



**CITY OF FOREST PARK
PLANNING COMMISSION MEETING**

Thursday, March 20, 2025 at 6:00 PM
City Hall | 745 Forest Parkway, Forest Park, GA 30297

Website: www.forestparkga.gov
Phone Number: (404) 366-4720

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

AGENDA

Azfar Haque, Chairman
Michael Clinkscales, Vice Chairman
Roderick Jackson, Member
Donald Williams, Member
Lois Wright, Member

CALL TO ORDER/WELCOME:

ROLL CALL:

ADOPTION OF THE AGENDA WITH ANY ADDITIONS/DELETIONS:

APPROVAL OF MINUTES:

1. Approval of February 20, 2025 Meeting Minutes

PUBLIC COMMENTS: (All Speakers will have 3 Minutes)

OLD BUSINESS:

NEW BUSINESS:

2. Case# VAR-2025-03 - Variance request for 2000 Anvil Block Rd., Parcel# 12204 204004, Ward 3. The applicant, Scannell Properties LLC (Rep: Jacob Holdeman), is requesting a stream buffer variance to construct a driveway and extend a box culvert within the 22.40 +/- acre lot for Stream one (1), for the construction of a 281,880 square foot +/-, Class A warehouse distribution facility within the Gillem District (GZ).

ADJOURNMENT:

In compliance with the Americans with Disabilities Act,
those requiring accommodation for meetings should notify
the City Clerk's Office at least 24 hours prior to the meeting at 404-366-4720



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MINUTES

- Azfar Haque, Chairman**
- Michael Clinkscales, Vice Chairman**
- Roderick Jackson, Member**
- Donald Williams, Member**
- Lois Wright, Member**

CALL TO ORDER/WELCOME: Azfar Haque called the meeting to order at 6:01 pm.

ROLL CALL: A quorum was established.

PRESENT:

Azfar Haque; Michael Clinkscales; Donald Williams; Lois Wright

ABSENT:

Roderick Jackson

ALSO PRESENT:

Nicole Dozier, Director of Planning & Community Development; Danielle Matricardi, City Attorney; SaVaughn Irons-Kumassah, Principal Planner; Latemia Richards, Planner I; Latonya Turner, Board Secretary and Department of Planning & Community Development Office Coordinator

ADOPTION OF THE AGENDA WITH ANY ADDITIONS/DELETIONS:

Michael Clinkscales motioned to adopt the agenda as printed. Lois Wright seconded the motion. The motion was approved unanimously.

APPROVAL OF MINUTES:

1. Approval of January 16, 2025 Meeting Minutes

Michael Clinkscales motioned to approve the January 16, 2025, Meeting Minutes as printed. Donald Williams seconded the motion. The motion was approved unanimously.

PUBLIC COMMENTS: (All Speakers will have 3 Minutes)**OLD BUSINESS:** None**NEW BUSINESS:**

- 2. Case# CUP-2025-01 Conditional Use Permit request for 5215 West Street., Parcel# 13078B A004, 13078B A004A, 13078A E001, Ward 4. The applicant, Mashara Williams (Clayton County Public Schools), is requesting a Conditional Use Permit for the combination of the existing W.A. Fountain Elementary School and existing Unidos Language School to construct a new expanded elementary school, located within the Single-Family Residential District (RS).**

Background/History:

The applicant for 5215 West St. is requesting a Conditional Use Permit (CUP) to expand the existing W.A. Fountain Elementary School in response to projected community growth. The project will involve partial demolition and expansion to accommodate a combined population of W.A. Fountain Elementary School and Unidos Language School. The land use and zoning will remain unchanged, and improvements will include a new driveway, better circulation, parking, landscaping, and a new stormwater system. Although the property has operated as a school for many years, a CUP is required due to the scope of the work. The project will not negatively impact public services and will enhance safety and circulation. It will also involve work within a floodplain and stream buffer, with necessary erosion control and permits. Post-construction stormwater management will improve runoff and water quality. The design respects the site's history by preserving significant features and maintaining vegetative areas, with exterior features chosen to blend with the area's character. This property is located within the Single-Family Residential District (RS). Approval is recommended with the following conditions:

1. The applicant must complete a traffic analysis study for the area detailing the impact the expansion/combination of the school and growth will have on the surrounding neighborhood.
2. The applicant will have to complete a Land Combination application to combine Parcel #'s 13078B A004, 13078B A004A, and 13078A E001 into one Parcel of Land.
3. The applicant will have to widen roadways and provide lane widths, leading to the entrance of the school to assist with the flow of traffic, ensuring safe drop-offs and Pickup Zones. This includes separate lanes for buses and private vehicles with clear signage for safety.
4. The applicant must include sidewalks, curb and gutter, lighting, and greenspace within the development.
5. The applicant must provide the city with a plan for adequate surface drainage (road runoff).
6. Per plan review, any capital improvements required by engineering and review staff are required to be completed by the applicant.
7. If applicant is wanting to move forward with the roadway addition off Springdale Rd., a stream buffer variance will be required, and the applicant will be responsible for all road improvements.

Lois Wright motioned to approve CUP-2025-01 with the stated conditions. Donald Williams seconded the motion. The motion was approved unanimously.

- 3. Case# VAR-2025-02 Variance request for 5215 West Street., Parcel# 13078B A004, 13078B A004A, 13078A E001, Ward 4. The applicant, Mashara Williams (Clayton County Public Schools), is requesting a Variance to increase the maximum height of the school structure from the**

requirements of 35 Feet to 40 Feet for the combination, modification, and construction of a new elementary school located within the Single-Family Residential District (RS).

Background/History:

The subject property is three separate parcels with an approximate total of 27.57 +/- land acreage at West Street. The applicant is requesting a height variance to increase the maximum height from 35 feet to 40 feet for two main entry areas to allow the combination, modification, and construction of a new elementary school. **Per Sec. 8-8-29.- Single Family Residential (RS) District Standards**, the maximum structure height is 35 feet for the primary structure. The applicant stated that the height variance is necessary to accommodate the architectural needs of the building as the increase height will allow a clear visual for students, staff, and visitors in identifying the primary access points. The increased height will integrate with the surrounding residential neighborhood, enhance functionality and aesthetics, and will not obstruct views or negative impact affect neighboring properties as the subject property is situated on three parcels. The approval of this variance will allow the applicant to construct the two main entries to the increased height within the Single-Family Residential (RS) District.

Michael Clinkscales motioned to approve VAR-2025-02. Donald Williams seconded the motion. The motion was approved unanimously.

ADJOURNMENT: Donald Williams motioned to adjourn the meeting at 6:30 pm. Lois Wright seconded the motion. The motion was approved unanimously.

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those requiring accommodation for meetings should notify
the City Clerk's Office at least 24 hours prior to the meeting at 404-366-4720

Staff Report – Variance

Public Hearing Date: March 20, 2025

Case: VAR-2025-03

Current Zoning: GZ – GILLEM DISTRICT

Ward: 3

Proposed Request: Stream Buffer Variance Request to construct a driveway and extend a box culvert within the 22.40 +/- acre lot for stream one (1), for the construction of a 281,880 square foot +/-, Class A warehouse distribution facility within the Gillem District (GZ).

Staff Report Compiled By: SaVaughn Irons-Kumassah, Principal Planner

Staff Recommendation: Approval of Variance

APPLICANT INFORMATION

Owner of Record:

Name: Blue Star Fort Gillem LLC
2000 Anvil Block RD
Forest Park, GA 30297

Applicant:

Scannell Properties, LLC (Jacob Holdeman)
4386 Foster St.
Forest Park, GA 30297

PROPERTY INFORMATION

Parcel Number: 12204 204004

Acreage: 22.40 +/-

Address: 2000 Anvil Block Rd.

FLU: Institutional

ZONING CLASSIFICATIONS OF CONTIGUOUS PROPERTIES

Direction	Zoning & Use	Direction	Zoning & Use
North	GZ: Gillem District	East	Outside of City Limits
South	GZ: Gillem District	West	GZ: Gillem District

SUMMARY & BACKGROUND

The subject property is approximately 22.40 +/- acres and is located on the west side of Moreland Avenue and south of Anvil Block Road within the City of Forest Park. The property is bordered to the north by vacant land zoned Gillem District (GZ), to the east by Moreland Avenue, to the south by a stream and a neighboring warehouse development's detention pond, and to the west by a recently constructed warehouse and production studio. The site is gently sloped and primarily consists of low-growth grass, bushes, and a partially wooded area containing primarily younger pine trees that were likely planted around 2008. Additionally, the property features dilapidated asphalt roads, a power line easement, an inactive railroad bridge, and an existing detention pond. The soil on the property is a mix of topsoil, fill materials, residual soil, and partially weathered rock.

Stream Features

There are two streams located on the property. Stream one (1) runs through the northeastern corner of the property, moving southeast into a culvert that flows beneath Moreland Avenue. Stream two (2) runs along the southern and southwestern borders of the property. The applicant is requesting a variance for the Forest Park Stream Buffer Protection Ordinance in relation to Stream one (1). Stream two (2) will maintain full protection as required by the ordinance.

Request for Variance and Extent of Infringement

The applicant is requesting a variance for two specific areas of stream buffer infringement:

1. **0'-50' Undisturbed Buffer (Stream one (1)):** The applicant seeks approximately 4,600 square feet of total infringement, which includes 1,900 square feet of impervious surface and 2,700 square feet of pervious area (landscaping/grading). This infringement is necessary for the construction of a small section of the site's driveway, which involves primarily landscaping and grading work, as well as the extension of a box culvert to further protect Stream one (1). The area proposed for infringement contains low-density, sparse vegetation and trees, as Stream one (1) is a man-made, stone-lined channel.
2. **50'-75' Impervious Buffer (Stream one (1)):** The applicant also seeks approximately 4,900 square feet of total infringement, including 3,400 square feet of impervious surface and 1,500 square feet of pervious area. This area is needed for the construction of the site driveway and associated improvements. Efforts have been made to shift the driveway as far south as possible; however, the driveway cannot shift further south due to safety concerns arising from misalignment with the curb cut for the truck terminal on the east side of Moreland Avenue.

Hardship and Alternative Design

The applicant has carefully considered alternative designs to minimize buffer infringement. However, the proposed design is the most practical and reflects careful coordination with the property's shape, stream locations, and Georgia Department of Transportation (GA DOT) requirements. The driveway and requested buffer infringements are critical to provide safe and efficient access to the property, which is in line with Forest Park Stream Buffer Protection Ordinance Per Sec 8-9-4. (c).1.c. This section permits intrusions necessary to provide access to a property.

Water Quality Impacts and Resource Protection

To mitigate potential water quality impacts, all on-site drainage will be directed away from Stream one (1) and into an existing detention pond, which will be expanded to include a bio-retention feature. This stormwater infrastructure will reduce runoff reaching the stream and provide additional resource protection. The applicant will also coordinate with the U.S. Army Corps of Engineers (USACE), the City of Forest Park, and Clayton County, as necessary, to minimize impacts to Stream one (1) during construction. As noted, the area surrounding Stream one (1) is generally open with sparse vegetation and trees, further minimizing environmental disruption.

Conclusion

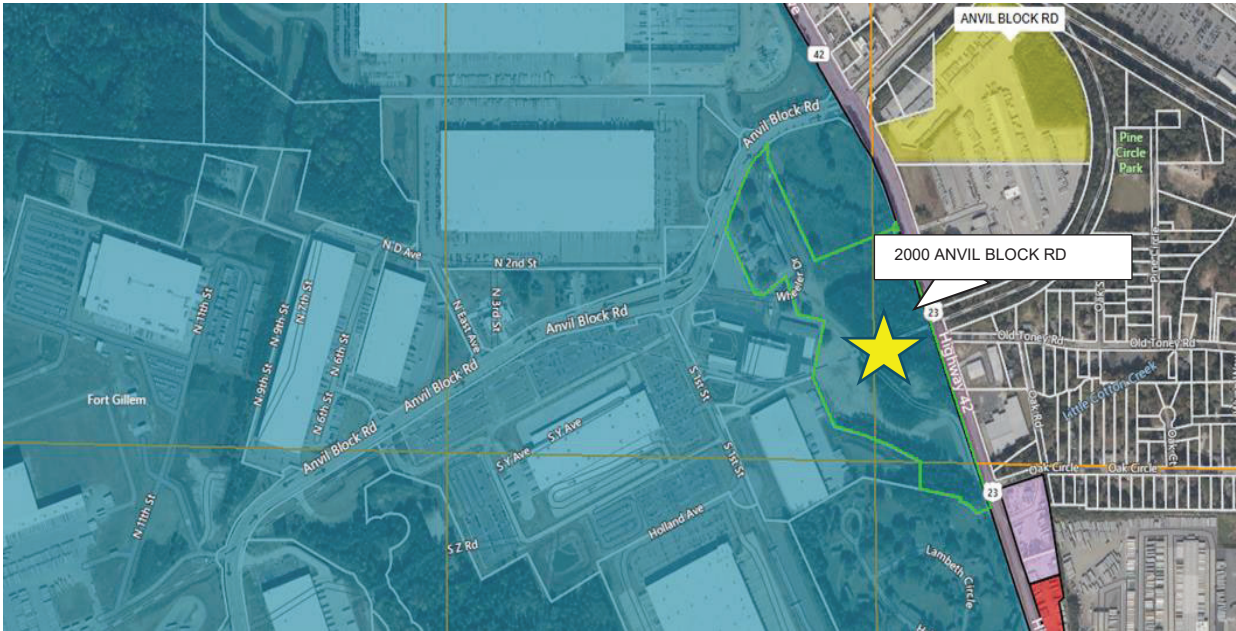
In conclusion, the requested stream buffer variance is essential to facilitate the development of the property while balancing environmental protection and site access. The applicant has made significant efforts to minimize the environmental impact, and the proposed design includes measures to protect water quality and manage stormwater runoff.

The approval of this variance will allow the applicant to move forward with their construction plans to build a warehouse/distribution center, driveway, and extend the box culvert within the Gillem District (GZ).

AERIAL MAP



ZONING MAP





1 Jurisdictional Stream 1



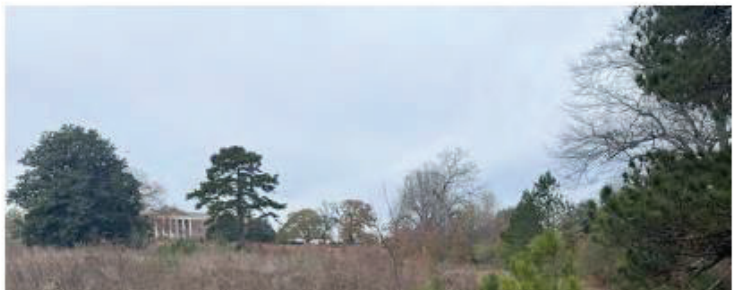
2 End of Jurisdictional Stream 1 and start of Ephemeral Channel 1



3 Ephemeral Channel 1



4 Ephemeral Channel 1 at Culvert Entrance near Moreland Ave





On site Public Notice Signage

VARIANCE JUSTIFICATION

The Planning Commission may grant a variance from the development standards of this chapter in permittance under this chapter, if, after a public hearing, it makes findings of facts in writing, that:

1. The approval will not be injurious to the public health, safety, morals, and general welfare of the community, per Sec. 8-8-193. (a) (1) of the Code of Ordinances.
2. The use and value of the area adjacent to the property included in the variance will not be affected in a substantially adverse manner per Sec. 8-8-193. (a) (2) of the Code of Ordinances; and
3. The strict application of the terms of this ordinance will result in practical difficulty in the use of the property. This situation shall not be self-imposed, nor be based on a perceived reduction of, or restriction on, economic gain, per Sec. 8-8-193. (a) (3) of the Code of Ordinances.

STAFF RECOMMENDATION

Staff recommends **APPROVAL** of the Stream Buffer Variance Request to construct a driveway and extend a box culvert within the 22.40 +/- acre lot for stream one (1), for the construction of a 281,880 square foot +/-, Class A warehouse distribution facility within the Gillem District (GZ). The requested variance will not be injurious to the public health, safety, morals, and general welfare of the community, and the use and value of the area adjacent to the property included in the variance will not be affected in a substantially adverse manner.

Attachments Included

- Justification Letter