

PLANNING AND ZONING COMMISSION MEETING MINUTES

**City Hall
56 Malone Street
Fairburn, GA. 30213
Tuesday, December 1, 2015
7:00 P.M.**

Shelby Phillips, Chair
Andrew Whitmore, Vice-Chair
Elise Stoney
Mark Wade

Elizabeth Echols
Jerry Williams
Tony Smith

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

Tarika Peeks
Linda Abaray
Brendetta Walker
Valerie Ross
Jessica McNeal

- I. MEETING CALLED TO ORDER:** By Chairman Shelby Phillips
- II. ROLL CALL:** All members of Planning and Zoning Commission were present which constituted a quorum.
- III. PLEDGE OF ALLEGIANCE:** Recited in unison.
- IV. PUBLIC COMMENTS:** None
- V. ADOPTION OF AGENDA:**
Motion and Vote: Whitmore moved to approve the agenda. Williams seconded. **The motion carried.**
- VI. APPROVAL OF PREVIOUS MEETING'S MINUTES**
Motion and Vote: Williams moved to recommend approval of November 03, 2015 minutes. Whitmore seconded. **The motion carried.**
- VII. PUBLIC HEARING:**

Variance 15V-008 Exeter Distribution Center-7340 Oakley Industrial Boulevard

SUMMARY/STAFF PRESENTATION: The applicant is proposing to construct a 316,680 square feet Distribution Center and is requesting one (1) primary variance from the Zoning Ordinance:

1. Section 80-86(f)(4) of the City's Zoning Ordinance to reduce the rear building setback from 30 to 20 feet.

Staff recommends denial of the variance request to reduce the rear building setback from 30 feet to 20 feet.

The applicant request a continuance of the variance petition until the next Planning and Zoning meeting. Williams asked what the basis is for the continuance request. Peeks stated there need to be more conversation between the staff and applicant.

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

Spoke In Favor: None

Spoke Against: None

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

Motion and Vote: Stoney moved to continue until January 5, 2016 meeting. Williams seconded. **The motion carried.**

VIII. UNFINISHED BUSINESS: None

IX. NEW BUSINESS:

Conceptual Plan 15C-010-Exeter Distribution Center-7340 Oakley Industrial Boulevard

SUMMARY/STAFF PRESENTATION: The applicant is proposing to construct a 316,680 square foot Distribution Center. The proposed project will require approximately 83 standard parking spaces and 63 truck spaces. The applicant will be required to meet all parking regulations. The site will have an ingress/egress from internal private road located along the north property line abutting Oakley Industrial Boulevard. Stormwater detention is proposed to be managed in the existing detention facility on site.

Should the Planning and Zoning Commission decide to approve the conceptual site plan, the staff recommends the approval be subject to the following conditions:

1. To the Site Plan submitted to the Department of Community Development dated received October 6, 2015. 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 Distribution 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 appropriate permits issues prior to construction and authorization.
3. To ensure the drive located between the proposed and existing buildings are not obstructed and remains clear for fire department access; drive must provide a turn-around for fire department vehicles, or connect drive to parking lot.

Stoney asked if the Exeter variance has any bearing on the Conceptual Plan. Peeks stated no, the variance doesn't have any bearings on the Conceptual Plan. Conceptual Plan is a Conceptual Plan only so the applicant must meet or exceed the City's ordinance.

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

Spoke In Favor: Brian Brumfield (Eberly and Associates on behalf of Exeter) gave a recap of the application.

Phillips asked what course will be taken to naturally let the 100 year floodplain run its course between the Exeter building and the one beside it. Brumfield stated they are adhering to the state regulated 25 foot buffer, 50 foot Fairburn stream buffer and they are not providing any disturbance in that particular area. It goes under the existing driveway which will not be disturbed by way of storm drain culvert. All the storm drains on the Exeter site will be tied into an underground system. All storm drainage on Exeter's site will be tied in to an underground storm system and released into a detention pond that was designed for this site when the plan was done in 2012 for the site that is immediately adjacent to Exeter. So the stormwater will not go into the stream buffer that is currently there. Smith wanted to confirm that the study was done in 2012. Brumfield specified that the study was generated in 2012 and a copy of the study will be provided to prove that this site was accounted for in the detention system.

Spoke Against: None

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

Motion and Vote: Williams moved to approve with conditions. Echols seconded. **The motion carried.**

Conceptual Plan 15C-005- Fairburn Medical Center- 0 Senoia Road

SUMMARY/STAFF PRESENTATION: The applicant is proposing to construct a 10,000 square foot urgent care facility (Fairburn Medical Center). The proposed project will require 33 parking spaces. The site will have ingress/egress from an existing private road (Renaissance Blvd.). The property will not have an access point from Senoia Road (Highway 74). Stormwater detention is proposed to be managed in a regional detention facility located on the adjacent property. The proposed building facade will consist of brick, stucco with clear glazed windows on the building front and side.

Should the Planning and Zoning Commission decide to approve the conceptual site plan, the staff recommends the approval be subject to the following conditions.

1. To the Site Plan submitted to the Department of Community Development dated received November 20, 2015. Said site plan is conceptual only and must meet or exceed the requirements of the Zoning Ordinance 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. The sidewalk design and construction shall tie in and be consistent with adjoining properties. The sidewalk design should allow for adequate drainage. There should be a maximum longitudinal slope of 8% and maximum cross slope of 2% to conform to ADA standards.
3. To ensure a fire lane and hydrant is accessible for the fire department and to remain unobstructed for fire department access to the building as this is the only access point to the structure.

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

Spoke In Favor: David Hughes (Owner of property)

Spoke Against: None

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

Motion and Vote: Whitmore moved to approve with conditions. Williams seconded. **The motion carried.**

X. STAFF REPORT:

- Abaray stated staff is preparing the 2016 Planning and Zoning schedule and two of the meetings follow a holiday, specifically July 5 (4th of July) and September 6 (Labor Day). Staff would like to take a consensus as to whether the commissioners would like to move the date to the next Tuesday after the holiday in question. Commissioners unanimously agreed on move the meetings to the following Tuesday after the holiday.
- Peeks stated staff would like to have a workshop the first of the year pertaining to Planning Commission by-laws and prodigal on making motions. Staff would like to choose a Tuesday when the agenda is small, to stay no more than 1 and ½ hours. **The Commissioners agreed on having the workshop on a Tuesday and staying no more than 1 and ½ hours.** Ross further expounded on the legal reasoning behind having the workshop.

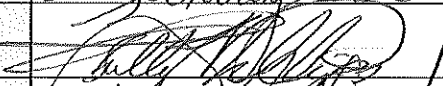
XI. COMMISSION MEMBERS COMMENTS:

- Whitmore thanked each and every commissioner and staff for being understanding and very helpful during his tenure as part of the Planning and Zoning Commission Board. Whitmore stated he will be submitting a letter of resignation within 24 hours of this meeting due to winning the election for City Council. Whitmore wished everyone a Merry Christmas and a Happy New Year due to this being his last meeting.
- Stoney congratulated Whitmore on becoming a City Council member and commend him on his diligence and input on governing the City of Fairburn. She wished everyone Happy Holidays and thanked staff for continued guidance.
- Wade stated congratulations to Whitmore and Merry Christmas and Happy New Year. He said it has been a good year.
- Williams congratulated Whitmore and wished everyone Happy Holidays. He stated it has been a pleasure and he appreciated and thanked staff for keeping him informed. Williams has enjoyed working with everyone and look forward to the New Year.
- Echols congratulated Whitmore and wished everyone Happy Holidays. She appreciates being a Commissioner for the City of Fairburn. Echols wished everyone the best in the New Year to come.
- Smith congratulated Whitmore and he stated he is looking forward to working with the Commissioners and staff in the New Year to come.

XII. ADJOURN:

Motion and Vote: Whitmore moved to approve. Smith seconded. **The motion carried.**

Meeting adjourned at 7:27 p.m.

Approval Signatures	
Date Approved	2 February 2016
Shelby Phillips, Chairman	
Jessica McNeal, Recording Secretary	