



Vestavia Hills
Design Review Board Agenda
May 2, 2024
6:00 PM

1. Call to Order
2. Roll Call
3. Approval Of Minutes
4. **D-24-5** **Kathryn Gentle** is requesting **Landscape Review** for the property located at 4533 Pine Tree Cir. The purpose of this request is for a new landscaping plan. The property is owned by Kathryn Gentle and zoned O-1.
5. Time Of Adjournment

CITY OF VESTAVIA HILLS
DESIGN REVIEW BOARD
MINUTES

APRIL 4, 2024

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
Jeff Slaton
Mae Coshatt
Chris Pugh
David Giddens
Joe Ellis
John Wood

MEMBERS ABSENT:

OTHER OFFICIALS PRESENT:

Conrad Garrison, City Planner

APPROVAL OF MINUTES

The minutes for March were presented for approval.

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

Mrs. Coshatt – yes	Mr. Giddens – yes
Mr. Slaton – yes	Mr. Ellis – yes
Mr. Wood – yes	Mr. Pugh – yes
Mr. Thompson – yes	Motion carries.

ARCHITECTURE REVIEW & FINAL REVIEW OF MATERIALS

D-24-1 **Maurine Batson** is requesting **Architectural Review and Final Review of Materials** for the property located at 3029 Pumphouse Rd. The purpose of this request is for a mural. The property is owned by John Michael Bodnar.

Mr. Garrison described the background of the request stating Leadership Vestavia is creating a mural project in the City.

Maurine Batson was present to explain the design.

The Board agreed had concerns about the design and size being contrary to the design of the building.

The Board suggested altering the size, colors, and scale of the mural.

The applicants agreed to alter the design and bring back at a later date.

Conrad Garrison
City Planner

Design Review Board Application	Applicant	Primary Location
DRB-24-5	 Kathryn Gentle	4533 PINE TREE CIR
Submitted On: Apr 18, 2024	 2058210882	VESTAVIA HILLS, AL 35243
	 kgentle@cglaw-pc.com	

Owner of Property	
Name	Address
KCG Property, Inc.	3529 Victoria Road
City	State
Birmingham	AL
Zip Code	Phone Number
35223	205-821-0882
Email	
kgentle@cglaw-pc.com	

Billing/Responsible Party	
Name	Address
Kathryn Gentle	3529 Victoria Road
City	State
Birmingham	AL
Zip Code	Phone Number
35223	205-821-0882
Email	
kgentle@cglaw-pc.com	

Representing Attorney/Other Agent	
Name	Address
Kathryn Gentle	3529 Victoria Road
City	State
Birmingham	AL
Zip Code	Phone Number
35223	205-821-0882
Email	
kgentle@cglaw-pc.com	

Description of Property

Subject Property Address	Property Zoning Classification
4533 Pine Tree Circle, Vestavia, AL 35243	R-1 pending finalization of rezone to O-1
Subdivision Name, Lot #, Block #, etc.	
Case # RZ-23-13, Lot #27, Blue Lake Area	

Reason for Request

Check all that apply	Preliminary Review
	--
Landscape Review	Architectural Review
true	--
Final Review of Materials	Other
false	--
Detailed Explanation	
I was told that landscape review had to sign off before I could obtain my certificate of occupancy. City Council has approved re-zoning of the property to O-1.	

Process

Check all that apply	New Building
	--
Renovation of Existing Building	New Landscape Plan
--	--
Renovation to Existing Landscaping Plan	Other
--	true
Detailed Explanation	
There is no new building, renovation or new landscape plan. Review of existing landscape that has been planted since purchase.	

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
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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.

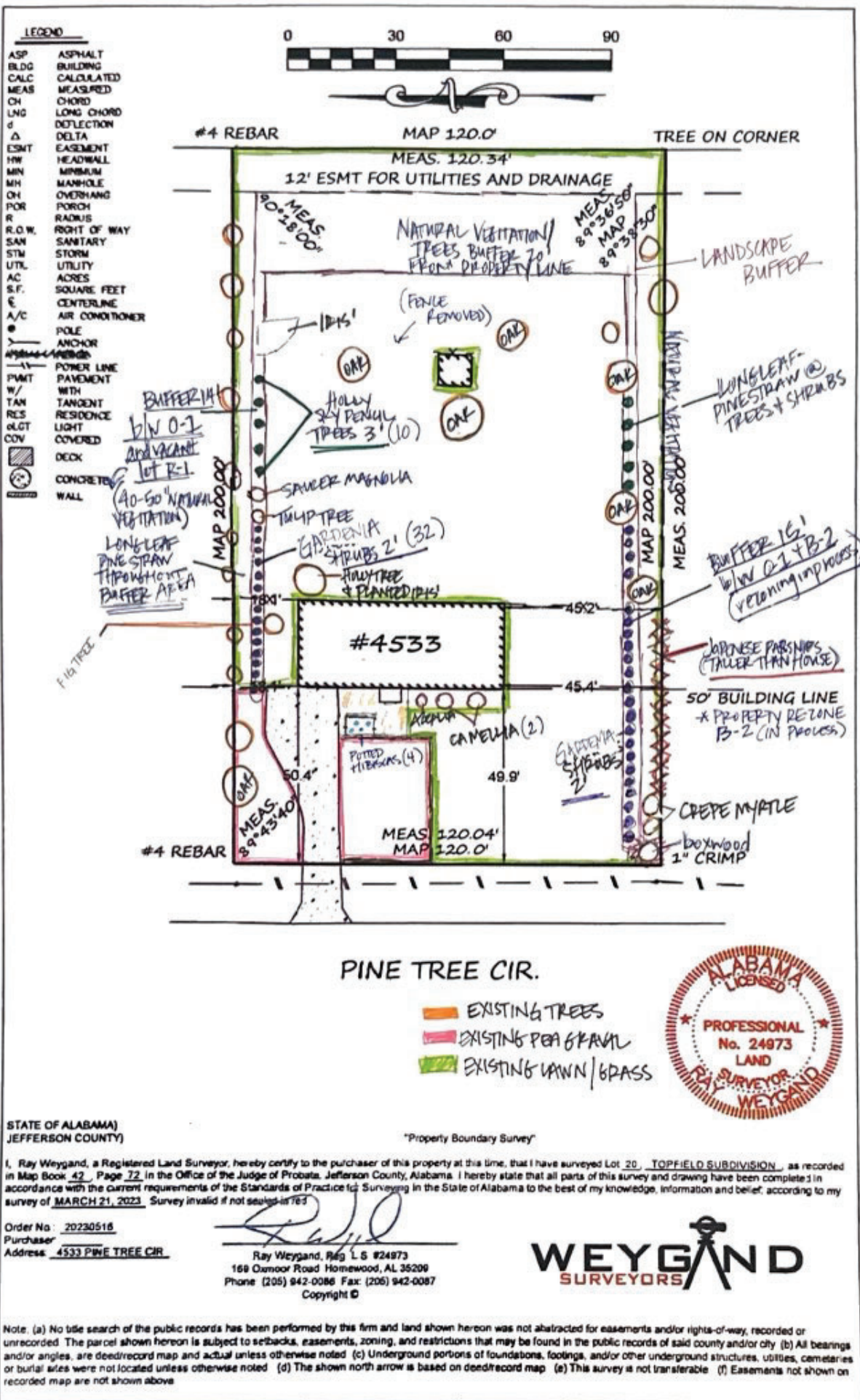
General: Provide three copies and one digital copy (pdf format) of all drawings or plans required below for review. Drawings must be to scale. These drawings should be turned in with the application. Drawings shall be folded to size 8 ½" by 11".

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.



PLANT LIST

Sky Pencil Holly (Quantity: 10)

Sky Pencil hollies are columnar shrubs that grow up to 8 feet (2 m.) tall and 2 feet (61 cm.) wide. They produce small, greenish flowers and female plants produce tiny, black berries, but neither is particularly ornamental. Suitable for screens, specimens, and container plantings.



Gardenia Shrubs (Quantity: 32)

Light Requirement: Part Shade, Part Sun, Sun

Evergreen: Yes

Mature Height: 2-3 ft

Mature Width: 3-4 ft

Season of Interest: Fall, Spring, Summer

Bloom: Yes

Bloom Color: White

Bloom Fragrance: Strong



Camellia (Quantity: 2)

Light Requirement: Part Shade, Shade

Evergreen: Yes

Mature Height: 5-8 ft

Mature Width: 3-4 ft

Season of Interest: Fall, Spring, Winter

Bloom: Yes

Bloom Color: Pink, White

Bloom Fragrance: None



Hibiscus (Quantity: 4) – Potted



PARKING
4533 PINE TREE CIRCLE, VESTAVIA, AL 35243

- Square footage of House is 1080 sq. ft.
- 1 space required per 250 sq. ft
- Each space is 9 ft wide x 26 feet long and 26 ft deep with 2.5 ft between each space
- Pea gravel has been laid as depicted in drawing below and the dimensions of the parking area as a whole is 26 ft deep x 36 feet wide including the railroad Ties.
- There are 3 parking spots in the gravel and 1 handicap spot located in front of the garage door with sign. The garage is used only for storage.



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PINE TREE CIR.
"PARKING"

IRRIGATION PLAN
4533 PINE TREE CIRCLE, VESTAVIA, AL 35243

Since planting, manual irrigation once a day for 30-45 days. Continue with manual irrigation every week.

4533 Pine Tree Circle, Vestavia, AL 35243
Statement of Maintenance Policy & Provisions

- Lawn Maintenance Crew comes every other week to cut the grass, weed eat, trim any hedges and blow debris if needed. This service will continue for the foreseeable future.
- The property owner will maintain, water, and keep potted plants in an aesthetically pleasing condition.