



# Historic Preservation Commission

Regular Meeting  
<http://www.roswellgov.com/>  
~Agenda~

Chair Philip Mansell  
Vice Chair Mark Donnolo  
Commissioner Ron Jackson  
Commissioner Lossie Lively  
Commissioner Mary Nichols  
Commissioner Michael Sutton  
Commissioner Robert Zappulla  
Roswell Historical Society Betty Price

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Wednesday, March 11, 2026

6:00 PM

City Hall - Council Chambers

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**\*\* Possible Quorum of Mayor and City Council \*\***

## Welcome

### I. Call to Order

### II. Certificate of Appropriateness

1. ZHPC-0126-000003 - 1076 Canton Street - Certificate of Appropriateness for a change to the proposed partial demolition plan (*previously deferred*)
2. ZHPC-0126-000002 - 16 Oak Street - Certificate of Appropriateness for a commercial exterior renovation

### III. Minutes

3. February 11, 2026 HPC Minutes

### IV. Adjournment



**City of Roswell**  
**Historic Preservation Commission**

**AGENDA ITEM REPORT**

ID # - 10306

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**MEETING DATE:** March 11, 2026

**DEPARTMENT:** Historic Preservation Commission

**ITEM TYPE:** Public Hearing

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**ZHPC-0126-000003 - 1076 Canton Street - Certificate of Appropriateness for a change to the proposed partial demolition plan**

**Item Summary:**

The applicants are proposing to lift up and move the structure forward into the existing front yard for a period of about 2 months. This is to allow for the reconstruction of the foundation of the historic core of the building while preventing damage to the structure

**Staff Recommendation:**

Staff recommends **approval** of this application without conditions.

**Financial Impact:**

N/A

**Recommended Motion:**

To approve ZHPC-0126-000003 (1076 Canton Street) without conditions.

**Presented by:**

Shea N. Dixon, Planner II  
 City of Roswell Planning & Zoning Division



## PETITION ZHPC-0126-000003

### Application Information

<b>Address:</b>	1076 Canton Street (Ball House/Founder's Hall)
<b>Applicant:</b>	Marcus Mello
<b>Request:</b>	Certificate of Appropriateness for a change to the proposed partial demolition plan
<b>Classification:</b>	<b>Historic</b> on the 2003 historic properties map
<b>Year built:</b>	c.1870, according to 2019 Historic Resources Survey
<b>Zoning:</b>	DH (Downtown House)

### Applicable Guidelines

UDC Design Guidelines p.142: Relocation of buildings

### Recommendation

Staff recommends **approval** of this application.

No conditions are being recommended by Staff.

## Staff Comments

### Overview:

The applicants are proposing to lift up and move the structure forward into the existing front yard for a period of about 2 months. This is to allow for the reconstruction of the foundation of the historic core of the building while preventing damage to the structure.

The applicants have previously received HPC approval (including Certificates of Appropriateness) for the development of a spa and cottages in the rear of the property (HPC 20231848), the demolition and reconstruction of the non-historic portion of the primary structure (HPC 20252820), and the partial demolition and restoration of the historic portion of the primary structure (HPC 20252779).

The applicants' plans were submitted in January of 2026 and plan reviews were completed in February 2026.

### Property History:

**c.1870:** The main two-story I-box portion of the existing structure is built as a single-family residence. According to conflicting sources, the home may have been built (or later owned) by Roswell's first veterinarian. The 1973 Roswell Historic Area Study suggests that the house was built c.1872.

**c.1880-1890:** A rear addition is added to the building; this addition can be seen in the 1911 Sanborn map of Roswell. It does not appear this addition is still existing on the current structure.

**1909:** The home is purchased by Bascomb Chalmers Ball, a prominent grocery merchant on Canton Street, and begins to be occupied by himself, along with his wife, Lizzie Ball (*née* Gunter), and their three children, Otis, Lillian, and Cora.

According to *Roswell: A Pictorial History*, as well as the 1930 U.S. Census, Cora grew up to become a clerk at the Citizens Bank on Elizabeth Way, and later a stenographer. Otis grew up to become a clerk at the H.I. Weave and Company general store.

The Ball Family may be descended from Willis Ball, who designed Barrington Hall and Roswell Presbyterian Church's Historic Sanctuary, as well as contributed to the design of Bulloch Hall. The family may also be related to Hazel Ball, who co-founded the first public library in Roswell in 1947. These connections could not be confirmed at this time.

The Gunter Family of Lizzie Ball's relations were among those who designed and built the first Methodist church in Roswell, according to archivist Jeanne-Marie Roberts of the Roswell Historical Society

The house itself comes to be referred to as "The Ball House." Some sources, such as the 1973 Roswell History Area Study, suggests that the home was referred to as "Ball Place."

**c.1938:** At least three outbuildings are built towards the rear of the property, as found on historical aerial photographs, including some structures with similar footprint sizes of the primary house itself.

**c.1960:** One of the outbuildings, the furthest to the rear of the property, is presumably demolished and stops showing up on historical aerials

**c.1960s:** An addition is known to have been added to the home; it is unclear if this addition is on the existing structure.

**c.1972:** Remainder of rear outbuildings are presumably demolished and stop clearly appearing on aerial photographs.

**1981:** The Ball Family, specifically Cora Ball, sells the home. The family occupied the residence for a confirmed 72 years.

The house becomes adaptively reused as office space in the same year. A parking lot is added to the rear of the building, in order to accommodate the office space, without altering the street-facing character of the property.

**1985:** The house is sold to a developer, Zachary Henderson. A rezoning is applied for and approved by Mayor and Council, changing the zoning from an office-type zoning to a commercial-type zoning (RZ85-53). Henderson claims at this time that the house was constructed by Cora Ball's grandfather,

presumably a member of the Ball Family, Staff have not been able to verify that to be the case.

At the time, Henderson states the building is intended to be sold to a Roswell couple for use as a restaurant.

A rear and side addition are added to the current structure; this likely accounts for much of the existing rear/side additions of the currently existing structure.

**1988:** The house is included in an expansion of the Historic District (HPC 87-11; RZ88-16).

**1995:** The house is sold to Karl Boegner; Henderson remains a leading part of many later projects with the house.

**1996 February 8:** The house is approved by HPC to begin renovations to become a 125-person public events space, with 47 parking spaces, to be known as "Founder's Hall" (HPC 96-02).

A zoning variance is reportedly granted on the same day, but no record of a variance approved on this date was found by Staff as of writing.

**1996 February – April:** The rear of the property was clear cut to expand parking to 100 standard spaces (or ~200 spaces valet parked), more than doubling the 47 spaces in then approved site plans. Developer's newsletter states that the building is attempting to be capable of 500 attendees, more than double the 125 in the then approved plans.

Neighbors and the Historic Neighborhood Preservation Society begins public opposition to the Founder's Hall project. In addition to claiming that development was out-of-scope with what was approved by HPC, neighbors claim that some HPC members acted while having a conflict-of-interest, failed to issue a Certificate of Appropriateness, and approved the application without a public hearing. The approval is appealed to Mayor & Council. The appellants are represented by Jere Wood, who later became Mayor of Roswell.

**1996 March 25:** Boegner, in a letter given to the City and agreed upon by Wood, agrees to replant part of the vegetated buffer on the property.

**1996 April 15:** Mayor & Council affirm in a public meeting that the house can be used for public event space under the zoning classifications of the time. Henderson, reportedly acting as architect for the project, spoke before Mayor & Council.

**1996 June 21:** A Certificate of Appropriateness is issued for HPC 96-02.

**c.1996:** The original less-than-full-height entry porch is replaced with a full-façade porch, meant to be, in the words of Henderson, "reminiscent of traditional plantation architecture." As the structure was built in c.1870, during the Reconstruction period, the home likely could never have been used as a plantation home.

**2005:** BZA reviews a variance request to reduce a 40-foot buffer along the north of the property to 10 feet and increase the maximum allowable floor area ratio (FAR) from 0.5 to 0.564 (BZA 05-23). The variance request is withdrawn. The requirements associated with this variance request are no longer in place.

**2007:** BZA reviews a variance request to reduce a 40-foot buffer along the north of the property, this variance appears to have been withdrawn (BZA 07-33); HPC approves a white lattice screening fence, black metal lighting posts, and a gazebo (HPC 07-50)

**2021:** HPC approves redevelopment of the site as a private club/hotel, including the addition of ten guest cottages, a pool, spa, small parking deck, and the removal of non-historic porches on the primary structure (HPC 20212669)

**2022:** HPC Staff approves minor changes to the proposed siding, windows, and doors (HPC 20222009).

**2023:** An HPC administrative application is filed for a dumpster enclosure but expires due to missed payment surpassing a year (HPC 20231848).

**2025 August:** Demolition and reconstruction of the non-historic portions of the structure, as well as changes to previously approved plans, are approved by HPC (HPC 20252820).

**2025 September:** The partial demolition of the structure to allow for its preservation is approved by HPC (HPC 20252779).

**2026 January:** This application is submitted.

### **Site Plan:**

The property includes a 9,558 square foot two-story historical structure, with non-historical rear and side additions, sitting on 1.73 acres of land. The building also includes a basement below the non-historic additions. The existing building has a front and rear porch, both of which are non-historic and have previously been approved by HPC for demolition (HPC 20212669).

This approval by HPC (HPC 20212669) includes the addition of 10 guest cottages, a spa building, pool, cabana bar, gardens, and a small parking deck built on the rear of the property.

### **Architecture:**

Ball House/Founder's Hall (1076 Canton Street) is a primarily wood-sided side-gabled I-house style home. It has two flanking brick chimneys that protrude from the form of the house on its north and south sides. The home has non-historic side and rear additions added in 1996, which match the material appearance of the historic core of the house. A portion of the house past the initial I-house core are historical additions.

The existing building is a prime example of Greek Revival architecture in an I-House style of home. The home was originally built as a less-than-full-height-entry variant of Greek Revival structure. However, renovations to the front porch in c.1996 included the addition of a full-façade porch. The applicants have previously received HPC approval to return the porch to a historically appropriate architectural design. The roofing on the historic core of the building is side-gabled, while the roofing on the non-historic additions is partially simple-hipped and partially side-gabled. 1076 Canton Street is a relatively unique architectural style and build, while being a Reconstruction-era construction. Related examples are often Antebellum.

The building includes a front door with a full transom window and sidelights, a common element of Greek Revival structures. However, the front door, in its current appearance, does not include a door surround and lintel. This is not entirely heard of, Bulloch and Barrington Halls, both also examples of Greek Revival homes, also have simpler door surrounds and lintels.

The currently existing front porch has four imposing Doric square columns. While these specific columns are non-historic additions that date to the new porch's construction, the home has always had Doric square columns, just less significant in size.

The house has a present cornice line on its own, but the non-historic front porch makes it more distinctive. The cornice line includes cornice returns on the core historical portion of the house.

Ball House/Founder's Hall share similarities in architecture with a few other examples in the Historic District. Perhaps the closest example of this is 1002 Canton Street, built c.1900. 1002 Canton Street is also a primarily wood-sided side-gabled I-House, with later side and rear additions. However, while 1002 Canton Street is, arguably, also a Greek Revival, it lacks many of the details that Ball House/Founder's Hall does have. 1002 Canton lacks sidelights on its front door and only has a small half-circle transom window without a lintel. 1002 Canton also has columns that lack distinctive capitals.

### **Analysis:**

#### **UDC Design Guidelines**

**p.142** – Typically, the UDC Design Guideline gives direction as to the permanent moving of an historical structure to a new location. It specifically directs that a structure must not be moved unless it is threatened with demolition or loss of integrity.

The need for a new foundation for the historic structure has already been communicated to HPC. However, the logistics of temporarily relocating the structure to the front yard in order to do so had not been previously communicated. Therefore, if the historic structure is not temporarily relocated to allow for the construction of the new foundation, then the structure is at risk of permanent damage and loss of historic integrity. Therefore, 1076 Canton more than meets the criteria to allow for the moving the building, especially a temporary move, in order to resolve the foundational issues presented by the applicant.

**Reasoning for recommendation**

Staff recommend **approval** for this application based on the following reasons:

- The temporary relocation of the structure is critical to the historical preservation of the existing structure, and does not result in the demolition of the building.



Figure 1. The historical front façade and porch of the, then called, “Ball House” in c.1985 (photo from the *Pictoria History of Roswell*)



Figure 2. The existing front façade of Founder’s Hall/1076 Canton Street (photo from Staff)

Attachment: 1076 Canton Street - Staff Report Final (ZHPC-0126-000003 - 1076 Canton Street)



**Department Comments****Planning and Zoning**

Reviewer: Shea Dixon, Planner II, 770-594-6437, [sdixon@roswellgov.com](mailto:sdixon@roswellgov.com),

DH- (Downtown Mixed Use) zoning – Indoor recreation, spa, and boutique hotel (7 to 30 rooms) are all permitted uses in DH-

This application is, as submitted, approved for review by HPC.

The Staff report recommending actions to HPC will be available no later than one (1) week prior to the scheduled HPC meeting.



20 January 2026

**City of Roswell**

38 Hill Street  
Roswell, Georgia 30075

Re: HPC Design Plan Application – Ten Seventy Six Club Historic Building Temporary Relocation  
Roswell, Georgia  
RPA Project No. 2021112.10

The subject property is located at 1076 Canton Street, Roswell, Georgia 30075. The application for renovation to convert the facility into a private club with ten guest cottages and a spa was previously approved by the Board, subject to the condition that the historic portion of the front building be preserved.

In order to best preserve the historic structure, construction of a new foundation is required. The existing foundation has experienced significant deterioration, and full replacement is the most appropriate and responsible solution, as opposed to localized repairs.

To facilitate this work, the historic portion of the building must be carefully lifted and temporarily relocated just outside of its current footprint to allow access for foundation construction equipment without risk of damage to the structure. The general contractor will engage a firm that specializes in this type of work and has extensive experience relocating historic buildings of significantly larger size in the metro area.

The building will be fully protected, lifted, and temporarily relocated for approximately sixty (60) days, after which it will be returned to its original location and set on the new foundation. Detailed information regarding this process will be presented at the meeting.

Historic Roswell Mill  
85-A Mill Street, Suite 200  
Roswell, Georgia 30075  
t 770.650.7558 f 770.650.7559

[www.randallpaulson.com](http://www.randallpaulson.com)



The owners respectfully request the Board's understanding and support, as every effort is being made to preserve the historic building using the most appropriate and technologically advanced methods to minimize risk and ensure its long-term structural integrity.

Sincerely,

**Randall-Paulson Architects, Incorporated**

A handwritten signature in blue ink, appearing to read "M. Mello", is written over a light blue horizontal line.

**Marcus Mello, AIA**

Commercial/Hospitality Sector Leader

M:\Project Docs\2021\2021112.10\General Data\Codes and Permitting\HPC\HPC revision application\26-0120  
Letter of Intent - Historic Building Temporary Relocation.docx

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85-A Mill Street, Suite 200  
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September 18, 2025

Randall-Paulson Architects  
 Attn: Marcus Mello  
 85A Mill Street, Suite 200  
 Roswell, GA 30075

Subject: **HPC20252779, 1076 Canton Street  
 Certificate of Appropriateness for partial demolition for the restoration of  
 an existing historic structure**

Dear Mr. Mello,

The Historic Preservation Commission approved your application for a partial demolition to provide for the restoration of the primary historic structure at 1076 Canton Street at their meeting on September 10<sup>th</sup>, 2025, with conditions. The actual restoration of the primary historic structure was also approved, per the revised plans submitted on August 29<sup>th</sup>, 2025 and documented by the City on September 3<sup>rd</sup>, 2025. No other work is approved.

Conditions are as follows:

1. The applicants must submit a detailed engineering report to the Chief Building Official, Planning & Zoning Director, and Historic District Planner confirming that the building can withstand the scope of work;
2. The building must be inspected by the Chief Building Official to demonstrate that the historic-portion of the building can withstand a restoration that will include the removal and replacement of materials;
3. The applicant must adhere to any and all shoring and phasing requirements issued by the Chief Building Official;
4. Any original historic materials (all materials that have a reasonable chance of having been installed prior to 1975), that are not rotten, broken, or otherwise damaged beyond repair, are to be placed back on the structure in their original location; and,
5. Applicants must provide a written inventory to the Planning & Zoning Director of materials to be reused..

Any changes to this proposal shall return to the Historic Preservation Commission, for review and approval prior to further permitting.

Any conditions identified by Staff in the plan review comments attached to this Certificate of Appropriateness must be addressed prior to completion of the project.

Historic Preservation Commission approvals expire 1 year after the date of approval by the Historic Preservation Commission unless a development permit has been obtained.

*Please make sure that this approval letter is included in documentation submitted for all future permitting regarding this project, including building permits.*

58 Hill Street, Roswell, GA 30075  
[www.roswellgov.com](http://www.roswellgov.com)

Attachment: 1076 Canton Street - Previous CoA (for partial demo and restoration) (ZHPC-0126-000003 - 1076 Canton Street)



Should you have any questions, please contact me at 770-594-6437.

Thank you,

A handwritten signature in black ink, appearing to read 'Shea N. Dixon', written in a cursive style.

Shea N. Dixon, Planner II

38 Hill Street, Roswell, GA 30075  
www.roswellgov.com

Attachment: 1076 Canton Street - Previous CoA (for partial demo and restoration) (ZHP-0126-000003 - 1076 Canton Street)



**HPC20252779**

**Department comments identified in the staff report:**

Note to future reviewers: attached plan review comments were made on original submission for complete demolition, not on revised plans. Conditions mentioned still apply unless otherwise noted.

*Planning And Zoning, Shea Dixon*

*Approved - 07/03/2025*

Reviewer: Shea Dixon, Planner II, 770-594-6437, sdixon@roswellgov.com,

DH - Downtown House zoning

This property is subject to historic review and is considered 'historic' on the 2003 Historic Resources Survey.

This application is approved for review by the HPC. Final Staff recommendation to HPC will most likely use the following criteria:

- UDC 1.4.1.B: While the criteria for an historic demolition is written into both the UDC and UDC Design Guidelines, the HPC may determine its own interpretation for how the UDC Design Guidelines are interpreted.
- UDC 13.7.11.F.1 & UDC Design Guidelines 5.52a: The structure is a modified example of an "I-House" layout uncommon to the area during the period of its construction (c.1870) and is an example of Greek Revival architecture from the Reconstruction period, making it unique relative to the other Greek Revival structures in the Historic District, which tend to be antebellum. It is, therefore, of high architectural interest and notable historic interest, of which demolition would be detrimental to the continued interest of the building.
- UDC 13.7.11.F.2. & UDC Design Guidelines 5.52b: So far as can be found as of initial plan review, the building does not have significant enough connections to specific historic figures or events to be made into a historic shrine. This criteria does not restrict demolition for the property.
- UDC 13.7.11.F.3 & UDC Design Guidelines 5.52c: The applicants have actively made a proposal that would recreate the building relatively closely to as it currently exists. A Staff recommended condition should be that demolition can only occur if the structure is reconstructed as closely as possible to the original, with a minimum regarding how much must be made using original material. This criteria does not restrict demolition for the property.
- UDC 13.7.11.F.4 & UDC Design Guidelines 5.52d: As established, retention of the building would preserve a designated historic structure in the Historic District. Therefore, under this criteria, demolition would not be appropriate.
- UDC 13.7.11.F.5 & UDC Design Guidelines 5.52e: Retention of this structure, as an occupied building, could actively promote the general welfare of Roswell, as well as maintain and improve property values, business, job positions; attract tourists, students, writers, historians, artists and artisans, and new residents; and encourage the study and teaching of American and local history, culture, and architecture. However, the retention of this building in a way that would allow it to be safely regularly occupied may prove overly burdensome to any potential developer or occupier. Retention of this building, if not occupied and in use, would likely prove as a detriment to these same goals. Meanwhile, in such a scenario, the destruction and reconstruction of this building, would further these goals. Therefore, under this criteria, demolition may be appropriate, but only if it is determined by HPC that maintaining the building in a manner would be overly burdensome to a reasonable development.



- UDC Design Guidelines 5.52: It can be reasonably argued that the structure has gone beyond the state in which reasonable repair and restoration would save the structure. The provided engineer's report gives the implication that such restoration is possible, but may be overly burdensome to any potential applicant. HPC must determine if this is a reasonable cause to suggest that the building has "lost its integrity," as required by the UDC Design Guidelines.

*Engineering Division, Lee Smith*

*App W/Cond - 07/09/2025*

Reviewer: Lee Smith (lsmith@roswellgov.com)

Comments:

1) Several sheets listed in the Table of Contents on the cover sheet of the submitted Land Development Plans are missing. A full set of civil plan sheets will need to be submitted when applying for a land disturbance permit.

*Tree Division, Jay Reisinger*

*Approved - 07/09/2025*

*Transportation, Serge Osse*

*App W/Cond - 06/27/2025*

Reviewer: Serge Osse - 770-594-6428(direct) 6420(Main) sosse@roswellgov.com

Transportation recommends approval with the following conditions:

- a. Accommodate uninterrupted and safe pedestrian traffic during that work.
- b. Note: The note about repair/replace of damage structures is provided. Contact RDOT inspector Lee Dyer prior to any sidewalk or driveway repair at 770-594-6277 or Ldyer@roswellgov.com.
- c. Prior to any work in the right-of-way, obtain right-of-way encroachment permit from Transportation Department utility coordinator Dan Weisel at 770-594-6104 (direct) 6420 (Main)

*Fire Department, Robert Major*

*Approved - 07/09/2025*

Plans reviewed by Robert Major rmajor@roswellgov.com 770-594-6263

Your plans have been approved. Please see below for comments and requirements.

The Roswell Fire Marshal's Office has reviewed the submitted plans and specifications in strict adherence to the prevailing state-adopted minimum Fire Safety Standards at the time of evaluation. Every possible effort has been invested to ensure thorough scrutiny for code compliance. However, it is essential to emphasize that this comprehensive review does not absolve the owner, contractor, architect, or any other accountable party from their obligation to comply with any aspects inadvertently overlooked or undisclosed by the reviewer.

Please be aware that the City of Roswell must formally review any proposed changes or modifications to the approved plans before implementation is authorized.



*Building Division, Don Fouts*

*App W/Comm - 06/30/2025*

1. Please apply for a demolition permit after the HPC approval is obtained.

*Building Division, Robert Sheppard*

*App W/Comm - 07/07/2025*

Reviewer: Robert Sheppard, Building Division, 770-817-6756, rsheppard@roswellgov.com

Approved with Comments:

**\*\*No work can begin until a building permit is applied for and issued for the proposed work scope\*\***

The applicant has submitted an engineer's report and an LOI with the application; the engineer's report documents the extensive nature any repairs would require, and the associated costs. The LOI states that the comprehensive structural damage makes the building beyond repair and bases the need for demolition on these grounds. In addition, the LOI commits to the recovery and use of salvageable, usable historic elements and components.

HPC application is for complete demolition of the subject building/structure.

1. Should HPC approve complete demolition, only a demolition permit will be required prior to commencing work at the site (along with HPC stipulations for materials recovery and use).
2. Should HPC require the building/structure to be repaired or renovation/alteration to preserve a portion or all of the existing building, the following will be required to be submitted with a demolition permit:

Applicants are required to submit a detailed engineering report from a Georgia license engineer on the existing structure's ability to withstand proposed scope of work, including repairs or partial demolition. Due to the condition of the existing building, and need for repairs throughout, concerns for the structural integrity of the building warrant assessment of the exiting foundation, walls, and roof structure to withstand the extent of work required to complete the scope of work.

A certified, detailed demolition report for the project scope that depicts a phased demolition to complete the prescribed repairs listed in the attached engineering report. The report is to also include a shoring plan to support the existing building in place. A pre-application meeting to discuss project scope and how to proceed will be required. Shoring plan must also show how the existing historic structure will be supported and protected during each phase of the demolition to complete the required repair.



Reviewer: Krista Thomas kthomas@roswellgov.com

Approved -

No comments from stormwater on demolition plan.

*Water, Chris Boyd*

*App W/Cond - 06/30/2025*

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Need to add a note for the contractor to disconnect water service line, that runs from the 3/4 inch water meter to the building, at the meter.

*Sanitation, Nick Pezzello*

*Approved - 06/26/2025*

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Attachment: 1076 Canton Street - Previous CoA (for partial demo and restoration) (ZHPC-0126-000003 - 1076 Canton Street)



**City of Roswell**  
**Historic Preservation Commission**

**AGENDA ITEM REPORT**

**ID # - 10308**

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**MEETING DATE:**               **March 11, 2026**

**DEPARTMENT:**               **Historic Preservation Commission**

**ITEM TYPE:**                   **Public Hearing**

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**ZHPC-0126-000002 - 16 Oak Street - Certificate of Appropriateness for a commercial exterior renovation**

**Item Summary:**

The applicants are proposing an exterior renovation at 16 Oak Street. The renovation would include replacing two smaller front-facing windows with one large picture window, replacing three other windows on the side façade with three taller windows, new porch tile, a new log feature wall, new lantern sconces, and the painting of currently unpainted orange brick to an olive green.

**Staff Recommendation:**

Staff recommends **approval with conditions** of this application. The following conditions are recommended by Staff:

1. Proposed signage must receive a separate sign permit and shall not be considered approved as part of this application;
2. If new lighting is being added as part of the lantern sconces, then a photometric survey must be submitted and approved by Staff prior to approval of a building permit; and,
3. That the adjacent retaining wall on the east property line, in front of the primary structure, must be repaired as part of the proposed project. If the repairs include appearance or material changes, then an administrative HPC application must be approved.

**Financial Impact:**

N/A

**Recommended Motion:**

To approve ZHPC-0126-000002 regarding 16 Oak Street with the conditions recommended by Staff.

**Presented by:**

Shea N. Dixon, Planner II  
 City of Roswell Planning & Zoning Division

Parast Holdings, LLC  
 16 Oak Street  
 Roswell, Georgia 30075

Date: January 6, 2026

To: City of Roswell  
 Historic Preservation Commission  
 38 Hill Street  
 Roswell, Georgia 30075

RE: Letter of Intent – Exterior Brick Painting at 16 Oak Street

Dear Historic Preservation Commission Members,

Parast Holdings, LLC, owner of the commercial building located at 16 Oak Street, respectfully submits this Letter of Intent in support of a Major Design Review Application for exterior brick painting within the Roswell Historic District.

The building was constructed in 1950 and is situated in the mixed-use historic district, where architectural compatibility and streetscape cohesion are essential. The brick facade is currently natural and unpainted, but its existing, orange-toned brick hue is not consistent with the traditional and historically compatible brick tones found throughout downtown Roswell. Unlike the deeper reds, earth-tones, and softer neutral masonry commonly present in the district, this particular brick color does not reflect the historic character or aesthetic found in the surrounding contributing structures.

Because the brick is original but not historically distinctive or architecturally significant, and given its strong orange hue, we believe that the only practical and visually appropriate method to improve the facade is through the application of paint. Our goal is to create harmony with neighboring properties and contribute positively to the cohesive historic environment of Oak Street.

We propose to paint the brick in a muted green tone, selected specifically for its historical compatibility and alignment with the subdued, natural palette recommended by historic preservation guidelines. This color will unify the building with the surrounding streetscape while maintaining a respectful, understated aesthetic.

The scope of work includes gentle cleaning and preparation of the natural brick and application of a historically compatible muted green paint finish.

Our intention is limited solely to enhancing the building facade in a way that supports the historic district's visual character. We are committed to preserving Roswell's architectural heritage and believe this improvement will meaningfully contribute to the district's charm.

Thank you for your time and consideration. We look forward to working with staff and the Historic Preservation Commission throughout the review process.

Sincerely,

Sheila Parast Gross  
Member Manager of Parast Holdings, LLC

Attachment: 16 Oak Street Letter of Intent (ZHPC-0126-000002 - 16 Oak Street)

# 33 NEST

16 Oak Street  
16 Oak Street  
Roswell, Georgia 30075

352 University Avenue SW | Atlanta, GA 30310  
hello@33nest.com  
+1 (310) 890-1360  
www.33nest.com

### Notes

All drawings and documents are the property of 33 Nest Group LLC and must be returned post-completion. Reproduction, modification, or revision without written consent is strictly prohibited. Use of these materials is confined to the project at 16 Oak Street, Roswell, Georgia 30075 only. The contractor is responsible for verifying dimensions and reporting discrepancies before commencement. Failure to do so absolves 33 Nest Group LLC of any resultant liability. 33 Nest Group LLC retains copyright rights and will pursue reimbursement for any legal and court costs incurred in protecting these rights. Submit these drawings to any public body does not waive copyright or ownership rights specified herein.

### Revisions

No.	Date.	Description.

Status: **HPC REVIEW PACKAGE**

Client: **SHEILA PARAST  
PARAST LAW**

Project: **16 OAK STREET**

Title: **EXISTING VS. PROPOSED ELEVATION COMPARISON**

Revision: **01/05/2020**

Date: **01/05/2020**

Job Number: **1012261**

Scale + Size: **1/8" = 1'0" @ ARCH**

Issue Date:

Sheet Number:

### NOTES:

- THIS SHEET PRESENTS A **SIDE-BY-SIDE COMPARISON OF EXISTING AND PROPOSED EXTERIOR ELEVATIONS** FOR THE FRONT AND SIDE FACADES WHERE CHANGES ARE PROPOSED.
- PROPOSED ELEVATIONS ARE SHOWN **DIRECTLY OVER CORRESPONDING EXISTING ELEVATIONS** TO CLEARLY COMMUNICATE THE EXTENT AND LOCATION OF EXTERIOR MODIFICATIONS.
- ELEVATION CALLOUTS (ITEMS 1-12) IDENTIFY SPECIFIC FACADE UPDATES AND ARE KEYED TO THE PROPOSED ELEVATIONS ONLY.
- ALL CHANGES ILLUSTRATED ARE LIMITED TO **MATERIAL REFINEMENTS, OPENING ADJUSTMENTS WITHIN EXISTING MASONRY, AND ENTRY ENHANCEMENTS**. NO CHANGES TO BUILDING MASSING, HEIGHT, OR ROOF FORM ARE PROPOSED.
- **ELEVATIONS NOT SHOWN ON THIS SHEET (NORTH AND EAST ELEVATIONS) ARE NOT PROPOSED FOR MATERIAL MODIFICATION**. WORK ON THESE ELEVATIONS IS LIMITED TO REPAINTING ONLY, WITH NO CHANGE TO EXISTING OPENINGS, MATERIALS, OR ARCHITECTURAL FEATURES.

### DISCLAIMER:

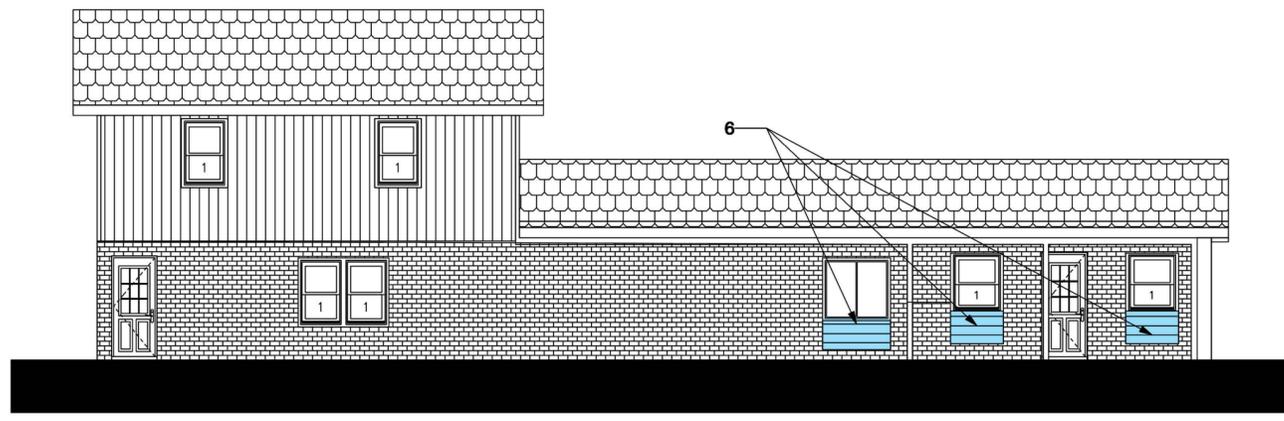
1. THIS PAGE IS INTENDED TO CLEARLY COMMUNICATE **WHAT IS CHANGING VERSUS WHAT IS REMAINING**. EXISTING AND PROPOSED ELEVATIONS ARE LIGHTLY SHADED TO ALLOW DIRECT VISUAL COMPARISON, WITH CONCISE CALLOUTS USED TO HIGHLIGHT SPECIFIC UPDATES.
2. THE GOAL OF THIS SHEET IS **CLARITY OF SCOPE AND DESIGN INTENT**, NOT CONSTRUCTION DETAILING. FINAL MATERIAL SPECIFICATIONS, DIMENSIONS, AND ASSEMBLIES WILL BE PROVIDED IN SUBSEQUENT DOCUMENTATION FOLLOWING HISTORIC PRESERVATION COMMISSION REVIEW.

### ELEVATION CALLOUTS:

1. EXISTING BRICK TO REMAIN; PAINTED MUTED GREEN
2. UPPER-LEVEL SIDING UPDATED TO VERTICAL WEATHERED WOOD
3. FRONT-FACING GABLE CLAD IN MATCHING WEATHERED WOOD
4. BRICK PIER REMOVED TO CREATE SINGLE PICTURE WINDOW
5. WINDOW GLAZING INCREASED WITHIN EXISTING BRICK OPENINGS
6. PORCH-FACING WINDOWS ADJUSTED TO TALLER VERTICAL PROPORTION
7. NEW FRONT ENTRY DOOR INTRODUCED
8. EXISTING EXTERIOR DOOR REMOVED
9. PORCH COLUMNS REFINISHED IN NATURAL WOOD TONE
10. EXTERIOR LOG FEATURE WALL AT ENTRY
11. WALL-MOUNTED SIGN AT FRONT FACADE
12. MINOR LANDSCAPE ENHANCEMENTS

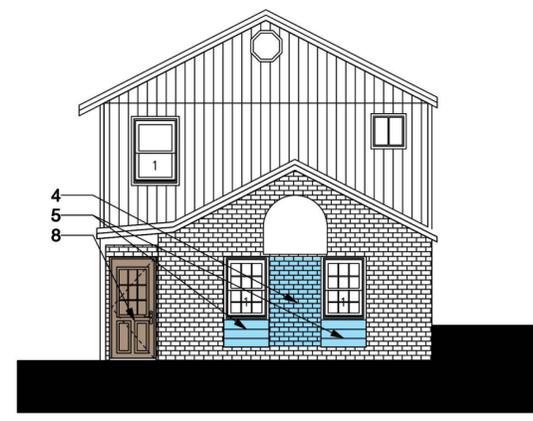
### LEGEND:

- Proposed Window Changes
- Proposed Weathered Wood (Siding & Door) Changes
- Proposed Natural Wood (Porch & Sign) Changes
- Proposed Landscape (Planters, Shrubbery, & Stones) Changes
- Proposed Brick Paint Changes



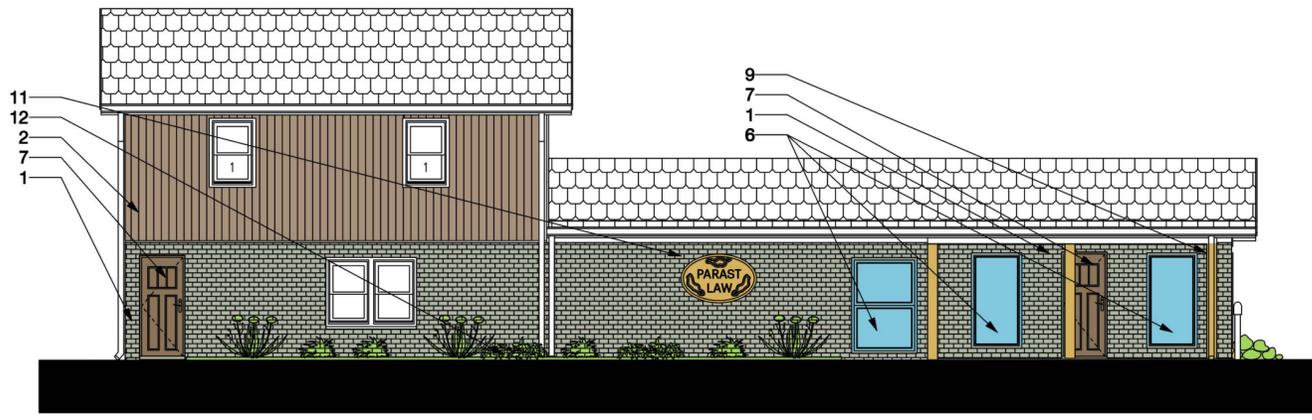
## 1 EXISTING WEST ELEVATION

Scale: 1/8" = 1'0"



## 2 EXISTING SOUTH ELEVATION

Scale: 1/8" = 1'0"



## 3 PROPOSED WEST ELEVATION

Scale: 1/8" = 1'0"



## 4 PROPOSED SOUTH ELEVATION

Scale: 1/8" = 1'0"

**SCOPE CLARIFICATION NOTE:**  
PROPOSED EXTERIOR MODIFICATIONS ARE LIMITED TO THE FACADES SHOWN AND DO NOT AFFECT THE BUILDING FOOTPRINT, OVERALL MASSING, OR CHARACTER-DEFINING ELEMENTS IDENTIFIED ON PRIOR SHEETS.

Attachment: 16 Oak Street Renovation Plan (ZHP-0126-000002 - 16 Oak Street)

## HISTORIC PRESERVATION COMMISSION *REALISTIC RENDER*

City of Roswell, Georgia

### 16 OAK STREET - EXTERIOR MODIFICATIONS

**16 Oak Street**  
16 Oak Street  
Roswell, Georgia 30075

352 University Avenue SW | Atlanta, GA 30310  
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#### Notes

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#### Revisions

No.	Date.	Description.

Status: **HPC REVIEW PACKAGE**

Client: **SHEILA PARAST PARAST LAW**

Project: **16 OAK STREET**

Title: **PROPOSED EXTERIOR REALISTIC RENDER**

Revision:   
Date: **01/05/2024**  
Job Number: **0102260**  
Scale + Size: **N/A@ARCH**  
Issue Date:

Sheet Number:

#### 1. DESIGN INTENT & MATERIAL STORY

THE PROPOSED UPDATES REIMAGINE THE EXISTING BUILDING THROUGH A RUSTIC LODGE / CABIN-INSPIRED LENS, USING NATURAL MATERIALS AND EARTH-TONED COLORS TO CREATE A WARMER, MORE WELCOMING PRESENCE ALONG OAK STREET. THE GOAL IS TO INTRODUCE TEXTURE, DEPTH, AND CRAFTSMANSHIP WHILE REMAINING COMPATIBILITY WITH THE SCALE AND CHARACTER OF THE SURROUNDING CONTEXT.

THE COLOR AND MATERIAL PALETTE IS INTENTIONALLY RESTRAINED - WEATHERED WOOD TONES, MUTED GREENS, AND NATURAL FINISHES - ALLOWING THE BUILDING TO FEEL GROUNDED IN ITS LANDSCAPE AND REFLECTIVE OF A MORE DOMESTIC, HUMAN-SCALED ARCHITECTURE. THE PROPOSAL FOCUSES ON REFINEMENT RATHER THAN REINVENTION, ELEVATING THE BUILDING'S APPEARANCE WITHOUT ALTERING ITS FUNDAMENTAL FORM.

#### 2. ELEMENTS PRESERVED

- EXISTING BUILDING VOLUME AND MASSING REMAIN UNCHANGED
- ROOF FORM AND OVERALL ROOFLINE ARE RETAINED
- PRIMARY STRUCTURAL OPENINGS AND PROPORTIONS ARE MAINTAINED
- BRICK FACADE IS PRESERVED AND PAINTED RATHER THAN REPLACED

#### 3. PROPOSED EXTERIOR UPDATES

- UPPER-LEVEL SIDING REPLACED WITH VERTICAL WEATHERED WOOD PANELING
- FRONT-FACING GABLE UPDATED TO INTRODUCE THE SAME VERTICAL WOOD PANEL FOR COHESION
- BRICK PAINTED IN A MUTED, NATURAL GREEN TONE TO SOFTEN THE FACADE
- WINDOWS ON PORCH-FACING SIDE ELEVATIONS ADJUSTED TO BE TALLER, REMOVING THE LOWER INFILL PANEL SO GLAZING FILLS THE EXISTING BRICK OPENINGS
- WINDOW ON FRONT FACADE BRICK PIER REMOVED TO CREATE SINGLE PICTURE WINDOW
- WOOD-FINISHED COLUMNS INTRODUCED AT THE PORCH TO ADD WARMTH AND MATERIAL CONTINUITY
- EXTERIOR LOG FEATURE WALL ADDED AS A TACTILE, LODGE-INSPIRED FOCAL ELEMENT
- NEW FRONT DOOR SELECTED TO COMPLEMENT THE NATURAL MATERIAL PALETTE
- LANDSCAPE ENHANCEMENTS TO SOFTEN EDGES AND REINFORCE THE NATURAL CHARACTER OF THE SITE



## 1 REALISTIC RENDER

**DISCLAIMER**  
MATERIALS AND COLORS SHOWN ARE REPRESENTATIVE OF THE INTENDED DESIGN DIRECTION. FINAL SELECTIONS WILL REMAIN WITHIN THIS SAME MATERIAL AND COLOR FAMILY ONCE SOURCED AND FINALIZED FOR CONSTRUCTION.

Attachment: 16 Oak Street Renovation Plan (ZHP-C-0126-000002 - 16 Oak Street)

# HISTORIC PRESERVATION COMMISSION PROPOSED EXTERIOR MATERIALS & COLOR PALETTE

City of Roswell, Georgia

## 16 OAK STREET - EXTERIOR MODIFICATIONS

### 1. GENERAL NOTE

MATERIALS AND COLORS SHOWN ON THIS SHEET ARE REPRESENTATIVE OF THE APPROVED DESIGN INTENT. FINAL SELECTIONS WILL REMAIN WITHIN THE SAME MATERIAL AND COLOR FAMILIES ILLUSTRATED AND ARE INTENDED TO BE COMPATIBLE WITH THE DOWNTOWN ROSWELL HISTORIC DISTRICT.

### 2. MATERIAL PALETTE

#### BRICK - EXISTING (TO REMAIN, PAINTED)

- PAINT COLOR: HC-112 - TATE OLIVE
- APPLICATION: EXISTING BRICK FACADE
- INTENT: SUBTLE, MUTED TONE TO UNIFY THE FACADE WHILE MAINTAINING THE TEXTURE AND CHARACTER OF THE EXISTING MASONRY.

COLOR USED  
IN ELEVATIONS



CALLOUT USED  
IN ELEVATIONS

M2

REAL-LIFE  
MATERIAL/COLOR



#### WOOD - PRIMARY

- PRODUCT: TACKROOM WOOD
- MANUFACTURER: MONTANA TIMBER PRODUCTS
- APPLICATIONS:
  - VERTICAL EXTERIOR SIDING
  - PORCH CEILING
  - PORCH COLUMNS
- INTENT: INTRODUCE WARMTH, TEXTURE, AND MATERIAL DEPTH THROUGH NATURAL WOOD ELEMENTS THAT COMPLEMENT THE EXISTING MASONRY AND REINFORCE PEDESTRIAN SCALE.



M1



#### WOOD - SECONDARY

- FINISH: LIGHTER NATURAL WOOD TONE
- APPLICATION: FRAME SURROUNDING THE EXTERIOR LOG FEATURE WALL & THE SIGNAGE MATERIAL
- INTENT: PROVIDE VISUAL CONTRAST AND ARTICULATION AT THE ENTRY WHILE REMAINING SUBORDINATE TO THE PRIMARY WOOD ELEMENTS.



M3



#### FRONT ENTRY DOOR

- FINISH: DARK, WARM WOOD TONE
- INTENT: ESTABLISH A CLEAR AND WELCOMING PRIMARY ENTRY WITH A MATERIAL EMPHASIS APPROPRIATE TO THE BUILDING'S SCALE.

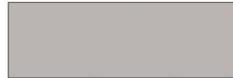


M6



#### SOFFIT AND FASCIA

- FINISH: DARK NEUTRAL TONE
- INTENT: VISUALLY RECEDE SECONDARY ELEMENTS WHILE PROVIDING CLEAN EDGE DEFINITION.



M5



#### GUTTERS AND DOWNSPOUTS

- FINISH: BLACK
- INTENT: MINIMIZE VISUAL PRESENCE AND MAINTAIN CONSISTENCY WITH OTHER DARK METAL ELEMENTS.



M4



#### PORCH FLOOR TILE

- COLOR: WARM GRAY MATTER
- MATERIAL: LARGE-FORMAT PORCELAIN TILE
- INTENT: DEFINE THE ENTRY ZONE AND STRENGTHEN THE GROUND-PLANE TRANSITION BETWEEN PUBLIC SIDEWALK AND BUILDING ENTRY.



M7



#### WALL-MOUNTED LANTERN SCENCE

- FINISH: DARK METAL WITH WARM AMBER GLASS
- STYLE: RUSTIC LODGE / CRAFTSMAN-INSPIRED
- APPLICATION: FRONT FACADE AND PORCH ELEVATIONS
- INTENT: HIGHLIGHT THE PRIMARY ENTRY, IMPROVE PEDESTRIAN-SCALE ILLUMINATION, AND ADD WARMTH WITHOUT INTRODUCING OVERLY DECORATIVE OR CONTEMPORARY FIXTURES.



### 3. MATERIAL COORDINATION NOTE

FINAL MATERIAL SELECTIONS WILL REMAIN WITHIN THE SAME MATERIAL TYPES, TEXTURES, AND COLOR FAMILIES ILLUSTRATED ON THIS SHEET. COLORS SHOWN ON THE PROPOSED ELEVATIONS REPRESENT DESIGN INTENT AND WILL BE COORDINATED WITH ACTUAL MATERIAL SAMPLES TO ENSURE CONSISTENCY WITH THE APPROVED PALETTE.

16 Oak Street  
16 Oak Street  
Roswell, Georgia 30075

352 University Avenue SW | Atlanta, GA  
hello@33nest.com  
+1 (310) 890-1360  
www.33nest.com

#### Notes

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#### Revisions

No.	Date.	Description.

Status: HPC REVIEW PAUSE

Client: SHEILA PARSONS

Project: 16 OAK STREET

Title: PROPOSED EXTERIOR MATERIALS & COLOR PALETTE

Revision: 01/01

Date: 01/01/26

Job Number: 01

Scale + Size: N/A@A

Issue Date:

Sheet Number:

Attachment: 16 Oak Street Material Board (ZHPC-0126-000002 - 16 Oak Street)



## PETITION ZHPC-0126-000002

### Application Information

<b>Address:</b>	16 Oak Street
<b>Applicant:</b>	Sheila Gross/Parast Holdings
<b>Request:</b>	Certificate of Appropriateness for an exterior renovation
<b>Classification:</b>	<b>Intrusion</b> on the 2003 historic properties map
<b>Year built:</b>	1966, according to 2019 Historic Resources Survey
<b>Zoning:</b>	DX- (Downtown Mixed Use)

### Applicable Guidelines

O.C.G.A. 44-10-22 – The Georgia Historical Preservation Act, Ordinances Providing for Historical Preservation, Definitions

UDC 10.3.27 – Signs requiring a permit

UDC Design Guidelines 1.31 – Establish a sense of human scale in the design of a building

UDC Design Guidelines 4.19 – Locate windows to be consistent with the general window pattern in the district

UDC Design Guidelines 4.49 – Incorporate “village” design characteristics along Alpharetta Street and Atlanta Street

### Recommendation

Staff recommends **approval with conditions** of this application.

Staff recommends the following conditions for approval:

1. Proposed signage must receive a separate sign permit and shall not be considered approved as part of this application;
2. If new lighting is being added as part of the lantern sconces, then a photometric survey must be submitted and approved by Staff prior to approval of a building permit; and,
3. That the adjacent retaining wall on the east property line, in front of the primary structure, must be repaired as part of the proposed project. If the repairs include appearance or material changes, then an administrative HPC application must be approved.

## Staff Comments

### Overview:

The applicants are proposing an exterior renovation at 16 Oak Street. The renovation would include replacing two smaller front-facing windows with one large picture window, replacing three other windows on the side façade with three taller windows, new porch tile, a new log feature wall, new lantern sconces, and the painting of currently unpainted orange brick to an olive green. No site work or changes to the footprint are being proposed.

The applicants' plans were submitted in January 2026 and plan reviews were completed that same month.

### Property History:

**1938:** From aerial photographs, the property is vacant, but also clear cut. Together with aerial photographs in 1952 and 1955, the area may have been used as a parking lot for neighboring commercial or industrial uses.

**1950:** Fulton County Board of Assessors records suggest a small rental home may have existed on the property, no aerial photographs or other records appear to corroborate this.

**1960:** The adjacent commercial building at 42 Oak Street is built.

**1966:** The existing structure is built, according to the 2019 Historic Resources Survey. Staff could not confirm, at this time, what the structure was used for during this time frame. By appearance, it was likely purpose-built as an office space.

**1983:** A residential and commercial security company, Actio Alarms, moves into the building, using it as office space.

**c.1987:** The current parking lot and concrete patio surrounding the structure on three sides is installed, per Fulton County Board of Assessors data.

**1988:** The property is included in an expansion of the Historic District (HPC 87-15).

**2023:** Actio Alarms vacates the property, having occupied the structure as its offices for 40 years.

**January 2026:** This application is submitted by upcoming lessees of the space, a law firm, Parast Law.

### Site Plan:

The property includes a general building of approximately 1,232 square feet sitting on 0.16 acres of land.

### Architecture:

The primary structure at 16 Oak Street does not have a house/building form recognized in the UDC Design Guidelines or 2019 Historic Resources Survey. It is designed in a Late-Mid-Century Commercial Vernacular style of architecture.

As such, its overall style doesn't have much distinguishing it from other small town general commercial and office structures built during the 1960s & 1970s. It is brick-sided on the ground floor and wood-sided on the upper floor, neither of which are uncommon for similar structures of the time.

The structure is two floors, which both doors having a gable. There is a covered entry on the left elevation. The windows on the ground floor are currently six-over-six double hung. The windows on the upper floor are one-over-one double hung or casement windows. There is an octagonal window at the peak of the gable along the front façade.

### Analysis:

#### O.C.G.A

**Statute 44-10-22** – State law preempts local historical preservation commissions on paint “alterations,” which Staff interprets as meaning that HPC only has jurisdiction over the initial application of paint to a natural surface. Therefore, approval of the initial application of paint to an unpainted surface must be carefully

considered. Once a surface is approved to be painted once, under the best interpretation of State law, HPC no longer has jurisdiction over the color of that paint when repainted.

That being said, as opposed to more recent paint proposals that Staff have recommended denial for, this property is significantly less visible. 982 Canton Street, which Staff recommended a condition striking the application's proposal to paint an unpainted brick building for a 2025 HPC case (HPC 20251400), is a centerpiece building on Canton Street. 982 is situated right where Norcross and Canton meet, making it one of the most visible buildings in the core of the Canton Street area. 16 Oak, however, is a whole parcel back from Atlanta Street. The structure is only clearly visible on a major corridor during the winter, when the trees at the Old Presbyterian Cemetery don't have their leaves.

Furthermore, while bright or non-Earth tone colors would not be preferred, Staff does not consider the loss of the jurisdiction at this property critical to the protection of the historical context of the immediate area. Instead, Staff finds that the paint refresh at this, otherwise, minimally visible office structure an improvement to the appearance of a largely, currently, industrial area of the Historic District.

### UDC

**Section 10.3.27** – Requires that signage advertising the name, product, or brand of a given business must apply for and receive a sign permit prior to the installation of a sign. This protects applicants from content-based restrictions of business installation, which was deemed unconstitutional by the Supreme Court of the United States in *Reed v. Town of Gilbert* in 2015. Because of these rulings and standing code, the proposed wall signs cannot be approved or denied through the HPC process, and must receive a separate sign permit.

### UDC Design Guidelines

**Section 1.31** – The inclusion of a picture window, rustic-appearing lantern sconces, and wood-detailing that seeks to improve the public interest in the space also improves the human scale-feeling of the immediately surrounding area. The touches decrease the sense that the space is built primarily for vehicular traffic and should contribute to the activation of the street block on which it sits.

**Section 4.19** – While the proposed picture window does not match the existing historic-age windows on the structure, it does align closely with the immediately surrounding structures within the Historic District. Both abutting structures at the neighboring 42 Oak Street (whose oldest portion is classified as intrusion, but was built in 1960) have similar large windows. Its inclusion would not detract from the historic context and would improve sightlines between the inside of the structure and the historic Presbyterian Church Cemetery.

**Section 4.49** – Sitting near, but not on, Atlanta Street, the small-scale commercial vernacular building contributes to the filled-in "village" feel, which is a goal of this character area of the Historic District. The updating of the structure allows the building to better fit into the greater historic context of the District, rather than appearing like an out-of-place office space from the 1960s.

### Reasoning for recommendation:

Staff recommends **approval with conditions** for this application based on the following reasons:

- The visibility of the building is reduced by its location set back from Atlanta Street or any other major throughfare, reducing the possible misuse of painted brick at the location;
- The proposed changes greatly improve the structure's appearance from a previous state of relative degradation in appearance; and,
- The proposed windows, art touches, and sconces all contribute to an improved feel of the immediately surrounding area.



Figure 1. Existing front façade of 16 Oak Street (from Staff)



Figure 2. Proposed front façade of 16 Oak Street (provided by applicants)

Attachment: 16 Oak Street Staff Report Final (ZHPC-0126-000002 - 16 Oak Street)



Figure 3. Existing left side (West) façade at 16 Oak Street, including the primary entrance (from Staff)  
 Note to Ms. Jeannie: I might go out there during lunch to get another side elevation photo, because I don't like Figures 3 and 7 being the same (Figure 7 fits perfectly)

Attachment: 16 Oak Street Staff Report Final (ZHPC-0126-000002 - 16 Oak Street)



Figure 4. Proposed left side (West) façade at 16 Oak Street (provided by applicant)



Figure 5. Existing rear (North) façade at 16 Oak Street, no changes are proposed to this facade (photo from Staff



Figure 6. Existing right side (East) façade at 16 Oak Street, no changes are proposed to this façade (photo from Staff)

Attachment: 16 Oak Street Staff Report Final (ZHPC-0126-000002 - 16 Oak Street)



Figure 7. 16 Oak Street as is existing (photo from Staff)



Figure 8. Rendering of 16 Oak Street with proposed changes (provided by applicant)

Attachment: 16 Oak Street Staff Report Final (ZHPC-0126-000002 - 16 Oak Street)



Figure 9. 16 Oak Street in 2013 while occupied by Actio Alarms (from Google)

Attachment: 16 Oak Street Staff Report Final (ZHPC-0126-000002 - 16 Oak Street)



**Department Comments**

**Fire**           +++

**Planning and Zoning**   +++

**Transportation**   +++

**Engineering**   +++

**Arborist**       +++

**Stormwater**   +++

**Building**       +++

**Water**          +++



**City of Roswell**  
**Historic Preservation Commission**

**AGENDA ITEM REPORT**

**ID # - 10351**

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**MEETING DATE:** March 11, 2026  
**DEPARTMENT:** Historic Preservation Commission  
**ITEM TYPE:** Minutes

---

**February 11, 2026 HPC Minutes**

**Item Summary:**

February 11, 2026 HPC Minutes



## Historic Preservation Commission

Regular Meeting  
<http://www.roswellgov.com/>  
 ~Minutes~

**Chair Philip Mansell**  
**Vice Chair Mark Donnolo**  
**Commissioner Ron Jackson**  
**Commissioner Lossie Lively**  
**Commissioner Mary Nichols**  
**Commissioner Michael Sutton**  
**Commissioner Robert Zappulla**  
**Roswell Historical Society Betty Price**

Wednesday, February 11, 2026

6:00 PM

City Hall - Council Chambers

**\*\* Possible Quorum of Mayor and City Council \*\***

### Welcome

#### I. Call to Order

The meeting was called to order at 6:01 PM by Chair Philip Mansell.

Chair Philip Mansell: Present, Vice Chair Mark Donnolo: Present, Commissioner Ron Jackson: Present, Commissioner Lossie Lively: Present, Commissioner Mary Nichols: Present, Commissioner Michael Sutton: Absent, Commissioner Robert Zappulla: Absent, Roswell Historical Society Betty Price: Present, Planner II Shea Dixon: Present.

#### II. Certificate of Appropriateness

##### 1. ZHPC-0126-000003 - 1076 Canton Street - Certificate of Appropriateness for a change to the proposed partial demolition plan

*The applicant requested a deferral until the next HPC meeting.*

<b>RESULT:</b>	<b>DEFERRED [UNANIMOUS]</b> <b>Next: 3/11/2026 6:00 PM</b>
<b>MOVER:</b>	Mary Nichols, Commissioner
<b>SECONDER:</b>	Ron Jackson, Commissioner
<b>IN FAVOR:</b>	Mansell, Donnolo, Jackson, Lively, Nichols
<b>ABSENT:</b>	Michael Sutton, Robert Zappulla

##### 2. ZHPC-1225-000010 - 1028 Canton Street - Certificate of Appropriateness for a commercial rear addition

*Approved with the following conditions:*

*1. Any changes to the existing chimney, vent on the South facade, or roof vents and exhausts will require an HPC administrative application to be approved prior to issuance of the building permit; and 2. Windows on the new rear addition must remain two-over-two double-hung windows, as is currently existing.*

Attachment: Feb. 11, 2026 HPC Minutes (February 11, 2026 HPC Minutes)

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Mark Donnolo, Vice Chair
<b>SECONDER:</b>	Ron Jackson, Commissioner
<b>IN FAVOR:</b>	Mansell, Donnolo, Jackson, Lively, Nichols
<b>ABSENT:</b>	Michael Sutton, Robert Zappulla

### III. Minutes

#### 3. January 14, 2026 HPC Minutes

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Mary Nichols, Commissioner
<b>SECONDER:</b>	Ron Jackson, Commissioner
<b>IN FAVOR:</b>	Mansell, Donnolo, Jackson, Lively, Nichols
<b>ABSENT:</b>	Michael Sutton, Robert Zappulla

### IV. Adjournment

The meeting was adjourned at 6:20 PM.