



DESIGN REVIEW BOARD

APRIL 17, 2026

OFFICIAL MINUTES

ALPHARETTA CITY HALL
COUNCIL CHAMBERS
2 PARK PLAZA
8:30 AM

1. MEETING ANNOUNCEMENTS

Today's Design Review Board meeting will commence at 8:30 a.m. and a break is scheduled at 12:00 p.m. The meeting will resume at 12:30 p.m.

2. WORK SESSION ITEMS

Chair Kramer called the workshop to order at 8:30 a.m.

There was discussion on cases being presented today.
Chair Kramer adjourned the workshop at 9:00 a.m..

3. CALL TO ORDER

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

4. ROLL CALL

A. Board Members Present

- Richard Kramer (Chair)
- Frank Schwing (Vice- Chair)
- Holly Palmer
- Richard Owens
- Eric Rowen
- Chris Behm

B. Staff Members Present

- Bret Schroeder, Code Enforcement Manager
- Joel Carnow, GIS Specialist, Special Projects Planner
- Elle Taylor. Planning & Zoning Coordinator

5. PLEDGE TO THE FLAG

6. ITEMS FROM STAFF

7. ITEMS FROM BOARD MEMBERS

1. DRB Meeting Minutes of March 20, 2026

- ❖ *Board Member Palmer offered a motion to approve.*

- Board Member Owens seconded the motion.
- Motion carried (6-0).

8. PUBLIC HEARING

1. DRB260004 SAJ 58 Canton Street

Applicant presented review of exterior changes.

There was no public comment.

After discussion:

- ❖ Vice-Chair Schwing offered a motion to approve the awning and paint as presented.
 - Board Member Palmer seconded the motion.
 - Motion carried (6-0).

2. DB260005 Dolce Spoon 64 North Main S

Applicant presented a review of new monument sign.

- Brought sample sign.
- Didn't have actual color samples.

There was discussion from the Board:

- Not Creative.
- Looks like a temporary sign.
- Black background.
- Back panel smaller.
- Needs Trim at Top and Bottom.
- Posts Or Rods.
- Consider painting posts a different color.
- Reduce height of background.
- Staff stated he will have to meet Applicant on site.
- Ground Cover at base of the sign.

There was no public comment.

- ❖ Rowen offered a motion to approve the monument sign based on the submittal with the following conditions:

1. Applicant will raise the disc signage to the top of the columns. The top of the sign will be

at the top of the columns.

2. The background as presented will be reduced to a 30" height and centered on the circular sign.
 3. The Applicant will add a trim detail at the top in the bottom of the background.
 4. The Applicant will provide ground cover around the base of the sign and the colors for the posts and the background will match the text on the circular sign and the trim will match the background of the circular sign.
- Vice-Chair Schwing seconded the motion.
 - Motion carried (5-0).

There was discussion during the motion:

1. The background color in the columns will be painted to match the darker maroon color text in the sign.
2. Columns in the background will be the same color as the border that's on the sign instead of black.
3. Trim color will match the whitish pinkish background color.
4. Makes it more artistic.
5. Board Member Rowen sent a sketch to Mr. Schroeder.
6. Height of the sign matches the tops of the posts.
7. Background is a 30" instead of 48".
8. Trim color is lighter color.
9. Background of the sign is the Dolce Spoon, Darker, Brownish Color.
10. Trim at top and bottom of the background.
11. No trim color at the base of the bottom.
12. Landscaping.

3. DRB260006 Chevron 3955 Old Milton

Applicant presented review of exterior modifications

- ❖ Board Member Palmer offered a motion to approve the color and the signage changes presented today with the exception that the red banding on the monument sign be changed to Brookside Green,
 - Board Member Rowen seconded the motion.
 - Motion carried (6-0).

Board Member Rowen recused himself as he is affiliated with the next case.

Chair Kramer called a recess at 10:00 a.m.

Chair Kramer reconvened the meeting at 10:05 a.m.

4. DRB260007 AC Hotel Northwinds 2000 Summit Place

Board Member Rowen recused himself as he is affiliated with the project.

Applicant presented review of new construction.

- Site Plan.
- Master Plan of Development.
- Location of Hotel along Alpha Loop.
- Dumpsters, Transformers, Retaining walls.
- Landscaping.
- Lighting.
- Photometrics.
- Signage.
- Decorative sidewalk.
- Exterior Elevations.
- Provided Sample Board.

There was discussion from the Board:

- Wall should be brick facing or veneer.
- Brick and Mortar colors.

There was no public comment.

❖ Vice-Chair Schwing offered a motion to approve site plan, landscaping and site lighting as submitted.

- Board Member Palmer seconded the motion.
- Motion carried (5-0).

- ❖ Vice-Chair Schwing offered a motion to approve elevations and materials as presented with the following conditions:
 1. Applicant will apply a brick veneer on the retaining wall that faces Haynes Bridge Road using the same dark brick that's on the building.
 2. The dark brick will either be in the velour texture and in that case could use the original proposed mortar color, if unable to get the dark brick in the velour texture, applicant will use the lighter mortar color shown that was called the Magnolia Mason's Mix.
 - Board Member Palmer seconded the motion.
 - Motion carried (5-0).

- ❖ Vice-Chair Schwing offered a motion to defer signage to Staff.
 - Board Member Palmer seconded the motion.
 - Motion carried (5-0).

9. ADJOURNMENT

Chair Kramer adjourned the meeting at 11:21 a.m.