



Design Review Board Meeting
Official Minutes September 19, 2025
Department of Community Development
ALPHARETTA CITY HALL | 2 PARK PLAZA
| 8:30AM

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I. MEETING ANNOUNCEMENTS

Today's Design Review Board meeting will commence at 8:30 AM and a break is scheduled at 12:00 PM, if needed. The meeting will resume at 12:30 PM.

II. WORKSHOP

- Chairman Kramer called the workshop to order at 8:30 a.m.
- Chairman Kramer adjourned the workshop at 8:51 a.m.

III. CALL TO ORDER

- Chairman Kramer called the meeting to order at 9:00 a.m.

IV. ROLL CALL

- **Design Review Board Members present:**
 - Richard Kramer (Chairman)
 - Frank Schwing (Vice Chairman)
 - Pat Corkill
 - Richard Owens
 - Jennifer Sprayberry
 - Erik Rowen
- **Staff Present:**
 - Bret Schroeder, Code Enforcement Manager
 - Joel Carnow, GIS Specialist/Special Projects Manager
 - Erin Cobb, Administrative Office Coordinator

V. PLEDGE TO THE FLAG

VI. ITEMS FROM STAFF

VII. ITEMS FROM BOARD MEMBERS

1. DRB Meeting Minutes 8-15-2025

- ❖ Vice Chairman Schwing offered a motion to approve meeting minutes from August 15, 2025, with the following changes:
 1. Board Member Rowen made the motion for the Ashton Atlanta Res (Continuum Residential) not Board Member Sprayberry
 2. Regarding the motion for the Ashton Atlanta Res (Continuum Residential) correct the spelling of perennials
 - Board Member Corkill seconded the motion.
 - The motion was approved unanimously (6-0)

VIII. PUBLIC HEARING

1. Public hearing Procedure

2. DRB250030 Wells Fargo – Withdrawn by Applicant

3. DRB250031 Abbey Hall Interiors Shoppe 54 Roswell St review signage and exterior changes

- Public Comment:
 - No Public Comment

After presentation from the Applicant and discussion from the Board:

- ❖ Vice Chairman Schwing offered a motion to approve DRB250031 Abbey Hall Interiors Shoppe 54 Roswell St monument sign as presented with the following condition
 1. The base of the sign will be landscaped with a combination of evergreen and annual flowers
 - Board Member Rowen seconded the motion.
 - The motion was approved unanimously (6-0)

4. DRB250034 Alpha Retail 7855 North Point Pkwy review exterior changes

- Public Comment:
 - No Public Comment

After presentation from the Applicant and discussion from the Board:

- ❖ Board Member Rowen offered a motion to approve DRB250034 Alpha Retail 7855 North Point Pkwy review exterior changes as presented with the following conditions
 1. The applicant will add three aluminum or steel canopies over the primary entrances spanning from the outer edge of the adjacent windows
 2. The sconce lights that are currently over the entrances will be removed and patched and the lighting will be relocated as sconces or under canopy lighting to be approved by staff
 3. The landscaping around the building will be improved and approved by staff
 4. The dumpster enclosure will be repainted to match the buildings' urbane bronze
 - Board Member Owens seconded the motion.
 - Board Member Corkill offered a friendly amendment to ensure that the monument's landscaping will be upgraded, and the applicant will work with staff on those requirements
 - Board Members Rowen and Owens accepted the friendly amendment
 - The motion was approved unanimously (6-0)

5. DRB250033 Georgia Skyline Bank 1190 Old Roswell Rd review new construction

- **Public Comment:**
 - No Public Comment

After presentation from the Applicant and discussion from the Board:

- ❖ Vice Chairman Schwing offered a motion to approve DRB250033 Georgia Skyline Bank 1190 Old Roswell Rd site plan as presented with the following condition
 1. Aligning the parking lot pedestrian walkway with the handicap ramp
 - Board Member Rowen seconded the motion.
 - The motion was approved unanimously (6-0)
- ❖ Vice Chairman Schwing offered a motion to approve DRB250033 Georgia Skyline Bank 1190 Old Roswell Rd site lighting as presented
 - Board Member Owens seconded the motion
 - The motion was approved unanimously (6-0)

- ❖ Chairman Rowen offered a motion to approve DRB250033 Georgia Skyline Bank 1190 Old Roswell Rd elevations and materials as presented with the following conditions
 1. The wall pacts on the back of the building will be replaced with decorative sconces to match the character of the building with final approval by staff
 2. The downspouts on the front of the building will be eliminated and the downspouts on the sides of the building will be adjusted to accommodate the extra drainage capacity
 3. The under-canopy lighting will be revised to an indirect soffit lighting to wash the underside of the efface canopy ceiling in lieu of the fixture SCV
 4. The screen walls for the HVAC units will be adjusted to not conflict with the building windows
 - Vice Chairman Schwing seconded the motion.
 - The motion was approved unanimously (6-0)

- ❖ Vice Chairman Schwing offered a motion to defer DRB250033 Georgia Skyline Bank 1190 Old Roswell Rd retaining wall
 - Board Member Corkill seconded the motion.
 - The motion was approved unanimously (6-0)

- ❖ Board Member Sprayberry offered a motion to approve DRB250033 Georgia Skyline Bank 1190 Old Roswell Rd landscaping as presented with the following conditions
 1. Fill in the landscape at the corner of Mansell Road & Old Roswell Road at the roadside of the bio detention pond
 2. Consider respacing the Princeton elms along Mansell Road to be more symmetrical with the willow oaks along Old Roswell Road
 3. Consider adding more evergreen at the top of the wall in addition to the other plants that are spilling over, possibly consider more juniper or a different evergreen plant to spill over the wall
 - Board Member Owens seconded the motion.
 - Vice Chairman Schwing offered a friendly amendment that the landscaping will be irrigated
 - Board Members Sprayberry & Owens accepted the friendly amendment
 - The motion was approved unanimously (6-0)

VIII. ADJOURNMENT

- ❖ With there being no further items to consider or discuss, Chairman Kramer

adjourned the meeting at 10:53 AM.