



<b>City of Cartersville Historic Preservation Commission COP Application Staff Report</b>
Case: COP24-18

**HPC Meeting – 6-18-24**

**Application Information**

Address: 10 Hillside Dr  
 Applicant: Kevin and Michele Gunter  
 Zoning District: R-20  
 Setbacks: Front: 20ft. Rear: 20ft: Side: 10ft.

**Brief Description:** Applicant proposes to add a front porch. Demolish brick steps.

**Applicable Guidelines to Consider**

<b>Historic District Ordinance Section</b>	
	9.25-51. General
	9.25-52. Downtown Business District
	9.25-53. Olde Towne
	9.25-54. West End
<b>X</b>	9.25-55. Cherokee- Cassville
	9.25-56. Granger Hill

<b>Infill Overlay Districts. Chapter 26, Zoning. Article 27 (Sec. 27.1- 27.6)</b>	
	West End Infill Overlay District
	Cherokee-Cassville Infill Overlay District

<b>Residential Design Guidelines</b>		
<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
<b>X</b>	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	
<b>X</b>	J. Entrances, Porches and Balconies	PART FOUR: Demolition

<b>Commercial Design Guidelines (Historic Downtown Business District)</b>	
	PART ONE: General Guidelines for Structures Contributing to the District.
	PART TWO: Guidelines for New Construction.

**The following scopes of work are proposed:**

**Front Porch Addition**

1. Demolish existing brick steps from walkway to front door.
2. Construct a front porch approx. 11ft x 36ft.
3. Add asphalt shingle roof to match house, 3/12 pitch
4. Add wood or composite columns to match existing column details at front door.
5. Add wood steps.
6. Add wood hand rail and porch railing.
7. Add wood decking.
8. Add brick pillars to support porch under columns
9. Add lap siding to end of porch to match siding on house.

**History of the Property-** The house was constructed c.1954 according to the Bartow County Tax assessor's records. There is no GHRs survey.

**COPs on file:**

COP24-13. Demolish front steps. Add new porch to front of house. Denied 5/21/24.

COP19-05. 1) Add stamped paver at base of driveway; 2) Replace existing asphalt driveway with river rock gravel driveway, and 3) Replace iron deck railing with wood railing to match porch on rear of home. Approved 3-19-19.

**Analysis of the COP:**

The house is Historic, Contributing. Housing Type: Undetermined, but cottage-like. Style: Undetermined

Plans are provided. Porch dimensions are approximately 11ft. x 36ft. x 30" (staff measurements). Porch height ranges from 27in. to 45in. per the plan.

The applicant proposes to demolish the existing brick steps and landing at the front door. The contractor states the brick steps cannot be saved. Pictures are provided that show the steps have settled and the mortar is cracked. The steps appear to be original to the house as the brick appears to match the house brick. Tile has been added to the surface of the landing at the front door.

The front porch is to be constructed from wood and/or wood composite materials for the support columns, railings, and decking. The porch will be supported with brick pillars under the support columns at ground level. Approx. dimensions appear to be 20in. x 20in. Pictures representing the applicants' material preferences have been provided for the porch and roof. The roof is proposed as a 3:1 or 3/12 pitched roof with asphalt shingles to match the house. This is the minimum slope allowed for asphalt shingles.

The revised plans and materials seem to be a better fit for the house than the idea presented in the COP24-13 application. Matching the brick and wood porch details to the material details of the house is likely key to constructing an appropriate front porch.

The proposed lap siding should match the house lap siding in material and reveal.

### **Commissioners Work Sheet**

#### **Materials:**

	<b>Existing Materials</b>	<b>Materials to be Used</b>
Roof	Asphalt shingle (house)	Asphalt shingle (porch)
Siding	Wood lap	Wood lap
Windows		
Doors		
Exterior Lighting		
Foundation	Brick Crawlspace	Brick columns ground level
Decking		Wood
Steps	Brick w/ metal railing	Wood
Porches		Wood/composite columns/handrails
Ornamentation		

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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.

# 10 Hillside Dr. Porch Dims.



01/22/2015 - 03/07/2015



**Legend**  
 □ Parcels  
 — Roads

<b>Parcel ID</b>	C014-0002-004	<b>Alternate ID</b>	33613	<b>Owner Address</b>	ADCOCK KIMBERLY
<b>Sec/Twp/Rng</b>	n/a	<b>Class</b>	Residential		10 HILLSIDE DR
<b>Property Address</b>	10 HILLSIDE DR	<b>Acres</b>	0.66		CARTERSVILLE, GA 30120
<b>District</b>	Cartersville				
<b>Brief Tax Description</b>	LL 452 LD 4				

(Note: Not to be used on legal documents)

Date created: 5/15/2024  
 Last Data Uploaded: 5/14/2024 9:24:48 PM

Developed by  **Schneider**  
 GEOSPATIAL



**Cartersville Historic Preservation Commission  
CERTIFICATE OF PRESERVATION APPLICATION**

\*Applicant: KEVIN AND MICHELLE GUNTER

Project Address: 10 HILLSIDE DR. 30120

Mailing Address (if different than project address):  
\_\_\_\_\_

Phone: 770-367-4608

Email: KEVIN\_GUNTER@BELLSOUTH.NET

\*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	_____
Date Received	_____
Contributing	_____
Zoning	_____
Legal Advertisement	_____
Notified Adjacent	_____
HPC Hearing	_____
HPC Decision	_____
COP Expiration	_____
Project Completion	_____
Tax Parcel	_____

**P  
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Existing Building Type:

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

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

PORCH (FRONT) ADDITION

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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 \_\_\_\_\_

Start Date: 6-24-24

Anticipated Completion: \_\_\_\_\_

Contractor/Consultant/Architect: HEATH MASSEY

**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 6-10-24 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]

1. FRONT PORCH ADDITION

PIC #1 COLUMN PEDESTAL

PIC #2 UNDER PINNING  
BRICK SUPPORT

PIC #3 PORCH COLUMNS

PIC #4 FRONT ELEVATION

PIC #5 SIDE ELEVATION

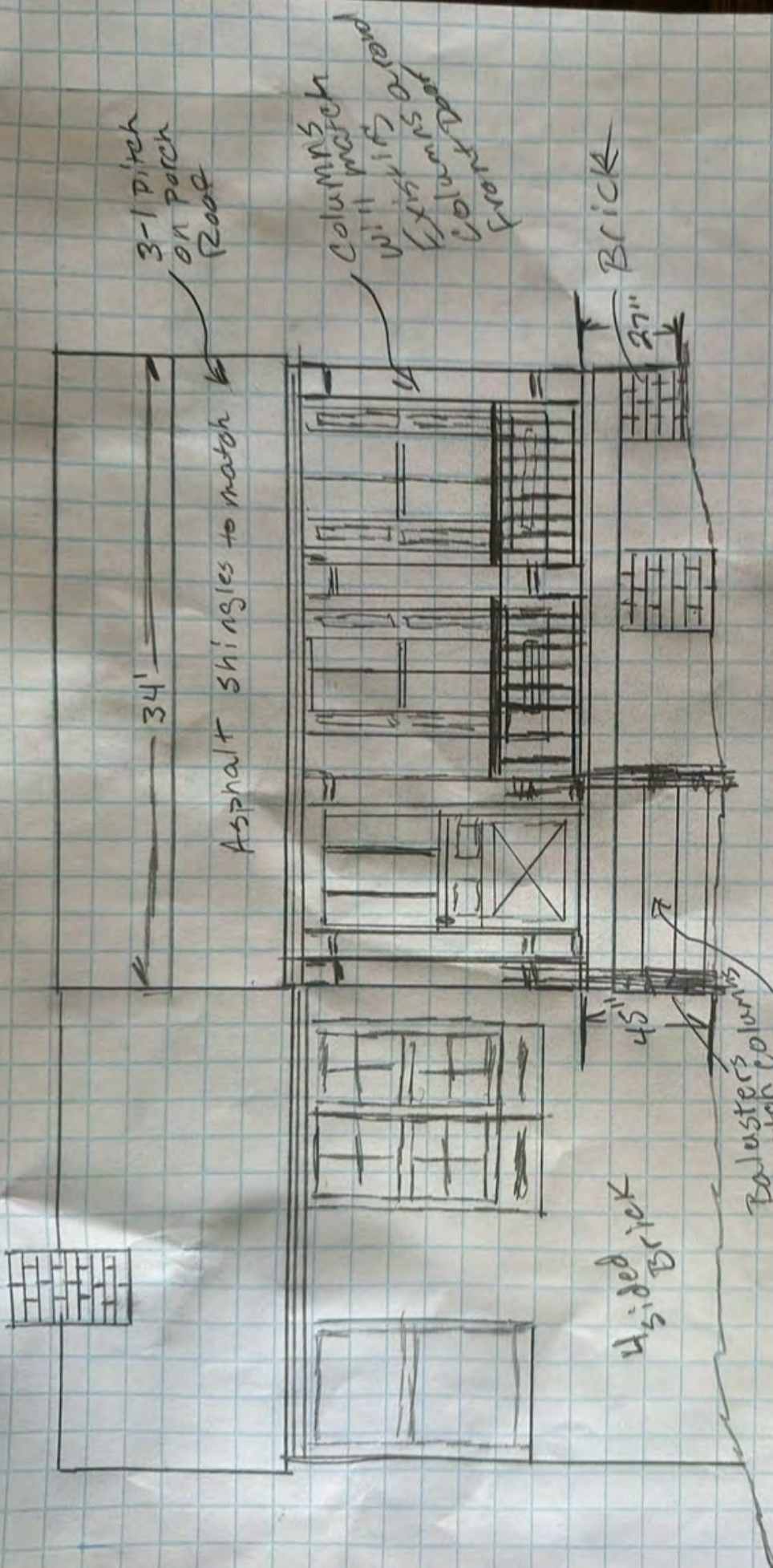
PIC #6 CEILING

FLOORING WILL BE

WOOD.

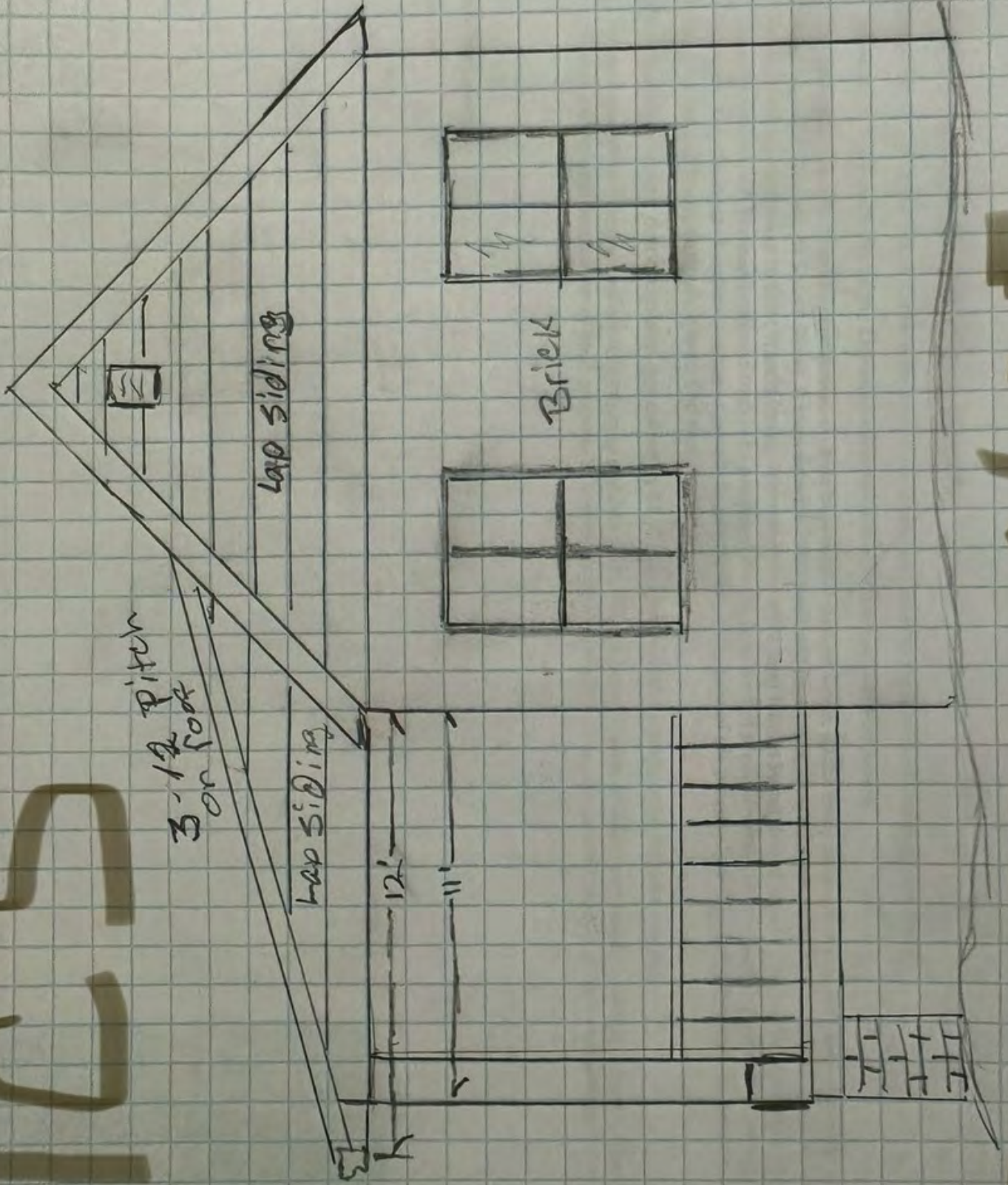
## PRECEDENCE OF DECISIONS

Each application will be considered on its 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.



FRONT PIECE





PILES  
SIDING  
VIEW



22:08

63



P

Paula proulx

Follow



View

Save



Show the look

22:38

5G 69

Q porch on front of my h — Private





EXISTING BRICK STEPS



PHOTOS PREVIOUSLY USED WITH COP24-13.

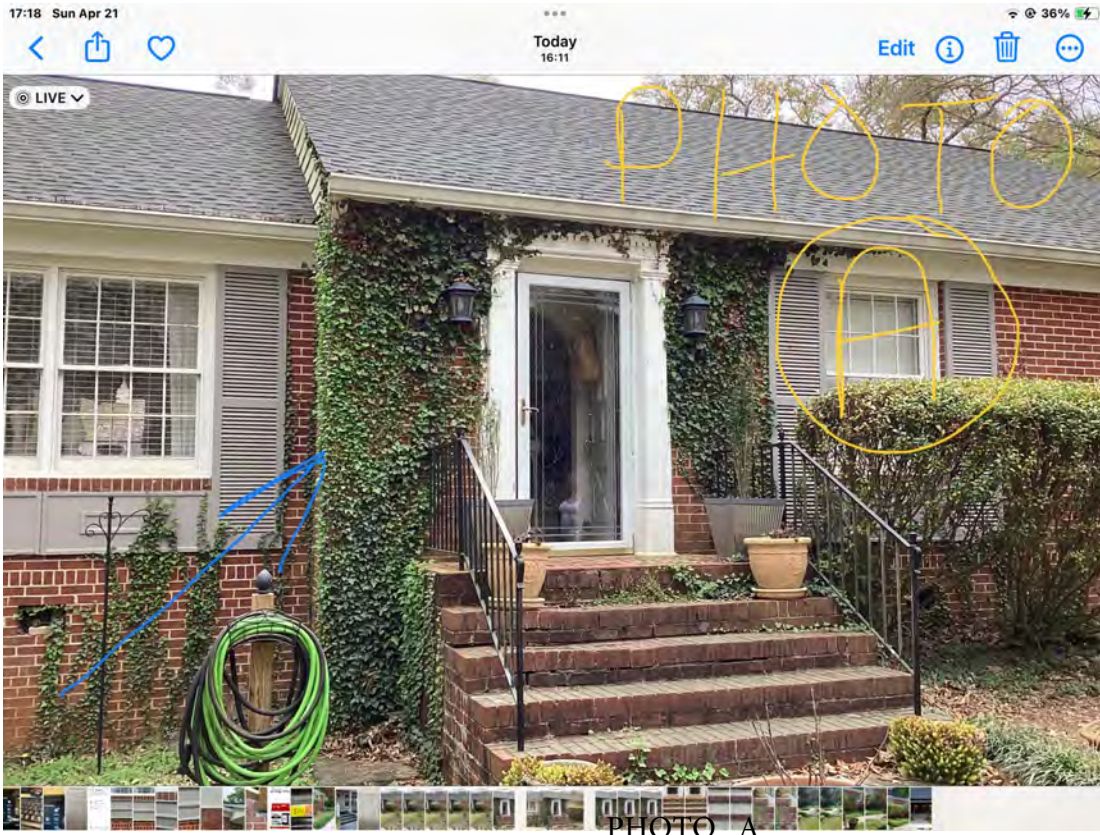


PHOTO SHOWS HEIGHT OF PORCH OF 30IN. EVEN WITH SHUTTERS AND DOOR.

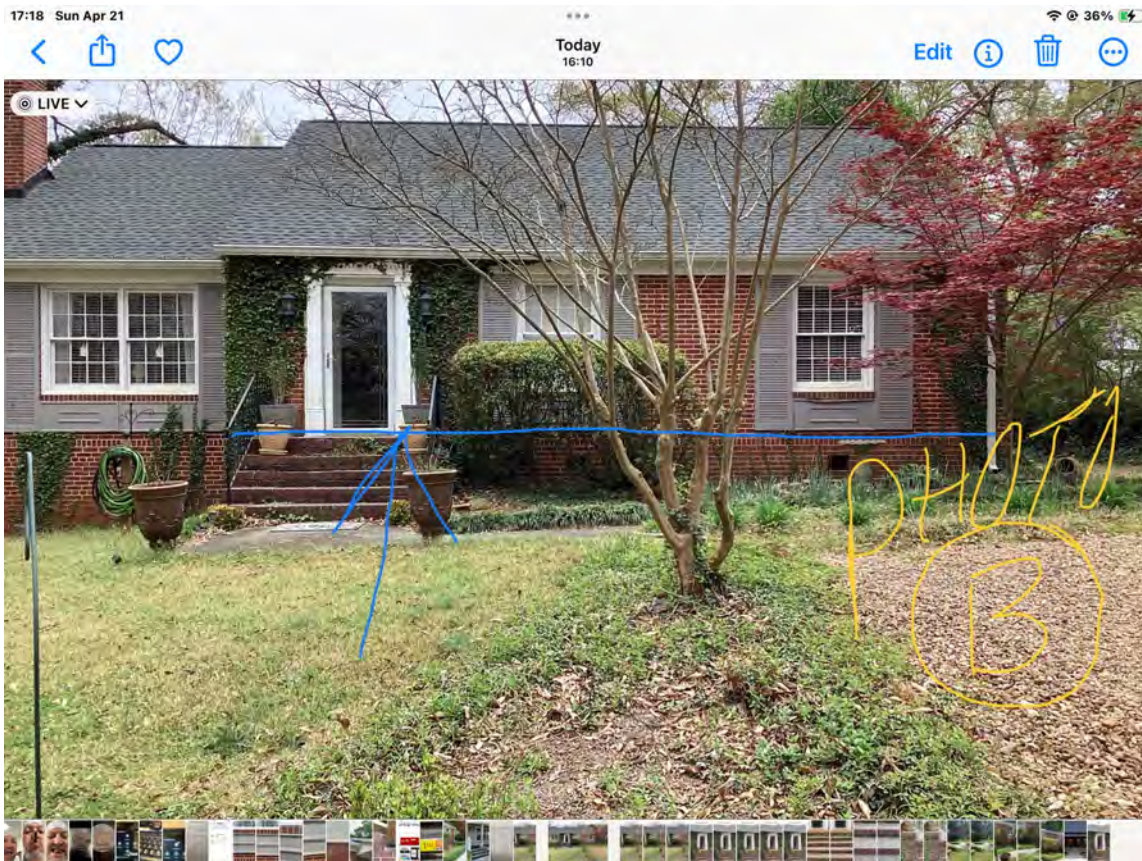


PHOTO SHOWS PORCH WIDTH OFF OF HOME AND EVEN WITH CONCRETE WALKWAY (APPROX. 11FT)

