



**CITY OF FOREST PARK  
PLANNING COMMISSION MEETING**

Thursday, November 16, 2023, at 6:00 PM  
Environmental Courtroom- Planning & Community Development Building

**Website:** [www.forestparkga.gov](http://www.forestparkga.gov)  
**Phone Number:** (404) 366.4720

**PLANNING & COMMUNITY DEVELOPMENT**  
785 Forest Parkway  
Forest Park, GA 30297

## MINUTES

**Andy Porter, Chairman**  
**Azfar Haque, Vice Chairman**  
**Michael Clinkscales, Member**  
**Roderick Jackson, Member**  
**Donald Williams, Member**

### CALL TO ORDER/WELCOME:

Azfar Haque called the Planning Commission meeting on November 16, 2023, to order at 6:02pm.

**ROLL CALL:** A quorum was established.

### PRESENT:

Azfar Haque  
Roderick Jackson  
Donald Williams

### ALSO PRESENT:

LaShawn Gardiner, Director of Planning & Community Development  
SaVaughn Irons, Principal Planner  
Latonya Turner, Planning & Community Development Administrative Supervisor

### APPROVAL OF MINUTES:

1. Approval of October 19, 2023, Meeting Minutes  
Member Jackson made a motion to approve the October 19, 2023, meeting minutes. Member Williams seconded the motion. Motion approved unanimously.

### OLD BUSINESS:

### NEW BUSINESS:

SaVaughn Irons made a request to amend the agenda to include a discussion regarding the December meeting schedule and the change in meeting location beginning in January.

2. Case# VAR-2023-14 - Variance for 0 Scott Rd., Parcel# 13015C A006, Forest Park, Georgia.

**BACKGROUND/HISTORY:**

The applicant, Divine Dream Homes ATL, LLC, requested a variance to decrease the minimum lot area from 8,200 sq ft to 6,000 sq ft, decrease the minimum lot width from 80 ft to 50 ft, decrease the rear yard setback from 30 ft to 20 ft, decrease the front yard setback from 25 ft to 15 ft and decrease the side yard setback from 10 ft to 7.5 ft to build 9 new construction single family homes.

**SaVaughn Irons** – delivered the staff report. Staff is recommending approval of the variance with conditions. Per Section 8-8-29 Single Family Residential District (RS) Standards, the city should promote an average density of 5 dwelling units per acre. Based on the district intent and total acreage of proposed development, staff is requesting the applicant to decrease the number of homes by 1, to allow a total of 8 new construction homes to be developed, instead of the nine 9 that was initially requested. With this requested change, it should allow an increase of the requested minimum lot area, minimum lot width and setback changes.

**PUBLIC COMMENTS:**

**Frank Holtzclaw** – stated he is concerned about the removal of trees, increased vehicle traffic, lack of parking for visitors, and potential for increased crime in the neighborhood. He asked if a red light would be put up at the intersection of Scott Rd.

**Member Jackson** – stated that there will be a tree buffer that will still be there.

**Vice Chairman Haque** – stated he thinks there has to be development coming into the City of Forest Park. He believes it's good for the city, neighborhood, county, and the taxes. He likes the proposal by staff to only allow 8 homes instead of 9. He asked if 8 homes is the max that would fit in per the acreage allowed.

**SaVaughn Irons** – answered that 8 homes is the max staff would like to have fit in as far as the maximum lot width in the area.

**Vice Chairman Haque** – stated that the development is going to come and you can only fight it so much.

**Russel Rogers** – stated he is here on behalf of the applicant who is out of town. He's here to answer any questions.

**Vice Chairman Haque** – asked if he was ok with the Planning Commission only approving 8 homes.

**Russel Rogers** – answered that initially the applicant was trying to fit 12 homes in there. He says that if that is what the board wants to vote in favor of that they're happy to move forward.

**Nicholas Elliott** – stated that trees are very important and that the schematics doesn't call out the tree buffer that was referenced. He thinks the buffer should be referenced or documented somewhere in the schematics or verbiage somewhere.

**SaVaughn Irons** – stated that the city’s ordinance requires a certain amount of trees. She says the original scope of plans, which can’t necessarily fit in here because of the size, the buffers are indeed on there. The Light Industrial District and the warehouses that are on the opposite side have a buffer as well. There will be a buffer of trees surrounding this property as well as the trees that are already in place.

**Director Gardiner** – stated that this is just for the variance request. They will still have to submit site plans and development plans for review by our engineer and our office as well. That’s where the tree buffers and all of that type of information will be explained, provided, and documented.

It was motioned to approve the variance.

Motion made by Member Jackson to approve the variance with the stated conditions of 8 homes and the tree buffer in place. Member Williams seconded the motion. Motion approved unanimously.

3. Case# TA-2023-05 - Text Amendment of Article B: Zoning Districts, Overlay Districts, and Design Guidelines within the City of Forest Park Code of Ordinances.

**BACKGROUND/HISTORY:**

The Planning & Community Development Department has discovered that Title 8, Section 8 of the current Zoning Ordinance does not adequately address the use of certain transportation businesses, such as taxi and limousine services, taxi and limousine dispatch and storage service, and ambulance services. The requested amendments will not be injurious to the public health, safety, morals, and general welfare of the community. The use will not be affected in a substantial, adverse manner.

**Director Gardiner** – delivered the staff report. She stated that staff continues to review our Zoning Ordinance and Code of Ordinances and as we find things that we need to amend we will be bringing forth text amendments. This ordinance is in regards to transportation related businesses such as ambulances, ambulance services, taxicab services, limousine services, and limousine dispatchers. As far as your limitation on certain businesses in regards to spacing, there is a area in the code where certain businesses cannot be within a mile of one another so we placed those recommended businesses under that category.

**COMMENTS/DISCUSSION FROM BOARD:**

**Member Jackson** – asked if businesses that provide the same function such as a print company that only prints certain documents that the other company wouldn’t be providing the same type of services.

**Director Gardiner** – answered that we look at each business based on what they do.

**Vice Chairman Haque** – asked if a UPS store that does packaging as well as printing would be allowed next to a full-blown print shop.

**SaVaughn Irons** – stated we don’t want an area condensed with hair salons or tire shops because then it limits the types of businesses we can offer.

It was motioned to approve the text amendment.

Motion made by Member Jackson. Member Williams seconded the motion. Motion approved unanimously.

4. Case# TA-2023-06 - Text Amendment of Article C. Development and Use Standards. Section. 8-8-73 Lot/Yard Standards.

**BACKGROUND/HISTORY:**

The Planning & Community Development Department has discovered some areas of the Code of Ordinances that need to be amended for clarity and formal processes. The requested text amendments will not be injurious to the public health, safety, morals, and general welfare of the community, and the use will not be affected in a substantially adverse manner. The following text amendments have been proposed: An amendment to Article C. Development and Use Standards. Section. 8-8-73. Lot/Yard Standards, adding subsection (c) Commonly Owned Lots. This update provides clarity for property owners with contiguous individual parcels and lots under common ownership to disregard Front yard, side yard and rear yard setbacks, found in Article B of the City of Forest Park Zoning Ordinance as long as the setbacks occur on the actual lines of ownership.

**SaVaughn Irons** – delivered the staff report.

**COMMENTS/DISCUSSION FROM BOARD:**

**Vice Chairman Haque** – asked for further explanation.

**SaVaughn Irons** – stated that if you own 3 lots and they're all consecutively next to each other typically each lot has its setback requirements front, rear, and side yard but because you own these 3 lots and they're parallel contiguous next to each other and you're trying to do some type of development at that point you would not have to honor the setback requirements in that section because you own contiguous lots and there property lines meet. It allows some additional flexibility for property owners who own contiguous lots next to each other.

**Vice Chairman Haque** – stated provided I was doing all 3 lots development.

**SaVaughn Irons** – stated correct. If you were combining the lots that would be a separate story.

It was motioned to approve the text amendment.

Motion made by Member Jackson. Member Williams seconded the motion. Motion approved unanimously.

**OTHER DISCUSSION:**

**SaVaughn Irons** – stated the next scheduled meeting would be Thursday, December 21<sup>st</sup>. Some of the other meetings, such as Council, were moved to January. We're just giving you all an opportunity to move.

It was motioned to approve the rescheduling of the December 21<sup>st</sup> meeting to January 18<sup>th</sup>.

Motion made by Member Jackson. Member Williams seconded the motion. Motion approved unanimously.

**ADJOURNMENT:**

Member Jackson made a motion to adjourn the meeting at 6:41pm. Member Williams seconded the motion. Motion approved unanimously.

DRAFT