City of Norcross

65 Lawrenceville Street
Norcross, GA 30071

Meeting Minutes

Tuesday, February 18, 2025
6:00 PM

2nd Floor Conference Room

Architectural Review Board

Jeff Hopper, Chair
Cindy Flynn
Naim Harrison
Bill McLees
Barbara Grayson

A. Call to Order

Architectural Review Board was called to order at 6:00 PM by

Attendee Name	Title	Status	Arrived
Jeff Hopper	Chair	Present	
Cindy Flynn	Vice Chair	Absent	
Naim Harrison	Board Member	Present	
Bill McLees	Board Member	Absent	
Barbara Grayson	Board Member	Present	

B. Approval of Previous Meetings Minutes

a. Architectural Review Board - Architectural Review Board - Dec 17, 2024, 6:00 PM

RESULT:	**ACCEPTED [UNANIMOUS]**
MOVER:	Barbara Grayson, Board Member
SECONDER:	Naim Harrison, Board Member
AYES:	Jeff Hopper, Naim Harrison, Barbara Grayson
ABSENT:	Cindy Flynn, Bill McLees

C. Unfinished Business

D. New Business

1. 25-7227: **COA2024-053 6905 Jimmy Carter Blvd**

Staff Report - COA2024-053

A resident (first name Jim) spoke in opposition to the revised elevations but more specifically the location of the drive-thru window and how he didn't think the City wanted a drive-thru facing Jimmy Carter was the first thing that should be seen when entering the City
Board members deliberated on the new elevations, comparing them to the previously approved elevations which proposed much more detailed and varied architectural elements.
Recommendation was made to approve the architectural design presented by the original application submitted and approved during the August 2020 ARB meeting (COA 2020-0028) along with staff recommendations.

RESULT:	**APPROVED WITH CONDITIONS [UNANIMOUS]**
MOVER:	Jeff Hopper, Chair
SECONDER:	Barbara Grayson, Board Member
AYES:	Jeff Hopper, Naim Harrison, Barbara Grayson
ABSENT:	Cindy Flynn, Bill McLees

2. 25-7245: **COA2023-023 155 Buchanan Street**

COA2023-023 Staff Report - Updated

i. Stan Howington spoke before the Board to go over the proposed modifications to the existing home that differed from the original submitted and approved exterior features.

ii. Board members discussed the changes to the original design compared to the as built. The design of the proposed portico was questioned as detailed elevations were not specified.

Recommendation was made to approve the as-built modifications with the following conditions:

- 8x8 columns on the front elevation.
- 4.5" corner boards.
- Portico design with 8x8 columns on left elevation.
- Changes to basement windows on right elevation.
- Replacement of triple windows with siding on the right side of the rear elevation.
- Replacement of triple windows with double windows within the middle of the rear elevation.
- A detailed elevation and construction specs for the portico required to be uploaded to ARB application file.

RESULT:	**APPROVED WITH CONDITIONS [UNANIMOUS]**
MOVER:	Jeff Hopper, Chair
SECONDER:	Barbara Grayson, Board Member
AYES:	Jeff Hopper, Naim Harrison, Barbara Grayson
ABSENT:	Cindy Flynn, Bill McLees

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

F. Adjourn

Jeff Hopper motioned to adjourn the meeting at 7:30 pm, seconded by Barbara Grayson. The vote was unanimously approved.

Signed by____ Jeff Hopper, Chair

Attest by ____ LeDarius Scott, Senior Planner