

Main Street Advisory Board
Agenda – April 6 2023, 5:00 p.m.

Meeting to be held at Community Development – Large Conference Room
741 Main Street, Downtown Perry

1. Call to Order
2. Guests/Speakers
 - a. Middle Georgia Regional Commission – Downtown Parking Study
3. Citizens with Input
4. Old Business
 - a. Certificate of Appropriateness Revision – 805 Commerce Street
5. New Business
 - a. Review Certificate of Appropriateness – 933 Carroll Street
 - b. Review Certificate of Appropriateness – 760 Commerce Street
 - c. Review Certificate of Appropriateness – 907 Jernigan Street
 - d. Review of Façade Grant – 805 Commerce Street
 - e. Historic Tours Signage
 - f. Approve March 2, 2023 Minutes
 - g. Approve March 2023 financials
 - h. Bench/Bench Plaque Fundraising
6. Chairman Items
7. Downtown Manager's Report
 - a. Downtown Projects update
 - b. Strategic Plan Update
8. Promotion Committee Report
9. Update on Downtown Development Authority
10. Other
11. Adjourn

All meetings are open to the public unless otherwise posted



Downtown Parking Assessment

Prepared by: Middle Georgia Regional Commission

2023

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Executive Summary

Between November 2022 and February 2023, the Middle Georgia Regional Commission partnered with the City of Perry and Perry Downtown Development Authority to re-examine the parking needs and usage within the city's downtown area. This study was an update to an earlier assessment completed in 2018. This downtown area was roughly bounded by Legacy Park to the west, Central Street to the south, Second Street to the east, and Northside Drive to the north.

Overall, the downtown parking occupancy rate was approximately 34 percent across all times, days, and locations. This was the same overall occupancy rate as in 2018, but over a much larger geographical area. Within the downtown's 'core area' (which represents the more compact area analyzed in 2018), parking occupancy rose to 47 percent overall, peaking at 55 percent during the most heavily trafficked times of the day. Peak hours generally fell in the 11:00 am – 2:00 pm timeframe (similar to 2018), but notable increases were seen on Fridays and Saturdays. This represented approximately 13 percent greater parking occupancy across all times than in 2018.

The more detailed analysis indicated seven specific blocks or lots that routinely met or exceeded the target standards for parking occupancy set forth by the Federal Highway Administration of around 80 percent for public parking within a city center. This metric roughly translates to the idea of one or two vacant spaces per block as cars drive by in search of parking. Meanwhile, parking occupancy in excess of 90 percent is typically perceived by motorists as full. In these seven areas, the lot or block will often meet this definition of full during peak hours.

With that said, the total amount of parking spaces within walking distance has increased over the past five years, and many conveniently located spaces are regularly unoccupied. This is particularly true along Main Street, where parking spaces within 500 feet of the middle of downtown are typically occupied less than 20 percent of the time. This low rate of usage even extends into the peak hours, with some spaces never being occupied in any of the 60 surveys completed. This would seemingly indicate that rather than truly having a shortage of total parking spaces, **the City of Perry has an opportunity to consider action items that both manage parking in the high-demand areas while also attempting to encourage greater parking use in the low-demand areas.**

Potential action items are detailed further in the report and include a variety of actions including improved signage and lighting, redesigns of underutilized spaces, more regular parking enforcement, and parking meters. Any of these potential solutions would require considerable public engagement and cooperation with local partners. However, the City of Perry is generally well positioned to manage future growth in a sustainable manner.

Introduction

In 2018, the City of Perry and Perry Downtown Development Authority first identified the need for a parking study that would identify the availability of parking throughout the downtown area. To address this need, the City of Perry Downtown Development Authority Middle Georgia Regional Commission (MGRC) to conduct an analysis of vacancy rates for on-street parking in a focused area within the downtown area. This study concluded at the time that the parking inventory in the City of Perry was adequate to meet the current needs of the community and that a potential surplus of parking existed. This study area was bounded by Commerce Street to the north, Macon Road to the east, Main Street to the south, and the Georgia Southern Railway to the west. Within this area, the overall parking occupancy was 34 percent, rising to 42 percent during peak hours.

In the following years, economic activity continued to grow in the downtown area of Perry, even despite impacts from the COVID-19 pandemic. New construction resulted in the establishment of Legacy Park as well as the new Commodore Building on Commerce Street. Popular new businesses also opened during this time, including Morning by Morning Coffee Company, Orleans on Carroll Street, and the Muse Theatre.



The local perception was that these businesses not only increased the total amount of traffic downtown, but also increased the parking demands. In coordination with the City of Perry and Perry Downtown Development Authority, a follow up study was commissioned to build upon the findings from 2018. This study occurred between November 2022 and February 2023 to re-examine the parking availability downtown.

Like the 2018 study, this assessment only included publicly owned parking spaces (whether on-street or in designated public parking lots). Core differences from the 2018 study included the addition of evening survey times and the expansion of the overall study area. As requested by the City of Perry, the new study boundaries were established as Legacy Park to the west, Central Street to the south, Second Street to the east, and Northside Drive to the north. Naturally, the expansion of the study area and the addition of new parking spaces (from approximately 310 spaces in 2018 to roughly 582 spaces in 2023) has the potential to change the overall occupancy rates. To show change over time while keeping other factors constant, the study results will also include results from the "core area," which mirrors the same geography as the 2018 study.

Methodology

The methodology for the 2023 study was substantively the same as in 2018. Parking was identified by way of a simple windshield survey where MGRC staff would identify if spaces were vacant or occupied at a snapshot in time. A space was considered “occupied” if the MGRC vehicle passing by was unable to park in the spot. This controlled for situations where a vehicle was parked badly (taking up multiple spaces), was loading/unloading, or when spaces were unavailable for any other reason (such as utility work or for an event). Similarly, this definition was used for incidents where other vehicles were leaving or entering a parking space. If the vehicle was positioned at the time the MGRC vehicle approached the space, so that parking was unavailable for the surveyor, it was considered occupied, even if a brief circle of the block would have led to a vacant space. This definition was selected to assume the most limited supply of parking availability.



MGRC staff also noted multiple instances of vehicles illegally parked in spaces that were designated as “no parking” zones. These vehicles were not noted in the study findings; however, the total number of illegally parked vehicles was generally minimal. The exception to this rule was the area of Jernigan Street between Carroll Street and Commerce Street and in front of Schultze's Old Fashioned Soda Shop. In this area, one or two additional cars would regularly be parked illegally.

To determine availability of spaces, MGRC conducted a total of 60 on-site surveys in the City of Perry. Survey times included Early Morning (9:30 am – 10:00 am), Late Morning (11:30 am – 12:00 pm), Early Afternoon (1:00 pm – 2:00 pm), Late Afternoon (3:30 pm – 4:00 pm), and Early Evening (6:30 pm – 7:00 pm). Two surveys were conducted for each time slot on each day of the week (Monday – Saturday). MGRC staff discussed these survey times with staff from the City of Perry to confirm that this would present an accurate estimate of parking usage and availability. Sundays were not measured for parking availability due to the relatively small number of businesses in downtown Perry that operate on Sunday. Churches operating in the downtown area each have their own private off-street parking spaces, which mitigate their impact on public parking spaces. Previously, evenings were also excluded from the study due to a lack of businesses operating during those hours. However, new establishments like Main St. Bar, Orleans on Carroll Street, and Patio 901, all stay open until late in the evening. This decision was validated by the data, which showed evenings having higher rates of parking occupancy than either the early morning or late afternoon time slots.

Finally, this assessment methodology focuses on baseline parking occupancy, assuming that no major events, activities, or festivals are occurring that would drastically affect the availability of downtown parking. Naturally, these types of events are significant draws for people and vehicles. However, it can also be expected that attendees would be willing to walk somewhat further to reach an event that has a unique appeal compared to an ordinary business. Furthermore, the City of Perry continues to have opportunities for designated overflow spaces in partnership with the many churches in downtown and owners of other large parking lots like Synovus Bank, Persons Bank, and the Houston County Board of Education.

Headline Survey Results

The following section includes an aggregation of overall parking occupancy rates by survey time, date, and overall. This ensures a minimum of at least 10 samples for each day and 12 samples for each time period. A more detailed level of analysis (i.e., Monday Early Mornings) would not have sufficient data for drawing conclusions.

Occupancy by Time (All spaces)	Occupancy Rate (2023 Full Area)	Occupancy Rate (2023 Core Area)	Hist. Occupancy Rate (2018 Core Area)
Early Morning	29%	38%	25%
Late Morning	40%	55%	42%
Early Afternoon	38%	52%	41%
Late Afternoon	31%	42%	29%
Early Evening	32%	47%	n/a
Overall	34%	47%	34%

Occupancy by Day (All spaces)	Occupancy Rate (2023 Full Area)	Occupancy Rate (2023 Core Area)	Hist. Occupancy Rate (2018 Core Area)
Monday	30%	39%	34%
Tuesday	34%	46%	38%
Wednesday	37%	51%	38%
Thursday	36%	49%	37%
Friday	36%	50%	35%
Saturday	32%	47%	25%
Overall	34%	47%	34%

In general, the aggregated results indicate that late morning and early afternoon times remained the busiest times for parking downtown, with all times consistently around 13 percent higher in the core area than measured in 2018. The largest changes were seen on Fridays and Saturdays—representing a significant increase in downtown activity on those days, which may be reflective of changes in visitation patterns to downtown Perry over the last five years. Collectively, this shows that parking within the core area has become more crowded over the past five years.

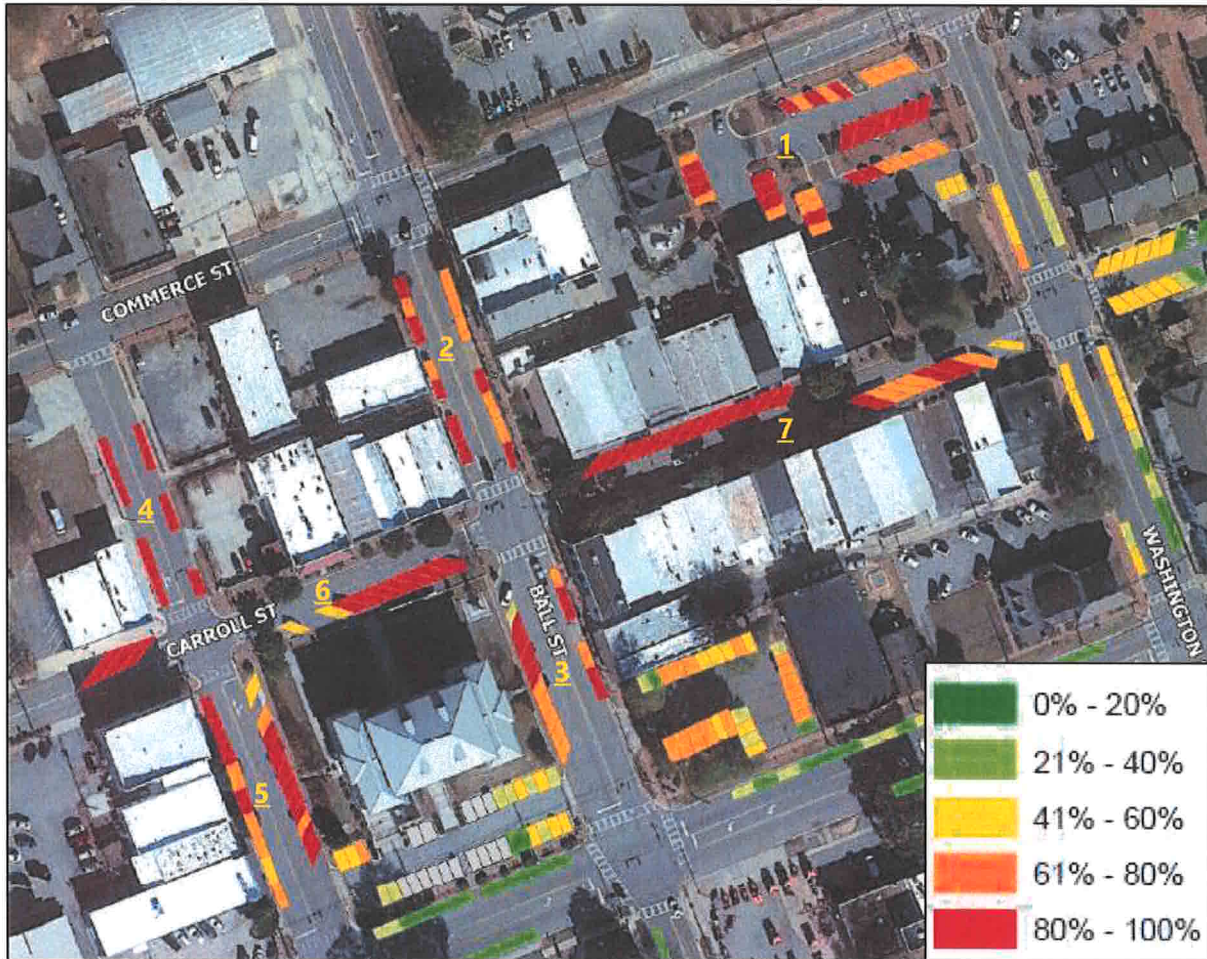
Data Analysis

While the headline results are helpful for gathering an overall picture of parking in downtown Perry, they do not fully answer the question of whether parking is sufficient within downtown. Guidance from the Federal Highway Administration presents a target occupancy rate of around 80 percent for public parking within a city center. This metric roughly translates to the idea of one or two vacant spaces per block as cars drive by in search of parking. By targeting this rate, the city can minimize cruising as people look for parking (which also leads to traffic congestion) while also ensuring that valuable downtown real estate is not wasted by excess parking. If parking occupancy exceeds approximately 90 percent, a block or lot will typically be perceived by drivers as full. Alternatively, parking usage of less than 60 percent represents an underutilization of available assets and/or an excess of parking.

Likewise, the spatial distribution of parking spaces remains highly important as well. With the expanded parking study area, walking from one end of the study area to the far end now stretches approximately two-thirds of a mile, which would take nearly 15 minutes to walk for a one-way trip. Given that the average person only walks around 0.8 miles total as part of a walking trip, it would not be reasonable to expect that all parking spaces are considered reasonable for every end destination, even though no parking space in the study area is greater than a 0.8-mile round trip to the center of downtown. The result is that parking management can be analyzed at a hyper-local level. Furthermore, policies can be customized to the level of an individual block to best ensure successful parking management throughout a downtown area.

These metrics allow for a more in-depth analysis at the individual block level to determine which blocks are exceeding the threshold to be considered as regularly full, especially during peak hours. The result of this analysis is the identification of seven blocks or lots that typically exceed the 80 percent target or are typically at full capacity. These are the areas where specific interventions may be warranted by the city to manage parking more effectively. These areas are highlighted in the table below and on the inset map on the following page. Occupancy rates are calculated to exclude handicap-accessible spaces in the block-level analysis. Peak hours represent the late morning and early afternoon surveys.

Parking Block/Lot Location	Overall Occupancy Rate	Peak Hour Occupancy Rate
1. Lot at Corner of Commerce St. and Washington St.	78%	91%
2. Ball St. from Commerce St. to Carroll St.	79%	85%
3. Ball St. from Carroll St. to Main St. (excluding surface lots)	80%	91%
4. Jernigan St. from Commerce St. to Carroll St.	87%	93%
5. Jernigan St. from Carroll St. to Main St.	80%	83%
6. Carroll St. from three spaces east of Jernigan St. to Ball St.	92%	96%
7. Carroll St. from Ball St. to Washington St.	84%	94%



Areas of High Parking Usage (Overall Occupancy Percentage)

Alternatively, while some individual blocks regularly fill up, substantial parts of the city have virtually no on-street parking usage. Notably, 10.2 percent of parking spaces were never occupied in any of the 60 surveys conducted. Including these spaces, 34.6 percent of spaces were occupied less than 10 percent of the time during the survey process. While many of these include outlying parking spaces along First Street, at the Perry Arts Center, or Legacy Park, these also include spaces on Ball Street and Main Street. The best example of this is the parking space numbered "110" in the survey, which is located at the intersection of Ball Street and Main Street, but was never once occupied in any of the 60 surveys. This seemingly indicates that there are parking spaces which are extraordinarily convenient to downtown businesses but are rarely (if ever) used. This certainly may not be convenient for elderly visitors downtown or persons with disabilities. However, working from the assumption that the average visitor would be able and willing to walk somewhere from 300-500 feet to their destination, this allows the city to consider action items that both manage parking in the high-demand areas while also attempting to encourage greater parking use in the low-demand areas.

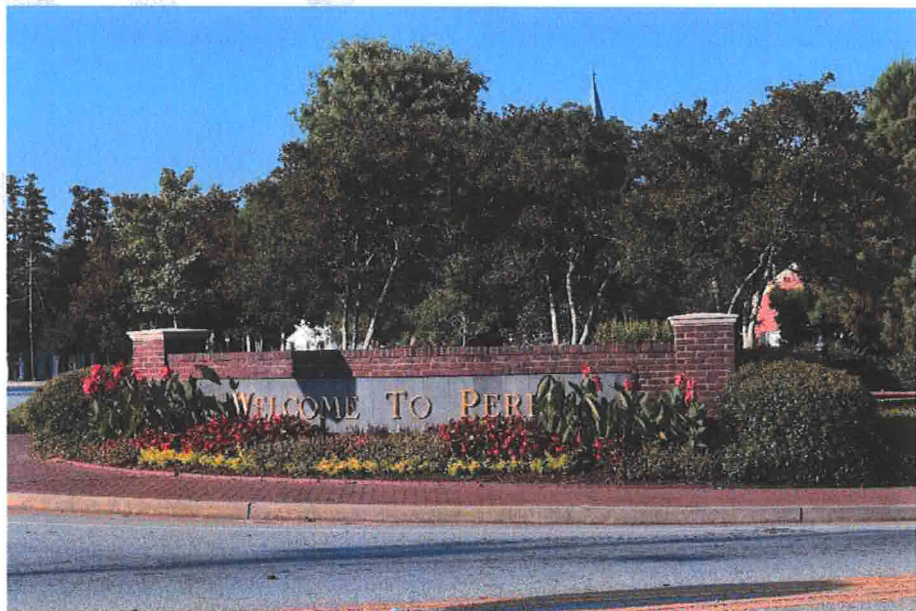
Action Items

Again, working from the assumption that Perry is a safe community and has a walkable downtown that can support short amounts of walking, Perry has a variety of options available that can help manage any parking challenges. This is true because the total parking inventory of downtown Perry is sufficient for current demand. The challenge is simply ensuring that the most convenient and easy to find spaces are available for those who most need them—especially the elderly and shoppers with disabilities. Likewise, potential customers will always take priority over the employees of a business in terms of finding convenient parking. The first potential solutions address the currently vacant parking and later potential solutions are applicable to the spaces that consistently remain full today.

Improved Lighting, Striping, & Signage

One of the easiest and most cost-effective ways to help perceptions of parking is to make sure that parking is clearly lit, striped, and with appropriate signage. The city's lot along Washington Street always fills up quickly and fully due to its very clear location and signage. Likewise, the lot is clearly marked. In contrast, the city's lot on Ball Street fills up much more slowly than the street it is on. Signage for this lot is only indicated on Main Street (not on Ball Street), and the lot itself has striping that has been worn down or ends up covered in leaves. In addition, the striping pattern (and shape of lot) can be somewhat confusing, leading to underutilization.

It may also be worthwhile to consider adding signage to the other two public parking lots downtown—the lot at Legacy Park, and the other on Macon Road. In particular, the Macon Road lot is quite convenient to many downtown businesses but contains no streetlights or signage indicating that it is public parking. Given its location near the Perry United Methodist Church, a driver could easily assume that the lot is owned by the church. As shown by the photo below and at right, there is very little indication that a lot even exists on that property—especially as trees obstruct the view of the lot from the major Swift Street and Macon Road intersection. This is not a suggestion to remove the trees, but rather an opportunity that signage can easily address.





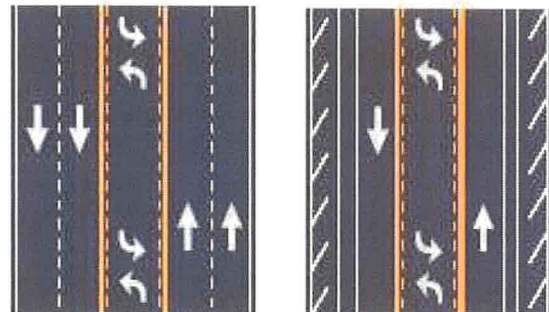
Likewise, additional on-street parking could even be marked by simple road signs that point people to Washington Street or Main Street. Some visitors may not know that parking even exists off the main roads on which they normally travel. The marked parallel spaces near the New Perry Hotel along Ball Street and the marked parallel spaces on Washington Street near Synovus Bank are great examples of these types of spaces that are quite convenient but have almost nonexistent use. If usage increases in these locations, the signs could also be easily located to lots or streets that are slightly further out, such as Jernigan Street or the Perry Arts Center.

Convert Parallel Parking Spaces to Angled Spaces (Main Street Road Diet)

In the 2018 study, one of the potential action items was a discussion with the Georgia Department of Transportation (GDOT) and other local stakeholders regarding the design and use of Main Street. The 2018 assessment noted that parking on Main Street was widely underutilized. Given that the road is designed with parallel parking spaces on both sides, chronic underutilization of parking spaces can lead to greater issues. The open spaces present drivers with the illusion of a wider road where they can drive faster. Higher speeds lead to increased difficulty and danger with parallel parking while also making the road more dangerous for pedestrians. This perception creates a negative feedback loop with less activity on Main Street.

Since 2018, some major changes have been made to Main Street. When the Perry Parkway was designated as US-341, bypassing downtown, GDOT turned control of Main Street back to the City of Perry. Since that time, the city has made notable changes such as reconfiguring the intersection with Carroll Street and adding additional on-street parallel parking spaces. However, the lack of usage persists along Main Street—even near some of the busiest parts of downtown. The roadway itself remains a rather wide barrier—the widest street throughout downtown—separating businesses on one side from the other. This may also contribute to a lack of interest in crossing Main Street for easily available and accessible spaces.

As such, a “road diet” may remain a possible option for Main Street. In a road diet, the effective and perceived width of a road is reduced. This could be accomplished through a combination of new bike lanes, wider sidewalks, and landscaping as well as using angled parking rather than parallel parking. These design changes would likely make the corridor more aesthetically pleasing and would create a feeling of greater safety for pedestrians trying to cross Main Street—especially at Jernigan Street where intersection controls were removed.



An example road diet reconfiguration from the Federal Highway Administration demonstrating a change from five lanes to three lanes, with angled parking.

Enforcement of Current Parking Regulations

Beyond the approaches that will make typically vacant spaces more appealing to drivers, the City of Perry can also act to disincentivize the continued use of the most popular and in-demand spaces. The first way to do this is simply through more aggressive enforcement of the parking laws that are already on the books. First (and particularly important from the standpoint of equity) is ensuring that only authorized vehicles park in the handicap-accessible parking spaces. Not surprisingly, handicap-accessible spaces are also more frequently occupied on the busier blocks of downtown. These spaces are important for downtown patrons who may struggle or be unable to walk the length of a block. Although MGRC staff did not actively monitor compliance with these parking regulations while surveying, surveyors often remarked that they observed unmarked vehicles parking in these handicap-accessible spaces.

Similarly, the block of Carroll Street between Ball Street and Washington Street is a unique space where signage indicates that parking should be limited to two hours only. Anecdotally, this area did tend to see greater rates of turnover than other parts of the city. However, evidence of parking enforcement in this area was somewhat limited. Surveyors tended to observe that some cars would overstay the two-hour window. Aggressively enforcing the regulations of this block can help to further address concerns about parking availability.

Finally, even though this will not directly affect the availability of marked, legal parking spaces, the presence of parking enforcement staff also allows for the city to ticket illegal parking. Some hotspots routinely had extra cars parked in designated no-parking spaces. These illegal parking maneuvers could make driving around downtown more dangerous and could also block pedestrian thoroughfares.

Metered and/or Timed Parking

Beyond the regular enforcement of existing laws, the City of Perry could also implement targeted parking solutions to help force turnover of vehicles and to ensure the availability of parking spaces in high-demand areas. The easiest starting point would be to expand the time limits on parking in downtown to only two hours on a variety of streets. Again, however, this becomes an enforcement challenge as noted earlier.



As such, parking meters may be even more effective than time limits on parking and can quite possibly pay for themselves. The city may also opt to contract with a management company that would bear responsibility for the installation and enforcement of parking meters. Although management of a parking program itself is not an easy task, business owners in Macon-Bibb County generally responded positively to the meters, as they allowed more customers to visit their shops and increased foot traffic downtown.

Public Messaging

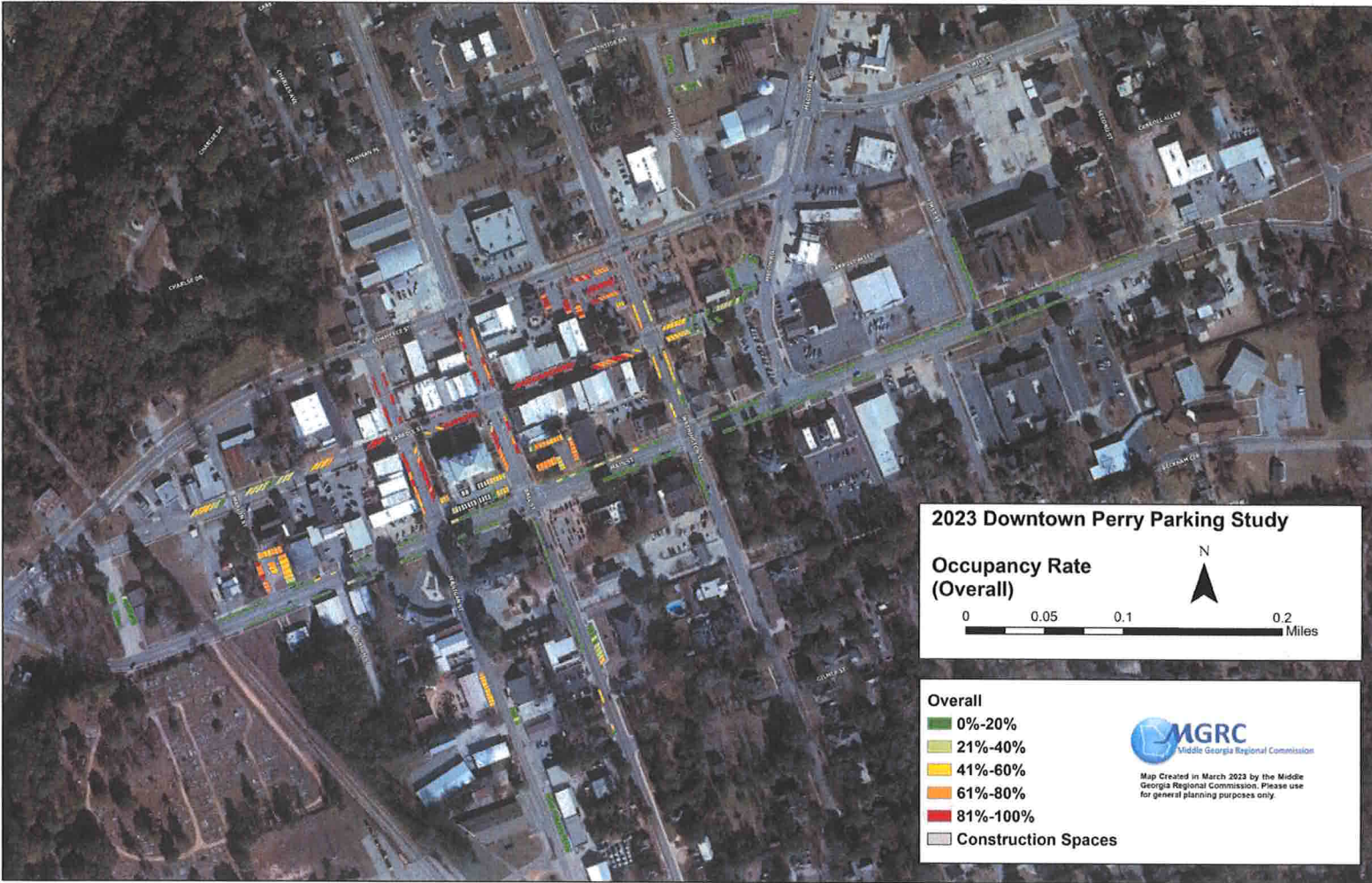
Regardless of which strategies are employed, effective public messaging will be key for encouraging widespread adoption and making sure that the public is on board with the changes. Even the most innovative solutions will quickly fail without public support. Among the first questions the city should ask potential stakeholders is to identify the specific problems that the city's parking program will try to address. Simply stating that the parking spaces are full does not constitute a definite problem until it can be explained what specific negative harms are coming from the occupancy of parking spaces. From there, stakeholders can be engaged.

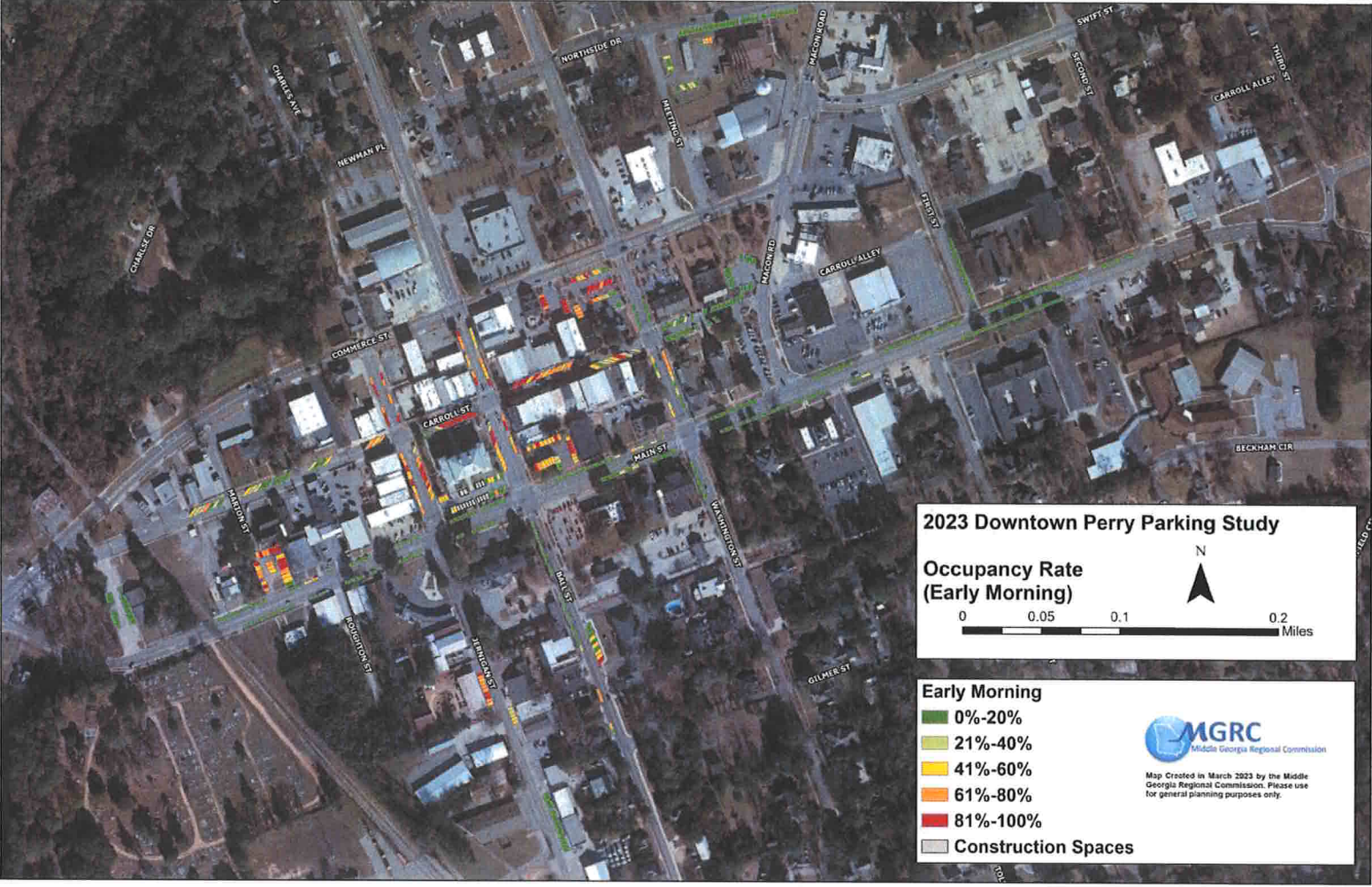
When talking with stakeholders, the City of Perry will want to ensure that concerns are clearly heard and that influential partners are at the table early. This will allow the city to discuss specific policy proposals that can address the identified problems. Once these concerns are addressed, messaging can shift to a more broad public strategy with key talking points.

Conclusion

The longitudinal element of this study shows that parking occupancy has notably increased throughout downtown Perry in recent years. More spaces are occupied more frequently, and some blocks regularly meet the definition of 'full' during peak hours. However, many scarcely occupied spaces remain. These observations are provided at face value, and so this study does not seek to conclude if Perry has a "parking problem" or not. The study does indicate that some areas routinely have high levels of usage, which may lead to interest from the community regarding actions that the local government can take to ensure that the city's public parking spaces are used both valuably and efficiently.







2023 Downtown Perry Parking Study

Occupancy Rate
(Early Morning)



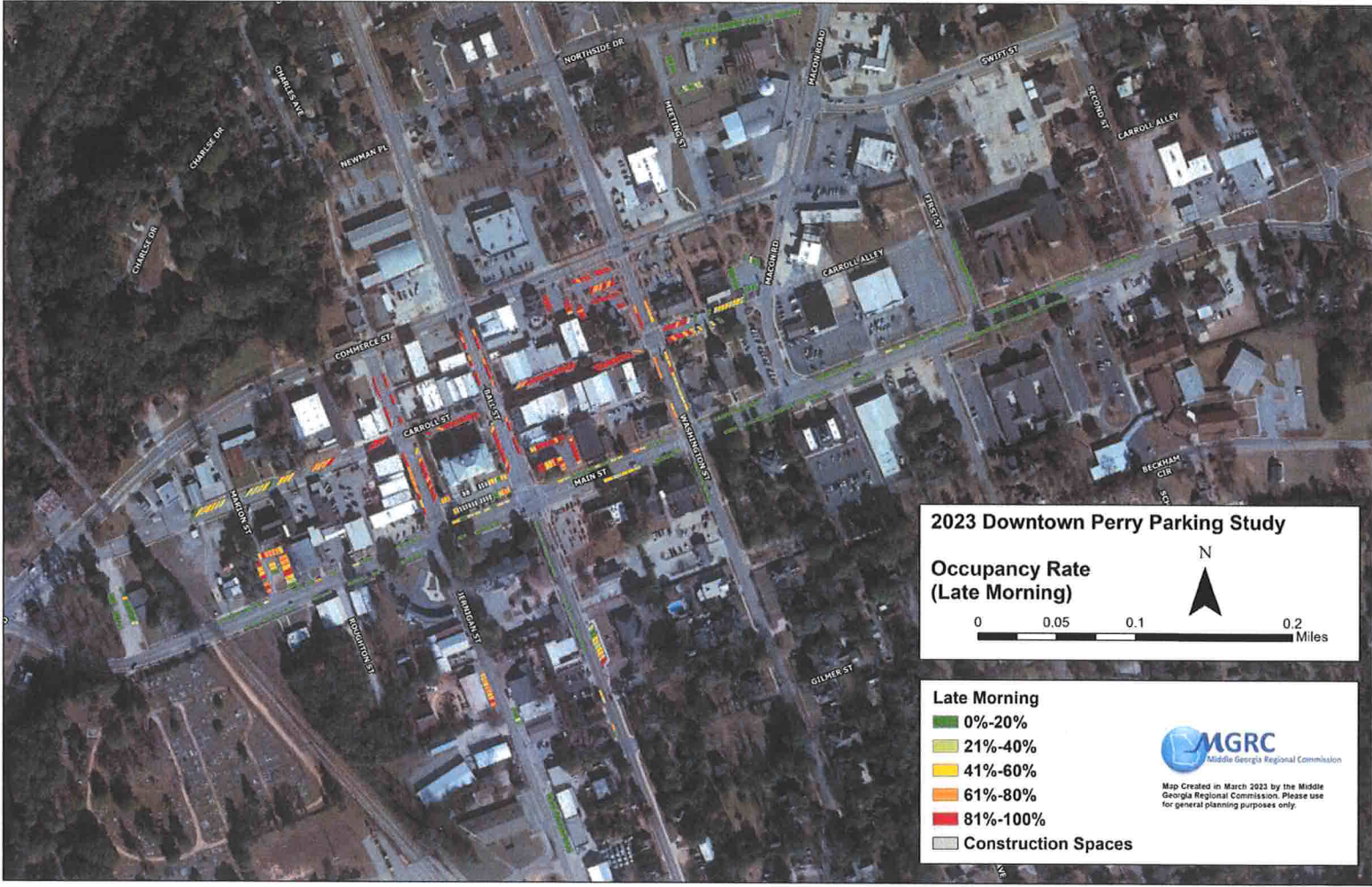
Early Morning

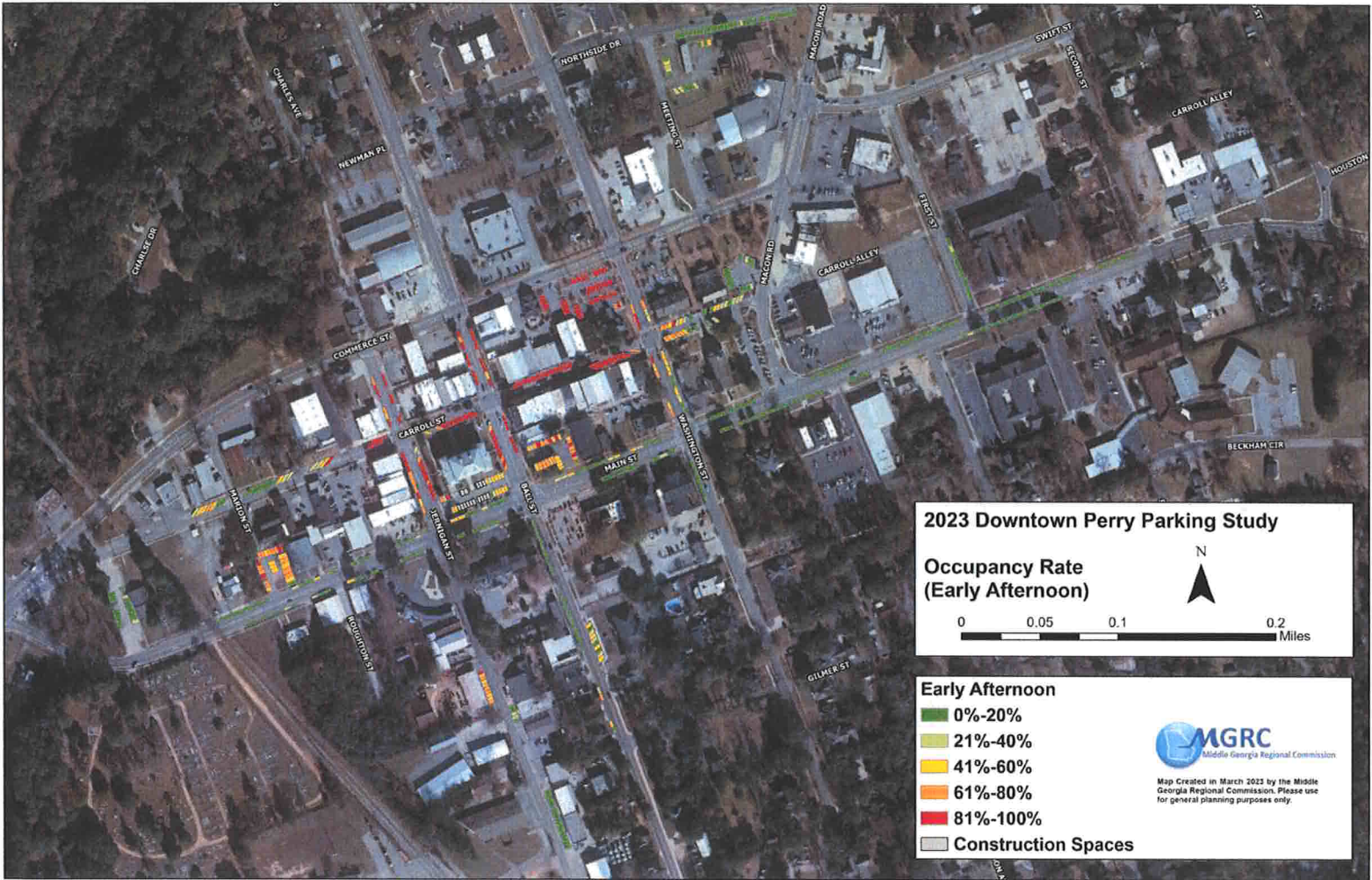
- 0%-20%
- 21%-40%
- 41%-60%
- 61%-80%
- 81%-100%

Construction Spaces

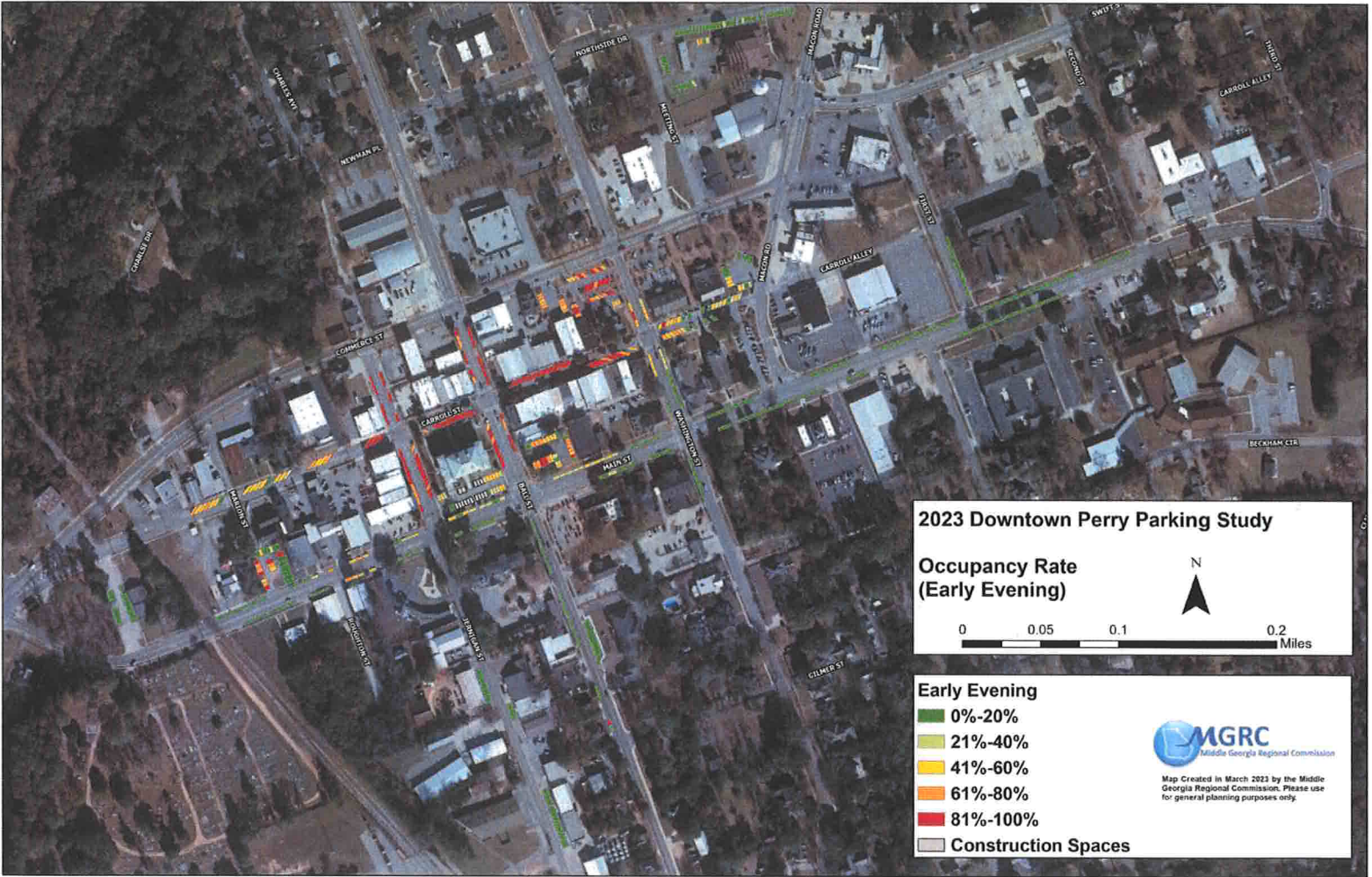


Map Created in March 2023 by the Middle Georgia Regional Commission. Please use for general planning purposes only.





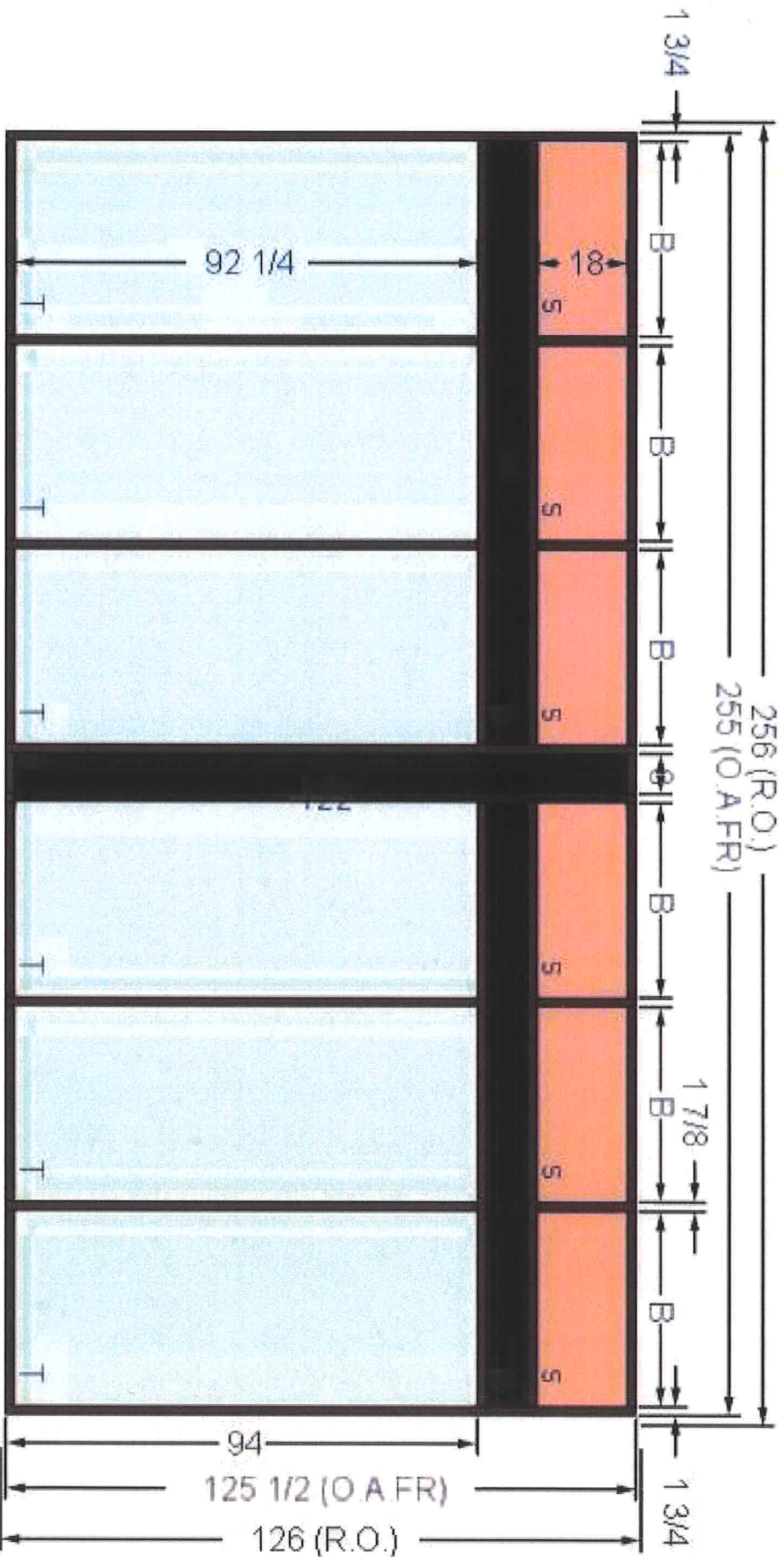




805 Commerce St.

3/31/2023 11:09 AM

Project Name: cody job
Frame Set Name: Frame Set 1
Metal Group: M450 CG/SS/OG STOPS UP Modified: 1
Required: 2
Frame Name: Frame 3
D/S: 1
Frame Type: Standard
Face Member Color: #40 DARK BRONZE : PERMANODIC
Panels: 7
Rows: 2
Frame Width: 255
Frame Height: 125 1/2



A=8 1/4 B=38 13/16



Where Georgia comes together.

STAFF REPORT

From the Department of Community Development
April 3, 2023

CASE NUMBER: COA-0054-2023
APPLICANT: Michael Sheridan
REQUEST: Install privacy fence
LOCATION: 933 Carroll Street; Parcel No. 0P0010 017000

APPLICANT'S REQUEST: The applicant proposes installing a 5-foot-tall white vinyl privacy fence behind the Swanson House Restaurant to enclose service area.

STAFF COMMENTS: This request was previously approved in 2017. That COA expired. The request complies with design standards and the design guidelines for walls and fences.

STAFF RECOMMENDATION: Approval

APPLICABLE DESIGN GUIDELINES ATTACHED.

APPLICABLE ORDINANCE SECTION:

6-6.3. Design Standards for the Downtown Development District.

- (A) *Intent.* The intent of this section is to encourage and maintain the viability and visual compatibility of structures and sites in the Downtown Development Overlay District.
- (B) *Applicability.* New construction and exterior modification of buildings and sites in the downtown development overlay district must obtain a certificate of appropriateness prior to starting such work. In addition to other design guidelines adopted by the Main Street Advisory Board, new construction and existing buildings, structures, and sites which are altered, reconstructed, or moved shall be consistent with the architectural styles of commercial buildings constructed prior to 1950 in the downtown development overlay district and the standards of this section.
- (C) *Exemptions.* Nothing in the section shall be construed to prevent the ordinary maintenance or repair of any exterior architectural feature of structures located in the Downtown Development Overlay District when the repair does not involve a change in design, material, or outer appearance of the structure. Certificates of appropriateness are not required for alterations to the interior of a building or changes in the use of a building, although other permits may be required.
- (D) *Sign standards.* All signs shall require a Certificate of Appropriateness issued by the administrator prior to issuing a sign permit. The administrator may exempt signs which comply with the provisions of Section 6-9.12(C).
- (E) *Site design standards.*
 - (1) Orientation and setback. The orientation and setback of a building shall be consistent with adjacent buildings.
 - (2) Spacing of buildings. The relationship of a building to open space between it and the adjoining buildings shall be visually compatible to the buildings and open spaces to which it is visually related.

- (3) **Parking.** Parking should be located to the side or rear of a building. When a parking lot must be located adjacent to a public right-of-way, a wall and/or landscape buffer should separate the parking lot from the right-of-way.
 - (4) **Courtyards and outdoor spaces.** Walls, wrought iron fences, evergreen landscape buffers, and/or building facades shall form cohesive walls of enclosure along a street.
- (F) *Building design standards.*
- (1) *Height.* The height of the proposed building shall be visually compatible with adjacent buildings.
 - (2) *Proportion of Building from Facade.* The relationship of the width of building to the height of the front elevation shall be visually compatible with buildings to which it is visually related.
 - (3) *Scale of a Building.* The size of a building, the building mass of a building in relation to open spaces, the windows, door openings, porches and balconies shall be visually compatible with the buildings to which it is visually related.
 - (4) *Proportion of Openings within the Facility.* The relationship of the width of the windows in a building to the height of the windows shall be visually compatible with buildings to which it is visually related.
 - (5) *Rhythm of Solids to Voids in Front Facades.* The relationship of solids to voids in the front facade of a building shall be visually compatible with buildings to which it is visually related.
 - (6) *Rhythm of Entrance and/or Porch Projection.* The relationship of entrances and porch projections to the sidewalks of a building shall be visually compatible to the buildings to which it is visually related.
 - (7) *Relationship of Materials; Texture and Color.* The relationship of the materials, texture, and color of the facade of a building shall be visually compatible with the predominant materials in the buildings to which it is visually related. Brick or mortared stone shall be the predominant materials on new construction.
 - (8) *Roof Shapes.* The roof shape of a building shall be visually compatible with the buildings to which it is visually related.
 - (9) *Colors:* Colors should be in keeping with color palettes currently in use, or of historical significance to the City of Perry. The Community Development Department may suggest or make available certain color palettes, which are not required to have a Certificate of Appropriateness.
- (G) *Temporary structures.* Temporary structures are permitted for construction projects or catastrophic losses. These structures require approval by the administrator, subject to section 4-5.

WALLS & FENCES

GOAL:

The primary goal is to maintain the pattern of fencing in the commercial area and to use fencing and walls to screen parking and storage areas.

Actions to achieve the goal:

- ▶ Historic fences and retaining walls should be maintained and not removed.
- ▶ New security fences should limit their impact by:
 - a) being placed behind the rear elevation, being no taller than 8 feet in height, and
 - b) using traditional materials (in most cases wood) or screening fence from the public view with evergreen vegetation or a second traditional fence.
- ▶ New screening walls can be used to limit the impact of parking on the district by:
 - a) being of a height to partially screen parked vehicles;
 - b) replicating the facade line of nearby historic buildings; and
 - c) using traditional materials (in most cases brick).

Walls and fences refers to nonvegetative elements used in and around a property for safety, security, and screening.

Glossary terms:

Elevation.

Any of the external faces of a building.

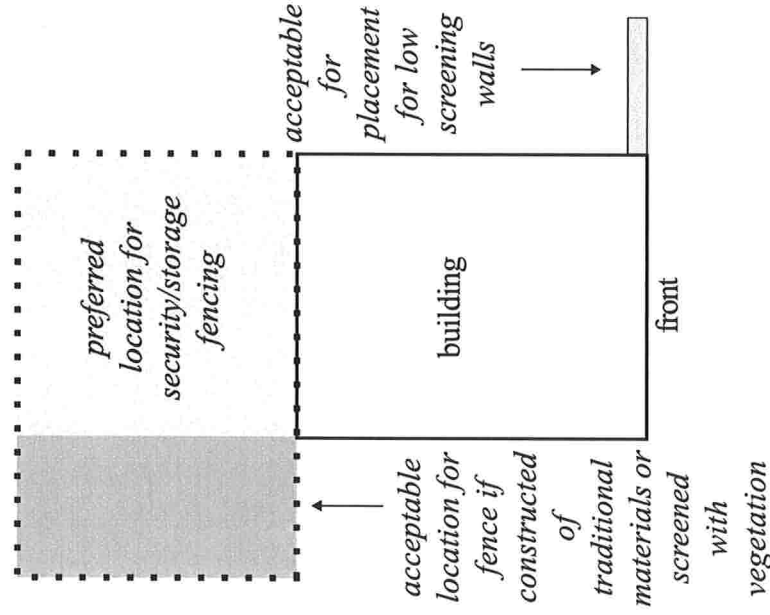
Evergreen vegetation.

Vegetation which retains foliage through the winter months maintaining its screening property.

Facade line.

An imaginary line established by the fronts of buildings on a block.

- more terms found in the *Glossary*, p. 42



Notes/Revisions:

Changes requiring a COA *Examples:*

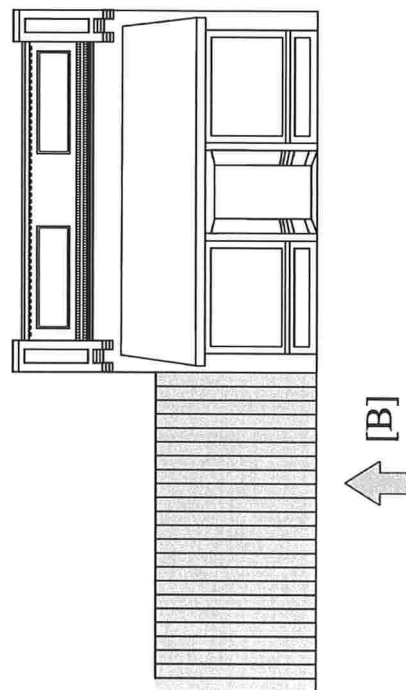
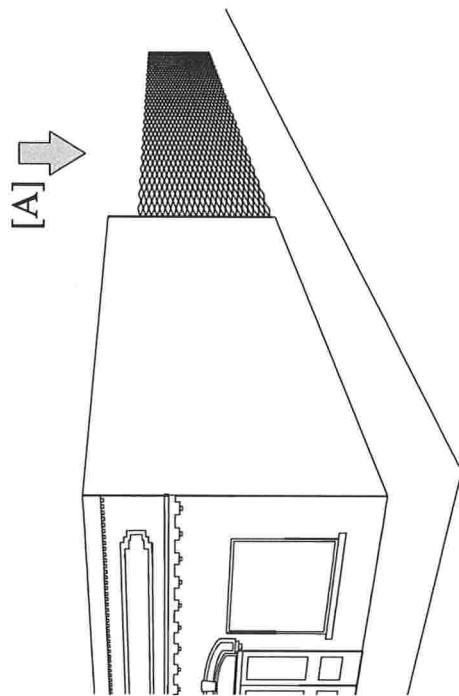
- * Construction of a new fence.
- * Construction of a new screening wall.

Changes not requiring a COA *Examples:*

- * Repair of an existing fence.
- * Painting an existing fence.
- * Repair of an existing wall.
- * Temporary fences at construction sites.

Common Mistakes

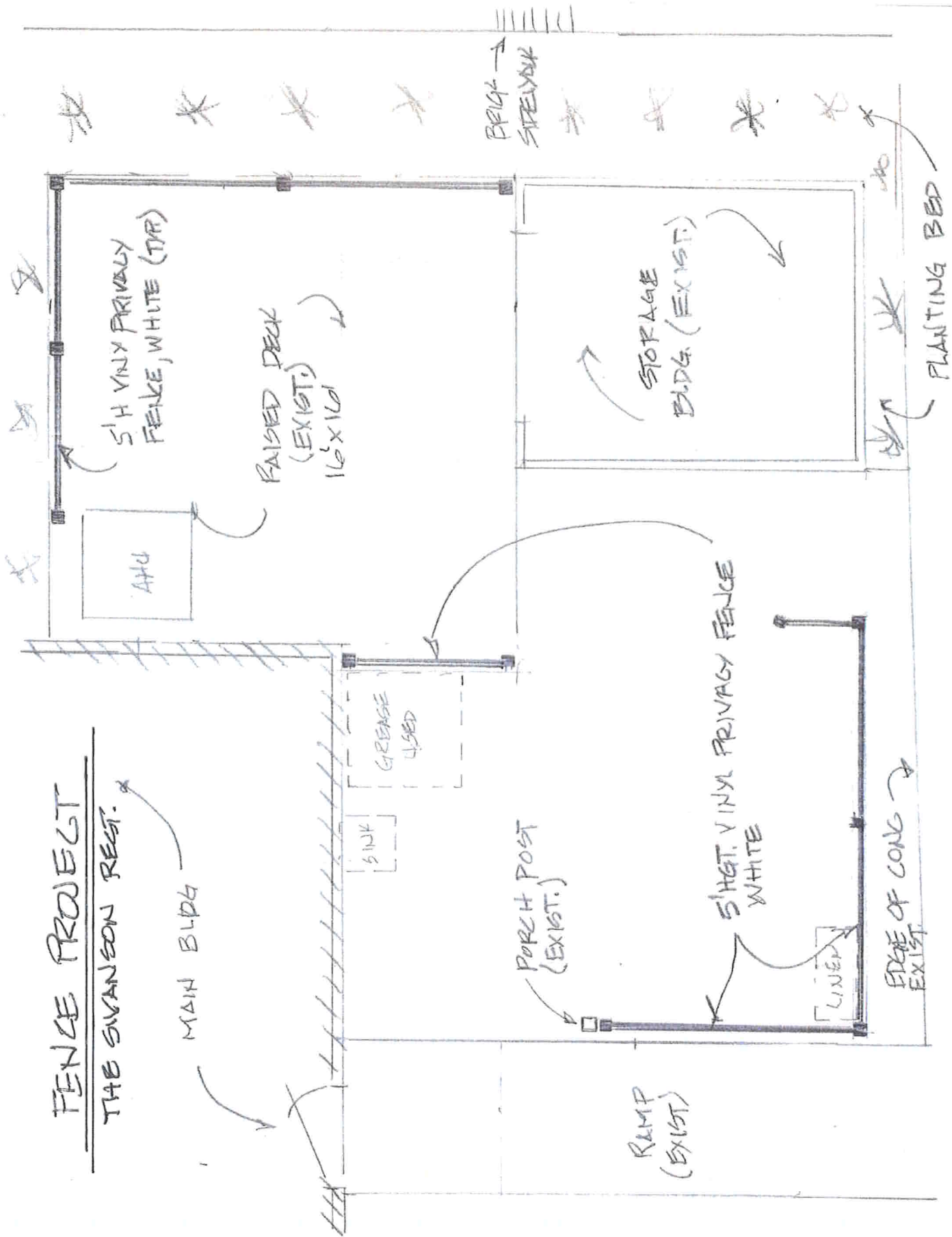
- ▶ *Using nontraditional materials, such as metal chainlink, for fences. [A]*
- ▶ *Placing a privacy fence flush with the facade of a building. [B]*





FENCE PROJECT THE SIVANSON REST.

MAIN BLDG





Where Georgia comes together.

Application # COA 0054-
2023

Application for Certificate of Appropriateness
Main Street Advisory Board

Contact Community Development (478) 988-2720

*Indicates Required Field

	Applicant	Property Owner
*Name	Michael Sheridan	Michael & Kimalyn Sheridan
*Title	Owner	
*Address	933 Carroll Street	
*Phone	478-319-9941	
*Email	mike@theswanson.com	

*Property Address	933 Carroll Street Perry GA 31069
-------------------	-----------------------------------

Project:
New Building ☐ Addition ☐ Alteration ☒ Demolition ☐ Relocation ☐

*Please describe the proposed modification

Installation of privacy fence. See attached drawing

Instructions

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2. Applications, with the exception of signs, are reviewed by the Main Street Advisory Board, which makes a recommendation to the administrator for action on the Certificate of Appropriateness.
3. The application may be submitted to the Community Development office or online.
4. The applicant must respond to the "standards" for the granting of a certificate of appropriateness in Section 2-3.8 of the Land Management Ordinance.
5. *The following drawings and other documents must be submitted with the application, depending on the extent of the proposal:
 - ☐ Site plan depicting building(s) footprint, parking, landscaping, and other site improvements,
 - ☐ Detailed drawing(s) or sketch(s) showing the views of all building facades facing public streets and building features, such as recessed doors or dormers, and sizes,
 - ☐ Detailed drawing(s) or sketch(s) depicting size, location, and colors of signage,
 - ☐ Sample(s) for all proposed wall and trim paint colors,
 - ☐ Sample(s) or photo(s) of proposed awning/canopy materials and color,
 - ☐ Photo(s) of proposed doors, windows, lights, or other features that will be added to the building,
 - ☐ Photo(s) or sample of proposed roofing materials and color if roof will be visible,
 - ☐ Photo(s) or sample of brick, stone, tile, mortar, or other exterior construction materials that will be added to the building, and
 - ☐ Other information that helps explain details of the proposal.

Continued on page 2

6. A complete application and all plans, drawings, cut sheets, and other information which adequately describes the proposed project must be submitted at least 10 days prior to a meeting of the Main Street Advisory Board, to allow adequate time for staff to review and prepare a report. The Main Street Advisory Board meets on the 1st Thursday of each month at 5:00pm in Community Development office, 741 Main Street.
7. Please read carefully: The applicant and property owner affirm that all information submitted with this application, including any/all supplemental information is true and correct to the best of their knowledge and they have provided full disclosure of the relevant facts.
8. Signatures:

*Applicant	<i>Michael D. Shand</i>	*Date	3/26/2023
*Property Owner/Authorized Agent	<i>same</i>	*Date	3/26/2023

Maintenance and Repair

Nothing in the Land Management Ordinance shall be construed to prevent the ordinary maintenance or repair of any exterior architectural feature of structures located the Downtown Development Overlay District when the repair does not involve a change in design, material, color, or outer appearance of the structure. Certificates of appropriateness are not required for alterations to the interior of a building or alterations to the use of a building (although other permits may be required).

Notices

There is no fee for review of a Certificate of Appropriateness (COA) application. However, a fee of \$226.00 will be charged for work started without an approved Certificate of Appropriateness.

Approval of a certificate of appropriateness does not waive any required permits, inspections, or fees required by the Community Development Department. Structural changes to a building require a building permit from the Community Development Department.

Decisions of the administrator may be appealed to the Planning Commission.

The Certificate of Appropriateness is valid for 6 months (180 days) from the date of approval by the administrator. If work is not completed within that timeframe, the applicant must renew the COA. A COA associated with a permit remains valid for the life of the permit.

Estimated valuation of proposed modification. \$1500



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STAFF REPORT

From the Department of Community Development

April 3, 2023

CASE NUMBER: COA-0056-2023
APPLICANT: Amanda Fiebig
REQUEST: Replace awning
LOCATION: 760 Commerce Street; Parcel No. 0P0050 009000

APPLICANT'S REQUEST: The applicant proposes replacing a copper awning with a fabric awning over the back door of the building. The awning is navy blue with a white scalloped detail along the bottom edge. The awning is visible from Jernigan Street.

STAFF COMMENTS: The awning complies with design standards and the design guidelines for awnings.

STAFF RECOMMENDATION: Approval.

APPLICABLE DESIGN GUIDELINES ATTACHED.

APPLICABLE ORDINANCE SECTION:

6-6.3. Design Standards for the Downtown Development District.

- (A) *Intent.* The intent of this section is to encourage and maintain the viability and visual compatibility of structures and sites in the Downtown Development Overlay District.
- (B) *Applicability.* New construction and exterior modification of buildings and sites in the downtown development overlay district must obtain a certificate of appropriateness prior to starting such work. In addition to other design guidelines adopted by the Main Street Advisory Board, new construction and existing buildings, structures, and sites which are altered, reconstructed, or moved shall be consistent with the architectural styles of commercial buildings constructed prior to 1950 in the downtown development overlay district and the standards of this section.
- (C) *Exemptions.* Nothing in the section shall be construed to prevent the ordinary maintenance or repair of any exterior architectural feature of structures located in the Downtown Development Overlay District when the repair does not involve a change in design, material, or outer appearance of the structure. Certificates of appropriateness are not required for alterations to the interior of a building or changes in the use of a building, although other permits may be required.
- (D) *Sign standards.* All signs shall require a Certificate of Appropriateness issued by the administrator prior to issuing a sign permit. The administrator may exempt signs which comply with the provisions of Section 6-9.12(C).
- (E) *Site design standards.*
 - (1) Orientation and setback. The orientation and setback of a building shall be consistent with adjacent buildings.
 - (2) Spacing of buildings. The relationship of a building to open space between it and the adjoining buildings shall be visually compatible to the buildings and open spaces to which it is visually related.

- (3) **Parking.** Parking should be located to the side or rear of a building. When a parking lot must be located adjacent to a public right-of-way, a wall and/or landscape buffer should separate the parking lot from the right-of-way.
 - (4) **Courtyards and outdoor spaces.** Walls, wrought iron fences, evergreen landscape buffers, and/or building facades shall form cohesive walls of enclosure along a street.
- (F) *Building design standards.*
- (1) *Height.* The height of the proposed building shall be visually compatible with adjacent buildings.
 - (2) *Proportion of Building from Facade.* The relationship of the width of building to the height of the front elevation shall be visually compatible with buildings to which it is visually related.
 - (3) *Scale of a Building.* The size of a building, the building mass of a building in relation to open spaces, the windows, door openings, porches and balconies shall be visually compatible with the buildings to which it is visually related.
 - (4) *Proportion of Openings within the Facility.* The relationship of the width of the windows in a building to the height of the windows shall be visually compatible with buildings to which it is visually related.
 - (5) *Rhythm of Solids to Voids in Front Facades.* The relationship of solids to voids in the front facade of a building shall be visually compatible with buildings to which it is visually related.
 - (6) *Rhythm of Entrance and/or Porch Projection.* The relationship of entrances and porch projections to the sidewalks of a building shall be visually compatible to the buildings to which it is visually related.
 - (7) *Relationship of Materials; Texture and Color.* The relationship of the materials, texture, and color of the facade of a building shall be visually compatible with the predominant materials in the buildings to which it is visually related. Brick or mortared stone shall be the predominant materials on new construction.
 - (8) *Roof Shapes.* The roof shape of a building shall be visually compatible with the buildings to which it is visually related.
 - (9) *Colors:* Colors should be in keeping with color palettes currently in use, or of historical significance to the City of Perry. The Community Development Department may suggest or make available certain color palettes, which are not required to have a Certificate of Appropriateness.
- (G) *Temporary structures.* Temporary structures are permitted for construction projects or catastrophic losses. These structures require approval by the administrator, subject to section 4-5.

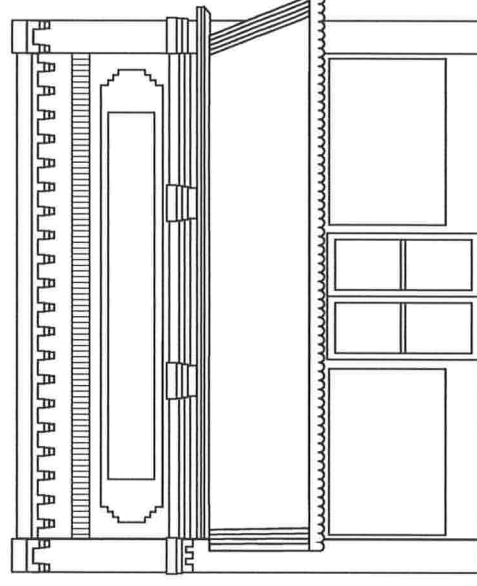
22 REHABILITATION AWNINGS

GOAL:

The primary goal is to promote the use of traditional form and design for awnings and canopies.

Actions to achieve the goal:

- ▶ Maintain historic awnings and canopies.
- ▶ Use canvas for awning materials.
- ▶ Match awnings shape to the shape of the window or door opening.
- ▶ Fit awning within the frame of the window or doorway without covering architectural detail.
- ▶ Traditional shed-style, sloping, fabric/canvas awnings are encouraged.



Awnings refers to elements projecting from the building which provide shade to the adjacent area. Canopies are included.

Glossary terms:

Awning.

A sloped projection supported by a frame attached to the building facade or by simple metal posts anchored to the sidewalk.

Canopy.

A flat projection from the building facade or attached to the building facade to shelter the storefront and pedestrian traffic.

Cornice.

The uppermost, projecting part of an entablature, or feature resembling it.

- more terms found in the *Glossary*, p. 42

Changes requiring a COA *Examples:*

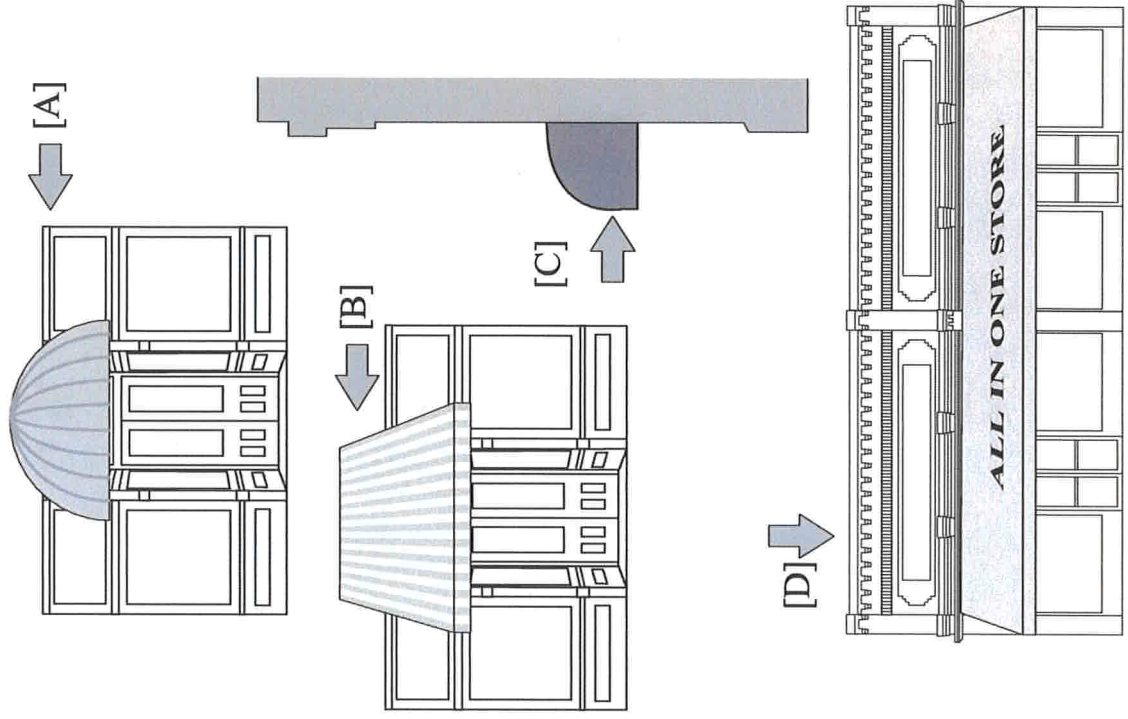
- * Removing awnings.
- * Adding a new awnings or canopies.

Changes not requiring a COA *Examples:*

- * Replacing awning canvas.
- * Repairing a metal awning.
- * Repainting a metal awning.

Common Mistakes

- ▶ Using a rounded awning for a rectangular doorway or window. [A]
- ▶ Using an awning which does not match the dimension of the doorway or window. [B]
- ▶ Using barrel-style awnings. [C]
- ▶ Using flat projecting metal or rigid plastic awnings.
- ▶ Lighting awnings internally.
- ▶ Using a continuous awning across two buildings to join them as one business. [D]
- ▶ Constructing a front porch and balcony where none existed before.







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Application # _____

Application for Certificate of Appropriateness Main Street Advisory Board

Contact Community Development (478) 988-2720

***Indicates Required Field**

	Applicant	Property Owner
*Name	Amanda Fiebig	Amanda Fiebig
*Title	Realtor I Broker	
*Address	760 Commerce Street, Perry, GA 31069	
*Phone	78-952-2499	
*Email	amanda@afrealtygroup.com	

***Property Address** 760 Commerce Street, Perry, GA 31069

Project:

New Building _____ Addition _____ Alteration ☒ Demolition _____ Relocation _____***Please describe the proposed modification:**

There was a cooper awning on the building that was over the backdoor. We removed it when we painted the building with intention of adding awning back but navy blue to match the shutters on the building. See all the specs attached.

Instructions

1. A Certificate of Appropriateness is required for any exterior modification of a property located in the Downtown Development Overlay District.
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5. ***The following drawings and other documents must be submitted with the application, depending on the extent of the proposal:**
 - _____ Site plan depicting building(s) footprint, parking, landscaping, and other site improvements,
 - _____ ☒ Detailed drawing(s) or sketch(s) showing the views of all building facades facing public streets and building features, such as recessed doors or dormers, and sizes,
 - _____ ☒ Detailed drawing(s) or sketch(s) depicting size, location, and colors of signage,
 - _____ Sample(s) for all proposed wall and trim paint colors,
 - _____ ☒ Sample(s) or photo(s) of proposed awning/canopy materials and color,
 - _____ Photo(s) of proposed doors, windows, lights, or other features that will be added to the building,
 - _____ Photo(s) or sample of proposed roofing materials and color if roof will be visible,
 - _____ Photo(s) or sample of brick, stone, tile, mortar, or other exterior construction materials that will be added to the building, and
 - _____ Other information that helps explain details of the proposal.

Application for Certificate of Appropriateness – MSAB – Page 2

6. A complete application and all plans, drawings, cut sheets, and other information which adequately describes the proposed project must be submitted at least 10 days prior to a meeting of the Main Street Advisory Board, to allow adequate time for staff to review and prepare a report. The Main Street Advisory Board meets on the 1st Thursday of each month at 5:00pm in Community Development office, 741 Main Street.
7. Please read carefully: The applicant and property owner affirm that all information submitted with this application; including any/all supplemental information is true and correct to the best of their knowledge and they have provided full disclosure of the relevant facts.

8. Signatures:

*Applicant	DocuSigned by:  Amanda Fiebig	*Date 3/22/2023
*Property Owner/Authorized Agent	DocuSigned by:  Amanda Fiebig	*Date 3/22/2023

Maintenance and Repair

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Notices

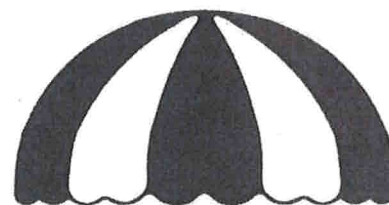
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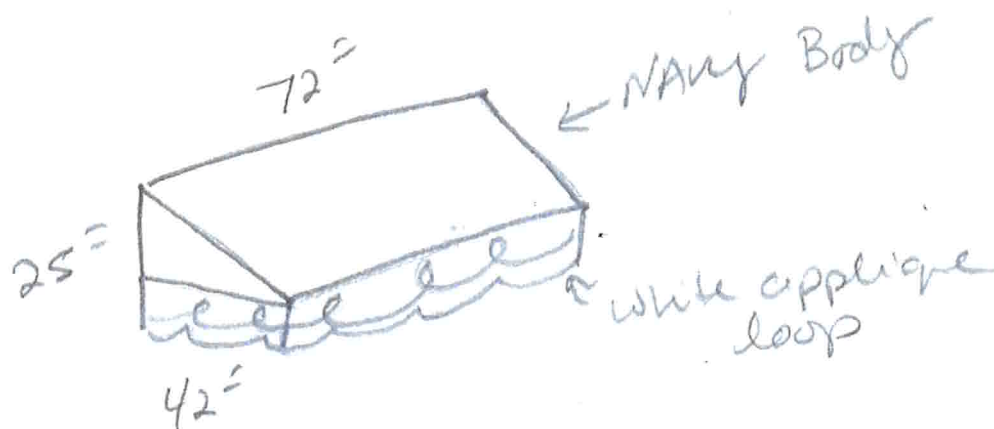
Estimated valuation of proposed modification: _____



**MACON AWNING &
CANVAS PRODUCTS**
www.maconcanvas.com

March 6, 2023

A.F. Realty
760 Commerce St
Perry, GA 31069





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STAFF REPORT

From the Department of Community Development
April 3, 2023

CASE NUMBER: COA-0055-2023
APPLICANT: The T-Shirt Factory
REQUEST: Install Freestanding Sign
LOCATION: 907 Jernigan Street; Parcel No. 0P0040 003000

APPLICANT'S REQUEST: The applicant proposes installing a freestanding sign adjacent to the driveway entrance at 907 Jernigan Street. The sign structure is made of three metal gears attached to a metal base. The overall size of the sign structure is 6 feet in height by 7 feet wide. The actual sign face is an outline of a T-shirt suspended in the largest gear.

STAFF COMMENTS: The material of the actual sign face is not clear. The sign face appears to be suspended by rope. The sign face is not attached at the bottom, allowing the sign face to sway in the wind. The size of the sign complies with sign standards for the Downtown Development Overlay District.

STAFF RECOMMENDATION: Approval, subject to the sign face being attached at the top and bottom of the sign structure by metal chains welded to the inside diameter of the gear.

APPLICABLE DESIGN GUIDELINES ATTACHED.

APPLICABLE ORDINANCE SECTION:

6-6.3. Design Standards for the Downtown Development District.

- (A) *Intent.* The intent of this section is to encourage and maintain the viability and visual compatibility of structures and sites in the Downtown Development Overlay District.
- (B) *Applicability.* New construction and exterior modification of buildings and sites in the downtown development overlay district must obtain a certificate of appropriateness prior to starting such work. In addition to other design guidelines adopted by the Main Street Advisory Board, new construction and existing buildings, structures, and sites which are altered, reconstructed, or moved shall be consistent with the architectural styles of commercial buildings constructed prior to 1950 in the downtown development overlay district and the standards of this section.
- (C) *Exemptions.* Nothing in the section shall be construed to prevent the ordinary maintenance or repair of any exterior architectural feature of structures located in the Downtown Development Overlay District when the repair does not involve a change in design, material, or outer appearance of the structure. Certificates of appropriateness are not required for alterations to the interior of a building or changes in the use of a building, although other permits may be required.
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- (E) *Site design standards.*

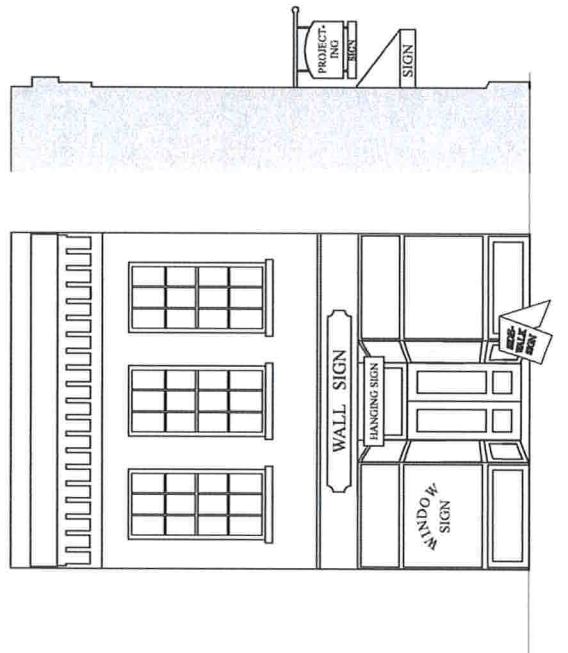
- (1) Orientation and setback. The orientation and setback of a building shall be consistent with adjacent buildings.
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 - (4) Courtyards and outdoor spaces. Walls, wrought iron fences, evergreen landscape buffers, and/or building facades shall form cohesive walls of enclosure along a street.
- (F) *Building design standards.*
- (1) *Height.* The height of the proposed building shall be visually compatible with adjacent buildings.
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 - (8) *Roof Shapes.* The roof shape of a building shall be visually compatible with the buildings to which it is visually related.
 - (9) *Colors:* Colors should be in keeping with color palettes currently in use, or of historical significance to the City of Perry. The Community Development Department may suggest or make available certain color palettes, which are not required to have a Certificate of Appropriateness.
- (G) *Temporary structures.* Temporary structures are permitted for construction projects or catastrophic losses. These structures require approval by the administrator, subject to section 4-5.

GOAL:

The primary goal is to create signs which both inform the public and complement the property where they are located.

Actions to achieve the goal:

- ▶ Historic signs should be maintained and preserved
- ▶ Signs must conform to the City of Perry sign ordinance and are to be approved on a case by case basis in the Downtown Development Overlay District (DD) by City Staff.
- ▶ Signs should:
 - a) be limited in number to the minimum necessary for identification purposes,
 - b) use traditional sign locations,
 - c) be of a scale appropriate to the building and the district,
 - d) be painted wood or metal,
 - e) have little ornament or use ornament similar to the style of the building, and
 - f) avoid attachment to roofs or cover architectural details.



Signs refers to permanent signs for business identification, advertisement, and operation.

Glossary terms:

Cast iron front.

A storefront made of glass and pieces of utilitarian and decorative iron cast in easily assembled parts.

Corbeling.

A series of stepped or overlapped pieces of brick or stone forming a projection from the wall surface.

Cornice.

The uppermost, projecting part of an entablature, or feature resembling it.

Recessed panel.

A decorative element that often functions as an area for signage.

Transom.

A small operable or fixed window located above a window or door.

- more terms found in the *Glossary*, p. 42

Changes requiring a COA Examples:

- * Placing a new sign on a building or property.

Common Mistakes

- ▶ Using more than two signs per building.
- ▶ Using internally lit plastic signs.
- ▶ Using unfinished wood, plastic substrate, or plywood signs.
- ▶ Using inappropriately large signs. [A]
- ▶ Using signs with a colonial motif. [B]
- ▶ Covering architectural details such as the cornice. [C]
- ▶ Painting over or stripping historic painted signs.



[B] →

[A] → [C]



Changes not requiring a COA Examples:

- * Placing temporary signs such as event, political, or real estate signs (as allowed under the City of Perry sign ordinance).



7" wide x 6' height

Perry, Georgia

Google Street View

Feb 2022 See more dates



Image capture: Feb 2022 © 2023 Google





qPublic.net™ Houston County, GA

location
of sign



Overview



Legend

- Parcels
- Roads

Parcel ID OP0040 003000
Class Code Commercial
Taxing District Perry
Acres 1.22

Owner TRIPLE F FARM LLC
PO BOX 460
MARSHALLVILLE, GA 31057
Physical Address 907 JERNIGAN ST
Assessed Value Value \$305000
Land Value Value \$66016
Improvement Value Value \$230491
Accessory Value Value \$8493

Last 2 Sales

Date	Price	Reason	Qual
5/6/2021	\$305000	FM	Q
11/27/2007	\$175000	17	U

(Note: Not to be used on legal documents)

Date created: 3/24/2023
Last Data Uploaded: 3/24/2023 5:20:50 AM

Developed by Schneider
GEOSPATIAL



Where Georgia comes together.

Application # COA#55-
2023

Application for Certificate of Appropriateness Main Street Advisory Board

Contact Community Development (478) 988-2720

*Indicates Required Field

	Applicant	Property Owner
*Name	T-Shred factory	Bryan Fountain
*Title	President President	
*Address	909 Junigan St Perry	PO Box 460 Marshallville 31057
*Phone	478-868-5811	
*Email	robby1rusell@yahoo.com	

*Property Address 907 Junigan St.

Project: ☒ New Building ☐ Addition ☐ Alteration ☐ Demolition ☐ Relocation

*Please describe the proposed modification:

move sign to street

Instructions

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 - ☐ Site plan depicting building(s) footprint, parking, landscaping, and other site improvements,
 - ☐ Detailed drawing(s) or sketch(s) showing the views of all building facades facing public streets and building features, such as recessed doors or dormers, and sizes,
 - ☐ Detailed drawing(s) or sketch(s) depicting size, location, and colors of signage,
 - ☐ Sample(s) for all proposed wall and trim paint colors,
 - ☐ Sample(s) or photo(s) of proposed awning/canopy materials and color,
 - ☐ Photo(s) of proposed doors, windows, lights, or other features that will be added to the building,
 - ☐ Photo(s) or sample of proposed roofing materials and color if roof will be visible,
 - ☐ Photo(s) or sample of brick, stone, tile, mortar, or other exterior construction materials that will be added to the building, and
 - ☒ Other information that helps explain details of the proposal.

Photo attached

Continued on page 2

6. A complete application and all plans, drawings, cut sheets, and other information which adequately describes the proposed project must be submitted at least 10 days prior to a meeting of the Main Street Advisory Board, to allow adequate time for staff to review and prepare a report. The Main Street Advisory Board meets on the 1st Thursday of each month at 5:00pm in Community Development office, 741 Main Street.
7. Please read carefully: The applicant and property owner affirm that all information submitted with this application; including any/all supplemental information is true and correct to the best of their knowledge and they have provided full disclosure of the relevant facts.

8. Signatures:

*Applicant	Robert L Russell Jr	*Date	March 31 2023
*Property Owner/Authorized Agent	Briggs	*Date	3-31-23

Maintenance and Repair

Nothing in the Land Management Ordinance shall be construed to prevent the ordinary maintenance or repair of any exterior architectural feature of structures located the Downtown Development Overlay District when the repair does not involve a change in design, material, color, or outer appearance of the structure. Certificates of appropriateness are not required for alterations to the interior of a building or alterations to the use of a building (although other permits may be required).

Notices

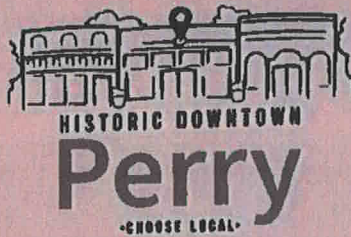
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Decisions of the administrator may be appealed to the Planning Commission.

The Certificate of Appropriateness is valid for 6 months (180 days) from the date of approval by the administrator. If work is not completed within that timeframe, the applicant must renew the COA. A COA associated with a permit remains valid for the life of the permit.

Estimated valuation of proposed modification: -0-



Perry Main Street Advisory Board
Downtown Development District Façade Grant Program Application

Date: 3-31-23 (Please, print your information and use blue or black ink.)

Name of Applicant: Cody Darden

Property Owner: Brian Fountain

Name of Business: Darden's Prime meats

Business Physical Address: 805 Commerce St Perry GA

Applicant's Mailing Address: 586 Norwood Springs Rd Fort Valley GA

Phone Number(s): ~~586~~ 478-957-3902

Email Address: Dardensprimemeats@gmail.com Web Address: _____

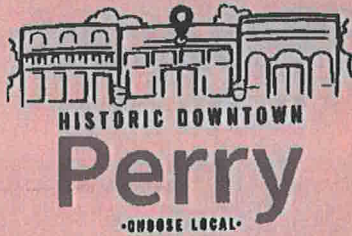
Description of Façade Improvement Project: Replacing the store front window

Why/How will the proposed improvement project enhance your business and contribute to the architectural significance, character, and sense of place in Downtown Perry? This will

be alot better curb appeal for downtown. Also
I ~~do not~~ believe this will bring more attention to the
new business as well as more business.

Project Start Date: 4-20-23 - 4-30-23

Project Completion Date: Finish same day



Estimated Total Project Cost - Attach estimate(s):

\$10,400

Amount Requested:

\$2,500

Do you have the funds available to complete the project?

Yes



No

Have you applied for a Facade Grant before?

Yes

No



If yes, was the grant awarded?

Yes

No

If yes, what amount were you awarded?

\$

- If applicant does not own the property, a letter from the property owner authorizing the applicant to make the proposed improvements or joint application with the property owner is required.
- Upon completion of all work, photographs of the final project must be submitted in order to receive final payment from the Facade Grant Program.
- Completion and approval of the grant application does not guarantee that the proposed project will receive grant funding.
- The Perry Main Street Advisory Board must review and approve all plans prior to project start date or before any work begins on the structure.
- Applicants must have received a Certificate of Appropriateness (COA) for the project for which grant funds are sought.
- Please see attached information regarding the Facade Grant Program and Eligibility Requirements.
- As a condition of receipt of the grant funds, applicant commits to maintain the grant-funded project improvements and the Perry Main Street Advisory Board's investment.
- Grant payment form must be submitted within 60 days of project completion.

Applicant Signature

Date

All Facade Grant Program applications must be completed and submitted to the City of Perry.

Downtown Manager at:

Alicia Hartley, Downtown Manager
478-988-2730
Alicia.hartley@perry-ga.gov

City of Perry
1211 Washington Street
Perry, GA 31069



SOUTHERN GLAZING S E R V I C E S

104 INDUSTRIAL PARK DRME
PERRY, GEORGIA 31069
PHONE: 478-987-4546
om@southernglazing.net

Mar 30, 2023

Re: Cody Durden
805 Commerce Street
Perry, GA 31069

Furnish and install storefront, glass and glazing using Kawneer metal in dark bronze, and 1" low E glass in bronze across front of building facing Commerce Street.

Total Furnished and Installed: \$10,403.70

50% payment upon order: \$ 5,201.85

50% payment upon completion: \$ 5,201.85

All work will be completed in a professional and timely manner. This price will remain in effect for no more than 30 days from the date of this remittance. Please sign and return this proposal for contractual purposes.

Accepted by: _____

Thank You and we look forward to working with you!

Main Street Advisory Board
Minutes - March 2, 2023

1. Call to Order: Chairman Cossart called the meeting to order at 5:05pm.

Roll: Chairman Cossart; Directors Lay, Presswood, DeShazier, Moore, Loudermilk, and Gordon were present.

2. Guests/Speakers – Ellie Loudermilk and Terre Walker – Perry Area Historical Society and Eric Schultz and Anya Turpin – Visit Perry

Staff: Alicia Hartley – Downtown Manager, Bryan Wood – Community Development Director, Holly Wharton – Economic Development Director and Christine Sewell – Recording Clerk

3. Citizens with Input – None

Ms. Turpin re-introduced herself to the board as the new director for Visit Perry; and looks to continue the relationship and working with the city in her new capacity.

4. Old Business

- a. Perry Historical Society Street Sign Project

Ms. Walker advised the Historical Society had purchased five signs for Jernigan Street and is requesting reimbursement as there had been some misunderstanding as the DDA had chosen to purchase five signs, but that is not required as the street work that is being done the city will purchase the signs. There will be a plaque placed on each noting a gift from both Main Street and DDA. Director Moore motioned to provide \$5000 to the Perry Historical Society for reimbursement of five street signs; Director Gordon seconded; all in favor and was unanimously approved.

Ms. Loudermilk shared with the board the Governor awarded the society the 2022 Governor's Award for Art & Information. Ms. Loudermilk was thrilled for the honor as they are a small organization in comparison to others in the state. The board congratulated her and the society for all of their work.

- b. Review Certificate of Appropriateness – 805 Commerce Street

Ms. Hartley advised Mr. Durden was not able to attend the meeting, but she has spoken with him and provided a picture of the smoker enclosure with siding. Mr. Wood noted the Dept. of Agriculture governs the requirements for the screening of the smoker and that it must be enclosed. What is proposed is a metal carport with black wood siding and will be placed on the back corner of the property. Chairman Cossart suggested it be screened to the top. Director Loudermilk asked about the front building window; Mr. Wood advised his concern was with the wood accent proposed; and noted a full store front window system with a transom at the top be used. Director Gordon had concerns with parking in that the lot was uneven, damaged and cracked; Mr. Wood advised the property owner Mr. Fountain was not willing to make any changes, and is still enforcing no parking but is not consistent and may come back to the board for review of parking bollards.

Director Gordon motioned to approve for a full height window on the front of the building that can be two sections and the smoker screening has to reach the roof line of

the structure and utilize the fencing as shown; Director Presswood seconded; all in favor and was unanimously approved.

Director Presswood voiced concern with BBQ Monsters on Carroll Street who are doing the same thing and their smoker is not covered; Mr. Wood advised he would research, but the regulations for screening are governed by the Dept. of Agriculture.

c. Alleyway Maintenance

Ms. Hartley advised the area needs to be maintained and provided a quote from Dixie Landscaping to maintain the area, clean out trash/debris, prune shrubs as needed for \$125 per month; \$1500 annually. Director Moore motioned to approve Dixie Landscaping for \$1500 annually; Director DeShazier seconded; all in favor and was unanimously approved. Director Gordon suggested placing a trash can in the area

5. New Business

a. Review Certificate of Appropriateness – 719 Carroll Street

Mr. Wood advised the applicant proposes to add brick veneer to the front and sides of the existing convenience store building (two options offered), paint the side and rear walls an approved color, and paint the fascia of the building and fuel canopy red, white, and blue stripes. The owner has indicated the fuel element will be branded either as Citgo or Marathon. Staff believes the proposal in general will be an improvement to the over existing condition. Either of the proposed brick colors are appropriate, although standard light gray mortar should be used. The full brick front should wrap around the corners of the building and extend approximately 26 inches before the brick wainscot begins. The red, white, and blue stripes proposed on the fascia and fuel canopy are not appropriate. Staff suggests using a color on the fascia that is a lighter or darker version of the color used on the side wall stucco. Both colors should be neutral in the brown or gray tones and should be approved by Staff. Based on a prior MSAB decision, staff recommends the fuel canopy be recovered with the gasoline brand's standards. No portion of the company's logo shall extend above the top of the canopy. Staff is recommending approval with the following conditions: 1. Mortar on the brick veneer shall be a standard light gray color; 2. Full height brick veneer shall wrap around the front corners of the building approximately 26 inches; 3. Stucco walls and building fascia colors shall be neutral colors in the same tone and approved by Staff; 4 Fuel canopy shall be recovered with the gasoline brand's standards. No portion of the company logo shall extend above the top of the canopy.

Director Loudermilk motioned to approve as presented by staff with conditions noted and that the brick color be Old Savannah and the brick on the sides be two feet; Director Lay seconded; all in favor and was unanimously approved.

b. Review Certificate of Appropriateness – 742 Main Street

Mr. Wood advised the applicant to increase the width of the front parapet wall to conceal a new raised roof. The modification to the parapet wall will be constructed in brick to match the existing brick on the façade. The existing storefront system will remain as is. A suspended aluminum canopy will be installed over the front door. The entire exterior will be painted. The new roof will be clad in black standing seam metal panels. A hood pan will be installed on the right side of the roof about halfway from the front of the

building. The hood pan should not be visible from the street. A cooler/freezer will be added to the rear of the building and will not be visible from the street.

Mr. Schultz advised the entire roof will be replaced and the exterior paint will be chosen from the approved color palette.

Director Loudermilk motioned to approve the application as submitted per staff recommendations in the report; Director Moore seconded; all in favor and was unanimously approved.

c. Review of Certificate of Appropriateness – 1009/1013 Northside Drive

Mr. Wood advised The applicant proposes to construct a new two-story mixed-use building on vacant parcels. The building will include spaces for 4 retail tenants and 2 restaurants on the ground floor, with 12 residential units on the second floor. The building will be centered on the property with residential parking on the east and commercial parking on the west. A front courtyard and angled on-street parking are proposed. The applicant proposes to extend a street-adjacent sidewalk along the frontage of the property. The building will be clad in brick (Cherokee Brick Ansley Park for the body; Mosstown for the columns and trim; ivory mortar) with bronze color storefront, residential windows and doors, and light fixtures. The subject properties are located adjacent to a 1914 Single-family house to the east, a 1975 bank (renovated in 2016) and parking to the west, and 1969-1971 apartment buildings to the north. Properties across Northside Drive include the Perry Events Center, a 1946 single-family house, and the relocated 1900 former train depot (currently offices). All existing buildings on the street are setback from the right-of-way. A street-adjacent sidewalk exists along a portion of the bank's frontage. On-street parking exists in front of the bank and at the Perry Events Center. The proposal appears to comply with design guidelines regarding placement, scale, form, openings, materials and details. Walls and fences are not proposed at this time. Modern features (mechanical systems, utility meters, etc.) should be located to limit negative visual impact. Staff will verify during the permit review process that modern features are properly located. Parking is located on the sides of the building. Parking should be partially screened per the Walls and Fences guideline. A large oak tree exists in the public right-of-way in front of the subject properties and should be saved if possible. The applicant should consult with City Staff and a certified arborist to determine if the tree is healthy and has a reasonable chance of survival after the proposed construction. Staff recommends approval with the following conditions:

1. Staff shall ensure the placement of modern features and screening of parking are consistent with applicable design guidelines.
2. Applicant shall consult with staff and a certified arborist regarding the health and survival of the large oak tree located in the public right-of-way and provide a report to staff.

Director Loudermilk motioned to approve the application as submitted with staff recommendations; Director Moore seconded; all in favor and was unanimously approved.

d. Approve February 2,2023 Minutes

Director Lay motioned to approve as submitted; Director Presswood seconded; all in favor and was unanimously approved.

- e. Approve December 2022, January 2023, February 2023 financials

Director Loudermilk motioned to approve as submitted; Director Moore seconded; all in favor and was unanimously approved.

6. Chairman Items – None

7. Downtown Manager's Report – Ms. Hartley

- a. Downtown Projects update - Italian Restaurant planned for Commodore Building, late summer; Wingate Development on Northside Drive Update - Site plans not yet submitted; retail/restaurant space available; Permits issued for work on Old Thornton's Closet Building; Old Daisy Patch available for rent; Downtown Solid Waste Updates; Parking Study draft expected mid- March with presentation to DDA at March 27 Meeting

- b. Strategic Plan Update – reviewed and noted two items have been completed.

8. Promotion Committee Report – Ms. Hartley advised to date 227 tickets sold, two more sponsors gained and is seeking approval for additional items to purchase (wine, cups, lanyards, etc.) requesting \$7000.00. Director Presswood motioned to authorize \$7000 for wine tasting expenditures; Director Moore seconded; all in favor and was unanimously approved.

9. Update on Downtown Development Authority – Director Gordon advised two firms have been interviewed for the downtown administration building with the DDA recommending to Council Parrish Construction. A feasibility study was also being considered.

10. Other: None

11. Adjourn: there being no further business to come before the board the meeting was adjourned at 6:05pm.

SELF-GUIDED *Tour* **OF**
HISTORIC SITES

SIGNAGE INFORMATION



SIGNAGE SPECS

SIZE:

24 x 18

STYLE:

Black Rod Iron

OPTION 1



OPTION 2



OPTION 3



OPTION 4



OPTION 5

Your Tour
OF HISTORIC SITES



Style

OPTION 1



Unit Consists of:

4" fluted post, acorn finial, decorative base

(1) Double sided .080 Alum with vinyl lettering
(other face types are available)

QTY: 10

Style S-HB-R / Scroll Hanging bracket & hardware
/ with 1/8" x 18" H x 24" W Alum panel
/ verbiage to be added with HP Vinyl lettered on 2 sides
/ 3" X 10' Fluted post with 500-# base model / Acorn Final
/ post black powder coated / Direct burial installation

**Mock up is not scaled to size*

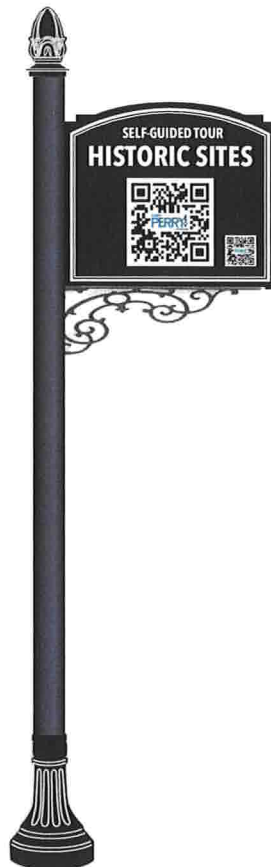
Style
OPTION 1

PRICING

		Quantity	Unit Price	Subtotal
1	Product: Sign Fabrication	10	\$16,839.38	\$16,839.38
	Description: Style S-HB-R / Scroll Hanging bracket & hardware / with 1/8" x 18" H x 24" W Alum panel / verbiage to be added with HP Vinyl lettered on 2 sides / 3" X 10' Fluted post with 500-# base model / Acorn Final / post black powder coated / Direct burial installation *see detail drawing			

Style

OPTION 2



Unit Consists of:

4" fluted post, acorn finial, decorative base

(1) Double sided .080 Alum with vinyl lettering
(other face types are available)

QTY: 10

Style D-F-MB / Deco Flag mount bracket & hardware
/ with 1/8" x 18" H x 24" W Alum panel / Acorn Final
/verbiage to be added with HP Vinyl lettered on 2 sides
/ 3" X 10' Fluted post with 500-# base model
/ all black powder coated / Direct burial installation

**Mock up is not scaled to size*

Style
OPTION 2

PRICING

		Quantity	Unit Price	Subtotal
1	Product: Sign Fabrication	10	\$13,558.00	\$13,558.00
	Description: Style D-F-MB / Deco Flag mount bracket & hardware / with 1/8" x 18" H x 24" W Alum panel / Acorn Final / verbiage to be added with HP Vinyl lettered on 2 sides / 3" X 10' Fluted post with 500-# base model / all black powder coated / Direct burial installation * see included drawing			

Style

OPTION 3



Unit Consists of:

4" fluted post, header, decorative base

(1) Double sided .080 Alum with vinyl lettering
(other face types are available)

QTY: 10

Style A-D-S / 24x18 Frame with "A" decorative disk on top
/ frame to hold 1/4" x 24" H x 18" W
/ verbiage to be added with HP Vinyl lettered on 2 sides
/ 3" x 6' Fluted post/ with 500-# base model
/ all black powder coated
/ for Direct burial installation

**Mock up is not scaled to size*

Style
OPTION 3

PRICING

		Quantity	Unit Price	Subtotal
1	Product: Sign Fabrication	10	\$16,839.38	\$16,839.38
	Description: Style A-D-S / 24x18 Frame with "A" decorative disk on top			
	/ frame to hold 1/4" x 24" H x 18" W			
	/ verbiage to be added with HP Vinyl lettered on 2 sides			
	/ 3" x 6' Fluted post/ with 500-# base model			
	/ all black powder coated			
	/ for Direct burial installation			
	* See included drawing			

INSTALLATION PRICING

Sign vendor to deliver, assemble and install ALL signs

Installation for Decorative Alum Post signs_ Historic Tour Signs in Perry GA

Item #	Product	Quantity	Regular Price	Unit Price	Subtotal
1	Service and Install	1	\$4,410.00	\$4,410.00	\$4,410.00
Description: Installation assuming all of the signs are within a 5 mile radius of the downtown area.					

NOTES:

*see additional estimate for Decorative Alum Post signs_ Historic Tour Signage

- We propose hereby to furnish labor and materials - complete in accordance with the above specifications.
- All projects require a 50% deposit before production begins. Balance due upon completion.
- If payment is made by credit card, an additional fee of 3.5% will be added.
- Any payment agreement outside standard terms must be approved by management in writing.

INSTALLATION PRICING

Sign vendor to ship to Public Works to install

Delivery for Decorative Alum Post signs_ Historic Tour Signs in Perry GA

Item #	Product	Quantity	Regular Price	Unit Price	Subtotal
1	Shipping	1	\$1,500.00	\$1,500.00	\$1,500.00
Description: A1 to deliver qty 10 "Historic Tour Signs" to Maintenance shop in Perry, GA					

NOTES:

*see additional estimate for Decorative Alum Post signs_ Historic Tour Signage

-We propose hereby to furnish labor and materials - complete in accordance with the above specifications.

-All projects require a 50% deposit before production begins. Balance due upon completion.

-If payment is made by credit card, an additional fee of 3.5% will be added.

-Any payment agreement outside standard terms must be approved by management in writing.



www.visitperry.com