

City of Norcross

*65 Lawrenceville Street
Norcross, GA 30071*



Meeting Minutes

**Tuesday, May 16, 2017
6:00 PM**

2nd Floor Conference Room

Architectural Review Board

Jeff Hopper, Chairman

John Blackwelder

Cindy Flynn

Jim McGarrah

Rick Maxian

A. Call to Order

Regular Meeting was called to order at 6:00 PM by Chairman Jeff Hopper

| Attendee Name | Title | Status | Arrived |
|------------------|--------------|---------|---------|
| Jeff Hopper | Chairman | Present | |
| John Blackwelder | Board Member | Present | |
| Cindy Flynn | Board Member | Absent | |
| Jim McGarrah | Board Member | Present | |
| Rick Maxian | Board Member | Present | |

B. Approval of Previous Meetings Minutes**a. Architectural Review Board - Regular Meeting - Apr 18, 2017 6:00 PM**

| | |
|------------------|--|
| RESULT: | ACCEPTED [UNANIMOUS] |
| MOVER: | Jeff Hopper, Chairman |
| SECONDER: | Rick Maxian, Board Member |
| AYES: | Jeff Hopper, John Blackwelder, Jim McGarrah, Rick Maxian |
| ABSENT: | Cindy Flynn |

C. Old Business**1. 17-4583 COA2017-0011: 608 Mitchell Road (R6242 072)**

[Development of a New Single Family Residential Home](#)

| | |
|------------------|--|
| RESULT: | TABLED SENT TO [UNANIMOUS] |
| | Next: 6/20/2017 6:00 PM |
| TO: | Architectural Review Board |
| MOVER: | Jeff Hopper, Chairman |
| SECONDER: | John Blackwelder, Board Member |
| AYES: | Jeff Hopper, John Blackwelder, Jim McGarrah, Rick Maxian |
| ABSENT: | Cindy Flynn |

D. New Business**1. 17-4604 NSFRD - New Single Family Residential Development**

[COA2017-0015: 5500 Vineyard Park Trail \(R6255 478\)](#)

Submittals:

- Submittal of plans displaying changes addressing all issues identified by city staff and architectural review board

Color and Material:

- Material and color clarification submitted subject to administrative approval
- Stone to be used will be fox mountain stone
- Brick to be used will be North Georgia Brick - Cottonwood with limestone mortar
- Wooden railing to be painted white
- Balusters to be 5/8" diameter metal cylinder painted white
- Garage door to be matte black

Façade/Structural Requirements & Modifications:

- Any exterior mechanical systems shall be screened in accordance with Architectural & Site Design Standards Section 3.1.10.

There shall be a final inspection by City Staff to confirm Architectural Review Board conditions have been met prior to the issuance of a Certificate of Occupancy.

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|------------------|--|
| RESULT: | APPROVED WITH CONDITIONS [UNANIMOUS] |
| MOVER: | Jeff Hopper, Chairman |
| SECONDER: | John Blackwelder, Board Member |
| AYES: | Jeff Hopper, John Blackwelder, Jim McGarrah, Rick Maxian |
| ABSENT: | Cindy Flynn |

2. **17-4605 NSFRD - New Single Family Residential Development**

[COA2017-0016: 61 Barton Street \(R6254 074\)](#)

Submittals:

- Submittal of plans displaying changes addressing all issues identified by city staff and architectural review board
- Landscaping plan will be submitted subject to administrative approval

Color and Material:

- 2x2 wooden picket railing to be used on front porch
- Galvalume color to be submitted subject to administrative approval

Façade/Structural Requirements & Modifications:

- Left most double window seen at right elevation will be French door
- Removal of chimney to be clarified by developer
- Any exterior mechanical systems shall be screened in accordance with Architectural & Site Design Standards Section 3.1.10.

There shall be a final inspection by City Staff to confirm Architectural Review Board conditions have been met prior to the issuance of a Certificate of Occupancy.

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|------------------|--|
| RESULT: | APPROVED WITH CONDITIONS [UNANIMOUS] |
| MOVER: | Jeff Hopper, Chairman |
| SECONDER: | Jim McGarrah, Board Member |
| AYES: | Jeff Hopper, John Blackwelder, Jim McGarrah, Rick Maxian |
| ABSENT: | Cindy Flynn |

E. ADDITIONAL INPUT AND/OR DISCUSSION NOT OTHERWISE ADDRESSED BY THIS AGENDA

F. Adjourn

The meeting was closed at 6:59 PM

Signed by _____ Chairman, Jeff Hopper

Signed by _____ Sonya Isaac, Executive
Administrative Coordinator