

**CITY OF VESTAVIA HILLS
DESIGN REVIEW BOARD
AGENDA
JANUARY 5, 2023
6:00 P.M.**

Roll Call.

Approval of minutes – December 1, 2022

- (1) D-22-6** Fred Acton is requesting **Final Review of Materials** for the property located at **3224 Cahaba Heights Rd.** The purpose of this request is for renovation to an existing building. The property is owned by Fred Action and is zoned Vestavia Hills B-3.

Time of Adjournment.

**CITY OF VESTAVIA HILLS
DESIGN REVIEW BOARD
MINUTES**

DECEMBER 1, 2022

The Vestavia Hills Landscape and Architectural Control Board met in a regular session on this date at 6:00 PM. The roll was called with the following:

MEMBERS PRESENT: Robert Thompson, Chairman
David Giddens
Mae Coshatt
Rip Weaver
Jeff Slaton
Joe Ellis
Chris Pugh
Jeff Slaton

MEMBERS ABSENT: Rip Weaver

OTHER OFFICIALS PRESENT: Conrad Garrison, City Planner

APPROVAL OF MINUTES

The minutes for November 3, 2022 were presented for approval.

MOTION Motion to dispense with the reading of the minutes for October 4, 2022 was made by Mrs. Coshatt and 2nd was by Mr. Giddens. Motion as carried on a voice vote as follows:

| | |
|-------------------|--------------------|
| Mrs. Coshatt– yes | Mr. Giddens – yes |
| Mr. Pugh – yes | Mr. Ellis– yes |
| Mr. Pugh – yes | Mr. Thompson – yes |
| Motion carries. | |

LANDSCAPE REVIEW, ARCHITECTURAL REVIEW, & FINAL REVIEW OF MATERIALS

(1) D-22-6 Fred Acton is requesting **Architectural Review, Landscape Review and Final Review of Materials** for the property located at **3224 Cahaba Heights Rd.** The purpose of this request is for renovation to an existing building. The property is owned by Fred Action and is zoned Vestavia Hills B-3.

Mr. Garrison described the background of the request and stated it was for a rehab of an existing building.

Fred Acton was present to explain the plan.

The Board agreed with the plan but suggested changes and stated the material samples needed to be brought in at the next meeting.




MOTION Motion to approve Landscape & Architectural Review for 3175 Pipeline Rd. was made by Mr. Giddens with the alternate landscaping and materials being submitted for the next meeting. Second was made by Mr. Ellis. Voice vote as follows:

Mrs. Coshatt – yes
Mr. Pugh – yes
Mr. Pugh – yes
Motion carries.

Mr. Giddens – yes
Mr. Ellis – yes
Mr. Thompson – yes

Conrad Garrison
City Planner

Design Review Board Application**Applicant****Primary Location****DRB-22-6**

 Fred Acton
 2053697715
 jakeacton@actonflooring.com

3216 CAHABA HEIGHTS RD
VESTAVIA HILLS, AL 35243

Submitted On: Nov 10, 2022

Owner of Property**Name**

Fred Acton

Address

3224 cahaba Heights road

City

vestavia hills

State

alabama

Zip Code

35243

Phone Number

2053697715

Emailjakeacton@actonflooring.com

Billing/Responsible Party**Name**

Fred Acton

Address

3224 cahaba heights road

City

Vestavia Hills

State

Alabama

Zip Code

35243

Phone Number

2053697715

Emailjakeacton@actonflooring.com

Representing Attorney/Other Agent**Name**

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Address

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City

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State

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Zip Code

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Phone Number

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Email--

Description of Property

Subject Property Address

3216 cahaba heights road

Property Zoning Classification

commercial

Subdivision Name, Lot #, Block #, etc.

28 00 22 1 016 016.000

Reason for Request

Check all that apply

Preliminary Review

true

Landscape Review

--

Architectural Review

true

Final Review of Materials

--

Other

--

Detailed Explanation

roof and front facade replacement

Process

Check all that apply

New Building

--

Renovation of Existing Building

true

New Landscape Plan

--

Renovation to Existing Landscaping Plan

--

Other

--

Detailed Explanation

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Affidavit:

I do hereby declare the above statements are true and that I, the owner, and/or my duly appointed representative will be at the scheduled hearing. Simultaneously with the submittal of this application, I am hereby submitting a notarized affidavit signed by the owner of the property in the attachments section of this application. NOTE: Applications cannot be processed without the notarized owners affidavit.

Review Requirements

The following information and exhibits shall be provided and presented on your proposed project for review. The Board will review the three project components at the meeting. The Board

must approve all three components before any permit is issued. A design professional, owner, or owner representative with knowledge of design elements and project provisions should represent the project to the committee.

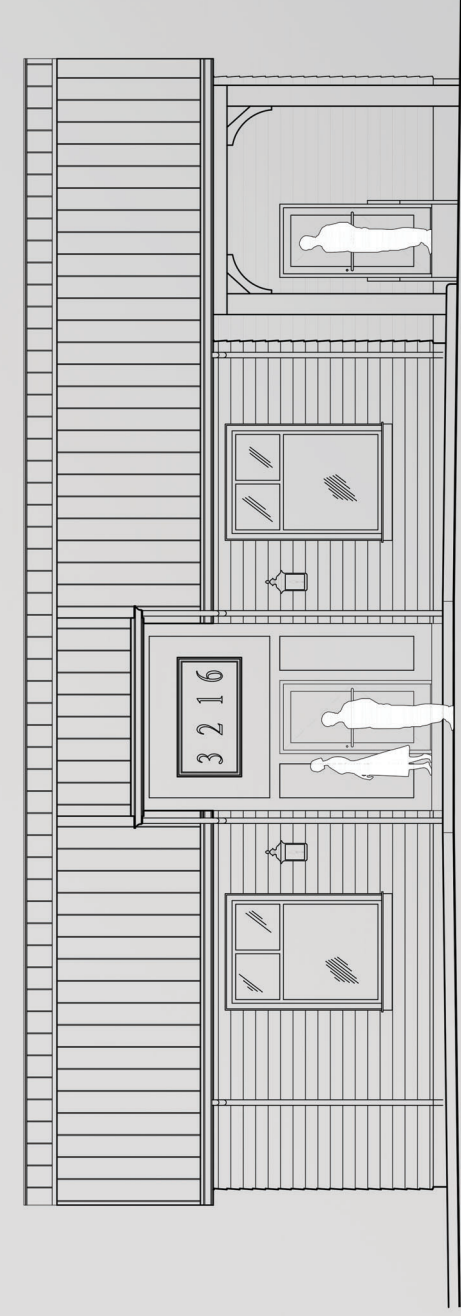
General: Provide three copies and one digital copy (pdf format) of all drawings or plans required below for review. Drawings must be to scale. These drawings should be turned in with the application. Drawings shall be folded to size 8 ½" by 11".

1. Architectural Review

- a. Site plan showing roadways, entrances, exits and parking
- b. Building elevations showing construction material, material colors, context, and protrusions. Color rendering is preferred. Roof design must be detailed.
- c. Presentation by architect or owner with knowledge of compatibility with adjacent structures, city context, etc.

2. Landscape Review

- a. Site plan showing contours, drainage containment areas, parking spaces, sidewalks, buffers, site lighting and details, etc.
- b. Landscape plan showing planting materials, designations, size, potted planting, window boxes, vines, etc. Trees will be identified by botanical name, quantity, and caliper. Shrubs will be identified by botanical name, quantity, and container size. Differentiate between existing and new landscaping.
- c. Parking lots: Provide calculations of total square footage and square footage designed for landscaping. Indicate handicapped spaces. Indicate size of parking spaces.
- d. Irrigation plan for all landscaped areas.
- e. Statement of maintenance policy and provisions.



S I T E

S T R E E T F A C A D E

