

AGENDA
Griffin Historic Preservation Committee
September 9, 2026
W. ELMER GEORGE MUNICIPAL HALL, 100 S. HILL ST. GRIFFIN, GA. 30223
12:00 PM

Call to Order

Public Hearing

- 1 Receive comments for a blade sign located at 208 W Broad St.

Regular Agenda

- 2 Consider a request for a blade sign located at 208 W Broad St.
- 3 Consider minutes from August 12, 2026
- 4 Appointmnet to Mainstreet

Adjourn

AGENDA ITEM SUMMARY

ITEM SUMMARY:

Receive comments for a blade sign located at 208 W Broad St.

STAFF RECOMMENDATION:

Staff recommends approval

Submitted By:

Tracie Pryor

Meeting Date:

09/09/2026

ATTACHMENTS:

[26-COA-14, 208 W Broad.pdf](#)

Date Received: 8-24-26

Application Number: 26-COA-14

Decision due by: 9-9-26

Date Approved: _____



**City of Griffin
Historic Preservation Commission**

APPLICATION FOR CERTIFICATE OF APPROPRIATENESS

Instructions for Applicant:

Deliver completed applications, with all appropriate attachments and fees to the Planning and Development Services Department located at 100 South Hill Street, Griffin, GA 30223. You may reach our office by phone at 770-233-4130 between 7:30AM and 4:30PM Monday through Friday. Please contact our office if you have any questions about this application.

The City of Griffin Historic Preservation Commission conducts public hearings and reviews COA applications on the 2nd and 4th Wednesday of each month. All COA Applications for signage, new construction, demolition, building alterations, restoration, rehabilitation or the remodeling of exteriors features must be approved before the issuance of any permit.

Applications for Certificates of Appropriateness must be submitted 30 days prior to the expected public hearing meeting date. All applicants should allow 45 days for a COA decision.

Upon receipt of a completed application with all required attachments and fees paid, Planning and Development Services Staff will assign a case number to the application, and indicate the date of receipt and the date the applicant can expect a decision to be made by. It is important that a representative of the Certificate of Appropriateness applicant attend the Historic Preservation Commissioners Public Hearing.

The applicant and/or their representative is responsible for obtaining copies of all applicable City of Griffin ordinances and development design guidelines, codes, and regulations, and to resolve all comments received and related issues. It is recommended that all development applicants and/or their consultants purchase a copy of the City of Griffin Zoning Ordinance, Development Ordinance, and Stormwater Regulations prior to submission of this application, depending on the type of exterior changes being proposed.

Section 55- 1 Purpose: The historical, cultural and esthetic heritage of the city is among its most valued and important assets. The preservation of that heritage is essential to the promotion of the health, safety and general welfare of its people. In order to stimulate revitalization of the central business district and historic residential neighborhoods, to protect and enhance its local historic and cultural attractions for tourists and visitors, to encourage the acquisition by the city or qualified preservation organizations of facade and conservation easements, to enhance the opportunities to tax relief as incentive for rehabilitation of certified historic structures, and to provide a uniform procedure in accordance with O.C.G.A. § 44-10-20 et seq. the "Georgia Historic Preservation Act".

Reference Chapter 55 of the City of Griffin Codes for further explanation of the Certificate of Appropriateness and the City of Griffin Historic Preservation Commission.

Failure to comply with Chapter 55 of the City of Griffin Codes and/or an approved Certificate of Appropriateness may result in monetary fines.

www.cityofgriffin.com

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Date Approved: _____

Historic Preservation Commission

APPLICATION FOR CERTIFICATE OF APPROPRIATENESS

Applicant Name: Carmella Gattin Telephone: 678-588-4455

Mailing Address: 1142 Silverleaf Cir, Griffin GA 30224

Applicant is: ☐ Property Owner ☐ Engineer ☐ Architect ☐ Realtor ☒ Tenant

Property Owner's Name: Steve Morris Telephone: _____

Mailing Address: 208 W. Broad St Griffin GA 30222

Proposed Start Date: _____ (minimum of 45 days after application date)

Contractors / Consultants: Signarama

Telephone: _____ Fax: _____

Description of Property under consideration:

Property Address: 208 W. Broad St Griffin GA 30222

Tax Map, Block and Lot Number: _____

Zoning: _____ Parcel(s) Size: _____ (acres or square feet)

Preservation District: ☐ LCI District ☐ Historic Downtown Griffin Commercial District

Detailed Description of Project:

Blade sign - Made of metal

Type of Project (check all that apply):

Construction:

- ☐ New Building
- ☐ Addition to Building
- ☐ Alteration, Restoration, Rehabilitation, or Remodeling exterior features
- ☐ Painting of unpainted Masonry
- ☐ Abrasive Blasting or Acid Washing of masonry or concrete

Site Changes:

- ☐ Demolition or Relocation of Building(s)
- ☐ Parking area(s), driveway(s), or walkway(s)
- ☐ Fence(s), Wall(s), or Landscaping(s)
- ☐ Mechanical System(s) or Non-temporary Structure(s)
- ☒ Sign(s)

Date Received: 8-21-26Application Number: 26-Cert-14Decision due by: 9-9-26

Date Approved: _____

Sign Applications:

Permitted sign types in the historic downtown area include: Historic Pole signs, Projecting signs, Flat/attached or painted signs, Chalk board signs, Menu Boxes, Dedication or Historic Plaques, and Relief signs.

Signs not permitted in the historic downtown area include: internally lit sign, flashing, blinking, and rotating signs.

Sign Dimensions:Sign (1): Height 18" Width 24" Square Footage 3 sq ft Sign Type blade

Sign (2): Height _____ Width _____ Square Footage _____ Sign Type _____

Total Square Footage of Building Façade(s): 390 sq ft

Total Square Footage of Window(s): _____

Below are suggested lettering styles for signage in the historic district. It is the goal of the Historic Preservation Commission that signs are appropriate and compatible with the character and general ambiance of the downtown.



Date Received: 8-21-26

Application Number: 26-COA-14

Decision due by: 9-9-26

Date Approved: _____

Application Check List

For **Signage**, please submit two (2) copies of the following:

- ☐ Photograph of complete building elevation indicating sign design and location, submitted on 8 1/2" x 11" sheet of paper or larger or in electronic copy.
- ☐ Detail drawing of proposed signage indicating size, type, and color of lettering and graphics, and signage materials.
- ☐ Detailed drawing shall indicate proposed mounting. Drawing shall be drawn to scale and include overall dimensions and submitted on 8 1/2" x 11" sheet of paper, or larger.
- ☐ **Payment of the \$25.00 application fee at the time of submittal, made payable to the City of Griffin.**

For **Building / Façade modifications**, please submit two (2) copies of the following:

- ☐ Photograph of building elevation showing current conditions and adjacent properties, submitted on 8 1/2" x 11" sheet of paper, or larger. Photograph shall be taken at angle perpendicular to building elevation.
- ☐ Photograph of building elevation showing current conditions, submitted on 8 1/2" x 11" sheet of paper, or larger. Photograph shall be taken at angle perpendicular to building elevation.
- ☐ Site plan showing all proposed improvements for the property. Site plan shall include, but not be limited to adjacent buildings, walls, sidewalks, terraces, balconies, plantings, and accessory buildings. Site plan shall be drawn at 1" = 10', or larger, by architect or draftsman and bear their signature.
- ☐ Labeled floor plan showing all proposed improvements to the exterior walls of the building. Labeled floor plan shall include, but not be limited to walls, doors, windows, and glazing. Labeled floor plan shall be drawn at 1/4" = 1'-0", or larger, by architect or draftsman and bear their signature.
- ☐ Exterior Elevations showing all proposed improvements to the exterior of the building. Elevations shall include, but not be limited to doors, windows, glazing, canopies, masonry detailing, signage and lighting. Elevations are to be submitted in color as to approximate the proposed color scheme. Elevations shall be drawn at 1/4" = 1'-0", or larger, by architect or draftsman and bear their signature.
- ☐ Detail information of the actual building materials and color charts, including door types, window types, masonry, lighting, awnings, mounting, and hardware, etc. being proposed. For example, a manufacturer's cut sheet.
- ☐ Detailed typed written narrative indicating how the proposal meets the criteria for approval of a Certificate of Appropriateness by satisfying the requirements of the design guidelines and is consistent with the purpose and intent of the Preservation District.
- ☐ **Payment of the \$50.00 application fee at the time of submittal, made payable to the City of Griffin.**

I HEREBY CERTIFY that I understand that this application for a Certificate of Appropriateness will not be accepted until all of the requested information has been completed and delivered to the City of Griffin Planning & Development Services. I also understand that this application must undergo a review process by both the department of Planning & Development Services and the Griffin Historic Preservation Commission as well as a public hearing held before the Historic Preservation Commission. I am aware that this application may require a site visit or additional research by staff. As a property owner and/or applicant, I am aware of my right to propose changes and re-submit the application; I understand a re-submitted application is subject to the same application requirements and time frame as an original application. I am also aware of my right to appeal any decision made on this application to the City of Griffin Board of Commissioners.

Comelli Mark
Signature of Applicant

8-21-26
Date

Date Received: 8-21-26

Application Number: 26.COA-14

Decision due by: 9-9-26

Date Approved: _____

OWNER'S AUTHORIZATION

By execution of this form, authorization is given to the person(s) named as "Applicant" below, acting on behalf of the Owner, to file for and pursue a request for approval of a Certificate of Appropriateness from the City of Griffin Historic Preservation Commission.

Applicant Name: Camella Gatin

Signature of Property Owner: [Signature]

Date: 8/21/26

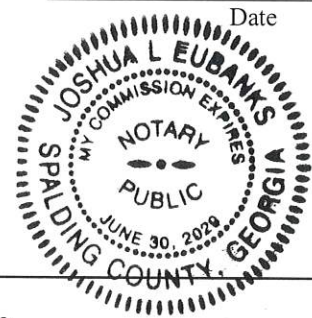
Signature of Representative or Owner's Attorney: _____

Date: _____

Printed Name of Representative/ Attorney: _____

Notary Signature and Seal: [Signature]

Commission expiration date: June 30, 2029



FOR STAFF USE ONLY:

\$ _____ application filing fee Paid By: ☐ Check (check# _____) ☐ Cash
☐ Cashier's Check ☐ Other: _____

COA Approval Date: _____
COA Expiration Date: _____ (6 months from date of COA approval)

Griffin Historic Preservation Commission Action: ☐ Approved ☐ Denied

Approved: _____

Reasons for Denial: _____

****BUILDING / SIGN PERMITS SHALL NOT BE ISSUED WITHOUT THE THREE (3) SIGNATURES LISTED BELOW****

Griffin Planning & Development Services Designee: _____ Date: _____

Griffin Planning & Development Services Director: _____ Date: _____

Authorized Representative of the Griffin Historic Preservation Commission: _____ Date: _____

****A COPY OF THE CERTIFICATE OF APPROPRIATENESS WILL BE ATTACHED TO THE BUILDING AND/OR SIGN PERMIT UPON ITS ISSUANCE****



SIGN PERMIT APPLICATION

(All information must be completed before an application will be accepted)

*DATE of Application: 8-21-26 *Application Review Fee: _____
check no. cash other

\$25.00 APPLICATION REVIEW FEE IS DUE AT THE TIME OF SUBMITTAL

(No application will be accepted without receipt of review fee)

*Address of Sign: 208 W Broad St
*Name of Business: Birch & Vine boutique *Size of Parcel: 24" X 18"

Type of Sign as classified by City of Griffin Unified Development Code - Article 12:

☐ Freestanding / Monument Sign (Engineered Dwg. Req'd) ☒ Building Sign ☐ Reface (Ex. Business)
☐ Billboard Sign (Engineered Dwg. Req'd) ☐ Standard Informational Sign ☐ Changeable Copy

Zoning District of Sign Location:

Tax Parcel No.: _____

☐ PCD ☐ PID ☐ CBD ☐ Other: _____
☐ HPC (Signage located within the Historic Downtown District shall submit a Certificate of Appropriateness application for review by City of Griffin Historic Preservation Committee, prior to the issuance of a sign permit)

Property Owner Information:

*Name: Brandon Sampler
*Address: 208 W. Broad Street
*City: Griffin, GA State: _____ Zip: 30223
*Phone: 404-569-5216 *E-mail: stevemorris@verizon.net

Applicant Information:

*Name: Camellia Gathin
*Address: 208 W. Broad Street 1142 Silverleaf Cr
*City: Griffin State: GA Zip: 30224
*Phone: 678-588-4455 *E-mail: Camellia.gathin14@yahoo.com

Contractor Information:

Sign Company
*Name: Signarama
*Address: 1108 Huntington Park Dr. Ste B
*City, State and Zip: Fayetteville, GA 30214
*Phone: 770-460-5116
*Contact: _____
*E-mail: _____

Electrician (if applicable)
Name: _____
Address: _____
City, State and Zip: _____
Phone: _____
(This must be completed for all illuminated signs;
additional **ELECTRICAL PERMIT REQUIRED**)

Sign Dimensions

	Quantity	Total Sign s.f.
Freestanding Sign: Overall Height = _____ (Display Height: _____ x Width: _____ = _____ s.f.) x _____ =		
Freestanding Sign: Overall Height = _____ (Display Height: _____ x Width: _____ = _____ s.f.) x _____ =		
Freestanding Sign: Overall Height = _____ (Display Height: _____ x Width: _____ = _____ s.f.) x _____ =		
Building Sign: (Display Height: <u>18"</u> x Width: <u>24"</u> = <u>3</u> s.f.) x <u>1</u> =		<u>3</u>
Building Sign: (Display Height: _____ x Width: _____ = _____ s.f.) x _____ =		
Building Sign: (Display Height: _____ x Width: _____ = _____ s.f.) x _____ =		
Other: (Display Height: _____ x Width: _____ = _____ s.f.) x _____ =		
Other: (Display Height: _____ x Width: _____ = _____ s.f.) x _____ =		
Other: (Display Height: _____ x Width: _____ = _____ s.f.) x _____ =		
Total Combined Proposed Sign Sq. Ft.:		<u>3</u>

*Total Square Footage of Building Facade: 13 x 30 = 390 sq ft

Supporting Documentation Required:

For All Signs Except Freestanding Signs:

- Dimensioned rendering or photograph indicating height & width of each signable area
- An accurate dwg. showing the position of the sign in relation to nearby buildings or structures
- An accurate dwg. to indicate the material type & method of construction & attachment of the sign to a bldg.

Freestanding Signs:*

- Dimensioned rendering or photograph indicating height & width of each signable area
- A site plan showing the exact location of the proposed sign(s) including the length of street frontage
- Detailed engineered drawing(s) to indicate construction method and material

(*No signs shall be constructed, erected or maintained closer than ten (10) feet from the curb or pavement edge on streets with no curb and shall be installed completely on private property. No freestanding sign shall be erected within ten (10) feet of the nearest point of the public right-of-way at the intersection of two or more streets.)

For office use only:

Zoning District: CBD Parcel ID No.: 012 32003 Size of Parcel: 0.12

Allowed 25 % of facade = 97.5 s.f. (Allowed 97.5 s.f. / Proposed 3 s.f.)

Type of Occupation Tax License:

☒ Approved to Issue / Permit Fee Due: 80.00 ☒ Commercial / Industrial Business

(Ck #: _____ Cash: _____ Other: _____) ☐ Residential / Home Occupation

☐ Denied to Issue Reason(s) for Denial: _____

Reviewed by: [Signature] Date: 9/1/26

Property Owner's Authorization:

This is to certify that:

* Cavellia Gathin

Name of Applicant, Property Owner, or other Representative

The person identified above is the Owner or the Owner's Representative holding interest in the property that is located at * 208 L. Wood St

(Property Address for Sign Location)

By execution of this form by signature, authorization is given to the person identified as "Applicant" to act on behalf of the Owner, to submit and pursue an approval of the application as requested on the _____ of _____, 20____.

*Applicant: Cavellia Gathin

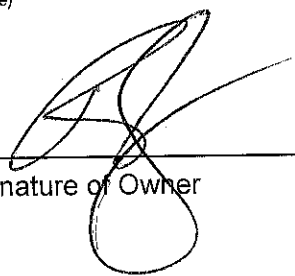
(Name)

1142 Silverleaf Cir Griffin GA 30224

(Address)

678-588-4405

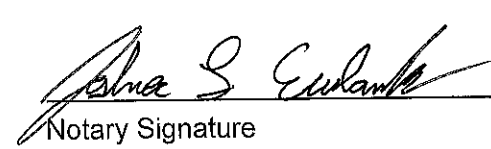
(Phone)


Signature of Owner

8/21/26
Date

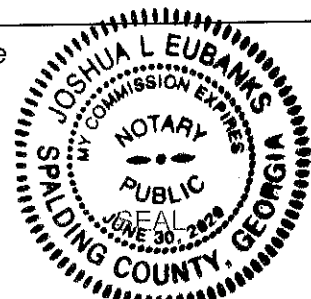
Signature of Owner's Representative

Date


Notary Signature

Joshua L Eubanks
Notary Printed Name

June 30, 2029
Commission Expiration Date





This Style
Blade
Sign

AGENDA ITEM SUMMARY

ITEM SUMMARY:

Consider a request for a blade sign located at 208 W Broad St.

STAFF RECOMMENDATION:

Staff recommends approval

Submitted By:

Tracie Pryor

Meeting Date:

09/09/2026

ATTACHMENTS:

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Historic Preservation Commission

APPLICATION FOR CERTIFICATE OF APPROPRIATENESS

Applicant Name: Camella Gattin Telephone: 678-588-4455

Mailing Address: 1142 Silverleaf Cir, Griffin GA 30224

Applicant is: ☐ Property Owner ☐ Engineer ☐ Architect ☐ Realtor ☒ Tenant

Property Owner's Name: Steve Morris Telephone: _____

Mailing Address: 208 W. Broad St Griffin GA 30222

Proposed Start Date: _____ (minimum of 45 days after application date)

Contractors / Consultants: Signarama

Telephone: _____ Fax: _____

Description of Property under consideration:

Property Address: 208 W. Broad St Griffin GA 30222

Tax Map, Block and Lot Number: _____

Zoning: _____ Parcel(s) Size: _____ (acres or square feet)

Preservation District: ☐ LCI District ☐ Historic Downtown Griffin Commercial District

Detailed Description of Project:

Blade sign - Made of metal

Type of Project (check all that apply):

Construction:

- ☐ New Building
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- ☒ Sign(s)

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Sign Dimensions:Sign (1): Height 18" Width 24" Square Footage 3 sq ft Sign Type blade

Sign (2): Height _____ Width _____ Square Footage _____ Sign Type _____

Total Square Footage of Building Façade(s): 390 sq ft

Total Square Footage of Window(s): _____

Below are suggested lettering styles for signage in the historic district. It is the goal of the Historic Preservation Commission that signs are appropriate and compatible with the character and general ambiance of the downtown.



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- ☐ Detailed typed written narrative indicating how the proposal meets the criteria for approval of a Certificate of Appropriateness by satisfying the requirements of the design guidelines and is consistent with the purpose and intent of the Preservation District.
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Comelli Mark
Signature of Applicant

8-21-26
Date

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Date Approved: _____

OWNER'S AUTHORIZATION

By execution of this form, authorization is given to the person(s) named as "Applicant" below, acting on behalf of the Owner, to file for and pursue a request for approval of a Certificate of Appropriateness from the City of Griffin Historic Preservation Commission.

Applicant Name: Camella Gartin

Signature of Property Owner: [Signature]

Date: 8/21/26

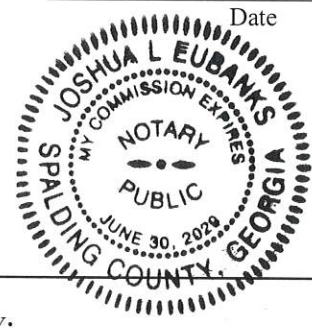
Signature of Representative or Owner's Attorney: _____

Date: _____

Printed Name of Representative/ Attorney: _____

Notary Signature and Seal: [Signature]

Commission expiration date: June 30, 2029



FOR STAFF USE ONLY:

\$ _____ application filing fee Paid By: ☐ Check (check# _____) ☐ Cash
☐ Cashier's Check ☐ Other: _____

COA Approval Date: _____
COA Expiration Date: _____ (6 months from date of COA approval)

Griffin Historic Preservation Commission Action: ☐ Approved ☐ Denied

Approved: _____

Reasons for Denial: _____

****BUILDING / SIGN PERMITS SHALL NOT BE ISSUED WITHOUT THE THREE (3) SIGNATURES LISTED BELOW****

Griffin Planning & Development Services Designee: _____ Date: _____

Griffin Planning & Development Services Director: _____ Date: _____

Authorized Representative of the Griffin Historic Preservation Commission: _____ Date: _____

****A COPY OF THE CERTIFICATE OF APPROPRIATENESS WILL BE ATTACHED TO THE BUILDING AND/OR SIGN PERMIT UPON ITS ISSUANCE****



SIGN PERMIT APPLICATION

(All information must be completed before an application will be accepted)

*DATE of Application: 8-21-26 *Application Review Fee: _____
check no. cash other

\$25.00 APPLICATION REVIEW FEE IS DUE AT THE TIME OF SUBMITTAL

(No application will be accepted without receipt of review fee)

*Address of Sign: 208 W Broad St
*Name of Business: Birch & Vine boutique *Size of Parcel: 24" X 18"

Type of Sign as classified by City of Griffin Unified Development Code - Article 12:

☐ Freestanding / Monument Sign (Engineered Dwg. Req'd) ☒ Building Sign ☐ Reface (Ex. Business)
☐ Billboard Sign (Engineered Dwg. Req'd) ☐ Standard Informational Sign ☐ Changeable Copy

Zoning District of Sign Location:

Tax Parcel No.: _____

☐ PCD ☐ PID ☐ CBD ☐ Other: _____
☐ HPC (Signage located within the Historic Downtown District shall submit a Certificate of Appropriateness application for review by City of Griffin Historic Preservation Committee, prior to the issuance of a sign permit)

Property Owner Information:

*Name: Brandon Sampler
*Address: 208 W. Broad Street
*City: Griffin, GA State: _____ Zip: 30223
*Phone: 404-569-5216 *E-mail: stevenmarrs@bellsouth.com

Applicant Information:

*Name: Camellia Gathin
*Address: 208 W. Broad Street 1142 Silverleaf Cr
*City: Griffin State: GA Zip: 30224
*Phone: 678-588-4455 *E-mail: Camellia.gathin14@yahoo.com

Contractor Information:

Sign Company	Electrician (if applicable)
*Name: <u>Signarama</u>	Name: _____
*Address: <u>1108 Huntington Park Dr. Ste B</u>	Address: _____
*City, State and Zip: <u>Fayetteville, GA 30214</u>	City, State and Zip: _____
*Phone: <u>770-460-5116</u>	Phone: _____
*Contact: _____	(This must be completed for all illuminated signs; additional ELECTRICAL PERMIT REQUIRED)
*E-mail: _____	

Sign Dimensions

	Quantity	Total Sign s.f.
Freestanding Sign: Overall Height = _____ (Display Height: _____ x Width: _____ = _____ s.f.) x _____ =		
Freestanding Sign: Overall Height = _____ (Display Height: _____ x Width: _____ = _____ s.f.) x _____ =		
Freestanding Sign: Overall Height = _____ (Display Height: _____ x Width: _____ = _____ s.f.) x _____ =		
Building Sign: (Display Height: <u>18"</u> x Width: <u>24"</u> = <u>3</u> s.f.) x <u>1</u> =		<u>3</u>
Building Sign: (Display Height: _____ x Width: _____ = _____ s.f.) x _____ =		
Building Sign: (Display Height: _____ x Width: _____ = _____ s.f.) x _____ =		
Other: (Display Height: _____ x Width: _____ = _____ s.f.) x _____ =		
Other: (Display Height: _____ x Width: _____ = _____ s.f.) x _____ =		
Other: (Display Height: _____ x Width: _____ = _____ s.f.) x _____ =		
Total Combined Proposed Sign Sq. Ft.:		<u>3</u>

*Total Square Footage of Building Facade: 13 x 30 = 390 sq ft

Supporting Documentation Required:

For All Signs *Except* Freestanding Signs:

- Dimensioned rendering or photograph indicating height & width of each signable area
- An accurate dwg. showing the position of the sign in relation to nearby buildings or structures
- An accurate dwg. to indicate the material type & method of construction & attachment of the sign to a bldg.

Freestanding Signs:*

- Dimensioned rendering or photograph indicating height & width of each signable area
- A site plan showing the exact location of the proposed sign(s) including the length of street frontage
- Detailed engineered drawing(s) to indicate construction method and material

(*No signs shall be constructed, erected or maintained closer than ten (10) feet from the curb or pavement edge on streets with no curb and shall be installed completely on private property. No freestanding sign shall be erected within ten (10) feet of the nearest point of the public right-of-way at the intersection of two or more streets.)

For office use only:

Zoning District: CBD Parcel ID No.: 012 32003 Size of Parcel: 0.12

Allowed 25 % of facade = 97.5 s.f. (Allowed 97.5 s.f. / Proposed 3 s.f.)

Type of Occupation Tax License:

☒ Approved to Issue / Permit Fee Due: 80.00 ☒ Commercial / Industrial Business

(Ck #: _____ Cash: _____ Other: _____) ☐ Residential / Home Occupation

☐ Denied to Issue Reason(s) for Denial: _____

Reviewed by: [Signature] Date: 9/1/26

Property Owner's Authorization:

This is to certify that:

* Cavellia Gathin

Name of Applicant, Property Owner, or other Representative

The person identified above is the Owner or the Owner's Representative holding interest in the property that is located at * 208 L. Wood St

(Property Address for Sign Location)

By execution of this form by signature, authorization is given to the person identified as "Applicant" to act on behalf of the Owner, to submit and pursue an approval of the application as requested on the _____ of _____, 20____.

*Applicant: Cavellia Gathin

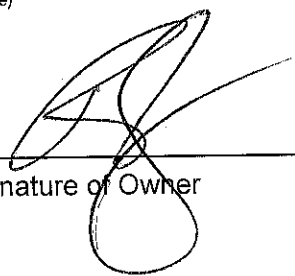
(Name)

1142 Silverleaf Cir Griffin GA 30224

(Address)

678-588-4405

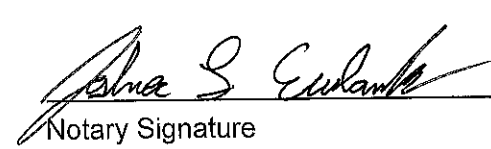
(Phone)


Signature of Owner

8/21/26
Date

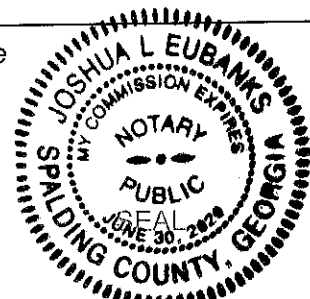
Signature of Owner's Representative

Date


Notary Signature

Joshua L Eubanks
Notary Printed Name

June 30, 2029
Commission Expiration Date





This Style
Blade
Sign

AGENDA ITEM SUMMARY

ITEM SUMMARY:

Consider minutes from August 12, 2026

Submitted By:

Tracie Pryor

Meeting Date:

09/09/2026

ATTACHMENTS:

[8-12-2026.pdf](#)

Historic Preservation Commission Meeting
Wednesday, August 12, 2026
12:00 PM
W. Elmer George Municipal Hall

Those present from HPC were Drew Todd, Cora Flowers, Charles Penny and Pamela Sutton.

Those absent were Bob Dull.

Staff present from Planning and Development were Tracie Pryor.

Call to Order

The meeting was called to order.

Approval of Prior Minutes

The board discussed the July 22, 2026, meeting minutes. It was noted that the July 22 meeting did not have a quorum and therefore no minutes were available for approval.

Certificate of Appropriateness Applications

Application 26-COA-11 — The Local – 130 S. Hill St

The board reviewed an application for window signage and a larger sign above the entryway for The Local in downtown Griffin.

Discussion included:

- Existing window signage had reportedly been installed without prior permit and approval.
- The proposed signage was discussed in relation to the historic preservation requirement limiting signage to 25% of the applicable area.
- The board reviewed the proposed sign above the entryway and discussed its size and appearance.
- The board determined that the proposed signage was appropriate provided it remained within the applicable size requirements.
- The board also discussed an existing illuminated "Open" sign located inside the window.

Motion/second by Cora Flowers/Charles Penny, motion to approve as stated above 26-COA-11, located at 130 S. Hill St., submitted by Emma Durden. Motion carried by a vote of 4-0.

Application 26-COA-12 — Two Moo's – 129 N Hill St

The board reviewed an application for Two Moo's for vinyl signage on two front windows.

Discussion included:

- The proposed signage was determined to comply with the applicable size requirements.
- The applicant is allowed approximately 87 square feet of signage, while the proposed signage totals approximately 50 square feet.
- The board noted that the application packet was comprehensive and raised no additional concerns.

Motion/second by Cora Flowers/Charles Penny, motion to approve as stated above 26-COA-12, located at 129 N. Hill St., submitted by Blue – J Customs. Motion carried by a vote of 4-0.

Application 26-COA-13 — Topsy Daisy – 132 S. Hill St

The board reviewed an application for exterior modifications to Topsy Daisy.

The proposed work included:

- Installation of a cabana/awning tan and cream and/or white.
- A change to the exterior paint color, Dynasty Marque.
- Installation of a wood panel sign containing two images.
- The board discussed whether the two images on the wood panel would constitute one sign under the applicable ordinance. The proposed design would be on a single piece of wood and would remain within the permitted size requirements.
- The proposed awning/cabana was discussed favorably, subject to applicable color and size requirements.
- The board noted that the proposed outdoor element could complement the sidewalk and create an inviting atmosphere for outdoor dining.

Motion/second by Cora Flowers/Charles Penny, motion to approve as stated above 26-COA-13, located at 132 S Hill St., submitted by Morgan Cavender. Motion carried by a vote of 4-0.

Adjournment

Motion/second by Cora Flowers/Charles Penny to adjourn. Motion carried by a vote of 4-0

AGENDA ITEM SUMMARY

ITEM SUMMARY:

Appointmnet to Mainstreet

Submitted By:

Tracie Pryor

Meeting Date:

09/09/2026