



DESIGN REVIEW BOARD
City Council Chambers, City Hall
Tuesday, March 4, 2025, at 6:00 PM

ACTION REPORT

1. CALL TO ORDER / PLEDGE OF ALLEGIANCE

2. INTRODUCTION OF BOARD MEMBERS AND CITY STAFF

DRB Members Present: Samia Coker, Danielle Gagne, Ken Warlick, Anne D'Anella, David Jackson

Absent: Celeste Jackson, Ralph Davia

City Staff Present: Rema Abdelfattah, Michael Cardamon, Robyn MacDonald and Shubha Jangam

3. ELECTION OF CHAIR AND VICE CHAIR

A. Elect a Chair for the Design Review Board

B. Elect a Vice Chair for the Design Review Board

A Motion to move the election to the May DRB meeting: Ken Warlick

Second: David Jackson

Vote: 5-0 (Approved)

Due to the foreseen absence of a few board members at the upcoming April 1st meeting, the election of the chair and vice chair will be postponed to the May 6th meeting. According to the DRB By-Laws, the election of chair and vice chair shall take place when all DRB members are present (Article III, Election of Officers).

4. APPROVAL / AMENDMENT OF AGENDA

Motion to Approve Agenda: David Jackson

Second: Danielle Gagne

Vote: 5-0 (Approved)

5. APPROVAL OF MEETING MINUTES

A. February 4, 2025 - Action Report

Motion to Approve the February 4, 2025 Action Report: Danielle Gagne

Second: Samia Coker

Vote: 5-0 (Approved)

6. DEMOLITION OF STRUCTURES

A. 13805 Hopewell Road

Applicant: Scott D. Reece/Brumbelow-Reese & Associates, Inc.

Request(s):

- To demolish existing house, carport, well building, and concrete driveway.

Motion to approve the demolition plan as presented by the applicant: Anne D'Anella

Second: Danielle Gagne

Vote: 5-0 (Approved)

B. 13595 Hopewell Road

Applicant: Steve Powell/Steve Powell Homes, Inc.

Requests:

- To demolish existing house and pool

Motion to approve the demolition plan as presented: Samia Coker

Second: David Jackson

Vote: 5-0 (Approved)

C. 2095 Mountain Road

Applicant: Nathaniel Folsom

Request(s):

- To demolish a 3-sided pole barn.

Motion to approve the demolition plan as presented: David Jackson

Second: Samia Coker

Vote: 5-0 (Approved)

7. COURTESY REVIEWS

A. U25-01, 12900 Arnold Mill Road

Applicant: Ebenezer Methodist of Milton

Request(s):

- To request a Use Permit for a Rural Event Facility (Sec. 8.7.1.H of the UDC) for a maximum of 300 attendees within the existing 23,000 square-foot activity center on a 6.61-acre property

Motion to recommend the approval for Courtesy Review U25-01 to the Planning Commission as presented: Ken Warlick

Second: Anne D'Anella

Vote: 5-0 (Approved)

B. V25-03, 15060 Freemanville Road

Applicant: Daniel Harper

Request(s):

- Sec. 3.1.4, Accessory Structure Setbacks - Unified Development Code. To allow a proposed detached garage accessory structure to be located in front of the existing single-family home.

Motion to recommend the approval of the variance request V25-03 to the Board of Zoning Appeals as presented with the proposed vegetation screening on site plan: David Jackson

Second: Ken Warlick

Vote: 5-0 (Approved w/conditions)

C. V25-06. 100 Deerhaven Lane

Applicant: Martin Anker

Request(s):

- Sec. 3.1.4, Accessory Structure Setbacks - Unified Development Code. To allow a proposed cabana accessory structure to be located in front of single-family home.
- Sec. 8.4.2.E.2.a – Unified Development Code. To allow a proposed private recreational pickleball court to be located in front of single-family home.
- Sec. 8.4.2.E.2.a – Unified Development Code. To allow a proposed private recreational pickleball court to be located in front of single-family home.

Motion to approve the variance request V25-06 to BZA with conditions that help to regulate light, noise and install vegetative screening: Samia Coker

Second: Anne D'Anella

Vote: 4-1 (4 board members Approved w/conditions, 1 vote against recommendation to approve): David Jackson

D. V25- 07, 575 Glen National Drive

Applicant: Mishka Parker

Request(s):

- Sec. 11.5.7.A.1 - Unified Development Code. To allow an existing home and proposed home addition to encroach the 50-foot undisturbed stream buffer.
- Sec. 11.5.7.A.2 - Unified Development Code. To allow an existing home and proposed home addition and covered patio to encroach the 75-foot impervious setback.

Motion to recommend approval of the variance request V25-07 to the Board of Zoning Appeals as presented: David Jackson

Second: Danielle Gagne

Vote: 5-0 (Approved)

E. Northside Medical Office Building (Building/Architecture Review)

Applicant: Caitlin Matonak

Request(s):

- Review of building design for a medical office building.

Motion to recommend approval of the building design as presented with the recommendation to install similar lighting fixtures as the neighboring building: Ken Warlick

Second: Anne D'Anella

Vote: 5-0 (Approved)

8. FINAL REVIEWS

A. Chadwick Village Phase II (Site/Landscape Review)

Applicant: Madison Rieke

Request(s):

- Review of site and landscape plan for three commercial buildings in the Phase II site.

Motion to approve the site and landscape plan as presented: David Jackson

Second: Danielle Gagne

Vote: 5-0 (Approved)

B. Fifth Third Bank (Building Review – Mural Design)

Applicant: David Mikel

Request(s):

- Review of a wayfinding mural design applied to the surface of a wall.

Motion to approve the mural design as presented with the following conditions: Ken Warlick

Conditions:

- The applicant shall reverse the color pallet to the opposite from what is proposed for option 1, where the darker color (Forest Green – PMS 3435C) is the new more prominent color and the lighter color (Fun Green – PMS 356C) is the new less prominent color.
- The white “enter here” text and arrow shall be located on the mural.
- The green “welcome” text located to the east of the mural shall be Fun Green – PMS 356C.

Second: Samia Coker

Vote: 5-0 (Approved)

9. NEW BUSINESS

A. None

10. OLD BUSINESS

A. None

11. ADJOURNMENT

Motion to Adjourn: David Jackson

Second: Danielle Gagne

Vote: 5-0 (Approved)

**The meeting adjourned at 8:42 p.m.*

Persons needing special accommodations in order to participate in any City meeting should call 678.242.2500.