



**Jonesboro Historic Preservation Commission  
124 NORTH AVENUE  
October 18, 2021 – 5:30 PM**

## **Agenda**

***NOTE: As set forth in the Americans with Disabilities Act of 1990, the City of Jonesboro will assist citizens with special needs given proper notice to participate in any open meetings of the City of Jonesboro. Please contact the City Clerk's Office via telephone (770-478-3800) or email at [rclark@jonesboroga.com](mailto:rclark@jonesboroga.com) should you need assistance.***

- I. CALL TO ORDER – Chairperson Betsy Wester**
- II. APPROVAL OF AGENDA**
- III. APPROVAL OF MINUTES**
- IV. OLD BUSINESS - NONE**
- V. NEW BUSINESS - ACTION ITEMS**
  - 1. Historic Preservation Commission to consider a Certificate of Appropriateness for Total Lifestyle Change – 177 North Main Street Parcel No. 13240D C004; Replacement sign panel for new business in Historic District.**
- VI. ADJOURNMENT**



# CITY OF JONESBORO, GEORGIA COUNCIL

## Agenda Item Summary

Agenda Item #

5.1

-1

COUNCIL MEETING DATE

October 18, 2021

Requesting Agency (Initiator) Office of the City Manager	Sponsor(s) Community Development Director Allen
<b>Requested Action</b> (Identify appropriate Action or Motion, purpose, cost, timeframe, etc.) Historic Preservation Commission to consider a Certificate of Appropriateness for Total Lifestyle Change – 177 North Main Street Parcel No. 13240D C004; Replacement sign panel for new business in Historic District.	
<b>Requirement for Board Action</b> (Cite specific Council policy, statute or code requirement) City Code Section 86-489 and 86-490 – Sign Standards' Sec. 86-495 Historic District Sign Standards	
<b>Is this Item Goal Related?</b> (If yes, describe how this action meets the specific Board Focus Area or Goal) Yes Beautification, Community Planning, Neighborhood and Business Revitalization, Historic Preservation	
<b>Summary &amp; Background</b>	(First sentence includes Agency recommendation. Provide an executive summary of the action that gives an overview of the relevant details for the item.)  <b>Agency recommendation – Approval of replacement sign panels;</b> The applicant's home health care services has just moved into 177 North Main Street. She would like to update the existing ground sign at the property, requiring Design Review Commission and Historic Preservation Commission review. She intends to keep the existing posts in the same location and just update the panels with a fresher look.
<b>The new sign panel is a double-sided panel, 32 square feet each side, mounted between the two existing wooden posts. The sign panel is 6 feet tall, and about 10 feet from the front of the building and an unknown distance from the right-of-way. No electronics or internal illumination are proposed.</b>	
Sec. 86-489. - General regulations.	
<ul style="list-style-type: none"> <li>(a) Messages. Any sign allowed under this article may contain any message, except those displaying any statement, word, character or illustration of an obscene nature.</li> <li>(b) Non-residential zoning districts. In non-residential zoning districts signs shall be permitted in the following combination of wall and ground signs subject to the provisions hereinafter stated: <ul style="list-style-type: none"> <li>(1) Lot with one building, which building is currently occupied pursuant to a current and valid certificate of occupancy issued by the city. <ul style="list-style-type: none"> <li>a. Combination of one wall sign and one ground sign, subject to the respective size limitations in section 86-490. In addition to section 86-490, each wall sign shall not exceed 7.5 percent of the exterior building facade, without an approved variance</li> </ul> </li> </ul> </li> </ul>	
Single building on multiple frontage lots are allowed a total of ten percent of the exterior building facade for wall signs, and may have one additional wall sign, and one additional ground sign (subject to the size limitations in section 86-490). When calculating their allowed square footage, buildings on multiple frontage lots shall base their calculations on the facade with the primary entrance and/or architectural features of the building. Otherwise, the facade used shall be that facade which faces the public road of the greatest capacity. The classification of streets in the thoroughfare plan shall be the basis for determining street capacity.	
Sec. 86-490. - Regulated signs.	
<ul style="list-style-type: none"> <li>(a) Ground signs, which are permanent, shall be permitted in non-residential zoning districts. <b>No ground sign shall have a height greater than six feet above normal grade, or a sign face area greater than 35 square feet (each</b></li> </ul>	

### FOLLOW-UP APPROVAL ACTION (City Clerk)

Typed Name and Title Ricky L. Clark, City Manager	Date October, 18, 2021	
Signature	City Clerk's Office	

side) for lots with a single building and 45 square feet (each side) for planned centers. No portion of a group sign shall not be located within ten feet of a street right-of-way or within 50 feet of any other permanent sign, major structure or building. Changeable copy shall not exceed 33 percent of the area of the sign face. Ground signs are allowed only on lots upon which there is a building which is currently occupied pursuant to a current and valid certificate of occupancy issued by the city or which is currently being developed under an active building permit issued by the city.

5.1

The proposed sign complies with the panel size and height requirements. It is closer to the building than 50 feet (30 feet), and likely closer to the right-of-way line than 10 feet. However, as long as the posts remain in the same place and only the panels are replaced, the sign location is grandfathered.

Sec. 86-495. - Historic districts.

The purpose of this section is to ensure that signage in the historic district is harmonious in proportion, form, color, and materials to the character of said district. Visual relatedness is crucial to the goal of an integrated historic district, and signs play a key role in helping to preserve the historical district's sense of time and place, and to achieve the desired effect of charm and compatibility. No sign shall be erected, altered, restored or moved within the historic district until an application for a certificate of appropriateness as to exterior architectural features and signage has been reviewed and approved by the historic preservation commission and the design review commission. All proposed changes requiring a certificate of appropriateness shall comply with the applicable design standards in the 2005 zoning ordinance.

- (1) **Applicability.** This section shall apply only to those structures and uses within the geographical boundaries of the historic districts, the H-1 and H-2 zoning districts.
- (2) **Compatibility.** As to signs, buildings, structures, and uses within the historic districts, when a provision of this section conflicts with any section in the balance of this article, the provision of this section shall control. Otherwise, to the extent reasonably possible, the provisions of this section shall be interpreted consistent with the provisions of the balance of this article.
- (3) **Signage standards.**
  - a. **General.** Signage shall complement the architectural details of the building and shall not violate or otherwise obscure the architecture of the building to which it is attached. Signs, lettering, or boxed graphics shall not cut across columns, cornices, windowsills, arches or balconies, nor extend above the roofline (except for parapets and mansards) of any building to which it is attached.
  - b. **Lettering, size, and content.** Letters can be painted or mounted directly on a signboard, storefront, wall or window, if in proportion to the storefront. Lots in the H-1 and H-2 historic districts are allowed the same amount of signage as lots outside of the H-1 and H-2 historic districts. In the H-1 and H-2 historic districts, canopy signs and hanging or suspended signs may be utilized. Provided, however, in no case may the total signage area exceed ten percent of the building face to which the sign is attached. Acceptable lettering materials include wood, stone, synthetic stone, metal, and acrylic. The overall design of all signage shall be compatible with the turn-of-the-century theme of the historic district.
  - c. **Materials.** Signs may be constructed of concrete, brick, wood, stone, metal, glass, or synthetic materials that have the same appearance of the aforementioned natural materials due to their finish. All materials shall be compatible with the building's architecture and should be colorfast and resistant to corrosion. Signs shall be professionally finished in accordance with the material selected, whether by sanding, painting, staining and/or sealing, with the edges of the sign framed out and/or sealed.
  - d. **Lighting.** All signs in the historic district, whether ground signs or wall signs, shall only be illuminated by an external light source, and through craftsmanship and materials, shall reflect the design aesthetics of the historic district.
  - e. **Colors.** The historic preservation commission and the design review commission shall consider the context of the surrounding area when reviewing the color of a proposed sign in the historic districts; however, the colors and logos of nationally and regionally recognized businesses shall not be prohibited.
  - f. **Awning and canopy signs.** Awnings or canopies over doors, entrances, windows or outside service areas are permitted in the H-1 historic district. Professionally applied forms, graphics, symbols, lettering, or other visual presentation may be incorporated into the awning or canopy valance/drop flap but are restricted to 20 percent of the awning field. Size of the signage shall be computed as for a wall sign. Signage pursuant to this subsection shall be included within the overall amount of signage allowed under section 86-489. Awnings or canopies shall clear sidewalks by seven feet in height, and project no more than six feet from the building. Canvas or synthetic look-alike canvas are the only materials permitted for awnings and canopies.

g. *Hanging or suspended signs.* Hanging, suspended, or projecting signs are permitted and shall clear sidewalks by seven feet in height, and project or drop no more than 36 inches from the building. Hanging or suspended signs should project or drop from a wall or roof at a 90-degree angle. Hanging or suspending signs over driveways, alleys, or parking areas is prohibited. Hanging, suspended, or projecting signs shall be limited to a maximum size of six square feet, and if double sided, shall be calculated as only one sign. One hanging, suspended, or projecting sign per business is permitted, and shall be calculated as part of the total signage area allowed under section 86-489. Attractive hardware for hanging is encouraged.

h. *Window signs.* Interior window signs shall not exceed 25 percent of the total window area exposed to public view. Window signs shall not be included within the overall amount of signage allowed under section 86-489.

i. *Special events.* Additional signage is permitted in the historic district under section 86-494, provided that all such additional signage conforms to the aesthetic standards of the historic district.

j. **Ground signs.** *Ground signs may hang or suspend from a horizontal support that is affixed to the ground by vertical post.*

k. *A-frame signs.* A-frame or "sandwich" signs are allowed at the rate of one per business or parcel. A-frame signs shall not obstruct pedestrian or vehicular routes.

**Design Review Commission recommendation, 10.6.21: Approval**

Fiscal Impact	<small>(Include projected cost, approved budget amount and account number, source of funds, and any future funding requirements.)</small>
Private owner	
<b>Exhibits Attached</b> (Provide copies of originals, number exhibits consecutively, and label all exhibits in the upper right corner.)	
<ul style="list-style-type: none"><li>• Property Pictures</li><li>• Panel Design</li><li>• Acceptance Letter</li><li>• Hist. Application</li></ul>	
<b>Staff Recommendation</b> (Type Name, Title, Agency and Phone)	
<b>Approval</b>	



Image capture: Feb 2021 © 2021 Google

Jonesboro, Georgia



Street View - Feb 2021



# TOTAL LIFESTYLE CHANGE

Dr. Lenore T. Coleman



## ELDER CARE SERVICES

800 788 0941

[www.howhealth.com](http://www.howhealth.com)



## MEMORANDUM

**To:** Dr. Lenore Coleman  
177 North Main Street  
Jonesboro, Ga. 30236

**From:** David D. Allen  
City of Jonesboro  
124 North Avenue  
Jonesboro, GA 30236

**Date:** October 14, 2021

**Re:** Notification of Request for Historic Preservation Commission – Replacement Sign Panel; 177 North Main Street; Parcel Nos. 13240D C004

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Dear Applicant,

This letter is to serve as notification that the City of Jonesboro, Historic Preservation Commission, has accepted your request for review of replacement sign panels located at the property specified above in Jonesboro, Georgia.

Due to the COVID-19 outbreak, the review meeting will be conducted by members via a remote conference call (Zoom Meetings) on Monday, October 18, 2021 at 5:30 pm. You will be provided a link to the meeting to participate if you wish. If you are unable to be a part of the meeting, then you will be informed of the recommendation on the following day.

Sincerely,

A handwritten signature in black ink, appearing to read "D. Allen".

David D. Allen  
Community Development Director / Zoning Administrator



## CITY OF JONESBORO

124 North Avenue  
 Jonesboro, Georgia 30236  
[www.jonesboroga.com](http://www.jonesboroga.com)

## JONESBORO HISTORIC PRESERVATION COMMISSION

## APPLICATION FOR CERTIFICATE OF APPROPRIATENESS

The Jonesboro Historic Preservation Commission or J.H.P.C. is tasked with insuring the Historic District's Preservation and standards are met according to the City of Jonesboro Codes and Ordinances. This application and approval thereof does not constitute an approval to begin construction. It is a review of Chapter 86 – Zoning, Section 86-102 (H-1) Historic District and Section 86-103 (H-2) Historic District. Once the applicants meets Historic District Code, the process of approval of plans, land disturbance, and other compliance measures must be met. Please contact the Jonesboro City Hall (770) 478-3800 and speak with the City Clerk for further information.

## Property Information:

Address: 177 N. Main Street

Owner: Lenore T Coleman

*Note: if applicant is not the owner, the applicant must provide written permission from the owner – notarized, and owner's contact information. See Jonesboro City Hall staff to obtain permissible document.*

## Applicant Information:

Applicant Name: Lenore T Coleman 30214

Mailing Address: 405 Benjamin Circle Fayetteville 6A

Email Address: drcoleman@hesingourvillage.com Telephone: 703 795 1983

- Fees and Charges as identified within the City of Jonesboro's schedule of fees for the Historic Preservation Committee Certificate of Appropriateness.

Residential - \$35.00

Commercial: \$50.00

Sign: \$10.00

## PROJECT INFORMATION

### Type of Project (Check all that apply)

#### Construction

- New building
- Additional building
- Minor Exterior Change
- Major Building Restoration, Rehabilitation, or Remodeling

#### Site Changes

- Parking area(s), Driveway(s), or Walkway(s)
- Fence(s) or Wall (s)
- Sign(s)
- Mechanical System(s)
- Non-temporary Site Feature(s): (i.e. satellite dishes, pools, lighting, arbors, gazebo's, etc.)

#### Demolition or Relocation

- Primary Building
- Outbuilding
- Site Feature

## APPLICATION REQUIREMENTS

Applicants must include support materials as noted to be considered (i.e. plans, schematics, images, dimensions, surrounding structures). Incomplete applications will not be reviewed.

## APPLICATION DEADLINE & REPRESENTATION

Applications must be delivered to the Jonesboro City Hall at least eighteen (18) days preceding the next scheduled J.H.P.C. meeting. The J.H.P.C. meets on an as needed basis. Applicant's attendance is required: A presentation with visuals and detailed information is suggested. Questions which may arise, and if unanswered could result in the denial of the application.

## REQUIRED MATERIALS

The following materials are required for a complete application. Incomplete applications WILL NOT be reviewed.

**A. New Buildings and Additions:**

- i. Description of Project
- ii. Site Plan
- iii. Architectural Elevations
- iv. Floor Plan
- v. Description of Materials
- vi. Photographs of Proposed Site

**B. Major Restoration, Rehabilitation, or Remodeling:**

- i. Architectural Elevations or Sketches
- ii. Description of Project
- iii. Description of Materials
- iv. Photographs of Proposed Site

**C. Minor Exterior Changes:**

- i. Description of Project
- ii. Description of Materials
- iii. Photographs of Existing Building

**D. Site Changes: Parking, Driveways & Walkways:**

- i. Site Plan or Sketch of Site
- ii. Description of Materials
- iii. Photographs of Site

**E. Site Changes: Fences, Walls, and other Site Features:**

- i. Site Plan or Sketch of Site
- ii. Architectural Elevations or Sketches
- iii. Description of Materials
- iv. Photographs of Site

**F. Site Changes: Signs:**

- i. Architectural Elevation or Sketch (For signs located on the building)
- ii. Site Plan or Sketch of Site (For free standing signs)
- iii. Description of Materials and Illumination

**PROJECT AND MATERIALS DESCRIPTION**

Change the wording on  
existing sign. will use  
posts that are already  
there.

(Add Additional Sheets as Necessary)

Leanne T. Coleman  
PRINT NAME

10/14/2021  
DATE

Leanne T. Coleman  
SIGNATURE

75.00  
FEE AMOUNT

D. L. C. (Signature) (Application Received By)

# TOTAL LIFESTYLE CHANGE

Dr. Lenore T. Coleman



## ELDER CARE SERVICES

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[www.hovhealth.com](http://www.hovhealth.com)