



PLANNING AND ZONING COMMISSION MEETING MINUTES

City Hall
56 Malone Street
Fairburn, GA. 30213
Tuesday, June 6, 2017
7:30 P.M.

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

Jerry Williams (*absent*)
Tony Smith
Homer Knight

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

Tarika Peeks
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 Smith seconded. **The motion carried.**
- VI. **APPROVAL OF PREVIOUS MEETING MINUTES**
Motion and Vote: Vice-Chair Stoney moved to **APPROVE** May 2, 2017 meeting minutes. Commissioner Smith seconded. **The motion carried.**
- VII. **PUBLIC HEARING:** None
- VIII. **NEW BUSINESS:**

Conceptual Plan 17C-003 – AMCON

SUMMARY/STAFF PRESENTATION: The applicant is proposing to construct a 30,275 square foot building. The staff has reviewed the proposed conceptual site plan and the plan meet requirements for conceptual review.

Staff recommends **APPROVAL CONDITIONAL** of the conceptual site plan to construct a 30,275 square foot building. Staff has recommended two (2) 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 May 10, 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.

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

Spoke In Favor: Bill Thornton, 6 Pine Hollow Drive, The business is located in Newnan but they plan on relocating to Fairburn stated Mr. Thornton. Commissioner Phillips asked for the representative to explain their concept. Mr. Thornton stated a pre-engineered type building will be installed where approximately 1/3 will be offices, 1/3 will be storage for raw materials and the remaining 1/3 will be the shop where they will fabricate the specialty items needed for industrial clients. Commissioner Phillips asked if everything will be in one building and not outside of the building. Mr. Thornton stated yes it will be in one building and not outside of the building.

Spoke Against: None

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

Commissioner Phillips queried as to what is the purpose of the building. Ms. Peeks replied that they are an industrial contractor. Mr. Thornton said their main client is Nestle Purina which is down the road from this location and this company installed and maintain Nestle's industrial equipment. Commissioner Phillips asked will the building be built to specifications and not speculations. Ms. Peeks replied, yes. Commissioner Phillips questioned as to whether the applicant would have to apply for a Land Disturbance Permit and a building permit. Ms. Peeks stated, yes. Commissioner Phillips also inquired about a signage permit for AMCON. Ms. Peeks stated if they want signs on the property they will have to go through the sign permit process which is separate from the Conceptual Site Plan, Building and Construction Process. Commissioner Phillips asked if there is any unused square footage in that area for industrial or office buildings. Ms. Peeks stated as far as vacant spaces or spaces for lease or for sale, unfortunately our office does not keep record of said information. Therefore, Ms. Peeks would not have accurate information pertaining to said question.

Commissioner Phillips queried about the conceptual plan, where will the utilities be located. Ms. Peeks stated typically during the concept phase, utilities are not looked at; this is a draft of what the site would look like. After the conceptual plans are approved, then the applicant can submit construction plans (Land Disturbance) and within that set of plans are utilities, landscape, stormwater and erosion control plans, which would be more detailed at that time.

Commissioner Phillips asked will the fifty-seven (57) parking spaces be a part of employee parking. Ms. Peeks stated yes, it will mainly be for employees, they are not expecting many customers coming in and out of the building. Ms. Peeks said there are approximately thirty (30) employees and will grow by ten (10) or fifteen (15) employees within the next ten (10) years. Commissioner Phillips stated out of the fifty-seven (57) parking spaces, there should be a minimum of three (3) handicap parking spaces, but he only saw two (2) handicap parking spaces. Ms. Peeks stated yes there are three (3); one (1) is in the front of the building and two (2) on the side of the building.

Commissioner Williams asked if the handicap parking spaces meet the regulations. Ms. Peeks stated yes they meet all of the requirements.

Commissioner Phillips stated in the concept plan half of the lots will be use and the other half will not be used and there will be a detention pond. Ms. Peeks stated that was correct. Commissioner Phillips replied it looks like a lot of unused land, are there any plans for future usage? Ms. Peeks stated when they meet with the applicant there was no discussion about future usage.

Motion and Vote: Vice-Chairman Stoney moved to APPROVE the conceptual site plan 17C-003 to construct a 30,275 square foot building on Oakley Industrial Blvd. Commissioner Phillips seconded. **The motion carried.**

Final Plat 17P-006 – 98 & 100 Howell Avenue

SUMMARY/STAFF PRESENTATION: For the Planning and Zoning Commission to review and make a recommendation on a final plat for 98 & 100 Howell to modify the existing lot line between two (2) tracts.

Staff recommends the APPROVAL of 98 & 100 Howell Avenue Final Plat.

Commissioner Phillips asked if the 1st tract was being used by Fairburn. Ms. Peeks stated neither track is owned by the City of Fairburn, they are privately owned businesses by the same owner. Commissioner Phillips asked if the 2nd tract was being used. Ms. Peeks stated yes there are buildings on both tracts containing businesses. The owner basically would like to shift the property line 50 feet in order to put in a fence on each tract and not go over the property line.

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

Spoke In Favor: None

Spoke Against: None

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

Motion and Vote: Vice-Chairman Stoney moved to APPROVE 98 & 100 Howell Avenue Final Plat 17P-006. Commissioner Smith seconded. **The motion carried.**

Final Plat 17P-077 – Coventry Phase 2

SUMMARY/STAFF PRESENTATION: For the Planning and Zoning Commission to review and make a recommendation on a final plat for Coventry Phase 2 to subdivide one (1) tract into five (5) tracts.

Staff recommends the **APPROVAL** of Coventry Phase 2 Final Plat.

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

Spoke In Favor: None

Spoke Against: None

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

Vice-Chair Stoney asked if staff know what will be built on the tracts. Ms. Peeks stated yes she knows what will be proposed on each tract. Ms. Peeks stated on tract three (3) Krystal is proposed, tract four (4) Sherwin Williams, tract five (5), six (6) and seven (7) have no known businesses or activity. Ms. Peeks further stated the owners have expressed interest in holding out tracts six (6) and seven (7) for a sit down restaurant or a family dining facility. Lots five (5), six (6) and seven (7) are little bit larger than lots three (3), four (4) and five (5). The owner is planning to market and hopefully get a sit down restaurant on those two lots.

Commissioner Phillips asked if each tract will have its own parking and will there be enough room for parking including the setbacks. Ms. Peeks stated yes each tract will have its own parking and within the last 3 years, establishments have been built to the same Highway 74 standards and will not be any different than what is already on Highway 74. Commissioner Phillips inquired about the open top pipe found (OTP FND) which is on the legend. Ms. Walker stated that the open top pipe found is on the legend but does not necessarily apply to this particular plat. Ms. Walker stated all pipes are shown on the plat; if it is not labeled then it's not on the plat even if it is on the legend.

Commissioner Smith inquired as to whether GDOT has plans to make road adjustments on Highway 74 due to crowded roads from businesses. Ms. Walker stated as part of the new interchange project there will be some lane improvements on Highway 74 approximately around the year 2020. Commissioner Smith expressed his concern about the traffic in that area.

Chairman Echols inquired as to whether anyone talked about putting a red light in front of Meadow Glen subdivision. Ms. Walker stated yes a light will be there. Ms. Walker continued to say there is a development we are expecting on the other side, they have their permit and it has been approved by Georgia Department of Transportation but she is unsure of the exact timeframe of installation. Ms. Walker stated she can find out the timeframe for Chairman Echols.

Commissioner Phillips queried as to whether the sidewalks will be a requirement. Ms. Peeks stated all development that come on Highway 74 have to put in sidewalks on all street frontages. Ms. Peeks further expounded there will be sidewalks on Highway 74 and along the rear where the private right-of-way is located on Renaissance Boulevard.

Motion and Vote: Commissioner Smith recommended **APPROVAL** of 17P-077 to subdivide one (1) tract into five (5) tracts. Commissioner Phillips seconded. **The motion carried.**

IV. STAFF REPORT: None

- V. COMMISSION MEMBERS COMMENTS:** Vice –Chairman Stoney wanted to commend the City on the nice marque coming into the City near the Citgo. Chairman Echols thanked everyone for attending.

VI. ADJOURN:

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

Meeting adjourned at 7:50 p.m.

Approval Signatures	
Date Approved	September 12, 2017
Elizabeth Echols, Chairman	Elizabeth J. Echols
Kimberly Mitchell, Recording Secretary	Kimberly Mitchell