

City of Sugar Hill  
Planning Staff Report  
**TCO Design Review 24-003**

**DATE:** October 2, 2024  
**TO:** Mayor and Council, Design Review Board  
**FROM:** Planning Department  
**SUBJECT:** Town Center Overlay (TCO) Design Review  
5017 Spring Hill Drive, Remodel and addition to existing single-family residence

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RECOMMENDED ACTION

**Approval of the site plan and buildings in material and architectural detail with the following conditions:**

- 1. Final designs shall substantially resemble the attached exhibits labeled Exhibit 1 through 2.**

**REQUEST** The City of Sugar Hill has received an application from Mike Dodson requesting design review board approval to remodel and add onto an existing residence located within the Town Center Overlay (TCO) at 5017 Spring Hill Drive.

DISCUSSION

- The existing structure is a single-story brick detached residence built in 1958.
- The proposed improvements to the front of the existing structure include the addition of a covered porch at the front entry and a new front door.
- A 600 square foot addition to the home includes a fourth bedroom, a half bathroom, a storage closet, and rear entry.
- A new concrete driveway will provide access to the residence where the existing asphalt driveway is failing.
- Exterior elevation improvements will include maintenance of the current brick with complementary colors for the new addition.
- Additionally, the proposed improvements include clearing for an outdoor living space at the rear of residence.
- Landscaping includes a planted bed along the house frontage. The existing wooded area at the rear of the property is proposed to remain undisturbed.
- The proposed improvements will support the continuance of a residential use within a residential district.

APPLICANT: Mike Dodson

PROPERTY OWNER: DHT Properties, LLC

EXISTING ZONING: Low Density Residential Single Family Residential (RS-150)  
within the Town Center Overlay District (TCO)

REQUEST: Design review approval, Remodel and addition  
PROPERTY SIZE: ± 0.87 Acres, Tax Parcel #: R7-291-039  
LOCATION: 5017 Spring Hill Drive Sugar Hill, GA, 30518

DESIGN REVIEW CRITERIA

**1. *Is the proposed project consistent with the adopted design guidelines for the type of development, and/or the proposed use?***

Yes. The proposed improvements conform to the guidelines in scale and overall architectural type of the TCO district.

**2. *Is the proposed project consistent and compatible with the nature and character of the surrounding areas?***

Yes, this proposal is consistent with the design standards of the Town Center Overlay and will continue the trend of investment in the area's housing stock.

**3. *Are the site design, landscaping, general design, character, arrangement and scale of buildings, texture, materials and colors of the project similar to or compatible with features or structures in the area.***

Yes.

**4. *Will the interior arrangement or use have any effect on exterior architectural features and otherwise complies with the standards of this ordinance?***

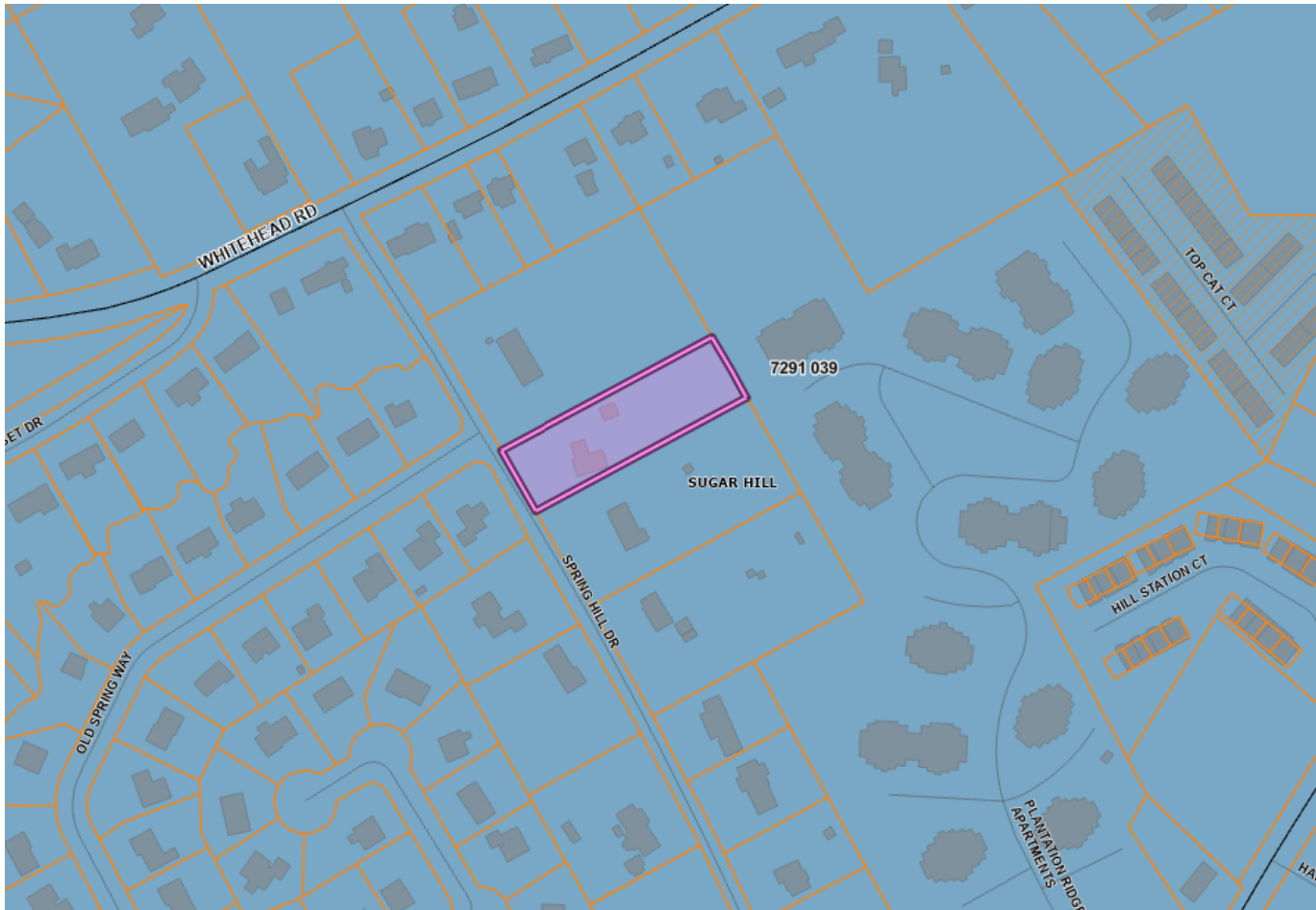
No.

**5. *Does the project contribute or resemble the following criteria for considering a design inappropriate?***

- a. *Character foreign to the area.*
- b. *Arresting and spectacular effects.*
- c. *Violent contrasts of material or color, or intense or lurid colors.*
- d. *A multiplicity or incongruity of details resulting in a restless and disturbing appearance.*
- e. *The absence of unity and coherence in composition not in consonance with the density and character of the present structure or surrounding area.*

No.

DRB-TCO 24-003  
Mike Dodson  
Design Review Approval RS-150/TCO  
Single Family Residence  
LOCATION MAP



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DHT Properties  
6079 Shadburn Ferry Rd  
Buford, GA 30518

8/13/2024

City of Sugar Hill Planning and Development Department  
5039 West Broad Street  
Sugar Hill, GA 30518

Dear Sir/Madam,

Re: Letter of Intent for Remodeling of 5017 Spring Hill Drive, Sugar Hill, GA 30518

I am writing to submit this letter of intent on behalf of DHT Properties, the owner of the property located at 5017 Spring Hill Drive, Sugar Hill, GA 30518. We are pleased to announce our plans to remodel the existing 1958 brick ranch home, and we have selected Bell Construction and Development, LLC as our general contractor to oversee and manage the project.

The scope of work includes:

- Interior remodeling to current design, building, and safety standards.
- Addition of approximately 600 square feet to the rear of the home, including:
  - 4th bedroom.
  - Half bathroom.
  - Storage closets.
  - Rear entry.
- Addition of a covered porch area for the front entry.
- Exterior elevation updates, maintaining the current brick with complementary colors for the new addition.
- Removal of the old asphalt driveway and installation of a new concrete driveway.

The project will enhance the property's value and contribute to the aesthetic appeal of the surrounding neighborhood. We believe that this remodel will be a positive addition to the community and aligns with the city's vision for growth and development in the town center overlay district.

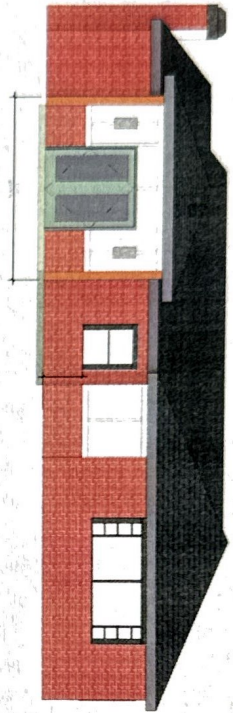
Please let us know if any additional information is required to move forward with the permitting process. We look forward to working with the City of Sugar Hill Planning and Development Department to bring this project to fruition.

Thank you for your time and consideration.

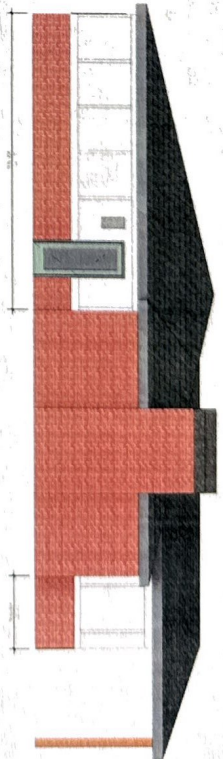
Sincerely,

Mike Dodson

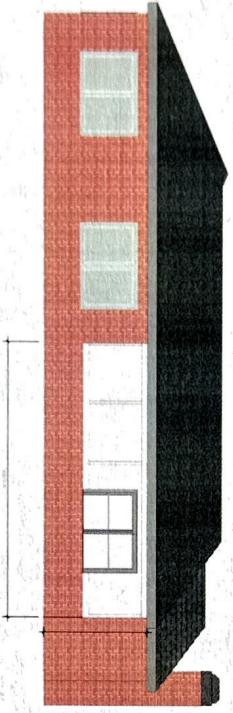
Representative, DHT Properties



3 1/8" = 1'-0" FRONT ELEVATION



2 1/8" = 1'-0" SIDE ELEVATION



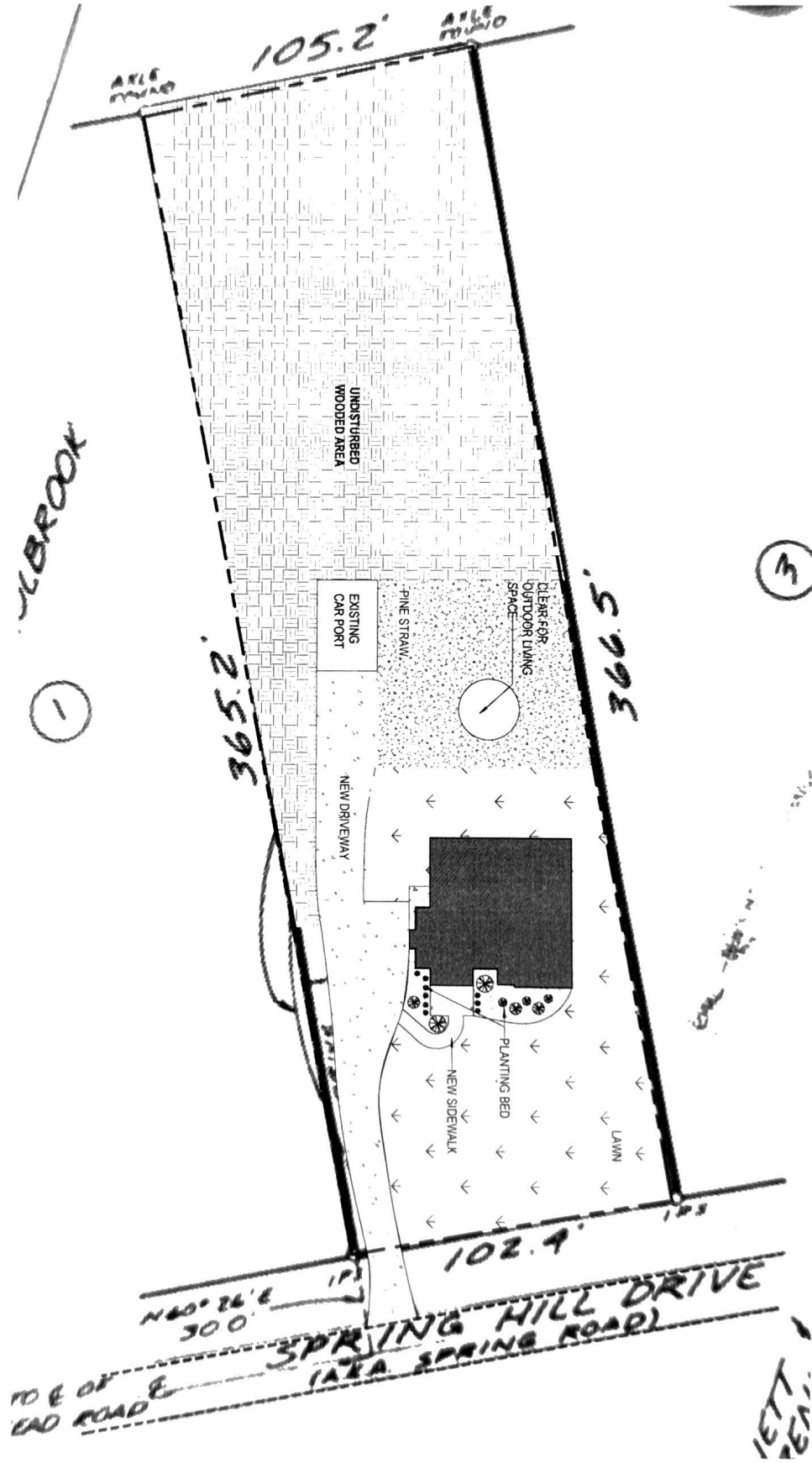
1 1/8" = 1'-0" REAR ELEVATION

**SUGAR HILL HOUSE**  
5017 Spring Hill Rd.

**EXTERIOR ELEVATIONS**  
SCALE: 1/8" = 1'-0"



SUGAR HILL HOUSE  
5017 Spring Hill Rd.



SITE PLAN  
SCALE: 1/32" = 1'-0"

DESIGN REVIEW APPLICATION

X

Town Center Overlay

Central Business District

APPLICANT INFORMATION

Name: Mike Dodson Address: 6079 Shadburn Ferry Rd
Phone: 770-715-6735 Buford, Ga 30518
Fax:
Email: Mikedodson@kw.com

PROPERTY OWNER INFORMATION

Name: DHT Properties LLC Address: 6079 Shadburn Ferry Rd
Phone: 770-715-6735 Buford, Ga 30518
Fax:
Email: Mikedodson@kw.com

CONTACT INFORMATION

Name: Mike Dodson Phone: 770-715-6735
Fax: Email: Mikedodson@kw.com

If multiple property owners, all property owners must fill out separate applications.

PROPERTY INFORMATION

Parcel Number: R7291 039
Address: 5017 Spring Hill Dr. Sugar Hill 30518
Present Zoning: RS150 Acreage: 0.87

REQUEST, please give a brief description of the request:

Request to Remodel existing home including interior updates and some exterior updates. Exterior addition to the rear of the home to add additional 600 sf.

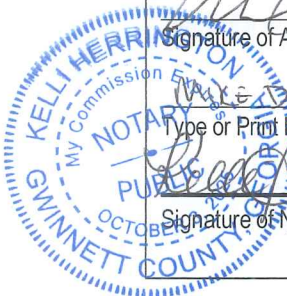
Front addition to include front porch and new front door.

New concrete driveway will be installed.

Signatures and dates for Applicant and Property Owner, including dates 8/14/24.

**CONFLICT OF INTEREST CERTIFICATION**

The undersigned below, making application for a Design Review Application has complied with the O.C.G.A. § 36-67A, et. Seq., Conflict of Interest in Zoning Actions and has submitted or attached the required information on the forms provided. Title 36 relates to disclosure of financial interest, campaign contributions, and penalties for violating O.C.G.A.



[Signature] 8/14/24  
Signature of Applicant Date

\_\_\_\_\_/\_\_\_\_\_  
Signature of Applicant's Attorney Date

MIKE DODSON  
Type or Print Name and Title

\_\_\_\_\_  
Type or Print Name and Title

[Signature] 8/14/24  
Signature of Notary Public Date

\_\_\_\_\_/\_\_\_\_\_  
Signature of Notary Public Date

**DISCLOSURE STATEMENT**

Nothing in Chapter 36 of O.C.G.A. shall be construed to prohibit local government official from voting on a zoning decision when the local government is adopting a zoning ordinance for the first time or when a local government is voting upon a revision of the zoning ordinance initiated by the local government pursuant to a comprehensive plan as defined in Chapter 70 of this title.

- No, I have not made any campaign contribution to City Officials voting on this application exceeding \$250.00 in the past two years.
- Yes, I have made campaign contributions to City Officials voting on this application exceeding \$250.00 in the past two years.

To Whom: \_\_\_\_\_ Value of Contribution: \_\_\_\_\_ Date of Contribution: \_\_\_\_\_ I

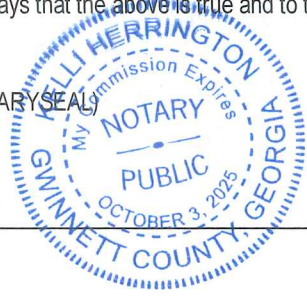
have read and understand the above and hereby agree to all that is required by me as the applicant.

[Signature] 8/14/24  
Signature of Applicant Date

MIKE DODSON  
Applicant Type or Print Name

Personally appeared before me who on oath disposes and says that the above is true and to the best of his or her knowledge and belief.

[Signature] 8/14/24  
Notary Public Signature Date





**AUTHORIZATION BY PROPERTY OWNER**

I, Mike Dodson, being duly sworn upon his/her oath, being of sound mind and legal age deposes and states; that he/she is the owner of the property which is the subject matter of the attached applications, as is shown in the records of City of Sugar Hill, Sugar Hill, Georgia.

He/She authorizes the person named below to act as applicant in the pursuit of a Variance of this property.

I hereby authorize staff of the City of Sugar Hill, Department of Planning and Development to inspect the premises, which is the subject of this application.

**APPLICANT INFORMATION**

Name: Mike Dodson

Address: 5017 Spring Hill Dr

Phone: 770-715-6735

Sugar Hill, GA 30518

Fax: \_\_\_\_\_

\_\_\_\_\_

Email: Mike.dodson@kw.com

**VERIFICATION OF CURRENT PAID PROPERTY TAXES FOR APPLICATION**

The undersigned below is authorized to make this application. The undersigned certifies that all the City of Sugar Hill property taxes, billed to date for the parcel listed below have been paid in full. In no case shall an application or reapplication for rezoning/variance be processed without such property verification.

**\*NOTE: A separate verification for must be completed for each tax parcel included in the Variance request.**

Tax Parcel Number: R 7291 039

  
SIGNATURE OF APPLICANT

8/14/24  
DATE

Mike Dodson  
TYPE OR PRINT NAME



Photographs

