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**Historic Preservation Commission Agenda**

Tuesday, November 14, 2023– 6:00 pm

Council Chambers, City Hall, 808 Carroll Street, Perry

1. Call to Order
2. Roll Call
3. Citizens with Input
4. Announcements
  - a. Please place cell phones in silent mode.
5. Approval of the Agenda
6. Approval of Minutes – October 10, 2023, meeting
7. Old Business – None
8. New Business
  - a. Public Hearing – Designation of Washinton-Evergreen Local Historic District
9. Other Business
  - a. Commission questions or comments
10. Adjournment

All meetings of the Historic Preservation Commission are open to the public.

(478) 988-2720

<https://perry-ga.gov/historic-preservation-commission>

Historic Preservation Commission  
Minutes - October 10, 2023

1. Call to Order: Chairman Moore called the meeting to order at 6:00pm.
2. Roll Call: Chairman Moore; Commissioners Griffin, Beroza, Nelson, and Sanders were present.

Staff: Bryan Wood – Community Development Director and Emily Carson – Community Planner

3. Citizens with Input - None
4. Announcements- Chairman Moore asked for cell phones to be placed on silent.
  - a. Please place cell phones in silent mode.
5. Approval of the Agenda Commissioner Griffin motioned to approve; Commissioner Sanders seconded; all in favor and was unanimously approved.

6. Approval of Minutes – September 12, 2023, meeting

Commissioner Beroza motioned to approve; Commissioner Griffin seconded; all in favor and was unanimously approved.

7. Old Business – Update - Report of Designation

Mr. Wood advised that in finalizing the report it was discovered the gazebo at 1103 Duncan Avenue had been removed, it was included in the report as a contributing secondary structure, since it no longer exists, the report was modified to remove any reference to that structure. The final report has been approved and signed by all parties. Commissioner Sanders advised she spoke with the owner of 905 Washington Street, and they added dormers for second story three-bedroom addition. Mr. Wood advised after the public hearings may modify to the historic resources document, but not necessarily in the report of designation to keep track of.

8. New Business
  - a. Review Frequently Asked Questions

Ms. Carson in follow up to the last meeting has prepared a community engagement webpage; this allows a platform for questions, leave comments, suggestions, along with information on the Commission's duties and meeting dates, design guidelines, COA application, and map feature. The list of Frequently Asked Questions is also available, and Mr. Wood advised they came from several different sources, other communities, state historic website, and modified for Perry. The Commission commended Ms. Carson on the engagement webpage. The Commission requested a hyperlink for the COA and an example. The Commission discussed the process of denied COA applications being appealed to Council. Mr. Wood advised a checklist will be provided for the Commission of criteria and applicants are sent notice of the decision. Chairman Moore from recent training be as positive as can be, follow the process, educate the public and yearly report to Council applications decided on, which most likely will be more approved than denied. Mr. Wood noted staff is available to work with applicants before the process, so staff can assist and guide them appropriately. Mr. Wood advised once the designation is finalized, notice will be sent to all property owners, with all information to ensure they are aware. Questions arose about a fine if a COA is not filed, approved, Mr. Wood advised there is, and it's noted on the

application and will add to the FAQ's. Ms. Carson advised she will work on the changes discussed, notifications will be sent, and the engagement platform will be made live.

Discussion ensued on the process of the public hearing, which the Commission will make a recommendation and forward to Council for final decision after their public hearing. Chairman Moore asked for clarification of the public hearing process, which they will hear from the property owners, and then make a recommendation, but what would cause for them to not recommend approval from what was presented; Mr. Wood gave a scenario if 904 Duncan Ave wanted to be removed from the district.

b. Preparation for Public Hearing on Washington-Evergreen District designation

Mr. Wood reviewed the policies and procedures governing Historic Preservation Public Hearings and showed an example of a PowerPoint presentation and provided guidance on the public hearing, and how to conduct.

9. Other Business

a. Commission questions or comments – none

10. Adjournment: there being no further business to come before the Commission the meeting was adjourned at 7:01pm.

DRAFT