



Design Review Board
Meeting Minutes
November 17, 2023
Alpharetta City Hall
2 Park Plaza
8:30 AM

I. MEETING ANNOUNCEMENTS
II. WORKSHOP

Chairman Kramer called the workshop to order at 8:32 a.m.

Staff reviewed DRB230048 Delbar Holdings with the Board.

There was discussion of:

- Location and previous owner.
- 2nd Location for Delbar
- Consideration to enclose patio and other exterior changes.
- New Storage Rooms
- New Patio Enclosure
- Lowered Skylight
- RTU in front of building.
- Proposal of raising Horizontal Bands.
- Design of Building.
- Architectural Site Plan
- Renderings
- Intention of Color of Building with addition of parapet walls.
- Current Tree
- Enclosure Materials

Chairman Kramer adjourned the workshop at 8:43 a.m.

III. CALL TO ORDER

Chairman Kramer called the meeting to order at 9:02 a.m.

IV. ROLL CALL

- **Design Review Board Members Present:**
 - o Richard Kramer (Chairman)
 - o Frank Schwing (Vice Chairman)
 - o Pat Corkill
 - o Richard Owens
 - o Holly Palmer
 - o Erik Rowen
 - o Jennifer Sprayberry
- **Staff Present:**
 - o Bret Schroeder, Code Enforcement Manager
 - o Elle Taylor, Planning + Zoning Coordinator
 - o Nikisha Mistry, GIS Specialist/Special Projects Planner

V. PLEDGE TO THE FLAG

VI. ITEMS FROM STAFF

Staff welcomed Jennifer Sprayberry as a Board Member to the Design Review Board.

Staff discussed the December 2024 Meeting being moved to January 2025 to meet advertising requirements: therefore, there will be two DRB meetings in January 2025.

Staff discussed issues with new Alpharetta emails for the Board.

VII. ITEMS FROM BOARD MEMBERS

Chairman Kramer welcomed Board Member Sprayberry as Council Member Will's appointee as well as Elle Taylor as Planning + Zoning Coordinator.

Chairman Kramer requested updated roster of Design Review Board Members.

1. DRB Meeting Minutes of October 20, 2023

- ❖ **Board Member Palmer offered a motion to approve with corrections.**
 - **Board Member Owens seconded the motion.**
 - **Motion carried (6-0-1) (Sprayberry)**

VIII. PUBLIC HEARING

1. DRB230048 Delbar Holdings 4120 Old Milton Parkway

Applicant presented and there was discussion of:

- Aerial View of building
- Updated Elevations.
- New Storage Rooms – 2 levels
- New Patio Enclosures:
- New Roof Cover at existing patio – louvred system, Cor-Ten metal, fascia panel material will

match existing.

- New awning at existing patio
- New Parapet to hide rooftop units.
- New Parapet to left side.
- New parapets will match existing building.
- Front Elevation:
- New parapets
- New Patio Enclosure on Right - open accordion style bio folds on unfinished black alum structure. Glass needs to match existing structure.
- New Patio Enclosure on left – alum folding doors, louvred system enclosed to be used as a private dining space.
- Footprint of building stays the same.
- Portable Propane Heater Systems
- Site Line Profile
- Rear Elevation – Cement siding, color to match existing stucco color.
- Applicant did not provide sample of lap siding.
- DRB suggested using stucco, continuing lower height of parapet.
- Western Storage Room Area – make sure parapet height of storage area matches another parapet height on the building.
- Eliminates loading dock inside the curbs. No additional concrete.
- Tree – if the in the island cannot remain, Applicant will need a Landscape Plan.
- Suggested Arborist review.
- Staff suggested painting all the stucco on the building.
- Current Landscaping.

There was no public comment.

❖ Board Member Schwing offered a motion to approve the elevations and materials as presented today with the following clarifications and conditions:

1. The patio enclosure will be the louvred roof as presented vs. the plexiglass roof that was in the documents submitted.
2. The Westside Patio Enclosure storefront and glazing will match the existing building.
3. Any landscape damaged or destroyed during the construction needs to be restored to previous condition.
4. On the new storage additions: the exterior finish will be stucco with score lines and same color to match the existing stucco walls versus the lap siding proposed.
5. On the westside storage addition Arborist will review the tree adjacent to the addition for viability. If the

tree cannot stay, Applicant will submit a landscaping plan for approval that provides screening for the wall.

6. Applicant will paint all stucco on the building the current color.
7. And the parapet height on the westside storage addition will match one of the existing parapet heights on that side of the building.

- Board Member Corkill seconded the motion.
- Motion carried (7-0-)

IX. ADJOURNMENT

Chairman Kramer adjourned the meeting at 10:02 am.