



## Planning Commission Meeting

700 Doug Davis Drive  
Hapeville, Georgia 30354

June 12, 2018 6:00PM

### MINUTES

#### 1. Welcome and Introduction

Chairman Brian Wismer called the meeting to order at 6:10 P.M. in the City of Hapeville Municipal Annex located at 700 Doug Davis Drive, Hapeville, Georgia 30354. Members in attendance included Lucy Dolan, Larry Martin and Charlotte Rentz. City Planner Representative David Rast and Secretary Adrienne Senter were also present.

Commissioners Mark Farah, Kaity Ferrero, and Jeanne Rast were unable to attend the meeting.

#### 2. Minutes of May 8, 2018

**MOTION ITEM: Larry Martin made a motion, Charlotte Rentz seconded to approve the minutes of May 8, 2018 as submitted. Motion Carried: 3-0.**

#### 3. Old Business

##### a. 491 Walnut Street

##### Subdivision Plat Review

Mr. James Hunter authorized representative for applicant Shannon Watkins requested subdivision plat approval for the purpose of constructing two (2) homes at 491 Walnut Street, Parcel Identification Number 14 009400030278. The property is zoned R-SF, Residential Single Family and is approximately 0.287 acres. *This item was tabled at the May 8, 2018 meeting pending clarification of the health of the existing 54" tree located on Tract 2.*

There was discussion regarding the health of the existing 54" poplar tree identified on lot 2. Mr. Hunter stated that the tree was showing signs of deterioration and appeared to be deceased.

Commissioner Martin expressed concerns regarding the removal of the tree for the purpose of new construction.

- Public Comment – None.

**MOTION ITEM: Lucy Dolan made a motion, Charlotte Rentz seconded to approve the Subdivision Plat Request at 491 Walnut Street as submitted.**



**Discussion:** Larry Martin inquired regarding the motion to approve and expressed concerns regarding tree preservation.

**Motion Carried:** 2-1; Larry Martin opposed.

#### 4. New Business

##### b. 3114 Sylvan Road

##### Conditional Use Permit

Mr. John Azar authorized representative for applicant Kareem Skinner requested approval of a Conditional Use Permit to operate a car rental/parking business at 3114 Sylvan Road, Parcel Identification Number 14 009900041270. The property is zoned C-2, General Commercial and is approximately .65 acres.

The property was formerly used as a car rental facility. Automobile rental agencies are permitted as a Conditional Use within the C-2 Zoning District and are subject to the provisions of Article 3.2, Conditional Uses.

The applicant indicated that they intend to seal and stripe the parking lot and add lighting for security and landscape the property as required by code.

- Public Comment – None.

**MOTION ITEM:** Lucy Dolan made a motion, Charlotte Rentz seconded to recommend the Mayor and Council approve the Conditional Use Permit request at 3114 Sylvan Road subject to the following conditions:

1. No more than 35 vehicles onsite.
2. No onsite repairs.
3. All 47 parking spaces must be striped and clearly marked.
4. Applicant agrees to provide planting areas and landscape adjacent to the Sylvan Road right-of-way.

**Motion Carried:** 3-0.

##### c. 3039 Oakdale Road

##### Site Plan Review

Ms. Stacey Singer authorized representative for applicant Michelle Jenkins of Homebilt, Inc. requested site plan approval to allow the construction of a 2-story home at 3039 Oakdale Road, Parcel Identification Number 14 0099LL0293. The property is zoned R-1, One Family Detached and is approximately 0.23 acres.

- Public Comment – None.

**MOTION ITEM:** Lucy Dolan made a motion, Larry Martin seconded to approve the site plan request at 3039 Oakdale Road provided that the applicant provide/address the following deficiencies:



1. Provide the overall height of the home;
2. Provide the overall width of the driveway;
3. Install a 4'-wide sidewalk along the front of the property (Oakdale Road);
4. Install a 4'-wide walkway extending from the front porch to the sidewalk adjacent to Oakdale Street;
5. Provide a detailed landscape plan;
6. Provide an allocation of site area;
7. Provide the total number of floor area and the number of bedrooms/bathrooms;
8. Provide the total floor area ratio; and,
9. Submit a detailed development schedule.

**Motion Carried: 3-0.**

**d. 3041 Oakdale Road**

**Site Plan Review**

Ms. Stacey Singer authorized representative for applicant Michelle Jenkins of Homebilt, Inc. requested site plan approval to allow the construction of a 2-story home at 3041 Oakdale Road, Parcel Identification Number 14 0099LL0285. The property is zoned R-1, One Family Detached and is approximately 0.28 acres.

- Public Comment – None.

**MOTION ITEM: Lucy Dolan made a motion, Charlotte Rentz seconded to approve the site plan request at 3041 Oakdale Road provided that the applicant provide/address the following deficiencies:**

1. Provide the overall height of the home;
2. Provide the overall width of the driveway;
3. Install a 4'-wide sidewalk along the front of the property (Oakdale Road and Hope Street);
4. Install a 4'-wide walkway extending from the front porch to the sidewalk adjacent to Oakdale Street;
5. Provide a detailed landscape plan;
6. Provide an allocation of site area;
7. Provide the total number of floor area and the number of bedrooms/bathrooms;
8. Provide the total floor area ratio; and,
9. Submit a detailed development schedule.

**Motion Carried: 3-0.**

**e. 491 Walnut Street**

**Site Plan Review**

Mr. James Hunter authorized representative for applicant Shannon Watkins requested site plan approval to allow the construction of a 1,693-sf home at 491 Walnut Street, Parcel Identification Number 14 009400030278. The property is zoned R-SF, Residential Single Family and is approximately .287 acres.



The applicant proposed to install a new concrete driveway along the western property boundary from Walnut Street to the 1-car garage behind the home. The site identifies an existing 54" poplar tree that will be removed to accommodate development of the lot.

- Public Comment – None.

**MOTION ITEM: Lucy Dolan made a motion, Charlotte Rentz seconded to approve the site plan request at 491 Walnut Street provided the applicant address the following deficiencies:**

1. **The site plan does not identify existing or proposed grades;**
2. **The building elevations and exterior building materials must be submitted to the Design Review Committee for review and approval;**
3. **A detailed summary of all impervious surface on the property should be provided, including the square footage of the new home (by floor and combined), the attached garage, the concrete driveway and the sidewalk extending from the front porch to the street; and,**
4. **The floor area ratio should be reconfigured once the summary of impervious surface is provided to ensure compliance with the maximum impervious surface requirements.**

**Motion Carried: 3-0.**

**f. 493 Walnut Street**

**Site Plan Review**

James Hunter requested site plan approval to allow the construction of a 2,086-sf home at 493 Walnut Street, Parcel Identification Number 14 009400030278. The property is zoned R-SF, Residential Single Family and is approximately .287 acres.

A new concrete driveway would extend along the western property boundary from Walnut Street to the 2-car garage behind the home. The site plan identifies two large trees on the property – an existing 42" red oak tree at the front of the property that will be retained, while an existing 45" red oak tree will be removed to accommodate development of the lot.

- Public Comment – None.

**MOTION ITEM: Lucy Dolan made a motion, Larry Martin seconded to approve the site plan request at 493 Walnut Street provided the applicant address the following deficiencies:**

1. **A Design Exception will be required in order to permit the driveway width to 9.5' as proposed;**
2. **The site plan does not identify existing or proposed grades;**



3. The building elevations and exterior building materials must be submitted to the Design Review Committee for review and approval;
4. A detailed summary of all impervious surface on the property should be provided, including the square footage of the new home (by floor and combined), the attached garage, the concrete driveway and the sidewalk extending from the front porch to the street; and,
5. The floor area ratio should be reconfigured once the summary of impervious surface is provided to ensure compliance with the maximum impervious surface requirements.

**Motion Carried: 3-0.**

**g. Text Amendment**

**Future Land Use Map**

Consideration and Action to adopt the City of Hapeville's Future Land Use Map.

The City of Hapeville completed the update of its Comprehensive Plan in June 2017. The Plan was then transmitted to the Georgia Department of Community Affairs (DCA) who determined the update was in compliance with the Georgia Minimum standards and Procedures for Local Comprehensive Planning in January 2018.

As part of the Comprehensive Plan process, the City should update its Future Land Use Map (FLUM). The purpose of the FLUM is to define areas within the City that are suitable for various land use activities.

Commissioner Larry Martin expressed concerns regarding the adoption of the Future Land Use map and the proposed areas designated as High Intensity Mixed Use. Additionally, Mr. Martin indicated that he believed the City was moving in the wrong direction with the increase in development and the adoption of the map, as presented, would be a mistake.

- Public Comment – None.

**After further discussion, the following action was taken:**

**Motion Item: Larry Martin made a motion to recommend the Mayor and Council deny the adoption of the Future Land Use Map. Motion died for lack of second.**

**Motion Item: Lucy Dolan made a motion, Charlotte Rentz seconded to recommend the Mayor and Council adopt the Future Land Use Map as submitted.**

**Discussion: Charlotte Rentz commented regarding the LCI Study and the process that the City went through to promote community involvement to complete the Comprehensive Plan.**

**Larry Martin commented that the City is moving in the wrong direction in terms of development and encouraged the members of Planning Commission to support looking at the Future Land Use Map and holding off on adopting it as submitted.**

**Motion Carried: 2-1, Larry Martin opposed.**



## 5. Open Discussion

- a. Livable Centers Initiative (LCI) Committee Member Selection.  
The Planning Commission appointed Lucy Dolan as the LCI Committee member representative.

## 6. Next Meeting Date – July 10, 2018 at 6:00PM

## 7. Adjourn

**MOTION ITEM:** Lucy Dolan made a motion, Charlotte Rentz seconded to adjourn the meeting at 8:40 p.m. **Motion Carried: 3-0.**

Respectfully submitted by,

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**Brian Wismer, Chairman**

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**Adrienne Senter, Secretary**