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

Planning Commission Meeting
700 Doug Davis Drive
Hapeville, Georgia 30354

October 12, 2021 6:00 PM

MINUTES

1. Called to order at 6:07 p.m.

2. Roll Call
Brian Wismer, Chairman
Jeanne Rast, V. Chairman
G. Leah Davis
Lucy Dolan
Larry Martin
Charlotte Rentz
Cliff Thomas

MOTION ITEM: Jeanne Rast made a motion, Cliff Thomas seconded to add the site plan extension request for 817 Custer Street to Item 4 – Old Business. Motion Carried: 6-0.

3. Minutes of September 14, 2021
3.I. Approval of Minutes

MOTION ITEM: Cliff Thomas made a motion, Lucy Dolan seconded to approve the minutes of September 14, 2021 as submitted. Motion Carried: 6-0.

4. Old Business
4.I. 817 Custer Street Site Plan Review
Background:
Ardina Pierre requested an extension for site plan approval at 817 Custer Street, Parcel Identification Number 14-0098-0008-020-4. The Planning Commission originally approved the site plan on July 14, 2020. The application exceeds the 12-month period of validity for site plan approval.

MOTION ITEM: Lucy Dolan made a motion, Charlotte Rentz seconded to grant the extension for site plan approval for 817 Custer Street. Motion Carried: 6-0.

4.II. 3436 Harding Avenue Site Plan Review
Background:
David Cook requested an extension for site plan approval at 3436 Harding Avenue, Parcel Identification Number 14-0098-0003-018-3. The Planning Commission originally approved the

site plan on January 14, 2020. The application exceeds the 12-month period of validity for site plan approval.

MOTION ITEM: Lucy Dolan made a motion, Larry Martin seconded to grant the extension for site plan approval for 3436 Harding Avenue. Motion Carried: 6-0.

5. New Business

5.I. 257 Birch Street Site Plan Review

Background:

David Cook requested site plan review to construct a 400-SF detached garage at 257 Birch Street, Parcel Identification Number 14-0094-0008-113-0. The property is zoned R-1, One Family Detached.

The detached garage measures 20' X 20' (400 SF). The single-family home was approved in 2019 as new construction with 1,777 SF. The lot is shown to be .17 acres.

MOTION ITEM: Cliff Thomas made a motion, Charlotte Rentz seconded to approve the site plan request for 257 Birch Street subject to the deficiencies outlined in the Planner's report. Motion Carried: 6-0.

5.II. 261 Birch Street Site Plan Review

Background:

David Cook requested site plan review to construct a 400-SF detached garage and a 144-SF gazebo at 261 Birch Street, Parcel Identification Number 14-0094-0009-113-0. The property is zoned R-1, One Family Detached.

The detached garage measures 20' X 20' (400 SF). The single-family home was approved in 2019 as new construction with 1,777 SF. The lot is shown to be .17 acres.

MOTION ITEM: Larry Martin made a motion, Lucy Dolan seconded to approve the site plan request for 261 Birch Street subject to the deficiencies outlined in the Planner's report. Motion Carried: 6-0.

5.III. 859 Custer Street Site Plan Review

Background:

David Cook requested site plan review to construct a 676-SF detached garage at 859 Custer Street, Parcel Identification Number 14-0098-0008-027-9. The property is zoned R-SF, Residential Single Family.

The detached garage measures 26' X 26' (676 SF). The single-family home was approved in 2018 as a remodel/addition for a total of 2,258 SF with an attached garage. The lot is shown to be .210 acres.

MOTION ITEM: Larry Martin made a motion, Charlotte Rentz seconded to approve the site plan request for 859 Custer Street subject to submittal of the amended driveway dimensions and the deficiencies outlined in the Planner's report. Motion Carried: 6-0.

5.IV. 551 Woodrow Avenue Site Plan Review

Background:

Garrett Coley requested site plan review to construct a rear addition to an existing single-family dwelling at 551 Woodrow Avenue, Parcel Identification Number 14-0094-0002-033-7. The property is zoned R-SF, Residential Single Family.

The rear addition will include a master bedroom and bath, mudroom and kitchen relocation and a 400 SF deck. The existing home is 1,068 SF with the addition, the home will be 2,016 SF. The lot is shown to be .143 acres.

MOTION ITEM: Cliff Thomas made a motion, Lucy Dolan seconded to approve the site plan request for 551 Woodrow Avenue subject to the deficiencies outlined in the Planner's and Arborists reports. Motion Carried: 6-0.

5.V. 400 Porsche Avenue Rezoning Request

Background:

Sara Lepich of The Redmond Company and authorized representative of Jesse Treuden of APORT, LLC, requested to rezone a 10.54-acre parcel located at 400 Porsche Avenue, Parcel Identification Number 14 0096 LL0585 from P-D, Planned Unit Development to B-P, Business Park for an office/financial institution development.

Recommendation:

The city recently adopted an updated Comprehensive Plan and conducted an LCI study which named this particular corridor as a gateway to the City. The proposed development plans would create substantial commercial development for the city in the gateway. The proposed project would bring jobs and visitors to the area while maintaining the aesthetic of the corporate corridor as it transitions to the mixed use further along Porsche Avenue.

Staff recommended approval.

MOTION ITEM: Jeanne Rast made a motion, Charlotte Rentz seconded to recommend approval of the rezoning request to the Mayor and City Council. Motion Carried: 6-0.

5.VI. 397 North Central Avenue and 376 King Arnold Street Final Plat Review

Background:

David Bivens of South City Partners, LLC and authorized representative of SCP Hapeville Owner, LLC (Tract 1) & SCP Hapeville TH Owner, LLC (Tract 2) requested final plat review to combine 7 parcels into 1 parcel for the properties located at 397 North Central Avenue (Tract 1) and 376 King Arnold Street (Tract 2), Parcel Identification Numbers 14-0096-0006-009-1, 14-0096-0006-

014-1, 14-0096-0006-013-3, 14-0096-0006-012-5, 14-0096-0006-002-6, 14-0096-0006-003-4, and 14-0096-0006-004-2. The properties are zoned U-V, Urban Village.

FINDINGS

The purpose of this final plat is for consolidation purposes only. The final plat should address any remaining issues raised in the Engineer's report regarding certifications, signatures, and monuments. All improvements indicated in the code must be satisfied with improvement of lot prior to approval of the revised final plat for certificates of occupancy.

The Planning Commission may consider a conditional approval upon satisfaction of any outstanding issues raised in the Engineer's Report. The Planning Commission may include the following variances as part of the approval:

- Width. Blocks shall be wide enough to allow two tiers of lots of minimum depth, except where fronting on major streets or prevented by topographical conditions or size of the property, in which case the planning commission will approve a single tier of lots of minimum depth.
- Double frontage lots. No lot, other than a corner lot, shall have frontage on more than one street unless a reserve strip that would prohibit vehicle access is created.

MOTION ITEM: Jeanne Rast made a motion, Charlotte Rentz seconded to approve the subdivision plat application for the properties located at 397 North Central Avenue and 376 King Arnold Street as submitted with approval of the following variances:

1. Width. Blocks shall be wide enough to allow two tiers of lots of minimum depth, except where fronting on major streets or prevented by topographical conditions or size of the property, in which case the planning commission will approve a single tier of lots of minimum depth.
2. Double frontage lots. No lot, other than a corner lot, shall have frontage on more than one street unless a reserve strip that would prohibit vehicle access is created.
   Motion Carried: 6-0.

5.VII. 3400 North Whitney Avenue Final Plat Review

Background:

Arthur L. Baker of Artistry Properties, LLC requested final plat review for the property located at 3400 North Whitney Avenue, Parcel Identification Number 14-0098-0017-002-1. The property is zoned R-1, One-Family Detached.

The applicant is requesting to divide one parcel into two to form Tract 1 .258 acres (11,245 SF) and Tract 2 .227 acres (9,921 SF) to form single family residential lots.

Recommendation:

1. Street address not shown for lot 2.

2. A concrete monument should be shown for the proposed subdivision.

A variance will be required for the 2-story studio located at the rear of the lot. The Board of Appeals will conduct a public hearing for this matter in October 2021.

MOTION ITEM: Jeanne Rast made a motion, Charlotte Rentz seconded to approve the final plat request for 3400 North Whitney Avenue subject to the deficiencies outlined in the Planner's report. The Planning Commission also recommended approval of the rear yard variance to the Board of Appeals. Motion Carried: 6-0.

5.VIII. 3410 N. Fulton Avenue and 3396 Park Avenue Final Plat Review

Background:

Randell Brown requested final plat review to divide two (2) parcels into seven (7) separate lots for the properties located at 3410 N. Fulton Avenue and 3396 Park Avenue, Parcel Identification Numbers 14-0095-0009-008-1 and 14-0095- 0009-012-3. The properties are zoned R-SF, Residential-Single Family. The lots currently have multiple single family dwelling structures on them, which are nonconforming.

Recommendation:

There are a large number of outstanding items from the City Engineer and Planner's review that must be addressed.

The following are a summary of the Planner's findings. The Engineer's reports, dated September 23, 2021 should be consulted for additional deficiencies.

1. The street must be properly dedicated to the City as part of the subdivision process and be compliant with City standards.
2. An easement is required for the utilities that cross Lot 7.
3. Park Street/ Randell Brown Ave (minor/collector street) is required to have a 40 to 50 feet' minimum right of way. One segment of Park Street is shown with only 30'.
4. Park Street/ Randell Brown Ave should be improved to include curb and gutter and pavement width of 30'.
5. Sidewalks are required on Park Street / Randell Brown Ave and not shown.
6. Utility lines (water and sewer) are not shown.
7. Water meters require a permanent easement.
8. Parcels in R-SF must have a minimum of 40' of street frontage. Lots 2 and 3 would have 30' frontages given the configuration of the property and streets. A variance would be required during the subdivision process and is recommended by Staff (see below).
9. Lots 4, 5, and 6 have existing structures in the front setback and Lot 2 has an existing structure in the rear setback. A variance would be required to allow for the existing encroachments in the setback to allow for future expansion of the single-family dwellings and is recommended by Staff (see below).
10. Concrete monuments are missing.
11. Surveyor's Certificate and Owner's Acknowledgement and Dedication are missing.

12. Erosion Control certification missing.
13. Minimum floor area must be shown on plat.

Other comments:

1. The discrepancy between the legal description and the plat should be reconciled.
2. All utility installations must meet City standards.
3. Street trees are required as a part of the development of each lot. The site plans for each lot must include a street tree and tree conservation ordinance requirements.

The following variances are required and supported by staff:

1. A reduction in the street frontage for Lots 2 and 3 to less than 40' as required (allow for 30').
2. A reduction in the front setbacks for Lots 4, 5, and 6 and rear setback for Lot 2 (Applicant should provide actual encroachment).
3. Allow for the block to be one tier of lots rather than two tiers of lots of minimum depths.
4. Allow for street intersection to be (applicant to provide angle) degrees at the northern end of Park Street.

Note: Staff does not recommend the variances that would be required regarding right of way minimums, pavement width minimums, curb and gutter, and sidewalks. The dedication of the street to the City does not absolve the developer from meeting minimum standards. The City should not absorb costs for improvements of the street. This is particularly relevant for Public Safety.

This is the 4th review of the subdivision plat. Until the aforementioned issues are fully addressed, staff does not recommend approval of this plat.

After further discussion, the following action was taken:

MOTION ITEM: Charlotte Rentz made a motion, Larry Martin seconded to table the application pending resolution of the deficiencies outlined in the Planner's report. Motion Carried: 6-0.

6. Next Meeting Date – November 16, 2021 at 6PM

7. Adjourn

MOTION ITEM: Larry Martin made a motion, Lucy Dolan seconded to adjourn the meeting at 7:31 p.m. Motion Carried: 6-0.

Respectfully submitted,

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Brian Wismer, Chairman Adrienne Senter, Secretary