DESIGN REVIEW BOARD

City Council Chambers, City Hall
Tuesday, June 3, 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: Ken Warlick, Anne D'Anella, Danielle Gagne, Celeste Jackson, Ralph Davia

Absent: Samia Coker, David Jackson

City Staff Present: Jackie Jennings, Rema Abdelfattah, Michael Cardamon and Robyn Macdonald

3. APPROVAL / AMENDMENT OF AGENDA

Motion to approve the June 3rd Agenda: Anne D'Anella
Second: Danielle Gagne
Vote: 5-0 (Approved)

4. APPROVAL OF MEETING MINUTES

A. May 6, 2025 - Action Report

Motion to approve May 6, 2025 Action Report: Danielle Gagne
Second: Celeste Jackson
Vote: 5-0 (Approved)

5. DEMOLITION OF STRUCTURES

A. 13560 Cogburn Road
Applicant: Anita Hilbun
Request(s):

- To demolish a cottage constructed circa 1890-1899, located at the entrance of St. Aidan's Episcopal Church.

Motion to approve demolition as presented: Ken Warlick
Second: Ralph Davia
Vote: 5-0 (Approved)

B. 360 Pony Tail Road
Applicant: Danica Rampino/Macallan Homes
Request(s):

- To demolish a 1-story wood frame house with a full basement.

Motion to approve the demolition as presented: Celeste Jackson
Second: Danielle Gagne
Vote: 5-0 (Approved)

C. 13970 Freemanville Road
Applicant: David Rhinehart
Request(s):

- To demolish a 1-story framed house and asphalt driveway

Motion to approve the demolition as presented: Danielle Gagne
Second: Anne D'Anella
Vote: 5-0 (Approved)

D. 2255 Dinsmore Road
Applicant: John Gaston
Request(s):

- To demolish a 1-story house, storage shed, and driveway

Motion to approve the demolition as presented: Ken Warlick
Second: Danielle Gagne
Vote: 5-0 (Approved)

E. 14860 Freemanville Road
Applicant: Beth Bowersox
Request(s):

- To demolish a 2-story house.

Motion to approve the demolition as presented: Celeste Jackson
Second: Ralph Davia
Vote: 5-0 (Approved)

6. COURTESY REVIEWS

A. Case #U25-02, 14505 Batesville Road
Applicant: LRF Milton, LLC., represented by Scott D. Reece
Request:

- A Use Permit for a Rural Event Facility (Sec. 8.7.1.H of the UDC) on 35.87 acres (reduction from previously approved U14-02/ZM17-01) within a 6,539 sq.ft. house, 4,296 sq.ft. atrium structure, 4,760 sq.ft. existing building and two gazebos for a maximum of 250 attendees. The City will also consider the possible rescission of the existing Rural Event Facility Use Permit (U14-02/ZM17-01) and the existing Bed and Breakfast Use Permit (U14-01).

Motion to recommend the approval of Use Permit U25-02 to the Milton City Council as presented: Anne D'Anella
Second: Celeste Jackson
Vote: 5-0(Approved)

B. V25-13, 1010 Lyndon Lane

Applicant: Solomon Lee
Request:

•Sec. 3.1.7.B.2 – Unified Development Code. To reduce the 20 feet minimum secondary rural viewshed from Cogburn Road to 3.2 feet for a proposed single-family home driveway.

Motion to recommend denial of the variance request V25-13 to the Board of Zoning Appeals: Anne D'Anella
Second: Danielle Gagne
Vote: 5-0 (Approved)

C. V25-14, 435 Champions View Drive

Applicant: Gary Warren
Request:

- Sec. 3.1.4.B – Unified Development Code. To reduce the 25 feet minimum side yard to 15.2 feet adjacent to the east property line for a proposed home addition.

Motion to recommend approval of the variance request V25-14 as presented to the BZA: Ken Warlick
Second: Anne D'Anella
Vote: 5-0 (Approved)

D. V25-15, 15925 Birmingham Highway

Applicant: Asghar Pourshiravi
Request:

- Sec. 3.1.4.A – Unified Development Code. To reduce the 60 feet minimum front yard to 48.4 feet for an existing single-family home.

Motion to recommend approval of the variance request V25-15 as presented to the BZA: Anne D'Anella
Second: Danielle Gagne
Vote: 5-0 (Approved)

E. 7-Brew Drive-Thru Coffee, 12875 Highway 9 (site & landscape review)

Applicant: Tom True / True Results, LLC.
Request:

- Courtesy review of site and landscape plans for a coffee building and pavilion.

Motion to approve the site and landscape plans as presented with the following recommendation to plant 5 trees of minimum 2-inch caliper on the south side of the

property: Celeste Jackson
Second: Ralph Davia
Vote: 5-0 (Approved)

F. 7-Brew Drive-Thru Coffee, 12875 Highway 9 (building review)
Applicant: Tom True / True Results, LLC.
Request:

- Courtesy review of the building design plan for a coffee building and pavilion.

A Motion to approve the building plans as presented was made by Ken Warlick with the following recommendations:

1. Reduce the scale of the cupola atop the pavilion to ensure proportionality with the overall structure; consider reducing its size by approximately 50%.

2. Adjust roof overhang dimensions, as the current 24" projection appears oversized; recommend limiting overhangs to a range of 8"–12" to maintain architectural balance.

3. Refine shutter color selection by using a darker tone such as Sherwin-Williams "Iron Ore" or a comparable black shade for a more cohesive and classic aesthetic.

4. SDL Bars on both upper and lower window sashes for consistency in fenestration design and to enhance the architectural character.

5. Include a comprehensive sample board in the final review packet, with details on all proposed exterior colors and materials to include brick color, roof color, paint, gutter color, lights.

6. Remove scalloped gable detailing; instead, consider incorporating louvered vents in a triangle.

7. Provide a detailed drawing of the simplified angle bracket, remove the horizontal and vertical detail portion of it.

8. Remove the raised hip detail on all four sides of the roof.

9. Explore 4-foot extension on the drive thru canopy, by adding some detail such as a bracket on the end to soften the design up a bit.

10. Ensure renderings include the opposite side of the walk-up area, providing a complete view for evaluation of symmetry and design integration.

Second: Danielle Gagne
Vote: 5-2 (Approved)

7. FINAL REVIEWS

A. None

8. NEW BUSINESS

A. None

9. OLD BUSINESS

A. None

10. ADJOURNMENT

Motion to Adjourn: Ken Warlick
Second: Celeste Jackson
Vote: 5-0 (Approved)

**The meeting adjourned at 8:15 p.m*

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