



**CITY OF SNELLVILLE
BOARD OF ZONING APPEALS**

REGULAR MEETING MINUTES
March 8, 2022

Council Chambers, City Hall, 2342 Oak Road

Members Present: Vice-Chairman Emmett Clower, Deborah Jones, Betty Ann Kumin, and Lori-Ann Spears.

Members Absent: Tim Van Valkenburg. Post 1 remains vacant.

Staff Present: Jason Thompson, Planning Director; Josh Ferguson, Planner; and John Dennis, Zoning Administrator.

CALL TO ORDER

Vice-Chairman Emmett Clower called the March 8, 2022 regular meeting to order at 7:30 p.m.

WELCOME NEW BOARD MEMBER LORI-ANN J. SPEARS

Vice-Chairman Clower welcomed new member Lori-Ann J. Spears to the Board of Appeals.

APPROVAL OF AGENDA

Betty Ann Kumin made a motion to approve the Regular Meeting agenda.

Deborah Jones made a second to the motion.

A vote was taken; voted 4 in favor, 0 opposed, motion approved.

APPROVAL OF MINUTES

Vice-Chairman Clower asked if there were any corrections to the February 8, 2022 minutes.

There was none.

Betty Ann Kumin made a motion to approve the February 8th regular meeting minutes.

Deborah Jones made a second to the motion.

A vote was taken; voted 4 in favor, 0 opposed, motion approved.

OLD BUSINESS

None.

NEW BUSINESS

BOA 22-02 – Application for Variance by Amanda Kathleen Woodruff (applicant) and Heping Ma, House and Land Dealer, Inc. (property owner) requesting variances from Sec. 206-4.1.H. of Article 6 Chapter 200 of the Unified Development Ordinance to reduce the front, side, and rear building setbacks of an existing 15,961 sq. ft. single-story building for use as a Place of Worship on the 1.265± acre property, zoned CI (Civic Institutional) District, 3005 Lenora Church Road, Building A, Snellville, Georgia (Tax Parcel 5029 294).

Planning Director Jason Thompson presented a summary of the request for variances from the building setback requirements for a Place of Worship. The subject property is part of the 3.5 acre Parkview Professional Center. In July 2017, the Mayor and Council approved the rezoning of the subject property from OP to CI with approved variances and conditions for an arts-oriented international exchange center. A church is interested in using the site and building 'as-is' to serve their congregation for worship and bible studies.

The city's Unified Development Ordinance has several use standards that are applicable for a place of worship, including minimum building setbacks from the property lines. The requested variances from UDO Sec. 206-4.H.2.d (Building Setbacks) are as follows:

- a. To reduce the 50 feet front building setback to 25.8 feet.
- b. To reduce the 40 feet rear building setback to 11 feet.
- c. To reduce the 20 feet side (interior) building setback to 7.5 feet.

Since the property has been under-utilized for several years, and the requested variances will not adversely affect the adjacent properties, the Planning Department recommends approval of the request with the following recommended conditions:

1. Applicant or Property Owner shall obtain a Certificate of Occupancy for use of the building and property as a Place of Worship from the Gwinnett County Fire Marshal's Office and provide a copy to the City upon application for an Occupational Tax Certificate (Business License).
2. All conditions approved by the Mayor and Council at the 7-10-2017 rezoning (Ordinance No. 2017-16) shall remain in full-force and effect.
3. A building permit is required for any addition or structural modification or remodel to the interior or exterior of the existing building; new or modifications to any electrical, plumbing or HVAC system; or door or window modifications that alter the opening sizes.

Vice-Chairman Clower asked if there were any questions of Staff.

There was none.

Representing the applicant, Kathleen Woodruff, Woodruff Design Associates, 3301 Stewart Lake Road, Monroe, Georgia was present.

Vice-Chairman Clower asked about the inside layout of the building.

Ms. Woodruff stated the Church intends use the building 'as-is' with no planned changes to the interior as they are a small 35-50 active member congregation and they intend to use the layout of the rooms for men's and women's bible study groups.

Vice-Chairman asked if there were any questions for the applicant.

There was none.

Vice-Chairman asked for a motion.

Betty Ann Kumin made a motion to approved #BOA 22-02 with staff conditions (1-3) as presented.

Deborah Jones made a second to the motion.

A vote was taken; voted 4 in favor, 0 opposed, motion approved.

ANNOUNCEMENTS

Jason Thompson reminded the members about the March 24th workshop by Parliamentarian Dennis Conroy is open to all Board members and will run from 6:00-9:00 p.m.

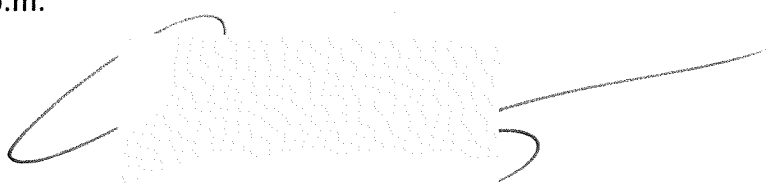
ADJOURNMENT

Motion to adjourn made by Deborah Jones.

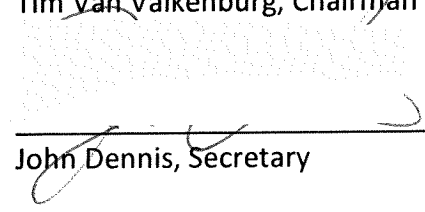
Betty Ann Kumin made a second to the motion.

A vote was taken; voted 4 in favor, 0 opposed, motion approved.

The meeting was adjourned at 7:38 p.m.



Tim Van Valkenburg, Chairman



John Dennis, Secretary

THESE ARE OFFICIAL MINUTES THAT WERE APPROVED BY THE BOARD OF APPEALS AT THE JUNE 14, 2022 REGULAR MEETING.