



Historic Preservation Commission Meeting

Wednesday, September 16, 2026 at 6:30 PM

City Hall, 875 Main Street, Stone Mountain, Georgia 30083

Agenda

-
- I. Call to Order
 - II. Determination of Quorum
 - III. Approval of Agenda
 - IV. Approval of Meeting Minutes
 - V. Commission Announcements
 - VI. Certificate of Appropriateness

1. 729 Main Street - Roshonda Smith

Request to enclose front porch

- a. Case Introduction
- b. Applicant Statements
- c. Commission Questions and Remarks
- d. Public Comments (3 minutes each)
- e. Motion and Vote
- f. **Reminder that approved work may require zoning review and additional city permits. Do not begin work until all permits are issued.**

2. 729 Main Street - Roshonda Smith

Request to install Trailer in Rear yard

- a. Case Introduction
- b. Applicant Statements
- c. Commission Questions and Remarks
- d. Public Comments (3 minutes each)
- e. Motion and Vote
- f. **Reminder that approved work may require zoning review and additional city permits. Do not begin work until all permits are issued.**

3. 977 Main Street - DeRon Furr

Request to Demolish facade of building

- a. Case Introduction

- b. Applicant Statements
- c. Commission Questions and Remarks
- d. Public Comments (3 minutes each)
- e. Motion and Vote
- f. **Reminder that approved work may require zoning review and additional city permits. Do not begin work until all permits are issued.**

4. 900 3rd St. - Brantley Friend

Request to Replace Windows

- a. Case Introduction
- b. Applicant Statements
- c. Commission Questions and Remarks
- d. Public Comments (3 minutes each)
- e. Motion and Vote
- f. **Reminder that approved work may require zoning review and additional city permits. Do not begin work until all permits are issued.**

5. 5305 Cloud Street - Katherine Marie Meers

Request to install Pergola

- a. Case Introduction
- b. Applicant Statements
- c. Commission Questions and Remarks
- d. Public Comments (3 minutes each)
- e. Motion and Vote
- f. **Reminder that approved work may require zoning review and additional city permits. Do not begin work until all permits are issued.**

VII. Old Business

VIII. New Business

IX. Staff Update / Maintenance Applications

- 6.** 935 Main Street - Past 45 day time frame
- 7.** 934 VFW - Tree Removal

X. Public Comments (on any topic - 5 minutes each)

XI. Adjournment

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.



Date:	September 9, 2026	HPC Meeting Date:	September 16, 2026
From:	Community Development	Department:	Community Development
Goal:	Request Approval	Presenter:	Thatcher Hart
Agenda Title:	729 Main Street – COA for Front Porch Enclosure		

Agenda Item Description (Background/History/Details):

The applicant has submitted a request to enclose the existing front porch to provide additional licensing space for children to attend the school. The enclosure materials include sheetrock, plaster, insulation, and vinyl siding. The proposed modification to the site would result in a material change in the appearance of the historic property within the Historic Preservation District, requiring approval by the Historic Preservation Commission (HPC).

Workplan Goal Details: N/A

Staff Recommendations (Motion):

Staff recommends the following: DENIAL for the proposed porch enclosure on the property located at 729 Main Street (Parcel 18 074 10 020) due to the reasons outlined in the analysis section of the report.

Mayor's Signature Required:

NO

List Attachments:

Attachment 1 – Certificate of Appropriateness Application
Attachment 2 – Renderings and Pictures of the proposed enclosure

Financial Information (MUST BE COMPLETE & PRE-APPROVED BY CITY MANAGER)

Budgeted Yes/No	Fund Name & Code	Current Balance	Requested Allocation	City Manager's Initials
No	N/A	N/A	N/A	MD



Historic Planning Commission

Meeting Date: September 16, 2026

SUBJECT: Application for a Certificate of Appropriateness (COA) to install a trailer in the back yard of the property located at 729 Main Street.

HPC2026 - 18 074 10 020

G. Shan

Project Information

Owner / Applicant	Roshonda Smith
Location	729 Main Street
Acreage	±.29 acres
Parcel ID	18 074 10 020
Zoning District	General Commercial (GC)

SUMMARY:

The applicant has submitted a request to enclose the existing front porch to provide additional licensing space for children to attend the school. The enclosure materials include sheetrock, plaster, insulation, and vinyl siding. The proposed modification to the site would result in a material change in the appearance of the historic property within the Historic Preservation District, requiring approval by the Historic Preservation Commission (HPC).

ANALYSIS:

The subject property is located within the General Commercial (GC) Zoning District and includes a main residential house and storage building on site. The property owner has received a Commercial Business Tax Receipt for the existing business from the City since 2017 and is now looking to expand the use of the property with the enclosure of the front porch on the existing residential building. Per section 5-38, the zoning code of the City states that when the HPC reviews applications, the commission shall reference and refer to the City of Stone Mountain Historic District Guidelines as well as the Secretary of the interior's "Standards for Rehabilitation". As it relates to the subject request, section 5.3.5 of the Historic Preservation Design Guideline, states "The enclosure of front porches, side porches, and porte-cocheres visible from the right-of-way is not appropriate within the historic district." As such it would not be consistent with the City's Guidelines or the city code to approve the proposed porch enclosure.

HISTORIC AND ARCHITECTURAL SIGNIFICANCE:

The residential structure is located at 729 Main Street Stone Mountain, GA 30083 (18 074 10 020) within the General Commercial (GC) Zoning District. Constructed in 1935, the property reflects the Bungalow building type of 1900 – 1930s. Architecturally, the building exhibits the Craftsman style of the 1910s – 1930s.

CONCLUSIONS

Per Section 5.3.5 of the Historic Preservation Design Guideline, “The enclosure of front porches, side porches, and porte-cocheres visible from the right-of-way is not appropriate within the historic district.”

Staff Recommendation:

Staff recommends **DENIAL** for the proposed porch enclosure on the property located at 729 Main Street (Parcel 18 074 10 020) due to the reasons outlined in the analysis section of the report.

Attachments/Exhibits:

Attachment 1 – Certificate of Appropriateness Application

Attachment 2 – Renderings and Pictures of the proposed enclosure



Certificate of Appropriateness (COA) Application

Application Fee: Residential - \$50.00 Commercial - \$100.00

Permit Number: _____

Date Received: _____

Meeting Date: _____

Date Complete: _____

HPC Action Taken: _____

Date Processed: _____

PROPERTY ADDRESS (address at which the work is to be performed)

Property Address: 729 Main Street Stone Mtn., Ga 30083

APPLICANT CONTACT INFORMATION

Applicant Name: Roshonda Smith Phone Number: [REDACTED]

Mailing Address: 729 Main Street Stone Mtn., Ga 30083

Email Address: rsmith4097@gmail.com

PROPERTY OWNER'S INFORMATION

Property Owner's Name: Roshonda Smith

Address: [REDACTED]

PROJECT DESCRIPTION

- ☐ **Routine Maintenance or Repair** Routine maintenance does not involve a change in materials or in appearance. A COA is not required, but the HPC requests that an application be submitted to be kept on file to ensure that work performed is per the application. If the project makes a change in materials or appearance, then a COA is required. Routine maintenance includes but is not limited to the following:

☐ Re-roofing (shingles) ☐ Wood repair (only a portion of siding, porch, fence, etc.) ☐ Windows (repair) ☐ Doors (repair) ☐ Other _____

- ☐ **Exterior Changes** (visible changes to exterior of existing structure), include but are not limited to the following:

☐ Window(s) ☐ Door(s) ☒ Porch ☐ Lighting ☐ Awning ☐ Other _____

- ☐ **Construction**, includes but is not limited to the following:

☐ New Building ☐ Additions ☐ Accessory Building ☒ Other Enclosure
☐ Major building restoration, rehabilitation, or remodeling

- ☐ **Site Changes**, include but are not limited to the following:

☐ Fence/Wall ☐ Pool ☐ Mechanical system ☒ Walkway/Sidewalk/Driveway ☐ Other _____

- ☐ **Demolition or Relocation**, include but are not limited to the following:

☐ Primary Building ☐ Accessory Building ☐ Site Feature ☐ Trees/Vegetation ☐ Other _____

☐ **Other** _____

Certificate of Appropriateness (COA) Application

Describe the proposed project in detail, including the materials, finishes, and measurements. Additional pages may be attached if necessary. *Bacon Hill Academy & Rosalinda Smith is asking to enclosed the porch of said property to provide additional licensing space for children to attend school. The materials needed for the project is sheetrock, plaster, insulation, and vinyl siding to give it a complete look on the sides.*

REQUIRED MATERIALS CHECKLISTS

Depending on your project, the following materials are the minimum required by the HPC in order to have a complete application. **Incomplete applications will not be reviewed by the HPC until all information is submitted.**

Exterior Changes

- ☐ description of project
- ☐ description of construction materials
- ☐ photographs of existing building
- ☐ proposed finishes (attach samples)

Construction

- ☒ description of project
- ☐ stamped set of architectural elevations (all sides)
- ☐ stamped site plan (building, fencing, paving)
- ☐ landscaping plan (saved and proposed vegetation)
- ☐ description of construction materials
- ☒ photographs of proposed site and adjacent sites
- ☐ stamped set of architectural floor plans
- ☒ proposed finishes (attach samples)
- ☐ documentation of earlier historic appearance (restoration, rehabilitation, or remodeling only)

Site Changes

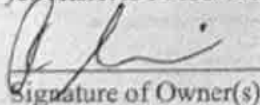
- ☒ description of project
- ☐ sketch diagram of proposed project
- ☒ site plan showing current features---buildings, paving, fencing, mature vegetation, etc.
- ☒ description of construction materials
- ☒ photographs of existing site and adjacent sites
- ☒ proposed finishes (attach samples)

Demolition or Relocation

- ☐ description of project
- ☐ site plan showing existing structures
- ☐ site plan showing proposed development
- ☐ description of construction materials
- ☐ photographs of existing site and adjacent sites
- ☐ proposed finishes (attach samples)
- ☐ landscaping plan (saved and proposed vegetation)

AUTHORIZATIONS

I HEREBY CERTIFY that I am the owner(s) of the property or that the proposed work is authorized by the owner of record and I have been authorized by the owner to make this application as his/her authorized agent. Furthermore, I certify I have read and understand the procedures and guidelines set forth in the *Stone Mountain Design Guidelines for Historic Preservation*.


Signature of Owner(s)

8/6/26
Date


Signature of Applicant

8/6/26
Date

Signature of Authorized Agent

Date



Owner Permission Affidavit

Subject Property Address: 729 Main Street Stone Mtn. Ga 30083 ⁸³

Property Owner:

Name (Person, Firm, Corporation, or Agency): Roshonda Smith

Mailing Address: 729 Main Street Stone Mtn., Ga 30083

Phone: [REDACTED]

Email: [REDACTED]

Authorized Applicant:

Name (Person, Firm, Corporation, or Agency): Roshonda Smith

Mailing Address: 729 Main Street
Stone Mtn., Ga 30083

Phone: [REDACTED]

Email: [REDACTED]

I (Property owner/agent) am applying for, or I hereby give authority to the authorized applicant to file an application for the following address: 729 Main Street Stone Mtn., Ga 30083

Type of Application: COA

Property Owner's signature: [Signature]

Property Owner's printed name: Roshonda Smith

This instrument was signed before me on this date: _____

County: _____ Georgia Notary Signature: _____

Affix seal/stamp as close to signature as possible

Certificate of Appropriateness (COA) Application

Item # 1.

PROCEDURES FOR APPLYING

Application Requirements:

All applications must be complete and must include all required materials listed on the previous page to be considered for review. **Incomplete applications WILL NOT be reviewed by the Historic Preservation Commission.**

Application Deadline:

Applications are to be submitted to Stone Mountain City Hall by 12:00 noon, fourteen (14) days prior to the regular scheduled HPC meeting to be placed on that month's agenda. Should this day of the month fall on a weekend or holiday, applications are due the next business day by 12:00 noon. The HPC meets on the third Wednesday of each month at 6:30 p.m. at Stone Mountain City Hall, unless otherwise posted outside City Hall.

Application Representation:

The **applicant** or an **authorized representative** for the applicant shall be present at the public meeting to support the application. If neither is in attendance, the result will be the **denial** of the application.

Building Permit Requirements:

All building permits must be acquired from the governing authority prior to any work commencing. Building permits will not be issued without proof of an approved COA. Work must comply with all applicable codes.

Deadline for Project Completion:

A COA shall become void unless construction (foundation and framing) is commenced within **twelve (12) months** from the date of issuance. A COA is issued for a period of **eighteen (18) months** only and is not renewable.

Required Submittals:

Applicants are required to submit electronic applications or a copy of the required materials at City Hall.

DESIGN GUIDELINES

Copies of the *Stone Mountain Design Guidelines for Historic Preservation* are available at City Hall for a minimal fee. The HPC uses the United States Secretary of the Interior's Standards for Preservation, Rehabilitation, Restoration, and Reconstruction, and the *Design Guidelines* to guide all decisions. Past actions of the HPC may be considered in review of a COA, but the HPC is not bound to confer the same resolution on a similar application.

IMPORTANT NOTES

Pending Approvals:

Are there any approvals pending by any other regulatory or administrative authority, which may have a bearing on the modifications or improvements which are the subject of this application? If so, specify: _____

Penalties:

Failure to apply for a certificate of appropriateness shall warrant the applicant to be fined in the same manner as provided in Section 1-11 (Code 1976, § 1-1012 of the City of Stone Mountain).

Modifications or Amendments:

If modifications or amendments become necessary, such changes must be presented to and approved by the HPC prior to beginning work on any aspect of said modification or amendment.

Certificate of Appropriateness (COA) Application

Item # 1.

*******APPLICANT KEEPS THIS PAGE*******

PROCEDURES FOR APPLYING

Application Requirements:

All applications must be complete and must include all required materials listed on page two (2) of the application form to be considered for review. All materials should be in an 8½" x 11" format in addition to any large-scale format needed for detail. **Incomplete applications WILL NOT be reviewed by the Historic Preservation Commission.**

Pending Approvals:

If approvals are pending by other regulatory or administrative authorities, which may have a bearing on the modifications or improvements which are the subject of this application, please notify the HPC upon submittal of the COA application.

Application Deadline:

Applications are to be submitted to Stone Mountain City Hall by 12:00 noon, fourteen (14) days prior to the regular scheduled HPC meeting to be placed on that month's agenda. Should this day of the month fall on a weekend or holiday, applications are due the next business day by 12:00 noon. The HPC meets on the third Wednesday of each month at 6:30 p.m. at Stone Mountain City Hall, unless otherwise posted outside City Hall.

Application Representation:

The **applicant** or an **authorized representative** for the applicant shall be present at the public meeting to support the application. If neither is in attendance to answer any questions which may arise concerning the COA application, the result will be the **denial** of the application.

Building Permit Requirements:

All building permits must be acquired from the governing authority prior to any work commencing. Building permits will not be issued without proof of an approved COA. Work must comply with all applicable state and local codes.

Modifications or Amendments:

If modifications or amendments become necessary, such changes must be presented to and approved by the HPC prior to beginning work on any aspect of said modification or amendment.

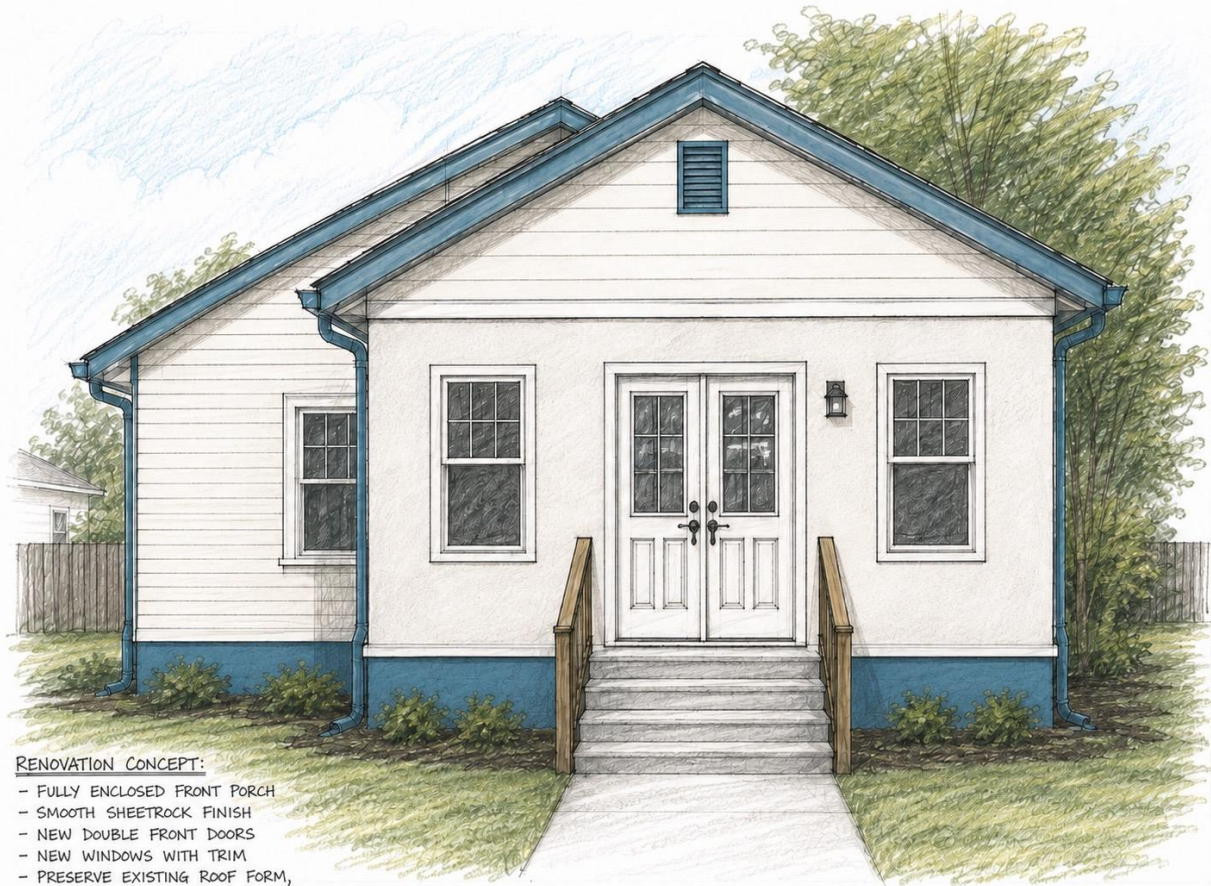
Deadline for Project Completion:

A COA shall become void unless construction (foundation and framing) is commenced within **twelve (12) months** from the date of issuance. A COA is issued for a period of **eighteen (18) months** only and is not renewable.

Penalties:

Failure to apply for a certificate of appropriateness shall warrant the applicant to be fined in the same manner as provided in Section 1-11 (Code 1976, § 1-1012 of the City of Stone Mountain).

*******APPLICANT KEEPS THIS PAGE*******



RENOVATION CONCEPT:

- FULLY ENCLOSED FRONT PORCH
- SMOOTH SHEETROCK FINISH
- NEW DOUBLE FRONT DOORS
- NEW WINDOWS WITH TRIM
- PRESERVE EXISTING ROOF FORM,
SIDING, TRIM, GUTTERS & STEPS











Date:	September 9, 2026	HPC Meeting Date:	September 16, 2026
From:	Community Development	Department:	Community Development
Goal:	Request Approval	Presenter:	Thatcher Hart
Agenda Title:	729 Main Street – COA for Installation of Trailer		

Agenda Item Description (Background/History/Details):

The applicant has submitted a request for the installation of a trailer on the property as a portable classroom to expand the capacity of the currently existing day care facility. The proposed modification to the site would result in a material change in the appearance of the historic property within the Historic Preservation District, requiring approval by the Historic Preservation Commission (HPC).

Workplan Goal Details: N/A

Staff Recommendations (Motion):

Staff recommends the following: **DENIAL** for the proposed addition of a trailer as a portable classroom on the property located at 729 Main Street (Parcel 18 074 10 020) due to the reasons outlined in the analysis section of the report.

Mayor's Signature Required:

NO

List Attachments:

Attachment 1 – Certificate of Appropriateness Application
 Attachment 2 – Pictures of the proposed Structure
 Attachment 3 – Proposed site plan of the structure.

Financial Information (MUST BE COMPLETE & PRE-APPROVED BY CITY MANAGER)

Budgeted Yes/No	Fund Name & Code	Current Balance	Requested Allocation	City Manager's Initials
No	N/A	N/A	N/A	MD



Historic Planning Commission

Meeting Date: September 16, 2026

SUBJECT: Application for a Certificate of Appropriateness (COA) to install a trailer in the back yard of the property located at 729 Main Street.

HPC2026 - 18 074 10 020

G. Shan

Project Information

Owner / Applicant	Roshonda Smith
Location	729 Main Street
Acreage	±.29 acres
Parcel ID	18 074 10 020
Zoning District	General Commercial (GC)

SUMMARY:

The applicant has submitted a request for the installation of a trailer on the property as a portable classroom to expand the capacity of the currently existing day care facility. The proposed modification to the site would result in a material change in the appearance of the historic property within the Historic Preservation District, requiring approval by the Historic Preservation Commission (HPC).

ANALYSIS:

The subject property is located within the General Commercial (GC) Zoning District and includes a main residential house and storage building on site. The property owner has received a Commercial Business Tax Receipt for the existing business from the City since 2017 and is now looking to expand the use of the property with the instillation of the portable structure. Per Section 6-7 of the City Code, such portable structures are not permitted to be used for any Commercial, Office, or Residential use. As such, the proposed structure is not a permitted addition as it is inconsistent with the zoning code of the city. Section 6-7 entitled “*Portable Structure*” is listed below:

Trailers, converted mobile homes or other portable wheeled structures (whether on wheels or with wheels removed and placed on a foundation) that can be towed by their own chassis shall not be used for any commercial, office or residential use, except:

729 Main Street

Certificate of Appropriateness – Trailer installation

Staff Report

*When used as a temporary building during construction of a permanent building or buildings on the same lot, or
When used as a temporary concession stand in a recreational facility.*

Restricted use of trailers, convertible mobile homes or other portable wheeled structures shall be subject to mayor and council approval.

In addition, the proposed addition does not meet the required setbacks of the General Commercial District (GC) and if placed on the site removes access to the required parking spaces for the use.

It should also be noted that the most applicable use category for the current use of the site per section 5-7, would be “Day nurseries and kindergartens” which is listed as a special use, requiring a recommendation from the Planning Commission and approval from the Mayor and City Council. Due to the existing nature of the use, it may continue operation, however, if the owner would like to pursue expansion of the use, a special use permit would be required.

HISTORIC AND ARCHITECTURAL SIGNIFICANCE:

The residential structure is located at 729 Main Street Stone Mountain, GA 30083 (18 074 10 020) within the General Commercial (GC) Zoning District. Constructed in 1935, the property reflects the Bungalow building type of 1900 – 1930s. Architecturally, the building exhibits the Craftsman style of the 1910s – 1930s.

CONCLUSIONS

The proposed installation of a portable structure is not permitted for any commercial, office, or residential use in the City of Stone Mountain per [Section 6-7. - Portable structures](#) Stone Mountain Code of Ordinances (UDO) and the proposed use would need to receive a special use permit in order to expand its current operations.

Staff Recommendation:

Staff recommends **DENIAL** for the proposed addition of a trailer as a portable classroom on the property located at 729 Main Street (Parcel 18 074 10 020) due to the reasons outlined in the analysis section of the report.

Attachments/Exhibits:

Attachment 1 – Certificate of Appropriateness Application and supporting documents



Certificate of Appropriateness (COA) Application

Item # 2.

Application Fee: Residential - \$50.00 Commercial - \$100.00

JUL 21 2026 AM 10:05

Permit Number: _____

Date Received: _____

Meeting Date: _____

Date Complete: _____

HPC Action Taken: _____

Date Processed: _____

PROPERTY ADDRESS (address at which the work is to be performed)

Property Address: 729 Main Street

APPLICANT CONTACT INFORMATION

Applicant Name: Roshonda Smith Phone Number: [REDACTED]

Mailing Address: 2540 Churchill Drive Lawrenceville, Ga 30044

Email Address: [REDACTED]

PROPERTY OWNER'S INFORMATION

Property Owner's Name: Roshonda Smith

Address: [REDACTED] Phone Number: [REDACTED]

PROJECT DESCRIPTION

☐ **Routine Maintenance or Repair** Routine maintenance does not involve a change in materials or in appearance. A COA is not required, but the HPC requests that an application be submitted to be kept on file to ensure that work performed is per the application. If the project makes a change in materials or appearance, then a COA is required. Routine maintenance includes but is not limited to the following:

☐ Rc-roofing (shingles) ☐ Wood repair (only a portion of siding, porch, fence, etc.) ☐ Windows (repair) ☐ Doors (repair) ☐ Other _____

☐ **Exterior Changes** (visible changes to exterior of existing structure), include but are not limited to the following:

☐ Window(s) ☐ Door(s) ☐ Porch ☐ Lighting ☐ Awning ☐ Other _____

☐ **Construction**, includes but is not limited to the following:

☐ New Building ☐ Additions ☒ Accessory Building ☒ Other Portable Classroom
☐ Major building restoration, rehabilitation, or remodeling

☐ **Site Changes**, include but are not limited to the following:

☐ Fence/Wall ☐ Pool ☐ Mechanical system ☐ Walkway/Sidewalk/Driveway ☐ Other _____

☐ **Demolition or Relocation**, include but are not limited to the following:

☐ Primary Building ☐ Accessory Building ☐ Site Feature ☐ Trees/Vegetation ☐ Other _____

☐ **Other** _____

Bldg 14 x 45

Certificate of Appropriateness (COA) Application

Item # 2.

Describe the proposed project in detail, including the materials, finishes, and measurements. Additional pages may be attached if necessary. Added a Portable Classroom to the property for overflow to accommodate the overflow of students.

Tractor from Modular Unit previously as Public Classroom

REQUIRED MATERIALS CHECKLISTS

Depending on your project, the following materials are the minimum required by the HPC in order to have a complete application. **Incomplete applications will not be reviewed by the HPC until all information is submitted.**

Exterior Changes

- ☐ description of project
- ☐ description of construction materials
- ☐ photographs of existing building
- ☐ proposed finishes (attach samples)

Construction

- ☐ description of project
- ☐ stamped set of architectural elevations (all sides)
- ☐ stamped site plan (building, fencing, paving)
- ☐ landscaping plan (saved and proposed vegetation)
- ☐ description of construction materials
- ☐ photographs of proposed site and adjacent sites
- ☐ stamped set of architectural floor plans
- ☐ proposed finishes (attach samples)
- ☐ documentation of earlier historic appearance (restoration, rehabilitation, or remodeling only)

Site Changes

- ☒ description of project
- ☐ sketch diagram of proposed project ✓
- ☐ site plan showing current features---buildings, paving, fencing, mature vegetation, etc.
- ☐ description of construction materials N/A
- ☐ photographs of existing site and adjacent sites ✓
- ☐ proposed finishes (attach samples)

Demolition or Relocation

- ☐ description of project
- ☐ site plan showing existing structures
- ☐ site plan showing proposed development
- ☐ description of construction materials
- ☐ photographs of existing site and adjacent sites
- ☐ proposed finishes (attach samples)
- ☐ landscaping plan (saved and proposed vegetation)

AUTHORIZATIONS

I HEREBY CERTIFY that I am the owner(s) of the property or that the proposed work is authorized by the owner of record and I have been authorized by the owner to make this application as his/her authorized agent. Furthermore, I certify I have read and understand the procedures and guidelines set forth in the *Stone Mountain Design Guidelines for Historic Preservation*.

Reli
Signature of Owner(s)

7/16/2026
Date

Reli
Signature of Applicant

7/16/2026
Date

Signature of Authorized Agent

Date

Certificate of Appropriateness (COA) Application

Item # 2.

PROCEDURES FOR APPLYING

Application Requirements:

All applications must be complete and must include all required materials listed on the previous page to be considered for review. **Incomplete applications WILL NOT be reviewed by the Historic Preservation Commission.**

Application Deadline:

Applications are to be submitted to Stone Mountain City Hall by 12:00 noon, fourteen (14) days prior to the regular scheduled HPC meeting to be placed on that month's agenda. Should this day of the month fall on a weekend or holiday, applications are due the next business day by 12:00 noon. The HPC meets on the third Wednesday of each month at 6:30 p.m. at Stone Mountain City Hall, unless otherwise posted outside City Hall.

Application Representation:

The **applicant** or an **authorized representative** for the applicant shall be present at the public meeting to support the application. If neither is in attendance, the result will be the **denial** of the application.

Building Permit Requirements:

All building permits must be acquired from the governing authority prior to any work commencing. Building permits will not be issued without proof of an approved COA. Work must comply with all applicable codes.

Deadline for Project Completion:

A COA shall become void unless construction (foundation and framing) is commenced within **twelve (12) months** from the date of issuance. A COA is issued for a period of **eighteen (18) months** only and is not renewable.

Required Submittals:

Applicants are required to submit electronic applications or a copy of the required materials at City Hall.

DESIGN GUIDELINES

Copies of the *Stone Mountain Design Guidelines for Historic Preservation* are available at City Hall for a minimal fee. The HPC uses the United States Secretary of the Interior's Standards for Preservation, Rehabilitation, Restoration, and Reconstruction, and the *Design Guidelines* to guide all decisions. Past actions of the HPC may be considered in review of a COA, but the HPC is not bound to confer the same resolution on a similar application.

IMPORTANT NOTES

Pending Approvals:

Are there any approvals pending by any other regulatory or administrative authority, which may have a bearing on the modifications or improvements which are the subject of this application? If so, specify: _____

Penalties:

Failure to apply for a certificate of appropriateness shall warrant the applicant to be fined in the same manner as provided in Section 1-11 (Code 1976, § 1-1012 of the City of Stone Mountain).

Modifications or Amendments:

If modifications or amendments become necessary, such changes must be presented to and approved by the HPC prior to beginning work on any aspect of said modification or amendment.

Certificate of Appropriateness (COA) Application

Item # 2.

*******APPLICANT KEEPS THIS PAGE*******

PROCEDURES FOR APPLYING

Application Requirements:

All applications must be complete and must include all required materials listed on page two (2) of the application form to be considered for review. All materials should be in an 8½" x 11" format in addition to any large-scale format needed for detail. **Incomplete applications WILL NOT be reviewed by the Historic Preservation Commission.**

Pending Approvals:

If approvals are pending by other regulatory or administrative authorities, which may have a bearing on the modifications or improvements which are the subject of this application, please notify the HPC upon submittal of the COA application.

Application Deadline:

Applications are to be submitted to Stone Mountain City Hall by 12:00 noon, fourteen (14) days prior to the regular scheduled HPC meeting to be placed on that month's agenda. Should this day of the month fall on a weekend or holiday, applications are due the next business day by 12:00 noon. The HPC meets on the third Wednesday of each month at 6:30 p.m. at Stone Mountain City Hall, unless otherwise posted outside City Hall.

Application Representation:

The **applicant** or an **authorized representative** for the applicant shall be present at the public meeting to support the application. If neither is in attendance to answer any questions which may arise concerning the COA application, the result will be the **denial** of the application.

Building Permit Requirements:

All building permits must be acquired from the governing authority prior to any work commencing. Building permits will not be issued without proof of an approved COA. Work must comply with all applicable state and local codes.

Modifications or Amendments:

If modifications or amendments become necessary, such changes must be presented to and approved by the HPC prior to beginning work on any aspect of said modification or amendment.

Deadline for Project Completion:

A COA shall become void unless construction (foundation and framing) is commenced within **twelve (12) months** from the date of issuance. A COA is issued for a period of **eighteen (18) months** only and is not renewable.

Penalties:

Failure to apply for a certificate of appropriateness shall warrant the applicant to be fined in the same manner as provided in Section 1-11 (Code 1976, § 1-1012 of the City of Stone Mountain).

*******APPLICANT KEEPS THIS PAGE*******



Owner Permission Affidavit

Subject Property Address: 729 Main Street Stone Mtn, Ga 30083

Property Owner:

Name (Person, Firm, Corporation, or Agency): Roshonda Smith (Lifeline Christian World Academy)

Mailing Address: [REDACTED]

Phone: [REDACTED]

Email: [REDACTED]

Authorized Applicant:

Name (Person, Firm, Corporation, or Agency): Lifeline Christian World Academy, LLC

Mailing Address: 729 Main Street
Stone Mtn, Ga 30083

Phone: [REDACTED]

Email: [REDACTED]

I (Property owner/agent) am applying for, or I hereby give authority to the authorized applicant to file an application for the following address: _____

Type of Application: _____

Property Owner's signature _____

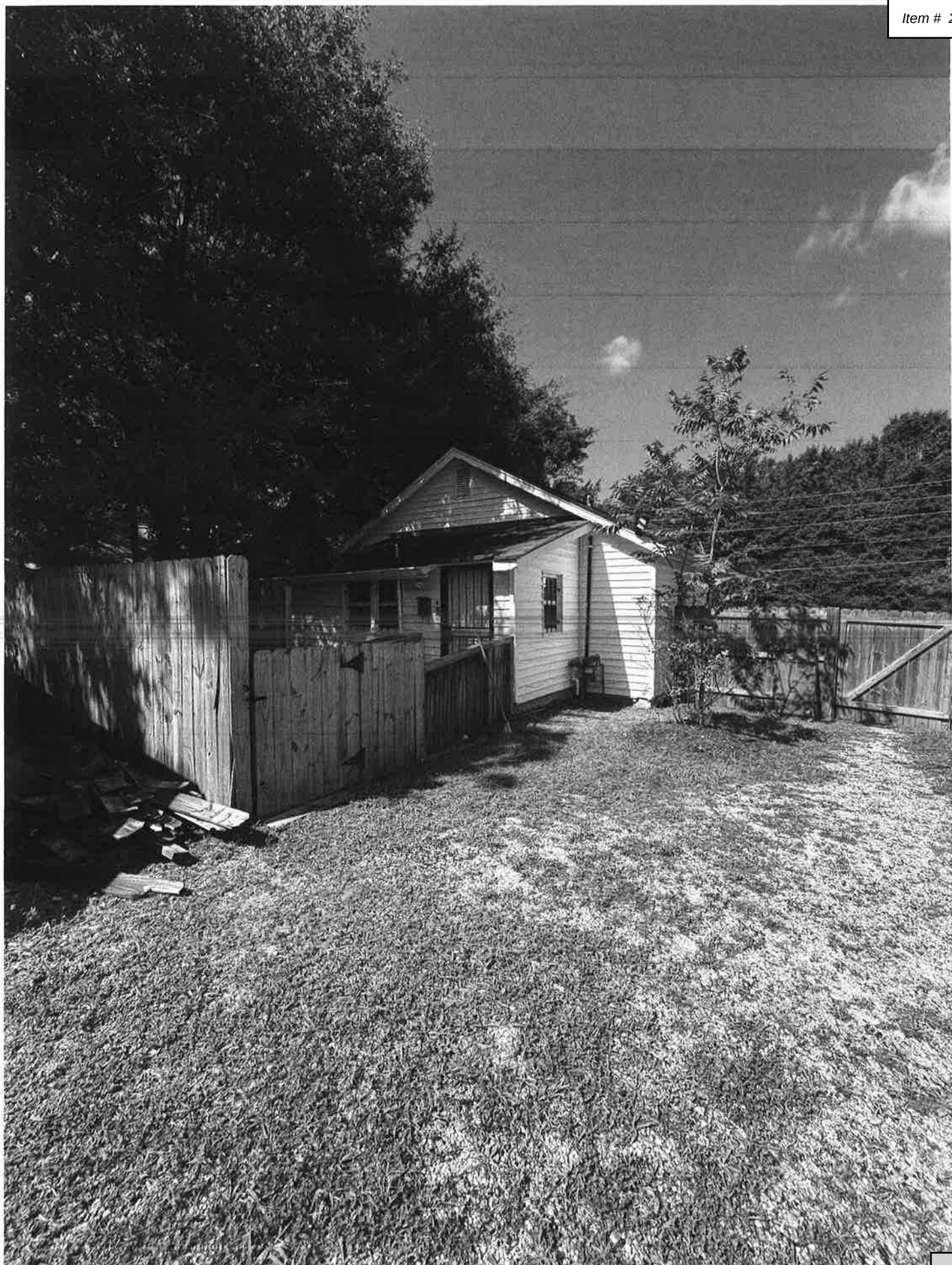
Property Owner's printed name _____

This instrument was signed before me on this date: _____

County: _____ Georgia Notary Signature: _____

Affix seal/stamp as close to signature as possible

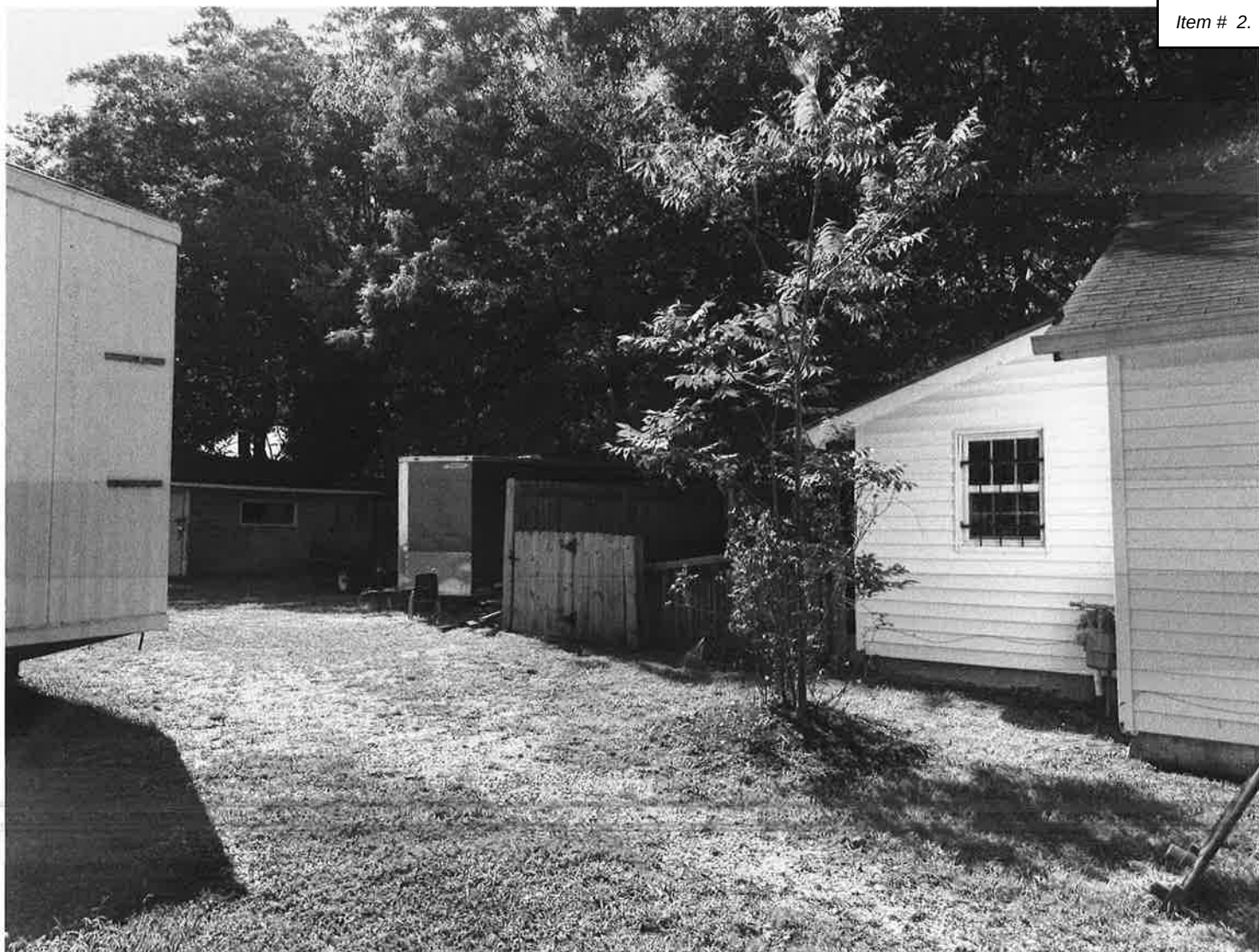
















Date:	September 9, 2026	HPC Meeting Date:	September 16, 2026
From:	Community Development	Department:	Community Development
Goal:	Approval Request	Presenter:	Garrett Shan
Agenda Title:	977 Main Street – COA for Removal of Front Façade		

Agenda Item Description (Background/History/Details):

The applicant requests the Historic Preservation Commission (HPC) to approve the project at 977 Main Street Stone Mountain, GA 30083 (18 089 27 003). This proposed scope of work includes the removal of front building façade due to safety concerns.

Workplan Goal Details: N/A

Staff Recommendations (Motion):

Staff recommend the following: APPROVAL for the removal of front building façade due to safety concerns at 977 Main Street (Parcel 18 089 27 003). Once the façade has been removed, staff recommends that the applicant apply for a Certificate of Appropriateness for the construction of a new façade that is compliant with Chapter Six of the Historic Preservation Design Guide, Nonresidential Rehabilitation Guidelines and the Secretary of interior's standards for the Treatment of Historic Property's. It should be noted that a demolition permit is needed to remove the façade.

Mayor's Signature Required:		NO
------------------------------------	--	----

List Attachments:

Attachment 1 – Certificate of Appropriateness Application

Financial Information (MUST BE COMPLETE & PRE-APPROVED BY CITY MANAGER)

Budgeted Yes/No	Fund Name & Code	Current Balance	Requested Allocation	City Manager's Initials
No	N/A	N/A	N/A	MD



Historic Planning Commission

Meeting Date: September 16, 2026

SUBJECT: Application for a Certificate of Appropriateness (COA) for the demolition of the façade of the property located at 977 Main Street.

HPC2026 - 18 089 27 003

G. Shan

Project Information

Owner / Applicant	Deron Furr
Location	977 Main Street
Acreage	±.03 acres
Parcel ID	18 089 27 003
Zoning District	Village Center Mixed-use (VCM)

SUMMARY:

The applicant requests the Historic Preservation Commission (HPC) to approve the project at 977 Main Street Stone Mountain, GA 30083 (18 089 27 003)

This proposed scope of work includes:

- Removal of front building façade due to safety concerns.

This commercial structure is in the Village Center Mixed-use (VCM) Zoning District and was built in 1975.

HISTORIC AND ARCHITECTURAL SIGNIFICANCE:

The commercial structure is located at 977 Main Street Stone Mountain, GA 30083 (18 089 27 003) within the Village Center Mixed-use (VCM) Zoning District. Constructed in 1975, the property reflects the One-Part Commercial Block building type of 1840 – 1950s.

Architecturally, the building exhibits the Folk Victorian style.

CONCLUSIONS

Per Section 6.1.2 of the Historic Preservation Design Guideline, “When necessary, repair deteriorated storefronts by reinforcing historic materials and by replacing original materials with in kind materials or with compatible substitute materials. Replacement materials should be compatible in size, scale, materials, and design to the surviving part of the storefront.”

977 Main Street

Certificate of Appropriateness – Façade Demolition

Staff Report

Staff Recommendation:

Staff recommend **APPROVAL** for the removal of front building façade due to safety concerns at 977 Main Street (Parcel 18 089 27 003).

Once the façade has been removed, staff recommends that the applicant apply for a Certificate of Appropriateness for the construction of a new façade that is compliant with Chapter Six of the Historic Preservation Design Guide, Nonresidential Rehabilitation Guidelines and the Secretary of interior's standards for the Treatment of Historic Property's. It should be noted that a demolition permit is needed to remove the façade.

Attachments/Exhibits:

Attachment 1 – Certificate of Appropriateness Application



Certificate of Appropriateness (COA) Application

Application Fee: Residential - \$50.00 Commercial - \$100.00

SEP 3 2026 PM 4:15

\$ PAID
100 - CASH

Permit Number: _____

Date Received: _____

Meeting Date: _____

Date Complete: _____

HPC Action Taken: _____

Date Processed: _____

PROPERTY ADDRESS (address at which the work is to be performed)

Property Address: 977 MAIO ST.

APPLICANT CONTACT INFORMATION

Applicant Name: 977 MAIO ST LLC / Debra Fourn Phone Number: _____

Mailing Address: _____

Email Address: _____

PROPERTY OWNER'S INFORMATION (if different from applicant information above)

Property Owner's Name: 977 MAIO ST LLC / Debra Fourn

Address: _____

Phone Number: _____

PROJECT DESCRIPTION

- ☐ **Routine Maintenance or Repair** Routine maintenance does not involve a change in materials or in appearance. A COA is not required, but the HPC requests that an application be submitted to be kept on file to ensure that work performed is per the application. **If the project makes a change in materials or appearance, then a COA is required.** Routine maintenance includes but is not limited to the following:

☐ Re-roofing (shingles) ☒ Wood repair (only a portion of siding, porch, fence, etc.) ☐ Windows (repair) ☐ Doors (repair) ☐ Other Cascade

- ☐ **Exterior Changes** (visible changes to exterior of existing structure), include but are not limited to the following:

☒ Window(s) ☒ Door(s) ☐ Porch ☐ Lighting ☐ Awning ☐ Other _____

- ☐ **Construction**, includes but is not limited to the following:

☐ New Building ☐ Additions ☐ Accessory Building ☐ Other _____
☐ Major building restoration, rehabilitation, or remodeling

- ☐ **Site Changes**, include but are not limited to the following:

☐ Fence/Wall ☐ Pool ☐ Mechanical system ☐ Walkway/Sidewalk/Driveway ☐ Other _____

- ☐ **Demolition or Relocation**, include but are not limited to the following:

☐ Primary Building ☐ Accessory Building ☐ Site Feature ☐ Trees/Vegetation ☐ Other _____

☐ **Other** _____

Certificate of Appropriateness (COA) Application

Describe the proposed project in detail, including the materials, finishes, and measurements. Additional pages may be attached if necessary. Remove and replace facade, due
TO SAFETY REASONS

REQUIRED MATERIALS CHECKLISTS

Depending on your project, the following materials are the minimum required by the HPC in order to have a complete application. **Incomplete applications will not be reviewed by the HPC until all information is submitted.**

Exterior Changes

- ☐ description of project
- ☐ description of construction materials
- ☐ photographs of existing building
- ☐ proposed finishes (attach samples)

Construction

- ☐ description of project
- ☐ stamped set of architectural elevations (all sides)
- ☐ stamped site plan (building, fencing, paving)
- ☐ landscaping plan (saved and proposed vegetation)
- ☐ description of construction materials
- ☐ photographs of proposed site and adjacent sites
- ☐ stamped set of architectural floor plans
- ☐ proposed finishes (attach samples)
- ☐ documentation of earlier historic appearance (restoration, rehabilitation, or remodeling only)

Site Changes

- ☐ description of project
- ☐ sketch diagram of proposed project
- ☐ site plan showing current features---buildings, paving, fencing, mature vegetation, etc.
- ☐ description of construction materials
- ☐ photographs of existing site and adjacent sites
- ☐ proposed finishes (attach samples)

Demolition or Relocation

- ☐ description of project
- ☐ site plan showing existing structures
- ☐ site plan showing proposed development
- ☐ description of construction materials
- ☐ photographs of existing site and adjacent sites
- ☐ proposed finishes (attach samples)
- ☐ landscaping plan (saved and proposed vegetation)

AUTHORIZATIONS

I HEREBY CERTIFY that I am the owner(s) of the property or that the proposed work is authorized by the owner of record and I have been authorized by the owner to make this application as his/her authorized agent. Furthermore, I certify I have read and understand the procedures and guidelines set forth in the *Stone Mountain Design Guidelines for Historic Preservation*.

GA MANS LLC / D-220 FOUR 35 SEP 2026 GA MANS LLC / D-220 FOUR 35
 Signature of Owner(s) LTZ Date Signature of Applicant LTZ Date

 Signature of Authorized Agent Date

Certificate of Appropriateness (COA) Application

PROCEDURES FOR APPLYING

Application Requirements:

All applications must be complete and must include all required materials listed on the previous page to be considered for review. **Incomplete applications WILL NOT be reviewed by the Historic Preservation Commission.**

Application Deadline:

Applications are to be submitted to Stone Mountain City Hall by 12:00 noon, fourteen (14) days prior to the regular scheduled HPC meeting to be placed on that month's agenda. Should this day of the month fall on a weekend or holiday, applications are due the next business day by 12:00 noon. The HPC meets on the third Wednesday of each month at 6:30 p.m. at Stone Mountain City Hall, unless otherwise posted outside City Hall.

Application Representation:

The **applicant** or an **authorized representative** for the applicant shall be present at the public meeting to support the application. If neither is in attendance, the result will be the **denial** of the application.

Building Permit Requirements:

All building permits must be acquired from the governing authority prior to any work commencing. Building permits will not be issued without proof of an approved COA. Work must comply with all applicable codes.

Deadline for Project Completion:

A COA shall become void unless construction (foundation and framing) is commenced within **twelve (12) months** from the date of issuance. A COA is issued for a period of **eighteen (18) months** only and is not renewable.

Required Submittals:

Applicants are required to submit electronic applications or a copy of the required materials at City Hall.

DESIGN GUIDELINES

Copies of the *Stone Mountain Design Guidelines for Historic Preservation* are available at City Hall for a minimal fee. The HPC uses the United States Secretary of the Interior's Standards for Preservation, Rehabilitation, Restoration, and Reconstruction, and the *Design Guidelines* to guide all decisions. Past actions of the HPC may be considered in review of a COA, but the HPC is not bound to confer the same resolution on a similar application.

IMPORTANT NOTES

Pending Approvals:

Are there any approvals pending by any other regulatory or administrative authority, which may have a bearing on the modifications or improvements which are the subject of this application? If so, specify: _____

Penalties:

Failure to apply for a certificate of appropriateness shall warrant the applicant to be fined in the same manner as provided in Section 1-11 (Code 1976, § 1-1012 of the City of Stone Mountain).

Modifications or Amendments:

If modifications or amendments become necessary, such changes must be presented to and approved by the HPC prior to beginning work on any aspect of said modification or amendment.

Certificate of Appropriateness (COA) Application

*****APPLICANT KEEPS THIS PAGE*****

PROCEDURES FOR APPLYING

Application Requirements:

All applications must be complete and must include all required materials listed on page two (2) of the application form to be considered for review. Applicants are required to submit seven (7) copies of the signed application and supporting materials to be reviewed. All materials should be in an 8½" x 11" format in addition to any large-scale format needed for detail. *Incomplete applications WILL NOT be reviewed by the Historic Preservation Commission.*

Pending Approvals:

If approvals are pending by other regulatory or administrative authorities, which may have a bearing on the modifications or improvements which are the subject of this application, please notify the HPC upon submittal of the COA application.

Application Deadline:

Applications are to be submitted to Stone Mountain City Hall by 12:00 noon, fourteen (14) days prior to the regular scheduled HPC meeting to be placed on that month's agenda. Should this day of the month fall on a weekend or holiday, applications are due the next business day by 12:00 noon. The HPC meets on the third Wednesday of each month at 6:30 p.m. at Stone Mountain City Hall, unless otherwise posted outside City Hall.

Application Representation:

The applicant or an authorized representative for the applicant shall be present at the public meeting to support the application. If neither is in attendance to answer any questions which may arise concerning the COA application, the result will be the denial of the application.

Building Permit Requirements:

All building permits must be acquired from the governing authority prior to any work commencing. Building permits will not be issued without proof of an approved COA. Work must comply with all applicable state and local codes.

Modifications or Amendments:

If modifications or amendments become necessary, such changes must be presented to and approved by the HPC prior to beginning work on any aspect of said modification or amendment.

Deadline for Project Completion:

A COA shall become void unless construction (foundation and framing) is commenced within twelve (12) months from the date of issuance. A COA is issued for a period of eighteen (18) months only and is not renewable.

Penalties:

Failure to apply for a certificate of appropriateness shall warrant the applicant to be fined in the same manner as provided in Section 1-11 (Code 1976, § 1-1012 of the City of Stone Mountain).

*****APPLICANT KEEPS THIS PAGE*****



Owner Permission Affidavit

Subject Property Address: 977 Main St, Stone Mountain GA 30083

Property Owner:

Name (Person, Firm, Corporation, or Agency): 977 Main St LLC / D. R. Law Firm

Mailing Address: 8735 Duxbury Place
Suite 12464

Phone: [REDACTED]

Email: [REDACTED]

Authorized Applicant:

Name (Person, Firm, Corporation, or Agency): 977 Main St LLC / D. R. Law Firm

Mailing Address: 565 Mountain View Drive

Phone: [REDACTED]

Email: [REDACTED]

I (Property owner/agent) am applying for, or I hereby give authority to the authorized applicant to file an application for the following address: 977 Main St

Type of Application: Certification of Appropriateness

977 Main St LLC / D. R. Law Firm
Property Owner's signature

977 Main St LLC / D. R. Law Firm
Property Owner's printed name

This instrument was signed before me on this date: September 28, 2026

County: DeKalb

Georgia Notary Signature: Carolyn Jewell

Affix seal/stamp as close to signature as possible





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, 2025*	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, Georgia.

Note: Meeting dates and times are subject to change.

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



Date:	September 9, 2026	HPC Meeting Date:	September 16, 2026
From:	Community Development	Department:	Community Development
Goal:	Request Approval	Presenter:	Garret Shan
Agenda Title:	900 Third Street – COA for Window Replacement		

Agenda Item Description (Background/History/Details):

The applicant requests the Historic Preservation Commission (HPC) to approve the project at 900 Third Street Stone Mountain, GA 30083 (18 089 29 015). This proposed scope of work includes the removal and replacement of 6 windows on the main residential structure on the property. The windows are to be the same size and location.

Workplan Goal Details: N/A

Staff Recommendations (Motion):

Staff recommend the following: APPROVAL for the applicant to remove and replace 6 windows at 900 Third Street (Parcel 18 089 29 015). This decision is based on Section 6.5.3 of the Historic Preservation Design Guidelines.

Mayor's Signature Required:

NO

List Attachments:

Attachment 1 – Certificate of Appropriateness Application
Attachment 2 – Pictures and supporting documents for the improvements

Financial Information (MUST BE COMPLETE & PRE-APPROVED BY CITY MANAGER)

Budgeted Yes/No	Fund Name & Code	Current Balance	Requested Allocation	City Manager's Initials
No	N/A	N/A	N/A	MD



Historic Planning Commission

Meeting Date: September 16, 2026

SUBJECT: Application for a Certificate of Appropriateness (COA) to replace existing windows on the building located at 900 Third Street.

HPC2026 - 18 089 29 015

G. Shan

Project Information

Owner / Applicant	Delia Longoria
Location	900 Third Street
Acreage	±.11 acres
Parcel ID	18 089 29 015
Zoning District	Shermantown Residential (R-4)

SUMMARY:

The applicant requests the Historic Preservation Commission (HPC) to approve the project at 900 Third Street Stone Mountain, GA 30083 (18 089 29 015).

This proposed scope of work includes:

- Removal and Replacement of 6 windows on the main residential structure on the property. The windows are to be the same size and location.

HISTORIC AND ARCHITECTURAL SIGNIFICANCE:

This residential structure is located at 900 Third Street Main Stone Mountain, GA 30083 (18 089 29 015) within the Shermantown Residential (R4) Zoning District. Constructed in 1987, the property reflects the Georgian Cottage & House building type of 1850 – 1900. Architecturally, the building exhibits the Italianate style of the 1850s – 1870s.

CONCLUSIONS

Per Section 5.4.3 of the Historic Preservation Design Guideline, “A replacement window should match the original opening and should duplicate proportions and pane configurations of the original window. Vinyl and aluminum windows with snap-in grid systems may be suitable replacements for wooden windows in the historic district provided wooden replacement are not practical and the design detail of the historic windows can be matched. Care should be taken to match the mullions, muntins and

900 Third Street

Certificate of Appropriateness – Window Replacement

Staff Report

meeting rails, size and configuration of the replacement window to the original window so that features of the historic window are not lost.”

Staff Recommendation:

Staff recommend **APPROVAL** for the applicant to remove and replace 6 windows at 900 Third Street (Parcel 18 089 29 015). This decision is based on Section 6.5.3 of the Historic Preservation Design Guidelines.

Attachments/Exhibits:

Attachment 1 – Certificate of Appropriateness Application and Supporting Documents



Certificate of Appropriateness (COA) Application

Application Fee: Residential - \$50.00 Commercial - \$100.00

Routine Maintenance does not require an application fee.

SEP 1 2025 AM 9:03

Permit Number: _____

Meeting Date: _____

HPC Action Taken: _____

Date Received: _____

Date Complete: _____

Date Processed: _____

PROPERTY ADDRESS (address at which the work is to be performed)

Property Address: 900 3rd Street, Stone Mountain, GA 30083

APPLICANT CONTACT INFORMATION

Applicant Name: Brantley Friend Phone Number: [REDACTED]

Mailing Address: 2405 Commerce Ave, Suite 200, Duluth, GA 30096

Email Address: atlhoa@powerhrg.com

PROPERTY OWNER'S INFORMATION (if different from applicant information above)

Property Owner's Name: Delia Longoria

Address: [REDACTED]

PROJECT DESCRIPTION

- ☐ **Routine Maintenance or Repair** Routine maintenance does not involve a change in materials or in appearance. A COA is not required, but the HPC requests that an application be submitted to be kept on file to ensure that work performed is per the application. **If the project makes a change in materials or appearance, then a COA is required.** Routine maintenance includes but is not limited to the following:

☐ Re-roofing (shingles) ☐ Wood repair (only a portion of siding, porch, fence, etc.) ☐ Windows (repair) ☐ Doors (repair) ☐ Other _____

- ☐ **Exterior Changes** (visible changes to exterior of existing structure), include but are not limited to the following:

☒ Window(s) ☐ Door(s) ☐ Porch ☐ Lighting ☐ Awning ☐ Other _____

- ☐ **Construction**, includes but is not limited to the following:

☐ New Building ☐ Additions ☐ Accessory Building ☐ Other _____
☐ Major building restoration, rehabilitation, or remodeling

- ☐ **Site Changes**, include but are not limited to the following:

☐ Fence/Wall ☐ Pool ☐ Mechanical system ☐ Walkway/Sidewalk/Driveway ☐ Other _____

- ☐ **Demolition or Relocation**, include but are not limited to the following:

☐ Primary Building ☐ Accessory Building ☐ Site Feature ☐ Trees/Vegetation ☐ Other _____

☐ **Other** _____

Certificate of Appropriateness (COA) Application

Describe the proposed project in detail, including the materials, finishes, and measurements. Additional pages may be attached if necessary. _____

Remove and replace 6 windows (same size/location). U-factor 0.27. SHGC d10.25. No structural changes. _____

REQUIRED MATERIALS CHECKLISTS

Depending on your project, the following materials are the minimum required by the HPC in order to have a complete application. **Incomplete applications will not be reviewed by the HPC until all information is submitted.**

Exterior Changes

- ☒ description of project
- ☒ description of construction materials
- ☒ photographs of existing building
- ☒ proposed finishes (attach samples)

Construction

- ☐ description of project
- ☐ stamped set of architectural elevations (all sides)
- ☐ stamped site plan (building, fencing, paving)
- ☐ landscaping plan (saved and proposed vegetation)
- ☐ description of construction materials
- ☐ photographs of proposed site and adjacent sites
- ☐ stamped set of architectural floor plans
- ☐ proposed finishes (attach samples)
- ☐ documentation of earlier historic appearance (restoration, rehabilitation, or remodeling only)

Site Changes

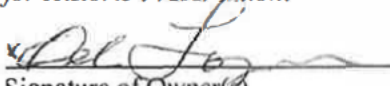
- ☐ description of project
- ☐ sketch diagram of proposed project
- ☐ site plan showing current features---buildings, paving, fencing, mature vegetation, etc.
- ☐ description of construction materials
- ☐ photographs of existing site and adjacent sites
- ☐ proposed finishes (attach samples)

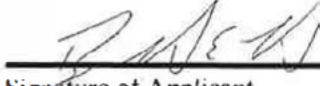
Demolition or Relocation

- ☐ description of project
- ☐ site plan showing existing structures
- ☐ site plan showing proposed development
- ☐ description of construction materials
- ☐ photographs of existing site and adjacent sites
- ☐ proposed finishes (attach samples)
- ☐ landscaping plan (saved and proposed vegetation)

AUTHORIZATIONS

I HEREBY CERTIFY that I am the owner(s) of the property or that the proposed work is authorized by the owner of record and I have been authorized by the owner to make this application as his/her authorized agent. Furthermore, I certify I have read and understand the procedures and guidelines set forth in the *Stone Mountain Design Guidelines for Historic Preservation*.

 8/31/2026
Signature of Owner(s) Date

 8/31/2026
Signature of Applicant Date

Signature of Authorized Agent Date

Certificate of Appropriateness (COA) Application

PROCEDURES FOR APPLYING

Application Requirements:

All applications must be complete and must include all required materials listed on the previous page to be considered for review. All materials should be in an 8½" x 11" format in addition to any large-scale format needed for detail.

Incomplete applications WILL NOT be reviewed by the Historic Preservation Commission.

Application Deadline:

Applications are to be submitted to Stone Mountain City Hall by 12:00 noon, fourteen (14) days prior to the regular scheduled HPC meeting to be placed on that month's agenda. Should this day of the month fall on a weekend or holiday, applications are due the next business day by 12:00 noon. The HPC meets on the third Wednesday of each month at 6:30 p.m. at Stone Mountain City Hall, unless otherwise posted outside City Hall.

Application Representation:

The **applicant** or an **authorized representative** for the applicant shall be present at the public meeting to support the application. If neither is in attendance, the result will be the **denial** of the application.

Building Permit Requirements:

All building permits must be acquired from the governing authority prior to any work commencing. Building permits will not be issued without proof of an approved COA. Work must comply with all applicable codes.

Deadline for Project Completion:

A COA shall become void unless construction (foundation and framing) is commenced within **twelve (12) months** from the date of issuance. A COA is issued for a period of **eighteen (18) months** only and is not renewable.

Required Submittals:

Applicants are required to submit electronic applications or a copy of the required materials at City Hall.

DESIGN GUIDELINES

Copies of the *Stone Mountain Design Guidelines for Historic Preservation* are available at City Hall for a minimal fee. The HPC uses the United States Secretary of the Interior's Standards for Preservation, Rehabilitation, Restoration, and Reconstruction, and the *Design Guidelines* to guide all decisions. Past actions of the HPC may be considered in review of a COA, but the HPC is not bound to confer the same resolution on a similar application.

IMPORTANT NOTES

Pending Approvals:

Are there any approvals pending by any other regulatory or administrative authority, which may have a bearing on the modifications or improvements which are the subject of this application? If so, specify: _____

Penalties:

Failure to apply for a certificate of appropriateness shall warrant the applicant to be fined in the same manner as provided in Section 1-11 (Code 1976, § 1-1012 of the City of Stone Mountain).

Modifications or Amendments:

If modifications or amendments become necessary, such changes must be presented to and approved by the HPC prior to beginning work on any aspect of said modification or amendment.

Certificate of Appropriateness (COA) Application

*****APPLICANT KEEPS THIS PAGE*****

PROCEDURES FOR APPLYING

Application Requirements:

All applications must be complete and must include all required materials listed on page two (2) of the application form to be considered for review. Applicants are required to submit seven (7) copies of the signed application and supporting materials to be reviewed. All materials should be in an 8½" x 11" format in addition to any large-scale format needed for detail. **Incomplete applications WILL NOT be reviewed by the Historic Preservation Commission.**

Pending Approvals:

If approvals are pending by other regulatory or administrative authorities, which may have a bearing on the modifications or improvements which are the subject of this application, please notify the HPC upon submittal of the COA application.

Application Deadline:

Applications are to be submitted to Stone Mountain City Hall by 12:00 noon, fourteen (14) days prior to the regular scheduled HPC meeting to be placed on that month's agenda. Should this day of the month fall on a weekend or holiday, applications are due the next business day by 12:00 noon. The HPC meets on the third Wednesday of each month at 6:30 p.m. at Stone Mountain City Hall, unless otherwise posted outside City Hall.

Application Representation:

The **applicant** or an **authorized representative** for the applicant shall be present at the public meeting to support the application. If neither is in attendance to answer any questions which may arise concerning the COA application, the result will be the **denial** of the application.

Building Permit Requirements:

All building permits must be acquired from the governing authority prior to any work commencing. Building permits will not be issued without proof of an approved COA. Work must comply with all applicable state and local codes.

Modifications or Amendments:

If modifications or amendments become necessary, such changes must be presented to and approved by the HPC prior to beginning work on any aspect of said modification or amendment.

Deadline for Project Completion:

A COA shall become void unless construction (foundation and framing) is commenced within **twelve (12) months** from the date of issuance. A COA is issued for a period of **eighteen (18) months** only and is not renewable.

Penalties:

Failure to apply for a certificate of appropriateness shall warrant the applicant to be fined in the same manner as provided in Section 1-11 (Code 1976, § 1-1012 of the City of Stone Mountain).

*****APPLICANT KEEPS THIS PAGE*****



Owner Permission Affidavit

Subject Property Address: 900 3rd Street, Stone Mountain, GA 30083

Property Owner:

Name (Person, Firm, Corporation, or Agency): Delia LongoriaMailing Address: 900 3rd Street, Stone Mountain, GA 30083

Phone: [REDACTED]

Email: [REDACTED]

Authorized Applicant:

Name (Person, Firm, Corporation, or Agency): Power Home RemodelingMailing Address: Brantley Friend2405 Commerce Avenue, Suite 200Duluth, GA 30096

Phone: [REDACTED]

Email: [REDACTED]

I (Property owner/agent) am applying for, or I hereby give authority to the authorized applicant to file an application for the following address: 900 3rd Street, Stone Mountain, GA 30083

Type of Application: Historic Preservation Certificate of Appropriateness and Building Permit

[Signature]
 Property Owner's signature

Delia Longoria

Property Owner's printed name

This instrument was signed before me on this date: 8/31/2026County: GwinnettGeorgia Notary Signature: *[Signature]*

Affix seal/stamp as close to signature as possible





Credit Card Authorization Form

City of Stone Mountain
875 Main Street
Stone Mountain, GA 30083

Sign and complete this form to authorize the merchant below to make a one-time charge to your credit listed below.

By signing this form, you give us permission to debit your account for the amount indicated **plus a 5% service fee** on or after the indicated date. This is permission for a single transaction only and does not provide authorization for any additional unrelated debits or credits to your account.

CREDIT CARD INFORMATION

Card Type: Visa



BILLING INFORMATION

Billing Address: 2405 Commerce Avenue

City, State, Zip: Duluth, GA 30019

Phone: 610-874-5000

Email Address: atlhoa@powerhrg.com

Reason for Payment: Historic District Application

I, Brantley Friend, authorize the City of Stone Mountain to charge my credit card indicated above for \$50 on 8/31/2026 (date).

Customer Signature

8/31/2026

Date

***Authorization form must be accompanied by a copy of the card holder's driver's license or valid I.D.**







Example 1 of Pella vinyl double hung windows

Item # 4.



Example 2 of
Pella vinyl
double hung
windows



WINDOWS

POWER

OUR WORK SHOWS

Comfort, beauty, and the best view in your neighborhood. Power Symphony Windows are high-performance, energy-efficient, and secure. With timeless designs and easy operation, these noise-deadening windows are built to brighten your home for the long term.



Our Symphony series is the result of our collaboration with Pella, the first co-branded partnership in their 100-year history. With Pella's best products crafted specially for Power, and our expert installation and service, these windows offer value you can't find anywhere else.



CURB APPEAL

Sleek, contoured design that boosts your home's value.



MADE TO FIT

No cutting or peeling back your existing exterior structure to make the opening fit the window. Our windows are made to fit your home, not the other way around.



UNPARALLELED SECURITY

Secure locking system and steel-reinforced rails that protect your home.



ENDURES THE ELEMENTS

From professional installation to quality materials, our windows withstand the elements and maximize the comfort of your home.



NOISE-REDUCING

Patented zen glass and foam-insulated frames act as noise-reducing headphones for your home.



FUNCTIONAL SCREEN

Fiberglass mesh screen lets air in and keeps bugs out

SLOPED SILL

Maintenance-free water management

EXTERIOR CUSTOM CAPPING

Maintenance-free weather barrier protects home from the elements and provides a picture-frame finish

BEVELED EDGE

Maintains window integrity and exudes elegance



POWER LEAK GUARD

Advanced weep hole drainage system protects against moisture by channeling water away from your home.



VIRGIN VINYL

Virtually maintenance-free, including a titanium-dioxide additive to protect against discoloring over the life of the window

LIFT-ASSIST

Allows for a lifetime of easy operation

WELDED CORNERS

Keeps the window square, improving overall operation

ZEN GLASS WITH HEAT SHIELD TECHNOLOGY

- Noise-Reducing
- Safety & Security
- Energy Efficient

FOAM-ENHANCED FRAMES

Reduces sound infiltration and improves energy efficiency

STEEL-REINFORCED MEETING RAILS

Maintains fit, no drafty windows; enhances security and peace of mind

TILT TO CLEAN

Ability to clean exterior glass from the safety of your own home



THREE-PART LOCKING SYSTEM

1. Stainless steel cam action lock
2. Steel lock into steel-reinforced meeting rail



3. Nighttime safety locks



Power is well versed in the latest techniques, fluent in local codes, and is trusted by Pella. For us, industry standards are just the bare minimum. Your project deserves to be completed professionally, on time, and with care, no matter what.

BEFORE**AFTER**

HIGH STANDARDS COME STANDARD

Nothing's as powerful as a job well done. Our crews are vetted, expertly trained, and are passionate about providing a personalized experience. That's why we have one of the highest referral percentages in the industry, with over one million installations and counting.



Winner of
1,000+
Super Service
Awards



Better Business
Bureau
A+ Rating



Over 30,000
5-star Reviews
Nationwide
on Google



The Best Home
Renovation
Contractors -
Best for Exteriors



The Industry
Leader in Home
Energy Savings

To hear what our customers say, visit www.guildquality.com/pro/power-home-remodeling

Remove this label after final inspection; SAVE for future reference
Ne pas retirer avant l'inspection finale



National Fenestration
Rating Council®

CERTIFIED

Pella Corporation

Power Symphony

Double Hung

Annealed

One Wide

Low E 366 / Clear

Argon Gas

PEL-N-211-00142-00001

ENERGY PERFORMANCE RATINGS

U-Factor		Solar Heat Gain Coefficient
0.27	1.53	0.21
(U.S./1-17)	(Metric/8)	

ADDITIONAL PERFORMANCE RATINGS

Visible Transmittance

0.48

--

Manufacturer stipulates that these ratings conform to applicable NFRC procedures for determining whole product performance. NFRC ratings are determined for a fixed set of environmental conditions and a specific product size. NFRC does not recommend any products and does not warrant the suitability of any product for any specific use. For more information, call (641) 621-3114 or visit the Pella web site at www.pella.com or visit the NFRC web site at www.nfrc.org

ENERGY STAR® Certified in All 50 States



 Certified



License: 411-H-1461
Pella 250 Series - Double Hung
Manufacturer Stipulates: Hailmark Certification as indicated below
AAAA/WDMA/CBA 101/1.S.2/AA40-08 R-P335 Size Tested 1016x1600mm(40x63in) - Type H
AAAA/WDMA/CBA 101/1.S.2/AA40-11 R-P335 Size Tested 1016x1600mm(40x63in) - Type H
Florida Product Approval (FPAS) Number FL16613
TDI Number WIN-1956

WDMA HAILMARK CERTIFICATION requires the performance of at least one product of the product line to be tested in accordance with the applicable performance standards and verified by an independent party. The certification indicates that the product(s) of the product line passed the applicable tests. The certification does not apply to milled and/or product combinations unless noted. Actual product results will vary and change over the product's life. For details, go to www.wdma.com.

Wind Load Design Pressure (DP) +35/-35 psf +1600/-1600 psf Per ASTM E330	Canada Performance Classification A440S1-09	Air In/Ex A2 Water Test Pressure 7.52 psf 360 psf
--	--	---

Glazing type and thickness: Annealed, 5/16" / 3/16" designed per ASTM E1300
Window or Door Actual Size: 31.500" wide by 37.500" tall



MASTER LIMITED LIFETIME WORKMANSHIP WARRANTY:

Item # 4.

Contractor agrees to perform all work in a professional manner using high-quality materials and supplies, and in conformance with applicable building code standards. Contractor warrants to the Buyer that **ALL INSTALLATION WORK PERFORMED BY CONTRACTOR WILL BE FREE OF DEFECTS DUE TO WORKMANSHIP FOR SO LONG AS BUYER LIVES IN THE RESIDENCE WHERE THE PRODUCTS HAVE BEEN INSTALLED.**

To submit a claim, Buyer may contact Contractor at 888-736-6335, Option 2, to request warranty servicing. Claims must be submitted to Contractor promptly after discovery of the claimed labor defect. Contractor will then schedule an appointment to inspect the premises and the labor warranty claim within a reasonable period of time after having received the claim. If after inspection, Contractor determines that a valid claim exists under the labor warranty, Contractor will repair, re-install, replace, or refund the price of the failing Contractor service, at Contractor's option. If Contractor elects to replace any or all product(s), and if such product(s) as originally installed are no longer available, Contractor shall have the right to substitute product(s) designated by Contractor to be of equal quality. Minor color variations may exist between replacement product and the originally installed product and are not indicative of a defective product or a labor defect. If, at Contractor's option, a refund is conveyed to the Buyer, then all warranties are terminated, and repair, replacement or removal of Contractor products shall become the sole responsibility of the Buyer. No warranties are valid unless and until the Owner has fulfilled all of its payment obligations under the Agreement. Non-warranty calls for repair or adjustment may result in a service charge.

This labor warranty is for the benefit of the Buyer and shall only apply to installation work performed by Contractor. The labor warranty shall terminate immediately upon the transfer of home ownership. The labor warranty assumes normal and reasonable use of Contractor-installed products or components. Minor color or textural variations from lot-to-lot of product are not product or installation defects. The labor warranty does not cover any other damage, workmanship, or material failure beyond the control of Contractor including, but not limited to, damage caused by occurrences, such as settlement of the building, failure of the structure (including foundations and walls), use of incompatible accessories, removal, repair, or re-installation of any Contractor-installed products or components by anyone other than Contractor, normal weathering, corrosive effects of salt air and chemical pollutants, normal fading, deterioration of caulking compounds, fire, flood, lightning, high winds, windblown objects, earthquake, hurricanes, ice dams, icicles and/or ice storms, atmospheric conditions or weather of catastrophic nature as defined by the US Weather Bureau, other acts of God, intentional acts, unreasonable use, vandalism or pollution. The labor warranty also will not apply to damages resulting from the failure to provide reasonable maintenance, including failure to clean the product or maintain sealing, painting and/or caulking as

reasonably necessary. Contractor is also not responsible for existing or developing spore or mold growth. There is conflicting evidence as to whether or not the existence or accumulation of molds (of which there are many different types and varieties) can be harmful to humans. It is the homeowner's responsibility to make sure excess humidity is controlled. Mold and mildew may be due to condensation, which may form on or within walls or other surfaces resulting from preexisting conditions in the Buyer's home and internal or external temperatures. Reducing the humidity in the home will often remedy any condensation or mold problems. These warranties do not apply to damages due to or arising from the identification, detection, abatement, to encapsulation or removal of mold, asbestos, lead-based products or other hazardous substances inside or outside of the structure being improved.

The labor warranty of Contractor services is the only expressed warranty provided by Contractor. No employee, representative, agent, nor any other person, has authority to assume or incur on behalf of Contractor any obligation, liability, or responsibility in place of or in addition to these warranties.

IN NO EVENT SHALL THE DURATION OF ANY IMPLIED WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE BE LONGER THAN THE DURATION OF THE EXPRESS WARRANTY STATED HEREIN. EXCEPT FOR THE WARRANTY PROVIDED HEREIN CONTRACTOR MAKES NO WARRANTY OF ANY KIND, EXPRESS, IMPLIED OR STATUTORY, INCLUDING, WITHOUT LIMITATION, ANY WARRANTY OF NONINFRINGEMENT, MERCHANTABILITY, OR FITNESS FOR A PARTICULAR PURPOSE. CONTRACTOR'S LIABILITY TO BUYER UNDER THIS DOCUMENT IS LIMITED TO THE AMOUNTS RECEIVED BY CONTRACTOR FOR SERVICES RENDERED UNDER THE SALES AGREEMENT OR PURCHASE ORDER WITH THE BUYER. SOME STATES DO NOT PERMIT ANY LIMITATION ON THE LENGTH OF AN IMPLIED WARRANTY, AND THEREFORE THE IMMEDIATELY PRECEDING SENTENCE MAY NOT APPLY. IN NO EVENT SHALL CONTRACTOR BE OBLIGATED OR LIABLE FOR INCIDENTAL, SPECIAL INDIRECT OR CONSEQUENTIAL DAMAGES OF ANY KIND FOR THE BREACH OF ANY EXPRESS OR IMPLIED WARRANTY OF CONTRACTOR PRODUCT OR SERVICES. SOME STATES DO NOT ALLOW EXCLUSION OR LIMITATION OF INCIDENTAL OR CONSEQUENTIAL DAMAGES, AND THEREFORE SOME OR ALL OF THE IMMEDIATELY PRECEDING SENTENCE MAY NOT APPLY. THESE WARRANTIES PROVIDE SPECIFIC LEGAL RIGHTS, AND YOU MAY HAVE OTHER RIGHTS, WHICH VARY FROM STATE TO STATE.



CERTIFICATE OF LIABILITY INSURANCE

DATE 12 Item # 4.

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Lacher & Associates Insurance Agency Lacher Insurance Group 632 East Broad Street Souderton PA 19013		CONTACT NAME: PHONE (A/C, No, Ext): 215-723-4378 E-MAIL ADDRESS: certificate@lacherinsurance.com FAX (A/C, No): 215-723-5757		
INSURED Power Home Remodeling Group, LLC 2501 Seaport Drive 4th Floor Chester PA 19013		INSURER(S) AFFORDING COVERAGE		NAIC #
		INSURER A: Harleysville Insurance Co of New York		10674
		INSURER B: Arch Insurance Company		11150
		INSURER C: Arch Indemnity Insurance Company		30830
		INSURER D:		
		INSURER E:		
INSURER F:				

COVERAGES **CERTIFICATE NUMBER:** 1971955749 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
B	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☒ PRO-JECT ☐ LOC OTHER:			11GPP1081302	1/1/2026	1/1/2027	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 2,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 4,000,000 PRODUCTS - COMP/OP AGG \$ 4,000,000 Policy Gen Aggregate \$
B B	☒ AUTOMOBILE LIABILITY ☒ ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY			11CAB1081302 11CAB1081402 MA Only	1/1/2026 1/1/2026	1/1/2027 1/1/2027	COMBINED SINGLE LIMIT (Ea accident) \$ 2,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	☒ UMBRELLA LIAB ☒ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE DED ☒ RETENTION \$ 25,000			CRA0000609	1/1/2026	1/1/2027	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 10,000,000 \$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y / N ☐	N / A	14WCI1081402	1/1/2026	1/1/2027	☒ PER STATUTE ☐ OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
For information only

CERTIFICATE HOLDER

CANCELLATION

Power Home Remodeling LLC
2501 Seaport Drive
4th Floor
Chester PA 19013

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Carol E Lacher

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Date:	September 9, 2026	HPC Meeting Date:	September 16, 2026
From:	Community Development	Department:	Community Development
Goal:	Request Approval	Presenter:	Garrett Shan
Agenda Title:	5305 Cloud Street - COA for Installation of Pergola		

Agenda Item Description (Background/History/Details):

The applicant requests the Historic Preservation Commission (HPC) to approve the project at 5305 Cloud Street, Stone Mountain, GA, 30083 (18 089 27 003). This proposed scope of work includes the installation of an 8ft x 7ft wooden Pergola with a concrete base, located in the rear yard of the property.

Workplan Goal Details: N/A

Staff Recommendations (Motion):

Staff recommend the following: APPROVAL for the installation of an 8ft x 7ft wooden Pergola with a concrete base, located in the rear yard of the property (18 089 27 003).

Mayor's Signature Required:

NO

List Attachments:

Attachment 1 – Certificate of Appropriateness Application
Attachment 2 – Pictures and Materials

Financial Information (MUST BE COMPLETE & PRE-APPROVED BY CITY MANAGER)

Budgeted Yes/No	Fund Name & Code	Current Balance	Requested Allocation	City Manager's Initials
No	N/A	N/A	N/A	MD



Historic Planning Commission

Meeting Date: September 16, 2026

SUBJECT: Application for a Certificate of Appropriateness (COA) to construct a Pergola in the rear of the property located at 5305 Cloud Street.

HPC2026 - 18 074 01 003

G. Shan

Project Information

Owner / Applicant	Katherine Marie Meers
Location	5305 Cloud Street
Acreage	±.62 acres
Parcel ID	18 074 01 003
Zoning District	Traditional Residential (R-2)

SUMMARY:

The applicant requests the Historic Preservation Commission (HPC) to approve the project at 5305 Cloud Street, Stone Mountain, GA, 30083 (18 089 27 003)

This proposed scope of work includes:

- The installation of an 8ft x 7ft wooden Pergola with a concrete base, located in the rear yard of the property.

ANALYSIS:

The proposed construction of a wooden pergola meets the requirements outlined within the R-2 zoning district and satisfies the setback requirements for the structure.

HISTORIC AND ARCHITECTURAL SIGNIFICANCE:

The residential structure is located at 5305 Cloud Street, Stone Mountain, GA, 30083 (18 089 27 003) within the Traditional residential (R-2) Zoning District. Constructed in 1953 and then remodeled in 2004, the property reflects the Inline Ranch building type of 1935 – 1975. Architecturally, the building exhibits best with the Craftsman style.

CONCLUSIONS

Per Section 4.3.2 of the Historic Preservation Design Guideline, “Retain and preserve the building and landscape features that contribute to the overall historic character of the

5305 Cloud Street

Certificate of Appropriateness – Pergola

Staff Report

district, including trees, gardens, open spaces, arbors, ground cover, fences, accessory buildings, patios, terraces, fountains, fish ponds, and significant vistas and views.” The proposed scope of work does not appear to conflict with the retention and the preservation of the property’s structures and landscape features.

Staff Recommendation:

Staff recommend **APPROVAL** for the installation of an 8ft x 7ft wooden Pergola with a concrete base, located in the rear yard of the property (18 089 27 003).

Attachments/Exhibits:

Attachment 1 – Certificate of Appropriateness Application

Attachment 2 – Supporting Documents



Certificate of Appropriateness (COA) Application

Item # 5.

Application Fee: Residential - \$50.00 Commercial - \$100.00

Routine Maintenance does not require an application fee.

\$ PAID
50-CARD

Permit Number: _____

Date Received: _____

Meeting Date: _____

Date Complete: _____

HPC Action Taken: _____

Date Processed: _____

PROPERTY ADDRESS (address at which the work is to be performed)

Property Address: 5305 Cloud St., Stone Mountain, GA 30083

APPLICANT CONTACT INFORMATION

Applicant Name: Sheldon Sales

Phone Number: _____

Mailing Address: 5305 Cloud St., Stone Mountain, GA 30083

Email Address: _____

PROPERTY OWNER'S INFORMATION (if different from applicant information above)

Property Owner's Name: Sheldon Sales, Katherine Meers

Address: 5305 Cloud St., Stone Mountain, GA 30083

Phone Number: _____

PROJECT DESCRIPTION

☐ **Routine Maintenance or Repair.** Routine maintenance does not involve a change in materials or in appearance. A COA is not required, but the HPC requests that an application be submitted to be kept on file to ensure that work performed is per the application. **If the project makes a change in materials or appearance, then a COA is required.** Routine maintenance includes but is not limited to the following:

☐ Re-roofing (shingles) ☐ Wood repair (only a portion of siding, porch, fence, etc.) ☐ Windows (repair) ☐ Doors (repair) ☐ Other _____

☐ **Exterior Changes** (visible changes to exterior of existing structure), include but are not limited to the following:

☐ Window(s) ☐ Door(s) ☐ Porch ☐ Lighting ☐ Awning ☐ Other _____

☐ **Construction.** includes but is not limited to the following:

☐ New Building ☐ Additions ☐ Accessory Building ☐ Other _____
☐ Major building restoration, rehabilitation, or remodeling

☐ **Site Changes.** include but are not limited to the following:

☐ Fence/Wall ☐ Pool ☐ Mechanical system ☐ Walkway/Sidewalk/Driveway ☐ Other _____

☐ **Demolition or Relocation.** include but are not limited to the following:

☐ Primary Building ☐ Accessory Building ☐ Site Feature ☐ Trees/Vegetation ☐ Other _____

☒ **Other** pergola

Certificate of Appropriateness (COA) Application

Item # 5.

Describe the proposed project in detail, including the materials, finishes, and measurements. Additional pages may be attached if necessary. Construction of pergola in backyard, roughly 8ft x 7ft. Pergola will be made of wood and set in concrete.

REQUIRED MATERIALS CHECKLISTS

Depending on your project, the following materials are the minimum required by the HPC in order to have a complete application. **Incomplete applications will not be reviewed by the HPC until all information is submitted.**

Exterior Changes

- ☐ description of project
- ☐ description of construction materials
- ☐ photographs of existing building
- ☐ proposed finishes (attach samples)

Construction

- ☐ description of project
- ☐ stamped set of architectural elevations (all sides)
- ☐ stamped site plan (building, fencing, paving)
- ☐ landscaping plan (saved and proposed vegetation)
- ☐ description of construction materials
- ☐ photographs of proposed site and adjacent sites
- ☐ stamped set of architectural floor plans
- ☐ proposed finishes (attach samples)
- ☐ documentation of earlier historic appearance (restoration, rehabilitation, or remodeling only)

Site Changes

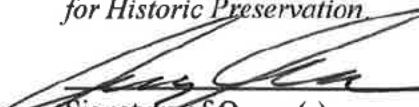
- ☐ description of project
- ☐ sketch diagram of proposed project
- ☐ site plan showing current features---buildings, paving, fencing, mature vegetation, etc.
- ☐ description of construction materials
- ☐ photographs of existing site and adjacent sites
- ☐ proposed finishes (attach samples)

Demolition or Relocation

- ☐ description of project
- ☐ site plan showing existing structures
- ☐ site plan showing proposed development
- ☐ description of construction materials
- ☐ photographs of existing site and adjacent sites
- ☐ proposed finishes (attach samples)
- ☐ landscaping plan (saved and proposed vegetation)

AUTHORIZATIONS

I HEREBY CERTIFY that I am the owner(s) of the property or that the proposed work is authorized by the owner of record and I have been authorized by the owner to make this application as his/her authorized agent. Furthermore, I certify I have read and understand the procedures and guidelines set forth in the *Stone Mountain Design Guidelines for Historic Preservation*.

 8-31-26
Signature of Owner(s) Date

 8-31-26
Signature of Applicant Date

Signature of Authorized Agent Date

Certificate of Appropriateness (COA) Application

Item # 5.

PROCEDURES FOR APPLYING

Application Requirements:

All applications must be complete and must include all required materials listed on the previous page to be considered for review. All materials should be in an 8½" x 11" format in addition to any large-scale format needed for detail.

Incomplete applications WILL NOT be reviewed by the Historic Preservation Commission.

Application Deadline:

Applications are to be submitted to Stone Mountain City Hall by 12:00 noon, fourteen (14) days prior to the regular scheduled HPC meeting to be placed on that month's agenda. Should this day of the month fall on a weekend or holiday, applications are due the next business day by 12:00 noon. The HPC meets on the third Wednesday of each month at 6:30 p.m. at Stone Mountain City Hall, unless otherwise posted outside City Hall.

Application Representation:

The **applicant** or an **authorized representative** for the applicant shall be present at the public meeting to support the application. If neither is in attendance, the result will be the **denial** of the application.

Building Permit Requirements:

All building permits must be acquired from the governing authority prior to any work commencing. Building permits will not be issued without proof of an approved COA. Work must comply with all applicable codes.

Deadline for Project Completion:

A COA shall become void unless construction (foundation and framing) is commenced within **twelve (12) months** from the date of issuance. A COA is issued for a period of **eighteen (18) months** only and is not renewable.

Required Submittals:

Applicants are required to submit electronic applications or a copy of the required materials at City Hall.

DESIGN GUIDELINES

Copies of the *Stone Mountain Design Guidelines for Historic Preservation* are available at City Hall for a minimal fee. The HPC uses the United States Secretary of the Interior's Standards for Preservation, Rehabilitation, Restoration, and Reconstruction, and the *Design Guidelines* to guide all decisions. Past actions of the HPC may be considered in review of a COA, but the HPC is not bound to confer the same resolution on a similar application.

IMPORTANT NOTES

Pending Approvals:

Are there any approvals pending by any other regulatory or administrative authority, which may have a bearing on the modifications or improvements which are the subject of this application? If so, specify: _____

Penalties:

Failure to apply for a certificate of appropriateness shall warrant the applicant to be fined in the same manner as provided in Section 1-11 (Code 1976, § 1-1012 of the City of Stone Mountain).

Modifications or Amendments:

If modifications or amendments become necessary, such changes must be presented to and approved by the HPC prior to beginning work on any aspect of said modification or amendment.



Owner Permission Affidavit

Subject Property Address: 5305 Cloud St., Stone Mountain, GA 30083

Property Owner:

Name (Person, Firm, Corporation, or Agency): Sheldon Sales

Mailing Address: 5305 Cloud St., Stone Mountain, GA 30083

Phone: _____

Email: _____

Authorized Applicant:

Name (Person, Firm, Corporation, or Agency): Sheldon Sales

Mailing Address: 5305 Cloud St., Stone Mountain, GA 30083

Phone: _____

Email: _____

I (Property owner/agent) am applying for, or I hereby give authority to the authorized applicant to file an application for the following address: 5305 Cloud St., Stone Mountain, GA 30083

Type of Application: COA

[Signature]
Property Owner's signature

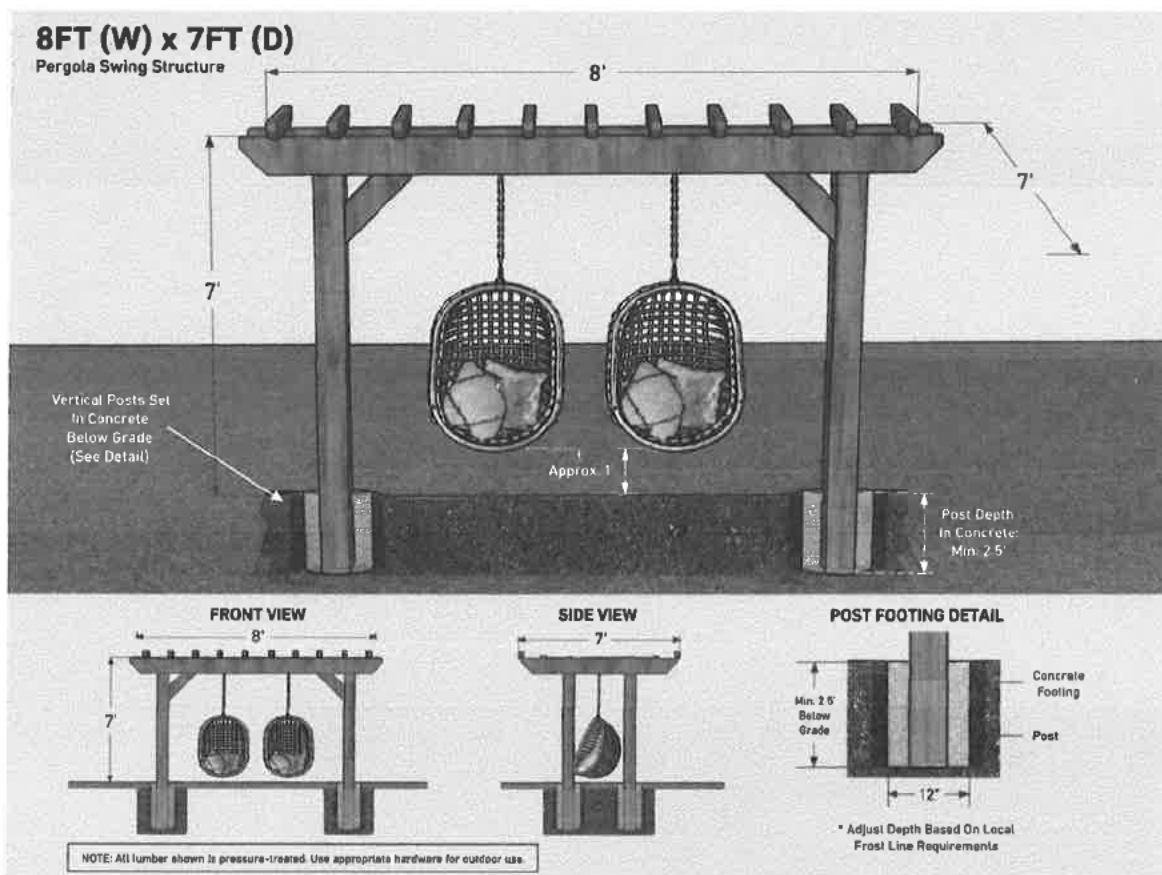
Sheldon Sales
Property Owner's printed name

This instrument was signed before me on this date: August 31, 2026

County: DeKalb Georgia Notary Signature: [Signature]

Affix seal/stamp as close to signature as possible







Credit Card Authorization Form

City of Stone Mountain
875 Main Street
Stone Mountain, GA 30083

Sign and complete this form to authorize the merchant below to make a one-time charge to your credit listed below.

By signing this form, you give us permission to debit your account for the amount indicated **plus a 5% service fee** on or after the indicated date. This is permission for a single transaction only and does not provide authorization for any additional unrelated debits or credits to your account.

CREDIT CARD INFORMATION

Card Type: Visa

Cardholder Name (as shown on card): Katherine Meers

Card Number : [REDACTED]

Expiration Date: [REDACTED]

BILLING INFORMATION

[REDACTED BILLING INFORMATION]

Reason for Payment: COA

I, Katherine Meers, authorize the City of Stone Mountain to charge my credit card indicated above for \$ 50 on 8/31/26 (date).

[Signature]
Customer Signature

8/31/26
Date

***Authorization form must be accompanied by a copy of the card holder's driver's license or valid I.D.**