



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

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

October 8, 2024 6:00 PM

MINUTES

1. Called to Order at 6:00 PM.

2. Roll Call

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

3. Approval of Minutes

3.I. Minutes of September 10, 2024

MOTION ITEM: Cliff Thomas made a motion to approve the minutes of September 10, 2024, subject to corrections. Lucy Dolan seconded the motion. Motion Carried: 4-1; Jeanne Rast abstained.

4. New Business

4.I. 736 South Central Avenue

Conditional Use Permit

Background:

Kohaleth Knight of Donehoo-Lewis Funeral Home requested a Conditional Use Permit to operate a funeral home at 736 South Central Avenue, Hapeville, Georgia 30354, Parcel Identification Number 14-0098-0006-003-2. The property is zoned V, Village, and is subject to the zoning regulations under Section 93-11.1-4 (Conditional uses) of the City of Hapeville Zoning Ordinance.

Findings

This is a change of ownership with no modifications to the signage, parking lot, entrance and exit, or the building. The property has been used as a funeral home since 1934.

The application and included survey show parking provided on the site to the rear (23 parking spaces, including 2 ADA compliant at the rear building entrance).

The property is located in the V, Village Zoning District and in the Arts Overlay Zoning District. A funeral home is permitted as a Conditional Use within the V Zoning District and is subject to the provisions of Article 11.1.

Recommendation

The proposed use of a funeral home is compatible with the Village Zoning District and meets the intent of the district. The conditional use application is recommended for approval.

Public Comment: None.

MOTION ITEM: Cliff Thomas made a motion to give a favorable recommendation to Mayor & Council for the requested Conditional Use Permit at 736 South Central Avenue to operate a funeral home. The motion was seconded by Leah Davis. MOTION CARRIED: 5-0.

4.II. 3409 Dogwood Drive Conditional Use Permit

Background:

Jeresha Sherri White requested a Conditional Use Permit to operate a daycare center at 3409 Dogwood Drive, Parcel Identification Number 14-0098-0017-017-9. The property is zoned U-V, Urban Village, and is subject to the zoning regulations under Section 93- 11.2-5 (Conditional uses) of the City of Hapeville Zoning Ordinance.

Findings

The center will serve between 40 and 50 children between the ages of “walking” and 9 years. The center will be licensed through Bright from the Start Childcare.

The property, zoned U-V, Urban Village, requires kindergarten schools/day care center to obtain a conditional use permit.

Operating hours: The application states that the care provided is 12 months per year, 5 days per week (Monday through Friday), from 630am to 6pm. Drop-off is typically between 630a and 840a. Pick-up is typically between 4pm and 6pm. The applicant has noted that Belle Luxe is not open during the morning drop-off period.

The application states there will be between 3 and 5 employees on-site during business hours who will park at the rear.

Building layout: The location of the daycare in the building, including entrances and exits have been shown. There are two entrances, one at the front and one at the rear of the building. The floor plan does not seem correct as Whipped by Kiara space does not indicate any restrooms and is closed off from the rest of the building. Please provide correct floor plancorrect.

Site plan: The site plan provided shows 10 parking spaces in the rear, an enclosed play area, and illegible landscaping plans.

Circulation: The application proposes that drop-off would occur either at the front or rear of the building. The front parking requires drivers to back onto Dogwood Drive, a state highway. The proposed layout, which differs from the current layout, shows a two-way drive starting at the rear of the building with an inadequate turn radius to accommodate cars changing direction. Furthermore, the width between the property line and the front of the building is narrow and not wide enough to accommodate two-way traffic. It would only allow for either an entering car or a departing car. This could create a back up on Dogwood Drive during drop-off or pick-up times. There is no secondary exit from the rear.

Buffer: A 15' evergreen landscape buffer with a fence or wall is required. The landscaping plans indicate the remainder of the property will be softscaped with trees and presumably grass or ground cover.

There is a 3' brick wall that separates the adjacent property loading dock. Playground fencing (6') will further separate the property.

Parking: The application and view of the site indicate 8 parking spaces at the front of the building, however only 7 are shown on the plan, and "10-15" more parking spaces in the rear, however, 10 are shown on the proposed site plan for a total of 18 parking spaces. There are three tenants with active occupational tax permits with the city. Tenant spaces include Whipped by Kiara (396 SF) requiring 2 parking spaces, Belle Luxe Day Spa (1400 SF per OTP), and Tax Academy (1500 SF). The proposed childcare facility will replace Tax Academy. The remaining two tenants require 5 spaces, so 13 would be available for the daycare. The front spaces are not recommended for pick up and drop off. Should the 3 to 5 employees of the childcare utilize the rear parking spaces, that would limit the available parking to 5 to 7 spaces.

Note: the property owner also has a parking agreement for 3 of the remaining 13 spaces, reducing the available spaces to 10. approved by the Board of Appeals, with Co-Creative Arts for overflow parking as needed. The applicant noted this arrangement may be terminated, however, if it is required for the operation of the childcare.

In addition, please note most of the site plans are illegible. Please resubmit so they can be clearly read.

Recommendation

Please correct the floor plan as per above for the correct layout for Whipped by Kiara and also ensure all documents are legible.

Please also provide the total square footage for the proposed childcare center.

There are two key circulation issues as determined by the Chief of Police (see attached). The driveway to access the rear parking can only accommodate one lane of traffic to the rear of

the building. There are only 5 to 7 spaces available after staff has parked in the rear. The turnaround at the rear of the property does not have an adequate turning radius. Vehicles parked in the front of the building would be required to back into traffic onto Dogwood Drive, a state highway.

The site plan should be clarified for softscape areas and the evergreen buffer/opaque fence. While the proposed use of the property as a day care is consistent with the U-V zoning district, the circulation and parking for this property remains problematic and with consequences to the surrounding street and properties.

The proposed use of a childcare center serving 40 to 50 children is not supported by City Staff.

Chairman Wismer addressed the comments outlined in the staff reports.

Commissioner Davis addressed concerns regarding traffic, parking, and pickup/drop-off logistics

Public Comment: None.

MOTION ITEM: Jeanne Rast made a motion to recommend approval to the Mayor and Council for the operation of a daycare center at 3259 Dogwood Drive, contingent upon plan revisions that address staff comments and resolve access issues raised by the Police Chief and Fire Marshal. The motion was seconded by Lucy Dolan. MOTION CARRIED: 5-0.

4.III. Text Amendment

Regulations for Event Centers

Background:

Consideration of an amendment to the Code of Ordinances, Article 1 (Title, Definitions and Applications of Regulations), Section 93-1-2 (Definitions), Article 11.2, U-V Zone (Urban Village), Section 93-11.2-5 (Conditional uses), Article 11.1 V Zone (Village), Section 93- 11.1-4 (Conditional uses), Article 11.5 RMU Zone (Residential Mixed Use), Section 93- 11.5-5 (Uses requiring a special use permit), Article 14, C-2 Zone (General Commercial), Section 93-14-3 (Permitted uses) to update the regulations for event centers.

Dr. Patterson requested that this item be tabled until the November 19, 2024 meeting.

MOTION ITEM: Leah Davis made a motion to table the text amendment for regulations for event centers until November 19, 2024. The motion was seconded by Lucy Dolan. MOTION CARRIED: 5-0.

5. Next Meeting Date: November 19, 2024 at 6:00 PM.

6. Adjourn

MOTION ITEM: Lucy Dolan made a motion to adjourn the meeting at 7:05 p.m. The motion was seconded by Jeanne Rast. **MOTION CARRIED: 5-0.**

Respectfully submitted by,

Brian Wismer, Chairman

Adrienne Senter, Secretary