

MINUTES OF HISTORIC PRESERVATION COMMISSION MEETING
CITY OF KENNESAW
Council Chambers
(2529 J.O. Stephenson Avenue, Kennesaw, GA 30144)
July 19, 2024
8:00 AM

1. Call to Order / Roll Call

Chairman Whipple called the meeting to order at 8:02 a.m.

Roll Call: Commissioner Butler, Commissioner Bramlett, Commissioner Gallagher, Commissioner Blandford and Commissioner Buffington

Absent: N/A

Staff Present: Darryl Simmons (Planning & Zoning Administrator), Chanelle Campbell (Assistant Zoning Administrator & City Planner) and Natalie Faustine (Community Development Administrative Assistant)

Speakers Present: Glenn Little (Applicant)

2. Approval of the Meeting Minutes

A. Approval of Meeting Minutes: June 21, 2024

Chairman Whipple called for a motion.

Motion to approve by Commissioner Blandford

Seconded by Commissioner Gallagher

Chairman Whipple proceeded with a roll call for approval.

Vote taken; motion unanimously approved 6-0. Motion carried.

3. Financial Report

Mr. Simmons reported that as of June 30, 2024, the bank balance stood at \$23,378, with no new expenditures recorded in the past 30 days. Additionally, the Planning & Zoning budget includes \$2,000 allocated for historic preservation training or attendance at regional historic preservation events.

Chairman Whipple called for a motion.

Motion to approve by Commissioner Blandford

Seconded by Commissioner Gallagher

Chairman Whipple proceeded with a roll call for approval.

Vote taken; motion unanimously approved 6-0. Motion carried.

4. Old Business

5. New Business

- A. **Building Application (Addition):** 3086 Cherokee St
Consideration of approval of a Certificate of Appropriateness application

submitted by Glenn Little of Fast Glass Mirrors and More Inc for a 20' x 40' addition to the existing metal building at 3086 Cherokee Street. Case #COA2024-08.

Mr. Simmons presented the Certificate of Appropriateness application for a 20' by 40' addition to the existing metal building at 3086 Cherokee Street, submitted by Glen Little of Fast Glass Mirrors and More Inc. The property currently features a one-story wood frame building and a one-story metal building at the rear. The proposed addition aims to extend the existing one-story metal building. The applicant submitted a floor plan detailing the addition, photos of the sides of the existing metal building, and a side elevation to illustrate the proposed addition's appearance. The metal building, constructed in the 1990s, is nonconforming.

Commissioner Buffington noted that the submitted site plan is outdated, as it does not show the City's acquisition of a portion of the right-of-way for the Cherokee Street widening project. He emphasized the need for an updated site plan, as the changes could impact the parking layout. He added that the acquisition is documented in deed book 15841, page 102. Chairman Whipple stated that the commission should ensure the site plan is accurately depicted before issuing any permits.

Chairman Whipple mentioned that the contractor, Mr. Sid Howell, has previously collaborated with him and Commissioner Butler professionally. However, he clarified that neither of them is currently involved in this project.

Chairman Whipple asked if the addition is proposed to be built over existing asphalt, and the applicant confirmed that is correct. He mentioned that they currently store glass on the asphalt at the location, and the purpose of the proposed addition would be to have an indoor space to store the glass. Commissioner Whipple went on to inquire about any landscaping improvements, noting that there appear to be none on the site plan. Mr. Little responded that there are no plans for landscaping improvements with this project.

Chairman Whipple noted that the metal building does not conform to current non-residential construction standards, as it was built in the 1990s. He confirmed with the applicant that the proposed addition would extend the building by 20 feet to the rear and 40 feet in width, matching the existing structure.

Commissioner Butler asked if the addition would be visible from the road. Mr. Little responded that the view of the building is obstructed by the building in front of it. Commissioner Butler raised a concern that if the addition is visible from the road, it should be screened with landscaping. Mr. Little mentioned that he owns the adjacent property and can install screening landscaping if needed. Chairman Whipple noted that the addition is fully behind two existing buildings facing Cherokee Street, making the addition non-impactful. However, he agreed that any screening issues should be addressed. Chairman Whipple also confirmed with the applicant that the metal siding would match the existing metal structure.

Chairman Whipple called for a motion.

Motion by Commissioner Gallagher to approve with the following conditions:

1. Before permitting, the applicant must submit an updated site plan reflecting the recent right-of-way changes for Cherokee Street to the staff.
2. If the addition is visible from the road and deemed unsightly, the applicant must develop a landscaping plan to screen the view from the right-of-way and submit it to the commission for review.

Seconded by Commissioner Bramlett

Chairman Whipple proceeded with a roll call for approval.

Vote taken, motion unanimously approved 6-0. Motion carried.

6. COAA Approval by City Staff and HPC Chair

A. COAA2024-13 - 2910 Cherokee Street

This Certificate of Appropriateness application was submitted by Matt Matthews for the installation of a 37" x 37" wall sign and modifications to an existing monument sign at 2910 Cherokee Street. It was administratively approved on June 25th, 2024.

B. COAA2024-14 - 2986 N Main Street

This Certificate of Appropriateness application was submitted by Colby Collie for the installation safety railings on the front porch and a 4' tall wood fence around the property at 2986 N Main Street. It was administratively approved on June 25th, 2024.

7. Discussion

8. Public Comments

Commissioner Butler expressed concern about the significant amount of dust in the air during the demolition of 2831 and 2839 S Main Street on July 5th, noting that the buildings contained asbestos. She was worried about the safety of those who might have inhaled the dust, as safety protocols were not being followed. Mr. Simmons acknowledged that the Police Department had also raised concerns, which were forwarded to the property owner. He explained that state protocols for asbestos removal were in place and that the contractor was aware of these protocols. The dust in the air was likely from other materials such as stone, asphalt, and roofing. Mr. Simmons assured that the property owners were taking proactive steps and following city staff's recommendations for stabilizing the property and managing stormwater runoff. Once the development concept for the location is complete, it will undergo the CBD process for commissioner review. He added that the property owner had complied with the city's instructions for demolishing the lean-to building, including videotaping the demolition and removing parts in sections to maintain the structural integrity of the attached structure. Commissioner Butler inquired about obtaining the video, and Mr. Simmons directed her to the property owner, Mr. Dale Hughes.

9. Staff Comment

- A. Update for public outreach regarding the proposed HPC ordinance and design standards updates.

Mr. Simmons informed the commissioners that staff has created a comprehensive timeline for revising the HPC guidelines and the CBD ordinance. This timeline includes periods for gathering feedback from the Commissioners and the community. He noted that Ethos Preservation effectively cross-checked the existing state standards to ensure the proposed changes were relevant and recognized by the State of Georgia. The next step is to collect feedback from citizens, business owners, and stakeholders and then present these responses to the Commissioners for discussion before making further adjustments to the code. He mentioned that they aim to complete this project by December.

Mr. Simmons also reminded the Commissioners that the staff had emailed information about another training session and encouraged them to take advantage of these training opportunities.

Chairman Whipple inquired about the status of New South's historical assessment, noting its importance in conjunction with the guideline updates. Chanelle Campbell, Assistant Zoning Administrator & Planner, responded that the city would not proceed with New South's historical assessment. Instead, they will use the provided information as a foundation to collaborate with Kennesaw State University's history department to complete the historical survey next spring. She added that they are still working on applications for the locally funded survey fund from the DCA.

Chairman Whipple inquired whether the historic boundaries should be updated before the HPC guidelines are revised. Ms. Campbell responded that this has been a topic of discussion internally and with KSU, as their survey will help determine the potential for boundary changes. Additionally, this issue will be addressed in the community survey to gauge citizens' opinions. She provided the Commissioners with an overview of the upcoming steps for the project, which included selecting a date for a special called meeting, publishing a survey for the citizens, and discussing the proposed changes and public input.

10. Adjourn

Chairman Whipple adjourned the meeting at 8:27 a.m.