

Design Review Board

March 4, 2025

STAFF REPORT

(Final Review of Building and Site/Landscape Plans)

PROPERTY INFORMATION

Address: 15755 Birmingham Highway, Milton, GA 30004
District/Land Lot: 2 / 0379
Character Area: Birmingham
Existing Zoning: Mixed Use (Commercial)
Overlay/FBC: Birmingham Crossroads
Acres: 0.3 acres
Existing Use: Vacant lot

Request: Final review of building and site/landscape plan for new medical office building

Owner: Realty Trust Group
Address: 15755 Birmingham Highway

Applicant: Caitlin Matonak / May Architecture + Interior LLC
Address: 1175 Peachtree Street NE, Colony Square Building 100, Atlanta, GA 30361



SITE MAP



15755 Birmingham Highway

City of Milton
2025

 Subject Site
 Parcels

0 0.01 0.03 0.05 0.08 0.1 Miles



MILTON

COMMUNITY DEVELOPMENT STAFF REPORT (ADDENDUM 3/28/25)

STAFF CONTACT: Jackie Jennings
678.242.2539

BUILDING/ARCHITECTURAL PLAN

Background:

On March 4, 2025, the Design Review Board (DRB) reviewed (courtesy review) the proposed building plan for a new medical office building located at 15755 Birmingham Highway. At the meeting, staff presented the plan and how it adequately met the design standards outlined in the Unified Development Code, Article 6: Birmingham Crossroads Overlay. DRB unanimously recommended the approval of the building plan to the community development director with a recommendation to the applicant to consider installing a light fixture (candle-style wall sconces) similar to the adjacent building.

Final Building Plan Submittal dated 3/7/25:

Staff received the final plan with no changes to what was originally presented to DRB. The applicant respectfully disagrees with the Board's recommendation regarding the exterior light fixture. The applicant states that the exterior wall sconces at door entrances complement the stone veneer, the color of the siding, and the overall architectural style of the building.

Staff Comments:

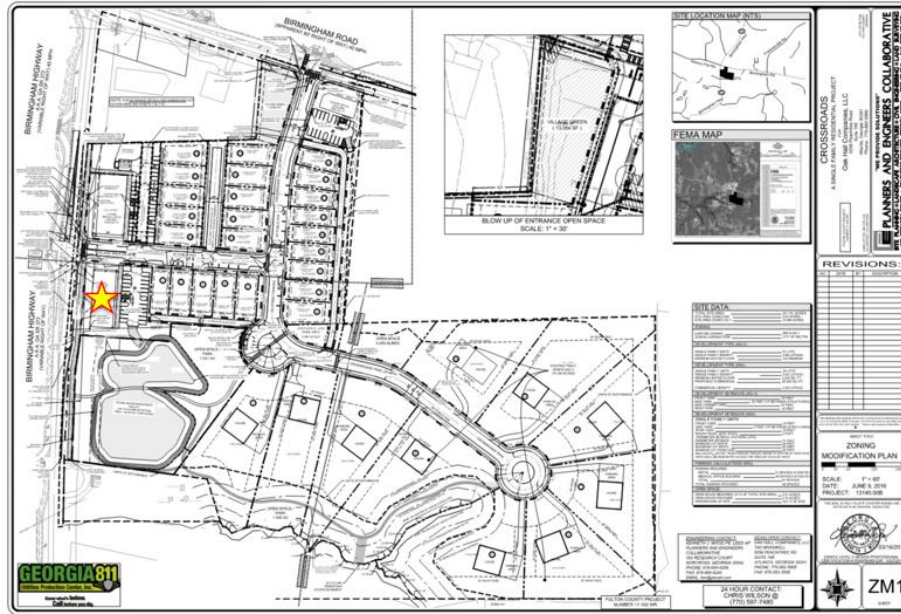
No further comments on the actual building design. The building plan meets the architectural standards of the Birmingham Crossroads Overlay District. Staff recommends approval with the following comments:

1. Submit a Sign Permit application for the two wall signs.
2. Any deviations to the building design/plan will have to go back to DRB for review.

SITE & LANDSCAPE PLAN

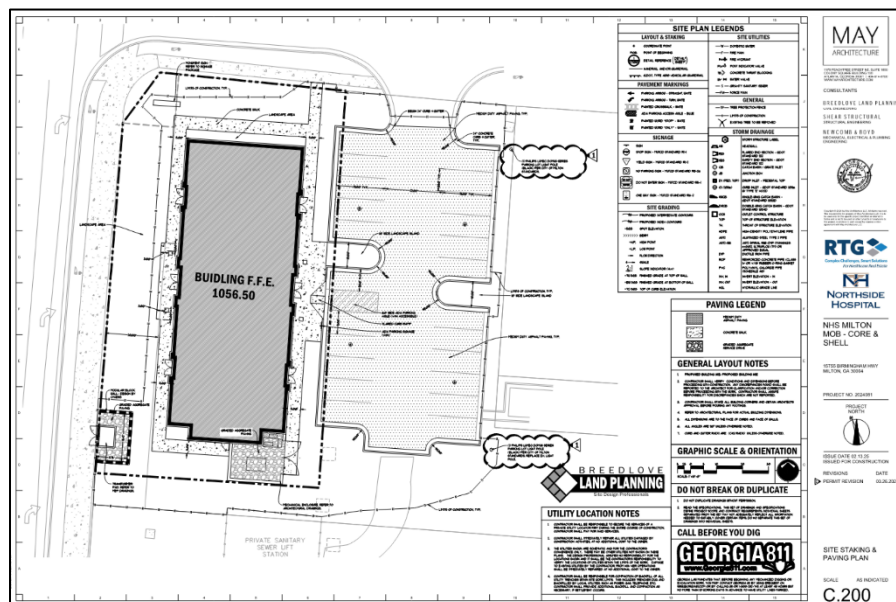
Background:

The City approved the final plat and LDP for the Crossroads at Birmingham. This 22-acre parcel has been subdivided into several residential lots and 2 commercial lots. One of these commercial lots is the subject site for this review.



Final Site and Landscape Plan submitted 3/26/25:

A second round of LDP review is currently in progress. Below is the revised plan submitted to Community Development for review.



Building Plan and Site/Landscape Plan Review – 15755 Birmingham Highway
Prepared by the Community Development Department for the
Design Review Board Meeting on April 1, 2025

medium height trees, and 40' for large height trees.	
Trees must be trimmed up 7 feet to not impede pedestrians	The proposed trees do not impede the existing sidewalk.
Streetlights and pedestrian lights may be placed in landscape strips.	No proposed lighting in the landscape strip per the plan. All proposed lights are located in the parking lot.
Screening and Fencing	Screening is provided for the mechanical equipment located on the side of the building. No proposed fencing.
Landscape island is at least 10 feet wide and is required next to every six parking spaces in a row.	6 landscape islands are provided next to 5-6 parking spaces in a row.
Sidewalks and pedestrian paths are required along all public and private roads.	Sidewalk is already existing, and a concrete pedestrian path is provided (located around the building).
Parking lighting	5 proposed lighting (lumec domus) in the parking lot that meets the design standards for lighting.
Vehicle parking requirement for a medical office is 4 parking spaces per 1,000 SF.	The proposed total building area is 5,278 SF. Therefore, the minimum required parking is 21 spaces. There are 23 parking lights provided, which include 2 ADA spaces. This meets the minimum requirement for parking.
Accessory site features (dumpster)	No accessory site feature(s) have been identified on the site plan.

Staff Comments:

The proposed site/landscape plan meets the standards outlined in the Birmingham Crossroads Overlay District. Staff recommends approval of the site and landscape plan with the following comments:

1. Include a recent as-built survey in the revised LDP per the site engineer's comment. No LDP permit will be issued until all comments from staff have been satisfactorily met.
2. Include the photometric of the site in the LDP.
3. Any deviations to the site/landscape plan will have to go back to DRB for review.