



**Design Review Committee Meeting
700 Doug Davis Drive
Hapeville, GA 30354
February 18, 2026, 6:00 PM**

ALAN HALLMAN
MAYOR

MIKE RAST
ALDERMAN AT LARGE

BRETT REICHERT
COUNCILMAN AT LARGE

MARK ADAMS
COUNCILMAN WARD I

CHASE STELL
COUNCILMAN WARD II

MINUTES

1. Call to Order

John Stalvey called the meeting to order at 6:18PM.

MOTION ITEM: John Stalvey made a motion, Sophie Brooks seconded to nominate Jacquie Smyth as Chairman Pro Tem. Motion Carried:3-0

MOTION ITEM: Jacquie Smyth made a motion, John Stalvey seconded to nominate Sophie Brooks as Secretary Pro Tem. Motion Carried:3-0

2. Roll Call

Jonathan Love - absent
John Stalvey
Jacquie Smyth
Sophie Brooks

3. Approval of Minutes

Minutes of January 21, 2026

MOTION ITEM: Jacquie Smyth made a motion, John Stalvey seconded to approve the minutes of January 21, 2026, as submitted. Motion Carried:3-0

MOTION ITEM: Jacquie Smyth made a motion, John Stalvey seconded to add 831 Custer Street under Old Business. Motion Carried:3-0

4. Old Business

4.1 831 Custer Street

Discussion

The Committee discussed the proposed driveway concept plan for a new single-family dwelling to be located at 831 Custer Street. The application requires site plan approval from the Planning Commission prior to review and approval by the Design Review Committee. The property is zoned R-SF, Residential Single-Family and is subject to the Neighborhood Conservation Area of the Architectural Design Standards. **Non-Action Item.**

3468 North Fulton Avenue, Hapeville, Georgia 30354
City Hall 404 669 2100 www.hapeville.org

Community Service
3474 N. Fulton Avenue
404-669-2120

Economic Development
3468 N. Fulton Avenue
404-669-8269

Fire Department
606 King Arnold Street
404-669-2141

Police Department
700 Doug Davis Drive
404-768-7171

Recreation Department
3444 N. Fulton Avenue
404-669-2136

4.II 3266 Dogwood Drive

Renovation

Background:

David Hewitt has submitted an application seeking approval for the renovation of an existing building located at 3266 Dogwood Drive. Proposed changes include: the installation of a steel frame patio and polycarbonate roof, painted brick, metal components, neutral and white gray pavers. The property is located within the V - Village zoning district and is subject to the Commercial/ Mixed-Use Area of Architectural Design Standards.

MOTION ITEM: Sophie Brooks made a motion, John Stalvey seconded to approve the application as submitted with the following granted design exceptions:

- **Transoms above all windows**
- **Supplemental area parking**
- **Width of driveways**
- **Height of building**
- **Rear landscape buffer (approved by BOA)**
- **Building setback from corner**

Motion Carried: 3-0

4.III 3166 Dogwood Drive

Elevation Change

Background:

Darrell Harris has submitted a request seeking approval for a design modification of a previously approved law office to be located at 3166 Dogwood Drive. The property is zoned V, Village and is subject to the Commercial/Mixed-Use SubArea C Architectural Design Standards.

MOTION ITEM: Sophie Brooks made a motion, John Stalvey seconded to approve installed storefront windowpanes with an addition of center mullions (size matching window frame) to all windows and remove requirement for transoms, allow for double glass door instead of single door, sidelights and transoms. Recommendation to center canopy over front door.

Motion Carried: 3-0

4.IV 3189A and 3189B Jackson Street

Elevation Changes

Background:

Michael Olajubutu has submitted a request seeking approval for a design modification of previously approved plans for two single-family dwellings located at 3189A and 3189B Jackson Street. The properties are zoned R-SF, Residential Single Family and are subject to the Neighborhood Conservation Area of the Architectural Design Standards.

MOTION ITEM: Jacquie Smyth made a motion, John Stalvey seconded to approve the applications with the following requirements:

- **Install trim and sills on all windows**
- **Install landscaping**
- **Install pavers from front door to sidewalk/street**
- **Paint/Stain all wood railings, decking, and trim**
- **Parge coat the concrete foundation**

The Committee also granted the following design exceptions:

- Remove divided lights
- Remove shutters
- Remove tapered columns and brick veneer allow for post columns
- Allow for single door instead of double door
- Remove porch railings as not required by Code
- Less than 2" recess for sills on windows

Motion Carried: 3-0

5. New Business

5.I 213 Birch Street

Addition

Background:

Jason Ragland on behalf of Carolyn Lyles has submitted an application seeking approval for the construction of a 242 square-foot addition and a 197 square-foot rear deck on an existing single-family dwelling at 213 Birch Street. The property is zoned R-1 One Family Residential and is subject to the Neighborhood Conservation Area of the Architectural Design Standards.

MOTION ITEM: Sophie Brooks made a motion, John Stalvey seconded to approve the application with the following conditions:

- Location of exterior mechanical should be shown and screening
- Ensure and call out 30-year warranty for roof shingles
- Review shutter requirements (shall match one-half the width of the window opening)
- Add building numbers
- Install pavers to sidewalk/street

The Committee also granted the following design exception:

- Existing conditions, such as existing overhang and no sidewalk

Motion Carried: 3-0

5.II 3042 Lake Avenue

Addition

Background:

John Carr has submitted an application seeking approval for the construction of a 134 square-foot addition to an existing 1,114 square-foot single-family dwelling located at 3042 Lake Avenue. The property is zoned R-1 One Family Residential and is subject to the Neighborhood Conservation Area of the Architectural Design Standards.

MOTION ITEM: Jacquie Smyth made a motion, John Stalvey seconded to approve the application with the following conditions:

- Location of exterior mechanical should be shown and screening
- Proposed rear addition components and trim/sill installations are compliant with the Architectural Design Standards
- Install pavers to sidewalk/street

The Committee also granted the following design exception:

- Existing conditions, such as existing overhang and no sidewalk

Motion Carried: 3-0

6. **Next Meeting Date – Wednesday, March 18, 2026, at 6:00PM**


7. **Adjourn**

MOTION ITEM: John Stalvey made a motion, Jacquie Smyth seconded to adjourn the meeting at 7:50PM. Motion Carried: 3-0

Respectfully submitted by,



Sophie Brooks, Secretary Pro Tem



Jacquie Smyth, Chairman Pro Tem