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**Historic Preservation Commission Agenda**

Tuesday, May 12, 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 – April 14, 2026, meeting
6. New Business
  - a. **COA 0058-2026.** 1212 Swift Street – Addition of front stairs and extension of privacy fence in backyard and addition of ornamental fence in front yard. The applicant is Beth Van Hoose.
  - a. Jernigan Street Small Area Plan Review – Ms. Alicia Hartley – Downtown Manager
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  
Minutes - April 14, 2026

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

Staff: Christine Sewell – Recording Clerk and Andrew Klug – Community Development Utility Inspector

Guests: Matthew Spires

3. Citizens with Input – None
4. Approval of the Agenda – Commissioner Beroza motioned to approve as presented; Commissioner Taylor seconded; all in favor and was unanimously approved.
5. Approval of Minutes – March 10, 2026, meeting – Commissioner Sanders motioned to approve as submitted; Commissioner Hubbard seconded; all in favor and was unanimously approved.
6. New Business
  - a. **COA 0038-2026. 902 Washington Street** – New fencing, landscaping, and rear accessory structure. The applicant is Matthew & Michelle Spires.

Mr. Klug read the staff report which requests 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. Mr. Klug advised the 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 is recommending approval with the following condition: If the Commission decides against the gate, the accessory structure must mimic the main structure.

Chairman Griffin opened the public hearing at 6:04pm and called for anyone in favor of the request. The applicant, Mr. Spires, reiterated the request and advised the fence will be stained to a natural wood color and most likely will obstruct the adjoining neighbors' vinyl fence. Commissioner

Sanders asked if the fence was in the back; Mr. Spires said yes and will be for privacy and wide enough for a lawn mower to go through. Commissioner Beroza asked Mr. Spires if there was a preference of the two accessory structures shown; Mr. Spires advised there was not and it would be painted to match the main dwelling.

Chairman Griffin called for anyone opposed; there being none the public hearing was closed at 6:08pm.

Commissioner Beroza advised he had no concern with the fence nor the accessory structure.

Commissioner Beroza motioned to approve the application as presented that includes the fence and gate and with no visibility from the road, the accessory structure; Commissioner Hubbard seconded; all in favor and was unanimously approved.

Commissioner Sanders rescued herself from the meeting as case #0036-2026 is her personal residence.

- b. **COA 0036-2026.** 810 Washington Street – Addition of metal handrails on front porch. The applicant is Val Sanders.

Mr. Klug read the staff report which requests 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. 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 and 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 and recommends approval as presented.

Chairman Griffin opened the public hearing at 6:11 pm and called for anyone in favor of the request. The applicant, Ms. Val Sanders, reiterated the request and noted her insurance company is requiring, and that there are other homes on the street with similar type handrails, and the color will be cream and is reversible.

Chairman Griffin called for anyone opposed; there being none the public hearing was closed at 6:13pm.

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

7. Adjournment: there being no further business to come before the Commission, the meeting was adjourned at 6:15 pm.



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## STAFF REPORT

May 8, 2026

**CASE NUMBER:** COA-0058-2026  
**APPLICANT:** Beth Van Hoose  
**REQUEST:** Addition of front stairs and extension of existing privacy fence in back yard, and addition of ornamental fence in front yard  
**LOCATION:** 1212 Swift Street

**APPLICANT'S REQUEST:**

Applicant requests Commission approval to install a privacy fence at the front elevation of the house to connect with an existing privacy fence on the rear of the property.

Additionally, the applicant would like to install an ornamental wood and metal fence in the front yard with a metal gate.

The applicant also requests approval to restore the porch to its original construction with front stairs that will be the width of the double front doors.

**STAFF COMMENTS:** Section 84 Fences and Walls guidelines (a) states that privacy fences should only be at the rear elevation. The proposed privacy fence would be attached at the corners of the front elevation.

The front fence, while very attractive, is not in keeping with materials in the Historic District since it will be metal and wood.

The addition / rehabilitation of the previously existing front stairs appear to bring the front porch back to its original construction.

**STAFF RECOMMENDATION:** Staff recommends the following:

- (1) Approval of the privacy fence with the condition that the fence will connect to the house at the rear elevation rather than the front elevation.
- (2) Approval of the front stairs exiting the porch as when the home was originally constructed.
- (3) Denial of the front fence with the recommendation that the fence be constructed of wood only as shown in the original picture of the home in keeping with the Historic District.

**APPLICABLE DESIGN GUIDELINES ATTACHED.**

**Perry Historic District Design Guidelines**

**72 Rehabilitation**

**Porches**

**The primary goal is to maintain the form, design, and materials of historic porches.**

Actions to achieve the goal:

Maintain and preserve the following aspects of historic porches:

- a) the open design,
- b) the historic materials
- c) the roof supports and balustrades, and

d) the roof shape.

Add only elements which are documented to have existed historically.

Screen only rear and side porches or, in very few instances, the front porches of vernacular houses.

Set screening behind architectural details.

## 84 Site and Setting

### Walls and Fences

**The primary goal is to maintain the pattern of open and enclosed spaces found within the historic district.**

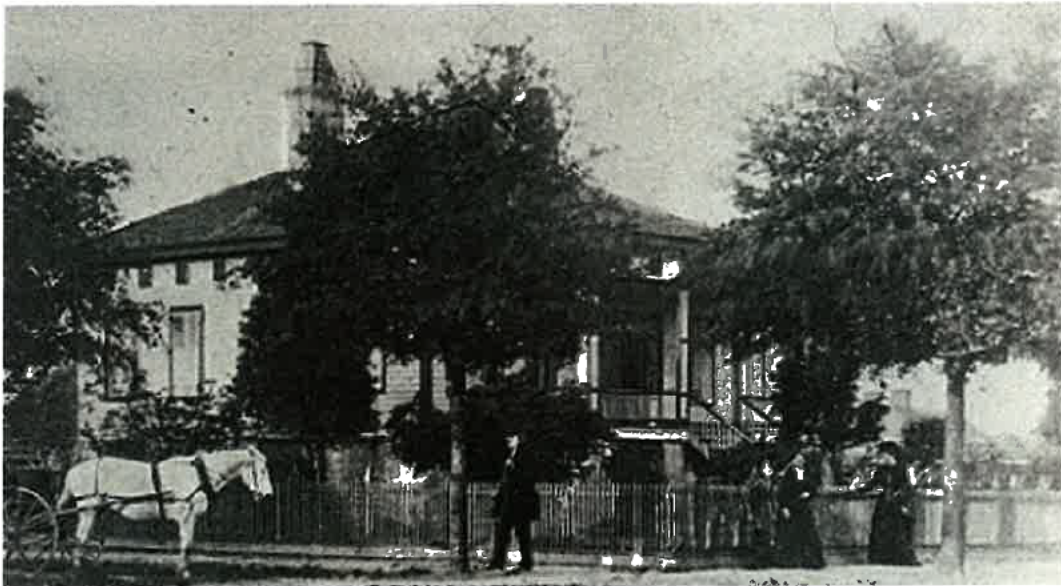
Actions to achieve the goal:

Historic fences and retaining walls should be maintained and not removed.

New fences and front yard retaining walls should respect the pattern within the district by:

- a) being placed behind the facade line of the house (except retaining walls); privacy fences should be at or behind the rear elevation,
- b) using a design appropriate to the district and the house, and
- c) using traditional materials (in most cases wood for fences, poured concrete for retaining walls) appropriate to the district and the house.
- d) being no taller than 36"-54" in height except privacy fences (rear yard only) which may be up to 8' tall.







**1212 Swift St.**

**Application for Certificate of Appropriateness for**

- 1. addition of front stairs**
- 2. extension of existing privacy fence in back yard  
and addition of ornamental fence in front yard**

**date: 04/21/2026**

**owner: Beth Van Hoose**



**12112 Swift St. current front view**



## **Proposed project 1:**

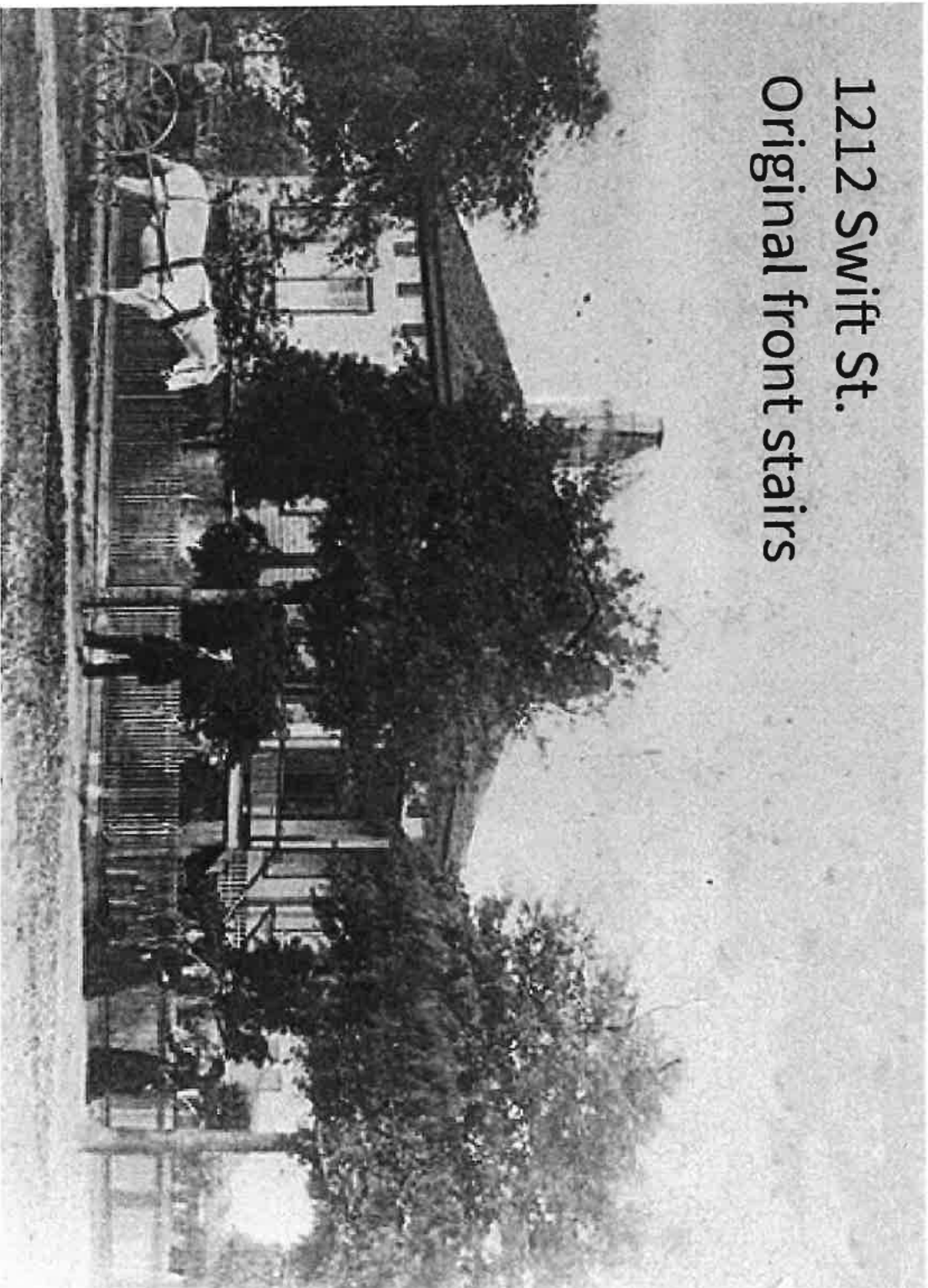
### **1212 Swift St. front stairs**

- original stairs were plain, wood stairs that appear to equal the width of the double front doors
- proposed stairs will be the same style and size, made of wood or wood composite that will be color-matched to the shutters
- rails will match the rails on the front porch

**Cost:** \$3000-5000

**ROI:** 65-95%

12112 Swift St.  
Original front stairs



**1212 Swift St.  
proposed stairs to second floor**

**rails to match  
porch**



## **Proposed Project 2: 1212 Swift St. fencing**

- **back fence:**
  - common wood privacy panels, 8 ft long x 6 ft tall
  - gates will be same material
- **front fence:**
  - posts will be made of either metal or wood, depending on price and availability.
  - if possible, wood posts will be custom-made to match the pillars on the front of the house
  - color will be dark brown or bronze to match the house
  - gate will be metal and centered with front doors



**1212 Swift St. fence proposal:  
front view**



12112 Swift St.

proposal for  
installation of  
ornamental  
wood and  
metal fence in  
front yard and  
extension of  
existing wood  
privacy fence in  
back yard



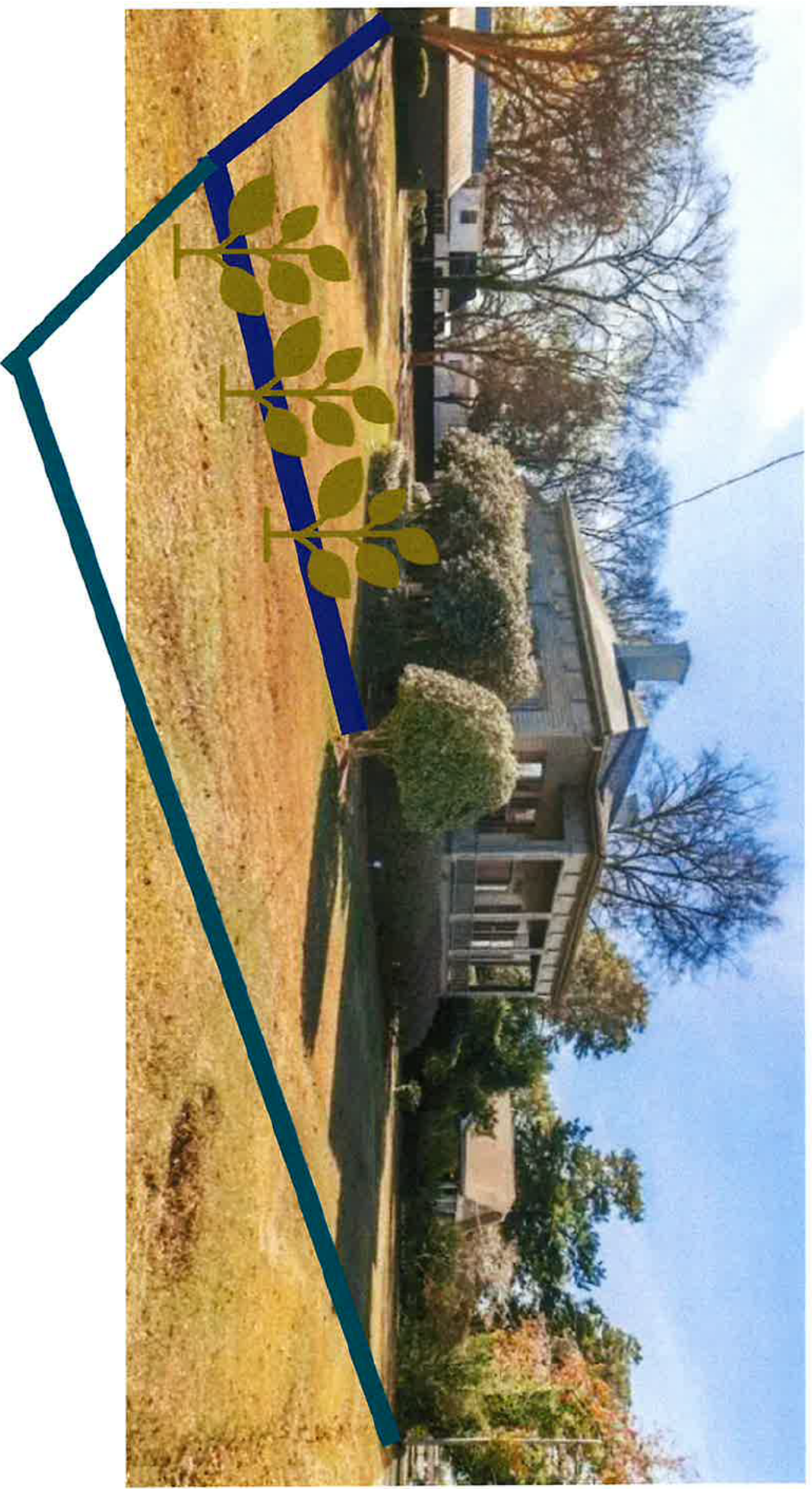
pink = existing  
privacy fence

purple = new  
privacy fence  
extension,  
wood, 6 ft high

green = new  
ornamental  
metal and wood  
fence

black = gates

green = ornamental, purple= privacy with plants to hide from Swift St. view



## **Plans:**

- Privacy fence will be completed first, as it is necessary for owner's dogs. Owner cannot occupy the home without containment for her pets.
- Whether the ornamental fence or the stairs will be done next is undecided and depends on prices of materials and availability of labor.

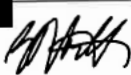


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Application # COA  
0058-2026

## Application for Certificate of Appropriateness Historic Preservation Commission

Contact Community Development (478) 988-2720 for information

	Applicant	Property Owner*
Name	Beth Van Hoose	Beth Van Hoose
Title		
Address	1212 Swift St. Perry GA 31069	
Phone	[REDACTED]	
Email	[REDACTED]	
Signature		
Date	04/21/2026	

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

<b>Property Address</b>	1212 Swift St. Perry GA 31069
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Type of Project (Check all that apply):	
<b>Construction</b> <input type="checkbox"/> New building <input checked="" type="checkbox"/> Addition to existing building <input type="checkbox"/> Major building restoration, rehabilitation, or remodel <input type="checkbox"/> Other type of exterior change, explain: _____	<b>Site Changes</b> <input type="checkbox"/> Parking area, driveways, or walkway <input checked="" 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).

Proposed project 1: 1212 Swift St. front stairs  
 - original stairs were plain, wood stairs that appear to equal the width of the double front doors  
 - proposed stairs will be the same style and size, made of wood or wood composite that will be color-matched to the shutters  
 - rails will match the rails on the front porch  
 - Cost: \$3000-5000 - ROI: 65-95%

Proposed Project 2: 1212 Swift St. fencing  
 back fence: - common wood privacy panels, 8 ft long x 6 ft tall to match existing fence  
                   - gates will be same material  
 front fence: - posts will be made of either metal or wood, depending on price and availability.  
                   - if possible, wood posts will be custom-made to match the pillars on the front of the house  
                   color will be dark brown or bronze to match the house  
 - gate will be metal and centered with front doors  
 - Cost: \$25,000- 30,000 ROI: 50-70%

<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-energygovpub.tylerhost.net/Apps/SelfService#/home">https://perryga-energygovpub.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>

**Application Checklist.** 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 [comm.development@perry-ga.gov](mailto:comm.development@perry-ga.gov)

<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 n/a</p> <p><input type="checkbox"/> landscape plan (specific vegetation not required) n/a</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 checked="" type="checkbox"/> site plan or sketch of site with proposed improvements</p> <p><input checked="" type="checkbox"/> architectural elevations or sketches</p> <p><input checked="" type="checkbox"/> description of materials</p> <p><input checked="" 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 checked="" 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:** \$28,000 - 35,000

## Activity Results

At stakeholder meetings with the public and property owners, MSAB, DDA, and HPC 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 infrastructure, which was a result of the first stakeholder discussion. The chart on the right demonstrates the results of the activity by showing the priority for different projects within the plan area. Priorities are ranked 1-4 with 1 being highest. Overall, infrastructure was the highest priority, followed closely by sidewalks and crosswalks.

Public Meeting		Priority
Project		
Sidewalks/Crosswalks		2
Parking & Road Improvements		3
Public Spaces		4
Infrastructure		1
<b>Main Street Advisory Board</b>		
Project		Priority
Sidewalks/Crosswalks		2
Parking & Road Improvements		3
Public Spaces		4
Infrastructure		1
<b>Downtown Development Authority</b>		
Project		Priority
Sidewalks/Crosswalks		2
Parking & Road Improvements		1
Public Spaces		3
Infrastructure		4
<b>Historic Preservation Commission</b>		
Project		Priority
Sidewalks/Crosswalks		1
Parking & Road Improvements		3
Public Spaces		2
Infrastructure		4
<b>Average of All Groups</b>		
Project		Priority
Infrastructure		1
Sidewalks/Crosswalks		2
Parking & Road Improvements		3
Public Spaces		4

## Recommendations for Implementation

1. Require all future development to comply with the area's stormwater basin study as required by engineering staff for site plan review.
2. Ensure that there is a safe and legal way for pedestrians to cross Main Street to access Jernigan and Main Street businesses.
3. Develop engineering plans for sidewalk connectivity and street lighting on Jernigan and Main Streets.
  - a. Allocate funding for connectivity upgrades (brick sidewalks and street lighting) as private development occurs.
4. Explore public-private partnership to support greenspace near Moody Law; prepare to possibly receive greenspace donation once private investment for public space is complete
5. Encourage cohesive zoning with other properties in the plan area to C3
6. MSAB and DDA to coordinate the expansion of key downtown placemaking initiatives

# Jernigan Street & Main Street

## Small Area Plan

### 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 Jernigan Street and neighboring areas aligns with the needs and goals of stakeholders while preserving the unique character and charm of Downtown Perry. Over the past couple of years, there has been more private developer interest and private properties changing hands in this area of downtown. This study and plan was done alongside property owners and board members 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 as future development is predicted. The Economic Development Department staff worked closely with property owners, board members, and other stakeholders to develop four key focus areas. These focus areas served as a guide for the entire planning process and each meeting.

### Planning Area & Parcels

The focus area of this small area plan included 18 parcels along the Jernigan Street and Main Street corridor of downtown. This area was selected as the focus of this plan due to its increasing private development interest and growth.



## Focus Areas of the Study

- Connectivity & Walkability
  - Sidewalks, crosswalks, parking, etc. Connecting Jernigan Street to the rest of downtown safely.
- Public Space & Beautification
  - Beautification of public spaces such as rights of ways.
- Extending the Downtown Experience
  - Belongingness of businesses along Jernigan and Main Streets to the rest of downtown
- Design & Character
  - Business mix & use mix of structures

## Stakeholder Public Meeting

### Key Takeaways:

- Appreciate the feeling of opportunity in area as well as the small town charm.
- Current building inventory mix has character that makes it unique to other areas of downtown
- Lighting is needed as it is very dark and appears unwelcoming after business hours
- Intersection of Main Street and Jernigan Street is too wide and feels unsafe to cross without any signs or official crosswalk. Traffic calming devices would be helpful.
- Concerns regarding inadequate stormwater infrastructure arose.

## MSAB

### Key Takeaways:

- Emphasized the importance of this type of discussion and forward thinking planning process
- If stakeholders note that infrastructure is a problem, then it is a problem and it needs to be addressed first

## DDA

### Key Takeaway:

- Importance of connectivity to the Jernigan Street area, especially with new development coming.

## HPC

### Key Takeaways:

- Importance of the preservation of the old jail (Mason Tractor property) as it has the oldest wall in Perry in this building
- Emphasis on walkability

## Zoning & Land Use

### Plan Area Existing Zoning

The existing zoning within the Jernigan Street plan area includes C3 (Central Business) and M-2 (General Industrial) while still being within the Downtown Overlay District. This does lead to inconsistencies as these 11 parcels are the only M2 zoned parcels in the entire downtown district. The rest of the downtown district includes C3, C2 (General Business), GU (Government Use), and FBR (Form Based Residential). During stakeholder discussions, a few comments were made regarding future uses of properties that are for sale. Staff informed stakeholders that future uses are up to private property owners, but are regulated by zoning. It would be favorable if the M2 parcels transitioned over time to be rezoned to C3 to as there are more appropriate allowable uses that are more typical for a downtown district.



### Plan Area Existing Uses



The existing uses within the plan area include a mixture of various types of commercial development along with a few vacant parcels located on the private Roughton Street. Commercial developments include professional services such as banks, law services, real estate firm, architecture services, and office space, hospitality businesses such as a motel, restaurant, and soon-to-be brewery, and manufacturing services such as a t-shirt shop and tractor repair shop. There is also a retail business within the mix. This plan area abuts other commercial, professional service businesses and some residential parcels.

### Proposed Zoning & Land Use Adjustments

While the majority of the parcels in the plan area are zoned appropriately for desired uses, there is one recommendation as outlined below.

1. Work alongside private property owners to support rezoning from M2 to C3 as needed and desired.