DESIGN REVIEW BOARD

City Council Chambers, City Hall
Tuesday, April 1, 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: Samia Coker, Ken Warlick, Anne D'Anella, David Jackson

Absent: Celeste Jackson, Ralph Davia, Danielle Gagne

City Staff Present: Jackie Jennings, Rema Abdelfattah, Michael Cardamon,

3. APPROVAL / AMENDMENT OF AGENDA

Motion to Approve Agenda: David Jackson

Second: Samia Coker

Vote: 4-0 (Approved)

4. APPROVAL OF MEETING MINUTES

A. March 4, 2025 - Action Report

Motion to Approve March 4, 2025 Action Report: Samia Coker

Second: David Jackson

Vote: 4-0 (Approved)

5. DEMOLITION OF STRUCTURES

A. None

6. COURTESY REVIEWS

A. V25-09, 315 North Court

Applicant: Ron Presswood
Request(s):

- **Sec. 4.6.1.B. Unified Development Code**. To reduce the 7 feet minimum side yard to 4.47 feet adjacent to the north property line for a proposed garage and shop addition.
- **Sec. 4.6.1.B. Unified Development Code**. To reduce the 7 feet minimum side yard to 1 foot adjacent to the south property line for the remaining portion of an existing shed accessory structure after partial removal.
- **Sec. 4.6.1.D. Unified Development Code**. To reduce the 50 feet minimum rear yard to 0.5-foot adjacent to the east property line for the remaining portion of existing an shed accessory structure after partial removal.
- **Sec. 4.6.1.D. Unified Development Code**. To reduce the 50 feet minimum rear yard to 12.7 feet adjacent to the east property line for an existing Covered Grill and Wet Bar Accessory Structure.
- **Sec. 4.6.1.D. Unified Development Code**. To reduce the 50 feet minimum rear yard to 11.1 feet adjacent to the east property line for an existing Covered Patio Accessory Structure.

Motion to recommend the approval of V25-09 to the Board of Zoning Appeals with the following recommendations below: Ken Warlick

Second: David Jackson

Vote: 4-0 (Approved)

- DRB recommends approval of four (4) variance requests for the existing structures, and recommends exploring alternative options where compliance is met, and no variance is needed for the proposed garage and shop addition.

The Board stated that the four (4) variance requests for existing structures were not caused by the current homeowner, and acknowledge the homeowner has a large amount of neighbor support within the Arbor North Subdivision. The Board also acknowledge there were two (2) opposition letters from the Parkview Community Association and a bordering rear property owner. However, the Board also stated there is a large amount of vegetive screening in the rear of the property.

B. V25-10, 0 Freemanville Road - Parcel ID 22 439004550087, 0 Freemanville Road - Parcel 22 439004550152

Applicant: Scott D. Reece
Request(s):

- **Sec. 3.1.4.A. Unified Development Code.** To reduce the 60 feet minimum front yard to 50 feet for thirty-six (36) total lots in the proposed Blakley Manor Subdivision.

Motion to recommend the approval of the variance request V25-10 to the Board of Zoning Appeals as presented: David Jackson

Second: Ken Warlick

Vote: 4-0 (Approved)

C. V25-11 13175 Hopewell Road
Applicant: Scott D. Reece
Request(s):

- **Sec. 4.4.4.A. Unified Development Code.** To reduce the 50 feet minimum front yard to 35 feet for eleven (11) total lots for the proposed Crescent Ridge Subdivision.
- **Sec. 4.4.3.A. Unified Development Code.** To reduce the 100 feet minimum lot width to 88.98 feet for lot 5 of the proposed Crescent Ridge Subdivision.
- **Sec. 4.4.3.A. Unified Development Code.** To reduce the 100 feet minimum lot width to 85.44 feet for lot 6 of the proposed Crescent Ridge Subdivision.
- **Sec. 4.4.3.A. Unified Development Code.** To reduce the 100 feet minimum lot width to 93.19 feet for lot 7 of the proposed Crescent Ridge Subdivision.

Motion to approve the variance request V25-11 to BZA as presented: Anne D'Anella

Second: Samia Coker

Vote: 4-0 (Approved)

7. FINAL REVIEWS

A. 12930 Hwy 9, Michael James Remodeling Office (Building Review)
Applicant: Michael James
Request(s):

- Final review of building plan for an exterior alteration of an existing office building.

Motion to approve the building/remodel plan with the following conditions: add can lights to both entrance ways so that they are lit per code, add railings to ADA ramp on each side: Samia Coker

Second: David Jackson

Vote: 4-0 (Approved w/conditions stated above)

B. 15755 Birmingham Highway, Northside Medical Building (Building and Site/Landscape Review)
Applicant: Gil May
Request(s):

- Final review of building and site/landscape plan for a medical building.

Motion to approve the building design as presented: Ken Warlick

Second: David Jackson

Vote: 4-0 (Approved)
A separate vote was taken for the approval of the site/landscape plan as presented:

Motion to Approve: Ken Warlick

Second: David Jackson

Vote: 4-0 (Approved)

8. NEW BUSINESS

A. None

9. OLD BUSINESS

A. None

*** DRB Liaison Jackie Jennings did inform the board of the upcoming DRB and Planning Commission Joint Meeting Session on May 6th, 2025, to review the Draft Urban Design Review Manual, which will follow immediately after the conclusion of the scheduled DRB meeting at 6pm.**

10. ADJOURNMENT

Motion to Adjourn: David Jackson

Second: Ken Warlick

Vote: 4-0 (Approved)

**The meeting adjourned at 8:10 p.m.*

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