



**Design Review Committee Meeting
700 Doug Davis Drive
Hapeville, GA 30354
August 20, 2025, 6:00 PM**

MINUTES

1. Call to Order

Jonathan Love called the meeting to order at 6:04PM.

2. Roll Call

Jonathan Love
Jacquie Smyth
Sophie Brooks
John Stalvey - absent
Gregory Morgan - absent

3. Approval of Minutes

3.I Minutes of June 18, 2025

MOTION ITEM: Jacquie Smyth made a motion, Sophie Brooks seconded to approve the minutes of June 18, 2025, as submitted. Motion Carried: 2-0

4. Old Business

4.I Towns at Asbury Park (Pods D, E, F)

Design Change

Background:

Jason Braga of D.R. Horton, Inc. is requesting approval for the townhomes in Pods D, E, and F to modify the exterior facades in accordance with a reduction in depth for the townhomes. The properties are zoned RMU, Residential Mixed Use and subject to the Neighborhood Conservation section of the Architectural Design Standards.

MOTION ITEM: Jonathan Love made a motion, Jacquie Smyth seconded to table the application until October 15, 2025. Motion Carried: 3-0

4.II 422 Walnut Street

Stair Change

Background:

Victoria Vogt Clark has submitted a request seeking approval to modify the previously approved application to relocate the front staircase from the left of the house to the right of the 2,200 square-foot single-family dwelling located at 422 Walnut Street. The property is zoned R-SF, One Family Residential and is subject to the Neighborhood Conservation Area Sub Area E section of the Architectural Design Standards.

MOTION ITEM: Jacquie Smyth made a motion, Sophie Brooks seconded to approve the application with the condition the applicant resubmits the plans addressing the outstanding items identified in the Planners Report. Motion Carried: 3-0

4.III 629 Cofield Drive

Accessory Structure & Addition

Background:

Nathan Smith has submitted an application seeking approval to remove a rear deck, enclose a side patio (237sf) and construct a 285 square-foot rear addition (19' 8" x 17 x 10.25") to an existing single-family dwelling and construct a second 1,025 square-foot accessory building (garage) at 629 Cofield Drive. The property is zoned R-1, One Family Detached and is subject to the Neighborhood Conservation Area Sub Area E section of the Architectural Design Standards.

MOTION ITEM: Jacquie Smith made a motion, Sophie Berooks seconded to approve the application with submitted revisions. Motion carried: 3-0

5. New Business

5.I 831 Custer Street

New Construction

Background:

Greg Patel has submitted an application seeking approval for the construction of a 6,500 square-foot single-family dwelling with 3 bedrooms, 3 full baths, and 2 ½ baths with an attached side entry garage on a vacant lot located at 831 Custer Street. The property is zoned R-SF, Single Family Residential and is subject to the Neighborhood Conservation Area of the Architectural Design Standards.

MOTION ITEM: Jacquie Smyth made a motion, Sophie Brooks seconded to table the application until November 19, 2025. Motion Carried: 3-0

5.II Text Amendment

Architectural Design Standards

Background:

Consideration of an amendment to the Code of Ordinances, Section 81-1-4 (Membership), Section 81-1-6 and Section 81-1-7 for the purpose of updating the Design Review Committee.

MOTION ITEM: Jonathan Love made a motion, Sophie Brooks seconded to make a recommendation to Mayor and Council for consideration of approval. Motion Carried: 3-0

5.III Text Amendment

Architectural Design Standards

Background:

Consideration of an amendment to the Code of Ordinances, Section 81-1-6 (Commercial/Mixed-Use Area) and Section 81-1-7 (Neighborhood Conservation Area) for the purpose of updating the Architectural Design Standards.

MOTION ITEM: Sophie Brooks made a motion, Jacquie Smyth seconded to make a recommendation to Mayor and Council for consideration of approval. Motion Carried: 3-0

6. Next Meeting Date – Wednesday, September 17, 2025, at 6:00PM

7. Adjourn

MOTION ITEM: Jacquie Smyth made a motion, Jonathan Love seconded to adjourn the meeting at 7:30 PM. Motion Carried: 3-0

Respectfully submitted by,

Jacquie Smyth, Secretary

Jonathan Love, Chairman