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Steve Horton, Mayor  
Scott Andrews, City Manager

**City of Covington**  
**HISTORIC PRESERVATION COMMITTEE BOARD**  
**Virtual Zoom Public Meeting Summary**

April 6<sup>th</sup>, 2022 | 6:00 p.m.

Zoom Link: <https://us06web.zoom.us/j/89979253659>  
Dial in 1-646-558-8656 – Meeting ID: 899 7925 3659

**MEMBERS PRESENT:**

John Conklin (Acting Chair)  
Janet Goodman (zoom)  
Monique Snow (zoom)  
Heather King  
Jim Maxwell  
Rosie Crawford  
Barbara Schmitt

**STAFF PRESENT:**

Marc Beechuk (Director)  
Renee Criswell (Planner)  
Salena Ward (Zoning Asst.)

**MEMBERS ABSENT:**

Ray Lustenburger (Chair)

**I. CALL TO ORDER/OPENING REMARKS:**

Acting chair called the meeting to order at 6:05 PM. Meeting statement read as follows: "This HPC meeting is being held recorded Zoom for the official record. All participants are urged to conduct themselves according. Please keep your microphone muted unless you are called upon by the chair to speak. Planning staff reserves the right to mute participants and if repeated outbursts occur, can remove a participant from the meeting.

**II. DETERMINATION OF QUORUM:**

Quorum was present.

**III. APPROVAL OF THE AGENDA:**

Agenda approved by board.

**IV. OLD BUSINESS:**

- A. Approval of the March 2<sup>nd</sup>, 2022 minutes.  
Tim Maxwell motioned to approved. Janet Goodman seconded. Motioned carried unanimously.

**V. NEW BUSINESS:**

- A. **COA# - PMOD22-0002**  
**Request: Home remodel/garage addition**  
Location: 4101 Conyers St.,  
TMP#: C010 0009 012  
Property Owner(s)/Applicant(s): Kent Campbell, Jr.,

**Staff report:**

Staff presented to board the applicant was requesting to demo an existing free-standing metal carport and concrete drive to allow for a home remodel and addition that would include, kitchen expansion with family room and two-bathroom additions on lower level, a new front elevation with dormers and porch, elevate roof for second story with useable bonus room and add a breezeway attached two-story, two-bedroom, two or three bay garage.

Staff reported that the residence dated back to 1946 and had approximately 2211 heated square feet. The house style was that of a courtyard ranch, having at least two wings embracing a courtyard feel.

Staff gave property location as being within Covington's South Historic District and having an historical form that is seen throughout Covington. The rear demolition and addition would be consistent with other upgrades throughout the neighborhood. Staff explained that a kitchen in the garage addition would constitute a duplex and would not be allowed. Further, staff stated the proposed siding thickness of was not sufficient for historic homes as the thicker hardie gave a more desired overlapping and kept within historic character.

**Staff recommendation:**

Staff explained that restoration and renovation of historic buildings was encouraged, as long as all efforts were made to ensure replacement and/or new materials were similar to composition, size, shape, design and texture of the original/existing.

Staff recommended **Approval with conditions.**

**Conditions:**

- The living space above the garage is not permitted to have a full kitchen as that would constitute a duplex which is not permitted in the zoning district
- Roof pitch should be consistent with the existing structure and compatible with neighboring historic designs. Roofing elements need to include, cornices, gutters, etc., and should keep in-line with historical details of the home.
- Staff can only support the accessory garage if it maintains the primary structures roof pitch and also does not extend above the height of the second-floor addition at 21 feet.
- Hard-board siding must have a thicker reveal and be a minimum of 5/8-inch thickness to give a more wood-like appearance.
- Existing windows should be maintained and only replaced when they cannot be rehabilitated. However, if replacement is done, they should be within the same size and shape of the historic original. Double hung and casement are appropriate replacement styles, with wood being required.
- Shutters should be to scale of window opening and of wood material.
- Exterior lighting shall be kept consistent and/or compatible with original fixtures, while ensuring new installations cause no damage to structures historic materials.
- Installation of HVAC system should not impact structural integrity, screened with proper, approved historic guideline materials and not visible from public right-of-way

**Applicant's presentation:**

Applicant, Kent Campbell, approached board. Mr. Campbell explained that the duplex had been in operation for over 10 years paying utilities towards it and the goal for the home was to continue the duplex with his family using the remaining as a primary home. Staff explained that current ordinances do not allow for the kitchen and the duplex was non-conforming at present, but once expansion of the home began, the duplex would no longer hold that status. Staff continued to discuss future revisions coming to the ordinance, within the next two months, that may address duplexes. Depending on the status of the project's time-frame, may want to pause the project, awaiting ordinance revision outcome. Mr. Campbell asked did he have the opportunity to request a table to consult with his architect, Mr. Osbourn, and discuss the duplex and kitchenette items with staff. Staff confirmed he could. Therefore, Mr. Campbell requested to table.

**Public comments:**

Chair opened floor to public comment. No one presented. Chair closed floor.

**Deliberation:**

Board, staff and applicant had discussions regarding current and possible future revisions for duplex ordinances. Given applicant's request to table to further discuss those possible changes and to confer with architect, motion was made from the board.

**Motion:**

Jim Maxwell motioned to table. Rosie Crawford seconded. Motion carried unanimously.

VI. **DISCUSSION**

Beechuk updated board that prior to next hearing, staff would be sending out the HPC guidelines draft for board review and input. Once review was completed, would add to future agenda for board approval with adoption to follow.

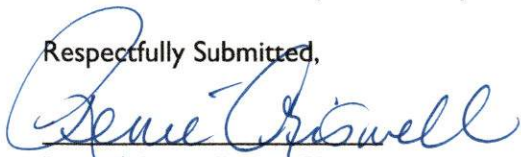
V. **ADJOURNMENT**

Janet Goodman motioned to adjourn. Barbara Schmitt seconded. Motion carried unanimously.

VI. **CITIZENS PRESENT**

Kent Campbell – 4101 Conyers St.  
Dan Osbourn (architect/Alpharetta)- via zoom

Respectfully Submitted,



Renee Criswell, City Planner  
Planning & Development

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Acting Chair  
Historic Preservation Commission (HPC) Board