

City of Norcross

65 Lawrenceville Street

Norcross, GA 30071



Meeting Minutes

Tuesday, March 17, 2026

6:00 PM

2nd Floor Conference Room

Architectural Review Board

Jeff Hopper, Chair

Hugh Cooper

Naim Harrison

Bill McLees

Barbara Grayson

A. Call to Order

The meeting was called to order by Chair Jeff Hopper at 6:02 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	Present	

B. Approval of Previous Meetings Minutes

Approval of the February 10, 2026, meeting minutes of the Architectural Review Board.

RESULT: APPROVED [UNANIMOUS] 5-0

MOVER: Barbara Grayson, Vice Chair

SECONDER: Bill McLees, Board Member

AYES: Hopper, McLees, Grayson, Harrison, Cooper

1. Approval of the March 17, 2026, Regular Architectural Review Board Minutes

C. Unfinished Business – None

D. New Business

1. 2026-86: COA2026-001 - 305 Dogwood Walk Lane

Discussion by the ARB

The applicant discussed:

The applicant and representative spoke about the proposed addition, the need for additional living space, and the proposed architectural elements of the addition.

ARB Conditional Approval

Motion to approve COA2026-001, an addition to an existing single-family residence, with the following conditions:

Rear Elevation:

Provide at least two windows on the first floor.

Administrative Approvals:

Garage doors

Light fixtures

Paint color

RESULT: APPROVED [UNANIMOUS] 5-0

MOVER: Jeff Hopper, Chair

SECONDER: Hugh Cooper, Board Member

AYES: Hopper, McLees, Grayson, Harrison, Cooper

2. 2026-87: COA2026-002 - 551 Sunset Drive**Discussion by the ARB:**

The applicant discussed:

Windows
Style: Modern Tudor
Floor plans
Window orientation
An optional three-car garage

ARB Conditional Approval

Motion to approve COA2026-002, the Construction of a New Single-Family Residence, with the following conditions:

Left Elevation:

Option to add a third garage as shown in the submitted rendering
Install a light fixture above or adjacent to the garage doors
Garage doors to be submitted for administrative approval
Light fixtures to be submitted for administrative approval

Right Elevation:

Add a circular window to the left of the existing left window on the first floor.

Rear Elevation:

Change the sliding door to a three-panel configuration
Option to relocate the fireplace to the corner of the outdoor porch

RESULT: APPROVED [UNANIMOUS] 5-0

MOVER: Jeff Hopper, Chair

SECONDER: Barbara Grayson, Vice Chair

AYES: Hopper, McLees, Grayson, Harrison, Cooper

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

Jeff Hopper motioned to adjourn the meeting at 6:54 pm, seconded by Naim Harrison. The vote was unanimous, 5-0.