

**Design Review Committee Meeting
700 Doug Davis Drive
Hapeville, GA 30354
October 20, 2021, 6:00 PM**

MINUTES

1. Call to Order

Chairman Jonathan Love called the meeting to order at 6:05PM.

2. Roll Call

Jonathan Love
Brian Gregory
John Stalvey
Gregory Morgan
Jacquie Smyth

3. Approval of Minutes

3.I Minutes of October 6, 2021

MOTION ITEM: John Stalvey made a motion, Jacquie Smyth seconded to approve the minutes of October 6, 2021, as submitted. Motion Carried: 5-0

New Business

4.I 257 Birch Street

Detached Garage

Background:

David Cook has submitted an application seeking approval for the addition of a new 400-square foot detached garage for an existing single-family dwelling at 257 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: John Stalvey made a motion, Jacquie Smyth seconded to approve the application as submitted. Motion Carried: 5-0

4.II 261 Birch Street

Detached Garage

Background:

David Cook has submitted an application seeking approval for the addition of a new 400-square foot detached garage and a 144-square foot gazebo for an existing single-family dwelling at 261 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: Gregory Morgan made a motion, Brian Gregory seconded to approve the application as submitted. Motion Carried: 5-0

4.III 859 Custer Street

Detached Garage

Background:

David Cook has submitted an application seeking approval for the addition of a new 676-square foot detached garage for an existing single-family dwelling at 859 Custer Street. The property is zoned R-SF, Residential Single Family and is subject to the Neighborhood Conservation Area of the Architectural Design Standards.

MOTION ITEM: John Stalvey made a motion, Jonathan Love seconded to approve the application as submitted. Motion Carried: 5-0

4.IV 551 Woodrow Avenue

Addition

Background:

Garrett Coley on behalf of Daven Cook has submitted an application seeking approval for the construction of a 948-square foot addition and 400-square foot deck off the rear of the single-family dwelling at 551 Woodrow Avenue. The property is zoned R-SF, Single Family Residential and is subject to the Subarea E, Neighborhood Conservation Area of the Architectural Design Standards.

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

- 1) Address all outstanding items identified in the Planner's Report**
- 2) Provide building numbers to front elevation**
- 3) Update front door trim to match window trim**

The Committee also granted the following design exceptions:

- 1) Front porch is less than 80% of the front facade**
- 2) Windowsill height is less than 2.5-feet above finished floor elevation**

A variance is needed to allow for not meeting the set-back requirement from the Board of Appeals. The Committee supports granting the variance.

Motion Carried: 5-0

4.V 44 Central Park Drive

Addition

Background:

Shannon Short on behalf of Yim Hyun Sun has submitted an application seeking approval to construct a 1,222-square foot addition and 400-square foot deck off the rear of the single-family dwelling at 44 Central Park Drive. The property is zoned R-AD, Residential Architectural Design and is subject to the Neighborhood Conservation Area Sub Area E section of the Architectural Design Standards.

MOTION ITEM: Jacquie Smyth made a motion, John Stalvey seconded to approve the application granting the following design exceptions:

- 1) Allow for vinyl siding on chimney**
- 2) Allow for windows to not meet recess standards**
- 3) Allow for no windowsills**
- 4) Allow for GBG**
- 5) Allow for vinyl siding**

Motion Carried: 5-0

4.VI 3264 Springhaven Avenue

New SF Development

Background:

Stillwood Development LLC has submitted an application seeking approval for the construction of 12 single-family homes and a pool house to be located in the Stillwood Farm subdivision, between Stillwood Drive, North Avenue, and Springhaven Avenue. The single-family homes range from 1,620-square feet to 2,025-square feet based upon the unit type, have 3 or 4 bedrooms and are less than 35' in height with garages. There are greenspaces within the development and homes are rear entry loaded with fronts either on greenspace or streets. The property is zoned P-D, Planned Unit Development and is subject to the Neighborhood Conservation Area section of the Architectural Design Standards.

MOTION ITEM: Gregory Morgan made a motion, John Stalvey seconded to approve the plan for the Cabana with the following conditions:

- 1) On the Right/Left elevations, use sloped soffits instead of the birdbox or pork chop on the porch over mailboxes, shed roof, and dormer (on front elevation but not drawn on side elevation)**

Motion Carried: 5-0

Guidelines for 3264 Springhaven Avenue house plans. The Design Review Committee and applicants agree to present a neighborhood that appears to have developed over time and not appear as new construction all at once. Variety in design and look is desired by all.

- **Variety of exposed foundation painted or parged, masonry to water table, masonry to first floor or entire masonry elevation**
- **Masonry on façades enfronting a right of way (city or neighborhood)**
- **Wrap masonry two feet around corners for facades that do not enfront a right of way**
- **Use sloped soffits and not bird box/pork chop returns**
- **Window trim on front elevation should be on exposed elevations**

MOTION ITEM: John Stalvey made a motion, Jonathan Love seconded to table the application until the Design Review Committee meeting that will be held on Wednesday, December 17, 2021, meeting.

Motion Carried: 5-0

4. Next Meeting Date – Wednesday, November 17, 2021, at 6:00PM

5. Adjourn

MOTION ITEM: Jacquie Smyth made a motion, John Stalvey seconded to adjourn the meeting at 8:21PM. Motion Carried: 5-0

Respectfully submitted by,

Brian Gregory, Secretary

Jonathan Love, Chairman