

Jonesboro
Friends of Main Street
DESIGN REVIEW COMMISSION
MEETING MINUTES

The Design Review Commission held their Regular Meeting on Wednesday June 3, 2026 at 4:30 p.m.

Committee Present:

Kimberly Lightford –Chairperson (virtual)
Barbara Casey Lane – Committee Member
Ricky McKenzie – Committee Member (virtual)

Committee Absent:

Steven Victor – Committee Member
Erica Zakamarek – Vice Chairperson

Guest

Sonnie Norris – applicants assistant

I. Meeting was called to order at 4:39pm by Kimberly Lightford–Chairperson

II. Approval of Agenda –Motion to approve, Barbara, Kimberly second. **3-0**

By consensus of the Commission, the order of the agenda was modified to hear New Business prior to Old Business to accommodate a member of the applicant's project team who was present.

III. Approval of **May 6, 2026** Meeting Minutes – Motion Barbra, Kimberly. **3-0**

IV. Old Business

a. **Color Wheel** – Color Wheel – Continue discussion of the exterior color palette for the Historic District

Staff presented the completed Historic District Color Wheel for the Commission's review as part of the ongoing development of a standardized exterior color palette and visual reference guide for the Historic District. The Commission reviewed the proposed color selections and discussed the overall framework for the accompanying lookbook, which is intended to provide clear guidance on appropriate exterior paint colors that preserve the historic character and architectural integrity of both the downtown commercial historic district and the residential historic neighborhoods. The Commission discussed organizing the

lookbook into separate sections tailored to the unique architectural styles and design considerations of each area.

Staff noted that the lookbook will be based on Sherwin-Williams historic color palettes organized by architectural period and era. Once finalized, the color guide will be incorporated into informational materials and welcome packets for property owners and businesses within the Historic District to streamline the Certificate of Appropriateness (COA) review process and encourage consistent preservation practices.

Notes:

V. New Business - Action Items

**a. Commercial – 96 Pine Circle; Parcel No. 13240D D032; Signage; H-2 ;
Proposed construction of a 1,987-square-foot multi-tenant office building
for general professional uses.**

The applicant presented the proposed project, including the intended use of the building and preliminary exterior materials. The applicant explained that the structure is proposed as a shell building for future professional office tenants and that no tenants have been identified at this time. During its review, the Commission determined that additional information is needed before a Certificate of Appropriateness (COA) can be considered. The Commission discussed the required building setbacks for the corner lot, noting that the property's assigned address may affect which frontage is considered the front yard and, consequently, the applicable setback requirements. The applicant stated they would contact the Clayton County Tax Assessor's Office to determine whether the property's address could be modified, which may allow the building to be reoriented and optimize the site's buildable area while potentially eliminating the need for a variance.

The Commission also requested a revised site plan that includes verification of the applicable setbacks, detailed floor plans, and architectural elevations before the application is resubmitted for review.

Motion: A motion was made by Barbara and seconded by Ricky to continue the application, with the applicant meeting with the Community Development Department to review the proposed site plan, verify the applicable building setbacks, and determine whether a variance is required before resubmitting the application. The motion carried **3-0**.

VI. Adjournment

There being no further business, a motion was made by Barbara and seconded by Chair Kimberly, to adjourn at 5:32 p.m. The motion passed 3-0.