



**Commissioners:**  
Patrick Gallagher (Chair)  
Kevin Whipple (Vice Chair)  
Sharon Blandford  
Andrew Bramlett  
Rachel Butler

**Historic Preservation Commission  
Meeting Agenda  
May 16, 2025 8:00 AM  
Council Chambers  
(2529 J.O. Stephenson Avenue, Kennesaw, GA 30144)**

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This meeting may be accessed in-person or by using the following link:  
<https://www.kennesaw-ga.gov/publicmeetings/>.

**HPC Application Acronyms:**

Certificate of Appropriateness (COA), Certificate of Appropriateness Administrative (COAA),  
Central Business District (CBD) project and Public Arts Exhibit (PA)

- 1. Call to Order / Roll Call**
- 2. Approval of the Meeting Minutes**
  - A. Approval of Meeting Minutes: April 25, 2025**
- 3. Financial Report**
- 4. Old Business**
  - A. Exterior Renovation (Alteration): 2981 North Main Street**

Consideration of approval of an amendment to the Certificate of Appropriateness submitted by Orlando Orochena for an alteration of the historic structure located at 2981 North Main Street. Said amendment includes alterations to the approved dormers to comply with building code requirements for an attic renovation. Case # COA2025-02
- 5. COAA Approval by City Staff and HPC Chair**
  - A. COAA2025-10 - 2250 J.O Stephenson Avenue**
  - B. COAA2025-11 - 3000 N Main Street**
- 6. Discussion**
- 7. Public Comments**
- 8. Staff Comment**
- 9. Adjourn**

**The next scheduled meeting of the Historic Preservation Commission  
will be  
Friday, June 20, 2025 at 8:00 a.m.**

NOTICE: Any person who desires to appeal any decision from this meeting will need a record of the proceedings, and for the purpose may need to ensure that a verbatim record of the proceedings is made which includes the testimony and evidence upon which the appeal is based. The Agenda is designed to make more efficient use of the HPC's time. It is not designed to curtail discussion or input. If you need special accommodation to attend or participate in our meetings, please contact City Hall at least 24 hours in advance of the specific meeting you are planning to attend.

**MINUTES OF HISTORIC PRESERVATION COMMISSION MEETING  
CITY OF KENNESAW  
Council Chambers  
(2529 J.O. Stephenson Avenue, Kennesaw, GA 30144)  
April 25, 2025  
8:00 AM**

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**1. Call to Order / Roll Call**

Chairman Gallagher called the meeting to order at 8:03 a.m.

Roll Call: Rachel Butler, Kevin Whipple, Sharon Blandford

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

Speakers Present: Louise Aldridge (Property Owner's Representative), Alci Costa (Property Owner), Bill Benson (Applicant), Gurdon Counts (Contractor)

Absent: Andrew Bramlett

**2. Approval of the Meeting Minutes**

**A. Approval of Meeting Minutes: February 21, 2025**

Chairman Gallagher asked commissioners if there were any edits or comments to the meeting minutes. Hearing none, Chairman Gallagher called for a motion to approve the February 21, 2025 meeting minutes.

Motion to approve by Vice Chair Whipple.

Seconded by Commissioner Butler.

Chairman Gallagher proceeded with a roll call for approval.

Vote taken, motion unanimously approved 3-0. Motion carried.

**3. Financial Report**

Mr. Darryl Simmons presented this agenda item. The fiscal year to date ended March 31, 2025. There have been no new expenditures to date. The current balance in the fund is \$23,398.

Chairman Gallagher asked if the commissioners had any questions or comments for the financial report. Hearing none, Chairman Gallagher called for a motion to approve the financial report.

Motion to approve by Commissioner Blandford.

Seconded by Vice Chair Whipple.

Chairman Gallagher proceeded with a roll call for approval.

Vote taken, motion unanimously approved 3-0. Motion carried.

**4. Old Business**

**5. New Business**

**A. Exterior Renovation (Alteration): 2926 Lewis Street**

Consideration of a Certificate of Appropriateness application to alter the existing historic structure with the addition of a new restroom, new laundry room, new break room and remodel to the existing front porch stairs. Case #2025-06A

Mr. Darryl Simmons presented this agenda item. This is a Certificate of Appropriateness application for an exterior renovation at 2926 Lewis Street. The property is zoned Central Business District (CBD) and lies on 0.66 +/- acres. The consideration is to alter the existing structure with the addition of new restrooms, laundry room, breakroom, and remodel the exterior to bring the stairs and ramp up to commercial building standards. Mr. Simmons stated that the applicant was present and available to provide additional details on the project. Mr. Simmons explained to the Commissioners that 2926 Lewis Street has two pending applications, one application is for alterations to the existing structure while the second application is for a new construction on the property. The existing structure will be converted to an office and commercial use for the property.

Ms. Louise Aldridge, representative of the applicant, requested approval of the exterior component of a larger project. The applicant is proposing to remodel the front porch steps and add an ADA-accessible ramp to improve accessibility and safety while maintaining the historic character of the home. The steps and ramp will be constructed with materials to match the existing stairs in color, texture, and stone design.

Vice Chair Whipple asked the applicant to clarify what exterior materials would be used for the stairs and ramp. He stated that the submitted construction document show that the ramp will be made with plain concrete block, which is prohibited per section 6.2 of the Historic Preservation Commission (HPC) ordinance. Mr. Alci Costa, property owner, stated that there will be no concrete block on the ramp and that they will use the required material. Vice Chair Whipple noted that the Commission will include a stipulation to ensure compliance with the required materials.

Mr. Costa stated that concrete block would be used in the stairs and that the current appearance and material of the steps would be difficult to match. Vice Chair Whipple commented that he saw on the drawings that the steps would have brick facing. Chairman Gallagher stated that using concrete block as a foundation to hold up the stairs is permissible as long as it is covered and not visible.

Chairman Gallagher asked if the Commissioners had any additional questions. Hearing no additional questions, Chairman Gallagher called for a motion.

Motion by Vice Chair Whipple to approve with the following conditions:

1. Exposed plain concrete is not permitted and must be covered or finished with materials that match the existing building as closely as feasible.

Seconded by Commissioner Butler.

Chairman Gallagher proceeded with a roll call for approval.

Vote taken, motion unanimously approved 3-0. Motion carried.

**B. New Non-Residential Construction: 2926 Lewis Street**

Consideration of a Certificate of Appropriateness application submitted for the construction of a new event space with a dance area, bride and groom suite, restroom for men and women, fire riser mechanical room, and mezzanine with an office. Case #2025-06B

Ms. Louise Aldridge stated that the proposed building for item B would be new construction. The space would serve as an event barn to support small-scale community and private events. The space will include a dedicated event space for gatherings, a dance area, a bride groom suite for wedding parties, separate ADA compliant restrooms, a fire riser mechanical room, and a mezzanine level with an office space and a mechanical storage room. The applicant is requesting approval from the HPC.

Chairman Gallagher asked if the plan had been submitted to the building department for review or if the application was a concept targeted at receiving guidance from the HPC. Mr. Darryl Simmons stated that the applicants came before city staff at a Plan Review Committee meeting and were given guidance on items to be aware of pre-design. He stated that the applicant has not made a full construction plan submission and that there is not a plan currently under formal review.

Chairman Gallagher asked if the proposed placement of the building on the site conforms to the required setbacks. He expressed concern that the building appeared close to the sidewalk without any setbacks. Mr. Simmons stated that the section in the HPC guidelines about maintaining a certain build-to line does not apply because the building is not in the historic register and is located in the Central Business District (CBD).

Vice Chair Whipple stated that per section 5.1.01 the orientation of a building and its site placement must be consistent within the dominant area of influence for the project. He stated that surrounding residential properties, including a neighboring historic house and Park at Main, appear to have more buffer from the sidewalk to the primary building. He also stated that section 5.1.04 discusses planting strips being required along the public right of way, and noted that the Commission would be commenting about the lack of a landscape plan for the property. Vice Chair Whipple asked if planting strips had been considered or discussed.

Mr. Simmons explained that the proposed building placement was impacted by fire department and emergency vehicle requirements for isle widths, parking widths, and egress. He stated that given the site and location, deciding whether public safety or the historic district standards takes precedent is challenging. He explained that the options were for the applicant to shrink the building scale or the HPC would need to navigate the presented application to meet codes from other departments.

Vice Chair Whipple asked if the plans had been submitted to Cobb Fire for review. Mr. Simmons responded that plans had not been submitted to Cobb Fire, but that the applicant was working with a representative at the Fire Marshal's office. He stated the

applicant was given guidelines at Plan Review.

Vice Chair Whipple stated that the Commission would understand if the building's location was based on the Fire Marshals' requirements. Without information from the fire marshal presented, however, it appeared the placement was chosen out of convenience instead of regulatory constraints.

Vice Chair Whipple asked what the zoning was for abutting properties. Mr. Simmons responded that the zoning was CBD.

Chairman Gallagher asked if there was any concern with sight lines given the building's placement in close proximity to the corner. Mr. Simmons responded that during the formal plan review, the reviewers will look into sight line concerns. He explained that there were specific requirements for the distance from the egress and the distance from the driveway to the intersection. The property has an existing driveway, but any new driveways will need to meet new standards. The standards drove the orientation of the parking.

Commissioner Butler asked if the property has three public right-of-ways since the property abuts Lewis Street, Dallas Street, and Main Street. Mr. Simmons responded that 2926 Lewis Street does not abut Main Street.

Vice Chair Whipple commented that a landscaping plan would need to be submitted to the HPC for the property and stated that a stipulation would be the submission of a landscaping plan.

Vice chair Whipple stated that section 5.2.01 stipulates that new buildings will be compatible with surrounding buildings in terms of form, scale, height, massing, proportion, and roof shape. He asked the applicant which buildings in the surrounding area were used as precedent for the current submission. Mr. Costa stated that he did not know the answer to the question. He stated that he would ask the architect.

Mr. Whipple stated that the overall mass of the building is fairly large, rectilinear, and plain without a lot of ornamentation and articulation that is normal for the surrounding historic buildings, including Park on Main which is a newer residential development. He stated that the HPC guidelines require articulation, width and depth of corner boards, and door casings. Vice Chair Whipple stated he did not see any details on the plans for trim work or detailing around windows and doors. He also commented that the current plan uses one over one window. He stated that a case could be made for the window style given that a neighboring historic house had one over one windows installed, but that the windows for Park on Main were two over one. He summarized that the submitted design is missing additional architectural articulation and has a very plain exterior.

Chairman Gallagher commented that the project appears to be an infill project. He stated that section 5.2.06 gives square footage requirements of no less than 1500

square feet and no more than 2500 square feet per floor. He stated that the proposed 5000-square foot building dwarfs the requirements. Chairman Gallagher asked if the proposal was considered an infill project. Mr. Simmons responded that the proposal would be an infill project. He agreed that there were some issues with the size of the building and architectural elements. He recommended that the applicant meet with their architect to incorporate guidance and feedback from the HPC. He commented that the applicants could also consider shrinking the size of the building, if it meets their business model, to align with the infill requirements for building square footage.

Vice Chair Whipple commented that this appeared to be a preliminary conversation. He summarized that the HPC was looking for more definition on exterior materials and more information about specific materials being used.

Vice Chair Whipple commented that he did not see the external HVAC equipment or screening indicated on the submitted mechanical drawings. Chairman Gallagher stated that the HVAC is shown on the site plan adjacent to the covered porch on the parking side with a fence around it.

Commissioner Butler commented that the plan showed two women's restrooms and five men's restrooms. She expressed that there should be more women's restrooms.

Vice Chair Whipple directed the applicant to Section 5.9.03 for exterior lighting requirements. He stated that the current plans only show two exterior lights on either side of the main entrance without details. He asked the applicant to discuss providing more details on the two exterior lights and any other exterior lighting for the project when they next meet with the architect.

Vice Chair Whipple asked if there would be a formal motion for the agenda item. Mr. Simmons responded that the HPC could motion to defer. He asked the applicant if 30 days would be enough time. Mr. Costa stated that he believed 30 days would be enough.

Mr. Simmons stated that the architect could use the minutes as a resource to make adjustments and that staff would be available to answer any questions. He also stated that applicant would be able to re-present at the next HPC meeting.

Ms. Aldridge asked where they could find the specific codes mentioned by the HPC. Chairman Gallagher stated staff would be able to assist. Commissioner Butler instructed the applicants to look at chapter five for the guidelines for new buildings.

Chairman Gallagher asked if there were any additional comments or questions from Commissioners. Hearing none, Chairman Gallagher called for a motion.

Motion by Vice Chair Whipple to defer the submission for a time period determined by the applicant, allowing sufficient opportunity to review Section 5 of the Historic Preservation Design Standards and ensure compliance with the guidelines before re-

presenting to the Historic Preservation Commission.  
Seconded by Commissioner Butler.  
Chairman Gallagher proceeded with a roll call for approval.  
Vote taken, motion unanimously approved 3-0. Motion carried.

**C. Exterior Renovation (Alteration): 3000 North Main Street**

Consideration of approval of a Certificate of Appropriateness application submitted by Bill Benson to replace an existing pergola with a deck roof at 3000 N. Main Street. Case #2025-07

Mr. Darryl Simmons presented this agenda item. This is a certificate of appropriateness application submitted by Bill Benson for 3000 North Main Street to replace an existing pergola with a deck roof. The property is zoned R-20. The renovation information, elevations, and rendering were submitted by the applicant. He stated that the applicant was present to answer any questions about the project.

Mr. Bill Benson, applicant and property owner, stated that they wanted to replace the existing pergola with a roof. They plan to match the existing house with white painting on the framing. The inside of the roof will be stained tongue and groove siding or stained nickle gap siding. The structure would not be visible from the street.

Vice Chair Whipple asked if the structure would be completely detached from the house. Mr. Benson responded that the structure would be completely detached from the house and will not tie into the existing roof.

Vice Chair Whipple asked if the shingles on the new roof deck would match the existing roof. Mr. Benson responded that the shingles would match.

Mr. Simmons stated that staff wanted clarification on the height of the roof. The rendering shows the roof deck blocking the dormer while the elevation shows the ridge of the roof deck below the dormer. Mr. Benson stated that the peak of the roof is around the height of the middle of the dormer window. He stated that the dimensions of the elevation are correct but agreed that the scale between the elevation and rendering looked different.

Mr. Gurdon Counts, the applicant's contractor, stated he was unsure about the height relative to the dormers but believed that the height depicted on the drawing was correct. He commented that the height on the rendering might appear higher due to the point of view used by the program. Mr. Benson stated that the new pergola roof was approximately 16.5 feet at peak.

Mr. Counts questioned the relevancy of the roof potentially obscuring the window since it was not visible from the street. Vice Chair Whipple explained that the Historic District Design Standards state that no addition to a house may alter the house form so as to make the original house form unrecognizable. He stated that this is not a contiguous addition to the house, but is an element that could obscure the original design and form of the dormers. Vice Chair Whipple stated that he did not think the issue was critical,

but noted that the question was valid due to the difference in height between the two images. Mr. Benson stated that he believes the measurements on the elevation are correct, but that the actual height of the roof peak is higher than depicted on the elevation.

Vice Chair Whipple stated that the applicant seems to meet the requirements of section 7.5.06. He summarized that the roof could come down without impact on the original structure, the existing roof materials will be matched, and it is on the side or rear of the residence and not visible from the right-of-way.

Chairman Gallagher asked if there were any additional Commissioner questions or comments. Hearing none, Chairman Gallagher called for a motion.

Motion by Vice Chair Whipple to approve the application as submitted with the condition that consideration be given to the ridge height of the new roof deck in relation to the existing dormers on the rear of the residence.

Seconded by Commissioner Butler.

Chairman Gallagher proceeded with a roll call for approval.

Vote taken, motion unanimously approved 3-0. Motion carried.

## **6. COAA Approval by City Staff and HPC Chair**

### **A. COAA2025-02 - 2912 Galt Place**

This is a Certificate of Appropriateness application submitted by Raphael Konan for the installation of a fence at 2912 Galt Place. This application was administratively approved on March 3, 2025.

### **B. COAA2025-03 - 2996 North Main Street**

This is a Certificate of Appropriateness application was submitted by Gurdon Counts for roof replacement and siding repairs at 2996 North Main Street. This application was administratively approved on March 5, 2025.

### **C. COAA2025-04 - 2828 Cherokee Street**

This is a Certificate of Appropriateness application submitted by the City of Kennesaw for the replacement of two signs for the city's amphitheater at 2828 Cherokee Street. This application was administratively approved on March 7, 2025.

### **D. COAA2025-05 - 2844 South Main Street**

This is a Certificate of Appropriateness application submitted by Michael Diamond for the refacing of a sign at 2844 South Main Street. This application was administratively approved on March 17, 2025.

### **E. COAA2025-06 - 2243 Lewis Street**

This is a Certificate of Appropriateness application submitted by Tyler Horwath for the installation of two signs on the front facade at 2243 Lewis Street. This application was administratively approved on March 31, 2025.

### **F. COAA2025-07 - 2927 Lewis Street**

This is a Certificate of Appropriateness application submitted by Mary Whitlock for the replacement of the roof at 2927 Lewis Street. This application was administratively approved on April 1, 2025.

**G. COAA2025-09 - 2902 Galt Place**

This is a Certificate of Appropriateness application submitted by Tabitha Carey for the replacement of nine windows at 2902 Galt Place. This application was administratively approved on April 9, 2025.

**7. Discussion**

Vice Chair Whipples asked for an update on updates to the HPC Ordinance.

Mr. Darryl Simmons stated that the historic district survey and review of the HPC and CBD ordinance are both ongoing. After the survey is completed, there will be public meetings to discuss recommendations from the survey and ordinance review. The results from the historic survey will be used to adjust the historic district boundaries. He also mentioned that conflicting standards between CBD design standards and Historic District design standards makes it difficult for developers to understand the requirements. The process is ongoing and staff wants to ensure any potential changes will be made carefully and thoughtfully after a thorough review.

Mr. Simmons also provided further details on the historic district survey. The survey will continue through the summer and staff will update the HPC once they receive the survey results.

**8. Public Comments**

Chairman Gallagher opened the floor to public comment. Hearing no public comment, Chairman Gallagher closed the floor to public comment.

Members of the public can always submit concerns and comments to staff. Staff received public comment regarding the Certificate of Appropriateness application for the addition at 2982 North Main Street. Brittany Hauge at 2990 North Main Street submitted the following public comment:

*To the members and staff of the HPC,  
It's a sad day for Main Street residents, as one our neighbors and friends at 2982 N. Main Street are moving. The Mackey family moved in 6 years ago, got married at their home, and started their family at this home. They invested effort, toil, and emotion into renovations, landscaping, and preserving a stunning appearance for our town. Their desire was to expand their family in our wonderful city. Ultimately they were not able to get on the same page in a timely manner with y'all about their future plans to their home. Based on meeting notes and conversations with the homeowners, they lacked guidance on finding a compromise for their home renovations. I hope in the future the HPC can help guide residents instead of denying their plans based on opinions; especially since the architect of their plans is a member of the HPC.*

*Thank you so much for your time,*

*Brittany Haugen*  
*2990 N Main St. NW*

**9. Staff Comment**

**A. Updates on COA2025-02 - 2982 North Main Street**

Mr. Darryl Simmons provided an update on the Certificate of Appropriateness application submitted for 2982 North Main Street. The applicant decided not to pursue the application and subsequently put their property up for sale. Public comment was received regarding the application and will be incorporated into the minutes.

**10. Adjourn**

Chairman Gallagher adjourned the meeting at 8:53 a.m.

DRAFT



## Item Report

**TO:** The Historic Preservation Commission

**FROM:** Darryl Simmons, Zoning Administrator

**DATE:** May 16, 2025

**TITLE:** **Exterior Renovation (Alteration): 2981 North Main Street**  
 Consideration of approval of an amendment to the Certificate of Appropriateness submitted by Orlando Orochena for an alteration of the historic structure located at 2981 North Main Street. Said amendment includes alterations to the approved dormers to comply with building code requirements for an attic renovation. Case # COA2025-02

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**Summary:**

**Recommendation:**

**Fiscal Impact:**

**Attachments:**

1. COA2025-01\_2981 N Main St\_ApplicationPacket
2. COA2025-02\_2981 N Main St\_Board Decision (02.21.25)
3. COA2025-02\_2981 N Main St\_Administrative Decision (03.03.25)
4. 02-21-25 Historic Preservation Commission Approved Minutes
5. COA2025-02\_2981 N Main St\_AmmendmentRequest



## CERTIFICATE OF APPROPRIATENESS APPLICATION

Application Fee: \$50.00     Demolition Fee: \$150.00

All new construction and exterior remodeling of buildings within the Kennesaw Historic District shall be subject to the architectural review and approval of the Historic Preservation Commission (**HPC**). HPC approval is also required for Kennesaw Downtown Development Authority (KDDA) Façade and Signage Grants.

Darryl Simmons, Planning and Zoning Administrator for the City of Kennesaw will meet with you to direct your application process. To make an appointment, please call 770-590-8268.

A Certificate of Appropriateness (COA) shall be obtained from the **HPC** prior to the issuance of a building permit. The **HPC** shall consider a variety of issues in rendering its decision including, but not limited to the following:

- a. The surrounding development
- b. The best interest of the community
- c. Previous studies undertaken by the City as well as the standards contained herein.

### **Application for signage to include**

- Material Specifications
- Drawing of Sign with Dimensions and Colors to be used
- Façade detail of fonts

### **Application for landscaping to include**

- Variety of trees and shrubs
- Indicate size and location of plantings

### **Application for exterior renovations and additions to include**

- Existing conditions site plan depicting location of addition in relation to the existing property
- Existing floor plan of building
- Proposed floor plan of building including portions not to be altered
- Elevations of all exterior façade of addition including relationship to existing building
- Detail of trim to be utilized on façade
- Manufacturer's specifications for windows, doors and lighting that will be installed-including a photograph or sketch
- Photographs of all existing facades; existing structures adjacent to property; and views from the façade to be altered



**CONSISTENT WITH THE UNITED STATES CONSTITUTION AND THE RELIGIOUS LAND USE AND INSTITUTIONALIZED PERSONS ACT OF 2000, THE CITY OF KENNESAW DOES NOT DISCRIMINATE ON THE BASIS OF RELIGION IN THE APPLICATION OF ITS LAWS, POLICIES, OR PROCEDURES, INCLUDING THE APPLICATION OF ITS LAND USE REGULATIONS AND ZONING LAWS.**

**Under the Religious Land Use and Institutionalized Persons Act of 2000 ("RLUIPA"), no government, including the City of Kennesaw, may apply its zoning or land use laws in a manner that imposes a substantial burden on the religious exercise of a person, including a religious assembly or institution. RLUIPA also provides that no government, including the City of Kennesaw, may apply a land use regulation in a manner that treats a religious assembly or institution (a church, for example) on less than equal terms than a nonreligious institution or assembly (a day care center or movie theater, for example). Finally, RLUIPA provides that no government, including the City of Kennesaw, may impose or implement a land use regulation in a manner that discriminates against a religious assembly or institution.**

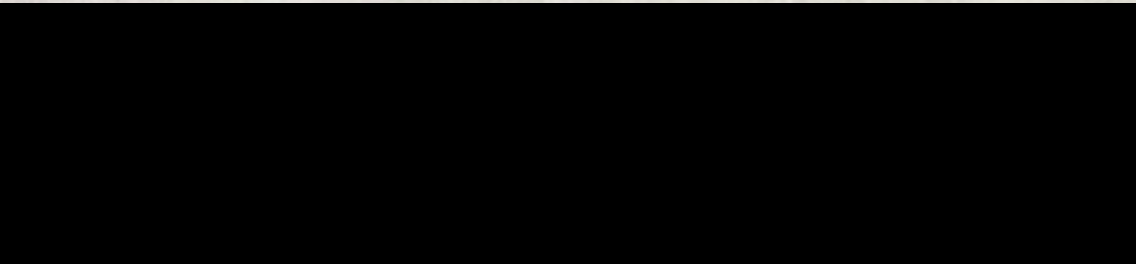
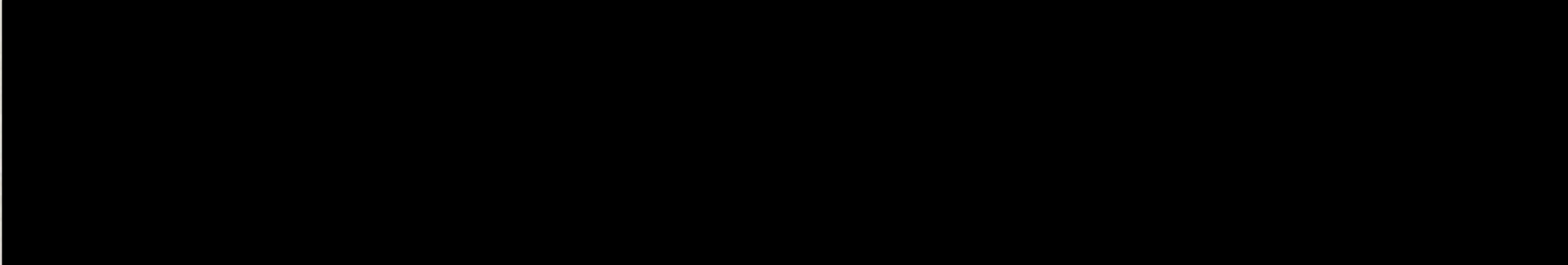
**If you believe that the City of Kennesaw, or any other local government or municipality, has discriminated against you in the implementation of its zoning or land use laws, please contact the United States Department of Justice.**

**United States Department of Justice  
Civil Rights Division  
Housing and Civil Enforcement Section  
950 Pennsylvania Ave. N.W. -G St.  
Washington, DC 20530**

1. NAME OF APPLICANT: Orlando Orachena

- Owner
- Other
- Other, please specify \_\_\_\_\_

APPLICANT MAILING ADDRESS: 2981 North Main St NW  
Kennesaw GA 30144

(Home#) \_\_\_\_\_ (Cell# ) (Email) 

PROPERTY ADDRESS: 2981 N Main St NW Kennesaw GA 30144

Land Lot \_\_\_\_\_ Tax Parcel \_\_\_\_\_ Lot Size \_\_\_\_\_

Current zoning on property: \_\_\_\_\_

2. NAME OF ATTORNEY OR REPRESENTATIVE:  
\_\_\_\_\_

(Home#) \_\_\_\_\_ (Cell#) \_\_\_\_\_ (Email) \_\_\_\_\_

NAME OF OWNER:  
\_\_\_\_\_

(Home#) \_\_\_\_\_ (Cell#) \_\_\_\_\_ (Email) \_\_\_\_\_

3. ACTIVITY

- New Construction
- Demolition
- Awnings
- Fence
- Repairs or Alterations
- Landscaping
- Exterior Architectural Features
- Exterior Environmental Feature Change
- Moving a Building
- Sign Erection
- Sign Placement \*

**\* (NOTE – Business License required before signage installation)**

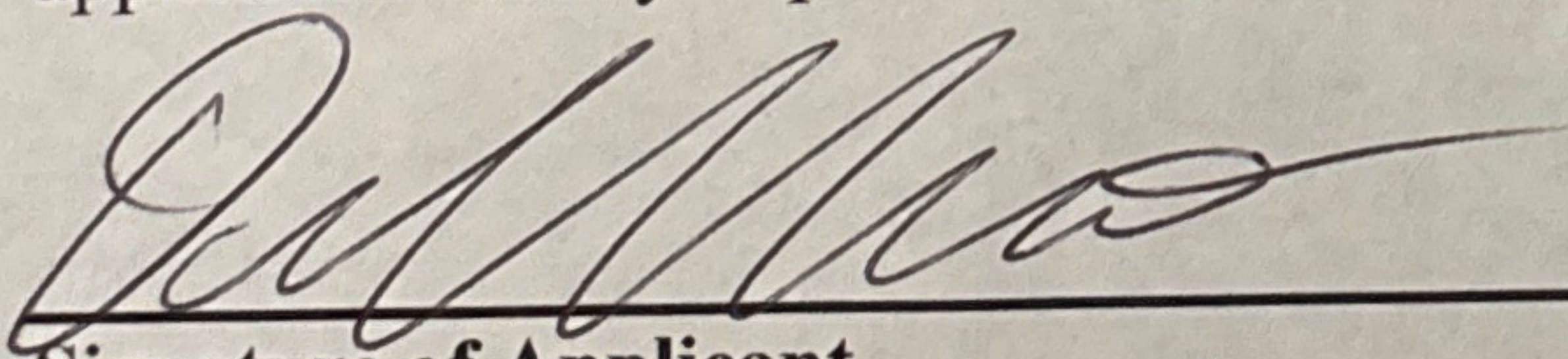
Please describe your proposed work as simply and accurately as possible. Use the attached submittal criteria checklist to guide you in your description. Be sure to indicate materials to be used. Accurate drawings and photographs are required. (Use extra sheet, if necessary.) **Signed and sealed drawings from an architect, engineer or other design professional are required when construction of a new building, alterations and/or additions to existing structures are being made (Code 800.14.1).**

We plan on renovating our attic to add additional living space. Because of ceiling requirements, we will need to add two dormers (12ft wide) to our roof, one on each side of the house when looking at it from the front/street. Please see attached page for building materials and 3d rendering. We will match paint color and roof shingles as best we can.

Important: This form must be completed before the Historic Preservation Commission will consider the approval of any material change to a property within a Historic District. This form, along with supporting documents must be filed with 1 Original (4) copies including color photos (excluding models, material and color samples, where one (1) is sufficient). The application and supporting documents are to be placed on a CD in a PDF format.

**Incomplete applications will not be docketed for consideration by the Historic Preservation Commission.**

The City of Kennesaw will not issue any permits until 7 days after the Commission's decision, per City Ordinance No. 2003-51, Section Two. 800.20 –Any person or persons jointly or severally aggrieved by any decision of the Kennesaw HPC may appeal to the Mayor and City Council. The appeal must be filed within 7 days of the decision of the Commission and must be made by written petition delivered to the zoning administrator. The appeal shall be on the application exactly as presented to the commission.



Signature of Applicant

1/13/25

Date

Signature of Owner

Date

(If different from applicant, consenting to work to be performed on said property.)



# CERTIFICATE OF APPROPRIATENESS

## APPROVAL SIGNATURES

\_\_\_\_\_  
**Darryl Simmons (Application Deemed Complete)**  
**Planning & Zoning Administrator**

Date: \_\_\_\_\_

\_\_\_\_\_  
**(Application Administratively Approved)**  
**HPC Chair**

Date: \_\_\_\_\_

- GRANTED
- DENIED Reason for denial \_\_\_\_\_
- REQUIRES HPC APPROVAL

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Historic Preservation Commission consideration:

HEARING DATE: \_\_\_\_\_

ACTION BY COMMISSION:

- GRANTED
- DENIED

APPROVED WITH CONDITIONS:

\_\_\_\_\_  
\_\_\_\_\_

DENIED: Reason for denial

\_\_\_\_\_  
\_\_\_\_\_

(May re-submit within 60 days)

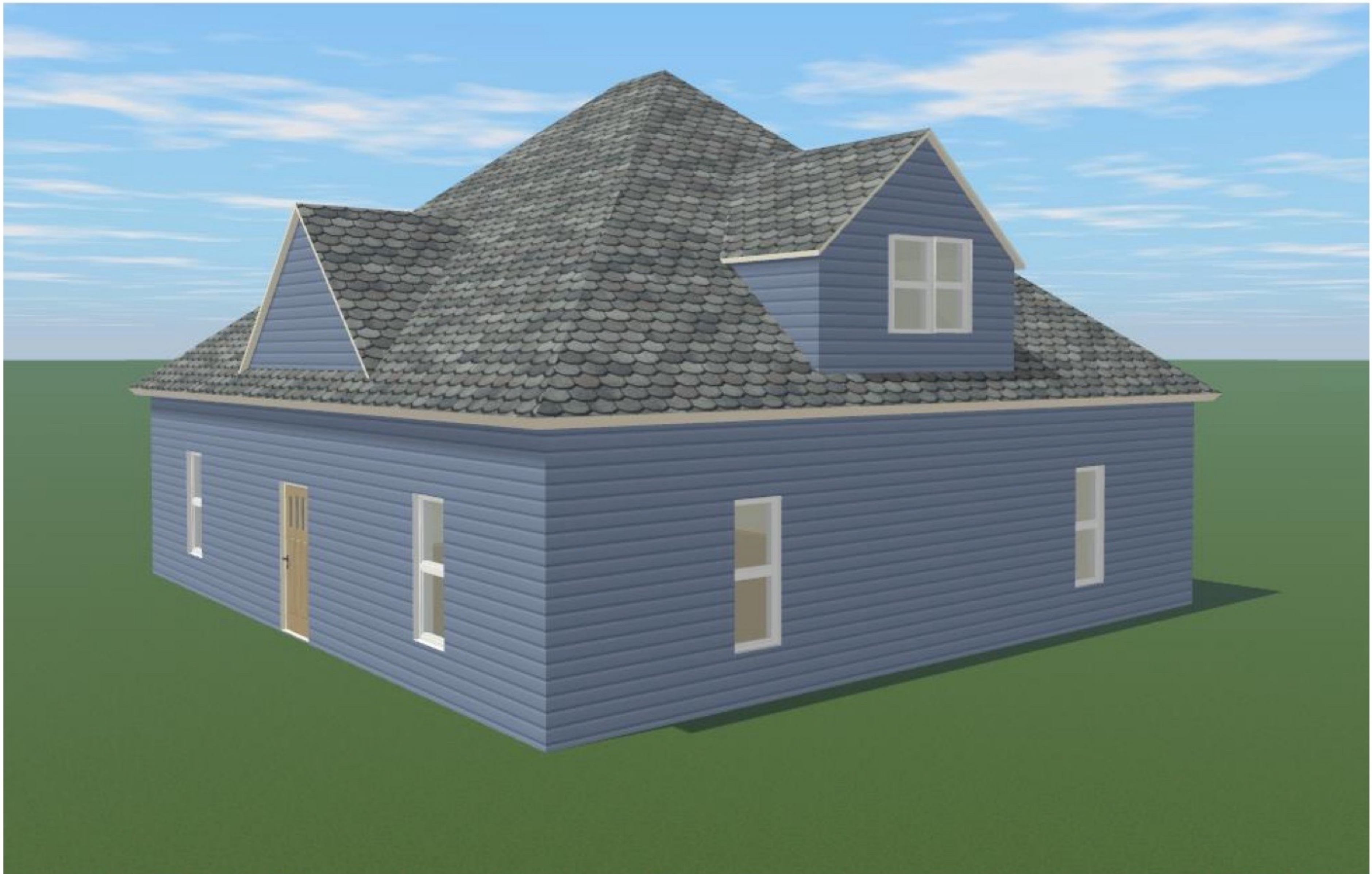
POSTPONED/TABLED \_\_\_\_\_

\_\_\_\_\_  
Signature, Historic Preservation Commission

\_\_\_\_\_  
Date

*Upon Administrative Approval scan and send document to Commission for review*





**Building Materials for Dormer:**

**GAF Timberline HDZ Pewter Gray Algae Resistant Laminated High Definition Shingles (33.33 sq. ft. per Bundle)**



**Hardie Plank HZ10 8.25 in. x 144 in. Primed Smooth Fiber Cement Lap Siding**

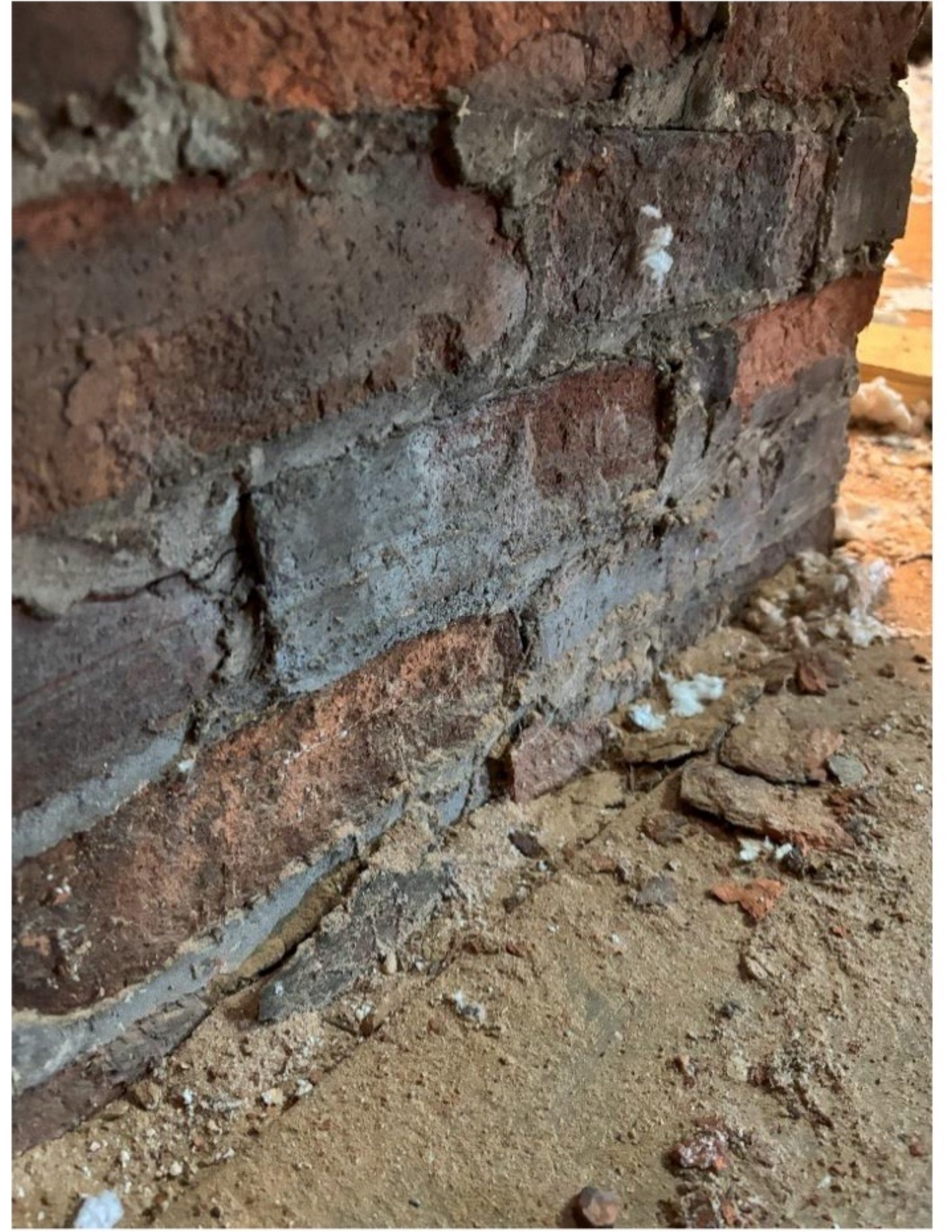


Andersen

27-1/2 in. x 47-1/2 in. 200-Series White Double-Hung Clad Wood Window with White Interior Low-E Glass and White Hardware



Both chimneys are severely damaged and will need to be removed due to their unsafe condition.



**MAYOR**

Derek Easterling

**City Manager**

Jeff Drobney, ICMA-CM

**City Clerk**

Lea Alvarez, CMC



**COUNCIL**

Mayor Pro Tem Pat Ferris

Antonio Jones

Madelyn Orochena

Tracey Viars

Anthony Gutierrez

January 17, 2025

Orlando Orochena  
2981 N Main St, Kennesaw, GA 30144

**Subject: Certificate of Appropriateness (COA) Application**

*2981 N. Main St, Kennesaw GA 30144, Parcel - 20013900180*

Dear Mr. Orochena,

The City of Kennesaw Historic Preservation Commission (HPC) held their regularly scheduled meeting on January 17, 2025, to review the above-referenced application. This letter is written to inform you of their actions.

Your case sought an approval for a Certificate of Appropriateness for alteration to the historic structure located at 2981 N. Main St. The proposed alterations included the addition of two (2) dormers to the roof and the removal of two (2) unsafe chimneys for an attic renovation. **The HPC Board voted to table the request, requiring resubmittal within 90 days to allow the applicant to investigate alternative locations and size for the dormers, alternatives for the chimney removal, and to reiterate on the plans that the front porch will remain intact.**

Once the revisions have been finalized, please send an email with the updates to be added to the HPC agenda. Resubmittals should be provided to the Planning and Zoning Department at least two weeks prior to the scheduled Historic Preservation Commission meeting.

Please note that the residential remodel permit submitted under permit #250048 is still under review pending the approval of the exterior alteration by the HPC Board. If you have questions or concerns, please contact Planning and Zoning at (770) 590-8268 or [zoningdept@kennesaw-ga.gov](mailto:zoningdept@kennesaw-ga.gov).

Sincerely,

*Darryl Simmons*

Darryl Simmons  
Planning and Zoning Administrator

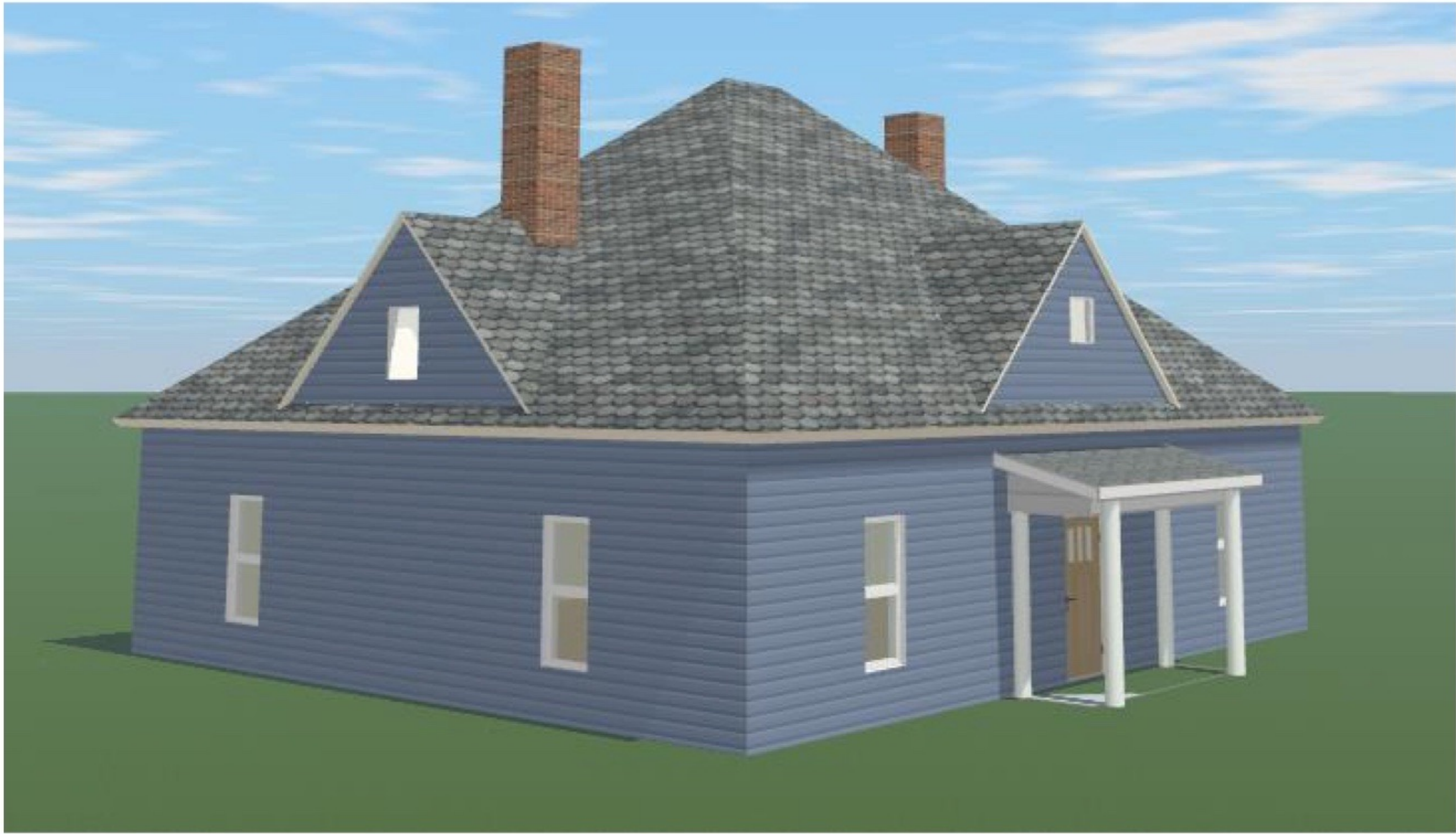


## COA2025-02\_2981 N. Main St - Revisions

Updated 3d renders:

Rather than the original larger dormers, we propose to build the same style and size dormer that is currently on the front of our house. They will be located on the left and right sides of the house (centered), since there is no room for both to fit in the rear. These will be considerably smaller than the previously proposed dormers and match what's existing to the house already.







We will match the shingles using the cement siding shingles, and match paint color as well as overlap between the siding shingles.


GAF

### WeatherSide Profile 12 12 in. x 24 in. Fiber-Cement Siding Shingle (18-Bundle)

★★★★★ (533) Questions & Answers (105)



We will plan to use a Casement window to meet egress requirements within the dormers.



♡ 120

### 24 in. x 36 in. Right-Hand Vinyl Casement Window with Screen - White

by TAFCO WINDOWS >

★★★★★ (147)

- Right-handed outswing as viewed from interior not exterior
- Features a heavy-duty lock and keeper hardware for security
- Screens and hardware are included

Width (in.) x Height (in.): 23.5 x 35.5

24 x 48	30 x 48	36 x 48	<b>23.5 x 35.5</b>	27.5 x 47.5
29.5 x 59.5	35.5 x 59.5			

● ● ●

The current rear roof line does not allow for 2 dormers, only possibly one small one.



Also, attached is a letter from a certified engineer, explaining the poor condition the existing chimneys are in and the hazards posed by them. The letter explains they need to be removed, however if deemed historically necessary by the HPC we will rebuild to best match how they look today.

**Daniel T. Sheehan, P.E.**

**168 Elm St**

**Jefferson, GA 30549**

**770/367/5310**

February 1, 2025

Orlando A. Orochena III

Re: Chimneys

Address: 2981 N. Main St.

Kennesaw, GA 30144

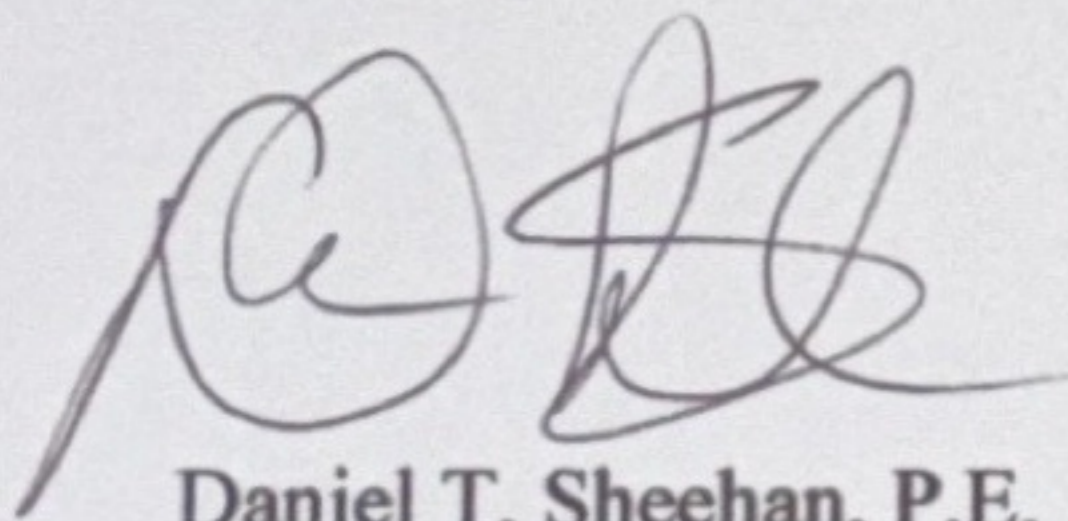
Re: Chimneys – Your Residence

To Whom It May Concern:

There are two chimneys on the above referenced residence. Both service fireplaces that are not usable. The chimneys are constructed with brick with flues; the mortar has deteriorated so that the chimneys are weakened and are potential collapse hazards from wind. The chimneys as currently constructed also appear to be too short to meet current requirements. It is my professional opinion they should be removed.

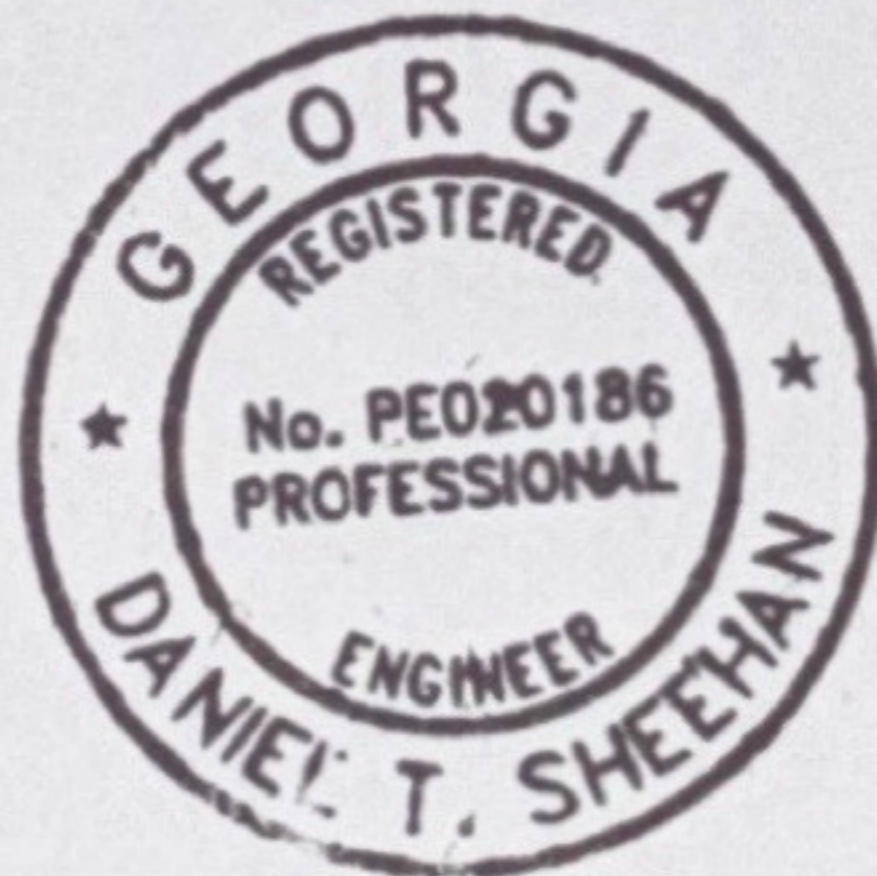
If there are any questions or any additional information is required, please contact me.

Sincerely,



Daniel T. Sheehan, P.E.

State of GA #20186









**MAYOR**  
Derek Easterling

**City Manager**  
Jeff Drobney, ICMA-CM

**City Clerk**  
Lea Alvarez, CMC



**COUNCIL**

Mayor Pro Tem Pat Ferris

Antonio Jones

Madelyn Orochena

Tracey Viars

Anthony Gutierrez

February 21, 2025

Orlando Orochena  
2981 N Main St, Kennesaw, GA 30144

**Subject: Certificate of Appropriateness (COA) Application**  
*2981 N. Main St, Kennesaw GA 30144, Parcel - 20013900180*

Dear Mr. Orochena,

The City of Kennesaw Historic Preservation Commission (HPC) held their regularly scheduled meeting on February 21, 2025, to review the above-referenced application. This letter is written to inform you of their actions.

Your case sought an approval for a Certificate of Appropriateness for alteration to the historic structure located at 2981 N. Main St. The proposed alterations included the addition of two (2) dormers to the roof and the removal of two (2) unsafe chimneys for an attic renovation. The HPC Board voted to **approve the request with the following conditions:**

1. **Section 7.5.08 and 7.5.09 shall be followed regarding the chimney replacement and repair;**
2. **Section 7.5.06 shall be followed regarding the additional dormers, requiring the dormers to be constructed in like-kind to the existing dormer to match the historic nature of the house; and**
3. **An exhibit and photo documentation of the existing chimney above the roof line along with details for the proposed chimney (height, width, material) shall be submitted to the City and Chairperson for administrative review of the chimney replacement.**

Please note that the residential remodel permit submitted under permit #250101 is still under review pending the submission of the chimney details for administrative review and approval by the HPC Board Chair. If you have questions or concerns, please contact Planning and Zoning at (770) 590-8268 or [zoningdept@kennesaw-ga.gov](mailto:zoningdept@kennesaw-ga.gov).

Sincerely,

*Darryl Simmons*

Darryl Simmons  
Planning and Zoning Administrator

**City of Kennesaw** 2529 J.O. Stephenson Avenue Kennesaw, Georgia  
30144



**MAYOR**  
Derek Easterling

**City Manager**  
Jeff Drobney, ICMA-CM

**City Clerk**  
Lea Alvarez, CMC



**COUNCIL**  
Mayor Pro Tem Pat Ferris  
Antonio Jones  
Madelyn Orochena  
Tracey Viars  
Anthony Gutierrez

March 7, 2025

Orlando Orochena  
2981 N Main St, Kennesaw, GA 30144

**Subject: Certificate of Appropriateness (COA) Application**  
*2981 N. Main St, Kennesaw GA 30144, Parcel - 20013900180*

Dear Mr. Orochena,

The City of Kennesaw Historic Preservation Commission (HPC) Chairperson administratively reviewed the submitted details for the proposed chimney replacement. This letter is written to inform you of their actions.

Your original case sought an approval for a Certificate of Appropriateness for alteration to the historic structure located at 2981 N. Main St. The proposed alterations included the addition of two (2) dormers to the roof and the removal of two (2) unsafe chimneys for an attic renovation. The HPC Board voted to **approve the request with the following conditions:**

1. **Section 7.5.08 and 7.5.09 shall be followed regarding the chimney replacement and repair;**
2. **Section 7.5.06 shall be followed regarding the additional dormers, requiring the dormers to be constructed in like-kind to the existing dormer to match the historic nature of the house; and**
3. **An exhibit and photo documentation of the existing chimney above the roof line along with details for the proposed chimney (height, width, material) shall be submitted to the City and Chairperson for administrative review of the chimney replacement.**

Per the outlined conditions, the chimney replacement was administratively reviewed on March 3, 2025. Submitted materials included the dimensions of the existing chimneys, a picture documenting the appearance of the current chimneys, and proposed materials for the chimney replacement. The HPC Chairperson **approved the request with the following condition:**

1. **Approved to match existing chimney dimension and Old Brick Originals Palette as provided.**

Please note that with the approval of design elements, you may now proceed with applying for the appropriate building permits with Building Services. If you have questions or concerns, please contact Planning and Zoning at (770) 590-8268 or [zoningdept@kennesaw-ga.gov](mailto:zoningdept@kennesaw-ga.gov).

Sincerely,

*Darryl Simmons*

Darryl Simmons  
Planning and Zoning Administrator

**MINUTES OF HISTORIC PRESERVATION COMMISSION MEETING  
CITY OF KENNESAW  
Council Chambers  
(2529 J.O. Stephenson Avenue, Kennesaw, GA 30144)  
February 21, 2025  
8:00 AM**

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**1. Call to Order / Roll Call**

Chairman Gallagher called the meeting to order at 8:00 a.m.

Roll Call: Rachel Butler, Andrew Bramlett, Kevin Whipple, Sharon Blandford

Staff Present: Chanelle Campbell (Assistant Zoning Administrator & City Planner) and Rebecca Goldstein (Community Development Administrative Assistant)

Speakers Present: Kevin Lares (Applicant), Orlando Orochena (Property Owner/Applicant), Andrew Mackey (Property Owner/ Applicant), Elliot Van Dyke (Applicant), David Shelton (Property Owner/Applicant), and Jennifer Dickey (Project Coordinator).

Absent: Darryl Simmons (Planning & Zoning Administrator)

**2. Approval of the Meeting Minutes**

A. Approval of Meeting Minutes: January 17, 2024

Chairman Gallagher called for a motion.

Motion to approve the meeting minutes by Commissioner Bramlett.

Seconded by Vice Chair Whipple.

Chairman Gallagher proceeded with a roll call vote for approval of the meeting minutes.

Vote taken, motion unanimously approved 4-0. Motion carried.

**3. Financial Report**

Ms. Chanelle Campbell introduced the financial report. As of January 2025, there were no new expenses. The balance remains at \$23,398.00 for collected assets for use by the Historic Preservation Commission (HPC). The balance has remained the same since the previous month's financial report. Ms. Campbell notified the HPC that additional funds are always available for the board to attend trainings and conferences.

Chairman Gallagher called for a motion.

Motion to approve the financial report by Vice Chair Whipple.

Seconded by Commissioner Blandford.

Chairman Gallagher proceeded with a roll call vote for approval of the financial report.

Vote taken, motion unanimously approved 4-0. Motion carried.

**4. Old Business**

A. **Exterior Renovation (Alteration): 2908 Moon Station Rd**

Consideration of approval of a Certificate of Appropriateness application

submitted by Kevin Lares for Arturo Paella Wine & Tapas Restaurant for an alteration of the historic structure located at 2908 Moon Station Rd. Said alterations include a new roof, repairing and adding new siding, installing new gutters, constructing a pergola and adding landscaping. Case #COA2025-01

Ms. Chanelle Campbell introduced this agenda item. This is a Certificate of Appropriateness application submitted by Kevin Lares for the historic property located at 2908 Moon Station Road. This request was heard by the board on January 17th and the applicant has submitted revised plans based on the comments received at the previous meeting. The applicant is requesting to complete alterations to the historic structure, which includes a new roof, repairs and additions to the siding, and the construction of a pergola. On January 17th, the application was approved with the following conditions: 1. The applicant will return to the HPC with detailed plan specifications of exterior materials for the siding and roof, and added lighting fixtures for review and approval; 2. The chimneys will be designed and reconstructed to the existing form, function, shape, and mass to the building line with final review and approval by the HPC; 3. The pergola will be redesigned and reestablished to be a free-standing structure to the building, and the materials used for the pergola will be presented to the HPC for review and approval; 4. The applicant will return with a detailed landscaping plan for any site improvements; 5. The applicant will coordinate with and return to the Building Services department with a plan and detailed specifications to shore and brace the building to retain structural stability and prevent further damage to the structure in the interim as the final plans for the foundation and exterior renovations are completed.

During the last meeting, there were some issues with the potential integrity of the building that required immediate response to secure the structure. The applicant has since obtained a building permit for footing repairs to stabilize the foundation of the structure. Ms. Campbell does not believe work has started, but stated the applicant would be available to answer any questions and provide updates on the status of the permit. Mr. Lares has returned to the HPC seeking approval for the revisions made to the plan.

Vice Chair Whipple requested that Mr. Kevin Lares (Applicant and Contractor) explain the modifications made to the plans. Mr. Lares stated that all comments from the HPC were addressed. Corrections were notated on the building plans and elevations, which were submitted to the HPC. Mr. Lares used the pergola as an example, stating that the plans now detail that the pergola will be detached and constructed with pressure-treated, fire-retardant wood. Additional notations were made to indicate that the carriage lights will be similar to existing fixtures. The roof and siding will also be similar to existing materials. The only HPC requested item missing is a landscaping plan. The owner has not yet decided on a final landscaping plan.

Chairman Gallagher asked if the stop work order on the project had been lifted. Mr. Lares responded that the stop work order has not yet been lifted. Mr. Lares also noted that work on the footings had not yet begun due to weather obstacles. Mr. Lares expects work to commence the following week to pour concrete for the footings,

pending improved weather. Chairman Gallagher asked what steps would be taken once work on the footings is complete. Mr. Lares responded that once work to stabilize the foundation was completed and inspections passed, they would return to the building department to work on obtaining a building permit for the structure. Ms. Campbell stated that Mr. Lares' explanation was correct. She further stated that HPC approval was required for Mr. Lares to obtain a building permit and continue work on the internal and external portions of the structure. Commissioner Butler asked if Scott Banks (Building Official) approved the permit for work on the footings. Ms. Campbell responded that only permits for the footings were approved. The applicant is thus only permitted to stabilize the structure; no additional work can move forward until the HPC approves the plans.

Chairman Gallgher asked if materials have been sourced for the project to match the existing materials. Mr. Lares responded that he had not yet sourced materials. He stated he knew where the materials would be purchased from, but contracts have not been signed with suppliers.

Chairman Gallagher commented that restoring the chimneys was of immediate concern. He asked if the owner was intending on reconstructing the chimneys. Mr. Lares responded that the chimneys were on the plans and would be rebuilt in the same shape.

Commissioner Bramlett asked if the pergola would be a finished wood or painted to match the house. Mr. Lares responded that the pergola would be painted, pressure-treated wood. He stated the paint color would likely be a shade of brown to complement the surrounding environment.

Vice Chair Whipple stated that it appeared the applicant met the HPC's stipulations from the last meeting regarding the exterior materials, the pergola, the brick chimneys, and the lights. The only item that has not been met is the landscaping plan, which is still in progress.

Commission Blandford asked if the arch at the front entrance was still part of the project. Mr. Lares responded that the arch was still part of the project. Commissioner Blandford referenced the Historic District Design Standards for the applicant, including section 7.2.05 "The application of details that do not belong to the period or style of the house is not permitted," and section 7.3.07, "The addition of materials or architectural details not appropriate to the period of style of the house is not permitted ." She stated that the arch on the plans is not within the period of the house.

Chairman Gallagher commented that the board appeared in agreement that the applicant met the HPC's stipulations of the previous meeting and requirements for additional submissions. He stated that there appears to be adequate information to advance the application and allow the applicant to start sourcing materials and continue restoration work.

Mr. Lares stated that page A 4.0 of the plans shows the arch removed. Vice Chair Whipple stated that the arch was on the rendering. He asked if the arch was on the building elevation. Mr. Lares stated that the arch was not on the building elevations.

Chairman Gallagher called for a motion.

Motion to approve the Certificate of Appropriateness application by Commissioner Bramlett with the following conditions:

1. The arched arbor showed on sheet A.0.0 will not be part of the project, contingent upon sections 7.2.05 and 7.3.07 of Historic District Design Standards;
2. All previous conditions for approval placed on this property by the Historic Preservation Commission will continue to apply;
3. The applicant will return to the Historic Preservation Commission with a submitted landscaping plan.

Seconded by Commissioner Blandford.

Chairman Gallagher proceeded with a roll call vote for approval with conditions. Vote taken, motion unanimously approved 4-0. Motion carried.

Ms. Campbell clarified that Mr. Lares would now be allowed to apply for building permits.

**B. Exterior Renovation (Alteration): 2981 North Main Street**

Consideration of approval of a Certificate of Appropriateness application submitted by Orlando Orochena for an alteration of the historic structure located at 2981 North Main Street. Said alteration includes the addition of two dormers to the roof and the removal of the two unsafe chimneys for an attic renovation. Case # COA2025-02

Ms. Chanelle Campbell presented this agenda item. This is a Certificate of Appropriateness application submitted by Orlando Orochena for the alteration of the historic structure located at 2981 North Main Street. This request was heard by the HPC on January 17th. The applicant has submitted revised plans based on the comments received at the previous meeting. At the last meeting, the board voted to table the request to allow the applicant to investigate an alternative location and size for the dormers and alternatives to the chimney removal, and reiterate on the plans that the porch would remain intact. The revised application proposes adding dormers of the same size and style currently on the house. The applicant has also included a letter from a Certified Engineer with details regarding the chimney.

Mr. Orochena stated that the board's considerations were taken into account for this iteration of the design. The new design includes the addition of dormers on the sides of the house that replicate the dormer currently on the front of the house. A picture of the rear of the house was submitted, showing inadequate space to place two dormers. A letter from an engineer was also submitted detailing the condition and concerns about the chimneys. Mr. Orochena stated that they are willing to rebuild the chimneys on the top of the house in a brick color that matches the existing chimneys.

Chairman Gallagher commented that it appeared that the size and scale of proposed

dormers had been reduced and that the roof line on the front dormer is being carried through to the other dormers. One of the concerns was the windows in the dormers, which have been reduced from large double windows to a smaller single window. He stated that a primary concern would be the chimneys because they are a defining feature of the Georgian Cottage style in Kennesaw. Chairman Gallagher further commented that he appreciates the inclusion of the chimneys in the revision. He stated that rebuilding or stabilizing the chimneys or the exterior of the chimneys would be an appropriate consideration. Mr. Orochena responded that they were willing to rebuild the exterior of the chimneys and match the bricks to the existing.

Commissioner Bramlett commented that section 7.8.05 of the Historic District Design Standards states that the design of a new addition is to be clearly differentiated so the addition is not mistaken for part of the original building. Other parts of the standards require renovations to look similar to the existing building. He asked fellow commissioners how they thought the sections applied to the case. Mr. Orochena commented that they are flexible as to what material will be used on the dormers. He stated that Hardie Plank siding was presented as the dormer material in the previous meeting, but he changed the material to concrete siding to match the existing material on the house based on the HPC's comments. Commissioner Butler asked what material is on the existing dormer. Mr. Orochena responded that the material is concrete siding. Commissioner Butler commented that a shake material might be appropriate, but asked the commissioners for their comments on the material. Vice Chair Whipple commented that choosing a materials that does not look out of place while abiding by the differentiated requirement in the Design Standards has always been a challenge. Mr. Orochena commented that other houses on the street use dormer material that matches the siding on the rest of the structure. He expressed that using a different material on the dormers might make the structure look out of place. Chairman Gallagher stated that at the previous meeting, the HPC came to the conclusion that this project was not an addition to the building footprint, but rather, an additional architectural feature. There is a provision in the guidelines that allows for the siding on the dormers to match the existing material on the house. He expressed that he thought a similar material would be permissible as long as the color and width of the siding were consistent with the structure. Vice Chair Whipple referenced Section 7.5.06 for new dormers, which states, "these new features must be compatible with the period, style, and details of the historic building." He concluded that the guidelines warrant matching the historic details of the existing building.

Vice Chair Whipple commented the chimneys will need to remain in some form or fashion, whether restructured internally or reappointed. He stated that the chimneys are character-defining elements to this style of house. Mr. Orochena asked if they were able to rebuild new chimneys. Vice Chair Whipple responded that Section 7.5.06 talks about chimney replacement and states, "Chimney repair and replacement must match the existing mortar, brick color, size and texture." Vice Chair Whipple stated that it would be preferable for the applicant to reuse portions of the bricks that are visible above the roofline. Vice Chair Whipple stated that the Commission realized that based on the photos of the brick, the ability to salvage materials would be difficult. Mr.

Orochena responded that he was not sure how many of the bricks could be salvaged because they are in bad shape. Vice Chair Whipple stated that sometimes the bricks are put in wet and the bricks will degrade as soon as they are touched. Mr. Orochena stated that if any of the bricks are touched, they fall apart.

Ms. Campbell asked the board to consider reviewing the plans for the chimneys to ensure the details are accurate and will match with the construction. Currently, staff only possess renderings of the chimneys. Chairman Gallagher stated that he thought it was important to make sure the height of the chimneys matches the current size, form, and function. Mr. Orochena stated they plan to make the chimneys the same height as they are currently. Vice Chair Whipple stated that the chimneys would be non-operable. Mr. Orochena stated that the chimneys are already non-operable and have not been used since they have lived in the house. He added that they will rebuild the chimneys to the same height with the same color brick and mortar. He asked the HPC what he would need to submit for the chimneys. Chairman Gallagher responded that the applicant should submit an elevation to show the existing height and reconstructed height to match, and if you cannot salvage the existing bricks, a color scheme. Mr. Orochena stated that he brought a sample of the brick color provided by the contractor if the HPC wanted to review it. Vice Chair Gallagher recommended the applicant submit a one-page sketch of the existing chimney height above the roofline to Planning and Zoning, who could then get the submission to the chairperson for an administrative review. Vice Chair Whipple added that he did not wish to hold up the applicant with another HPC meeting. Mr. Orochena clarified that only a sketch from the contractor would be required.

Chairman Gallagher called for a motion.

Motion to approve the Certificate of Appropriateness application as submitted and amended by Vice Chair Whipple with the following conditions:

1. Section 7.5.08 and 7.5.09 shall be followed regarding the chimney replacement and repair;
2. Section 7.5.06 shall be followed regarding the additional dormers, requiring the dormers to be constructed in like-kind to the existing dormer to match the historic nature of the house;
3. An exhibit and photo documentation of the existing chimney above the roof line, along with details for the proposed chimney (height, width, material) shall be submitted to the City and Chairperson for administrative review of the chimney replacement.

Seconded by Commissioner Blandford.

Chairman Gallagher proceeded with a roll call vote for approval with conditions. Vote taken, motion unanimously approved 4-0. Motion carried.

## **5. New Business**

### **A. Addition: 2982 North Main Street**

Consideration of approval of a Certificate of Appropriateness application submitted by Andrew Mackey for an addition to the existing house located at 2982 N. Main Street. Case #COA2025-04

Vice Chair Whipple and Commissioner Butler recused themselves from this agenda

item.

Ms. Chanelle Campbell presented this agenda item. This is a Certificate of Appropriateness application submitted by Andrew Mackey for an addition to the historic structure located at 2982 North Main Street. The structure currently sits on 0.47 +/- acres and is listed on the Historic Registry. On December 20th, the Certificate of Appropriateness application for a two-story addition to the structure was denied due to concerns about the size and scale of the addition in relation to the historic structure. The applicant has submitted a new application with revised plans and is seeking approval for the addition.

Mr. Andrew Mackey (Applicant/ Homeowner) stated revised plans have been submitted to construct an addition.

Chairman Gallagher asked the applicant to walk through the changes that had been made from previous plans. Mr. Mackey responded that his understanding from the last meeting was that the addition on the old plans dwarfed the existing structure. With the new plans, they have tried to minimize the size of the addition by adjusting the roofline and matching the new dormer on the rear of the house with the existing dormer on the front of the house. Chairman Gallagher asked if the overall height of the new roofline had changed. Mr. Mackey responded that the new roofline had been changed significantly from the last plan.

Chairman Gallagher asked if a long one-story addition to the back of the structure instead of a vertical two-story addition had been explored. Mr. Mackey responded that the addition is two and a half feet in length. Ms. Butler explained they reduced the height of the addition to minimize the commission's concerns that the addition would dwarf the historic building, but retained enough height to allow the Mackeys to do what they wanted with their residence. They tried to reduce the height by slightly sloping the roof towards the back while also trying to retain the vernacular at the front and sides of the house. She stated that they looked at one-story addition options, but it would require the rotation and replacement of lines and utilities. Because of that, a one-story addition was not feasible.

Mr. Mackey stated that they faced several challenges with the house, including a valley in the roof that causes damage to the foundation when it rains. By creating a ridge in the middle of the roof with the addition, water is diverted to the sides of the house. The yard also slopes up four and a half feet. Building a long one-story addition would not be feasible without a four-foot step inside the addition or a retaining wall around the entire structure.

Mr. Kevin Whipple on behalf of CSC Design explained that the previous proposal was a true two-story addition being attached to the additional residence where there was concern with the mass of a true two-story attached to this single story on the front. In this version of the plans, they have gone back with a single story with a raised attic with a bonus room in the attic, which reduces the massing from the two-story volume. Mr. Whipple presented the 3-D rendering of the house and addition, stating that it

provides a better understanding of the addition, the existing roofline, and the garage in the rear. In the previous presentation, the height of the addition aligned with the height of the garage. In this iteration, they tried to keep the scale of the house at a single story to relate to adjacent properties. He also showed images of the roof valley in the rear of the house, reiterating how the roof condition dumped water into the foundation during rain events and explained the intent to roof over the valley section with a slightly larger gable. Mr. Whipple stated that the design maintained the existing roof slope for the addition and showed images of the elevations. He explained that the additional will not look as tall from the street and that the gable in the rear of the house will not be visible from the street.

Mr. Whipple stated that the siding material on the addition would be board and batten siding to address comments about the addition being materially differentiated from the original historic structure. The roofline will attempt to stay low and respond well to the existing historic house. Mr. Whipple stated that Ms. Bulter and Mr. Mackey put multiple iterations into the design to try and find the best way to minimize the impact visually.

Chairman Gallagher commented that he appreciated the details. He recognized the reduction in the mass of the roofline. He commented that he is concerned with the visual of the roofline from the street given the gabled winged cottage style of the historic structure. He stated that other additions to structures on Main Street have maintained the roofline and include a long one-story addition on the back of the structure. He appreciated the applicant's challenging landscaping and utility connections with making a one-story addition that stretches along the back of the property, but noted that there has to be a balance between constructability and maintaining the integrity of the historic structure from the aesthetic side of the street. Commissioner Bramlett agreed and stated that allowing the addition as proposed would set a big precedent. He asked if there was anything like the proposal in the neighborhood. Mr. Mackey stated that a house three doors down from him had a similar addition. He stated that he has a picture from the 1950s showing a neighboring house on Main Street with an appearance similar to his current home. He further stated that the added that they built a ridge between the gables and built up a second story into the gables. Commissioner Bramlett asked if the house he was referring to was the blue house on 2996 North Main Street. Mr. Mackey confirmed. He stated that house had been significantly altered in the same way he is proposing to alter his property, but he did not know if it could be taken into consideration for his property. He commented that his family would like to stay in the house. He hoped the HPC would take into consideration that his wife is four months pregnant and that he thought the plan would be approved in January. He stated that he did not have another alternative if the proposal was not approved. He offered to submit the old picture of the adjacent house as evidence that a similar addition was added in the neighborhood. Commissioner Bramlett expressed concern that the addition to 2996 North Main Street was not approved by the HPC. Chairman Gallagher asked Ms. Campbell if staff had any historic information from any previous HPC considerations of other houses in the area that may have had additions.

Ms. Campbell did not have the information available. She assumed that the property owner would have gone through a similar process to be reviewed by a board. Commissioner Bramlett asked if Ms. Campbell knew when the addition would have been approved. Ms. Campbell responded that the addition had not come before the HPC during her employment with the City. Mr. Mackey stated that the addition was an older addition. He stated that they were trying to make the house look cohesive with the neighborhood, garage, and existing style of the house, but noted that there were limits to what they can do with the property.

Commissioner Blandford asked the applicant if having additional research into the timing of changes, building permits, and historic preservation approvals for the house at 2996 North Main Street would be helpful. Commissioner Gallagher asked the applicant if the design team did any research on previous work down on structures on Main Street. Mr. Mackey responded no. Ms. Butler responded that they did not research other houses. Ms. Butler observed the old photo of the house at 2996 North Main Street and noted that it looked to be taken in the 1950s. She commented that the house had different vernaculars compared to its present state. Commissioner Blandford commented that the Board felt the applicant's frustration, but commented that it was important for the board to see some precedent with the changes to the other property at 2996 North Main Street. She stated that she would be interested in knowing the record of those changes.

Chairman Gallagher commented that raising the addition of the house and adding the roofline on Mr. Macey's house would make it incompatible with immediately adjacent properties. He stated that the property to the right of Mr. Mackey's house has an addition to the back with a roofline that matches the front elevation. Mr. Mackey asked where in the HPC guidelines it stated that the adjacent property has to be similar. Chairman Gallagher responded that the guidelines cover the feel of the whole neighborhood and specifically address the roofline, mass, and scale of the proposal. He summarized that the HPC would like to see some additional information on the historic work done on the referenced adjacent house with a similar style. He stated the board did not want to set new precedent.

Mr. Mackey asked what the implications would be if the addition to 2996 North Main Street was done outside of HPC approval. Commissioner Gallagher responded that the proposal for Mr. Mackey's house would need to be considered within the HPC guidelines. He stated that the addition to the other house may have been done prior to the establishment of the guidelines.

Ms. Campbell suggested that the HPC table the agenda item while staff researched the adjacent property Mr. Mackey mentioned. She asked if Mr. Mackey would agree to the item being tabled for further research. Mr. Mackey agreed.

Chairman Gallagher called for a motion.

Motion to table this agenda item until March 21, 2025, by Commissioner Bramlett.

Seconded by Commissioner Blandford.

Chairman Gallagher proceeded with a roll call vote. Vote taken, motion to table approved 2-0. Motion to table carried.

Mr. Mackey asked for further guidance from the HPC on how to go about designing the addition. He expressed frustration that after working with an HPC member to design the project, he still has not gotten approval. He stated that he is now backed into a corner with an incoming newborn his family does not have room for. Chairman Gallagher stated he appreciates the applicant's frustration. He stated the biggest issue is the height of the building. Ms. Campbell stated that Planning and Zoning staff will sit down with Mr. Mackey to discuss some suggestions and alternatives for the proposed request.

**B. Central Business District: 2615 & 2681 South Main Street**

Consideration to review a Central Business District (CBD) project application to construct a mixed-use development consisting of multi-family apartments and 2,500 sq. ft. of retail located at 2615 & 2681 South Main Street (Parcel # 20016700140 & 20016700990). Case #CBD2025-01

Ms. Campbell introduced this agenda item. This is a Central Business District project application submitted by Highpoint Acquisitions, LLC, for the construction of a mixed-use development consisting of multi-family apartments and 5,000 sq ft of retail at 2615 and 2681 South Main Street. The agenda stated 2,500 sq. ft. of retail, but the commercial space has increased since the agenda was published. This comprehensive development aims to create a vibrant, walkable community that seamlessly integrates residential, retail, and recreational spaces, enhancing the overall appeal and connectivity. Although the property is not in the Historic District, as part of the CBD project process, the application requires review and approval from the Kennesaw Downtown Development Authority (KDDA), the Historic Preservation Commission, and the Mayor and Council. The KDDA reviewed the application last Friday and the project was unanimously approved. The application will be heard by Mayor and Council in March. The applicant has a presentation and will be available to answer any questions for the board.

Mr. Elliot Van Dyke (Applicant) introduced himself, noting that he had previously appeared before the HPC for The Lacy, Phase I of the project. He commented that he would likely need to appear before the board with more finalized plans, including a landscaping plan. Mr. Van Dyke presented items from Phase 1 to refresh the board's memory on what they did, how it turned out, and the aesthetic of Phase 1 because Phase 2 will largely be similar in quality and exterior materials. Phase 1 included a 44-unit for-sale townhome component, two multi-family buildings with retail space on the ground floor of one of the multifamily buildings, a shared parking deck, a retail out-parcel, and parking spaces. He stated that red brick was used on the building facades to complement existing historic structures located downtown. The design for the interiors took inspiration from The Lacy, a historic hotel that was located in Kennesaw.

Mr. Van Dyke began the presentation for Phase 2 with a map showing the location of the Phase 2 relative to Phase 1 and the rest of downtown. He stated that a mobile home park and auto wrecker were currently located on the site and would be demolished to construct Phase 2. The site for Phase 2 consists of approximately 7 acres and is the smallest lot size feasible for the project. A number of challenges for the site were mentioned, including the need to add a parking deck to meeting parking requirements, the need to build a basement level to maintain the grade with the site's bowl-shape topography, the need to pursue higher densities to make up for high land costs, and the need to not build on a portion of the property due to a creek running through the front of the site. The project will involve piping the portion of the creek on the site and connecting it to the piped portion of the creek on Phase 1.

Mr. Van Dyke stated that the project will have a linear park in the front consisting of approximately 2.5 acres, a 3,000 square foot stand-alone restaurant, 2,500 square feet of ground floor commercial in one of the multifamily buildings, 8,000 square feet for fitness and club area, a parking deck, and a dog park. They also intend to include pedestrian connectivity between Phase 1 and Phase 2. After working with Planning and Zoning and Public Works, they are proposing signaled crosswalks with raised medians. Mr. Van Dyke mentioned that the raised medians would improve pedestrian safety and described the design of the medians including the intent to use brick pavers or stamped concrete and vegetation that does not block site lines. They also intend to shrink the lane size. They believe the signaled crosswalks with raised medians and shrinking the lane size will provide traffic-calming. Mr. Van Dyke also stated the project will introduce a new sidewalk to boost connectivity between The Lacy and Sardis Street. They will install 5-foot wide sidewalks that will go up to 6-foot wide in some places.

Mr. Van Dyke then reviewed inspiration images for the project. The first image showed inspiration for the stand-alone restaurant. They intend to provide an atrium between the restaurant and the neighboring building on the site. Other images were shown as inspiration for the color scheme. For the project the first three stories will be a lighter brick and the fourth story will be a recessed, darker siding component.

Mr. Van Dyke reviewed the renderings for the project, showing the intent for a lighter brick and darker cementitious siding component. The rendering also showed the location of the linear park, restaurant space, club area, and the leasing area. They intend to put the buildings along the street frontage and hide the parking in the rear to create a more subtle project.

Mr. Van Dyke then reviewed the property elevations. They have included balcony elements above the first floor and awnings on the first floor to make the building look mixed-use. They also created an area on the top floor for a premium unit.

Chairman Gallagher sought to clarify that the presentation was a conceptual plan for the property. Ms. Campbell confirmed that the presentation was conceptual. She reiterated that the applicant stated the concept was at around 20% completion. She explained that in the past, applicants have returned to the HPC with more details

pertaining to the exterior of the project, which will be the case for this applicant. Ms. Campbell stated that the presentation was conceptual and the proposal will also go before Mayor and Council for review.

Commissioner Butler recalled that the Phase 1 of the project was not part of the historic district. She asked if this property is historic. Ms. Campbell responded that the property is not historic.

Chairman Gallagher commented that from the renderings and sketches, the buildings are very linear and flat without any relief or subtlety. He observed that in Phase 1, there was differentiation in the color schemes and relief throughout vertically and horizontally within the façade. He stated that the Phase 1 façade appeals to the Commission. He requested that the applicant try to provide some differentiation and breaks in the façade. Mr. Van Dyke asked if Chairman Gallagher preferred the breaks. Chairman Gallagher responded in the affirmative.

Vice Chair Whipple commented that building B in the proposal is set back from the sidewalk by the extension of gateway park and provides relief from South Main. He stated that building E is directly against the sidewalk and looks flat and plain. He complimented the applicant on their work giving the The Lacy a downtown feel, but mentioned that the project was significantly set back from South Main. He reiterated that the design felt cold and stark and expressed concerns that the design would not be perceived as pedestrian friendly at the retail level. He commented that the applicant might develop the area with more detail including how the retail would interact with the hardscape and streetscape.

Mr. Van Dyke responded that there is limited space to fit buildings on the site and that there is insufficient room to set the building back due to challenging topography. He stated they could look at breaking up the massing. He also stated that there would be a deceleration lane in front of the building that would push the building back by twelve to fifteen feet. Vice Chair Whipple explained that his comment was not about the placement of the building in relation to South Main. Rather, he was concerned that the building appears very stark along the sidewalk without awnings, an arcade, or other forms of relief. Mr. Van Dyke responded that they were trying to starkly differentiate Phase 2 from Phase 1. They would prefer not to create the same massing and red brick elements that stick out and lighter brick elements that invert in. They were trying to create a more linear office feel instead of the residential look of Phase 1. He stated that they could break up the massing more and expressed his hopes for an open back and forth dialogue. He expressed that they liked the light brick to contrast with Phase 1 but could easily accomplish breaking up the massing. Vice Chair Whipple stated that the concern was not the color scheme. He referenced the precedent photos presented by the applicant and stated that those images had a more articulated, softer retail level that provided some relief along the street. Mr. Van Dyke referenced an inspiration photo with strong linear elements with some periodic breaks with red brick in between. Commissioner Bramlett commented that he liked the appearance of the darker red brick in the inspiration photo.

Mr. Van Dyke asked if splitting the long linear massing in half with one recess would be an improvement. Commissioner Bramlett responded in the affirmative.

Commissioner Bramlett asked what consideration has been given to the cemetery neighboring the property. Mr. Van Dyke stated that considerations for the cemetery included surveying efforts to make sure unmarked cemetery uses were not on the site. They also had physical inspections and surveyors on the site to delineate the cemetery property. Commissioner Bramlett stated that he believed that there was a section in the Code of Ordinances mandating a 50 foot buffer from the nearest grave. Vice Chair Whipple showed Commissioner Bramlett where on the site plan the distance from the cemetery was marked. Commissioner Bramlett confirmed he saw the distance between the proposal and the cemetery.

Mr. Van Dayke asked if the distance requirement was different for structures and parking lots in the Code, explaining that there was parking up against the cemetery but the building was offset from the cemetery. Commissioner Bramlett stated that he thought there was a cemetery section in the Code. Ms. Campbell stated that the proposal was conceptual and that the official site plan will be reviewed by Public Works and Planning and Zoning to ensure all setbacks are adhered to before approval. She stated that this review was for the concept and exterior.

Chairman Gallagher summarized that the HPC understands the concept and agreed that there should be some addition review and a final landscaping plan that would make it appropriate for the applicant to come back to HPC for consideration as the project progresses.

Commissioner Butler commented that she did not appreciate the townhome design for Phase 1. She stated that the townhomes are close to historic buildings and are a three-story tower in comparison to the existing homes. Commissioner Butler stated that she asked for a section cut from the residential house to the residential side of your three-story buildings and that it was never brought before the Board. She expressed frustration that the buildings were so close, and while she understood the landscaping challenges of the site, she was disappointed that the section cut never came before the Board.

Vice Chair Whipple asked if Phase 2 abutted any residential properties. Mr. Van Dyke responded that they were abutted by industrial to the south and Karate studio to the north.

Chairman Gallagher called for a motion.

Motion to approve the CBD project application by Vice Chair Whipple with the following condition:

1. Applicant will present additional drawings to the Historic Preservation Commission at 80 percent, including landscaping plans, exterior building elevations with material identifications, and updated renderings reflecting material updates.

Seconded by Commissioner Blandford

Chairman Gallagher proceeded with a roll call vote for approval with conditions. Vote

taken, Motion unanimously approved 4-0. Motion carried.

Mr. Van Dyke asked how the updates would be submitted. Ms. Campbell responded that staff would place the project on agendas and send the documents out for review as required.

**C. Landscaping: 2966 North Main Street**

Consideration of a Certificate of Appropriateness application submitted by David Shelton for the replacement of a trident maple tree with a dogwood tree at 2966 N. Main Street. Case #COA2025-05

Ms. Chanelle Campbell introduced this agenda item. This is a Certificate of Appropriateness application submitted by David Shelton for the replacement of a maple tree with a dogwood tree at 2966 North Main Street. The applicant would like to remove the trees due to a boxelder bug infestation. Normally, an arborist report is used to determine the health of the tree. Due to the underlying circumstances, there was none submitted.

Mr. David Shelton explained that his home was being infested by boxelder bugs. He provided an overview of boxelder bugs, stating that they are often found on trident maples because they serve as a food source. The insect can be found on trident maples, silver maples, and ash trees. The bugs use the tree sap and seeds as a food source and will sometimes try to enter homes during the winter. Mr. Shelton stated that on some sunny days they cannot open the back door, garage door, or car door without the boxelders bugs swarming.

Mr. Shelton stated that the trident maple tree was not native to that property and that he planted the tree ten years ago. He asked the HPC for help to remove the tree. Mr. Shelton stated that they had pest control spray the property, but it has not been effective in removing the boxelder bugs. He stated that the bugs were trying to enter the home and that they were afraid the bugs would get into the attic. Mr. Shelton is requesting to remove the tree and replace it with as large of a dogwood tree that they could find and afford.

Commissioner Bramlett asked where the tree was located on the property. Mr. Shelton responded that the tree was to the right of the driveway between the driveway and the church.

Chairman Gallagher reiterated the applicant's statement that the boxelder bug's primary food source is maple. He asked if the pest control company thought that removal of the maple will facilitate removal of the bugs. Mr. Shelton responded that removing the tree was the best way to minimize the infestation per the recommendation of pest control. He stated that they went through the process to try and show the HPC that they are not just asking to cut down a tree.

Chairman Gallagher noted that per the HPC guidelines, dogwood is a recommended

native tree to be planted on the property.

Chairman Gallagher called for a motion.

Motion to approve the Certificate of Appropriateness application by Vice Chair Whipple. Seconded by Commissioner Bramlett.

Chairman Gallagher proceeded with a roll call vote for approval. Vote taken, Motion unanimously approved 4-0. Motion carried.

## **6. COAA Approval by City Staff and HPC Chair**

### **A. COAA2025-01 - 2926 Lewis St**

This is a Certificate of Appropriateness application submitted by Tyler Lenn for the removal of three dead trees located at 2926 Lewis Street. This application was administratively approved on January 22, 2025.

## **7. Discussion**

Chairman Gallagher opened the floor to Discussion.

Hearing no discussion, he closed the floor.

## **8. Public Comments**

Chairman Gallagher opened the floor for public comment.

Hearing no public comment, Chairman Gallagher closed the floor.

## **9. Staff Comment**

### **A. Updates on the Locally Funded Survey**

#### **1. Introduction of students from the Public History Program at Kennesaw State University (KSU)**

Ms. Chanelle Campbell announced that students from Kennesaw State University (KSU) were present at the meeting. She stated that staff has been providing the Board with updates regarding the locally funded survey. She introduced the students and Professor Dickey, who have been tasked with completing the survey, to the HPC so the commissioners could put a face to the students going out into the field. She stated the students would be going out into the field starting in March. She also stated that letters have gone out to the property owners so they are aware of the student's presence. Staff is working with the professor and students to take precautions to ensure that the survey is done safely, and that the students learn something from the process. The students will be working closely with the Department of Community Affairs (DCA) Historic Department to ensure that the survey meets all requirements.

Dr. Jennifer Dickey, the professor of the class, introduced herself and her students. She expressed that the survey was a great opportunity for the students to do some field work and learn something about this process. She stated that the students will be asked to wear safety vests to minimize the risk. She stated that they appreciate the opportunity to do the work on behalf of the City of Kennesaw. Chairman Gallagher thanked Dr. Dickey and the KSU students for being part of providing the survey to the

city and to the commission. Dr. Dickey thanked the HPC for the opportunity.

Ms. Campbell stated that any calls from the public about the survey can be directed to herself or Mr. Darryl Simmons. She explained that the survey is being completed based on recommendations provided by Ethos. The completed survey and updated data from KSU and DCA will be used to update the historic standards. The survey is intended to be completed during the 2025 spring semester, but may run into the summer semester.

#### **10. Adjourn**

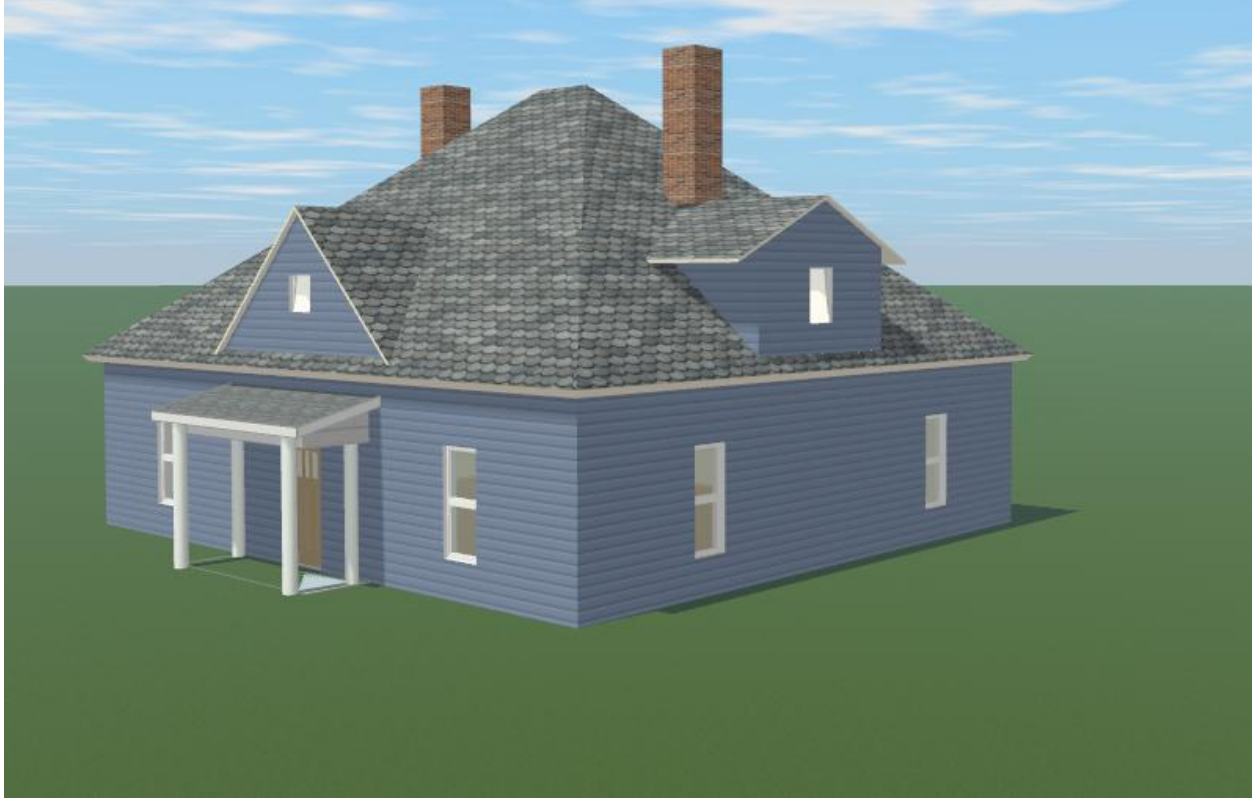
Chairman Gallagher adjourned the meeting at 9:32 a.m.

## Orochena\_COA\_2025

After building the dormers approved by HPC and the building department, it was determined from inspection that the ceiling height within the dormer was not to code and needs another 2 feet of overall height because it contains an egress window. It requires a minimum of 6'8" of ceiling height over a span of 3 feet wide going to the window. Because of this, the engineer and contractor see no other way to fix it other than to demolish the new dormers and rebuild them with a higher ceiling height. They recommend the changes below to support the weight and allow for more headspace without making the dormers wider.

These new dormers would have a 12' wide front face. These will be smaller in exterior width and no more than 2 feet higher (in the middle peak) than the previously approved dormers but will give us the needed ceiling height to pass the egress code requirement during inspection.







# Certificate of Appropriateness

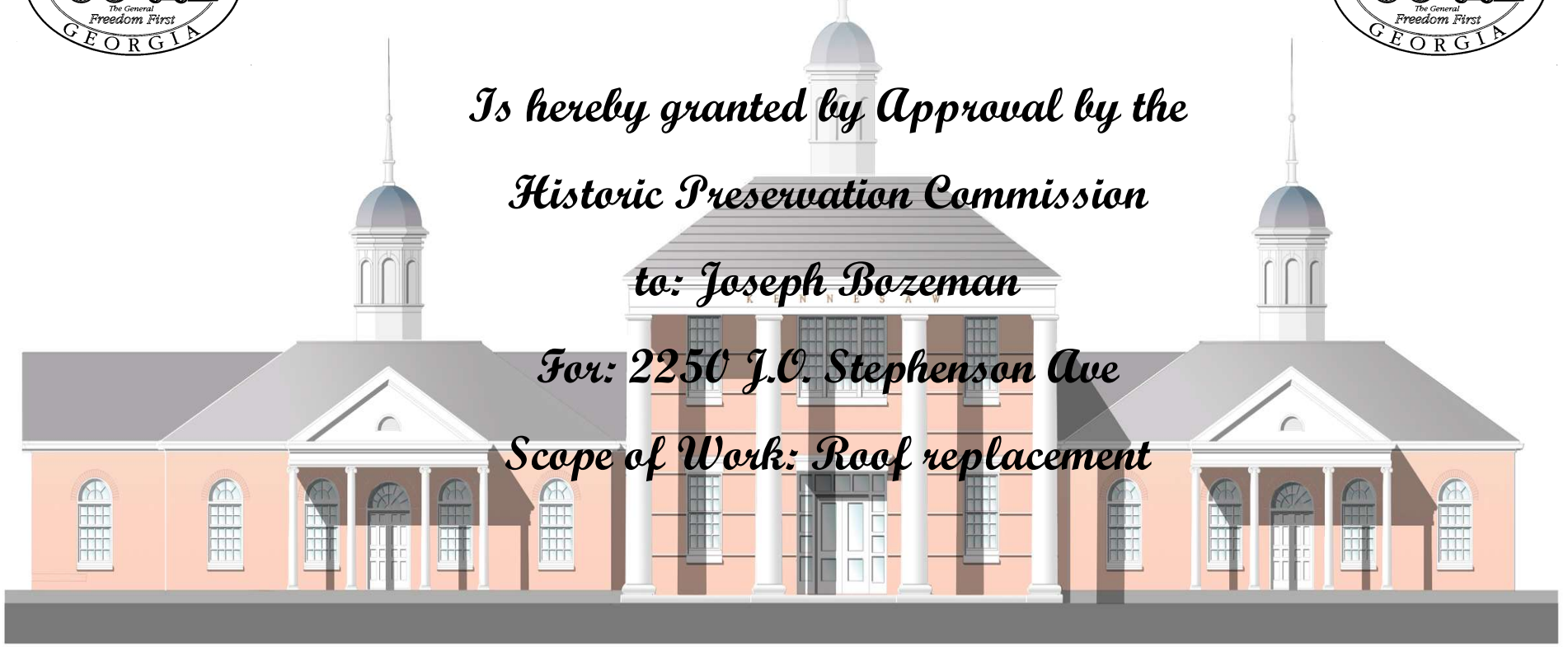


*Is hereby granted by Approval by the  
Historic Preservation Commission*

*to: Joseph Bazeman*

*For: 2250 J.O. Stephenson Ave*

*Scope of Work: Roof replacement*



*Darryl Simmons*

*Darryl Simmons, Administrator  
Planning & Zoning Department*

*04/25/2025*

*Date*

*Patrick Gallagher*

*Patrick Gallagher, Chairperson  
Historic Preservation Commission*

*04/25/2025*

*Date*

*Expires  
04/25/2026*



## CERTIFICATE OF APPROPRIATENESS APPLICATION

Application Fee: \$50.00     Demolition Fee: \$150.00

All new construction and exterior remodeling of buildings within the Kennesaw Historic District shall be subject to the architectural review and approval of the Historic Preservation Commission (**HPC**). HPC approval is also required for Kennesaw Downtown Development Authority (KDDA) Façade and Signage Grants.

A Certificate of Appropriateness (COA) must be obtained from the **HPC** prior to the issuance of a building permit. If a building permit is applied for prior to the issuance of a Certificate of Appropriateness, the building permit will be denied.

Completed applications, along with the required documents, must be submitted to the Planning and Zoning Department at [zoningdept@kennesaw-ga.gov](mailto:zoningdept@kennesaw-ga.gov) at least two weeks prior to the scheduled Historic Preservation Commission meeting. No application will be reviewed or placed on the HPC meeting agenda unless all requirements are met. All applications require at least one consultation with Planning and Zoning staff prior to submittal of applications. Please contact staff at (770) 590-8268 to schedule an appointment.

The **HPC** shall consider a variety of issues in rendering its decision including, but not limited to the following:

- a. The surrounding development
- b. The best interest of the community
- c. Previous studies undertaken by the City as well as the standards contained herein.

### **Application for signage to include**

- Material Specifications
- Drawing of Sign with Dimensions and Colors to be used
- Façade detail of fonts

### **Application for landscaping to include**

- Variety of trees and shrubs
- Indicate size and location of plantings

### **Application for exterior renovations and additions to include**

- Existing conditions site plan depicting location of addition in relation to the existing property
- Existing floor plan of building
- Proposed floor plan of building including portions not to be altered
- Elevations of all exterior façade of addition including relationship to existing building
- Detail of trim to be utilized on façade
- Manufacturer’s specifications for windows, doors and lighting that will be installed-including a photograph or sketch
- Photographs of all existing facades; existing structures adjacent to property; and views from the façade to be altered



**CONSISTENT WITH THE UNITED STATES CONSTITUTION AND THE RELIGIOUS LAND USE AND INSTITUTIONALIZED PERSONS ACT OF 2000, THE CITY OF KENNESAW DOES NOT DISCRIMINATE ON THE BASIS OF RELIGION IN THE APPLICATION OF ITS LAWS, POLICIES, OR PROCEDURES, INCLUDING THE APPLICATION OF ITS LAND USE REGULATIONS AND ZONING LAWS.**

Under the Religious Land Use and Institutionalized Persons Act of 2000 (“RLUIPA”), no government, including the City of Kennesaw, may apply its zoning or land use laws in a manner that imposes a substantial burden on the religious exercise of a person, including a religious assembly or institution. RLUIPA also provides that no government, including the City of Kennesaw, may apply a land use regulation in a manner that treats a religious assembly or institution (a church, for example) on less than equal terms than a nonreligious institution or assembly (a day care center or movie theater, for example). Finally, RLUIPA provides that no government, including the City of Kennesaw, may impose or implement a land use regulation in a manner that discriminates against a religious assembly or institution.

If you believe that the City of Kennesaw, or any other local government or municipality, has discriminated against you in the implementation of its zoning or land use laws, please contact the United States Department of Justice.

United States Department of Justice  
Civil Rights Division  
Housing and Civil Enforcement Section  
950 Pennsylvania Ave. N.W. –G St.  
Washington, DC 20530

1. **NAME OF APPLICANT:** Joseph Bozeman

- Owner
- Other
- Other, please specify \_\_\_\_\_

**APPLICANT MAILING ADDRESS:** 2250 J O Stephenson Ave Kennesaw, GA 30144

\_\_\_\_\_

(Home#)\_\_\_\_\_ (Cell#) [REDACTED] (Email) \_\_\_\_\_

**PROPERTY ADDRESS:** 2250 J O Stephenson Ave Kennesaw, GA 30144

Land Lot \_\_\_\_\_ Tax Parcel 20013801050 Lot Size 0.11 acres

Current zoning on property: CBD - historic district

2. **NAME OF ATTORNEY OR REPRESENTATIVE:**

\_\_\_\_\_

(Home#)\_\_\_\_\_ (Cell#) \_\_\_\_\_ (Email) \_\_\_\_\_

**NAME OF OWNER:**

Joseph Bozeman

(Home#)\_\_\_\_\_ (Cell#) [REDACTED] (Email) \_\_\_\_\_

3. **ACTIVITY**

- |  |  |
|--|--|
| <input type="checkbox"/> New Construction                  | <input type="checkbox"/> Exterior Architectural Features       |
| <input type="checkbox"/> Demolition                        | <input type="checkbox"/> Exterior Environmental Feature Change |
| <input type="checkbox"/> Awnings                           | <input type="checkbox"/> Moving a Building                     |
| <input type="checkbox"/> Fence                             | <input type="checkbox"/> Sign Erection                         |
| <input checked="" type="checkbox"/> Repairs or Alterations | <input type="checkbox"/> Sign Placement *                      |
| <input type="checkbox"/> Landscaping                       |  |
- \* (NOTE – Business License required before signage installation)**

Please describe your proposed work as simply and accurately as possible. Use the attached submittal criteria checklist to guide you in your description. Be sure to indicate materials to be used. Accurate drawings and photographs are required. (Use extra sheet, if necessary.) **Signed and sealed drawings from an architect, engineer or other design professional are required when construction of a new building, alterations and/or additions to existing structures are being made (Code 800.14.1).**

Replace existing roof with GAF Timberline HDZ Charcoal shingles. This is a re-roof project only, no changes structurally or aesthetically to the property other than the shingle replacement.

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Important: This form must be completed before the Historic Preservation Commission will consider the approval of any material change to a property within a Historic District. This form, along with supporting documents must be filed with the Planning and Zoning Department at [zoningdept@kennesaw-ga.gov](mailto:zoningdept@kennesaw-ga.gov) at least two weeks prior to the scheduled Historic Preservation Commission meeting.

**Incomplete applications will not be docketed for consideration by the Historic Preservation Commission.**

**The City of Kennesaw will not issue any permits until 7 days after the Commission's decision**, per City Ordinance No. 2003-51, Section Two. 800.20 –Any person or persons jointly or severally aggrieved by any decision of the Kennesaw HPC may appeal to the Mayor and City Council. The appeal must be filed within 7 days of the decision of the Commission and must be made by written petition delivered to the zoning administrator. The appeal shall be on the application exactly as presented to the commission.

Signed by: Joseph Bozeman 4/15/2025  
**Signature of Applicant** **Date**

**Signature of Owner** **Date**  
(If different from applicant, consenting to work to be performed on said property.)



CERTIFICATE OF APPROPRIATENESS

APPROVAL SIGNATURES

Darryl Simmons (Application Deemed Complete)  
Planning & Zoning Administrator

Date: 4/25/25

Patrick Gallagher  
(Application Administratively Approved)  
HPC Chair

Date: April 25, 2025

- GRANTED
- DENIED Reason for denial \_\_\_\_\_
- REQUIRES HPC APPROVAL

Historic Preservation Commission consideration:

HEARING DATE: \_\_\_\_\_

ACTION BY COMMISSION:

- GRANTED
- DENIED

APPROVED WITH CONDITIONS:

\_\_\_\_\_  
\_\_\_\_\_

DENIED: Reason for denial

\_\_\_\_\_  
\_\_\_\_\_

(May re-submit within 60 days)

POSTPONED/TABLED \_\_\_\_\_

Signature, Historic Preservation Commission

Date

*Upon Administrative Approval scan and send document to Commission for review*





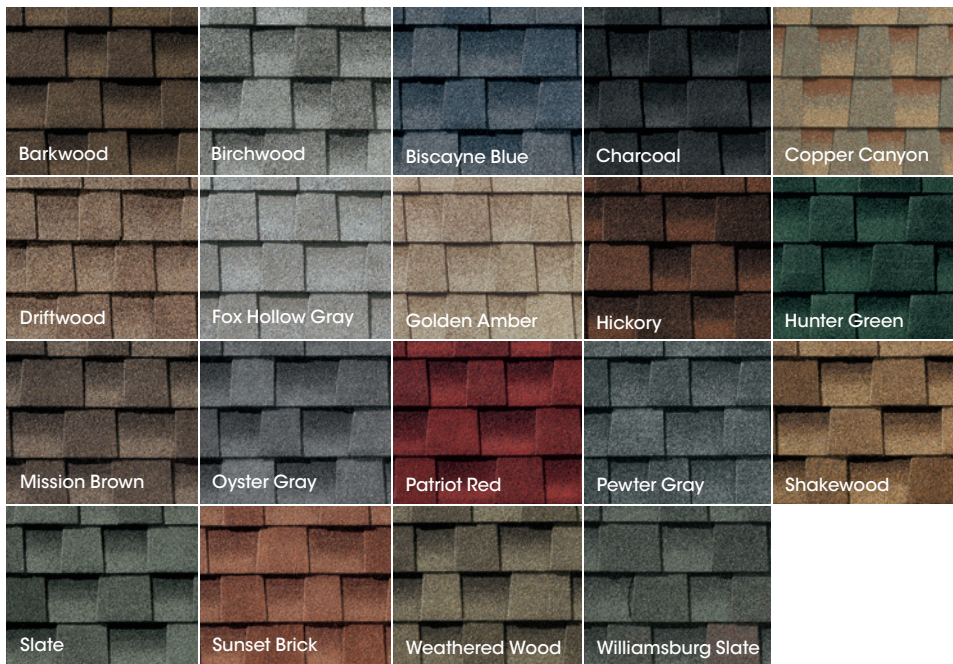




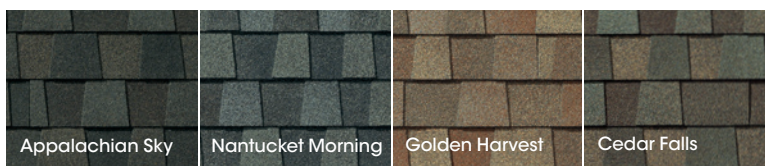
## Benefits:

- **LayerLock® technology** — mechanically fuses the common bond between overlapping shingle layers
- **Up to 99.9% nailing accuracy** — the StrikeZone® nailing area is so easy to hit that a roofer placed 999 out of 1,000 nails correctly in our test<sup>1</sup>
- **WindProven™ Limited Wind Warranty** — when installed with the required combination of GAF accessories, Timberline HDZ® shingles are eligible for a wind warranty with no maximum wind speed limitation<sup>2</sup>
- **Dura Grip™ sealant** pairs with the microgranule surface of the StrikeZone® nailing area, and an asphalt-to-asphalt monolithic bond cures for durability, strength, and exceptional wind-uplift performance
- **25-year StainGuard Plus™ Algae Protection Limited Warranty** against blue-green algae discoloration.<sup>3</sup> Proprietary GAF time-release algae-fighting technology helps protect your shingles from unsightly stains.
- **For the best look** — use TimberTex® premium ridge cap shingles or TimberCrest® premium SBS-modified ridge cap shingles

## Colors:



## Harvest Blend Colors<sup>5</sup>



## Product details:

### Product/System Specifics

- Fiberglass asphalt construction
- **Dimensions (approx.):** 13 1/4" x 39 3/8" (337 mm x 1,000 mm)
- **Exposure:** 5 5/8" (143 mm)
- **Bundles/Square:** 3
- **Pieces/Square:** 64
- **StainGuard Plus™ Algae Protection Limited Warranty<sup>3</sup>**
- **Hip/Ridge:** TimberTex®; TimberCrest®; Seal-A-Ridge®; Z®Ridge; Ridglass®<sup>4</sup>
- **Starter:** Pro-Start®; QuickStart®; WeatherBlocker™

### Applicable Standards & Protocols:

- Passes UL 2218 Impact-Resistance Test with Class 3 rating
- UL Listed to ANSI/UL 790 Class A
- State of Florida Approved
- Classified by UL in accordance with ICC-ES AC438
- Meets ASTM D7158, Class H
- Meets ASTM D3161, Class F
- Meets ASTM D3018 Type 1
- Meets ASTM D3462<sup>5</sup>
- Miami-Dade County Product Control Approved
- ICC-ES Evaluation Reports ESR-1475 and ESR-3267
- Meets Texas Department of Insurance Requirements
- Rated by the CRRC; Can be used to comply with Title 24 Cool Roof Requirements (some colors)

<sup>1</sup> Lifetime refers to the length of warranty coverage provided and means as long as the original individual owner(s) of a single-family detached residence [or eligible second owner(s)] owns the property where the qualifying GAF products are installed. For other owners/structures, Lifetime coverage is not applicable. Lifetime coverage on shingles requires the use of GAF Lifetime shingles only. See the *GAF Shingle & Accessory Limited Warranty* for complete coverage and restrictions. Visit [gaf.com/LRS](http://gaf.com/LRS) for qualifying GAF products. Lifetime coverage on shingles and accessories requires the use of any GAF Lifetime shingle and at least 3 qualifying GAF accessories. See the *GAF Roofing System Limited Warranty* for complete coverage and restrictions. For installations not eligible for the *GAF Roofing System Limited Warranty*, see the *GAF Shingle & Accessory Limited Warranty*. Visit [gaf.com/LRS](http://gaf.com/LRS) for qualifying GAF products.

<sup>2</sup> Results based on study conducted by Home Innovation Research Labs, an independent research lab, comparing installation of Timberline HDZ® Shingles to Timberline HDZ® Shingles on a 16-square roof deck using standard 4-nail nailing pattern under controlled laboratory conditions. Actual results may vary.

<sup>3</sup> 25-year WindProven® Limited Wind Warranty on GAF shingles with LayerLock® technology requires the use of GAF starter strips, roof deck protection, ridge cap shingles, and leak barrier or attic ventilation. See *GAF Roofing System Limited Warranty* for complete coverage and restrictions. Visit [gaf.com/LRS](http://gaf.com/LRS) for qualifying GAF products. For installations not eligible for the *GAF WindProven™ Limited Warranty*, see the *GAF Shingle & Accessory Limited Warranty*.

<sup>4</sup> 25-year StainGuard Plus™ Algae Protection Limited Warranty against blue-green algae discoloration is available only on products sold in packages bearing the StainGuard Plus™ logo. See *GAF Shingle & Accessory Limited Warranty* for complete coverage and restrictions and qualifying products.

<sup>5</sup> Harvest Blend colors are only available on TimberTex® Ridge Cap Shingles, Seal-A-Ridge® Ridge Cap Shingles, and TimberCrest® Premium SBS-Modified Ridge Cap Shingles.

<sup>6</sup> Periodically tested by independent and internal labs to ensure compliance with ASTM D3462 at time of manufacture.



**Note:** It is difficult to reproduce the color clarity and actual color blends of these products. Before selecting your color, please ask to see several full-size shingles.





## Charcoal

Charcoal is the most neutral of shades, and works wonderfully with blues, grays, whites, yellow, gold, sage, and green.

Note: It is difficult to reproduce the color clarity and actual color blends of these products. Before selecting your color, please ask to see several full-size shingles.



**Infinity Roofing Contractors**  
 3440 Blue Springs Road NW Suite 202  
 Kennesaw, GA 30144 678-903-3170  
 Phone: [REDACTED]

**Customer Info:**

Job #: 25-2775  
 Bozeman, Joe  
 2250 J.O. Stephenson Avenue,  
 Kennesaw, GA, 30144  
 [REDACTED]

**Claim Information:**

State Farm  
 Claim Number: 11-69G7-31S

**Company Representative:**

[REDACTED]

## Install OSB Decking Over Front Porch Roof

Description
Remove roll roofing
Install 7/16" OSB sheathing over front porch roof to prepare for shingle install

## Full Roof Replacement with GAF Timberline HDZ 50-Year Shingle & GAF Lifetime System Plus Warranty

Description
Prep and tarp all exposed landscape, decks/furniture and fragile items prior to tear off
Remove Tear off, haul and dispose of shingles - 3 tab or equivalent- to bare decking
Inspect bare roof decking for rot and replace OSB Decking (as needed) for rot repair <b>**Note:</b> Rotted wood will be replaced and patched from truss-to-truss.
Replace Sheathing, OSB - 7/16" <b>**Note:</b> 3 sheets of decking included to replace rotted sections. If additional sheets are required, they are \$60/sheet (NOTE - this is subject to market pricing and may change prior to install)
Detach & Reset Exhaust cap (furnace/hot water stack) & paint to match
Install Synthetic Underlayment » Peak Synthetic <b>**Note:</b> Only synthetic underlayment is used during installation due to its superior tear strength and increased protection over organic (paper) felt.
Install Starter shingles on all rakes and eaves » GAF » ProStart <b>**Note:</b> The purpose of this shingle is to give the "perimeter edge" run a solid seal. This is a true starter (NOT 3-tab shingles flipped backward - which is common practice)
Install Ice & water shield (installed in all valley, under step-flash, over chimney cricket and all slope transition) » GAF » WeatherWatch <b>**Note:</b> Code requirement. Peel and stick membrane, designed to seal around pneumatic nails creating watertight seal directly to the decking.
Install Drip Edge » 4.5" » Black <b>**Note:</b> Code requirement - paid when incurred. Large flange drip edge installed along rakes, facilitating proper water-flow and protecting fascia.
Install Gutter Apron » 2"x4" » Black <b>**Note:</b> Code requirement - paid when incurred. This metal is specially designed to assist in proper water flow and drainage into gutter. Additionally, it has a wide flange to ensure total coverage of the "builders' gap" between decking and fascia, preventing water and pest intrusion into attic.
Replace Flashing - pipe jack » 3 in 1" <b>**Note:</b> Long-lasting neoprene boots will be installed over all plumbing penetrations
Replace Neoprene/rubber vent pipe plumbing collar » IPS » 1-3" <b>**Note:</b> This extra neoprene collar doubles the life of pipe boots.
Inspect Chimney Flashing <b>**Note:</b> ** Bid item - this is not included in estimate price and would be an added cost. We will check chimney for proper flash and proper water diversion. If the existing chimney flashing is damaged or deteriorated, it will be replaced for \$150/chimney. The condition of the existing flashing will not be visible until after tear-off.
Replace Shingle- Laminated/Lifetime Architectural- » GAF » Timberline HDZ » Charcoal

Install Continuous ridge vent, shingle-over style » Cobra » Rigid Vent3

**\*\*Note:** In lieu of box vents, ridge vent is the most-effective, passive ventilation system available and lengthens shingle life.

Replace Ridge cap - 3 tab shingles » GAF » Royal Sovereign

- Job Foreman

**\*\*Note:** We will have a job foreman on site to document the install process, provide communication with the crew, answer any questions, and do a final walk through when the job is complete

Clean all debris from property, blow out gutters, and sweep for nails with magnetic sweeper

**\*\*Note:** We will be cleaning throughout construction. Upon completion, a detailed walk-through performed to ensure all visible debris is removed/disposed of

Remove Dump Trailer - » 3-5 Tons of Debris- Approx. 15 Yards

Certify Warranty » GAF » Lifetime System Plus

**\*\*Note:** This 50 year warranty can only be provided by select GAF product installers. It is backed by GAF and it includes: tear-off, materials and install of any product covered under an approved claim. This warranty is transferable one time if property changes ownership.

#### Notes/Comments:

**This is a re-roof project only. We are not making any changes structurally or aesthetically to the property other than replacing the roof**

This estimate was last edited by Anthony Imbordino ((678) 599-0028, Anthonyimbordino1@gmail.com) on March 14, 2025. The estimate may be withdrawn if not accepted within \_\_\_\_\_ days.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

5/24/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement.

PRODUCER: Norton Mountain Insurance, 14 Courthouse Square, Cleveland, GA 30528. CONTACT NAME, PHONE, FAX, E-MAIL ADDRESS, INSURER(S) AFFORDING COVERAGE, NAIC #, INSURED: Infinity Roofing Contractors, Inc., 3440 Blue Springs Rd., Ste 202, Kennesaw, GA 30144.

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES.

Table with columns: INSR LTR, TYPE OF INSURANCE, ADDL INSD, SUBR WVD, POLICY NUMBER, POLICY EFF (MM/DD/YYYY), POLICY EXP (MM/DD/YYYY), LIMITS. Rows include Commercial General Liability, Automobile Liability, Umbrella Liab, Excess Liab, and Workers Compensation.

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER: Attic Self Storage, Inc., PO Box 2747, Dallas, GA 30132. CANCELLATION: SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE: Michael Mellars

# CITY OF ACWORTH - Occupation Tax Certificate

Phone: (770)917-8903

**License Id:** 25-00748                      **Issued Date:** 07/26/24  
**Effective Date:** 07/01/24                **Expiration Date:** 06/30/25  
**License Type:** ROOFING CONTRACTOR



**Business Name:** INFINITY ROOFING CONTRACTORS  
**Business Location:** 3440 BLUE SPRINGS RD STE 202  
INFINITY ROOFING CONTRACTORS  
KATHLEEN IMBORDINO  
3440 BLUE SPRINGS RD STE 202  
KENNESAW, GA 30144

**Summary of Services:**

**Description**  
GROSS REVENUE #1  
ADMINISTRATIVE FEE

Witness my hand and seal with day and year above written.

\_\_\_\_\_  
City Clerk

**NON-TRANSFERABLE**

**TO BE PLACED IN A CONSPICUOUS PLACE**

**License Id:** 25-00748                      **Issued Date:** 07/26/24  
**Effective Date:** 07/01/24                **Expiration Date:** 06/30/25  
**License Type:** ROOFING CONTRACTOR

**Business Name:** INFINITY ROOFING CONTRACTORS  
**Business Location:** 3440 BLUE SPRINGS RD STE 202  
INFINITY ROOFING CONTRACTORS  
KATHLEEN IMBORDINO  
3440 BLUE SPRINGS RD STE 202  
KENNESAW, GA 30144

FILE COPY

**Summary of Services**

**Description**  
GROSS REVENUE #1  
ADMINISTRATIVE FEE



# Certificate of Appropriateness

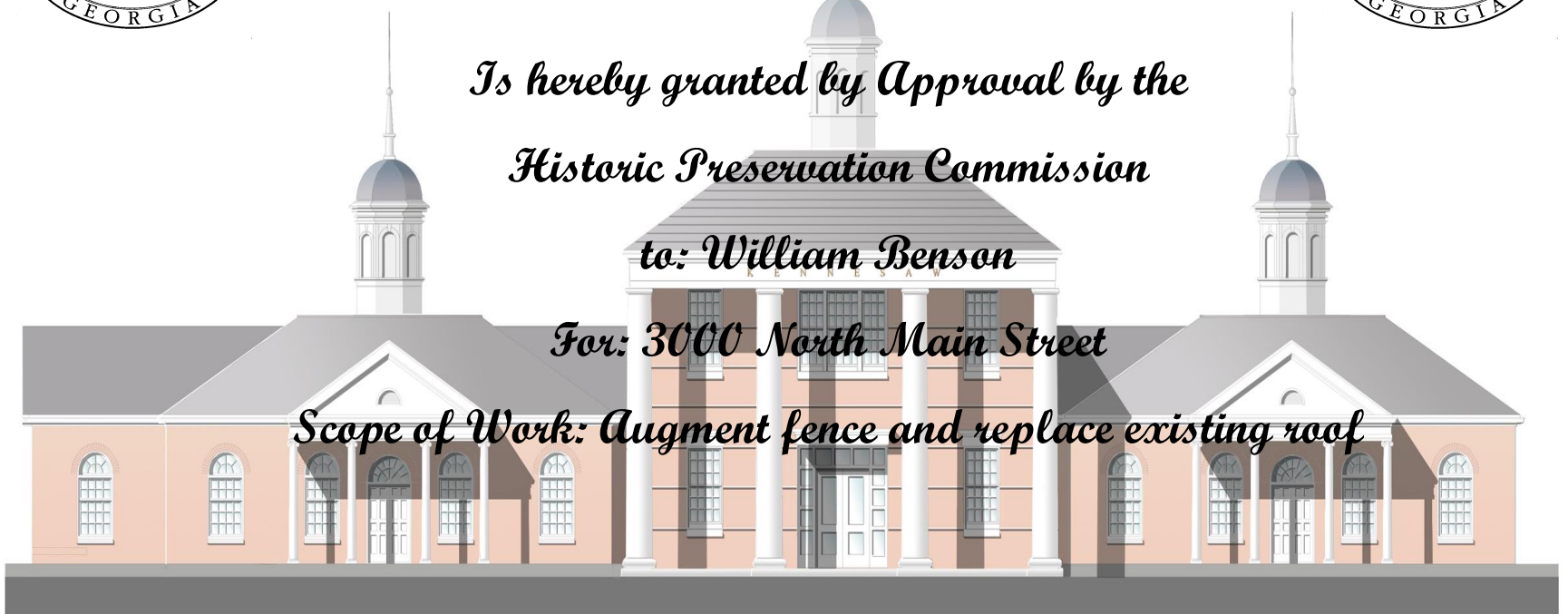


*Is hereby granted by Approval by the  
Historic Preservation Commission*

*to: William Benson*

*For: 3000 North Main Street*

*Scope of Work: Augment fence and replace existing roof*



*Darryl Simmons*

*Darryl Simmons, Administrator  
Planning & Zoning Department*

*05/05/2025*

*Date*

*Patrick Gallagher*

*Patrick Gallagher, Chairperson  
Historic Preservation Commission*

*05/05/2025*

*Date*

*Expires  
05/05/2026*



## CERTIFICATE OF APPROPRIATENESS APPLICATION

Application Fee: \$50.00     Demolition Fee: \$150.00

All new construction and exterior remodeling of buildings within the Kennesaw Historic District shall be subject to the architectural review and approval of the Historic Preservation Commission (**HPC**). HPC approval is also required for Kennesaw Downtown Development Authority (KDDA) Façade and Signage Grants.

A Certificate of Appropriateness (COA) must be obtained from the **HPC** prior to the issuance of a building permit. If a building permit is applied for prior to the issuance of a Certificate of Appropriateness, the building permit will be denied.

Completed applications, along with the required documents, must be submitted to the Planning and Zoning Department at [zoningdept@kennesaw-ga.gov](mailto:zoningdept@kennesaw-ga.gov) at least two weeks prior to the scheduled Historic Preservation Commission meeting. No application will be reviewed or placed on the HPC meeting agenda unless all requirements are met. All applications require at least one consultation with Planning and Zoning staff prior to submittal of applications. Please contact staff at (770) 590-8268 to schedule an appointment.

The **HPC** shall consider a variety of issues in rendering its decision including, but not limited to the following:

- a. The surrounding development
- b. The best interest of the community
- c. Previous studies undertaken by the City as well as the standards contained herein.

### **Application for signage to include**

- Material Specifications
- Drawing of Sign with Dimensions and Colors to be used
- Façade detail of fonts

### **Application for landscaping to include**

- Variety of trees and shrubs
- Indicate size and location of plantings

### **Application for exterior renovations and additions to include**

- Existing conditions site plan depicting location of addition in relation to the existing property
- Existing floor plan of building
- Proposed floor plan of building including portions not to be altered
- Elevations of all exterior façade of addition including relationship to existing building
- Detail of trim to be utilized on façade
- Manufacturer's specifications for windows, doors and lighting that will be installed-including a photograph or sketch
- Photographs of all existing facades; existing structures adjacent to property; and views from the façade to be altered



**CONSISTENT WITH THE UNITED STATES CONSTITUTION AND THE RELIGIOUS LAND USE AND INSTITUTIONALIZED PERSONS ACT OF 2000, THE CITY OF KENNESAW DOES NOT DISCRIMINATE ON THE BASIS OF RELIGION IN THE APPLICATION OF ITS LAWS, POLICIES, OR PROCEDURES, INCLUDING THE APPLICATION OF ITS LAND USE REGULATIONS AND ZONING LAWS.**

Under the Religious Land Use and Institutionalized Persons Act of 2000 (“RLUIPA”), no government, including the City of Kennesaw, may apply its zoning or land use laws in a manner that imposes a substantial burden on the religious exercise of a person, including a religious assembly or institution. RLUIPA also provides that no government, including the City of Kennesaw, may apply a land use regulation in a manner that treats a religious assembly or institution (a church, for example) on less than equal terms than a nonreligious institution or assembly (a day care center or movie theater, for example). Finally, RLUIPA provides that no government, including the City of Kennesaw, may impose or implement a land use regulation in a manner that discriminates against a religious assembly or institution.

If you believe that the City of Kennesaw, or any other local government or municipality, has discriminated against you in the implementation of its zoning or land use laws, please contact the United States Department of Justice.

United States Department of Justice  
Civil Rights Division  
Housing and Civil Enforcement Section  
950 Pennsylvania Ave. N.W. –G St.  
Washington, DC 20530

1. NAME OF APPLICANT: William Benson

- Owner
- Other
- Other, please specify \_\_\_\_\_

APPLICANT MAILING ADDRESS: 3000 North Main Street NW

\_\_\_\_\_

(Home#) \_\_\_\_\_ (Cell#)                      (Email)                     

PROPERTY ADDRESS: 3000 North Main Street NW

Land Lot \_\_\_\_\_ Tax Parcel \_\_\_\_\_ Lot Size \_\_\_\_\_

Current zoning on property: \_\_\_\_\_

2. NAME OF ATTORNEY OR REPRESENTATIVE:

\_\_\_\_\_

(Home#) \_\_\_\_\_ (Cell#) \_\_\_\_\_ (Email) \_\_\_\_\_

NAME OF OWNER:

William Benson

\_\_\_\_\_

(Home#) \_\_\_\_\_ (Cell#)                      (Email)                     

3. ACTIVITY

- |  |  |
|--|--|
| <input type="checkbox"/> New Construction                  | <input type="checkbox"/> Exterior Architectural Features       |
| <input type="checkbox"/> Demolition                        | <input type="checkbox"/> Exterior Environmental Feature Change |
| <input type="checkbox"/> Awnings                           | <input type="checkbox"/> Moving a Building                     |
| <input type="checkbox"/> Fence                             | <input type="checkbox"/> Sign Erection                         |
| <input checked="" type="checkbox"/> Repairs or Alterations | <input type="checkbox"/> Sign Placement *                      |
| <input type="checkbox"/> Landscaping                       |  |

**\* (NOTE – Business License required before signage installation)**

Please describe your proposed work as simply and accurately as possible. Use the attached submittal criteria checklist to guide you in your description. Be sure to indicate materials to be used. Accurate drawings and photographs are required. (Use extra sheet, if necessary.) **Signed and sealed drawings from an architect, engineer or other design professional are required when construction of a new building, alterations and/or additions to existing structures are being made (Code 800.14.1).**

1. Augment to existing fence.
  - Included information.
    - Material, style and height of the proposed fence to match existing
    - Site plan showing the placement of the fence in reference to the property line.
2. Roof replacement (Not altering the roof pitch or slope)
  - The proposed roofing materials are GAF HDX Timberline shingles. Product information included.

Important: This form must be completed before the Historic Preservation Commission will consider the approval of any material change to a property within a Historic District. This form, along with supporting documents must be filed with the Planning and Zoning Department at [zoningdept@kennesaw-ga.gov](mailto:zoningdept@kennesaw-ga.gov) at least two weeks prior to the scheduled Historic Preservation Commission meeting.

**Incomplete applications will not be docketed for consideration by the Historic Preservation Commission.**

**The City of Kennesaw will not issue any permits until 7 days after the Commission's decision**, per City Ordinance No. 2003-51, Section Two. 800.20 –Any person or persons jointly or severally aggrieved by any decision of the Kennesaw HPC may appeal to the Mayor and City Council. The appeal must be filed within 7 days of the decision of the Commission and must be made by written petition delivered to the zoning administrator. The appeal shall be on the application exactly as presented to the commission.

  
Signature of Applicant

04/17/2025

Date

\_\_\_\_\_  
Signature of Owner

\_\_\_\_\_  
Date

(If different from applicant, consenting to work to be performed on said property.)



CERTIFICATE OF APPROPRIATENESS

APPROVAL SIGNATURES

*[Handwritten signature]*

Darryl Simmons (Application Deemed Complete)  
Planning & Zoning Administrator

Date: May 5, 2025

Patrick Gallagher

(Application Administratively Approved)  
HPC Chair

Date: May 5, 2025

- GRANTED
- DENIED Reason for denial \_\_\_\_\_
- REQUIRES HPC APPROVAL

Historic Preservation Commission consideration:

HEARING DATE: \_\_\_\_\_

ACTION BY COMMISSION:

- GRANTED
- DENIED

APPROVED WITH CONDITIONS:

\_\_\_\_\_  
\_\_\_\_\_

DENIED: Reason for denial

\_\_\_\_\_  
\_\_\_\_\_

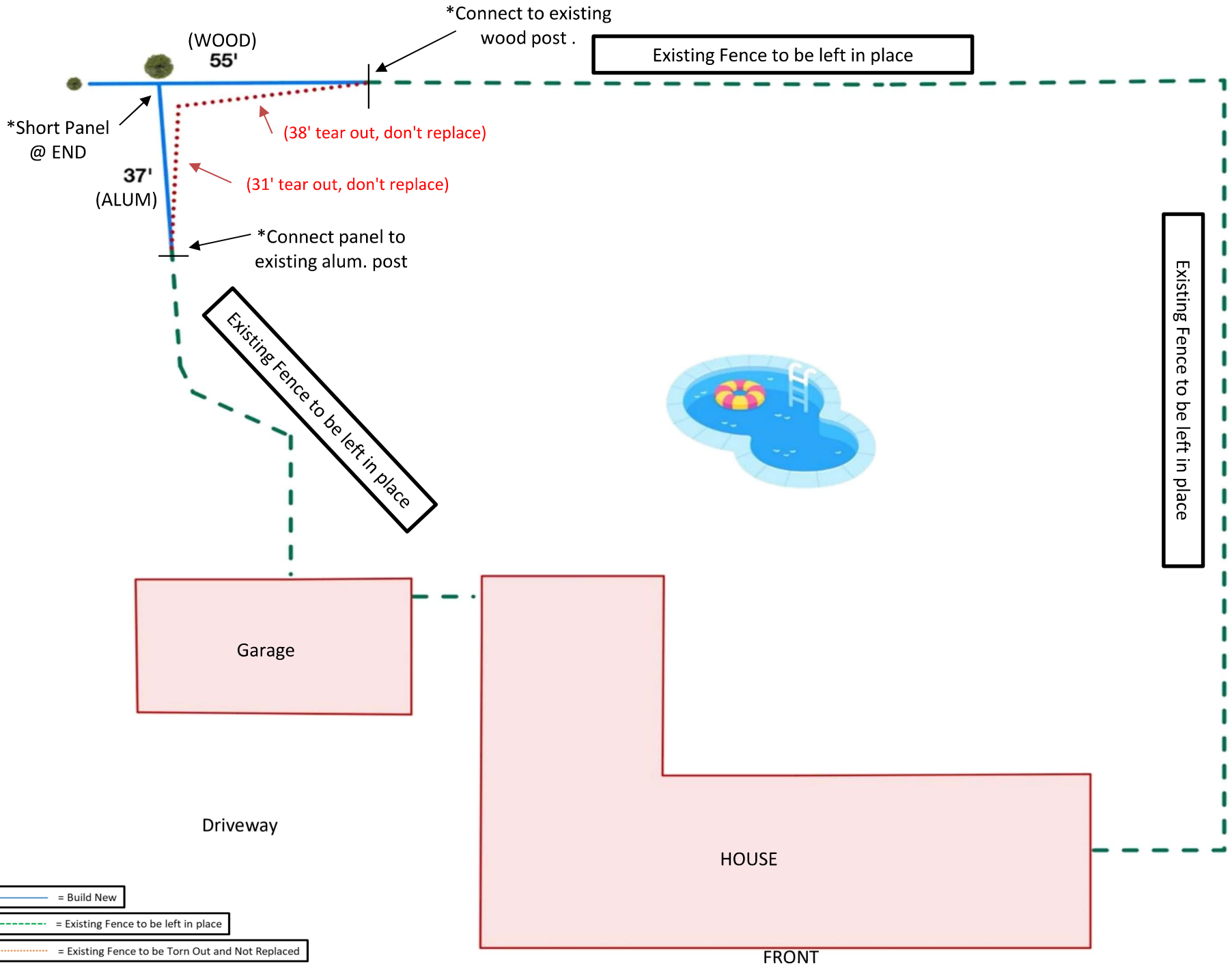
(May re-submit within 60 days)

POSTPONED/TABLED \_\_\_\_\_

Signature, Historic Preservation Commission

Date

*Upon Administrative Approval scan and send document to Commission for review*



- = Build New
- = Existing Fence to be left in place
- = Existing Fence to be Torn Out and Not Replaced

## Materials

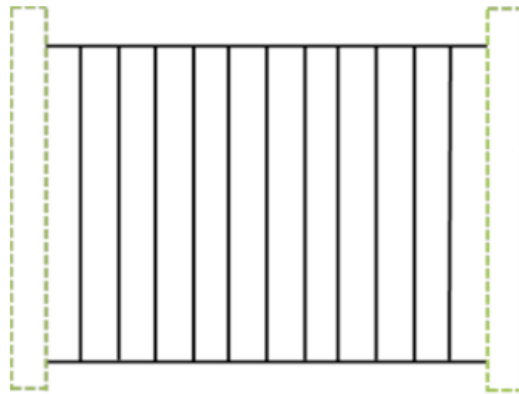
### House roof and Deck Roof:

The house roof and deck roof will be matching architectural shingles. The framing for the deck roof will be wood engineered appropriately for the structure. The exposed framing will either be stained or painted to complement the design of the house. The interior ceiling of the deck roof will be wood and either stained or painted. Any exposed siding will match the existing house lap siding and material.

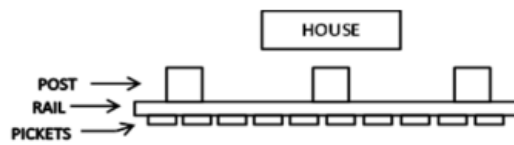
### Fence:

The figures describe the wood and aluminum fencing materials.

**6 Ft Priv. - Pine - 3 Rail**



**STRAIGHT TOP PRIVACY**



**BUILD STYLE A -- FACE OUT**



**DOG EAR PICKET**

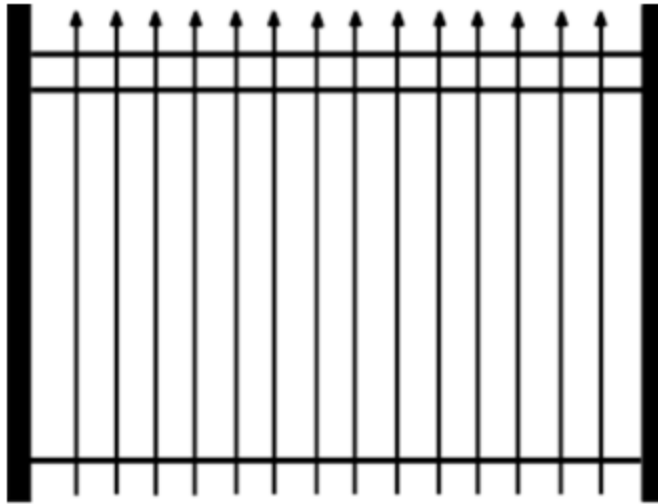


**FLAT POST**

**Materials:**

Section	Comment
Posts	Pressure Treated Pine 4" x 4" (3.5" x 3.5" Actual)
Rails	Pressure Treated Pine 2" x 4" (1.5" x 3.5" Actual), 3 per section
Pickets	Pressure Treated Pine 1" x 6" (5/8" x 5.5" Actual)

**5 Ft -Decor. Mtl - SPS - 5/8 Picket-Press. Spear Top-3 Rail**



**3-RAIL DECORATIVE METAL  
PRESSED SPEAR**

**Materials:**

<b>Section</b>	<b>Comment</b>
Posts	2" Square
Rails	3 Per Section
Pickets	5/8" Square
Pickets	Style - Exposed Pickets with Pressed Spear Top
Pickets	Space Between Pickets - Approximately 4"
Gate Detail	Gate Hinges are Self-Closing
Other	Panels: 6'W x 5'H - Black Aluminum - Spear Top with Open Bottom Pickets







# Timberline HDZ<sup>®</sup>

High Definition<sup>®</sup> Lifetime<sup>†</sup> Shingles



As featured on *This Old House*, the Timberline HDZ<sup>®</sup> shingles installed here are Oyster Gray.

Millions of families have found shelter and peace of mind under a Timberline<sup>®</sup> roof.

And now, a good thing just got even better again.



We protect what matters most<sup>™</sup>



# It's never just a roof. It's a promise, kept.

Providing a home means making a promise — of shelter, security, and stability. It says to the people who count on you, "You're going to be safe, dry, and warm under this roof."

Choosing a Timberline HDZ® roof is a great way to help keep that promise.

It's our first shingle ever to come with patented LayerLock® Technology. That means it's engineered for the best possible installation.

# It's a shingle that helps your roofer do their best work

LayerLock® Technology strengthens the bond between layers of your Timberline HDZ® shingles. To help your roofer give you the best possible installation. And to help you rest easy when the wind is howling outside.

## Here's how it works:

The strength added by LayerLock® Technology allowed GAF to create the StrikeZone® nailing area — the industry's widest nail zone — which offered 99.9% nailing accuracy in our test.<sup>1</sup>

LayerLock® Technology also powers the industry's first wind warranty with no maximum wind speed limitation. Timberline HDZ® shingles are eligible for the WindProven™ Limited Wind Warranty when installed with the required combination of four qualifying GAF accessories.<sup>2</sup>



<sup>1</sup> Results based on study conducted by Home Innovation Research Labs, an independent research lab, comparing installation of Timberline HD® shingles to Timberline HDZ® shingles on a 16-square roof deck using standard 4-nail nailing pattern under controlled laboratory conditions. Actual results may vary.

<sup>2</sup> 15-year WindProven™ Limited Wind Warranty on GAF shingles with LayerLock® Technology requires the use of GAF starter strips, roof deck protection, ridge cap shingles, and leak barrier or attic ventilation. See *GAF Roofing System Limited Warranty* for complete coverage and restrictions. Visit [gaf.com/LRS](http://gaf.com/LRS) for qualifying GAF products. For installations not eligible for the *GAF WindProven™ Limited Wind Warranty*, see the *GAF Shingle & Accessory Limited Warranty*.



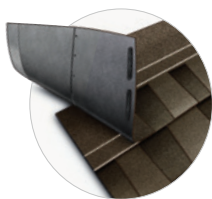
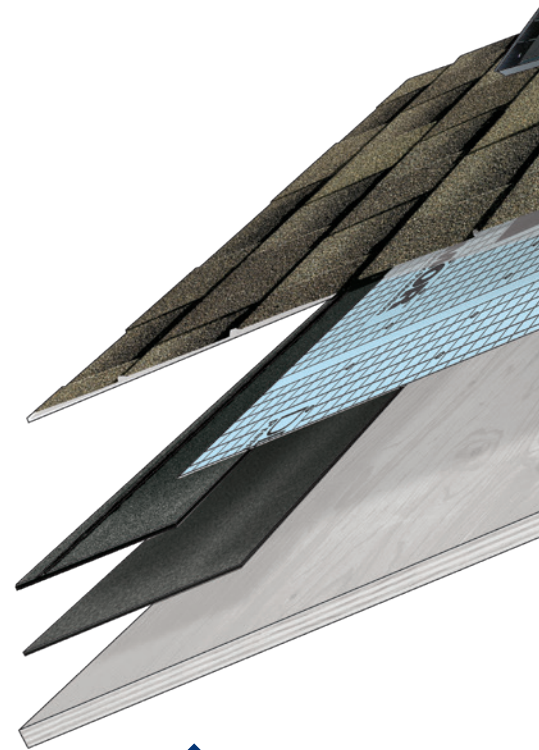
# It's a system, built to protect

A Timberline HDZ® roof is so much more than shingles. It's layers of protection, working together to help keep your home safe from rain, snow, sun, and wind.

In fact, installing 4 qualifying GAF accessories — GAF starter strips, roof deck protection, ridge cap shingles, and either leak barrier or attic ventilation — in one roof system makes Timberline HDZ® shingles eligible for the WindProven™ Limited Wind Warranty.<sup>1</sup>

Timberline HDZ® shingles also feature GAF time-release algae-fighting technology, for long-lasting algae-fighting power, and come with a 25-year StainGuard Plus™ Algae Protection Limited Warranty against blue-green algae discoloration.<sup>2</sup>

Visit [gaf.com/LRS](http://gaf.com/LRS) for qualifying GAF products.

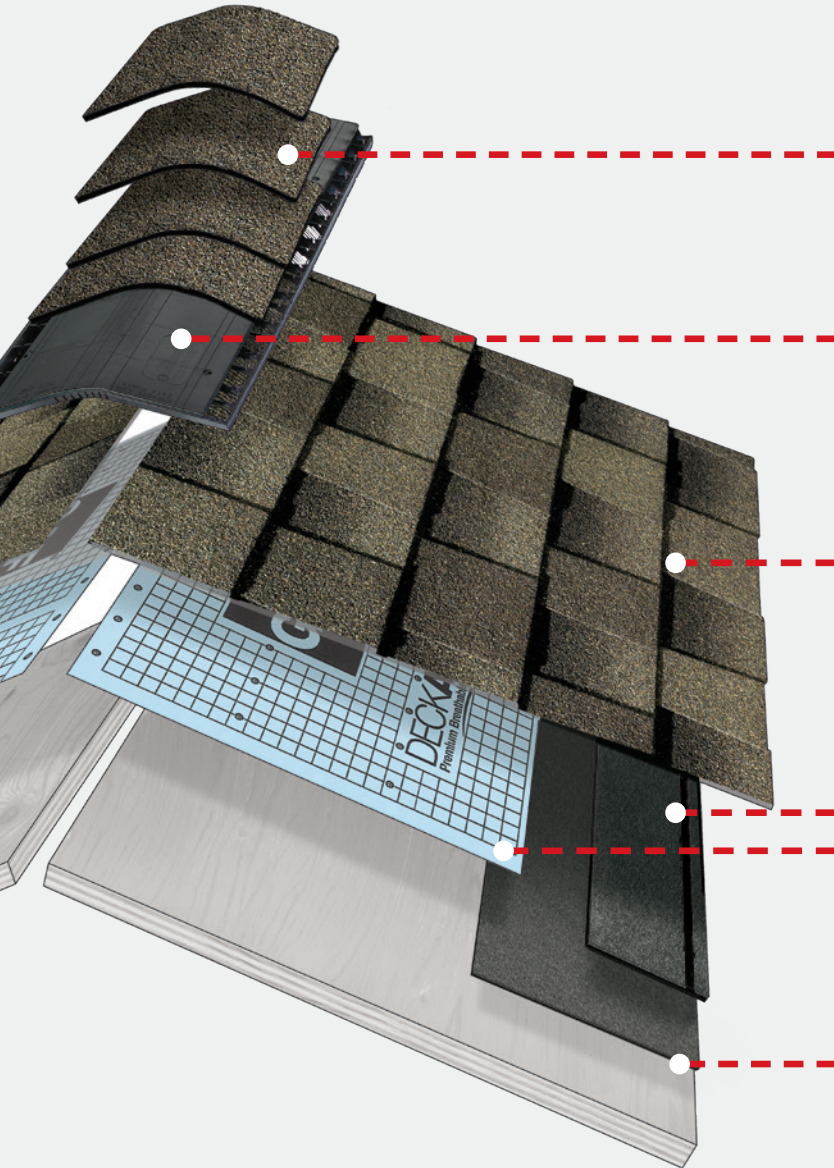


LayerLock® Technology mechanically fuses the common bond between overlapping shingle layers. The added strength at the common bond powers the StrikeZone® — the industry's widest nailing area.

<sup>1</sup> 15-year WindProven™ Limited Wind Warranty on GAF shingles with LayerLock® Technology requires the use of GAF starter strips, roof deck protection, ridge cap shingles, and leak barrier or attic ventilation. See *GAF Roofing System Limited Warranty* for complete coverage and restrictions. Visit [gaf.com/LRS](http://gaf.com/LRS) for qualifying GAF products. For installations not eligible for the *GAF WindProven™ Limited Wind Warranty*, see the *GAF Shingle & Accessory Limited Warranty*.

<sup>2</sup> 25-year StainGuard Plus™ Algae Protection Limited Warranty against blue-green algae discoloration is available only on products sold in packages bearing the StainGuard Plus™ logo. See *GAF Shingle & Accessory Limited Warranty* for complete coverage and restrictions and qualifying products.

## The GAF Lifetime<sup>+</sup> Roofing System



**Ridge Cap Shingles**  
Helps defend against leaks at the hips and ridges



**Attic Ventilation**  
Helps reduce attic moisture and heat



**Lifetime<sup>+</sup> Shingles**  
Helps beautify and protect for years to come



**Starter Strip Shingles**  
Helps guard against shingle blow-offs



**Roof Deck Protection**  
Helps shield the roof deck from moisture infiltration



**Leak Barrier**  
Helps prevent leaks caused by wind-driven rain and ice dams

Install any GAF Lifetime<sup>+</sup> shingle and at least 3 qualifying GAF accessories and get a Lifetime<sup>+</sup> Limited Warranty on your qualifying GAF products plus

non-prorated coverage for the first 10 years. For even stronger coverage, ask your GAF factory-certified contractor<sup>1</sup> about enhanced GAF warranties.



<sup>1</sup> Lifetime refers to the length of warranty coverage provided and means as long as the original individual owner(s) of a single-family detached residence [or eligible second owner(s)] owns the property where the qualifying GAF products are installed. For other owners/structures, Lifetime coverage is not applicable. Lifetime coverage on shingles requires the use of GAF Lifetime shingles only. See the *GAF Shingle & Accessory Limited Warranty* for complete coverage and restrictions. Visit [gaf.com/LRS](http://gaf.com/LRS) for qualifying GAF products. Lifetime coverage on shingles and accessories requires the use of any GAF Lifetime shingle and at least 3 qualifying GAF accessories. See the *GAF Roofing System Limited Warranty* for complete coverage and restrictions. For installations not eligible for the *GAF Roofing System Limited Warranty*, see the *GAF Shingle & Accessory Limited Warranty*. Visit [gaf.com/LRS](http://gaf.com/LRS) for qualifying GAF products.

<sup>1</sup> Contractors enrolled in GAF certification programs are not employees or agents of GAF, and GAF does not control or otherwise supervise these independent businesses. Contractors may receive benefits, such as loyalty rewards points and discounts on marketing tools from GAF for participating in the program and offering GAF enhanced warranties, which require the use of a minimum amount of GAF products. Your dealings with a Contractor, and any services they provide to you, are subject to the *Contractor Terms of Use*. Visit [gaf.com/gaf-contractor-terms-of-use](http://gaf.com/gaf-contractor-terms-of-use) for details.



## Weathered Wood

The perfect neutral color, Weathered Wood complements a broad range of hues and works well with sage, cream, ivory, and beige.

Note: It is difficult to reproduce the color clarity and actual color blends of these products. Before selecting your color, please ask to see several full-size shingles.



## Charcoal

Charcoal is the most neutral of shades, and works wonderfully with blues, grays, whites, yellow, gold, sage, and green.

Note: It is difficult to reproduce the color clarity and actual color blends of these products. Before selecting your color, please ask to see several full-size shingles.



## Pewter Gray

Pewter Gray can add dramatic counterpoint to contemporary exterior color palettes, as well as to stucco or brick facades.

Note: It is difficult to reproduce the color clarity and actual color blends of these products. Before selecting your color, please ask to see several full-size shingles.



## Barkwood

The neutral brown Barkwood emulates wood and coordinates well with warm colors like beige, taupe, cream, gold, and yellow.

Note: It is difficult to reproduce the color clarity and actual color blends of these products. Before selecting your color, please ask to see several full-size shingles.



## Shakewood

An appealing blend of browns, tans, and gold, warm radiant Shakewood pairs equally well with neutral beige and clay tones, as well as deeper jewel tones.

Note: It is difficult to reproduce the color clarity and actual color blends of these products. Before selecting your color, please ask to see several full-size shingles.



## Hickory

An inviting brown shade with a red undertone, Hickory is an excellent companion to brick and stone homes and works well with browns, beiges, yellows, and golds.

Note: It is difficult to reproduce the color clarity and actual color blends of these products. Before selecting your color, please ask to see several full-size shingles.



## Slate

A cool gray with a beautiful green undertone, Slate coordinates well with both grays and greens, as well as with white, cream, and ivory exteriors.

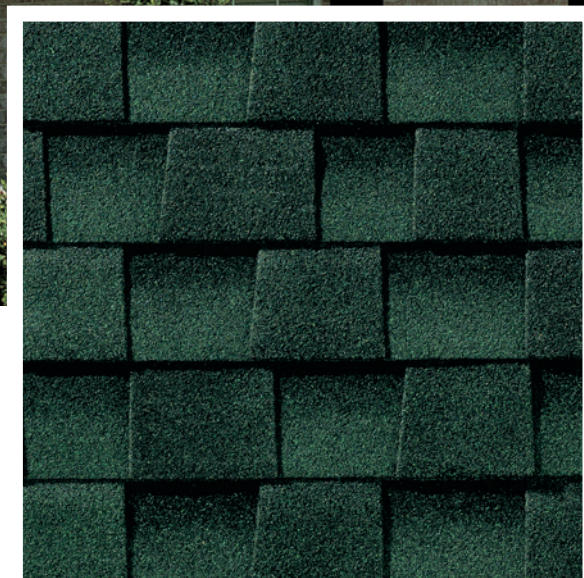
Note: It is difficult to reproduce the color clarity and actual color blends of these products. Before selecting your color, please ask to see several full-size shingles.



## Mission Brown

Emulating the rustic shades and tones of the earth, Mission Brown provides a simple natural backdrop that allows other colors to appear richer and brighter.

Note: It is difficult to reproduce the color clarity and actual color blends of these products. Before selecting your color, please ask to see several full-size shingles.



## Hunter Green

A rich color with dramatic undertones, Hunter Green makes people take notice.

Note: It is difficult to reproduce the color clarity and actual color blends of these products. Before selecting your color, please ask to see several full-size shingles.



## Nantucket Morning

*Harvest Blend Color*

Features cool gray tones that partner perfectly with blues and grays.

Note: It is difficult to reproduce the color clarity and actual color blends of these products. Before selecting your color, please ask to see several full-size shingles.



## Appalachian Sky

*Harvest Blend Color*

Appalachian Sky offers a subtle variety of dark grays, black, and browns, bringing appealing definition to homes with brick facades.

Note: It is difficult to reproduce the color clarity and actual color blends of these products. Before selecting your color, please ask to see several full-size shingles.



## Golden Harvest

*Harvest Blend Color*

**A striking color that provides warmth to almost any siding or brick, this blend also offers exceptional contrast, for a light, yet colorful roof.**

Note: It is difficult to reproduce the color clarity and actual color blends of these products. Before selecting your color, please ask to see several full-size shingles.



## Cedar Falls

*Harvest Blend Color*

The clay-colored background and subtle gray highlights create a refined and polished look that offers a wonderful complement to stone.

Note: It is difficult to reproduce the color clarity and actual color blends of these products. Before selecting your color, please ask to see several full-size shingles.

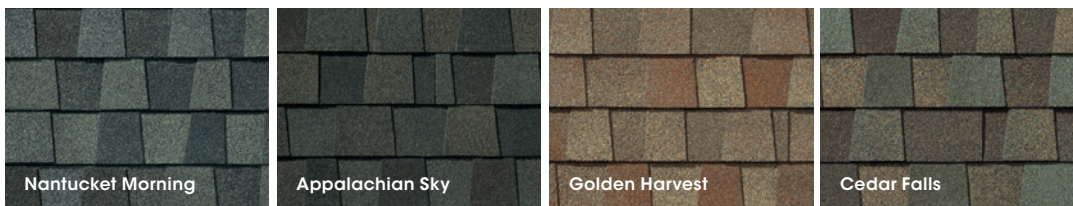
# Color Availability



## Nationally Available Colors



## Harvest Blend Colors



## Regionally Available Colors (See next page for details.)

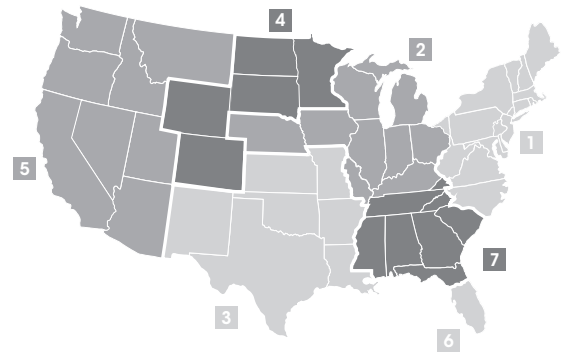


For more details visit [gaf.com/TimberlineHDZ](http://gaf.com/TimberlineHDZ)

Note: It is difficult to reproduce the color clarity and actual color blends of these products. Before selecting your color, please ask to see several full-size shingles.

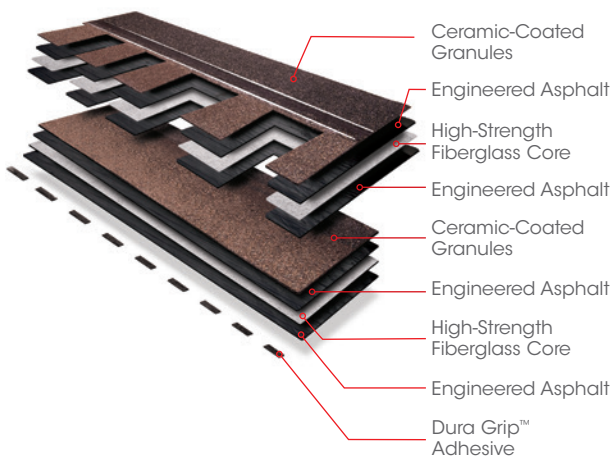
# Timberline HDZ® Availability

Color Availability Chart	1	2	3	4	5	6	7
<b>Most Popular Colors:</b>							
Barkwood	•	•	•	•	•	•	•
Charcoal	•	•	•	•	•	•	•
Hickory	•	•	•	•	•	•	•
Hunter Green	•	•	•	•	•	•	•
Mission Brown	•	•	•	•	•	•	•
Pewter Gray	•	•	•	•	•	•	•
Shakewood	•	•	•	•	•	•	•
Slate	•	•	•	•	•	•	•
Weathered Wood	•	•	•	•	•	•	•
<b>Harvest Blend Colors:</b>							
Nantucket Morning	•	•	•	•	•	•	•
Appalachian Sky	•	•	•	•	•	•	•
Golden Harvest	•	•	•	•	•	•	•
Cedar Falls	•	•	•	•	•	•	•
<b>Regional Colors:</b>							
Birchwood	•	•	•	•	•	•	•
Biscayne Blue	•	•	•	•	•	•	•
Copper Canyon*	•	•	•	•	•	•	•
Driftwood	•	•	•	•	•	•	•
Fox Hollow Gray	•	•	•	•	•	•	•
Golden Amber*	•	•	•	•	•	•	•
Oyster Gray	•	•	•	•	•	•	•
Patriot Red	•	•	•	•	•	•	•
Sunset Brick	•	•	•	•	•	•	•
Williamsburg Slate	•	•	•	•	•	•	•



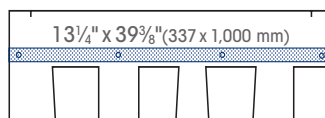
\* Rated by the Cool Roof Rating Council (CRRC); can be used to comply with 2022 Title 24 Part 6 Cool Roof Requirements of the California Code of Regulations.

## The protective layers of a Timberline HDZ® shingle



### Product/System Specifics

- Fiberglass asphalt construction
- Dimensions (approx.): 13 1/4" x 39 3/8" (337 mm x 1,000 mm)
- Exposure: 5 5/8" (143 mm)
- Bundles/Square: 3
- Pieces/Square: 64
- StainGuard Plus™ Algae Protection Limited Warranty<sup>1</sup>
- Hip/Ridge: TimberTex®<sup>3</sup>; TimberCrest®; Seal-A-Ridge®; Z®Ridge; Ridglass®
- Starter: Pro-Start®; QuickStart®; WeatherBlocker™



### Applicable Standards & Protocols:

- Passes UL 2218 Impact-Resistance Test with Class 3 rating
- State of Florida approved
- Classified by UL in accordance with ICC-ES AC438
- Meets ASTM D7158, Class H
- Meets ASTM D3161, Class F
- Meets ASTM D3018, Type 1
- Meets ASTM D3462<sup>2</sup>
- Miami-Dade County Product Control approved
- ICC-ES Evaluation Reports ESR-1475 and ESR-3267
- Meets Texas Department of Insurance Requirements
- Birchwood, Copper Canyon, and Golden Amber are rated by the CRRC; Can be used to comply with 2022 Title 24 Part 6 Cool Roof Requirements of the California Code of Regulations.

<sup>1</sup> 25-year StainGuard Plus™ Algae Protection Limited Warranty against blue-green algae discoloration is available only on products sold in packages bearing the StainGuard Plus™ logo. See *GAF Shingle & Accessory Limited Warranty* for complete coverage and restrictions and qualifying products.

<sup>2</sup> Periodically tested by independent and internal labs to ensure compliance with ASTM D3462 at time of manufacture.

<sup>3</sup> Harvest Blend colors are only available on TimberTex® and Seal-A-Ridge®.

# TimberTex® and TimberCrest® Premium Ridge Cap Shingles



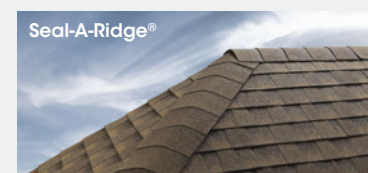
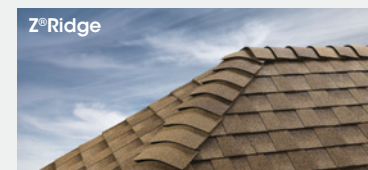
Hip & ridge cap shingles accentuate the natural beauty of your architectural shingle roof. They're the perfect finishing touch that helps defend against leaks at the hips and ridges. [gaf.com/ridgecaps](http://gaf.com/ridgecaps)



TimberTex® and TimberCrest® premium ridge cap shingles are designed to complement the color of your Timberline® shingles. To ensure the closest color consistency for your roof, ask your contractor to use genuine TimberTex® or TimberCrest® premium ridge cap shingles.<sup>1</sup>

- Accentuate the beauty of your newly installed shingle roof
- Protect against leaks and blow-offs at the hip and ridge areas of your roof
- Complement the color of your GAF shingles with hip and ridge cap shingles manufactured by GAF
- 25-year StainGuard Plus™ Algae Protection Limited Warranty<sup>2</sup> against blue-green algae discoloration uses GAF time-release algae-fighting technology to help protect your ridge cap shingles from unsightly stains.

## Also available<sup>1</sup>



<sup>1</sup> These products are not available in all areas. See [gaf.com/ridgecapavailability](http://gaf.com/ridgecapavailability) for details.

<sup>2</sup> 25-year StainGuard Plus™ Algae Protection Limited Warranty against blue-green algae discoloration is available only on products sold in packages bearing the StainGuard Plus™ logo. See *GAF Shingle & Accessory Limited Warranty* for complete coverage and restrictions and qualifying products.

# America's #1-selling shingle just got better — *again.*

**GAF** Timberline HDZ®  
High Definition® Lifetime® Shingles



Here's why Timberline HDZ® shingles are our most popular shingle. First, LayerLock® unlocks our WindProven™ Limited Wind Warranty with no maximum wind speed limitation when installed with the required combination of GAF accessories.<sup>1</sup> Second, our time-release algae-fighting technology unlocks our 25-year StainGuard Plus™ Algae Protection Limited Warranty<sup>2</sup> against blue-green algae discoloration. Add GAF hip and ridge cap shingles and starter strips with the StainGuard Plus™ Algae Protection Limited Warranty<sup>2</sup> for protection from eave to ridge.

Offer your customers Timberline HDZ® — the shingle that just keeps getting better. Only from GAF.

Find out more at [gaf.com/StainGuardPlus](https://gaf.com/StainGuardPlus)

A **stañdard** INDUSTRIES COMPANY

We protect what matters most™

**GAF**

<sup>1</sup> 15-year WindProven™ Limited Wind Warranty on Timberline HDZ® shingles requires the use of GAF starter strips, roof deck protection, ridge cap shingles, and leak barrier or attic ventilation. See *GAF Roofing System Limited Warranty* for complete coverage and restrictions. Visit [gaf.com/LRS](https://gaf.com/LRS) for qualifying GAF products. For installations not eligible for the *WindProven™ Limited Wind Warranty*, see *GAF Shingle & Accessory Limited Warranty* for complete coverage and restrictions.

<sup>2</sup> 25-year StainGuard Plus™ Algae Protection Limited Warranty against blue-green algae discoloration is available only on products sold in packages bearing the StainGuard Plus™ logo. See *GAF Shingle & Accessory Limited Warranty* for complete coverage restrictions and qualifying products.