

William "Dub" Pearman, III  
Mayor

Harold Simmons  
City Manager



**MEMO**

TO: Historic Planning Commission

FROM: Curtis Hindman, Interim Community Development Director

DATE: February 13, 2023

RE: 41 Johnson St.  
Application for Certificate of Appropriateness  
Proposed Canopies over lower-level entry ways to control stormwater intrusion.

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The City of Senoia received an application for the Certificate of Appropriateness at the above referenced address.

Applicant has submitted a completed application including the following items for review:

1. Images, sketches, and elevations
2. Location drawing showing location with dimensions
3. Material and color samples

**HPC PROCESS:**

At least seven days prior to review of a certificate of appropriateness, the commission shall conspicuously post a sign on the affected property stating the date, time, location, and purpose of the meeting at which the application will be reviewed to inform the applicant and adjacent owners of property likely to be affected and shall afford the applicant and such owners an opportunity to be heard at the meeting.

**COMMISSION ACTIONS:**

The commission shall approve the application and issue a certificate of appropriateness if it finds that the proposed material change(s) in the appearance would not have a substantial adverse effect on the aesthetic, historic, or architectural significance and value of the historic property or the historic district. The commission will to the best of its ability make the review

of certificates of appropriateness a process of negotiating with and providing guidance to property owners in designated districts and sites. The commission will attempt to negotiate certificates of appropriateness which are satisfactory to the applicant, while at the same time preserving the historic, aesthetic integrity of the property and the designated district and site of which it is a part. The goal of the commission in this review process is to preserve the city's historic, aesthetic resources, not to dictate how property owners will develop their property. The commission shall also recognize the importance of approving plans that will be reasonable for the applicant to implement.

In making this determination, the commission shall consider, in addition to any other pertinent factors, the following criteria for each of the following.

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**Reconstruction, alteration, new construction, or renovation**

The commission shall grant certificates of appropriateness for the above proposed actions if those actions conform in design, scale, building material, setback, and site features, and to the Secretary of Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings.

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**ADMINISTRATORS REPORT:**

The church desires to install aluminum canopies to protect the low-lying entryways from storm water intrusion. The canopies are proposed to be built from aluminum and be lit from beneath and will be a neutral color to match the existing colors on the primary structure trim.



Application for Certificate of Appropriateness

Date Received \_\_\_\_\_ Application No.: \_\_\_\_\_

Address of Subject Property: 41 JOHNSON STREET, SENOIA, GA

Applicant: JAY BOUARD

E-Mail: JAY BOUARD @ TOMCO CONSTRUCTION, COM

Applicant Mailing Address: 20 OAK HILL BLVD, SUITE 200  
NEWNAN, GA 30265

Applicant Phone(s): 770-683-2333

Applicant's relationship to the owner: Owner \_\_\_\_\_ Architect: \_\_\_\_\_ Contractor/Builder

Other \_\_\_\_\_

Owner(s): FIRST BAPTIST CHURCH OF SENOIA - BJ CORB

E-Mail: BJCORB@FBCSENOIA.ORG

Owner(s) Mailing Address: 41 JOHNSON STREET  
SENOIA, GA

Owner(s) Telephone Number: 770-599-3012

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Approximate age or date of construction of the primary structure on the property and any secondary structures affected by this project: 1900, 1950's, 1990's

Nature of work (check all that apply):  
New construction  Demolition  Addition  Moving a building  Other building changes   
New accessory building  Landscaping  Fence/Wall  Other environmental changes   
Sign installation or replacement  Other

Description of Work:  
ADDING EXTERIOR ALUMINUM CANOPY TO HELP WITH WATER ISSUES  
AT ENTRY DOORS. CANOPY WILL BE ON FACADE ON BAGERLY WAY.  
SEE ATTACHED RENDERINGS. PROPOSED CANOPY WILL NOT NECESSARILY FEATURE  
THE HIGHEST OF THE CANOPIES SHOWN AT THE STAIRWAY. THE PURPOSE  
IS TO LIMIT WATER FROM FILLING UP THE LOW LYING ENTRY POINT.  
CANOPY WILL BE BUILT OUT OF PRE-FINISHED ALUMINUM AND BE LITE  
FROM UNDERNEATH.

This form must be completed in its entirety before the Planning Department accepts it. The form must be accompanied by supporting documents (plans, material, color samples, photos, etc.). All documents submitted in hard copy must also be submitted in digital form (.pdf format). All relevant items from the application checklist must be addressed. An application which lacks any of the required attachments shall be determined incomplete and will not be accepted.

Applicant  Date 1/11/23

This checklist was created to help applicants prepare a complete application. Omissions and inaccurate information can lead to deferrals and/or denials of applications. Please review the checklist with the project's architect, designer, or builder. All items will not be applicable to all projects. New construction will involve all categories.

Please address questions regarding applicability to your project to the Assistant City Manager, Jeff Fisher at 770-599-3679 or [jfisher@senoia.com](mailto:jfisher@senoia.com). Applicants are also referred to the City of Senoia website, <https://www.senoia.com/documents>. Please bring completed application to Sharon Casey at city hall or if you would like, you may email it to her at [scasey@senoia.com](mailto:scasey@senoia.com). Her direct number is 770-328-3275.

I have reviewed the "Design Guidelines for the City of Senoia" Y N

I have reviewed applicable zoning codes regarding lot coverage, garage sizes, stream buffers Y N

### 1. General

- a. Label all drawings with the address of the site, owners' name, and contact phone number.
- b. Number all drawings.
- c. Include a graphic scale on reductions.
- d. Date all revisions.
- e. Indicate all unverified numbers with +/- signs
- e. Include photos of the existing condition of the property.

### 2. Site Plan (existing and proposed) to include

- a. Topographical plan with significant trees sized and located;
- b. Setback compared to adjacent houses (ask surveyor to show corners of adjacent houses);
- c. Distance between houses;
- d. Façade width to finished face of material;
- e. Grading and elevations across site;
- f. Dirt removal or regrading if more than 18";
- g. Tree protection plan;
- h. Tree removal and replacement plan

### 3. Driveways and Walkways

- a. Location and relationship to house;
- b. Width;
- c. Material;

d. Curb cut and apron width

#### 4. Fences & Retaining Walls

- a. Placement on lot;
- b. Height of fence or wall. If retaining wall, height on both sides;
- c. Material;
- d. Railing if necessary

#### 5. Elevations and Floor Plans <<Indicate all unverified numbers with +/- signs>>

- a. Plans for all floors (drawn to scale,  $\frac{1}{4}''=1'$  preferred);
- b. House orientation on site plan;
- c. Scalable elevations for front, rear, left, right;
- d. Height, grade to ridge;
- e. Streetscape comparison showing heights of two flanking houses on each side;
- f. Height from grade to first floor level at all four corners;
- g. Height from grade or finished floor line to eaves at all four corners;
- h. Ceiling heights of each floor, indicating if rough or finished;
- i. Height of space between the ceiling and finished floor above;
- j. Two people of 5'-6" and 6' height shown;
- k. Landscaping plan

#### 6. Additions

- a. Placement shown on elevations and floor plan;
- b. Visibility from rights-of-way and paths;
- c. Photos of all facades;
- d. Design proportioned to main house;
- e. Landscaping plan;
- f. Materials and their combinations

#### 7. Roof Plan

- a. Shape and pitch of roof;
- b. Roofing material;

- c. Overhang;
- d. Louvers and vents;
- e. Chimney height and material

#### 8. Dormers

- a. Construction details provided;
- b. Shape and size of dormer (show dimensions on drawings);
- c. Overhang;
- d. Size of window(s), with nominal size of sash (show dimensions on drawings)

#### 9. Skylights

- a. Profile;
- b. Visibility from right-of-way;
- c. Material (plastic lens or glass);
- d. Shown in plan and elevation to scale

#### 10. Façade

- a. Consistency in style;
- b. Materials and their combinations
  - brick size and color
  - stone type and color
  - fiber-cement (e.g. Hardieplank) or wood siding
  - shake or shingle
  - other
- c. Height of foundation at corners;
- d. Ceiling heights comparable to area of influence: basement, first floor, second floor;
- e. Detailing: soldier course, brackets, fascia board; water table;
- f. Height from grade to roof ridge;
- g. Dimensions, proportions and placement of windows, doors

## 11. Entrance

- a. Height and width of door;
- b. Design of door (e.g. 6-panel, craftsman);
- c. Material of door;
- d. Overhang;
- e. Portico height;
- f. Size and height of columns or posts;
- g. Railing

## 12. Windows

- a. Consistent with original as well as the area of influence;
- b. Size and proportion similar to original;
- c. Pane orientation and size similar to original;
- d. Type (e.g. double hung, casement);
- e. Fenestration on walls visible from right-of-way;
- f. Simulated divided light (SDL) or true divided light (TDL): location of muntins between the glass, behind the glass or permanently affixed on exterior;
- g. Material of window and any cladding;
- h. Width of muntins compared to original (show dimensions on drawings);
- i. Shutters or canopies
- j. Dimensions of windows and doors.

## 13. Materials

- a. Show all materials and label them on drawings;
- b. Provide samples of brick or stone;
- c. Provide samples if new or unusual materials

14. Garages / Accessory Buildings

- a. Visibility from street;
- b. Placement on site;
- c. Scale, style appropriate for house;
- d. Show dimensions on drawings;
- e. Materials;
- f. Square footage appropriate for lot size;
- g. Garage door size and design
- h. Show height from grade to eaves and to top of roof



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Applicant Signature



Date





