

**MINUTES OF HISTORIC PRESERVATION COMMISSION MEETING
CITY OF KENNESAW
Council Chambers
(2529 J.O. Stephenson Avenue, Kennesaw, GA 30144)
August 21, 2026
8:00 AM**

1. Call to Order / Roll Call

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

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

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, Fred Moore

Commissioner Butler arrived late at 8:02 a.m.

2. Approval of the Meeting Minutes

A. Approval of Meeting Minutes: May 15, 2026

Chairman Gallagher asked Commissioners if there were any comments, amendments, or clarifications on the May 15, 2026, meeting minutes.

Commissioner Neaves commented that staff was thorough in the preparation of the minutes.

Chairman Gallagher called for a motion

Motion to approve by Commissioner Blandford

Seconded by Commissioner Neaves

Chairman Gallagher proceeded with a roll call for approval.

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

3. Financial Report

Commissioner Butler arrived at 8:02 a.m.

Ms. Chanelle Campbell presented the financial report. The fund balance remains at \$23,398. Since the previous meeting, there have been no changes to the carrying balance.

Chairman Gallagher called for a motion

Motion to approve by Vice Chair Bramlett

Seconded by Commissioner Neaves

Chairman Gallagher proceeded with a roll call for approval.

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

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

Ms. Chanelle Campbell introduced this agenda item. This is an old agenda item that came before the Historic Preservation Commission (HPC) on April 17, 2026. This was a Central Business District (CBD) project application submitted by the City of Kennesaw for the property located at 2250 Lewis Street to remove the existing structure for the construction of a parking lot. The application was reviewed and approved by the KDDA on April 10, 2016. At the April 17, 2026, meeting, the HPC recommended approval of the application with the condition that updated plans with landscaping would come back before the HPC for review. Mayor and Council approved the application on May 4, 2026. Ms. Campbell stated that the purpose of the presentation was to present the updated site plan and landscaping plan to the HPC as required by the approval conditions. Ms. Campbell announced that the engineer and staff were available to answer any questions or concerns.

Chairman Gallagher commented that the revised plan looked better and cleaner than the previous plan. He believed that the revised plan had better access and provided a clearer articulation of the sidewalk and was not just a flat piece of asphalt. Ms. Campbell responded that the goal of the revision was to provide more landscaping and connectivity to the surrounding site to ensure the proposed site was not just asphalt.

Chairman Gallagher opened the floor for Commissioner comment.

Commissioner Neaves stated that he had comments on the previous site plan about the landscaping along Lewis Street. He stated that the revised plan looked great and thanked staff.

Ms. Campbell explained that since a decision was made at the April 17, 2026, meeting, no additional approval was required. She reiterated that the presentation was to meet the Commission's condition of coming back with site updates for review.

Chairman Gallagher asked if there was a timeline for the start of construction. Mr. Zach Buffington, engineer for the project, responded that it would take about 3 weeks to finish construction documents and a couple of months after that to put the contract out for bid. He stated that they hoped to have someone under contract by the end of the year with construction starting the first of next year.

5. New Business

6. COAA Approval by City Staff and HPC Chair

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

This is a Certificate of Appropriateness application for 2910 Cherokee Street, Suite 100 as submitted by Sarah J. Benson for a sign replacement. This application was reviewed administratively and approved on June 15, 2026.

B. COAA2026-06 - 2966 North Main Street

This is a Certificate of Appropriateness application for 2966 North Main Street as submitted by David and Diane Shelton for roof replacements. This application was reviewed administratively and approved on August 10, 2026.

C. COAA2026-07 - 2715 Summers Street

This is a Certificate of Appropriateness application for 2715 Summers Street as submitted by Jamie Maddox for the replacement of portions of the roof. This application was reviewed administratively and approved on August 10, 2026.

7. Discussion

Chairman Gallagher opened the floor for staff and Commissioner discussion.

Ms. Campbell provided the Commissioners with an update on City's Comprehensive Plan and Livable Centers Initiative (LCI) Study. She stated that public engagement associated with the two projects was currently ongoing, including one held the previous day at the Kennesaw Farmer's Market for the Comprehensive Plan. Ms. Campbell encouraged people to take part in surveys and participate in engagement events. She explained that the LCI Study along Cobb Parkway was approaching its end date and encouraged people to contact Planning and Zoning or attend one of the community engagement events to provide feedback.

Commissioner Butler asked where the Comprehensive Plan and LCI Study information was located. Ms. Campbell stated that the information could be accessed through the Kennesaw website. She explained that Planning and Zoning had a long-range planning webpage with information on both projects, including surveys and upcoming engagement events.

Commissioner Neaves stated that he attended the pop-up Comprehensive Plan engagement event at Smith Gilbert Gardens. He commented that it was a great, family-friendly event. Ms. Campbell thanked Commissioner Neaves for attending. She stated that the goal of the engagement events was to meet as many people as possible and gain a more collective perspective as the Comprehensive Plan was updated.

8. Public Comments

Chairman Gallagher opened the floor for public comment.

Mr. Fred Moore commented that he lived at 3001 North Main Street and was trying to clean up his yard. He stated that he had two large oak trees in his yard that were approximately 100 years old. He was seeking to remove one of the trees because it was diseased and feared it would fall on his house and harm his family. He also explained that the tree had been cut back multiple times by Georgia Power, due to its proximity to power lines, and that he had spent over \$4,000 pruning the tree to try and

keep it alive. He noted that it would cost \$10,000 to remove the tree. He was open to potentially replacing the tree, but explained the replacement would need to be small as there was only 20 feet between his front porch and the sidewalk. He stated that he would look into replacing the tree once he knew how much sunlight was available and detailed past difficulties with getting enough sunlight on the plants and flowers at the front of his house. He requested that the application be reviewed administratively for a faster review, noting that it would take two weeks to schedule a large crane for the tree removal. Mr. Moore also asked, as a separate concern, if the City had funds to help remove trees. He described a house near Paulding Drive that had significant brush surrounding two magnolia trees. He stated that if the brush was removed, the magnolia trees would look nice. He stated that he had not spoken to the property owner about it but wondered if the City had funds available.

Commissioner Butler asked if there was another place on Mr. Moore's property where he could place a bigger tree. Mr. Moore explained that there was no space for another large tree as he had five hollies, four red maples, and multiple crepe myrtles on his property and would be getting two additional red maples in November. He also detailed his frustrations with Georgia Power pruning his trees due to their proximity to the power line, but conceded that they were legally permitted to do so.

Chairman Gallagher closed the floor to public comment.

9. Staff Comment

Chairman Gallagher asked if there was any additional staff comment.

Ms. Campbell stated that she would look into the questions brought up during public comment and would get back to Mr. Moore.

Chairman Gallagher closed the floor to staff comment.

10. Adjourn

Chairman Gallagher adjourned the meeting at 8:16 a.m.