

**CITY OF COVINGTON  
HISTORIC PRESERVATION COMMITTEE BOARD  
SPECIAL CALLED MEETING MINUTES**

May 8<sup>th</sup>, 2024  
6:00 p.m.

**MEMBERS PRESENT:**

Ray Lustenberger  
Barbara Schmitt  
Rosie Crawford  
Leigh Knight  
Monique Snow  
Heather King  
LaKisha Clements  
Janet Goodman

**STAFF PRESENT:**

Judy Johnson, Director  
Renee Criswell, Planner

**MEMBERS ABSENT:**

John Conklin

**STAFF ABSENT:**

1. **OPENING REMARKS/ROLL CALL**

Chair called the meeting to order at 6:08 PM.

2. **DETERMINATION OF A QUORUM**

Chair stated a quorum was present.

3. **Approval of May 1<sup>st</sup> and March 8<sup>th</sup>, 2024 minutes**

Drafted minutes were sent out for review for approval at the upcoming June 5<sup>th</sup>, 2024 HPC hearing.

4. **NEW BUSINESS:**

A. **COA# PMOD24-0005**

**Request: Demo portion of existing roof in order to add a second story addition.**

**\*Revision of renderings to be presented**

Location: 2193 Conyers St.

TMP#: C019 0002 009

Owner/Applicant: Michael and Adriana Zimmerman

**STAFF PRESENTATION:**

Renee Criswell presented to the board parcel and zoning information along with applicant's below referenced request:

1. Demo portion of existing roof in order to add a second story addition. Replacement materials to match existing (fiber cement siding, six over six grid windows, shingle roof)
2. Per board's request, presenting second set of plan revisions for proposed addition.

Criswell presented PowerPoint showing both the originally submitted plans as well as six different varying options/renderings submitted by applicants. Each plan was submitted beside the other for height/scale and depth comparison.

**STAFF RECOMMENDATION:**

Staff and consultant found that the renderings submitted may be compatible with the district and recommended that if the HPC approve COA Case PMOD24-0005 it would be with the following conditions;

Conditions:

1. Any existing architectural details shall be preserved (i.e. corner capitals, entablature cornice, eave returns, etc.)
2. New windows match existing windows and include hoods and sills.
3. cladding materials and roofing materials match existing materials.
4. Prior to construction, any all required building permits be submitted and approved.

**PUBLIC COMMENTS:**

Applicant went over all renderings submitted with board.

**HPC BOARD MEMBERS QUESTIONS & COMMENTS:**

Knight thanked the applicant(s) for taking the extra time and presenting the various renderings for the board to review. Knight asked applicants would they consider using the presented Option 5 with the roof plan from the Option 1 rendering presented. Applicant(s) responded yes. King commented that she did like the “soft” look of the gables for Option 5.

**DELIBERATION AND MOTION:**

Leigh Knight motioned to approve, with staff conditions, COA Case #PMOD-0005 along with the condition to use presented and attached Option 5 while incorporating the roof design of presented and attached Option 1. Barbara Schmitt seconded. Motion passed unanimously (8-0)

Conditions:

1. Any existing architectural details shall be preserved (i.e. corner capitals, entablature cornice, eave returns, etc.)
2. New windows match existing windows and include hoods and sills.
3. cladding materials and roofing materials match existing materials.
4. Prior to construction, any all required building permits be submitted and approved.

B.

**COA# - PMOD24-0006**

**Request: To repair and replace damaged wood on building exterior and construct new exterior, pre-engineered stair, landing and railing system to be erected for ingress and egress from 2<sup>nd</sup> floor to grade level**

Location: 1177 Stalling St.

TMP# C025 0011 003

Owner/Applicant: Newton County Board of Commissioners

**STAFF PRESENTATION:**

Renee Criswell presented to the board parcel and zoning information along with applicant’s below referenced request:

1. To repair and replace rotting wood etc., on the buildings exterior with like materials to adhere to safety and ADA requirements.
2. Add aluminum stairs and railing to provide for ingress and egress to first and second floor to meet safety requirements in light of the fact that the building is being renovated for the Newton County Extension Office and 4-H Program.

Criswell presented a PowerPoint showing the amount of deteriorating wood the existing structure has in need of repair and replace along with various slides showing previously existing emergency stairs that no longer are apart of the structure, proposed new emergency stair/railing system and location along with proposed materials and existing materials that would remain (i.e. metal bars and brick archways over existing window)

**STAFF RECOMMENDATION:**

Staff and consultant recommended for the HPC to approve, with the following conditions, COA Case #PMOD24-0006 for the repair and replacement of rotting wood etc. on the buildings exterior with like materials and in order to adhere to safety and ADA requirements, construct new exterior, pre-engineered stairs, landing and railing system to be erected for egress from 2<sup>nd</sup> floor to grade level at the Newton County BOC Historic Jail.

Conditions:

1. Prior to construction, any and all required permits, which include staff reviews, must be submitted and approved.

**PUBLIC COMMENTS:**

Applicant representative, Jason Johnson, presented before the board and gave a brief overview of project. Johnson explained the project was a 2011 SPLOST project. Johnson introduced design team (Sunbelt Builders) for further Q&A. Mike McCrorey with Sunbelt approached the board and added that part of this project will be to honor the Newton 6 that was housed in the historic jail. That one of the offices will be a conference room as well as an historic room with portions of the old jail cell doors used in there. He further explained that the “Newton 6” was housed at the jail during the civil rights movement and was housed for 45 days without bond until federal action took place.

**HPC BOARD MEMBERS QUESTIONS & COMMENTS:**

chair asked how they were going to install a door where a window now is in place. McCrorey explained remove window sill and save all the brick during demo and then use all the brick to cut in the proper door. Standard commercial door all original brick to be re-used and will be easier to match paint, given the brick has been painted numerous times over the years. Knight asked when will start date be anticipated. McCrorey responded there is a GMP process to go through, but looking around end of June/July with a period of about 5 months to complete.

Goodman stated she was the one who originally named the “Newton 6” and asked how would the public be informed about the room being in honor of the “Newton 6”. McCrorey responded that the whole front room will be in honor of the “Newton 6” like a museum type conference room and everyone using that room for meetings as well as all the 4-H kids will walk past that room when they have a meeting. King asked would there be a way that the trail might become accessible to the jail? Jason Johnson

explained to the board that the Cricket frog trail committee had contacted them with a plan to come off back side parking lot with access in providing egress/ingress for people on the trail and also talks that the grassy area leading down to trail area could gain permission to plant things there to assist with 4H courses.

**DELIBERATION AND MOTION:**

LaKisha Clements motioned to approve, with staff recommended conditions, COA Case #PMOD24-0006. Janet Goodman seconded. Motion passed unanimously (8-0)

Conditions:

1. Prior to construction, any and all required permits, which include staff reviews, must be submitted and approved.

**C. COA Case # PMAJ24-0003**

**Request: To construct a 5,000 square foot storage facility between the Newton Co. Sheriff's Annex and the Newton Co. Historic Jail**

Locations: 1154 & 1177 Stalling St.

TMP#: C025 0011 002 & 003

Owner/Applicant: Newton County Board of Commissioners

**STAFF PRESENTATION:**

Renee Criswell presented to the board parcel and zoning information, architectural plan elevation and changes, along with applicant's request to allow for below referenced request:

1. To construct a 5,000 square foot storage facility between the sheriff's Annex and the Historic Jail along with addition of metal, paneled fencing that would be appropriate for the business use at hand. As well as replacement of the existing damaged, rear chain link fencing with upgraded chain link.

Criswell presented staff PowerPoint showing locations with proposed Elevations, including a sample of the proposed EIFS to be applied on North and West elevations to allow for future expansion of the building. Criswell notated the property was at the exterior boundary of the Historic district with properties to the North including the Cricket Frog Trail, which was outside the historic district.

**STAFF RECOMMENDATION:**

Staff and consultant recommended the HPC approve, with the following conditions, COA Case # PMAJ24-0003, for the construction of a 5,000 square foot storage facility between the Newton Co. Sheriff's Annex and the Newton Co. Historic Jail.

Conditions:

1. Given the current proposed parcels are not combined, a parcel combination plat will need to be submitted and approved, in conjunction with any and all required permits.

**PUBLIC COMMENTS:**

Applicant representative, Jason Johnson, explained this project was a part of the 2023 SPLOST project that the county desperately needs to be used for document storage.

McCrary further explained that when the 2023 SPLOST was approved, the funds approved would not accommodate the originally planned 10,000 square foot structure, not 5,000. The proposal of EIFS for the North and West elevations will assist when funding is available for future expansion.

**HPC BOARD MEMBERS QUESTIONS & COMMENTS:**

Chair had a question regarding the replacement of the rear chain link fencing and guidelines for chain link fencing. Staff reiterated the replacement of chain link was on a case-by-case basis and the chain link for the proposed was in the rear, away from public street view and would not be in addition to, but would be replacing what was existing with same material, but having a cleaner, new appearance than that currently in place.

**DELIBERATION AND MOTION:**

Barbara Schmitt motion to approve, with staff recommended conditions, COA Case #PMAJ24-0003. LaKisha Clements seconded. Motion passed unanimously (8-0).

Conditions:

1. Given the current proposed parcels are not combined, a parcel combination plat will need to be submitted and approved, in conjunction with any and all required permits.

4. **ANNOUNCEMENTS**

Director Johnson gave a brief update on the Conyers St. Gym project.

5. **ADJOURNMENT**

Monique Snow motioned to adjourn. Leigh Knight seconded. Motion passed unanimously (8-0).

Respectfully submitted by,

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Ray Lustenburger, Chair

\_\_\_\_\_  
Date

\_\_\_\_\_  
Renee Criswell, Sr. Planner

\_\_\_\_\_  
Date