



Design Review Board

Regular Meeting
<http://www.roswellgov.com/>
~Minutes~

Chair Jeffrey Green
Vice Chair Mark Stovall
Board Member Ian Atkinson
Board Member Michael Guobaitis
Board Member Arie Kohn
Board Member Phiffer Reed

Tuesday, December 9, 2025

6:30 PM

City Hall - Council Chambers

**** Possible Quorum of Mayor and City Council ****

Welcome

I. Call to Order

The meeting was called to order at 6:33 PM by Chair Jeffrey Green
Chair Jeffrey Green: Present, Vice Chair Mark Stovall: Present, Board Member Ian Atkinson: Present, Board Member Michael Guobaitis: Present, Board Member Arie Kohn: Absent, Board Member Phiffer Reed: Late, Planner II Kristen Thomasberger: Present.

II. Initial

1. ZDRB-1125-000012 - 9135 Willeo Road - Chattahoochee Nature Center - Phase 2

The DRB unanimously voted to hear this item as a Final.

The item was unanimously approved as submitted.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Phiffer Reed, Board Member
SECONDER:	Ian Atkinson, Board Member
IN FAVOR:	Green, Stovall, Atkinson, Guobaitis, Reed
ABSENT:	Arie Kohn

III. Discussion

2. ZUSE-1025-000001- 1050 Holcomb Bridge Road - QuikTrip Conditional Use

This Conditional Use request was discussed and the DRB made the following comments:

1. *The rear elevation along Holcomb Bridge Road needs to look like a storefront. This elevation will need to meet the 60% transparency along a primary street requirement per the Unified Development Code.*
2. *DRB requested that the amount of the dark color proposed on the building should be reduced and/or broken up.*
3. *DRB expressed concerns over the proposed location of the fuel canopy and that it could cause traffic and circulation issues on Dogwood Road and within the site. DRB asked the applicant if they had thought about switching the location of the canopy with the proposed parking lot.*
4. *DRB asked the applicant to ensure there is pedestrian connectivity to the convenience store from both Holcomb Bridge Road and Dogwood Road.*
5. *DRB had concerns about the existing stormwater pond and wanted a more detailed plan when it returned to DRB.*
6. *DRB expressed concerns over the possible light spill from the fuel canopy and how that would impact the neighboring hotel.*
7. *DRB asked if landscaping could be added between the proposed canopy/ parking lot and the hotel.*
8. *DRB asked for a more detailed site perspective and rendering showing the proposed building as well as the landscaping along Holcomb Bridge Road.*
9. *DRB expressed concerns over the proposed height of the sign, staff explained that the sign will need to meet City of Roswell code before receiving permits and that per the code the ground sign can be no taller than 12 feet.*

This item was a discussion item only and no vote was taken.

RESULT: DISCUSSED

IV. Calendar

3. 2026 DRB Meeting Dates

The board approved the proposed 2026 meeting calendar and voted unanimously to hold a January 2027 meeting. The 2026 Meeting dates are as follows:

- *Tuesday, January 6, 2026*
- *Tuesday, February 3, 2026*
- *Tuesday, March 3, 2026*
- *Tuesday April 7, 2026*
- *Tuesday, May 5, 2026*
- *Tuesday, June 2, 2026*
- *Tuesday July 7, 2026*
- *Tuesday, August 4, 2026*
- *Tuesday, September 1, 2026*
- *Tuesday, October 6, 2026*

- ***Thursday, November 5, 2026 - Moved due to Election Day***
- *Tuesday, December 1, 2026*
- *Tuesday, January 5, 2027*

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Ian Atkinson, Board Member
SECONDER:	Phiffer Reed, Board Member
IN FAVOR:	Green, Stovall, Atkinson, Guobaitis, Reed
ABSENT:	Arie Kohn

V. Approval of Minutes

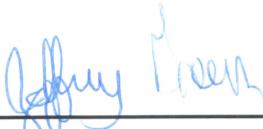
4. November 6, 2025 DRB Minutes

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Phiffer Reed, Board Member
SECONDER:	Michael Guobaitis, Board Member
IN FAVOR:	Green, Stovall, Atkinson, Guobaitis, Reed
ABSENT:	Arie Kohn

VI. Adjournment

There being no further comments or discussion the meeting was adjourned at 7:29 PM

X



Jeffrey Green
Design Review Board Chair

