



Historic Preservation Commission Meeting Agenda
Thursday, September 3, 2026, 5:30 PM
Community and Economic Development Office
311 Henry Ward Way, Gainesville, GA 30501
Chair or Vice Chair Presides

CALL TO ORDER

MINUTES

A. Minutes of July 6, 2026

SPECIAL ORDERS

OLD BUSINESS

NEW BUSINESS

A. Certificate of Appropriateness

- 1) Request from **Private Organizers, LLC** for a Certificate of Appropriateness for a Major Work Project involving a site change on a 1.36[±] acres tract located on the east side of Green Street, 200[±] feet north of its intersection with Green Street Place (a/k/a **424 Green Street, NE**).

Ward Number: Two

Local Historic District: Green Street

Tax Parcel Number(s): 01-024-001-007

Proposed Work Project: Site change involving the construction of a principal freestanding sign

OPEN DISCUSSION

STAFF ISSUES

MISCELLANEOUS

ADJOURNMENT



CITY OF GAINESVILLE

Historic Preservation Commission Agenda Request

Item Created: August 14, 2026
Date Submitted: September 2, 2026
Final Approval Date: September 2, 2026
Presenter:
Item of Business: Minutes of July 6, 2026
Meeting Date: September 3, 2026

Purpose of Request:

The purpose of this request is to allow the Gainesville Historic Preservation Commission to approve the minutes from the referenced meeting.

Facts & Issues / History & Background:

The draft minutes were reviewed by the Office & Records Coordinator and the Housing & Special Projects Manager.

Department Recommendation:

Approval of the minutes as presented.

Department Director:

If funding is involved, are funds approved within the current budget? No

Amount Requested:

Sources of Funds:

Finance Comments:

Administrative Comments:

Attachments:

1. DRAFT Minutes

**GAINESVILLE HISTORIC PRESERVATION COMMISSION
MINUTES OF MEETING
JULY 6, 2026**

CALL TO ORDER Chair Cathy Day at 5:30 p.m.

Members present: Chair Cathy Day, Vice Chair Ruth Bruner, Commissioners Dick Bachman, Brad Abernathy and Elizabeth Horton

Members absent: None

Staff present: Special Projects Manager Jessica Tullar and Office & Records Coordinator Gwen Fleming

Others present: Council Member Jon Elliott

MINUTES OF JULY 7, 2025

Motion to approve the Minutes as presented.

Motion made by Commissioner Bachman

Motion seconded by Vice Chair Bruner

Vote – 5 favor

SPECIAL ORDERS

A. Officer Elections

Commissioner Abernathy was nominated to serve as Chair.

Motion made by Commissioner Bachman

Motion seconded by Chair Day

Vote – 5 favor

Vice Chair Bruner was nominated to serve as Vice Chair.

Motion made by Commissioner Bachman

Motion seconded by Commissioner Horton

Vote – 5 favor

OLD BUSINESS

NEW BUSINESS

A. Certificate of Appropriateness

- 1) Request from **Jason Guillorn and Jennifer Martin** for a Certificate of Appropriateness for a Major Work Project involving building and site changes on a 0.51± acre tract located on the north side of Ridgewood Avenue, 115± feet west of its intersection with Northside Drive (a/k/a **560 Ridgewood Avenue, NW**).

Ward Number: Five

Local Historic District: Ridgewood Neighborhood
Tax Parcel Number(s): 01-042-001-023
Proposed Work Project: Building and site changes

Staff Presentation: Special Projects Manager Jessica Tullar gave the following staff presentation:

The applicant's request involves building and site changes. More specifically, the applicant requests (1) to enclose a portion of the rear patio on the existing house to create a combination mudroom-laundry room, (2) to build an addition that attaches to the left side façade/western elevation, (3) to remove one mature holly and fencing in the rear yard to accommodate the addition, and (4) to construct a detached carport with open sides.

According to the application, the proposed addition will be approximately 1,389 square feet in size and will serve as a mother-in-law suite connected through a defined pass-through without firewalls. The proposed addition will use modern building materials that reflect the historic fabric on the existing house:

- Exterior siding on the addition will be cementitious lap siding with a profile and scale similar to the siding on the historic house.
- Exterior trim will also be cementitious in material and will replicate the profile and thickness of the historic features on the original house.
- Windows on the addition will be wood composite windows, with wood interior and clad exterior. The applicant intends to have windows on the addition to match the original house windows in size, operability, and lite pattern including muntin and mullion profiles.
- Roofing of the addition will be asphalt shingles consistent with those on the original historic house.
- The height of the proposed addition, which is estimated at 18 feet from grade to the top peak, is expected to be slightly lower than that of the historic house given the grade falls from right (original house) to left (proposed addition).

Site changes include the removal of the mature holly in the rear yard to left of the existing house and construction of a detached open carport in the rear yard to the right of the historic house. As designed, the proposed detached carport is approximately 864 square feet in area and would be situated in front of the existing two-story outbuilding in rear corner of the lot. It will be open on all four sides and will have 8" x 8" timber columns with brick bases to be consistent with the brick masonry on the historic house. The applicant proposes a roofline with two front gables and pitch to reflect that front elevation of the existing historic house. Roofing material, fascia and trim of the proposed detached carport would match the existing main house.

The proposed partial enclosure of rear patio to create a combination mudroom/laundry room does not appear to significantly impact the character of the historic house, especially given this area of the house is not readily visible from the street. As designed, it will be recessed inwardly from the existing right side and rear facades, further obscuring its visibility. Construction of this proposed enclosure would not create an adverse effect on the historic character of the main house or the district.

Removal of the existing holly to accommodate the proposed addition appears to be minor in nature given its location on the property and lack of visual dominance. Existing mature deciduous shade trees will remain on the property and will be protected to greatest extent

possible during construction. Removal of this holly would not create an adverse effect on the historic character of the subject historic house or the district as a whole.

Overall, the proposed carport appears to meet the Design Guidelines. Its architectural character is simple and utilitarian yet reflects the character of the historic home. Proposed building materials are reflective of those used in the historic home and traditionally used in the Ridgewood district. Its rear-yard placement reflects historic patterns and further minimizes its visual impact.

Applicants: Jason Guillorn and Jennifer Martin, 560 Ridgewood Avenue, advised the screened-in porch would be the main entrance for mother including any deliveries and happy to answer any questions.

Board Comments: Commissioner Bachman agreed with staff's proposed modification of a single window in the connection and suggested to allow installation of decorative knew braces to match the historic house. He also agreed with staff's recommended modification for increased the recessing of the addition. Chair Day inquired about who the architect is and whether the addition would be on a crawlspace, and Mrs. Martin confirmed the architect's name and that the addition will be constructed on a crawlspace.

Statement of Finding

The site consists of a historic principal building and outbuilding. The proposed addition would be of a mix of historic and modern materials that reflect the character of historically appropriate materials, and with modifications or conditions, would be of a design that is in keeping with the Craftsman-style character of the historic principal building. Similarly, the proposed detached carport location and materials are consistent with historic development pattern and materials used throughout the district. Removal of the holly would not affect the canopy cover of the lot nor affect the streetscape of the district, and thus, removal would not significantly affect the appearance of the subject property and adjacent properties.

Both the proposed addition and detached carport will be comprised of generally appropriate and compatible building materials and of a design that is in keeping with the character of the existing historic house. Placement, scale, and Craftsman-style elements of the proposed addition and carport reflect historic development patterns in the district and reflect the historic character of the subject property. Thus, in accordance with Section 19-3-9 of the Unified Land Development Code, it appears that the proposed material change in the exterior appearance of the building and site, with modifications/conditions does not adversely affect the historical, architectural, aesthetic, cultural or environmental character or value of the historic district; and therefore, is in compliance with Sections 3.4.1 and Section 3.4.3 of the adopted Design Guidelines.

There was a motion to conditionally approve the application dated 6/10/26 for a Certificate of Appropriateness for a Major Work Project involving demolition at 560 Ridgewood Avenue, NW with the following modifications and conditions:

Modifications and Conditions:

1. The addition shall be shifted backwards (or northward on the lot) so that the front-most window on the left side façade/western elevation of the historic house is not obscured and remains visible when traveling east-bound on Ridgewood.

2. The height of the addition, as measured from the top of the brick watermark to the top of the peak gable, shall remain lower than the height of the historic house.
3. The window for the defined pass-through shall be a single, sash window.
4. Windows on the addition shall be true divided lights (TDL) or simulated-divided lights (SDL) with muntin bars.
5. The light pattern of the windows on the addition may include 1-over-1, 2-over-1, 3-over-1, or 6-over-1 in configuration.
6. Brackets in the gable peak(s) that match those on the historic house may be installed on the addition.
7. A small-growing, urban-tolerant native species tree shall be planted on the left side of the front yard. Examples may include Serviceberry, fragrant Tea Olive, Sweetbay Magnolia, or comparable species. The new tree shall be at least two-inch (2") caliper in size at the time of planting. Final species selection and planting location shall be reviewed by the Community and Economic Development Department.
8. Conceptual images generated by staff using AI that show the modifications shall be made as part of this letter and the Certificate of Appropriateness (COA).

Motion made by Commissioner Abernathy

Second made by Vice Chair Bruner

Vote – 5 favor

Mrs. Tullar shared once receiving a COA which is valid for 18 months, there is a 15-day waiting period due for an appeal to the City Council by anyone.

- B. By-Laws Amendment** - Special Projects Manager Jessica Tullar advised the purpose of the request was to: 1) revise language to match the Gainesville Unified Land Development Code; 2) modify regular meetings schedule; 3) modify the order of and items on the Agenda; and 4) change the date of officer elections and term.

There was a motion to approve the By-Laws Amendment as presented.

Motion made by Chair Day

Second made by Commissioner Bachman

Vote – 5 favor

MISCELLANEOUS

There were questions and discussion regarding the property located at 424 Green Street, which recently received conditional approval as a Minor Work Project.

A. Training Opportunities

Special Projects Manager Jessica Tullar stated there will be a one-day training on August 17, 2026, from 9:00 AM to 4:30 PM in Rome, Georgia. She reminded them all Commissioners need to attend at least once per term to stay in compliance with the State. She also shared that there will be a multi-day, statewide preservation conference with HPC-focused sessions that will be held in Decatur in November.

ADJOURNMENT

Motion to adjourn the meeting at 6:22 p.m.

Motion made by Commissioner Bachman

Second made by Vice Chair Bruner

Vote – 5 favor

Respectfully submitted,

Cathy Day, Chair

Gwen Fleming, Recording Secretary



CITY OF GAINESVILLE

Historic Preservation Commission Agenda Request

Item Created: August 14, 2026

Date Submitted: September 2, 2026

Final Approval Date: September 2, 2026

Presenter:

Item of Business: Request from **Private Organizers, LLC** for a Certificate of Appropriateness for a Major Work Project involving a site change on a 1.36[±] acres tract located on the east side of Green Street, 200[±] feet north of its intersection with Green Street Place (a/k/a **424 Green Street, NE**).

Meeting Date: September 3, 2026

Purpose of Request:

The applicant's request involves a site change. More specifically, the work project includes the introduction and construction of a principal freestanding sign on the front lawn facing Green Street.

Facts & Issues / History & Background:

The subject property, which is in the Green Street Local Historic District, contains a residential-style principal building that recently was converted from a residence into an office. According to the Historic Resources Structural Survey, the principal building is a Neoclassical Revival-style American foursquare-type house constructed around 1907. Since its construction, the house has been modified. Recent renovations and modifications have been completed under a conditional Certificate of Appropriateness to accommodate the new non-residential office.

Department Recommendation:

Planning staff is recommending approval with seven modifications/conditions. See the Staff Recommendation report for details.

Department Director:

If funding is involved, are funds approved within the current budget? No

Amount Requested:

Sources of Funds:

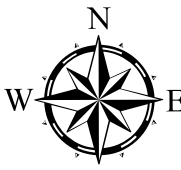
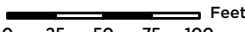
Finance Comments:

Administrative Comments:

Attachments:

1. Location map
2. Staff Recommendation Report
3. Private Banking - monument sign rendering
4. Exterior photo
5. Exterior photo of sign area
6. Design Guidelines_Signage



Applicant: PRIVATE ORGANIZERS, LLC		Request: Site change involving the construction of a principal freestanding sign.	
CERTIFICATE OF APPROPRIATENESS			
Subject Property Address: 424 Green Street, NE	Tax Parcel: 01-024-001-007	 Subject Property  Historic District Boundary	
Meeting Date: 09/03/2026 Map Prepared: 08/17/2026		 Feet 0 25 50 75 100 Scale: 1" = 100'	

**GAINESVILLE HISTORIC PRESERVATION COMMISSION
STAFF REPORT**

Applicant: Private Organizers, LLC
P. O. Box G
Gainesville, GA 30503

Property Owner: 423 GSP, LLC

Request: Site Change, Involving the Construction of a Principal Freestanding Sign

Historic District: Green Street Local Historic District

Location: 424 Green Street

Meeting Date: September 3, 2026

Background Information and Project Description

The subject property, which is in the Green Street Local Historic District, contains a residential-style principal building that recently was converted from a residence into an office. According to the Historic Resources Structural Survey, the principal building is a Neoclassical Revival-style American foursquare-type house constructed around 1907. Since its construction, the house has been modified. Recent renovations and modifications have been completed under a conditional Certificate of Appropriateness to accommodate the new non-residential office.

Project Description

The applicant's request involves a site change. More specifically, the work project includes the introduction and construction of a principal freestanding sign on the front lawn facing Green Street. As illustrated in the application, the proposed sign is of the following style, dimensions, materials, and location:

1. Style of sign = Principal, freestanding ground-style monument sign that is attached to side columns and maintains clearance between the base and the bottom of the sign face. The sign will be placed on the front lawn in the pine-strawed area where the temporary construction sign currently sits. The overall design is intended to reflect the architecture of the historic building and serve as an extension of the front porch.
2. Dimensions of Proposed Sign:
 - a. Sign Face Area = 12.083-square feet
 - b. Sign Structure Area = 44-square feet
 - c. Height = 5.5 feet
3. Materials:
 - a. Sign face is aluminum composite material with aluminum framing with dimensional aluminum lettering.

- b. Sign structure, which includes the brick foundation, “roof” and columns, will be comprised of natural brick, pressure-treated wood signposts encased in composite columns.
4. Location = Sign will be constructed in the front yard facing Green Street at a distance that exceeds the required minimum 5-foot setback.

Applicable Guidelines and Significant Factors

1. Gainesville Unified Land Development Code:
Sections 10-14-3 and 19-3-7: Respectively require sign approval and issuance of a Certificate of Appropriateness for property located in a Historic Preservation Overlay Zone and outline the criteria to be considered by the GHPC in making its determination on Major Work Project requests like freestanding signs.
2. *Gainesville’s Preservation Manual & Design Guidelines:*
 - a. Section 4.5 Signage in Districts: Outlines guidelines and recommendations for signs in historic districts consisting of residential-style buildings used commercially.

Staff Comments on Specific Work Projects, Zoning & COA History

Zoning Standards and Sign Regulations

The subject property is zoned Residential Office (R-O), which is a residential zoning classification which restricts sign allowances to encourage smaller scale signage for nonresidential businesses occupying residential-style buildings. The Unified Land Development Code (ULDC) imposes various provisions related to principal freestanding signs (i.e. size, materials, and minimum setback from the right-of-way), with which the applicant will have to comply.

It should be noted that City sign regulations allow either a monument-style or a ground-style sign to be constructed in R-O zoning but require historic district design review approval. Regardless of the style, the applicant is limited to one principal freestanding. Within the R-O zoning, a single-tenant freestanding sign can be a maximum of 25-square feet in face area, 38-square feet in structure area, and 6-feet in height. The sign regulations also restrict lighting to **indirect lighting only**. The proposed sign complies with the single-tenant sign size allowances for height and face area. As currently designed, the proposed sign structure area slightly exceeds the maximum structure area allowed under R-O zoning.

COA History

Several COA requests for Major Work Projects involving freestanding signs have been reviewed by the GHPC between 2008 and 2019. COAs for these signs were approved with modifications and conditions. Additionally, multiple sign replacements have been reviewed and conditionally approved as Minor Work Projects.

Most recently, the GHPC approved with modifications/conditions a request by Shane Lazenby to reuse an existing single-tenant, ground-style monument sign being relocated from his office on Thompson Bridge Road to 393 Green Street, which is zoned Office and Institutional (O-I) and has larger signage allowances. A previous request by Hasty Pope, LLC to construct a new, replacement **single-tenant** freestanding sign at 529 Green Street in R-O zoning was approved with modifications on 8/28/2021. Another request, which was submitted by JHSC, Inc. (d/b/a Mellow Mushroom), was to construct a **single-tenant** freestanding sign at 700 Green Street in R-O zoning was approved with modifications by the GHPC in October 2009. Modifications included a reduction in the sign height, a reduction in the number of colors and/or use of

subdued tones/shades of the same color in different areas of the sign, and a reduction of the busyness of the design. Similarly, a request by Steve Hill to construct a replacement freestanding sign on property located at 634 Green Street in R-O zoning was denied in a 2-to-2 split decision by the GHPC in June 2008 but was overturned by City Council and constructed in accordance with the proposed, architecturally-compatible design.

Staff Comments

Appropriate signage for the nonresidential businesses becomes an important factor in the preservation of the historical integrity of the district. A sign should be simple and draw upon the architectural elements of the principal building and should be no larger than what is necessary to identify a business. Given the subject property formerly was a residence, the proposed sign is an introduction of a new sign and should be a simple reflection of the historic principal building.

Overall height and face area of the proposed sign fall below the maximums allowed; however, the overall sign structure area exceeds the allowance for R-O zoning and should be reduced. The style, placement, and orientation of the proposed sign are consistent with other single-tenant principal freestanding signs within the district, and given its nature of a freestanding sign, the proposed sign does not obscure any architectural features of the principal building. Similarly, the architectural character of the sign is reflective of the historic principal building.

The proposed sign, with modifications, intentionally reflects the architecture of the historic building but does not attempt to replicate it in full detail. It uses a simplified classical design that is compatible with the historic resource, incorporating the brick foundation, symmetry, horizontal classical detailing and traditional proportions. Sitting approximately 30 feet away from the principal building, the sign will remain visually subordinate while appearing as an extension of the historic principal building. Staff recommends approval of the COA request with the following modifications/conditions:

1. The architectural style and design illustrated in the sign renderings and staff sketches shall be attached to the COA and sign permit.
2. The overall sign structure shall be reduced to comply with allowances under the Residential and Office (R-O) zoning.
3. Columns used in the sign shall be round, fluted or unfluted, columns.
4. The cover/roof component of the sign may be slightly angled to minimize rainwater pooling and causing damage, but it shall not be covered with shingles. It should remain painted wood or wood-like in appearance.
5. Approved materials include the “natural” brick to match the brick cheek walls for the foundation, and for the columns and sign cover/roof component, approved materials include wood or a composite material with a wood-like appearance.
6. Lighting of the sign, if to be used and installed, shall be provided indirectly by way of ground spots. No internal illumination or overhead lamps shall be approved.
7. A sign permit shall be obtained and required inspection(s) completed. A Certificate of Completion shall be obtained from the Community and Economic Development Department – Inspection Services.

Supporting Documents

Written Narrative
Photographs
Sign Rendering

Commissioner Worksheet

New Construction, Additions and Accessibility Features:

Placement/Orientation _____
Scale/Proportion _____
Openings/Articulation _____
Continuity of Design _____

Materials:

Roofing _____
Exterior Siding _____
Foundation _____
Windows/Shutters _____
Doors _____
Porches _____

Site and Landscape Features:

Outbuildings _____
Walkways/Driveways _____
Fences/Walls _____
Landscaping _____
Signage _____
Vehicle Parking _____
Mechanical Systems _____
Demolition/Relocation _____

Additional Notes:

Signature: _____

Statement of Finding and Sample Motions:

Statement of Finding:

The site contains a historic principal building. The proposed new freestanding sign will be comprised of a mix of historic and modern materials consistent with other signage in the district; and is like other single-tenant signs in the district – and thereby lessens the visual impact on the district. **The proposed sign [is or is not] of a design that is in keeping with the architectural character of the principal building...** Thus, in accordance with Section 19-3-9 of the Unified Land Development Code, I move that – based on the evidence presented in the application and during the public hearing – the Commission finds that the proposed material change in the exterior appearance of the site **[would or would not]** adversely affect the historical, architectural, aesthetic, cultural or environmental character or value of the historic district; and therefore, is in **[compliance or non-compliance]** with Section 4.5 of the adopted Design Guidelines as it pertains to general guidelines for signage. **[Insert additional guidelines/statements made regarding circumstances unique to the property...]**

Motion:

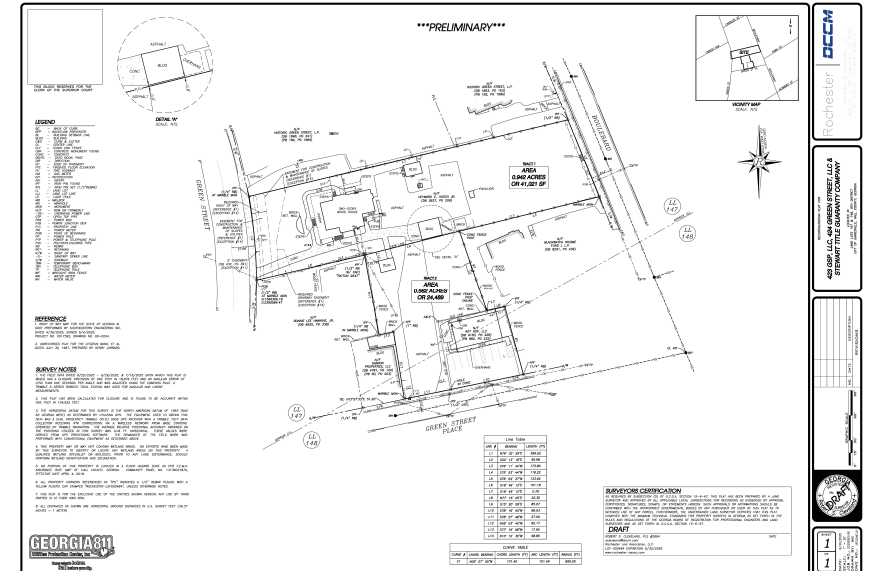
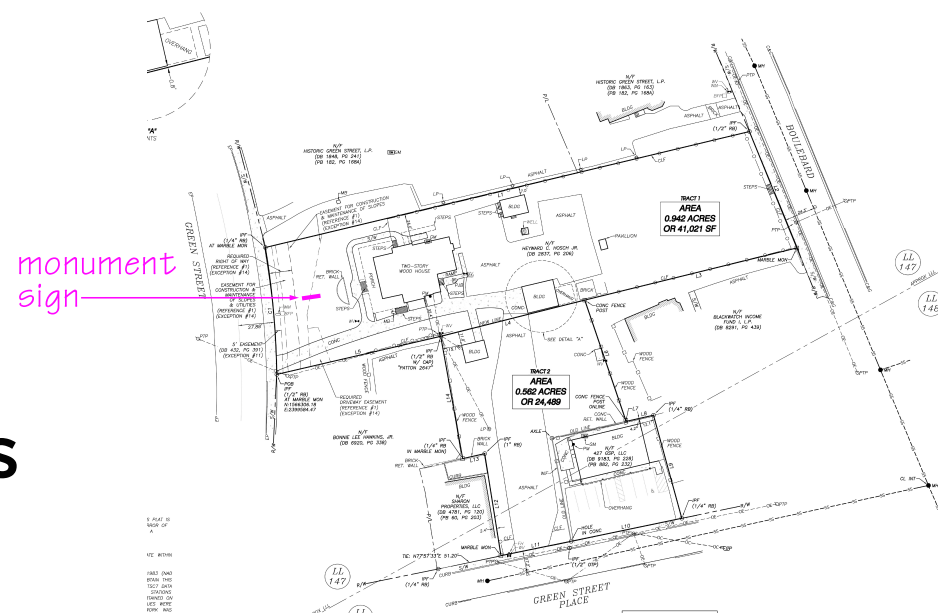
Therefore, I move to **[approve, approve with modifications, or deny]** the application dated 08/17/2026 for a Certificate of Appropriateness for a Major Work Project involving a site change at 424 Green Street **[with the following modification(s) or condition(s) agreed to by the applicant...]**



PRIVATE
BANK & TRUST
424 Greet Street
Gainesville 30501



Gainesville Signs & Graphics
930 Interstate Ridge Drive, Suite D • Gainesville, Georgia 30501
gainesvillesignsandgraphics.com • 770.533.5700







CRAFTSMAN
CONSTRUCTION LLC
678-780-5061

NORTON
HILARIOUS - HAIRY

SAVE
GREEN
STREET

City of Gainesville

Preservation Manual and Design Guidelines



Table 1.2 Work Project Table

Type of Work Project			Ordinary Maintenance	Minor Work Projects (Staff)	Major Work Projects (Staff)
15.	Site and Landscape Features:				
	a)	Outbuildings/Accessory Structures:			
	1)	Repair or Replacement of Materials or Elements:	X (Same Material and Design)		X (Change in Material or Design)
	2)	New Construction:			X
	3)	Demolition or Relocation:		X (Intrusive or Non-character contributing; or Irreparable or a Public Safety Threat)	X (Historic or Character-contributing Non-historic; or Reparable)
	b)	Walkways, Driveways and Parking Lots:			
	1)	Walkways and Pathways:	X (No Change)	X (Removal of Non-historic or Introduction of New in Side or Rear Yard)	X (Change in Materials or Design; Removal of Historic or Introduction of New in Front Yard)
	2)	Driveways and Parking Lots:	X (Repair or Resurface with Same Material)	X (Construction or Removal of in Rear Yard)	X (Construction, Expansion or Removal of in Front or Side Yard)
	c)	Fences and Freestanding Walls:	X (Repair or Replace with Same Material or Design)	X (Construction or Removal of in Rear Yard)	X (Construction, Modification or Removal of in Front Yard)
	d)	Retaining Walls:			
	1)	Height Less than 3.5-feet: (New retaining walls less than 3.5-feet in height must be comprised of wood or railroad ties, stone, brick, or approved equivalent)	X (Repair or Replace with Same Material or Design)	X (Construction or Removal)	
	2)	Height 3.5-feet or Greater	X (Repair or Replace with Same Material or Design)	X (Construction of in Side or Rear Yard)	X (Construction, Modification of in Front Yard; or Removal of Structurally-sound Historic)
	e)	Trees and Other Landscaping:			
	1)	Removal of Existing Mature Trees		X (Dead/Diseased/Dangerous Tree in Front or Side Yard with Report from Certified Arborist; or Healthy Unsafe Trees in Rear Yard)	X (Healthy or Safe Trees)
	f)	Mechanical Systems (HVAC):		X (Side or Rear Façade/Yard)	X (Front Façade/Yard)
	g)	New Installation, Alteration, or Replacement of Existing Equipment on front of building		X (Removal with NO Replacement)	X (New Installation, or Alteration or Replacement of Existing)
	h)	Installation, Alteration or Removal of Exterior Lighting Fixtures: (not including light bulbs)		X (Rear Façade or Yard)	X (Front and Side Façade or Yard)
	i)	Signage			X

4.5 Design Guidelines for Signage in Districts with Residential Architecture Used for Commercial Purposes

Given that some of the buildings located in Gainesville's local historic districts have been converted from residential to non-residential office space, appropriate signage for the non-residential businesses becomes an important factor in the preservation of the historical integrity of the district. Signs are one of the most prominent visual elements on a street, and as such, signs can detract significantly from even the most attractive building and clutter its surroundings. Excess signage in size or number constitutes visual pollution, which takes away from the appearance and character of the district as well as erodes property values in traditionally residential historic districts.

Signage in Gainesville is controlled by the City's Sign Regulations, as adopted in July of 2005 as part of *The Gainesville Unified Land Development Code* and as amended through March of 2013. The Gainesville Historic Preservation Ordinance and these design and construction guidelines do not replace the existing sign regulations; however, the

following guidelines are offered to help owners, occupants, and other individuals determine what is the most appropriate signage so as to protect the overall historic character of the district.

Generally speaking, a sign should be no larger than what is necessary to identify a business. In a traditionally residential historic neighborhood that has become predominantly non-residential in nature, signage should be legible and visible from just a few feet in distance. To achieve compatibility between historic resources and signage, it is recommended that the owner, occupant, or other individual choose appropriate details and a proper location for signage as well as place a premium on simplicity and directness of the message. Signage should be simple and draw upon the architectural elements of the principal building; thus, it is hoped that the design and use of materials for the signage will harmonize architecturally with the principal building and historic residential tradition.



Guidelines for Signage

✓ RECOMMENDED

1. Signs shall comply with the City of Gainesville's sign regulations, as adopted and amended as part of the Unified Land Development Code
2. Installation of a sign that makes a positive contribution to the general appearance of the historic district
3. Installation of affixed signs that are incidental in nature, simple in design, do not exceed five square feet in size, and do not obscure architectural features of the building
4. Installation of affixed signs that are reversible and do not cause undue damage to historic materials
5. All free-standing signs, particularly monument-style signs, should be of a design and include materials that are in keeping with the architectural design and exterior materials of the principal structure
6. Uniformity of size and lettering among properties in the district to create a pleasing visual consistency
 - Upper and lower case lettering should be used to facilitate readability.
7. Lighting of signs within the district should be indirect (i.e. external ground spots)
 - Internally-lit signage is inappropriate for districts with historically residential resources.
 - The lighting should be sufficient to allow for the identification of the sign but should not detract from the surrounding historic area.

✗ NOT RECOMMENDED

1. Internally-lit signage
2. Installation of overly-large signs
 - Large signs ensure attention but may be a traffic and safety hazard and/or may negatively impact adjoining properties and take away from the visual character of the district.

Signage: Major vs. Minor Work Projects

Replacing an existing sign or introducing new signage is considered a **Major Work Project**, and a **Certificate of Appropriateness** must be obtained from the Gainesville Historic Preservation Commission prior to performing the work project.

Before applying for a sign permit, contact the Gainesville Community Development Department's Planning Division staff to verify the nature of the proposed work project

APPROPRIATE SIGNAGE:
APPROPRIATELY SIZED LANDSCAPE SIGN REFLECTS DESIGN ELEMENTS OF HISTORIC BUILDING AND IS COMPATIBLE WITH SIGNAGE AFFIXED TO BUILDING



EXAMPLE OF APPROPRIATE SIGNAGE:
SIGN IS COMPATIBLE IN FORM, SIZE, AND MATERIALS WITH PRIMARY BUILDING



EXAMPLE OF INAPPROPRIATE SIGNAGE:
SIGNAGE IS CLUTTERED, INCOMPATIBLE, AND DETRACTS FROM PRIMARY BUILDINGS

