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**Historic Preservation Commission Agenda**  
Tuesday, April 14, 2026 – 6:00 pm  
Council Chambers, City Hall, 808 Carroll Street, Perry

1. Call to Order
2. Roll Call
3. Citizens with Input
4. Approval of the Agenda
5. Approval of Minutes – March 10, 2026, meeting
6. New Business
  - a. **COA 0036-2026.** 810 Washington Street – Addition of metal handrails on front porch. The applicant is Val Sanders.
  - b. **COA 0038-2026.** 902 Washington Street – New fencing, landscaping, and rear accessory structure. The applicant is Matthew & Michelle Spires.
7. 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 Agenda  
Minutes - March 10, 2026

1. Call to Order: Chairman Griffin called the meeting to order at 6:00pm.
2. Roll Call: Chairman Griffin; Commissioners Hubbard, Sanders and Taylor were present; Commissioner Beroza was absent.

Staff: Joe Duffy – Community Development Director and Christine Sewell – Recording Clerk

Guests: Chad Bryant

3. Citizens with Input – None
4. Approval of the Agenda – Commissioner Sanders motioned to approve as presented; Commissioner Hubbard seconded; all in favor and was unanimously approved.
5. Approval of Minutes – February 10, 2026, meeting – Commissioner Sanders motioned to approve as submitted; Commissioner Taylor seconded; all in favor and was unanimously approved.
6. New Business
  - a. COA 0023-2026 – 806 Commerce Street – Small rear storage building addition

Mr. Duffy read the applicant's request, which is for a 16' x 5' shed addition to the west side of the Muse Theater. The addition will be used to store chairs and tables associated with the event venue. The shed will have board and batten siding with a cedar shake shingle roof. Colors will match those already used in the complex, is removable and will not permanently alter the historic integrity of the building or environment. The shed design is in keeping adopted local design guidelines for additions, in that it respects the character of the existing building and is relatively shielded from public view via placement within a larger existing courtyard. Choices of building materials were intentionally chosen to complement the building's presence and encourage the strength of ongoing business operations. The addition is also reversible with a limited loss of historic materials and elements. A similar shed with slightly larger dimensions was previously issued a Certificate of Appropriateness by the Main Street Advisory Board in 2023, however was not constructed within the permitted time frame.

Chairman Griffin opened the public hearing at 6:30 pm and called for anyone in favor of the request. Mr. Chad Bryant, applicant and owner, reiterated the request and was available for any questions. Chairman Griffin called for anyone opposed; there being none the public hearing was closed at 6:32pm.

Commissioner Hubbard motioned to approve the application as presented; Commissioner Taylor seconded; all in favor and was unanimously approved.

b. Jernigan Street Area Envisioning Exercise – Ms. Alicia Hartley – Downtown Manager

Ms. Hartley advised what a small area plan is, which 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, it aims to ensure that future development along Jernigan Street aligns with the needs and goals of stakeholders while preserving the unique character and charm of Downtown Perry. The study and plan are done alongside property owners and board members to ensure that investment goals of property owners are considered and incorporated into a cohesive plan that aligns with the strategic vision for Perry as future development is predicted.

Commissioner Sanders felt preservation of structures with historic significance should be preserved, such as the Mason Tractor building that was the first jail, as well as trees and sidewalks. Commissioner Hubbard felt there should be community spaces for the public to enjoy. Chairman Griffin felt lighting should be addressed, not to have it overpowering, but complimentary. Commissioner Taylor felt walkability for inclusiveness.

Ms. Hartley advised the stakeholder meeting had been held, and the following were raised for improvement: Sidewalks & Crosswalks, Parking & Road Improvements, Public Spaces, and Infrastructure. Each board member was given “play money” and asked to place under the four categories where they saw fit. Ms. Hartley reminded the board and guests; the plan does not guide private development and there is no funding at this point in time tied to the plan. The board commenced with exercise.

7. Adjournment: there being no further business to come before the Commission the meeting was adjourned at 6:35 pm.



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## STAFF REPORT

April 1, 2026

**CASE NUMBER:** COA-0036-2026  
**APPLICANT:** Val Sanders  
**REQUEST:** Installation of metal hand railing  
**LOCATION:** 810 Washington Street; Parcel No. 0P0030 021000

**APPLICANT'S REQUEST:** The applicant proposes a 6' long and 1.5' high metal hand railing detail along the front porch steps. The insurance company requested that the applicant submit this railing to the Commission for review. The goal is to increase the safety and usability of the steps. The railing is designed for future removal without negatively impacting the original staircase.

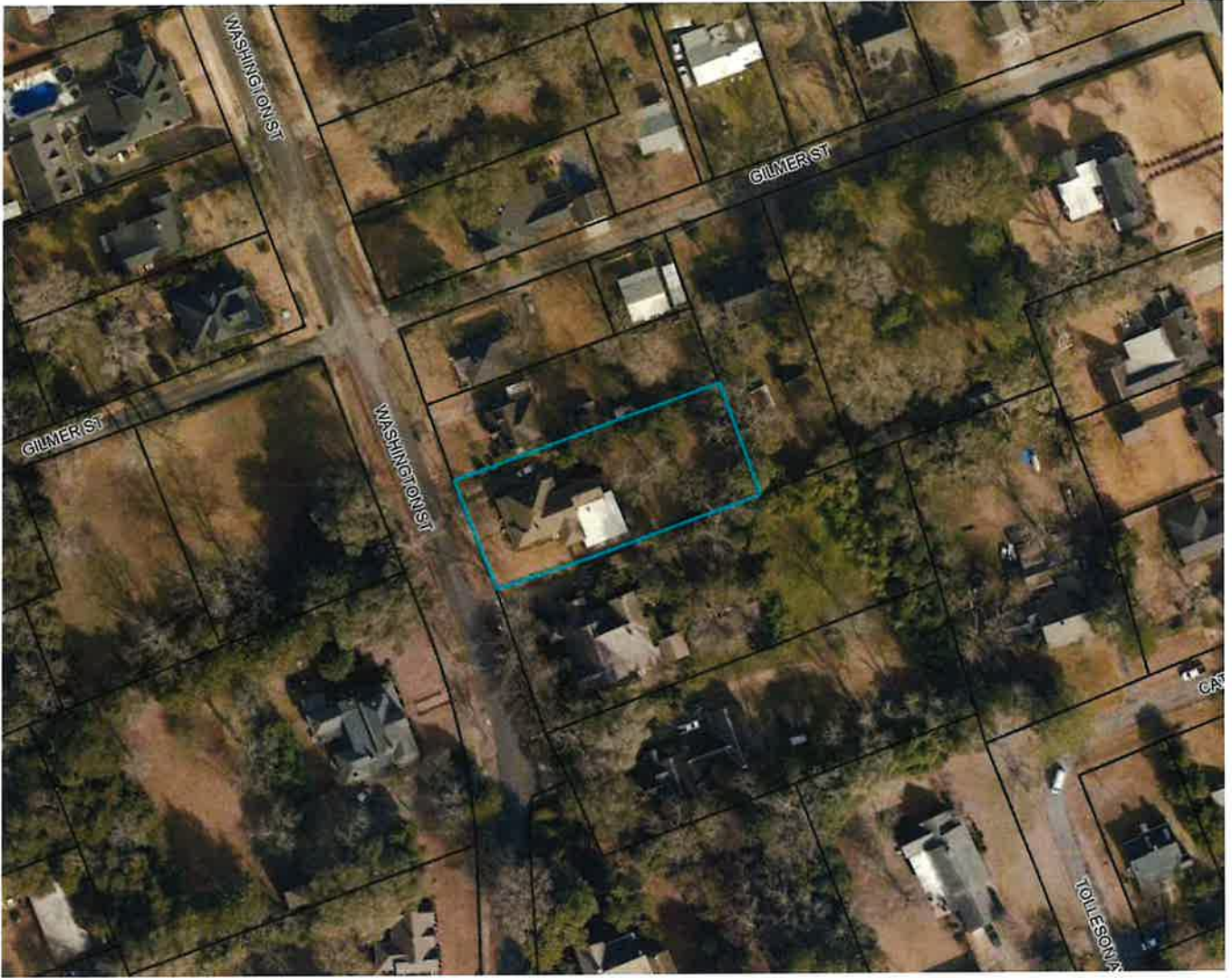
**STAFF COMMENTS:** The current design guidelines caution against adding architectural details where none originally existed. They require approval for details such as handrails and brackets. However, if details are added, the items should match the scale and complement the home's existing features. The banister, if approved, would be an appropriate height. It would provide stability and increased safety and would be painted to match the cream color of the current railing.

The proposed banister design mimics a wrought iron railing, a style often seen in Queen Anne homes like this one. Staff believes adding the railing would not harm the character of the home or nearby properties.

**STAFF RECOMMENDATION:** Approval as presented.

**APPLICABLE DESIGN GUIDELINES ATTACHED.** Residential Rehabilitation – Details







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Application # COA 0036-  
2026

### Application for Certificate of Appropriateness Historic Preservation Commission

Contact Community Development (478) 988-2720 for information

	Applicant	Property Owner*
Name	VAL SANDERS	VAL SANDERS
Title		
Address	810 Washington St	
Phone	[REDACTED]	
Email	[REDACTED]	
Signature		
Date	3/10/2026	

\*If the applicant is not the owner, the owner must sign this form or provide a letter authorizing the proposed work.

Property Address	810 Washington St
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Type of Project (Check all that apply):	
<b>Construction</b> <input type="checkbox"/> New building <input type="checkbox"/> Addition to existing building <input type="checkbox"/> Major building restoration, rehabilitation, or remodel <input checked="" type="checkbox"/> Other type of exterior change, explain: <u>Steps handrail</u>	<b>Site Changes</b> <input type="checkbox"/> Parking area, driveways, or walkway <input type="checkbox"/> Fence, wall, or landscaping <input type="checkbox"/> Mechanical system or non-temporary structure <input type="checkbox"/> Sign <input type="checkbox"/> Demolition or relocation of building

Describe the proposed project (attach additional sheets as necessary). The description should include proposed materials. Please divide the description if the proposed scope of work will involve more than one type of project. (Example: 1. building addition and 2. sign installation).

Add a metal handrail on each side of the front porch steps. Construction would be such that it could be removed in the future.

The request for adding a handrail came from my home owner's insurance Company. I would like to do this for safety and to help avoid a rate increase

<p><b>Application Requirements.</b> All applications must be complete and include the required support materials (See Application Checklist below). Incomplete applications will not be forwarded to the Preservation Commission for review.</p>
<p><b>Fee.</b> No fee is required for review of an application for Certificate of Appropriateness unless work is started before a Certificate of Appropriateness is approved. In such cases the fee is \$245.00.</p>
<p><b>Application Deadline.</b> Applications and support materials must be submitted 21 days prior to the regular Preservation Commission meeting, the second Tuesday of each month. Applications may be submitted to the Community Development office or online at <a href="https://perryga-energopub.tylerhost.net/Apps/SelfService#/home">https://perryga-energopub.tylerhost.net/Apps/SelfService#/home</a></p>
<p><b>Application Representation.</b> The applicant or an authorized representative of the applicant must attend the public hearing to support the application and answer any questions the Commission may have.</p>
<p><b>Expiration of Certificate.</b> The Certificate of Appropriateness is valid for 6 months (180 days) from the date of approval. 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.</p>
<p><b>Permits Required.</b> Approval of a certificate of appropriateness does not waive the need to obtain any required permits.</p>

<p><b>Application Checklist.</b> A complete application requires support materials. The following materials are required for a complete application. Incomplete applications may be removed from the HPC's agenda. Digital photographs and PDFs of plans/elevations may be emailed to <a href="mailto:comm.development@perry-ga.gov">comm.development@perry-ga.gov</a></p>	
<p><b>New Buildings and Additions</b></p> <p><input type="checkbox"/> site plan</p> <p><input type="checkbox"/> architectural elevations</p> <p><input type="checkbox"/> floor plan</p> <p><input type="checkbox"/> landscape plan (specific vegetation not required)</p> <p><input type="checkbox"/> description of materials</p> <p><input type="checkbox"/> photographs of proposed site and adjoining properties</p>	<p><b>Site changes - parking areas, drives, and walks</b></p> <p><input type="checkbox"/> Site plan or sketch of site with proposed improvements</p> <p><input type="checkbox"/> description of materials</p> <p><input type="checkbox"/> photographs of site</p>
<p><b>Major Restoration, Rehabilitation, or Remodeling</b></p> <p><input type="checkbox"/> architectural elevations or sketches</p> <p><input type="checkbox"/> description of proposed changes</p> <p><input type="checkbox"/> description of materials</p> <p><input type="checkbox"/> photographs of existing building</p> <p><input type="checkbox"/> for restoration only, documentation of earlier historic appearance</p>	<p><b>Site changes - fences, walls, and mechanical systems</b></p> <p><input type="checkbox"/> site plan or sketch of site with proposed improvements</p> <p><input type="checkbox"/> architectural elevations or sketches</p> <p><input type="checkbox"/> description of materials</p> <p><input type="checkbox"/> photographs of site</p>
<p><b>Minor exterior changes</b></p> <p><input checked="" type="checkbox"/> description of proposed changes</p> <p><input type="checkbox"/> description of materials</p> <p><input checked="" type="checkbox"/> photographs of existing building</p>	<p><b>Site changes - signs</b></p> <p><input type="checkbox"/> drawing of sign with dimensions</p> <p><input type="checkbox"/> site plan or sketch of site (for ground signs)</p> <p><input type="checkbox"/> description of materials and illumination</p>

Estimated valuation of proposed modification: 2400<sup>00</sup>

# MASTER METALWORKS

## WELDING AND FABRICATION

WROUGHT IRON • HAND RAILS  
ORNATE GATES • CNC PLASMA

478.302.1036

mastermetalworks@yahoo.com

www.facebook.com/mastermetalworksbyron

307 Chapman Rd. • Byron, GA 31008

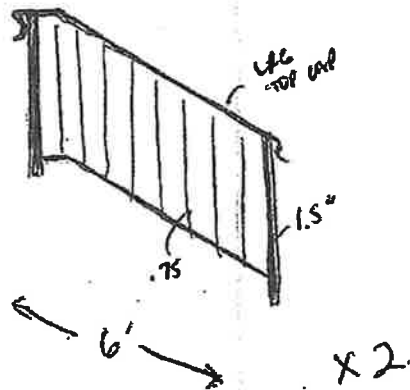
CLIENT NAME VAN SANDERS			WORK PHONE # ( )	DATE 3/3/26
BILLING STREET ADDRESS 810 WASHINGTON ST			JOB NAME	JOB TYPE: <input type="checkbox"/> INSTALL <input type="checkbox"/> REPAIR <input type="checkbox"/> OTHER
CITY PERRY	STATE GA	ZIP 31069	JOB ADDRESS	

### JOB DESCRIPTION:

BUILD (2) 6' HANDRAILS FOR  
FRONT PORCH. 1.5" POSTS, .75  
SPINDLES, LARGE HANDRAIL TOP CAP  
POWDERCOAT BLACK CREAM

### MATERIAL REQUIRED:

12' @ \$200/ft \$2400



We propose hereby to furnish material and labor - complete in accordance with above specifications, for the sum of:

dollars (\$ 2400 )

Payment to be made as follows:

\$1200 DEPOSIT + \$1200 UPON COMPLETION

Authorized Signature:

Note: This proposal may be withdrawn by us if not accepted within \_\_\_\_\_ days.

All material is guaranteed to be as specified. All work will be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. The property owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workman's Compensation Insurance.

Acceptance of Proposal The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined below.

Signature: \_\_\_\_\_ Date of Acceptance \_\_\_\_\_

Signature: \_\_\_\_\_ Date of Acceptance \_\_\_\_\_



*Cream color to blend with porch*



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## STAFF REPORT

April 1, 2026

**CASE NUMBER:** COA-0038-2026  
**APPLICANT:** Matthew and Michelle Spires  
**REQUEST:** Installation of a picture frame style fence on either side of the house to connect to existing fencing. Install a 24' x 14' concrete patio and a new 10' x 20' portable storage building.  
**LOCATION:** 902 Washington Street

### APPLICANT'S REQUEST:

Applicant requests Commission approval to install a picture-frame-style gate on both sides of the home facing Washington Street. The gate will run perpendicular to the right-side fence, enclosing the backyard. Tree coverage will mostly obscure the left-side gate. Both gates will start a few feet beyond the driveway. The right-side gate will remain visible due to the open yard.

The applicant also requests approval for a 10' x 20' portable storage building that complements the main structure's design. The building will be placed near the tree line at the back of the property, away from the property line. This will be their second storage building. They will meet the Land Management Ordinance's spacing and lot coverage requirements. The rear of the lot is landlocked and not visible from Gilmer or Evergreen Streets.

**STAFF COMMENTS:** Design Guidelines require fences, gates, and retaining walls to be behind the façade wall, designed to suit the house, and made from traditional materials like wood. The proposed fence meets these standards for style, placement, and materials. The gate will not connect to the neighbor's fence but will appear to fully enclose the backyard and provide screening for accessory structures.

Design Guidelines require new outbuildings to use materials compatible with the main structure, be situated well behind the house's rear wall, remain unattached, and stay in scale with the house. The applicant has submitted examples and requests the Commission's suggestions. Because the fence will block public view, staff recommends designing the building to complement, not mimic, the house. If the Commission rejects the fence, the building should mimic the main structure.

### STAFF RECOMMENDATION:

Approval with the following condition:

1. If the Commission decides against the gate, the accessory structure must mimic the main structure.

**APPLICABLE DESIGN GUIDELINES ATTACHED.** Residential Site & Setting – Walls & Fences; Outbuildings





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Application # COA  
0038-2026

### Application for Certificate of Appropriateness Historic Preservation Commission

Contact Community Development (478) 988-2720 for information

	Applicant	Property Owner*
Name	Matthew + Michelle Spires	Same
Title		
Address	902 Washington St	
Phone	[Redacted]	
Email	[Redacted]	
Signature		
Date	3-16-2026	

\*If the applicant is not the owner, the owner must sign this form or provide a letter authorizing the proposed work.

Property Address 902 Washington St.

Type of Project (Check all that apply):

Construction	Site Changes
<input checked="" type="checkbox"/> New building	<input type="checkbox"/> Parking area, driveways, or walkway
<input type="checkbox"/> Addition to existing building	<input checked="" type="checkbox"/> Fence, wall, or landscaping
<input type="checkbox"/> Major building restoration, rehabilitation, or remodel	<input type="checkbox"/> Mechanical system or non-temporary structure
<input checked="" type="checkbox"/> Other type of exterior change, explain: _____	<input type="checkbox"/> Sign
	<input type="checkbox"/> Demolition or relocation of building

Describe the proposed project (attach additional sheets as necessary). The description should include proposed materials. Please divide the description if the proposed scope of work will involve more than one type of project. (Example: 1. building addition and 2. sign installation).

See Attached

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Estimated valuation of proposed modification: \$30,000 Approx.

# 1 of 1 Legacy Landscaping INC

4782938261 | legacylawnandlandscape1588@gmail.com

RECIPIENT:

**Michelle Realtor**  
 906 Washington Street  
 Perry, Georgia 31069

**Quote #14**

Sent on Feb 19, 2026

**Total \$9,026.00**

Product/Service	Description	Qty.	Unit Price	Total
				Optional
Irrigation		3	\$550.00	\$1,650.00
				Optional
Water line		1	\$250.00	\$250.00
				Optional
Grade		1	\$500.00	\$500.00
Zoysia sod	To purchase and install the sod	15	\$325.00	\$4,875.00
Fence		1	\$1.00	\$1.00
Picture frame fence	To procure all necessary materials and labor for the project.	1	\$1,750.00	\$1,750.00
			<b>Total</b>	<b>\$9,026.00</b>

This quote is valid for the next 30 days, after which values may be subject to change.

1. Fence, Wall, or Landscaping

Plan to grade entire back yard, install an irrigation system, and lay new zoysia sod. Would also like to install a picture frame-style fence and gate at just the left and right sides of the house, would not re-fence the entire yard. No other existing plants or trees would be changed. See attached quote from Legacy Landscaping, Inc. for proposed work and images of existing backyard and locations for fencing.

2. Other exterior changes

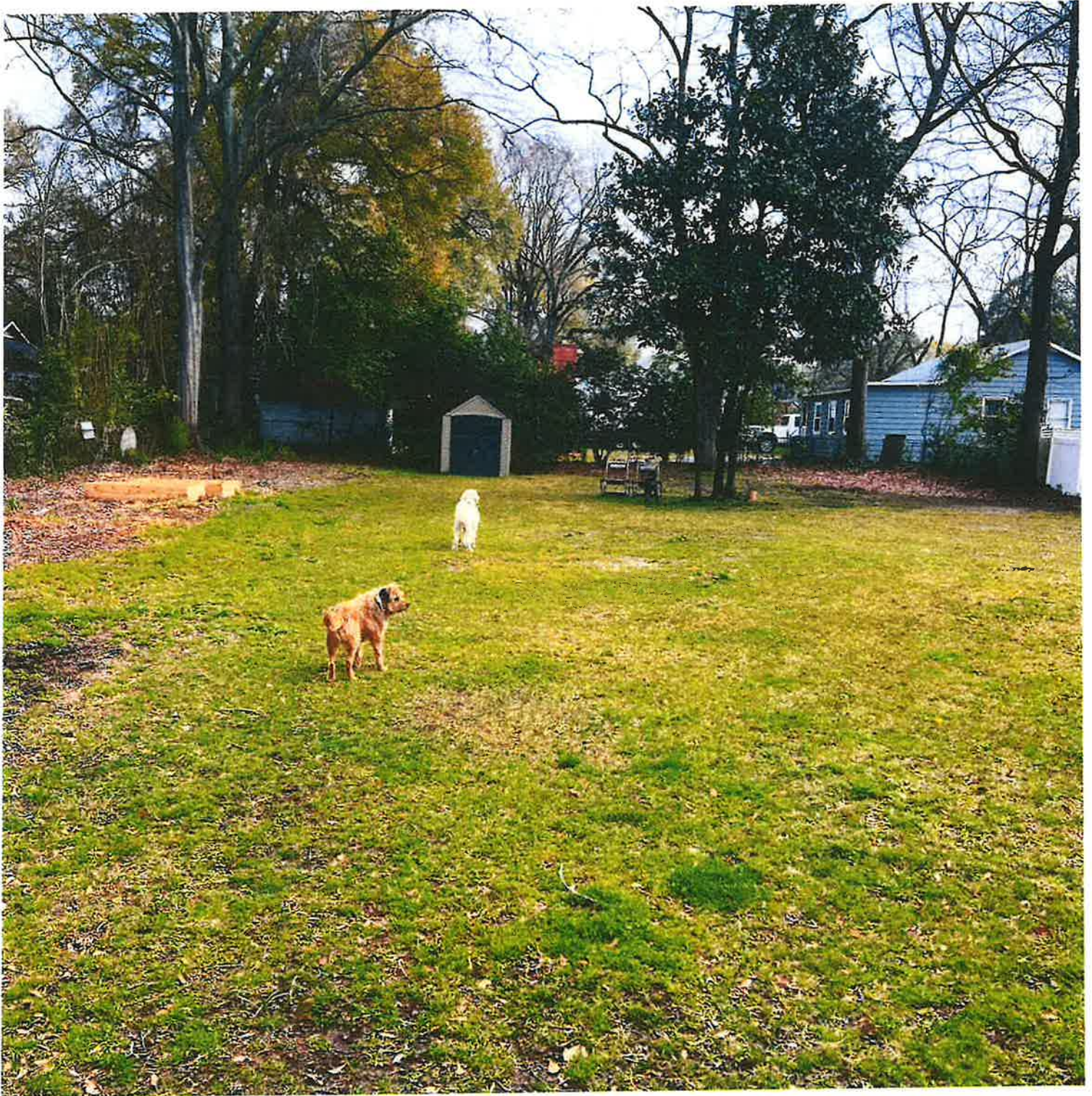
Plan is to lay a concrete patio directly behind house would be roughly 24' x 14'. Job has been discussed with and quoted by local concrete contractor Gary Parks. See attached diagram of home and proposed patio and picture of proposed location.

3. "New Building"

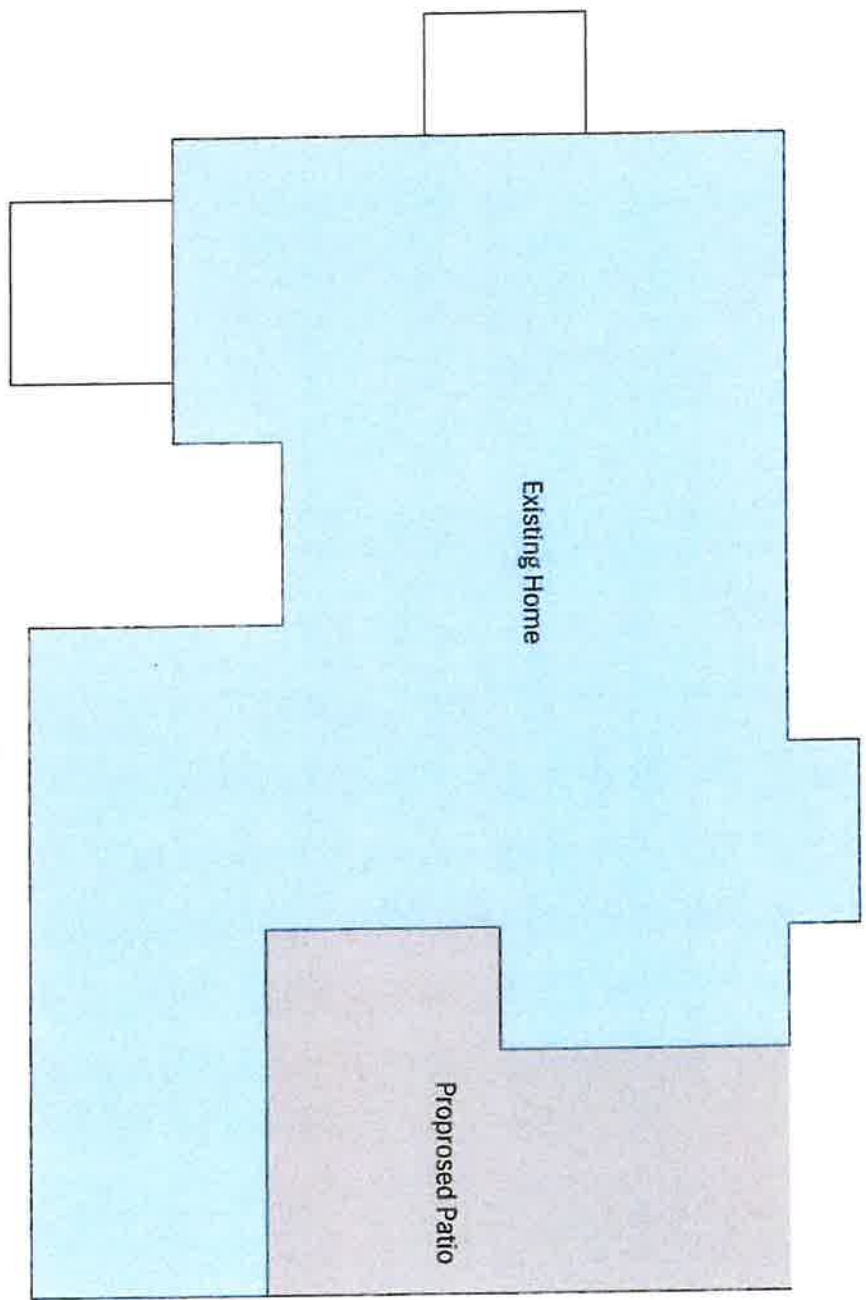
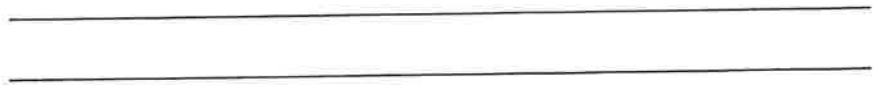
Would install a 10'x20' portable storage building at the rear of the property. See attached images of structures being considered. Building colors would match existing home colors. There would be no additional site work required for this installation. The Building would not be or would be minimally visible from the right of way.











Existing Home

Proposed Patio



