

City of Norcross

65 Lawrenceville Street
Norcross, GA 30071



Meeting Agenda

Tuesday, September 30, 2025
6:00 PM

2nd Floor Conference Room
Architectural Review Board

Jeff Hopper, Chair

Bill McLees

Barbara Grayson

Naim Harrison

Hugh Cooper

- A. Call To Order**
PLEASE TURN OFF ALL CELL PHONES AND ELECTRONIC DEVICES
- B. Minutes Approval**
- C. New Business**
1. [25-7457](#) **COA2025-040 704 Dogwood Circle**
Consideration of a Garage/Accessory Dwelling Unit

[COA2025-040 Staff Report](#)

[COA2025-040 Application](#)
2. [25-7458](#) **COA2025-040 60 Barton Street**
Consideration of New House.

[COA2025-037 Staff Report](#)

[COA2025-037 Application](#)
3. [25-7459](#) **COA2025-043 505 Cochran Drive**
Consideration of New House.

[COA2025-043 Staff Report](#)

[COA2025-043 Application](#)
4. [25-7460](#) **COA2025-044 76 Buchanan Street**
Enclosure of Existing Side Porch/Addition

[COA2025-044 Staff Report](#)

[COA2025-044 Application](#)
- D. Additional Input**
- E. Adjourn**

Signed by _____ Jeff Hopper, Chair

Signed by _____ , LeDarius Scott, Senior
Planner



Department of Community Development

TO: Architectural Review Board
FROM: LeDarius Scott
DATE: September 30, 2025
SUBJECT: COA2025-040 704 Dogwood Circle
CC:

Please review attached Staff Reports and supporting documents for submitted application.



Meeting Date: 09/30/2025 at 6:00 PM

Petition Number: COA2025-040

Project Type:

Consideration of a Garage/ADU

Property Location:

704 Dogwood Circle

Tax Parcel ID:

6272 035

Petitioner:

Stan Howington

Petitioner's Request:

Consideration of a Garage/Accessory Dwelling Unit

Vicinity Map:



Attachment: COA2025-040_COA2025-40 Staff Report (25-7457 : COA2025-040 704 Dogwood Circle)

PROPERTY INFORMATION	
Property Location	704 Dogwood Circle
Acreage:	0.72 acres
Existing Lot Dimensions:	Lot frontage along Dogwood Circle: 200 Feet Lot frontage along Longview Drive: 155.50 feet Lot Depth: 200 feet
Existing Building Dimensions:	N/A
Topography:	High Point: 1,104 Low Point: 1,092
Elevation:	High Point: Northern Property Line Low Point: Southern Property Line
Encumbrances:	N/A

Project Description

The applicant seeks to build a two (2) story, 1,776 square foot garage/accessory dwelling unit on a 0.72-acre lot. The applicant plans to demolish an existing outbuilding which is located where the ADU is proposed. The garage/ADU will feature an 888 square foot, three (3) car garage on the first floor and 837 square feet of living space on the second floor. According to the Gwinnett County Tax Assessor, the existing home’s gross square footage is 3,612 square feet. The proposed height is 28 feet, which exceeds the prescribed code allowance of 12 feet for accessory dwelling units. The applicant is eligible for consideration of an administrative variance for height, not exceeding a 10-foot threshold and with written notarized consent from the adjoining property owners and provided that the applicant can show a hardship based on size, shape, or topography of the lot. If the applicant is unable to receive consent from all three (3) adjoining property owners, the applicant could pursue a variance from the Zoning Board of Appeals to address the height. This application was received on 07/29/2025, before the Mayor and Council enacted a moratorium on ADUs on 8/4/2025.

Site Plan

The applicant’s site plan shows the footprint of the proposed 37 by 24 garage/ADU behind the existing home. The site plan indicates that the proposed structure complies with the current code setback requirements for accessory dwelling unit structures, which is five (5’) feet. Since the proposed structure is situated on a lot that has technically two front yards and two side yards, the applicant is eligible for an administrative variance to place the garage/ADU in a side yard because corner lots have two side yards and two front yards, but with written notarized consent from the adjoining property owners. If the applicant is unable to receive consent from all three (3) adjoining property owners, the applicant could pursue a variance from the Zoning Board of Appeals.

Landscape Plan

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.

City of Norcross Architectural Review Board Meeting for September 30, 2025, at 6:00

Attachment: COA2025-040_COA2025-40 Staff Report (25-7457 : COA2025-040 704 Dogwood Circle)

Applicable Building Standards:

3.5.3.1 All residential construction shall include a combination of architectural treatments, such as brick or stone masonry, stucco, wood, or other durable materials. If masonry materials are used a minimum of (3) three facades must use the masonry material.

3.5.1.9 Approved building materials include brick, stone, wood, and wood shakes/shingles.

3.5.1.25 All construction shall include a combination of architectural treatment of brick or stone masonry, stucco, wood, or other durable materials.

3.5.3.2 The reveal (exposed portion) of siding will be a minimum of four inches and shall not exceed six (6) inches.

3.5.3.3 Corner boards should have the same width and depth as the siding reveal, and are not permitted to be greater than two inches of the siding reveal, or less than one inch of the siding reveal.

3.11.3.2 Detached garages and other accessory structures must be similar in appearance utilizing the same materials, windows and door treatments as that of the main house.



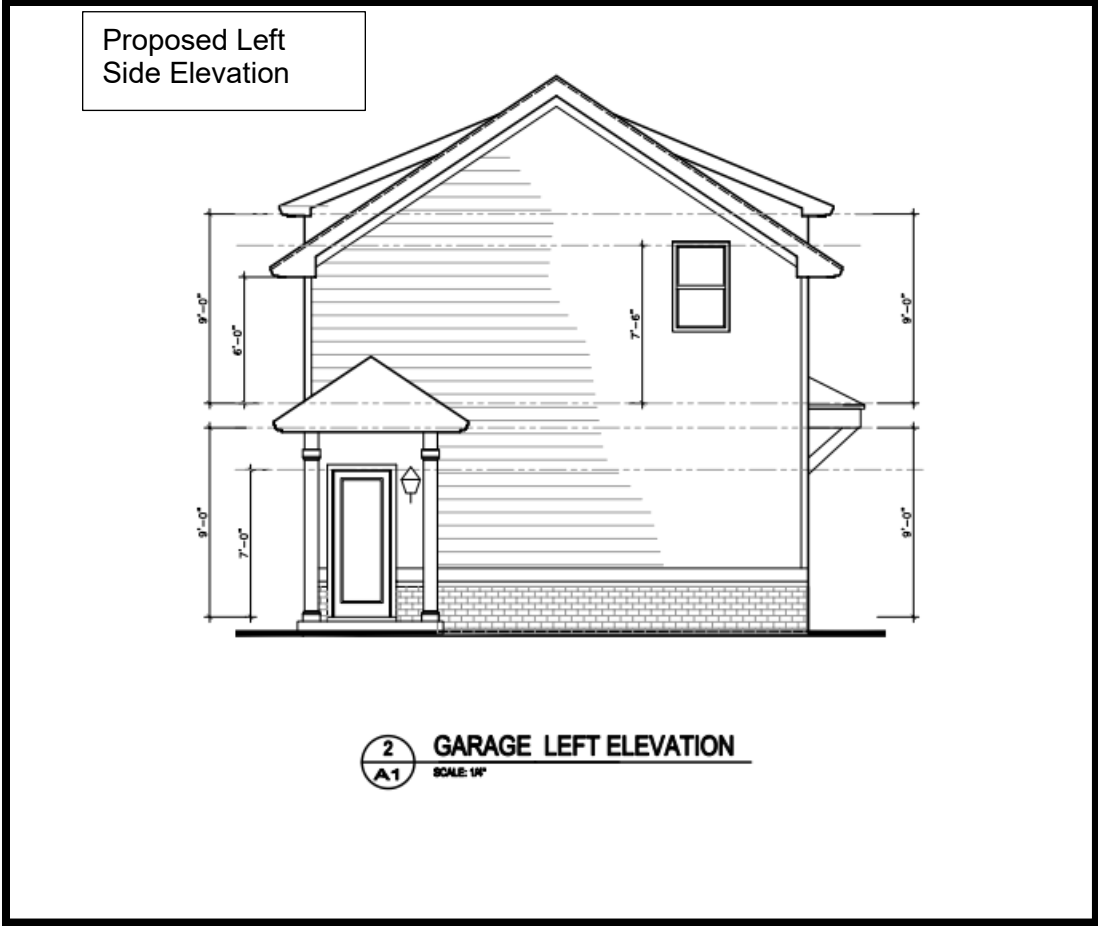
Attachment: COA2025-040_COA2025-40 Staff Report (25-7457 : COA2025-040 704 Dogwood Circle)



Description Garage/Accessory Dwelling Unit: According to the application, the primary façade of the garage/accessory dwelling unit will match the existing home. The proposed materials include a painted brick water table, with the primary façade material being board and batten. Proposed garage doors will be steel. All colors to match the existing home.

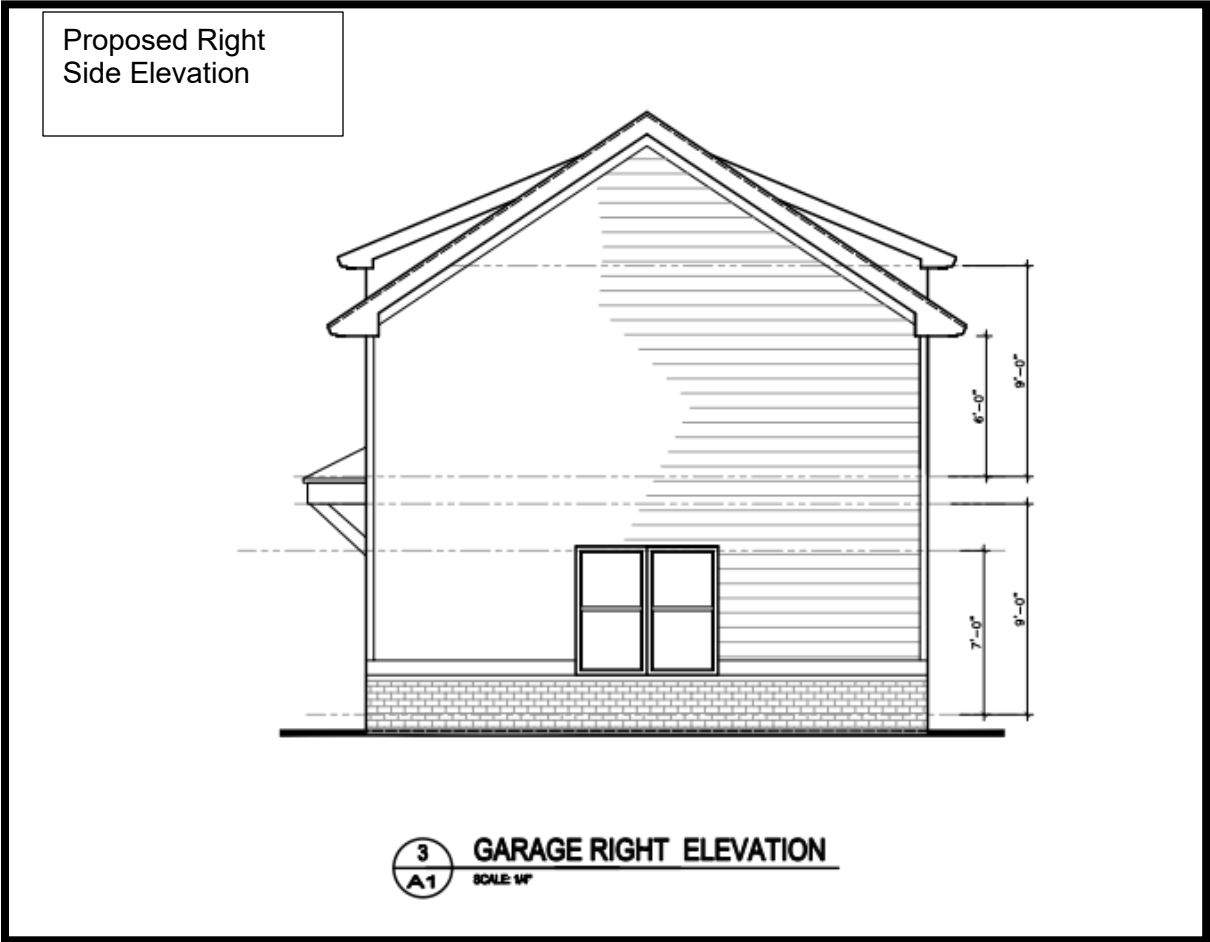
Discussion Item: Provide architectural detail for the awning component.

Attachment: COA2025-040_COA2025-40 Staff Report (25-7457 : COA2025-040 704 Dogwood Circle)

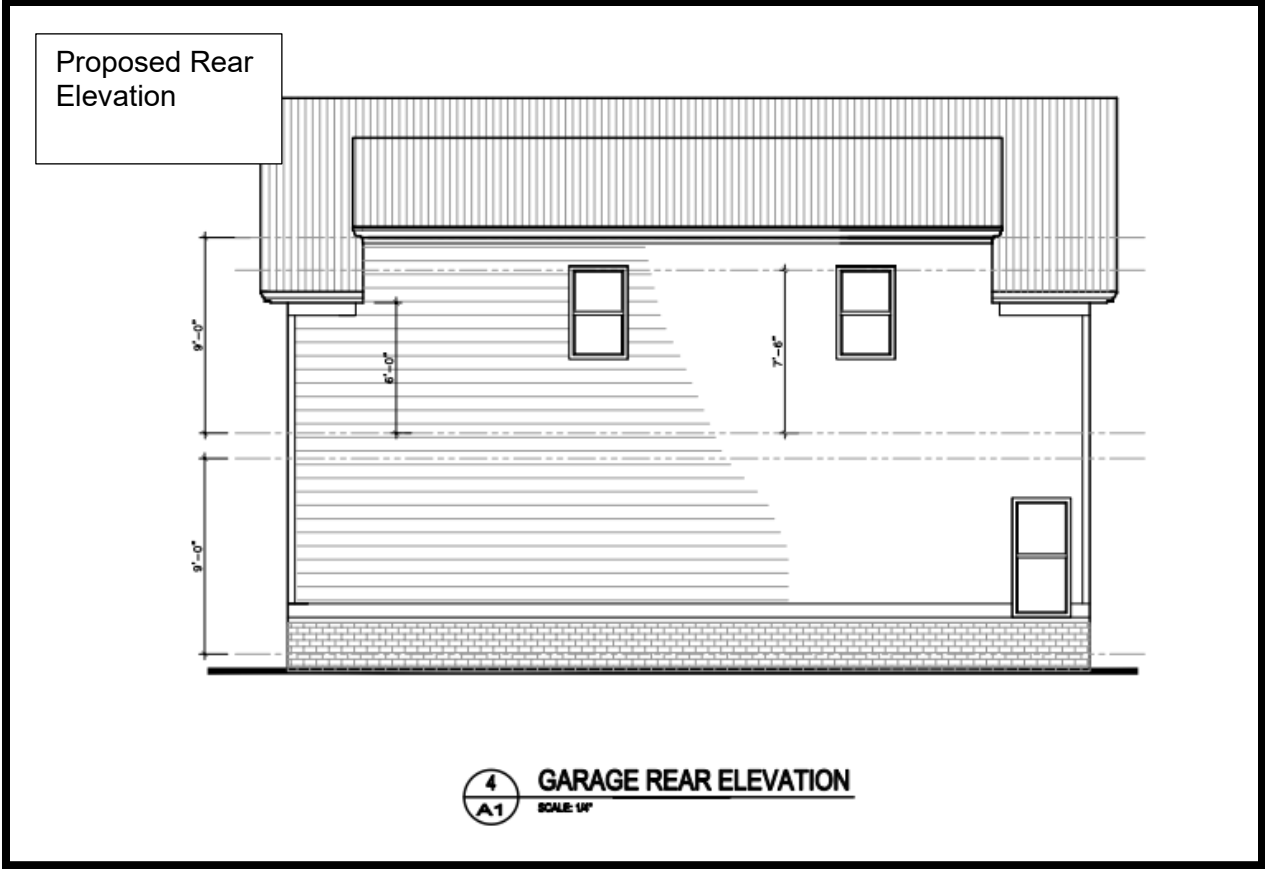


Discussion Item for Proposed Left Elevation: What are the proposed column sizes?

Attachment: COA2025-040_COA2025-40 Staff Report (25-7457 : COA2025-040 704 Dogwood Circle)



Attachment: COA2025-040_COA2025-40 Staff Report (25-7457 : COA2025-040 704 Dogwood Circle)



Attachment: COA2025-040_COA2025-40 Staff Report (25-7457 : COA2025-040 704 Dogwood Circle)

ELEVATION COLOR AND MATERIAL PLACEMENT ADDENDUM (Façade and sides)		
Component	Color (Include manufacturer's ID)	Material
Primary Façade: First	ALL Colors	Painted brick & B&B
Primary Façade:	To MATCH EXISTING HOME	
Primary Façade: Third		
Left Side:		Painted brick & B&B
Left Side: Second		
Left Side: Third		
Left Side:		
Right Side:		Painted brick & B&B
Right Side: Second		
Right Side:		
Right Side:		
Rear: First		Painted brick & B&B
Rear: Second		
Rear: Third		
Rear: Basemnt		

Attachment: COA2025-040_COA2025-40 Staff Report (25-7457 : COA2025-040 704 Dogwood Circle)

COLOR AND MATERIAL PLACEMENT ADDENDUM (Exterior Components)			
Component	Color (Include manufacturer's ID)		Material
Masonry		Brick	
Garage Doors		Painted Steel Doors	
Trim	All colors to match existing home		
Mortar			
Gutters	All colors to match existing home		
Corner Board			
Railings			
Windows			
Window Sills			
Window Muntin/Mulli			
Columns			
Other Architectural Features			
Other Architectural			

Attachment: COA2025-040_COA2025-40 Staff Report (25-7457 : COA2025-040 704 Dogwood Circle)

Recommendations

Should the ARB decide to grant approval, Staff recommends the following conditions:

1. 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.
2. Any changes from the Architectural Review Board approved component shall require ARB approval at another public hearing.
3. An architectural inspection shall occur prior to release of the certificate of completion or occupancy to confirm compliance with the ARB's approval.
4. Approval by the Architectural Review Board is subject to and conditioned upon variances for the height and placement of the accessory structure as required by the UDO as may be considered in accordance with the UDO.



Certificate of Appropriateness Application

Community Development Department Phone: 678-421-2027
65 Lawrenceville Street Norcross, GA 30071

JOB LOCATION			
Job Site Address:	704 Dogwood Circle	Lot #	9B
Tax Parcel ID:	6272035		
LANDOWNER OF RECORD			
If applicant is not the owner, as listed on the property deed, a letter from the owner authorizing the proposed work must be included along with the owner's phone number and address.			
Name:	Stan Howington	Phone:	678-758-3828
Address:	704 Dogwood Circle	City:	Norcross
State:	GA	Zip Code:	30071
APPLICANT			
Applicant Name:	Stan Howington	Phone:	678-758-3828
Company Name:	Email: stanhowington@schproperties.net		
Address:	City:	State:	Zip Code:
DESCRIPTION OF PROJECT			
Project Type <input type="checkbox"/> Residential <input type="checkbox"/> Commercial <input type="checkbox"/> Industrial <input type="checkbox"/> Other project			
Briefly, yet accurately, describe all new construction, alterations, repairs or other changes to the exterior appearance or site for the property under consideration. Use additional pages as needed:			
<h1>Building a detached garage</h1>			
STATEMENT			
Has this property been before the Mayor and Council, Downtown Development Authority, Architectural Review Board, Board of Appeals or Board of Planning and Zoning within the last 24 months?			
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
If yes, please list the board and reference number:			

OWNER'S SIGNATURE			
Signature:	stan howington		Date:
			7/29/25
NOTE: Please submit electronic copies online of site plan, landscape plan, floor plans, paint palettes, as well as photos for all proposed building materials, light fixtures, windows, and doors, along with this application form by creating an account with https://eplansolution.com/norcrossga Hard copies of application materials will not be accepted.			

Attachment: COA2025-040 Application (25-7457 : COA2025-040 704 Dogwood Circle)



Certificate of Appropriateness Application

Community Development Department Phone: 678-421-2027
65 Lawrenceville Street Norcross, GA 30071

Foundation Type: (Circle One)		
Slab	Crawl Space	Basement
Building Dimensions:		
Width: 37	Length: 24	Height: * 26
Area Dimensions:		
First Floor: 888	Second Floor: 837	Third Floor:
Basement**:	Front Porch:	Rear Porch:
Patio:	Garage:	
Primary Roof System: (Circle One)		
Gable XXX	Hip	Gambel
Mansard	Jerkinhead	Flat
Saltbox	Shed	Other:
Roof Pitches:		
Primary Roof Pitch: 7/12		
Secondary Roof Pitch: 4/12		
Additional Roof Pitch:		
Floor and Elevation Plan information to be included on each		
Street Address and Lot Number	Scale with scale bar	Scaled measurement for each floor level and building elevation
Site Plan and Landscape Plan information to be included on each		
Scale with scale bar and North Arrow	Building and driveway foot print	HVAC and utility equipment
Location and type of plantings	List of planting materials	
*Height of building means the vertical distance measured from grade to the highest finished roof surface in the case of flat roofs or to a point at the average height of the highest roof having a pitch.		
**Dwellings with a basement and a third story must submit a grade plan elevation to determine if the residential building has a fourth floor.		

Attachment: COA2025-040 Application (25-7457 : COA2025-040 704 Dogwood Circle)



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 65 Lawrenceville Street Norcross, GA 30071

ELEVATION COLOR AND MATERIAL PLACEMENT ADDENDUM (Façade and sides)			
Component	Color (Include manufacturer's ID)		Material
Primary Façade: First	ALL Colors		Painted brick & B&B
Primary Façade:	To MATCH EXISTING HOME		
Primary Façade: Third			
Left Side:			Painted brick & B&B
Left Side: Second			
Left Side: Third			
Left Side:			
Right Side:			Painted brick & B&B
Right Side: Second			
Right Side:			
Right Side:			
Rear: First			Painted brick & B&B
Rear: Second			
Rear: Third			
Rear: Basemnt			

Attachment: COA2025-040 Application (25-7457 : COA2025-040 704 Dogwood Circle)



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 65 Lawrenceville Street Norcross, GA 30071

COLOR AND MATERIAL PLACEMENT ADDENDUM (Exterior Components)			
Component	Color (Include manufacturer's ID)		Material
Masonry			Brick
Garage Doors			Painted Steel Doors
Trim	All colors to match existing home		
Mortar			
Gutters	All colors to match existing home		
Corner Board			
Railings			
Windows			
Window Sills			
Window Muntin/Mulli			
Columns			
Other Architectural Features			
Other Architectural			

Attachment: COA2025-040 Application (25-7457 : COA2025-040 704 Dogwood Circle)



Department of Community Development

TO: Architectural Review Board
FROM: LeDarius Scott
DATE: September 30, 2025
SUBJECT: COA2025-040 60 Barton Street
CC:

Please review attached Staff Reports and supporting documents for submitted application.



Meeting Date: 09/30/2025 at 6:00 PM

Petition Number: COA2025-037

Project Type:	Consideration of a New House
Property Location:	60 Barton Street
Tax Parcel ID:	6254 620
Petitioner:	Stan Howington
Petitioner's Request:	Consideration of New House

Vicinity Map:



Attachment: COA2025-037 Staff Report (25-7458 : COA2025-037 60 Barton Street)

PROPERTY INFORMATION	
Property Location	60 Barton Street
Acreage:	0.36 acres
Existing Lot Dimensions:	Lot frontage along Buchanan Street: 150.39 feet Lot frontage along Barton Street: 104.42 feet Lot Depth: 151.25 feet
Existing Building Dimensions:	N/A
Topography:	High Point: 1,044 Low Point: 1,064
Elevation:	High Point: Northern side Low Point: Southern side
Encumbrances:	N/A

Project Description

The applicant seeks to build a one (1) story residence which includes a basement and two garages, one on each side of the home on a 0.36-acre lot. The proposed four (4) bedroom home will consist of hardi-board and batten cement siding, and stone veneer architecture.

Floor plans

There is unfinished space shown on the proposed floor plan for the basement, which appears to be an internal accessory dwelling unit, but the application was submitted on 7/13/2025 prior to the accessory dwelling unit moratorium that was enacted on August 4, 2025.

Site Plan

1. The proposed site plan shows the proposed footprint of the home. The proposed home is situated on a corner lot, requiring a double front setback of 50 feet adjacent to both Barton Street and Buchanan Street. The front yard exceptions outlined in Code Section 206-8 may apply to the Barton Street front yard setback, which is proposed to be 29 feet. The front setback adjacent to Buchanan Street qualifies for an administrative variance since the proposed setback falls within the 10-foot threshold, which can be approved by staff with written notarized consent of adjoining property owners. The home complies with the side yard setback requirements adjacent to the southern and eastern property lines.
2. There is a proposed seven (7') foot landscape buffer adjacent to the eastern property line and 155 Buchanan Street.
3. To address the impervious coverage challenges, the applicant proposes pervious pavers for the driveway off Buchanan Street, which keeps the coverage at the maximum allowed 35 percent.
4. Per Code section 401.41(d), Driveway Design Standards, developments shall be limited to one driveway access. on City maintained roadways. Additional driveways may be permitted subject to the review and approval of the Public Works Department. Per the City Engineer. The applicant is proposing two access point off Buchanan Street.
5. The retaining wall along Barton Street has been constructed using soldier piles and timber lagging. Each section functions independently and may be removed. But the wall is old

and there are no specifications, the developer should hire a professional engineer to evaluate the wall and determine whether removing a section or sections would affect the structural integrity of the wall.

6. When the developer initially subdivided the parcel tract, he proposed to use a shared driveway for all the newly created parcels off Buchanan Street, to avoid breaching the wood timber retaining wall along Barton Street. Staff is unsure what led to the change in plans to continued access.

Landscape Plan

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. It appears that the paver driveway may impact the critical root zone of the trees that are proposed to be saved. Further evaluation of the driveway and site plan by both the City Engineer and Arborist will occur during plan review at the permitting phase.

Pervious Pavers

Management of the use of pervious pavers is continuous to ensure that materials do not compact and cause more issues with runoff. Further review by the City Engineer will be necessary for successful management of stormwater runoff and additional measures for site development may be necessary.

Applicable Building Standards:

3.5.3.1 All residential construction shall include a combination of architectural treatments, such as brick or stone masonry, stucco, wood, or other durable materials. If masonry materials are used a minimum of (3) three facades must use the masonry material.

3.5.1.9 Approved building materials include brick, stone, wood, and wood shakes/shingles.

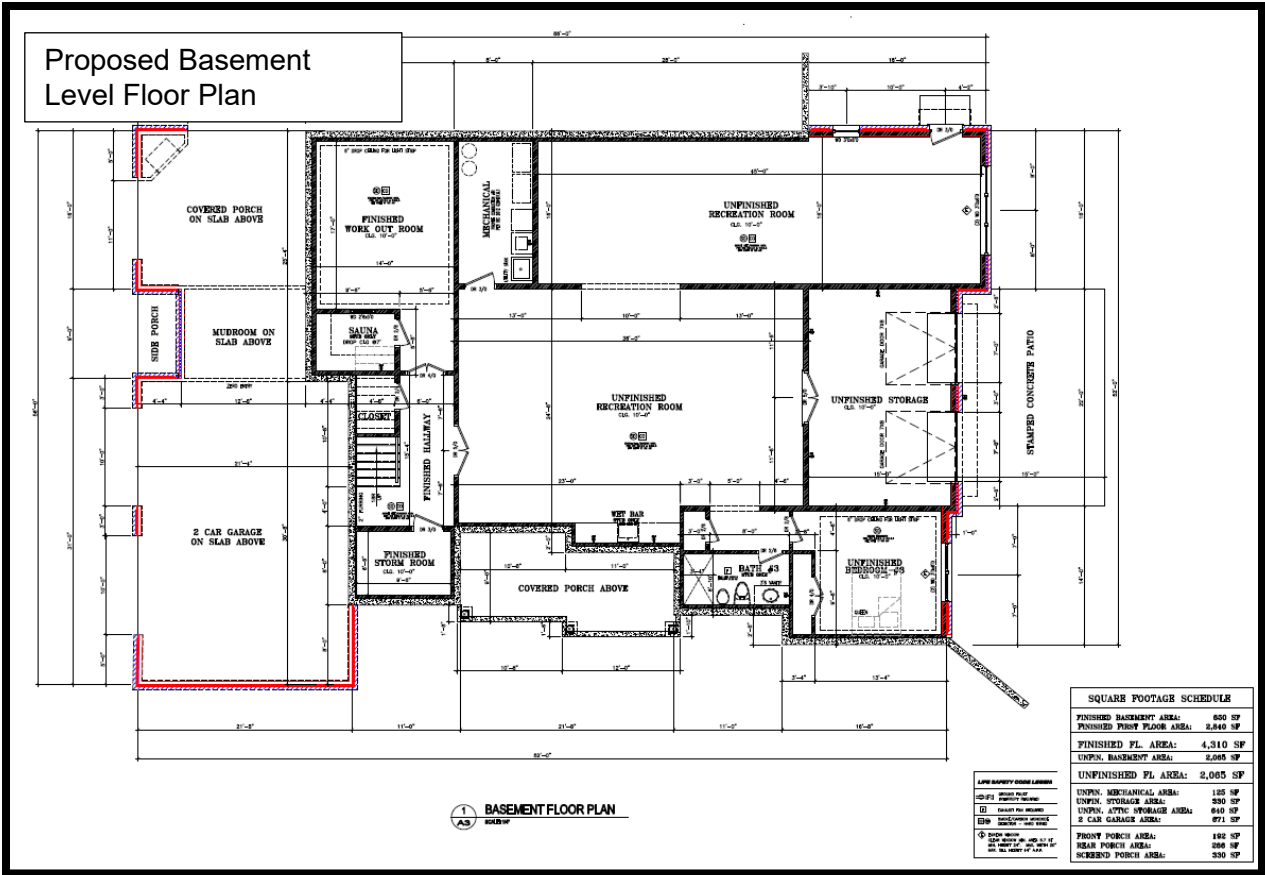
3.5.1.25 All construction shall include a combination of architectural treatment of brick or stone masonry, stucco, wood, or other durable materials.

3.5.3.2 The reveal (exposed portion) of siding will be a minimum of four inches and shall not exceed six (6) inches.

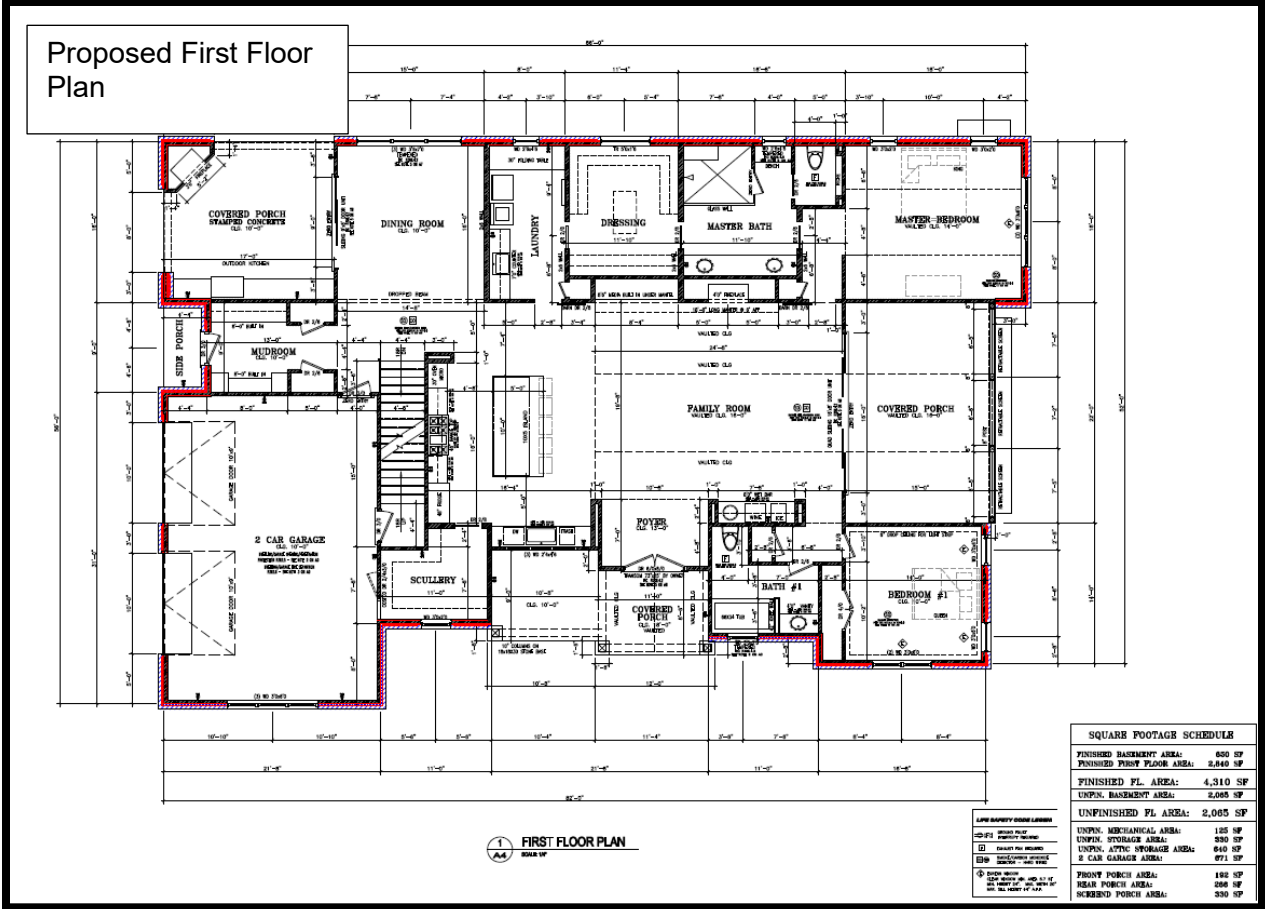
3.5.3.3 Corner boards should have the same width and depth as the siding reveal, and are not permitted to be greater than two inches of the siding reveal, or less than one inch of the siding reveal.



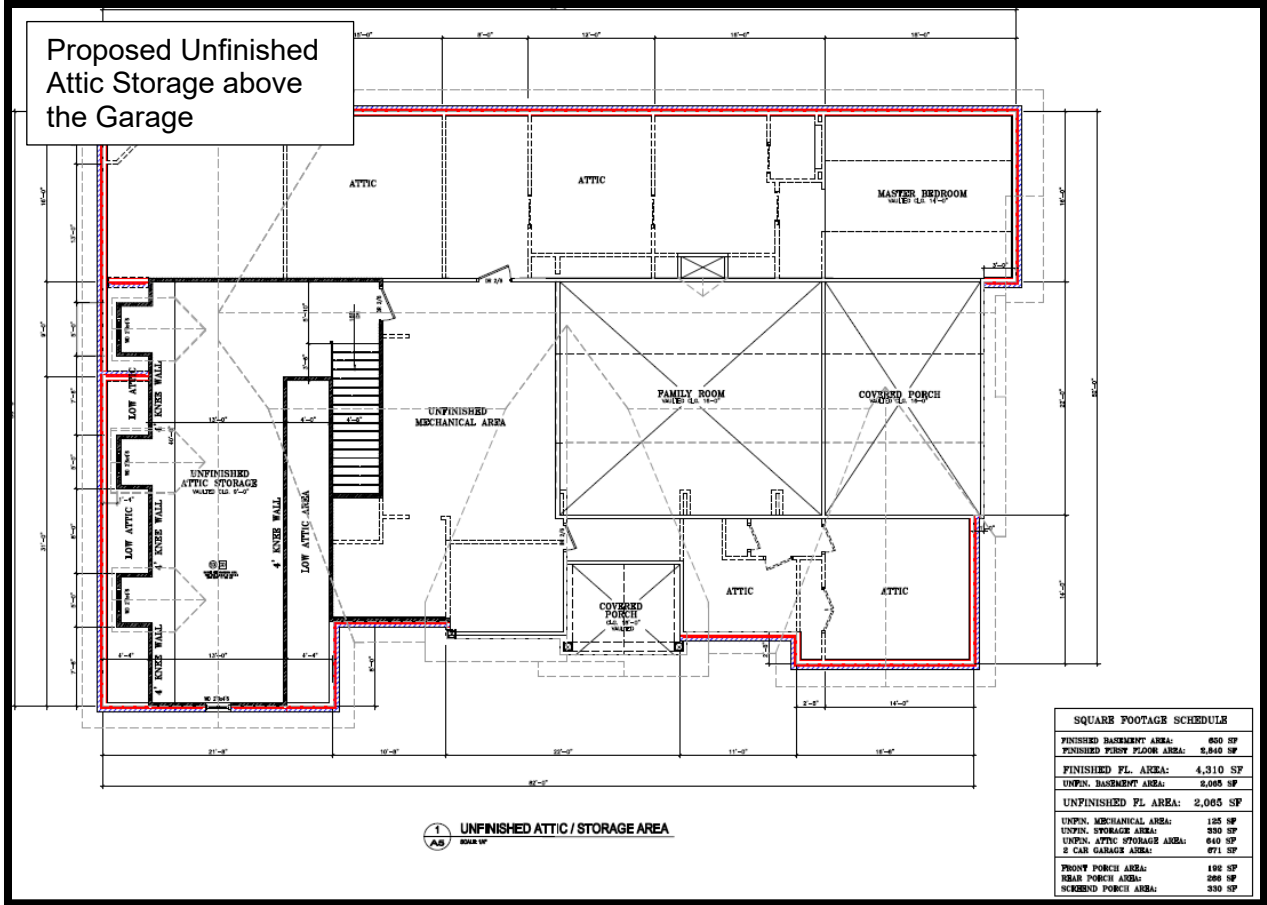
Existing Retaining Wall on Barton Street



Attachment: COA2025-037 Staff Report (25-7458 : COA2025-037 60 Barton Street)



Attachment: COA2025-037 Staff Report (25-7458 : COA2025-037 60 Barton Street)

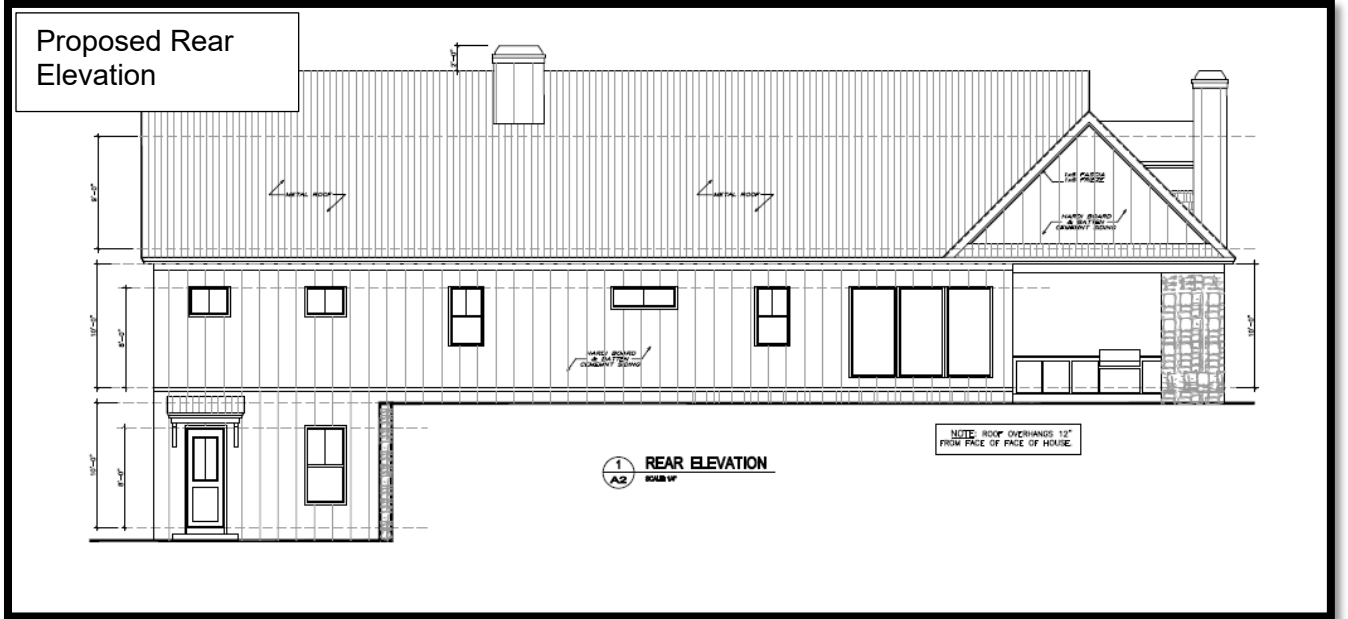


Square Footage Breakdown	
FINISHED BASEMENT AREA:	650 SF
FINISHED FIRST FLOOR AREA:	2,840 SF
FINISHED FL. AREA:	4,310 SF
UNFIN. BASEMENT AREA:	2,065 SF
UNFINISHED FL AREA:	2,065 SF
UNFIN. MECHANICAL AREA:	125 SF
UNFIN. STORAGE AREA:	330 SF
UNFIN. ATTIC STORAGE AREA:	640 SF
2 CAR GARAGE AREA:	671 SF
FRONT PORCH AREA:	192 SF
REAR PORCH AREA:	266 SF
SCREENED PORCH AREA:	330 SF

Attachment: COA2025-037 Staff Report (25-7458 : COA2025-037 60 Barton Street)



Description of Proposed Front Elevation: The proposed front elevation’s architecture consists of hardi board and batten cement siding, along with stone veneer. The proposed roof is metal and there is a truss above the main entrance. The proposed columns are 10”. There is one center double gable and single gables on each side.



Description of Proposed Rear Elevation: The proposed rear elevation’s architecture consists of hardi board and batten cement siding along with a fenestration of windows and a chimney on the roof. The basement level is shown with a window and door with an awning. Stone veneer and a chimney is situated off to the right side of the proposed rear elevation.

Discussion Item for Rear Elevation: Provide architectural details for the awning.

Attachment: COA2025-037 Staff Report (25-7458 : COA2025-037 60 Barton Street)



Description of Proposed Left Elevation: The proposed left side elevation shows hardi board and batten cement siding and stone veneer. A two (2) car garage and a porch is shown here along with three (3) dormer windows on the attic level. A chimney made of hardi board and batten cement siding is also shown here.

Attachment: COA2025-037 Staff Report (25-7458 : COA2025-037 60 Barton Street)



Description of Proposed Right Elevation: The proposed right-side elevation shows hardi board and batten siding cement siding and stone veneer. The basement level shows a two (2) car garage with an awning attached with brackets and windows. The first floor or main level shows a covered/screen in porch and windows.

Discussion Item for Proposed Right Elevation: Provide architectural details for the awning.

Attachment: COA2025-037 Staff Report (25-7458 : COA2025-037 60 Barton Street)

Recommendations

Should the ARB decide to grant approval, Staff recommends the following conditions:

1. City Arborist to approve final landscape plan;
2. City Engineer to approve final driveway, which shall be limited to one driveway access off Buchanan Street per Code Section 401.41(d), Driveway Design Standards; unless otherwise approved by the City Engineer during plan review and permitting.
3. Any future conversions of unconditioned space into conditioned space will require a permit;
4. 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;
5. Any changes from the Architectural Review Board approved component shall require ARB approval at another public hearing; and
6. An architectural inspection shall occur prior to release of the certificate of completion or occupancy to confirm compliance with the ARB's approval.



Certificate of Appropriateness Application

Community Development Department Phone: 678-421-2027
65 Lawrenceville Street Norcross, GA 30071

JOB LOCATION			
Job Site Address:	60 North Barton ST	Lot #	3
		Tax Parcel ID:	6-254-620
LANDOWNER OF RECORD			
If applicant is not the owner, as listed on the property deed, a letter from the owner authorizing the proposed work must be included along with the owner's phone number and address.			
Name:	Mathew Wengler	Phone:	404-903-6091
Address:		City:	
		State:	
		Zip Code:	
APPLICANT			
Applicant Name:	Stan Howington	Phone:	678-758-3828
Company Name:	SCH Properties, Inc	Email:	stanhowington@schproperties.net
Address:	704 Dogwood Circle	City:	Norcross
		State:	GA
		Zip Code:	30071
DESCRIPTION OF PROJECT			
Project Type <input type="checkbox"/> Residential <input type="checkbox"/> Commercial <input type="checkbox"/> Industrial <input type="checkbox"/> Other project			
Briefly, yet accurately, describe all new construction, alterations, repairs or other changes to the exterior appearance or site for the property under consideration. Use additional pages as needed:			
<h1>Construction of a new home</h1>			
STATEMENT			
Has this property been before the Mayor and Council, Downtown Development Authority, Architectural Review Board, Board of Appeals or Board of Planning and Zoning within the last 24 months?			
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
If yes, please list the board and reference number:			

OWNER'S SIGNATURE			
Signature:		Date:	3 Jun 2025
NOTE: Please submit electronic copies online of site plan, landscape plan, floor plans, paint palettes, as well as photos for all proposed building materials, light fixtures, windows, and doors, along with this application form by creating an account with https://eplansolution.com/norcrossga Hard copies of application materials will not be accepted.			

Attachment: COA2025-037 Application (25-7458 : COA2025-037 60 Barton Street)



Certificate of Appropriateness Application

Community Development Department Phone: 678-421-2027
65 Lawrenceville Street Norcross, GA 30071

Foundation Type: (Circle One)		
Slab	Crawl Space	Basement
Building Dimensions:		
Width: 8656	Length: 56	Height * 34
Area Dimensions:		
First Floor: 2840	Second Floor: 0	Third Floor: 0
Basement**: 2715	Front Porch: 266	Rear Porch: 266
Patio: 330	Garage: 671	
Primary Roof System: (Circle One)		
Gable	Hip	Grambel
Mansard	Jerkinhead	Flat
Saltbox	Shed	Other:
Roof Pitches:		
Primary Roof Pitch: 9/12		
Secondary Roof Pitch: 12/12		
Additional Roof Pitch: 5/12		
Floor and Elevation Plan information to be included on each		
Street Address and Lot Number	Scale with scale bar	Scaled measurement for each floor level and building elevation
Site Plan and Landscape Plan information to be included on each		
Scale with scale bar and North Arrow	Building and driveway foot print	HVAC and utility equipment
Location and type of plantings	List of planting materials	
*Height of building means the vertical distance measured from grade to the highest finished roof surface in the case of flat roofs or to a point at the average height of the highest roof having a pitch.		
**Dwellings with a basement and a third story must submit a grade plan elevation to determine if the residential building has a fourth floor.		

Attachment: COA2025-037 Application (25-7458 : COA2025-037 60 Barton Street)



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 65 Lawrenceville Street Norcross, GA 30071

ELEVATION COLOR AND MATERIAL PLACEMENT ADDENDUM (Façade and sides)		
Component	Color (Include manufacturer's ID)	Material
Primary Façade: First		Natural stone
Primary Façade:	Ghosted SW9545	B&B Hardie
Primary Façade: Third		
Left Side:		Natural Stone
Left Side: Second	Ghosted SW9545	B&B Hardie
Left Side: Third		
Left Side:		
Right Side:	Ghosted SW9545	B&B Hardie
Right Side: Second		Natural Stone
Right Side:		
Right Side:		
Rear: First	Ghosted SW9545	B&B Hardie
Rear: Second		Natural Stone
Rear: Third		
Rear: Basemnt		

Attachment: COA2025-037 Application (25-7458 : COA2025-037 60 Barton Street)



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65 Lawrenceville Street Norcross, GA 30071

COLOR AND MATERIAL PLACEMENT ADDENDUM (Exterior Components)			
Component	Color (Include manufacturer's ID)		Material
Masonry	Ashlar centurion stone	Stone	
Garage Doors	Whirlwind SW9576	wood	
Trim	Whirlwind SW9576	Hardie	
Mortar			
Gutters	medium bronze or grey	Aluminum	
Corner Board	Whirlwind SW 9576	Hardie	
Railings	if wood Dark Walnut	Wood or wrought Iron	
Windows	<i>Bronze</i>	Vinyl	
Window Sills	Dark Walnut SW 2716		
Window Muntin/Mulli			
Columns	Dark Walnut SW 2716	Wood	
Other Architectural Features			
Other Architectural			



Owner Affidavit

Community Development Department Phone: 678-421-2027
65 Lawrenceville Street Norcross, GA 30071

Section I. Land Ownership

I, [redacted], hereby attest to ownership of the property located at [redacted], Parcel ID# [redacted] for which this Application is submitted. The Ownership, as recorded on the deed, is in the name of [redacted].

Section II. Type of Ownership

Individual Corporation/LLC Partnership Government

Corporation/LLC/Partnership Name:

Secretary of State Registration Number:

Registered Agent Name:

Provide Names of all Officers/Members/General Partners (If applicable):

Registered Agent Address:

Registered Agent Phone #:

COMPLETE BY OWNER

As the owner of the above designated property for which this affidavit is submitted, I wish to allow SSAN HOWINSON (applicant's name) to apply for a ARBS VARIANCE for the address mentioned in Section I of this form. I attest that the application is made in good faith and that any information contained in the application is accurate and complete to the best of my knowledge and belief.

NOTARY

Owner states under oath that he/she is the owner of the property described under Section I, which is made part of this Application.

Sworn and subscribed before me this 14 day of July, 2025.
Notary Public:

Name: Mathew S. Wangle

Seal:

Address: 12700 Meadow View Dr

City, State, Zip Code: Olive Branch MS 38657

Email address: twocentflb@geho.com

Phoner Number: 404-903-6091

Owner's signature:

Math S. Wangle

Commission expires: 11, 27





Department of Community Development

TO: Architectural Review Board
FROM: LeDarius Scott
DATE: September 30, 2025
SUBJECT: COA2025-043 505 Cochran Drive
CC:

Please review attached Staff Reports and supporting documents for submitted application.



Meeting Date: 09/30/2025 at 6:00 PM

Petition Number: COA2025-043

Project Type:

Consideration of a New House

Property Location:

505 Cochran Drive

Tax Parcel ID:

6255 487

Petitioner:

Stan Howington

Petitioner's Request:

Consideration of New House

Vicinity Map:



Attachment: COA2025-043 Staff Report (25-7459 : COA2025-043 505 Cochran Drive)

PROPERTY INFORMATION	
Property Location	505 Cochran Drive
Acreage:	0.87 acres
Existing Lot Dimensions:	Lot frontage along Cochran Drive: Approximately 100 feet Lot frontage along Dogwood Circle: Approximately 95 feet Lot Depth: Approximately 283 feet
Existing Building Dimensions:	N/A
Topography:	High Point: 1,084 Low Point: 1,038
Elevation:	High Point: Northern side Low Point: Southern side
Encumbrances:	N/A

Project Description

The applicant seeks to build a three (3) level single-family residence on a 0.87-acre lot. The proposed architecture will feature brick and siding with a fenestration of windows and doors. The proposed primary color will be SW7004 (Snowbound). Proposed finished floor area is 5,450 square feet with five (5) bedrooms and a 495 square foot unfinished bonus room which would be situated above the proposed three (3) car side entry garage.

Site Plan

The applicant’s site plan indicates that the proposed home’s footprint is situated within the required R100 principal building setbacks. The applicant must demonstrate compliance with the 35 percent maximum impervious coverage requirement during the building permit phase of the development process.

Floor Plans

The proposed basement level shows two (2) proposed bedrooms, a recreational room, and a bar. The proposed first floor plan shows three (3) proposed bedrooms, a family room, office and dining space, a three (3) car side entry garage, and a rear covered porch. The bonus room is labeled unfinished and will be situated above the garage as depicted on the bonus room plan later in this analysis. The basement appears to show an internal accessory dwelling unit with two (2) bedrooms, a kitchen, bathroom, and laundry room. A moratorium on ADUs went into effect at 6:30 pm on August 4, 2025 and this application was submitted on August 7, 2025.

Landscape Plan

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.

Attachment: COA2025-043 Staff Report (25-7459 : COA2025-043 505 Cochran Drive)

Applicable Building Standards:

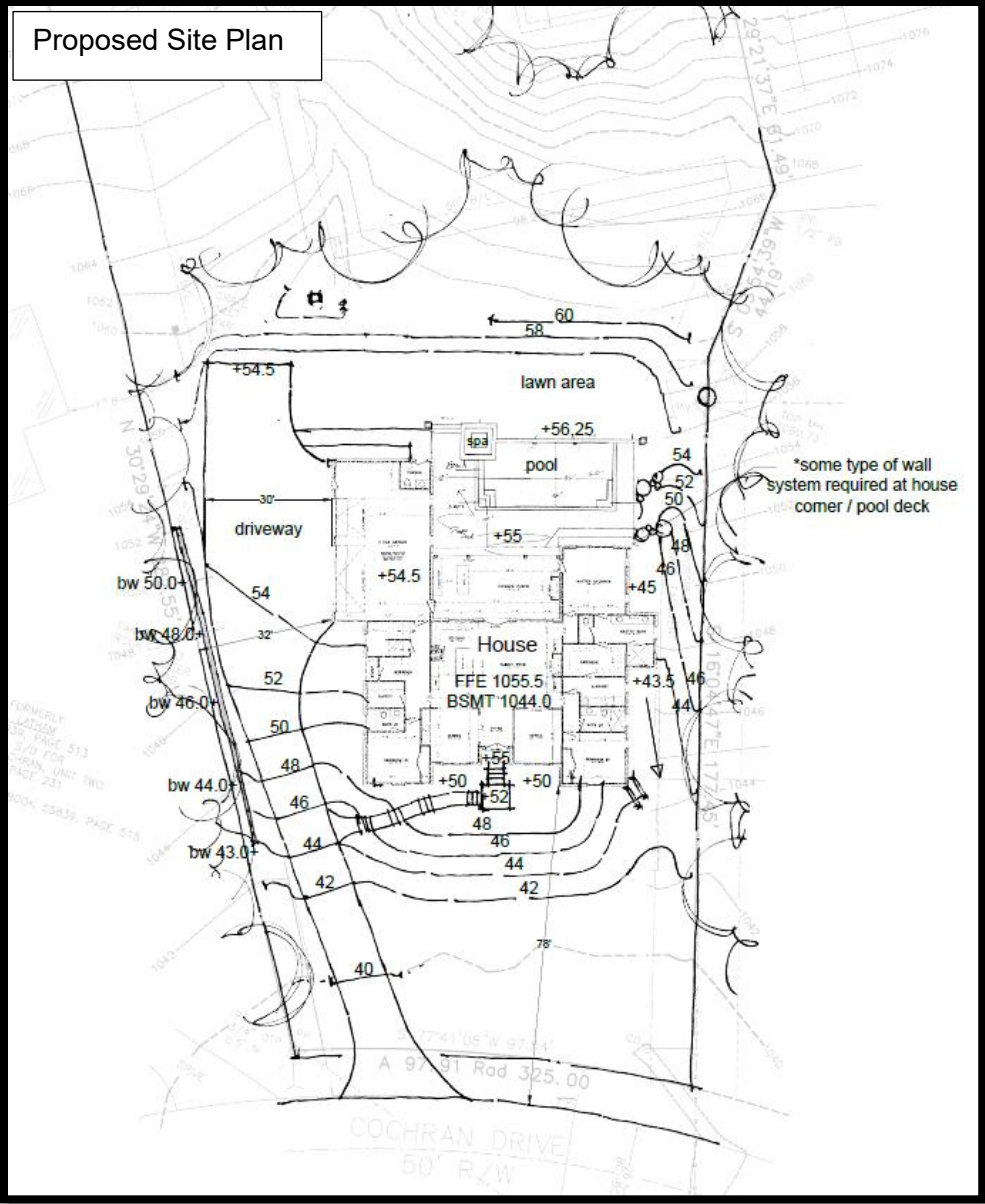
3.5.3.1 All residential construction shall include a combination of architectural treatments, such as brick or stone masonry, stucco, wood, or other durable materials. If masonry materials are used a minimum of (3) three facades must use the masonry material.

3.5.1.9 Approved building materials include brick, stone, wood, and wood shakes/shingles.

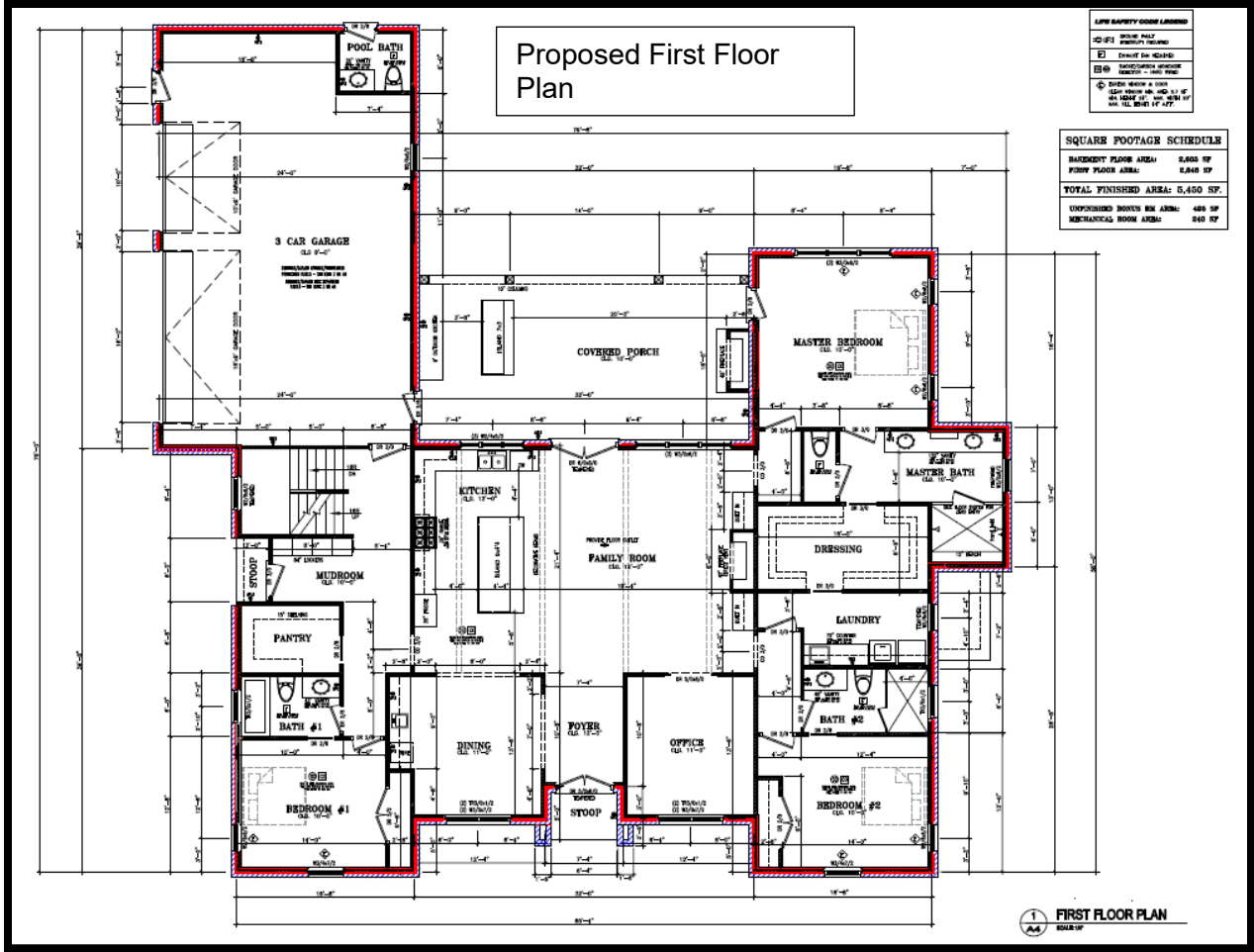
3.5.1.25 All construction shall include a combination of architectural treatment of brick or stone masonry, stucco, wood, or other durable materials.

3.5.3.2 The reveal (exposed portion) of siding will be a minimum of four inches and shall not exceed six (6) inches.

3.5.3.3 Corner boards should have the same width and depth as the siding reveal, and are not permitted to be greater than two inches of the siding reveal, or less than one inch of the siding reveal.



Attachment: COA2025-043 Staff Report (25-7459 : COA2025-043 505 Cochran Drive)



Attachment: COA2025-043 Staff Report (25-7459 : COA2025-043 505 Cochran Drive)



Description of Proposed Front Elevation: The proposed front elevation consists of all brick and proposed color will be SW7004 (Snowbound). Shutters are featured on the windows at the far left and right of the façade.



Description of Proposed Rear Elevation: The proposed rear elevation consists of vertical and horizontal siding, a fenestration of doors and windows, brick water tables, and columns.

Discussion Item for Rear Elevation: What are the size of the columns for the porch?; Explain the architectural detail of chimney.

Attachment: COA2025-043 Staff Report (25-7459 : COA2025-043 505 Cochran Drive)




Description of Proposed Left Elevation: The proposed left elevation consist of vertical and horizontal siding and a brick water table. The three (3) car side entry garage doors are shown here, which are made of metal with wood trim and will be painted SW 9163 (Tin Lizzie). Dormer windows are featured on the second level, which appear to feature horizontal siding.



Description of Proposed Right Elevation: The rear elevation features a mixture of brick on the first level and siding on the second level. There is a trim detail that differentiates the basement level from the main level.

Attachment: COA2025-043 Staff Report (25-7459 : COA2025-043 505 Cochran Drive)

Discussion Item: Explain the architectural detail of awning/roof shown; To ensure the house is compliant with height limitations, provide height of home to the ridge point.



Certificate of Appropriateness Application

Community Development Department Phone: 678-421-2027
65 Lawrenceville Street Norcross, GA 30071

ELEVATION COLOR AND MATERIAL PLACEMENT ADDENDUM (Façade and sides)			
Component	Color <small>(Include manufacturer's ID)</small>	Material	
Primary Facade: First	SW 7004 Snowbound	Brick	
Primary Facade:	SW 7004 Snowbound	Brick	
Primary Facade: Third			
Left Side:	SW 7004 Snowbound	Brick, BnB , Siding	
Left Side: Second			
Left Side: Third			
Left Side:			
Right Side:	SW 7004 Snowbound	Brick basement	
Right Side: Second			
Right Side:	SW 7004 Snowbound	Bnb & Siding	
Right Side:			
Rear: First	SW 7004 Snowbound	Brick, BnB , Siding	
Rear: Second			
Rear: Third			
Rear: Basemnt			

Attachment: COA2025-043 Staff Report (25-7459 : COA2025-043 505 Cochran Drive)



Certificate of Appropriateness Application

Community Development Department Phone: 678-421-2027
 65 Lawrenceville Street Norcross, GA 30071

COLOR AND MATERIAL PLACEMENT ADDENDUM (Exterior Components)		
Component	Color (Include manufacturer's ID)	Material
Masonry		
Garage Doors	SW 9163 Tin Lizzie	Metal with wood trim
Trim	SW 7636 Oragami White	Hardie
Mortar		
Gutters	Dark Bronze	Aluminum
Corner Board	SW 7636 Oragami White	Hardie
Railings		
Windows	SW 7636 Oragami White	Wood
Window Sills	SW 7636 Oragami White	Wood
Window Muntin/Mull	SW 7636 Oragami White	
Columns	SW 7636 Oragami White	PVC
Other Architectural Features		
Other Architectural		

Attachment: COA2025-043 Staff Report (25-7459 : COA2025-043 505 Cochran Drive)

Recommendations

Should the ARB decide to grant approval, Staff recommends the following conditions:

1. Any future conversions of unconditioned space into conditioned space will require a permit;
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. Any changes from the Architectural Review Board approved component shall require ARB approval at another public hearing; and
4. An architectural inspection shall occur prior to release of the certificate of completion or occupancy to confirm compliance with the ARB's approval.



Certificate of Appropriateness Application

Community Development Department Phone: 678-421-2027
65 Lawrenceville Street Norcross, GA 30071

JOB LOCATION		
Job Site Address: 505 Cochran Drive	Lot # 22 & 23	Tax Parcel ID: 6-255-487

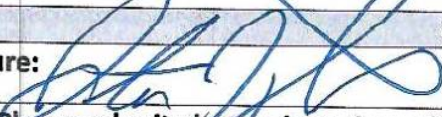
LANDOWNER OF RECORD			
If applicant is not the owner, as listed on the property deed, a letter from the owner authorizing the proposed work must be included along with the owner's phone number and address.			
Name: Marcus Wilson	Phone: 678-315-9553		
Address:	City:	State:	Zip Code:

APPLICANT			
Applicant Name: Stan Howington	Phone: 678-758-3828		
Company Name: SCH Properties, Inc	Email: stanhowington@schproperties.net		
Address: 704 Dogwood Circle	City: Norcross	State: GA	Zip Code: 30071

DESCRIPTION OF PROJECT	
Project Type <input type="checkbox"/> Residential <input type="checkbox"/> Commercial <input type="checkbox"/> Industrial <input type="checkbox"/> Other project	
Briefly, yet accurately, describe all new construction, alterations, repairs or other changes to the exterior appearance or site for the property under consideration. Use additional pages as needed:	

Construction of a new home

STATEMENT	
Has this property been before the Mayor and Council, Downtown Development Authority, Architectural Review Board, Board of Appeals or Board of Planning and Zoning within the last 24 months?	
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
If yes, please list the board and reference number:	

OWNER'S SIGNATURE	
Signature: 	Date: 8/7/25

NOTE: Please submit electronic copies online of site plan, landscape plan, floor plans, paint palettes, as well as photos for all proposed building materials, light fixtures, windows, and doors, along with this application form by creating an account with <https://eplansolution.com/norcrossga> Hard copies of application materials will not be accepted.

Attachment: COA2025-043 Application (25-7459 : COA2025-043 505 Cochran Drive)



Certificate of Appropriateness Application

Community Development Department Phone: 678-421-2027
 65 Lawrenceville Street Norcross, GA 30071

Foundation Type: (Circle One)		
Slab	Crawl Space	Basement <input type="checkbox"/>
Building Dimensions:		
Width: 80	Length: 79	Height: * 34
Area Dimensions:		
First Floor: 2845	Second Floor: 0	Third Floor: 0
Basement**: 2605	Front Porch: 35	Rear Porch: 320
Patio:	Garage:	
Primary Roof System: (Circle One)		
Gable	Hip xxx	Grambel
Mansard	Jerkinhead	Flat
Saltbox	Shed	Other:
Roof Pitches:		
Primary Roof Pitch: 12/12		
Secondary Roof Pitch: 8/12		
Additional Roof Pitch:		
Floor and Elevation Plan information to be included on each		
Street Address and Lot Number	Scale with scale bar	Scaled measurement for each floor level and building elevation
Site Plan and Landscape Plan information to be included on each		
Scale with scale bar and North Arrow	Building and driveway foot print	HVAC and utility equipment
Location and type of plantings	List of planting materials	
*Height of building means the vertical distance measured from grade to the highest finished roof surface in the case of flat roofs or to a point at the average height of the highest roof having a pitch.		
**Dwellings with a basement and a third story must submit a grade plan elevation to determine if the residential building has a fourth floor.		

Attachment: COA2025-043 Application (25-7459 : COA2025-043 505 Cochran Drive)



Certificate of Appropriateness Application

Community Development Department Phone: 678-421-2027
 65 Lawrenceville Street Norcross, GA 30071

ELEVATION COLOR AND MATERIAL PLACEMENT ADDENDUM (Façade and sides)			
Component	Color (Include manufacturer's ID)		Material
Primary Façade: First	SW 7004 Snowbound	Brick	
Primary Façade:	SW 7004 Snowbound	Brick	
Primary Façade: Third			
Left Side:	SW 7004 Snowbound	Brick, BnB , Siding	
Left Side: Second			
Left Side: Third			
Left Side:			
Right Side:	SW 7004 Snowbound	Brick basement	
Right Side: Second			
Right Side:	SW 7004 Snowbound	Bnb & Siding	
Right Side:			
Rear: First	SW 7004 Snowboun	Brick, BnB , Siding	
Rear: Second			
Rear: Third			
Rear: Basemnt			

Attachment: COA2025-043 Application (25-7459 : COA2025-043 505 Cochran Drive)



Certificate of Appropriateness Application

Community Development Department Phone: 678-421-2027
 65 Lawrenceville Street Norcross, GA 30071

COLOR AND MATERIAL PLACEMENT ADDENDUM (Exterior Components)			
Component	Color (Include manufacturer's ID)		Material
Masonry			
Garage Doors	SW 9163 Tin Lizzie		Metal with wood trim
Trim	SW 7636 Oragami White		Hardie
Mortar			
Gutters	Dark Bronze		Aluminum
Corner Board	SW 7636 Oragami White		Hardie
Railings			
Windows	SW 7636 Oragami White		Wood
Window Sills	SW 7636 Oragami White		Wood
Window Muntin/Mulli	SW 7636 Oragami White		
Columns	SW 7636 Oragami White		PVC
Other Architectural Features			
Other Architectural			

Attachment: COA2025-043 Application (25-7459 : COA2025-043 505 Cochran Drive)



Certificate of Appropriateness Application

Community Development Department Phone: 678-421-2027
 65 Lawrenceville Street Norcross, GA 30071

ARCHITECTURAL REVIEW BOARD MEETING CALENDAR		
Pre-Application Submittal Deadline	Application Submittal Deadlines	ARB Meeting
11/28/2023	12/5/2023	1/16/2024
12/27/2023	1/2/2024	2/20/2024
1/16/2024	1/23/2024	3/19/2024
2/27/2024	3/5/2024	4/16/2024
4/2/2024	4/9/2024	5/21/2024
4/30/2024	5/7/2024	6/18/2024
5/28/2024	6/4/2024	7/16/2024
6/25/2024	7/2/2024	8/20/2024
7/23/2024	7/30/2024	9/17/2024
8/27/2024	9/3/2024	10/15/2023
9/24/2024	10/1/2024	11/19/2024
10/22/2023	10/29/2024	12/17/2024

HISTORIC PRESERVATION COMMISSION MEETING CALENDAR		
Pre-application Meeting Deadline	Application Submittal Deadline	Historic Preservation Commission Meeting
12/5/2023	12/12/2023	1/24/2024
1/9/2024	1/16/2024	2/28/2024
2/6/2024	2/13/2024	3/27/2024
3/5/2024	3/12/2024	4/24/2024
4/2/2024	4/9/2024	5/22/2024
5/7/2024	5/14/2024	6/26/2024
6/4/2024	6/11/2024	7/24/2024
7/2/2024	7/9/2024	8/28/2024
7/30/2024	8/6/2024	9/25/2024
9/3/2024	9/10/2024	10/23/2024
10/8/2024	10/15/2024	11/27/2024

REVISED JAN 2024



Certificate of Appropriateness Application

Community Development Department Phone: 678-421-2027
65 Lawrenceville Street Norcross, GA 30071

ARCHITECTURAL REVIEW BOARD/ HISTORIC PRESERVATIONS REVIEW FEES		
Commercial/Industrial Major Reviews	Major Project Reviews	\$500
Commercial/Industrial Reviews	Minor improvements to façade	\$150
Residential Major Review	New Residential Construction in the City or Historic District	\$150
Residential Minor/Administrative Staff Review	Minor improvements or alterations in the City or Historic District/Administrative Staff Review	\$25
Historic Demolition	Historic Demolition Review	\$500

Attachment: COA2025-043 Application (25-7459 : COA2025-043 505 Cochran Drive)



Owner Affidavit

Community Development Department Phone: 678-421-2027
65 Lawrenceville Street Norcross, GA 30071

Section I. Land Ownership

I, [REDACTED], hereby attest to ownership of the property located at [REDACTED], Parcel ID# [REDACTED] for which this Application is submitted. The Ownership, as recorded on the deed, is in the name of [REDACTED].

Section II. Type of Ownership

Individual Corporation/LLC Partnership Government

Corporation/LLC/Partnership Name: [REDACTED] Secretary of State Registration Number: [REDACTED]

[REDACTED] Registered Agent Name: [REDACTED]

Provide Names of all Officers/Members/General Partners (If applicable):

Registered Agent Address: [REDACTED] Registered Agent Phone #: [REDACTED]

COMPLETE BY OWNER

As the owner of the above designated property for which this affidavit is submitted, I wish to allow Stan Howards (applicant's name) to apply for a ARB (BLOK PERMIT) for the address mentioned in Section I of this form. I attest that the application is made in good faith and that any information contained in the application is accurate and complete to the best of my knowledge and belief.

NOTARY

Owner states under oath that he/she is the owner of the property described under Section I, which is made part of this Application. Sworn and subscribed before me this _____ day of _____, 20____.

Name: [REDACTED] Notary Public: [REDACTED]

Address: [REDACTED] Seal: [REDACTED]

City, State, Zip Code: [REDACTED]

Email address: [REDACTED]

Phoner Number: [REDACTED] Commission expires: [REDACTED]

Owner's signature: [REDACTED]

Attachment: COA2025-043 Application (25-7459 : COA2025-043 505 Cochran Drive)



Department of Community Development

TO: Architectural Review Board
FROM: LeDarius Scott
DATE: September 30, 2025
SUBJECT: COA2025-044 76 Buchanan Street
CC:

Please review attached Staff Reports and supporting documents for submitted application.



Meeting Date: 09/30/2025 at 6:00 PM

Petition Number: COA2025-044

Project Type:	Enclosure of Existing Side Porch/Addition
Property Location:	76 Buchanan Street
Tax Parcel ID:	6254 187
Petitioner:	David and Callie Murray
Petitioner's Request:	Enclosure of Existing Side Porch/Addition
Vicinity Map:	



Attachment: COA2025-044 Staff Report (25-7460 : COA2025-044 76 Buchanan Street)

PROPERTY INFORMATION	
Property Location	76 Buchanan Street
Acreage:	0.18 acres
Existing Lot Dimensions:	Lot frontage along Buchanan Street: 61.7 feet Lot Depth: 147.91 feet
Existing Building Dimensions:	N/A
Topography:	High Point: 1,070 Low Point: 1,068
Elevation:	High Point: Western side Low Point: Eastern side
Encumbrances:	This property is located in the National Historic District

Project Description

The applicant seeks to enclose an existing porch and wood deck on the right side of the existing 125-year-old residence to create additional living space on a 0.18-acre lot. The proposed architecture will consist of siding to match the existing residence and will feature a fenestration of doors and windows. The addition that will replace the existing wood deck will feature windows with wood plank shutters. The side entrance will feature wood stairs. The existing porch roof will be replaced with a metal roof. According to the applicant, proposed colors will match the existing color of the home.

Site Plan and Floor Plan

The applicant’s site plan shows the footprint of the existing residence and the enclosures adjacent to the eastern property line. The floor plan shows a new bedroom, bathroom, play area and side entry.

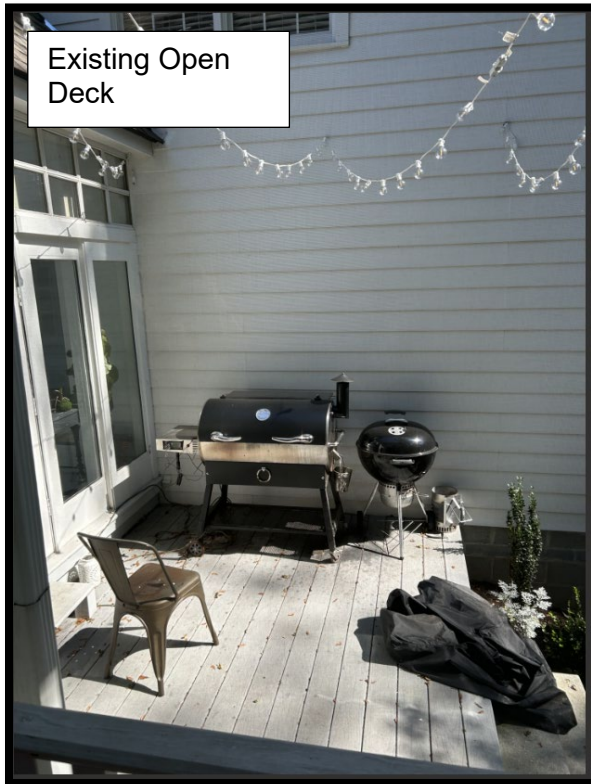
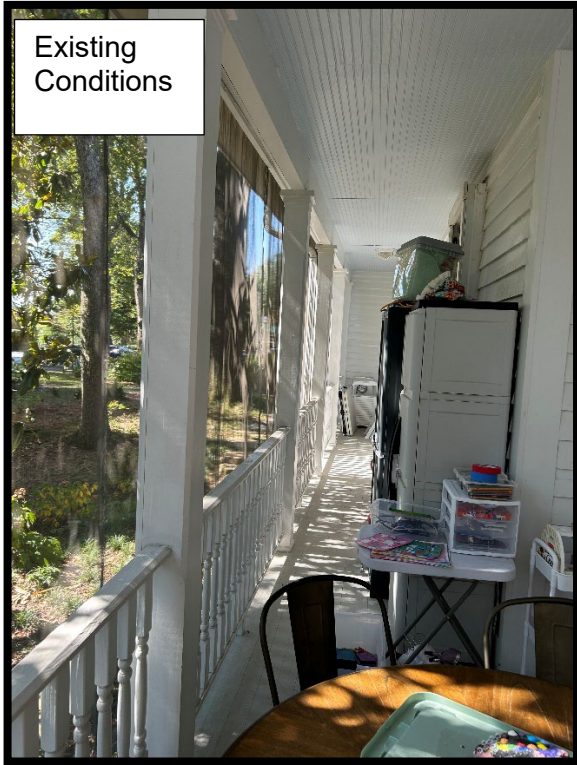
Landscape Plan

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.

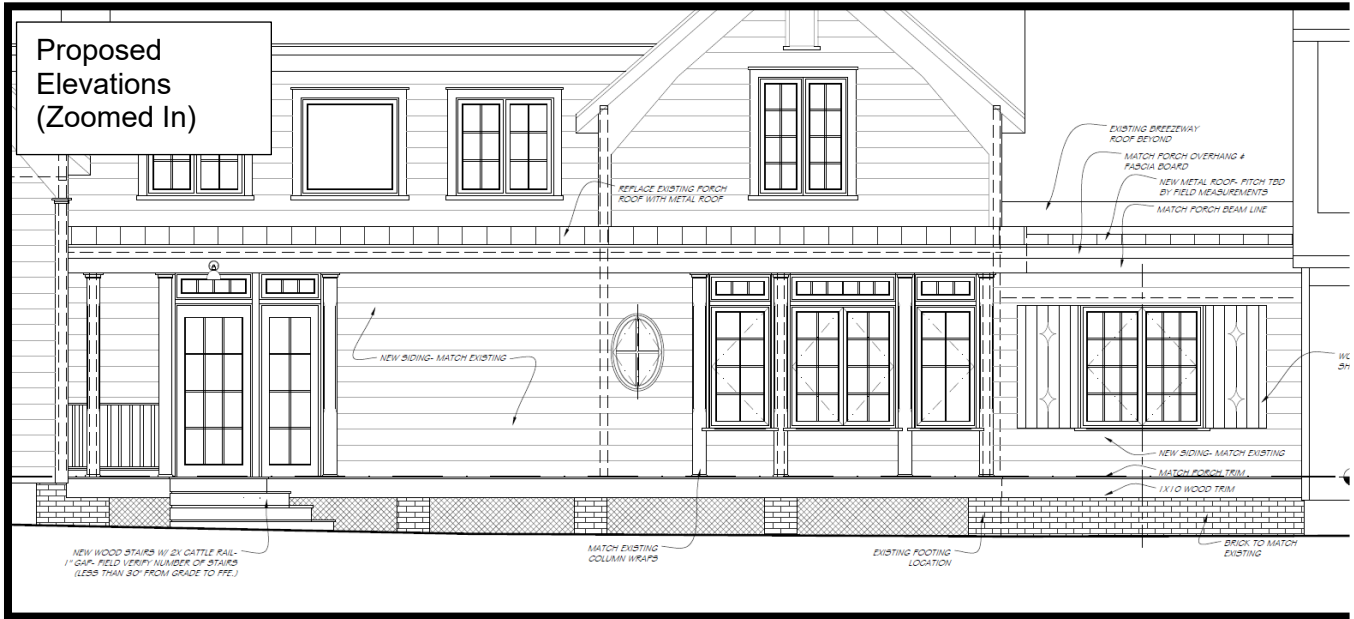
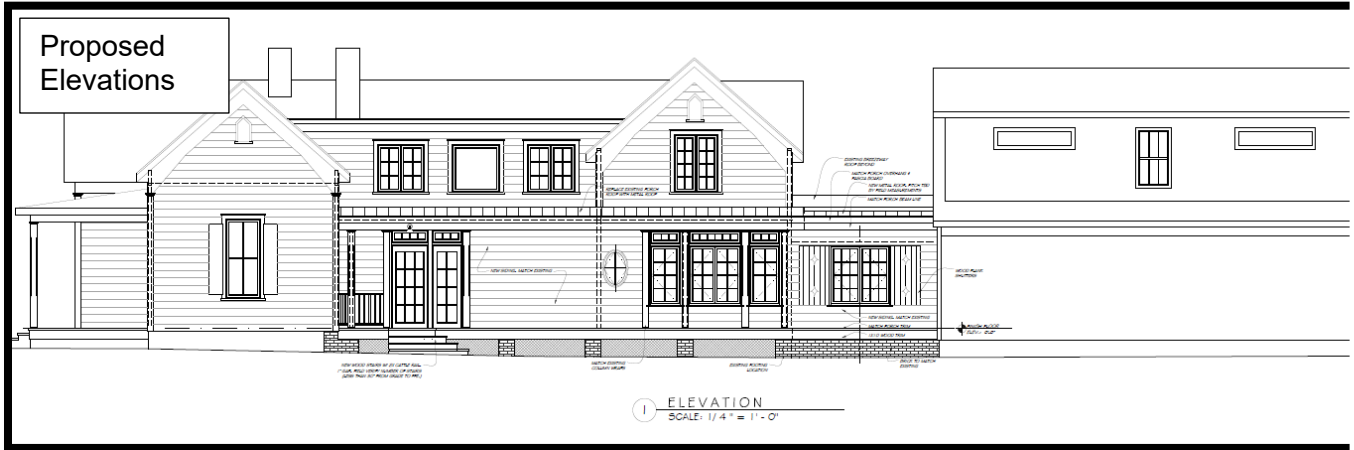
Applicable Building Standards:

- 3.5.3.1 All residential construction shall include a combination of architectural treatments, such as brick or stone masonry, stucco, wood, or other durable materials.
- 3.5.1.25 All construction shall include a combination of architectural treatment of brick or stone masonry, stucco, wood, or other durable materials.
- 3.5.3.2 The reveal (exposed portion) of siding will be a minimum of four inches and shall not exceed six (6) inches.
- 3.5.3.3 Corner boards should have the same width and depth as the siding reveal, and are not permitted to be greater than two inches of the siding reveal, or less than one inch of the siding

reveal.

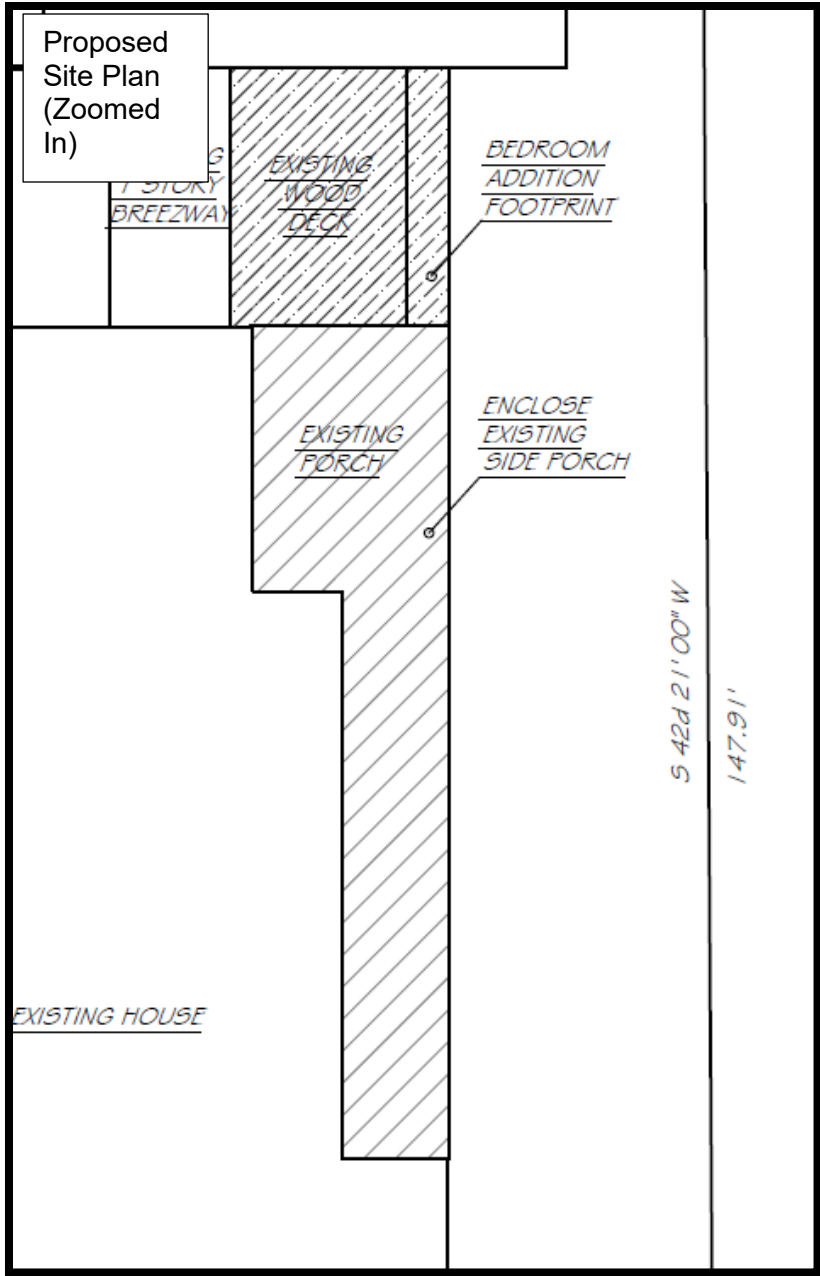


Attachment: COA2025-044 Staff Report (25-7460 : COA2025-044 76 Buchanan Street)



Attachment: COA2025-044 Staff Report (25-7460 : COA2025-044 76 Buchanan Street)

Description of Proposed Elevation: The proposed elevation shows the enclosure which is proposed to have siding that will match the existing home, along with a fenestration of doors and windows. The part of enclosure that will replace the existing deck shows windows with wood flank shutters. Wood stairs will lead to the side entrance. Column wraps will match existing.



Recommendations

Should the ARB decide to grant approval, Staff recommends the following conditions:

1. Paint color to match the existing home with color code provided during building permit phase;
2. Changes to proposed doors and windows to approved administratively;
3. 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.
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.



Certificate of Appropriateness Application

Community Development Department Phone: 678-421-2027
65 Lawrenceville Street Norcross, GA 30071

JOB LOCATION			
Job Site Address: 76 Buchanan Street 30071	Lot #	Tax Parcel ID: R6254 187	
LANDOWNER OF RECORD			
If applicant is not the owner, as listed on the property deed, a letter from the owner authorizing the proposed work must be included along with the owner's phone number and address.			
Name: David Murray	Phone: 4044514374		
Address: 76 Buchanan Street	City: Norcross	State: GA	Zip Code: 30071
APPLICANT			
Applicant Name: David Murray	Phone: 4044514374		
Company Name:	Email: davetmurr@gmail.com		
Address: 76 Buchanan Street	City: Norcross	State: GA	Zip Code: 30071
DESCRIPTION OF PROJECT			
Project Type <input checked="" type="checkbox"/> Residential <input type="checkbox"/> Commercial <input type="checkbox"/> Industrial <input type="checkbox"/> Other project			
Briefly, yet accurately, describe all new construction, alterations, repairs or other changes to the exterior appearance or site for the property under consideration. Use additional pages as needed:			
Enclose existing screen porch to add a playroom, bathroom, and stackable washer/dryer. Add a bec			
STATEMENT			
Has this property been before the Mayor and Council, Downtown Development Authority, Architectural Review Board, Board of Appeals or Board of Planning and Zoning within the last 24 months?			
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
If yes, please list the board and reference number:			

OWNER'S SIGNATURE			
Signature:	Date: September 15, 2025		
NOTE: Please submit electronic copies online of site plan, landscape plan, floor plans, paint palettes, as well as photos for all proposed building materials, light fixtures, windows, and doors, along with this application form by creating an account with https://eplansolution.com/norcrossga Hard copies of application materials will not be accepted.			

Attachment: COA2025-044 Application (25-7460 : COA2025-044 76 Buchanan Street)



Certificate of Appropriateness Application

Community Development Department Phone: 678-421-2027
 65 Lawrenceville Street Norcross, GA 30071

Foundation Type: (Circle One)		
Slab	Crawl Space	Basement
Building Dimensions:		
Width: ~11' for half / 5' for half	Length: ~48 ft	Height:*
Area Dimensions:		
First Floor:	Second Floor:	Third Floor:
Basement**:	Front Porch:	Rear Porch:
Patio:	Garage:	Side Porch: ~ 396 square feet
Primary Roof System: (Circle One)		
Gable TBD during design	Hip	Grambel
Mansard	Jerkinhead	Flat
Saltbox	Shed	Other:
Roof Pitches:		
Primary Roof Pitch: TBD during design		
Secondary Roof Pitch:		
Additional Roof Pitch:		
Floor and Elevation Plan information to be included on each		
Street Address and Lot Number	Scale with scale bar	Scaled measurement for each floor level and building elevation
Site Plan and Landscape Plan information to be included on each		
Scale with scale bar and North Arrow	Building and driveway foot print	HVAC and utility equipment
Location and type of plantings	List of planting materials	
*Height of building means the vertical distance measured from grade to the highest finished roof surface in the case of flat roofs or to a point at the average height of the highest roof having a pitch.		
**Dwellings with a basement and a third story must submit a grade plan elevation to determine if the residential building has a fourth floor.		

Attachment: COA2025-044 Application (25-7460 : COA2025-044 76 Buchanan Street)



Certificate of Appropriateness Application

Community Development Department Phone: 678-421-2027
 65 Lawrenceville Street Norcross, GA 30071

ELEVATION COLOR AND MATERIAL PLACEMENT ADDENDUM (Façade and sides)		
Component	Color (Include manufacturer's ID)	Material
Primary Façade: First		
Primary Façade:		
Primary Façade: Third		
Left Side:		
Left Side: Second		
Left Side: Third		
Left Side:		
Right Side:	Match current house color - Wh	Hardie Plank siding, Brick at base of
Right Side: Second		
Right Side:		
Right Side:		
Rear: First		
Rear: Second		
Rear: Third		
Rear: Basemnt		

Attachment: COA2025-044 Application (25-7460 : COA2025-044 76 Buchanan Street)



Certificate of Appropriateness Application

Community Development Department Phone: 678-421-2027
 65 Lawrenceville Street Norcross, GA 30071

COLOR AND MATERIAL PLACEMENT ADDENDUM (Exterior Components)		
Component	Color (Include manufacturer's ID)	Material
Masonry	**All TBD during design phase but will	
Garage Doors		
Trim		
Mortar		
Gutters		
Corner Board		
Railings		
Windows		
Window Sills		
Window Muntin/Mulli		
Columns		
Other Architectural Features		
Other Architectural		

Attachment: COA2025-044 Application (25-7460 : COA2025-044 76 Buchanan Street)



Certificate of Appropriateness Application

Community Development Department Phone: 678-421-2027
 65 Lawrenceville Street Norcross, GA 30071

ARCHITECTURAL REVIEW BOARD MEETING CALENDAR		
Pre-Application Submittal Deadline	Application Submittal Deadlines	ARB Meeting
11/28/2023	12/5/2023	1/16/2024
12/27/2023	1/2/2024	2/20/2024
1/16/2024	1/23/2024	3/19/2024
2/27/2024	3/5/2024	4/16/2024
4/2/2024	4/9/2024	5/21/2024
4/30/2024	5/7/2024	6/18/2024
5/28/2024	6/4/2024	7/16/2024
6/25/2024	7/2/2024	8/20/2024
7/23/2024	7/30/2024	9/17/2024
8/27/2024	9/3/2024	10/15/2023
9/24/2024	10/1/2024	11/19/2024
10/22/2023	10/29/2024	12/17/2024

HISTORIC PRESERVATION COMMISSION MEETING CALENDAR		
Pre-application Meeting Deadline	Application Submittal Deadline	Historic Preservation Commission Meeting
12/5/2023	12/12/2023	1/24/2024
1/9/2024	1/16/2024	2/28/2024
2/6/2024	2/13/2024	3/27/2024
3/5/2024	3/12/2024	4/24/2024
4/2/2024	4/9/2024	5/22/2024
5/7/2024	5/14/2024	6/26/2024
6/4/2024	6/11/2024	7/24/2024
7/2/2024	7/9/2024	8/28/2024
7/30/2024	8/6/2024	9/25/2024
9/3/2024	9/10/2024	10/23/2024
10/8/2024	10/15/2024	11/27/2024

Attachment: COA2025-044 Application (25-7460 : COA2025-044 76 Buchanan Street)



Certificate of Appropriateness Application

Community Development Department Phone: 678-421-2027
65 Lawrenceville Street Norcross, GA 30071

ARCHITECTURAL REVIEW BOARD/ HISTORIC PRESERVATIONS REVIEW FEES		
Commercial/Industrial Major Reviews	Major Project Reviews	\$500
Commercial/Industrial Reviews	Minor improvements to façade	\$150
Residential Major Review	New Residential Construction in the City or Historic District	\$150
Residential Minor/Administrative Staff Review	Minor improvements or alterations in the City or Historic District/Administrative Staff Review	\$25
Historic Demolition	Historic Demolition Review	\$500

Attachment: COA2025-044 Application (25-7460 : COA2025-044 76 Buchanan Street)



Owner Affidavit

Community Development Department Phone: 678-421-2027
65 Lawrenceville Street Norcross, GA 30071

Section I. Land Ownership	
I, [REDACTED], hereby attest to ownership of the property located at [REDACTED], Parcel ID# [REDACTED] for which this Application is submitted. The Ownership, as recorded on the deed, is in the name of [REDACTED].	
Section II. Type of Ownership	
<input checked="" type="checkbox"/> Individual <input type="checkbox"/> Corporation/LLC <input type="checkbox"/> Partnership <input type="checkbox"/> Government	
Corporation/LLC/Partnership Name:	Secretary of State Registration Number:
[REDACTED]	[REDACTED]
Registered Agent Name:	
[REDACTED]	
Provide Names of all Officers/Members/General Partners (If applicable):	
Registered Agent Address:	Registered Agent Phone #:
COMPLETE BY OWNER	
As the owner of the above designated property for which this affidavit is submitted, I wish to allow _____ (applicant's name) to apply for a _____ for the address mentioned in Section I of this form. I attest that the application is made in good faith and that any information contained in the application is accurate and complete to the best of my knowledge and belief.	
NOTARY	
Owner states under oath that he/she is the owner of the property described under Section I, which is made part of this Application.	Sworn and subscribed before me this _____ day of _____, 20_____.
Name: David Murray	Notary Public: Seal: Commission expires:
Address: 76 Buchanan Street	
City, State, Zip Code: Norcross, Ga 30071	
Email address: davetmurr@gmail.com	
Phoner Number: 404.451.4374	
Owner's signature: 	

Attachment: COA2025-044 Application (25-7460 : COA2025-044 76 Buchanan Street)