



Historic Preservation Commission Meeting (HPC)

Special Called Commission Meeting
December 19, 2024, at 3:00 P.M.
1055 Rowland Street, Clarkston, GA 30021
Conference Room

AGENDA

Note: The Historic Preservation Commission may go into Closed/Executive Session to deliberate any item on this agenda as authorized by the Georgia Open Meetings Act, Georgia Government Code Chapter O.C.G.A. § 50-14-1.

- I. Meeting Called to Order:
- II. Roll Call
- III. Approval of the Agenda for December 19, 2024.
- IV. Approval of the Minutes
 - A. September 4, 2024
 - B. October 16, 2024
 - C. November 19, 2024
 - D. December 2, 2024
- V. **Public Comments:** Any member of the public may address the Historic Preservation Commission (HPC) during the time allotted for public comment. Each attendee will be allowed 3 minutes for comments at the discretion of the Presiding Officer. The public comment period will be limited to 40 minutes, and it is not a time for dialogue. If your public comment contains a series of questions, please submit those to the Planning & Economic Development Director in writing. This will facilitate follow-up by the council or staff. The HPC desires to allow an opportunity for public comment; however, the business of the city must proceed in an orderly, timely manner.
- VI. Old Business:
 - A. Discussion on the Certified Local Government application.
 - B. Discussion on updates to the HPC bylaws.
- VII. New Business:
 - A. Discussion of Clemsil Overlay District historic context.
 - B. Discussion of historic Apartment Development context.
 - C. Discussion on the Parks Master Plan relevance:
 - a. Forty Oaks Nature Preserve
 - b. Sutton House mothballing
 - i. Weatherization
 - ii. Security
 - c. Milam Park
 - D. Discussion on 2025 Meeting Dates and Times.
- VIII. Adjournment



Historic Preservation Commission (HPC) Joint Meeting

Meeting Minutes

September 4, 2024, at 6:30pm
Joint Meeting with the Transportation & Environment Committee
3913 Church Street, Clarkston, GA 30021

NOTE: Lisa Cameron of the Planning and Economic Development Department transcribed this summary of the meeting. The summary is an overview of the meeting and not intended to be a verbatim transcription of the meeting.

The meeting was called to order at 6:36 by Councilwoman Susan Hood.

The following HPC board members were present: Chairperson Dean Moore, Ashton Walker, newly appointed Robyn Sands, staff Lisa Cameron. Other members in attendance from the Transportation & Environment Committee. Was Councilwoman Susan Hood, Lisa Williams, and Debbie Gathman. Member Adria Marshall was absent. There were three members from the public in attendance.

Chair Moore gave an overview of his perspective of the position of the City Council regarding the structure in 40 Oaks.

Mr. Walker gave an overview of the previous projects and work that had already started by previous members. He also explained the National Registry of Historic Preservation (NRHP) process, potential resources and support, and the process for the Certified Local Government (CLG) designation.

Mr. Walker requested the committee to provide the HPC with proof of cost \$600K - \$950K to refurbish the property (where did the numbers come from).

The committee had an extensive discussion on developing a strategic plan to present to the City Council at the Oct 1, 2024, public meeting.

Chairman Moore made the motion to adjourn. Seconded by Lisa Williams. The meeting was adjourned at 8:10pm.

Dean Moore, Chair

Date

Richard Edwards, Secretary

Date



Historic Preservation Commission (HPC) Joint Meeting

Meeting Minutes

October 16, 2024, at 10:00pm
Regular Meeting
1055 Rowland Street, Clarkston, GA 30021

NOTE: Lisa Cameron of the Planning and Economic Development Department transcribed this summary of the meeting. The summary is an overview of the meeting and not intended to be a verbatim transcription of the meeting.

The meeting was called to order at 10:04 by Chairman Dean Moore

The following HPC board members were present: Chairperson Dean Moore, Ashton Walker, Robyn Sands, and Lisa Cameron (staff).

Robyn Sands moved to approve the agenda; seconded by Ashton Walker. Vote: 3-0.

Robyn Sands moved to defer the September 4, 2024 meeting minutes to the November meeting. Vote: 3-0

The commission discussed the historic context of the Sutton House and the Clemsil Neighborhood. Further, the commission requested that staff add an agenda item on adding apartment complexes to the historic buildings list.

The commission discussed changing the meeting time due to changing schedules of members of the commission.

The commission expressed concerns over only having a three (3) member commission and having a quorum of two (2) members.

The commission discussed the Georgia State University Historic Preservation Class presentations proposed for December.

Robyn Sands shared that she had spoken with the Parks and Recreation Director to discuss potential recommendations on the Parks and Recreation Master Plan.

Robyn Sands made the motion to adjourn at 11:32am. Vote: 3-0.

Dean Moore, Chair

Date

Richard Edwards, Secretary

Date



Historic Preservation Commission Meeting

Meeting Minutes

November 19, 2024, at 3:00 P.M.

Special Called Meeting

1055 Rowland Street, Clarkston, GA 30021

NOTE: Richard Edwards of the Planning and Economic Development Department transcribed this summary of the meeting. The summary is an overview of the meeting and not intended to be a verbatim transcription of the meeting.

The meeting was called to order at 3:05p.m. by Chairperson Dean Moore.

The following board members were present: Dean Moore, Robyn Sands, and Ashton Walker.

Ashton Walker motioned to approve the Agenda with the amendment to add new business before old business. The motion was seconded by Robyn Sands.

Vote: Passed 3-0

There was no business arising from the minutes.

There was no public comments.

Richard Edwards provided an update on where the city was with the Certified Local Government application.

The commission had a discussion on updates to the Historic Preservation Commission bylaws. This discussion included considerations of expanding the board membership, terms of membership, and staff completing a thorough review of the bylaws and the commission incorporation ordinance.

Dean Moore informed the commission of the issues surrounding 40 Oaks and the Sutton House. Further they discussed weatherization, mothballing, and security at the Sutton House.

Michael Duncan, Parks and Recreation Director, stated that he would work with the Public Works Department on issues regarding landscaping, weatherization, and mothballing at 40 Oaks and the Sutton House.

The commission discussed the historic context of the Clemsil Overlay Historic District and the importance of maintaining the historic neighborhood.

Ms. Martin stated that she was in possession of some historic documents and images of the city and stated she would be happy to share this information with the commission.

Ashton Walker provided information on historic apartments designation, as several of the apartment buildings in the city are approaching historic status at 50 years old.

Ashton Walker motioned to adjourn at 4:26pm; seconded by Robyn Sands.

Vote: Passed 3-0

Dean Moore, Chair

Date

Richard Edwards, Secretary

Date



Historic Preservation Commission Meeting

Meeting Minutes

December 2, 2024, at 4:30 P.M.

Special Called Meeting

1055 Rowland Street, Clarkston, GA 30021

NOTE: Richard Edwards of the Planning and Economic Development Department transcribed this summary of the meeting. The summary is an overview of the meeting and not intended to be a verbatim transcription of the meeting.

The meeting was called to order at 4:34p.m. by Commissioner Ashton Walker.

The following board members were present: Dean Moore, Robyn Sands, and Ashton Walker.

Chairperson Dean Moore welcomed everyone to the meeting.

Charles Lawrence, professor at Georgia State University (GSU), introduced himself and gave an overview of the Sutton House historic context and the students work.

Jamie Mitchum and Hallansa Sewer (GSU students) presented on “Site, Outbuildings, and Exterior Cladding” associated with the Sutton House.

Swathi Jayakumur and Azlyn Hernandez (GSU students) presented on “Measured drawings and developmental diagrams” associated with the Sutton House.

Kellea Robinson and Mary Ilonah (GSU students) presented on “Interior Walls, Ceilings, Floors, and Roofing” associated with the Sutton House.

Rob Sturgess and Ryan Smith (GSU students) presented on “Mantles, Fireboxes, Chimneys, and Stairs” associated with the Sutton House.

Quentin Moore and Vivian Cannella presented on “Windows, Doors, Casing Trim, and Hardware” associated with the Sutton House.

Mayor Beverly Burks thanked the students for their hard work and assisting the city with their research on this historic structure.

Ms. Sutton (great granddaughter of Edward Sutton) provided history of the property through her lived experiences.

Councilwoman Susan Hood thanked the students for their hard work and for providing a great learning experience for everyone.

Dean Moore provided closing remarks and thanked everyone for coming.

Ashton Walker motioned to adjourn at 6:13pm; seconded by Robyn Sands.

Vote: Passed 3-0

Dean Moore, Chair

Date

Richard Edwards, Secretary

Date