AGENDA
City of Griffin Planning and Zoning Board
November 16, 2026
W. ELMER GEORGE HALL
6:00 PM

CALL TO ORDER

APPROVAL OF AGENDA

PUBLIC HEARING

1 Receive comments regarding a request for a Special Use Permit to allow a Boarding Facility at 722 & 732 West Broad Street, Tax Parcel 011 08001 & 011 08002. *Planning Manager, Channing Cawthon, will address.*

2 Receive comments on amending the Unified Development Code of the City of Griffin, Article 7, Section 704, Table 7.3, Permitted Uses Table, to establish Warehouse, Warehouse or other storage facility, and Wholesale business as permitted uses within the Planned Commercial District (PCD) subject to supplemental regulations set out in Footnote 14 of Table 7.3. *Director of Planning & Development, Michelle Haynes, will address.*

REGULAR AGENDA

3 Consider a request for a Special Use Permit to allow a Boarding Facility at 722 & 732 West Broad Street, Tax Parcel 011 08001 & 011 08002. *Planning Manager, Channing Cawthon, will address.*

4 Receive comments on amending the Unified Development Code of the City of Griffin, Article 7, Section 704, Table 7.3, Permitted Uses Table, to establish Warehouse, Warehouse or other storage facility, and Wholesale business as permitted uses within the Planned Commercial District (PCD) subject to supplemental regulations set out in Footnote 14 of Table 7.3. *Director of Planning & Development, Michelle Haynes, will address.*

5 Consider the minutes of the Griffin Planning and Zoning Board's regular meeting on October 19, 2026

DIRECTOR'S REPORT

BOARD MEMBER COMMENTS

ADJOURN

AGENDA ITEM SUMMARY

ITEM SUMMARY:

Receive comments regarding a request for a Special Use Permit to allow a Boarding Facility at 722 & 732 West Broad Street, Tax Parcel 011 08001 & 011 08002. *Planning Manager, Channing Cawthon, will address.*

SPECIAL CONSIDERATIONS OR CONCERNS:

The applicant, Sandra Brownlee, is requesting a Special Use Permit to allow a boarding facility at 722 and 732 West Broad Street. The property is the site of the former Hanlieter Methodist Church and contains a large commercial structure with associated off-street parking. The Special Use Permit would allow the existing structure to be utilized as a boarding facility with administrative services. Specifically, 722 West Broad Street is proposed to house the tenants with dorm spaces and 732 West Broad Street is proposed to stay as the administrative and office space. These two (2) addresses make up one structure. Staff has recommended that the parcels be combined and a new or single address coordinate will be assigned. Discovering Soldier's Potential Inc., or commonly known as Waypoint, is speaking with Spalding County in regard to combining the two (2) parcels. The boarding facility designation would allow the Veteran's Housing programs to move to this location. The applicant stated the facility can house fourteen (14) veterans. This would be twelve (12) dorms for single veterans, one (1) dorm for a veteran and their spouse, and one (1) dorm for a veteran with a family. There will be a full-time house manager who will have their own living space. The building has been renovated to accommodate the residential element of Discovering Soldier's Potential/Waypoint. Along with the residential component of the proposed use, the applicant has also stated there ar additional programs and services provided to the residents. Some of those programs include job training, career development, along with mental and physical health services. The applicant has also confirmed that the program is designed to be a maximum of fourteen (14) months for the veterans. Before any person is accepted into the program, they have certain perquisites that they must meet, such as passing a drug test. The applicant, Sandra Brownlee, has also confirmed the program has secured funding through the Georgia Department of Community Affairs via the State Housing Trust Fund for the Homeless.

Per the Permitted Use Chart found in Article 704, a boarding facility is permitted in Medium Density Residential only through a Special Use Permit. The applicant's request for a Special Use Permit has been reviewed in accordance with requirements outlined under Section 406 of the City of Griffin's UDC. Planning Staff has found that the request for the Special Use Permit for a boarding facility at this location is in compliance with the requirements outlined in the zoning ordinance. The proposed use for this location will not adversely affect the use and development of adjacent properties.

STAFF RECOMMENDATION:

Planning staff recommends CONDITIONAL APPROVAL of the Special Use Permit (26-SUP-04) to allow a boarding facility at 722 West Broad Street and 732 West Broad Street. The boarding facility is subject to the following conditions found in Article 5 Section 503E of the UDC for Personal Care Home, Group Home for Disabled Persons, and Boarding Home:

1. Minimum structure size: 1,500 heated square feet;

2. No more than two residents occupying a private living space. "Resident" as used within this sub-section shall be interpreted to include client(s) receiving personal services, caregiver(s), and any other adult or child domiciled in the structure;

3. Compliance with the requirements of the Americans with Disabilities Act, 42 U.S.C. § 126 et seq.;

4. Compliance with the requirements of any and all state regulations and licensing requirements governing the operation of the facility, including but not limited to regulations of the department of community health, the department of behavioral health and developmental disabilities, and/or the department of human services, as applicable;

a. Copies of state licenses or other documentation required for lawful operation of the facility must be provided to the City of Griffin.

5. Receipt of a certificate of inspection and approval by the fire marshal and building inspector demonstrating compliance with applicable minimum life safety and building codes;

6. Issuance of an occupational tax certificate for the facility from the City of Griffin.

7. The special use permit shall be voided if the use is not in operation within one (1) year from the date of approva or if the use ceases for a period of one (1) year, provided that the special use permit shall remain valid if there are active building or land disturbance permits related to the property for which the special use permit was granted.

FINANCIAL IMPACT:

N/A

Submitted By:

Tracie Pryor

Meeting Date:

16/11/2026

Reviewed By:

Kelsey Carden

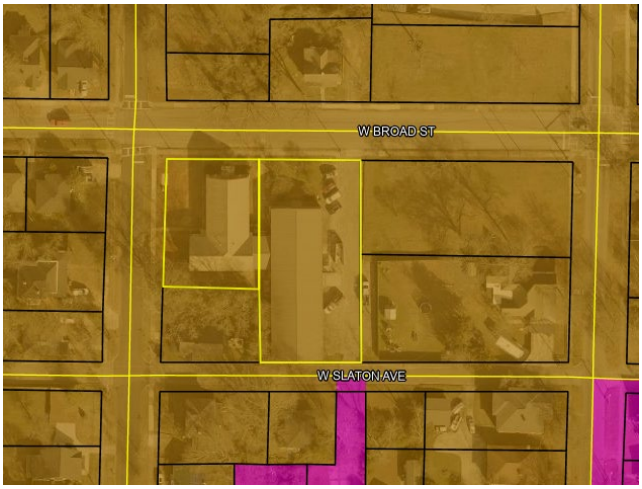
ATTACHMENTS:

26-SUP-04 - 722 & 732 W Broad St - Staff Report.pdf

#26-SUP-04 - Application - 722 & 732 W Broad St.pdf

<u>722 & 732 West Broad Street</u>
Special Use Permit Request
File No. 26-SUP-04

<u>Applicant:</u> Sandra Brownlee
<u>Owner:</u> Spalding County a Political Subdivision of the State of Georgia





Current Land Use Classification	Commercial
Current Zoning	Medium Density Residential (MDR)
Proposed Use	Boarding Facility for Veterans
Parcel Size	.85 +/- acres
Parcel Number	011 08001 & 011 08002
City Commission Member	District 2 Rose Curtis
Planning Board Member	District 2 Ann Dukes
Citizen Notification	Legal notice was published in the October 31st, 2026, edition of the Griffin Daily News for the Planning & Zoning Meeting and for the City Board of Commissioners Public Hearing. Signd were placed on the proposed property illustrating the purpose, date and time of both meetings on October 30th, 2026.

<u>Proposal/Site Location:</u>

The applicant, Sandra Brownlee, is requesting a Special Use Permit to allow a boarding facility for Veterans at 722 and 732 West Broad Street. The property was previously Hanlieter Methodist Church. The property contains a large building with associated off-street parking. The property is owned by Spalding County. The Special Use Permit would allow the existing structure to be utilized for the proposed use of a boarding facility for Veterans. The boarding facility designation would allow for Discovering Soldier's Potential Inc., or commonly known as Waypoint, to move to this location. The building has been renovated to accommodate the residential element needed. The applicant stated the facility can house fourteen (14) veterans. This would be twelve (12) dorms for single veterans, one (1) dorm for a veteran and their spouse, and one (1) dorm for a veteran with a family. There will be a full-time house manager who will have their own living space.

Below are the Public Hearing Notice signs which were posted on October 30th, 2026;









Zoning Ordinance Sections applicable to this Application:

The following sections of the City of Griffin Unified Development Code (UDC) apply to the Special Use permit request:

- Article 4. Section 406 - Special Use Permit Provision
- Article 4. Section 408 - Public Hearings
- Article 5. Section 503F – Personal care home, group home for disabled persons, and boarding home
- Article 7. Section 708 – Medium Density Residential (MDR)

Article 406 Special Uses:

ALL PROPOSED SPECIAL USES FOR PROPERTY SHALL BE EVALUATED IN LIGHT OF THE FOLLOWING STANDARDS:

1. IT MUST NOT BE DETRIMENTAL TO THE USE OR DEVELOPMENT OF THE ADJACENT PROPERTIES, OR TO THE GENERAL NEIGHBORHOOD SO AS TO ADVERSELY AFFECT THE HEALTH, SAFETY OR GENERAL WELFARE OF CITIZENS;

   FINDINGS: Upon review and evaluation of the applicant's request, Planning Staff cannot find any detrimental impacts on the development of adjacent properties. The

proposed use of a boarding facility on this property will not adversely affect the health, safety and welfare of the general public. The former use at this location was a church and is large enough to accommodate the proposed program's housing and off street parking.

2. IT MUST NOT ADVERSELY AFFECT EXISTING PROPERTY AND USES AND IT MUST BE PROPOSED TO BE PLACED ON A LOT OF SUFFICIENT SIZE TO SATISFY THE SPACE REQUIREMENTS FOR THE USE;

   FINDINGS: The two (2) parcels combined are 0.85 +/- acre tract of land which will allow ample space for the structure with adequate parking (approximately fifteen (15) spaces) currently on this site. The property was originally Hanlieter Methodist Church, and Spalding County purchased it in 2024. The Special Use Permit would allow the existing structure to be utilized for the proposed use of a boarding facility for Veterans. Granting the Special Use Permit request will not adversely affect the existing properties or uses.

3. GENERAL COMPATIBILITY OF THE PROPOSED SPECIAL USE WITH ADJACENT PROPERTIES AND OTHER LAND USES IN THE GENERAL AREA.

   FINDINGS: The applicant's proposed use as a boarding facility is compatible with the adjacent properties and land uses within the area. The properties immediately adjacent to the north, south, east, and west are zoned Medium Density Residential (MDR), and are used as such. There is an undeveloped lot also owned by Spalding County immediately to the east, and another undeveloped lot to the north. The proposed use as a boarding facility acts as a good balance between original use as a commercial church and the majority residential character to the north, south, east and west.

4. THE PROPOSED USE WILL NOT CONSTITUTE A NUISANCE OR HAZARD OR OTHERWISE ADVERSELY AFFECT THE PUBLIC INTEREST BECAUSE OF THE NUMBER OF PERSONS WHO MAY NORMALLY BE EXPECTED TO USE SUCH FACILITY OR TYPE OF PHYSICAL ACTIVITY.

   FINDINGS: The proposed use should not constitute a nuisance or hazard or otherwise adversely affect the public interest of the surrounding properties due to the number of participants or individuals visiting the property. The area is zoned residential and many of the surrounding properties are operating as such. This property was the location of Hanlieter Methodist Church. The proposed use would be less intensive than the past commercial use and would conform to the other residential uses surrounding this location.

5. OTHER ITEMS THAT MAY BE CONSIDERED INCLUDE TRAFFIC FLOW, AVAILIBILITY OF OFF-STREET PARKING, PROTECTIVE SCREENING, HOURS AND MANNER OF OPERATION OF THE PROPOSED USE, OUTDOOR LIGHTING, SIGNAGE AND INGRESS AND EGRESS TO THE PROPERTY.

   FINDINGS: The proposed use of a boarding facility is expected to result in some daily and evening traffic associated with residents, staff, and visitors. The existing site provides approximately fifteen (15) off-street parking spaces and access to City water, sewer, and electricity. Discovering Soldiers Potential/Waypoint is in discussion with Spalding County to merge the two (2) parcels together resulting in one (1) parcel approximately .85 +/- acres in size. The boarding facility designation would allow the proposed programs to move to this location. Discovering Soldier's Potential Inc. or commonly known as Waypoint is a program for Veteran's and will have up to fifteen (15) dorms.

The building has been renovated to accommodate the residential element of Discovering Soldier's Potential Inc. Any additional improvements to the property will be required to meet all applicable requirements of the City of Griffin's Unified Development Code, including parking, access, and ingress and egress requirements. Emergency vehicles will have easy access to the residents. Staff finds the proposed use and the request for a Special Use Permit appropriate for the property.

6. THE APPLICANT MUST MEET ALL SPECIFIC REQUIREMENTS ESTABLISHED IN THIS ORDINANCE FOR THE PARTICULARIZED SPECIAL USE REQUESTED.

   FINDINGS: This request, as submitted, is in compliance with the Special Use Permit provisions under Section 406 of the City of Griffin Unified Development Code. The boarding facility is subject to the conditions found in Article 5 Section 503E of the UDC. The applicant has agreed to adhere to all architectural, parking, landscaping, fencing, and development codes requirements per Griffin's Unified Development Code and all other applicable building and life safety codes.

Planning Staff's Comments:

The applicant, Sandra Brownlee, is requesting a Special Use Permit to allow a boarding facility at 722 and 732 West Broad Street. The property is the site of the former Hanlieter Methodist Church and contains a large commercial structure with associated off-street parking. The Special Use Permit would allow the existing structure to be utilized as a boarding facility with administrative services. Specifically, 722 West Broad Street is proposed to house the tenants with dorm spaces and 732 West Broad Street is proposed to stay as the administrative and office space. These two (2) addresses make up one structure. Staff has recommended that the parcels be combined and a new or single address coordinate will be assigned. Discovering Soldier's Potential Inc., or commonly known as Waypoint, is speaking with Spalding County in regard to combining the two (2) parcels. The boarding facility designation would allow the Veteran's Housing programs to move to this location. The applicant stated the facility can house fourteen (14) veterans. This would be twelve (12) dorms for single veterans, one (1) dorm for a veteran and their spouse, and one (1) dorm for a veteran with a family. There will be a full-time house manager who will have their own living space. The building has been renovated to accommodate the residential element of Discovering Soldier's Potential/Waypoint. Along with the residential component of the proposed use, the applicant has also stated there are additional programs and services provided to the residents. Some of those programs include job training, career development, along with mental and physical health services. The applicant has also confirmed that the program is designed to be a maximum of fourteen (14) months for the veterans. Before any person is accepted into the program, they have certain perquisites that they must meet, such as passing a drug test. The applicant, Sandra Brownlee, has also confirmed the program has secured funding through the Georgia Department of Community Affairs via the State Housing Trust Fund for the Homeless.

Per the Permitted Use Chart found in Article 704, a boarding facility is permitted in Medium Density Residential only through a Special Use Permit. The applicant's request for a Special Use Permit has been reviewed in accordance with requirements outlined under Section 406 of the City of Griffin's UDC. Planning Staff has found that the request for the Special Use Permit for a boarding facility at this location is in compliance with the requirements outlined in the zoning ordinance. The proposed use for this location will not adversely affect the use and development of adjacent properties.

Planning Staff's Recommendation:

Planning staff recommends **CONDITIONAL APPROVAL** of the Special Use Permit (26-SUP-04) to allow a boarding facility at 722 West Broad Street and 732 West Broad Street. The boarding facility is subject to the following conditions found in Article 5 Section 503E of the UDC for Personal Care Home, Group Home for Disabled Persons, and Boarding Home:

1. Minimum structure size: 1,500 heated square feet;

2. No more than two residents occupying a private living space. "Resident" as used within this sub-section shall be interpreted to include client(s) receiving personal services, caregiver(s), and any other adult or child domiciled in the structure;

3. Compliance with the requirements of the Americans with Disabilities Act, 42 U.S.C. § 126 et seq.;

4. Compliance with the requirements of any and all state regulations and licensing requirements governing the operation of the facility, including but not limited to regulations of the department of community health, the department of behavioral health and developmental disabilities, and/or the department of human services, as applicable;

    a. Copies of state licenses or other documentation required for lawful operation of the facility must be provided to the City of Griffin.

5. Receipt of a certificate of inspection and approval by the fire marshal and building inspector demonstrating compliance with applicable minimum life safety and building codes;

6. Issuance of an occupational tax certificate for the facility from the City of Griffin.

7. The special use permit shall be voided if the use is not in operation within one (1) year from the date of approval or if the use ceases for a period of one (1) year, provided that the special use permit shall remain valid if there are active building or land disturbance permits related to the property for which the special use permit was granted.

Submitted by:
Channing Cawthon, Planning Manager
Planning and Development

PLANNING AND DEVELOPMENT SERVICES DEPARTMENT
APPLICATION FOR SPECIAL USE

Date Received: 9/30/2024 Application Number: 26-SUP-04

Instructions for Applicant:

Please complete this form and submit with any requested documents in order to complete the Special Use Application. We recommend that all development professionals conducting business in the City of Griffin review the current Unified Development Code (UDC), prior to submission of this application, depending on the type of development. The UDC can be found at www.cityofgriffin.com.

The application, with all appropriate attachments (listed below), should be delivered to the Planning & Development Services Department located at 100 S. Hill Street, 3rd Floor, Griffin, GA 30223. You may reach our office by phone at (770)233-4130 between the hours of 7:30 AM and 4:30 PM Monday thru Friday. Please contact our office if you have any questions about this application or the Special Use Process.

Special Use Application Submission Requirements:

1. Complete Special Use Application
2. Complete Special Use Questionnaire
3. Property Owner or Owner's Representative Authorized Form
4. Conflict of Interest Disclosure
5. Site Plan or drawing of the respective development
6. Development of Regional Impact (if applicable)
7. Fees Due: Commercial $400.00/Residential $350.00

CITY ACTIONS:

Planning & Development Services Staff will determine if the application is complete, assign a case number to the application, and indicate the date of receipt. The applicant will be notified in writing of the date, time and place of the required Public Hearing before the City of Griffin Board of Commissioners. It is important that a representative of the requested Special Use attend the Public Hearing.

The applicant, engineer, or other representative is responsible for obtaining copies of all applicable City of Griffin ordinances and development guidelines, codes, and regulations, and to resolve all comments received and related issues.

PLANNING AND DEVELOPMENT SERVICES DEPARTMENT
APPLICATION FOR SPECIAL USE

Date Received: 9/30/2024 Application Number: 24-SUP-04

Applicant/Agent/Representatives Name: Sandra Brownlee

Address: 732 West Broad St

City: Griffin State: GA Zip: 30223

Telephone Number([redacted] Email: [redacted]

Project Name/ Description: Veterans Housing And transitional Services

Address: 732 west Broad St

Parcel Number(s): _____ Current Zoning: _____ Parcel(s) Size: _____

FLUM/Character Area _____ Unified Development Code Section: _____

Property Owner Name: Spalding County

Address: 401 Justice Blvd

City: Griffin State: GA Zip: 30223

Telephone Number([redacted] Email: _____

I attest that this Special Use Application, and all attachments, meet all applicable requirements of the City of Griffin ordinances and development guidelines, codes and regulations to the best of my knowledge.

Applicant Signature

Sandra Brownlee
Printed Name

9/30/2024
Date

Griffin

PLANNING AND DEVELOPMENT SERVICES DEPARTMENT
APPLICATION FOR SPECIAL USE

Date Received: 9/30/2024 Application Number: 26-SUP-04

The following information must be submitted with the Special Use Application:

- One (1) copy of a site plan, boundary survey, or Tax Map of the property

A. The following information must be submitted with the Special Use Application:

1. Completed application form.
2. Detailed description of existing land uses on all contiguous property;
3. The location of the subject property including street numbers, if available;
4. A boundary plat of the subject property, prepared in accordance with the Georgia Plat Act, showing the dimensions of acreage, location of tract and location of all existing improvements and easements;
5. A site plan drawn to scale showing:
   a. Any and all improvements to be constructed if the application is approved, along with the proposed use and dimensions of all structures;
   b. A statement with any prior conditions to zoning, plat and/or prior variance request approvals granted by the City of Griffin;
   c. Site plans with variance requests shall indicate the dimension of the proposed subject of the variance request (see 415 [section 410] for variance procedures).
6. Spalding County Tax Map, block and lot number of the appropriate plat reference;
7. The present and proposed zoning district classification for the subject property;
8. The name and address of the owner of the subject property;
9. The area of land of the subject property, stated in square feet if less than one acre;
10. Date of application;
11. Any prior applications or actions for rezoning of all or part of the subject property within the past five years;
12. Documentation supporting the request based upon the standards of this article.

Griffin

PLANNING AND DEVELOPMENT SERVICES DEPARTMENT
APPLICATION FOR SPECIAL USE

Date Received: 9/30/2024 Application Number: 26-SUP-04

B. Please provide written answers to the following criteria to justify a Request for Special Use:

1. State how the request will not be detrimental to the use or development of the adjacent properties, or to the general neighborhood so as to adversely affect the health, safety, or general welfare of citizens.
2. State how the request will not adversely affect existing property and uses and if/how it can be placed on a lot of sufficient size to satisfy the space requirements for the use.
3. Indicate the general compatibility of the proposed special use with adjacent properties and other land uses in the general area.
4. State how will the proposed use not constitute a nuisance or hazard or otherwise adversely affect the public interest because of the number of persons who may normally be expected to use such facility or type of physical activity.
5. After consideration of the application and the facts, and the standards for exercising zoning power contained in Section 405, indicate how the Board of Commissioners can determine that the standards are satisfied such that the benefits of and need for the proposed special use outweigh any possible harmful effects, negative impacts, or damages to the neighboring properties or the city in general. In making this determination, the Board of Commissioners may consider the effects of the proposed use on traffic flow, public infrastructure and services, availability of off-street parking, hours and manner of operation of proposed use, outdoor lightning, signage, ingress and egress of the property, the peaceful enjoyment of private property in the community, and other relevant factors.
6. Indicate how all specific requirements established in this ordinance for the particularized special use requested, including design treatments required by Articles 5 and 6 are met.

1. It will not be detrimental to the use or development of adjacent properties
2. It will not adversely affect general health + welfare
3. It is compatable
4. Will not constitute nuisance or hazard
5. It will satisfy the commissioners vision + use of the community
6. All specific requirements are established

Griffin

PLANNING AND DEVELOPMENT SERVICES DEPARTMENT
APPLICATION FOR SPECIAL USE

Date Received: 09/28/2026 Application Number: 26-SUP-04

OWNER'S AUTHORIZATION

This is to certify that: SPALDING COUNTY is the Property Owner or Legal Representative of the Owner holding interest in the property that is the subject of the attached application.

By execution of this form, authorization is given to the person named as "Applicant" below, acting on behalf of the owner, to file for and pursue a request for approval of the following.

☐ Rezoning ☐ Variance ☒ Special Use

☐ Development Plan ☐ Plat Approval ☐ Temporary Use

Applicant Name: Discovering Soldier's Potential / Waypoint
Renea Jones-Anderson President, DSP Waypoint

Property Owner Signature | STEVE LEDBETTER, PhD Printed Name | 10/01/2026 Date

Legal Representative Signature | Printed Name | Date

Notary Signature

Commission Expiration Date: 3/9/2029

Seal: DEBORAH L CARTER NOTARY PUBLIC PIKE COUNTY, GEORGIA MY COMMISSION EXPIRES 03/09/2029

Griffin

PLANNING AND DEVELOPMENT SERVICES DEPARTMENT
APPLICATION FOR SPECIAL USE

Date Received: 9/30/2026 Application Number: 26-SUP-04

CONFLICT OF INTEREST DISCLOSURE

Have you, within the two (2) years immediately preceding the filing of this application, made campaign contributions aggregating $250.00 or more to a member of the Board of Commissioners, a member of the Planning & Zoning Board, or any other government official who will consider this application?

☐ Yes ☒ No

If **yes**, please complete the following section:

- Name and position of Government Official:

- Please list the date and amount of contribution(s) (aggregate total of $250.00 or more).

Applicant Signature

Sandra Brownlee
Printed Name

9/30/2026
Date

From: [redacted]
To: Channing Cawthon
Cc: Michelle Haynes, MPA; Renea Jones-Hudson
Subject: Re: 722 & 732 W Broad Street - Case #26-SUP-02 - Additional Application Questions
Date: Tuesday, October 20, 2026 2:21:43 PM
Attachments: image001.png
image002.png
image003.png

Dear Channing,

Thank you for your email. I have reviewed the information Mr. Morrow provided and even though i am much appreciative, I would like to offer a few clarifications.

Please note that the Department of Veterans Affairs is not the grantor for this project. Funding has been secured through the Georgia Department of Community Affairs via the State Housing Trust Fund for the Homeless.

Additionally, for all future correspondence regarding Discovering Soldiers Potential, Inc. and WayPoint Veterans Services, please direct your communications exclusively to me or Renea Jones-Hudson. While we sincerely appreciate Mr. Morrow's efforts in supporting this endeavor, please be advised that neither he nor GSMAC will have any direct involvement in the operations of the service center or the housing initiative.

Best regards,

Sandra
CEO/DSPII Inc./WayPoint Veteran Service.

On Tue, Oct 20, 2026 at 1:10 PM Channing Cawthon [redacted]> wrote:

> Good afternoon Ms. Sandra,
>
> Our office has received your application for the above-referenced property, and I have started preparing the staff report. As part of this process, I have a few questions and would like to confirm some information to ensure the boards have a complete understanding of the proposed project and can make a well-informed decision.
>
> Before getting into the questions, I also wanted to share that Mr. Dick Morrow stopped by our office today, and it was a pleasure meeting him for the first time! He provided some great insight into the proposed project, and I would like to confirm the information he shared while giving you an opportunity to provide any additional details you feel would be helpful for the boards to consider before making their final decision in November.
>
> Please see the questions below, along with the information provided by Mr. Morrow:

1. What is the total number of beds proposed for the facility?

The facility will provide 14 beds for veterans, along with one bed for the house manager/monitor, for a total of 15 beds.

2. Will any additional services be provided as part of the program?

The chapel will include volunteer space, along with office space for VA personnel and service providers. The facility will operate as a transitional housing program lasting up to 14 months. Veterans must meet certain eligibility requirements, including passing a drug test, before being accepted into the program and provided housing. Once enrolled, participants will have access to job training and career development, as well as mental and physical health services.

3. How will the program be funded?

Mr. Morrow indicated that funding will be provided by the Department of Veterans Affairs (VA).

Please review the information above and let me know if anything needs to be corrected or clarified. Additionally, if there are any other details regarding the proposed use, the services provided, or the operation of the facility that you believe would be beneficial for the boards to know, please feel free to share them.

Thank you for your time and assistance, and I look forward to hearing from you soon!

Griffin
Growing TOGETHER
Channing Cawthon | Planning Manager
Planning and Development
(770) 233-4130
[redacted]

--
Dr. Angelika A. Johnson, LPC
VP DSP II Waypoint
[redacted]

AGENDA ITEM SUMMARY

ITEM SUMMARY:

Receive comments on amending the Unified Development Code of the City of Griffin, Article 7, Section 704, Table 7.3, Permitted Uses Table, to establish Warehouse, Warehouse or other storage facility, and Wholesale business as permitted uses within the Planned Commercial District (PCD) subject to supplemental regulations set out in Footnote 14 of Table 7.3. *Director of Planning & Development, Michelle Haynes, will address.*

SPECIAL CONSIDERATIONS OR CONCERNS:

The proposed amendment to UDC Table 7.3 (Permitted Use Chart) establishes Warehouse, Warehouse or other storage facility, and Wholesale business as permitted uses within the Planned Commercial District (PCD), subject to the following supplemental regulations which are set out in Footnote 14 of Table 7.3: Facility shall be a minimum of 6,000 square feet; Business operations must be conducted solely within the structure and shall not constitute a nuisance.

The proposed text amendment is intended to address outdated provisions within the Unified Development Code (UDC) that are inconsistent with the intent of the Planned Commercial zoning district and act as a deterrent for economic development, recruitment, and retention of businesses with viable, low impact commercial and industrial uses. Currently, Wholesale Business is a permitted use in the Central Business District, but it is not permitted in PCD despite the use in CBD arguably having a higher risk of adverse impact to surrounding properties. For example, a successful wholesale business that has outgrown a facility in Downtown Griffin could be faced with moving its business out of the City if it cannot relocate to a commercially zoned property. Similarly, Warehouse and other storage facility is permitted in Planned Residential District (PRD), but it is not a permitted use in PCD. Although Staff believes that these should be permitted uses within PCD, Staff also acknowledges that these are industrial uses, and therefore, the use should be limited to properties and facilities which are are a sufficient size to accommodate the use and any traffic it may bring. The supplemental regulations are intended to mitigate that impact and ensure that these uses are properly limited to parcels and facilities in PCD that are suitable for such use.

STAFF RECOMMENDATION:

Staff recommends approval.

FINANCIAL IMPACT:

N/A

Submitted By:
Tracie Pryor

Meeting Date:
16/11/2026

Reviewed By:
Kelsey Carden

ATTACHMENTS:
ORD - UDC Table 7.3 Amendment - PCD Warehousing-Wholesale Uses 11.13.26.pdf
11.25.26 Amendment - Permitted Use Table.pdf

No. 26 –

AN ORDINANCE

AN ORDINANCE, AMENDING THE TEXT OF THE UNIFIED DEVELOPMENT CODE OF THE CITY OF GRIFFIN, GEORGIA BY AMENDING ARTICLE 7, SECTION 704, PERMITTED USES FOR ALL ZONING DISTRICTS, TABLE 7.3, PERMITTED USE TABLE BY ZONING CATEGORY AND DEVELOPMENT; TO PROVIDE AN EFFECTIVE DATE; TO PROVIDE FOR SEVERABILITY; TO RESTATE AND REAFFIRM THE UNIFIED DEVELOPMENT CODE OF GRIFFIN, GEORGIA, AS MODIFIED HEREBY; TO REPEAL ALL CODE PROVISIONS, ORDINANCES, OR PARTS THEREOF, IN CONFLICT HEREWITH; AND FOR OTHER PURPOSES.

BE IT ORDAINED BY THE BOARD OF COMMISSIONERS OF THE CITY OF GRIFFIN, GEORGIA, AND IT IS ESTABLISHED AS FOLLOWS:

Section 1. The Unified Development Code of the City of Griffin, Georgia, Article 7, ZONING DISTRICTS, Section 704, PERMITTED USES FOR ALL ZONING DISTRICTS, Table 7.3 PERMITTED USE TABLE BY ZONING CATEGORY AND DEVELOPMENT is hereby amended to establish Warehouse, Warehouse or other storage facility, and Wholesale business as permitted uses within the Planned Commercial District (PCD), subject to the following supplemental regulations, set out in Footnote 14 of Table 7.3: Facility shall be a minimum of 6,000 square feet. Business operations must be conducted solely within the structure and shall not constitute a nuisance.

Table 7.3 shall take the form attached hereto as Exhibit "A."

Section 3. All Unified Development Code sections, any ordinances, or parts thereof, in conflict with the foregoing are expressly repealed.

Section 4. Should any provision of this ordinance be rendered invalid by any court of law, the remaining provisions shall continue in force and effect until amended or repealed by action of the municipal governing authority.

Section 5. Except as modified herein, The Unified Development Code of Griffin, Georgia, is hereby reaffirmed and restated. The codifier is hereby granted editorial license to include this amendment in future supplements of said Code by appropriate section, division, article or chapter.

Section 6. This ordinance shall become effective immediately upon adoption.

Planning & Zoning Public Hearing: November 16, 2026
BOC Public Hearing & Adoption: November 25, 2026

Exhibit A

Use Category By Specific Type P = Permitted by Right C = Conditional SU = Special Use ✓ = Consult Supplemental Regulations	SUPPLEMENTAL REGULATIONS	LDR-A/R-A *6	LDR-B / R-2 *6	LDR-C / R-3 *6	MDR / R-4	HDR-A *7	HDR-B *7	NBD	CBD	PCD	PRD *8	MIXED USE OVERLAY NEIGHBORHOOD	MIXED USE OVERLAY CORRIDOR	MIXED USE OVERLAY VILLAGE	MIXED USE OVERLAY ENTERTAINMENT / ARTS	PID	INST	CONSERVATION SUBDIVISION	AG / R	SHROD UNDERLYING ZONING	AOD	SHROD	MOD
AGRICULTURAL																							
Accessory Structures, Agricultural - See Accessory Uses	✓	P	P	P	P													P	P				
Community Garden	✓	SU	SU										SU			P	SU	P	P				
Farm Operations	✓																		P				
Farmstand	✓																	P	P				
Feed, Seed and Fertilizer Sales										P						P			SU				
Greenhouse, Nursery	✓							P		P						P			SU				
Keeping of Chickens/Pigeons	✓																	P	P				
Keeping of Bees	✓																	P	P				
Livestock, see Farm Operations	✓																						
Riding Stables	✓																	P	P				
Sale of Farm Goods on the premises	✓																	P	P				
COMMERCIAL																				*5			
Ambulance service or rescue squad	✓								P	P						P							
Amusement or Commercial recreation facility	✓									P						P							
Animal Hospital, see Veterinary Services																							
Art shows, carnival rides, festivals, parades and special events of community interest, see Section 721												SU	SU	SU									
Automotive Body, Paint and Interior Repair and Maintenance										P *13						P							
Automotive Engine Repair and Replacement Shops										P *13						P							
Automotive Tire Dealers										P *13						P							
Bakery								P	P	P					P							SU	
Bank								P	P	P	SU				P								
Barbershop, beauty parlor								P	P	P					P							SU	
Brewery and Distilleries									P														
Car wash	✓							P	P	P						P							
Carnivals, see Section 721	✓											SU	SU	SU									
Clinics, medical and dental	✓						SU	P	P	P	SU					P							P
Commercial Kennel	✓							P	P	P						P			SU				
Commercial recreation, Indoor										P	P	P *5	P *5	P *5	P	P							
Commercial recreation, Outdoor										P					P	P							
Consumer Fireworks Retail Sales Facility or Store										P *10													
Consumer Fireworks Retail Sales Stand										P *12													
Convenience Store with gasoline or diesel fuel	✓							P (<2,500 sf)	P	P	SU												
Convenience Store without gasoline or diesel fuel	✓							P (<2,500 sf)	P	P	SU									SU		SU	
Day care, Nursery	✓						SU		SU	P	SU					P	P						SU
Dog Grooming	✓							P	P	P						P							
Eating establishments	✓							P	P	P		P *4	P *4	P *4	P	SU							
Eating establishments, Fast Food	✓							SU	P	P					P	SU							
Emergency Services																	SU						P
Existing business and professional offices with no on-site storage of equipment and supplies																					P		
Extended Stay Hotel/Motel	✓									SU						SU							
Farmer's Market	✓							P	P	P						P		P	P				
Financial Institution								P	P	P	SU				P	P							SU
Florist, Flower Shop							SU	P	P						P							SU	

Use Category By Specific Type P = Permitted by Right C = Conditional SU = Special Use ✓ = Consult Supplemental Regulations	SUPPLEMENTAL REGULATIONS	LDR-A/R-A *6	LDR-B / R-2 *6	LDR-C / R-3 *6	MDR / R-4	HDR-A *7	HDR-B *7	NBD	CBD	PCD	PRD *8	MIXED USE OVERLAY NEIGHBORHOOD	MIXED USE OVERLAY CORRIDOR	MIXED USE OVERLAY VILLAGE	MIXED USE OVERLAY ENTERTAINMENT / ARTS	PID	INST	CONSERVATION SUBDIVISION	AG / R	SHROD UNDERLYING ZONING	AOD	SHROD	MOD
Grocery shop (under 2,500 sf), convenience store								P	P						P								
Grocery stores or other retail establishments over 15,000 sf										P		SU	SU	SU									
Health Club, see Section 721												P	P	P	P								
Home Occupation as provided in Section 503	✓	P	P	P	P	P	P				P							P					
Home Stay Bed and Breakfast	✓	SU	SU	SU	SU			SU		SU	SU	P		P				P	SU				
Hospital or Clinic	✓											P				SU	SU						P
Hospital related out-patient services (Ambulatory and Diagnostic Clinics)																							P
Hotel							SU		P	P					P	P							SU
Kennel, Non-commercial (5 dogs max, must be at least 90 days old)		SU	SU	SU	SU																		
Laboratories, Medical and Dental																							P
Laundromat								P	P	P	SU											SU	
Licensed Day Care center							SU	P	SU		SU						P						SU
Locksmith shop								P	P	P													
Medical or dental services and clinics								P	P	P		P	P				P						
Motel									P	P						P							SU
Motor Vehicle Parts (Used) Merchant Wholesalers																P							
Motor Vehicle Towing																P							
Neighborhood retail, service or office uses	✓					SU	SU				SU												
Office space for governmental, business, professional: including but not limited to construction contractors, general contractors, heavy equipment contractors, special trade contractors, engineers, architects and land surveyors																P							
Office Uses									P	P			P	P	P								
Office, Medical or Clinic										P						P	P						P
Office, professional							SU		P	P	SU				P	P	P						SU
Office, temporary for on-site construction functions									P	P						P							
Outdoor recreation entertainment facilities												SU	SU	SU	P								
Personal Service business									P	P						P							
Personal Service establishment							SU	SU	P	P	SU				P	P				SU		SU	
Pharmacy															P							SU	P
Photographer's studio								P	P	P					P								
Recreational facility											P					P							
Research or experimental laboratory																P *2							
Restaurant, Café - see Eating Establishments								P	P	P					P	SU						SU	
Retail business							SU	P	P	P		P *3	P *3	P *3	P	SU				SU		SU	
Retail dry cleaner, see Laundromat																				SU			
Retail Uses													P	P									
Shoe Repair								P	P						P								
Sidewalk café, see Section 722												P	P	P	P								
Stadiums, see Section 721																							
Studio—Art, music, dance, or other								P	P	P					P	P							
Temporary Firework Stands										P *12													
Theatre, see also Section 721													P	P	P								
Veterinary Services, clinics or hospitals	✓						SU	P	P	P						P							

INDUSTRIAL																							
Building, facility, or land for the distribution of utility services																P	P						

Use Category By Specific Type P = Permitted by Right C = Conditional SU = Special Use ✓ = Consult Supplemental Regulations	SUPPLEMENTAL REGULATIONS	LDR-A/R-A *6	LDR-B / R-2 *6	LDR-C / R-3 *6	MDR / R-4	HDR-A *7	HDR-B *7	NBD	CBD	PCD	PRD *8	MIXED USE OVERLAY NEIGHBORHOOD	MIXED USE OVERLAY CORRIDOR	MIXED USE OVERLAY VILLAGE	MIXED USE OVERLAY ENTERTAINMENT / ARTS	PID	INST	CONSERVATION SUBDIVISION	AG / R	SHROD UNDERLYING ZONING	AOD	SHROD	MOD
Central Trash Collection Dumpsters																P *3							
Major Data Centers	✓															SU							
Minor Data Centers	✓															SU							
Enclosed commercial storage									P														
Exterior display and sales facility																P							
Junkyard - see Open, outdoor storage																P *3							
Light Industrial Use																P							
Manufacturing																P *2							
Newspaper publishing facility									P	P		P *2	P *2	P *2		P							
Open, Outside Storage of Materials, Vehicles, and Other Goods										P *13						P							
Radio and/or television and/or transmission tower	✓															P	SU		SU				
Repair, accessory structure or service facility incidental to the primary use																P *4							
Retail Business, Heavy Equipment																P *3							
Self-Storage Facility	✓									P						P							
Warehouse										P *14						P							
Warehouse or other storage facility										P *14	P					P							
Wholesale Business									P	P *14						P							

INSTITUTIONAL																							
Cemetery, see Section 503	✓																P						
Churches, see Places of Worship																							
Commercial Trade or Vocational school																P							
Cultural facilities, see also Section 721									P								P						
Funeral Home	✓						SU	P		P						P							SU
Government office/facility									P	P	SU	P *2	P *2	P *2	P	P *3	P						
Government uses													P	P	P								
Institutional uses													P	P									
Neighborhood Clubhouse		SU	SU	SU	SU	SU	SU											P					
Places of Worship, see Section 721		SU	SU	SU	SU	SU	SU	SU	SU	SU	SU	SU	SU	SU	SU	SU	SU	SU	SU	SU	SU	SU	SU
Private or Public Club, Lodge, Social Center or Meeting Room									P			P *5	P *5		P								
Publically owned building, facility, land									P	P						SU *3	P						
Schools: Colleges/Universities, elementary, middle, high, postgraduate, vocational/commercial																	P						

RESIDENTIAL																							
Accessory dwelling unit - See Accessory Uses	✓																						
Aeronautical related uses																					P		
Airport related accessory uses																					SU		
Assisted living, retirement center, and nursing home		SU	SU	SU	SU	SU	SU				SU							SU	SU				
Personal care home, group home for disabled persons, and boarding home		SU	SU	SU	SU	SU	SU	SU		SU	SU							SU					
Cluster Development	✓					P						P	P	P				P					
Dwelling, Single-Family Attached (including Townhouses)						P	P				P *1	P	P	P				P					
Dwelling, Multi-Family, Senior Housing						P	P		SU		P *1	P	P	P				P		P		P	
Dwelling, Single-Family Detached	✓ HDR-A	P	P	P	P	SU					P	P						P					
Dwelling, Two-family (duplex)						P					P							P					
Live/Work, Efficiency or Loft apartment over ground floor level	✓								P	P	P	P	P	P	P	P		P					

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Manufactured Homes in accordance with Section 605A	✓				P													P					
Residential dwelling, provided the existing structure was originally constructed as a residential dwelling (single or multi-family) and is located on West Poplar Street or West Solomon Street									P	P						P							
Vertical Mixed Use													P	P									
Watchman's or caretakers single family home	✓															SU		P					
OTHER																							
Accessory Uses and structures as provided in Section 504	✓	P	P	P	P	P	P				P							P					
All permitted uses in underlying zoning district																						P	
Any permitted use in PCD																P							
Building facility or land for non-commercial park or recreation; Thoroughfares; Open space, or Public body of water and similar purposes																	P						
Building, Facility, Land for Parking	✓								P							P							P
Building, Facility, Land for Parking	✓								SU	SU						P							
Mass Transit Station													P		SU								
Places of Assembly Overlay District (PAO) *9		SU	SU	SU							P				SU	P							
Places of Assembly in accordance with Section 721		SU	SU	SU	SU																		
Railroad or bus passenger station									P						SU								
Transit Station	✓								P				P		SU		P						
Transportation terminal															SU	P							
Transportation terminal in conjunction with a mass transit station													P		SU								

*1 Residential dwelling provided that the existing structure was originally constructed as a residential dwelling (single-or multi-family) and is located on West Poplar Street or West Solomon Street.

*2 All operations are conducted entirely within a building and no noise, vibration, smoke, gas, fume, odor, dust fire hazard, radiation, or other injurious or obnoxious condition related to the operation creating a nuisance beyond the premises.

*3 Such use shall be properly screened from view from adjoining streets and properties by a suitable fence or wall at least six feet in height above finished grade. The required fence or wall must provide for a reasonable visual separation between the use and adjoining properties.

*4 The operation of the repair or service facility does not constitute a nuisance to adjoining properties and the operation is not otherwise prohibited in the zoning district.

*5 Commercial uses are only allowed in multi-family developments, on the ground floor, not to exceed 20% of the floor area of the development exclusive of structured parking areas. In no case shall commercial uses exceed 20,000 square feet.

*6 In order to maintain the integrity of single-family neighborhoods in the LDR-A, B, C zoning districts prohibit all uses except agricultural as noted and uses permitted under the Places of Public Assembly as provided in Section 721 of this ordinance.

*7 Other neighborhood retail, personal service or office uses that are primarily for use of residents of the HDR-A, B zoning districts provided that they are conducted entirely in a permanently enclosed building and the buildings shall be an architectural design compatible with the dwelling within the HDR-A, B development.

*8 Single-family attached dwelling, provided that such dwellings shall not represent more than 25% of total dwelling units within the proposed development nor shall such dwellings be established on the perimeter of the PRD development that adjoins LDR-A, B, C zoning districts.

*9 A Special Use permit is required for all assembly uses over 3,000 square feet.

*10 Fireworks Retail Sales Facility or Store must meet the minimum standards of NFPA 1124 for new and existing buildings.

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*11 Occupancy will be based on the requirements set forth in the International Residential Code (IRC)/International Building Code (IBC) and the National Fire Protection Association (NFPA) 101 Life Safety Codes (2012)/International Fire Code (IFC) 2012.

*12 Consumer Fireworks Retail Sales Stands are allowed along the following commercial corridors: North Expressway, US 19/41 and Taylor Street/US 16.

*13 Outside storage is prohibited; however, uses categorized as Automotive Engine Repair and Replacement, Motor Vehicle Parts (Used) Merchant Wholesalers, Automotive Tire Dealers, Motor Vehicle Towing, and Automotive Body, Paint and Interior Repair and Maintenance shall have no more than four motor vehicles per exterior service bay, which is a bay/garage door located on the outside of the principal business structure or shall have no more than the number motor vehicles which can be legally parked in a paved, striped parking lot in conformance with the Unified Development Code, Articles 8 and 9, as required.

*14 Facility shall be a minimum of 6,000 square feet. Business operations must be conducted solely within the structure and shall not constitute a nuisance.

Use Category By Specific Type P = Permitted by Right C = Conditional SU = Special Use ✓ = Consult Supplemental Regulations	SUPPLEMENTAL REGULATIONS	LDR-A/R-A *6	LDR-B / R-2 *6	LDR-C / R-3 *6	MDR / R-4	HDR-A *7	HDR-B *7	NBD	CBD	PCD	PRD *8	MIXED USE OVERLAY NEIGHBORHOOD	MIXED USE OVERLAY CORRIDOR	MIXED USE OVERLAY VILLAGE	MIXED USE OVERLAY ENTERTAINMENT / ARTS	PID	INST	CONSERVATION SUBDIVISION	AG / R	SHROD UNDERLYING ZONING	AOD	SHROD	MOD
AGRICULTURAL																							
Accessory Structures, Agricultural - See Accessory Uses	✓	P	P	P	P													P	P				
Community Garden	✓	SU	SU										SU			P	SU	P	P				
Farm Operations	✓																		P				
Farmstand	✓																	P	P				
Feed, Seed and Fertilizer Sales										P						P			SU				
Greenhouse, Nursery	✓							P		P						P			SU				
Keeping of Chickens/Pigeons	✓																	P	P				
Keeping of Bees	✓																	P	P				
Livestock, see Farm Operations	✓																						
Riding Stables	✓																	P	P				
Sale of Farm Goods on the premises	✓																	P	P				
COMMERCIAL																				*5			
Ambulance service or rescue squad	✓								P	P						P							
Amusement or Commercial recreation facility	✓									P						P							
Animal Hospital, see Veterinary Services																							
Art shows, carnival rides, festivals, parades and special events of community interest, see Section 721												SU	SU	SU									
Automotive Body, Paint and Interior Repair and Maintenance										P *13						P							
Automotive Engine Repair and Replacement Shops										P *13						P							
Automotive Tire Dealers										P *13						P							
Bakery								P	P	P					P							SU	
Bank								P	P	P	SU				P								
Barbershop, beauty parlor								P	P	P					P							SU	
Brewery and Distilleries									P														
Car wash	✓							P	P	P						P							
Carnivals, see Section 721	✓											SU	SU	SU									
Clinics, medical and dental	✓						SU	P	P	P	SU					P							P
Commercial Kennel	✓							P	P	P						P			SU				
Commercial recreation, Indoor										P	P	P *5	P *5	P *5	P	P							
Commercial recreation, Outdoor										P					P	P							
Consumer Fireworks Retail Sales Facility or Store										P *10													
Consumer Fireworks Retail Sales Stand										P *12													
Convenience Store with gasoline or diesel fuel	✓							P (<2,500 sf)	P	P	SU												
Convenience Store without gasoline or diesel fuel	✓							P (<2,500 sf)	P	P	SU									SU		SU	
Day care, Nursery	✓						SU		SU	P	SU					P	P						SU
Dog Grooming	✓							P	P	P						P							
Eating establishments	✓							P	P	P		P *4	P *4	P *4	P	SU							
Eating establishments, Fast Food	✓							SU	P	P					P	SU							
Emergency Services																	SU						P
Existing business and professional offices with no on-site storage of equipment and supplies																					P		
Extended Stay Hotel/Motel	✓									SU						SU							
Farmer's Market	✓							P	P	P						P		P	P				
Financial Institution								P	P	P	SU				P	P							SU
Florist, Flower Shop							SU	P	P						P							SU	

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Grocery shop (under 2,500 sf), convenience store								P	P						P								
Grocery stores or other retail establishments over 15,000 sf										P		SU	SU	SU									
Health Club, see Section 721												P	P	P	P								
Home Occupation as provided in Section 503	✓	P	P	P	P	P	P				P							P					
Home Stay Bed and Breakfast	✓	SU	SU	SU	SU			SU		SU	SU	P		P				P	SU				
Hospital or Clinic	✓											P				SU	SU						P
Hospital related out-patient services (Ambulatory and Diagnostic Clinics)																							P
Hotel							SU		P	P					P	P							SU
Kennel, Non-commercial (5 dogs max, must be at least 90 days old)		SU	SU	SU	SU																		
Laboratories, Medical and Dental																							P
Laundromat								P	P	P	SU											SU	
Licensed Day Care center							SU	P	SU		SU						P						SU
Locksmith shop								P	P	P													
Medical or dental services and clinics								P	P	P		P	P				P						
Motel									P	P						P							SU
Motor Vehicle Parts (Used) Merchant Wholesalers																P							
Motor Vehicle Towing																P							
Neighborhood retail, service or office uses	✓					SU	SU				SU												
Office space for governmental, business, professional: including but not limited to construction contractors, general contractors, heavy equipment contractors, special trade contractors, engineers, architects and land surveyors																P							
Office Uses									P	P			P	P	P								
Office, Medical or Clinic										P						P	P						P
Office, professional							SU		P	P	SU				P	P	P						SU
Office, temporary for on-site construction functions									P	P						P							
Outdoor recreation entertainment facilities												SU	SU	SU	P								
Personal Service business									P	P						P							
Personal Service establishment							SU	SU	P	P	SU				P	P				SU		SU	
Pharmacy															P							SU	P
Photographer's studio								P	P	P					P								
Recreational facility											P					P							
Research or experimental laboratory																P *2							
Restaurant, Café - see Eating Establishments								P	P	P					P	SU						SU	
Retail business							SU	P	P	P		P *3	P *3	P *3	P	SU				SU		SU	
Retail dry cleaner, see Laundromat																				SU			
Retail Uses													P	P									
Shoe Repair								P	P						P								
Sidewalk café, see Section 722												P	P	P	P								
Stadiums, see Section 721																							
Studio—Art, music, dance, or other								P	P	P					P	P							
Temporary Firework Stands										P *12													
Theatre, see also Section 721													P	P	P								
Veterinary Services, clinics or hospitals	✓						SU	P	P	P						P							

INDUSTRIAL																							
Building, facility, or land for the distribution of utility services																P	P						

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Central Trash Collection Dumpsters																P *3							
Major Data Centers	✓															SU							
Minor Data Centers	✓															SU							
Enclosed commercial storage									P														
Exterior display and sales facility																P							
Junkyard - see Open, outdoor storage																P *3							
Light Industrial Use																P							
Manufacturing																P *2							
Newspaper publishing facility									P	P		P *2	P *2	P *2		P							
Open, Outside Storage of Materials, Vehicles, and Other Goods										P *13						P							
Radio and/or television and/or transmission tower	✓															P	SU		SU				
Repair, accessory structure or service facility incidental to the primary use																P *4							
Retail Business, Heavy Equipment																P *3							
Self-Storage Facility	✓									P						P							
Warehouse										P *14						P							
Warehouse or other storage facility										P *14	P					P							
Wholesale Business									P	P *14						P							

INSTITUTIONAL																							
Cemetery, see Section 503	✓																P						
Churches, see Places of Worship																							
Commercial Trade or Vocational school																P							
Cultural facilities, see also Section 721									P								P						
Funeral Home	✓						SU	P		P						P							SU
Government office/facility									P	P	SU	P *2	P *2	P *2	P	P *3	P						
Government uses													P	P	P								
Institutional uses													P	P									
Neighborhood Clubhouse		SU	SU	SU	SU	SU	SU											P					
Places of Worship, see Section 721		SU	SU	SU	SU	SU	SU	SU	SU	SU	SU	SU	SU	SU	SU	SU	SU	SU	SU	SU	SU	SU	SU
Private or Public Club, Lodge, Social Center or Meeting Room									P			P *5	P *5		P								
Publically owned building, facility, land									P	P						SU *3	P						
Schools: Colleges/Universities, elementary, middle, high, postgraduate, vocational/commercial																	P						

RESIDENTIAL																							
Accessory dwelling unit - See Accessory Uses	✓																						
Aeronautical related uses																					P		
Airport related accessory uses																					SU		
Assisted living, retirement center, and nursing home		SU	SU	SU	SU	SU	SU				SU							SU	SU				
Personal care home, group home for disabled persons, and boarding home		SU	SU	SU	SU	SU	SU	SU		SU	SU							SU					
Cluster Development	✓					P						P	P	P				P					
Dwelling, Single-Family Attached (including Townhouses)						P	P				P *1	P	P	P				P					
Dwelling, Multi-Family, Senior Housing						P	P		SU		P *1	P	P	P				P		P		P	
Dwelling, Single-Family Detached	✓ HDR-A	P	P	P	P	SU					P	P						P					
Dwelling, Two-family (duplex)						P					P							P					
Live/Work, Efficiency or Loft apartment over ground floor level	✓								P	P	P	P	P	P	P	P		P					

Use Category By Specific Type P = Permitted by Right C = Conditional SU = Special Use ✓ = Consult Supplemental Regulations	SUPPLEMENTAL REGULATIONS	LDR-A/R-A *6	LDR-B / R-2 *6	LDR-C / R-3 *6	MDR / R-4	HDR-A *7	HDR-B *7	NBD	CBD	PCD	PRD *8	MIXED USE OVERLAY NEIGHBORHOOD	MIXED USE OVERLAY CORRIDOR	MIXED USE OVERLAY VILLAGE	MIXED USE OVERLAY ENTERTAINMENT / ARTS	PID	INST	CONSERVATION SUBDIVISION	AG / R	SHROD UNDERLYING ZONING	AOD	SHROD	MOD
Manufactured Homes in accordance with Section 605A	✓				P													P					
Residential dwelling, provided the existing structure was originally constructed as a residential dwelling (single or multi-family) and is located on West Poplar Street or West Solomon Street									P	P						P							
Vertical Mixed Use													P	P									
Watchman's or caretakers single family home	✓															SU		P					
OTHER																							
Accessory Uses and structures as provided in Section 504	✓	P	P	P	P	P	P				P							P					
All permitted uses in underlying zoning district																						P	
Any permitted use in PCD																P							
Building facility or land for non-commercial park or recreation; Thoroughfares; Open space, or Public body of water and similar purposes																	P						
Building, Facility, Land for Parking	✓								P							P							P
Building, Facility, Land for Parking	✓								SU	SU						P							
Mass Transit Station													P		SU								
Places of Assembly Overlay District (PAO) *9		SU	SU	SU							P				SU	P							
Places of Assembly in accordance with Section 721		SU	SU	SU	SU																		
Railroad or bus passenger station									P						SU								
Transit Station	✓								P				P		SU		P						
Transportation terminal															SU	P							
Transportation terminal in conjunction with a mass transit station													P		SU								

*1 Residential dwelling provided that the existing structure was originally constructed as a residential dwelling (single-or multi-family) and is located on West Poplar Street or West Solomon Street.

*2 All operations are conducted entirely within a building and no noise, vibration, smoke, gas, fume, odor, dust fire hazard, radiation, or other injurious or obnoxious condition related to the operation creating a nuisance beyond the premises.

*3 Such use shall be properly screened from view from adjoining streets and properties by a suitable fence or wall at least six feet in height above finished grade. The required fence or wall must provide for a reasonable visual separation between the use and adjoining properties.

*4 The operation of the repair or service facility does not constitute a nuisance to adjoining properties and the operation is not otherwise prohibited in the zoning district.

*5 Commercial uses are only allowed in multi-family developments, on the ground floor, not to exceed 20% of the floor area of the development exclusive of structured parking areas. In no case shall commercial uses exceed 20,000 square feet.

*6 In order to maintain the integrity of single-family neighborhoods in the LDR-A, B, C zoning districts prohibit all uses except agricultural as noted and uses permitted under the Places of Public Assembly as provided in Section 721 of this ordinance.

*7 Other neighborhood retail, personal service or office uses that are primarily for use of residents of the HDR-A, B zoning districts provided that they are conducted entirely in a permanently enclosed building and the buildings shall be an architectural design compatible with the dwelling within the HDR-A, B development.

*8 Single-family attached dwelling, provided that such dwellings shall not represent more than 25% of total dwelling units within the proposed development nor shall such dwellings be established on the perimeter of the PRD development that adjoins LDR-A, B, C zoning districts.

*9 A Special Use permit is required for all assembly uses over 3,000 square feet.

*10 Fireworks Retail Sales Facility or Store must meet the minimum standards of NFPA 1124 for new and existing buildings.

Use Category By Specific Type P = Permitted by Right C = Conditional SU = Special Use ✓ = Consult Supplemental Regulations	SUPPLEMENTAL REGULATIONS	LDR-A/R-A *6	LDR-B / R-2 *6	LDR-C / R-3 *6	MDR / R-4	HDR-A *7	HDR-B *7	NBD	CBD	PCD	PRD *8	MIXED USE OVERLAY NEIGHBORHOOD	MIXED USE OVERLAY CORRIDOR	MIXED USE OVERLAY VILLAGE	MIXED USE OVERLAY ENTERTAINMENT / ARTS	PID	INST	CONSERVATION SUBDIVISION	AG / R	SHROD UNDERLYING ZONING	AOD	SHROD	MOD

*11 Occupancy will be based on the requirements set forth in the International Residential Code (IRC)/International Building Code (IBC) and the National Fire Protection Association (NFPA) 101 Life Safety Codes (2012)/International Fire Code (IFC) 2012.

*12 Consumer Fireworks Retail Sales Stands are allowed along the following commercial corridors: North Expressway, US 19/41 and Taylor Street/US 16.

*13 Outside storage is prohibited; however, uses categorized as Automotive Engine Repair and Replacement, Motor Vehicle Parts (Used) Merchant Wholesalers, Automotive Tire Dealers, Motor Vehicle Towing, and Automotive Body, Paint and Interior Repair and Maintenance shall have no more than four motor vehicles per exterior service bay, which is a bay/garage door located on the outside of the principal business structure or shall have no more than the number motor vehicles which can be legally parked in a paved, striped parking lot in conformance with the Unified Development Code, Articles 8 and 9, as required.

*14 Facility shall be a minimum of 6,000 square feet. Business operations must be conducted solely within the structure and shall not constitute a nuisance.

AGENDA ITEM SUMMARY

ITEM SUMMARY:

Consider a request for a Special Use Permit to allow a Boarding Facility at 722 & 732 West Broad Street, Tax Parcel 011 08001 & 011 08002. *Planning Manager, Channing Cawthon, will address.*

SPECIAL CONSIDERATIONS OR CONCERNS:

The applicant, Sandra Brownlee, is requesting a Special Use Permit to allow a boarding facility at 722 and 732 Wes Broad Street. The property is the site of the former Hanlieter Methodist Church and contains a large commercial structure with associated off-street parking. The Special Use Permit would allow the existing structure to be utilized as a boarding facility with administrative services. Specifically, 722 West Broad Street is proposed to house the tenants with dorm spaces and 732 West Broad Street is proposed to stay as the administrative and office space. These two (2) addresses make up one structure. Staff has recommended that the parcels be combined and a new or single address coordinate will be assigned. Discovering Soldier's Potential Inc., or commonly known as Waypoint, is speaking with Spalding County in regard to combining the two (2) parcels. The boarding facility designation would allow the Veteran's Housing programs to move to this location. The applicant stated the facility can house fourteen (14) veterans. This would be twelve (12) dorms for single veterans, one (1) dorm for a veteran and their spouse, and one (1) dorm for a veteran with a family. There will be a full-time house manager who will have their own living space. The building has been renovated to accommodate the residential element of Discovering Soldier's Potential/Waypoint. Along with the residential component of the proposed use, the applicant has also stated there ar additional programs and services provided to the residents. Some of those programs include job training, career development, along with mental and physical health services. The applicant has also confirmed that the program is designed to be a maximum of fourteen (14) months for the veterans. Before any person is accepted into the program, they have certain perquisites that they must meet, such as passing a drug test. The applicant, Sandra Brownlee, has also confirmed the program has secured funding through the Georgia Department of Community Affairs via the State Housing Trust Fund for the Homeless.

Per the Permitted Use Chart found in Article 704, a boarding facility is permitted in Medium Density Residential only through a Special Use Permit. The applicant's request for a Special Use Permit has been reviewed in accordance with requirements outlined under Section 406 of the City of Griffin's UDC. Planning Staff has found that the request for the Special Use Permit for a boarding facility at this location is in compliance with the requirements outlined in the zoning ordinance. The proposed use for this location will not adversely affect the use and development of adjacent properties.

STAFF RECOMMENDATION:

Planning staff recommends CONDITIONAL APPROVAL of the Special Use Permit (26-SUP-04) to allow a boarding facility at 722 West Broad Street and 732 West Broad Street. The boarding facility is subject to the following conditions found in Article 5 Section 503E of the UDC for Personal Care Home, Group Home for Disabled Persons, and Boarding Home:

1. Minimum structure size: 1,500 heated square feet;

2. No more than two residents occupying a private living space. "Resident" as used within this sub-section shall be interpreted to include client(s) receiving personal services, caregiver(s), and any other adult or child domiciled in the structure;

3. Compliance with the requirements of the Americans with Disabilities Act, 42 U.S.C. § 126 et seq.;

4. Compliance with the requirements of any and all state regulations and licensing requirements governing the operation of the facility, including but not limited to regulations of the department of community health, the department of behavioral health and developmental disabilities, and/or the department of human services, as applicable;

a. Copies of state licenses or other documentation required for lawful operation of the facility must be provided to the City of Griffin.

5. Receipt of a certificate of inspection and approval by the fire marshal and building inspector demonstrating compliance with applicable minimum life safety and building codes;

6. Issuance of an occupational tax certificate for the facility from the City of Griffin.

7. The special use permit shall be voided if the use is not in operation within one (1) year from the date of approva or if the use ceases for a period of one (1) year, provided that the special use permit shall remain valid if there are active building or land disturbance permits related to the property for which the special use permit was granted.

FINANCIAL IMPACT:

N/A

Submitted By:

Tracie Pryor

Meeting Date:

16/11/2026

Reviewed By:

Kelsey Carden

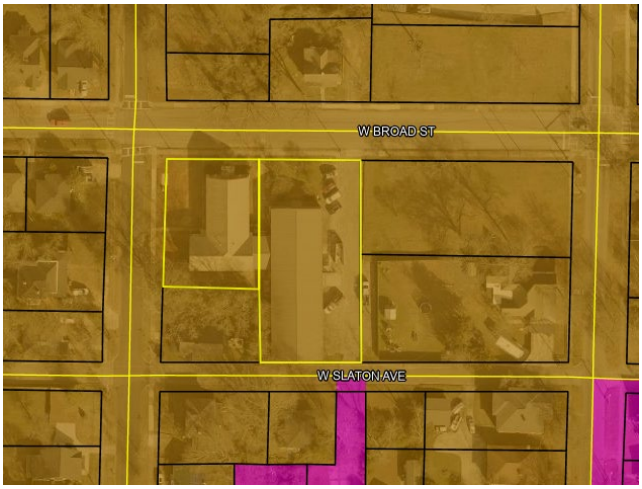
ATTACHMENTS:

26-SUP-04 - 722 & 732 W Broad St - Staff Report.pdf

#26-SUP-04 - Application - 722 & 732 W Broad St.pdf

<u>722 & 732 West Broad Street</u>
Special Use Permit Request
File No. 26-SUP-04

<u>Applicant:</u> Sandra Brownlee
<u>Owner:</u> Spalding County a Political Subdivision of the State of Georgia





Current Land Use Classification	Commercial
Current Zoning	Medium Density Residential (MDR)
Proposed Use	Boarding Facility for Veterans
Parcel Size	.85 +/- acres
Parcel Number	011 08001 & 011 08002
City Commission Member	District 2 Rose Curtis
Planning Board Member	District 2 Ann Dukes
Citizen Notification	Legal notice was published in the October 31st, 2026, edition of the Griffin Daily News for the Planning & Zoning Meeting and for the City Board of Commissioners Public Hearing. Signd were placed on the proposed property illustrating the purpose, date and time of both meetings on October 30th, 2026.

<u>Proposal/Site Location:</u>

The applicant, Sandra Brownlee, is requesting a Special Use Permit to allow a boarding facility for Veterans at 722 and 732 West Broad Street. The property was previously Hanlieter Methodist Church. The property contains a large building with associated off-street parking. The property is owned by Spalding County. The Special Use Permit would allow the existing structure to be utilized for the proposed use of a boarding facility for Veterans. The boarding facility designation would allow for Discovering Soldier's Potential Inc., or commonly known as Waypoint, to move to this location. The building has been renovated to accommodate the residential element needed. The applicant stated the facility can house fourteen (14) veterans. This would be twelve (12) dorms for single veterans, one (1) dorm for a veteran and their spouse, and one (1) dorm for a veteran with a family. There will be a full-time house manager who will have their own living space.

Below are the Public Hearing Notice signs which were posted on October 30th, 2026;









Zoning Ordinance Sections applicable to this Application:

The following sections of the City of Griffin Unified Development Code (UDC) apply to the Special Use permit request:

- Article 4. Section 406 - Special Use Permit Provision
- Article 4. Section 408 - Public Hearings
- Article 5. Section 503F – Personal care home, group home for disabled persons, and boarding home
- Article 7. Section 708 – Medium Density Residential (MDR)

Article 406 Special Uses:

ALL PROPOSED SPECIAL USES FOR PROPERTY SHALL BE EVALUATED IN LIGHT OF THE FOLLOWING STANDARDS:

1. IT MUST NOT BE DETRIMENTAL TO THE USE OR DEVELOPMENT OF THE ADJACENT PROPERTIES, OR TO THE GENERAL NEIGHBORHOOD SO AS TO ADVERSELY AFFECT THE HEALTH, SAFETY OR GENERAL WELFARE OF CITIZENS;

   FINDINGS: Upon review and evaluation of the applicant's request, Planning Staff cannot find any detrimental impacts on the development of adjacent properties. The

proposed use of a boarding facility on this property will not adversely affect the health, safety and welfare of the general public. The former use at this location was a church and is large enough to accommodate the proposed program's housing and off street parking.

2. IT MUST NOT ADVERSELY AFFECT EXISTING PROPERTY AND USES AND IT MUST BE PROPOSED TO BE PLACED ON A LOT OF SUFFICIENT SIZE TO SATISFY THE SPACE REQUIREMENTS FOR THE USE;

   FINDINGS: The two (2) parcels combined are 0.85 +/- acre tract of land which will allow ample space for the structure with adequate parking (approximately fifteen (15) spaces) currently on this site. The property was originally Hanlieter Methodist Church, and Spalding County purchased it in 2024. The Special Use Permit would allow the existing structure to be utilized for the proposed use of a boarding facility for Veterans. Granting the Special Use Permit request will not adversely affect the existing properties or uses.

3. GENERAL COMPATIBILITY OF THE PROPOSED SPECIAL USE WITH ADJACENT PROPERTIES AND OTHER LAND USES IN THE GENERAL AREA.

   FINDINGS: The applicant's proposed use as a boarding facility is compatible with the adjacent properties and land uses within the area. The properties immediately adjacent to the north, south, east, and west are zoned Medium Density Residential (MDR), and are used as such. There is an undeveloped lot also owned by Spalding County immediately to the east, and another undeveloped lot to the north. The proposed use as a boarding facility acts as a good balance between original use as a commercial church and the majority residential character to the north, south, east and west.

4. THE PROPOSED USE WILL NOT CONSTITUTE A NUISANCE OR HAZARD OR OTHERWISE ADVERSELY AFFECT THE PUBLIC INTEREST BECAUSE OF THE NUMBER OF PERSONS WHO MAY NORMALLY BE EXPECTED TO USE SUCH FACILITY OR TYPE OF PHYSICAL ACTIVITY.

   FINDINGS: The proposed use should not constitute a nuisance or hazard or otherwise adversely affect the public interest of the surrounding properties due to the number of participants or individuals visiting the property. The area is zoned residential and many of the surrounding properties are operating as such. This property was the location of Hanlieter Methodist Church. The proposed use would be less intensive than the past commercial use and would conform to the other residential uses surrounding this location.

5. OTHER ITEMS THAT MAY BE CONSIDERED INCLUDE TRAFFIC FLOW, AVAILIBILITY OF OFF-STREET PARKING, PROTECTIVE SCREENING, HOURS AND MANNER OF OPERATION OF THE PROPOSED USE, OUTDOOR LIGHTING, SIGNAGE AND INGRESS AND EGRESS TO THE PROPERTY.

   FINDINGS: The proposed use of a boarding facility is expected to result in some daily and evening traffic associated with residents, staff, and visitors. The existing site provides approximately fifteen (15) off-street parking spaces and access to City water, sewer, and electricity. Discovering Soldiers Potential/Waypoint is in discussion with Spalding County to merge the two (2) parcels together resulting in one (1) parcel approximately .85 +/- acres in size. The boarding facility designation would allow the proposed programs to move to this location. Discovering Soldier's Potential Inc. or commonly known as Waypoint is a program for Veteran's and will have up to fifteen (15) dorms.

The building has been renovated to accommodate the residential element of Discovering Soldier's Potential Inc. Any additional improvements to the property will be required to meet all applicable requirements of the City of Griffin's Unified Development Code, including parking, access, and ingress and egress requirements. Emergency vehicles will have easy access to the residents. Staff finds the proposed use and the request for a Special Use Permit appropriate for the property.

6. THE APPLICANT MUST MEET ALL SPECIFIC REQUIREMENTS ESTABLISHED IN THIS ORDINANCE FOR THE PARTICULARIZED SPECIAL USE REQUESTED.

   FINDINGS: This request, as submitted, is in compliance with the Special Use Permit provisions under Section 406 of the City of Griffin Unified Development Code. The boarding facility is subject to the conditions found in Article 5 Section 503E of the UDC. The applicant has agreed to adhere to all architectural, parking, landscaping, fencing, and development codes requirements per Griffin's Unified Development Code and all other applicable building and life safety codes.

Planning Staff's Comments:

The applicant, Sandra Brownlee, is requesting a Special Use Permit to allow a boarding facility at 722 and 732 West Broad Street. The property is the site of the former Hanlieter Methodist Church and contains a large commercial structure with associated off-street parking. The Special Use Permit would allow the existing structure to be utilized as a boarding facility with administrative services. Specifically, 722 West Broad Street is proposed to house the tenants with dorm spaces and 732 West Broad Street is proposed to stay as the administrative and office space. These two (2) addresses make up one structure. Staff has recommended that the parcels be combined and a new or single address coordinate will be assigned. Discovering Soldier's Potential Inc., or commonly known as Waypoint, is speaking with Spalding County in regard to combining the two (2) parcels. The boarding facility designation would allow the Veteran's Housing programs to move to this location. The applicant stated the facility can house fourteen (14) veterans. This would be twelve (12) dorms for single veterans, one (1) dorm for a veteran and their spouse, and one (1) dorm for a veteran with a family. There will be a full-time house manager who will have their own living space. The building has been renovated to accommodate the residential element of Discovering Soldier's Potential/Waypoint. Along with the residential component of the proposed use, the applicant has also stated there are additional programs and services provided to the residents. Some of those programs include job training, career development, along with mental and physical health services. The applicant has also confirmed that the program is designed to be a maximum of fourteen (14) months for the veterans. Before any person is accepted into the program, they have certain perquisites that they must meet, such as passing a drug test. The applicant, Sandra Brownlee, has also confirmed the program has secured funding through the Georgia Department of Community Affairs via the State Housing Trust Fund for the Homeless.

Per the Permitted Use Chart found in Article 704, a boarding facility is permitted in Medium Density Residential only through a Special Use Permit. The applicant's request for a Special Use Permit has been reviewed in accordance with requirements outlined under Section 406 of the City of Griffin's UDC. Planning Staff has found that the request for the Special Use Permit for a boarding facility at this location is in compliance with the requirements outlined in the zoning ordinance. The proposed use for this location will not adversely affect the use and development of adjacent properties.

Planning Staff's Recommendation:

Planning staff recommends **CONDITIONAL APPROVAL** of the Special Use Permit (26-SUP-04) to allow a boarding facility at 722 West Broad Street and 732 West Broad Street. The boarding facility is subject to the following conditions found in Article 5 Section 503E of the UDC for Personal Care Home, Group Home for Disabled Persons, and Boarding Home:

1. Minimum structure size: 1,500 heated square feet;

2. No more than two residents occupying a private living space. "Resident" as used within this sub-section shall be interpreted to include client(s) receiving personal services, caregiver(s), and any other adult or child domiciled in the structure;

3. Compliance with the requirements of the Americans with Disabilities Act, 42 U.S.C. § 126 et seq.;

4. Compliance with the requirements of any and all state regulations and licensing requirements governing the operation of the facility, including but not limited to regulations of the department of community health, the department of behavioral health and developmental disabilities, and/or the department of human services, as applicable;

    a. Copies of state licenses or other documentation required for lawful operation of the facility must be provided to the City of Griffin.

5. Receipt of a certificate of inspection and approval by the fire marshal and building inspector demonstrating compliance with applicable minimum life safety and building codes;

6. Issuance of an occupational tax certificate for the facility from the City of Griffin.

7. The special use permit shall be voided if the use is not in operation within one (1) year from the date of approval or if the use ceases for a period of one (1) year, provided that the special use permit shall remain valid if there are active building or land disturbance permits related to the property for which the special use permit was granted.

Submitted by:
Channing Cawthon, Planning Manager
Planning and Development

PLANNING AND DEVELOPMENT SERVICES DEPARTMENT
APPLICATION FOR SPECIAL USE

Date Received: 9/30/2024 Application Number: 26-SUP-04

Instructions for Applicant:

Please complete this form and submit with any requested documents in order to complete the Special Use Application. We recommend that all development professionals conducting business in the City of Griffin review the current Unified Development Code (UDC), prior to submission of this application, depending on the type of development. The UDC can be found at www.cityofgriffin.com.

The application, with all appropriate attachments (listed below), should be delivered to the Planning & Development Services Department located at 100 S. Hill Street, 3rd Floor, Griffin, GA 30223. You may reach our office by phone at (770)233-4130 between the hours of 7:30 AM and 4:30 PM Monday thru Friday. Please contact our office if you have any questions about this application or the Special Use Process.

Special Use Application Submission Requirements:

1. Complete Special Use Application
2. Complete Special Use Questionnaire
3. Property Owner or Owner's Representative Authorized Form
4. Conflict of Interest Disclosure
5. Site Plan or drawing of the respective development
6. Development of Regional Impact (if applicable)
7. Fees Due: Commercial $400.00/Residential $350.00

CITY ACTIONS:

Planning & Development Services Staff will determine if the application is complete, assign a case number to the application, and indicate the date of receipt. The applicant will be notified in writing of the date, time and place of the required Public Hearing before the City of Griffin Board of Commissioners. It is important that a representative of the requested Special Use attend the Public Hearing.

The applicant, engineer, or other representative is responsible for obtaining copies of all applicable City of Griffin ordinances and development guidelines, codes, and regulations, and to resolve all comments received and related issues.

PLANNING AND DEVELOPMENT SERVICES DEPARTMENT
APPLICATION FOR SPECIAL USE

Date Received: 9/30/2024 Application Number: 24-SUP-04

Applicant/Agent/Representatives Name: Sandra Brownlee

Address: 732 West Broad St

City: Griffin State: GA Zip: 30223

Telephone Number([redacted] Email: [redacted]

Project Name/ Description: Veterans Housing And transitional Services

Address: 732 west Broad St

Parcel Number(s): _____ Current Zoning: _____ Parcel(s) Size: _____

FLUM/Character Area _____ Unified Development Code Section: _____

Property Owner Name: Spalding County

Address: 401 Justice Blvd

City: Griffin State: GA Zip: 30223

Telephone Number([redacted] Email: _____

I attest that this Special Use Application, and all attachments, meet all applicable requirements of the City of Griffin ordinances and development guidelines, codes and regulations to the best of my knowledge.

Applicant Signature

Sandra Brownlee
Printed Name

9/30/2024
Date

PLANNING AND DEVELOPMENT SERVICES DEPARTMENT
APPLICATION FOR SPECIAL USE

Date Received: 9/30/2024 Application Number: 26-SUP-04

The following information must be submitted with the Special Use Application:

- One (1) copy of a site plan, boundary survey, or Tax Map of the property

A. The following information must be submitted with the Special Use Application:

1. Completed application form.
2. Detailed description of existing land uses on all contiguous property;
3. The location of the subject property including street numbers, if available;
4. A boundary plat of the subject property, prepared in accordance with the Georgia Plat Act, showing the dimensions of acreage, location of tract and location of all existing improvements and easements;
5. A site plan drawn to scale showing:
   a. Any and all improvements to be constructed if the application is approved, along with the proposed use and dimensions of all structures;
   b. A statement with any prior conditions to zoning, plat and/or prior variance request approvals granted by the City of Griffin;
   c. Site plans with variance requests shall indicate the dimension of the proposed subject of the variance request (see 415 [section 410] for variance procedures).
6. Spalding County Tax Map, block and lot number of the appropriate plat reference;
7. The present and proposed zoning district classification for the subject property;
8. The name and address of the owner of the subject property;
9. The area of land of the subject property, stated in square feet if less than one acre;
10. Date of application;
11. Any prior applications or actions for rezoning of all or part of the subject property within the past five years;
12. Documentation supporting the request based upon the standards of this article.

Griffin

PLANNING AND DEVELOPMENT SERVICES DEPARTMENT
APPLICATION FOR SPECIAL USE

Date Received: 9/30/2024 Application Number: 26-SUP-04

B. Please provide written answers to the following criteria to justify a Request for Special Use:

1. State how the request will not be detrimental to the use or development of the adjacent properties, or to the general neighborhood so as to adversely affect the health, safety, or general welfare of citizens.
2. State how the request will not adversely affect existing property and uses and if/how it can be placed on a lot of sufficient size to satisfy the space requirements for the use.
3. Indicate the general compatibility of the proposed special use with adjacent properties and other land uses in the general area.
4. State how will the proposed use not constitute a nuisance or hazard or otherwise adversely affect the public interest because of the number of persons who may normally be expected to use such facility or type of physical activity.
5. After consideration of the application and the facts, and the standards for exercising zoning power contained in Section 405, indicate how the Board of Commissioners can determine that the standards are satisfied such that the benefits of and need for the proposed special use outweigh any possible harmful effects, negative impacts, or damages to the neighboring properties or the city in general. In making this determination, the Board of Commissioners may consider the effects of the proposed use on traffic flow, public infrastructure and services, availability of off-street parking, hours and manner of operation of proposed use, outdoor lightning, signage, ingress and egress of the property, the peaceful enjoyment of private property in the community, and other relevant factors.
6. Indicate how all specific requirements established in this ordinance for the particularized special use requested, including design treatments required by Articles 5 and 6 are met.

1. It will not be detrimental to the use or development of adjacent properties
2. It will not adversely affect general health + welfare
3. It is compatable
4. Will not constitute nuisance or hazard
5. It will satisfy the commissioners vision + use of the community
6. All specific requirements are established

Griffin

PLANNING AND DEVELOPMENT SERVICES DEPARTMENT
APPLICATION FOR SPECIAL USE

Date Received: 09/28/2026 Application Number: 26-SUP-04

OWNER'S AUTHORIZATION

This is to certify that: SPALDING COUNTY is the Property Owner or Legal Representative of the Owner holding interest in the property that is the subject of the attached application.

By execution of this form, authorization is given to the person named as "Applicant" below, acting on behalf of the owner, to file for and pursue a request for approval of the following.

☐ Rezoning ☐ Variance ☒ Special Use

☐ Development Plan ☐ Plat Approval ☐ Temporary Use

Applicant Name: Discovering Soldier's Potential / Waypoint
Renea Jones-Anderson President, DSP Waypoint

Property Owner Signature | STEVE LEDBETTER, PhD Printed Name | 10/01/2026 Date

Legal Representative Signature | Printed Name | Date

Notary Signature

Commission Expiration Date: 3/9/2029

Seal: DEBORAH L CARTER NOTARY PUBLIC PIKE COUNTY, GEORGIA MY COMMISSION EXPIRES 03/09/2029

Griffin

PLANNING AND DEVELOPMENT SERVICES DEPARTMENT
APPLICATION FOR SPECIAL USE

Date Received: 9/30/2026 Application Number: 26-SUP-04

CONFLICT OF INTEREST DISCLOSURE

Have you, within the two (2) years immediately preceding the filing of this application, made campaign contributions aggregating $250.00 or more to a member of the Board of Commissioners, a member of the Planning & Zoning Board, or any other government official who will consider this application?

☐ Yes ☒ No

If **yes**, please complete the following section:

- Name and position of Government Official:

- Please list the date and amount of contribution(s) (aggregate total of $250.00 or more).

Applicant Signature

Sandra Brownlee
Printed Name

9/30/2026
Date

From: [redacted]
To: Channing Cawthon
Cc: Michelle Haynes, MPA; Renea Jones-Hudson
Subject: Re: 722 & 732 W Broad Street - Case #26-SUP-02 - Additional Application Questions
Date: Tuesday, October 20, 2026 2:21:43 PM
Attachments: image001.png
image002.png
image003.png

Dear Channing,

Thank you for your email. I have reviewed the information Mr. Morrow provided and even though i am much appreciative, I would like to offer a few clarifications.

Please note that the Department of Veterans Affairs is not the grantor for this project. Funding has been secured through the Georgia Department of Community Affairs via the State Housing Trust Fund for the Homeless.

Additionally, for all future correspondence regarding Discovering Soldiers Potential, Inc. and WayPoint Veterans Services, please direct your communications exclusively to me or Renea Jones-Hudson. While we sincerely appreciate Mr. Morrow's efforts in supporting this endeavor, please be advised that neither he nor GSMAC will have any direct involvement in the operations of the service center or the housing initiative.

Best regards,

Sandra
CEO/DSPII Inc./WayPoint Veteran Service.

On Tue, Oct 20, 2026 at 1:10 PM Channing Cawthon [redacted]> wrote:

> Good afternoon Ms. Sandra,
>
> Our office has received your application for the above-referenced property, and I have started preparing the staff report. As part of this process, I have a few questions and would like to confirm some information to ensure the boards have a complete understanding of the proposed project and can make a well-informed decision.
>
> Before getting into the questions, I also wanted to share that Mr. Dick Morrow stopped by our office today, and it was a pleasure meeting him for the first time! He provided some great insight into the proposed project, and I would like to confirm the information he shared while giving you an opportunity to provide any additional details you feel would be helpful for the boards to consider before making their final decision in November.
>
> Please see the questions below, along with the information provided by Mr. Morrow:

1. What is the total number of beds proposed for the facility?

The facility will provide 14 beds for veterans, along with one bed for the house manager/monitor, for a total of 15 beds.

2. Will any additional services be provided as part of the program?

The chapel will include volunteer space, along with office space for VA personnel and service providers. The facility will operate as a transitional housing program lasting up to 14 months. Veterans must meet certain eligibility requirements, including passing a drug test, before being accepted into the program and provided housing. Once enrolled, participants will have access to job training and career development, as well as mental and physical health services.

3. How will the program be funded?

Mr. Morrow indicated that funding will be provided by the Department of Veterans Affairs (VA).

Please review the information above and let me know if anything needs to be corrected or clarified. Additionally, if there are any other details regarding the proposed use, the services provided, or the operation of the facility that you believe would be beneficial for the boards to know, please feel free to share them.

Thank you for your time and assistance, and I look forward to hearing from you soon!

Griffin
Growing TOGETHER
Channing Cawthon | Planning Manager
Planning and Development
(770) 233-4130
[redacted]

--
Dr. Angelika A. Johnson, LPC
VP DSP II Waypoint
[redacted]

AGENDA ITEM SUMMARY

ITEM SUMMARY:

Receive comments on amending the Unified Development Code of the City of Griffin, Article 7, Section 704, Table 7.3, Permitted Uses Table, to establish Warehouse, Warehouse or other storage facility, and Wholesale business as permitted uses within the Planned Commercial District (PCD) subject to supplemental regulations set out in Footnote 14 of Table 7.3. *Director of Planning & Development, Michelle Haynes, will address.*

SPECIAL CONSIDERATIONS OR CONCERNS:

The proposed amendment to UDC Table 7.3 (Permitted Use Chart) establishes Warehouse, Warehouse or other storage facility, and Wholesale business as permitted uses within the Planned Commercial District (PCD), subject to the following supplemental regulations which are set out in Footnote 14 of Table 7.3: Facility shall be a minimum of 6,000 square feet; Business operations must be conducted solely within the structure and shall not constitute a nuisance.

The proposed text amendment is intended to address outdated provisions within the Unified Development Code (UDC) that are inconsistent with the intent of the Planned Commercial zoning district and act as a deterrent for economic development, recruitment, and retention of businesses with viable, low impact commercial and industrial uses. Currently, Wholesale Business is a permitted use in the Central Business District, but it is not permitted in PCD despite the use in CBD arguably having a higher risk of adverse impact to surrounding properties. For example, a successful wholesale business that has outgrown a facility in Downtown Griffin could be faced with moving its business out of the City if it cannot relocate to a commercially zoned property. Similarly, Warehouse and other storage facility is permitted in Planned Residential District (PRD), but it is not a permitted use in PCD. Although Staff believes that these should be permitted uses within PCD, Staff also acknowledges that these are industrial uses, and therefore, the use should be limited to properties and facilities which are are a sufficient size to accommodate the use and any traffic it may bring. The supplemental regulations are intended to mitigate that impact and ensure that these uses are properly limited to parcels and facilities in PCD that are suitable for such use.

STAFF RECOMMENDATION:

Staff recommends approval.

FINANCIAL IMPACT:

N/A

Submitted By:
Tracie Pryor

Meeting Date:
16/11/2026

Reviewed By:
Kelsey Carden

ATTACHMENTS:
ORD_-_UDC_Table_7.3_Amendment_-_PCD_Warehousing-Wholesale_Uses_11.13.26.pdf
11.25.26_Amendment_-_Permitted_Use_Table.pdf

No. 26 –

AN ORDINANCE

AN ORDINANCE, AMENDING THE TEXT OF THE UNIFIED DEVELOPMENT CODE OF THE CITY OF GRIFFIN, GEORGIA BY AMENDING ARTICLE 7, SECTION 704, PERMITTED USES FOR ALL ZONING DISTRICTS, TABLE 7.3, PERMITTED USE TABLE BY ZONING CATEGORY AND DEVELOPMENT; TO PROVIDE AN EFFECTIVE DATE; TO PROVIDE FOR SEVERABILITY; TO RESTATE AND REAFFIRM THE UNIFIED DEVELOPMENT CODE OF GRIFFIN, GEORGIA, AS MODIFIED HEREBY; TO REPEAL ALL CODE PROVISIONS, ORDINANCES, OR PARTS THEREOF, IN CONFLICT HEREWITH; AND FOR OTHER PURPOSES.

BE IT ORDAINED BY THE BOARD OF COMMISSIONERS OF THE CITY OF GRIFFIN, GEORGIA, AND IT IS ESTABLISHED AS FOLLOWS:

Section 1. The Unified Development Code of the City of Griffin, Georgia, Article 7, ZONING DISTRICTS, Section 704, PERMITTED USES FOR ALL ZONING DISTRICTS, Table 7.3 PERMITTED USE TABLE BY ZONING CATEGORY AND DEVELOPMENT is hereby amended to establish Warehouse, Warehouse or other storage facility, and Wholesale business as permitted uses within the Planned Commercial District (PCD), subject to the following supplemental regulations, set out in Footnote 14 of Table 7.3: Facility shall be a minimum of 6,000 square feet. Business operations must be conducted solely within the structure and shall not constitute a nuisance.

Table 7.3 shall take the form attached hereto as Exhibit "A."

Section 3. All Unified Development Code sections, any ordinances, or parts thereof, in conflict with the foregoing are expressly repealed.

Section 4. Should any provision of this ordinance be rendered invalid by any court of law, the remaining provisions shall continue in force and effect until amended or repealed by action of the municipal governing authority.

Section 5. Except as modified herein, The Unified Development Code of Griffin, Georgia, is hereby reaffirmed and restated. The codifier is hereby granted editorial license to include this amendment in future supplements of said Code by appropriate section, division, article or chapter.

Section 6. This ordinance shall become effective immediately upon adoption.

Planning & Zoning Public Hearing: November 16, 2026
BOC Public Hearing & Adoption: November 25, 2026

Exhibit A

Use Category By Specific Type P = Permitted by Right C = Conditional SU = Special Use ✓ = Consult Supplemental Regulations	SUPPLEMENTAL REGULATIONS	LDR-A/R-A *6	LDR-B / R-2 *6	LDR-C / R-3 *6	MDR / R-4	HDR-A *7	HDR-B *7	NBD	CBD	PCD	PRD *8	MIXED USE OVERLAY NEIGHBORHOOD	MIXED USE OVERLAY CORRIDOR	MIXED USE OVERLAY VILLAGE	MIXED USE OVERLAY ENTERTAINMENT / ARTS	PID	INST	CONSERVATION SUBDIVISION	AG / R	SHROD UNDERLYING ZONING	AOD	SHROD	MOD
AGRICULTURAL																							
Accessory Structures, Agricultural - See Accessory Uses	✓	P	P	P	P													P	P				
Community Garden	✓	SU	SU										SU			P	SU	P	P				
Farm Operations	✓																		P				
Farmstand	✓																	P	P				
Feed, Seed and Fertilizer Sales										P						P			SU				
Greenhouse, Nursery	✓							P		P						P			SU				
Keeping of Chickens/Pigeons	✓																	P	P				
Keeping of Bees	✓																	P	P				
Livestock, see Farm Operations	✓																						
Riding Stables	✓																	P	P				
Sale of Farm Goods on the premises	✓																	P	P				
COMMERCIAL																				*5			
Ambulance service or rescue squad	✓								P	P						P							
Amusement or Commercial recreation facility	✓									P						P							
Animal Hospital, see Veterinary Services																							
Art shows, carnival rides, festivals, parades and special events of community interest, see Section 721												SU	SU	SU									
Automotive Body, Paint and Interior Repair and Maintenance										P *13						P							
Automotive Engine Repair and Replacement Shops										P *13						P							
Automotive Tire Dealers										P *13						P							
Bakery								P	P	P					P							SU	
Bank								P	P	P	SU				P								
Barbershop, beauty parlor								P	P	P					P							SU	
Brewery and Distilleries									P														
Car wash	✓							P	P	P						P							
Carnivals, see Section 721	✓											SU	SU	SU									
Clinics, medical and dental	✓						SU	P	P	P	SU					P							P
Commercial Kennel	✓							P	P	P						P			SU				
Commercial recreation, Indoor										P	P	P *5	P *5	P *5	P	P							
Commercial recreation, Outdoor										P					P	P							
Consumer Fireworks Retail Sales Facility or Store										P *10													
Consumer Fireworks Retail Sales Stand										P *12													
Convenience Store with gasoline or diesel fuel	✓							P (<2,500 sf)	P	P	SU												
Convenience Store without gasoline or diesel fuel	✓							P (<2,500 sf)	P	P	SU									SU		SU	
Day care, Nursery	✓						SU		SU	P	SU					P	P						SU
Dog Grooming	✓							P	P	P						P							
Eating establishments	✓							P	P	P		P *4	P *4	P *4	P	SU							
Eating establishments, Fast Food	✓							SU	P	P					P	SU							
Emergency Services																	SU						P
Existing business and professional offices with no on-site storage of equipment and supplies																					P		
Extended Stay Hotel/Motel	✓									SU						SU							
Farmer's Market	✓							P	P	P						P		P	P				
Financial Institution								P	P	P	SU				P	P							SU
Florist, Flower Shop							SU	P	P						P							SU	

Use Category By Specific Type P = Permitted by Right C = Conditional SU = Special Use ✓ = Consult Supplemental Regulations	SUPPLEMENTAL REGULATIONS	LDR-A/R-A *6	LDR-B / R-2 *6	LDR-C / R-3 *6	MDR / R-4	HDR-A *7	HDR-B *7	NBD	CBD	PCD	PRD *8	MIXED USE OVERLAY NEIGHBORHOOD	MIXED USE OVERLAY CORRIDOR	MIXED USE OVERLAY VILLAGE	MIXED USE OVERLAY ENTERTAINMENT / ARTS	PID	INST	CONSERVATION SUBDIVISION	AG / R	SHROD UNDERLYING ZONING	AOD	SHROD	MOD
Grocery shop (under 2,500 sf), convenience store								P	P						P								
Grocery stores or other retail establishments over 15,000 sf										P		SU	SU	SU									
Health Club, see Section 721												P	P	P	P								
Home Occupation as provided in Section 503	✓	P	P	P	P	P	P				P							P					
Home Stay Bed and Breakfast	✓	SU	SU	SU	SU			SU		SU	SU	P		P				P	SU				
Hospital or Clinic	✓											P				SU	SU						P
Hospital related out-patient services (Ambulatory and Diagnostic Clinics)																							P
Hotel							SU		P	P					P	P							SU
Kennel, Non-commercial (5 dogs max, must be at least 90 days old)		SU	SU	SU	SU																		
Laboratories, Medical and Dental																							P
Laundromat								P	P	P	SU											SU	
Licensed Day Care center							SU	P	SU		SU						P						SU
Locksmith shop								P	P	P													
Medical or dental services and clinics								P	P	P		P	P				P						
Motel									P	P						P							SU
Motor Vehicle Parts (Used) Merchant Wholesalers																P							
Motor Vehicle Towing																P							
Neighborhood retail, service or office uses	✓					SU	SU				SU												
Office space for governmental, business, professional: including but not limited to construction contractors, general contractors, heavy equipment contractors, special trade contractors, engineers, architects and land surveyors																P							
Office Uses									P	P			P	P	P								
Office, Medical or Clinic										P						P	P						P
Office, professional							SU		P	P	SU				P	P	P						SU
Office, temporary for on-site construction functions									P	P						P							
Outdoor recreation entertainment facilities												SU	SU	SU	P								
Personal Service business									P	P						P							
Personal Service establishment							SU	SU	P	P	SU				P	P				SU		SU	
Pharmacy															P							SU	P
Photographer's studio								P	P	P					P								
Recreational facility											P					P							
Research or experimental laboratory																P *2							
Restaurant, Café - see Eating Establishments								P	P	P					P	SU						SU	
Retail business							SU	P	P	P		P *3	P *3	P *3	P	SU				SU		SU	
Retail dry cleaner, see Laundromat																				SU			
Retail Uses													P	P									
Shoe Repair								P	P						P								
Sidewalk café, see Section 722												P	P	P	P								
Stadiums, see Section 721																							
Studio—Art, music, dance, or other								P	P	P					P	P							
Temporary Firework Stands										P *12													
Theatre, see also Section 721													P	P	P								
Veterinary Services, clinics or hospitals	✓						SU	P	P	P						P							

INDUSTRIAL																							
Building, facility, or land for the distribution of utility services																P	P						

Use Category By Specific Type P = Permitted by Right C = Conditional SU = Special Use ✓ = Consult Supplemental Regulations	SUPPLEMENTAL REGULATIONS	LDR-A/R-A *6	LDR-B / R-2 *6	LDR-C / R-3 *6	MDR / R-4	HDR-A *7	HDR-B *7	NBD	CBD	PCD	PRD *8	MIXED USE OVERLAY NEIGHBORHOOD	MIXED USE OVERLAY CORRIDOR	MIXED USE OVERLAY VILLAGE	MIXED USE OVERLAY ENTERTAINMENT / ARTS	PID	INST	CONSERVATION SUBDIVISION	AG / R	SHROD UNDERLYING ZONING	AOD	SHROD	MOD
Central Trash Collection Dumpsters																P *3							
Major Data Centers	✓															SU							
Minor Data Centers	✓															SU							
Enclosed commercial storage									P														
Exterior display and sales facility																P							
Junkyard - see Open, outdoor storage																P *3							
Light Industrial Use																P							
Manufacturing																P *2							
Newspaper publishing facility									P	P		P *2	P *2	P *2		P							
Open, Outside Storage of Materials, Vehicles, and Other Goods										P *13						P							
Radio and/or television and/or transmission tower	✓															P	SU		SU				
Repair, accessory structure or service facility incidental to the primary use																P *4							
Retail Business, Heavy Equipment																P *3							
Self-Storage Facility	✓									P						P							
Warehouse										P *14						P							
Warehouse or other storage facility										P *14	P					P							
Wholesale Business									P	P *14						P							

INSTITUTIONAL																							
Cemetery, see Section 503	✓																P						
Churches, see Places of Worship																							
Commercial Trade or Vocational school																P							
Cultural facilities, see also Section 721									P								P						
Funeral Home	✓						SU	P		P						P							SU
Government office/facility									P	P	SU	P *2	P *2	P *2	P	P *3	P						
Government uses													P	P	P								
Institutional uses													P	P									
Neighborhood Clubhouse		SU	SU	SU	SU	SU	SU											P					
Places of Worship, see Section 721		SU	SU	SU	SU	SU	SU	SU	SU	SU	SU	SU	SU	SU	SU	SU	SU	SU	SU	SU	SU	SU	SU
Private or Public Club, Lodge, Social Center or Meeting Room									P			P *5	P *5		P								
Publically owned building, facility, land									P	P						SU *3	P						
Schools: Colleges/Universities, elementary, middle, high, postgraduate, vocational/commercial																	P						

RESIDENTIAL																							
Accessory dwelling unit - See Accessory Uses	✓																						
Aeronautical related uses																					P		
Airport related accessory uses																					SU		
Assisted living, retirement center, and nursing home		SU	SU	SU	SU	SU	SU				SU							SU	SU				
Personal care home, group home for disabled persons, and boarding home		SU	SU	SU	SU	SU	SU	SU		SU	SU							SU					
Cluster Development	✓					P						P	P	P				P					
Dwelling, Single-Family Attached (including Townhouses)						P	P				P *1	P	P	P				P					
Dwelling, Multi-Family, Senior Housing						P	P		SU		P *1	P	P	P				P		P		P	
Dwelling, Single-Family Detached	✓ HDR-A	P	P	P	P	SU					P	P						P					
Dwelling, Two-family (duplex)						P					P							P					
Live/Work, Efficiency or Loft apartment over ground floor level	✓								P	P	P	P	P	P	P	P		P					

Use Category By Specific Type P = Permitted by Right C = Conditional SU = Special Use ✓ = Consult Supplemental Regulations	SUPPLEMENTAL REGULATIONS	LDR-A/R-A *6	LDR-B / R-2 *6	LDR-C / R-3 *6	MDR / R-4	HDR-A *7	HDR-B *7	NBD	CBD	PCD	PRD *8	MIXED USE OVERLAY NEIGHBORHOOD	MIXED USE OVERLAY CORRIDOR	MIXED USE OVERLAY VILLAGE	MIXED USE OVERLAY ENTERTAINMENT / ARTS	PID	INST	CONSERVATION SUBDIVISION	AG / R	SHROD UNDERLYING ZONING	AOD	SHROD	MOD
Manufactured Homes in accordance with Section 605A	✓				P													P					
Residential dwelling, provided the existing structure was originally constructed as a residential dwelling (single or multi-family) and is located on West Poplar Street or West Solomon Street									P	P						P							
Vertical Mixed Use													P	P									
Watchman's or caretakers single family home	✓															SU		P					
OTHER																							
Accessory Uses and structures as provided in Section 504	✓	P	P	P	P	P	P				P							P					
All permitted uses in underlying zoning district																						P	
Any permitted use in PCD																P							
Building facility or land for non-commercial park or recreation; Thoroughfares; Open space, or Public body of water and similar purposes																	P						
Building, Facility, Land for Parking	✓								P							P							P
Building, Facility, Land for Parking	✓								SU	SU						P							
Mass Transit Station													P		SU								
Places of Assembly Overlay District (PAO) *9		SU	SU	SU							P				SU	P							
Places of Assembly in accordance with Section 721		SU	SU	SU	SU																		
Railroad or bus passenger station									P						SU								
Transit Station	✓								P				P		SU		P						
Transportation terminal															SU	P							
Transportation terminal in conjunction with a mass transit station													P		SU								

*1 Residential dwelling provided that the existing structure was originally constructed as a residential dwelling (single-or multi-family) and is located on West Poplar Street or West Solomon Street.

*2 All operations are conducted entirely within a building and no noise, vibration, smoke, gas, fume, odor, dust fire hazard, radiation, or other injurious or obnoxious condition related to the operation creating a nuisance beyond the premises.

*3 Such use shall be properly screened from view from adjoining streets and properties by a suitable fence or wall at least six feet in height above finished grade. The required fence or wall must provide for a reasonable visual separation between the use and adjoining properties.

*4 The operation of the repair or service facility does not constitute a nuisance to adjoining properties and the operation is not otherwise prohibited in the zoning district.

*5 Commercial uses are only allowed in multi-family developments, on the ground floor, not to exceed 20% of the floor area of the development exclusive of structured parking areas. In no case shall commercial uses exceed 20,000 square feet.

*6 In order to maintain the integrity of single-family neighborhoods in the LDR-A, B, C zoning districts prohibit all uses except agricultural as noted and uses permitted under the Places of Public Assembly as provided in Section 721 of this ordinance.

*7 Other neighborhood retail, personal service or office uses that are primarily for use of residents of the HDR-A, B zoning districts provided that they are conducted entirely in a permanently enclosed building and the buildings shall be an architectural design compatible with the dwelling within the HDR-A, B development.

*8 Single-family attached dwelling, provided that such dwellings shall not represent more than 25% of total dwelling units within the proposed development nor shall such dwellings be established on the perimeter of the PRD development that adjoins LDR-A, B, C zoning districts.

*9 A Special Use permit is required for all assembly uses over 3,000 square feet.

*10 Fireworks Retail Sales Facility or Store must meet the minimum standards of NFPA 1124 for new and existing buildings.

Use Category By Specific Type P = Permitted by Right C = Conditional SU = Special Use ✓ = Consult Supplemental Regulations	SUPPLEMENTAL REGULATIONS	LDR-A/R-A *6	LDR-B / R-2 *6	LDR-C / R-3 *6	MDR / R-4	HDR-A *7	HDR-B *7	NBD	CBD	PCD	PRD *8	MIXED USE OVERLAY NEIGHBORHOOD	MIXED USE OVERLAY CORRIDOR	MIXED USE OVERLAY VILLAGE	MIXED USE OVERLAY ENTERTAINMENT / ARTS	PID	INST	CONSERVATION SUBDIVISION	AG / R	SHROD UNDERLYING ZONING	AOD	SHROD	MOD

*11 Occupancy will be based on the requirements set forth in the International Residential Code (IRC)/International Building Code (IBC) and the National Fire Protection Association (NFPA) 101 Life Safety Codes (2012)/International Fire Code (IFC) 2012.

*12 Consumer Fireworks Retail Sales Stands are allowed along the following commercial corridors: North Expressway, US 19/41 and Taylor Street/US 16.

*13 Outside storage is prohibited; however, uses categorized as Automotive Engine Repair and Replacement, Motor Vehicle Parts (Used) Merchant Wholesalers, Automotive Tire Dealers, Motor Vehicle Towing, and Automotive Body, Paint and Interior Repair and Maintenance shall have no more than four motor vehicles per exterior service bay, which is a bay/garage door located on the outside of the principal business structure or shall have no more than the number motor vehicles which can be legally parked in a paved, striped parking lot in conformance with the Unified Development Code, Articles 8 and 9, as required.

*14 Facility shall be a minimum of 6,000 square feet. Business operations must be conducted solely within the structure and shall not constitute a nuisance.

Use Category By Specific Type P = Permitted by Right C = Conditional SU = Special Use ✓ = Consult Supplemental Regulations	SUPPLEMENTAL REGULATIONS	LDR-A/R-A *6	LDR-B / R-2 *6	LDR-C / R-3 *6	MDR / R-4	HDR-A *7	HDR-B *7	NBD	CBD	PCD	PRD *8	MIXED USE OVERLAY NEIGHBORHOOD	MIXED USE OVERLAY CORRIDOR	MIXED USE OVERLAY VILLAGE	MIXED USE OVERLAY ENTERTAINMENT / ARTS	PID	INST	CONSERVATION SUBDIVISION	AG / R	SHROD UNDERLYING ZONING	AOD	SHROD	MOD
AGRICULTURAL																							
Accessory Structures, Agricultural - See Accessory Uses	✓	P	P	P	P													P	P				
Community Garden	✓	SU	SU										SU			P	SU	P	P				
Farm Operations	✓																		P				
Farmstand	✓																	P	P				
Feed, Seed and Fertilizer Sales										P						P			SU				
Greenhouse, Nursery	✓							P		P						P			SU				
Keeping of Chickens/Pigeons	✓																	P	P				
Keeping of Bees	✓																	P	P				
Livestock, see Farm Operations	✓																						
Riding Stables	✓																	P	P				
Sale of Farm Goods on the premises	✓																	P	P				
COMMERCIAL																				*5			
Ambulance service or rescue squad	✓								P	P						P							
Amusement or Commercial recreation facility	✓									P						P							
Animal Hospital, see Veterinary Services																							
Art shows, carnival rides, festivals, parades and special events of community interest, see Section 721												SU	SU	SU									
Automotive Body, Paint and Interior Repair and Maintenance										P *13						P							
Automotive Engine Repair and Replacement Shops										P *13						P							
Automotive Tire Dealers										P *13						P							
Bakery								P	P	P					P							SU	
Bank								P	P	P	SU				P								
Barbershop, beauty parlor								P	P	P					P							SU	
Brewery and Distilleries									P														
Car wash	✓							P	P	P						P							
Carnivals, see Section 721	✓											SU	SU	SU									
Clinics, medical and dental	✓						SU	P	P	P	SU					P							P
Commercial Kennel	✓							P	P	P						P			SU				
Commercial recreation, Indoor										P	P	P *5	P *5	P *5	P	P							
Commercial recreation, Outdoor										P					P	P							
Consumer Fireworks Retail Sales Facility or Store										P *10													
Consumer Fireworks Retail Sales Stand										P *12													
Convenience Store with gasoline or diesel fuel	✓							P (<2,500 sf)	P	P	SU												
Convenience Store without gasoline or diesel fuel	✓							P (<2,500 sf)	P	P	SU									SU		SU	
Day care, Nursery	✓						SU		SU	P	SU					P	P						SU
Dog Grooming	✓							P	P	P						P							
Eating establishments	✓							P	P	P		P *4	P *4	P *4	P	SU							
Eating establishments, Fast Food	✓							SU	P	P					P	SU							
Emergency Services																	SU						P
Existing business and professional offices with no on-site storage of equipment and supplies																					P		
Extended Stay Hotel/Motel	✓									SU						SU							
Farmer's Market	✓							P	P	P						P		P	P				
Financial Institution								P	P	P	SU				P	P							SU
Florist, Flower Shop							SU	P	P						P							SU	

Use Category By Specific Type P = Permitted by Right C = Conditional SU = Special Use ✓ = Consult Supplemental Regulations	SUPPLEMENTAL REGULATIONS	LDR-A/R-A *6	LDR-B / R-2 *6	LDR-C / R-3 *6	MDR / R-4	HDR-A *7	HDR-B *7	NBD	CBD	PCD	PRD *8	MIXED USE OVERLAY NEIGHBORHOOD	MIXED USE OVERLAY CORRIDOR	MIXED USE OVERLAY VILLAGE	MIXED USE OVERLAY ENTERTAINMENT / ARTS	PID	INST	CONSERVATION SUBDIVISION	AG / R	SHROD UNDERLYING ZONING	AOD	SHROD	MOD
Grocery shop (under 2,500 sf), convenience store								P	P						P								
Grocery stores or other retail establishments over 15,000 sf										P		SU	SU	SU									
Health Club, see Section 721												P	P	P	P								
Home Occupation as provided in Section 503	✓	P	P	P	P	P	P				P							P					
Home Stay Bed and Breakfast	✓	SU	SU	SU	SU			SU		SU	SU	P		P				P	SU				
Hospital or Clinic	✓											P				SU	SU						P
Hospital related out-patient services (Ambulatory and Diagnostic Clinics)																							P
Hotel							SU		P	P					P	P							SU
Kennel, Non-commercial (5 dogs max, must be at least 90 days old)		SU	SU	SU	SU																		
Laboratories, Medical and Dental																							P
Laundromat								P	P	P	SU											SU	
Licensed Day Care center							SU	P	SU		SU						P						SU
Locksmith shop								P	P	P													
Medical or dental services and clinics								P	P	P		P	P				P						
Motel									P	P						P							SU
Motor Vehicle Parts (Used) Merchant Wholesalers																P							
Motor Vehicle Towing																P							
Neighborhood retail, service or office uses	✓					SU	SU				SU												
Office space for governmental, business, professional: including but not limited to construction contractors, general contractors, heavy equipment contractors, special trade contractors, engineers, architects and land surveyors																P							
Office Uses									P	P			P	P	P								
Office, Medical or Clinic										P						P	P						P
Office, professional							SU		P	P	SU				P	P	P						SU
Office, temporary for on-site construction functions									P	P						P							
Outdoor recreation entertainment facilities												SU	SU	SU	P								
Personal Service business									P	P						P							
Personal Service establishment							SU	SU	P	P	SU				P	P				SU		SU	
Pharmacy															P							SU	P
Photographer's studio								P	P	P					P								
Recreational facility											P					P							
Research or experimental laboratory																P *2							
Restaurant, Café - see Eating Establishments								P	P	P					P	SU						SU	
Retail business							SU	P	P	P		P *3	P *3	P *3	P	SU				SU		SU	
Retail dry cleaner, see Laundromat																				SU			
Retail Uses													P	P									
Shoe Repair								P	P						P								
Sidewalk café, see Section 722												P	P	P	P								
Stadiums, see Section 721																							
Studio—Art, music, dance, or other								P	P	P					P	P							
Temporary Firework Stands										P *12													
Theatre, see also Section 721													P	P	P								
Veterinary Services, clinics or hospitals	✓						SU	P	P	P						P							

INDUSTRIAL																							
Building, facility, or land for the distribution of utility services																P	P						

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Central Trash Collection Dumpsters																P *3							
Major Data Centers	✓															SU							
Minor Data Centers	✓															SU							
Enclosed commercial storage									P														
Exterior display and sales facility																P							
Junkyard - see Open, outdoor storage																P *3							
Light Industrial Use																P							
Manufacturing																P *2							
Newspaper publishing facility									P	P		P *2	P *2	P *2		P							
Open, Outside Storage of Materials, Vehicles, and Other Goods										P *13						P							
Radio and/or television and/or transmission tower	✓															P	SU		SU				
Repair, accessory structure or service facility incidental to the primary use																P *4							
Retail Business, Heavy Equipment																P *3							
Self-Storage Facility	✓									P						P							
Warehouse										P *14						P							
Warehouse or other storage facility										P *14	P					P							
Wholesale Business									P	P *14						P							

INSTITUTIONAL																							
Cemetery, see Section 503	✓																P						
Churches, see Places of Worship																							
Commercial Trade or Vocational school																P							
Cultural facilities, see also Section 721									P								P						
Funeral Home	✓						SU	P		P						P							SU
Government office/facility									P	P	SU	P *2	P *2	P *2	P	P *3	P						
Government uses													P	P	P								
Institutional uses													P	P									
Neighborhood Clubhouse		SU	SU	SU	SU	SU	SU											P					
Places of Worship, see Section 721		SU	SU	SU	SU	SU	SU	SU	SU	SU	SU	SU	SU	SU	SU	SU	SU	SU	SU	SU	SU	SU	SU
Private or Public Club, Lodge, Social Center or Meeting Room									P			P *5	P *5		P								
Publically owned building, facility, land									P	P						SU *3	P						
Schools: Colleges/Universities, elementary, middle, high, postgraduate, vocational/commercial																	P						

RESIDENTIAL																							
Accessory dwelling unit - See Accessory Uses	✓																						
Aeronautical related uses																					P		
Airport related accessory uses																					SU		
Assisted living, retirement center, and nursing home		SU	SU	SU	SU	SU	SU				SU							SU	SU				
Personal care home, group home for disabled persons, and boarding home		SU	SU	SU	SU	SU	SU	SU		SU	SU							SU					
Cluster Development	✓					P						P	P	P				P					
Dwelling, Single-Family Attached (including Townhouses)						P	P				P *1	P	P	P				P					
Dwelling, Multi-Family, Senior Housing						P	P		SU		P *1	P	P	P				P		P		P	
Dwelling, Single-Family Detached	✓ HDR-A	P	P	P	P	SU					P	P						P					
Dwelling, Two-family (duplex)						P					P							P					
Live/Work, Efficiency or Loft apartment over ground floor level	✓								P	P	P	P	P	P	P	P		P					

Use Category By Specific Type P = Permitted by Right C = Conditional SU = Special Use ✓ = Consult Supplemental Regulations	SUPPLEMENTAL REGULATIONS	LDR-A/R-A *6	LDR-B / R-2 *6	LDR-C / R-3 *6	MDR / R-4	HDR-A *7	HDR-B *7	NBD	CBD	PCD	PRD *8	MIXED USE OVERLAY NEIGHBORHOOD	MIXED USE OVERLAY CORRIDOR	MIXED USE OVERLAY VILLAGE	MIXED USE OVERLAY ENTERTAINMENT / ARTS	PID	INST	CONSERVATION SUBDIVISION	AG / R	SHROD UNDERLYING ZONING	AOD	SHROD	MOD
Manufactured Homes in accordance with Section 605A	✓				P													P					
Residential dwelling, provided the existing structure was originally constructed as a residential dwelling (single or multi-family) and is located on West Poplar Street or West Solomon Street									P	P						P							
Vertical Mixed Use													P	P									
Watchman's or caretakers single family home	✓															SU		P					
OTHER																							
Accessory Uses and structures as provided in Section 504	✓	P	P	P	P	P	P				P							P					
All permitted uses in underlying zoning district																						P	
Any permitted use in PCD																P							
Building facility or land for non-commercial park or recreation; Thoroughfares; Open space, or Public body of water and similar purposes																	P						
Building, Facility, Land for Parking	✓								P							P							P
Building, Facility, Land for Parking	✓								SU	SU						P							
Mass Transit Station													P		SU								
Places of Assembly Overlay District (PAO) *9		SU	SU	SU							P				SU	P							
Places of Assembly in accordance with Section 721		SU	SU	SU	SU																		
Railroad or bus passenger station									P						SU								
Transit Station	✓								P				P		SU		P						
Transportation terminal															SU	P							
Transportation terminal in conjunction with a mass transit station													P		SU								

*1 Residential dwelling provided that the existing structure was originally constructed as a residential dwelling (single-or multi-family) and is located on West Poplar Street or West Solomon Street.

*2 All operations are conducted entirely within a building and no noise, vibration, smoke, gas, fume, odor, dust fire hazard, radiation, or other injurious or obnoxious condition related to the operation creating a nuisance beyond the premises.

*3 Such use shall be properly screened from view from adjoining streets and properties by a suitable fence or wall at least six feet in height above finished grade. The required fence or wall must provide for a reasonable visual separation between the use and adjoining properties.

*4 The operation of the repair or service facility does not constitute a nuisance to adjoining properties and the operation is not otherwise prohibited in the zoning district.

*5 Commercial uses are only allowed in multi-family developments, on the ground floor, not to exceed 20% of the floor area of the development exclusive of structured parking areas. In no case shall commercial uses exceed 20,000 square feet.

*6 In order to maintain the integrity of single-family neighborhoods in the LDR-A, B, C zoning districts prohibit all uses except agricultural as noted and uses permitted under the Places of Public Assembly as provided in Section 721 of this ordinance.

*7 Other neighborhood retail, personal service or office uses that are primarily for use of residents of the HDR-A, B zoning districts provided that they are conducted entirely in a permanently enclosed building and the buildings shall be an architectural design compatible with the dwelling within the HDR-A, B development.

*8 Single-family attached dwelling, provided that such dwellings shall not represent more than 25% of total dwelling units within the proposed development nor shall such dwellings be established on the perimeter of the PRD development that adjoins LDR-A, B, C zoning districts.

*9 A Special Use permit is required for all assembly uses over 3,000 square feet.

*10 Fireworks Retail Sales Facility or Store must meet the minimum standards of NFPA 1124 for new and existing buildings.

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*11 Occupancy will be based on the requirements set forth in the International Residential Code (IRC)/International Building Code (IBC) and the National Fire Protection Association (NFPA) 101 Life Safety Codes (2012)/International Fire Code (IFC) 2012.

*12 Consumer Fireworks Retail Sales Stands are allowed along the following commercial corridors: North Expressway, US 19/41 and Taylor Street/US 16.

*13 Outside storage is prohibited; however, uses categorized as Automotive Engine Repair and Replacement, Motor Vehicle Parts (Used) Merchant Wholesalers, Automotive Tire Dealers, Motor Vehicle Towing, and Automotive Body, Paint and Interior Repair and Maintenance shall have no more than four motor vehicles per exterior service bay, which is a bay/garage door located on the outside of the principal business structure or shall have no more than the number motor vehicles which can be legally parked in a paved, striped parking lot in conformance with the Unified Development Code, Articles 8 and 9, as required.

*14 Facility shall be a minimum of 6,000 square feet. Business operations must be conducted solely within the structure and shall not constitute a nuisance.

AGENDA ITEM SUMMARY

ITEM SUMMARY:

Consider the minutes of the Griffin Planning and Zoning Board's regular meeting on October 19, 2026

SPECIAL CONSIDERATIONS OR CONCERNS:

Board Members Yoshunda Jones, Pamela Sutton, and Ann Dukes were absent.

STAFF RECOMMENDATION:

N/A

FINANCIAL IMPACT:

N/A

Submitted By:

Tracie Pryor

Meeting Date:

16/11/2026

ATTACHMENTS:

10-19-26 Meeting Minutes.pdf

City of Griffin
Planning & Zoning Board Meeting
October 19, 2026

The City of Griffin Planning & Zoning Board held its regular monthly meeting on September 21, 2026, at 6:00 P.M. in the W. Elmer George Municipal Hall, 100 South Hill Street, Griffin. Members present: Bill Thielemann, Jacob Wright, and Mike Middlebrooks. Members absent were: Yoshunda Jones, Pamela Sutton, and Ann Dukes.
Staff present were: Michelle Haynes, Director, Channing Cawthorn, Tracie Pryor, and Kara Hunt.

Call to order

Chairman Bill Thielman called the meeting of the City of Griffin Planning and Zoning Board to order.

Approval of agenda

Motion/second to approve by Commissioners Wright/Middlebrooks carried 3-0.

Public Hearings

Item 1: Special use permit — place of assembly, 315 North 3rd Street (Parcel 007 17010A)

Director Michelle Haynes presented the staff report. Applicant Yusuf Ali seeks a special use permit for a place of assembly (place of worship) for the Griffin Islamic Community Center, which has operated at this location for many years. The property is zoned Medium Density Residential.

- The request combines 409, 419 and 425 East Chappel Street with 315 North 3rd Street into one 0.99-acre lot, to add parking and expand the existing facility.
- Correction: the staff report lists 421 East Chappel Street; the correct address is 425. The report will be updated for the Board of Commissioners (BOC).
- Places of assembly are allowed in all zoning districts by special use only.
- Two requirements of UDC Section 7-21(F) are not met: frontage on an arterial or collector street, and a minimum 2-acre tract. A variance is required.
- Staff found the use will not adversely affect adjacent properties.

Staff recommendation: conditional approval, with these conditions:

1. The applicant must apply for a variance from the arterial/collector frontage requirement and the 2-acre minimum lot size.
2. A plat combining all affected adjacent tracts into one parcel shall be submitted to Planning and Development for review before civil plans are submitted.
3. The applicant must obtain an occupational tax certificate from the City of Griffin annually.

Yusuf Ali, 656 School Road, Hampton, GA, spoke in favor and offered to answer questions.

Board questions: None

Item 2: Variance — 2-acre lot size and street classification, 315 North 3rd Street

Director Michelle Haynes presented the request for a variance from UDC Section 7-21(F)(3), which requires a place of assembly to have at least 2 acres and front an arterial or collector street. None of the adjoining streets is so classified.

- The variance allows the community center to expand its building and add off-street parking; members currently park on the street because on-site parking is limited.
- The combined parcel of 409, 419 and 425 East Chappel Street and 315 North 3rd Street will total 0.99 acre (the 421/425 address correction also applies).
- Any approval remains subject to all applicable UDC provisions, including site development, parking, access, building regulations, and fire and life safety codes.
- Staff found the expansion will not create a nuisance.

Staff recommendation: approval, with no conditions. Staff noted both the special use permit and the variance are needed for the use to proceed.

Yusuf Ali, 656 School Road, Hampton, GA, spoke in favor and offered to answer questions.

Board questions: None

Regular Agenda

Item 3: Consideration of special use permit — place of assembly, 315 North 3rd Street

The Board noted the applicant already owns the property and intends to expand the corner building on 3rd Street and add a parking lot beside it, running from Chappel Street toward Quilly Street. Asked about future expansion onto other lots the applicant owns, Director Haynes said any use at a different location would require a separate special use permit and Board review. The applicant confirmed he understands and has no issues with the three conditions of approval.

Motion/second to recommend approval with conditions by Commissioners Wright/Middlebrooks carried 3-0.

Item 4: Consideration of variance — 2-acre lot size and street classification, 315 North 3rd Street

The Chairman noted the site is slightly under 1 acre against the 2-acre ordinance requirement, and that staff recommends approval. No questions were raised.

Motion/second to recommend approval by Commissioners Wright/Middlebrooks carried 3-0

The Chairman advised Mr. Ali that both recommendations go to the Board of Commissioners at its next meeting, Tuesday, October 27, 2026 at 6:00 p.m.

Minutes of September 21, 2026

The Board could not vote on the September 21, 2026 minutes because only two members present tonight attended that meeting (Mr. Wright was absent; Ms. Yoshunda, Mr. Middlebrooks and Chairman Thielman attended). For the record, the minutes will be approved by staff.

Director's report

Director Michelle Haynes reported the following:

- **UDC rewrite:** bids have been received from several firms to rewrite the Unified Development Code. Once a contract is in hand, it goes to the BOC for approval. Staff meetings should start near year-end, followed by public outreach (social media, public hearings, open houses). The rewrite is expected to take 12–15 months and will roll directly into the Comprehensive Plan update. Board members were asked to tell residents in their districts and encourage participation. The Chairman noted the current UDC is roughly 20 years old and available online, and offered to share his hard copy.
- **Park at Solomon apartments:** staff is working on the certificate of occupancy; minor site cleanup remains. Move-ins are targeted by month-end, and commercial spaces should receive COs within one to two weeks. Staff will suggest a ribbon cutting. The Housing Council toured the building, and its new mural on the approach to downtown was noted.
- **Hotel:** civil review is on its final section. The building permit submittal and plan review will begin shortly, with groundbreaking targeted for early next year.
- **Gymnastics studio:** a proposed gymnastics/cheer studio across Solomon Street (cotton mill site) was inquired about; staff considers it comparable to a dance or martial arts studio and expects no issue with the use.

- **Adjournment**
- ***Motion/second to adjourn by Commissioners Wright/Middlebrooks carried 3-0.***

Approved: _____ Date: _____

Chairman

Attest: _____ Date: _____

Zoning Administrator