



Commissioners:

Patrick Gallagher

Sharon Blandford

Andrew Bramlett

Rachel Butler

Thomas Neaves

Alexandra DeLuca Berisford

Historic Preservation Commission

Meeting Agenda

August 21, 2026 8:00 AM

Council Chambers

(2529 J.O. Stephenson Avenue, Kennesaw, GA 30144)

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: May 15, 2026

3. Financial Report

4. Old Business

A. Central Business District: 2250 Lewis Street
Consideration to review a Central Business District (CBD) project application request to construct a public parking lot on 0.5 +/- acres located at 2250 Lewis St (Parcel #20013801620). Case #CBD2026-01

5. New Business

6. COAA Approval by City Staff and HPC Chair

A. COAA2026-05 - 2910 Cherokee Street, Ste 100

B. COAA2026-06 - 2966 North Main Street

C. COAA2026-07 - 2715 Summers Street

7. Discussion

8. Public Comments

9. Staff Comment

10. Adjourn

The next scheduled meeting of the Historic Preservation Commission will be Friday, September 18, 2026, 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)
May 15, 2026
8:00 AM**

1. Call to Order / Roll Call

Chairman Gallagher called the meeting to order at 8:01 a.m.

Roll Call: Patrick Gallagher, Andrew Bramlett, Rachel Butler, Thomas Neaves, Alexandra DeLuca Berisford, Sharon Blandford

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

Speakers Present: Brandy Morrison, Dale Hughes, Lexie Newhouse, Jay French, Peter Fitzgibbons

2. Approval of the Meeting Minutes

A. Approval of Meeting Minutes: April 17, 2026

Chairman Gallagher called for a motion.

Motion to approve by Commissioner Blandford

Seconded by Vice Chair Bramlett

Chairman Gallagher proceeded with a vote for approval.

Vote taken, motion unanimously approved 5-0. Motion carried.

3. Financial Report

Ms. Chanelle Campbell presented the financial report. The balance remains unchanged from previous months. The carrying balance is \$23,398.

Chairman Gallagher called for a motion.

Motion to approve by Commissioner Neaves

Seconded by Commissioner Blandford

Chairman Gallagher proceeded with a vote for approval.

Vote taken, motion unanimously approved 5-0. Motion carried.

4. Old Business

A. Central Business District: 2861 & 2871 N Main Street

Consideration to review a Central Business District project application to construct a commercial development consisting of a brewery and public plaza on 0.545 +/- acres located at 2861 and 2871 N Main Street (Parcel # 20013801060 & Parcel # 20013801080). Case # CBD2025-04

Ms. Chanelle Campbell introduced this agenda item. This is a Central Business District (CBD) application that was previously reviewed and approved by the Historic Preservation Commission (HPC) for 2861 and 2871 North Main Street. This is for the

project known as Reformation for the construction of a commercial development consisting of a brewery and a public plaza. The applicant has returned to provide an update to the HPC. Ms. Campbell invited the applicant's architect, Mrs. Brandy Morrison, to present updates to the site and building. Ms. Campbell also stated that she would be available to answer any questions.

Mrs. Brandy Morrison explained that she would be providing an intermediate update on the project design as requested at the previous project presentation. Mrs. Morrison shared documentation and material specifications for the proposed brick with the Commissioners. She stated that after the last presentation, she was sent historic documentation on the block by Vice Chair Bramlett. The documentation on the block and the two-story building on the far left of the block, known as the Collier building, served as inspiration for the new building to be constructed on the corner. Details pulled from the existing two-story building included the size and spacing of the windows, the height and opaqueness of the second-story balcony railing, floor heights, and the parapet. Mrs. Morrison explained that the material below the windows would be accent brick instead of bead-board due to the tenant's concern about wood being placed too close to the grade. She also explained that copying the railing exactly would be expensive to manufacture and maintain, so horizontal cementitious siding would be used. A taller railing would be placed above the opaque railing to reflect code requirements, and it would be topped with a bar material for people to place their drinks.

Mrs. Morrison presented details on the side of the building facing J.O Stephenson Avenue. She stated that the plan was for the building and balcony to wrap around the edge but explained that a significant grade change in the sidewalk presented a challenge. To accommodate the grade change, planters and seating benches were proposed to raise the street corner and shorten the columns while providing landscaping and places for people to sit.

Mrs. Morrison provided an overview of the site layout for the rear plaza and details on the accessory buildings. She stated that the plaza would consist of a seating wall, landscaping, street trees to provide shade, a stage, a restroom building, and a production building. The production building was modeled after the Whistle Stop Café. Features of the production building include a suspended awning and large storefront windows. Mrs. Morrison explained that the doors would be fixed shut to prevent people from entering the production building from the street. The rear elevation for the main two-story building was then reviewed. Mrs. Morrison explained that the roof would drain to the rear of the property, consistent with what is typical for buildings in the district. An egress stair would also be located off the back of the building to provide access from the brewery to the lawn. Mrs. Morrison then provided details on the space between the existing Whistle Stop building and the proposed two-story building. Previous elevations had the two buildings connected. After review by a structural engineer, there was concern that the exterior wall of the Whistle Stop, which had significant cracking, could not support the two-story building. Mrs. Morrison explained that the decision was made to put an approximately twelve-foot wide space between the buildings. The space

would have a courtyard with tables and a cooler to store beer. Mrs. Morrison noted that the cooler would be screened. Mrs. Morrison reviewed the courtyard side elevation. The elevation includes a door communicating between the buildings. She then reviewed the elevations for the proposed production building, restroom building, and the stage. The production building would have windows to allow people to see into the building, rear access for transporting goods, a suspended awning, and a pedestrian entrance off of Bigger's Avenue. The stage, which would be large enough to accommodate a small band, would have wood framing at the back to buffer noise. The restrooms include doors that face the main building's rear elevation and will not be visible from the street. Proposed door and window schedules were also shared. Mrs. Morrison explained that a civil engineer reviewed the proposed site design, utilities, and topography to ensure the plan was viable and that the site would not trigger any major design changes. Based on the review, updates were made to how the building interacted with the sloping corner. This included adjusting the location of the stairs and the size and scale of the planters.

Chairman Gallagher opened the floor to comments and questions from the Commissioners.

Commissioner Neaves asked if there were any fire concerns with the alleyway given there was a single door, a metal gate, and brick wall. Mrs. Morrison responded that the gate would be operable with panic hardware on the interior to allow people to exit. Commissioner Neaves asked if the gate would be exit only. Mrs. Morrison responded in the affirmative.

Commissioner Bulter observed that the dumpster appeared close to the residential house in the back of the property. She stated that per 5.10.03, "Dumpsters shall be placed in the least visible location on the lot and shall not be located within 50 feet of a residential use." She asked how far the dumpster was from the residential house. Mrs. Morrison responded that she would need to check. She asked if the distance would be from the property line or the house. Commissioner Butler stated that the standard did not specify. Ms. Campbell stated that when referencing buffers, the distance is typically from the property line.

Chairman Gallagher commented that he did not see any HVAC plans or equipment. He asked if the HVAC equipment would be roof mounted behind the parapet. Mrs. Morrison responded in the affirmative, explaining that the height of the parapets were to hide the equipment. Vice Chair Bramlett asked if the same applied to the production building in the back of the property. Mrs. Morrison responded in the affirmative. Commissioner Butler asked if the HVAC equipment would be seen due to the sloping roof. Mrs. Morrison responded that the equipment would be visible from the rear of the building.

Commissioner Neaves asked if the awnings on the two-story building would be made of standing metal seam. Mrs. Morrison responded in the affirmative. Chairman Gallagher asked if there was a color proposed for the awnings. Mrs. Morrison responded that the color of the awnings had not yet been discussed.

Chairman Gallagher commented that he saw very little landscaping on the site. He asked if there was an additional landscaping plan and if the plans presented were preliminary. Mrs. Morrison responded that the plans were preliminary. She explained that the intention was for the space to be primarily a lawn with some landscaping around the sides because of the stage area and gathering space.

Commissioner Neaves asked if there was going to be a fence on the J.O. Stephenson side of the property or if the area would be left open. Mrs. Morrison responded that there would be no fences. She explained that retaining walls would be placed on the edge of the property to accommodate the grade change and provide seating. She also stated that the space was intended to be an open, publicly accessible area.

Commissioner Butler asked what the height of the fence was between the two buildings. Mrs. Morrison responded that the fence height would be determined by the size of the cooler. She explained that since the tenant had not yet selected a cooler, the exact height of the fence is not yet known. Commissioner Butler stated that the maximum height permitted in the standards is six feet. She stated that she did not know if the height is flexible given that the purpose of the fence is to hide mechanical equipment and utilities. Mr. Dale Hughes oriented the Commissioners to the courtyard area and highlighted the location of the doors, the fence, a false brick wall, the proposed cooler location, and another facade to screen the cooler. He explained that the fence would be wrought iron and under six feet to allow the seating area to be seen from the street. He also discussed some preliminary ideas for wall plantings. Mrs. Morrison expressed that there might be some confusion. She stated that she was referring to the height of the brick wall at the back of the courtyard, not the fence by the street. She apologized for the misunderstanding and stated that the fence height would follow the restrictions in the historic design standards.

Chairman Gallagher sought confirmation that there would be a brick wall within the courtyard space for the cooler and a brick wall facing the plaza to shield the cooler and look like a wall connecting the buildings. Mrs. Morrison explained that the intention was for the wall to look like part of the building rather than a fence. She reiterated that the walls would hide the cooler and that the cooler would be around ten feet tall. Mr. Hughes added that every area in the building is designated for events. He stated that the courtyard was designed for interior events between the two buildings. He added that the wall will eventually need to be high enough to put a projector screen.

Ms. Campbell stated that the presentation was conceptual. She explained that the goal of the presentation was to identify any red flags in the proposal. If there were none, the applicant would take the HPC's comments and move forward with completing their civil plans.

Mrs. Morrison stated that they would present to the commission in the future and incorporate any feedback into the next presentation. She explained that they understood this is a major project for Downtown Kennesaw and that the applicant

wanted to ensure they were meeting the city's expectations for the development.

Vice Chair Bramlett asked if there were any changes to the Whistle Stop building from the last presentation. Mrs. Morrison responded that there had not been changes to the Whistle Stop building. She explained that they do not yet have a tenant for the space. She added that based on the provided photos, the brick on the building was a veneer done in the last twenty to thirty years. Mrs. Morrison stated that they did not plan to remove the veneer.

Chairman Gallagher referenced the applicant's comment about the location of the new building and the structural distress to the Whistle Stop. He asked if there were plans as part of the new development to shore up the Whistle Stop to minimize any future degradation. Mrs. Morrison responded that they would discuss stabilizing the structure while construction was ongoing. She explained that the structural engineer had not mentioned stabilizing the structure. She stated that they could discuss if any bracing could be done temporarily to ensure the building was not jeopardized.

Commissioner Neaves commented that the design for the project was, overall, looking good. Mrs. Morrison thanked Commissioner Neaves for the comment. Commissioner DeLuca Berisford and Vice Chair Bramlett agreed.

Chairman Gallagher asked if there were any further questions or comments from the Commissioners. Hearing none, he opened the floor for public comment.

Ms. Lexie Newhouse, a resident of downtown Kennesaw for the last five years, spoke in support of the project. She commented that Mr. Dale Hughes had an extensive history of revitalizing historic homes and converting them into commercial spaces in Downtown Kennesaw. She expressed that the partner they selected for the project, Reformation, also had an extensive history of that with their work in Downtown Woodstock and the Mill in Canton. She thanked the Commissioners for their consideration.

Mrs. Campbell explained that a vote did not need to be taken because the presentation was an update to a previously approved project. She stated that the HPC's feedback would enable the applicant to move forward with completing the civil plans that are required for pulling permits. Chairman Gallagher commented that the applicant should clarify the location of the dumpster, clarify the details on the screening for the dumpsters, and provide a more formal landscape plan that shows the designation of proposed trees, shrubs, and other plantings.

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. Chanelle Campbell introduced this item. This is an update for the project located at

2615 and 2681 South Main Street. While the property is not within the historic district, it is within the CBD district and was required to come before the HPC. At their last presentation to the HPC there was feedback on the building's rendering and landscaping plans. The applicant has since gone through the formal process of submitting their site plan and was granted the permit. The applicant is now trying to get building permits to go vertical. The purpose of the presentation is to show updates to the landscaping plan and the renderings, materials, and elevations for the proposed structures.

Mr. Jake French introduced himself as senior development lead for the project. He also introduced Peter Fitzgibbons as day-to-day project development lead. He announced that they would be providing a project update on Kennesaw Phase II. He stated that they closed on the project in April, have an equity partner, got their Land Disturbance Permit approved, cleared trees from the property, installed erosion control, and obtained their seven-day letter. He also shared that the building permits were approved aside from the condition to present to the HPC. Mr. French stated that the expected project completion date was April 2027. He also shared that the first units and restaurants portion would be delivered September 2026.

Mr. French oriented the Commissioners to the location of the site as across the street from the Lacey at South Main. He described this phase as the Lacey's smaller, younger sister, as it would be on 7 +/- acres compared to the Lacey's 10 +/- acres. Mr. French showed the 20 percent site plan previously presented to the HPC and identified the locations of Building 100, Building 200, interior amenities, the pool courtyard, a one-story parking deck, the restaurant, a park along Main Street, and additional parking. He shared the new colored site plan, which included the landscape plan. He described the project as mostly the same as the previous site plan. Noted changes include expanding the restaurant to 3000 square feet, eliminating an access road on the left to allow for more landscaping, relocating the dog park to the back left of the site, adding 22 parking spaces along Main Street, and adding an inset into the back of Building 100 to accommodate the 50-foot cemetery buffer. Mr. French also presented the design details for a pedestrian crosswalk and a sidewalk extension as required by zoning conditions. He stated that the pedestrian crosswalk would be signalized with a raised median. He shared that the plans were reviewed and approved as part of their Land Disturbance Permit. He explained that the crosswalk and improved sight lines from clearing the site would help to slow traffic. Mr. French stated that the sidewalk extension would go from the Lacey Phase I to Sardis Street and be 7 feet wide.

Mr. French reviewed the renderings presented to the HPC last year. He then reviewed the updated renderings at 100 percent design. He shared that the restaurant would have an exterior staircase, a white brick exterior, and a canopied rooftop with open seating. Buildings 100 and 200 would include white brick with accents of dark fibrous cement siding, architectural relief, and inset canopies. Renderings were also shown for the pool courtyard, which included a uniquely shaped pool, a pavilion, and some landscaping. Mr. French also provided renderings for the leasing lobby.

Mr. French showed the 20 percent building elevations that were presented at the previous HPC meeting. He then showed the 100 percent elevations for the buildings. He highlighted the location of a canopy where signage for the project would be placed. Mr. French then reviewed the landscaping plan for the project, noting the presence of trees in excess of the tree requirement, a paved entry at the front of the project, a sidewalk that ties into the sidewalk on South Main Street, a landscaping buffer between the project and a Taekwondo business, a black chain link fence along the cemetery buffer, and an 8-foot wood fence painted black along the rear of the project to block off the railroad and lumberyard. Mr. French provided additional details for the landscaping and design of the pool courtyard, which included a unique pool shape, a turf area, a pavilion with a fireplace and TV, and another turf area with an amenity. Mr. French went into further detail about the landscaping in front of Building 200. He shared that trees would be located around the proposed restaurant and that the park on Main Street would sit lower on the site and have turf and seating. He explained their intention was to create a family atmosphere and an active space next to the restaurant.

Vice Chair Bramlett asked if the property was in the historic district or if it was just in the CBD. Mr. French responded that the property was just in the CBD. Vice Chair Bramlett asked if there were any updates on the commercial component of the development across the street and whether they would look similar to the proposed commercial components for the presented project. Mr. French sought to clarify whether the Commissioner was referring to the commercial uses in front of the Lacey Phase I. Vice Chair Bramlett confirmed. Mr. French responded that he had heard discussion about a Starbucks or a coworking space. He explained that he was not part of the commercial piece, but that he could ask and provide an update.

Commissioner Butler asked what the square footage was for the restaurant because there were only twenty-two parking spaces for a two-story restaurant and additional retail in the rear. Mr. French responded that the required square footage for the restaurant was 2500 square feet, but that the restaurant would be 3100 square feet. He explained there were 50 spaces dedicated to the restaurant, which included 22 street parking spaces and dedicated spaces in the parking deck. Commissioner Butler asked how people would know they could park in the parking deck. Mr. French responded that the spots would be designated retail parking only with either stencils on the ground or vertical posts. Chairman Gallagher asked if the stenciling would also be along Main Street. Mr. French responded that those parking spaces were semi-public and on land dedicated to the City. He explained that there would need to be further talks with Public Works about signage in the street parking area. He commented that there were discussions about now wanting apartment residents to take all the street parking.

Commissioner Neaves explained he was not on the Commission when the project was first presented but had read the meeting minutes. He stated that a big concern with the previous elevations was that the buildings were stark along the sidewalk without many forms of relief like awnings and arcades. He commented that it appeared a lot of the comments were addressed as there was more interest and intrigue in the elevations. Mr. French agreed. He stated that they had been intentional about the design. He

commented that the buildings had more depth, color, and architectural relief. He expressed pride in the project and remarked that he was excited to execute on it.

Commissioner Butler asked how many units would be in both buildings in total. Mr. French responded that there would be 300 total units between both buildings and three commercial suites in building 200. He stated that he did not have the exact break-down but estimated that Building 100 would have approximately 185 units and that Building 200 would have the remainder. Mr. Peter Fitzgibbons stated that the units would be a 60-40 split with the majority of units located in the amenity area.

Commissioner Neaves referenced the applicant's comment on differentiating the look of this development from the Lacey. He commented that he liked the idea of the buildings having two separate identities. Mr. French responded that the design approach helps give character to the community, does not look cookie-cutter, and helps establish the project as separate.

Commissioner Butler asked how many parking spots there were for the project in total. Mr. Fitzgibbons responded that there were 242 parking spaces. Commissioner Butler asked if that number included the 22 on-street parking spots. Mr. Fitzgibbons responded that street parking was included in that number. Mr. French stated that there was also a shared use condition and easement with the Lacey across the street that gave the project access to 100 additional parking spaces.

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

Chairman Gallagher asked Ms. Campbell if a formal vote or motion was needed since the project was already approved and the applicant satisfied the requirement to provide updated renderings. Ms. Campbell responded that no formal motion or vote was needed. She clarified that the building permits were on hold until they received formal approval from the HPC for the elevations. She stated that because the HPC has formally reviewed it, they could move forwards with their building permits.

Commissioner Neaves asked if that meant they needed to make a motion to approve the plans. Ms. Campbell responded that a motion was not needed. She explained that the applicant clarified and the HPC approved the fact that the plans were updated per the conditions. She stated that no additional feedback was required.

5. New Business

6. COAA Approval by City Staff and HPC Chair

A. COAA2026-04 - 2305 Lewis Street

This is a Certificate of Appropriateness application for 2305 Lewis Street as submitted by Thomas Aaron for the replacement of wood shutters. The application was reviewed administratively and approved on April 16, 2026.

7. Discussion

Vice Chair Bramlett commented that he spoke with the Atlanta Preservation Center about holding more downtown walking tours. He stated that they should have more dates soon. Chairman Gallagher thanked Vice Chair Bramlett.

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

Ms. Channele Campbell stated that there was no staff comment. She commented that the department was staying busy with the Comprehensive Plan, the LCI Study, and other studies. She encouraged Commissioners to participate in any trainings or conferences. She also requested that Commissioners encourage the community to participate in the Comprehensive Plan so that staff could get more holistic feedback as they work through the update.

10. Adjourn

Chairman Gallagher adjourned the meeting at 9:03 a.m.



Item Report

TO: The Historic Preservation Commission

FROM: Chanelle Campbell, Planning and Zoning Director

DATE: August 21, 2026

TITLE: Central Business District: 2250 Lewis Street
Consideration to review a Central Business District (CBD) project application request to construct a public parking lot on 0.5 +/- acres located at 2250 Lewis St (Parcel #20013801620). Case #CBD2026-01

Summary:

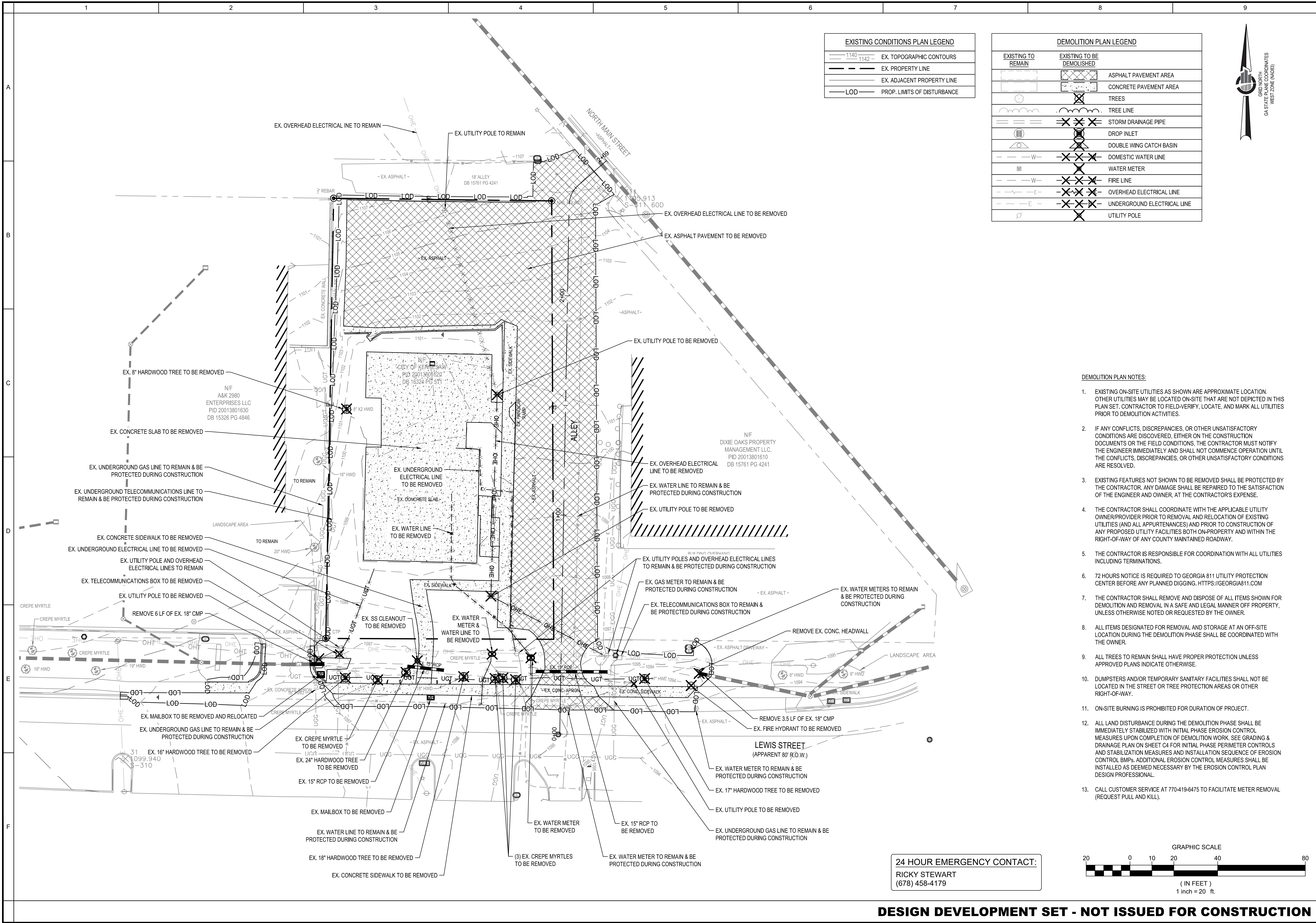
Recommendation:

Fiscal Impact:

Attachments:

1. CBD2026-01_2250 Lewis Street_Updated Site Plan
2. CBD2026-01 - 2250 Lewis St_ CBD Application Packet
3. 04-17-2026 Historic Preservation Commission Draft Minutes
4. CBD2026-01 - 2250 Lewis St_ Approval Letter

[illegible]



EXISTING CONDITIONS PLAN LEGEND	
	EX. TOPOGRAPHIC CONTOURS
	EX. PROPERTY LINE
	EX. ADJACENT PROPERTY LINE
	PROP. LIMITS OF DISTURBANCE

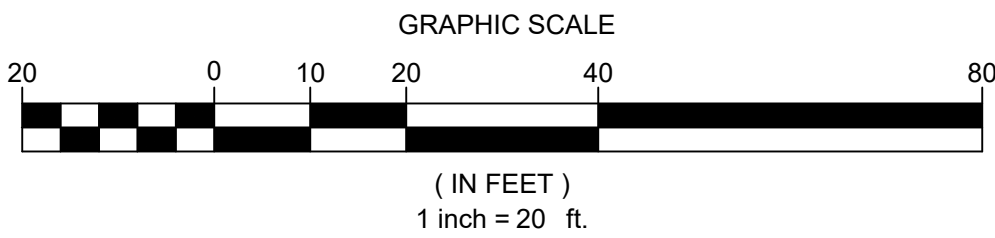
DEMOLITION PLAN LEGEND		
EXISTING TO REMAIN	EXISTING TO BE DEMOLISHED	
		ASPHALT PAVEMENT AREA
		CONCRETE PAVEMENT AREA
		TREES
		TREE LINE
		STORM DRAINAGE PIPE
		DROP INLET
		DOUBLE WING CATCH BASIN
		DOMESTIC WATER LINE
		WATER METER
		FIRE LINE
		OVERHEAD ELECTRICAL LINE
		UNDERGROUND ELECTRICAL LINE
		UTILITY POLE



DEMOLITION PLAN NOTES:

- EXISTING ON-SITE UTILITIES AS SHOWN ARE APPROXIMATE LOCATION. OTHER UTILITIES MAY BE LOCATED ON-SITE THAT ARE NOT DEPICTED IN THIS PLAN SET. CONTRACTOR TO FIELD-VERIFY, LOCATE, AND MARK ALL UTILITIES PRIOR TO DEMOLITION ACTIVITIES.
- IF ANY CONFLICTS, DISCREPANCIES, OR OTHER UNSATISFACTORY CONDITIONS ARE DISCOVERED, EITHER ON THE CONSTRUCTION DOCUMENTS OR THE FIELD CONDITIONS, THE CONTRACTOR MUST NOTIFY THE ENGINEER IMMEDIATELY AND SHALL NOT COMMENCE OPERATION UNTIL THE CONFLICTS, DISCREPANCIES, OR OTHER UNSATISFACTORY CONDITIONS ARE RESOLVED.
- EXISTING FEATURES NOT SHOWN TO BE REMOVED SHALL BE PROTECTED BY THE CONTRACTOR. ANY DAMAGE SHALL BE REPAIRED TO THE SATISFACTION OF THE ENGINEER AND OWNER, AT THE CONTRACTOR'S EXPENSE.
- THE CONTRACTOR SHALL COORDINATE WITH THE APPLICABLE UTILITY OWNER/PROVIDER PRIOR TO REMOVAL AND RELOCATION OF EXISTING UTILITIES (AND ALL APPURTENANCES) AND PRIOR TO CONSTRUCTION OF ANY PROPOSED UTILITY FACILITIES BOTH ON-PROPERTY AND WITHIN THE RIGHT-OF-WAY OF ANY COUNTY MAINTAINED ROADWAY.
- THE CONTRACTOR IS RESPONSIBLE FOR COORDINATION WITH ALL UTILITIES INCLUDING TERMINATIONS.
- 72 HOURS NOTICE IS REQUIRED TO GEORGIA 811 UTILITY PROTECTION CENTER BEFORE ANY PLANNED DIGGING. [HTTPS://GEORGIA811.COM](https://georgia811.com)
- THE CONTRACTOR SHALL REMOVE AND DISPOSE OF ALL ITEMS SHOWN FOR DEMOLITION AND REMOVAL IN A SAFE AND LEGAL MANNER OFF PROPERTY, UNLESS OTHERWISE NOTED OR REQUESTED BY THE OWNER.
- ALL ITEMS DESIGNATED FOR REMOVAL AND STORAGE AT AN OFF-SITE LOCATION DURING THE DEMOLITION PHASE SHALL BE COORDINATED WITH THE OWNER.
- ALL TREES TO REMAIN SHALL HAVE PROPER PROTECTION UNLESS APPROVED PLANS INDICATE OTHERWISE.
- DUMPSTERS AND/OR TEMPORARY SANITARY FACILITIES SHALL NOT BE LOCATED IN THE STREET OR TREE PROTECTION AREAS OR OTHER RIGHT-OF-WAY.
- ON-SITE BURNING IS PROHIBITED FOR DURATION OF PROJECT.
- ALL LAND DISTURBANCE DURING THE DEMOLITION PHASE SHALL BE IMMEDIATELY STABILIZED WITH INITIAL PHASE EROSION CONTROL MEASURES UPON COMPLETION OF DEMOLITION WORK. SEE GRADING & DRAINAGE PLAN ON SHEET C4 FOR INITIAL PHASE PERIMETER CONTROLS AND STABILIZATION MEASURES AND INSTALLATION SEQUENCE OF EROSION CONTROL BMPs. ADDITIONAL EROSION CONTROL MEASURES SHALL BE INSTALLED AS DEEMED NECESSARY BY THE EROSION CONTROL PLAN DESIGN PROFESSIONAL.
- CALL CUSTOMER SERVICE AT 770-419-6475 TO FACILITATE METER REMOVAL (REQUEST PULL AND KILL).

24 HOUR EMERGENCY CONTACT:
RICKY STEWART
(678) 458-4179



DESIGN DEVELOPMENT SET - NOT ISSUED FOR CONSTRUCTION

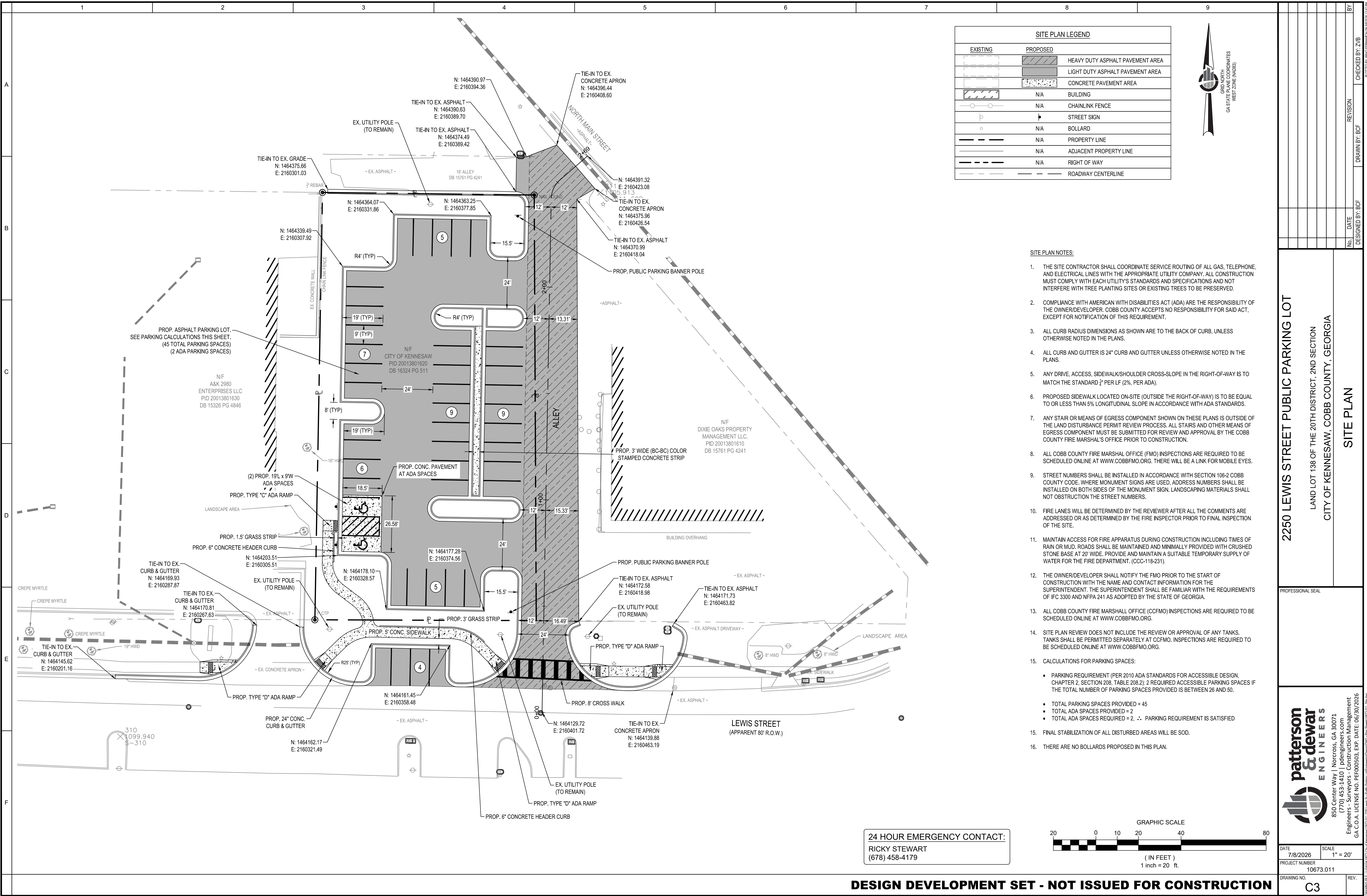
2250 LEWIS STREET PUBLIC PARKING LOT
LAND LOT 138 OF THE 20TH DISTRICT, 2ND SECTION
CITY OF KENNESAW, COBB COUNTY, GEORGIA
EXISTING CONDITIONS & DEMOLITION PLAN

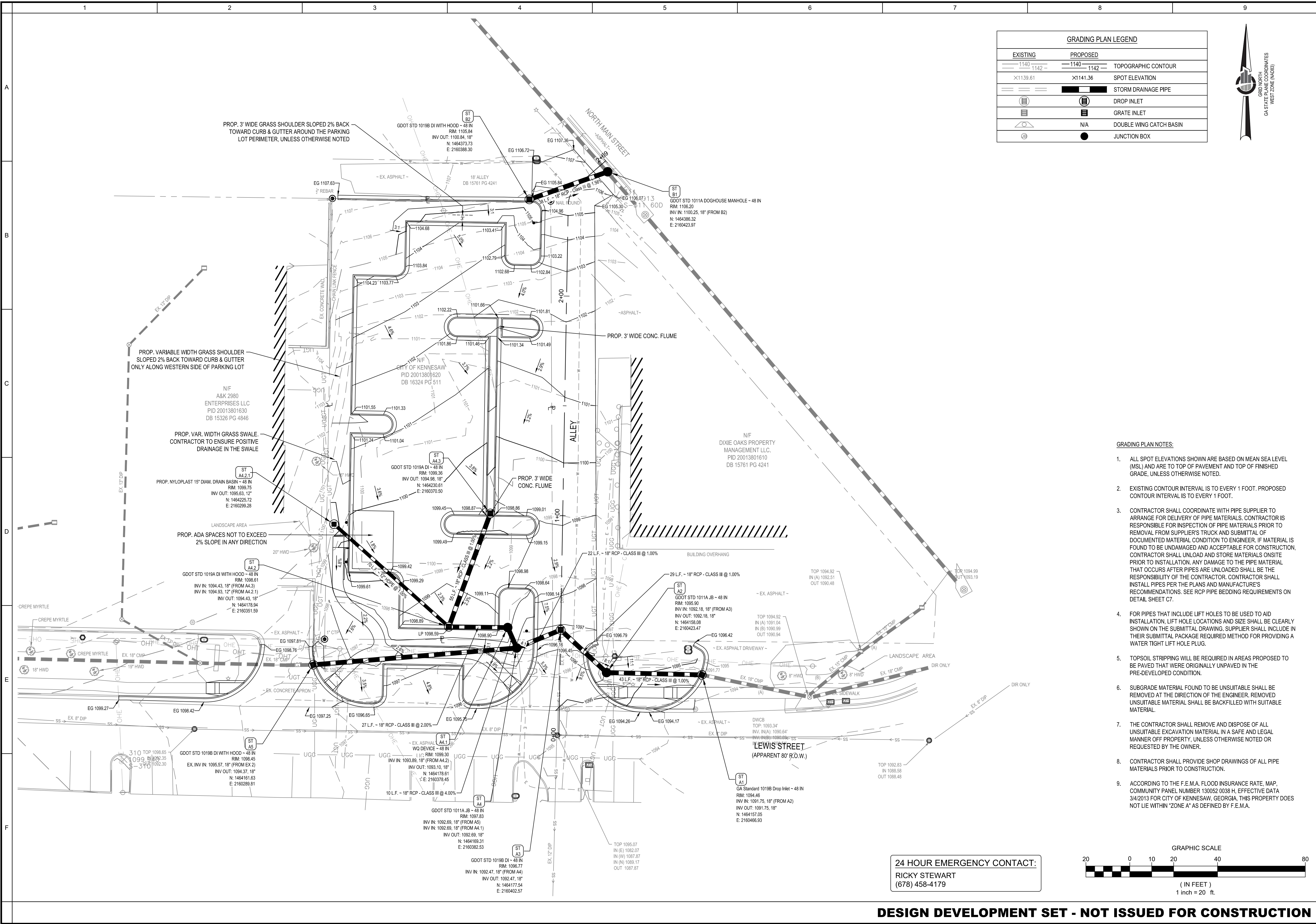
PROFESSIONAL SEAL



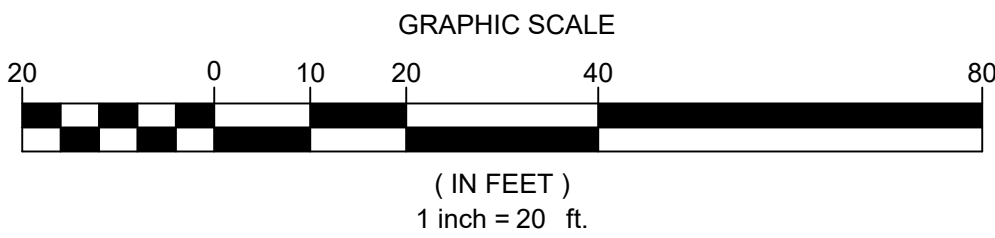
DATE	7/8/2026	SCALE	1" = 20'
PROJECT NUMBER	10673.011		
DRAWING NO.	C2	REV.	

DESIGNED BY: BCF
DRAWN BY: BCF
CHECKED BY: ZVB
BY: [Signature]
PLOTTED BY: BNA/TERMINAL ON 10/22/2026 1:24 PM





24 HOUR EMERGENCY CONTACT:
RICKY STEWART
(678) 458-4179

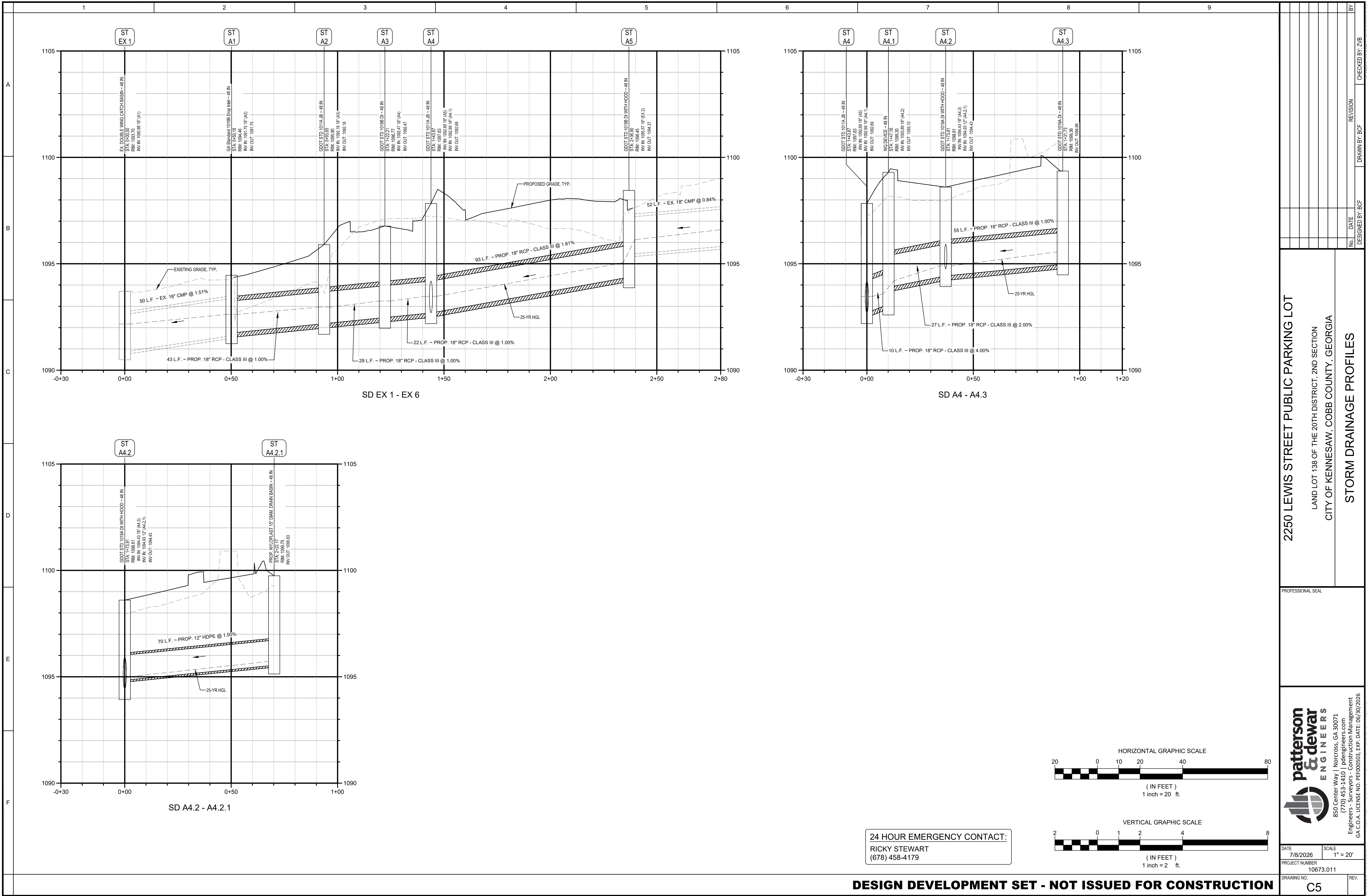


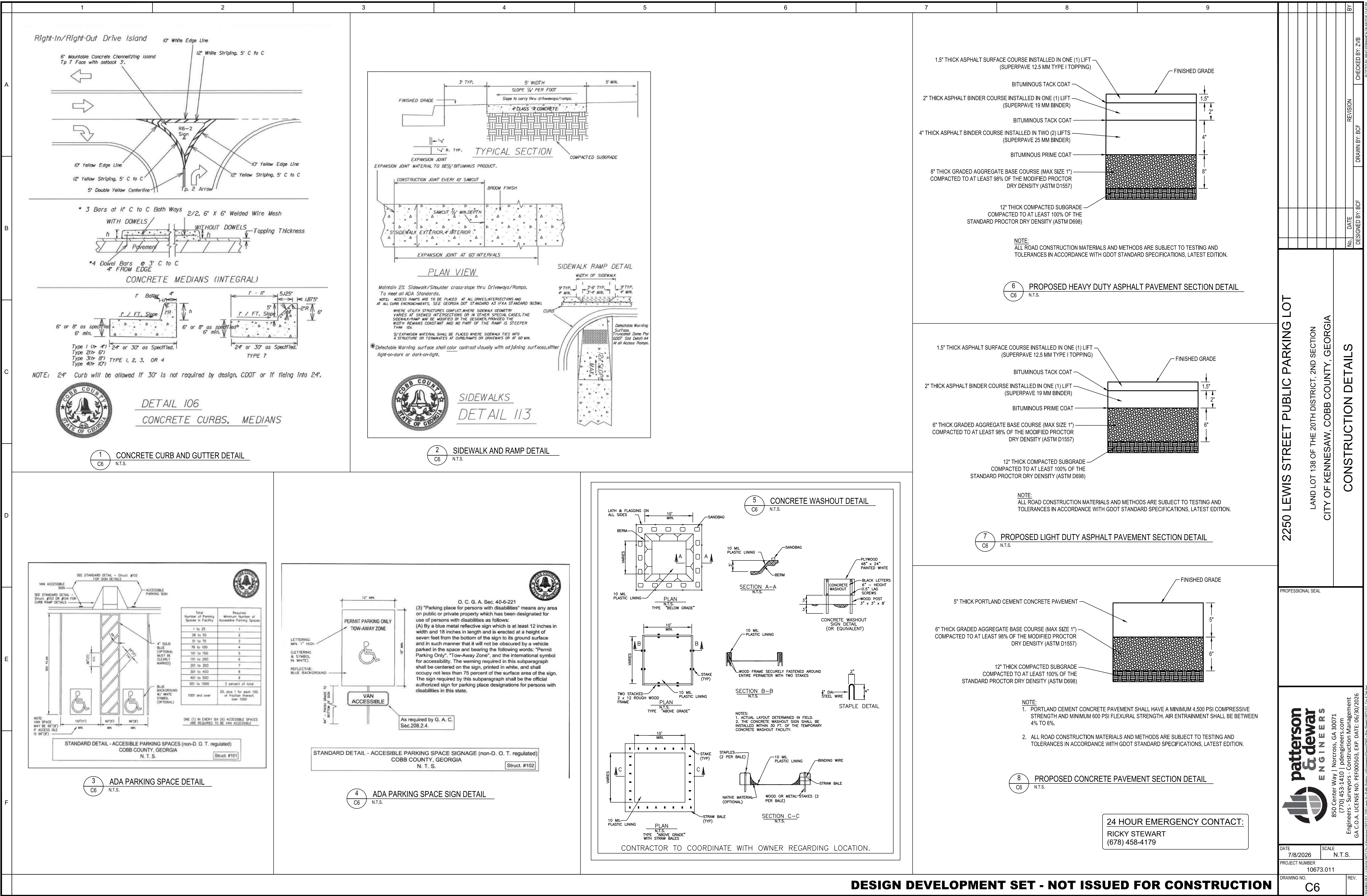
GRADING PLAN NOTES:

- ALL SPOT ELEVATIONS SHOWN ARE BASED ON MEAN SEA LEVEL (MSL) AND ARE TO TOP OF PAVEMENT AND TOP OF FINISHED GRADE, UNLESS OTHERWISE NOTED.
- EXISTING CONTOUR INTERVAL IS TO EVERY 1 FOOT. PROPOSED CONTOUR INTERVAL IS TO EVERY 1 FOOT.
- CONTRACTOR SHALL COORDINATE WITH PIPE SUPPLIER TO ARRANGE FOR DELIVERY OF PIPE MATERIALS. CONTRACTOR IS RESPONSIBLE FOR INSPECTION OF PIPE MATERIALS PRIOR TO REMOVAL FROM SUPPLIER'S TRUCK AND SUBMITTAL OF DOCUMENTED MATERIAL CONDITION TO ENGINEER. IF MATERIAL IS FOUND TO BE UNDAMAGED AND ACCEPTABLE FOR CONSTRUCTION, CONTRACTOR SHALL UNLOAD AND STORE MATERIALS ONSITE PRIOR TO INSTALLATION. ANY DAMAGE TO THE PIPE MATERIAL THAT OCCURS AFTER PIPES ARE UNLOADED SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR. CONTRACTOR SHALL INSTALL PIPES PER THE PLANS AND MANUFACTURE'S RECOMMENDATIONS. SEE RCP PIPE BEDDING REQUIREMENTS ON DETAIL SHEET C7.
- FOR PIPES THAT INCLUDE LIFT HOLES TO BE USED TO AID INSTALLATION, LIFT HOLE LOCATIONS AND SIZE SHALL BE CLEARLY SHOWN ON THE SUBMITTAL DRAWING. SUPPLIER SHALL INCLUDE IN THEIR SUBMITTAL PACKAGE REQUIRED METHOD FOR PROVIDING A WATER TIGHT LIFT HOLE PLUG.
- TOPSOIL STRIPPING WILL BE REQUIRED IN AREAS PROPOSED TO BE PAVED THAT WERE ORIGINALLY UNPAVED IN THE PRE-DEVELOPED CONDITION.
- SUBGRADE MATERIAL FOUND TO BE UNSUITABLE SHALL BE REMOVED AT THE DIRECTION OF THE ENGINEER. REMOVED UNSUITABLE MATERIAL SHALL BE BACKFILLED WITH SUITABLE MATERIAL.
- THE CONTRACTOR SHALL REMOVE AND DISPOSE OF ALL UNSUITABLE EXCAVATION MATERIAL IN A SAFE AND LEGAL MANNER OFF PROPERTY, UNLESS OTHERWISE NOTED OR REQUESTED BY THE OWNER.
- CONTRACTOR SHALL PROVIDE SHOP DRAWINGS OF ALL PIPE MATERIALS PRIOR TO CONSTRUCTION.
- ACCORDING TO THE F.E.M.A. FLOOD INSURANCE RATE, MAP, COMMUNITY PANEL NUMBER 130052 0038 H, EFFECTIVE DATA 3/4/2013 FOR CITY OF KENNESAW, GEORGIA, THIS PROPERTY DOES NOT LIE WITHIN "ZONE A" AS DEFINED BY F.E.M.A.

2250 LEWIS STREET PUBLIC PARKING LOT	
LAND LOT 138 OF THE 20TH DISTRICT, 2ND SECTION	
CITY OF KENNESAW, COBB COUNTY, GEORGIA	
GRADING & DRAINAGE PLAN	
DESIGNED BY: BCF	CHECKED BY: ZVB
DRAWN BY: BCF	REVISION
DATE	NO.
PROFESSIONAL SEAL	
patterson & dewar ENGINEERS	
850 Center Way Norcross, GA 30071	
(770) 453-1410 pdengineers.com	
Engineers - Surveyors - Construction Management	
GA C.O.A. LICENSE NO. PF000003, EXP. DATE: 06/30/2026	
DATE: 7/8/2026	SCALE: 1" = 20'
PROJECT NUMBER: 10673.011	REV.
DRAWING NO. C4	

DESIGN DEVELOPMENT SET - NOT ISSUED FOR CONSTRUCTION





Drawing name: K:\ALP_LAP\011364002_2250 Lewis Street Parking Lot\CAD\PlanSheets\L1-00 - LANDSCAPE PLAN.dwg L1-00 - LANDSCAPE PLAN Aug 06, 2026 9:28am by: Patricia Quinonez



PLANT SCHEDULE

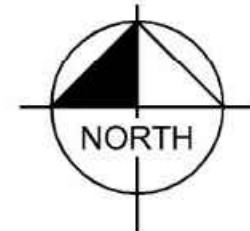
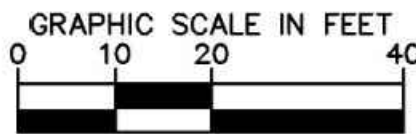
<u>SYMBOL</u>	<u>CODE</u>	<u>QTY</u>	<u>BOTANICAL NAME</u>	<u>COMMON NAME</u>	<u>CAL</u>	<u>HEIGHT</u>	<u>SPRD</u>	<u>CONT</u>	<u>REMARKS</u>
CANOPY TREES									
	OAK-NT3	4	QUERCUS NUTTALLII	NUTTALL OAK	3" CAL	14-16' HT	7-8' SPRD	B&B	STRAIGHT TRUNK, FULL HEAD
	ELM-LB3	5	ULMUS PARVIFOLIA 'LACEBARK ELM'	CHINESE ELM TREE	3" CAL	14-16' HT	7-8' SPRD	B&B	STRAIGHT TRUNK, FULL HEAD
FLOWERING TREES									
	LAG-NA4	3	LAGERSTROEMIA INDICA X FAURIEI 'NATCHEZ'	NATCHEZ CRAPE MYRTLE	4" CAL	8-9' HT	5-6' SPRD	B&B	STANDARD, FULL HEAD
<u>SYMBOL</u>	<u>CODE</u>	<u>QTY</u>	<u>BOTANICAL NAME</u>	<u>COMMON NAME</u>	<u>SIZE</u>	<u>SPACING</u>		<u>SPACING</u>	<u>REMARKS</u>
GROUND COVERS									
	MULCH	608 SF	BLACK WOOD MULCH	MULCH	---				4"
SOD/SEED									
	SOD-BER	7,209 SF	CYNODON DACTYLON '419 HYBRID'	BERMUDA GRASS	SOD				TIGHT JOINTS, ROLL ALL SOD SMOOTH

CITY OF KENNESAW NOTES:

- PARKING LOTS AND STREET YARDS
- ALL ROOT ZONES MINIMUM 8' IN WIDTH (FROM BACK OF CURB)
 - ROOT ZONE FOR OVERSTORY TREES IS MINIMUM 200 SF
 - ADD 50 SF FOR EACH ADDITIONAL TREE
 - PARKING ISLANDS MUST HAVE 2 1/2' OF CLEAN, CULTIVATED SOIL
 - 4" OF MULCH IS REQUIRED
 - LIGHT POLES ARE PROHIBITED IN PARKING ISLANDS
 - NO FASTIGIATE (NARROW-CROWNED) VARIETIES OF TREES ARE PERMISSIBLE IN PARKING LOTS
 - MINIMUM 3" CAL TREES
 - ROOT BARRIERS ARE REQUIRED IN PARKING LOT ISLANDS ALONG SIDEWALKS
 - IRRIGATION: PROVIDE HOW TREES ARE TO BE WATERED DURING THEIR ESTABLISHMENT OR TRANSITION PERIOD.

GENERAL LANDSCAPE NOTES:

- CONTRACTOR TO REVIEW CONTRACT DOCUMENTS AND EXISTING CONDITIONS PRIOR TO SUBMITTING BID PROPOSAL OR STARTING WORK.
- ALL QUANTITIES LISTED ON PLANT SCHEDULE SHALL BE VERIFIED BY LANDSCAPE CONTRACTOR PRIOR TO BID. PLANTS SHOWN ON PLANS SHALL BE INSTALLED REGARDLESS OF PLANT SCHEDULE.
- CONTRACTOR BASE BID TO INCLUDE ALL MATERIALS, LABOR, PERMITS, EQUIPMENT, TOOLS, INSURANCE OR OTHER REQUIREMENTS TO PERFORM THE WORK AS DESCRIBED OR SHOWN ON CONSTRUCTION DOCUMENTS.
- CONTRACTOR TO PROVIDE UNIT PRICING FOR ALL PLANT MATERIALS WITH INSTALLED COST LISTED ON PLANT SCHEDULE.
- CONTRACTOR TO VERIFY ALL EXISTING UTILITIES. ANY DAMAGE TO EXISTING UTILITIES OR SITE IMPROVEMENTS CAUSED BY THE LANDSCAPE CONTRACTOR ARE THE FULL RESPONSIBILITY OF SUCH CONTRACTOR.
- PROVIDE INTERIM MAINTENANCE TO INCLUDE: WATERING, PRUNING, FERTILIZING, GUYING, MOWING, TRIMMING, EDGING, WEEDING, MULCHING, APPLICATION OF INSECTICIDES / HERBICIDES AND GENERAL LANDSCAPE CLEAN UP. THIS INCLUDES ANY CORRECTION OF DRAINAGE OR PONDING IN LANDSCAPE AREAS. ALL ITEMS TO BE PERFORMED UNTIL SUBSTANTIAL COMPLETION NOTICE IS PROVIDED BY THE OWNER OR LANDSCAPE ARCHITECT.
- PERFORM ALL WORK IN COMPLIANCE WITH ALL APPLICABLE LAWS, CODES AND REGULATIONS PER LOCAL CODES AND OBTAIN ALL PERMITS REQUIRED.
- PLANT MATERIAL SHOULD BE FREE OF DISEASE AND PESTS. DAMAGED PLANT MATERIAL SHALL BE REJECTED. ANY PLANT MATERIAL THAT DOES NOT MEET SPECIFICATIONS AS NOTED ON PLANT SCHEDULE SHALL BE REJECTED UPON INSPECTION BY LANDSCAPE ARCHITECT.
- LOCATE ALL PLANT MATERIAL SO THAT THE BEST SIDE OF PLANT IS FACING VIEWING AREA.
- BROKEN ROOT BALLS WILL BE REJECTED ON SITE.
- ANY PLANT MATERIALS SHIPPED / DELIVERED TO SITE IN UNCOVERED VEHICLES OR TRAILERS SHALL BE REJECTED.
- ENSURE ALL SPACES OF SHRUBS, GROUND COVERS AND SEASONAL COLOR IS EQUALLY SPACED AND IN STRAIGHT ROWS.
- ANY TREES WITH MAJOR SCARING WILL BE REJECTED.
- TRIM ANY EXCESS GROWTH ON TREES AND SHRUBS AS DIRECTED BY LANDSCAPE ARCHITECT.
- ALL PLANTS TO BE LAID OUT PER LANDSCAPE PLANS. NOTIFY LANDSCAPE ARCHITECT IF LAYOUT NEEDS TO BE CHANGED TO AVOID EXISTING UTILITIES.
- MULCH TO BE PINE MULCH AT A MIN. DEPTH OF 3" WHEN SETTLED.





CENTRAL BUSINESS DISTRICT PROJECT APPROVAL

Date Received 03/24/26
Staff's Initials CMC

Is this property located within the Kennesaw Historic District (yes) _____ (no) X _____?

A minimum of one consultation to review project concept and factors to consider in the planning & design phase prior to initial site plan and architectural review, submission and hearing before the Mayor and Council is mandatory.

Date Received 03/24/26

Staff's Initials CMC

Procedures for filing for CBD Approval:

1. Original application completed, signed and notarized
2. Application must be filled out completely, signed and returned to the Zoning Administrator
3. Copy of Business Plan
4. Copy of warranty deed that reflects the current property owner
5. Copy of site plan with proposed project consistent with the Kennesaw Design Guidelines
6. Completed application and supporting documents listed on one Flash Drive or email to zoningdept@kennesaw-ga.gov in PDF format

CBD Approval Process:

1. Submittal to KDDA for review and comment
2. Submittal to HPC for Certificate of Appropriateness (if in HPC district) not in HPC district comments only required from HPC
3. Review/ Approval by Mayor and Council

PROPERTY ADDRESS 2250 Lewis Street

Land Lot 138 Tax Parcel 20013801620 Lot Size 0.50 Present Zoning CBD

Proposed Project for Property
Existing structure to be demolished and replaced with a parking lot.

Add additional sheet if necessary

APPLICANT City of Kennesaw, Georgia - Ricky Stewart, Public Works Director

APPLICANT EMAIL [REDACTED]

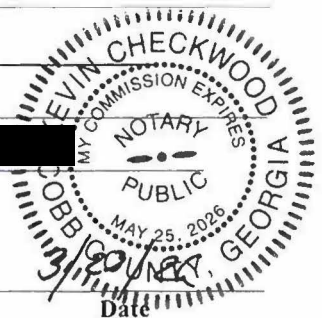
Applicant address 2529 J.O. Stephenson Ave., Kennesaw, GA 30144

(Fax #) _____ (Work #) [REDACTED] (Cell #) [REDACTED]

Applicant Signature [Signature]

Signed, sealed and delivered in presence of:

Notary



TITLEHOLDER: City of Kennesaw, Georgia

Telephone: [REDACTED]

Address: 2529 J.O. Stephenson Ave., Kennesaw, GA 30144

Signature [Signature]

Signed, sealed and delivered in presence of:

Notary





CENTRAL BUSINESS DISTRICT PROJECT

CBD Project Administratively approved by:

Darryl Simmons, Planning & Zoning Administrator

Date: _____

☐ APPROVED

☐ REQUIRES KDDA APPROVAL

☐ REQUIRES HPC APPROVAL

☐ MAYOR AND COUNCIL

KENNESAW DOWNTOWN DEVELOPMENT AUTHORITY:

Hearing Date: _____

Recommendation: see attached minutes

Signature Kennesaw Downtown Development Authority:

HISTORIC PRESERVATION COMMISSION:

Hearing Date: _____

Recommendation: see attached minutes

Signature Historic Preservation Commission

KENNESAW MAYOR AND COUNCIL:

Hearing Date: _____ see attached minutes



CAMPAIGN DISCLOSURE REPORT¹ BY APPLICANT²

A separate form must be completed by each applicant

Has the applicant made, within two (2) years immediately preceding the filing of this application for rezoning, campaign contributions aggregating two hundred fifty dollars (\$250.00) or more or made gifts having in the aggregate a value of two hundred fifty dollars (\$250.00) or more to a member or members of the Mayor and Council or Planning Commission who will consider the application?

No

If "Yes," the applicant and the attorney representing the applicant must file a disclosure report with the Mayor and Council of the City of Kennesaw within ten (10) days after this application is first filed.

Please supply the following information that will be considered as the required disclosure:

The name of the member(s) of the Mayor and Council or Planning Commission to whom the campaign contribution or gift was made:

The dollar amount of each campaign contribution made by the applicant to the member(s) of the Mayor and Council or Planning Commission during the two (2) years immediately preceding the filing of this application and the date of each such contribution:

An enumeration and description of each gift having a value of two hundred fifty dollars (\$250.00) or more made by the applicant to the member(s) of the Mayor and Council or Planning Commission during the two (2) years immediately preceding the filing of this application:

I certify that the foregoing information is true and correct, this 23 day of MARCH, 2026

Applicants Signature

¹ If the answer to any of the above is "Yes," then the member of the Mayor and Council or Planning Commission must immediately disclose the nature and extent of such interest, in writing, to the Mayor and Council of the City of Kennesaw, Georgia. A copy should be filed with this application. Such disclosures shall be a public record and available for public inspection at any time during normal working hours.

² Applicant means any person who applies for a rezoning action and any attorney or other person representing or acting on behalf of a person who applies for a rezoning action.



CENTRAL BUSINESS DISTRICT PROJECT

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

Connie Taylor
Clerk of Superior Court
Cobb County, Georgia

Record and return to:

Jeffrey N. Gaba, Esq.
Gregory, Doyle, Calhoun & Rogers, LLC
49 Atlanta Street
Marietta, Georgia 30060
CCAOX.250258

Tax Parcel ID#: 20013801620

STATE OF GEORGIA
COUNTY OF COBB

LIMITED WARRANTY DEED

THIS INDENTURE is made this 21st day of November, 2025 between **COBB COUNTY, GEORGIA**, a political subdivision of the State of Georgia ("Grantor") and **CITY OF KENNESAW, GEORGIA**, a Georgia municipal corporation ("Grantee"). The words "Grantor" and "Grantee" shall include their respective heirs, successors and assigns where the context requires, and the law permits.

WITNESSETH

FOR AND IN CONSIDERATION of the sum of Ten and No/100 Dollars (\$10.00) in hand paid to Grantor by Grantee at or before the execution, sealing and delivery hereof, and other good and valuable consideration, the receipt and sufficiency of which is hereby specifically acknowledged, Grantor has granted, bargained, sold, aliened, conveyed and confirmed, and by these presents does hereby grant, bargain, sell, alien, convey and confirm to Grantee, and its heirs, legal representatives and assigns, all rights, title and interest in which Grantor has or may have had in and to the following property IN FEE SIMPLE:

ALL THAT TRACT OR PARCEL OF LAND LYING AND BEING IN LAND LOT 138, 20TH DISTRICT, 2ND SECTION, COBB COUNTY, GEORGIA, BEING MORE PARTICULARLY SHOWN IN THE ATTACHED EXHIBIT "A," MADE A PART HEREOF BY REFERENCE.

SUBJECT TO THE PERMITTED TITLE EXCEPTIONS BEING MORE PARTICULARLY DESCRIBED IN THE ATTACHED EXHIBIT "B," FURTHER MADE A PART HEREOF BY REFERENCE.

TO HAVE AND TO HOLD the said described tract or parcel of land, together with all the rights, members, easements and appurtenances, to the same being, belonging or in anywise pertaining, to the only property use, benefit and behoof of Grantee forever IN FEE SIMPLE.

AND THE SAID GRANTOR warrants and forever defends the right and title to the above-referenced property unto Grantee against all claims of all persons owning, holding or claiming by, through or under Grantor.

IN WITNESS WHEREOF, Grantor has caused this deed to be executed and sealed as of the day and year first written above.

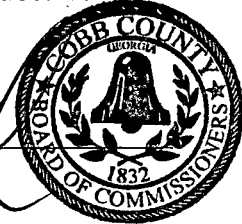
Signed, sealed and delivered in the presence of:

COBB COUNTY, a political subdivision
of the State of Georgia

Judy Solomon
Witness

By:

Lisa N. Cupid
Chairwoman
Cobb County Board of Commissioners



Attest:

Pamela L. Mabry
Pamela L. Mabry
County Clerk

Angela T. Cross
Notary Public

My commission expires
[SEAL]



APPROVED
PER MINUTES OF
COBB COUNTY
BOARD OF COMMISSIONERS
11/14/25

EXHIBIT "A"
LEGAL DESCRIPTION

All that tract or parcel of land lying and being in Land Lot 138 of the 20th District and Section of 2nd Cobb County, Georgia, and being more particularly described as follows:

Beginning at a point on the north side of Lewis Street in the City of Kennesaw, Georgia, a distance of 207 feet east of the intersection of the north side of Lewis Street with the east side of Dallas Street at an iron pin located at a fence and running north 1 degree, 41 minutes east 202 feet to an iron pin; thence south 89 degrees, 50 minutes east 99.5 feet to an iron pin; thence south 0 degrees, 30 minutes east 200 feet to an iron pin located on the north side of Lewis Street; thence south 89 degrees, 5 minutes west along the north side of Lewis Street 104 feet to an iron pin at the point of beginning.

Unofficial Copy

EXHIBIT "B"
PERMITTED EXCEPTIONS

1. All taxes and assessments for the year 2025 and subsequent years, not due and payable.

Unofficial Copy

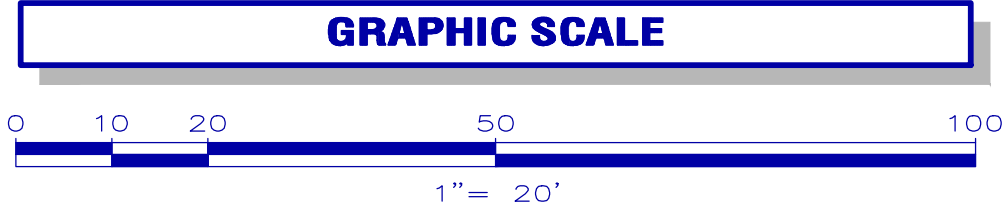
SECTION A – SELLER'S INFORMATION (Do not use agent's information)				SECTION C – TAX COMPUTATION	
SELLER'S BUSINESS / ORGANIZATION / OTHER NAME Cobb County, Georgia				Exempt Code If no exempt code enter NONE	Govt/NonProfit Public Corp
MAILING ADDRESS (STREET & NUMBER) 100 Cherokee Street Suite 300				1. Actual Value of consideration received by seller Complete Line 1A if actual value unknown	\$435,000.00
CITY, STATE / PROVINCE / REGION, ZIP CODE, COUNTRY Marietta, GA 30090 USA		DATE OF SALE 11/21/2025		1A. Estimated fair market value of Real and Personal property	\$0.00
SECTION B – BUYER'S INFORMATION (Do not use agent's information)				2. Fair market value of Personal Property only	\$0.00
BUYER'S BUSINESS / ORGANIZATION / OTHER NAME City of Kennesaw, Georgia				3. Amount of liens and encumbrances not removed by transfer	\$0.00
MAILING ADDRESS (Must use buyer's address for tax billing & notice purposes) 2529 J.O. Stephenson Avenue				4. Net Taxable Value (Line 1 or 1A less Lines 2 and 3)	\$0.00
CITY, STATE / PROVINCE / REGION, ZIP CODE, COUNTRY Kennesaw, GA 30144 USA		Check Buyers Intended Use () Residential () Commercial () Agricultural () Industrial		5. TAX DUE at .10 per \$100 or fraction thereof (Minimum \$1.00)	\$0.00
SECTION D – PROPERTY INFORMATION (Location of Property (Street, Route, Hwy, etc))					
HOUSE NUMBER & EXTENSION (ex 265A) 2250		PRE-DIRECTION, STREET NAME AND TYPE, POST DIRECTION Lewis Street			SUITE NUMBER
COUNTY COBB		CITY (IF APPLICABLE) KENNESAW		MAP & PARCEL NUMBER 20013801620	ACCOUNT NUMBER
TAX DISTRICT	GMD	LAND DISTRICT	ACRES	LAND LOT	SUB LOT & BLOCK
SECTION E – RECORDING INFORMATION (Official Use Only)					
DATE		DEED BOOK	DEED PAGE	PLAT BOOK	PLAT PAGE

ADDITIONAL BUYERS

None

(CLERK OF COURT RECORDING INFORMATION)

GRID NORTH - CA. WEST ZONE



CLOSURE STATEMENT

THE FIELD CLOSURE UPON WHICH THIS PLAT IS BASED HAS A CLOSURE PRECISION OF ONE FOOT IN 30,143, AND WAS ADJUSTED USING THE LEAST SQUARES METHOD. A TRIMBLE "S" SERIES TOTAL STATION AND TRIMBLE TSC-3 DATA COLLECTOR WERE USED TO COLLECT THIS FIELD DATA.

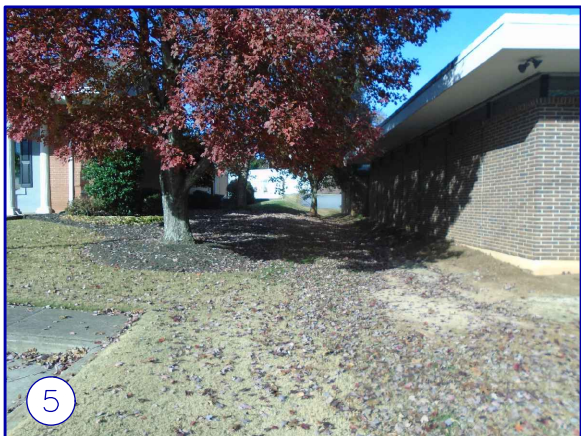
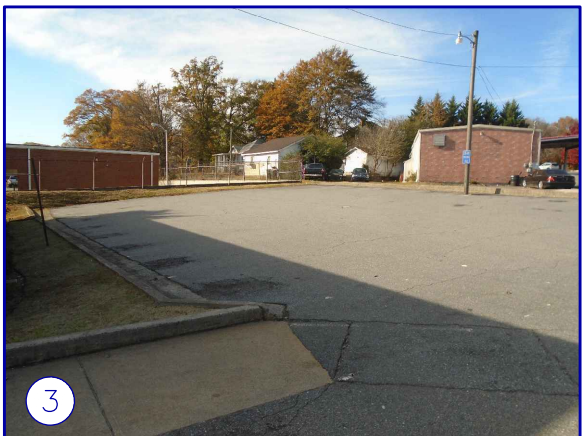
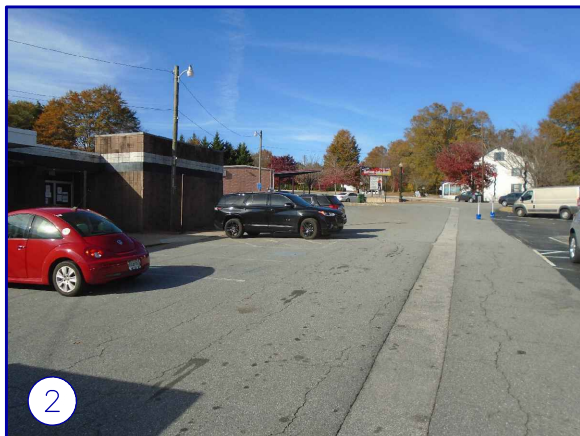
THIS PLAT HAS BEEN CALCULATED FOR CLOSURE AND WAS FOUND TO BE ACCURATE WITHIN ONE FOOT IN 216,422 FEET. GEE, INC.

IF YOU DIG



Know what's below.
Call before you dig.
Dial 811
Or Call 800-282-7411

SITE PHOTOGRAPHS



LEGEND

STANDARD ABBREVIATIONS

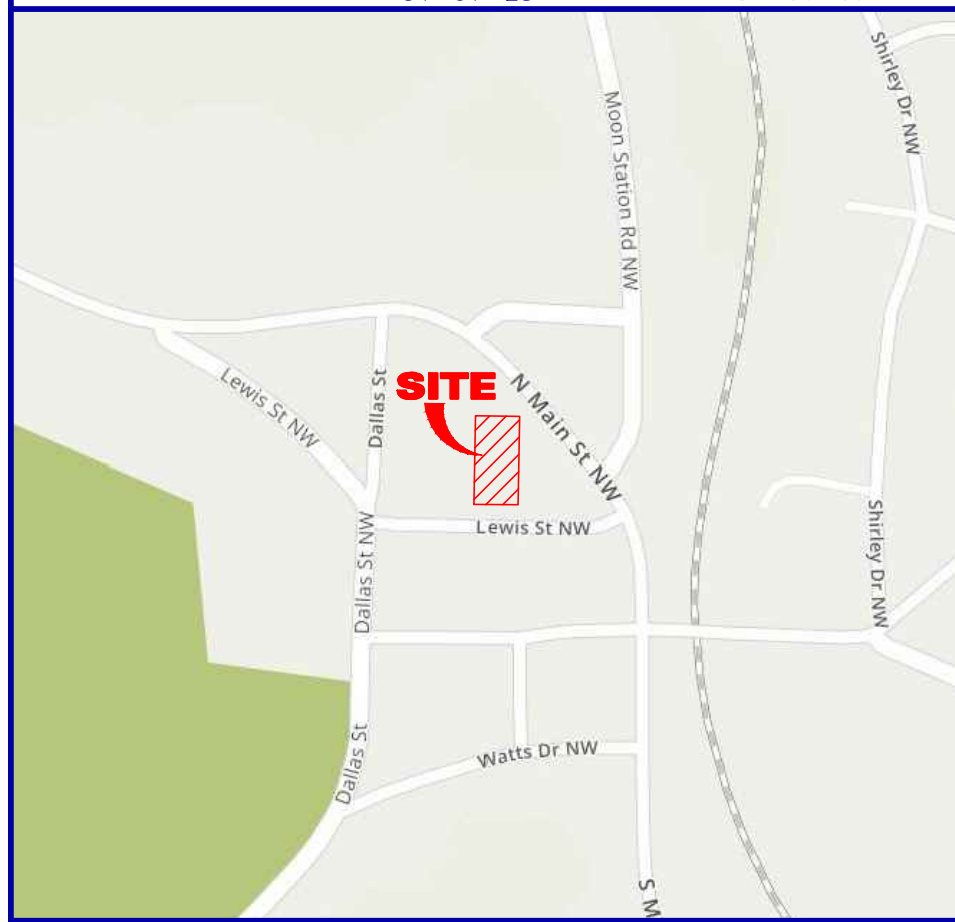
AC AIR CONDITIONER
BH BORE HOLE
BSL BUILDING SETBACK LINE
CI CURB INLET
CMP CORRUGATED METAL PIPE
CMF CONCRETE MONUMENT FND
CO SANITARY CLEANOUT
CPED COMMUNICATION PEDESTAL
CTP CROWN TOP PIPE
DI DROP INLET
DIP DUCTILE IRON PIPE
DWCB DOUBLE WING CATCH BASIN
FNC FENCE
FND FOUND
GM GAS METER
INV INVERT
JB JUNCTION BOX
MH MANHOLE
OCS OUTLET CONTROL STRUCTURE
OTP OPEN TOP PIPE
PM POWER METER
PKS PK NAIL SET
POB POINT OF BEGINNING
POC POINT OF COMMENCEMENT
RCP REINFORCED CONCRETE PIPE
RBR IRON REINFORCING BAR
RBS 5/8"RBR SET CAPPED LSF 621
SS SANITARY SEWER
SWCB SINGLE WING CATCH BASIN
TRANS ELECTRIC TRANSFORMER

STANDARD SYMBOLS

OVERHEAD TRAFFIC SIGNAL LIGHT
POWER POLE
GUY WIRE
POWER LINE
LIGHT POLE
ELECTRIC TRANSFORMER
WATER VAULT
GAS VALVE
GAS METER
WATER VALVE
WATER METER
FIRE HYDRANT
UNDERGROUND ELECTRIC LINE
UNDERGROUND GAS LINE
UNDERGROUND COMMUNICATION LINE
UNDERGROUND WATER LINE
PHOTO POSITION INDICATOR
REGULAR PARKING SPACE COUNT
HANDICAP PARKING SPACE
TREE POSITION INDICATOR
SIGN

VICINITY MAP

SITE LOCATION - LATITUDE: 34° 01' 28" LONGITUDE: 84° 36' 59"



GENERAL NOTES

THIS SURVEY HAS BEEN PREPARED FOR THE EXCLUSIVE USE OF THE PERSON OR ENTITIES NAMED HEREON. NO EXPRESS OR IMPLIED WARRANTIES WITH RESPECT TO THE INFORMATION SHOWN HEREON IS TO BE EXTENDED TO ANY PERSONS OR ENTITIES OTHER THAN THOSE SHOWN HEREON.

THIS SURVEY HAS BEEN PREPARED WITHOUT THE BENEFIT OF A CURRENT TITLE INSPECTION REPORT. EASEMENTS OR OTHER ENCUMBRANCES MAY EXIST ON PUBLIC RECORD BUT NOT BE SHOWN HEREON.

THIS PROPERTY IS NOT LOCATED IN A SPECIAL FLOOD HAZARD AREA BASED ON THE FLOOD INSURANCE RATE MAP FOR THIS AREA. THE MAP NUMBER FOR THIS AREA IS 13067C0038H, AND THE DATE OF SAID MAP IS 3/4/2013. THIS DETERMINATION WAS MADE BY GRAPHICALLY DETERMINING THE POSITION OF THIS SITE ON SAID FIRM MAPS UNLESS OTHERWISE NOTED.

THE DATUM FOR THIS SITE WAS ESTABLISHED UTILIZING GLOBAL POSITIONING SYSTEMS, AND BASED ON POSITIONAL VALUES FOR THE VIRTUAL REFERENCE STATION NETWORK DEVELOPED BY GPS SOLUTIONS. THE HORIZONTAL REFERENCE FRAME IS NORTH AMERICAN DATUM OF 1983(2011)-STATE PLANE COORDINATE SYSTEM OF GEORGIA-WEST ZONE. THE VERTICAL REFERENCE FRAME IS NORTH AMERICAN VERTICAL DATUM OF 1988. ANY DIRECTIONS OR DIMENSIONS SHOWN ARE A RECTANGULAR, GROUND LEVEL PROJECTION OF THE STATE PLANE COORDINATE SYSTEM.

NO ZONING REPORT OR ZONING LETTER WAS PROVIDED TO THE SURVEYOR. THE SITE IS ZONED CITY OF KENNESAW "CBD" (CENTRAL BUSINESS DISTRICT).

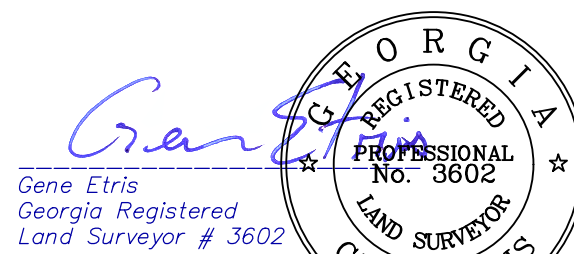
RIGHT-OF-WAY LINES SHOWN ON THIS SURVEY THAT ARE NOT ACTUAL BOUNDARIES OF THE SUBJECT TRACT(S) ARE DEPICTED GRAPHICALLY AND ARE SHOWN APPROXIMATELY FOR INFORMATIONAL PURPOSES ONLY. SAID RIGHT-OF-WAY LINES SHOULD NOT BE UTILIZED FOR DESIGN PURPOSES.

SURVEY REFERENCES

1. SURVEY FOR JOSEPH & GRACE PENNER OF U.S. POST OFFICE, PREPARED BY A.O. CARLILE - SURVEYOR, DATED 8-19-1974, RECORDED IN PLAT BOOK 62, PAGE 73, COBB COUNTY, GA. RECORDS.
2. SURVEY FOR BRUCE A. HESTER, DMD, PREPARED BY GEOSURVEY, LTD., DATED 4-13-2012.
3. SURVEY FOR COBB COUNTY KENNESAW PUBLIC LIBRARY, PREPARED BY GASKINS SURVEYING CO., DATED 9-30-1988. ATTACHED AS AN EXHIBIT IN DEED BOOK 5160, PAGE 284.

SURVEYOR CERTIFICATION

This plat is a retracement of an existing parcel or parcels of land and does not subdivide or create a new parcel or make any changes to any real property boundaries. The recording information of the documents, maps, plats, or other instruments which created the parcel or parcels are stated herein. RECORDATION OF THIS PLAT DOES NOT IMPLY APPROVAL OF ANY LOCAL JURISDICTION, AVAILABILITY OF PERMITS, COMPLIANCE WITH LOCAL REGULATIONS OR REQUIREMENTS, OR SUITABILITY FOR ANY USE OR PURPOSE OF THE LAND. 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.



BOUNDARY SURVEY OF

2250 Lewis Street

FOR

Cobb County, GA.

N/F PROPERTY OF
COBB COUNTY
DEED BOOK 875 / PAGE 270
ZONED CBD (CITY OF KENNESAW)

SITE AREA
0.468 Acres
20,394 sf



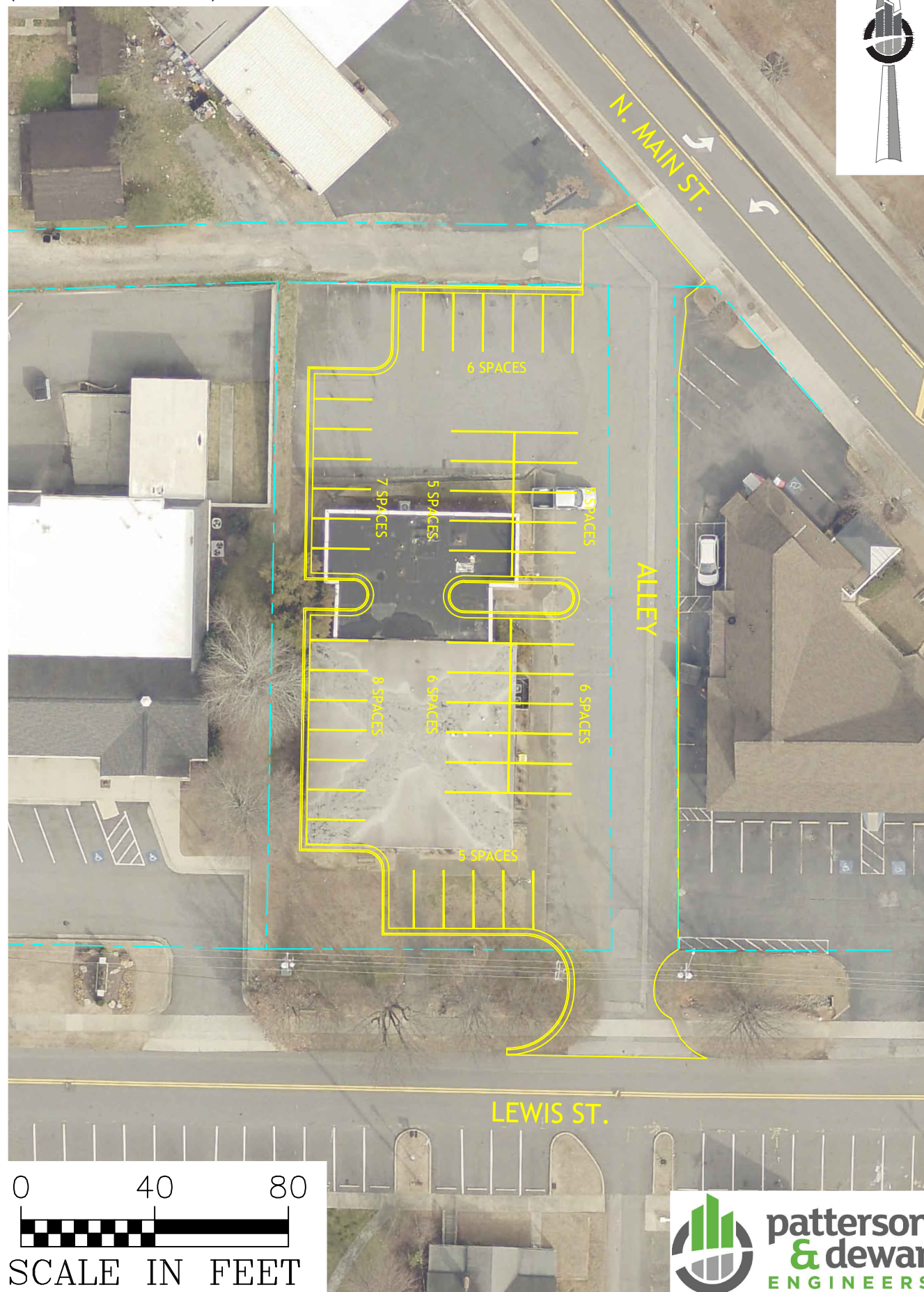
Professional Land Surveying Services

1660 Barnes Mill Road
Marietta, Georgia 30062
Phone: (770) 795-9900
Fax: (770) 795-8880

www.geosurvey.com
EMAIL: info@geosurvey.com
Certificate of Authorization #LSF-000621

CS JOB NO:	20196338	DRAWING SCALE:	1"= 20'	SURVEY DATE:	4-30-2025
FIELD WORK:	CC	CITY:	KENNESAW	STATE:	GA
PROJ MGR:	GEE	COUNTY:	COBB	LAND LOT:	138
REVIEWED:	DLH	DISTRICT:	20TH		
DWG FILE:	20196338-01.dwg				

(48 PARKING SPACES)









**MINUTES OF HISTORIC PRESERVATION COMMISSION MEETING
CITY OF KENNESAW
Council Chambers
(2529 J.O. Stephenson Avenue, Kennesaw, GA 30144)
April 17, 2026
8:00 AM**

1. Call to Order / Roll Call

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

Roll Call: Patrick Gallagher, Andrew Bramlett, Rachel Butler, Thomas Neaves, Alexandra DeLuca Berisford

Absent: Sharon Blandford

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

Speakers Present: Zach Buffington

2. Approval of the Meeting Minutes

A. Approval of Meeting Minutes: February 20, 2026

Chairman Gallagher asked the Commissioners if there were any comments or corrections to the meeting minutes.

Commission Neaves commented that the minutes were very thorough and complimented staff.

Chairman Gallagher conducted a vote for approval of the meeting minutes.

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

3. Financial Report

Ms. Chanelle Campbell presented the financial report. The carrying balance remains unchanged from previous months with a balance of \$23,398. There have been no new activities for this budget period.

Chairman Gallagher called for a motion.

Motion to approve by Commissioner Neaves

Seconded by Vice Chair Bramlett

Chairman Gallagher proceeded with a vote for approval.

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

4. New Business

A. Central Business District: 2250 Lewis Street

Consideration to review a Central Business District (CBD) project application request to construct a public parking lot on 0.5 +/- acres located at 2250 Lewis St (Parcel #20013801620). Case #CBD2026-01

Ms. Chanelle Campbell presented this agenda item. This is a consideration for a Central Business District (CBD) Project application requested by the City of Kennesaw for the construction of a public parking lot on approximately 0.5+/- acres located at 2250

Lewis Street. Currently on the site is a library building, which has fallen into disrepair. The building is outside the historic district but within the CBD. Therefore required to go through the CBD Project application process. The project went before the Kennesaw Downtown Development Authority(KDDA) on April 10, 2026, and was unanimously approved. Once a decision is made by the Historic Preservation Commission (HPC), the recommendation will then be brought before Mayor and Council, who will hold the final vote on the project. Ms. Campbell announced that Mr. Zach Buffington with Patterson & Dewar would be available to answer any questions. She also announced that staff would be available to answer questions.

Commissioner Butler asked when the library was built. Ms. Campbell responded that she did not know when the library was built. She explained that the library had been owned by Cobb County and was recently acquired by the City. Mr. Zach Buffington stated that he did not know the exact year the library was built but believed the original portion of the library was built in the 1960s and the addition was built between the late 1970s or mid 1980s. Commissioner Butler asked when the North Cobb Regional Library was built, as it was approximately around the time the Kennesaw Library closed. Mr. Buffington responded that he believed the library was built in either 2018 or 2019 and remembered the City had been looking to purchase the Kennesaw Library during the pandemic. He stated that the Kennesaw Library had been closed for some time.

Vice Chair Bramlett asked if there were any plans for the dedication plaques around the building. Mr. Buffington stated that he was aware of the dedication plaques inside the building. He responded that he did not know of any plans for the plaques.

Chairman Gallagher asked if there would be any landscaping in the traffic islands or perimeter of the parking lot. Mr. Buffington responded in the affirmative. He stated that they were currently in the concept phase, but noted there would be landscaping in the design phase.

Commissioner Neaves asked if the street trees in the public right-of-way along Lewis Street would be retained during the project's construction. Mr. Buffington responded that he was unsure because the project was still in the concept phase. He explained a significant ditch fronted Lewis Street that might need to be piped. If the ditch was piped, it would impact the placement of the trees. He stated that they would not know if the ditch would be piped until they get further into the project design. Commissioner Neaves explained that he asked about the street trees because he did not see a lot of space remaining on the site plan for landscaping. He stated that there were requirements in the Historic District Design Standards for screening in the form of berms, landscape hedges, walls, or something similar. He expressed that he wanted to ensure there would be enough space for landscaping or that the existing street trees would remain. Ms. Campebl responded that staff had discussed landscaping with the applicant. She explained that the applicant would be able to provide a more conclusive answer regarding landscaping once the engineering details were finalized. Commissioner Neaves asked if a landscaping plan would be brought before the HPC

review. Ms. Campbell responded that a landscaping plan would be brought before the HPC once finalized. Chairman Gallagher noted that the HPC could approve the concept for a parking lot as presented with the provision that the applicant would return to the Commission with finalized landscaping plans. Ms. Campbell reiterated that once engineering of the site was finalized, a landscaping plan would be provided. She noted that the landscaping plan would be for review by the HPC to provide an understanding of the end product, but the HPC would not have final decision-making over the landscaping plan.

Commissioner Butler asked if other options besides a parking lot were considered for the site. Ms. Campbell responded that other options had initially been considered. She stated that because of the building's state of disrepair, there were no other viable options for the site. Mr. Buffington added that a portion of the parking spaces on the site would support the Collier Building, which currently has no dedicated parking. He stated that he did not know the exact number of spaces that would be for use by the Collier Building. Commissioner Butler asked what businesses were currently in the Collier Building. Ms. Campbell responded that staff was working with a proposed business. The proposed business would be commercial retail space that would require parking. She added that the parking lot would also provide additional parking to downtown.

Chairman Gallagher commented that it was his understanding that Cobb County abandoned the library building and let it fall into disrepair when they moved the library to North Cobb Regional Library. Ms. Campbell confirmed Chairman Gallagher's understanding. Commissioner Butler asked if the library has been owned by Cobb County for the last few years. Ms. Campbell responded in the affirmative. She stated that the City has just recently acquired the library building. She explained that when the City got access to the building, there was flooding and the roof had caved in. Commissioner Butler asked if the transom window above the door was broken in that time. Ms. Campbell responded in the affirmative. She explained that the building was in its current condition when the City took ownership of the building.

Chairman Gallagher called for a motion.

Motion by Commissioner Neaves to approve with the condition that a landscaping plan will be provided to the Historic Preservation Commission for review.

Seconded by Vice Chair Bramlett

Chairman Gallagher proceeded with a vote for approval.

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

Ms. Campbell noted that the applicant would move forward with the project. She stated that once the project is finalized, it would be brought back to the HPC for an update.

5. COAA Approval by City Staff and HPC Chair

A. COAA2026-03 - 3001 North Main Street

This is a Certificate of Appropriateness application submitted by Fred Moore for the

removal of trees at 3001 North Main Street. The applicant submitted an arborist report showing that the trees were diseased. The trees were replaced with other trees permitted within the Historic District. The application was administratively approved on March 16, 2026.

6. Discussion

Chairman Gallagher opened the floor for discussion. Hearing none, he closed the floor for discussion.

7. Public Comments

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

8. Staff Comment

Ms. Chanelle Campbell welcomed Commissioner DeLuca Berisford to the HPC. Ms. Campbell announced that there was now only one vacancy on the Commission and that staff was working to fill the vacancy. Ms. Campbell also welcomed Planning and Zoning's new Assistant Zoning Administrator and City Planner, Ms. Priscilla Coley.

Ms. Campbell provided an update to the Commissioners on the Historic Design Standards. She stated that staff had been working on updating the document based on comments from the HPC and from the public. She explained that there had been some difficulty updating the document due to formatting issues. She expressed that it was staff's goal to get the updates brought before the HPC.

Ms. Campbell encouraged the Commissioners to attend trainings, which is a requirement of being on the HPC. She asked the Commissioners to share any trainings they come across with staff.

Commissioner Neaves asked if the training requirement was per year. Ms. Campbell responded in the affirmative. She explained that as part of the City's renewal process, staff would collect information on trainings the Commissioners had attended. She stated that staff having a record of Commissioners attending trainings was sufficient for the requirements. Commissioner Neaves asked if there was a continuing education number that had to be met. Ms. Campbell stated that there was not a continuing education number. She clarified that the information gathered was the amount of conferences, trainings, and zoom seminars attended relating to Historic Preservation. Commissioner Neaves asked if the requirement was for the fiscal year or for the calendar year. Ms. Campbell responded that it was for the calendar year.

9. Adjourn

Chairman Gallagher adjourned the meeting at 8:18 a.m.

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

May 5, 2026

City of Kennesaw
Department of Public Works
2529 J.O Stephenson Ave,
Kennesaw, GA 30144

Subject: Central Business District Application (Case #CBD2026-01)

2250 Lewis St, Kennesaw, GA (Parcel ID:20013801620)

Dear City of Kennesaw:

The City of Kennesaw Mayor and Council held their regularly scheduled meeting on May 4, 2026 to review the above subject application. This letter is written to inform you of their actions.

The Mayor and Council voted to **approve** the Central Business District application.

Please keep a copy of this letter for your records. If you have questions or concerns, please contact me at (770) 590-8268 or ccampbell@kennesaw-ga.gov.

Sincerely,

Chanelle Campbell

Chanelle Campbell
Director of Planning and Zoning

Enclosed: Conceptual Site Plan approved by Mayor and Council



Certificate of Appropriateness



*Is hereby granted by Approval by the
Historic Preservation Commission
to: Sarah J. Bentley*

For: 2910 Cherokee Street, Suite 100

Scope of Work: One (1) monument face change and one (1) wall sign

Chanelle Campbell

*Chanelle Campbell, Administrator
Planning & Zoning Department*

6/25/2026

Date

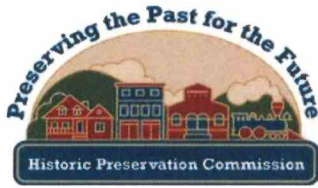
Patrick Gallagher

*Patrick Gallagher, Chairperson
Historic Preservation Commission*

6/25/2026

Date

*Expires
6/25/2027*



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.

Chanelle Campbell, 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: Sarah J. Bentley

☒ Owner

☐ Other

☐ Other, please specify _____

APPLICANT MAILING ADDRESS: 2910 Cherokee St. NW Suite 100

Kennesaw, GA, 30144

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

PROPERTY ADDRESS: 2910 Cherokee St. NW Suite 100, Kennesaw, GA, 30144

Land Lot 130 Tax Parcel 20013802650 Lot Size .40 acres

Current zoning on property: CBD

2. NAME OF ATTORNEY OR REPRESENTATIVE:

(Home#) _____ (Cell#) _____ (Email) _____

NAME OF OWNER:

Sierra Westwick

(Home#) _____ (Cell#) [REDACTED] (Email) [REDACTED]

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).**

New location for operation of business.

The proposed signage contains the company's logo, the Goosehead Insurance Logo. The logo is green and black, so the sign contains green detailing and background. The sign also contains the words "Sarah Bentley Agency" under the logo and "Goosehead Insurance" words.

The sign will be made of a type of corrugated plastic we will nail into already existing business plaza monument

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 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.

<i>Sarah Bentley</i>	6/4/2026
Signature of Applicant	Date
<i>Sierra Westrick</i>	06/06/2026
Sierra Westrick (Jun 6, 2026 16:48:51 EDT)	
Signature of Owner	Date
(If different from applicant, consenting to work to be performed on said property.)	



CERTIFICATE OF APPROPRIATENESS

APPROVAL SIGNATURES

Chanelle Campbell (Application Deemed Complete)
Planning & Zoning Administrator

Date: 06/25/26

Patrick Gallagher

Patrick
Gallagher

Digitally signed by Patrick
Gallagher
DN: cn=Patrick Gallagher,
o=Partner Engineering & Science,
email=pgallagher@partners.com
Date: 2026.06.26 06:02:48 -0400

(Application Administratively Approved)
HPC Chair

Date: June 25, 2026

☒ 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

Signage Permit

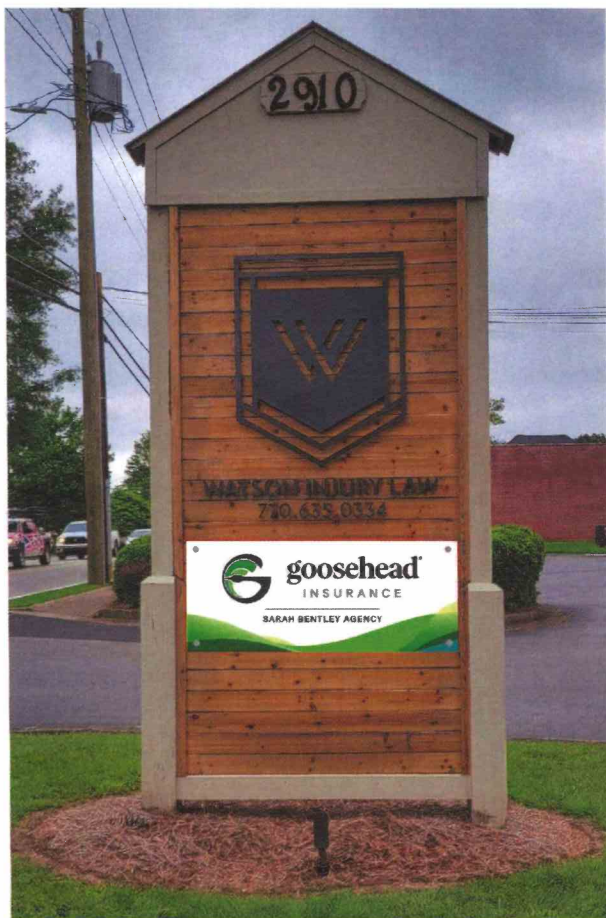
Final Audit Report

2026-06-06

Created:	2026-06-05
By:	Sarah Bentley [REDACTED]
Status:	Signed
Transaction ID:	CBJCHBCAABAAgqd8oj4b1TTJUub28ftMyqewkcS4p0IFz

"Signage Permit" History

-  Document created by Sarah Bentley [REDACTED]
2026-06-05 - 4:45:50 PM GMT
-  Document emailed to Sierra Westrick [REDACTED] for signature
2026-06-05 - 4:45:55 PM GMT
-  Email viewed by Sierra Westrick [REDACTED]
2026-06-06 - 8:45:14 PM GMT
-  Document e-signed by Sierra Westrick [REDACTED]
Signature Date: 2026-06-06 - 8:48:51 PM GMT - Time Source: server - Signature Appearance Selected: MOBILE_TYPE
-  Agreement completed.
2026-06-06 - 8:48:51 PM GMT



Acrylic



2000 Cobb International Blvd | Suite E | Kennesaw, GA 30152 | 678-861-7446

f /HighStakesCreative www.HighStakesCreative.com i /High_Stakes_Creative



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COAA2026-05

Suite Door Sign V1

Acrylic

16 in



SARAH BENTLEY AGENCY
(770) 557-4091

10 in



2000 Cobb International Blvd | Suite E | Kennesaw, GA 30152 | 678-861-7446

[f/HighStakesCreative](#) [www.HighStakesCreative.com](#) [/High_Stakes_Creative](#)



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COAA2026-05







Certificate of Appropriateness



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

to: David & Dianne Shelton

For: 2966 North Main Street

Scope of Work: Replace roof on house, outbuilding, and carport

Chanelle Campbell

*Chanelle Campbell, Administrator
Planning & Zoning Department*

8/10/2026

Date

Patrick Gallagher

*Patrick Gallagher, Chairperson
Historic Preservation Commission*

8/10/2026

Date

*Expires
8/10/2027*



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:

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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.

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

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- ☐ 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: David + Diane Shelton
☒ Owner
☐ Other
☐ Other, please specify _____

APPLICANT MAILING ADDRESS: 2966 N. Main St
Kennesaw, GA 30144

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

PROPERTY ADDRESS: SAME as Above

Land Lot 20013900040 Tax Parcel _____ Lot Size 3.30 acres

Current zoning on property: ~~R-4~~ R-20 ~~NBHD-03209991~~

2. NAME OF ATTORNEY OR REPRESENTATIVE:

N/A

(Home#) _____ (Cell#) _____ (Email) _____

NAME OF OWNER:

David + Diane Shelton

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

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).**

Roof Replacement

House, Outbuilding, Carport (photos attached)

See Attached Material Description &
Photo of Same Roofing Material at
3010 N. Main St.

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 least two weeks prior to the scheduled Historic Preservation Commission meeting.

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Wm. Davis & Kelto Davis Shultz

7/23/2026

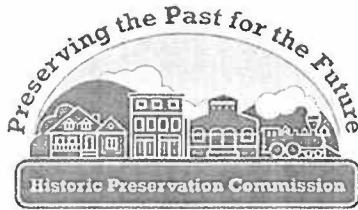
Signature of Applicant

Date

Signature of Owner

Date

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



CERTIFICATE OF APPROPRIATENESS APPROVAL SIGNATURES

 (Application Deemed Complete)
 Planning & Zoning Administrator
 Patrick Gallagher

Date: 08/10/2026

 (Application Administratively Approved)
 HPC Chair

Date: August 7, 2026

- ☒ 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

SHELTON ROOF SPECS for 2966 N Main Street

Cobra Rigid Vent 2 Premium Exhaust Roof Vent

GAF Timberline HDZ 30-year Architect Shingle
High Definition Lifetime Shingles 30-year
Includes 25-year Algae Protection
Infinite Wind Protection
Charcoal Color

GAF Felt Buster Synthetic Roof Under Layment

D5 Eave Drip Metal – White
Aluminum Drip Cap – White

Grip Rite Collated Roof Nails

GAF Weather Watch Iced Water Shield in Valley of Roof
Leak Barrier



See Roof at 3010 N Main Street



SHELTON ROOF @ 2966 N Main St





Certificate of Appropriateness



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

to: Jamie Maddox

For: 2715 Summers Street

Scope of Work: Front slope roof replacement

Chanelle Campbell

*Chanelle Campbell, Administrator
Planning & Zoning Department*

8/10/2026

Date

Patrick Gallagher

*Patrick Gallagher, Chairperson
Historic Preservation Commission*

8/10/2026

Date

*Expires
8/10/2027*



CERTIFICATE OF APPROPRIATENESS APPLICATION

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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



CERTIFICATE OF APPROPRIATENESS APPLICATION

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



CERTIFICATE OF APPROPRIATENESS APPLICATION

1. NAME OF APPLICANT: Jamie Maddox / Kelley Maddox / Kyle Carlile
☒ Owner
☐ Other
☐ Other, please specify _____

APPLICANT MAILING ADDRESS: 730 Kennesaw Dr West RD
Kennesaw GA 30152

(Home#) _____ (Cell#) _____ (Email) _____

PROPERTY ADDRESS: 2715 Summers St Kennesaw GA 30144

Land Lot 138 Tax Parcel 20013800880 Lot Size 0.48 +/- acres

Current zoning on property: Central Business District (CBD)

2. NAME OF ATTORNEY OR REPRESENTATIVE:

Jamie Maddox

(Home#) _____ (Cell#) _____ (Email) _____

NAME OF OWNER:

Kelley Maddox + Kyle Carlile

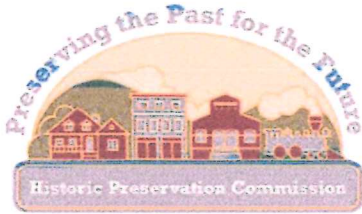
(Home#) _____ (Cell#) _____ (Email) _____

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)



CERTIFICATE OF APPROPRIATENESS APPLICATION

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).**

This is to remove and replace the Front slope of the roof of our building, and leave the back slope alone.

Replacing shingles on front only.

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.

Jamie Maddox
Signature of Applicant

7/27/2026
Date

Kelley Maddox
Signature of Owner

7/27/2026
Date

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



CERTIFICATE OF APPROPRIATENESS APPROVAL SIGNATURES

(Application Deemed Complete)
Planning & Zoning Administrator
Patrick Gallagher

Date: 08/10/2026

(Application Administratively Approved)
HPC Chair

Date: August 7, 2026

☒ 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

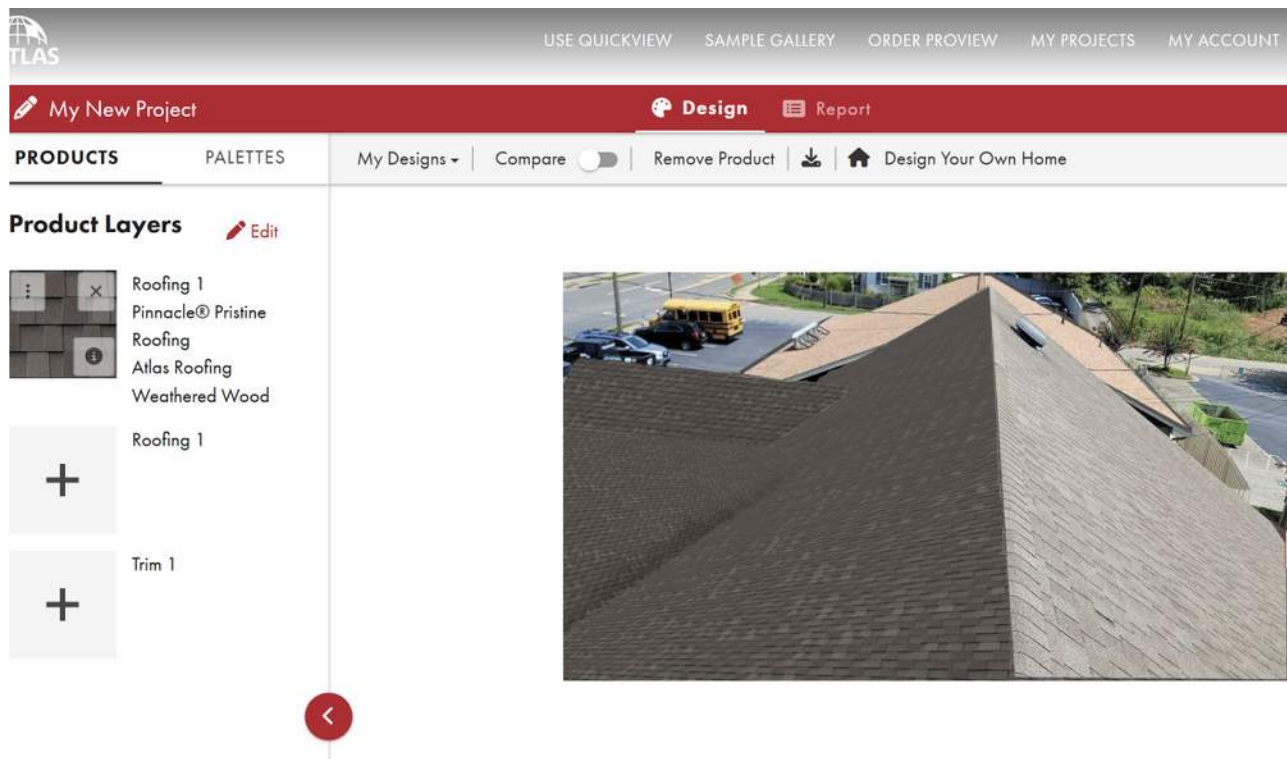
Brandon Ford

Brave Roofing

Jul 27, 2026 | 6 Photos



2715 Summers St NW • Kennesaw, GA 30144 - COA Photos



Overview photos

This is to show the building, and what it would look like to roof the Front and not the Back of the roof - including the Gable Cornice Returns. The current shingle color is Weathered Wood. It is about 15-20 years old and does have algae growth. The shingle is currently no longer in production, so the same shingle/exact color patter is not available.



Current photo

Project: Jaime Maddox
Date: Aug 2, 2022, 3:42 PM
Creator: Brandon Ford



Left Elevation side of building showing the gable cornice returns on the End.

Project: Jaime Maddox
Date: Mar 17, 2026, 11:42 AM
Creator: Brandon Ford



Back Left View

Project: Jaime Maddox
Date: Jul 24, 2026, 11:57 AM
Creator: Brandon Ford



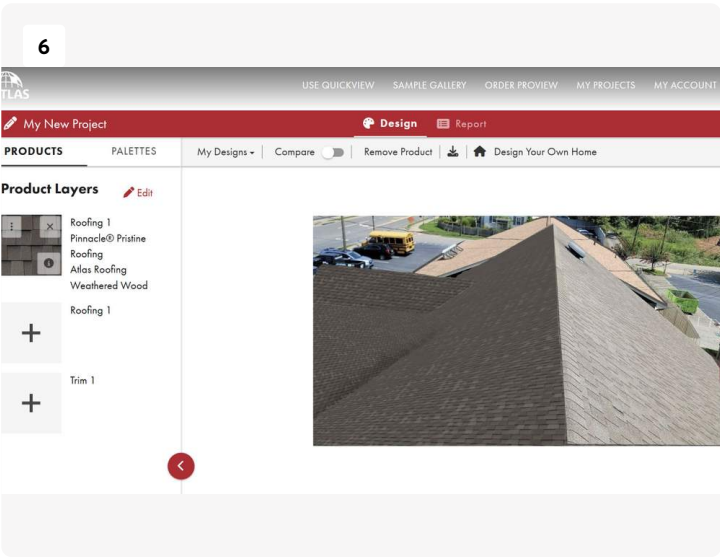
Back View

Project: Jaime Maddox
Date: Jul 24, 2026, 11:58 AM
Creator: Brandon Ford



Front view

Project: Jaime Maddox
Date: Jul 24, 2026, 11:59 AM
Creator: Brandon Ford



Atlas Visualizer - Back slope left alone and Front slope has new Weathered Wood shingles. The current shingle color is Weathered Wood.

Project: Jaime Maddox
Date: Jul 27, 2026, 8:58 AM
Creator: Brandon Ford

Rebecca Goldstein

From: Jamerson Maddox [REDACTED]
Sent: Tuesday, July 28, 2026 7:51 AM
To: Rebecca Goldstein
Cc: Chanelle Campbell; Priscilla Coley
Subject: Re: COAA2026-07 - 2715 Summers Street

Good morning,

I have tried to supply the info requested below. If you need anything further please let me know.

Thank you,

Atlas is the Brand.
Weathered Wood is the color

Specs:

Specification	Value
Manufacturer	Atlas Roofing Corporation
Product	Pinnacle® Pristine Architectural Shingle
Color	Weathered Wood
Material	Fiberglass-reinforced asphalt laminated shingle
Shingle Dimensions	42 in. × 14 in. (1067 × 356 mm)
Exposure	6 in. (152 mm)
Weight	Approximately 230–250 lbs per roofing square (varies slightly by plant)
Bundles per Square	3
Coverage per Bundle	Approximately 33.3 sq. ft.
Wind Warranty	Up to 130 mph with Atlas Signature Select® system
Wind Test	ASTM D7158 Class H (passed at 150 mph); ASTM D3161 Class F
Fire Rating	UL 790 Class A
Impact Rating	UL 2218 Class 3
Algae Resistance	Lifetime algae resistance with 3M™ Scotchgard™ Protector
Granules	Ceramic-coated mineral granules
Warranty	Limited Lifetime Warranty (residential)

Jamie Maddox
Administrative Pastor
[REDACTED]

From: Rebecca Goldstein <RGoldstein@kennesaw-ga.gov>
Sent: Monday, July 27, 2026 4:30 PM
To: Jamerson Maddox [REDACTED]

Cc: Chanelle Campbell <CCampbell@kennesaw-ga.gov>; Priscilla Coley <pcoley@kennesaw-ga.gov>

Subject: COAA2026-07 - 2715 Summers Street

Good afternoon,

Planning and Zoning is in receipt of the Certificate of Appropriateness application for 2715 Summers Street. Additional information is required to complete the application. Please provide material specifications for the type of shingles to be used on the front of the roof. The requested information can be provided by responding to this email. If you have any questions, please contact Planning and Zoning at 770-590-8268.

Thank you,
Rebecca Goldstein

Help guide Kennesaw's future. Learn more about the [2027 Comprehensive Plan Update](#).



Rebecca Goldstein

Community Development Administrative Assistant

3080 Moon Station Rd., Kennesaw, GA 30144

770-590-8268 | www.kennesaw-ga.gov