



City of Cartersville Historic Preservation Commission COP Application Staff Report

Case: COP 22-04

HPC Meeting – 2-15-22

Application Information

Address: 101 Fite Street
 Applicant: Buddy Fitzgerald
 Historic District: West End
 Zoning: R-7
 Setbacks: Front= 20ft. Rear= N/A. Side= 8ft.

Project Description: Construct a 12’ x 14’, accessory structure (office) and extend/enclose the rear of the garage, approx. 13’ x 14’.

Applicable Guidelines to Consider

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

The following scopes of work are proposed:**Accessory Structure- Office**

1. Construct a 12'x 14' accessory structure for use as an office.
2. Add (2) Vinyl windows, 2/2 or 6/6, to front wall (facing Fite St).
3. Add (1) standard door (vinyl) to front wall.
4. Siding to be hardi-plank to match house.
5. Roof to be architectural asphalt shingles to match house.

Garage Extension and Enclosure

1. Extend rear of garage approximately 13'x 14'.
2. Enclose existing open space at rear of garage.
3. Add/ extend garage roof at a lower height over the rear addition.
4. Add (1) standard door (vinyl) to rear wall.
5. Siding to be hardi-plank to match house.
6. Roof to be architectural asphalt shingles to match house.

History of the Property-

GHRs shows property constructed c. 1900-1909. The tax assessor shows the property constructed in 1940. The property is historic, contributing.

COP07-10: Request to demolish house. Denied. 6-19-07.

COP14-06: Replace siding with cement board siding. Remove carport. Add shutters. Approved 3-8-14.

COP15-15: New detached garage with cement board siding, doors and asphalt shingles. Approved 6-16-15.

V15-06: Variance to reduce side yard setback from 8ft to 5ft for new, detached garage. Approved. 6/22/15.

Analysis of the COP:

A detached, accessory structure, 12' x 14', is proposed between the house and the side property line. The structure will be used as an office. The front wall of the office will face Fite St and will have a standard door and (2) vinyl windows with 2/2 pane configurations based on the sketch. The example provided shows a 6/6 pane configuration which would match the existing house windows and a GBG pane dividers. All materials will match the house materials for siding and roof. Building setbacks can be met.

The detached garage was approved by the HPC and by the BZA in 2015. The roof on the rear of the garage extends to cover an open space approx. 10.5' x 18ft. This space will be enclosed with cement board siding and a new addition, 13' x 14' will be added/extended to create a large, functional space. The extension will be offset 5ft toward the house and generally follow the footprint of the patio. The roof will terminate with the gabled end facing the 105 Fite St. property. There are two different roof pitches on the garage. The new roof extension appears to be proportional to the existing roof over the open area to be enclosed. A single door will be added for access. All materials will match the materials of the house. Building setbacks can be met.

No changes to the house are proposed.

Commissioners Work Sheet

Materials:

	Existing Materials	Materials to be Used
Roof	Asphalt shingle	Asphalt shingle
Siding	Cement board	Cement board
Windows	Wood (house)	Vinyl (Accessory Structure)
Doors	Varies	Vinyl
Exterior Lighting		
Foundation	Crawlspace/slab	Slab
Decking		
Steps		
Porches		
Ornamentation		

Hardscaping

Walkway:

Drives:

Fencing:

Lighting:

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. 9.25-54. West End Historic District.

The City Council of the City of Cartersville adopts the West End Historic District as indicated herein.

(a)-(d)- *Omitted.*

DESIGN STANDARDS FOR STRUCTURES CONTRIBUTING TO THE RESIDENTIAL HISTORIC DISTRICTS

INTRODUCTION

The following Residential Design Standards are intended to identify the character-defining features of a site or structure used in determining the compatibility of the proposed alteration, repair, renovation, rehabilitation or restoration of an existing structure or the construction of a new structure regarding the appropriateness of the size, location, materials, style, rhythm, and any other quality deemed as contributing to the character of a historic property or structure as determined by the Historic Preservation Commission (Commission).

For items not addressed by the following standards or guidelines, the Commission will refer to the U.S. Department of the Interior, Secretary of the Interior Standards for the Treatment of Historic Properties, latest edition, for guidance.

In filing for a Certificate of Preservation all standards shall be complied with and so demonstrated on said application and supporting documentation. Guidelines, as indicated herein, may or may not be demonstrated in the application or supporting documentation for a Certificate of Preservation. Maintenance recommendations, if any, are included for informational purposes only and are not required to be included in an application for a Certificate of Preservation and, as such, shall not be considered by the Commission in reviewing said applications.

Generally:

1. It is not appropriate to introduce structures or contemporary equipment such as satellite dishes, solar collectors, playground equipment, heating and air units, storage units, and swimming pools, in locations that compromise the historic character of the building or site. Locate such features unobtrusively, and screen them from view.
2. When planning to alter the topography of a site substantially through grading, filling, or excavation, one shall contact the Cartersville Planning and Development Department to confirm that the proposed changes comply with the city building code and development regulations.
3. When remodeling historic structures or constructing new structures in historic districts, care shall be taken in retaining and preserving the historic relationship between buildings and related features of the district, to include but not be limited to, site topography, retaining walls, foundation plantings, hedges, walkways, driveways, parking lots, trees, gardens, yards, arbors, ground cover, fences, accessory buildings, patios, terraces, and significant vistas and views.

PART ONE—MAINTAINING, REPAIRING, AND REPLACING EXISTING STRUCTURES - Omitted

PART TWO—ADDITIONS AND NEW BUILDING CONSTRUCTION

A. *Additions to historic buildings:*

1. Design an addition to be compatible with the historic building in mass, materials, and relationship of solids to windows and doors in the exterior walls, yet make the addition discernible from the original.
2. One shall not construct an addition if it will detract from the overall historic character of the principal building and the site, or if it will require the removal of a significant building element or site feature.
3. One shall not construct an addition that significantly changes the proportion of built mass to open space on the individual site.

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4. Construct new additions so that there is the least possible loss of historic fabric and so that the character-defining features of the historic building are not destroyed, damaged, or obscured.
 5. Design new additions so that the overall character of the site, site topography, character-defining site features, trees, and significant district vistas and view are retained.
 6. Locate a new addition on an inconspicuous elevation of the historic building, usually the rear one.

B. *New building construction:*

1. New site construction shall be compatible with surrounding buildings that contribute to the overall character of the historic district in terms of orientation, and distance from adjacent buildings.
2. Design new construction so that the overall character of the site, site topography, character-defining site features, trees, and significant district vistas and views are retained.
3. Evaluate in advance and limit any disturbance to the site's terrain during construction to minimize the possibility of destroying unknown archaeological resources.
4. Design new buildings to be compatible with surrounding buildings that contribute to the overall character of the historic district in terms of height, form, size, scale, massing, proportion, and roof shape.
5. Design the proportion of the proposed new building's front facade to be compatible with the front facade proportion of surrounding buildings.
6. Design the spacing, placement, scale, orientation, proportion, and size of window and door openings in proposed new construction to be compatible with surrounding buildings that contribute to the special character of the historic district.
7. Select windows and doors for proposed new building that are compatible in material, subdivision, proportion, pattern, and detail with the windows and the doors of surrounding buildings that contribute to the special character of the historic district.
8. Select materials and finishes for proposed new buildings that are compatible with historic materials and finishes found in surrounding buildings that contribute to the special character of the historic district in terms of composition, scale, module, pattern, detail, texture, finish and sheen.
9. Design new buildings so that they are compatible with, but discernible from, historic buildings in the district.

Recommendations:

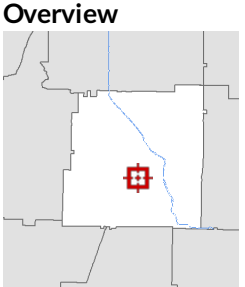
1. Protect large trees and other significant site features from immediate damage during construction and from delayed damage due to construction activities, such as loss of root area or compaction of the soil by equipment. It is especially critical to avoid compaction of the soil within the drip line of trees.

PART THREE—RELOCATION OF STRUCTURES - Omitted

PART FOUR—DEMOLITION - Omitted

(e) *Effective date.* This district shall become effective on April 1, 2006.

(Ord. No. 06-06, § 2, 2-16-06; Ord. No. 51-08, § 1, 12-4-08; Ord. No. 05-20, § 1, 3-5-20)



- Legend**
- Parcels
 - Structural Numbers**
 - <all other values>
 - Abandoned or Inactive
 - Active
 - Proposed
 - Roads
 - Flood Hazard Area**
 - Bartow Regulatory
 - FEMA

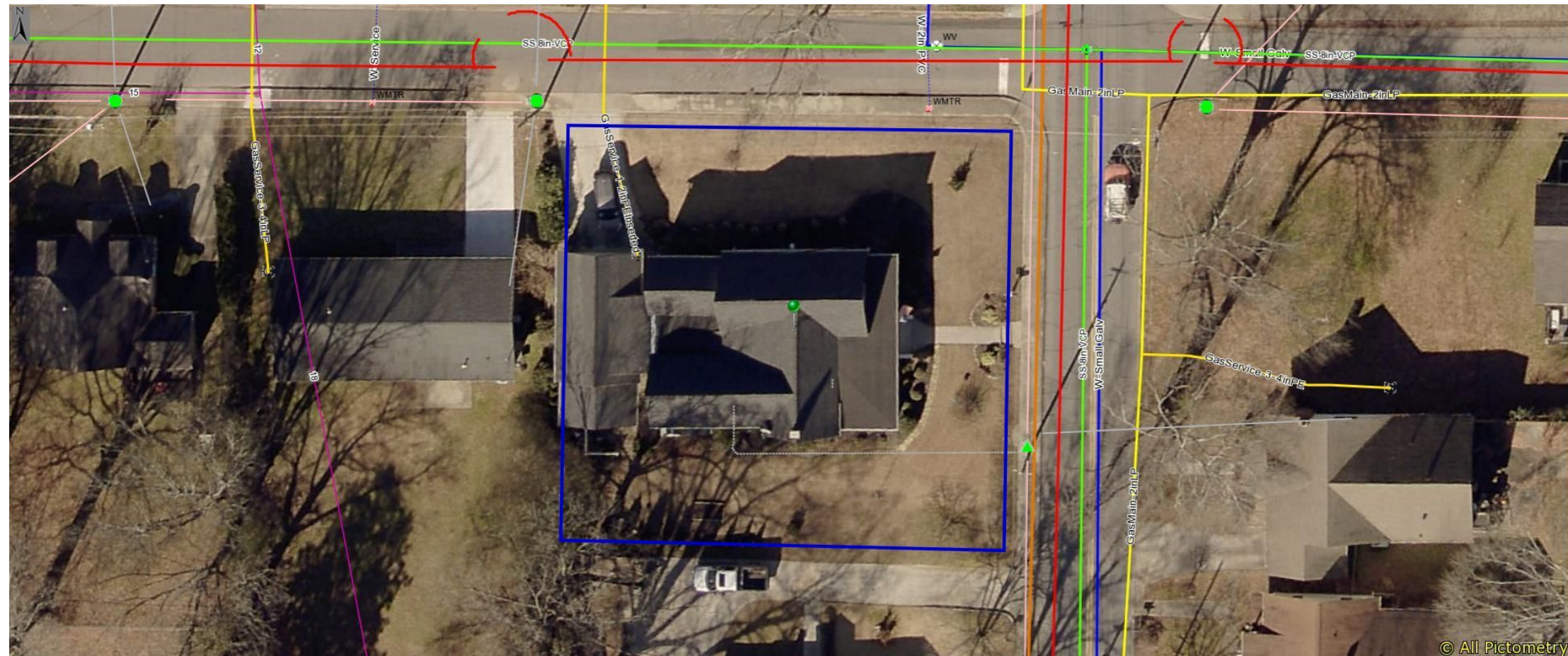
Parcel ID	C002-0009-003	Alternate ID	32163	Owner Address	FITZGERALD H J
Sec/Twp/Rng	n/a	Class	Residential		101 FITE ST
Property Address	101 FITE ST	Acreeage	0.19		CARTERSVILLE, GA 30120
District	Cartersville				
Brief Tax Description	LL 485 LD 4				

(Note: Not to be used on legal documents)

Date created: 2/10/2022
 Last Data Uploaded: 2/9/2022 9:34:33 PM

Developed by Schneider
 GEOSPATIAL

101 Fite St. Utilities





Cartersville Historic Preservation Commission
CERTIFICATE OF PRESERVATION APPLICATION

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 Cop 22-04
 Date Received 1/19/22
 Contributing H-Corke C. 1940
 Zoning R-7
 Legal Advertisement 2/8/22
 Notified Adjacent _____
 HPC Hearing 2/15/22
 HPC Decision _____
 COP Expiration _____
 Project Completion _____
 Tax Parcel C002-0009-003
West end #17

*Applicant: Buddy Fitzgerald
 Project Address: 101 Fite St. Cartersville, Ga.
 Mailing Address (if different than project address): _____
 Phone: 229 343 4004
 Email: bfitzgerald10@gmail.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.

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Existing Building Type

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

Commercial _____

Other _____

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

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: ASAP Late February 2022

Anticipated Completion May 2022

I am a Retired Contractor
 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 _____ 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 Extending Present Fence
and closing in as per
drawings.

② Build home office 12x14
as per drawings.

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.

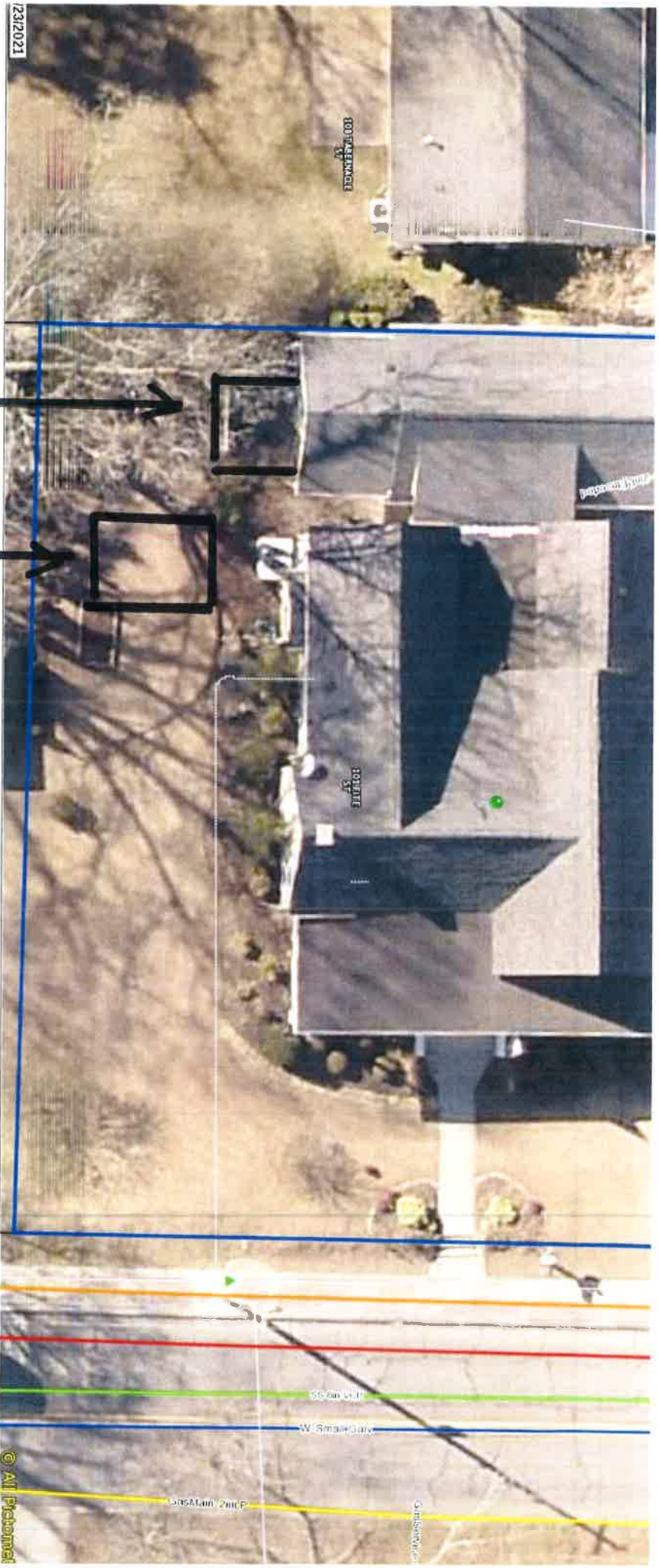
2/3/2021

100 W. Main St

101 W. Main St

Proposed extension

Proposed office



© All Photograph

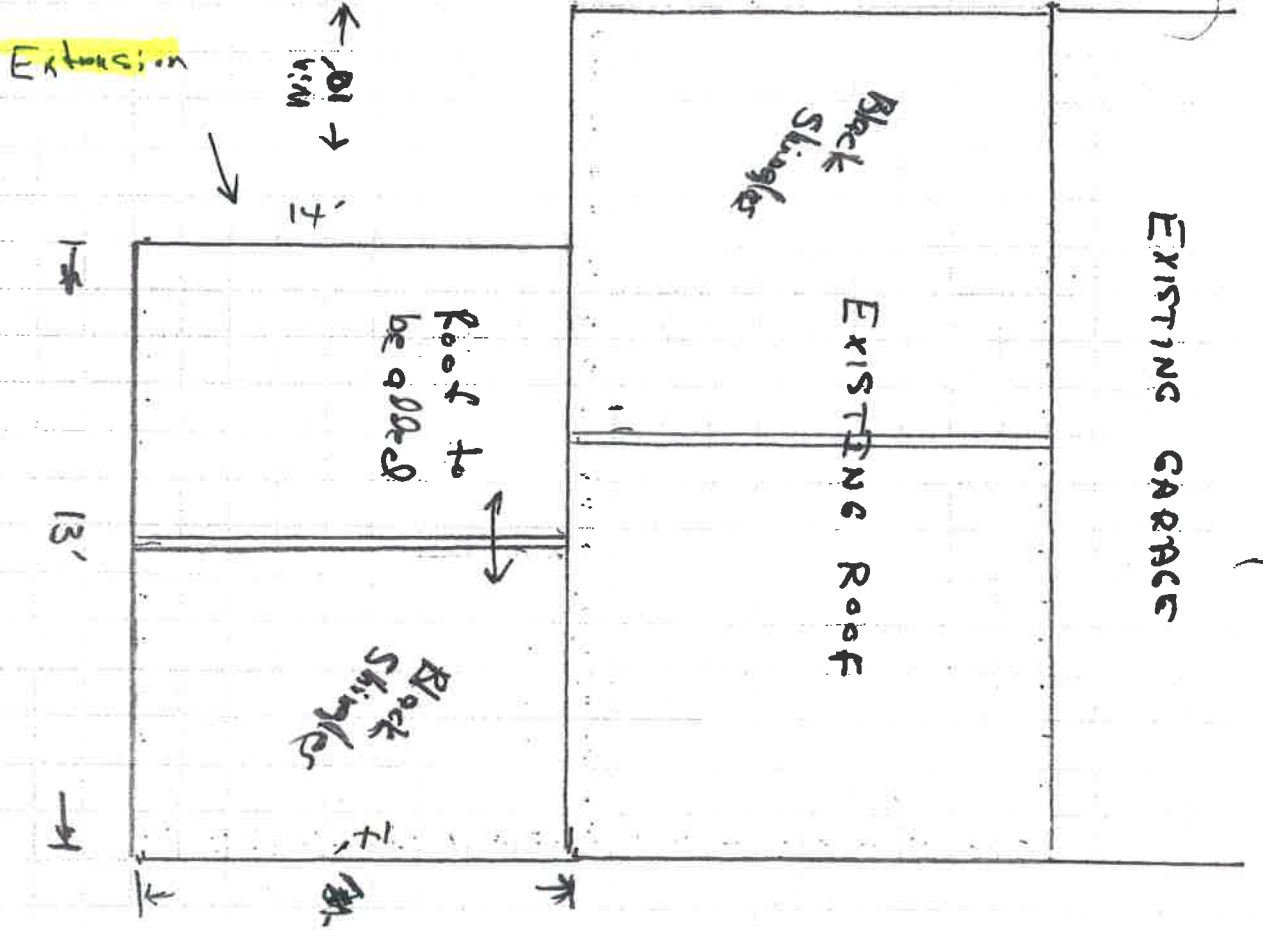
S. Main St

W. Small City

S. Main St

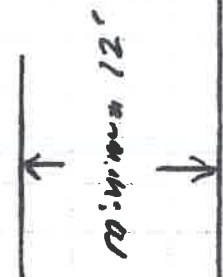
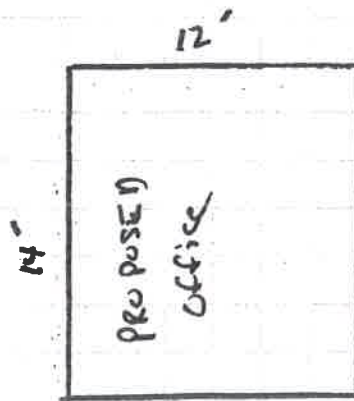
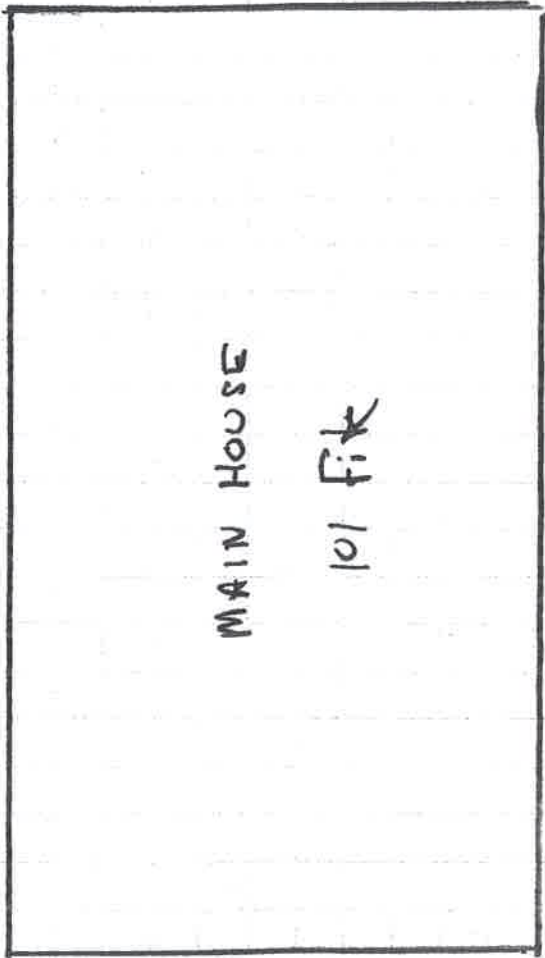
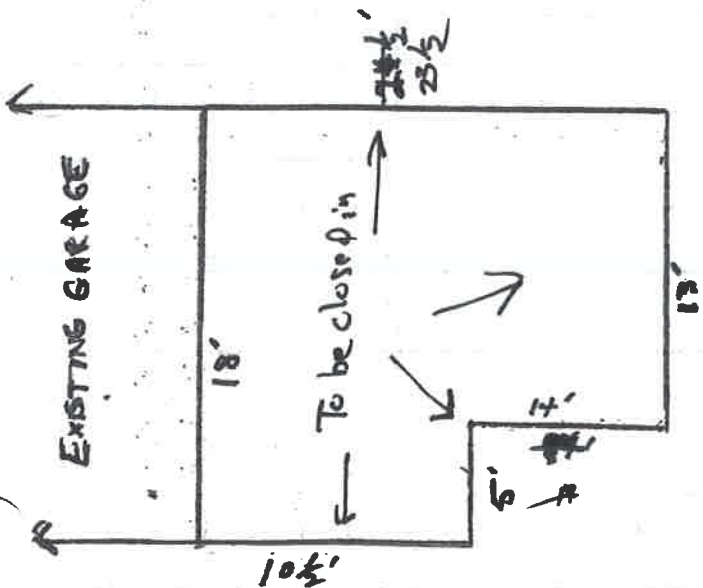
© All Photograph

Property line

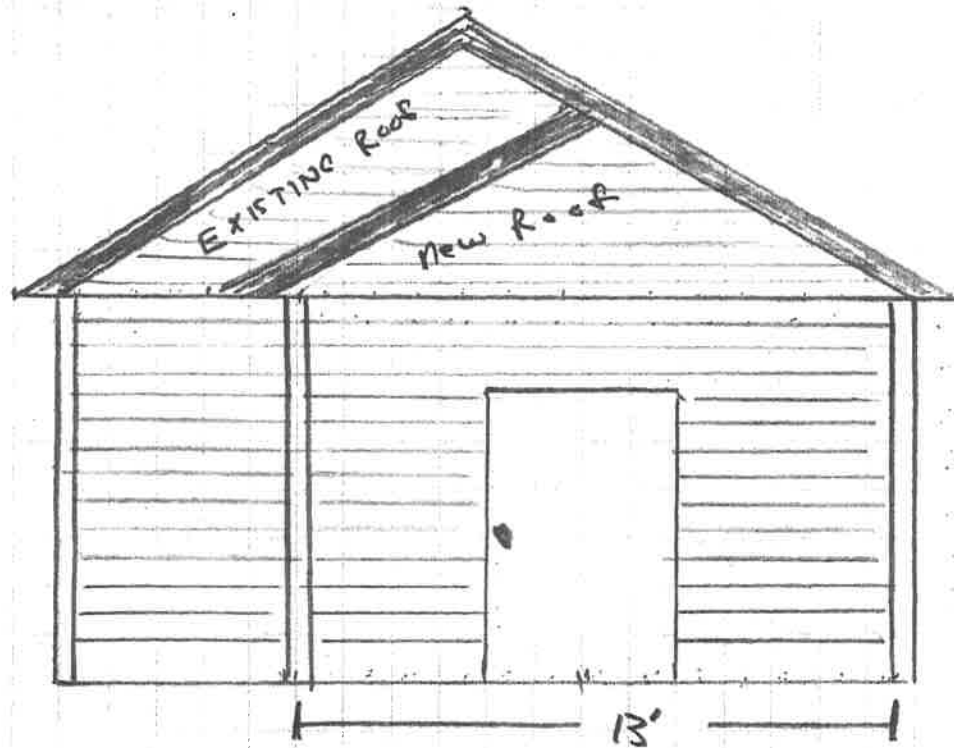


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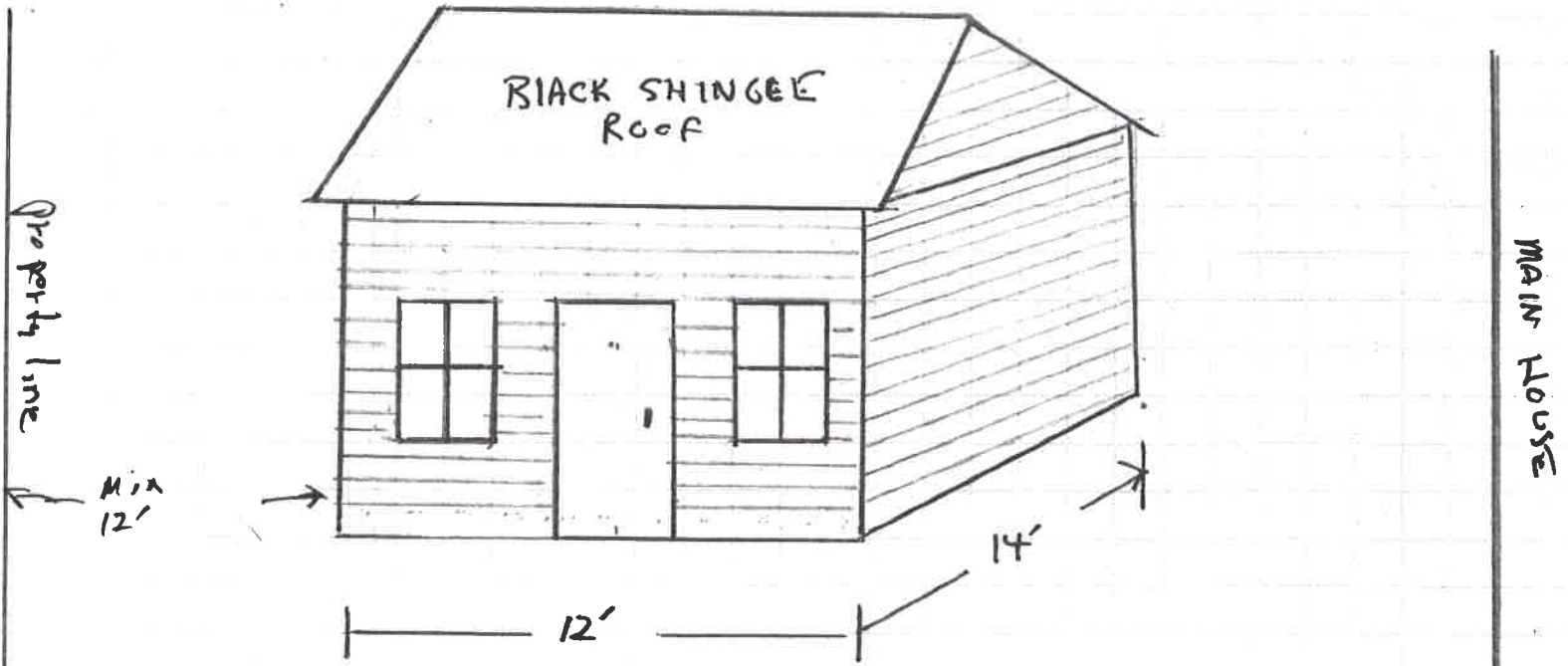
property line



Extension

This view is
facing 105 site

HOME OFFICE



FRONT FACING
Fite St.

Vinyl windows/door

FITE ST

Proposed Doors and Windows





Proposed Office Location



Images taken 2-8-22







