Historic Planning Commission

Meeting Date: October 21, 2026

SUBJECT: Application for a Certificate of Appropriateness (COA) for the proposed exterior changes at 1000 Main Street.

HPC 2026 — Parcel 18 089 02 013 **G. Shan**

Project Information

Owner / Applicant	Jarred Cothern
Location	1000 Main Street
Acreage	±. 0.6400
Parcel ID	18 089 02 013
Zoning District	Village center mixed-use (VCM)

SUMMARY:

The applicant requests the Historic Preservation Commission (HPC) to approve the project at 1000 Main Street, GA 30083 (18 089 02 013)

This proposed scope of work includes:

- Replacement of 43 wood windows with 43 vinyl replacement windows
  - 37 doubles hung and 6 picture windows
- Replacement of 8 wood doors with 8 new smooth fiberglass 6-panel doors
- The window and door replacements are like-for-like, with the exception of the 4 bay windows (bow out) that would be replaced with picture windows.

HISTORIC AND ARCHITECTURAL SIGNIFICANCE:

Constructed in 1986, this commercial reflects the building type of One-Part Commercial Block (1840s – 1950s). Architecturally, the building exhibits Italianate (1845 – 1910s) style.

ANALYSIS:

The applicant proposes to remove and replace 43 wood windows with 43 vinyl replacement windows and 8 wood doors with 8 new smooth fiberglass 6-panel doors. The proposed work should be evaluated based on the existing window and door configuration, proposed

replacement materials, and the extent to which the replacement windows and doors maintain the architectural and design characteristics of the existing structure.

Section 6.5.3 of the Historic Preservation Design Guidelines (HPDG) addresses replacement windows and emphasizes maintaining the original window openings, proportions, and pane configurations. It is suitable for vinyl and aluminum windows with snap-in grid systems to be used to replace wooden windows in the historic district provided wooden replacement are not practical and the design detail of the historic windows can be matched. In regard to the doors to be replaced, Section 6.4.7 of the HPDG emphasizes that a replacement door should be similar to the original in design and material.

Staff should evaluate the submitted application, photographs, and product specifications to determine whether the proposed windows and doors are compatible and satisfy the applicable design standards. Consideration should be given to whether the proposed replacements maintain the dimensions and configuration of the existing openings and preserve the building's architectural character, like-for-like. Any differences between the existing windows and doors and the proposed replacements should be identified and evaluated against the applicable guidelines.

CONCLUSIONS

Based on Sections 6.4.7 and 6.5.3 of the Historic Preservation Design Guidelines, the proposed use to replace the existing windows and doors with similar windows and doors to the original meets the requirements.

Staff Recommendation:

Staff recommend **APPROVAL** for the exterior changes of door and window replacements at 1000 Main Street 18 089 02 013.

Attachments/Exhibits:

Attachment 1 – Certificate of Appropriateness Application

Attachment 2 – Pictures and supporting documents for the replacement

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Approval by the Historic Preservation Commission (HPC) is limited to compliance with the City of Stone Mountain's Historic Preservation Design Guidelines. This approval does not constitute zoning approval, building permit approval, or authorization under any other applicable City ordinance, code, or permitting requirement. The applicant is responsible for obtaining all additional approvals, permits, and authorizations required prior to commencing work.

Certificate of Appropriateness (COA) Application

Application Fee: Residential - $50.00 Commercial - $100.00
Routine Maintenance does not require an application fee.

payment received
9-25-2026

Permit Number: _____ Date Received: _____

Meeting Date: _____ Date Complete: _____

HPC Action Taken: _____ Date Processed: _____

PROPERTY ADDRESS (address at which the work is to be performed)

Property Address: 1000 Main St Suite C, Stone Mountain GA 30083

APPLICANT CONTACT INFORMATION

Applicant Name: Jarred Cothern Phone Number: [redacted]

Mailing Addre[redacted]

Email Address[redacted]

PROPERTY OWNER'S INFORMATION (if different from applicant information above)

Property C[redacted]

Address: [redacted]

PROJECT DESCRIPTION

☐ **Routine Maintenance or Repair** *Routine maintenance does not involve a change in materials or in appearance. A COA is not required, but the HPC requests that an application be submitted to be kept on file to ensure that work performed is per the application.* ***If the project makes a change in materials or appearance, then a COA is required.*** Routine maintenance includes but is not limited to the following:

☐ Re-roofing (shingles) ☐ Wood repair (only a portion of siding, porch, fence, etc.) ☐ Windows (repair) ☐ Doors (repair) ☐ Other_____

☑ **Exterior Changes** (visible changes to exterior of existing structure), include but are not limited to the following:

☑ Window(s) ☑ Door(s) ☐ Porch ☐ Lighting ☐ Awning ☐ Other_____

☐ **Construction,** includes but is not limited to the following:

☐ New Building ☐ Additions ☐ Accessory Building ☐ Other_____

☐ Major building restoration, rehabilitation, or remodeling

☐ **Site Changes,** include but are not limited to the following:

☐ Fence/Wall ☐ Pool ☐ Mechanical system ☐ Walkway/Sidewalk/Driveway ☐ Other_____

☐ **Demolition or Relocation,** include but are not limited to the following:

☐ Primary Building ☐ Accessory Building ☐ Site Feature ☐ Trees/Vegetation ☐ Other_____

☐ **Other** _____

_____

Certificate of Appropriateness (COA) Application

Describe the proposed project in detail, including the materials, finishes, and measurements. Additional pages may be attached if necessary. Replace 43 wood windows with 43 vinyl replacement windows - Tan to match exterior paint - No Grids

37 double hung - 2 picture windows - 4 picture windows- replace 4 bows with 4 picture windows

Replace 8 (single) wood door units with 8 new smooth fiberglass single door units 6 panel. No glass - Exterior to match existing color - Bronze hardware

Re-use existing closers - Includes no rot jambs and new PVC exterior trim

Door handles: Schlage Sacramento Lever Aged Bronze

REQUIRED MATERIALS CHECKLISTS

Depending on your project, the following materials are the minimum required by the HPC in order to have a complete application. **Incomplete applications will not be reviewed by the HPC until all information is submitted.**

Exterior Changes

- [x] description of project
- [x] description of construction materials
- [x] photographs of existing building
- [x] proposed finishes (attach samples)

Construction

- [ ] description of project
- [ ] stamped set of architectural elevations (all sides)
- [ ] stamped site plan (building, fencing, paving)
- [ ] landscaping plan (saved and proposed vegetation)
- [ ] description of construction materials
- [ ] photographs of proposed site and adjacent sites
- [ ] stamped set of architectural floor plans
- [ ] proposed finishes (attach samples)
- [ ] documentation of earlier historic appearance (restoration, rehabilitation, or remodeling only)

Site Changes

- [ ] description of project
- [ ] sketch diagram of proposed project
- [ ] site plan showing current features---buildings, paving, fencing, mature vegetation, etc.
- [ ] description of construction materials
- [ ] photographs of existing site and adjacent sites
- [ ] proposed finishes (attach samples)

Demolition or Relocation

- [ ] description of project
- [ ] site plan showing existing structures
- [ ] site plan showing proposed development
- [ ] description of construction materials
- [ ] photographs of existing site and adjacent sites
- [ ] proposed finishes (attach samples)
- [ ] landscaping plan (saved and proposed vegetation)

AUTHORIZATIONS

I HEREBY CERTIFY that I am the owner(s) of the property or that the proposed work is authorized by the owner of record and I have been authorized by the owner to make this application as his/her authorized agent. Furthermore, I certify I have read and understand the procedures and guidelines set forth in the *Stone Mountain Design Guidelines for Historic Preservation.*

8/24/26 — Signature of Owner(s) — Date

8/24/26 — Signature of Applicant — Date

Signature of Authorized Agent — Date



Owner Permission Affidavit

Subject Property Address: 1000 Main St Suite C, Stone Mountain GA 30083

Property Owner:

Name (Per[redacted]

Mailing Add[redacted]

Phone[redacted]

Email:[redacted]

Authorized Applicant:

Name (Pe[redacted]

Mailing Ad[redacted]

Phone[redacted]

Email[redacted]

I (Property owner/agent) am applying for, or I hereby give authority to the authorized applicant to file an application for the following address: 1000 Main St Suite C, Stone Mountain GA 30083

Type of Application: Certificate of Appropriateness (COA) Application

Ken Basile — Property Owner's signature

Kenneth Basille — Property Owner's printed name

This instrument was signed before me on this date: August 8, 2026

County: Cobb Georgia Notary Signature: [signature]

Affix seal/stamp as close to signature as possible

IVONNE MARIANYS PEREZ NOTARY PUBLIC PAULDING COUNTY, GEORGIA MY COMMISSION EXPIRES FEBRUARY 21, 2028



Credit Card Authorization Form

City of Stone Mountain
875 Main Street
Stone Mountain, GA 30083

Sign and complete this form to authorize the merchant below to make a one-time charge to your credit listed below.

By signing this form, you give us permission to debt your account for the amount indicated **plus a 5% service fee** on or after the indicated date. This is permission for a single transaction only and does not provide authorization for any additional unrelated debits or credits to your account.

CREDIT CARD INFORMATION

Card Type

Cardholder

Card Number

Expiration

BILLING INFORMATION

Billing

City, State

Phone

Email

Reason for Payment: Certificate of Appropriateness Application

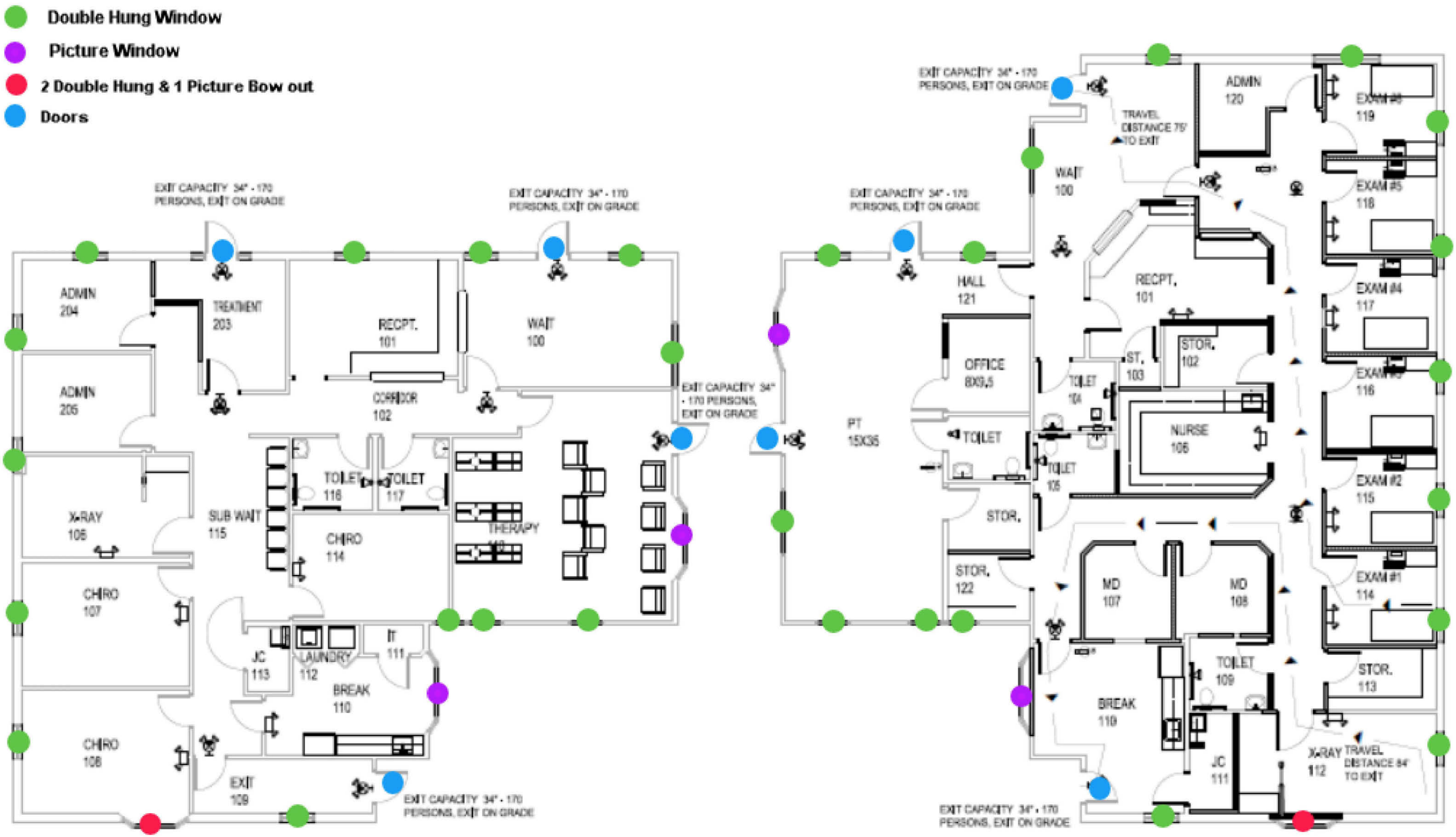
I, Dr. Ken Basille, authorize the City of Stone Mountain to charge my credit card indicated above for $ 100 on 08/26/2026 (date).

Ken Basille — 8/24/26

Customer Signature — Date

***Authorization form must be accompanied by a copy of the card holder's driver's license or valid I.D.**

Rev. 03.08.24


Double Hung Window
Picture Window
2 Double Hung & 1 Picture Bow out
Doors
EXIT CAPACITY 34" - 170 PERSONS, EXIT ON GRADE
ADMIN 204
TREATMENT 203
RECPT. 101
WAIT 100
ADMIN 205
CORRIDOR 102
X-RAY 106
SUB WAIT 115
TOILET 116
TOILET 117
CHIRO 114
THERAPY
CHIRO 107
JC 113
LAUNDRY 112
IT 111
BREAK 110
CHIRO 108
EXIT 109
EXIT CAPACITY 34" - 170 PERSONS, EXIT ON GRADE
EXIT CAPACITY 34" - 170 PERSONS, EXIT ON GRADE
EXIT CAPACITY 34" - 170 PERSONS, EXIT ON GRADE
EXIT CAPACITY 34" - 170 PERSONS, EXIT ON GRADE
PT 15X35
HALL 121
OFFICE 8X9.5
TOILET
STOR. 122
EXIT CAPACITY 34" - 170 PERSONS, EXIT ON GRADE
TRAVEL DISTANCE 75' TO EXIT
ADMIN 120
WAIT 100
RECPT. 101
ST. 103
STOR. 102
TOILET 104
TOILET 105
NURSE 106
MD 107
MD 108
TOILET 109
BREAK 119
JC 111
X-RAY 112
TRAVEL DISTANCE 84' TO EXIT
EXAM #6 119
EXAM #5 118
EXAM #4 117
EXAM #3 116
EXAM #2 115
EXAM #1 114
STOR. 113
EXIT CAPACITY 34" - 170 PERSONS, EXIT ON GRADE

Proposed Door and Hardware

Visual product sheet requested for HPC review. Final manufacturer submittals govern.

PROPOSED REPLACEMENT DOOR



Product	Therma-Tru Smooth-Star S210
Style	6-panel fiberglass
Dimensions	30" x 80" (3'0" x 6'8")
Swing	Outswing
Exterior Color	Will color match to current

PROPOSED DOOR HARDWARE



Manufacturer	Schlage
Style	Sacramento lever
Finish	Aged Bronze
Bore Prep	Double bore
Backset	2-3/8"
Hinges	NRP, brushed nickel

Proposed Replacement Windows

Double-hung and picture window examples with contract dimensions and quantities.

PICTURE WINDOWS



Manufacturer	Sunrise Collection
Series	Vanguard Series
Style	Fixed picture window
Dimensions	25" x 35" (Qty 2) 40" x 34" (Qty 4)
Frame Color	TAN

DOUBLE-HUNG WINDOWS



Manufacturer	Sunrise Collection
Series	Vanguard Series
Style	Double-hung
Dimensions	14" x 24" (Qty 4) 20" x 30" (Qty 33)
Frame Color	TAN


AICA
NO ENTRY


OR


D
MOTION
REHABILITATION
PHYSICAL
THERAPY
ENTRANCE







