



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

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

January 11 2022, 6:00 PM

MINUTES

1. Called to order at 6:09 p.m.

2. Roll Call

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

3. Election of Officers

- Vice Chairman:
Motion Item: Jeanne Rast made a motion, Charlotte Rentz seconded to nominate Lucy Dolan as Vice Chairman of the Planning Commission.
Discussion: Commissioner Martin stated several members are awaiting reappointments. Chairman Wismer stated the election of officers would take place with the current members.
Motion Carried: 6-0.
- Chairman:
MOTION ITEM: Lucy Dolan made a motion, Larry Martin seconded to nominate Brian Wismer as Chairman of the Planning Commission. Motion Carried: 6-0.

4. Minutes of December 14, 2021

4.I. Approval of Minutes

MOTION ITEM: Cliff Thomas made a motion, Charlotte Rentz seconded to approve the minutes of December 14, 2021. Motion Carried: 6-0.

5. Old Business

5.I. 2022 Planning Commission Meeting Schedule (Revised)

Background:

Consideration and action to approve the revised 2022 Planning Commission meeting schedule. Due to the City Council's schedule, the meeting originally scheduled for July 12, 2022, has been changed to July 19, 2022. *This item was approved by the Planning Commission on November 14, 2021.*

MOTION ITEM: Jeanne Rast made a motion, Lucy Dolan seconded to approve the revised 2022 Planning Commission meeting schedule, as presented. Motion Carried: 6-0.

5.II. 3143 Old Jonesboro Road

Site Plan Review

Background:

Cortney Bailey of A Sheltered Cove, LLC requested site plan review to construct a new single-family dwelling at 3143 Old Jonesboro Road, Parcel Identification Number 14-0094-0010-032-9. The property is zoned R-1, One-Family Residential. *This item received conditional approval on November 16, 2021, pending final review of the proposed Accessory Dwelling Unit (ADU).*

The original plan included a 2-story ADU which exceed the maximum allowable square footage of 640-sf. The applicant has modified the plans to include a 1-story ADU which meets the allowable square footage.

Staff stated the only outstanding item is the submittal of a development schedule.

MOTION ITEM: Larry Martin made a motion, Cliff Thomas seconded to approve the site plan request for 3143 Old Jonesboro Road subject to the submittal of the revised plans for the Accessory Dwelling Unit and a development schedule. Motion Carried: 6-0.

5.III. 3602 S. Fulton, 647-651 Chestnut, 3614-3633 Georgia (Rev. Pod C) Site Plan Review

Background:

Tiffany Hogan of D.R. Horton, Inc. and authorized representative of Theo Stone of Atwell, LLC requested site plan review for the properties located at 3602 S. Fulton Avenue, 647-651 Chestnut Street, and 3617-3633 Georgia Avenue, Parcel Identification Numbers 14- 0098-0021-050-4, 14-0098-0021-048-8, 14-0098-0021-049-6, 14-0098-0021-051-2, 14-0098-0021-052-0 and 14-0098-0021-047-0 for the purpose of constructing townhomes. The properties are zoned RMU, Residential Mixed Use. *This item was approved by the Planning Commission on November 14, 2021.*

The plan has been revised and meets the minimum open space requirement.

Findings:

Staff recommends approval of the site plan with the following conditions that satisfy the code requirements.

1. Provide impervious surface detail and total.
2. Provide dimensions for rear entry driveways.
3. Provide dimensions for sidewalk.
4. Provide detail for required continuous wall, fence, hedge or retaining wall.
5. Provide detail for required landscape area.
6. Provide required street trees.
7. Provide setback dimensions for all vertical elements. Will require City Planning Commission approval for greater than 15' setback.
8. Provide dimensions between buildings 29-26 and 22-25
9. Provide intervening driveway materials detail.
10. Provide location for mail kiosk.
11. If monument sign is desired, location(s) should be indicated on plans. All signs require sign permit approvals.
12. Fire Marshal review needed re sprinkler requirements.
13. Address any outstanding issues with Tree Conservation Ordinance as per City Arborist report.
14. Address any outstanding issues on the Engineer's Report.
15. It is understood the building elevations will be reviewed by the Design Review Committee for compliance with the Architectural Design Standards.

Any approval of the site plan requires the applicant shall comply with all other zoning rules, regulations, covenants, and easements of record.

MOTION ITEM: Larry Martin made a motion, Charlotte Rentz seconded to approve the site plan for 3602 South Fulton Avenue, 647-651 Chestnut Street, 3617-3633 Georgia Avenue (Pod C) subject to the deficiencies outlined in the Planner's report. Motion Carried: 6-0.

5.IV. 781 – 819 North Central Avenue

Site Plan Review

Background:

North & Central Venture Partners, LLC requested review of a revised site plan for the properties located at 781 North Central Avenue, 789 North Central Avenue, 0 North Central Avenue, 803 North Central Avenue, 809 North Central Avenue and 813-819 North Central Avenue, Parcel Identification Numbers 14-0098-0011-011-8, 14-0098-0011-012-6, 14-0098-0011-013-4, 14-0098-0011-014-2, 14-0098-0011-015-9 and 14-0098-0011-018-3. The properties are zoned V, Village and is part of the A-D, Arts District Overlay, and is subject to the requirements of the Neighborhood Conservation Area, Subarea C of the Architectural Design Standards. *The Planning Commission tabled this item on November 16, 2021, to allow the applicant additional time to submit a revised site plan that accommodates additional parking for residents and visitors.*

Findings:

The proposed project includes 2 bedroom, 3 bedroom and 4 bedroom units ranging in size from 1,250 SF to 1,900 SF. Site amenities include a townhome fronting on greenspace, a dog park,

and bocce ball court. The site plan was revised to include 20 guest parking spaces and 15 additional parking spaces dedicated for the townhome units for a total of 171 parking spaces.

The project is located in the Western Gateway of the LCI Study/Comprehensive Plan approved by the City in 2017. A variance request for increased building height to 44' is included in the application which can be approved by the Planning Commission. An additional variance request which will be heard by the Board of Appeals is for a reduced setback (from 15' to 10') along Stillwood Drive as a result of the City requesting an additional 5' right of way.

Public Comment: None.

MOTION ITEM: Cliff Thomas made a motion, Jeanne Rast seconded to approve the site plan request for 781-819 North Central Avenue and grant the requested variance to increase the height from 35' to 44' and recommend the Board of Appeals grant the variance for the reduced setback along Stillwood Drive for the additional 5' of right of way.

Discussion: Commissioner Martin expressed concerns regarding the potential increase in traffic and the density. Commissioner Dolan stated the project does bring significant change to the area and commended the developer for addressing the concerns related to parking. Ms. Dolan further stated that the City should consider traffic impacts as development increases.

Commissioner Rast stated historically, the City's population was over 10,000 residents and has decreased since the 90's to approximately 6,500 residents. Additionally, Ms. Rast noted the need for amenities such as a grocery store would require increasing the current population. Commissioner Thomas stated developments on the adjacent side of town were approved and are equally within close proximity of a major interstate.

Motion Carried: 5-1; Larry Martin opposed.

6. New Business

6.I. 3581, 3583, 3585, 3587 South Fulton Avenue Final Plat Review

Background:

Nicholas Imerman of Built By Broadband, LLC requested final plat review for the properties located at 3581, 3583, 3585 and 3587 South Fulton Avenue, Parcel Identification Number 14-0098-0021-075-1. The properties are zoned RMU, Residential Mixed Use.

Findings:

Phase 2 (of 2) has been completed with the construction of the final 4 (of 8) townhomes.

The plat meets the requirements, and staff recommends approval as submitted.

MOTION ITEM: Cliff Thomas made a motion, Larry Martin seconded to approve the final plat for the properties located at 3581, 3583, 3585 and 3587 South Fulton Avenue as submitted.

Motion Carried: 6-0.

6.II. 3411 Old Jonesboro Road

Final Plat Review

Background:

Robert Garrison III requested final plat review for the property located at 3411 Old Jonesboro Road, Parcel Identification Number 14-0066-0002-001-8. The property is zoned R-O, One Family Detached.

Findings:

The subdivision application request to subdivide one parcel (.663 acres) into three parcels (.23 acres, .23 acres, .204 acres). The proposed use of the property are single family residential lots.

Parcels located within the R-O zone must be a minimum of 10,000 square feet. Lot 1 and Lot 2 are compliant. Lot 3 is not compliant with 8,859 square feet. A variance would be required for approval.

Commissioner Martin expressed concerns regarding the lot sizes and does not support the variance.

Commissioner Davis does not support the variance as the applicant has not provided a hardship.

Public Comments:

Carolyn Routh, 2102 Argo Drive, does not support the reduced lot sizes.

Louise Applequist, 3204 Dogwood Drive, concerned with potential traffic congestion, emergency services and lack of school resources.

Anne Cruz, 2109 Woodland Drive, does not support the subdivision request.

Marie Winkler, 3411 Old Jonesboro Road, stated she is the property owner and expressed support for the request.

The Commission members discussed the need to reconfigure the lot size to meet the code requirements.

The following action was taken:

MOTION ITEM: Jeanne Rast made a motion, Lucy Dolan seconded to table the final plat application for 3411 Old Jonesboro Road to give the applicant time to reconfigure the lot sizes and resubmit. Motion Carried: 6-0.

6.III. 0 Norman Berry Drive (3460)

Conditional Use Permit

Background:

Sonial Patel and Jay Patel requested approval of a Conditional Use Permit to operate a commercial parking lot on a 1.36-acre parcel located at 0 Norman Berry Drive, Hapeville, Georgia 30354, Parcel Identification Number 14-0127-LL1230. 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 proposed parking lot shows 35 spaces which will serve the tenants of 1155 Virginia Avenue. There are no other approved commercial parking lots in close proximity.

Previously, a conditional use for the parking lot was approved on September 19, 2017 and again in 2018. Conditions for the approval of the previous commercial lots were not all met and maintained, specifically the landscape and striping requirements.

The property owner in 2017 and 2018 had contended they were seeking a national brand hotel; however, development has not come to fruition at this location. This may be largely in part because of existing utilities (24" storm sewer running east / west and two sanitary sewers with 20' easements running north/ south and east west on the parcels. In the interim, representatives for Hapeville Center, 1155 Virginia Avenue, have indicated a need for additional parking for their tenants.

Staff Recommendation:

The property has not been developed as was originally intended by the property owner. Given a lack of alternative and the need for parking in the area, staff recommends a special use permit for a parking lot be granted with the following conditions and any other the Planning Commission or City Council deem appropriate. No parking will be allowed on the site until all conditions are met. Should the conditions not be maintained, the City will issue a citation and reserve the right to revoke the conditional use.

The parking lot shall adhere to all landscape requirements per Sec 93-28-18, the U-V, Urban Village Sec 93-11.2 Sec. 93-11.2-7. - Area, placement, and buffering requirements., Sec. 93-11.2-9. - Sidewalk requirements, Sec. 93-11.2-10. - Parking and curb cut requirements, and Sec. 93-2-5. - Accessory uses, accessory buildings, yard requirements of accessory buildings, outbuildings and fences, and any other applicable City Codes.

Highlights from this section include but are not limited to:

- A survey and landscape plan meeting the requirements above must be provided. The survey and landscape plan must clearly show the dimensioned parking spaces (handicapped, full-size, and compact).
- The parking lot shall be resurfaced, striped and maintained.
- Proper on-site water retention and drainage for the site must be detailed and provided.
- A fence meeting City Code must surround the lot.
- Street trees, 30' on center must be provided.
- Lighting for the parking lot.
- Security cameras for the parking lot.
- The exterior perimeter landscape area must have a horizontal dimension of no less than 5 feet with an average of 10 feet along Norman Berry drive. Vegetative screening in this landscape area must be maintained at a minimum height of three feet.
- Interior and exterior tree plantings are to be provided in accordance with chapter 93, article 29. Trees must be planted in interior portions of parking lots so that no parking space is

more than 50 feet from a parking lot tree. These trees must be placed in landscaped beds protected from the adjacent vehicles.

- This is a commercial parking lot and not an airport parking lot serving the adjacent retail. Therefore, no shuttles shall operate, nor will there be any parking for more than 24 hours permitted. Signs shall be provided on the site indicating the above parking restrictions.

There was a brief discussion regarding the applicant submitting the revised site plan to the Planning Commission to ensure all requirements are satisfied.

MOTION ITEM: Jeanne Rast made a motion, Larry Martin seconded to recommend approval of the Conditional Use Permit to operate a commercial parking lot at 0 Norman Berry Drive subject to the conditions outlined in the Planner's report. Motion Carried: 6-0.

7. Open Discussion:

7.I. Parking Study Discussion

Background:

At the December 14, 2021 meeting, Commissioner Lucy Dolan expressed concern over the impact of recent increased development on traffic in the city and also parking requirements. The Commission agreed to have a discussion on traffic and parking at the January 11, 2022 meeting. Staff will guide the Planning Commission as needed in developing the request to City Council.

The Commission discussed areas for consideration, including Sunset Avenue & LaVista Drive at North Central Avenue and Dogwood Drive at N. Central Avenue.

Suggestions included on-street parking on one side of the street within residential areas.

Dr. Patterson suggested a survey for public input.

Chairman Wismer suggested the Council review the parking study completed in 2019. He stated the study was well done and provided guidance to address parking issues.

The Commission suggested the following task list:

- Zoning Use by District – Commission needs to review parking standards.
- Survey – Develop questions for a public survey focusing on parking.
- Ask Council to review the parking study completed in 2019 – suggest a feasibility study.

Commissioners Dolan and Rast will have continued dialogue with Dr. Patterson regarding parking and developing the survey.

No action was taken.

8. Next Meeting Date – February 8, 2022 at 6:00 p.m.

9. Adjourn

MOTION ITEM: Cliff Thomas made a motion, Lucy Dolan seconded to adjourn the meeting at 8:47 p.m. Motion Carried: 6-0.

Respectfully submitted,

Brian Wismer, Chairman

Adrienne Senter, Secretary