

# City of Norcross

*65 Lawrenceville Street  
Norcross, GA 30071*



## Meeting Minutes

**Wednesday, March 26, 2025  
6:30 PM**

**2nd Floor Conference Room**

### **Historic Preservation Commission**

*Gene Ramsay, Chairman*

*Ashley Lyons*

*Pam Hopper*

*Chuck Kays*

*Mark Ward*

**A. Call to Order**

Attendee Name	Title	Status	Arrived
Gene Ramsay	Chairman	Present	
Ashley Lyons	Board Member	Present	
Pam Hopper	Board Member	Present	
Chuck Kays	Board Member	Present	
Mark Ward	Board Member	Present	

Historic Preservation Commission was called to order at 6:30 PM by

**B. Approval of Previous Meetings Minutes**

**a. Historic Preservation Commission - Historic Preservation Commission - Feb 26, 2025 6:30 PM**

The case was presented by City of Norcross Staff Member Jalia Killings, Planner, GIS-Sustainability.

At the previous meeting on February 26, 2025, the HPC voted to table the case until the next meeting, March 26, 2025 contingent that the applicant, George Popivanov, provided the updated information regarding the project. The applicant provided the additional requests, however, (1) site plan had door on the side, instead of a central door as proposed, and (2) the applicant also submitted new elevations days prior to the meeting with railings around the perimeter of the rooftop that could not be voted on because submission was after the deadline for review.

Staff Member Killings gave a brief overview of the project, discussing the start of the project, the unpermitted changes made to the project, and a recap of the previous meeting where the case was tabled. Staff gave the recommendation of approval with conditions, which included the removal of the rooftop structures, due to failure of the rooftop being constructed without proper communication or permits required for construction, as well as due to its contrast to the City’s Comprehensive Plan and Architectural Standards, specifically guideline 2.1.3.

Staff also noted the following changes that need to be made to the agenda report

- recommendations 9 and 10 could be omitted; and
- pages 52 and 53 with rear design renderings are no longer relevant to the application
- page 10 of the agenda report, “COA025-052” should be “COA2024-052”

Regarding the paper fiber cement called out on the rear elevation, the applicant explained that it will be inside the rooftop “deck” and will be white/off white in color, while the outside will be brick as discussed.

Regarding the flagpole, staff expressed that City of Norcross staff was not interested in taking responsibility for the flag and flag pole; Project owner expressed that the original flagpole was in bad shape and would be high (minimum of 20 ft) and was not interested in taking responsibility in raising and lowering the flag. The consensus of the HPC was to omit flag and flag pole specifications from approval conditions.

The HPC reviewed each of the discussion listed items as well as the light fixtures and awnings submitted by the applicant. The results are below. Discussion items #11 and #12 were not voted on.

Motion to approve Discussion Item #1 “Front façade: Windows have been revised to two large storefront type windows with a central door”

**RESULT: APPROVED [UNANIMOUS]**

**MOVER:** Vice Chair Kays

**SECONDER:** Board member Hopper  
**AYES:** Ramsay, Lyons, Hopper, Kays, Ward

Motion to approve Discussion Item #2 “Front façade: First floor color revised [to SW7605, Gale Force]” (navy blue)

**RESULT: APPROVED [UNANIMOUS]**

**MOVER:** Board member Ward

**SECONDER:** Board member Lyons

**AYES:** Ramsay, Lyons, Hopper, Kays, Ward

Motion to approve Discussion Item #3 “Front façade: Second floor windows have been revised to a 9 pane window vs the original 16 pane windows.”

**RESULT: APPROVED [UNANIMOUS]**

**MOVER:** Board member Lyons

**SECONDER:** Vice Chair Kays

**AYES:** Ramsay, Lyons, Hopper, Kays, Ward

Motion to approve Discussion Item #4 “Rear facade: Large rear window has been revised to a rectangular storefront type window with an additional exit door added.

**RESULT: APPROVED [UNANIMOUS]**

**MOVER:** Board member Hopper

**SECONDER:** Vice Chair Kays

**AYES:** Ramsay, Lyons, Hopper, Kays, Ward

Motion to approve Discussion Item #5 “Rear facade: Color of brick revised to SW 9582 “white sand” instead of red brick.”

**RESULT: APPROVED [UNANIMOUS]**

**MOVER:** Board member Ward

**SECONDER:** Board member Lyons

**AYES:** Ramsay, Lyons, Hopper, Kays, Ward

Motion to approve Discussion Item #6 “Rear facade: Railing design [on second floor shall have double top as shown in photo in staff report”

**RESULT: APPROVED [UNANIMOUS]**

**MOVER:** Vice Chair Kays

**SECONDER:** Board member Ward

**AYES:** Ramsay, Lyons, Hopper, Kays, Ward

Motion to approve Discussion Item #7 “Rear facade: Exterior stair has been removed and replaced by an interior stair.”

**RESULT: APPROVED [UNANIMOUS]**

**MOVER:** Vice Chair Kays

**SECONDER:** Board member Lyons

**AYES:** Ramsay, Lyons, Hopper, Kays, Ward

Motion to approve Discussion Item #8 “Rear façade: Exterior planters at rear ground floor level. [If planters are used, they shall be black, dark gray, or similar.; Planters and outdoor seating area shall not encroach the right-of-way]”

**RESULT: APPROVED [UNANIMOUS]**

**MOVER:** Board member Hopper

**SECONDER:** Board member Ward

**AYES:** Ramsay, Lyons, Hopper, Kays, Ward

Motion to approve discussion item #9 “Rear façade: Patio Seating [If planters are used, they shall be black, dark gray, or similar; Planters and outdoor seating area shall not encroach the

right-of-way.]

**RESULT: APPROVED [UNANIMOUS]**

**MOVER:** Board member Lyons

**SECONDER:** Board member Hopper

**AYES:** Ramsay, Lyons, Hopper, Kays, Ward

Motion to approve discussion item #10 "Rooftop terrace of existing [roof] and new pergola structure" where front stair structure shall not be seen from the front façade (S Peachtree St.).

**MOVER:** Board member Ward

**SECONDER:** Board member Hopper

**AYES:** Ramsay, Lyons, Hopper, Kays, Ward

Motion to approve discussion item #13 "Light fixtures [that will be sconces as in submittal]"

**RESULT: APPROVED [UNANIMOUS]**

**MOVER:** Vice Chair Kays

**SECONDER:** Board member Ward

**AYES:** Ramsay, Lyons, Hopper, Kays, Ward

Motion to approve discussion item #14 "Awning [that will be black on front façade as shown in submittal]"

**RESULT: APPROVED [UNANIMOUS]**

**MOVER:** Chair Ramsay

**SECONDER:** Board member Hopper

**AYES:** Ramsay, Lyons, Hopper, Kays, Ward

<b>RESULT:</b>	<b>ACCEPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Ashley Lyons, Board Member
<b>SECONDER:</b>	Mark Ward, Board Member
<b>AYES:</b>	Ramsay, Lyons, Hopper, Kays, Ward

**C. Old Business**

**D. New Business**

- 1. **25-7229: Coa2024-052 67 South Peachtree Street**

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

**F. Adjourn**

The meeting was closed at 7:33 PM