



Jonesboro Historic Preservation Commission
124 NORTH AVENUE
August 15, 2022 – 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 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 Obiorah Fields, LLC – 157 South McDonough Street; Parcel No. 13241D H003; Change of exterior brick color in Historic District.
 - 2. Historic Preservation Commission to consider a Certificate of Appropriateness for Jonesboro Biblical Counseling Center – 151 West Mill Street; Parcel No. 13241D A007; New signage for commercial building in Historic Residential Overlay. Revised design – hanging sign
 - 3. Historic Preservation Commission to be informed of a pending demolition of a residence at 113 North Avenue; Parcel No. 13240D D016; in Historic Residential Overlay. No action required
- VI. ADJOURNMENT**



CITY OF JONESBORO, GEORGIA COUNCIL
Agenda Item Summary

Agenda Item #

5.1

- 1

COUNCIL MEETING DATE
August 15, 2022

Requesting Agency (Initiator)

Office of the City Manager

Sponsor(s)

Community Development Director Allen

Requested Action *(Identify appropriate Action or Motion, purpose, cost, timeframe, etc.)*

Historic Preservation Commission to consider a Certificate of Appropriateness for Obiorah Fields, LLC – 157 South McDonough Street; Parcel No. 13241D H003; Change of exterior brick color in Historic District.

Requirement for Board Action *(Cite specific Council policy, statute or code requirement)*

City Code Section 86-102 Historic District Standards

Is this Item Goal Related? *(If yes, describe how this action meets the specific Board Focus Area or Goal)*

Yes Beautification, Historic Preservation

Summary & Background

(First sentence includes Agency recommendation. Provide an executive summary of the action that gives an overview of the relevant details for the item.)

Agency recommendation – Approval of brick painting into one true earth tone color; Recently, the applicant was approved for a new monument sign for the business at the road. The applicant is now petitioning to paint the entire brick exterior due to the fact that the building seems to have two styles (and colors) of bricks on each end of the building. This building is in the Historic District, which regulates brick as follows:

c. Building materials.

- 1. Historic building materials shall be maintained.*
- 2. Unpainted brick facades shall remain unpainted.**
- 3. Damaged exterior materials shall be treated with materials that will not cause further deterioration, including the use of a historic mortar mix of an appropriate color when repointing brick.*

Both styles of brick appear to be unpainted but having two different styles of brick does not seem to be overwhelming from the road. While the intent is to unify the look of the entire exterior of the building, it would set a precedent for painting brick in the Historic District. The planting of tall evergreen shrubs in the landscape beds in the front of the building could help ameliorate the brick difference.

Update for August meeting:

On July 6th, the Design Review Commission recommended painting of the exterior brick to one unified color, provided that it was a “brick” or earth-tone color. Also, a color swatch was to be provided at the next meeting. How were the trim and doors to be treated?

Proposed color for brick, August 2022: Sherwin Williams SW 7005 Pure White

Trim – Black

Door – To be determined

Though the “Pure White” is more of an off-white, staff would suggest a color darker than this, more of a true “earth tone,” though most of the adjacent buildings are white or light-colored. Pale white is not really an earth tone color and it would be too much of a departure from the original brick tones to justify going against the “no painting of unpainted brick” rule in the Historic District. Black would be fine for the door and the trim.

Design Review Commission, 8.3.22: Provide samples on building of Sherwin Williams SW 7005 Pure White and / or Sherwin Williams SW 6164 Svelte Sage for Historic Preservation meeting.

Staff realizes that the Historic Preservation Commission may not want to set a precedent for going against the

FOLLOW-UP APPROVAL ACTION (City Clerk)

Typed Name and Title

Ricky L. Clark, City Manager

Date

August, 15, 2022

Signature

City Clerk's Office

Code and painting unpainted brick. However, this is a situation in which painting the brick one unified color help resolve the two different brick styles on the building, which is a unique situation in the Historic District. This painting would solve an aesthetic problem rather than just being a preference of a citizen.

Fiscal Impact*(Include projected cost, approved budget amount and account number, source of funds, and any future funding requirements.)*

Private Owner

Exhibits Attached *(Provide copies of originals, number exhibits consecutively, and label all exhibits in the upper right corner.)*

- Existing Brick
- color options
- Acceptance letter

Staff Recommendation *(Type Name, Title, Agency and Phone)*

Approval

Google Maps 157 S McDonough St



Image capture: Mar 2022 © 2022 Google

← 157 S McDonough St

Street View & 360°

All



Google Maps 157 S McDonough St

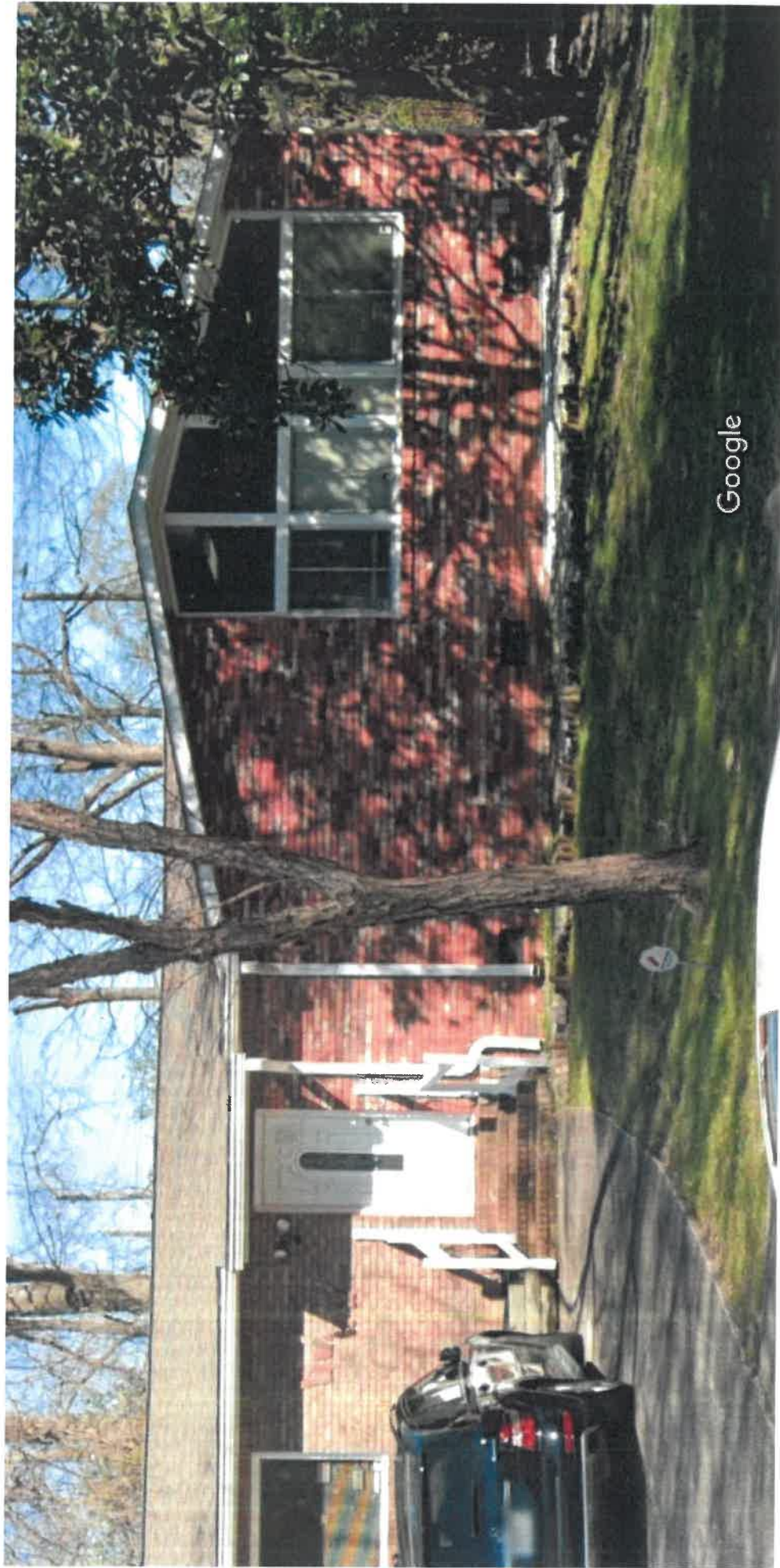


Image capture: Mar 2022 © 2022 Google

← 157 S McDonough St

Street View & 360°

All



SW 6164

Svelte Sage

Interior / Exterior

Location Number: 212-C3



212

Svelte Sage

COORDINATING COLORS

SIMILAR COLORS

DETAILS

SW 7012

Creamy

SW 7526

Maison Blanche

SW 6161

Nonchalant White

SW 7005

Pure White

Interior / Exterior

Location Number: 255-C1



255

Pure White

COORDINATING COLORS

SIMILAR COLORS

DETAILS

SW 7668

March Wind

SW 9154

Perle Noir

SW 6166

Eclipse

Interior / Exterior

Location Number: 212-C6



212

Eclipse

COORDINATING COLORS

SIMILAR COLORS

DETAILS

SW 6385

Dover White

SW 6387

Compatible Cream

SW 6161

Nonchalant White



MEMORANDUM

To: Danielle Bess Obiorah
Obiorah Fields, LLC
157 South McDonough Street
Jonesboro, Ga. 30236

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

Date: August 5, 2022

Re: Notification of Request for Historic Preservation Commission – Obiorah Fields, LLC Change in Brick Color, 157 South McDonough St, Parcel No. 13241D H003

Dear Applicant,

This letter is to serve as notification that the City of Jonesboro, Historic Preservation Commission, has accepted your request for a review of a change in brick color for a business located at 157 South McDonough Street, Jonesboro, Georgia 30236.

A hearing has been scheduled for Monday, August 15, 2022 at 5:30 pm before the Historic Preservation Commission at 124 North Avenue, Jonesboro to consider the request as described above. You are invited to attend 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,

David D. Allen
Community Development Director / Zoning Administrator

Attachment: Acceptance letter (3205 : 157 South McDonough Street - Brick Color)



CITY OF JONESBORO, GEORGIA COUNCIL
Agenda Item Summary

Agenda Item #

5.2

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COUNCIL MEETING DATE
August 15, 2022

Requesting Agency (Initiator)

Office of the City Manager

Sponsor(s)

Community Development Director Allen

Requested Action (Identify appropriate Action or Motion, purpose, cost, timeframe, etc.)

Historic Preservation Commission to consider a Certificate of Appropriateness for Jonesboro Biblical Counseling Center – 151 West Mill Street; Parcel No. 13241D A007; New signage for commercial building in Historic Residential Overlay.
Revised design – hanging sign

Requirement for Board Action (Cite specific Council policy, statute or code requirement)

City Code Section 86-489 and 86-490 – Sign Standards

Is this Item Goal Related? (If yes, describe how this action meets the specific Board Focus Area or Goal)

Yes Beautification, Historic Preservation

Summary & Background

(First sentence includes Agency recommendation. Provide an executive summary of the action that gives an overview of the relevant details for the item.)

Agency recommendation – Approval of hanging sign; 151 West Mill Street by the First Baptist Church Jonesboro for a number of years. The property is zoned C-1 Neighborhood Commercial and is in the Historic Residential Overlay. In April, the Design Review Commission and Historic Preservation Commission reviewed and approved a free-standing ground sign and a wall sign for a counseling center there. Both signs were installed, but the ground sign was found to be closer to the right-of-way line than 10 feet, as instructed. After discussing several options to rectify this, the church has now decided to remove the new ground sign and have a smaller hanging sign off of the building side facing West Mill Street. Two wall signs are allowed since the building has two road frontages.

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.

The new hanging sign will be a two-sided aluminum panel, 7.1 (32 inches by 32 inches) square feet in area. No electronics, changeable copy or internal illumination are proposed. The sign will not project more than 36 inches from the building and will drop at a 90-degree angle. There should be more than 7 feet of clearance under the sign. Though the sign is 1 square foot above the code maximum, this size is necessary to allow enough visibility from the road. There is no public thoroughfare under the sign as you would find on Main Street, etc.

Design Review recommendation, 8.3.22: Approval

Fiscal Impact

(Include projected cost, approved budget amount and account number, source of funds, and any future funding requirements.)

Private Owner

Exhibits Attached (Provide copies of originals, number exhibits consecutively, and label all exhibits in the upper right corner.)

FOLLOW-UP APPROVAL ACTION (City Clerk)

Typed Name and Title

Ricky L. Clark, City Manager

Date

August, 15, 2022

Signature

City Clerk's Office

- Building Picture
- Hanging Sign
- Acceptance Letter 8.15.22

5.2

Staff Recommendation *(Type Name, Title, Agency and Phone)*

Approval

Google Maps 151 W Mill St



Image capture: Jan 2022 © 2022 Google



151 W Mill St

All

Street View & 360°

David Allen

From: Gary Lewis <glewis@fbcjonesboro.com>
Sent: Monday, August 1, 2022 2:10 PM
To: David Allen
Subject: FBC Jonesboro - counseling center sign rough draft
Attachments: SIGN - Jonesboro Counseling Center.pdf

David Allen
 Director of Community Development / Zoning Administrator

Hey David,

Thank you for taking my call today. I have attached a PDF file that contains my original rough draft for the sign we could attach as a shingle-style sign so that we can easily steer away from the right of way of West Mill Street.

It would be a standard white sign with the dark lettering along with the FBC Jonesboro logo so that people would know that this ministry is a part of our church without having to write out the entire name of our church on the sign.

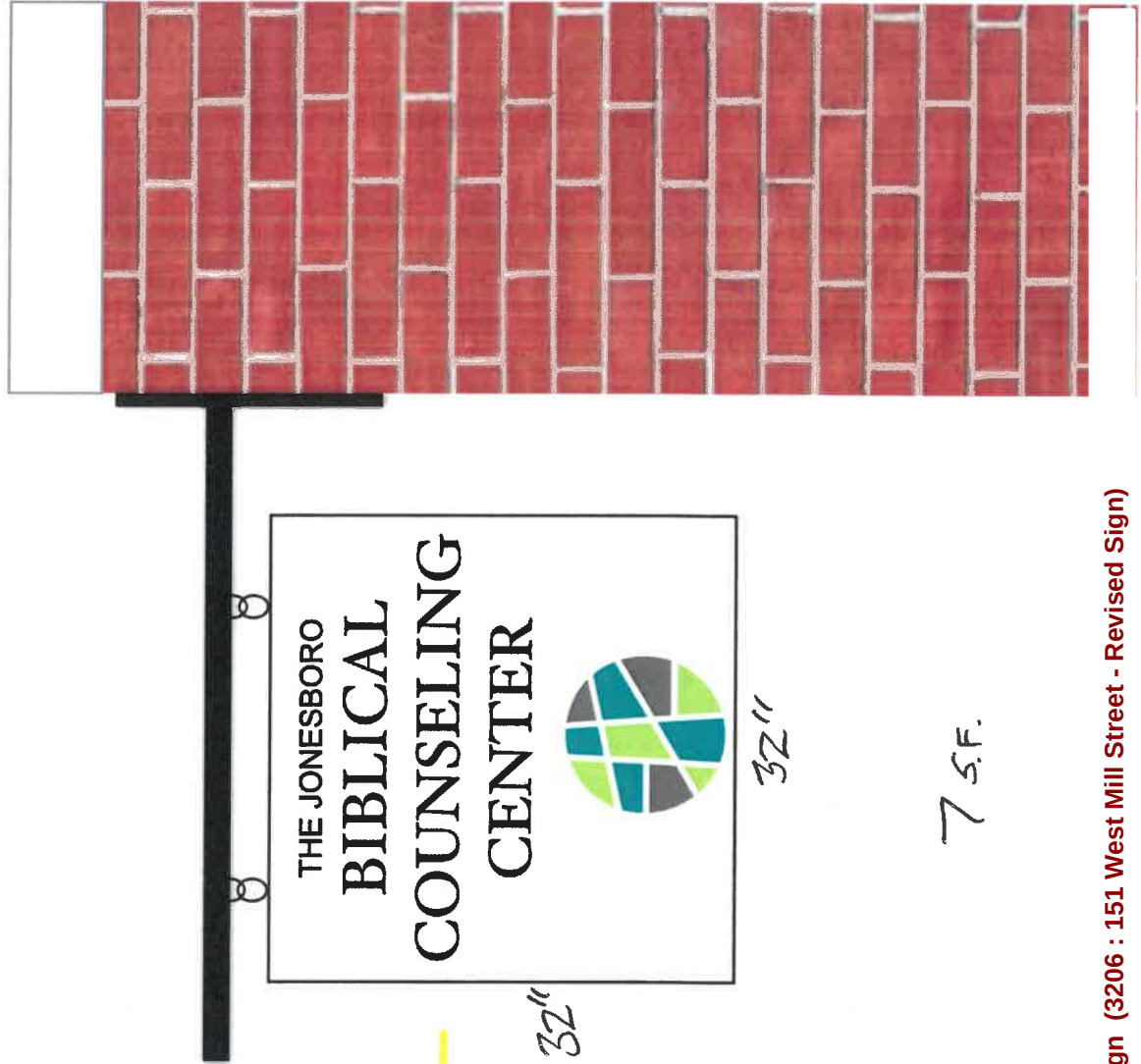
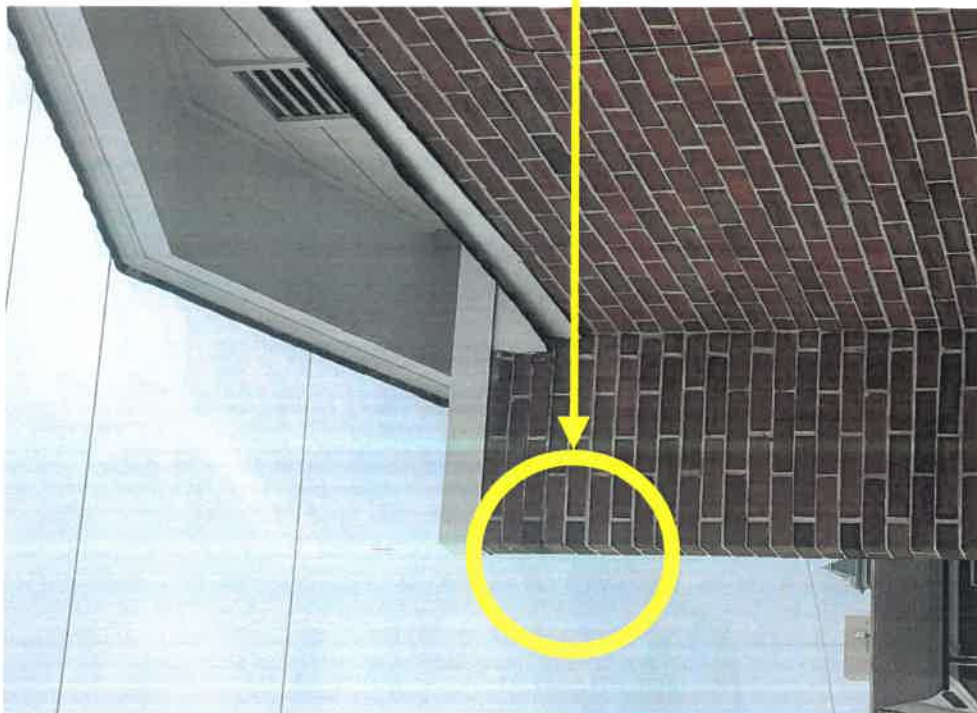
If you give me the green light, I can then take my rough draft idea, get a real rendering from a sign company, and send that rendering to you for your review. If I need to make any changes prior to that step, please let me know.

I look forward to hearing from you,

Gary Lewis
 Executive Pastor
 FBC Jonesboro



Attachment: Hanging Sign (3206 : 151 West Mill Street - Revised Sign)



7 S.F.



MEMORANDUM

To: Gary Lewis
First Baptist Church of Jonesboro
Jonesboro, Ga. 30236

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

Date: August 5, 2022

Re: Notification of Request for Historic Preservation Commission – Revised Sign
(Hanging); 151 West Mill Street; Parcel No. 13241D A007

Dear Applicant,

This letter is to serve as notification that the City of Jonesboro, Historic Preservation Commission, has accepted your request for review of a revised sign (hanging) for the property located at 151 West Mill Street, Jonesboro, Georgia.

A hearing has been scheduled for Monday, August 15, 2022 at 5:30 pm before the Historic Preservation Commission at 124 North Avenue to consider the request as described above. Your presence is recommended.

Sincerely,

David D. Allen
Community Development Director / Zoning Administrator



CITY OF JONESBORO, GEORGIA COUNCIL
Agenda Item Summary

Agenda Item #

5.3

- 3

COUNCIL MEETING DATE
August 15, 2022

Requesting Agency (Initiator)

Office of the City Manager

Sponsor(s)

Community Development Director Allen

Requested Action (Identify appropriate Action or Motion, purpose, cost, timeframe, etc.)

Historic Preservation Commission to be informed of a pending demolition of a residence at 113 North Avenue; Parcel No. 13240D D016; in Historic Residential Overlay. No action required

Requirement for Board Action (Cite specific Council policy, statute or code requirement)

None

Is this Item Goal Related? (If yes, describe how this action meets the specific Board Focus Area or Goal)

Yes

Beautification, Community Planning, Neighborhood and Business
Revitalization

Summary & Background

(First sentence includes Agency recommendation. Provide an executive summary of the action that gives an overview of the relevant details for the item.)

This is an information item only.

The residential property at 113 North Avenue is owned by Hearthside Jonesboro, the same developer building a multi-family complex on adjacent property. The property is in the Historic Residential Overlay. Recently, the developer expressed a desire to demolish the existing residence and build a more modern, single-family home.

While the Historic District zonings (H1 and H2) have a delay process in the demolition of buildings, the Historic Residential overlay has no such restriction. Nevertheless, staff is presenting this to the Commission as an informational item. No action is required.

The current house is over 70 years old and in disrepair. When the time comes for the new house to be built, the exterior design will be reviewed by the Design Review Commission and the Historic Preservation Commission.

Fiscal Impact

(Include projected cost, approved budget amount and account number, source of funds, and any future funding requirements.)

Private Owner

Exhibits Attached (Provide copies of originals, number exhibits consecutively, and label all exhibits in the upper right corner.)

- Property Pictures
- Property Info
- Historic Demolitions

Staff Recommendation (Type Name, Title, Agency and Phone)

N/A

FOLLOW-UP APPROVAL ACTION (City Clerk)

Typed Name and Title

Ricky L. Clark, City Manager

Date

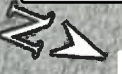
August, 15, 2022

Signature

City Clerk's Office



5.3.a



Attachment: Property Pictures (3207 : 113 North Avenue)

Google Earth



← 113 North Ave

Street View & 360°

All

TAX COMMISSIONER

[Tax Commissioner Summary](#)

[Make A Payment](#)

[Tax by Address](#)

[Document History](#)

TAX ASSESSOR

[Tax Assessor Summary](#)

[Coordinate](#)

[Rebuild](#)

[Maintenance Address](#)

[Personal Property](#)

[Sketch](#)

[Values](#)

[Value History](#)

[Assessment Notices](#)

[Relinquish](#)

[Income & Expense Values](#)

[Report Error](#)

[Sales](#)

[Links](#)

[Map](#)

[Feedback](#)

Searches

Tax Assessor

Tax Commissioner

Real Property Search

Advanced Search

Sales Search

Personal Property / Mobile Home Search

Map Search

PARID: 13240D D016

NBHD: 30017

HEARTHSTIDE JONESBORO REDEVELOPMENT LP

113 NORTH AVE

1 of 1

[Return to Search Results](#)

Year: 2022

Tax Assessor Summary

Property Class	R3 - Residential Lots
Acres	0.0000
Mortgage Company	
Exemptions	
Tax District	4 - JONESBORO
Neighborhood	30017 - JONESBORO/CENTRAL

Most Current Owner (Mailing Address)

Current Owner	Co-Owner	Address 1	Address 2	City	State	Zip
HEARTHSTIDE JONESBORO REDEVELOPMENT LP		2000 RIVEREDGE PARKWAY	SUITE 450	ATLANTA	GA	30328

Digest Owner (January 1)

Owner	Co-Owner	Address 1	Address 2	City	State	Zip
HEARTHSTIDE JONESBORO REDEVELOPMENT LP		2000 RIVEREDGE PARKWAY	SUITE 450	ATLANTA	GA	30328

Values

Original	100%	142,500	40%	57,000
Appeal Value	0		0	
Status Flag				
Total Taxable/Billing Value		142,500		57,000

Actions

[Printable Summary](#)

[Printable Version](#)

Reports

[Attribute Export](#)

[Mailing List](#)

[Sales](#)

[Residential PRC](#)

[Property Tax Bill](#)

[Mobile Home Bill](#)

[Commercial PRC](#)

[Sketch Print](#)

TAX COMMISSIONER

Clayton County Administration
Annex 3, 2nd Floor
121 South McDonough Street
Jonesboro, GA 30236

Property Tax: (770) 477-3311
Motor Vehicle: (770) 477-3331

8:00 A.M. to 5:00 P.M.
Monday-Friday

TAX ASSESSOR

P.K Dixon
Annex 2, 2nd Floor
121 South McDonough Street
Jonesboro, GA 30236

Phone: (770) 477-3285
Fax: (770) 477-4566

8:00 A.M. to 5:00 P.M.
Monday-Friday

Attachment: Property Info (3207 : 113 North Avenue)

https://publicaccess.claytoncountyga.gov/datalets/datalet.aspx?mode=profileall&sIndex=0&idx=1&LMparent=20

Packet Pg. 17

TAX COMMISSIONER

[Tax Commissioner's Office](#)

Miscellaneous

[Tax by Address](#)

[Property Taxes](#)

TAX ASSESSOR

[Tax Assessor's Office](#)

Commercial

Residential

[Miscellaneous Structures](#)

[Personal Property](#)

[Sketches](#)

[Values](#)

[Value History](#)

[Assessment Notices](#)

[Petitions](#)

[Protests & Appeals](#)

[Appeal Status](#)

[Sales](#)

[Maps](#)

[Forms](#)

Searches

Tax Assessor

Tax Commissioner

Real Property Search

Advanced Search

Sales Search

Personal Property / Mobile Home Search

Map Search

PARID: 13240D D016

HEARTHSIDE JONESBORO REDEVELOPMENT LP

NBHD: 30017

113 NORTH AVE

1 of 1

[Return to Search Results](#)

Year: 2022

Actions

[Printable Summary](#)

[Printable Version](#)

Reports

[Attribute Export](#)

[Mailing List](#)

[Sales](#)

[Residential PRC](#)

[Property Tax Bill](#)

[Mobile Home Bill](#)

[Commercial PRC](#)

[Sketch Print](#)

Residential Characteristics

Year	2022
Card #	1
Stories	1
Roof Type and Covering	- / -
Exterior Walls	1 - FRAME
Year Built	1948
% Complete	100%
Effective Year Built	1948
Living Area	1,668
Total Rooms	6
Bedrooms	3
Full Baths	2
Half Baths	
Foundation	1 - SLAB
Total Basement Area	
Finished Basement Area	
Unfinished Basement Area	
Basement Rec Area	
Pre Fab Fireplace	
Masonry Fireplace	

Amenities

Description	Number	Value
ADDITION POINTS	3.30	0

Values - Assessment

Year	2022
Land FMV	37,800
Improvement - FMV	104,700
Total - FMV	142,500
Land - 40% Value	15,120
Improvement - 40% Value	41,880
Total - 40% Value	57,000
Class	R3
Return Value	
Ag/CUVA Value	

Appeal and Sales Information

Appeal Type	N- VALUE CHANGE NOTICE SENT
Appeal Status	
Latest Sale Date	07/30/2021
Sale Price	570,461

TAX COMMISSIONER

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Jonesboro, GA 30236

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Monday-Friday

Attachment: Property Info (3207 : 113 North Avenue)

Searches Tax Assessor Tax Commissioner

Real Property Search Advanced Search Sales Search Personal Property / Mobile Home Search Map Search

TAX COMMISSIONER	PARID: 13240D D016	NBHD: 30017	1 of 1
Tax Commissioner Summary	HEARTHSIDE JONESBORO REDEVELOPMENT LP	113 NORTH AVE	Return to Search Results
Map & Photos			Year: 2022
Tax by Parcel ID			Actions
Payment History			Printable Summary
			Printable Version
TAX ASSESSOR			Reports
Tax Assessor Summary			Attribute Export
Commercial			Mailing List
Residential			Sales
Mobile Home Structures			Residential PRC
Personal Property			Property Tax Bill
Mobile			Mobile Home Bill
Commercial			Commercial PRC
Sketch Print			Sketch Print
Go			

Tax Commissioner Summary						
Tax Year	2022					
Tax District/Description	4 - JONESBORO					
Alternate ID	1331469					
Legacy #						
Status	ACTIVE					

Parcel Status						
Parcel Status	Deferral Exist	Bank PayPlan	Exclusion Codes	Years Support	Total Millage Rate	
Active	No				39.4960	

Parcel Information	
Property Class	R3 - Residential Lots
Acres	0.0000
Mortgage Company	
Exemptions	

Most Current Owner (Mailing Address)					
Current Owner	Co-Owner	Address 1	Address 2	City	State Zip
HEARTHSIDE JONESBORO REDEVELOPMENT LP		2000 RIVEREDGE PARKWAY	SUITE 450	ATLANTA GA	30328

Digest Owner (January 1)					
Owner	Co-Owner	Address 1	Address 2	City	State Zip
HEARTHSIDE JONESBORO REDEVELOPMENT LP		2000 RIVEREDGE PARKWAY	SUITE 450	ATLANTA GA	30328

Tax (Penalties and Interest Included through Current Date)					
Year	Cycle	Billed	Paid	Due	
2021	1	1,994.61	-1,994.61	0.00	
2020	1	1,609.04	-1,609.04	0.00	
2019	1	1,508.79	-1,508.79	0.00	
2018	1	1,659.44	-1,659.44	0.00	
2017	1	1,180.82	-1,180.82	0.00	
2016	1	1,175.95	-1,175.95	0.00	
2015	1	706.61	-706.61	0.00	
2014	1	620.46	-620.46	0.00	
2013	1	626.55	-626.55	0.00	
2012	1	1,080.46	-1,080.46	0.00	
Total:		12,162.73	-12,162.73	0.00	

Values		
Original	100%	40%
142,500		57,000
Appeal Value	0	0
Status Flag		
Total Taxable/Billing Value	142,500	57,000

TAX COMMISSIONER

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8:00 A.M. to 5:00 P.M.
Monday-Friday

Attachment: Property Info (3207 : 113 North Avenue)

Sec. 86-111. - Historic residential overlay.

- (a) *Purpose.* The purpose of the historic residential overlay is to protect and enhance the character of the city's historic neighborhoods by establishing architectural standards for regulation of exterior rehabilitation and new construction. The City of Jonesboro is committed to preserving its historic structures and the special character of the historic neighborhoods. These neighborhoods reflect a variety of architectural styles that have contributed to the city's historic built environment.
- (b) *Applicability.* The City of Jonesboro has been organized into several historic property groups, (1) the National Register District shall be subject to the provisions of the H-1 or H-2 zoning districts, as appropriate; (2) historic residential properties located within the historic residential overlay shall be subject to the provisions of the historic residential overlay and the provisions of article VII (3) historic commercial properties located within the historic residential overlay shall be subject to the architectural standards of the H-2 district found in subsection [86-103\(l\)](#), Design standards; and (4) residential properties found outside the National Register District and the historic residential overlay shall be subject to the provisions of article VII.

The historic residential overlay supplements zoning regulations that control the use and development of properties in the overlay. These supplemental regulations focus on architectural standards designed to protect and enhance the historic residential structures and character of properties encompassed in the overlay. Land and buildings within the overlay shall continue to be used in accordance with standards of the underlying zoning district. Where any part of this article conflicts with other standards of this zoning ordinance, the more restrictive standard shall control.

- (c) *Geography.* The geography of the historic residential overlay is defined as residential properties that have been determined by the city to have historical significance based on architectural style and building age. The overlay is depicted graphically on the official zoning map.
- (d) *Scope.* The historic residential overlay shall control all rehabilitation or modification to exterior portions of any building or other structure visible from the public right-of-way (including stone walls, fences, light fixtures, steps and pavements, or other appurtenant features), as well as new construction, including additions to existing buildings. Nothing in this section shall be construed to prevent the ordinary maintenance or repair of a structure in the overlay which does not involve a change in design, material, color, or outer appearance thereof.
- (e) *Required review of exterior changes.* No exterior portion of any building or other structure visible from the public right-of-way (including stone walls, fences, light fixtures, steps and pavement, or other appurtenant features) shall be erected, altered, restored or moved within the overlay until an application for a certificate of appropriateness as to exterior architectural features has been submitted to and approved by the historic preservation commission. The commission shall not consider interior arrangement and shall take no action under this section except for the purpose of preventing the construction, reconstruction, alteration, restoration, or moving of buildings, structures, or appurtenant features in the overlay which would be incongruous with its historic aspects. All proposed changes requiring a certificate of appropriateness shall comply with the architectural design standards of subsection (g) below.
- (f) *Application for certificate of appropriateness.* Applications for a certificate of appropriateness shall be made by the owner or owner's agent to the director of downtown development for the city, and the certificate of appropriateness form shall be completed by the director of downtown development within 30 days and presented for review and approval by the historic preservation commission at their scheduled meeting(s). The commission shall vote to approve or deny the certificate upon review of the application, which shall be duly signed by the commission chairperson.

Sec. 86-102. - H-1 historic district.

- (a) *Purpose of district.* The purpose of the H-1 historic district is to provide for retail and residential uses that benefit from close proximity to each other and that will generate pedestrian activity in the city's traditional downtown core. Development and redevelopment in this district is intended to preserve and enhance the historic character of the area while promoting the goals of the Livable Centers Initiative Study.
- (b) *Delineation of historic district.* The historic district is delineated and duly designated on the official zoning map of the city. Areas located within the historic district must comply with the requirements of this section.
- (c) *Required review of exterior changes.* Following designation of the H-1 district, no exterior portion of any building or other structure that can be viewed from the public right-of-way (including stone walls, fences, light fixtures, steps and pavement, or other appurtenant features) nor an aboveground utility structure, nor any permanent sign shall be erected, altered, restored or moved within such H-1 district until an application for a certificate of appropriateness as to exterior architectural features and signage has been submitted to and approved by the historic preservation commission. All proposed changes requiring a certificate of appropriateness shall comply with the H-1 design standards found in subsection (l) herein.
- (d) *Application for certificate of appropriateness.* Application for a certificate of appropriateness shall be made by the owner or owner's agent to the director of downtown development for the city, and the certificate of appropriateness form shall be completed by the director of downtown development within 30 days and presented for review and approval by the historic preservation commission at their scheduled meeting(s). The commission shall vote to approve or deny the certificate upon review of the application, which shall be duly signed by the commission chairperson.
- (e) *Exterior architectural feature defined.* For purposes of this section, exterior architectural features shall include architectural style, general design, and general arrangement of the exterior of a building or other structure, including the color, the kind and texture of the building material, and the type and style of all windows, doors, light fixtures, signs and other appurtenant features. In the case of outdoor advertising signs, exterior architectural features shall be construed to mean the style, material, and location of all such signs. The commission shall not consider interior arrangement and shall take no action under this section except for the purpose of preventing the construction, reconstruction, alteration, restoration, or moving of buildings, structures, appurtenant features, or outdoor advertising signs in the historic district that would be incongruous with the historic aspects of the district.
- (f) *Certain changes not prohibited.* Nothing in this section shall be construed to prevent the ordinary maintenance or repair of a structure in the historic district which does not involve a change in design, material, color, or outer appearance thereof, nor to prevent the construction, reconstruction, alteration, restoration, or demolition of any such feature which the code enforcement officer or fire marshal shall certify is required by the public safety because of an unsafe or dangerous condition. Such a determination by the code enforcement officer or fire marshal shall be made and documented after an examination of all alternative actions intended to result in the preservation of any feature are exhausted.
- (g) *Delay in demolition of historic buildings.* Following designation of an historic district, no building or structure therein shall be demolished or otherwise removed until the owner thereof shall have given the historic preservation commission via the director of downtown development's office 120 days' written notice of his proposed action. Upon receiving written notice, the city shall erect a sign on the property to indicate that the building or structure is proposed for demolition. During such 120-day period the historic preservation commission may negotiate with the owner and with any other parties in an effort to find a means of preserving the building. Should the historic preservation commission find that the building involved has no particular historic significance or value toward maintaining the character of the district, it may waive all or part of such 120-day period and authorize earlier demolition or removal. In making a determination of a building's particular historic significance, the historic preservation commission shall refer to the most recent inventory of historic buildings kept on file at the office of downtown development.

Sec. 86-103. - H-2 historic district.

- (a) *Purpose of district.* The purpose of the H-2 historic district is to provide for office and commercial uses having a minimal impact on existing residential uses. Development and redevelopment in this district is intended to enhance and preserve the historic character of the area, to encourage thoughtful reuse of historic structures for non-residential purposes, to protect existing low-density residential uses in the district, and to promote the goals of the Livable Centers Initiative Study.
- (b) *Delineation of historic district.* The historic district is delineated and duly designated on the official zoning map of the city. Areas located within the historic district must comply with the requirements of this section.
- (c) *Required review of exterior changes.* From and after the designation of the H-2 district, no exterior portion of any building or other structure that can be viewed from the public right-of-way (including stone walls, fences, light fixtures, steps and pavement, or other appurtenant features) nor an aboveground utility structure, nor any type of permanent sign shall be erected, altered, restored or moved within such H-2 district until an application for a certificate of appropriateness as to exterior architectural features and signage has been submitted to and approved by the historic preservation commission. All proposed changes requiring a certificate of appropriateness shall comply with the H-2 design standards found in subsection (l) herein.
- (d) *Application for certificate of appropriateness.* Application for a certificate of appropriateness shall be made by the owner or owner's agent to the director of downtown development for the city, and the certificate of appropriateness form shall be completed by the director of downtown development within 30 days and presented for review and approval by the historic preservation commission at their scheduled meeting(s). The commission shall vote to approve or deny the certificate upon review of the application, which shall be duly signed by the commission chairperson.
- (e) *Exterior architectural feature defined.* For purposes of this section, exterior architectural features shall include architectural style, general design, and general arrangement of the exterior of a building or other structure, including the color, the kind and texture of the building material, and the type and style of all windows, doors, light fixtures, signs and other appurtenant features. In the case of outdoor advertising signs, exterior architectural features shall be construed to mean the style, material, and location of all such signs. The commission shall not consider interior arrangement and shall take no action under this section except for the purpose of preventing the construction, reconstruction, alteration, restoration, or moving of buildings, structures, appurtenant features, or outdoor advertising signs in the historic district that would be incongruous with the historic aspects of the district.
- (f) *Certain changes not prohibited.* Nothing in this section shall be construed to prevent the ordinary maintenance or repair of a structure in the historic district which does not involve a change in design, material, color, or outer appearance thereof, nor to prevent the construction, reconstruction, alteration, restoration, or demolition of any such feature which the code enforcement officer or fire marshal shall certify is required by the public safety because of an unsafe or dangerous condition. Such a determination by the code enforcement officer or fire marshal shall be made and documented after an examination of all alternative actions intended to result in the preservation of any feature are exhausted.
- (g) *Delay in demolition of historic buildings.* From and after the designation of a historic district, no building or structure therein shall be demolished or otherwise removed until the owner thereof shall have given the historic preservation commission via the director of downtown development's office 120 days' written notice of his proposed action. Upon receiving written notice, the city shall erect a sign on the property to indicate that the building or structure is proposed for demolition. During such 120-day period the historic preservation commission may negotiate with the owner and with any other parties in an effort to find a means of preserving the building. Should the historic preservation commission find that the building involved has no particular historic significance or value toward maintaining the character of the district, it may waive all or part of such 90-day period and authorize earlier demolition or removal. In making a determination of a building's particular historic significance, the historic preservation commission shall refer to the most recent inventory of historic buildings kept on file at the office of downtown development.