



City of Cartersville Historic Preservation Commission COP Application Staff Report
Case: COP22-19

HPC Meeting – 11.15.2022

Application Information

Address: 100 Cherokee Ave.
 Applicant: White & Choate Attorneys
 Historic District: DBD
 Zoning: DBD
 Setbacks: All= 0ft. Freestanding Sign setback is 0ft.

Brief Description: Add new freestanding sign with height and area exceeding allowance.

Applicable Guidelines to Consider

Residential Design Guidelines	
<i>Part One: Maintaining, Repairing, Replacing Structures Contributing to a Historic District.</i>	
A. Wood	K. Utilities and Energy Retrofit
B. Masonry	L. Accessibility, Health, and Safety Considerations
C. Architectural Metals	M. Additions to Historic Buildings
D. Paint	N. Aesthetic Recommendations
E. Roofs	
F. Exterior Walls	PART TWO: New Construction
G. Driveways, Walkways, and Off-Street Parking	
H. Lighting	PART THREE: Relocation
I. Windows and Doors	
J. Entrances, Porches and Balconies	PART FOUR: Demolition
Commercial Design Guidelines (Historic Downtown Business District)	
PART ONE: General Guidelines for Structures Contributing to the District.	
PART TWO: Guidelines for New Construction –	

Project Description:

1. Add new freestanding sign 7.4ft. in height and 31sf in area.

History of the Property- No GHRS on file. Tax records show house was built in 1960.

COP06-13. Install new windows. Approved 9-19-06.

Analysis of the COP:

The building is historic, contributing.

Type: Undetermined. Style: Undetermined

The applicant proposes to install a new freestanding sign in the same location as the previous freestanding sign for the business. The sign will be located in the parking lot and has no setback requirement from the property line per the DBD sign ordinance.

The previous sign incorporated a light post with several banner arms supporting tenant signs. The light post was approx. 10ft. in height. The sign was approved 12-12-00, SPOO-81.

The proposed sign will be 7.4 feet in height including the base, and have 31 square feet of sign area. The DBD sign ordinance allows freestanding signs to be no taller than 6 feet and no larger than 24 square feet.

The BZA will review the variance request to increase the height and area on Thursday, Nov. 10th.

No negative impact is anticipated.

Commissioners Work Sheet

Materials:

- Roof
- Siding
- Windows
- Doors
- Exterior Lighting
- Foundation
- Decking
- Steps
- Porches
- Ornamentation

Existing Materials

Materials to be Used

Notes:

I move to (approve, approve w/ conditions, or deny) the application for (state proposed changes) at (address) (as submitted, or with the following conditions). I find (compliance or noncompliance) with the guidelines referenced in the staff report and those brought up during discussion.

Sec. 20-27. DBD sign regulations.

All signs under this section require a permit. The standards and requirements of this section shall be in addition to city-wide standards and requirements. In the event of conflicting regulations, the standards and requirements of this section shall take precedence.

(1) *General regulations.*

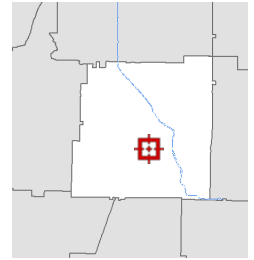
- a. *Banners.* No more than one (1) banner, not to exceed thirty-two (32) square feet in area, may be displayed at each place of business and shall be securely attached to the facade of a building. A registration permit is required, at no cost, and such banners shall be displayed for a period not to exceed thirty (30) days.
- b. *Color.* For all signs in the DBD district, fluorescent colors shall not be used. Such signs shall not contain more than five (5) colors, except in instance of an illustration.
- c. *Freestanding signs.* One (1) freestanding sign shall be allowed on each property frontage, not to exceed six (6) feet in height, and shall not exceed twenty-four (24) square feet in area. Electronic freestanding signs which exhibit animation, blink, change copy, display moving pictures or images, flash, contain light emitting diode (LED), and/or contain liquid crystal display (LCD) shall be prohibited.
- d. *Pole banners.* Such banners shall not exceed twelve and one-half (12-1/2) square feet in area; shall have a maximum width of two and one-half (2-1/2) feet and a maximum height of five (5) feet; shall have a minimum display height from the bottom edge of the banner to the ground of eight (8) feet; and shall have a maximum display height of twenty-five (25) feet measuring from the top edge of the banner to the ground. Such banners attached to public utility poles or light poles shall be approved by the appropriate city department prior to attachment.
- e. *Projecting signs.* A business shall be allowed to attach one (1) projecting sign to a building facade which fronts a public right-of-way with the following stipulations:
 1. The sign shall not exceed an area of six (6) square feet.
 2. The horizontal dimension of the sign shall not exceed three (3) feet.
 3. The sign shall be attached perpendicular to the building wall.
 4. The distance from the ground to the lower edge of the sign shall be a minimum of seven (7) feet over a sidewalk and a minimum of thirteen (13) feet over a street or driveway.
 5. The distance from the building wall to the sign shall not exceed six (6) inches.
 6. The height of the top edge of the sign shall not exceed the height of the wall from which the sign projects, if attached to a single story building, or the height of the sill or bottom of any second story window, if attached to a multi-story building.
 7. The sign may be directly or indirectly lighted, however, direct lighting shall be of the sign copy only. Animated illumination or effects, blinking, flashing, rotating, and/or scrolling projecting signs shall be prohibited.
- f. *Wall signs.*
 1. Wall signs shall have an aggregate area not to exceed two (2) square feet for each linear foot of building face, not to exceed two hundred (200) square feet in area. Canopy and awning signage shall be deducted from allocated wall sign area.

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2. No wall sign shall be closer than eighteen (18) inches to an adjacent property line and shall not be installed or extend over a party wall.
 3. Wall signs shall not obscure important architectural details or features such as windows, transom panels, sills, moldings and cornices.
 4. Wall signs shall be no greater than twenty-four (24) inches in height (excludes permanent window signage).
 5. Animated illumination or effects, electronic, blinking, flashing, rotating, and/or scrolling wall signs shall be prohibited.
- g. *Window signs.* Each ground level business having windows directly oriented to a street may use all of that glass area as one (1) allowable sign, but no single window shall be covered more than thirty (30) percent. Electronic window signs in the downtown business district (DBD) shall be no greater than four (4) square feet in area and shall only be stationary.
- (2) *Maintenance and appearance of signs.*
- a. All signs in the DBD zoning district shall be maintained in good condition, so as to present a quality and orderly appearance. The city finds that neglected or dilapidated signs in the DBD zoning district may adversely affect the public health, safety and welfare. Such signs may adversely affect the aesthetic characteristics of the city and may adversely affect public safety due to the visual impact of said signs on motorists and the structural characteristics of said signs.
 - b. Signs shall be considered neglected or dilapidated signs if any of the following conditions are present: Rust or holes on or in the sign or sign structure; broken, missing, loose or bent parts; faded or flaking paint; nonoperative or partially nonoperative illuminating or mechanical devices; or missing letters in sign copy.
 - c. The planning and development department, after due notice, may have any sign removed which shows gross neglect or becomes dilapidated. Said notice shall be given to the property owner and current tenant by first class mail, with proof of mailing obtained from the post office. Proof of mailing means either a first class "certificate of mailing" or a first class "certified mail" receipt; a proof of delivery is not required. Only an owner reflected on the records of the tax assessors as of January 1st of the applicable year shall be entitled to notice. The zoning administrator or designee shall give the owner thirty (30) days' written notice to correct the deficiencies or to remove the sign or signs. If the owner refuses to correct the deficiencies or remove the sign, the zoning administrator or designee may have the sign removed at the expense of the owner.
- (3) *Prohibited signs in the DBD district in addition to section 20-22*
- a. Animated illumination or effects, electronic, and/or flashing signs, unless noted above.
 - b. Billboards.
 - c. Signs painted directly onto roofs, retaining walls, fences or building facades or walls. Commemorative wall signs of historical significance are exempt from this provision.
 - d. Streamers.



(Ord. No. 26-12, 5-3-12; Ord. No. 01-15, § 8, 3-5-15)



Overview

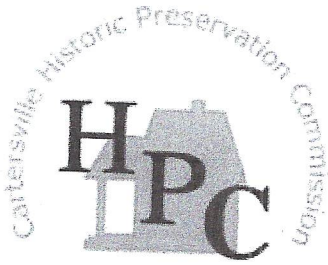


Legend

-  Parcels
-  Roads

Date created: 10/10/2022
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Developed by  **Schneider**
GEOSPATIAL



Cartersville Historic Preservation Commission
CERTIFICATE OF PRESERVATION APPLICATION

*Applicant: White & Choate Attorneys

Project Address: 100 W. Cherokee Ave

Mailing Address (if different than project address): _____

Phone: 770-382-4541

Email: jchoate@wcwattorneys.com

*NOTE: If applicant is not the owner, as listed on the property deed, a letter from the owner authorizing the proposed work must be included along with the owners phone number and address.

PROCEDURE

Application Requirements

All Applications must be complete and include support materials listed on the reverse of this form and a \$25 non-refundable application fee.

Application Deadlines

See 3rd page of application for application submittal deadlines.

Application Representation

The applicant or authorized representative of the applicant should attend the public hearing to support the application.

Building Permits Requirements

In Addition to a COP application, building permits must be acquired from the Community Development Department. **Building permits will not be issued without proof of a COP.**

Deadline for Project Completion

After approval, the COP is valid for 18 months and void if construction does not begin within 6 months of approval.

Office Use Only

Case Number COP22-19
 Date Received 10-4-22
 Contributing Y- c1956
 Zoning DBD
 Legal Advertisement 11-8-22
 Notified Adjacent _____
 HPC Hearing 11-15-22
 HPC Decision _____
 COP Expiration _____
 Project Completion _____
 Tax Parcel C002-0013-001

P
R
O
J
E
C
T

Existing Building Type:

- Residential One, Two or Multi-family _____
- Commercial Garage, Storage _____
- Other _____

Brief Project Description (example: addition of sunroom, installation of fence):

I
N
F
O
R
M
A
T
I
O
N

Type of Project (check all that apply)

- New building
- Addition to building
- Relocation of building(s)
- Demolition
- Fence(s), wall(s), landscaping
- Minor exterior change
- Major restoration, rehabilitation, or remodeling
- Other New Monument Sign

Start Date: a soon as its approved

Anticipated Completion: 1 day completion

Contractor/Consultant/Architect: _____

AUTHORIZATION

In consideration for the City of Cartersville's review of this application for a proposed change to a locally designated property, the applicant agrees to hereby indemnify and hold harmless the City and its' agents and employees from and against any and all claims, damages, and/or liability arising from or related to this application or any issuance of a permit hereunder.

Date 10-4-22

Signature [Signature]

APPLICATION CHECKLIST

The following list includes the support material necessary for review of a particular project.

New Buildings and New Additions

- site plan
- architectural elevations
- floor plan
- landscape plan (vegetation not required)
- description of construction materials
- photographs of proposed site and adjoining properties

Major Restoration, Rehabilitation, or Remodeling

- architectural elevations or sketches
- description of proposed changes
- description of construction materials
- photographs of existing building
- documentation of earlier historic appearances (restoration only)

Minor Exterior Changes

- description of proposed changes
- description of construction materials
- photographs of existing building

Site Changes – Parking areas, Drives, Walks

- site plan or sketch of site
- description of construction materials
- photographs of site

Site Changes – Fences, Walls, Systems

- site plan or sketch of site
- architectural elevations or sketches
- description of construction materials
- photographs of site

Site Changes – Signs

- specifications
- description of construction materials and illumination

Demolition

Must include a complete plan for the new development.

- timetable
- demolition budget
- new construction budget
- evidence of adequate financing

NOTE: Only complete applications will be placed on the agenda for design review. Submit to:

City of Cartersville
Planning and Development Department
P.O. Box 1390
Cartersville, GA 30120

PROJECT DESCRIPTION

Include support materials and attach additional sheets if needed. If the proposed scope of work will involve more than one type of project, please divide the description. [Example: (1) Addition to rear (2) New roof]

Aluminum back l.t monument
Style Freestanding Sign with
space for tenets.
Sign is ~~6~~ 6'x5' with a
15" stucco base. to match the
building. The new sign is
only 6sqft bigger than allowed.

PRECEDENCE OF DECISIONS

Each application will be considered on it's own merit with reference to the Secretary of the Interior's Standards and the Commission's published Design Standards. While the Historic Preservation Commission may consider past actions when making decisions on an Application for a Certificate of Preservation, it is not held by those decisions when considering new application that may appear similar in character.



New Beginning Signs & Graphics
 5 Gilmer Street
 Cartersville, Georgia 30120
 770-387-1720
 www.nbsigns.com

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HOLD
 PENDING WRITTEN APPROVAL

PROOF

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- OK to produce order with changes noted on proof
- Make corrections and return revised proof

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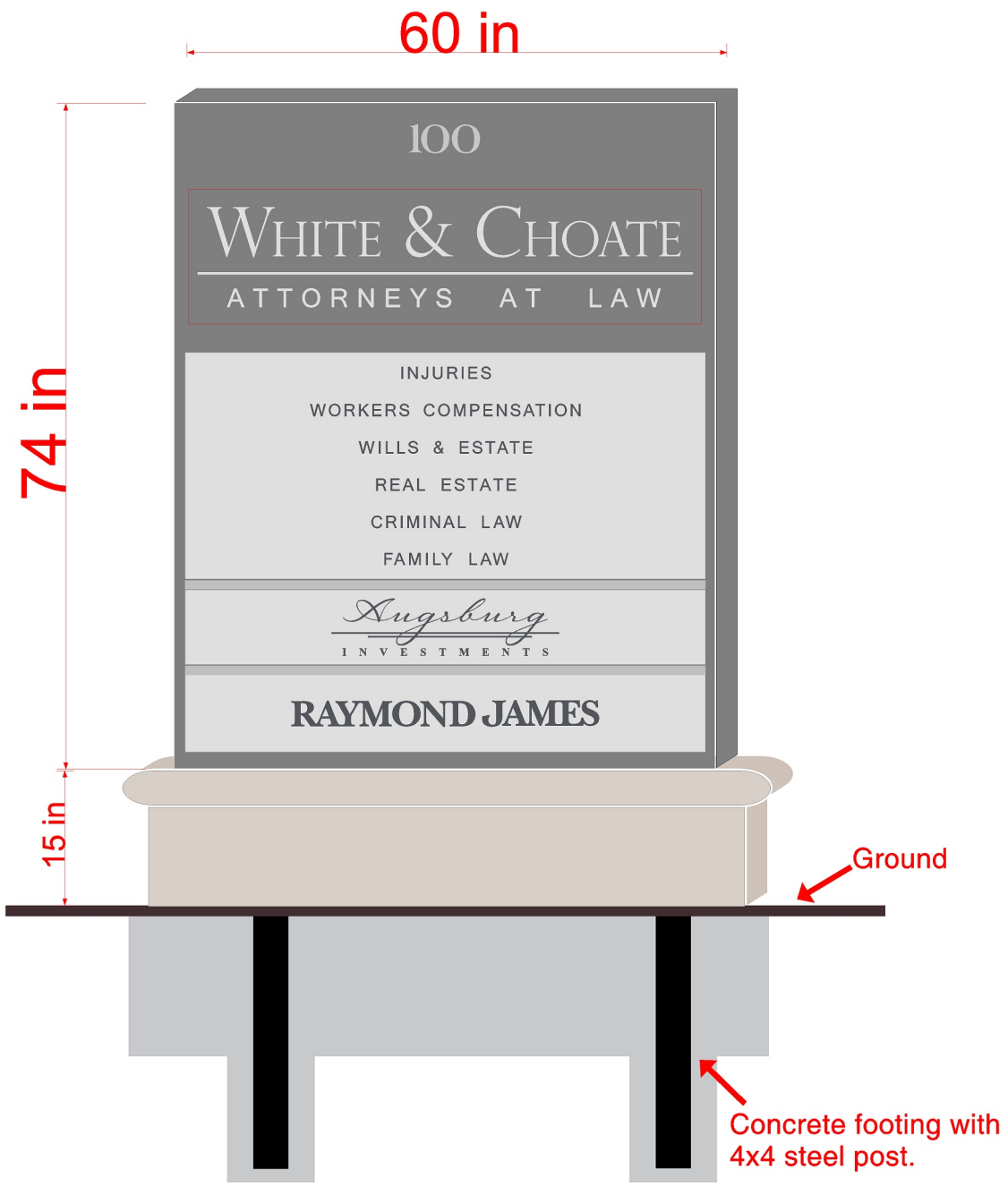


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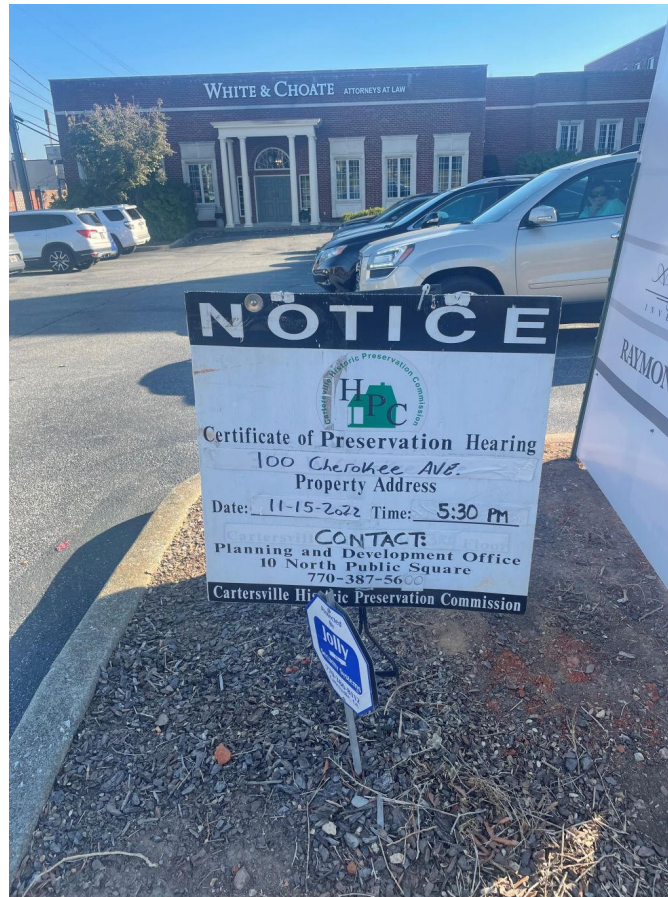
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IMAGES TAKEN 11-8-22



IMAGES TAKEN 11-3-22 (Temporary Sign)

