



Planning and Zoning Commission  
Meeting Minutes

City Hall: 56 Malone Street,  
Fairburn, GA 30213  
Tuesday, October 3, 2023  
7:00 p.m.

Michelle James, Acting Chair  
Elizabeth Echols  
LaVone Deavers  
Tony Smith

Planning Director: Denise Brookins  
Planner: Chancellor Felton  
City Attorney: Valerie Ross

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**A. Appointment of Acting Chair:**

1. Commissioner Deavers made a motion to approve the appointment of Commissioner James as Acting Chair. Commissioner Echols seconded.

**THE MOTION CARRIED.**

**B. Call to Order:** The meeting was called to order at 7:00 pm by Acting Chairwoman James.

**C. Determination of a Quorum:** A quorum was determined, and the meeting proceeded.

**D. Pledge of Allegiance**

**E. Approval of the Meeting Agenda:**

1. Commissioner Smith made a motion to approve the agenda. Commissioner Deavers seconded.

**THE MOTION CARRIED.**

**F. Approval of the Meeting Minutes:**

1. Commissioner Echols made a motion to approve the August 1, 2023, minutes. Commissioner Deavers seconded.

**THE MOTION CARRIED.**

**G. Public Comments:** Acting Chairwoman James opened the floor to general, public comments. No public comments were made. Acting Chairwoman James closed the floor to general, public comments

**H. Old Business:** None.

**I. New Business:**

1. **Concept Plan and Building Elevations: Tim Hortons Restaurant Retrofit**

Applicant: John Ives

Address: 7940 Senoia Road, Parcel ID: 09F070300320304

Request to review the concept plan and building elevations.

- a. Acting Chairwoman James introduced the case. Chancellor Felton presented the case on behalf of Staff. Staff made a recommendation for approval with conditions. Acting Chairwoman James opened the floor for the Commission to ask Staff questions.
- b. Commissioner Deavers inquired if the request was for a restaurant. Mr. Felton confirmed.

- c. Commissioner Deavers asked what type of restaurant Tim Hortons is. Mr. Felton stated that the applicant could answer that question better.
- d. Acting Chairwoman James asked if the applicant is present. Mr. Felton answered yes.
- e. Acting Chairwoman James closed the floor to ask Staff questions and opened the floor to ask the applicant questions and address the Commission.
- f. The applicant presented to the Commission.
- g. Commissioner Deavers asked if Tim Hortons was a fresher version of Starbucks and Dunkin'. The applicant answered yes.
- h. Commissioner Echols stated that she is familiar with the Tim Hortons chain and believes that Tim Hortons will do very well in the City of Fairburn.

Commissioner Echols made a motion to recommend **APPROVAL**. Commissioner Deavers seconded.  
**THE MOTION CARRIED.**

**2. Use Permit: Child Day Care Center**

Applicant: Angela Rosser

Address: 5575 Milam Road

Request to review the use permit.

**THE APPLICANT WITHDRAWED.**

**3. Text Amendment: Drive Through Retrofit Clause**

Applicant: Staff

Request to review the text amendment.

- a. Acting Chairwoman James introduced the case. Denise Brookins presented the case on behalf of Staff. Staff made a recommendation for approval. Acting Chairwoman James opened the floor for the Commission to ask Staff questions.
- b. Commissioner Deavers asked if the request is to allow for existing restaurant buildings to allow for new restaurants to come into their buildings and have outdoor dining. Ms. Brookins answered yes.
- c. Commissioner Deavers asked where most of the vacant restaurant buildings are. Ms. Brookins answered Highway 74.
- d. Commissioner Deavers asked how many vacant restaurant buildings there are. Ms. Brookins answered 1 currently, but 2 or 3 by the end of the year.
- e. Acting Chairwoman James asked if any restaurants would be interested in any existing restaurant buildings. Ms. Brookins answered yes, many well-known restaurants have tried to come into the City of Fairburn, but had to withdraw due to the current regulations.

Commissioner Deavers made a motion to recommend **APPROVAL**. Commissioner Smith seconded.  
**THE MOTION CARRIED.**

**J. Commissioner Comments:**

- 1. Commissioner Smith sincerely apologized for rushing into the meeting and being tardy.
- 2. Commissioner Deavers stated that she is ecstatic about being back and making progress within the City of Fairburn.
- 3. Commissioner Smith asked who is handling the October Festival. Ms. Brookins answered the Parks and Recreation Department.

4. Commissioner Smith asked if the Commission would have a role in the October Festival. Ms. Brookins said that she would find out.
5. Commissioner Deavers stated that a float was mentioned in the earlier part of the year.
6. Commissioner Smith stated that he asked because the Mayor likes to have all Fairburn employees and officials participate.
7. Acting Chairwoman James thanked Ms. Brookins and Mr. Felton for the amazing work that they do for the City.

**K. Adjournment:**

1. Commissioner Smith motioned to adjourn the public meeting at 7:23 pm. Commissioner Deavers seconded.

**THE MOTION CARRIED.**