

DESIGN REVIEW BOARD  
Meeting Minutes  
January 27, 2021 – 6:00 P.M.

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Call to Order (6:05 pm)

Members Present: Joshua Word, Kate Henry, Holly Jeffreys, and Sasha Ugi

Members Absent: Alicia Barber and Rex Hamre

City Staff Present: Andrew Russell, Deputy Director of Planning and Development; Jocelyn Leitch, Planner I

I. Approval of minutes: DRB Meeting – December 30, 2020

**Motion to approve the December 30, 2020 meeting minutes made by Joshua Word and seconded by Holly Jeffreys**

**Vote: Passed, Unanimous 3-0-1 (Sasha Ugi abstained)**

II. Review of Meeting Procedures

Andrew Russell gave a brief overview of the DRB meeting procedures.

III. New Business

A) PZ2021-712: Development of Community Impact (DCI) and Rezoning for the construction of an industrial distribution development

1. Jocelyn Leitch gave a brief presentation of the proposed DCI project and invited the applicant to present; and responded to questions from the Board.
2. Andrew Russell stated that the City did not receive any public comments, and responded to questions from the Board.
3. Andrew Pearson, Bob Voyles and Randy Holmes with 7 Oaks; Alex Hensley with Kimley-Horn; and Jared Callis, Neal MosKowitz, and Barbara Joslin with BL Companies, presented on behalf of the application. The development team stated that the intent is for the trails in the stream buffer to cross the stream and presented an architectural site plan showing the connections over both streams. The applicant clarified that the stream is already piped in areas. The applicant confirmed that they have submitted a 7460 Form to FAA and have been communicating with them. They have initial confirmation from a consultant that they should be fine in regards to height. The applicant stated that the building may not qualify for LEED. The applicant clarified that the tenants of the VC lots would not have access to the parking areas in the IT parcel. The applicant clarified that the only publicly-accessible open space is essentially the walking

trails shown in the stream buffer. The applicant clarified that the overnight loading is on the north side of the property.

4. Kate Henry and Joshua Word asked staff for clarification regarding where streetscape is not being installed along the property frontage.
5. Joshua Word had concerns that the development would fit in better in rural Georgia; and concerns about how the façade facing Catalina Dr looks and interacts with the streetscape and street, the lack of street activation and promotion of pedestrian connectivity from the trails in the stream buffer areas to the street. Josh asked whether there is an opportunity to construct a table-top deck.
6. Kate Henry had concerns about the applicant meeting FAA heights, and stated to staff that it is very important and recommends it be addressed prior to DCI submittal. Kate had concerns about the amount of overall parking, parking being put around the streams buffer areas, open space, location of the dumpster, proximity of development to residential uses, and retaining wall heights.
7. Holly Jeffreys had concerns about the operation hours and the impact on nearby residences regarding traffic.
8. Sasha Ugi had concerns about parking and the impact on the stream buffers.
9. The Board and the applicant discussed the application.
10. The Board discussed their draft recommendations.
11. Andrew Russell reviewed the Board's recommendations with the Board and read the recommendations back to the Board.

The Board recommended the following action on the variance and waiver requests:

The Board recommended approval of the following Variances:

1. Variance from Section 230-27(a)(1) to not construct the exterior building façade materials, primarily of brick, glass, wood, stucco, or stone.
2. Variance from Section 230-27(a)(2) to allow textured concrete masonry to constitute the majority of any side of the building.
3. Variance from Section 230-27 (a)(6)(a) to reduce the required fenestration from 50% to 10% on a local street.
4. Variance from Section 230-27 (a)(6)(d) to allow the length of facade without intervening fenestration or entryway to exceed 20 linear feet.
5. Variance from Section 230-27 (a)(6)(e) to allow reflective glass and opaque fenestration.

6. Variance from Section 230-27 (a)(7) to allow each street facing façade to not be treated architecturally as the primary façade.
8. Variance from Section 230-27 (c)(1) to not meet building massing requirements.
10. Variance from Section 250-2(a)(3)(a) to exceed maximum number of required parking spaces.
11. Variance from Section 250-7 (a)(1) to allow parking between the building and the street on a through-lot facing Burk Dr.
13. Variance from Section 230-1(b) to not provide the 50-foot zoning buffer between industrial and single-family residences.
14. Variance from Section 230-27(g) to allow accessory mechanical systems to be located between the building and the street.
15. Variance from Section 230-6(d)(1) to allow retaining walls in the rear and side yard to exceed eight feet in height.
20. Variance from Section 230-27(a)(8) to place service entrances, utility closets, and other similar features oriented toward a public street.
21. Variance from Section 230-30(a)(3) to limit the amount of public accessible open space to approximately 2.5% from the 50% requirement.
22. Variance from Section 250-2(a)(3)(b) to allow spaces in excess of the required number of parking spaces to not be “grasspaved” or “grasscrete” in the off-street parking lots.
23. Variance from Section 250-7(a)(12)(b) to not provide a raised 5-foot-wide pathway from parking aisles to the nearest building entrance and adjacent streets.
24. Variance from Section 250-20(a)(1) to allow loading activities within 150 feet of residential uses beyond the permitted Monday through Friday from 7:00 a.m.—10:00 p.m. and on Saturdays from 9:00 a.m.—9:00 p.m.
25. Variance from Section 250-7(a)(8) to not provide inter-parcel connectivity.

The Board recommended denial of the following Variances:

9. Variance from Section 230-9 for the building to not receive Sustainable Certification.
12. Variance from Section 240-7(b)(8)(e) to allow the dumpster not to be located in the rear yard.
16. Variance from Section 230-26(e) to not install the required landscape zone.
17. Variance from Section 230-26(f) to not install the required sidewalk clear zone.

The Board had no recommendation on the following Variances:

7. Variance from Section 230-27 (a)(12)(a)(1) to allow primary pedestrian access to all sidewalks not face and be visible from the public street.
18. Variance from Section 230-26(g) to not install the required supplemental zone.
19. Variance from Section 230-26(g)(1)(a)(8) to place storage, utility rooms, restrooms or other accessory service uses adjacent to the supplemental zone.
26. Variance from Section 310-19 (a)(1) to not maintain an undisturbed natural vegetative 50 ft stream buffer.
27. Variance from Section 310-19 (a)(2) to install impervious surface in the 75 ft stream buffer.

The Board recommended approval of the following Waivers:

1. Waiver from Section 300-17(a)(5) to allow a newly created block face to be more than 600 feet, as measured from street curb to street curb.
2. Waiver from Section 300-17(b) to not install alleys, pedestrian ways, or bike paths on access easements in blocks over 500 feet long.
3. Waiver from Section 300-17(c) to allow non-residential developments with more than 600 feet of frontage along a single street to be divided by streets into blocks having a maximum length of 400 feet measured from street curb to street curb.
5. Waiver from Section 320-12(b) to not meet planting ratio required for the 50-foot-wide planted zone buffer.
7. Waiver from Section 320-21(a)(3) to not install a strip of land at least ten feet wide between the parking and the streetscape.
9. Waiver from Section 320-21(a)(5) to not provide a five-foot wide landscape strip where the parking lot abuts side or rear property lines.
10. Waiver from Section 320-21(a)(8) to not provide pedestrian walkways connecting ground level parking to public sidewalks and all building entrances.
11. Waiver from Section 350-2(a)(1)(h) to not provide a 5-foot-wide pedestrian walkway connecting ground level parking to the public sidewalks and to all building entrances
13. Waiver from Section 350-2(a)(1)(c) to exceed the maximum driveway of 24 feet.
14. Waiver from Section 350-2(a)(1)(f) to allow more than one curb cut.
15. Waiver from Section 350-2(a)(2)(a) to allow driveway spacing to be less than the minimum requirement.

The Board recommended denial of the following Waivers:

6. Waiver from Section 320-21(a)(1) to not install landscape islands that are 200 sf and 10 ft wide.
8. Waiver from Section 320-21(a)(4) to not provide a five-foot grass strip with curb at head-to-head parking.
12. Waiver from Section 350-6(b)(1) to not install granite curbing.
16. Waiver from Section 350-25(a) to not bury all overhead utilities.

The Board had no recommendation on the following Waivers:

4. Waiver from Section 320-12(a) to disturb the existing vegetation in the 50-foot-wide planted zoning buffer.

The Board recommended the following conditions of approval:

1. The applicant shall provide additional use of glazing and faux window treatments to provide further activation of the east façade and the public street. Board

recommends glazing be incorporated specifically at the back of house door locations on the east façade.

2. The applicant may exceed the maximum number of required spaces but only as can be provided in a parking deck. There needs to be greater effort put into accommodating parking in a structure.
3. The dumpster may be placed between the building and Burk Drive.
4. Recommend that the above-ground RPZ only be allowed to be installed between the building and the street if the applicant provides documentation from DeKalb Watershed stating that an in-ground device or a relocation of the RPZ to meet Chamblee code is not allowed by them.
5. The retaining wall on the north side of the southern stream buffer shall be denied. The wall shall be tiered and planted and meet the 8-ft wall height and no segment of the tiered wall system shall exceed that height.
6. The applicant shall explore creative ways of installing the streetscape on Burk Dr to seek to protect specimen trees that would be negatively impacted by the traditional streetscape.
7. Reconfigure the parking on the site to activate available space for publicly-accessible open space.
8. Recommend seeking to reconfigure site to structure some of the parking allowing additional open space while also activating available space in the plan. This includes the portion of the parcel along Burk Dr, as well as opportunities for open space and public-access along the southern stream during stream bank restoration.
9. Variance 24 shall be granted only for activity in the truck lot to the north of the building, and not for loading activities in other areas of the site.
10. The applicant shall provide inter-parcel connectivity from the southern parking lot to the VC-zoned lot to the south.
11. Recommend stream bank restoration and connected path from Catalina Dr to Burk Dr in the southern stream area; and recommend stream bank restoration as appropriate on the northern stream.

**Motion:**

**Motion to recommend the action above to City Council was made by Joshua Word, and seconded by Holly Jeffreys.**

**Vote: Passed, Unanimously 4-0**

IV. Other Business

Andrew Russell welcomed Sasha Ugi to the Board

The Board members congratulated Sasha on her appointment.

V. Adjournment

**Motion:**

**Motion to adjourn was made by Kate Henry, and seconded by Josh Word.**

**Vote: Passed, Unanimously 4-0**

**The meeting was adjourned at 9:08 PM.**