



**CITY OF SNELLVILLE
PLANNING COMMISSION**

REGULAR MEETING MINUTES
November 28, 2017

Council Chambers, City Hall, 2342 Oak Road, Snellville, Georgia

Members present: Leo Armstead, Bill Kingsbury, Maxine Finch-Stutes, Tod Warner and Joe Williams, Chairman.

Member absent: Ida Graham.

Planning and Development Department staff present: Jason Thompson, Planning Director; John Dennis, Zoning Administrator; and Austin Shelton, City Planner.

CALL TO ORDER

Chairman Williams called the November 28th regular meeting to order at 7:30 p.m. and announced there was a quorum of members present.

APPROVAL OF MINUTES

Leo Armstead made a motion to approve the October 24, 2017 regular meeting minutes.

Bill Kingsbury made a second to the motion.

A vote was taken; voted 5 in favor, 0 opposed; motion approved.

NEW BUSINESS

RZ 17-12 CUP 17-04 – Consideration and Recommendation on applications by South Gwinnett Baptist Church, Inc. to amend the Official Zoning Map from RS-180 (Single-family Residence) District to CI (Civic-Institutional) District; request for a Conditional Use permit for the existing portable classroom building; and request for variances from the City Code of Ordinances for the 12.0± acre Church property, 3400 Rosebud Road, Loganville, Georgia (Tax Parcel 5099 062).

Jason Thompson stated the applicant is requesting to rezone the church property and obtain a Conditional Use Permit for the continued use of the existing modular building. They are also asking several variances from the Buffer, Landscape and Tree Ordinance, Zoning Ordinance and Development Regulations to allow the existing nonconforming issues to remain. The applicant is proposing to plant several trees and shrubs near the entrance of the church property. The Planning Department recommends approval of the rezoning; approval of the Conditional Use permit; and approval of the requested variances with seven conditions as outlined in the Staff Report.

Bobby Bullard, Bullard Land Planning, 3790 Cannonwolde Dr., Snellville stated that the Church has been there a long time and in order for the Church to upgrade their ground sign, they must first bring the property into zoning compliance. The proposed plantings will help beautify the area and still allow the main sanctuary to be visible from the road.

Chairman Williams opened the meeting to public comments.

There were none.

Chairman Williams closed the meeting to public comments and asked for a motion.

Bill Kingsbury made a motion to approve #RZ 17-12 with the staff recommended conditions and variances.

Maxine Finch-Stutes made a second to the motion.

A vote was taken; voted 5 in favor and 0 opposed; motion approved.

Bill Kingsbury made a motion to approve #CUP 17-04 with the staff recommended conditions and variances.

Maxine Finch-Stutes made a second to the motion.

A vote was taken; voted 5 in favor and 0 opposed; motion approved.

RZ 17-13 – Consideration and Recommendation on application by Tuan Nguyen requesting a Change in Conditions from the 7-9-2007 approved rezoning (Case #RZ 07-

14) and request for variances from the Snellville Code of Ordinances for the 0.491± acre property, zoned OP (Office Professional) District, 2118 E. Main Street, Snellville, Georgia (Tax Parcel 5038 064).

Jason Thompson stated the applicant is requesting a change in conditions from RZ 07-14 approved 7-9-2007 to waive the condition that the property connect to and utilize sanitary sewer in lieu of an onsite septic system. The applicant is also requesting several variances relating to parking, Corridor Overlay District requirements, and the landscape ordinance.

The Planning Department recommends approval of the request for a change in conditions to not be required to connect to and utilize sanitary sewer, provided they obtain a septic system permit from the Gwinnett County Environmental Health Department and approval of the request for an additional parking space; waiver from the Corridor Overlay District requirements for the building and parking location, providing street lights, and inter-parcel connectivity. However, the Planning Department recommends denial of the variances from the Corridor Overlay requirements relating to a concrete pad for the pedestrian amenities, decorative pedestrian light poles and fixtures throughout the parking area and pedestrian/sidewalk lighting. In addition, the Planning Department recommends denial of the variance request to allow for encroachment by the existing driveway along the western property line into the five-foot landscape strip.

Bobby Bullard, Bullard Land Planning, 3790 Cannonwolde Dr., Snellville stated that are in support of the Planning Department recommended conditions and variances; however, they would request reconsideration of the recommendation of denial for the variance to allow encroachment into the five-foot side landscape strip as there are several specimen trees on the neighbors property where curb and gutter disturbance could cause damage to the critical root zone of those trees.

Chairman Williams asked Mr. Thompson about the specimen trees and suggested any disturbance could harm the trees.

Mr. Thompson agreed and suggested that the affected area be left alone and not be disturbed.

Tod Warner asked if there was time to work this issue out with the applicant before the case goes before the Mayor and Council.

Mr. Thompson stated there is time as the case will be considered by the Mayor and Council on January 8th.

Chairman Williams opened the meeting to public comments.

Sonya Lax, 2611 Abilene Trail, Snellville spoke on behalf of her mother that lives behind the subject property asked if the proposed improvements will affect the trees and landscaping that is located at the rear of the property.

Mr. Thompson stated that the trees and landscaping at the rear of the subject property will not be disturbed and that the twenty-foot buffer will also remain undisturbed.

Chairman Williams closed the meeting to public comments and asked for a motion.

Tod Warner made a motion to approve #RZ 17-13 with the staff recommended conditions and variances and asked that the Planning Department look into a solution to minimize any impact on the specimen trees that are on the adjacent property.

Leo Armstead made a second to the motion.

A vote was taken; voted 5 in favor and 0 opposed; motion approved.

CUP 17-05 – Consideration and Recommendation on application by Zotung Christian Church, Inc. for a Conditional Use Permit for a Church/Place of Worship and request for variances from the Snellville Code of Ordinances for the 1.731± acre property, 1958 Dogwood Road, Snellville, Georgia (Tax Parcel 5040 036).

Jason Thompson summarized the request by Zotung Christian Church for a Conditional Use permit to allow use of the building and property for a place of worship. The applicant is also requesting several variances from the Buffer, Landscape and Tree Ordinance; Zoning Ordinance; and Development Regulations to allow the existing non-conforming issues to remain. The applicant intends to add a sidewalk along Dogwood Road and add additional Crepe Myrtle trees and shrubbery adjacent to the new sidewalk and install several holly shrubs in the buffer along the western property line where sparsely vegetated.

The Planning Department recommends approval of the CUP and variances with seven conditions.

Bill Kingsbury asked if the applicant has considered a location for the sign.

Mr. Thompson stated that there has been no discussion about signage; however, any new signage will require an approved sign permit from the City.

Bobby Bullard, Bullard Land Planning, 3790 Cannonwolde Dr., Snellville talked about the history of the Zotung people from Burma. The church has a small congregation of members and does not expect to grow quickly. The proposed improvements will add to the site and offer additional screening to the adjacent residential property.

Chairman Williams opened the meeting to public comments.

Elijah Collins, 2815 Manor Brook Ct., Snellville, Pastor of New Jerusalem Baptist Church, spoke in high regard for the Zotung Church and asked that the Planning Commission support their requests.

Chairman Williams closed the meeting to public comments and asked for a motion.

Maxine Finch-Stutes asked if the property has enough parking to serve the congregation.

Mr. Thompson stated that under the current code, there is adequate parking on the property and they may be able to get a couple more spaces if they re-stripped the parking lot. A condition is being recommended that states parking shall be on hard-surface parking areas only and any expansion to the parking area would require a land disturbance permit issued by the Planning Department.

Tod Warner asked if they could also use the one-way drive area for parking.

Mr. Thompson said overflow parking could be staged there.

Bill Kingsbury made a motion to approve #CUP 17-05 with the staff recommended conditions and variances.

Leo Armstead made a second to the motion.

A vote was taken; voted 4 in favor and 1 opposed (Maxine Finch-Stutes); motion approved.

ZOA 17-04 – Consideration and Recommendation on amendment to the 2001 Zoning Ordinance to amend Article VI, Interpretation and Definitions; Article IX, Schedule of District Regulations; and Article XI, Parking and Loading Requirements pertaining to Churches/Places of Worship.

Jason Thompson stated the Mayor and Council tasked the City Attorney with drafting an ordinance that would address the issue of churches wishing to locate in shopping centers. The concern is that churches are neither characteristic of the other businesses in the shopping center, nor do they promote opportunities for the neighboring businesses. Under the existing ordinances, churches are principally permitted in the CI district and require a Conditional Use Permit in all residential districts as well as BG and HSB zoning districts. The proposed text amendments will bring the City's Ordinances in line with the five acre minimum property size standard that is being used in Gwinnett County for churches in the residential zoning districts.

The bulk of the ordinance amendments address each of the zoning districts and clarifies the requirements for a Place of Worship in each particular zoning district. Specifically, Places of Worship are a permitted use in the CI zoning district and shall be allowed as a special use in RS-180, RS-150, RG-75, R-TH, RM, BG, HSB, and Towne Center zoning districts.

The Special Use requirement specific to Places of Worship desiring to be located in a residential zoning district are:

1. Shall be located on a site of not less than five (5) acres with at least four (4) acres lying outside of any 100-year FEMA Flood Hazard area. The tract shall be one contiguous zoning classification.
2. All such facilities and buildings shall front on a street having a classification of Principal Arterial, Major Arterial, Minor Arterial, Major Collector Street or State Highway, for a distance of at least two-hundred-fifty (250) feet.
3. All buildings shall be set back at least fifty (50) feet from the front property line, forty (40) feet from the rear property line, and twenty (20) feet from side property lines, thirty-five (35) feet on the street side if a corner lot,
4. Parking is not to be located within the fifty (50) foot front yard setback area.
5. If adjacent to residentially zoned property, a landscape buffer of at least twenty (20) feet wide shall be provided along the property line(s) adjacent to said zoning and designed and planted in accordance with Sec. 19-32(4) of the Buffer Ordinance.
6. Facilities for use in the conduct of religious services or ceremonies may utilize one manufactured building on the property for a period not to exceed three (3) years.
7. Schools and other accessory uses are located on the same lot as the place of worship and are clearly secondary to the use of the property as a place of worship.

The Special Use requirement specific to Places of Worship desiring to be located in the BG, HSB, and Towne Center zoning districts are:

1. Shall be located on a site of not less than five (5) acres or demonstrate the ability to provide parking access, recreational space and other space requirements normally associated with a place of worship.
2. All such facilities and buildings shall front on a street having a classification of Principal Arterial, Major Arterial, Minor Arterial, Major Collector Street or State Highway as classified on the most current Gwinnett County Long Range Road Classification Map, for a distance of at least two-hundred-fifty (250) feet.
3. Parking is not to be located within the twenty-five (25) foot front yard setback area.
4. If adjacent to residentially zoned property, a landscape buffer of at least sixty (60)

feet wide shall be provided along the property lines(s) adjacent to said zoning and designed and planted in accordance with Sec. 19-32(4) of the Buffer Ordinance.

Chairman Williams opened the meeting to public comments.

There were none.

Chairman Williams closed the meeting to public comments and asked for a motion.

Bill Kingsbury suggested that a definition be added to the text amendment for 'Manufactured Home'.

Bill Kingsbury made a motion to approve #ZOA 17-04 as presented and outlined in the Staff Report.

Leo Armstead made a second to the motion.

A vote was taken; voted 5 in favor and 0 opposed; motion approved.

ANNOUNCEMENTS

Jason Thompson announced that the December regular meeting is cancelled due to the Christmas Holiday. A new application was received for consideration at the January regular meeting.

ADJOURNMENT


Motion to adjourn made by Maxine Finch-Stutes.

Tod Warner made a second to the motion.

A vote was taken; voted 5 in favor and 0 opposed; motion approved.

The regular meeting was adjourned at 8:15 p.m.


Joe Williams, Chairman


John Dennis, Secretary

THESE ARE OFFICIAL MINUTES AND WERE APPROVED
BY THE PLANNING COMMISSION AT THE JANUARY 23,
2018 REGULAR MEETING.