



**Commissioners:**  
Patrick Gallagher  
Kevin Whipple  
Sharon Blandford  
Andrew Bramlett  
Rachel Butler  
Thomas Neaves

**Historic Preservation Commission  
Meeting Agenda  
November 21, 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),  
and Central Business District (CBD) project

- 1. Call to Order / Roll Call**
- 2. Approval of the Meeting Minutes**
  - A. Approval of Meeting Minutes:** September 19, 2025
- 3. Financial Report**
- 4. Old Business**
- 5. New Business**
  - A. Addition: 2976 N. Main Street**

Consideration of approval of a Certificate of Appropriateness application submitted by Kristin and Dane Thomas for an addition to the existing house located at 2976 N. Main Street (20013900060). Case #COA2025-09A
  - B. Tree Removal: 2976 N. Main Street**

Consideration of approval of a Certificate of Appropriateness application submitted by Kristin Thomas for the removal of a tree located at 2976 N. Main Street (20013900060). Case #COA2025-09B
- 6. COAA Approval by City Staff and HPC Chair**
  - A.** COAA2025-19 - 3096 Cherokee Street
  - B.** COAA2025-20 - 2940 Dallas Street
  - C.** COAA2025-22 - 2077 Cherokee Ridge Trail

**7. Discussion**

**8. Public Comments**

**9. Staff Comment**

**10. Adjourn**

**The next scheduled meeting of the Historic Preservation Commission will be**

**Friday, December 19, 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)  
September 19, 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: Patrick Gallagher, Rachel Butler, Andrew Bramlett, Sharon Blandford, and Thomas Neaves

Absent: Kevin Whipple

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

Speakers Present: David Tash (Project Manager)

**2. Approval of the Meeting Minutes**

**A. Approval of Meeting Minutes: August 15, 2025**

Chairman Gallagher called for a motion.

Motion to approve by Commissioner Blandford.

Seconded by Commissioner Bramlett.

Chairman Gallagher proceeded with a roll call for approval.

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

**3. Financial Report**

Mr. Darryl Simmons presented the financial report. As of the last balance sheet, August 31 2025, the unaudited balance sheet has not been changed. The carrying balance for the HPC special line item is \$23,398.

Mr. Simmons thanked the Commissioners that have participated in training opportunities. He reminded the Commissioners that there is a separate training line item under Planning and Zoning available for Commissioners to participate in training opportunities. He highly encouraged the Commissioners to take advantage of training opportunities and again thanked the Commissioners that have participated in training opportunities.

Chairman Gallagher called for a motion.

Motion to approve by Commissioner Blandford.

Seconded by Commissioner Neaves.

Chairman Gallagher proceeded with a roll call for approval.

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

**4. Old Business**

**A. Central Business District Application: 3033 & 3045 Cherokee Street**

Consideration to review a Central Business District (CBD) project application to construct a mixed-use development on the parcel located at 3033 & 3045 Cherokee Street (20012900960 & 20012900950). Case #CBD2024-03

Mr. Darryl Simmons presented this application. This is a required update to the Central Business District application for 3033 and 3045 Cherokee Street. The project received conditional approval on June 21, 2024, and on December 20, 2024. The applicant previously committed to providing project design updates to the Historic Preservation Commission (HPC) at certain intervals of the project. The design updates include a landscape plan, an identification of what trees would be removed, and any other site plan improvements since the original approval. Mr. Simmons announced that the applicant was present and yielded the floor to allow the applicant to update the Commissioners on the project.

Mr. David Tash, project manager with Kisz Construction, stated that plans and final designs were still being worked on. He explained that they were currently working with Cobb County Water and Cobb County Fire on metering the project, installing fire suppression sprinklers inside the units, deciding where the riser rooms would be located, and figuring out what size lines need to be installed. Mr. Tash explained that these items needed to be resolved before the design could be finalized. Mr. Tash also shared that there was a landscape plan for the project. The goal was to create a community-oriented development with units facing green spaces instead of parking lots. He explained that the hashed areas on the landscape plan were green spaces.

Commissioner Bramlett commented that there had been a previous discussion about connecting the development's roads with the roads in Galt Commons. He asked if there were any updates. Mr. Tash responded that the Galt Commons roads were private and that their project's roads were public. He explained that public and non-public roads were built to different standards and stated that the roads of the two developments would not be connected. Mr. Simmons commented that a condition in the rezoning required the developer to approach Galt Commons about the road tie-in. To ensure that all residents were made aware of the proposal, a majority of residents needed to approve the tie-in instead of the HOA, which was still in the process of being turned over by the developer.

Commissioner Butler asked if there would be a sidewalk and green space connecting the development and Galt Commons between units twelve and six on the site. Mr. Tash responded that the green spaces would be aligned and there would be walkability from Galt Commons to the project's commercial space, but the developments would not be connected to allow people to drive from one into the other. Commissioner Butler commented that there appeared to be bushes or shrubs between the two developments blocking a potential sidewalk and green space connection. She asked if a sidewalk was planned between units six and twelve to connect the two properties. Mr. Tash responded that people would be able to pass between the two properties at the space between units six and twelve. He added that there would also be a walkable alleyway between units five and six to access Galt Commons. Mr. Simmons explained to the

applicant that they would need to adjust the landscape plan to show open space between units twelve and six.

Commissioner Butler asked what landscaping was adjacent to units five and six on the Galt Commons Property. Mr. Tash responded that it was a dead end. Commissioner Butler asked if it would be back-to-back asphalt. Mr. Tash responded that there was a mulch bed with no plantings adjacent to a parking lot on that portion of the Galt Commons property. He clarified that the parking lot between units five and six lined up with the parking lot on the Galt Commons property. Chairman Gallagher asked if there would be an informal connection between the properties where people could walk instead of a formal green space connection. Mr. Tash confirmed.

Commissioner Butler asked if there was a six-inch curb in that area. Mr. Tash responded that he was unsure but stated there was likely a curb. He added that the intent was to match the grade with the Galt Commons so the properties would be continuous. Commissioner Butler asked what was on the Galt Commons property adjacent to unit five. Mr. Tash responded that the units on that portion of Galt Commons were still being developed. Commissioner Butler asked if the City knew what was located on the Galt Commons side. Mr. Simmons responded that plans were submitted by the developer for the remaining Galt Commons units, but they were still pending review of the architectural details. He added that site comments by Public Works and Building services also needed to be addressed.

Commissioner Butler asked for additional details on the site comments, noting that Tugg had site restraints and the end result was a three-story building next to single-story houses. Mr. Simmons responded that there were comments about grading and water retention and how the developer was going to mitigate the impacts along the front part of Cherokee Street. He added that architectural details and elevations were also submitted by the developer and were being reviewed for compatibility with what was approved for Galt Commons.

Commissioner Bramlett commented that there had been discussion early on about a walking path around the detention pond that was not shown on the landscape plan. He asked if there would still be a walking path. Mr. Tash responded that there would be a walking path around the detention pond.

Commissioner Neaves commented that he did not see any trees shading the parking area in the southeast corner of the development. He asked why there were trees that provided pedestrian and vehicle shade in the other parking areas but not in the parking area for units two through nine. Mr. Tash responded that they would look into adding trees.

Commissioner Neaves asked if there was a curb or grade change separating the development and Galt Commons, or if there would be a continuous walkway. Mr. Tash responded that there would not be a grade change or steps and that they were trying to match the grade with Galt Commons. He also stated that there may be a curb on the

Galt Commons side. He explained that they would bring the sidewalk to the property line but could not promise to build a sidewalk on the Galt Commons property. Commissioner Neaves commented that if the intent was a pedestrian connection, a break in the paved areas would be a hassle for pedestrians with wheels or strollers. He stated that it would be useful to have talks with Galt Commons to ensure the pavement was connected. Mr. Tash responded that the sidewalks on the Galt Commons side would be at the same level as the development's sidewalks, but that the Galt Commons sidewalk may not go to the property line. Mr. Simmons concurred that it would be an opportune time for the two developers to discuss the sidewalk connection, adding that the lack of pavement connection would also be a concern from an ADA accessibility standpoint. He stated that staff would encourage the developers to discuss making the sidewalk continuous. Mr. Tash responded that he assumed Galt Commons had the appropriate ADA accessibility for its sidewalks and that their sidewalks would have appropriate ADA accessibility. He explained that the issue was connecting the two sidewalks. He expressed that he could not promise to install a sidewalk on the Galt Commons side, but knew their sidewalk would be at the property line. Commissioner Neaves commented that it appeared there was room between the two developers for cooperation. Mr. Tash responded that they had a fine relationship with Galt Commons and that speaking with them would not be an issue.

Chairman Gallagher asked if there were any further Commissioner questions. Hearing none, Chairman Gallagher opened the floor to public comment. Hearing no public comment, he closed the floor to public comment.

Chairman Gallagher asked if the applicant was seeking a continuation of the review process. Mr. Simmons responded that the purpose of the meeting was to provide updates to the HPC and give the Commissioners the opportunity to weigh in on the project. He confirmed the applicant was seeking a continuation of the plan review process as stipulated by the HPC. Chairman Gallagher asked if the motion would be to carry those comments forward. Mr. Simmons responded that the motion would be to carry those comments forward to the applicant and await for the next milestone when they can bring in more definitive plans. Chairman Gallagher commented that the HPC would probably also want to add a note to encourage continued discussion between the developer and Galt Commons regarding connection between the two properties. Mr. Simmons responded that the optimal goal would be cooperation between both sides to achieve seamless connectivity between the two properties.

Chairman Gallagher added that the HPC would also want the applicants to take into consideration the HPC's comments on the landscaping plan regarding setbacks and the possibility of adding more trees.

Commissioner Butler asked if a buffer was required between the development and the neighboring residential property. Commissioner Bramlett stated that the neighboring house was Mike's Trophies, a commercial property. Mr. Simmons stated that it was a residential house that was converted to commercial. Mr. Tash commented that the single family house that they are keeping on their property will also be converted to

commercial.

Chairman Gallagher called for a motion.

Motion by Commissioner Bramlett to proceed with project designs with adjustments based on the following comments:

1. The applicant will incorporate comments about the connectivity of the sidewalk between units twelve and six with Galt Commons;
2. The applicant will incorporate landscape comments about the shrubbery on the southern property line as it pertains to connectivity with Galt Commons;
3. The applicant will incorporate landscape comments about trees between units and the curb at units nine and twelve and in the parking lot.

Seconded by Commissioner Neaves.

Chairman Gallagher proceeded with a roll call for approval.

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

## **5. New Business**

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

## **7. Discussion**

Mr. Darryl Simmons shared that the resource survey of all lots located within the five historic districts was completed in July 2025, under the leadership of Professor of History Dr. Jennifer Dickey. The results were entered into GNAHRGIS and the information is currently under review by the Georgia Department of Community Affairs (DCA). Staff is currently awaiting feedback from DCA.

Mr. Simmons also shared that staff will be incorporating some of the redlined comments from Ethos Preservation. He reminded Commissioners that a consultant firm was utilized to redline the Historic District Design Standards and compare them with the Central Business District Standards to identify any conflicts. He stated that staff was putting together the comments and would present the findings from the consultant and any new standards from the DCA. He recommended that the Commissioners provide feedback to staff if they had any concerns or ideas.

Mr. Simmons also stated that staff was looking at how to make the process easier for applicants. He explained that the issue has been raised by Mayor and Council and members of the community. He shared that staff was looking into how to incorporate more authority for staff for certain administrative approvals with the Chair's approval. He explained that larger projects would still go through the HPC, but that staff was looking into ways to make the approval process less daunting for smaller projects, while adhering to the code. Mr. Simmons shared that staff would bring that work back to the HPC as well.

Commissioner Butler asked if it was possible for the Commissioners to receive the mark-ups for review. Mr. Simmons responded that staff would create a drop box and send out the documents.

Commissioner Neaves commented that as a newer Commissioner he did not necessarily have the background on items that came before the HPC. He asked if he could receive the meeting powerpoints in advance, since they had some additional case background. Mr. Simmons responded that the powerpoints were usually prepared a week in advanced and that staff could send it to him. Mr. Simmons asked if any other Commissioners wanted the powerpoint. Commissioner Butler responded in the affirmative. Chairman Gallagher responded in the affirmative. He commented that today's case received approval in June of last year, and the information was hard to recall. He thought the powerpoint would be beneficial. Mr. Simmons stated that he would get with staff and make the powerpoint part of the agenda packet.

#### **8. Public Comments**

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

#### **9. Staff Comment**

Mr. Darryl Simmons thanked Commissioner Bramlett for his work representing the HPC at the Historic Walking Tour for Kennesaw 101. He stated that the Commissioner did a wonderful job, was well prepared, and had handouts available. He applauded Commissioner Bramlett for spearheading the walking tours and thanked Mr. Bramlett, Commissioner Bramlett's father, for his help as well. Mr. Simmons stated that a lot of people are signing up for the tours and that they are bringing a lot of attention downtown.

Mr. Simmons added that collaborations like Kennesaw 101 helped to give people an understanding of what HPC and Staff do. He explained that Kennesaw 101 is to help people understand local government and the work being done behind the scenes for day-to-day operations. He stated that it was well attended with a class of about fifteen individuals. He again thanked Commissioner Bramlett. Chairman Gallagher congratulated Commissioner Bramlett and thanked him for his work.

#### **10. Adjourn**

Chairman Gallagher adjourned the meeting at 8:36 a.m.



## Item Report

**TO:** The Historic Preservation Commission  
**FROM:** Darryl Simmons, Zoning Administrator  
**DATE:** November 21, 2025  
**TITLE:** **Addition: 2976 N. Main Street**  
Consideration of approval of a Certificate of Appropriateness application submitted by Kristin and Dane Thomas for an addition to the existing house located at 2976 N. Main Street (20013900060). Case #COA2025-09A

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**Summary:**

**Recommendation:**

**Fiscal Impact:**

**Attachments:**

1. COA2025-09A - 2976 N Main St - Application Packet



## CERTIFICATE OF APPROPRIATENESS APPLICATION

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

### A MINIMUM OF ONE CONSULTATION WITH PLANNING AND ZONING ADMINISTRATOR AND STAFF PRIOR TO THE SUBMISSION OF THE REQUESTED APPLICATION IS MANDATORY.

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 through the [iWorq portal](#) located on the city's website 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.

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: Kristin & Dane Thomas

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

APPLICANT MAILING ADDRESS: 2976 N Main St NW, Kennesaw, GA 30144

\_\_\_\_\_

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

PROPERTY ADDRESS: 2976 N Main St NW, Kennesaw, GA 30144

Land Lot 139 Tax Parcel 20013900060 Lot Size 0.928 +/- acres

Current zoning on property: R-20

2. NAME OF ATTORNEY OR REPRESENTATIVE:

\_\_\_\_\_

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

NAME OF OWNER:

Kristin & Dane Thomas

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

3. ACTIVITY

- |   |   |
|---|---|
| <input type="checkbox"/> New Construction       | <input checked="" 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 type="checkbox"/> Repairs or Alterations | <input type="checkbox"/> Sign Placement *                               |
| <input type="checkbox"/> Landscaping            | <b>* (NOTE – Business License required before signage installation)</b> |

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).**

Approval for addition on rear of property. Addition will connect to other previous addition of property, not not original historic home. Addition will include a new garage, as well as a flex room. Height of addition will mirror pitch and height of other roof pitches. Siding will be hardie plank along with vinyl windows and doors to match existing materials used in house. Will match current roofing. Addition will best mirror existing home.

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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 through [iWorq portal](#) located on the city's website 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.

*Kristin Thomas*

10-28-25

**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: \_\_\_\_\_

**(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

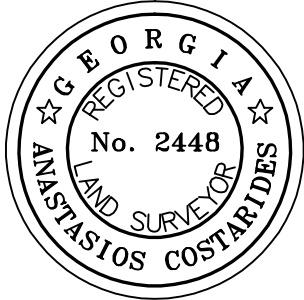
\_\_\_\_\_  
Date

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

WHISPERING LAKE AT  
KENNESAW  
PB. 273, PG. 70

WILLIAM DAVID SHELTON, ET AL  
DB. 15952, PG. 5803  
PB. 280, PG. 352

AS REQUIRED BY SUBSECTION (D) OF O.C.G.A. SECTION 15-6-67, THIS PLAT HAS BEEN PREPARED BY A LAND SURVEYOR AND APPROVED BY ALL APPLICABLE LOCAL JURISDICTIONS FOR RECORDING AS EVIDENCED BY APPROVAL CERTIFICATES, SIGNATURES, STAMPS, OR STATEMENTS HEREON. SUCH APPROVALS OR AFFIRMATIONS SHOULD BE CONFIRMED WITH THE APPROPRIATE GOVERNMENTAL BODIES BY ANY PURCHASER OR USER OF THIS PLAT AS TO INTENDED USE OF ANY PARCEL. FURTHERMORE, THE UNDERSIGNED LAND SURVEYOR CERTIFIES THAT THIS PLAT COMPLIES WITH THE MINIMUM TECHNICAL STANDARDS FOR PROPERTY SURVEYS IN GEORGIA AS SET FORTH IN THE RULES AND REGULATIONS OF THE GEORGIA BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS AND LAND SURVEYORS AND AS SET FORTH IN O.C.G.A. SECTION 15-6-67.



*Anastasios Costantides* 9-03-2025

**PROPERTY INFORMATION:**

2976 NORTH MAIN STREET AKA OLD 41 HIGHWAY  
KENNESAW, GEORGIA 30144  
ZONED R-20

TAX PARCEL - 20-0139-00-060  
AREA: 40,472 SF - 0.929 ACRE

THE APPS GROUP LLC  
DB. 16274, PG. 3651  
PB. 277, PG. 379

SHAFFER Z. LISLE  
DB. 16187, PG. 1666

THE SURVEY SHOWN HEREON WAS PREPARED WITHOUT THE BENEFIT OF AN ABSTRACT OF TITLE; THEREFORE, THE UNDERSIGNED AND TASO & ASSOCIATES, LLC MAKE NO GUARANTEES OR REPRESENTATIONS REGARDING INFORMATION SHOWN HEREON PERTAINING TO EASEMENTS, RIGHTS-OF-WAY, SETBACK LINES, AGREEMENTS, RESERVATIONS, AND OTHER SIMILAR MATTERS. THE UTILITIES SHOWN ARE SHOWN FOR THE CLIENTS' CONVENIENCE ONLY. THERE MAY BE OTHER UNDERGROUND UTILITIES NOT SHOWN. THE SURVEYOR ASSUMES RESPONSIBILITY ONLY FOR THE UTILITIES SHOWN. THIS PLAT IS FOR THE BENEFIT OF THE PARTIES IN THE TITLE BLOCK; ANY USE BY THIRD PARTIES IS AT THEIR OWN RISK. THE FIELD DATA UPON WHICH THIS 17,429 FEET AND AN ANGULAR ERROR OF 05" PER ANGLE POINT. IT WAS ADJUSTED USING LEAST SQUARES. THIS PLAT HAS BEEN CALCULATED AND IS FOUND TO BE ACCURATE WITHIN ONE FOOT IN 142,288 FEET. EQUIPMENT UTILIZED: ANGULAR - TRIMBLE S5, LINEAR - E.D.M.

"FIA OFFICIAL FLOOD HAZARD MAP" COMMUNITY No. 130055, MAP NUMBER 13067C0038H, MAP ZONE 'X', DATED 03-04-2013, SHOWS THIS PROPERTY NOT TO BE IN A DESIGNATED BASE FLOOD AREA.

THIS PLATS BEARING SYSTEM IS BASED ON GPS OBSERVATIONS UTILIZING EGPS SOLUTIONS (AN INTERNET BASED RTN NETWORK) THAT REPORTS NAD83, NAVD88 DATUM AND GEIOD12A MODEL. THE BEARINGS AND DISTANCES SHOWN HEREON IS BASED ON THE ACTUAL LOCATION OF THE PROPERTY CORNER MONUMENTS FOUND OR SET AND WILL DIFFER FROM THE ORIGINAL PLAT.

**LEGEND:**

- |                    |                    |                  |                |                   |                             |                    |                               |                        |                 |                 |                                |                      |                    |                               |                               |                               |                            |                         |                  |                      |                    |
|--------------------|--------------------|------------------|----------------|-------------------|-----------------------------|--------------------|-------------------------------|------------------------|-----------------|-----------------|--------------------------------|----------------------|--------------------|-------------------------------|-------------------------------|-------------------------------|----------------------------|-------------------------|------------------|----------------------|--------------------|
| BOC - BACK OF CURB | BL - BUILDING LINE | CB - CATCH BASIN | CH - CHORD     | CL - CENTERLINE   | CMP - CORRUGATED METAL PIPE | CONC. - CONCRETE   | CONC.MON. - CONCRETE MONUMENT | DE - DRAINAGE EASEMENT | DS - DOWNSPOUT  | DI - DROP INLET | EOP - EDGE OF PAVEMENT         | EX - EXISTING        | FH - FIRE HYDRANT  | FL - FLOW LINES               | GM - GAS METER                | GV - GAS VALVE                | GW - GUY WIRE              | HW - HEADWALL           | HD - HOUSE DRAIN | IPF - IRON PIN FOUND | IPS - IRON PIN SET |
| AI - ANGLE IRON    | CT - CRIMP TOP     | OT - OPEN TOP    | SR - SOLID ROD | JB - JUNCTION BOX | LL - LAND LOT LINE          | LL - LENGTH OF ARC | LP - LIGHT POLE               | N/F - NOW OR FORMERLY  | PP - POWER POLE | R - RADIUS      | RCP - REINFORCED CONCRETE PIPE | RTW - RETAINING WALL | R/W - RIGHT-OF-WAY | C/O - SANITARY SEWER CLEANOUT | SSE - SANITARY SEWER EASEMENT | SSMH - SANITARY SEWER MANHOLE | TBM - TEMPORARY BENCH MARK | TMH - TELEPHONE MANHOLE | WM - WATER METER | WV - WATER VALVE     |                    |

NOTE:  
IRON PIN SET IS A 1/2" REBAR WITH A STAMPED YELLOW CAP LABELED - "PL CORNER 2448"

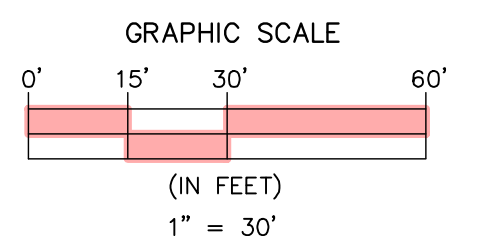
DISTANCES SHOWN ON THE PLAT ARE GROUND DISTANCES.

RETRACEMENT BOUNDARY SURVEY FOR:  
**2976 NORTH MAIN STREET**

LOCATED IN LAND LOT 139  
20th DISTRICT-2nd SECTION  
COBB COUNTY, GEORGIA  
CITY OF KENNESAW  
FIELD DATE: AUGUST 22, 2025  
PREPARED: AUGUST 28, 2025  
SCALE: 1" = 30'

**REFERENCES:**

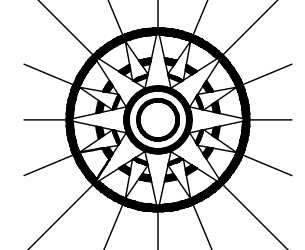
- DEED BOOK 15337, PAGE 1876
- PLAT BOOK 66, PAGE 49



JOB No. - C 25-0051

CERTIFICATE OF AUTHORIZATION LSF000920

**TASO & ASSOCIATES, LLC**  
LAND SURVEYORS



3330 Cobb Parkway  
Suite 324 - PMB 355  
Acworth, Georgia  
30101  
678-581-0102  
taso@tasosurvey.com















Siding, current siding is vinyl 4.25 in width. Addition siding will mirror current siding, but hardy plank:



**James Hardie**  
Tougher than the Elements.

Industry-Leading Warranty | Water Resistant | Won't Burn | Low Maintenance | Holds No Appeal to Pests

#1 Brand of Siding in North America\*

James Hardie Primed HZ5 Straight Fiber Cement Cedar Mill Lap siding Primed 5.25-in x 144-in  
Item #656427 | Model #6000019


Shop James Hardie

★★★★☆ 3.3 4

**\$12<sup>.32</sup>**

Texture: Cedar Mill

Example of windows to be used, goal is to mirror current windows in main house as best as possible:



31.375 in. x 59.25 in. 50 Series White Single Hung Low-E Argon Glass Vinyl Fin Window with Grids, Screen Incl

by American Craftsman >

★★★★★ (303)

Allentown South Store

✓ 7 in stock Aisle 29, Bay 008

- Designed for easy window installation
- Sleek and modern exterior frame enhances curb appeal
- Made of easy care, premium vinyl!

Width (in.) x Height (in.): 31.375 x 59.25

31.375 x 59.25

**\$254<sup>00</sup>**

Pickup at Allentown South | Delivering to 18103

**Pickup** Today 7 in stock FREE

**Delivery** Thu, Nov 6 98 available FREE

Check Nearby Stores | Delivery Details

1 Add to Cart

View Full Product Details

Roofing: (will match current roofing)

[Building Supplies](#) / [Roofing](#) / [Roof Shingles](#)



500+ bought last week

Owens Corning Oakridge Onyx Black Algae Resistant Architectural Roof Shingles ( 32.8-sq ft per Bundle )

Item #10086 | Model #1304450

Shop Owens Corning

★★★★★ 5 24

**\$42<sup>.48</sup>**

Current view of home from street:



Back of house where current garage is:



View from neighbor property of current garage:













Very rough example of how home will look from street (created with AI, plans in separate attachment are most accurate):





## Item Report

**TO:** The Historic Preservation Commission  
**FROM:** Darryl Simmons, Zoning Administrator  
**DATE:** November 21, 2025  
**TITLE:** **Tree Removal: 2976 N. Main Street**  
Consideration of approval of a Certificate of Appropriateness application submitted by Kristin Thomas for the removal of a tree located at 2976 N. Main Street (20013900060). Case #COA2025-09B

---

**Summary:**

**Recommendation:**

**Fiscal Impact:**

**Attachments:**

1. COA2025-9B - 2976 N Main S Application Packet



## CERTIFICATE OF APPROPRIATENESS APPLICATION

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

### A MINIMUM OF ONE CONSULTATION WITH PLANNING AND ZONING ADMINISTRATOR AND STAFF PRIOR TO THE SUBMISSION OF THE REQUESTED APPLICATION IS MANDATORY.

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 through the [iWorq portal](#) located on the city's website 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.

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



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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: Kristin Thomas

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

APPLICANT MAILING ADDRESS: 2976 N Main ST NW, Kennesaw, GA 30144

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

PROPERTY ADDRESS: 2976 N Main ST NW, Kennesaw, GA 30144

Land Lot 139 Tax Parcel 20013900060 Lot Size 0.95

Current zoning on property: R-20 Single Family Residential

2. NAME OF ATTORNEY OR REPRESENTATIVE:

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

NAME OF OWNER:

Kristin Thomas

(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 type="checkbox"/> Repairs or Alterations | <input type="checkbox"/> Sign Placement *                               |
| <input checked="" type="checkbox"/> Landscaping | <b>* (NOTE – Business License required before signage installation)</b> |

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).**

Removal of tree on property, tree is slowly dying, will replace with a native tree.

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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 through [iWorq portal](#) located on the city's website at least two weeks prior to the scheduled Historic Preservation Commission meeting.

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Kristin Thomas

11/3/2025

---

**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: \_\_\_\_\_

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

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

- 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*

**Tree to be removed (split trunk already)**



**(split trunk, advised this is the root cause of the health decline of tree)**



# Certificate of Appropriateness



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

*to: Courtney Benas*

*For: 3096 Cherokee Street*

*Scope of Work: Replace existing fence.*

*Condition(s): New fence should be located in same position as existing,  
with set back from the front northwest corner of the building,  
approximately 6 feet.*

*Darryl Simmons*

*Darryl Simmons, Administrator  
Planning & Zoning Department*

*09/19/2025*

*Date*

*Patrick Gallagher*

*Patrick Gallagher, Chairperson  
Historic Preservation Commission*

*09/19/2025*

*Date*

*Expires  
09/19/2026*



## CERTIFICATE OF APPROPRIATENESS APPLICATION

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

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- 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

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- 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



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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: Courtney Benas

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

APPLICANT MAILING ADDRESS: 94 Lanier Ridge acworth ga

\_\_\_\_\_

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

PROPERTY ADDRESS: 3096 cherokee st. Kennesaw ga

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

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

2. NAME OF ATTORNEY OR REPRESENTATIVE:

\_\_\_\_\_

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

NAME OF OWNER:

Courtney Benas

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

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 checked="" type="checkbox"/> Fence       | <input type="checkbox"/> Sign Erection                         |
| <input 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 fence. Fence will be 6 feet wood fence. There will be two entrances on each end of the fence

---

---

I have attached plans from architect with a description of materials being used to complete fence

---

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 through [iWorq portal](#) located on the city's website at least two weeks prior to the scheduled Historic Preservation Commission meeting.

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---

**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: 9/19/25

Patrick Gallagher

(Application Administratively Approved)  
HPC Chair

Date: September 18, 2025

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

Historic Preservation Commission consideration:

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

ACTION BY COMMISSION:

- GRANTED
- DENIED

APPROVED WITH CONDITIONS:

New fence should be located in same position as existing, with set back from the  
front northwest corner of the building, approximately 6 feet

DENIED: Reason for denial

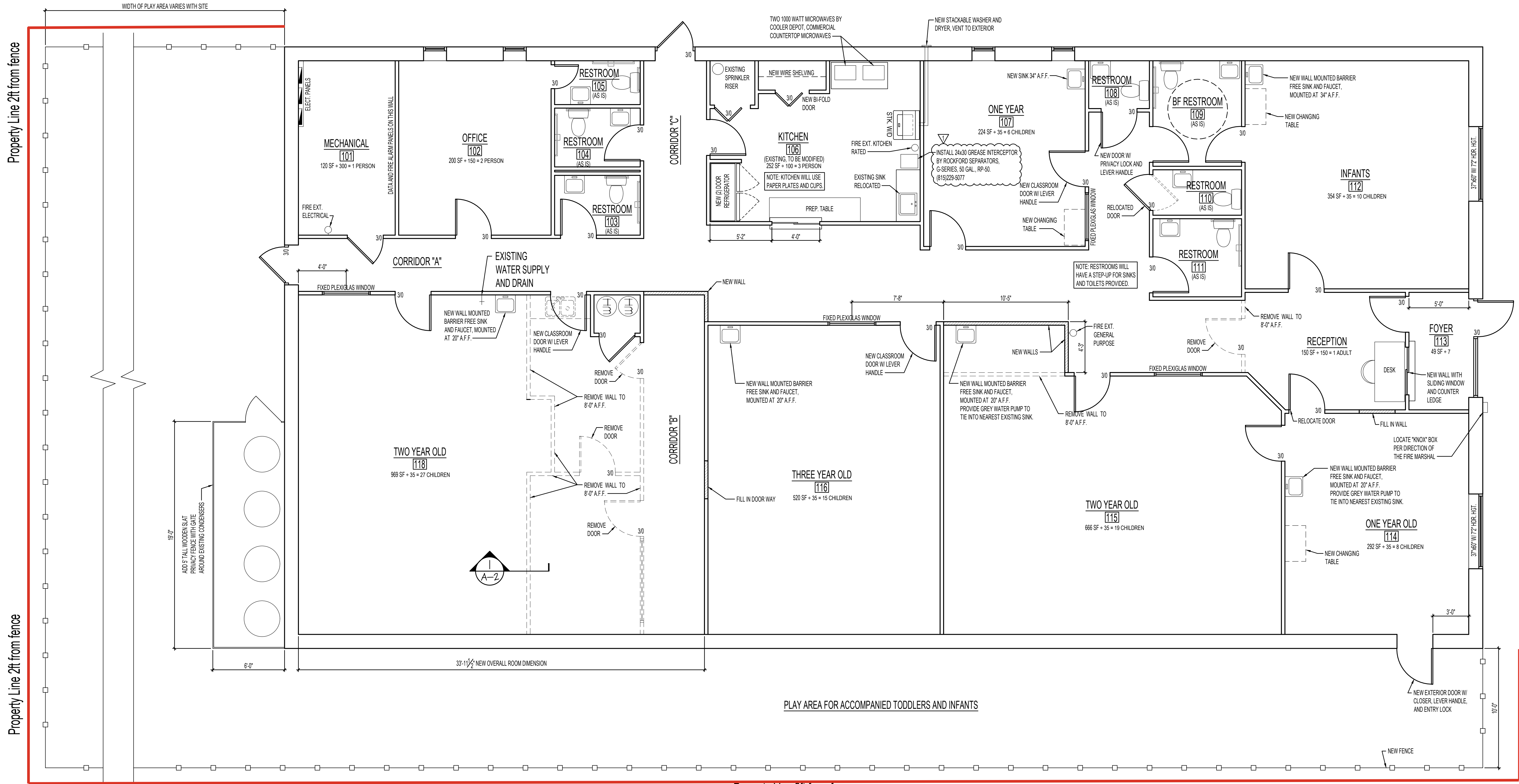
(May re-submit within 60 days)

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

Signature, Historic Preservation Commission

Date

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



Property Line 2ft from fence

**PROPOSED FLOOR PLAN**

SCALE: 1/4" = 1'-0"

Replace Existing Fence

Approved Playground Fencing

- Chain Link
- Wooden
- Iron\*
- Plastic/PVC Picket\*
- \*Spaces between pickets and bars must be less than 3 1/2 inches.

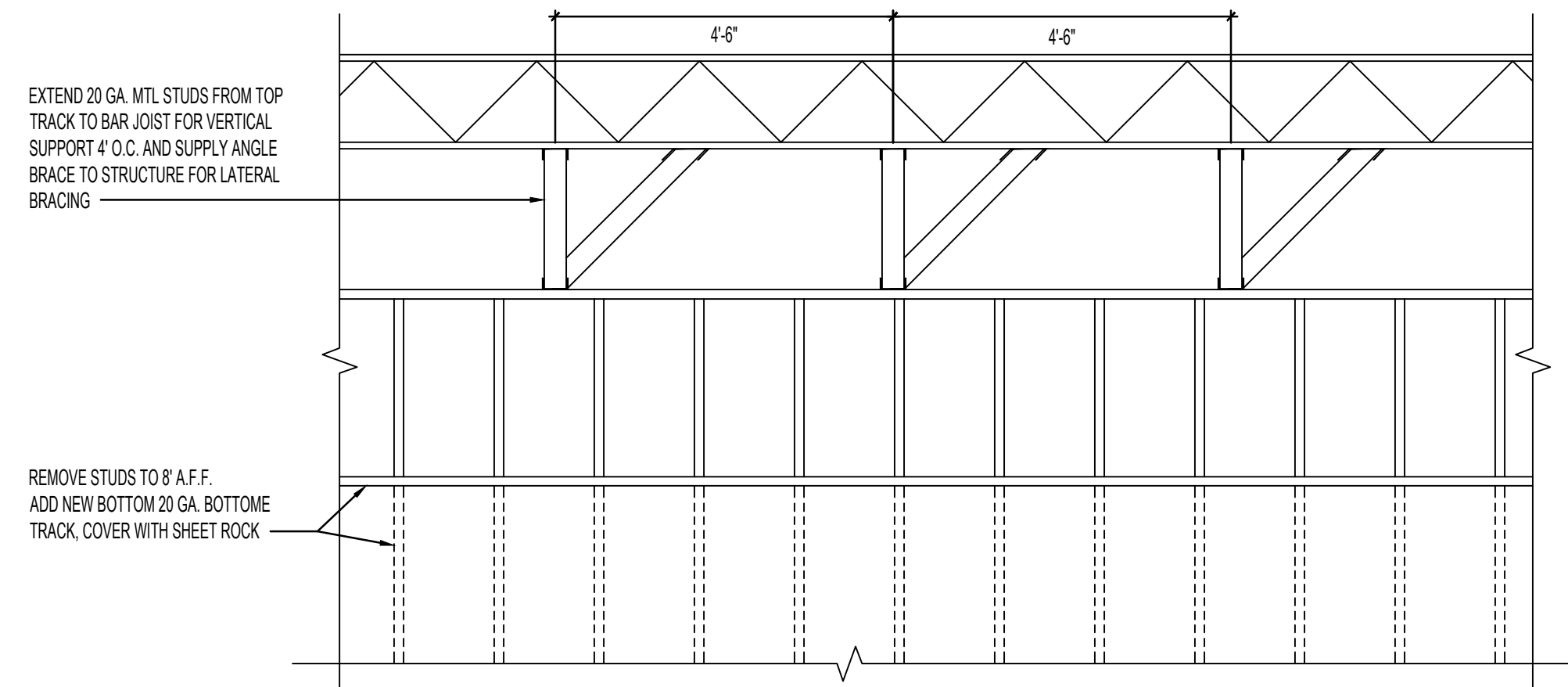
6ft Wooden Playground Fence  
2 Gates

**591-1-1-.26 Playgrounds**

(4) Fence or Approved Barriers. Playgrounds shall be protected from traffic or other hazards by a four (4) foot or higher fence or other barrier approved by this Department. Fencing material shall not present a hazard to children and shall be maintained so as to prevent children from leaving the playground area by any means other than through an approved access route. Fence gates shall be kept closed except when persons are entering or exiting the area.

ALL WALLS SHOWN DASHED ARE TO BE REMOVED TO 8'-0" A.F.F. TO AVOID DISTURBING EXISTING CEILING. SEE DETAIL 11A-2

Property Line 2ft from fence



**WALL SECTION**  
A-2 SCALE: 1/2" = 1'-0"

ARCHITECT OF RECORD:

THOMAS E. MORGAN, JR.  
ARCHITECT

423 FISCHER TRAIL  
ELLIJAY, GEORGIA 30540

SEAL:



RELEASED FOR PERMIT

ISSUES / REVISIONS:

DATE	DESCRIPTION
8/18/25	PROPOSED FOR PERMIT
8/24/25	1) PERMIT REVISIONS
8/13/25	2) REVISIONS PER COMMENTS

DRAWN BY: B. BARIE

CHKD BY: T. MORGAN

PROJECT TITLE:

**PRECIOUS GEM DAYCARE**  
3096 CHEROKEE STREET  
KENNESAW, GA. 30144

PROJECT NO:

PROPOSED PLAN

**A-2**















# Certificate of Appropriateness



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

*to: Kelly Lee*

*For: 2940 Dallas Street*

*Scope of Work: Sign insert replacement*



*Darryl Simmons*

*Darryl Simmons, Administrator  
Planning & Zoning Department*

*11/04/2025*

*Date*

*Patrick Gallagher*

*Patrick Gallagher, Chairperson  
Historic Preservation Commission*

*11/04/2025*

*Date*

*Expires  
11/04/2026*

1. NAME OF APPLICANT: Kelly Lee  
 Owner  
 Other  
 Other, please specify Sub leasee

APPLICANT MAILING ADDRESS: 1443 Wimbledon Dr  
Kennesaw, GA 30144

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

PROPERTY ADDRESS: 2940 Dallas St Kennesaw, GA 30144

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

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

2. NAME OF ATTORNEY OR REPRESENTATIVE:  
NA

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

NAME OF OWNER:  
Craig Clark

(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)  
other: replacing insert on sign only

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).

I am replacing just the insert on the current sign and removing the words "coffee shop" from the top. Drawings and Specifications are attached.

Cornerstone Printing

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*Kelly P. Lee* 10/22/2025  
Signature of Applicant Date

*Craig Clark* 10/22/2025  
Signature of Owner Date  
(If different from applicant, consenting to work to be performed on said property.)



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



# CERTIFICATE OF APPROPRIATENESS

## APPROVAL SIGNATURES

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

Date: 11/04/2025

Patrick Gallagher

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

Date: November 3, 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

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

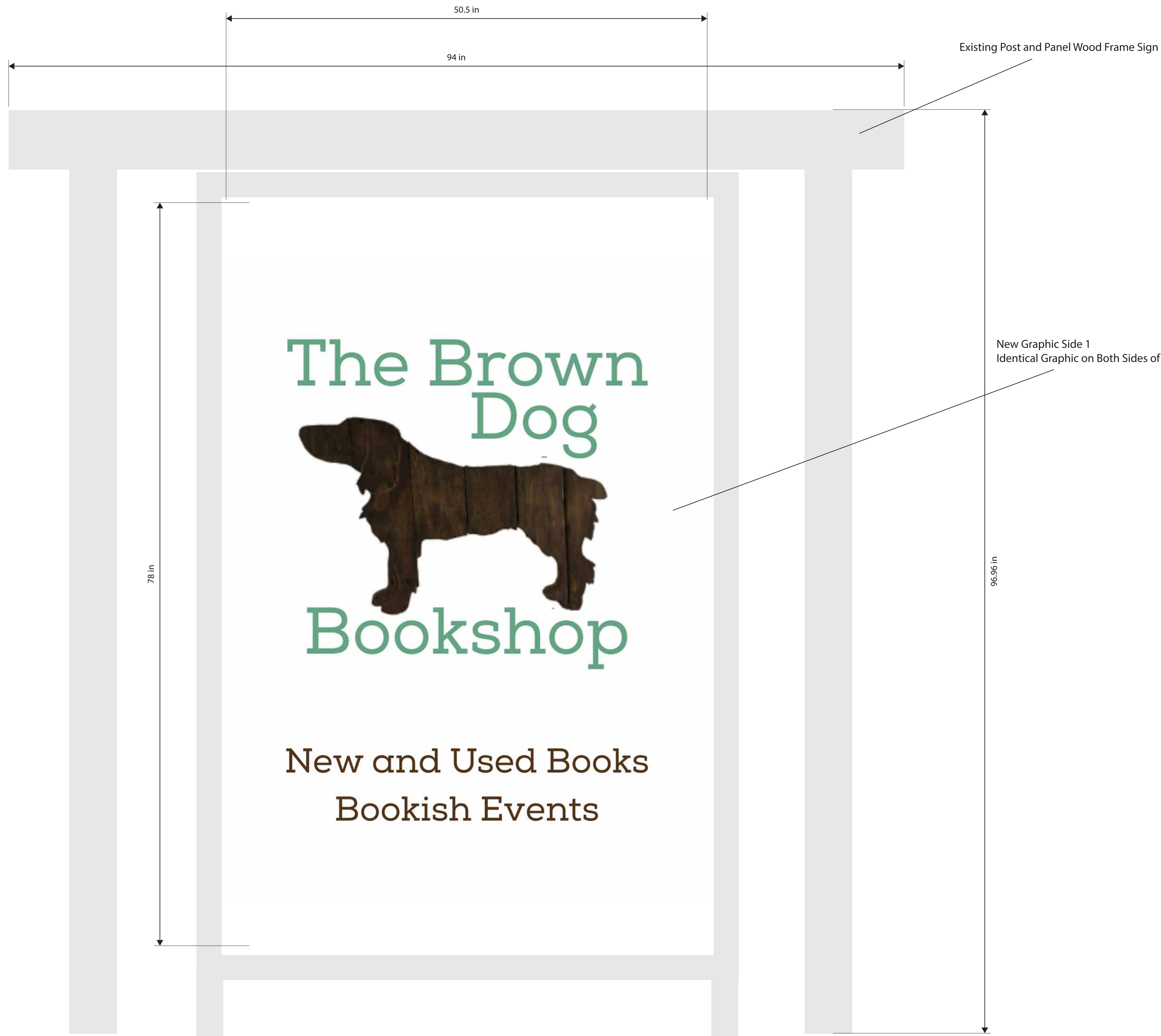
(May re-submit within 60 days)

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

Signature, Historic Preservation Commission

Date

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



The Brown  
Dog



Bookshop

New and Used Books  
Bookish Events

Existing Sign Frame  
Wood Post & Panel  
Sign face Aluminum direct mount to sign backer





# Certificate of Appropriateness



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

*to: Waylon Carter*

*For: 2077 Cherokee Ridge Trail*

*Scope of Work: Roof Replacement*



*Darryl Simmons*

*Darryl Simmons, Administrator  
Planning & Zoning Department*

*11/12/2025*

*Date*

*Patrick Gallagher*

*Patrick Gallagher, Chairperson  
Historic Preservation Commission*

*11/12/2025*

*Date*

*Expires  
11/12/2026*



## CERTIFICATE OF APPROPRIATENESS APPLICATION

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

### A MINIMUM OF ONE CONSULTATION WITH PLANNING AND ZONING ADMINISTRATOR AND STAFF PRIOR TO THE SUBMISSION OF THE REQUESTED APPLICATION IS MANDATORY.

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- a. The surrounding development
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#### **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
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- 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.

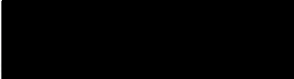

Under the Religious Land Use and Institutionalized Persons Act of 2000 ("RLUIPA"), no government, including the City of Kennesaw, may apply its zoning or land use laws in a manner that imposes a substantial burden on the religious exercise of a person, including a religious assembly or institution. RLUIPA 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: Waylon Carter  
 Owner  
 Other  
 Other, please specify BARTLETT Roofing

APPLICANT MAILING ADDRESS: 3380 Town point Dr  
Suite 140 Kennesaw GA 30144


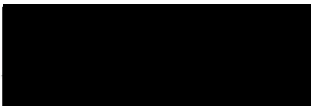
(Home#) \_\_\_\_\_ (Cell#)  (Email) 

PROPERTY ADDRESS: 2077 Cherokee Ridge Trail

Land Lot 138 Tax Parcel 20013802510 Lot Size 0.26

Current zoning on property: Residential R3

2. NAME OF ATTORNEY OR REPRESENTATIVE:  
\_\_\_\_\_  
(Home#) \_\_\_\_\_ (Cell#) \_\_\_\_\_ (Email) \_\_\_\_\_

NAME OF OWNER:  
Austin Wantko  
(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).**

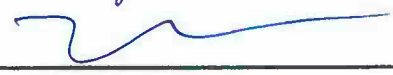
TEAR OFF EXISTING ROOF  
INSTALL NEW FELT, drip edge, starter, and Hip & Ridge  
INSTALL NEW FIELD SHINGLES  
CLEAN UP DEBRIS  
SHINGLES, DRIP EDGE, FELT, PIPE JACKS, DUMP TRAILER

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 through [iWorq portal](#) located on the city's website 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  
11-03-2025  
Date

  
Signature of Owner  
11-03-2025  
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: 11-12-25

Patrick Gallagher  
(Application Administratively Approved)  
HPC Chair

Date: November 12, 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*

Property Information

Contractor(s)

Search properties..



Search contractors..



A MINIMUM OF ONE CONSULTATION WITH PLANNING AND ZONING ADMINISTRATOR AND PLAN REVIEW STAFF PRIOR TO THE SUBMISSION OF THE APPLICATION IS MANDATORY.

Date of Pre-Application Meeting:

mm/dd/yyyy

Applicant Name:

Applicant Phone:

Applicant Email:

Property Address:

2077 CHENOKEE RIDGE Kennesaw 30144

Current Zoning:

Residential R3

Is the property in the Historic District?

Yes

Parcel #:

20013802510

Additional Parcel Numbers:

Lot Size:

0.26

Proposed Activity

Please check all that apply.

New Construction:

Demolition:

Addition:

Repairs/Alteration:

Landscaping:

Moving Building:

Fence:

Sign:

Other:

If Other, please indicate here:

I do hereby certify that the information contained herein is true and correct.

E-Signature:

All submissions must include the required documents along with the accompanying PDF application, which must be fully completed and notarized (if required) to be considered complete. Incomplete applications or those missing necessary documentation cannot be processed and may result in delays. Please ensure that all materials are accurate and submitted in compliance with the specified guidelines.

Upload Files

Files

Choose Files

Property Information

Contractor(s)

Search properties.. x

Search contractors.. x

Project/Subdivision Name:

Cherokee Ridge U1 Subdivision

Work Class:

Nothing selected

Contact Name

Phone Number:

Email:

Description:

Plan Type:

Power Company (Electric App):

Nothing selected

Construction Cost:

12,661.82

Square Feet:

1,346

Acreage Disturbed:

Residential/Commercial:

Nothing selected

ALL ITEMS REQUIRED NEED TO BE UPLOADED AT TIME OF APPLYING FOR THE PERMIT IN PDF ONLY

By typing my name in the box below, I understand no changes shall be made from that which is stated in this application, or in attached plans and specifications, except by submitting a revised application, plans and/or specifications and receiving approval of the Building Official for such change. Granting of a permit shall not be construed as a permit for or an approval of any violation of the Building Code or any other state or local law regulating construction or the performance of construction. By submitting the application below, I hereby certify that I have read and examined this application, and the information provided is true and correct. I further certify that all construction will comply with the current City and State Building Codes. Once the permit is issued, this permit is void if no approved Inspection activity commences within six months of issuance date or an extension is granted per City Code. I further agree that I shall be responsible from the date of this permit, or from the time of the beginning of the first work, whichever shall be earlier. I also agree to allow all inspections and right of entry per Section 18-46 of the City of Kennesaw Ordinance.

Signature:

Please compile like documents into one pdf and name each file based on the file's contents (i.e., Approved Plans, Business License, etc.). Each file must be under 50MB

Upload Files

Files

Choose Files

Submit

Accessibility

Barkwood

# GAF Timberline HDZ<sup>®</sup>

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



See LayerLock<sup>®</sup> Technology on back

StrikeZone<sup>®</sup>  
Nailing Area

