



## PLANNING AND ZONING COMMISSION MEETING MINUTES

City Hall  
56 Malone Street  
Fairburn, GA. 30213  
Tuesday, September 12, 2017  
7:00 P.M.

Elizabeth Echols, Chairman  
Elise Stoney, Vice-Chairman  
Mark Wade (*Absent*)  
Shelby Phillips

Jerry Williams (*Absent*)  
Tony Smith

City Planner:  
City Engineer:  
City Attorney:  
Recording Secretary:

Tarika Peek  
Brendetta Walker  
Valerie Ross  
Kimberly Mitchell

- I. **MEETING CALLED TO ORDER:** By Chairman Echols
- II. **ROLL CALL:** All members of Planning and Zoning Commission were present except Commissioner Wade and Commissioner Williams, which constituted a quorum.
- III. **PLEDGE OF ALLEGIANCE:** Recited in unison.
- IV. **PUBLIC COMMENTS:** None
- V. **ADOPTION OF AGENDA:** Vice-Chairman Stoney moved to APPROVE the agenda. Commissioner Phillips seconded. **The motion carried unanimously.**
- VI. **APPROVAL OF PREVIOUS MEETING MINUTES**  
**Motion and Vote:** Commissioner Phillips moved to APPROVE August 8, 2017 meeting minutes. Commissioner Smith seconded. **The motion carried unanimously.** (Phillips stated that he had some corrections to the minutes.)
- VII. **PUBLIC HEARING:**

### **Primary Variance 17V-001 – Krystal**

**SUMMARY/STAFF PRESENTATION:** Applicant is requesting a primary variance as follows:

To increase the size of a freestanding sign face from 50 square feet to 79.6 square feet to accommodate a 29.6 square foot digital message board.

Staff recommends WITHDRAWAL of the variance request per applicants' request.

Vice-Chairman Stoney asked if there was a particular reason why the applicant decided to withdraw.

Ms. Peeks stated the applicant called at the last minute and decided to put up the sign that was allowed per the ordinance which is a 50 square foot sign.

*(Invitation for public comment in support of and in opposition to the petition)*

Spoke In Favor:

Spoke Against:

*(Close of hearing. Planning and Zoning Commission questions and discussion)*

**Motion and Vote:** Vice-Chairman Stoney moved to **WITHDRAW** the primary variance Krystal 17V-001 to increase the size of a freestanding sign face from 50 square feet to 79.6 square feet to accommodate a 29.6 square foot digital message board. Commissioner Phillips seconded. **The motion carried unanimously.**

## VIII. NEW BUSINESS:

### Conceptual Plan 17C-005 – Winnelson

**SUMMARY/STAFF PRESENTATION:** The applicant is proposing to construct a 30,000 square foot warehouse with associated driveways, parking, utilities, landscaping, and stormwater infrastructure.

Staff recommends **APPROVAL CONDITIONAL** of the conceptual site plan to construct a 30,000 square foot warehouse. The staff has reviewed the proposed conceptual site plan and the plan has met the requirements for a conceptual review. Staff has recommended three (3) conditions.

#### Recommendation Conditions:

Should the Planning and Zoning Commission decide to approve the conceptual site plan, the staff recommends the approval be subject to the following conditions. The applicant's agreement to these conditions would not change staff recommendations. These conditions shall prevail unless otherwise stipulated by the Planning and Zoning Commission.

1. To the Conceptual Site Plan submitted to the Department of Community Development dated received August 21, 2017. Said site plan is conceptual only and must meet or exceed the requirements of the City's regulations and these conditions prior to the approval of a Land Disturbance Permit. Unless otherwise noted herein, compliance with all conditions shall be in place prior to the issuance of a Certificate of Occupancy.
2. Prior to construction, provide the city with copies of the approved agreements/easements between all involved parties/owners for the driveway; inter parcel access ways, and sidewalks. All plans for the road improvements shall be submitted, reviewed and approved by the City Engineer and GDOT; and appropriate permits issued prior to construction and authorization.
3. All building facades shall be consistent with the Highway 74 Overlay District architectural design standards.

Vice-Chairman Stoney noticed on the site plan review submittal form the zoning district is listed as M-2 and on the staff report the site is listed as M-1. Ms. Peeks stated the staff report is incorrect; the zoning district is M-2. Vice-Chairman Stoney inquired as to whether there are any additional requirements between what was submitted and what was listed. Ms. Peeks stated there are no additional requirements, the buffers and setbacks are basically the same for M-1 and M-2. Ms. Peeks stated staff reviewed the application under M-2 requirements. Vice-Chairman asked if M-2 would be stricter than M-1. Ms. Peeks stated M-1 and M-2 buffers are both 50 feet and the setbacks are basically the same as well. Ms. Peeks further stated M-2 is more intense therefore the setbacks would be more for M-2 than for M-1. Vice-Chairman Stoney inquired as to what the site will be used for. Ms. Peeks stated a warehouse for plumbing materials.

Commissioner Phillips asked for an explanation of the metal building and the expansion. Ms. Peeks referred Commissioner Phillips question to the applicant.

*(Invitation for public comment in support of and in opposition to the petition)*

Spoke In Favor: Jeremy Brown-Mr. Brown stated one structure will be used as a staging, as material come in, and will be unloaded, stocked and then sold to clientele. Mr. Brown further explained the 30,000 square foot building will be the warehouse and the smaller structure will be the staging area. Commissioner Phillips asked if the 80' X 100' square foot building remain on site. Mr. Brown stated yes the building will remain on site. Commissioner Phillips questioned if they were voting on the 30,000 square foot building only. Ms. Peeks stated the vote would be for the full site plan. Ms. Peeks further explained she used the 30,000 square feet because that was the largest building on site. Ms. Peeks indicated there is an existing building on site and the proposed buildings are the 30,000 square feet and the 8,000 square foot buildings. Ms. Peeks specified if are any future expansions, they would have to come back and go through the permitting building process.

Commissioner Phillips asked will the ingress and egress be off of Highway 74 or will they drive behind the building. Ms. Walker stated the ingress and egress will be off of the new road, Howell Avenue extension which is one of the TPLOST roadway projects that's proposed. Mr. Brown further explained there may be a time when the ingress and egress will be from Highway 74 until Howell Avenue road extension is complete which is where the current existing building is located.

Chairman Echols asked if this location would be a 24 hour operation. Mr. Brown stated no.

Vice-Chairman Stoney asked if the applicant's product will be sold wholesale/bulk or to the public. Mr. Lee Parker stated they primarily sale to contractors, the office hours are from 7am to 5pm with no weekend hours and only delivery trucks for their local customers. Vice-Chairman Stoney asked will there be any 18 wheeler trucks onsite. Mr. Parker stated the largest truck owned by company does not require a CDL license. Vice-Chairman Stoney inquired as to how the company will obtain their supplies. Mr. Parker stated they will have incoming deliveries that will be an 18- wheeler but the company does not own trucks that require a CDL license.

Commissioner Phillips inquired about the most dangerous material that will be used on this site since it is an M-2 area. Mr. Parker replied the PVC cement would be the most dangerous and they have it in a 32 ounce can. Mr. Parker further stated they have almost zero hazardous chemicals. Commissioner Phillips stated they could have their business in a lighter industrial area. Mr.

Parker stated they could but they have not been able to find good land that is suitable for their building size and structure. This has been the most applicable location thus far.

Vice-Chairman Stoney inquired how often they receive deliveries currently. Mr. Parker stated they generally receive deliveries one (1) to three (3) times a day. Vice-Chairman queried as to whether they plan on increasing the deliveries at the new facility. Mr. Parker stated they possibly will increase the deliveries but most of the current business' material comes from a distribution center in Ohio, therefore there would not be more deliveries but not pallets on a truck. Mr. Brown stated the current business is located on Howell Avenue. Mr. Parker reiterated that the current business is across from the City's Utilities building.

Commissioner Smith inquired as to who determines the services used, the applicant or the City. Ms. Peeks stated it is determined by jurisdiction, depending on who services that area.

Ms. Peeks clarified the buffer requirements for the M-1 and M-2 zoning district that Vice-Chairman Stoney inquired about.

Spoke Against: None

*(Close of hearing. Planning and Zoning Commission questions and discussion)*

**Motion and Vote:** Commissioner Phillips moved to APPROVE CONDITIONAL the conceptual site plan 17C-005 to construct a 30,000 square foot warehouse. Commissioner Smith seconded. **The motion carried unanimously.**

**IV. STAFF REPORT:** Staff reminded Commissioners that the October Planning and Zoning Commission Meeting have been moved to October 10<sup>th</sup>.

**V. COMMISSION MEMBERS COMMENTS:** No Comments

**VI. ADJOURN: Motion and Vote:** Vice-Chairman Stoney made a motion to adjourn. Commissioner Phillips seconded. **The motion carried.**

Meeting adjourned at 7:18 p.m.

Approval Signatures	
Date Approved	October 10, 2017
Elizabeth Echols, Chairman	Elizabeth J. Echols
Kimberly Mitchell, Recording Secretary	Kimberly Mitchell