AGENDA
City of Griffin Planning and Zoning Board
August 19, 2024
W. ELMER GEORGE HALL
6:00 PM

CALL TO ORDER

APPROVAL OF AGENDA

Agenda

OLD BUSINESS

Consider Minutes of the 5-20-2024 Planning and Zoning Meeting

NEW BUSINESS
Consider a request for a Special Use Permit

Consider a Special Use request for 1025 S Hill St

STAFF COMMENTS

ADJOURN

AGENDA ITEM SUMMARY

ITEM SUMMARY:

Agenda

Submitted By:

Tracie Pryor

Meeting Date:

19/08/2024

ATTACHMENTS:

Agenda 8-19-2024.pdf

Agenda

Planning & Zoning August 19, 2024
6:00pm

The City Board of Commissioner appoints the Planning and Zoning Board members. One of its purposes is to conduct open meetings that are related to planning and zoning. The information gathered at this meeting and the recommendations of the Planning and Zoning Board are forwarded to the City Board of Commissioners. The City Board of Commissioner takes the final action on matters presented to them based on information from the public hearing, the recommendation of the Planning and Zoning Board and debate among the Members at the Commissioners public hearing meeting. Anyone desiring to speak before the Planning and Zoning Board is limited to 10 minutes. If a group wishes to speak, one person must be designated to speak for the group.

Call to Order……..… Neal Baldwin

Quorum……. Neal Baldwin

Approval of the Agenda…….……..

OLD BUSINESS

Approval of the Minutes……..…

Monday, May 20, 2024

NEW BUSINESS

1. Consider a request for a Special Use Permit, to allow a Place of Assembly at 1025 South Hill Street, Tax Map 047A01003, submitted by Steve Trawick.

STAFF COMMENTS…… ……Principal Planner, Michelle Haynes

ADJOURN…….…….

AGENDA ITEM SUMMARY

ITEM SUMMARY:

Consider Minutes of the 5-20-2024 Planning and Zoning Meeting

Submitted By:

Tracie Pryor

Meeting Date:

19/08/2024

ATTACHMENTS:

5-20-2024 Planning and Zoning Minutes.docx

City of Griffin Planning & Zoning Board
Minutes
6:00 P.M.
May 20, 2024

The City of Griffin Planning & Zoning Board held its regular monthly meeting on May 20, 2024 at 6:00 P.M. in the W. Elmer George Municipal Hall, 100 South Hill Street, Griffin. Members present were: Rebekah Betsill, Vice-Chair, Bill Thielemann, and Pamela Sutton. Members absent were: Neal Baldwin, Kenda Amin, Earle Shivers, and Abdul Hughes.

Also present were Staff: Jessica O'Conner, City Manager, Michelle Haynes and Tracie Pryor.

Call to Order.....Rebekah Betsill

Declaration of Quorum .....Rebekah Betsill

Approval of the Agenda
Motion/second by Bill Thielemann ***/Pamela Sutton to approve the agenda carried by a vote of 3-0.***

OLD BUSINESS
Approval of Minutes
Motion/second by Bill Thielemann /Pamela Sutton to approve minutes from **April 15, 2024** ***as presented carried by a vote of 3-0.***

NEW BUSINESS

First item is to consider a request for a Special Use Permit, to allow an Assisted Living Facility at 847 North 9th Street, Tax Map 002 01019A, submitted by Stephanie Schurman.

Michelle Haynes stated that the applicant, Stephanie Schurman, is seeking approval of a Special Use Permit for an Assisted Living Facility at 847 N 9th Street. Mrs. Schurman, envisions this location as a place where the elderly and disabled can feel comfortable enough to call this place home. A Special Use Permit would allow this type of facility. This parcel is in the Medium Density Residential (MDR) zoning district.

Staff recommends approval with the following conditions:

- No more than two (2) residents occupying a single bedroom
- Compliance with any and all State regulations and licensing requirements governing the operation of the facility
- Copies of State licenses or other documentation required for lawful operation of the facility must be provided to the City of Griffin
- 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;
- Issuance of an occupational tax certificate for the facility from the City of Griffin

Stephanie Schurman, 1114 Sage Dr. Griffin
Ms. Schurman stated that she wants to create a safe haven for the homeless that has no one to tend to them, giving them personal assistance and care.

Bill Thielemann asked if they will be building from ground up or is the building already existing.

Ms. Shurman stated that is it existing and that it used to be a funeral home.

Bill Thielemann asked Ms. Shurman if she has every operated an Assisted Living Facility before.

Ms. Shurman stated that she has not.

Bill Thielemann asked Ms. Shurman if she heard the conditionas and if so, does she have any issues with them.

Ms. Shurman stated she did hear them and she has no issues.

Pamela Sutton asked if there will be someone at the facility so to medication.

Ms. Shurman stated there would be someone there to assist.

Pamela Sutton asked if this is a 24-hour facility that will provide breakfast, lunch, and dinner.

Ms. Shurman yes, and they would be providing the meals.

Motion/second by Bill Thielemann /Pamela Sutton to recommend approval with conditions of the Special Use Permit for property located at 847 N. 9th Street, Tax Map 002 01019A, submitted by Stephanie Schurman. Motion carried 3-0.

Second item consider a request for a Special Use Permit, to allow a Personal Care Home at 416 South Pine Hill Road, Tax Map 054E 01057, submitted by Kendra Langston; A. Slade's Heart & Hand Youth Development Services, Inc.

Michelle Haynes stated that the applicant, Kendra Langston, is seeking approval of a Special Use Permit for a personal care home at 416 S. Pinehill Rd. Ms. Langston, desires to use this property to provide a home where children in the foster care program from Spalding County and surrounding counties can have a safe space to live and thrive. A Special Use Permit would allow this type of facility and service. This parcel is in the Low Density Residential-B (LDR-B) zoning district.

Staff recommends approval.

Rebekah Betsill asked if there are currently any personal care homes for children in the city.

Michelle Haynes stated this will be the first in the city limits.

Pamela Sutton asked what was the age range of the youth.

Michelle Haynes stated 13 to 18 years old.

Pamela Sutton asked if theses children are were placed in a foster home.

Michelle Haynes states yes, they are still listed with the state. They will have 24-hour care.

Pamela Sutton asked if this would be considered commercial or residential.

Michelle Haynes stated that a personal care home has to be in a single-family zoning.

Bill Thielemann asked if this would be just for boys.

Michelle Haynes stated they did not specify.

Rebekah Betsill asked why they came before the Planning and Zoning Board if it has to be in a single-family zoning.

Michelle Haynes stated that is what the ordinance states.

Motion/second by Pamela Sutton/ Bill Thielemann to recommend approval of the request to rezone for property located at 331 East Tinsley Street, Tax Map 054E 01057, submitted by Kendra Langston; A. Slade's Heart & Hand Youth Development Services, Inc. Motion carried 3-0.

STAFF COMMENTS ..... Michelle Haynes, Principal Planner

MEMBERS COMMENTS

Rebekah Betsill stated that she will be resigning from the Planning and Zoning Board. She will be making the move to Greenville.

ADJOURN ..... Rebekah Betsill

Respectfully submitted,

_____ _____

Michelle Haynes, Principal Planner Rebekah Betsill -Vice-Chair

AGENDA ITEM SUMMARY

ITEM SUMMARY:

Consider a Special Use request for 1025 S Hill St

Submitted By:

Tracie Pryor

Meeting Date:

19/08/2024

ATTACHMENTS:

1025 S Hill Street SU Staff Report.pdf

1025 South Hill Street
Special Use Permit Request
File No. 24-SUP-04

Applicant: Steve Trawick
Owner: Kiwanis Club of Griffin Foundation, Inc



Land Use Classification	Commercial
Current Zoning	Institutional / Airport Overlay
Proposed Use	Commercial – Place of Assembly
Parcel Size	14.97 +/- Acres
Tax Map, Block and Lot No.	047A01003
Planning and Zoning Board	Abuhl Hughs District 4
City Commission	Charles Wright District 4
Citizen Notification	Legal notice was run in the July 27, 2024 edition of the Griffin Daily News for the Planning & Zoning Meeting and for the City Board of Commissioners Public Hearing. A sign was placed on the proposed property illustrating the purpose, date and time of both meetings on August 12, 2024

Proposal:

The applicant, Steve Trawick, is seeking approval of a Special Use Permit for a Place of Assembly at 1025 South Hill Street. This address is owned by the Kiwanis Club of Griffin Foundation, Inc and is the location of the Kiwanis Fairgrounds. This parcel is in the Institutional (INST) zoning district and is also within the Airport Overlay District (AOD). A Place of Assembly is only permitted in Institutional and the Airport Overlay District through the approval of a Special Use Permit.



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 406	Special Use Permit Provision
Article 408	Public Hearing
Article 716	Institutional

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, or to the general neighborhood so as to adversely affect the health, safety, or general welfare of citizens.

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: This use will not adversely affect existing property and uses. The property is just under fifteen acres. On the property, the building and fairgrounds are located over 200 feet from Hill Street. The property also meets the requirement of a special use as the lot is over two acres and has over 200 feet of street frontage.

   There is adequate parking for the use as almost 2 ½ of the 15 acres is reserved for parking. There are two driveways to provide ingress/egress onto South Hill St. Citizens will be able to safely enter and exit the parking lot.

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 Place of Assembly is compatible with the adjacent properties and land uses within the area. The uses of the properties immediately adjacent to the subject property include the Griffin-Spalding County Airport and the National Guard Armory. Both of these properties are also within the Institutional District and the Airport Overlay District.

   The building has been in operation as the weekly meeting location for the Kiwanis Club of Griffin and as a banquet hall since construction was completed in 2010. The open area on the property is used as a fairground. The Kiwanis Club of Griffin hosts the fair annually. The fair lasts nine days and will be in Griffin in late September or early October. Use of the fairgrounds for other purposes is vetted by the Kiwanis Club of Griffin to minimize noise or other nuisances which might disturb neighboring properties.

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 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.

5. AFTER CONSIDERATION OF THE APPLICATION AND THE FACTS, AND THE STANDARDS FOR EXERCISING ZONING POWER CONTAINED IN SECTION 405, THE BOARD OF COMMISSIONERS MUST DETERMINE THAT THE STANDARDS ARE SATISFIED SUCH THAT THE BENEFITS OF AND NEED

FOR THE PROPSED 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 LIGHTING, SIGNAGE, INGRESS AND EGRESS OF THE PROPERTY, THE PEACEFUL ENJOYMENT OF PRIVATE PROPERTY IN THE COMMUNITY, AND OTHER RELEVANT FACTORS.

FINDINGS: The proposed use will not have a harmful effect, negative impact, or cause damage to the neighboring properties or the city in general. There is proper ingress and egress at this location and the use should not affect traffic flow. There is adequate parking and all parking is off-street. Emergency vehicles will have easy access to the location and building should anyone require emergency services.

6. THE APPLICANT MUST MEET ALL SPECIFIC REQUIREMENTS ESTABLISHED IN THIS ORDINANCE FOR THE PARTICULARIZED SPECIAL USE REQUESTED, INCLUDING DESIGN TREATMENTS REQUIRED BY ARTICLE 5 AND 6.

   FINDINGS: The request for a Special Use Permit to allow a Place of Assembly is compliant with all of the Special Use Permit provisions under the City of Griffin Unified Development Code. The property is larger than 2 acres and there is more than 200 feet of street frontage.

Planning Staff's Comments:

The applicant, Steve Trawick, is seeking approval of a Special Use Permit for a Place of Assembly at 1025 South Hill Street. This address is owned by the Kiwanis Club of Griffin Foundation, Inc and is the location of the Kiwanis Fairgrounds. This parcel is in the Institutional (INST) zoning district and is also within the Airport Overlay District (AOD). A Place of Assembly is only permitted in Institutional and the Airport Overlay District through the approval of a Special Use Permit.

Planning Staff's Recommendation:

Staff recommends **APPROVAL** of the Special Use Permit (24-SUP-04) submitted by Steve Trawick to allow for a Special Use Permit for a daycare facility located at 1025 South Hill Street.

Submitted by:
Michelle Haynes, Director
Planning and Development Services