pt. I, 5-4-04; Ord. No. 05-19, 10-4-05; Ord. No. 08-08, Pt. I, 7-1-08; Ord. No. 2015-02, Pt. I, 2-3-15; Ord. No. 2016-09, Pt. I, 2-2-16)

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G. NEW BUSINESS



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NEW BUSINESS

1. Proposed Process - Posting of Agenda Package and Minutes
2. Pending Applications (Planned May 2026)
 - a) 6201 E Ponce De Leon Avenue (New Signage)
 - b) 5367 E Mountain Street (Exterior Work)
3. Stakeholder Committee Formation (Tree Ordinance)
4. Maintenance/No Review – None (April 2026)



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Proposed Process of Agenda

1. **Open Meetings Law Requirements: Agendas**
 - a) Available upon request: 50-14-1(e)(1)
 - b) For Public Inspection: 50-14-1(e)(1)
 - c) No more than two weeks prior & some time during the two- week period before 50-14-1(e)(1)
 - d) Permit providing copies of a record in lieu of providing access when portions require redaction. Per 50-18-71(B)- Open Records Act
2. **Open Meetings Law Requirements: Minutes**
 - a) Open for Inspection: 50-14-1(e)(1)(2)(A)
 - b) Available No later than next regular meeting 50-14-1(e)(1)(2)(A)

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Proposed Process of Agenda

1. **Planning and Zoning Process:**
 - a) **Agenda Only:** Posted Online No Later Than One Week Before Meeting Date 50-14-1(e)(1)
 - b) **Agenda Package:** Posted Online No later than Two days before Meeting Date: 50-14-1(e)(1)
 - c) **Signed Minutes:** Posted Online No Later than two days after the regular meeting in which the approval was held. Available (draft) online as part of prior meeting record. 50-14-1(e)(1)(2)(A)
2. **Internal Process**
 - a) Internal to City of Stone Mountain. Subject to change where determined necessary to meet regulatory or other requirements.

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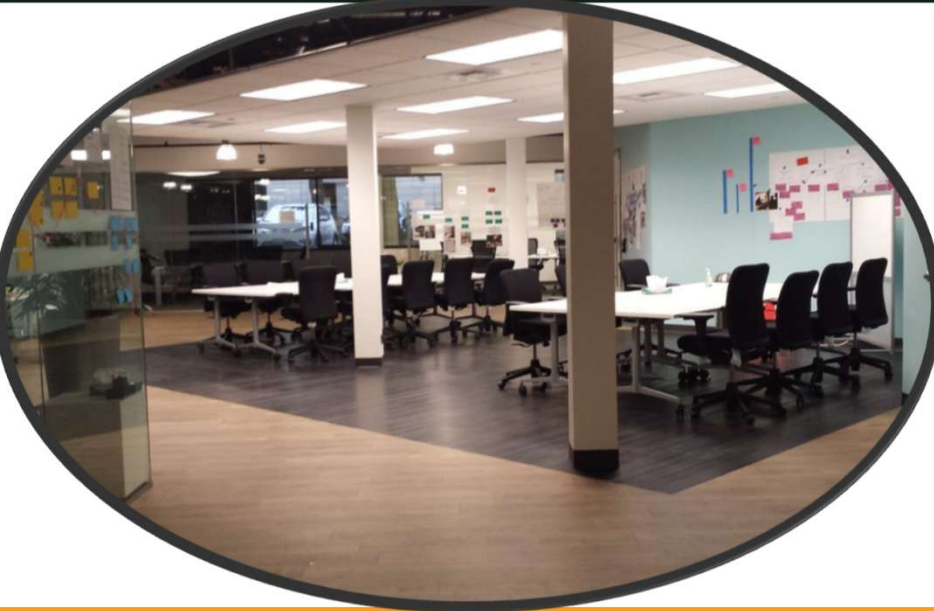
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OPEN MEETINGS ACT



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OPEN RECORDS ACT



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HISTORIC PRESERVATION CALENDAR REVISIONS

2026 Historic Preservation Calendar

Application Deadline	Public Hearing Sign Posting Deadline	Meeting Dates (3 rd Wednesday of month)
January 8, 2026	January 14, 2026	January 21, 2026
February 4, 2026	February 11, 2026	February 18, 2026
March 4, 2026	March 11, 2026	March 18, 2026
April 1, 2026	April 8, 2026	April 15, 2026
May 6, 2026	May 13, 2026	May 20, 2026
June 3, 2026	June 10, 2026	June 17, 2026
July 6, 2026	July 12, 2026	July 15, 2026
August 6, 2025	August 13, 2025	August 19, 2026
September 2, 2026	September 9, 2026	September 16, 2026
October 7, 2026	October 14, 2026	October 21, 2026
November 4, 2026	November 11, 2026	November 18, 2026
December 2, 2026	December 9, 2026	December 16, 2026

NO MEETINGS IN JUNE AND JULY



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2026 Historic Preservation Calendar

Application Deadline	Public Hearing Sign Posting Deadline	Meeting Dates (3 rd Wednesday of month)
January 8, 2026	January 14, 2026	January 21, 2026
February 4, 2026	February 11, 2026	February 18, 2026
March 4, 2026	March 11, 2026	March 18, 2026
April 1, 2026	April 8, 2026	April 15, 2026
May 6, 2026	May 13, 2026	May 20, 2026
June 3, 2026	June 10, 2026	June 17, 2026
July 6, 2026	July 12, 2026	July 15, 2026
August 6, 2025	August 13, 2025	August 19, 2026
September 2, 2026	September 9, 2026	September 16, 2026
October 7, 2026	October 14, 2026	October 21, 2026
November 4, 2026	November 11, 2026	November 18, 2026
December 2, 2026	December 9, 2026	December 16, 2026

*Denotes a date change due to conflicting holidays

Historic Preservation meetings begin at 6:30 p.m. at the Stone Mountain City Hall, 875 Main Street, Stone Mountain,

Note: Meeting dates and times are subject to change.

Call 770-498-8984 to verify the date and time of meetings.

**CITY OF STONE MOUNTAIN
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PENDING CASES (MAY 2026)

Pending Applications (Planned May 2026)

- a) 6201 E Ponce De Leon Avenue (New Signage)
- b) 5367 E Mountain Street (Exterior Work)



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NEW BUSINESS**

CITY OF STONE MOUNTAIN PARTICIPATION PLAN	INFORM	CONSULT	INVOLVE	COLLABORATE
	Social Media	Surveys	Advisory Committees	Local Government Partnerships
E Newsletters	Community Events	Focus Groups	Community Based Organizations	
Press Releases	Open Houses	Roundtables	Agency Partnerships	
Community Presentations	Public Comment Periods	Stakeholder Committees	Citizen Groups	
	Public Hearings	Public Meetings	Non-Profit Agencies	
	Agency Consultation			

PROPOSED STAKEHOLDER COMMITTEE

1. Planning and Zoning Department Work Plan Objectives Require Public Engagement, Streamlining of Permits, Performance Monitoring, and Regulatory Compliance
2. Stakeholder Committee Development :
 - a) Regional Agency
 - b) State Agency
 - c) Peer Local Agency
 - d) Planning/Historic Preservation
 - e) Citizen Stakeholder (Arborist, Planner, Historian)
3. Engagement will develop in accordance with Public Outreach Plan



**CITY OF
STONE
MOUNTAIN, GA**

REGULAR MEETING

Address:
875 Main St, Stone Mountain, GA 30083
Phones:
(770) 498.8984 | (770) 498.8609 (Fax)

info@stonemountaincity.org
www.stonemountaincity.org



Agenda Item

Meeting Date: April 15, 2026

SUBJECT: Stakeholder Committee Development (Section 8-11 Vegetation Protection Ordinance)

Item: Action Item

Presented By: Planning Manager, Tamaya Huff

Summary:

On February 28, 2026, the staff of the City of Stone Mountain presented their goals and initiatives, aligning them with the City's mission statement as established by the City Council in the City's Work Plan. To support the objectives of the Work Plan, the Planning and Zoning Department is requesting that the Historic Preservation Commission appoint at least one member (no more than two) to participate in the Section 8-11 Vegetation Protection Ordinance Stakeholder Committee.

This committee is tasked with reviewing existing regulations, providing feedback, and developing a formal set of recommendations to be presented before Historic Preservation, Planning Commission, and City Council that considers process streamlining, revisions to the existing regulation, and engagement/education efforts to inform community of regulatory changes.

The following goals from the Work Plan will be addressed through this effort:

- (a) **Regulatory Compliance:** Ensure adherence to federal, state, and local policies and regulations.
- (b) **Internal Controls:** Streamline the development review process and workflows to ensure that all permits undergo the necessary reviews and compliance assessments.
- (c) **Performance Monitoring:** Conduct continual evaluations of policy initiatives and track performance by providing an annual report of accomplishments related to comprehensive plan objectives. The development of the Committee will follow the procedures outlined in the Planning and Zoning Department's Public Outreach Plan and will involve collaboration with various Commissions, State Departments, and staff.
- (d) **Public Engagement.** Establishing a clear path for future public involvement and ensuring compliance with applicable state, local, and federal regulations. This includes the development of the public outreach plan, which provides opportunities for the development of committees, reviewers, to provide active input on development processes, and land development requirements.

Stakeholder Type	Stakeholder	Total
Regional Agency	Stone Mountain Memorial Association	Max 2
State Agency	Georgia Forestry Commission	Max 2

City Commission	Planning Commission	Max 2
City Commission	Historic Preservation	Max 2
Peer Local Agency	(City in Metro Atlanta Region)	Max 2
Citizen Stakeholder	Experienced in Historic Preservation, Planning and Zoning, or a licensed Arborist	Max 2

Resource Impact:

None.

Attachments/Exhibits: None

Requested Action: Staff recommend the Historic Preservation Commission (HPC) vote to appoint a historic preservation commission member to participate on the Section 8-11 Vegetative Ordinance Stakeholder Committee.

**CITY OF STONE MOUNTAIN
HISTORIC PRESERVATION
COMMISSION
APRIL 15, 2026 @ 6:30 PM
REGULAR MEETING**

H. GENERAL PUBLIC COMMENTS



**CITY OF
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ANY TOPIC

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**CITY OF STONE MOUNTAIN
HISTORIC PRESERVATION COMMISSION
NEXT MEETING
MAY 20, 2026 @ 6:30 PM
REGULAR MEETING**

I. ADJOURNMENT



**CITY OF
STONE
MOUNTAIN, GA**

THANK YOU

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