

City of Sugar Hill
Planning Staff Report
TCO Design Review 25-005

DATE: April 29, 2025
TO: Mayor and Council, Design Review Board
FROM: Planning Department
SUBJECT: Town Center Overlay (TCO) Design Review
4997 Spring Hill Drive, Front Porch

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 exhibit labeled Exhibit 1.**

REQUEST The City of Sugar Hill has received an application from Chuck Rigdon requesting design review board approval for a front porch addition located within the Town Center Overlay (TCO) at 4997 Spring Hill Drive.

DISCUSSION

- The subject parcel presently hosts a single family detached residence with a detached garage.
- One addition is proposed:
 - A front porch on the existing residence, measuring 8' by 17'.
- The proposed porch is located well beyond the required 35' front setback. No variances are requested with this proposal.

APPLICANT: Chuck Rigdon

PROPERTY OWNER: Kinsley Jennings

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

REQUEST: Design review approval, Front Porch

PROPERTY SIZE: ± 1.77 Acres, Tax Parcel #: R7-291-041

LOCATION: 4997 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.

From: [Kinsley Jennings](#)
To: [Logan Witter](#); [Chuck Rigdon](#)
Subject: 4997 Spring Hill Dr - Front Porch Request
Date: Friday, March 28, 2025 12:06:42 PM

Good afternoon!

We would like to add a front porch on to the front of our house. 8'X17' and no variance is required.

4997 Spring Hill Dr
Sugar Hill, Ga 30518

Thanks so much!


Kinsley Jennings

PLAT B: 00166 P: 00146
Recorded: 03/17/2025 11:01 AM
25L025435 Pages: 1 Fees: \$10.00
Tiana P Garner
Clerk of Superior Court, Gwinnett County, GA

THIS BLOCK RESERVED FOR THE CLERK
OF THE SUPERIOR COURT.

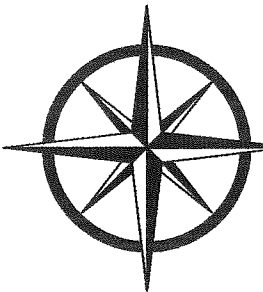
SURVEYORS CERTIFICATION

This plat is a retracement of an existing parcel of land and does not subdivide or create a new parcel or make any changes to any real property boundaries. The recording information of the documents, maps, plats or other instruments which created the parcel or parcels are stated hereon. RECORDATION OF THIS PLAT DOES NOT IMPLY APPROVAL OF ANY LOCAL JURISDICTION, AVAILABILITY OF PERMITS, COMPLIANCE WITH LOCAL REGULATIONS OR REQUIREMENTS, OR SUITABILITY FOR ANY USE OR PURPOSE OF THE LAND. Furthermore, the undersigned land surveyor certifies that this plat complies with the minimum technical standards for property surveys in Georgia as set forth in the rules and regulations of the Georgia Board of Registration for Professional Engineers and Land Surveyors and as set forth in O.C.G.A. Section 15-6-67.


Christopher J. Carlan Ga RLS #3003

BOUNDARY SURVEY
FOR
KINSLEY BOTHA
WIHAN BOTHA
LOCATED WITHIN
Land Lot 291, 7th District
Gwinnett County, Georgia
Scale: 1" = 60' March 17, 2025

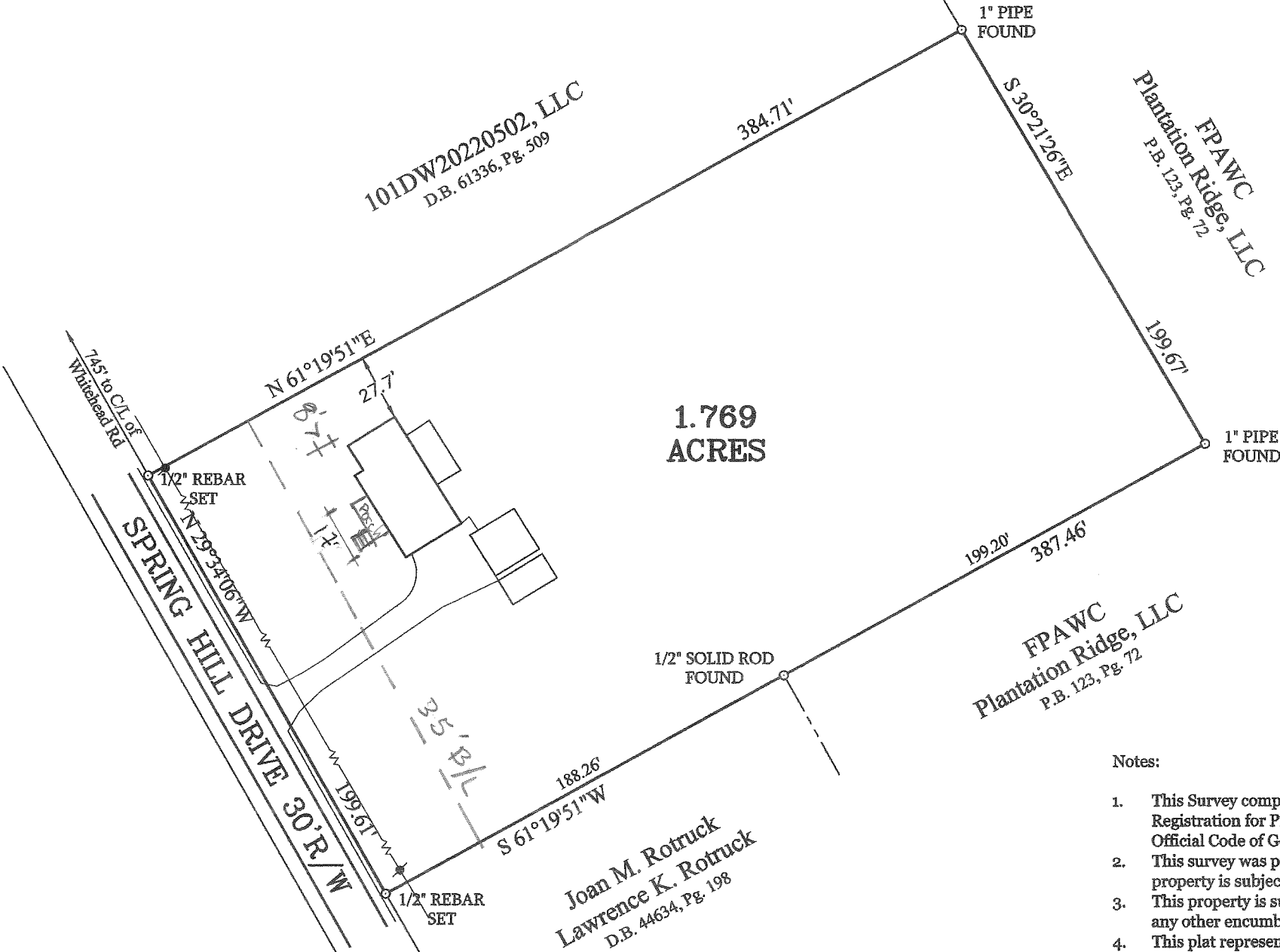
1. The field data upon which this plat is based has a closure precision of one foot in 18,254 foot and an angular error of .02" per angle point and was adjusted using the Compass Rule.
 2. This plat has been calculated for closure and is found to be accurate within one foot in 544,157 feet.
 3. The field equipment used in this survey was a Leica TS12-P Robotic Total Station.
 4. The Field Work was completed 3/14/25.
- 60 0 60 120 180
GRAPHIC SCALE - FEET



CARLAN
LAND SURVEYORS
970 SOUTH BROAD STREET
COMMERCE, GA 30529
(706)336-5959



JOB NO. 25-073 P.B. A-973



- Notes:
1. This Survey complies with both the rules of the Georgia Board of Registration for Professional Engineers and Land Surveyors and the Official Code of Georgia Annotated (OCGA) 15-6-67.
 2. This survey was prepared without the benefit of a title search. This property is subject to any concerns of which a title search would reveal.
 3. This property is subject to any easements, restrictions, right-of-ways, or any other encumbrances, both public and private.
 4. This plat represents that tract of land designated as Map & Parcel 7291 041, according to Gwinnett County Tax Assessors.
 5. Reference for subject tract is Deed Book 59147, Page 131.

Kinsley & Kinnon Botha
 $\frac{1}{8}'' = 1'-0''$

