



<b>City of Cartersville Historic Preservation Commission COP Application Staff Report</b>
Case: COP 24-04

**HPC Meeting – 1-16-24**

**Application Information**

Address: 120 S. Gilmer Street  
 Applicant: Hudson & Co.Inc. Rep, JB Hudson  
 Historic District: DBD  
 Zoning: DBD  
 Setbacks: Front= oft. Rear= oft. Side=oft.

Brief Description: Construction of new building for retail

**Applicable Guidelines to Consider- Ord. Sec. 9.25- 52**

<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. Aesthetic Recommendations
D. Paint	
E. Roofs	PART TWO: Additions and New Building Construction
F. Exterior Walls	
G. Driveways, Walkways, and Off-Street Parking	
H. Lighting	PART THREE: Relocation of Structures
I. Windows and Doors	
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.
<b>X</b>	PART TWO: Guidelines for New Construction

**Project Tasks:**

1. New Construction of Spec Building
  - A. Construct 900sf building.
  - B. Patio area to have brick garden walls.
  - C. Building walls to brick.
  - D. Flat roof with parapet wall to hide mechanical equipment.
  - E. Wood & Glass storefront to front Gilmer St.
  - F. Steel frame windows facing Tennessee St.
  - G. Steel frame doors on north and south elevations

**Staff Comments:****History of the Property:**

Conflicting information exists in the Historic District records. District records at the time of district adoption (2004) show this property addressed as 120 S. Tennessee St. and identified it as “Contributing.” No records were found for 120 Gilmer St. or S. Gilmer St.

Current tax records do not show a 120 S. Tennessee St. address, but do show a 120 Gilmer St. address for this property. Tax records show the parent property/ building was constructed c. 1945. There is no GHRS for the parent property/ building under either address.

**Previous COPs:**

COP23-14. Multiple Exterior modifications. Approved 4-18-23.

COP13-01 (Including 117 S. Tennessee St): Commercial renovations for restaurant incl. doors, windows, awnings. Approved 2-12-13 and 3-19-23 (revision).

**Analysis of the COP:**

The parent building is historic, contributing.

See architectural plans. The proposed 900sf building is conceived as a spec building currently. The use of brick, metal, wood and glass materials and parapet walls are appropriate for the district. The character and style reflected in the building elevations are similar to other buildings in the DBD.

Will this building be painted white to match the other buildings?

The proposed structure and location seem appropriate for the DBD.

## **Standards for Consideration:**

### *HPC Ordinance section 9.25-52. Part 2, New Building Construction.*

#### *1. Building form and scale:*

A. Any new building constructed in the Downtown Business Historic District will make a significant visual impact on the streetscape. It is important to consider the character and scale of the surroundings and adjacent buildings to insure the new structure will be compatible. New buildings shall appear similar in mass and scale to historic structures in the area. Use building forms and roof forms that match those used historically.

B. Building height shall be comparable to adjacent structures. Where new building facades will be wider than those found traditionally, subdivide the surface into proportions similar in scale to historic facades by varying setback, roof forms, and materials. New construction shall be sensitive to the size, scale, proportion, material, shape, texture, and rhythm of its neighbors.

#### *2. Reconstruction:*

A.

Infill designs should not attempt to duplicate the period and style of the adjacent buildings, or try to look "old" by using period proportions and materials. The designs should complement the buildings in the area but represent the style of the period in which it is built.

B.

Reconstruction may be considered as a treatment when: 1) a contemporary depiction is required to understand and interpret a property's historic value, (2) no other property with the same associative value has survived; and, 3) when sufficient historical documentation exists to ensure an accurate reproduction.

#### *3. Building orientation and site placement:*

A.

New buildings will respect the placement of nearby historic buildings by being placed at a setback equal to that of nearby similar historic buildings or similar buildings within the district. It is required to align new buildings with the established setbacks of the area. Nontraditional lots can be given special consideration by the HPC.

B.

Buildings with party walls, such as those along Wall Street, Main Street, Public Square, and East Church Street (under the bridge) shall maintain zero lot line placement. New buildings on these streets will not have side setbacks, but will use party walls.

#### *4. Entrance orientation:*

New construction will face the same street as nearby similar buildings. Respect traditional designs used for building entrances of similar buildings in the district, using, for example, a recessed entrance where appropriate.

#### *5. Windows:*

The size and proportion of window and door openings of a building shall be similar to those on surrounding facades. The same applies to the ratio of window area to solid wall for the facade as a whole. Maintain the rhythm of the surrounding windows.

*6. Materials:*

A.

Use building materials that are similar to those employed historically for all major surfaces. Brick, stone and terra cotta may be used in unlimited quantities.

B.

Wood may be used on the first story (store-front level) for architectural elements such as pilasters, cornices, decorative raised panels, etc., but wood shall not be used as a general siding material.

C.

Concrete and precast concrete use is limited to architectural elements such as window hoods, cornices, columns and capitals. Glazed block or ceramic tile may be used as accent material only.

D.

Prohibited materials on building facades include metal, aluminum, or vinyl siding and preformed panels, or porcelain or baked enamel metal panels. Other materials may be used if their appearances are similar to those of historic building materials.

*7. Plant beds and plantings:*

The goal is to beautify the district and make it more pleasant for pedestrian traffic. Locate plantings in traditional areas of the site, such as along fences, walks, and foundations. Well-maintained concrete planters that harmonize with nearby buildings and existing streetscape are recommended.

*8. Walls and fences:*

A.

The goal is to maintain the pattern of existing fencing in the Downtown Business Historic District and to use fencing and walls to screen parking and storage areas. Maintain traditional fence lines or dominant fence lines in the vicinity. New fence and wall designs shall be appropriate for the primary structure and reinforce the pedestrian scale instead of forming barriers or exclusionary walls.

B.

Privacy fences shall not be placed flush with the facade of a building.

C.

New fences should limit their impact by being placed behind the rear elevation and by using traditional materials, such as wood. Any obtrusive fence shall be further screened from public view by evergreen vegetation or a second traditional fence.

*9. Pavement:*

Historic walks and drives shall be repaired rather than replaced. If replacement is required, new materials shall match the original in placement, composition, design, texture and other visual qualities as determined by the Commission.

*10. Parking lots:*

A.

Parking lots shall not be allowed in the front yard. Side or rear locations are required. Plan parking lots to be subdivided into small components so that the visual impact of large paved

areas is reduced. Include islands of plantings in the interior of lots, and provide planting buffers at the edges of parking lots.

B.

If walls are required to screen parking lots, then they shall be constructed at a height that screens parked vehicles. The facade line of nearby historic buildings shall be maintained. Traditional materials, such as brick, shall be used.

11. *Service areas and equipment:*

Screen service equipment and trash containers from public view. The visual impact of mechanical and electrical equipment shall be minimized. (See also walls and fences).

12. *Signs:*

A.

Signs shall be subordinate to the architecture and overall character throughout the district. Sign materials shall be compatible with the building materials. The types and sizes of signs allowed are defined in the sign ordinance of the City of Cartersville.

B.

Position flush-mounted signs so they will fit within architectural features. Locate flush signs so they do not extend beyond the outer edges of the building front. Avoid obscuring ornament and detail.

C.

Locate projecting signs along the first floor level of the facade. Positions near the building's entrance are encouraged. Locate pole-mounted signs in landscaped areas.

D.

Where several businesses share a building, coordinate the signs. Align several smaller signs, or group them onto a single panel. Use similar forms or backgrounds for the signs to visually tie them together.

13 & 14 Omitted.

**Commissioners Work Sheet****Materials:**

Roof  
 Siding  
 Windows  
 Doors  
 Exterior Lighting  
 Foundation  
 Awning  
 Entrance  
 Gutters  
 Ornamentation

**Existing Materials****Materials to be Used**

Hidden behind parapet wall  
 Brick  
 Wood/ Metal  
 Wood/Metal  
 Concrete Slab

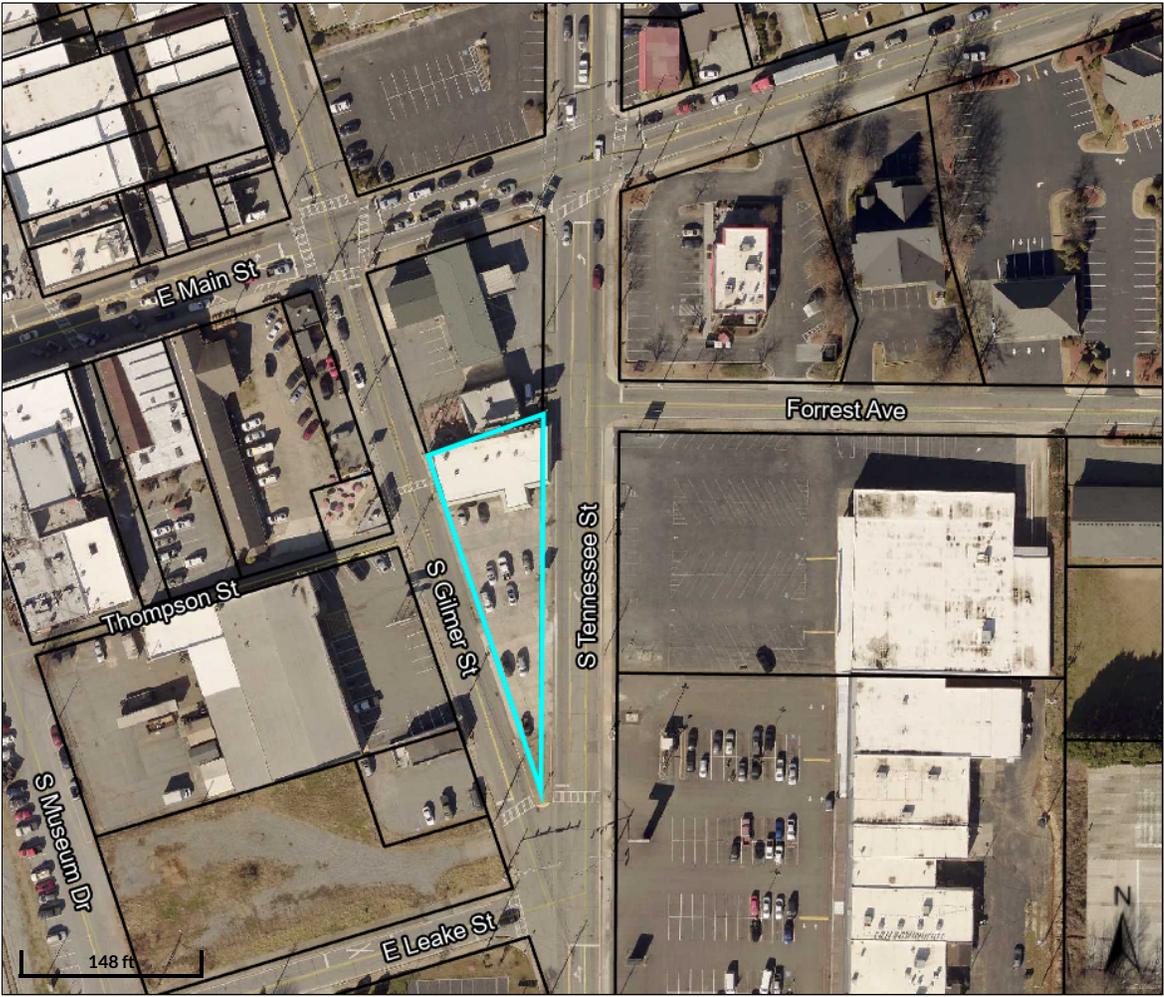
**Hardscaping**

Patio:  
 Drives:  
 Fencing:  
 Lighting:

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**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.

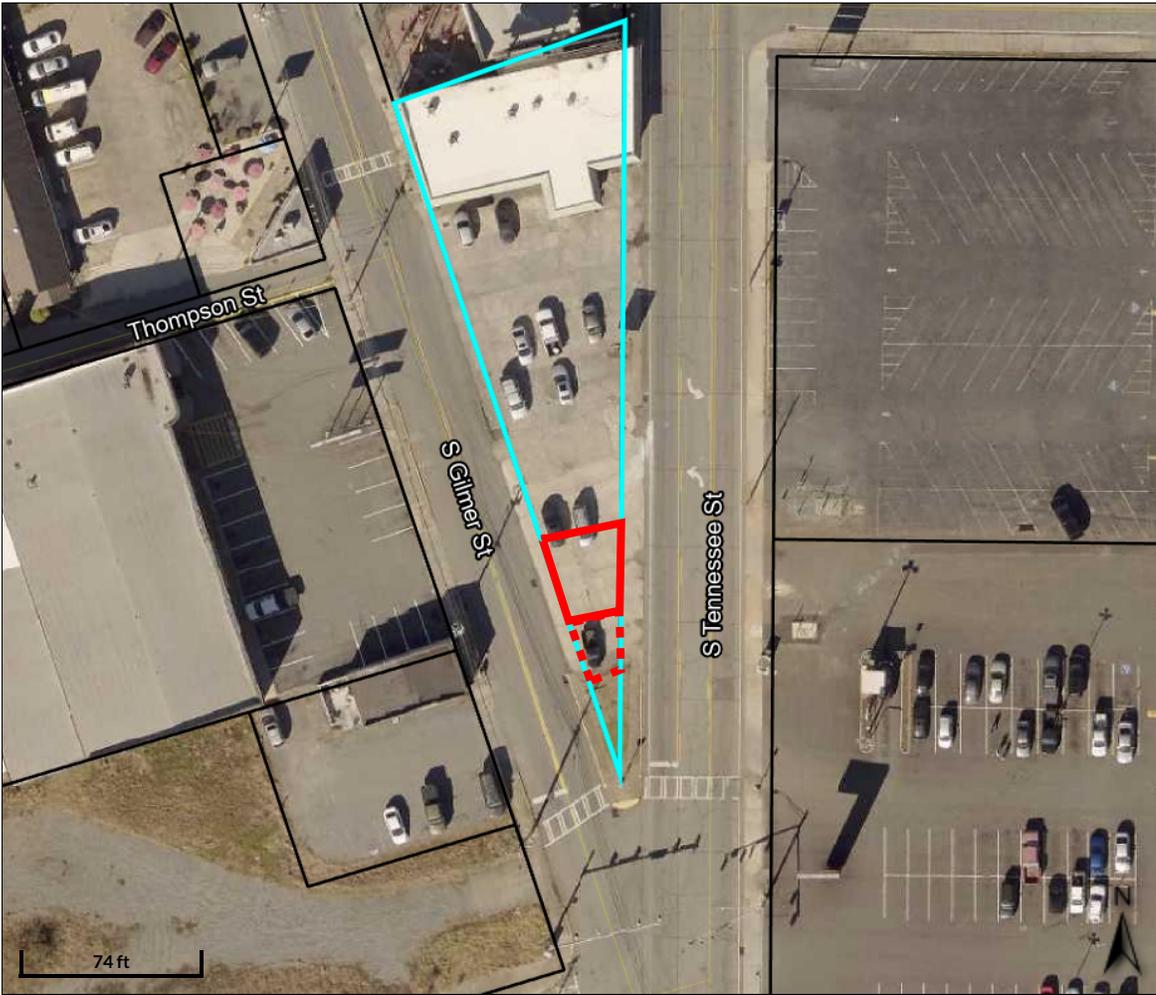


**Legend**  
 □ Parcels  
 — Roads

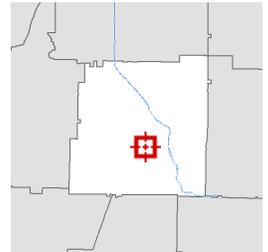
<b>Parcel ID</b>	C001-0019-004	<b>Alternate ID</b>	31955	<b>Owner Address</b>	MTC PROPERTIES LLC
<b>Sec/Twp/Rng</b>	n/a	<b>Class</b>	Commercial		PO BOX 1733
<b>Property Address</b>	120 S GILMER ST	<b>Acreage</b>	0.31		CARTERSVILLE, GA 30120
<b>District</b>	Downtown Development Authority				
<b>Brief Tax Description</b>	LL 482 D 4				
	(Note: Not to be used on legal documents)				

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**Overview**



**Legend**

- Parcels
- Roads
- Streams and Rivers

<b>Parcel ID</b> C001-0019-004	<b>Alternate ID</b> 31955	<b>Owner Address</b> MTC PROPERTIES LLC
<b>Sec/Twp/Rng</b> n/a	<b>Class</b> Commercial	PO BOX 1733
<b>Property Address</b> 120 S GILMER ST	<b>Acreage</b> 0.31	CARTERSVILLE, GA 30120
<b>District</b> Downtown Development Authority		
<b>Brief Tax Description</b> LL 482 D 4		
<b>(Note: Not to be used on legal documents)</b>		

Date created: 1/11/2024  
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 GEOSPATIAL



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

\*Applicant: Hudson + Co. Inc JB Hudson  
 Project Address: 120 S. Gilmer St.  
 Mailing Address (if different than project address):  
P.O. Box 367 Cartersville, GA 30120  
 Phone: 770 480 1598  
 Email: john@hudsoncompanyga.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 COP 24-04  
 Date Received 12-21-23  
 Contributing New Lanark  
 Zoning DBD  
 Legal Advertisement 1-9-24  
 Notified Adjacent \_\_\_\_\_  
 HPC Hearing 1-16-24  
 HPC Decision \_\_\_\_\_  
 COP Expiration \_\_\_\_\_  
 Project Completion \_\_\_\_\_  
 Tax Parcel C001-0019-004

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Existing Building Type:

- Residential One, Two or Multi-family One
- Commercial Garage, Storage none
- Other \_\_\_\_\_

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

Build new spec lease brick building  
Approx 900 sq ft at corner of Tennessee  
+ Gilmer

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: Spring 2024

Anticipated Completion: Fall 2024

Contractor/Consultant/Architect: JB Hudson

**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 12/20/2023 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]

Construction of new spec building

1. Shell only approximately 900 sq ft
2. Full Brick masonry walls
3. Flat roof with parapet walls to hide roof top equipment
4. Wood & Glass store front facing Gilmer
5. Steel framed windows facing Tennessee St
6. Steel framed doors on North & South elevation
7. Brick garden walls at patio area
8. Interior to be built to suit tenant of any use allowed in DBD zone

## 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.

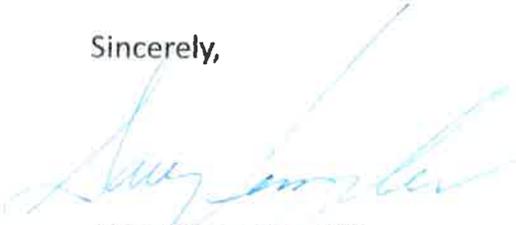
MTC PROPERTIES, LLC  
PO BOX 1733  
CARTERSVILLE, GA 30120

December 20, 2023

To all concerned,

This serves as a permission letter for JB Hudson, Hudson & Co., to be my agent in all needed matters regarding the construction of a new building located at 120 S. Gilmer St., Cartersville, GA 30120.

Sincerely,



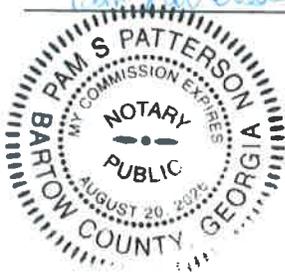
MTC Properties, LLC  
Gary Temples, Member  
678-283-1588

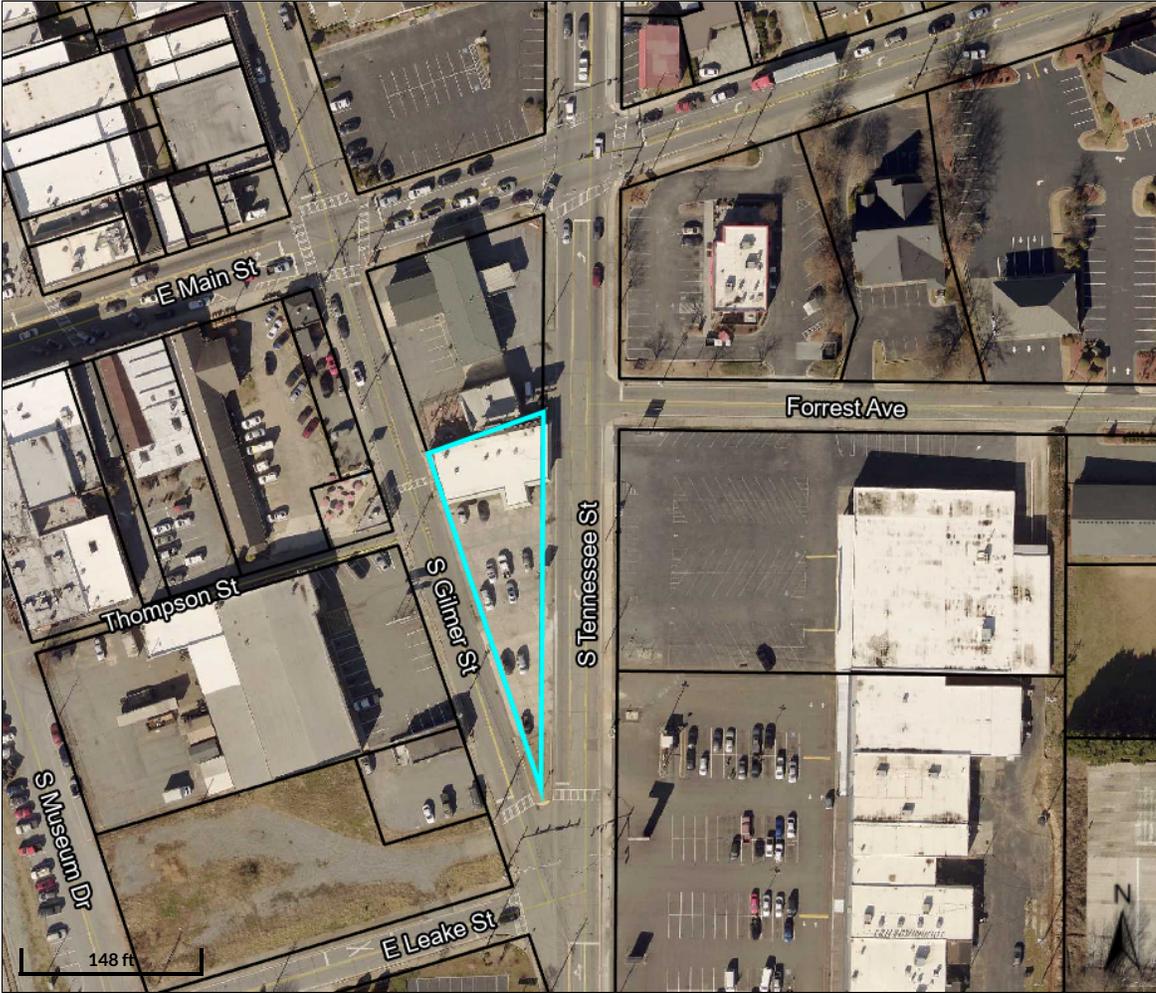


, Notary

12/20/23

, Date





**Overview**



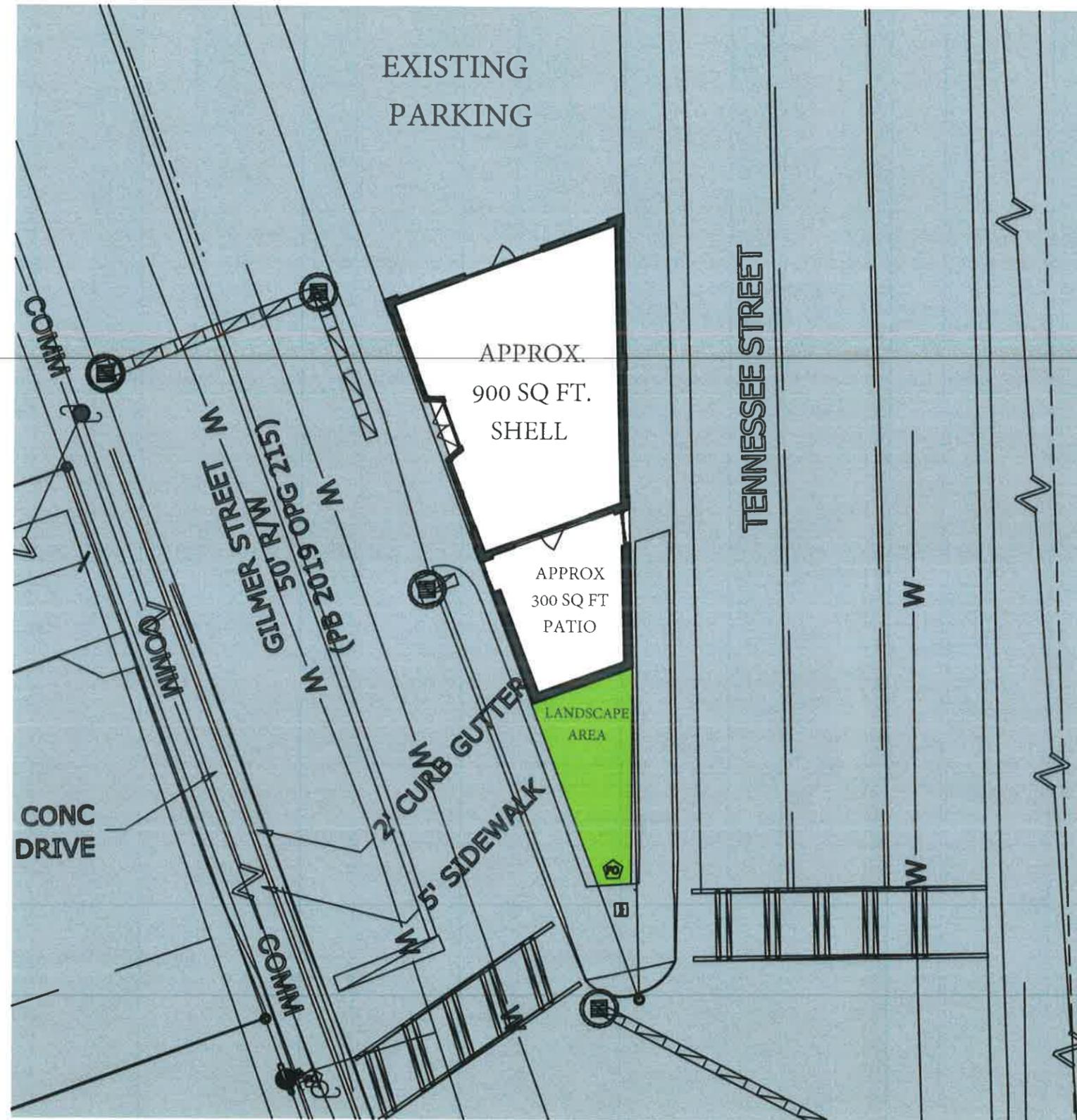
**Legend**

-  Parcels
-  Roads

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<b>Sec/Twp/Rng</b>	n/a	<b>Class</b>	Commercial		PO BOX 1733
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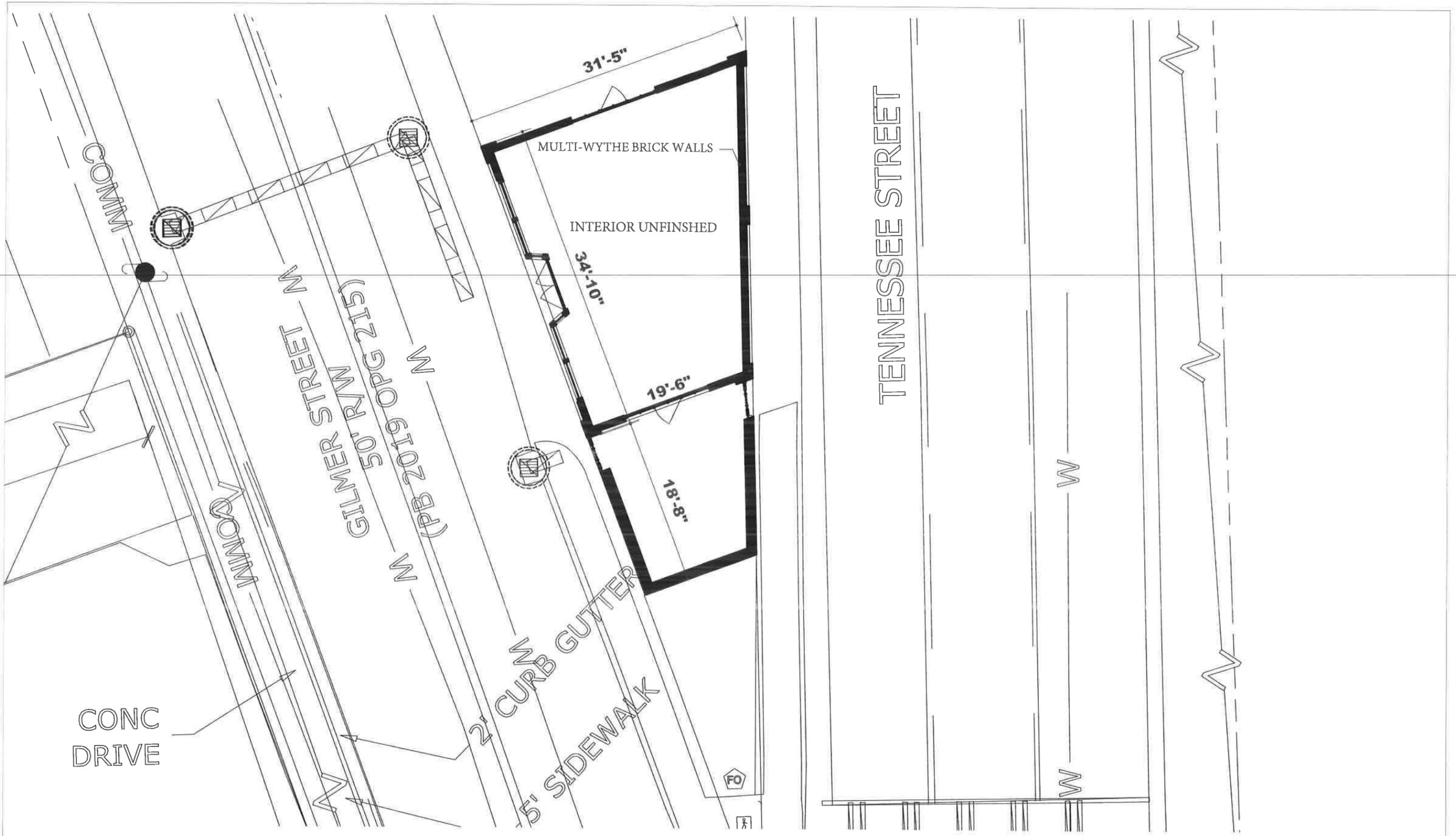
SITE PLAN



LOOKING NORTH



LOOKING SOUTH



BUILDING FOOTPRINT

EXISTING ZONING:

DBD - DOWNTOWN BUSINESS DISTRICT

DEVELOPMENT STANDARDS:

FRONT SETBACK: NONE

SIDE SETBACK: NONE

REAR SETBACK: NONE



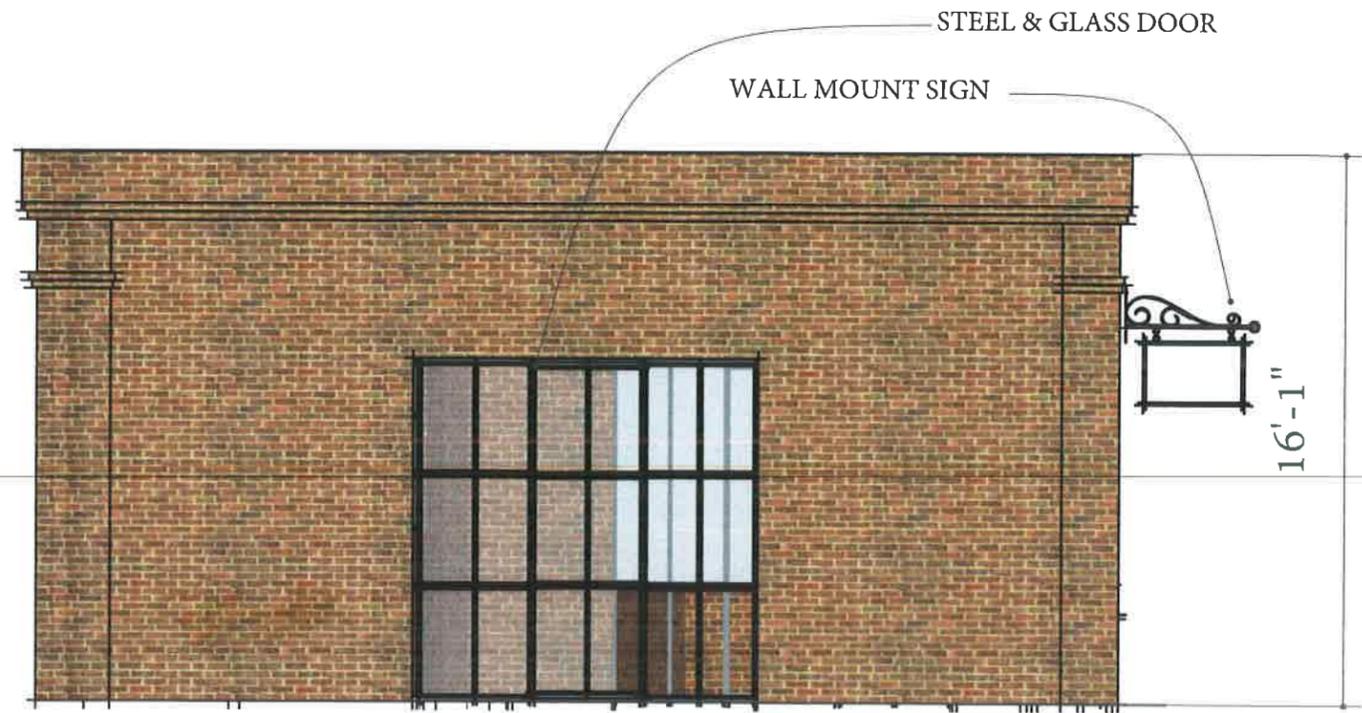
GILMER STREET  
EAST ELEVATION



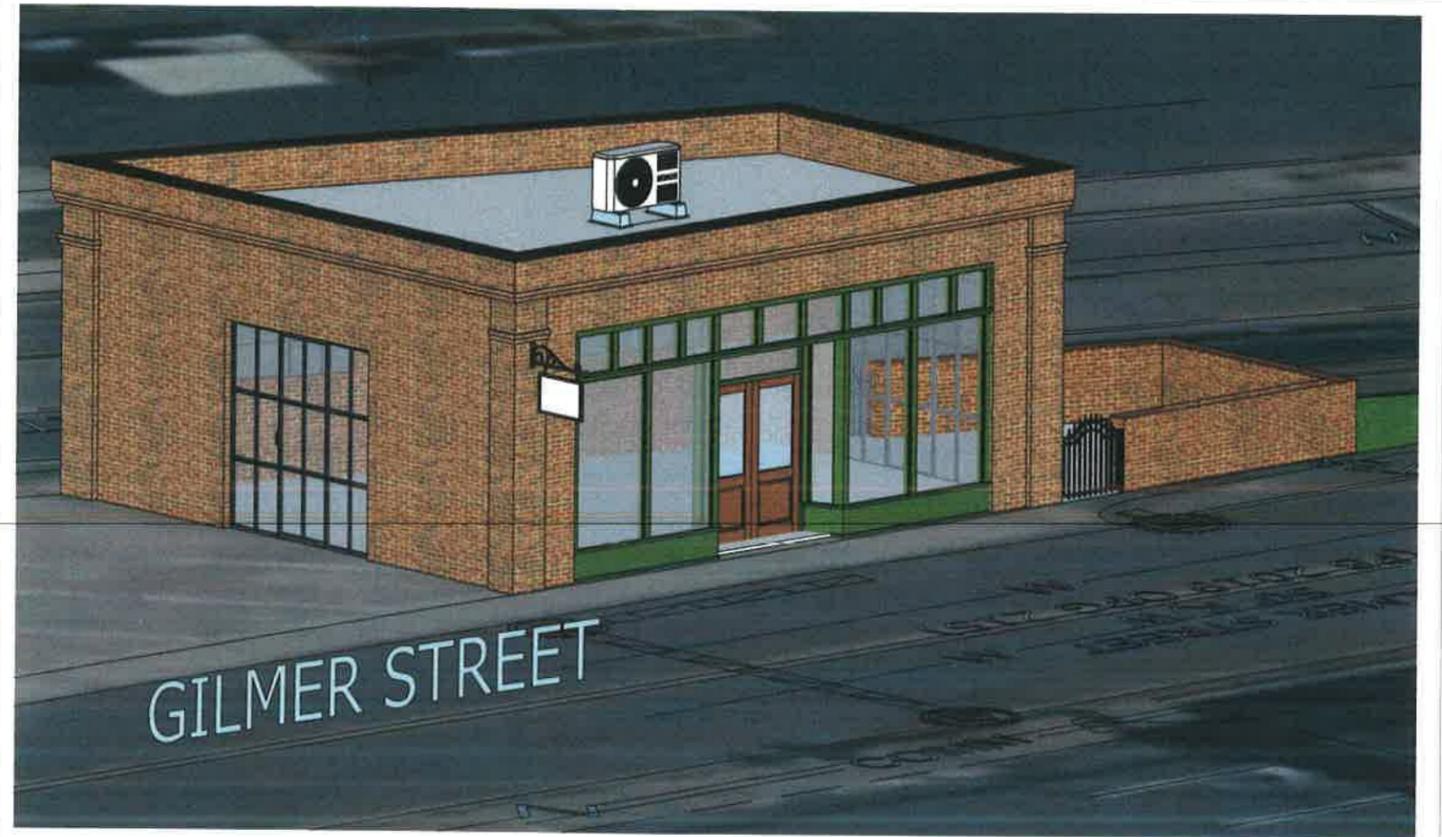
WEST ELEVATION FACING GILMER STREET



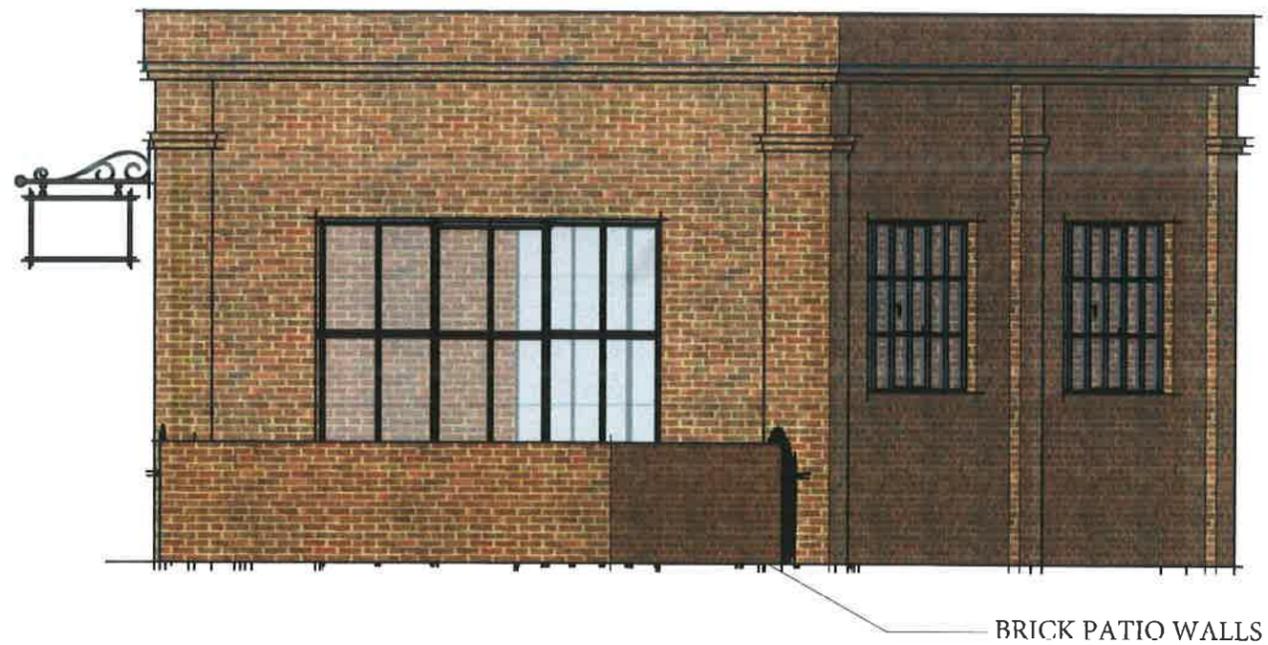
EAST ELEVATION FACING TENNESSEE STREET



NORTH ELEVATION



LOOKING SOUTHEAST ISOMETRIC VIEW



SOUTH ELEVATION



STORE FRONT INSPIRATION PHOTO