



**CITY OF FOREST PARK**  
**PLANNING COMMISSION MEETING**

Thursday, March 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

## AGENDA

**BOARD MEMBERS:** Andy Porter, Azfar Haque, Michael Clinkscales, Roderick Jackson, Donald Williams

**CALL TO ORDER/WELCOME:**

**ROLL CALL:**

**APPROVAL OF MINUTES:**

1. Approval of February 16, 2023 Meeting Minutes

**OLD BUSINESS:**

**NEW BUSINESS:**

2. **Case # CUP-2023-02-Conditional Use Permit, for 66 Barnett Road, Parcel # 13052C A020**, Forest Park, Georgia. Current Zoning (Light Industrial-LI). The applicant, Amanda Street, is requesting a conditional use permit to remove 6 antennas, 6 Tower Mounted Amplifiers (TMAs), 3 Remote Radio Units (RRUs), 3 A2 modules and 1 Cable and install 9 antennas, 3 cables and 1 DC9 on an existing self- support tower.
3. **Case # CUP-2023-03- Conditional Use Permit, for 1067 Forest Parkway, Parcel # 13049D A001**, Forest Park, Georgia. Current Zoning (Institutional Commercial-IC). The applicant, Alyson Hamm, is requesting a conditional use permit to operate Honey's Sweet Memories, LLC., as a small event venue.

**ADJOURNMENT:**



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**Phone Number:** (404) 366.4720

**PLANNING BUILDING AND ZONING**  
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:** Chairman Porter called the meeting to order at 6:02pm.

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

*Present:* Andy Porter, Azfar Haque, Michael Clinkscales, Roderick Jackson, Donald Williams

*Absent:*

*Others Present:* LaShawn Gardiner, Planning & Community Development Director; Chountelle Hudson, Interim City Planner; Latonya Turner, Planning & Community Development Administrative Supervisor

**APPROVAL OF MINUTES:**

1. Approval of January 19, 2023, Meeting Minutes  
Michael Clinkscales made a motion to approve the minutes of the January 19, 2023, meeting. Roderick Jackson seconded the motion. Motion approved unanimously.

**OLD BUSINESS:**

**NEW BUSINESS:**

2. **Case # VAR-2023-03-Variance for 4593 Ernest Drive**, Parcel # 13048A C029. The applicant, Winston Lewis, is requesting a variance from the size of the lot width to build a single-family house. The current zoning of the property is RS (Single-family residential).

Chountelle Hudson read aloud the staff report stating that the street frontage for the parcel is Ernest Road; surrounding parcels are all designated RS Residential Single Family with future land uses of Single Family. Adjacent to this district, however, lies the GC General Commercial District with a great deal of retail, restaurant, professional office, and other general services. The applicant Winston Lewis is requesting a variance to reduce the minimum RS district lot width requirement of 80 feet to 65 feet. In this district where single-family homes are permitted, the applicant is proposing to build a two (2) story, 2,000 square feet single family home with a height of 31'-8" on a vacant lot. The maximum structure height district standard and requirement is 35 feet. The average single-family home in this district is one (1) story, with a lot width of 65 feet. Per section 8-8-29, the minimum lot width is 80 feet with a minimum lot area of 8,200 square feet and a maximum lot coverage of 30%. The applicant has a lot width of 65 feet, a lot size of 10,029 square feet, and will have a lot coverage of 16%. Considering the applicant is requesting a variance for a reduction of lot width, the north side setback of the property from the house to the property line will be 13.37 feet, with the south side setback being 13.94 feet. The minimum side setback requirement for this district is 10 feet. Staff recommends APPROVAL of a Variance from the 80 feet minimum lot width requirement per Section 8-8-29 to 65 feet based on surrounding parcels with lot widths of 65 feet or less:

1. The parcels adjacent to the proposed project as well as the surrounding parcels are all 65 feet and under in lot width.
2. The newly built structure will add value to the overall community and not be injurious to the public health, safety, morals, and general welfare towards the adjacent properties.
3. Applicant will have to apply and appear before Urban Design Review Board for consideration of proposed exterior house design elements.

Andy Porter opened the floor for anyone in favor of the project to speak.

The applicant, Winston Lewis, spoke in favor stating that he and his wife have been residents of Forest Park for the past 5 years. He stated that they own a productive business that is generating income for the city. He stated that he has a professional degree in architecture and intends to build a home that will add aesthetic value to the community.

Andy Porter opened the floor for anyone in opposition of the project to speak

Melanie Carter, owner of 4586 Mitchell Street, spoke in opposition stating that she didn't have enough information regarding the size and structure of the proposed home. She also stated that she worried about the potential for run-off to her property.

Andy Porter closed the floor to public discussion.

Azfar Haque asked Mr. Lewis if his objective for building the house was for investment purposes or personal use. Mr. Lewis stated the house would be for his personal use.

Ms. Carter objected to Mr. Lewis stating the proposed home would be two stories. Andy Porter stated that while the size of the home would be larger its footprint would be smaller.

Michael Clinkscales asked Mr. Lewis if he would be sensitive to Ms. Carter's concerns and Mr. Lewis stated yes.

Andy Porter asked Mr. Lewis if he would entertain an addition to the motion that restricted the lot coverage of the house to 16%. Mr. Lewis stated that he didn't want to be limited to the 16% but is not planning to exceed a lot coverage of 30%. Andy Porter stated the Board was willing to live with the 30%.

Andy Porter moved to entertain a motion.

Roderick Jackson made a motion to approve the Variance for 4593 Ernest Drive. Azfar Haque seconded the motion. Motion approved unanimously.

**ADJOURNMENT:**

Michael Clinkscales made a motion to adjourn the meeting at 6:18pm. Azfar Haque seconded the motion. Motion approved unanimously.



# CITY OF FOREST PARK

Item #2.

Planning & Community Development Department  
785 Forest Parkway  
Forest Park, Georgia 30297  
(404) 608-2300 Fax: (404) 608-2306

## Staff Report

Planning Commission Meeting: March 16, 2023

City Council Meeting: April 3, 2023

**Case:** CUP-2023-02

**Current Zoning:** LI- Light Industrial

**Proposed Request:** Conditional Use Permit to remove and install equipment on an existing self-support tower

**Staff Report Compiled By:** LaShawn Gardiner

**Staff Recommendation:** Approval of Conditional Use Permit

### APPLICANT INFORMATION

**Owner of Record:** Georgia Power Company

**Applicant:** Amanda Street

**Name:** AT&T

**Name:** Providence Real Estate Consulting

**Address:** 66 Barnett Road

**Address:** 4440 Tuck Rd.

**City/State:** Forest Park, GA 30297

**City/State:** Loganville, GA 30052

### PROPERTY INFORMATION

**Parcel Number:** 13052C A001

**Acreage:** 0.14 +/-

**Address:** 66 Barnett Rd., Forest Park, GA 30297

**FLU:** Industrial

### SUMMARY & BACKGROUND

The applicant, AT&T, and its authorized agent Providence Real Estate Consulting is requesting a Conditional Use Permit to remove 6 antennas, 6 TMAS, 3 RRUS, 3 A2 modules, and 1 cable. Upon removal of the current equipment, the applicant will install 9 antennas, 3 RRUs, 3 cables and 1 DC9 on the existing self-support tower. The applicant has housed equipment on the existing tower for several years which is approximately 180 feet.

**Per Section 8-10-10,** location of an antenna on an existing building, structure, or telecommunication facility may be issued to erect, repair, construct, relocate or maintain an antenna on an existing building, structure, tower, or monopole within the city provided that:

- (1) The existing building, structure, tower or monopole is fifty (50) feet in height or greater;

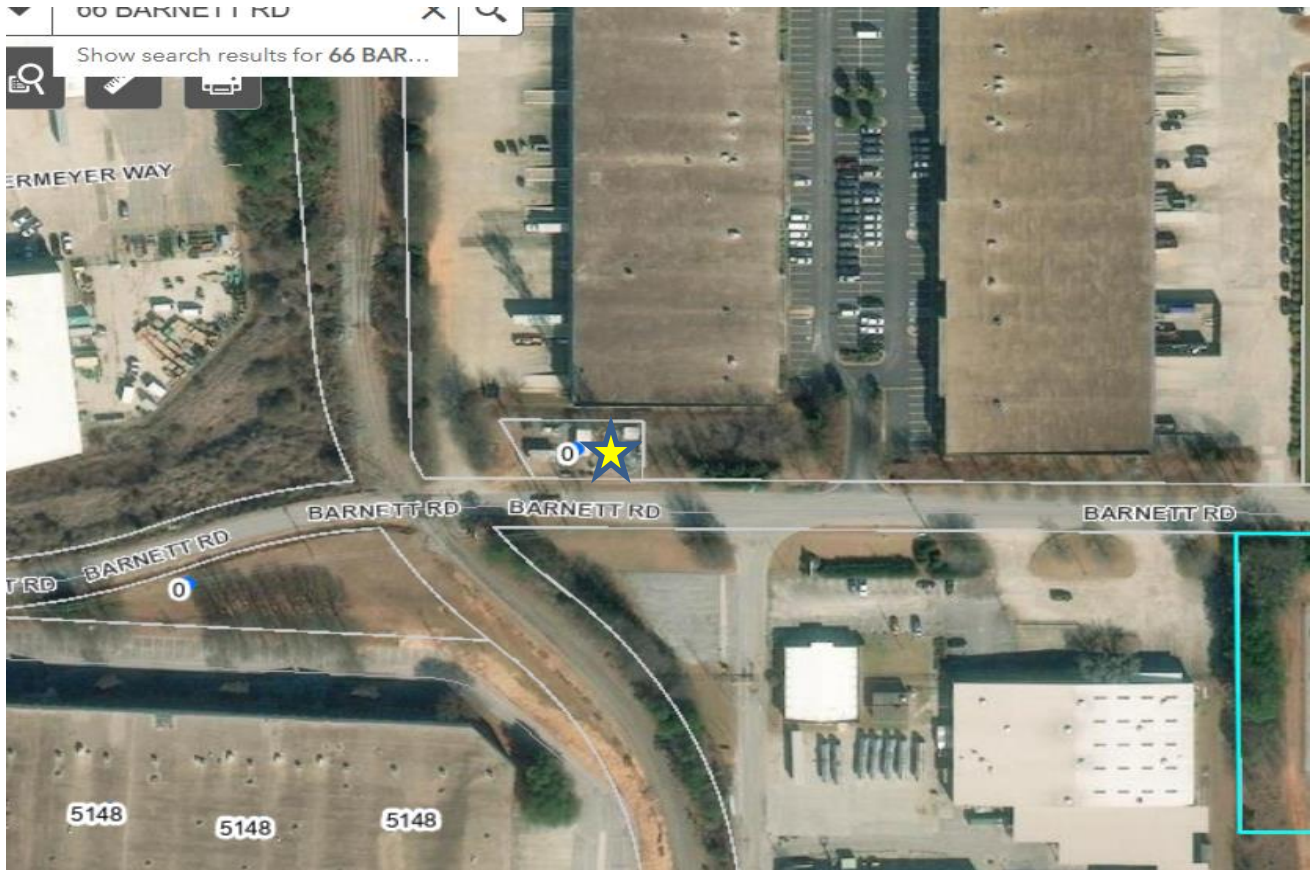
- (2) If an antenna is installed on an existing building or structure other than a tower, such antenna adds no more than twenty (20) feet to the height of the existing building or structure.
- (3) No advertising is permitted on the antenna or telecommunication facility;
- (4) If an antenna is installed on a structure or building other than a tower, the antenna and supporting electrical and mechanical equipment must be of a neutral color that is identical to, or closely compatible with, the color of the supporting structure or building so as to make the antenna and related equipment as visually unobtrusive as possible;
- (5) If an antenna is installed on an existing tower of any height, such antenna adds no more than twenty (20) feet to the height of said existing tower;
- (6) The antenna is not artificially lighted unless required by the FAA, FCC, or other state or federal agency of competent jurisdiction for safety purposes. Where required, the building inspector shall review available lighting alternatives and approve the design which would cause the least disturbance to the surrounding views.
- (7) The antenna meets or exceeds current standards and regulations of the FAA, the FCC or such governing agency with the authority to regulate telecommunication towers and antennas. If such standards and regulations are changed then the owner of the antenna shall bring such antenna into compliance with any revised standards and regulations within six (6) months of the effective date of such standards and regulations, unless a more stringent compliance schedule is mandated by the controlling agency. Failure to comply with this provision shall be grounds for the city to require removal or re-permitting of the antenna at the owner's expense;
- (8) The antenna complies with all current safety, design, structural, and wind loading standards of applicable building and technical codes adopted by the city, so as not to endanger the health and safety of residents;
- (9) The antenna is equipped with an anti-climbing device to prevent unauthorized access;
- (10) The antenna is set back from any adjoining residentially zoned property a minimum distance of two hundred (200) feet, as measured from the side of the existing building or structure which is closest to or facing the adjacent residential property to the boundary of a residentially zoned lot; and
- (11) The antenna is set back from all property lines a distance of fifty (50) feet.

**Property Zoned Light Industrial (LI)**

**ZONING CLASSIFICATIONS OF CONTIGUOUS PROPERTIES**

Direction	Zoning & Use	Direction	Zoning & Use
North	<b>Light Industrial</b> - Logistics/Administrative Buildings	East	<b>Light Industrial</b> - Logistics/Administrative Building
South	<b>Planned Industrial</b> - PCCR USA Plastics and Resins Plant	West	Light Industrial & Unincorporated Clayton County

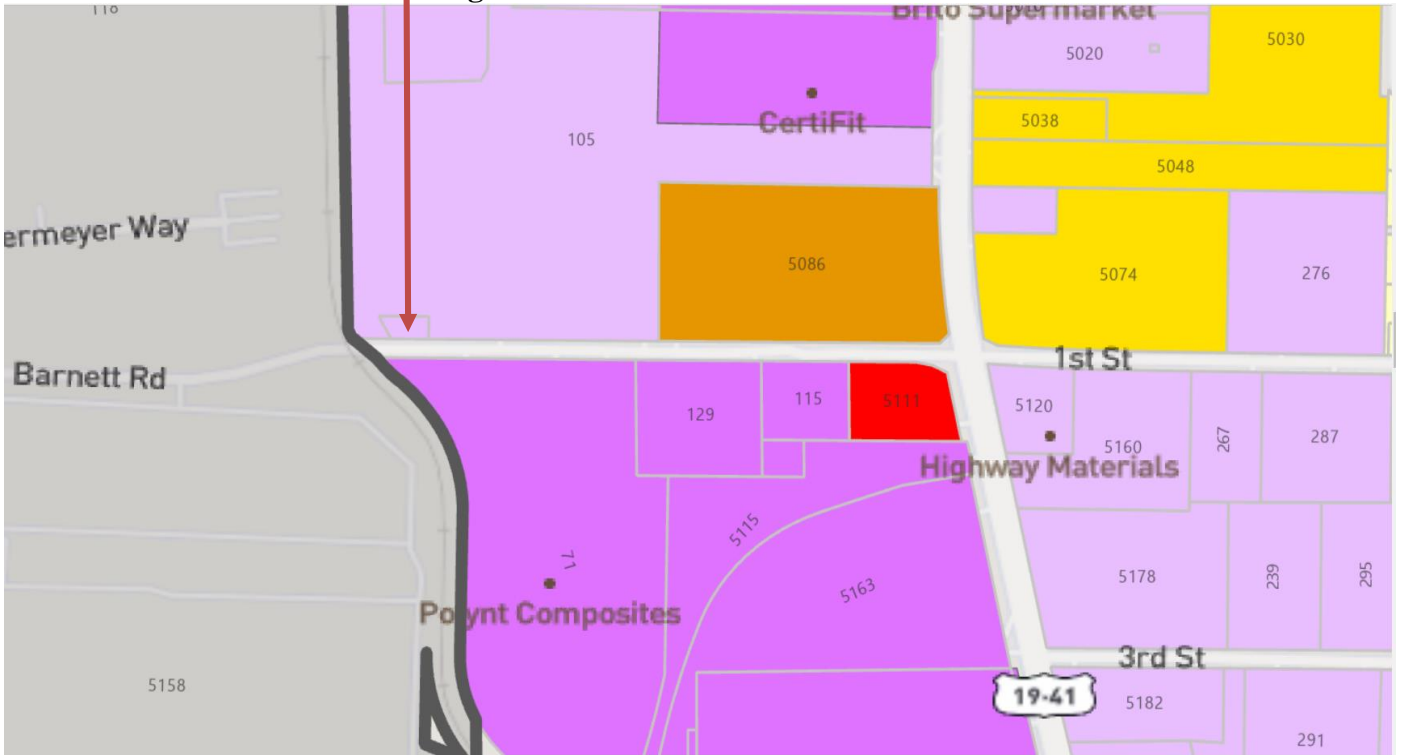
**AERIAL MAP**





**ZONING MAP**

**66 Barnett Rd. – Light Industrial**

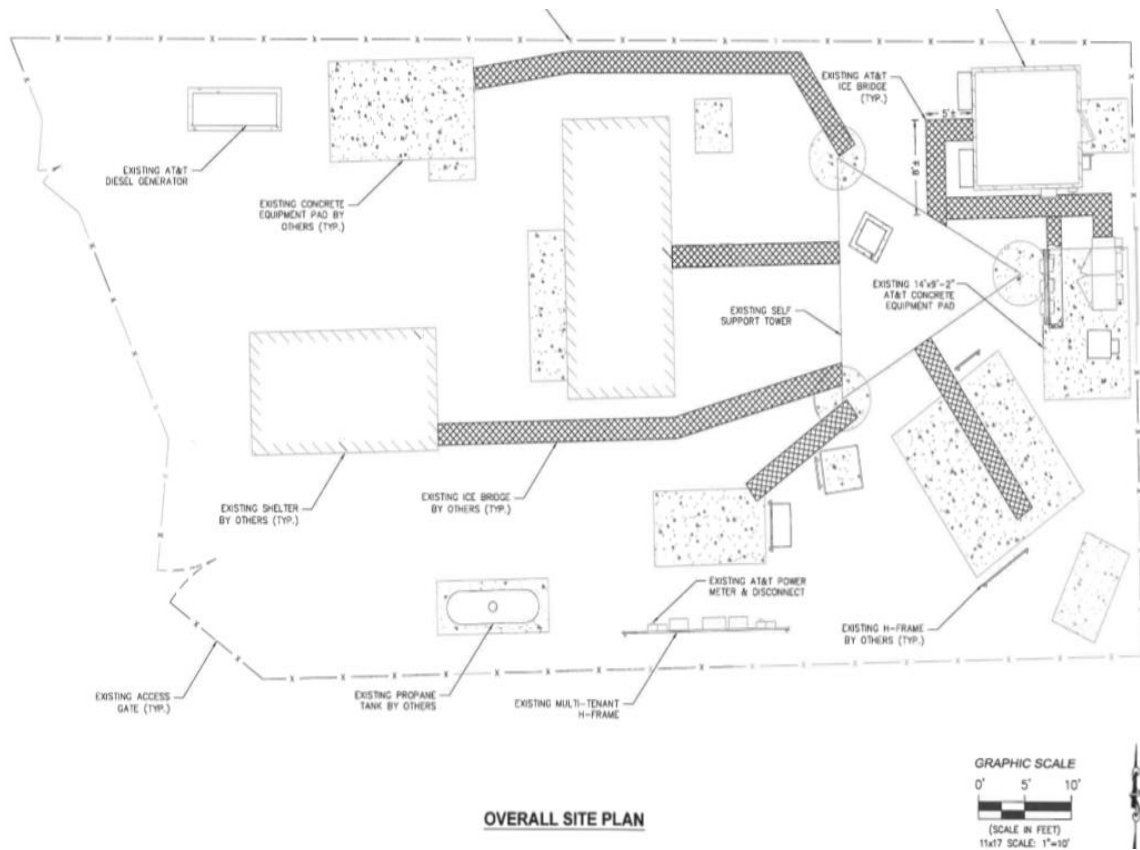




**SITE PHOTO**



## SITE PLAN



## ZONING CRITERIA AND ANALYSIS

1. **Would the proposed amendment be consistent and compatible with the City's land use and development, plans, goals, and objectives?** The proposed use is compatible and consistent with the City's land use and development goals and objectives.
2. **Would the proposed amendment tend to increase, to decrease, or to have no impact on traffic safety and congestion in the streets?** The proposal will not cause a significant impact on the transportation infrastructure.
3. **Would the proposed amendment tend to increase, to decrease, or to have no relationship to safety from fire and other dangers?** The proposed use will have no impact on community facilities.
4. **Would the proposed amendment tend to promote, to diminish, or to have no influence on the public health and general welfare of the City?** The proposed

request to remove and replace equipment does not appear to be a detriment to the public health, safety, morals, or general welfare if the Conditional Use Permit is granted.

5. **Would the proposed amendment tend to increase, to decrease or to have no influence on the adequacy of light and air?** No impact on light and air quality.
6. **Would the proposed amendment tend to cause, to prevent, or to have no influence on the overcrowding of land?** No.
7. **Would the proposed amendment tend to cause, to prevent, or to have no relationship on the population distribution within the city, thus creating any area so dense in population as to adversely affect the health, safety, and general welfare of the city?** The proposed use will not increase the population or density as to adversely affect the health, safety, and general welfare of the City.
8. **Would the proposed amendment tend to impede, to facilitate, or to have no impact on the adequate provision of transportation, water, sewerage, other public services, utilities, or facilities?** The proposed use will not cause any impact on the water/sewer and other utilities or other public services.
9. **Would the proposed amendment tend to be compatible with environmental conditions in light of surrounding developments? If compatible, what factors, if any, would diminish the value, use and enjoyment of surrounding properties?** The subject property value has no existing zoning restriction that would diminish the value and enjoyment of surrounding properties.
10. **Would the proposed amendment tend to promote, to diminish, or to have no influence upon the aesthetic effect of existing and future uses of the property and the surrounding area?** Granting a Conditional Use Permit would not diminish or have no influence upon the aesthetic effect of existing the future uses of the property and surrounding area.
11. **Would the proposed amendment have measurable adverse economic effect on the value of surrounding or adjacent property?** The use appears suitable for the nearby properties. There is no indication of any potential detrimental causes that would decrease the property value of surrounding or adjacent property.
12. **Would the proposed amendment create an isolated district unrelated to adjacent and nearby districts?** The Conditional Use Permit would not create an isolated district.

### STAFF RECOMMENDATION

Staff recommends **APPROVAL OF A CONDITIONAL USE PERMIT** to allow the removal and installation of equipment on an existing self-support tower in a Light Industrial (LI) zoned district.



# CITY OF FOREST PARK

Item #3.

Planning & Community Development Department  
785 Forest Parkway  
Forest Park, Georgia 30297  
(404) 608-2300 Fax: (404) 608-2306

## Staff Report – Conditional Use Permit

Public Hearing Date: March 16, 2023

City Council Meeting: April 3, 2023

**Case:** CUP-2023-03

**Current Zoning:** IC – Institutional Commercial District

**Proposed Request:** Conditional Use for a small event/party venue/studio.

**Staff Report Compiled By:** SaVaughn Irons, City Planner

**Staff Recommendation:** Approval of Conditional Use Permit with Conditions

### APPLICANT INFORMATION

<b>Owner of Record:</b> Honey's Sweet Memories, LLC	<b>Applicant:</b> Alyson M. Hamm
<b>Name:</b> Honey's Sweet Memories LLC	<b>Name:</b> Alyson M. Hamm
<b>Address:</b> 1067 Forest Parkway	<b>Address:</b> 1067 Forest Parkway
<b>City/State:</b> Forest Park, GA 30297	<b>City/State:</b> Forest Park, GA 30297

### PROPERTY INFORMATION

<b>Parcel Number:</b> 13049D A001	<b>Acreage:</b> 0.43
<b>Address:</b> 1067 Forest Parkway, Forest Park, GA 30297	<b>FLU:</b> Commercial

### SUMMARY & BACKGROUND

The applicant is requesting a Conditional Use Permit to add and operate a small event, party and studio venue in which she will host small gatherings, bridal showers and banquets that will not exceed 40 people and only operate Friday through Sunday (Weekends). Presently, the space is utilized as a party supply store at 1067 Forest Parkway Ste. A. This property is in the Institutional Commercial District (IC). The intent of the IC district is to allow a land use category for offices, banks, and personal business services which can serve as a transitional area between residential and commercial districts. Currently the district does not allow event venues as a permitted use or a conditional use but does allow places of assembly as a conditional use. Examples of Public Assembly Uses are Arenas, assembly halls, auditoriums, concert halls, convention halls, dance halls, exhibition halls, gymnasiums, indoor theaters, pool or billiard halls, stadiums, and similar indoor amusement or recreation uses. This property currently houses a party supply store, bakery and a salon within the same parcel. West of the arterial street is Lorraine Pl. The street frontage for the parcel is Forest Parkway; west of the parcel is one residential home and a commercial/retail business, south of the parcel are residential homes, east of the parcel are residential homes and an office building, and north of the parcel are commercial businesses.



Per Section 8-8-90, one (1) parking space for each six (6) seats or total parking area equal to 3 times the gross floor area, whichever is greater. Where there are no fixed seats each 24 inches of bench or pew shall be considered 1 seat. Where there are no seats, benches, or pews, each 20 square feet of ground or floor area usable for seating shall be considered 1 seat. Upon observation from aerial photographs, it appears the applicant has sufficient parking with an approximate parking space count of 8. Suite A Square footage is 1,000. Property address is not a standalone building. Building has additional suites attached. The Minimum requirements for the front yard setback to Forest Parkway is 25 feet, the minimum side (east) setback is 15 feet, the side (west) setback is attached, and the minimum required rear setback is 30 feet.

**Property Zoned Institutional Commercial (IC)**

**ZONING CLASSIFICATIONS OF CONTIGUOUS PROPERTIES**

Direction	Zoning & Use	Direction	Zoning & Use
North	DM: Downtown Mainstreet District	East	IC: Institutional Commercial District
South	RM: Multiple-family Residential District	West	IC: Institutional Commercial District

**AERIAL MAP**



ZONING MAP



**SITE PHOTOS – MARCH 2023**













### ZONING CRITERIA AND ANALYSIS

1. **Would the proposed amendment be consistent and compatible with the City's land use and development, plans, goals, and objectives?** The proposed use is compatible and consistent with the City's land use and development goals and objectives. West of the parcel is within the Institutional Commercial District and contains a small residential structure and a CVS pharmacy, south of the parcel are residential homes, east of the parcel are a mixture of small businesses, and north of the parcel is within the Downtown Mainstreet District and encompasses a variety of other businesses.
2. **Would the proposed amendment tend to increase, to decrease, or to have no impact on traffic safety and congestion in the streets?** The proposal will not cause a significant impact on the transportation infrastructure.
3. **Would the proposed amendment tend to increase, to decrease, or to have no relationship to safety from fire and other dangers?** The proposed use will not have an increase, decrease of the relationship to safety from fire and other dangers if event

space attendee numbers are minimized. The proposed use can affect emergency access if there is an overflow of parking.

4. **Would the proposed amendment tend to promote, to diminish, or to have no influence on the public health and general welfare of the City?** The proposed development does not appear to be a detriment to the public health, safety, morals, or general welfare if the Conditional Use Permit is granted.
5. **Would the proposed amendment tend to increase, to decrease or to have no influence on the adequacy of light and air?** The proposed use will not increase, decrease or have any influence on the adequacy of light and air.
6. **Would the proposed amendment tend to cause, to prevent, or to have no influence on the overcrowding of land?** No.
7. **Would the proposed amendment tend to cause, to prevent, or to have no relationship on the population distribution within the City, thus creating any area so dense in population as to adversely affect the health, safety, and general welfare of the City?** The proposed use will not increase the population or density as to adversely affect the health, safety, and general welfare of the City.
8. **Would the proposed amendment tend to impede, to facilitate, or to have no impact on the adequate provision of transportation, water, sewerage, other public services, utilities, or facilities?** The proposed use will not cause any additional impact on the water/sewer and other utilities or other public services.
9. **Would the proposed amendment tend to be compatible with environmental conditions in light of surrounding developments? If compatible, what factors, if any, would diminish the value, use and enjoyment of surrounding properties?** The subject property value has no existing zoning restriction that would diminish the value and enjoyment of surrounding properties.
10. **Would the proposed amendment tend to promote, to diminish, or to have no influence upon the aesthetic effect of existing and future uses of the property and the surrounding area?** Granting a Conditional Use Permit would not diminish the future uses of the property and surrounding area.
11. **Would the proposed amendment have measurable adverse economic effect on the value of surrounding or adjacent property?** The use appears suitable for the nearby properties. Applicant has discussed use with neighboring businesses. There is no indication of any potential detrimental causes that would decrease the property value of surrounding or adjacent property.
12. **Would the proposed amendment create an isolated district unrelated to adjacent and nearby districts?** The Conditional Use Permit would not create an isolated district.

**STAFF RECOMMENDATION**

Staff recommends **APPROVAL OF A CONDITIONAL USE PERMIT** to allow a small event venue within the Institutional Commercial (IC) District. **WITH THE FOLLOWING CONDITIONS:**

1. The applicant must adhere to the City of Forest Park, GA Zoning Ordinance Parking standards outlined in Section 8-8-90.
2. The applicant will provide a letter of approval/consent from neighboring businesses providing consent of type of business to ensure no disruption of the current tenant/businesses
3. The applicant will provide written policy to guest on limited parking spaces and advise that they are not allowed to park on side residential streets, RM residential district is south of parcel.
4. Maximum number of occupants in facility shall not exceed 40 persons at any time.
5. Violation of these conditions will result in the loss of the conditional use permit and associated business licenses.

**Attachments Included:**

- Application
- Letter of Intent
- Authorization of Property Owner
- Disclosure of Campaign Contributions and Gifts
- Floor Plan