

**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**

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 aisle 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 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.