

City of Norcross

65 Lawrenceville Street

Norcross, GA 30071



Meeting Minutes

Tuesday, December 16, 2025

6:00 PM

2nd Floor Conference Room

Architectural Review Board

Jeff Hopper, Chair

Barbara Grayson,

Vice Chair

Hugh Cooper

Naim Harrison

Bill McLees

A. Call to Order

The meeting was called to order by Chair Jeff Hopper at 6:01 pm.

Attendee Name	Title	Status	Arrived
Jeff Hopper	Chair	Present	
Barbara Grayson	Vice Chair	Present	
Naim Harrison	Board member	Present	
Bill McLees	Board member	Present	
Hugh Cooper	Board member	Absent	

B. Approval of Previous Meetings' Minutes

A motion to approve the December 16, 2025, meeting minutes of the Architectural Review Board. RESULT: APPROVED [UNANIMOUS]

MOVER: Jeff Hopper, Board Chair

SECONDER: Barbara Grayson, Vice Chair

AYES: Hopper, McLees, Grayson, Harrison

C. Unfinished Business**D. New Business****1. 2025-355: COA2025-051 - 831 South Peachtree Street****Discussion:**

- The applicant spoke briefly about the proposal and the need for additional storage.
- The property's one-story office building is currently occupied by a roofing contractor.
- Jeff Hooper asked about the location and the surrounding uses.
- Bill McLees, who is the architect on the board, asked about the roofing plan and how the addition was going to be attached to the existing office.

Vote:

A motion to approve application COA2025-051 to all Storage to an Existing Office Building, with the following conditions:

1. Hardie plank on the front and left elevation;
2. The applicant is reminded that this approval assumes general conformance with the adopted City of Norcross Architectural and Site Design Standards and Unified Development Ordinance. The applicant and/or builder is responsible for conforming with any specific design standard or UDO code section not addressed in the staff report and Architectural Review Board approval;
3. The applicant will be required to install the tree density units as specified by the Arborist as well as all other landscaping and foundation plantings as required by the Architectural Design Standards and the Unified Development Ordinance, if applicable.
4. Any changes from the Architectural Review Board-approved component shall require ARB approval at another public hearing; and

An architectural inspection shall occur prior to release of the certificate of completion or occupancy to confirm compliance with the ARB's approval.

E. ADDITIONAL INPUT AND/OR DISCUSSION NOT OTHERWISE ADDRESSED BY THIS AGENDA

1. 2025-356: Project Overview presented by Bruce Fernald

- Staff introduced the presenter and reminded the ARB and citizens in attendance that the presentation was not up for a vote. The applicant will be going through the rezoning process starting in February, and since the zoning district requested is not a PRD, Planned Residence District, the applicant's building plans will be reviewed by the ARB separate from the rezoning review done by the Planning and Zoning Board and Mayor and Council.
- The presentation included a discussion about
 - Crooked Creek and the proposed pedestrian bridge
 - Overflow parking
 - Townhomes
 - Greenways
 - Multifamily component
 - Existing conditions

Public Comment

- Cindy Flynn:
 - Apartments to Homeownership Ratio
 - Median income of those who live in Norcross
 - Additional traffic entering onto Holcomb Bridge Road

F. Adjourn

Jeff Hopper motioned to adjourn the meeting at 7:12 pm, seconded by Barbie Grayson. The vote was unanimous 4-0