



Brian Wismer, Chairman
Lucy Dolan, Vice Chairman
G. Leah Davis
Rob Hall
Miller Radford
Jeanne Rast
Cliff Thomas

**Planning Commission Meeting
700 Doug Davis Drive
Hapeville, Georgia 30354**

September 12, 2023 6:00 PM

MINUTES

1. Called to Order at 6:04 PM.

2. Roll Call

Brian Wismer, Chairman
Lucy Dolan, Vice Chairman
G. Leah Davis
Rob Hall - Teleconference
Miller Radford
Jeanne Rast
Cliff Thomas

3. Approval of Minutes

3.I. Minutes of July 11, 2023

MOTION ITEM: Cliff Thomas made a motion to approve the minutes of July 11, 2023, as submitted. The motion was seconded by Leah Davis. MOTION CARRIED: 6-0.

4. New Business

4.I. 558 Woodrow Avenue

Site Plan Review

Background:

Avuntee Patel requested site plan review to construct a 2,319-sf single-family dwelling at 558 Woodrow Avenue, Parcel Identification Number 14-0094-0002-038-6. The property is zoned R-SF, Residential Single Family.

Findings:

The applicant is requesting to construct a 2,319 SF single family residence at 558 Woodrow Avenue. There is an existing house which will be demolished to the foundation. The proposed dwelling has 4 bedrooms and 4 ½ baths. The height of the residence is not provided from the foundation to the front ridge.

There are 3 trees on the lot, a 25" Oak, 36" Oak, and an 8" Cherry. The neighboring 40" Oak will be impacted by the construction/addition. The applicant must follow all regulations in the Tree Conservation Ordinance for notification and provide tree conservation plan.

Recommendation:

Prior to approval, the Applicant must provide, and/or the site plan must be revised to address the following:

- *Provide dimensions for concrete driveway including width, length, and length beyond front façade of house.*
- *Show the existing sidewalk on the site plan.*
- *Provide actual height from grade.*
- *Provide front, side, and rear setback dimensions of house. Include front stoop/concrete steps as closest point for the front and eaves to the side and rear.*
- *Provide confirm eaves are not in the setback.*
- *Confirm if any on site grading will be done.*
- *Show rear setback dimensions.*
- *Provide a tree conservation plan.*
- *Provide a development schedule.*

In addition, the applicant should understand the building elevations will be reviewed by the Design Review Committee for compliance with the Architectural Design Standards and changes may be required.

Upon remedy of the aforementioned deficiencies (with particular attention paid to setback encroachment of the dwelling), the site plan is compliant. A variance for encroachment in the side setback would require conditional approval from the Planning Commission.

MOTION ITEM: Miller Radford made a motion to approve the site plan request for 558 Woodrow Avenue provided the applicant address the deficiencies outlined in the Staff reports and provide a tree conservation plan confirming no impact to the trees or provide recompense. The motion was seconded by Lucy Dolan. MOTION CARRIED: 6-0.

4.II. 3189 – A Jackson Street

Site Plan Review

Background:

Wanda Harden, representative for Michael Olajubutu, requested site plan review to construct a new single-family dwelling at 3189-A Jackson Street - Tract 1, Parcel Identification Number 14-0094-002-086-5. The property is zoned R-SF, Residential Single-Family.

Findings:

The applicant proposes to construct a 2,681 SF single-family residence at 3189 Jackson Street, Tract 1. The proposed dwelling has 4 bedrooms and 3 baths with a two-car attached garage. The height of the residence is 24' 10 ¼".

Recommendation

Prior to approval, the Applicant must provide, and/or the site plan must be revised to address the following:

- *Building footprint must be adjusted on civil site plan to show correct dimensions for all setbacks. The front porch is also shown as 5' deep and Design Standards require 8' depth. This will impact front setback dimensions. Show correct front setback dimensions to front porch. The rear setback should be shown to the balcony.*
- *Revise tree conservation plan / civil site plan to show all trees and address all arborist report comments.*
- *Remove chain link fence in the front yard.*
- *Provide individual impervious surface coverage. The plans do not include a walkway from the entrance to the street. This is required by the Design Standards, which will affect coverage.*
- *Provide a development schedule.*
- *Please return all documents in one updated file clearly labeled including revision dates.*

In addition, the applicant should understand the building elevations will be reviewed by the Design Review Committee for compliance with the Architectural Design Standards and changes may be required.

Upon remedy of the aforementioned deficiencies, the project may be approved by the Planning Commission for compliance.

MOTION ITEM: Lucy Dolan made a motion to approve the site plan requests at 3189-A Jackson Street - Tract 1, provided the applicant address the deficiencies outlined in the Staff reports. The motion was seconded by Cliff Thomas. MOTION CARRIED: 6-0.

4.II. 3189 – B Jackson Street

Site Plan Review

Background:

Joycelyn Lee requested site plan review to construct a new single-family dwelling at 3189-B Jackson Street, Tract 2, Parcel Identification Number 14-0094-0002-088-1. The property is zoned R-SF, Residential Single Family.

Findings:

The applicant proposes to construct a 2,681 SF single-family residence at 3189 Jackson Street, Tract 1. The proposed dwelling has 4 bedrooms and 3 baths with a two-car attached garage. The height of the residence is 24'10 ¼".

Recommendation:

Prior to approval, the Applicant must provide, and/or the site plan must be revised to address the following:

- *Building footprint must be adjusted on civil site plan to show correct dimensions for all setbacks. The front porch is also shown as 5' deep and Design Standards require 8' depth. This will impact front setback dimensions. Show correct front setback dimensions to front porch. The rear setback should be shown to the balcony.*
- *Revise tree conservation plan / civil site plan to show all trees and address all arborist report comments.*
- *Remove chain link fence in the front yard.*
- *Provide individual impervious surface coverage. The plans do not include a walkway from the entrance to the street. This is required by the Design Standards, which will affect coverage.*
- *Provide a development schedule.*
- *Please return all documents in one updated file clearly labeled including revision dates.*

In addition, the applicant should understand the building elevations will be reviewed by the Design Review Committee for compliance with the Architectural Design Standards and changes may be required.

Upon remedy of the aforementioned deficiencies, the project may be approved by the Planning Commission for compliance.

MOTION ITEM: Jeanne Rast made a motion to approve the site plan requests at 3189-B Jackson Street - Tract 2, provided the applicant address the deficiencies outlined in the Staff reports. The motion was seconded by Lucy Dolan. MOTION CARRIED: 6-0.

5. Next Meeting Date – October 10, 2023 at 6:00 p.m.

6. Adjourn

MOTION ITEM: Lucy Dolan made a motion to adjourn the meeting at 6:31 p.m. The motion was seconded by Cliff Thomas. MOTION CARRIED: 6-0.

Respectfully submitted by,

Brian Wismer, Chairman

Adrienne Senter, Secretary