DESIGN REVIEW BOARD

City Council Chambers, City Hall
Tuesday, February 4, 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, Danielle Gagne, Ken Warlick, Celeste Jackson, Anne D'Anella, and Ralph Davia

Absent: David Jackson

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

3. INTRODUCTION OF BOARD MEMBERS

A. Elect a Chair for the Design Review Board
B. Elect a Vice Chair for the Design Review Board

A motion for the election of Chair was made by board member Danielle Gagne to re-elect Ken Warlick as Chair of the Design Review Board and the motion was seconded by Board member Anne D'Anella, with a vote of 6-0.

A motion for the election of Vice Chair was made by board member Celeste Jackson to nominate David Jackson with a second by board member Danielle Gagne with a vote of 6-0.

*Per City Bylaws, The election of both chair and vice chair will be postponed to next months March 2025 meeting due to the absence of board member David Jackson, as all board members need to be present during elections**

4. APPROVAL / AMENDMENT OF AGENDA

Motion to Approve Agenda: Danielle Gagne

Second: Celeste Jackson

Vote: 6-0 (Approved)

5. APPROVAL OF MEETING MINUTES

A. December 3, 2024 - Action Report

Motion to Approve the December 3, 2024 Action Report: Samia Coker

Second: Anne D'Anella

Vote: 6-0 (Approved)

6. DEMOLITION OF STRUCTURES

A. None

7. COURTESY REVIEWS

A. V25-01, 15055 Birmingham Highway - Parcel 22 392005590844, Parcel 22 392005590851, Parcel 22 392005590869

Applicant: Marlon Lang
Request(s):

- Sec. 8.8.6.2 - Unified Development Code. To reduce the existing barn housing animals distance requirement from 100 feet to 16.82 feet adjacent to the west property line.
- Sec. 8.8.6.2 - Unified Development Code. To reduce the existing barn housing animals distance requirement from 150 feet to 100.95 feet from an occupied structure located on another property adjacent to the west property line.
- Sec. 8.8.6.2 - Unified Development Code. To reduce the existing barn housing animals distance requirement from 100 feet to 95.58 feet adjacent to the west property line.
- Sec. 8.8.6.2 - Unified Development Code to reduce the existing barn housing animals distance requirement from 150 feet to 148.13 feet from an occupied structure located on another property adjacent to the west property line.

Motion to recommend the approval for Variance request V25-01 to the Board of Zoning Appeals as presented: Ken Warlick

Second: Samia Coker

Vote: 6-0 (Approved)

B. V25-02, 13165 Freemanville Road

Applicant: Brett Samuels
Request(s):

- Sec.4.2.4.B - Unified Development Code. To reduce the 15-foot minimum side yard to 7.1feet adjacent to the south property line for an existing shed accessory structure.

- Sec. 4.2.4, Accessory Structure Setbacks - Unified Development Code. To allow an existing shed accessory structure, and existing pergola accessory structure to remain in front of the existing single-family home.

- Sec. 11.5.7.A.2 - Unified Development Code. To allow an existing walking trail and fire pit to remain inside the 75-foot impervious setback.

Motion to recommend the approval of the variance request V25-02 to the Board of Zoning Appeals as presented: Celeste Jackson

Second: Anne D'Anella

Vote: 6-0 (Approved)

C. V25-03, 15060 Freemanville Road ** Deferred to March 2025 BZA Meeting**

Applicant: Daniel Harper
Request:

- Sec. 3.1.4, Accessory Structure Setbacks - Unified Development Code. To allow a proposed detached garage accessory structure to be located in front of the existing single-family home.

Motion to approve the deferral of V25-03 to the March 2025 BZA Meeting: Ken Warlick

Second: Celeste Jackson

Vote: 6-0 (Approved)

D. **V25-04, 1235 Hopewell Crest**

Applicant: Praveen Muthyala
Request(s):

- Sec. 3.1.4.D – Unified Development Code. To reduce the 50-foot minimum rear yard to 19.2 feet adjacent to the rear property line for an existing gazebo accessory structure.

- Sec. 6.3.3.D.1.b – Unified Development Code. To increase the 20 percent maximum lot coverage to 30.24 percent for a proposed pool and pool decking for an AG-1 zoned property that fronts a public street.

Motion to recommend approval of the variance request V25-04 to the Board of Zoning Appeals as presented with recommendation that the applicant does obtain letters of approval from all adjacent neighbors: Ken Warlick

Second: Celeste Jackson

Vote: 6-0 (Approved)

E. V25-05, 3196 Balley Forrest Drive, 3236 Balley Forrest Drive

Applicant: Chase Wujcik
Request(s):

- Sec. 3.1.4.D – Unified Development Code. To reduce the 50-foot minimum rear yard to 38.8 feet adjacent to the north property line for an existing playground accessory structure.

- Sec. 8.4.2.E.2.a – Unified Development Code. To reduce the 50-foot minimum rear yard to 2.4 feet adjacent to the north property line for an existing private recreational basketball court.

Motion to approve the variance request V25-05 as presented with the recommendation to obtain neighbor approval letter to plant 5-7 Green Arborvitae trees (8-10 feet in height) staggered with approximately 6-8 feet between them: Danielle Gagne

Second: Ken Warlick

Vote: 6-0 (Approved)

8. FINAL REVIEWS

A. None

9. NEW BUSINESS

A. None

10. OLD BUSINESS

A, None

11. ADJOURNMENT (9:21pm)

Motion to Adjourn: Danielle Gagne

Second: Celeste Jackson

Vote: 6-0 (Approved)

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