

Planning Commission



Minutes of the Thursday, January 16, 2020 Regular Meeting

Members of the Planning Commission

Briton Williams

Chair

Leonard Carter, Jr.

Timothy V. Key

Larry Watts

Bob Clark

JoAnn McKie

Dr. Christine Crawford

1. **Call to Order** – The regular meeting of January 16, 2020, having been duly publicized, was called to order at 7:03 p.m.
2. **Roll Call** – Members present were Chairman Briton Williams, Commissioners Leonard Carter, Bob Clark, Dr. Christine Crawford, Larry Watts, JoAnn McKie, and Timothy Key. Also in attendance were Libby Hodges, Director of Planning and Development, and members of the public.
3. **Approval of Minutes** – The minutes from the Regular Meeting and Study Session of December 19, 2019 were approved as written.
4. **Confirmation of Agenda** – There were no changes to the agenda.
5. **Application CONPL19-003** – A request by Communigraphics for concept review of plans for a warehouse project to be located on parcel 006-19-05-035, zoned PD, Planned Development and within the NP, Neighborhood Preservation Overlay.
 - a) Consideration of the sketch plan by the Commission

Chairman Williams read the application summary for Application CONPL19-003 a request by Communigraphics for concept review of plans for a warehouse project to be located on parcel 006-19-05-035, zoned PD, Planned Development and within the NP, Neighborhood Preservation Overlay and asked Mrs. Hodges if she had any information she would like to share.

Mrs. Hodges stated this is a building project that has a planned development zoning on the property which means it has an ordinance associated with the property itself and explained that, as indicated in the staff report, it does not quite conform exactly to what the PD says

but there is some flexibility with how that can be applied. Mrs. Hodges stated it would be the Commission's decision if it is an appropriate waiver or modification.

Chairman Williams asked for questions from the Planning Commission for Mrs. Hodges.

Commissioner Watts questioned if the PD zoning on the property was put in place a long time ago. Mrs. Hodges answered it was 2008. Commissioner Watts questioned if this would fit as a PD now. Mrs. Hodges answered no.

Commissioner McKie asked for clarification on the application that was submitted in 2008 and the plain metal building they are asking for now. Mrs. Hodges explained it was mentioned in the staff report and with the PD the Overlay would not necessarily apply, however, in the language of the PD it states that the Overlay Standards for the architectural finishes do apply.

Mrs. Hodges stated this is a concept plan and it is not binding at this time. She explained that in the PD they have a development program that was part of the PD and the use that is given in the application states that it will be a warehouse use and they have limited themselves to 592 square feet. Mrs. Hodges stated in the PD it also allows a kind of variance and if the Planning Commission wants to modify the location and ratio of uses the Commission can do that. She said the architecture of the building is a separate issue and that unless they modify the PD they are required to meet the architectural standards. She said the standards are for the finish of the building, not the square footage of the use.

Chairman Williams asked if the applicant had any comments.

Jim Newman spoke on behalf of the applicant, Communigraphics, and explained that the requested building is for a warehouse behind the existing frontage that is roughly 250-feet from the street, 310-feet from the back of the building to the back of the property, on the side rail there are existing buildings blocking the view, and the post office on the adjacent side blocks the view completely. He stated this would be a storage warehouse facility where the space is needed and this would help them develop a future inside the existing building without having to build out towards Georgia Avenue.

Chairman Williams asked for questions from the Planning Commission for the applicant.

Chairman Williams questioned if there were any issues with the parking. Mrs. Hodges replied that a count of all the parking onsite would have to be verified at the time of site plan submittal.

Mr. Newman stated there is a roadway to this property and parking that is available that is on the side of the property that is used rarely and is for employees only. Mrs. Hodges stated that staff would verify the ratio for retail and for warehouse.

Commissioner McKie questioned the screening to Georgia Avenue with a permanent wall and asked if a screening was already in place. Mr. Newman replied that there is an existing wall, with an entrance roadway, and a large oak tree between the site location and the post office.

Commissioner Carter stated he is concerned about the view of the one side of the building that faces Georgia Avenue. Mr. Newman stated there is a door on the side of the property and the roll-up doors are easier for delivery trucks. He said fake windows could be put in place and the building could be dark green to complement the trees.

Chairman Williams questioned if the square footage requirement would be a compliance issue for the applicant. Mr. Newman replied not until they get the site plan developed and the main reason this is before the Commission is because they do not want to waste time. He stated that in 2008 they presented a plan for a 10,000-square foot building in front of the existing building and it has been placed on the back burner and believe this request would work better for them.

Commissioner McKie questioned if the opening doors to the building could be placed on the side of the building. Mr. Newman answered the walk door could be placed there but the roll-up door could not due to delivery trucks being able to enter the building. He stated there would be no signage on the building and it could be painted to match the existing building. Mr. Newman stated the property directly behind the proposed warehouse is completely wooded and owned by Communigraphics.

Commissioner Key questioned if architectural detail allowed for the metal siding of the building. Mrs. Hodges answered that it does not prohibit metal, but it does require that not less than 40% of the front façade of a new building shall include doors or windows, and the slope of the roof is going to be important as well. Commissioner Key questioned the height of the roll-up door. Mr. Newman replied 16-feet tall and the building will be 20 to 21-feet tall at its peak.

Commissioner Key asked what type of roof the building would have. Mr. Newman explained it will be a gabled roof. Mrs. Hodges explained that the slopes of the roof have to be retained or the slopes of a new building shall match the average of the roof pitches on the buildings within the block. She said this may be something that needs to be presented to the Board of Zoning Appeals for she did not have enough information to make a judgement call one way or the other.

The Commission was receptive to an application for the building. The applicant will return to the Planning Commission for approval when the site plan is complete and has undergone the standard initial staff review.

6. Rules of Procedure – A request for review of revised Rules of Procedure for the Planning Commission.

Chairman Williams referred to the attachment provided on the revised Rules of Procedure and asked Mrs. Hodges to explain. Mrs. Hodges stated the Rules of Procedure is something that is set internally and it was decided at the last meeting that it would be better to ask for a text amendment to limit how many times an individual can be reappointed to the Commission in the actual text of the Development Code. She said if this change is to be accepted the Commission must vote on it.

Chairman Williams invited the Planning Commission to make a motion.

Commissioner Crawford motioned to accept the Rules of Procedures for the Planning Commission as presented. Commissioner Clark offered a second and the motion passed unanimously.

7. Staff Report

Mrs. Hodges provided a copy of the 2020 Annual Planning Commission schedule that was adopted at the last Commission meeting.

Mrs. Hodges presented the December Performance Report and Annual Performance Report.

Mrs. Hodges announced that on January 27, 2020, there will be a Joint City Council/Planning Commission Meeting, the meeting starts at 5:45pm, sharp. Dinner will be served starting at 5:15pm.

8. Adjourn

With no objection, Chairman Williams adjourned the meeting at approximately 7:28 p.m.

Respectfully Submitted,



Libby Hodges, AICP, Director
Department of Planning and Development
Secretary to the Planning Commission