

Toccoa Historic Preservation Committee (HPC)
Regular Meeting
Thursday, September 1, 2022

The HPC held a regular meeting on Thursday, September 1, 2022 at 4:00 p.m. in the Second Floor Commission Room of City Hall. Vice-Chairman Susan Turner called the meeting to order at 4:00 p.m. The following were in attendance: Chairman Thurston Estes, Vice-Chair Susan Turner, Commissioner Victor Cuvo, Commissioner Gary Cortellino, Commissioner Debbie Allen, City Commission Liaison Terry Carter, Historic Preservation Consultant Joe Rothwell, Mrs. Connie Tabor, and Mr. Christian Hamilton. Mr. Jordan Colletta, Mrs. Maureen Colletta, and Mr. Josh Schaefer were also present. There were no absences. Upon a motion made by Commissioner Cuvo and seconded by Commissioner Allen, the September 1, 2022 Regular Meeting Agenda was unanimously approved. Upon a motion made by Commissioner Cortellino and seconded by Chairman Estes, the August 4, 2022 Regular Meeting Minutes were unanimously approved.

Reports

- a) **Called HPC Meeting.** Mrs. Tabor stated that there would be a called HPC meeting scheduled for September 22, 2022 at 4pm to review a COA for 168, 170, and 230 North Pond Street properties. The legal has been placed in the newspaper. She added that there would likely not be an October meeting due to the Called Meeting.
- b) **Design Guidelines Review.** Commissioner Allen stated that Commissioners Allen, Cortellino, and Cuvo met at the Library on August 31st to review design guidelines. Commissioner Allen stated that minutes were kept in accordance with Open Records requirements.
- c) **HP Consultant invited HPC to attend the GA Statewide Historic Preservation Conference training virtually September 19-23.**

I. Unfinished Business

- A. N/A

II. New Business

- A. **Certificate of Appropriateness (COA) Application for Mr. Jordan Colletta for Property located at 157 North Pond Street. Request: Exterior Building Renovation.** Mrs. Tabor stated that Mr. Colletta would like to install a new canvas awning on the front of 157 North Pond Street to match the existing awning on 147 North Pond Street. The fabric would be a yellow/white striped awning. She added that Consultant Rothwell had recommended the awning colors listed in the COA application. Upon a motion by Commissioner Cortellino seconded by Commissioner Allen, the HPC unanimously approved the COA request as submitted.
- B. **Certificate of Appropriateness (COA) Application for Mr. Josh Schaefer for Property located at 138 North Pond Street. Request: Exterior Building Renovation.** Mrs. Tabor stated that Mr. Schaefer would like to request approval for the new sign on the front of his building, possible lights over the sign, and a canvas awning. Vice-Chairman Turner stated that the work was not permitted as it should have been and that Mr. Schaefer took a risk by installing the sign without approval. Mr. Schaefer stated that he had thought replacing the signage was acceptable and apologized for the error in process. Consultant Rothwell stated that Pond Street is experiencing significant beautification efforts and that the goose neck lights and an awning would contribute to this substantially. Upon a motion by Commissioner Cortellino seconded by Commissioner Cuvo, the HPC unanimously approved the COA request as submitted.
- C. **Election of Officers.** Vice-Chairman called for the election of new officers. The following positions were considered:
 - i. **Chairman:** Upon a motion by Commissioner Cortellino, Mrs. Susan Turner was nominated for Chairman. Commissioner Allen seconded the motion, which passed unanimously.
 - ii. **Vice-Chairman:** Commissioner Cortellino nominated Victor Cuvo. Commissioner Cuvo declined the nomination due to his work duties. Upon a motion by Commissioner Cortellino, Mrs. Debbie Allen was nominated for Vice-Chairman. Commissioner Cuvo seconded the motion, which passed unanimously.
 - iii. **Recording Secretary:** Upon a motion by Commissioner Cuvo, Mrs. Connie Tabor was nominated for Recording Secretary. Commissioner Cortellino seconded the motion, which passed unanimously.

III. Public Comments

A. Recognition of Visitors Wishing to Speak on General Items (Limit 3 Minutes).

There being no further business, upon a motion made by Commissioner Cuvo and seconded by Commissioner Cortellino, the regular Historic Preservation Commission meeting was adjourned at 4:15 p.m.

Vice Chairman, Susan Turner

Connie Tabor, Recording Secretary

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