

# DESIGN REVIEW COMMISSION June 7, 2023 MEETING AGENDA:

- I. CALL TO ORDER
- II. APPROVAL OF AGENDA
- III. APPROVAL OF MINUTES
- IV. OLD BUSINESS NONE
- V. NEW BUSINESS ACTION ITEMS
  - a. Commission to make a recommendation for BeBe Hair Braiding 841 Highway 138; Parcel No. 13210D B004; New Wall Sign for New Business.
  - b. Commission to make a recommendation for Residence 203 West Mill Street; Parcel No. 13241C B002; New house for vacant lot in Historic Residential Overlay.

### VI. ADJOURNMENT



### CITY OF JONESBORO, GEORGIA COUNCIL Agenda Item Summary

Agenda Item #

5.a

**COUNCIL MEETING DATE** June 7, 2023

Requesting Agency (Initiator)

Sponsor(s)

**Design Review Commission** 

Community Development Director Allen

**Requested Action** (Identify appropriate Action or Motion, purpose, cost, timeframe, etc.)

Commission to make a recommendation for BeBe Hair Braiding – 841 Highway 138; Parcel No. 13210D B004; New Wall Sign for New Business.

Requirement for Board Action (Cite specific Council policy, statute or code requirement)

City Code Section 86-489 and 86-490 – Sign Standards

Is this Item Goal Related? (If yes, describe how this action meets the specific Board Focus Area or Goal)

Yes

Beautification, Community Planning, Neighborhood and Business Revitalization

Summary & Background

(First sentence includes Agency recommendation. Provide an executive summary of the action that gives an overview of the relevant details

Agency recommendation - Approval of panel; Recently, Be Be Hair Braiding received a business license for one suite in the commercial center at 841 Highway 138 Spur. The property is currently zoned MX (Mixed Use) and only has frontage on Hwy.138.

The proposed wall sign panel will be located above the front door awning, as it has been with other businesses in the past. The one-sided sign will be 27.5 square feet in area, well below the 150 square foot maximum. The sign will comprise 6.9% of the suite's façade, just below the 7.5% allowed. The sign will be painted metal and not illuminated.

Fiscal Impact

(Include projected cost, approved budget amount and account number, source of funds, and any future funding requirements.)

Private Owner

Exhibits Attached (Provide copies of originals, number exhibits consecutively, and label all exhibits in the upper right corner.)

- Agenda Cover Sheet BeBe Braiding Sign
- Application
- **Existing Building**
- New Sign Design
- Acceptance Letter

FOLLOW-UP APPROVAL ACTION (City Clerk)			
Typed Name and Title Melissa Brooks, Interim City Clerk	Date June, 7, 2023		
Signature	City Clerk's Office		
			Packet Pg. 2

**Approval** 

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CITY OF JONESBORO DESIGN REVIEW COMMITTEE  Agenda Item Summary		Agenda It 5.a.a
		COUNCIL MEETING DAT
Requesting Agency Community Development (Solime	Katagna, applicant)	
Requested Action (Identify appropriate Action or	Motion, purpose, cost, timeframe, etc.)	
Review of new wall sign panel		
Requirement for Board Action (Cite specific City Code Section 86-489 and 86-		
Is this Item Goal Related? (If yes, descri	ibe how this action meets the specific Board Focus Area or Goal)	
Summary & Background	(First sentence includes Agency recommendation. Provide an executive the relevant details for the item.)	e summary of the action that gives an overview
the past. The one-sided sign will be	be located above the front door awning, as it had be 27.5 square feet in area, well below the 150 squade, just below the 7.5% allowed. The sign w	square foot maximum. The sign
Fiscal Impact / Funding Source	(Include projected cost, approved budget amount and account number requirements.)  Private Owner	r, source of funds, and any future funding
Exhibits Attached (Provide copies of orio	ginals, number exhibits consecutively, and label all exhibits in the	upper right corner.)
Sign application, site pictures, s	•	

FOLLOW-UP APPROVAL ACTION (City Manager)		
Phone	Office	
Date	-	
	Phone	

David Allen, Community Development Director, 770.570.2977

Revised 03/12/09 (Previous versions are obsolete)

**Staff Recommendation** 

**Approval** 



### **CITY OF JONESBORO**

124 North Avenue Jonesboro, Georgia 30236 City Hall: (770) 478-3800 Fax: (770) 478-3775 www.jonesboroga.com

# SIGN PERMIT APPLICATION

ATTACH ADDITIONAL PAGES IF NECCESSARY. ALL ATTACHMENTS MUST BE NUMBERED. INDICATE THE PAGE NUMBER OF ATTACHMENT IN THE SPACES PROVIDED FOR EACH RELEVANT ANSWER. USE A SEPARATE PAGE FOR EACH NECESSARY QUESTION/ANSWER ATTACHMENT.

ANY MISSTATEMENT OR CONCEALMENT OF FACT IN THIS APPLICATION SHALL BE GROUNDS FOR REVOCATION OF THE LICENSE ISSUED AND SHALL MAKE THE APPLICANT LIABLE TO PROSECUTION FOR PERJURY. PLEASE DO NOT LEAVE ANY AREAS UNANSWERED.

**APPLICATION FEE: \$60.00** (Non-Refundable). The Sign Permit fee is an additional cost. The City of Jonesboro will calculate and advise fees due.

Administrative fee	(flat fee) \$60.00
Area of Sign 1-10ft <sup>2</sup>	(flat fee) \$35.00
Area of Sign 11-25ft <sup>2</sup>	(flat fee) \$60.00
Area of Sign 26-50ft <sup>2</sup>	(flat fee) \$90.00
Area of Sign 51ft <sup>2</sup> and greater	(flat fee) \$120.00
Temporary Signs Two permits allowed per property per year. First is free and a flat fee is required for 2nd permit.	(flat fee for second permit) \$30.00

Date of Application:
PLEASE PRINT OR TYPE This is an application for authorization to erect/change signage. A permit fee of \$ will be charged and must be submitted with this application, and is based on the City of Jonesboro Schedule of Fees. The signage fees are based on independent sign size. A separate application is required for each new sign or for any change to an existing sign.
Once authorization has been given, and within 10 days of work completion, the applicant must request in writing a final permit. Included with your final permit request must be a current and dated photograph of each face of the sign and a signed affidavit that the photographs are accurate, with a statement that the sign was erected/changed as described in the application. False statements made on this application are grounds for revocation of the sign permit authorization
The city shall process all sign authorizations/permit applications, within 45 days of the city's receipt of completed application. Once written authorization has been issued, all work must be completed within 180 days. If, after 180 days, the City has not received report of completion, the authorization shall become null and void and no final permit will be issued.
Description of Permit
Please check:  New Sign Change to Existing Sign Ground Sign Window Sign Subdivision Sign Projecting Sign Wall Sign Entrance Sign Special Event Sign Other (describe below)
Please check:  New Sign  Change to Existing Sign  Ground Sign  Window Sign  Subdivision Sign  Projecting Sign Wall Sign  Entrance Sign  Special Event Sign
Please check:  New Sign  Change to Existing Sign  Ground Sign  Window Sign  Subdivision Sign  Projecting Sign Wall Sign  Entrance Sign  Special Event Sign
Please check:  New Sign Change to Existing Sign Ground Sign Window Sign Subdivision Sign Projecting Sign Wall Sign Entrance Sign Special Event Sign Other (describe below)
Please check:  New Sign Change to Existing Sign Ground Sign Window Sign Subdivision Sign Projecting Sign Wall Sign Entrance Sign Special Event Sign Other (describe below)  Property Owner or Applicant Information
Please check:    New Sign

X

Jonesboro Property Information			
Existing Uses and Structures: Hair Braiding Shop.			
Surrounding Uses and Structures: (See Official Zoning Map):			
Surrounding Zoning:			
North: South: East: West:			
Property Address of Sign:			
Complete dimensions and total area of the sign: $4 \times 7 = 2889$ , ff.			
What is the position of the sign in relation to nearby buildings/structures and other signs?			
What is the position of the sign in relation to nearby buildings/structures and other signs? $2mQ$			
What are the setbacks from right-of-ways, property lines and easements?			
Name of person, firm, corporation or association erecting the sign is:  Digital Imaging Solutions			
Name of business/activity at the address where the sign is to be erected:  Be Be Hair Braiding			
Is this in a planned development?			
7			

Attach to this application a written description of all other signs located on the lot, indicating the sign type, size and placement. (Master Signage Plan)

Include one accurate scale drawing of the sign plans you are requesting a permit for. Include:

- Metal +
  Acrylics-LED's
- specifications and method of construction
- materials used in the construction of the sign itself
- how the sign(s) will be attached to the building or ground
- a scale drawing of the site showing driveways, structures, existing and proposed signs
- any other limiting site features.
- · Indicate if the sign will be illuminated

NOTE: BE SURE OF YOUR LOCATION PRIOR TO ERECTING SIGN. CALL CODE ENFORCEMENT FOR VERIFICATION (770) 478-740

I HEREBY CERTIFY THAT THE ABOVE INFORMATION AND ALL ATTACHED INFORMATION IS TRUE AND CORRECT:

Date: 05/08/2023	Signed: Charles E. Haddy
Notary:	SEAL

FOR OFFICE USE ONLY:	
Date Received://20	Received By:
Fee Amount Enclosed: \$	
Date Approved://20	
Date Denied//20	
Permit Issued//20	
Comment:	
***************************************	

Attachment: Existing Building (3411: 841 Hwy 138)

# Google Maps Jonesboro, Georgia



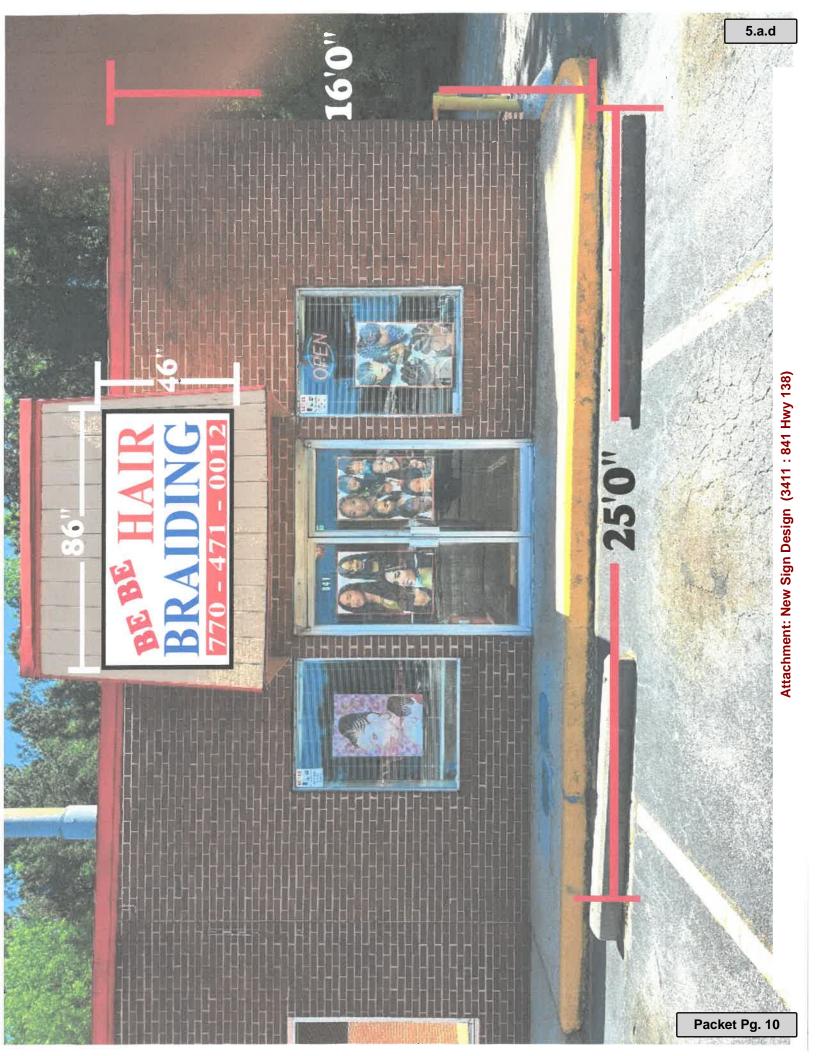
Image capture: Mar 2022 @ 2023 Google

825 GA-138

Street View & 360°

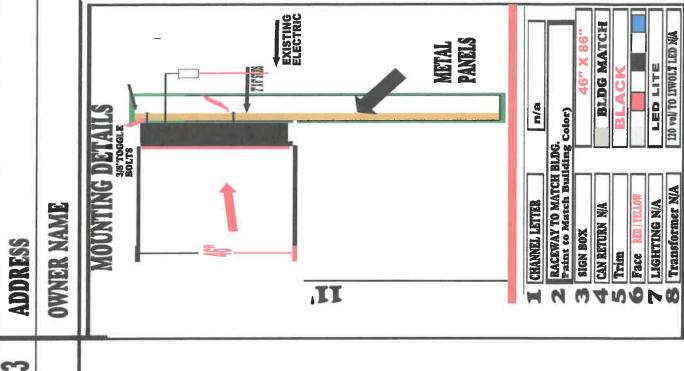
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Packet Pg. 9



CHANNEL LETTER







770 - 905 - 1870 TYPE OF SIGN

FAX

charlecoaddv@hollcomth not

Attachment: New Sign Design (3411:841 Hwy 138)

DMAIL



### MEMORANDUM

To: Solime Katagna

7581 Crimson Court Jonesboro, Ga. 30236

From: David D. Allen

City of Jonesboro 1859 City Center Way Jonesboro, GA 30236

**Date:** June 2, 2023

Re: Notification of Request for Design Review Commission – Wall sign panel; 841

Highway 138; Parcel No. 13210D B004

### Dear Applicant,

This letter is to serve as notification that the City of Jonesboro, Design Review Commission, has accepted your request for review of a wall sign panel for the property located at 841 Highway 138, Jonesboro, Georgia.

A hearing has been scheduled for Wednesday, June 7, 2023 at 4:30 pm before the Design Review Commission at 1859 City Center Way to consider the request as described above. Your presence is recommended.

Sincerely,

David D. Allen

Community Development Director / Zoning Administrator





### CITY OF JONESBORO, GEORGIA COUNCIL Agenda Item Summary

Agenda Item #

**COUNCIL MEETING DATE** June 7, 2023

Requesting Agency (Initiator)

Sponsor(s)

**Design Review Commission** 

Community Development Director Allen

**Requested Action** (Identify appropriate Action or Motion, purpose, cost, timeframe, etc.)

Commission to make a recommendation for Residence - 203 West Mill Street; Parcel No. 13241C B002; New house for vacant lot in Historic Residential Overlay.

Requirement for Board Action (Cite specific Council policy, statute or code requirement)

Section 86-111. Historic Residential Overlay Standards; Sec. 86-97. R-2 Single Family Residential Regulations

Is this Item Goal Related? (If yes, describe how this action meets the specific Board Focus Area or Goal)

Yes

Beautification, Community Planning, Neighborhood and Business Revitalization, Historic Preservation

Summary & Background

(First sentence includes Agency recommendation. Provide an executive summary of the action that gives an overview of the relevant details

Agency recommendation - Approval of house exterior design; Last summer, a new home at 207 West Mill Street was approved by the Design Review Commission and Historic Preservation Commission. Now, the same builder would like to build a similar home at the adjacent vacant lot - 203 West Mill Street.

The property is in the Historic Residential Overlay, subject to the requirements of Sec. 86-111.

(a) Purpose. The purpose of the historic residential overlay is to protect and enhance the character of the city's historic neighborhoods by establishing architectural standards for regulation of exterior rehabilitation and new construction. The City of Jonesboro is committed to preserving its historic structures and the special character of the historic neighborhoods. These neighborhoods reflect a variety of architectural styles that have contributed to the city's historic built environment.

### **Historic Residential Overlay standards:**

- (2) New construction. New buildings shall be compatible with surrounding historic structures and shall contribute to the character to the area. Prevalent architectural styles in the overlay shall guide new development. (See article VII, Architectural style and scale for guidance on specific historic styles and building materials traditionally found in Jonesboro.)
- a. Scale and form.
- 1. New buildings shall be compatible with the existing scale, form and placement of nearby historic homes in terms of foundation and story heights, roof height, shape and pitch, number of stories, width, depth and building setback.
- 2. The maximum heated floor area of infill development shall not exceed 150 percent of the average heated floor area of single-family detached dwellings located on the same street for a distance of 600 feet in either direction. Total square footage (both stories) will be 2667 square feet.
- 3. The maximum building height for infill development shall be determined by the maximum building height of single family detached dwellings located on the same street for a distance of 600 feet in either direction. The proposed house is two-story on a street with one-story houses.
- b. Materials and color.
- 1. The predominant exterior siding material, or a modern material that creates a similar texture or appearance, shall be used. Wood siding proposed.
- 2. The use of brick is encouraged for chimneys. No chimney proposed.

FOLLOW-UP APPROVAL ACTION (City Clerk)			
Typed Name and Title Melissa Brooks, Interim City Clerk	Date June, 7, 2023		
Signature	City Clerk's Office		
			Packet Pg. 13

- 3. Prohibited exterior materials include synthetic materials with a false wood grain, vinyl siding, brick veneer, concribiock, and the use of materials that do not complement the architectural or historic style of the structure.
- 4. Brick and paint colors shall be compatible with the style of the structure and with surrounding historic structures.
- 5. Neon colors are prohibited. Not used
- 6. Primary colors may be acceptable for trim or accents pending review and approval by the director of downtown development.
- c. Doors and windows.
- 1. Window and door placement, shape, and dimensions shall be compatible with the pattern on nearby historic structures.
- 2. Blank wall facades are discouraged. Not enough variety in façade.

Sec. 86-97. - R-2 single family residential district regulations.

- (a) Purpose. The R-2 single family residential district is established to provide for single family detached dwellings on individual lots having a minimum area of one-half acre. The district is intended to create and preserve a neighborhood setting free of non-residential uses as well as higher density residential uses. Public and institutional uses traditionally found in low density neighborhoods are compatible with the R-2 district. Such development is typically served by a network of local streets to minimize traffic impacts on the neighborhood.
- (b) Development standards. Unless otherwise provided in this chapter, uses permitted in the R-2 district shall conform to the following development standards:
  - (1) Minimum lot area: 21,780 square feet (1/2-acre)
  - (2) Minimum lot width: 100 feet 1
  - (3) Minimum front yard: 35 feet 2
  - (4) Minimum side yard: 15 feet 3
  - (5) Minimum rear yard: 35 feet
  - (6) Minimum floor area per dwelling unit: 1,600 square feet
  - (7) Maximum building height: Two stories and 35 feet
  - (8) Maximum lot coverage: 35 percent

The design is nearly identical to the house approved on the adjacent lot in 2022.

- 8-foot-deep porches
- Millwork around front windows (decorative headers)
- Metal roof on porch
- More color balance in front
- Color palette provided
- All vertical siding now provided and shake shingles provided also

Fiscal Impact

(Include projected cost, approved budget amount and account number, source of funds, and any future funding requirements.)

Private Owner

Exhibits Attached (Provide copies of originals, number exhibits consecutively, and label all exhibits in the upper right corner.)

- Agenda Cover Sheet New House 203 West Mill Street
- Property Picture
- House Design
- Acceptance Letter

**Approval** 

# Attachment: Agenda Cover Sheet - New House 203 West Mill

CITY
VONESBOR

# CITY OF JONESBORO DESIGN REVIEW COMMITTEE Agenda Item Summary

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**COUNCIL MEETING DAT** 

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Community Development (Carlos Soler, applicant)

Requested Action (Identify appropriate Action or Motion, purpose, cost, timeframe, etc.)

Review of new home exterior

Requirement for Board Action (Cite specific Council policy, statute or code requirement)

Section 86-111. Historic Residential Overlay standards; Sec. 86-97. R-2 single family residential regulations.

Is this Item Goal Related? (If yes, describe how this action meets the specific Board Focus Area or Goal)

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(continued page 2)

**Fiscal Impact / Funding Source** 

(Include projected cost, approved budget amount and account number, source of funds, and any future funding requirements.)

Private Homeowner

**Exhibits Attached** (Provide copies of originals, number exhibits consecutively, and label all exhibits in the upper right corner.)

Existing residence pictures, proposed floor plans and elevations

FOLLOW-UP APPROVAL ACTION (City Manager)		
Typed Name and Title	Phone	Office
Signature	Date	

Continued Page 2 of 3

### Staff Recommendation

**Approval** 

David Allen, Community Development Director, 770.570.2977

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Continued

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6/2/23, 3:59 PM

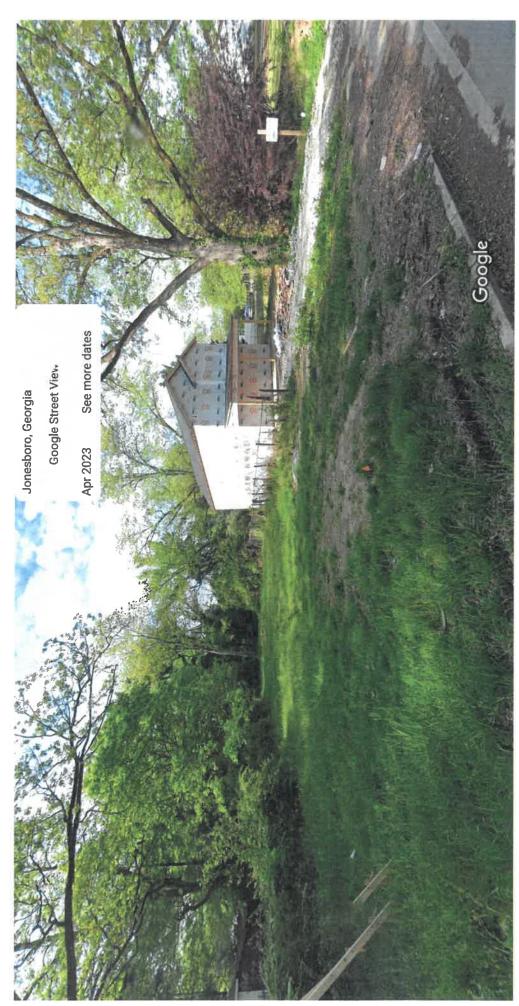


Image capture: Apr 2023 © 2023 Google

203 W Mill St

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Street View & 360°

Attachment: Property Picture (3412: 203 West Mill Street Home)

## 203 W MILL ST Single family residence

203 W MILL ST, JONESBORO GA 30236

OWNER:

MASANI CONSTRUCTION 2974 LOOKOUT PL NE SUITE 150 ATLANTA, GA 30305

(407) 666-7407

**DESIGN:** 

MASANI STUDIO 2974 LOOKOUT PL NE SUITE 150

ATLANTA, GA 30305 (407) 666-7407

SCOPE OF WORK:

CONSTRUCTION OF A 2 STORY SINGLE FAMILY RESIDENCE

Layout Page Table					
Label	Title	Description	Comments		
A-1	COVERED SHEET				
A-2	2 STORY LAYOUT				
A-3	PROPOSED ELEVATIONS				
A-4	PROPOSED COLOR PALETTE				
A-5	LANDSCAPING PLAN				
S-1	FUNDATION LAYOUT				
S-2	CEILING FRAMING LAYOUT				
5-3	ROOF FRAMING LAYOUT				
S-4	WALL SECTION DETAIL				

Sqf 1st Floor: 1337.46 ft<sup>2</sup> Sqf 2nd Floor: 995.21 ft<sup>2</sup> Sqf total: 2332.67 ft<sup>2</sup>

### **CONSTRUCTION CODES**

The following will be the State of Georgia's minimum Standard Construction Codes: International Building Code.

2018 Edition, with Georgia Amendments (2018)

International Residential Code.

2018 Edition, with Georgia Amendments (2017)

International Fire Code,

2018 Edition, with Georgia Amandments (2014)

International Plumbing Code,

2018 Edition, with Georgia Amendments (2014)(2015)

International Mechanical Code.

2018 Edition, with Georgia Amendments (2015)

International Fuel Gas Code,

2018 Edition, with Georgia Amendments (2015)

National Electrical Code,

2020 Edition, with no Georgia Amendments

International Energy Code,

2018 Edition, with Georgia Supplements and Amendments (2012)

NFPA 101

Life Safety Code 2018 Edition with State Amendments (2013)

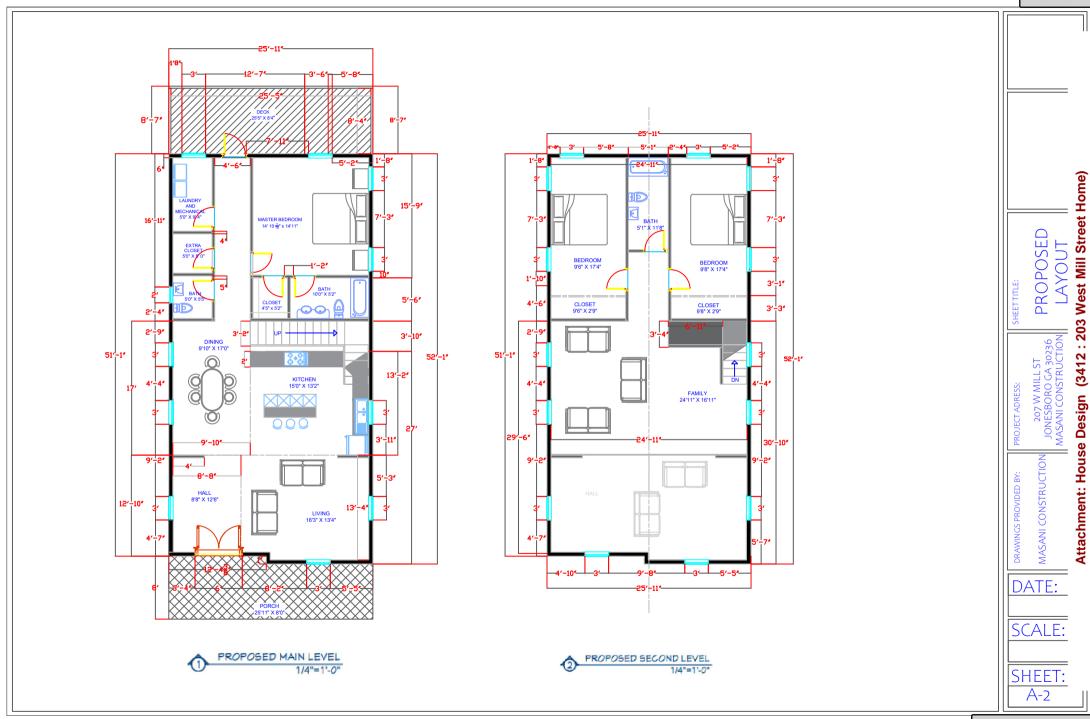
Life Safety Code 2012 Edition with State Amendments (2013)

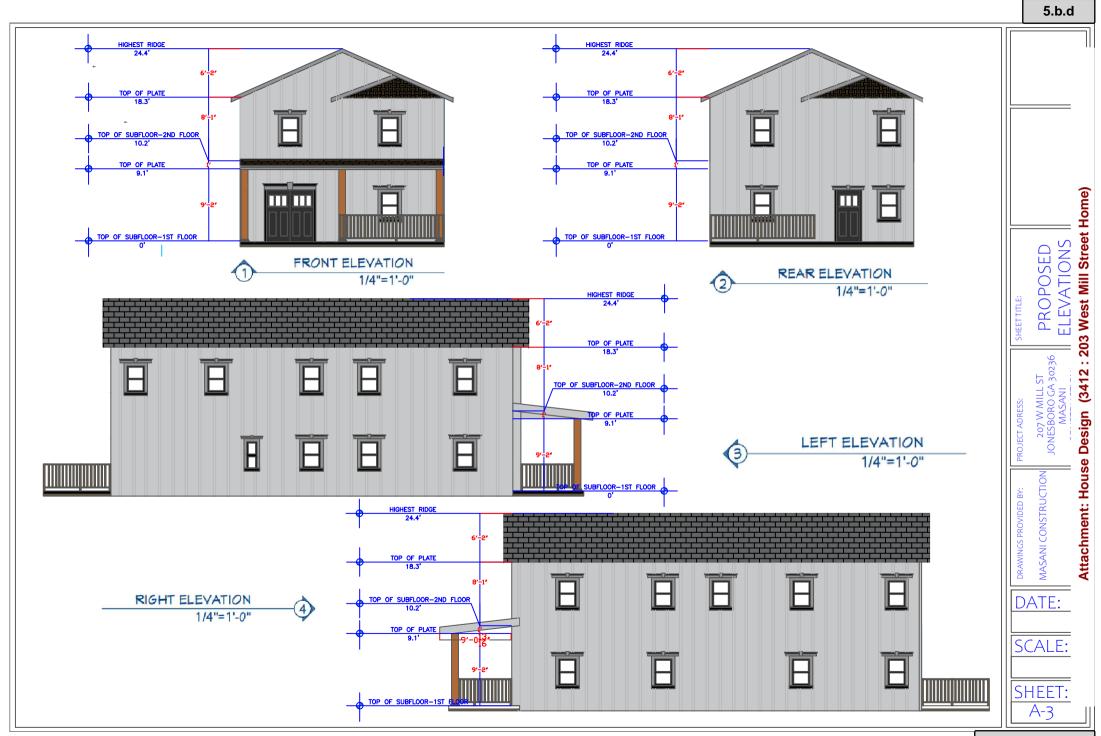
Attachment: House Design (3412: 203 West Mill Street I

DATE:

SCALE:

SHEET:









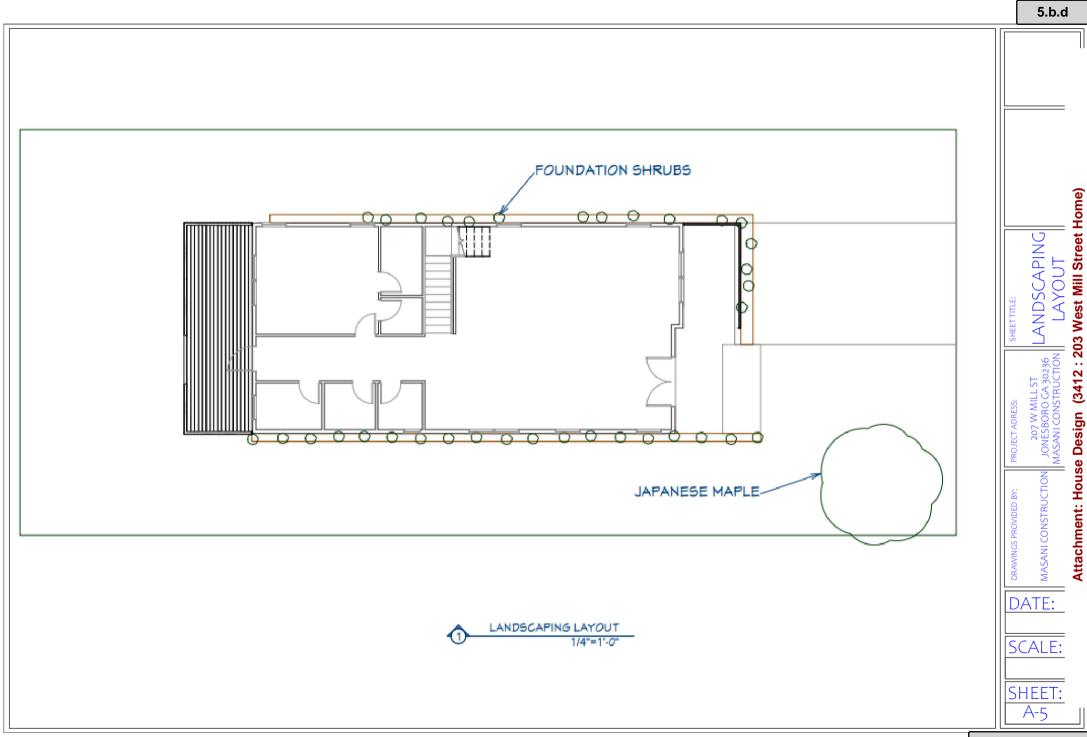


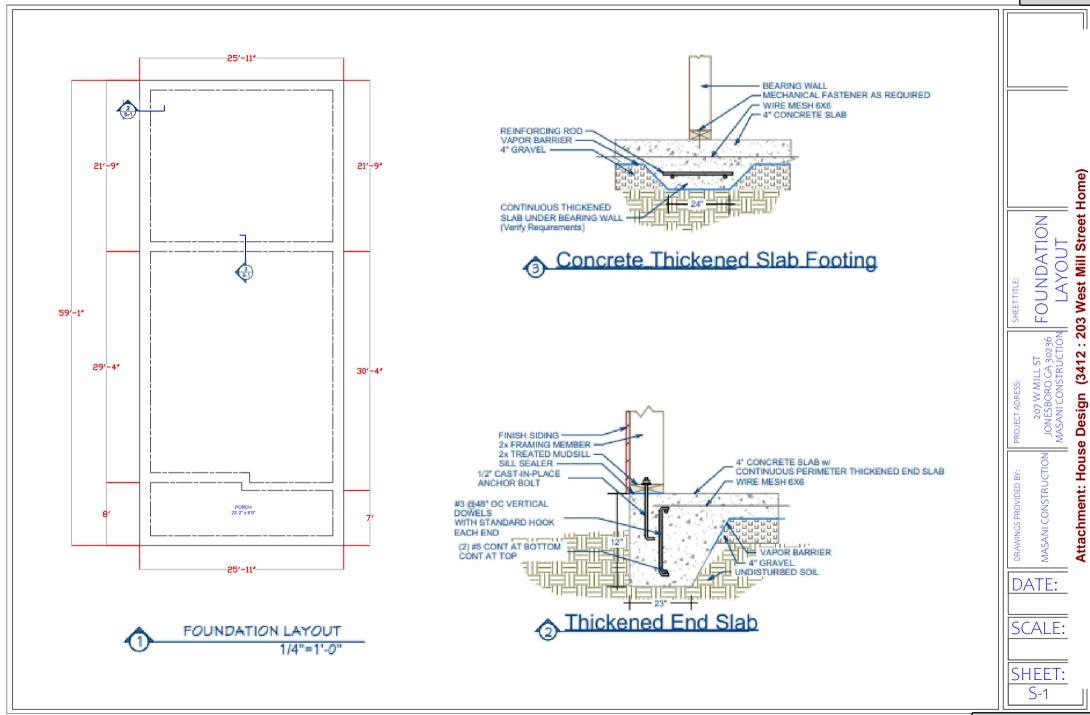
Attachment: House Design (3412: 203 West Mill Street Home) PROPOSED

DATE:

**SCALE:** 

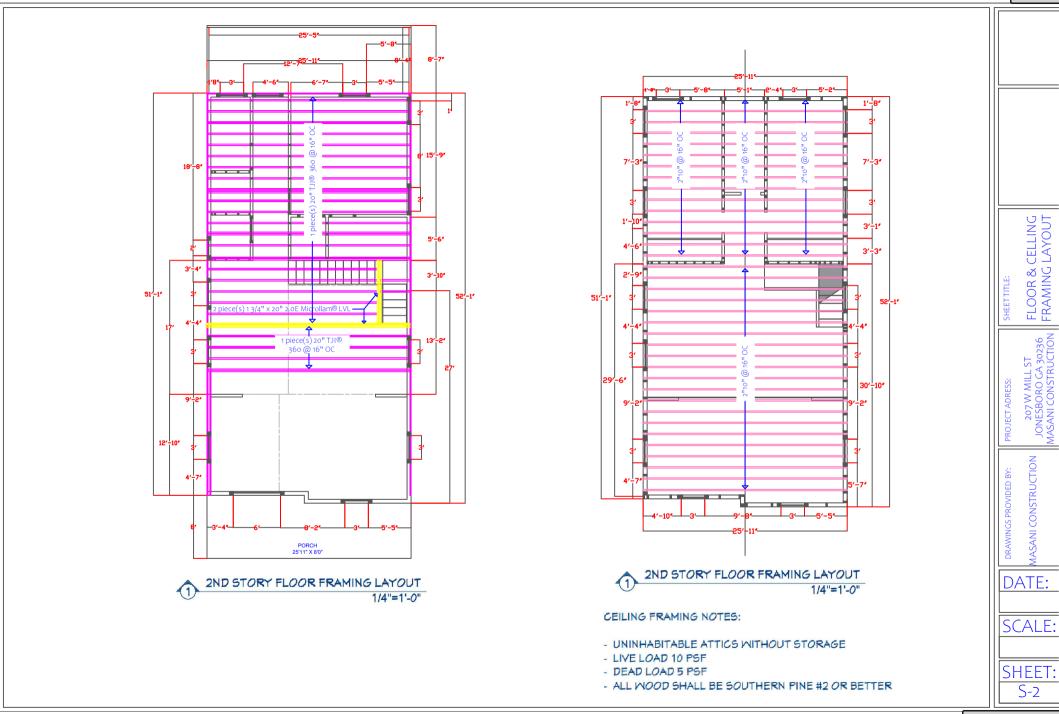
SHEET:

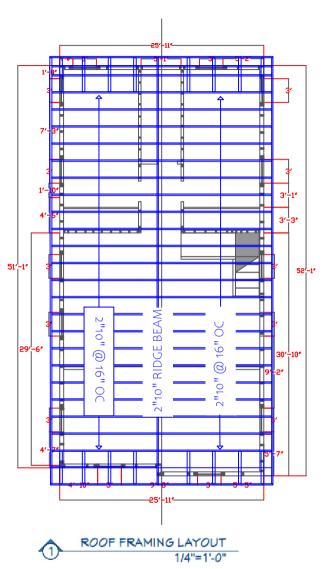




: 203 West Mill Street Home)

Attachment: House Design





### ROOF FRAMING NOTES:

- CEILING NOT ATTACHED TO RAFTERS
- LIVE LOAD 30 PSF
- DEAD LOAD 20 PSF
- ALL MOOD SHALL BE SOUTHERN PINE #2 OR BETTER

ROOF FRAMING DATE: **SCALE:** 

(3412: 203 West Mill Street Home)

Attachment: House Design

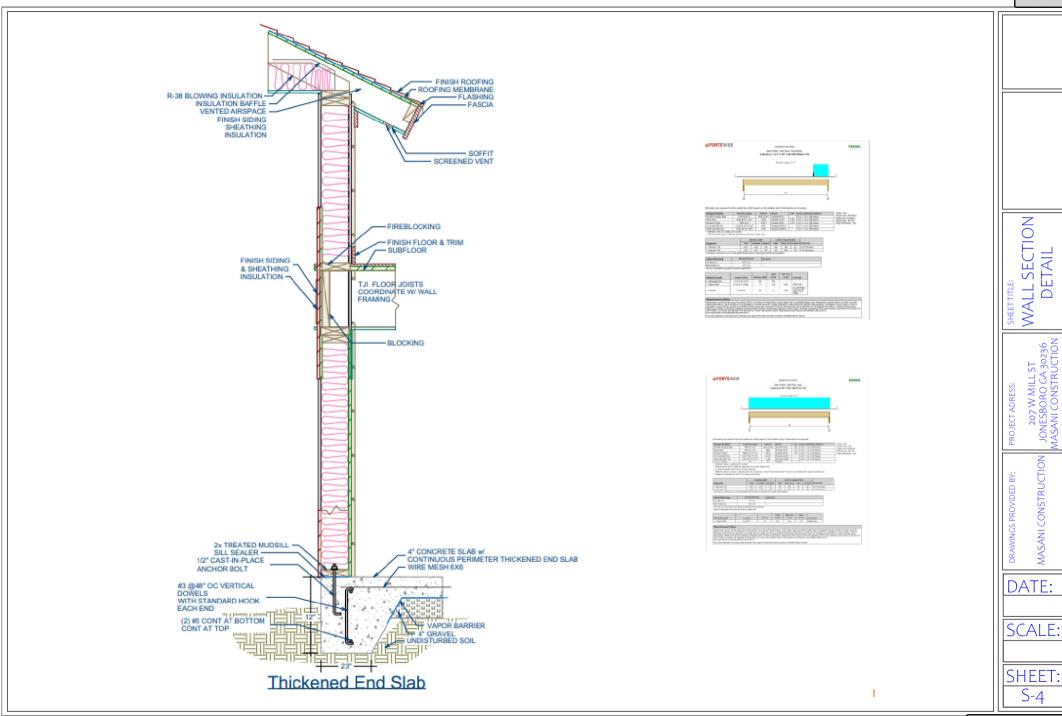
SHEET:

: 203 West Mill Street Home)

(3412

Design

Attachment: House





### MEMORANDUM

To: Carlos Soler

Jonesboro, Ga. 30236

From: David D. Allen

City of Jonesboro 1859 City Center Way Jonesboro, GA 30236

**Date:** June 2, 2023

Re: Notification of Request for Design Review Commission – New Residence; 203

West Mill Street; Parcel No. 13241C B002

Dear Applicant,

This letter is to serve as notification that the City of Jonesboro, Design Review Commission, has accepted your request for review of a new residence for the property located at 203 West Mill Street, Jonesboro, Georgia.

A hearing has been scheduled for Wednesday, June 7, 2023 at 4:30 pm before the Design Review Commission at 1859 City Center Way to consider the request as described above. Your presence is recommended.

Sincerely,

David D. Allen

Community Development Director / Zoning Administrator