

City of Norcross

65 Lawrenceville Street

Norcross, GA 30071



Meeting Minutes

Tuesday, January 27, 2026

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

Roll Call (recorded)

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

B. Approval of Previous Meetings Minutes

A motion to approve the minutes of the Architectural Review Board Meeting of January 27, 2026.

RESULT: APPROVED [UNANIMOUS] 3-0

MOVER: Barbie Grayson, Board Chair

SECONDER: Naim Harrison, Board member

AYES: Hopper, Grayson, Harrison

ABSENT: Bill McLees

TARDY: Hugh Cooper

C. Unfinished Business

None

D. New Business**1. 2026-36: COA2025-003, 633 Sunset Drive****Discussion:**

- Railings will be added to the revised porch
- For the interior, a permanent staircase will replace the attic.

Vote:

A motion to approve COA2025-003, a Revisions to Right Side of Garage/ Accessory Dwelling Unit, with the following conditions:

- Approved as Presented with Staff's Recommendations
 1. All conditions, not otherwise in conflict, to remain in effect.
 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.

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

RESULT: APPROVED [UNANIMOUS] 3-0

MOVER: Jeff Hopper, Board Chair

SECONDER: Barbie Grayson, Board member

AYES: Hopper, Grayson, Harrison

ABSENT: Bill McLees

TARDY: Hugh Cooper

2. 2026-37: COA2025-055, 2755 Summerour St.

Discussion:

- The 2020 Approval was discussed.
- Front, side, and rear elevations were discussed along with the proposed garage door color.

Vote:

A motion to approve COA2025-055, for the construction of Construction of 14 Townhomes with the following condition:

- Window trim (preferred to be bronze), but submit for administrative approval if the trim is white.

RESULT: APPROVED [UNANIMOUS] 3-0

MOVER: Barbie Grayson, Board Chair

SECONDER: Naim Harrison, Board member

AYES: Hopper, Grayson, Harrison

ABSENT: Bill McLees

TARDY: Hugh Cooper

3. 2026-38: COA2025-056, 6028 Lanier Boulevard

Discussion:

- Proposed change in the front porch and the open gable roof concept.

Vote:

- A motion to approve COA2025-056; for the Addition of two rear extensions and a new front porch. with the following condition:
 - Trim color to be administratively approved.

RESULT: APPROVED [UNANIMOUS] 4-0

MOVER: Jeff Hopper, Board Chair

SECONDER: Barbie Grayson, Board member

AYES: Hopper, Grayson, Harrison, Cooper

ABSENT: Bill McLees

4. 2026-39: COA2025-057, 3040 Holcomb Bridge Road**Discussion:**

- Existing conditions of the office building and the need for repair.

Vote:

A motion to approved COA2025-057; for the Upgrade of the Façade and Exterior Paint to Existing Office Building, with the following condition:

- Submit brick sample for administrative approval

RESULT: APPROVED [UNANIMOUS] 4-0

MOVER: Jeff Hopper, Board Chair

SECONDER: Hugh Cooper, Board member

AYES: Hopper, McLees, Grayson, Harrison, Cooper

ABSENT: Bill McLees

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

Board Chair Jeff Hopper motioned to adjourn the meeting at 6:43 pm, seconded by Naim Harrison. The vote was unanimous, 4-0.