



Chairman, Brian Wismer
Vice Chairman, Jeanne Rast
Leah Davis
Lucy Dolan
Larry Martin
Charlotte Rentz
Cliff Thomas

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

December 15, 2020 6:00PM

MINUTES

1. Called to order at 6 p.m.

2. Roll Call

Brian Wismer, Chairman
Jeanne Rast, Vice Chairman
G. Leah Davis
Lucy Dolan – teleconference
Larry Martin
Charlotte Rentz
Cliff Thomas

3. Approval of Minutes

3.I. Minutes of November 10, 2020

MOTION ITEM: Charlotte Rentz made a motion, Cliff Thomas seconded to approve the minutes of November 10, 2020 with noted correction. Motion Carried: 6-0.

4. Old Business

4.I. 2021 Planning Commission Meeting Schedule (Revised)

Background:

Consideration and action to approve the revised 2021 Planning Commission meeting schedule. This item was approved by the Planning Commission on November 10, 2020.

The schedule was amended to coincide with the 2021 City Council meeting dates.

MOTION ITEM: Cliff Thomas made a motion, Leah Davis seconded to approve the amended 2021 Planning Commission meeting schedule as submitted. Motion Carried: 6-0.

5. New Business

5.I. 465 North Avenue

Final Subdivision Plat

Background:

Angel Marrero representing Jim Florence & Co. is requesting final plat review to subdivide one parcel into two to form one parcel of .22 acres and one parcel of .14 acres at 465 North Avenue, Parcel Identification Number 14009400030419. The property is zoned RSF,

Residential-Single Family. The proposed use of the property are single family residential lots.

Recommendation:

Planning has the following comments for with the proposed subdivision:

1. The property line bows out where the carport (465 North Ave) is located. It would be preferable if the property line were consistent across the parcel.
2. The required 15' setback along Wheeler Street and 5' side setback would allow for only 30' building width, including roof eaves. Any development of the property should enfront North Avenue and must meet the required setbacks.
3. The street tree shown on the survey for 465 North Avenue must be planted in accordance with Tree Conservation Ordinance supplemental yard section. Development of the vacant lot will require compliance with the Tree Conservation Ordinance during site plan review.

City Planner, Dr. Patterson, stated per Section 90-1-3(c)(4), corner lots shall be sufficiently wider and larger to permit the additional side yard requirements of the zoning ordinance or building setback lines. Dr. Patterson stated the corner lot will be the smaller of the two as there is an existing single-family dwelling on the interior lot.

MOTION ITEM: Leah Davis made a motion, Charlotte Rentz seconded to approve the final subdivision plat for 465 North Avenue subject to the following conditions:

- 1) The property line bows out where the carport (465 North Avenue) is located. For consistency, the applicant must revise the drawing to straighten the property line.**
- 2) The required 15' setback along Wheeler Street and 5' side setback would allow for only 30' building width, including roof eaves. Any development of the property should enfront North Avenue and must meet the required setbacks.**
- 3) The street tree shown on the survey for 465 North Avenue must be planted in accordance with the Tree Conservation Ordinance supplemental yard section. Development of the vacant lot will require compliance with the Tree Conservation during site plan review.**
- 4) The Commission recognizes that the corner lot is the smaller lot and has a buildable lot width of 28'.**

Motion Carried: 6-0.

5.II. Extended-Stay Hotels

Text Amendment

Background:

Consideration of a text amendment to Chapter 93 (Zoning), Article 2 (General Provisions), Section 93223 (Extended-Stay Hotels) to amend and update the provisions regarding the maximum number of extended-stay hotels allowed within the City.

The City of Hapeville's Code of Ordinances, Section 93-2-23 allows for four extended stay hotels. Three extended stay hotels are delineated in the Code. Extended stay hotels are defined in the Code (Sec 93- 1-2) as a building that otherwise meets the definition of "hotel," but in which cooking facilities are included in more than 20 percent of its total guest rooms. The TownePlace Suites development located at 3474 Norman Berry Drive (Parcel 14 0127 LL1263) was developed as the fourth extended stay hotel. The Parcel ID has been added to the Code section.

MOTION ITEM: Jeanne Rast made a motion, Larry Martin seconded to recommend the Mayor and Council approve the text amendment for Extended-Stay Hotels as submitted. Motion Carried: 6-0.

6. Open Discussion

6.1. Master Sidewalk Plan Discussion

Background:

Discussion regarding the City's Master Sidewalk Plan.

Dr. Patterson presented guidelines for when the City should require sidewalks for development. In 2016, the City conducted a sidewalk inventory report to determine existing conditions. This report is considered when the Department of Community Services request funds for street and sidewalk improvements.

Currently, regulations for sidewalks fall under the purview of the Design Review Committee. Dr. Patterson requested the Planning Commission review the suggested guidelines and make a recommendation to the Design Review Committee.

Chairman Wismer stated that he likes the criteria as it addresses most applications that have been presented to the Planning Commission. He asked how the criteria would be implemented.

Dr. Patterson stated the Design Review Committee has the ability to grant Design Exceptions and can consider the criteria for sidewalk requirements.

Commissioner Martin asked why there is a differentiation for sidewalks in the code and the Design Review Committee has discretion in one area of the code versus another.

Dr. Patterson stated certain zoning designations have a requirement in the code and any variations must be appealed to the Board of Appeals.

Commissioner Thomas asked if the proposed changes would be part of a code change.

Dr. Patterson stated the guidelines would be used as a reference.

Commissioner Dolan asked for clarification regarding the current code requirements for sidewalks and why change the current process for requiring sidewalk for all new development.

Dr. Patterson stated there are instances where it may not make sense to require a sidewalk installation. As an example, requiring the removal of a Landmark Tree to accommodate the installation of a sidewalk on a street where there are no other sidewalks on the street. We want to be able evaluate each individual request and have guidelines when determining the installation of sidewalks.

Commissioner Thomas asked if items 2-5 could be mapped to help with accountability.

Chairman Wismer asked Dr. Patterson to acknowledge the sidewalk guidelines in future site plan reviews.

No action was taken.

7. Next Meeting Date – Tuesday, January 12, 2021 at 6:00 PM

8. Adjourn

MOTION ITEM: Jeanne Rast made a motion, Cliff Thomas seconded to adjourn the meeting at 7:11 p.m. Motion Carried: 6-0.

Respectfully submitted by,

Brian Wismer, Chairman

Adrienne Senter, Secretary