

Main Street Advisory Board

Agenda – September 7, 2023, 5:00 p.m.

Meeting to be held at Perry City Hall – 808 Carroll Street, Economic Development  
Conference Room

1. Call to Order
2. Guests/Speakers
  - a. Perry Area Historical Society
3. Citizens with Input
4. Old Business
5. New Business
  - a. Certificate of Appropriateness Review – 742 Main Street
  - b. Façade Grant Application – 742 Main Street
  - c. Certificate of Appropriateness – 717 Commerce Street
  - d. Approve August 3, 2023 minutes
  - e. Approve July and August 2023 financials
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**

## STAFF REPORT

September 1, 2023

**CASE NUMBER:** COA-0116-2023  
**APPLICANT:** Twelve Eleven Company / Larry Walker  
**REQUEST:** Renovate and add onto building  
**LOCATION:** 742 Main Street; Parcel No. 0P0040 007000

**APPLICANT'S REQUEST:** The applicant proposes renovate the building by raising the roof, adding windows, painting the exterior, adding a wall sign, projecting sign, and fence and adding onto the rear of the building. The body of the building and projecting sign background is proposed to be painted Benjamin Moore 2049-10 "Pacific Sea Teal". Sign lettering is proposed as Benjamin Moore HC-4 "Hawthorne Yellow" and AF-240 "Satchel". The metal roof is proposed to be "Galvalume".

**STAFF COMMENTS:** The proposed colors are not in the approved color palette. It is not clear if the "PIZZA" sign will be painted directly on the façade. Galvalume should not be used as the color of the roof. A light color such as white or light gray in a non-reflective finish is more appropriate.

The proposed 9/12 roof extends above the existing front parapet wall which does not comply with Rehabilitation Roof guidelines which suggests that the existing pitch and shape of a roof should be maintained as seen from the public view and that changes hidden by the parapets may be allowed. The proposed pitched roof terminates in a gable at the front façade extending above the existing parapet. Staff recommends the front end of the roof terminate with a hip so that the roof recedes from the parapet and allows the silhouette of the existing façade to remain.

A clerestory window is proposed in the upper front façade and along the length of the side facades. A horizontal slat fence will identify the walking path along the left side of the building connecting the public sidewalk to a rear outdoor dining area. The clerestory window on the front façade is not inconsistent with the Windows design guidelines.

The proposed addition to the building and a covered outdoor dining area are at the rear of the building and will not be visible from the public view. The addition is consistent with the Additions design guidelines.

The existing electrical meter is located on the front façade. With the extensive renovation being made to the building staff suggests the meter be relocated to the left side of the building. This would be consistent with the New Construction Modern Features design guideline suggesting that utility meters should be placed unobtrusively.

**STAFF RECOMMENDATION:** Approval, subject to the following conditions and suggestions, and subject to the Board's determination that paint colors are appropriate:

1. A hip roof shall be installed at the front of the building.
2. Roof color shall not be "Galvalume" and shall be a non-reflective finish.
3. The existing electrical meter should be relocated from the front façade of the building.

**APPLICABLE DESIGN GUIDELINES ATTACHED.** Roofs, Windows, Additions, Modern Features. No design guideline regarding color.

## 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.



# 10 REHABILITATION SHAPE & ROOFS FEATURES

## GOAL:

The primary goal is to maintain the original form of the building, especially as seen from the public view.

Actions to achieve the goal:

- ▶ Maintain the existing pitch and shape of the roof as seen from the public view. Changes hidden by existing parapets may be allowed.
- ▶ Replace existing roofing materials with the same type of roofing material. Changes hidden by existing parapets may be allowed.
- ▶ Secondary features and character defining materials which contribute to design should be retained.
- ▶ Maintain historic chimneys.
- ▶ Preserve historic skylights whenever possible.



**Roof shape** refers to the overall roof type and pitch. Roof features are any items attached to the roof, including parapets.

### **Glossary terms:**

**Character defining.** An element whose design and material is associated with the age and style of a building and helps define its architectural style (e.g. tile roofing on Mission Style buildings).

### **Facade.**

The front elevation or “face” of a building.

### **Pitch.**

A term which refers to the steepness of roof slope.

### **Parapet.**

A low protective wall located at the edge of a roof.

### **Public view.**

That which can be seen from any public right-of-way.

### **Routine maintenance.**

Any action performed in order to preserve a historic property including minor replacement of material with like material providing no change is made to the appearance of the structure or grounds.

- more terms found in the Glossary, p. 42

### *Changes requiring a COA Examples:*

- \* Changing the pitch or shape of a roof.
- \* Reroofing a roof with a material which is different than the existing material.
- \* Removing or adding chimneys.
- \* Stuccoing brick chimneys.
- \* Repointing parapets or chimneys.

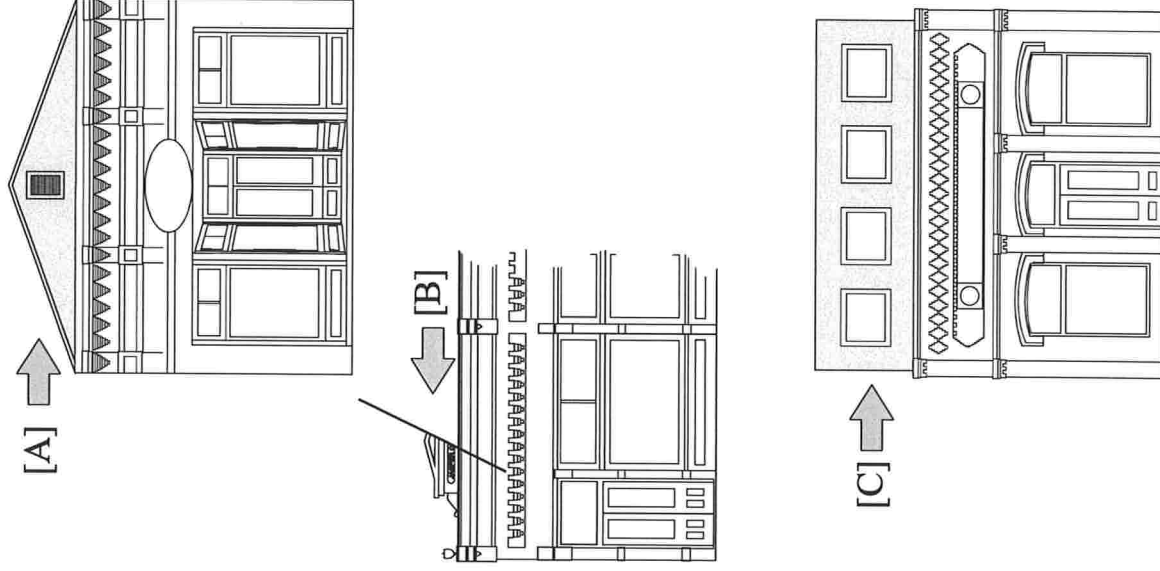
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### *Changes not requiring a COA Examples:*

- \* Reroofing a roof with the same material.
- \* Repairing flashing.
- \* Repairing existing gutters.

### *Common Mistakes*

- ▶ *Replacing a flat roof with a gable roof which is not hidden by the parapet. [A]*
- ▶ *Removing ornamental roof features. [B]*
- ▶ *Repointing parapets with cement or not matching the original mortar joints.*
- ▶ *Adding a story to the building. [C]*



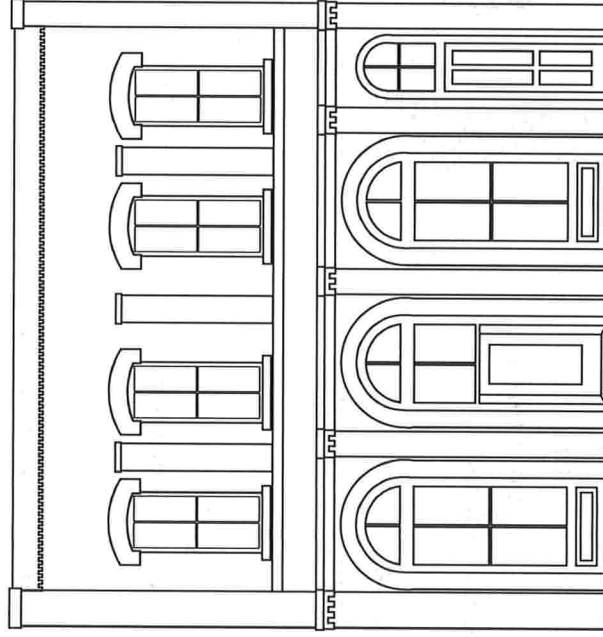
# 18 REHABILITATION WINDOWS

## GOAL:

The primary goal is to maintain the historic windows, their design, and their placement.

Actions to achieve the goal:

- ▶ Maintain and preserve historic windows.
- ▶ Repair damaged portions of historic windows rather than replacing them in total.
- ▶ Historic windows damaged beyond repair should be replaced with windows of matching materials, design, pane configuration, and muntin profile. Aluminum clad wood windows may be allowed on upper story windows, but not windows of vinyl or aluminum construction.
- ▶ Maintain the historic window configuration and dimensions.
- ▶ New windows on side and rear elevations should relate to historic windows in the following ways:
  - a) use matching materials,
  - b) be of matching or similar size, and
  - c) use matching or similar design.
- ▶ Storm windows must match the color of the window frame and obscure the window as little as possible.



**Windows** refers to glazed openings in the exterior walls of the building. (see also *Storefronts*, p. 30)

### *Glossary terms:*

#### **Beyond repair.**

When such a large portion of an element is damaged that repair becomes infeasible, generally, but not specifically, more than 50%.

#### **Double hung window.**

A window having two sashes, one sliding vertically over the other.

#### **Fenestration.**

The arrangement of window openings in a building.

#### **Lintel.**

A horizontal beam over a door or window which carries the weight of the wall above; usually made of stone or wood.

#### **Muntin.**

A secondary framing member to divide and hold the panes of glass in a window.

#### **Sash.**

The portion of a window that holds the glass and which moves.

#### **Sill.**

The horizontal member located at the top of a foundation supporting the structure above; also the horizontal member at the bottom of a window or door.

#### **Solid-to-void.**

The total area of wall in comparison to the total area of openings on an elevation.

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



## *Changes requiring a COA Examples:*

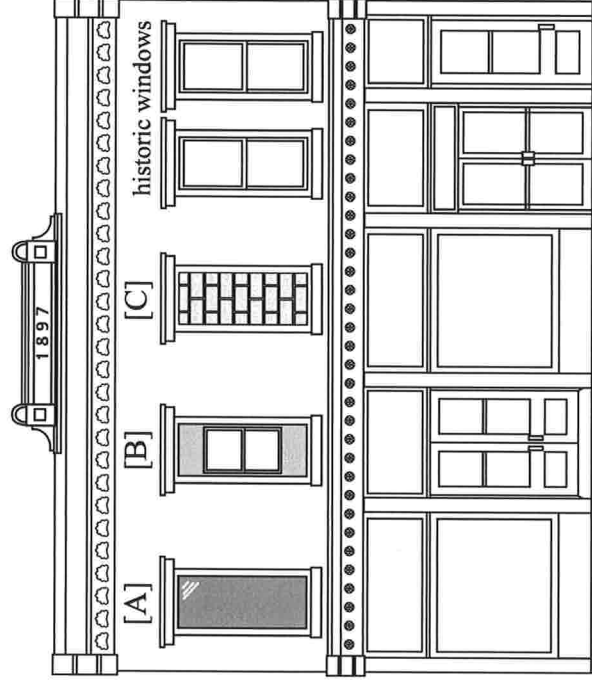
- \* Removing and replacing windows.
- \* Filling in existing window openings.
- \* Adding new window opening.
- \* Adding new storm windows and screens.

## *Changes not requiring a COA Examples:*

- \* Replacing broken window glass.
- \* Repairing damaged portions of existing sashes.
- \* Weather-stripping, caulking, painting and other general maintenance.
- \* Adding clear UV coating.

## **Common Mistakes**

- ▶ *Replacing viable (deteriorated but repairable) historic windows with new windows, even similar looking windows.*
- ▶ *Replacing windows with flat muntins with no profile.*
- ▶ *Replacing windows with tinted glass, single panes, or smaller windows. [A]*
- ▶ *Reducing the size of windows. [B]*
- ▶ *Infilling windows. [C]*
- ▶ *Adding storm windows which obscure the historic window.*





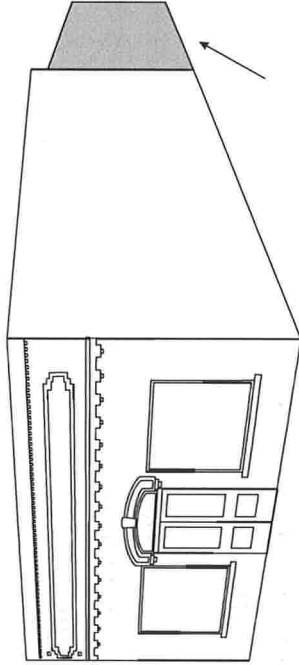
# ADDITIONS

## GOAL:

The primary goal is to allow expansion while maintaining historic character.

Actions to achieve the goal:

- ▶ Additions should respect the original portion of the building by:
  - a) being placed away from the public view on the rear elevation or (for buildings not on the square) on a side elevation well behind the facade,
  - b) maintaining the form, orientation, and symmetry of the original structure,
  - c) creating a discernible break at the juncture with the original structure,
  - d) using matching or similar materials such as roofing and siding,
  - e) using matching or similar elements, such as windows, on side elevations and reserving more modern elements for the rear elevation,
  - f) using a degree of ornamentation equal to the original or less, and
  - g) being reversible with a limited loss of historic materials and elements.



*additions are best placed at the rear of the building*

**Additions** refers to any increase in the square footage of a building.

### **Glossary terms:**

#### **Elevation.**

Any of the external faces of a building.

#### **Facade.**

The front elevation or “face” of a building.

#### **Public view.**

That which can be seen from any public right-of-way.

#### **Reversible.**

Constructing additions or new elements in such a manner that if removed in the future original form and material would be largely unchanged.

#### **Routine maintenance.**

Any action performed in order to preserve a historic property including minor replacement of material with like material providing no change is made to the appearance of the structure or grounds.

#### **Orientation.**

The direction that the building (usually includes the primary entrance) faces.

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

## *Changes requiring a COA* *Examples:*

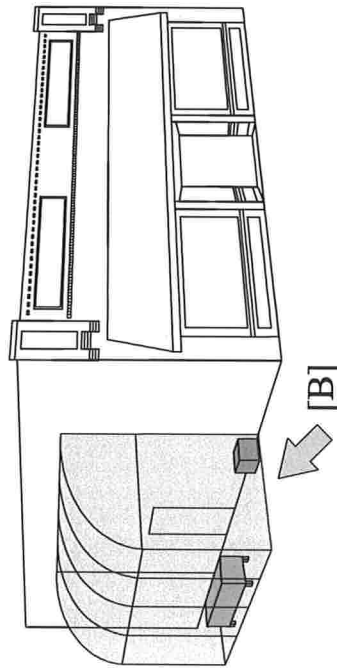
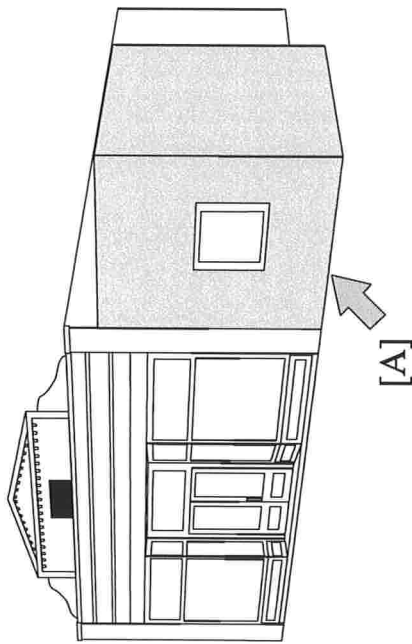
- \* Adding an addition to a building.
- \* Removing an addition from a building.

## *Changes not requiring a COA* *Examples:*

- \* Routine maintenance to existing additions.

## **Common Mistakes**

- ▶ *Constructing the walls of the addition flush with the facade of the original structure. [A]*
- ▶ *Constructing an addition out of scale which greatly alters the original form of the building.*
- ▶ *Using incompatible materials or details on an addition. [B]*
- ▶ *Removing a large amount of original material to add an addition.*



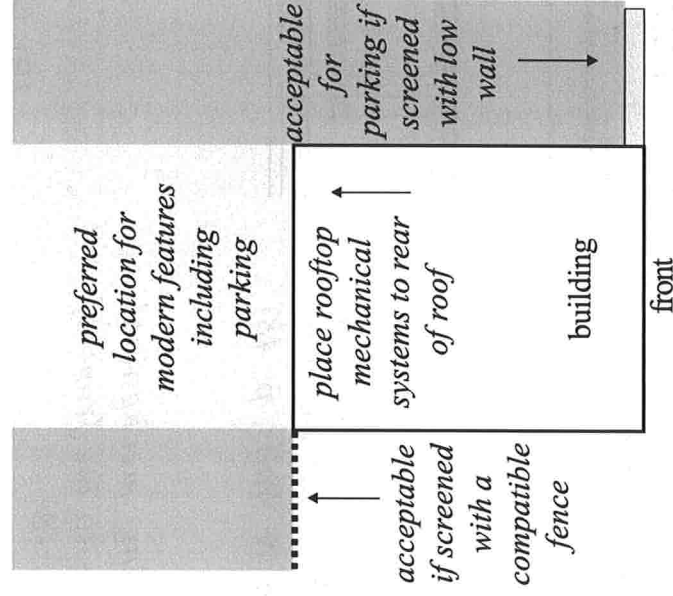
# MODERN FEATURES

## GOAL:

The primary goal is to integrate modern features while limiting the negative impact to the downtown district.

Actions to achieve the goal:

- ▶ Mechanical systems placed behind the building and out of the public view.
- ▶ Rooftop mechanical systems, utility meters and security lighting should be placed unobtrusively.
- ▶ New lighting should use traditional designs appropriate to the character of the building.
- ▶ New parking should:
  - a) be placed as unobtrusively as possible;
  - b) use traditional materials: concrete, stone pavers, and asphalt is allowed in the downtown; and
  - c) use appropriate screening (see *Walls & Fences* p. 50).



**Modern features** refers to equipment and functions not used in the past such as dumpsters, fire escapes, mechanical systems, and parking areas.

### *Glossary terms:*

#### **Facade line.**

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

#### **Parking.**

Areas, generally paved, provided for the storage of automobiles.

#### **Paving.**

Any material used for pavement such as asphalt, brick, concrete, gravel, or pavers.

#### **Public view.**

That which can be seen from any public right-of-way.

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

Notes/Revisions:

## *Changes requiring a COA Examples:*

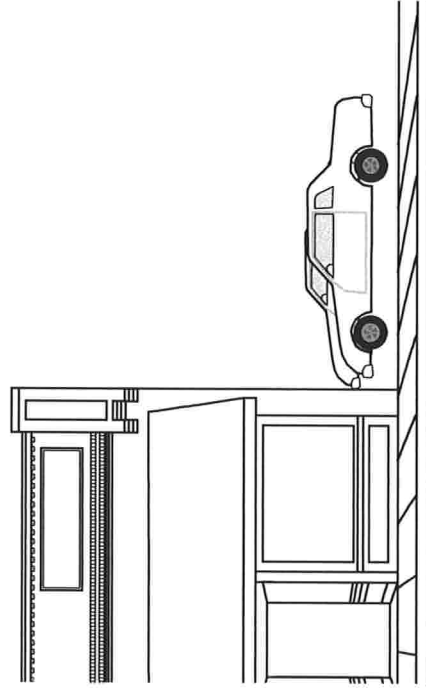
- \* Adding parking areas.
- \* Placing exterior mechanical systems such as satellite dishes, air-conditioning units, or utility meters.
- \* Adding exterior lighting.

## *Changes not requiring a COA Examples:*

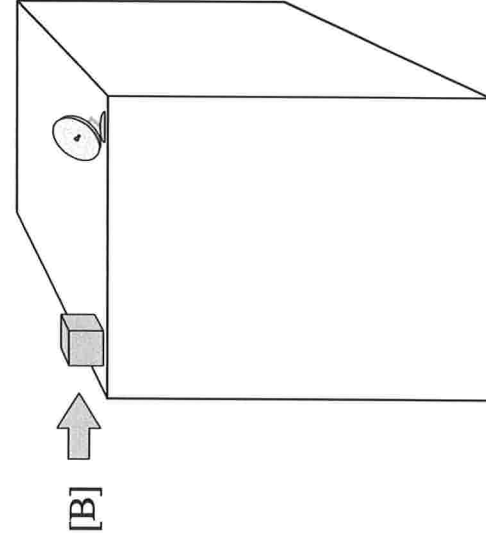
- \* Resurfacing an existing parking area with the same material.
- \* Interior changes to mechanical systems.
- \* Temporary event lighting.

## **Common Mistakes**

- ▶ Demolishing historic buildings for parking (see demolition p.).
  - ▶ Failing to screen parking from the public view (see *Fences & Walls*, p. 48)
- [A]
- ▶ Placing mechanical systems to the front of rooftops. [B]



[A]



[B]





Where Georgia comes together.

**Application for Certificate of Appropriateness**  
**Main Street Advisory Board**

Contact Community Development (478) 988-2720

Application # COA# 0116-  
2023

\*Indicates Required Field

	Applicant	Property Owner
*Name	Twelve Eleven Company / Larry Walker	
*Title	CEO	
*Address	1110 Washington Street Perry, GA 31069	All info same as applicant
*Phone	478-955-4436	
*Email	larry@walkeragency.com	

*Property Address	742 Main Street
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Project:

New Building ☐ Addition ☒ Alteration ☒ Demolition ☐ Relocation ☐

\*Please describe the proposed modification:

Renovation of existing building into 1,600 sqft. artisan pizza restaurant.

**Instructions**

1. A Certificate of Appropriateness is required for any exterior modification of a property located in the Downtown Development Overlay District.
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.

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 at the 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>Twelve Eleven Company</i>	*Date <i>8-11-23</i>
*Property Owner/Authorized Agent <i>J C Walker</i>	*Date <i>8-11-23</i>

### 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

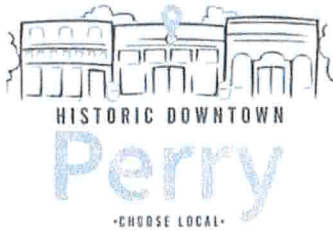
There is no fee for review of a Certificate of Appropriateness (COA) application. However, a fee of \$230.00 will be charged for work started without an approved Certificate of Appropriateness.

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: *\$275,000*



**Perry Main Street Advisory Board**

**Downtown Development District Façade Grant Program Application**

Date: 8/21/23 (Please, print your information and use blue or black ink.)

Name of Applicant: Larry Walker / Cody Walker / The Twelve Eleven Co.

Property Owner: Larry Walker / The Twelve Eleven Co.

Name of Business: Ghost Runner Pizza

Business Physical Address: 742 Main St. Perry, GA 31069

Applicant's Mailing Address: 1110 Washington St. Perry, GA 31069

Phone Number(s): Cody - 478-955-0093 Larry - 478-955-4436  
larry@walkeragency.com

Email Address: ghostrunnerpizza@gmail.com Web Address: \_\_\_\_\_

Description of Façade Improvement Project: \_\_\_\_\_

Exterior painting of walls - Benjamin Moore 2049-10

Addition of window

Raising roof line

Signage - hanging sign : "PIZZA" - Ben. Moore HC-4 : AF-240

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

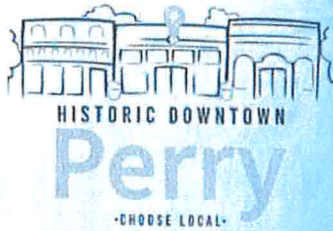
will make the building feel more open and inviting.

Complete revitalization of a derelict building into  
a space to serve the community.

Project Start Date: Pending Approval  
Mid-September, 23

Project Completion Date: \_\_\_\_\_





Estimated Total Project Cost - Attach estimate(s):

~\$237218

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.

*J C Walker*

8/28/23

Applicant Signature

President  
The Twelve Eleven Co.

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







## PROPOSAL – #8763, AUGUST 28, 2023

Ghost Runner Pizza  
Exterior painting of commercial building  
742 Main St, Perry, GA 31069

ITEM	QTY	UNIT PRICE	COST
Bleach and pressure clean exterior brick walls to be painted. Locations are east and south elevations.			
Apply two coats paint at east and south walls and gable at north elevation.			

Subtotal	\$4068.00
Tax	\$0.00
<b>BALANCE</b>	<b>\$4068.00</b>

*Terms – 50% to start.  
Remaining balance is due  
upon completion.*

**THANK YOU!** We do not take for granted the opportunity to be a part of the upkeep of your home. The following estimate is valid until after 90 days of proposal date. If you have any questions, please don't hesitate to contact us.



## ASSUMPTIONS & CLARIFICATIONS

PROPOSAL – #8763, AUGUST 28, 2023

- 
- 1      Everglades Painting LLC will furnish all materials, tools, and manpower to successfully complete project.
  - 2      Everglades Painting LLC will perform all work within accordance to manufacturer's specifications.
  - 3      Everglades Painting LLC will store all materials in a safe and dry place on site.
  - 4      Everglades Painting LLC will provide daily cleanups.
  - 5      Everglades Painting LLC will protect all areas not to be painted.
  - 6      Everglades Painting LLC will remove all garbage daily created.
  - 7      Everglades Painting LLC will leave all extra paint at residence for touch up needs.
  - 8      Everglades Painting LLC shall apply two coats Benjamin Moore Moorguard at surfaces to be painted.
  - 9      Everglades Painting LLC notes that doors, gutters, roofs, driveways, curbs, any mechanical or electrical equipment is not included in this proposal.



## PROPOSAL AGREEMENT

PROPOSAL – #8763, AUGUST 28, 2023

Accepted by

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Clayton Hubbard, Everglades Painting LLC

Date

---

Wade Walker, Customer

Date

**THIS PROPOSAL EXPIRES AFTER 90 DAYS OF PROPOSAL DATE.**

We do not take for granted the opportunity to be a part of the upkeep of your home.  
If you have any questions, please don't hesitate to contact us.





Where Georgia comes together.

## STAFF REPORT

August 29, 2023

**CASE NUMBER:** COA-0119-2023  
**APPLICANT:** Perry Stanley  
**REQUEST:** Paint building exterior  
**LOCATION:** 717 Commerce Street; Parcel No. 0P0060 15A000

**APPLICANT'S REQUEST:** The applicant proposes painting the metal siding (SW 9172 "Studio Clay") and trim (SW 7032 "Warm Stone"). The brick will not be painted.

**STAFF COMMENTS:** The proposed colors are not in the approved color palette but are neutral. The "Warm Stone" is a shade between the two colors recently painted on the convenience store at 719 Carroll Street. "Studio Clay" is a lighter shade. The proposal appears to comply with applicable standards.

Since the building has no important architectural details or features, staff suggests the applicant use only one color on the building.

Mr. Stanley mentioned in a phone conversation that he intends to add light sconces to the front of the building but has not chosen them. The Board may want to delegate approval of the sconces to staff.

**STAFF RECOMMENDATION:** Approval.

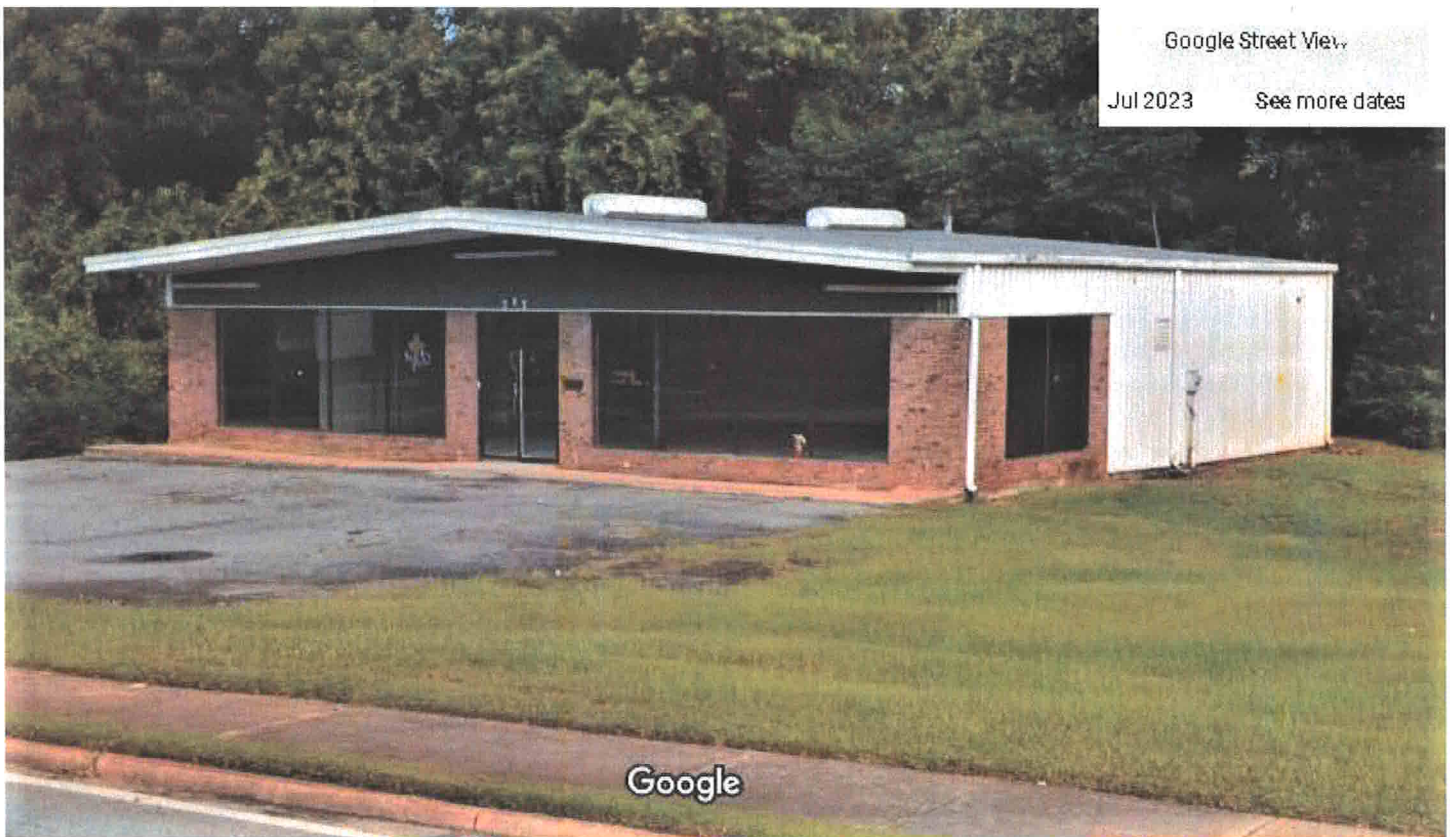
**APPLICABLE DESIGN GUIDELINES ATTACHED.** No design guideline regarding color.

### 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.







Where Georgia comes together.

**Application for Certificate of Appropriateness**  
**Main Street Advisory Board**

Contact Community Development (478) 988-2720

Application # COA#  
0119-2023

\*Indicates Required Field

	Applicant	Property Owner
*Name	Perry Stanley	
*Title	Owner	SAMS
*Address	817 Forest Hill Rd	
*Phone	478-957-3352	
*Email	aperry Stanley@gmail.com	

*Property Address	717 Commerce St Perry GA 30168
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Project:

New Building ☐ Addition ☐ Alteration ☒ Demolition ☐ Relocation ☐

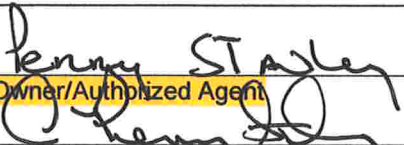
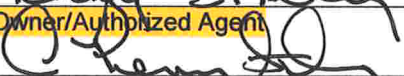
\*Please describe the proposed modification:

PAINT Extension  
\* Same colors as  
Building across the street

**Instructions**

1. A Certificate of Appropriateness is required for any exterior modification of a property located in the Downtown Development Overlay District.
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.

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		*Date
*Property Owner/Authorized Agent		*Date 8-22-23

**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**

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: \$6,000.00



Main Street Advisory Board  
Minutes - August 3, 2023

1. Call to Order: Vice Chairman Loudermilk called the meeting to order at 5:00pm.

Roll: Vice Chairman Loudermilk; Directors Jones, Lay, Moore, and Presswood were present. Chairman Cossart was absent.

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

2. Guests/Speakers – Chad Bryant, Vasav Patel, and Will Sumner

3. Citizens with Input – None

4. Old Business

- a. Project Brainstorm/Selection – Downtown Speaker System

Ms. Hartley in follow up to previous meeting has reached out to Bainbridge who has the same system, and they are very pleased. Also, the supplier has a two-year warranty on the cabinet and access, and a five-year warranty on connectivity. Installation quote received from Moye Electric for \$1400. Ms. Hartley advised the project was taken to the CVB for a possible partnership and they elected to support and will fund half of the total project cost of Phase 1, which will be for the 800 and 900 blocks of Carroll Street. Therefore, the request before the board is authorization to move forward and purchase at a cost of \$9370.00. Director Jones motioned to authorize expenditure of \$9370 for phase 1 of the downtown speaker system; Director Moore seconded; all in favor and was unanimously approved.

- b. Holiday Event Budgets

Ms. Hartley provided an overview of the proposed expenses for the holiday events which are estimated at \$4900. Ms. Hartley is requesting approval for \$1800 for the band on Small Business Saturday. Director Lay motioned to approve expenditure of \$1800 for the band; Director Gordon seconded; all in favor and was unanimously approved.

5. New Business

- a. Certificate of Appropriateness Review – 1007 Jernigan Street

Mr. Wood advised the applicant proposes replacing the cedar shake shingles on the mansard roof with composite shake material in “Weathered” color and paint the body of the building Nicholson Green (CW-500) with cream trim (matching existing). The proposed color is in the approved color palette. While the roof material is composite rather than real wood, the appearance is similar. The color is similar to the weathered existing shingles. The proposal appears to comply with applicable standards and design guidelines. Mr. Sumner advised they are replacing wood with a more durable shake shingle.

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

- b. Façade Grant Application – 1007 Jernigan Street

Ms. Hartley advised the roof work and painting can be qualified as a major improvement or the board could elect to only consider the paint.

Director Gordon motioned to approve the façade grant application in the amount of \$2500 as a major improvement; Director Moore seconded; all in favor and was unanimously approved.

c. Certificate of Appropriateness Review – 810 Commerce Street

Mr. Wood advised from the preliminary review last month modifications have been made and presented the staff report. The applicant proposes a two-story addition to the right side of the Muse Theater (in addition to the previously approved addition at the right rear side of the building); and a new building addressing the corner of Ball Street and Commerce Street. The new building will create an interior courtyard and will include a roof-top deck.

The addition will be flush with the front façade of the Muse Theater which is inconsistent with the design guidelines for additions. While this is an addition, the exterior materials and details are reflective of the proposed new building, although there will be a gap between the buildings. If a separate building were to be constructed it could abut the adjacent building without being set back. The proposed new building appears to comply with design guidelines for placement, scale, form, and materials.

Openings: The applicant added glass block “windows” to the street sides of the kitchens, which addresses staff concern about blank walls and creating pedestrian interest. Most pedestrian-level windows downtown are larger than the ones proposed in the corner (restaurant) element of the building. Staff suggests these windows should be combined into two horizontally oriented windows on each side, rather than four; or the space between the windows should be reduced. The kickplate, or area of wall below these windows, should be similar to those of other buildings downtown. On the Ball Street block, Massee Gordon’s is 32” tall; Bodega Brew’s is 27” tall; all others are nearly full-length windows only a few inches above the sidewalk.

Details: Most of the older brick buildings downtown which have not been altered include a header made of a brick soldier course or other material above the windows and door openings. This level of detail should be included on the street-side openings.

Mr. Wood advised approval was recommended with conditions below:

1. Larger storefront windows and a lower kickplate shall be included on the corner (restaurant) element of the building.
2. A header shall be represented above each street-facing opening.
3. The applicant shall work with the Planning Staff to establish a sign plan for the building which complies with ordinance requirements and provides for consistency among signs on the building.

Mr. Bryant advised the second story would be utilized as an AV/Media room and can expand the windows further. In regard to the six-foot kicker a header can be added over the windows like the original on the Muse itself. Mr. Wood inquired how the roof will drain; Mr. Bryant advised it would be on columns in the front to gutter lines with a four-inch interior drop.

Director Presswood motioned to approve as submitted to include the conditions recommended by staff; Director Jones seconded; all in favor and was unanimously approved.

d. Façade Grant Reimbursement – 906 Commerce Street

Director Lay motioned to approve reimbursement in the amount of \$1,000; Director Moore seconded; all in favor and was unanimously approved.

e. Approve July 6, 2023, minutes

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

f. Approve July 2023 financials – tabled to September meeting

6. Chairman Items- None

7. Downtown Manager's Report

a. Downtown Projects update- Ms. Hartley provided the following:  
Business Updates: MadiGrace Boutique opened July 15; Ember & Ash opened July 21  
New Perry Hotel sold late July. Drink & Dine Promotion – 100 gift cards issues: \$304.  
remaining in promotion budget. New City Hall move pushed back. Meetings will take  
place in New City Hall beginning in September. GDA Conference Reminders.

i. Switch to 6 Standards: Standards 4-6

Ms. Hartley reviewed the standards. Standard 4: Strategy Driven Programming  
Key Areas: Planning Guided by Inclusive Community and Market Informed Inputs  
Defining direction through Transformation Strategy Identification and Development  
Strategy-aligned Comprehensive Work Planning and Implementation Across all 4 points

Standard 5: Preservation Based Economic Development - Key Areas - Preservation  
Ethics and Education on Historical/Cultural Assets, Standards and Best practices for  
place-based, people-focused design, and Promotion of historic, heritage, and cultural  
assets

Standard 6: Demonstrated Impact and Results - Key Areas - Demonstrating the value of  
Main Street, Measuring and packaging quantitative and qualitative outcomes, and  
Promoting process and demonstrating impact and results

b. Strategic Plan Update -efforts are continuing

8. Promotion Committee Report – Ms. Hartley advised the October wine tasting promotion is in full swing. August 19<sup>th</sup> warehouse sale has eleven businesses participating.

9. Update on Downtown Development Authority – Ms. Hartley advised administration has met with the development group and will provide update when received.

10. Other- None

11. Adjourn: there being no further business to come before the board the meeting was adjourned at 5:50pm.

DRAFT



Main Street Advisory Board Restricted Fund  
GL Account 100.00000.13.4208

*J Holland*  
*MH*

July 1, 2023 Beginning Balance

38,706.12

Deposits:	100.37.1024	Current	YTD	Cumulative
	July	0.00		
	August			
	September			
	October			
	November			
	December			
	January			
	February			
	March			
	April			
	May			
	June			
	<b>Total Deposits:</b>	<b>0.00</b>	<b>0.00</b>	<b>38,706.12</b>

Expenditures:	100.75510			
	July		(3,625.00)	
	August			
	September			
	October			
	November			
	December			
	January			
	February			
	March			
	April			
	May			
	June			
	<b>Total Expenditures:</b>	<b>0.00</b>	<b>(3,625.00)</b>	<b>35,081.12</b>

Reserve Balance at 07/31/2023

35,081.12

Current Reserve:	35,081.12
Less Prior Month Reserve	38,706.12
Current Month Reserve Adjustment	<u>(3,625.00)</u>

## Account Search Results

8/11/2023 9:10 AM

Key	Account	Name
10075510521312	100-75510.521312	ARTIST FEES
10075510522150	100-75510.522150	LAUNDRY & CLEANING
10075510522300	100-75510.522300	RENTALS
10075510523300	100-75510.523300	ADVERTISING
10075510523850	100-75510.523850	CONTRACT LABOR
10075510523851	100-75510.523851	SECURITY SERVICES
10075510523930	100-75510.523930	MEETINGS
10075510531100	100-75510.531100	OPERATING SUPPLIES
10075510531660	100-75510.531660	AWARDS
10075510573001	100-75510.573001	FACADE GRANT
10075510573003	100-75510.573003	RESILIENCY GRANT
10075510577000	100-75510.577000	APPROPRIATIONS

Status	Type	Fund	Fund Name	Project Requir	Balance	Protected
Active	Expense	100	GENERAL FUND	Disallowed	0.00	☐
Active	Expense	100	GENERAL FUND	Disallowed	0.00	☐
Active	Expense	100	GENERAL FUND	Disallowed	0.00	☐
Active	Expense	100	GENERAL FUND	Disallowed	0.00	☐
Active	Expense	100	GENERAL FUND	Disallowed	125.00	☐
Active	Expense	100	GENERAL FUND	Disallowed	0.00	☐
Active	Expense	100	GENERAL FUND	Disallowed	0.00	☐
Active	Expense	100	GENERAL FUND	Disallowed	0.00	☐
Active	Expense	100	GENERAL FUND	Disallowed	0.00	☐
Active	Expense	100	GENERAL FUND	Disallowed	3,500.00	☐
Active	Expense	100	GENERAL FUND	Disallowed	0.00	☐
Active	Expense	100	GENERAL FUND	Disallowed	0.00	☐

3,625.00

Account Search Results

8/11/2023 9:12 AM

Key	Account	Δ	Name	Status	Type	Fund	Fund Name	Project Requir	Balance	Protected
10000000371024	100-00000 371024		MAIN STREET ADVISORY DONATIONS	Active	Revenue	100	GENERAL FUND	Disallowed	0 00	Y
									0 00	