

Main Street Advisory Board  
Agenda – December 5, 2024, 4:00 p.m.

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

1. Call to Order
  - a. Decorum Guidelines
2. Guests/Speakers
  - a. December Bike Decals – Terre Walker
  - b. Funding for FMCA Concert on 3/12/2024 – Anya Turpin, Visit Perry
3. Citizens with Input
  - a. Old Business Certificate of Appropriateness Review – 1017 Northside Drive
4. New Business
  - a. Certificate of Appropriateness Review – 1015 Northside Drive
  - b. Certificate of Appropriateness Review – 1005 Carroll Street
  - c. Façade Grant Reimbursement – 1021 Ball Street
  - d. Façade Grant Reimbursement – 1139 Macon Road
  - e. Approve November 7, 2024, minutes
  - f. Approve October 2024 financials
  - g. Future GEMS Designation Discussion
  - h. Discussion of 2025 Work Plan/Board Retreat
5. Chairman Items
6. Downtown Manager's Report
  - a. Downtown Projects update
    - i. Northside Drive Draft Plan Review
  - b. Strategic Plan Update
7. Promotion Committee Report
8. Update on Downtown Development Authority
9. Other
10. Adjourn

**All meetings are open to the public unless otherwise posted**

**HOME FOR THE  
HOLIDAYS IN**

*Historic Downtown*

**PERRY**



HISTORIC DOWNTOWN

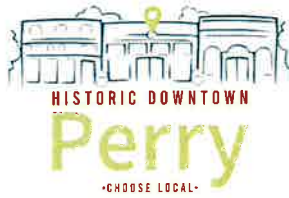
**Perry**

CHOOSE LOCAL



*Merry  
and  
Bright*





## **FMCA Concert Downtown Event Application Summary**

Date: Wednesday, March 12, 2025

Time: 5:00pm – 8:00pm

Location: City Hall Lawn – Downtown Perry

Proposed Street Closures: From 3:00pm – 8:00pm

- 700 & 800 block of Carroll Street
- Jernigan Street between Commerce and Main Street

Brief event summary: The Family Motor Coach Association will be having their annual convention at the Georgia National Fairgrounds on March 9, 2025 – March 15, 2025 with approximately 2,000 RVs in Perry during this week. They have expressed interest in having a convention kick off with the Perry community while they are in town. FMCA has booked the band/musicians and A/V sound for a concert. The Main Street Advisory Board is supporting this effort and is looking to co-host a concert with FMCA on March 12 to bring FMCA visitors downtown on a Wednesday evening.

### City Services Requested:

- Street Closure: 700 & 800 block of Carroll Street and Jernigan Street between Commerce & Main Street
- Public Works Support: Food Truck Friday stage on the lawn and power, trash cans, picnic tables on 800 block of Carroll Street, yellow jackets to cover extension cords

**This is a request from the Main Street Advisory Board as this concert would benefit downtown as it would bring out of town visitors that are here with FMCA and activate downtown on a Wednesday evening. It is understood that the city will not be paying for any requested/needed city services.**

**The request notes multiple road closures, possibly more than may be truly needed, but felt it would be easier to scale back than to ask for more later on if needed. If approved, will coordinate with departments.**

**Possible vendors to include downtown businesses to pop-up or bring in their food trucks (Orleans, BBQ Monsters, Main St Bar, Ghost Runner Pizza, etc.)**





Where Georgia comes together.

## STAFF REPORT

November 4, 2024

Revised December 2, 2024

**CASE NUMBER:** COA-0139-2024  
**APPLICANT:** WCH Development LLC  
**REQUEST:** Demolish existing building  
**LOCATION:** 1017 Northside Drive; Parcel No. 0P0020 021000

**APPLICANT'S REQUEST:** The applicant requests demolition of the existing building on the subject property. The property will be stabilized following demolition. The applicant will discuss condition of the building at the hearing. A concept plan for the redevelopment of this property and 1015 Northside Drive is included. Applicant will address timing of redevelopment at the meeting.

**STAFF COMMENTS:** The property consists of a brick, detached single-family residential building which was constructed circa 1912. Several additions have been made to the house over the years. The building does not appear to have historical significance. The property is zoned C-3, Central Business District, which allows a mix of commercial, service and residential uses, but not detached single-family residences. A certificate of appropriateness application must be filed and approved by the Board before permits for redevelopment of the property are issued.

**STAFF RECOMMENDATION:** Staff recommend approval of the application.

**APPLICABLE DESIGN GUIDELINES:** Introduction: Demolition. There is no specific guideline regarding demolition but the following statements: "The demolition of historic buildings diminishes the built environment and creates unnecessary waste. Demolition of a historic structure is only approved in very rare, specific, and narrowly defined circumstances, and no demolition occurs without approval of post-demolition plans. The aspects the commission [should take into] consideration include but are not limited to: age, integrity, significance, condition, alternatives, and overall effect."

### 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.









## STANDARDS & GUIDELINES

### *design guidelines*

Developed for the Main Street Advisory Board, the design guidelines within this booklet are based upon the visual character of Perry's downtown. The Board also considers the *Secretary of the Interior's Standards for Rehabilitation*, which present general guidelines for the rehabilitation of historic buildings.

### *rehabilitation*

Rehabilitation is a sensitive approach to historic design and materials during simple repairs and during alterations. Rehabilitation permits contemporary use while preserving those features of the building which are significant to its historic character. Such character-defining features are an integral part of each building and contribute to the visual character of the surrounding area.

### *new construction*

New construction can be compatible with historic properties and buildings through attention to design and materials. In addition, existing non-historic buildings can increase their compatibility by following similar design considerations during renovation projects. Sensitive design of new construction is imperative when planning either new buildings, additions to existing buildings, or renovating intrusive non-historic buildings.

### *special consideration*

Institutional properties, both public and private, are often the exception to the rule. While historic institutional properties should follow the same guides for rehabilitation, new institutional buildings may vary from the surrounding district in some respects to distinguish the property's civic importance. For example, a new government building may utilize a deeper setback than surrounding historic buildings while using a similar exterior material.

### *demolition*

The demolition of buildings diminishes the built environment and creates unnecessary waste. Demolition of a historic structure is only approved in very rare, specific, and narrowly defined circumstances, and no demolition occurs without approval of post-demolition plans. The aspects the commission consideration include but are not limited to: age, integrity, significance, condition, alternatives, and overall effect.

### *relocation*

Relocation falls into one of three categories: 1) removing a structure from the Downtown Development district, 2) moving a structure into the Downtown Development district, or 3) moving a structure to a different location within the district. Different criteria are applied to each. Proposed relocation out of the district constitutes a loss and therefore, demolition guidelines apply. New construction guidelines apply for proposed relocations into the district. For proposed relocations within the district, the following considerations apply: age, previous relocation, compatibility of the new site, significance, condition, alternatives, and overall effect.

# SUMMARY

## LOFT UNITS:

- L1 A(7) B(5) 12 total
- L2 A(6) B(6) 12
- L3 A(6) B(5) 11
- $\frac{19}{16} = 35$  TOTAL

## PARKING NEEDED LOFTS:

19 x 1 = 19 16 x 2 = 32 51 SPACES

PARKING TOTAL SHOWN 69 SPACES

18 SPACES AVAILABLE FOR RESTAURANT

GLENWOOD

N 69°14'53"E 101.59'

- L1 A(6) B(5) S(1) - 12 total
- L2 A(5) B(6) S(1) - 12
- L3 A(5) B(5) S(1) - 11
- A:16, B:16, S:3 - 35 total

- |    | L1  | L2  | L3  |
|----|-----|-----|-----|
| A1 | (1) | (1) | (3) |
| A2 | (2) | (2) | (2) |
| A3 | (1) | (1) | (1) |
| A4 | (1) | (1) | (1) |
| A5 | (1) | (1) | (1) |
| S1 | (1) | (1) | (1) |
| B1 | (1) | (1) | (1) |
| B2 | (1) | (1) | (1) |
| B3 | (1) | (1) | (1) |
| B4 | (1) | (1) | (1) |
| B5 | (1) | (1) | (1) |
| B6 | (1) | (1) | (1) |

12 12 11 35lot

## LEVEL 2

## LEVEL 3



NORTHSIDE LOFTS

10/30/24

TSK/JWS





1 PERSPECTIVE I  
SCALE: 1"

## NORTHSIDE LOFTS

Scale:  
11/20/2024

for: Owner  
by: TSW

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1 PERSPECTIVE 2  
2 SCALE;

NORTHSIDE LOFTS

Scale:  
11/20/2024

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by: TSW

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Application # COA 139-2024

## Application for Certificate of Appropriateness Main Street Advisory Board

Contact Community Development (478) 988-2720

\*Indicates Required Field

	Applicant	Property Owner
*Name	WCH Development LLC	
*Title	Owner	← SAME
*Address	717 Hwy 247 Unit 10 Kathleen GA	
*Phone	478-322-0023	
*Email	leeuw@pd-group	

\*Property Address 1017 Northside Drive Perry GA

Project:

New Building ☐ Addition ☐ Alteration ☐ Demolition ☒ Relocation ☐


\*Please describe the proposed modification:

Tear Down

### 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 	*Date 10-28-2021
*Property Owner/Authorized Agent	*Date

### 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 \$238.00 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: \$ 18,000.00





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## STAFF REPORT

December 2, 2024

**CASE NUMBER:** COA-0153-2024  
**APPLICANT:** WCH Development LLC  
**REQUEST:** Relocate building out of district  
**LOCATION:** 1015 Northside Drive; Parcel No. 0P0020 020000

**APPLICANT'S REQUEST:** The applicant requests relocation of the existing building from the subject property to a location outside the City of Perry. The property will be stabilized following relocation. A concept plan for the redevelopment of this property and 1017 Northside Drive is included. Applicant will address timing of redevelopment at the meeting.

**STAFF COMMENTS:** The property consists of a Craftsman style single-family residential structure constructed ca. 1914. The building retains many of its original character-defining elements – hipped dormer, diamond-topped 6/1 front windows,  $\frac{3}{4}$  glazed door with diamond-patterned transom, square columns resting on brick piers, exposed rafter ends, double chimney shafts. The building appears to meet qualifications for designation as an historic structure. The property is zoned C-3, Central Business District, which does not allow detached single-family residential units. A certificate of appropriateness application must be filed and approved by the Board before permits for redevelopment of the property are issued.

**STAFF RECOMMENDATION:** Staff recommend approval of the application.

**APPLICABLE DESIGN GUIDELINES:** Introduction: Relocation. Relocation outside of the downtown development overlay district constitutes a loss and therefore, demolition guidelines apply. There is no specific guideline regarding demolition but the following statements: "The demolition of historic buildings diminishes the built environment and creates unnecessary waste. Demolition of a historic structure is only approved in very rare, specific, and narrowly defined circumstances, and no demolition occurs without approval of post-demolition plans. The aspects the commission [should take into] consideration include but are not limited to: age, integrity, significance, condition, alternatives, and overall effect."

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18 SPACES AVAILABLE FOR RESTAURANT

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- A:16, B:16, S:3 - 35 total

- L1 L2 L3
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- A2 (2) (2) (2):6
- A3 (1) (1) (1):3
- A4 (1) (1) (1):3
- A5 (1) (1) (1):3
- S1 (1) (1) (1):3
- B1 (1) (1) (1):3
- B2 (1) (1) (1):3
- B3 (1) (1) (1):3
- B4 (1) (1) (1):3
- B5 (1) (1) (1):3
- B6 (1) (1) (1):3

12 12 11 35lot



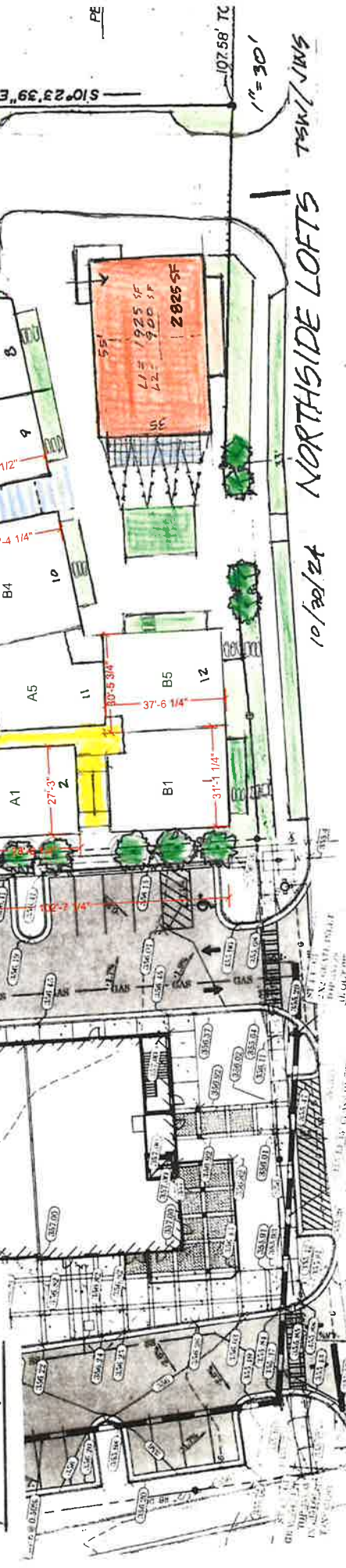
LEVEL 2

COVERED ROOF TERRACE FOR LOFT TENANTS

PROPOSED TWO-STORY BUILDING FOR RESTAURANT



LEVEL 3



NORTHSIDE LOFTS

10/30/24

TSN/JWS





1 PERSPECTIVE I

SCALE:

NORTHSIDE LOFTS

Scale:  
11/20/2024

for: Owner  
by: TSW

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1 PERSPECTIVE 2  
2 SCALE:

NORTHSIDE LOFTS

Scale:  
11/20/2024

for: Owner  
by: TSW

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Application # COA 153-2024

## Application for Certificate of Appropriateness Main Street Advisory Board

Contact Community Development (478) 988-2720

\*Indicates Required Field

	Applicant	Property Owner
*Name	NCH development	NCH development
*Title	Dorian Windgate	Dorian Windgate
*Address	817 6th HWY 2475. KATHLEEN, GA 31047	9015 Northside Dr. Perry, GA
*Phone	478-322-0028	478-322-0028
*Email	invoices@pd.group	invoices@pd.group

\*Property Address ~~1015~~ Northside Dr. Perry, GA

Project: 1015  
New Building \_\_\_\_\_ Addition \_\_\_\_\_ Alteration \_\_\_\_\_ Demolition \_\_\_\_\_ Relocation ☒

\*Please describe the proposed modification:

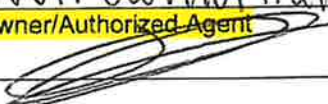
taking the existing structure to accommodate  
for new development and move to 194 Gilbert Rd.

### 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	WCH development Wood	*Date	11.21.24
*Property Owner/Authorized Agent		*Date	11.21.24

**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 \$238.00 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:

\$1200,000.00





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## STAFF REPORT

December 2, 2024

**CASE NUMBER:** COA-0151-2024  
**APPLICANT:** Mike Klug for Perry Methodist Church  
**REQUEST:** Replace roof material  
**LOCATION:** 1005 Carroll Street; Parcel No. 0P0020 007000

**APPLICANT'S REQUEST:** The applicant requests replacing the slate roofing material with architectural asphalt shingles with weathered wood coloring, matching the roof of the adjacent building on the campus. The flat-roofed portion of the building will also be replaced but will not be visible from a public way. The applicant indicates the roof leaks and patch repairs over the last two years have not helped.

**STAFF COMMENTS:** The building was constructed ca. 1960 as Perry U.S. Post Office using an institutionalized Colonial Revival style. The slate shingles on the side-gabled roof appear to be original. Character defining elements include the building form, symmetrical façade arrangement, brick quoins on the corners, entry door surround, cupola, and possibly the slate roof. The original windows and doors have been replaced.

The design guideline for rehabilitation of roofs on commercial buildings states "The primary goal is to maintain the original form of the building, especially as seen from the public view. Actions to achieve this goal:

- 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."

While the existing slate roof is original to the building, Staff cannot strongly argue that it is a character defining element on this particular building. Costs associated with repair/replacement with slate and the lack of qualified professionals in this area should also be considered.

Below are excerpts from an article by "The Spruce" regarding slate roofing:

### Pros

- Aesthetic appeal
- Natural product
- Extremely long-lasting
- Fire-resistant
- Insect proof
- Recyclable
- Environmentally friendly

### Cons

- High cost
- Brittle
- Heavy
- Special installation
- Few slate roof pros
- Slippery to walk on
- Poor for warm areas

## Maintenance and Repair

While slate is very hard, it is also brittle, meaning it can crack upon sharp impact. Falling tree limbs that may only dent composite shingles will crack slate shingles.

Qualified professionals are best suited to handle slate roof repairs. Slate is difficult to walk on because it can be damaged and it's slippery so there's a risk of falling. A support system is necessary when working on a slate roof.

In addition, slate roof repairs are difficult because the material has so many variations. It can be difficult to source and blend matching replacements for this natural product.

**STAFF RECOMMENDATION:** Staff recommend approval of the application.

**APPLICABLE DESIGN GUIDELINES:** Rehabilitation – Roofs: Shape & Features

### 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.





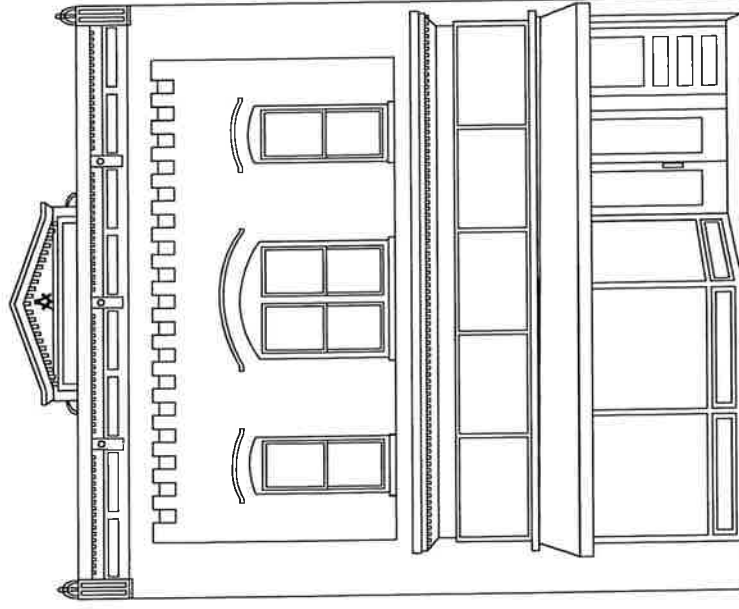
# 24 REHABILITATION SHAPE & ROOFS FEATURES

## 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. 96

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

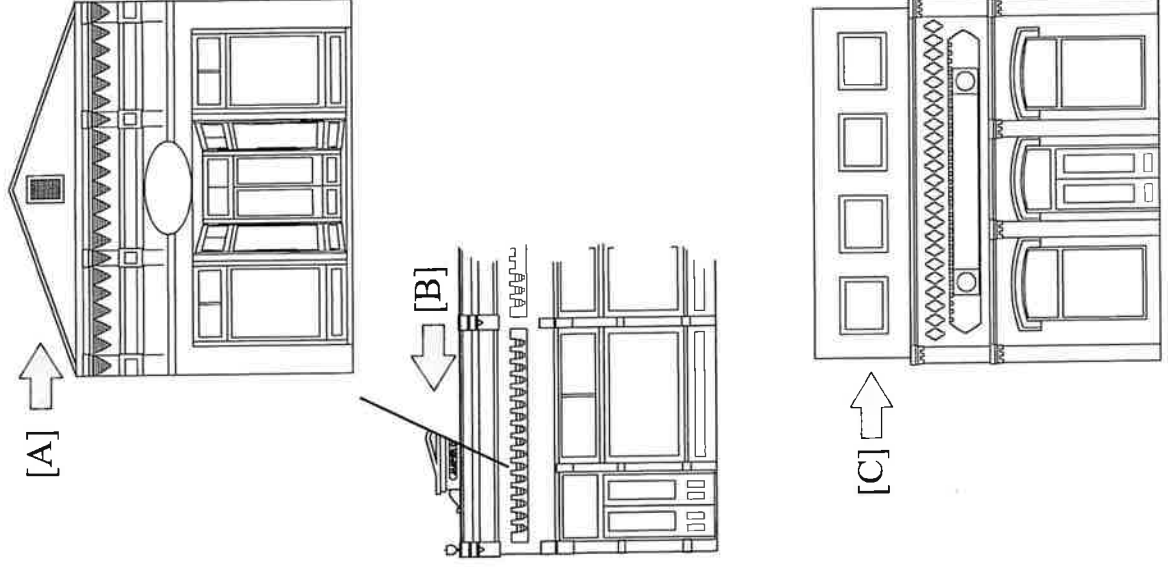
- \* Changing the pitch or shape of a roof.
- \* Reroofing a roof with a material which is different than the existing material.
- \* Removing or adding chimneys.
- \* Stuccoing brick chimneys.
- \* Repointing parapets or chimneys.

### ***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]*







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Application # COA 0151-2024

## Application for Certificate of Appropriateness Main Street Advisory Board

Contact Community Development (478) 988-2720

\*Indicates Required Field

	Applicant	Property Owner
*Name	MIKE KLUG	PERRY METHODIST CHURCH
*Title	Facility Superintendent	
*Address	1001 Carroll ST	1002 Carroll ST
*Phone	478-335-2141	478-987-1852
*Email	MIKE@PERRYMETHODIST.COM	CHURCH@PERRYMETHODIST.COM

\*Property Address 1005 Carroll ST

Project:

New Building \_\_\_\_\_ Addition \_\_\_\_\_ Alteration X Demolition \_\_\_\_\_ Relocation \_\_\_\_\_

\*Please describe the proposed modification:



Replace existing slate roof with new architectural shingles. New shingles to match existing roof on adjacent church office building. Repair/replace existing flat roof on North side of building with new TPO membrane. Flat roof covering not visible from ground level

### 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:
  - NA Site plan depicting building(s) footprint, parking, landscaping, and other site improvements,
  - NA 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,
  - NA Detailed drawing(s) or sketch(s) depicting size, location, and colors of signage,
  - NA Sample(s) for all proposed wall and trim paint colors,
  - NA Sample(s) or photo(s) of proposed awning/canopy materials and color,
  - NA 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,
  - NA 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	11/20/24
*Property Owner/Authorized Agent		*Date	11/20/24

**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**

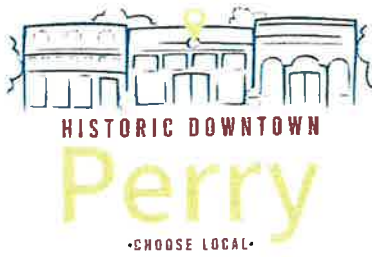
There is no fee for review of a Certificate of Appropriateness (COA) application. However, a fee of \$226.00 will be charged for work started without an approved Certificate of Appropriateness.

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: \$37,500



## Perry Main Street Advisory Board

### Downtown Development District Façade Grant Program Payment Request

Date: 11/12/24 (Please, print your information and use blue or black ink.)

Name of Applicant: Lynn Davis

Name of Business: Sole Shoe Company

Business Physical Address: 1023 Ball Street, Perry 31069

Applicant's Mailing Address: 1023 Ball Street Perry 31069

Phone Number(s): 478-230-8891

Email Address: soleshoecompany@gmail.com

Web Address: N/A

Project Start Date: 9/1 Project Completion Date: 9/15

Completed Project Total Cost: \$ 1600.00

Grant Amount Payment Requested: \$ 500.00

Attach photos of completed work (required).

A completed W-9 for you/your business is required with the application; payment cannot be issued without the W-9.

As a condition of receipt of the grant funds, I agree to maintain the grant-funded project improvements and the Perry Main Street Advisory Board's investment.

Name of Applicant: Lynn Davis

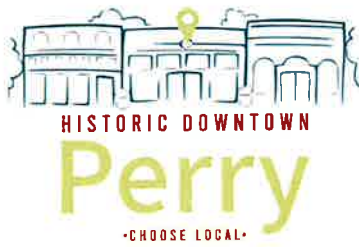
Signature of Applicant: Lynn P Davis



SOLE







**Perry Main Street Advisory Board**  
**Downtown Development District Façade Grant Program Payment Request**

Date: 11/18/2024 (Please, print your information and use blue or black ink.)

Name of Applicant: S Phillips Jones

Name of Business: 1139 Macon Rd LLC (Spa Medical)

Business Physical Address: 1139 Macon Rd, Perry GA 31069

Applicant's Mailing Address: 556 3rd St, Suite A, Macon GA 31201

Phone Number(s): 478-719-5689

Email Address: phillips@spamedical.com

Web Address: www.spamedical.com

Project Start Date: 10/01/2024 Project Completion Date: 11/15/2024

Completed Project Total Cost: \$ 7,000.00

Grant Amount Payment Requested: \$ 1,000.00

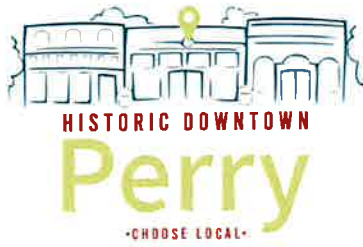
**Attach photos of completed work (required).**

**A completed W-9 for you/your business is required with the application; payment cannot be issued without the W-9.**

As a condition of receipt of the grant funds, I agree to maintain the grant-funded project improvements and the Perry Main Street Advisory Board's investment.

Name of Applicant: S Phillips Jones

Signature of Applicant: 



**For Office Use Only:**

Certificate of Appropriateness (COA) Received: \_\_\_\_\_

Letter from Property Owner Authorizing Improvements, If Required, Received \_\_\_\_\_

W-9 Received \_\_\_\_\_

Main Street Advisory Board Review Date: \_\_\_\_\_

Board Notification Date: \_\_\_\_\_

Facade Grant Application Action:

Approved \_\_\_\_\_ Declined \_\_\_\_\_ Grant Award Amount: \$ \_\_\_\_\_

Additional Comments:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Date Applicant Notified: \_\_\_\_\_



Main Street Advisory Board  
Minutes - November 7, 2024

1. Call to Order: Chairman Cossart called the meeting to order at 4:00pm.

- a. Decorum Guidelines – Chairman Cossart referred to the guidelines as provided.

Roll: Chairman Cossart; Directors Anderson-Cook, Lay, Moore, Presswood, Jones and Walker were present.

Staff: Alicia Hartley – Downtown Manager, Bryan Wood – Community Development Director, Emily Carson – Community Planner, Holly Wharton – Economic Development Director, Tabitha Clark – Communications Director, and Christine Sewell – Recording Clerk.

Guests: Sheree & Jim Nadeau, Gary McDuffie, Terre Walker, Val Sanders, Jim Taylor

2. Guests/Speakers

- a. Tabitha Clark – Holiday Trolley Tours – December 18, 19, 20 from 7:00pm – 8:30pm

Ms. Clark advised as part of the City's 200<sup>th</sup> birthday celebration they had partnered with the Historical Society who initially were to host a holiday tram tour, however, circumstances have changed and the City will handle and the request is for a date, which is being proposed for December 18<sup>th</sup> and volunteers. Director Jones felt the date was too close to Christmas and suggested December 12<sup>th</sup> during the shop late date. Ms. Clark advised small gift bags will be given and suggested a nominal fee; Chairman Cossart suggested \$5. The board agreed to participate on December 12<sup>th</sup> with a fee of \$5. Ms. Clark will provide additional details in the next week to staff.

Ms. Terre Walker representing UPP (Uptown Perry Partnership) advised with the newly established Perry Arts Council their organization was taking over upkeep of the bike sculpture on Ball & Main Street that the Historical Society had originally maintained. Ms. Walker is requesting \$260 for the expenditure on new decals and provided a design for fall, and another for Christmas not yet done. Director Jones requested moving forward he would be glad to assist in the designs to incorporate the branding; Director Moore asked if they would be changed out for the seasons; Ms. Walker advised they would be, and the farmer's market side would remain. Director Presswood motioned to approve the expenditure of \$260; Director Moore seconded; all in favor and was unanimously approved.

3. Citizens with Input – None

4. Old Business – None

5. New Business

- a. Certificate of Appropriateness Review – 1201 Main Street

Ms. Carson advised, the applicant proposes a 56.44 sq ft channel letter wall sign along their store front. The sign requires a COA because it is internally illuminated which is inconsistent with the sign ordinance. The City's sign standards were revised and adopted in August of last year. Wall, canopy, projecting and under canopy signs in the C-3,

Central Business District, and the Downtown Development Overlay District are no longer allowed to be internally illuminated. The Design Guidelines for the Downtown Development Overlay District state that using internally lit plastic signs is a common mistake. Ms. Carson advised permit was reviewed and approved by error of staff under the C-2 zoning, which allows it to be internally lit. The sign has already been installed and is operational and it does not appear that external illumination of the sign would cause a hazard to the building façade and other than the internal illumination, the sign complies with the City's sign standards. Ms. Carson is recommending denial as presented as it does not meet the standards of the Land Management Ordinance or the Downtown Development Overlay District.

Director Jones noted the applicant was advised they could have the sign and understands the permit was approved in error but is concerned if a precedent would be set if approved. Ms. Hartley advised at the pre-application meeting the applicant was aware this was not allowed. Mrs. Sheree Nadeau, the applicant, confirmed they were told this would not be allowed and intended to have the sign installed without the lighting and even questioned Best Signs when they provided an approved permit, and were again told it was permitted. Ms. Nadeau noted they have no street signage, and their suite sits behind the lighted gas canopy signs on the property. Chairman Cossart asked staff why the board was receiving when the issue was internal due to a staff error. Mr. Wood advised because of the COA process.

Director Jones motioned to allow due to an internal city staff error when permitted; Director Presswood seconded; all in favor and was unanimously recommended for approval.

b. Certificate of Appropriateness Review – 1107 Meeting Street

Mr. Wood advised the applicant requests demolition of the existing building on the property with the site being stabilized following demolition. The applicant anticipates submitting a redevelopment plan in approximately one year for the Board's consideration. Mr. Wood noted the property consists of a brick, detached single-family residential building which was constructed circa 1949. Several additions have been made to the house over the years and the building does not appear to have any historical significance. The property is zoned C-3, Central Business District, which allows a mix of commercial, service and residential uses, but not detached single-family residences. A certificate of appropriateness application must be filed and approved by the Board before permits for redevelopment of the property are issued. Staff recommends approval of the application.

Director Jones motioned to recommend approval of the application as submitted; Director Lay seconded; all in favor and was unanimously recommended for approval.

c. Certificate of Appropriateness Review – 1017 Northside Drive

Mr. Wood advised the applicant requests demolition of the existing building on the property with the site being stabilized following demolition. The applicant anticipates submitting a redevelopment plan in approximately one year for the Board's consideration. Mr. Wood noted, the property consists of a brick, detached single-family residential building which was constructed circa 1912. Several additions have been made to the house over the years. The building does not appear to have historical significance.



The property is zoned C-3, Central Business District, which allows a mix of commercial, service and residential uses, but not detached single-family residences. A certificate of appropriateness application must be filed and approved by the Board before permits for redevelopment of the property are issued. Staff recommend approval of the application.

The board voiced concern with the demolition and no future plan provided and was the applicant interested in possibly relocating the structure. Mr. Wood advised plans are not finalized, but the applicant may have a conceptual plan and with regard to relocating the structure perhaps the original dwelling could be. Director Moore motioned to table the application until further information was provided; Director Walker seconded; all in favor and application was tabled.

d. Certificate of Appropriateness Review – 1009 Northside Drive

Ms. Carson advised the applicant proposes two, 46.88 sq ft individual letter signs along the side and front walls of the mixed-use development. The sign requires a COA because they are internally illuminated which is inconsistent with the sign ordinance. The City's sign standards were revised and adopted in August of last year. Wall, canopy, projecting and under canopy signs in the C-3, Central Business District, and the Downtown Development Overlay District are no longer allowed to be internally illuminated. The Design Guidelines for the Downtown Development Overlay District state that using internally lit plastic signs is a common mistake. Ms. Carson advised the signs have already been installed but are not yet operational and it does not appear that external illumination of the sign would cause a hazard to the building façade and other than the internal illumination, the sign complies with the City's sign standards. Ms. Carson further noted, sign specifications for individual tenants were approved with the COA for the building in 2023 (COA-0033-2023). Staff is recommending denial as presented as the sign does not meet the standards of the Land Management Ordinance or the Design Guidelines for the Downtown Development Overlay District. Mr. Wood advised the owner relayed the signs were shown on the building plans, but he was advised they were not approved in that process, as all signs are permitted separately.

Director Presswood motioned to recommend denial of the application as submitted; Director Moore seconded; all in favor and was unanimously recommended for denial.

e. Façade Grant Reimbursement – 1214 Washington Street

Ms. Hartley stated the request was for the approval of \$2000 for the completed renovation. Director Jones motioned to approve reimbursement in the amount of \$2000.00; Director Presswood seconded; all in favor and was unanimously approved.

f. Design Committee Discussion

Ms. Hartley advised the committee may be reestablished and would tentatively meet when needed or on a quarterly basis with the focus and goal to be the design aspect for the downtown. The board concurred to move forward with reestablishing; Ms. Hartley will provide more information at an upcoming meeting.

g. Approve October 3, 2024 minutes



Director Lay motioned to approve as submitted; Director Anderson-Cook seconded; all in favor and unanimously approved.

h. Approve September 2024 financials

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

6. Chairman Items – None

7. Downtown Manager's Report

a. Downtown Projects update

8. Promotion Committee Report

Ms. Hartley advised December 5<sup>th</sup> for the annual assessment review meeting. Macon Road and Commerce Street realignment six to nine months out. Asked board to think about ideas to attract young people to downtown. Management has asked for input on activating Welcome Park. Placemaking update – nature looms in progress and will be working on painting the alleyway doors on the 800 block of Carroll Street. FMCA (Family Motor Coach Association) is back in March 2025 and they would like to work with the board to co-host a downtown concert; they (FMCA) already have a band booked and paid for. December 14<sup>th</sup> on time craft pop-up market. Ms. Hartley asked should downtown businesses who wish to participate in the market be charged the vendor fee; the board concurred they should be. Thomaston will be visiting November 15<sup>th</sup>. Ms. Hartley provided a recap of the fall events and upcoming events. Director Jones on behalf of the Promotions Committee requested a \$250 gift card for the December 12<sup>th</sup> shopping night event; Director Walker motioned to approve the request for a \$250 gift card; Director Presswood seconded; all in favor and was unanimously approved.

9. Adjourn: there being no further business to come before the board the meeting was adjourned at 4:56pm.

**Main Street Advisory Board Restricted Fund**  
**GL Account 100.00000.13.4208**

**July 1, 2024 Beginning Balance**

**65,769.15**

<b>Deposits:</b>	<b>100.37.1024</b>	<b>Current</b>	<b>YTD</b>	<b>Cumulative</b>
July			5,575.00	
August			790.00	
September			950.00	
October			7,425.00	
November				
December				
January				
February				
March				
April				
May				
June				
<b>Total Deposits:</b>		<b>0.00</b>	<b>14,740.00</b>	<b>80,509.15</b>

*Holland*  
*M. W.*

<b>Expenditures:</b>	<b>100.75510</b>			
July			(1,390.00)	
August			(3,638.26)	
September			(1,460.99)	
October			(10,303.06)	
November				
December				
January				
February				
March				
April				
May				
June				
<b>Total Expenditures:</b>		<b>0.00</b>	<b>(16,792.31)</b>	<b>63,716.84</b>

**Reserve Balance at 10/31/2024**

**63,716.84**

**63,716.84**

Current Reserve:	63,716.84
Less Prior Month Reserve	66,594.90
Current Month Reserve Adjustment	<u>(2,878.06)</u>

## Budget Report

For Fiscal: 2024-2025 Period Ending: 10/31/2024

		Original	Current	Period	Fiscal	Variance	Percent
		Total Budget	Total Budget	Activity	Activity	Favorable (Unfavorable)	Remaining
<a href="#">100-00000.349903</a>	MISC SERVICES & CHARGES	2,300.00	2,300.00	0.00	66.13	-2,233.87	97.12 %
<a href="#">100-00000.349904</a>	CRIMINAL HISTORY CHECKS	42,600.00	42,600.00	6,593.40	21,161.90	-21,438.10	50.32 %
<a href="#">100-00000.349910</a>	CURB CUT/DRIVEWAY PIPE	0.00	0.00	67.00	134.00	134.00	0.00 %
CostCenter: 00000 - NON-DEPARTMENTAL Total:		6,134,200.00	6,134,200.00	470,856.04	1,950,600.21	-4,183,599.79	68.20%
RevCategory: 34 - Charges for Services Total:		6,134,200.00	6,134,200.00	470,856.04	1,950,600.21	-4,183,599.79	68.20%
RevCategory: 35 - Fines and Forfeitures							
CostCenter: 00000 - NON-DEPARTMENTAL							
<a href="#">100-00000.351170</a>	COURT AND PARKING FINES	632,400.00	632,400.00	66,256.14	205,121.72	-427,278.28	67.56 %
<a href="#">100-00000.351171</a>	COUNTY JAIL SURCHARGE	41,300.00	41,300.00	0.00	8,045.04	-33,254.96	80.52 %
CostCenter: 00000 - NON-DEPARTMENTAL Total:		673,700.00	673,700.00	66,256.14	213,166.76	-460,533.24	68.36%
RevCategory: 35 - Fines and Forfeitures Total:		673,700.00	673,700.00	66,256.14	213,166.76	-460,533.24	68.36%
RevCategory: 36 - Investment Income							
CostCenter: 00000 - NON-DEPARTMENTAL							
<a href="#">100-00000.361000</a>	INTEREST	100,000.00	100,000.00	0.00	48,095.44	-51,904.56	51.90 %
CostCenter: 00000 - NON-DEPARTMENTAL Total:		100,000.00	100,000.00	0.00	48,095.44	-51,904.56	51.90%
RevCategory: 36 - Investment Income Total:		100,000.00	100,000.00	0.00	48,095.44	-51,904.56	51.90%
RevCategory: 37 - Contributions and Donations							
CostCenter: 00000 - NON-DEPARTMENTAL							
<a href="#">100-00000.371001</a>	RECREATION DEPT DONATIONS	0.00	0.00	0.00	66.25	66.25	0.00 %
<a href="#">100-00000.371007</a>	NEW PERRY ANIMAL SHELTER BLD	0.00	0.00	30.00	120.00	120.00	0.00 %
<a href="#">100-00000.371024</a>	MAIN STREET ADVISORY DONATIO	0.00	0.00	7,425.00	14,740.00	14,740.00	0.00 %
<a href="#">100-00000.371037</a>	INTERNATIONAL FESTIVAL DONAT	0.00	0.00	0.00	500.00	500.00	0.00 %
<a href="#">100-00000.371039</a>	FARMERS MKT INCOME	2,500.00	2,500.00	540.00	1,795.00	-705.00	28.20 %
<a href="#">100-00000.371100</a>	CONTRIBUTIONS FOR CAPITAL PRO	0.00	0.00	271,272.75	271,272.75	271,272.75	0.00 %
<a href="#">100-00000.371202</a>	INDEPENDENCE DAY SPONSORSHIP	0.00	0.00	0.00	5,000.00	5,000.00	0.00 %
<a href="#">100-00000.371205</a>	TECH & ENTREPRENEUR BOARD	0.00	0.00	0.00	1,792.26	1,792.26	0.00 %
CostCenter: 00000 - NON-DEPARTMENTAL Total:		2,500.00	2,500.00	279,267.75	295,286.26	292,786.26	11,711.45%
RevCategory: 37 - Contributions and Donations Total:		2,500.00	2,500.00	279,267.75	295,286.26	292,786.26	11,711.45%
RevCategory: 38 - Miscellaneous							
CostCenter: 00000 - NON-DEPARTMENTAL							
<a href="#">100-00000.381000</a>	PERRY EVENTS CENTER RENTAL	73,400.00	73,400.00	1,194.00	23,363.00	-50,037.00	68.17 %
<a href="#">100-00000.381001</a>	CELL ANTENNA RENTAL FEE	37,100.00	37,100.00	0.00	0.00	-37,100.00	100.00 %
<a href="#">100-00000.381003</a>	BILLBOARD RENTAL INCOME	0.00	0.00	0.00	4,200.00	4,200.00	0.00 %
<a href="#">100-00000.389000</a>	OTHER REVENUES	0.00	0.00	315.00	5,245.00	5,245.00	0.00 %
<a href="#">100-00000.389001</a>	PD COPIES/REPORTS	0.00	0.00	97.25	511.03	511.03	0.00 %
<a href="#">100-00000.389010</a>	P-CARD REBATE	4,000.00	4,000.00	2,141.51	4,237.03	237.03	105.93 %
<a href="#">100-00000.389012</a>	WEX TAX/BILL ADJUSTMENT	0.00	0.00	257.24	502.79	502.79	0.00 %
<a href="#">100-00000.389013</a>	MGAG PERFORMANCE ADJUST	210,900.00	210,900.00	0.00	0.00	-210,900.00	100.00 %
<a href="#">100-00000.389022</a>	SR CTR UTILITIES REVENUE	4,300.00	4,300.00	546.56	2,261.00	-2,039.00	47.42 %
<a href="#">100-00000.389026</a>	TAX SALE EXCESS FUNDS	0.00	0.00	0.00	-3,202.31	-3,202.31	0.00 %
<a href="#">100-00000.389028</a>	SCHOOL CROSSING GUARD	53,200.00	53,200.00	3,315.23	5,739.27	-47,460.73	89.21 %
<a href="#">100-00000.389029</a>	SWAG ITEMS	0.00	0.00	20.00	20.00	20.00	0.00 %
<a href="#">100-00000.389030</a>	PACVB - OPERATING REIMB	500,300.00	500,300.00	0.00	54,523.00	-445,777.00	89.10 %
CostCenter: 00000 - NON-DEPARTMENTAL Total:		883,200.00	883,200.00	7,886.79	97,399.81	-785,800.19	88.97%
RevCategory: 38 - Miscellaneous Total:		883,200.00	883,200.00	7,886.79	97,399.81	-785,800.19	88.97%
RevCategory: 39 - Other Financing Sources							
CostCenter: 00000 - NON-DEPARTMENTAL							
<a href="#">100-00000.391112</a>	TRANS IN STORMWATER/PPFA DS	84,700.00	84,700.00	0.00	0.00	-84,700.00	100.00 %
<a href="#">100-00000.391117</a>	TRANSFER IN - PPFA	0.00	0.00	0.00	329.23	329.23	0.00 %
<a href="#">100-00000.391120</a>	TRANSFER IN WATER/SEWER	0.00	0.00	401,800.00	401,800.00	401,800.00	0.00 %
<a href="#">100-00000.391121</a>	TRANS IN WATER/PPFA DEBT SER	401,200.00	401,200.00	0.00	0.00	-401,200.00	100.00 %
<a href="#">100-00000.391142</a>	TRANS IN GAS/PPFA DEBT SER	62,600.00	62,600.00	0.00	0.00	-62,600.00	100.00 %
<a href="#">100-00000.392100</a>	SALE OF ASSET	0.00	0.00	0.00	1,026,247.54	1,026,247.54	0.00 %



**Budget Report**

**For Fiscal: 2024-2025 Period Ending: 10/31/2024**

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<a href="#">100-75420.531600</a>	INVENTORY EQUIPMENT	1,000.00	1,000.00	0.00	1,751.33	-751.33	-75.13 %
<b>CostCenter: 75420 - ADMINISTRATION Total:</b>		<b>265,500.00</b>	<b>265,500.00</b>	<b>14,204.80</b>	<b>62,340.13</b>	<b>203,159.87</b>	<b>76.52%</b>
<b>CostCenter: 75430 - WELCOME CENTER</b>							
<a href="#">100-75430.511100</a>	REGULAR EMPLOYEES	52,800.00	52,800.00	8,603.86	31,495.82	21,304.18	40.35 %
<a href="#">100-75430.511210</a>	PARTTIME WAGES	4,000.00	4,000.00	0.00	0.00	4,000.00	100.00 %
<a href="#">100-75430.511300</a>	OVERTIME	1,000.00	1,000.00	72.82	865.94	134.06	13.41 %
<a href="#">100-75430.512100</a>	EMPLOYEE LIFE INSURANCE	800.00	800.00	0.00	0.00	800.00	100.00 %
<a href="#">100-75430.512120</a>	EMPLOYEE HEALTH INSURANCE	17,900.00	17,900.00	1,492.00	5,968.00	11,932.00	66.66 %
<a href="#">100-75430.512130</a>	EMPLOYEE DENTAL INSURANCE	500.00	500.00	0.00	0.00	500.00	100.00 %
<a href="#">100-75430.512200</a>	FICA	4,400.00	4,400.00	646.67	2,411.55	1,988.45	45.19 %
<a href="#">100-75430.512401</a>	RETIREMENT CONTRIBUT- ICMA	2,400.00	2,400.00	433.84	1,618.10	781.90	32.58 %
<a href="#">100-75430.512700</a>	WORKER'S COMPENSATION	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
<a href="#">100-75430.521300</a>	TECHNICAL SERVICES	300.00	300.00	0.00	0.00	300.00	100.00 %
<a href="#">100-75430.521310</a>	INTERNET	200.00	200.00	0.00	0.00	200.00	100.00 %
<a href="#">100-75430.522130</a>	CUSTODIAL SERVICES	2,000.00	2,000.00	0.00	0.00	2,000.00	100.00 %
<a href="#">100-75430.522210</a>	REPAIRS & MAINTENANCE-MNR	300.00	300.00	0.00	0.00	300.00	100.00 %
<a href="#">100-75430.523220</a>	TELEPHONE	1,000.00	1,000.00	148.36	445.08	554.92	55.49 %
<a href="#">100-75430.523500</a>	TRAVEL	0.00	0.00	210.97	483.67	-483.67	0.00 %
<a href="#">100-75430.523702</a>	VOLUNTARY TRAINING	0.00	0.00	238.82	238.82	-238.82	0.00 %
<a href="#">100-75430.523930</a>	MEETINGS	0.00	0.00	0.00	30.00	-30.00	0.00 %
<a href="#">100-75430.531100</a>	OPERATING SUPPLIES	1,000.00	1,000.00	1,444.16	1,695.54	-695.54	-69.55 %
<a href="#">100-75430.531600</a>	INVENTORY EQUIPMENT	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
<b>CostCenter: 75430 - WELCOME CENTER Total:</b>		<b>90,600.00</b>	<b>90,600.00</b>	<b>13,291.50</b>	<b>45,252.52</b>	<b>45,347.48</b>	<b>50.05%</b>
<b>CostCenter: 75440 - MARKETING EDUCATION</b>							
<a href="#">100-75440.523704</a>	MARKETING EDUCATION	4,000.00	4,000.00	80.00	4,442.85	-442.85	-11.07 %
<b>CostCenter: 75440 - MARKETING EDUCATION Total:</b>		<b>4,000.00</b>	<b>4,000.00</b>	<b>80.00</b>	<b>4,442.85</b>	<b>-442.85</b>	<b>-11.07%</b>
<b>CostCenter: 75450 - GA NATIONAL FAIRGROUND</b>							
<a href="#">100-75450.523302</a>	EVENT PROMOTION	40,000.00	40,000.00	31.59	31.59	39,968.41	99.92 %
<b>CostCenter: 75450 - GA NATIONAL FAIRGROUND Total:</b>		<b>40,000.00</b>	<b>40,000.00</b>	<b>31.59</b>	<b>31.59</b>	<b>39,968.41</b>	<b>99.92%</b>
<b>CostCenter: 75460 - TOURISM PROMOTION</b>							
<a href="#">100-75460.521200</a>	PROFESSIONAL SERVICES	5,000.00	5,000.00	0.00	0.00	5,000.00	100.00 %
<a href="#">100-75460.521300</a>	TECHNICAL SERVICES	25,000.00	25,000.00	0.00	26,250.00	-1,250.00	-5.00 %
<a href="#">100-75460.523300</a>	ADVERTISING	40,000.00	40,000.00	767.69	7,723.44	32,276.56	80.69 %
<a href="#">100-75460.523302</a>	EVENT PROMOTION	7,000.00	7,000.00	37.20	37.20	6,962.80	99.47 %
<a href="#">100-75460.523930</a>	TRADE SHOWS	10,000.00	10,000.00	0.00	0.00	10,000.00	100.00 %
<a href="#">100-75460.531104</a>	PROMOTIONAL/SWAG ITEM	10,000.00	10,000.00	381.99	2,146.31	7,853.69	78.54 %
<b>CostCenter: 75460 - TOURISM PROMOTION Total:</b>		<b>97,000.00</b>	<b>97,000.00</b>	<b>1,186.88</b>	<b>36,156.95</b>	<b>60,843.05</b>	<b>62.72%</b>
<b>CostCenter: 75500 - DOWNTOWN DEV AUTHORITY</b>							
<a href="#">100-75500.527000</a>	APPROPRIATIONS	6,200.00	6,200.00	517.00	2,068.00	4,132.00	66.65 %
<b>CostCenter: 75500 - DOWNTOWN DEV AUTHORITY Total:</b>		<b>6,200.00</b>	<b>6,200.00</b>	<b>517.00</b>	<b>2,068.00</b>	<b>4,132.00</b>	<b>66.65%</b>
<b>CostCenter: 75510 - MAIN ST ADVISORY BD REST</b>							
<a href="#">100-75510.521312</a>	ARTIST FEES	0.00	0.00	1,700.00	2,600.00	-2,600.00	0.00 %
<a href="#">100-75510.522300</a>	RENTALS	0.00	0.00	214.00	1,286.00	-1,286.00	0.00 %
<a href="#">100-75510.523850</a>	CONTRACT LABOR	0.00	0.00	250.00	500.00	-500.00	0.00 %
<a href="#">100-75510.523851</a>	SECURITY SERVICES	0.00	0.00	620.00	910.00	-910.00	0.00 %
<a href="#">100-75510.531100</a>	OPERATING SUPPLIES	0.00	0.00	6,852.81	9,446.56	-9,446.56	0.00 %
<a href="#">100-75510.531600</a>	AWARDS	0.00	0.00	666.25	2,049.75	-2,049.75	0.00 %
<b>CostCenter: 75510 - MAIN ST ADVISORY BD REST Total:</b>		<b>0.00</b>	<b>0.00</b>	<b>10,303.06</b>	<b>16,792.31</b>	<b>-16,792.31</b>	<b>0.00%</b>
<b>CostCenter: 75511 - MAIN ST ADVISORY BD-CITY</b>							
<a href="#">100-75511.523701</a>	MANDATORY TRAINING	300.00	300.00	0.00	0.00	300.00	100.00 %
<a href="#">100-75511.523702</a>	VOLUNTARY TRAINING	300.00	300.00	224.12	224.12	75.88	25.29 %
<a href="#">100-75511.573001</a>	FACADE GRANT	8,000.00	8,000.00	0.00	0.00	8,000.00	100.00 %
<b>CostCenter: 75511 - MAIN ST ADVISORY BD-CITY Total:</b>		<b>8,600.00</b>	<b>8,600.00</b>	<b>224.12</b>	<b>224.12</b>	<b>8,375.88</b>	<b>97.39%</b>

## **EXHIBIT A - SERVICES AND COMPENSATION**

1. Scope of Work: GMA will provide facilitation services for the City of **INSERT NAME** Board Retreat scheduled for **INSERT DATE**. As part of the retreat, GMA will:
  - Provide 1-2 staff members to serve as the retreat facilitator.
  - Conduct a virtual pre-planning meeting(s) with the Director to obtain information on topics for the retreat and develop an agenda.
  - Develop a survey to collect information from the board, downtown businesses, community, elected officials and/or combination.
  - Provide the Director with a written summary report within 30 days after the Retreat.
2. Objectives: GMA staff will work with the Director to prepare the agenda, guide the Board on the topics of discussion, and identify action items, including responsible individual(s) and timeframe.
3. Program Location & Set-Up: The Retreat will take place at a mutually agreed upon location. To best accommodate the interactive learning environment, the room will be arranged with tables and chairs to accommodate group seating, typically in a U-shape, and will need audio-visual support. The Director will be responsible for any meeting notice requirements and providing all snacks and meals during the retreat.
4. Fees: Expenses will include \$1,000 per day for the retreat, plus accommodation and mileage of GMA staff.
5. Invoice: Upon receipt of the invoice from GMA, payment will be due and payable to GMA no later than 30 days from invoice date. GMA will send all invoices via email to:

### **INSERT CONTACT INFORMATION**

All payments to GMA shall be made in accordance with an electronic payment arrangement agreed to by both Parties OR send with a copy of the invoice to:

**Finance Department  
Georgia Municipal Association, Inc.  
201 Pryor Street, SW  
Atlanta, GA 30303-3606**



# Conclusion & Next Steps

It is suggested to follow the steps outlined in the recommendations of implementation and work with nearby property owners to keep the priorities discussed at the stakeholder and board meetings at the forefront of future development.

While development and future development discussions continue, the Economic Development Department will continue to work with new businesses in the Northside Drive Area to ensure they are fully connected to the downtown community. Additionally, continue working with property owners and business owners to activate the Northside Drive Area.



Rendering of Old Stanley Property



Douglasville Greystone Amphitheater



Saturday Morning in Downtown Alpharetta



Lawrenceville Amphitheater

# Small Area Plan

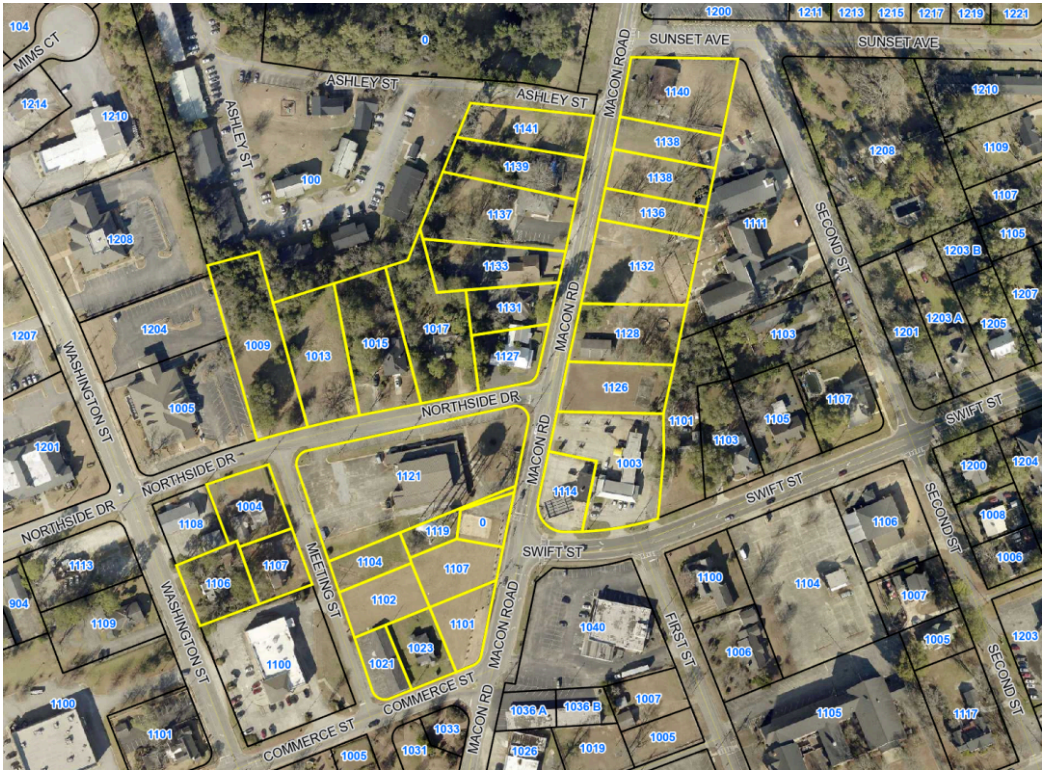
## Northside Drive

### Overview/Goals

A small area plan is a plan of development for multiple properties that guides land use, urban design, and capital improvements at a high level of detail within a specific area. Through this plan, we aim to ensure that future development along Northside Drive and neighboring areas aligns with the needs and goals of stakeholders while preserving the unique character and charm of Downtown Perry. We worked alongside property owners and board members through the process progresses to ensure that investment goals of property owners in Downtown Perry are considered and incorporated into a cohesive plan that aligns with the strategic vision for Perry.

### Planning Area & Parcels

The focus area of this small area plan included 25 parcels along the Macon Road, Northside Drive, and Meeting Street corridor of downtown.





# Key Topics

- Connectivity & Walkability
  - Sidewalks, crosswalks, parking, etc.
- Public Space & Beautification
  - City-owned property beautification such as the greenspace by the Events Center
- Extending the Downtown Experience
  - What makes Downtown Perry special?
  - Belongingness of businesses in Northside Drive area
- Design & Character
  - Business mix & use mix of structures

# Stakeholder Public Meeting

Held on Tuesday, September 10 at 6:00pm at the Perry Events Center

## Key Takeaways:

- Importance of cohesiveness of the plan area to the rest of downtown
- Allow for private development along Meeting Street
- Invest in community greenspace with seating, shade, water features, and art.
- Sidewalks and crosswalks are critical for the safe connectivity to the rest of downtown.
  - Priorities: (1) Northside Dr.; (2) Meeting St.; (3) Macon Rd. connection
- Allow development up to four stories in plan area with significant portion being residential.
- Desired business mix includes grocery/market, brewpub, Asian cuisine, some retail

# MSAB

## Key Takeaways:

- Importance of new construction building design and character
- Expansion of placemaking projects including banner program, landscaping, etc.
- Activation of greenspace as a community space for leisure, events, etc.

# DDA

## Key Takeaways:

- Importance of key infrastructure upgrades including sidewalks and crosswalks
- Resurface and stripe Perry Events Center public parking area
- Allow for some private development of property adjacent to Perry Events Center

# Activity Results

At stakeholder meetings with the public and property owners, MSAB, and DDA, an activity was conducted that focused on identifying project priorities for the plan area. Each attendee was given \$5,000 of play money and asked to distribute it among four different types of projects based on their vision for the area. These projects were identified through the discussions during the initial public meeting and staff direction based on the key topics of the plan. The four types of projects included sidewalks and crosswalks, parking and road improvements, public space details, and greenspace upgrades (greenspace indicates the vacant property adjacent to the Perry Events Center).

Public Meeting	
Project	Amount Allocated
Sidewalks and Crosswalks	\$ 11,000
Parking and Road Improvements	\$ 3,850
Public Space (Landscaping, Banners, Benches, etc.)	\$ 4,800
Greenspace Upgrades	\$ 6,100
Main Street Advisory Board	
Project	Amount Allocated
Sidewalks and Crosswalks	\$ 1,500
Parking and Road Improvements	\$ 1,200
Public Space (Landscaping, Banners, Benches, etc.)	\$ 3,000
Greenspace Upgrades	\$ 13,300
Downtown Development Authority	
Project	Amount Allocated
Sidewalks and Crosswalks	\$ 6,400
Parking and Road Improvements	\$ 6,900
Public Space (Landscaping, Banners, Benches, etc.)	\$ 5,700
Greenspace Upgrades	\$ 10,500
Average of All Groups	
Project	Amount Allocated
Sidewalks and Crosswalks	\$ 6,300
Parking and Road Improvements	\$ 3,983
Public Space (Landscaping, Banners, Benches, etc.)	\$ 4,500
Greenspace Upgrades	\$ 9,967

# Recommendations for Implementation

1. Work with an engineer or landscape architect to design a plan for greenspace upgrades adjacent to Perry Events Center.
  - a. Allocate funding for upgrades
2. Resurface and stripe Perry Events Center public parking lot upon completion of environmental remediation.
3. Develop engineering plans for sidewalk connectivity and street lighting on Northside Dr. and Meeting St.
  - a. Allocate funding for infrastructure upgrades as private development occurs.
4. MSAB and DDA to coordinate the expansion of key Downtown placemaking initiatives.
5. Plan expanded programming within the plan area through MSAB and City of Perry Special Events.