MILTON

DESIGN REVIEW BOARD

City Council Chambers, City Hall
Tuesday, May 6, 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

Celeste Jackson, Ralph Davia, and Danielle Gagne

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

3. ELECTION OF CHAIR AND VICE CHAIR

A. Elect a Chair for the Design Review Board

A Motion to nominate Ken Warlick as the DRB Board Chair: Danielle Gagne
Second: Celeste Jackson
Vote: 7-0 (Approved)

B. Elect a Vice Chair for the Design Review Board

A Motion to nominate David Jackson as the DRB Vice Chair: Celeste Jackson
Second: Ken Warlick
Vote: 7-0 (Approved)

4. APPROVAL / AMENDMENT OF AGENDA

Motion to approve the May 6th Agenda: David Jackson
Second: Danielle Gagne
Vote: 7-0 (Approved)

5. APPROVAL OF MEETING MINUTES

A. April 1, 2025 - Action Report

Motion to approve April 1, 2025 Action Report: Samia Coker
Second: Anne D'Anella
Vote: 7-0 (Approved)

6. DEMOLITION OF STRUCTURES

A. 140 Ranchette Road

Applicant: Jennifer Wilson
Request(s):

- To demolish existing house, sheds, and driveway.

Motion to approve demolition as presented: David Jackson
Second: Danielle Gagne
Vote: 7-0 (Approved)

B. 15245 Birmingham Highway

Applicant: Drew Clough
Request(s):

- To demolish existing house.

Motion to approve the demolition as presented: Danielle Gagne
Second: Celeste Jackson
Vote: 7-0 (Approved)

C. 13890 Cowart Road

Applicant: Scott Knauss
Request(s):

- To demolish existing house, barn and driveway

Motion to approve the demolition as presented: Ken Warlick
Second: Samia Coker
Vote: 7-0 (Approved)

7. COURTESY REVIEWS

A. V25-12, 14507 Cogburn Road

Applicant: Brenda Ely
Representative: Scott D. Reece
Request(s):

- Sec. 3.1.4.A – Unified Development Code. To reduce the 60 feet minimum front yard to 56 feet for an existing building accessory structure.

- Sec. 3.1.4.B – Unified Development Code. To reduce the 25 feet minimum side yard to 22.7 feet adjacent to north property line for an existing building accessory structure.

- Sec. 3.1.4.B – Unified Development Code. To reduce the 25 feet minimum side yard to 14.63 feet adjacent to south property line for an existing building accessory structure.

- Sec.2.2.5.C.1 – Unified Development Code. To reduce the 1.5 acres minimum flag lot size to 1.472 acres for an existing property.

- Sec.2.2.5.C.2 – Unified Development Code. To increase the 10 percent maximum flag stem area of total lot size to 13.41 percent for an existing property.

- Sec. 8.1.1.C.2 – Unified Development Code To allow accessory structure uses to not be constructed concurrently with or after a principle structure use.

Motion to recommend the approval of V25-12 to the Board of Zoning Appeals as presented: Ken Warlick
Second: Danielle Gagne
Vote: 5-2 (Approved)

8. FINAL REVIEWS

A. 13794 Highway 9, Fifth Third Bank (Building Review- Mural Design)

Applicant: David Mikel
Request(s):

- Final review of wayfinding mural design for an existing building.

Motion to approve the mural design "Option 2" with the color palette and materials as presented: Ken Warlick
Second: David Jackson
Vote: 7-0 (Approved)

B. 800 Mayfield Road, Milton's Cuisine and Cocktails (Building Review - Fence)

Applicant: Edward Whittle
Request(s):

- Final review of a new fence design.

Motion to approve the new fence design as presented, with the following conditions listed below: Ken Warlick

1. The fence shall be painted black to match the typical color of equestrian fences in Milton.
2. If the existing 3-split rail fence located on the south lawn deteriorates, it shall be replaced with a 3-board equestrian fence.

Second: Anne D'Anella
Vote: 7-0 (Approved)

C. Market District at Crabapple, Reliant Office Building (Site/Landscape Review)

Applicant: Steve Rowe
Request(s):

- Final review of site and landscape plan for a new 3-story office building.

Motion to recommend approval of final review of the site and landscape plans to the Community Development Director as presented, with the following staff comments: David Jackson

1. Exterior wall sconces must have a 45-degree light cutoff to reduce glare and minimize light pollution.

2. Submit LDP Permit Application.
3. Submit a Retaining Wall Permit Application for the proposed 4-foot brick screening wall located on the east side of the property adjacent to residential structures. An engineer-stamped drawing is required.
4. Ligustrum is listed in the code as a prohibited invasive species. Replace with a 4' to 6' Holly at installation or similar species, located on the residential side of the screening wall and to be planted at 10'-12' on center.
5. Replace the proposed Chinese Pistache tree with native trees.
6. Revise the parking plan to show 6 parking spaces in a row next to a landscape island.
7. Any deviation from the plan will require going back to DRB for review and approval.

Second: Celeste Jackson
Vote: 7-0 (Approved)

D. Market District at Crabapple, Reliant Office Building (Building Review)
Applicant: Steve Rowe
Request(s):

- Final review of building design for a new 3-story office building.

Motion to recommend approval of final review of the building plan to the Community Development Director as presented, with the following staff comments: Danielle Gagne

1. Exterior wall sconces must have a 45-degree light cutoff to reduce glare and minimize light pollution.
2. Submit Building Permit Application.
3. Submit a Retaining Wall Permit Application for the proposed 4-foot brick screening wall located on the east side of the property adjacent to residential structures. An engineer-stamped drawing is required.
4. Only two wall signs are allowed. Submit a Sign Permit Application.
5. Any deviation from the plan will require going back to DRB for review and approval.

Second: Ken Warlick
Vote: 6-1 (Approved)

9. NEW BUSINESS

A. None

10. OLD BUSINESS

A. None

10. ADJOURNMENT

Motion to Adjourn: Ken Warlick
Second: David Jackson
Vote: 7-0 (Approved)

**The meeting adjourned at 9:02 p.m., and the Design Review Board and Planning Commission Joint Session began immediately after the conclusion of the DRB Meeting. No Public Hearing will be conducted. No applications were discussed.*

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