

City of Norcross

65 Lawrenceville Street

Norcross, GA 30071



Meeting Minutes

Tuesday, October 21, 2025

6:00 PM

2nd Floor Community Room

Architectural Review Board

Jeff Hopper, Chair

Hugh Cooper

Naim Harrison

Bill McLees

Barbara Grayson

A. Call to Order

Meeting called to order by Jeff Hopper, Chair, at 6:00 pm

B. Roll Call

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

C. Approval of Previous Meeting Minutes

A motion to approve the minutes of the Architectural Review Board Meeting on September 16, 2025

RESULT: APPROVED [UNANIMOUS]

MOVER: Bill McLees, Board member

SECONDER: Barbara Grayson, Board member

AYES: Hopper, McLees, Grayson, Harrison

ABSENT: Hugh Cooper

A motion to approve the minutes of the Architectural Review Board Meeting on September 30, 2025

RESULT: APPROVED [UNANIMOUS]

MOVER: Barbara Grayson, Board member

SECONDER: Bill McLees, Board member

AYES: Hopper, McLees, Grayson, Harrison

ABSENT: Hugh Cooper

D. Unfinished Business

E. New Business

1. 2025-283: COA2025-027 146 Barton Street

A consideration of historic demolition of an existing residence built in 1920 and located in the national historic district. The Architectural Review Board considered the existing building to be a contributing structure but cannot feasibly be rehabilitated and therefore meets the criteria for demolition.

A motion to recommend approval of the historic demolition subject to the following conditions:

1. Brick facade type and color to be submitted for administrative approval.
2. On both left and right elevations, the top gable will contain an architectural pediment matching the front elevation architectural pediments.
3. Second story middle window on the left elevation to align with the other second story windows and be 1 over 1 instead of single pane.
4. Trim on second-story windows to have consistent dimensions (1x4 or 1x6).
5. Door with pathway to be added on the left side of the rear elevation.
6. The applicant shall recycle the bricks and windows at a minimum and provide

documentation of where or who recycled them through presentation of receipt.

7. 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.

8. Any changes to the Architectural Review Board-approved component shall require ARB approval at another public hearing.

9. 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]

MOVER: Jeff Hopper, Board Chair

SECONDER: Barbara Grayson, Board member

AYES: Hopper, McLees, Grayson, Harrison

ABSENT: Hugh Cooper

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

F. Adjourn