

# PLANNING COMMISSION MEETING MINUTES SUMMARY

Stonecrest City Hall - 6:00 PM \**Spoke-in-Person Meeting*  
February 7, 2023

*As set forth in the Americans with Disabilities Act of 1990, the City of Stonecrest will assist citizens with special needs given notice (7 working days) to participate in any open meetings of the City of Stonecrest. Please contact the City Clerk's Office via telephone (770-224-0200).*

*Citizens wishing to actively participate and make a comment during the public hearing portion of the meeting please submit a request via email address [keirston.mcmillan@stonecrestga.gov](mailto:keirston.mcmillan@stonecrestga.gov) by noon the day of the hearing, March 7, 2023. The zoom link for the meeting will be sent to you, or you can also submit comments and questions to the same email address by the same deadline to be read into the record at the meeting.*

- I. **Call to Order:** Chairman Eric Hubbard (District 3) called the Spoke-in-Person meeting to order at 6:00 PM.
- II. **Roll Call:** Chairman Hubbard called the roll. Commissioner Stefanie Brown (District 1), Commissioner Joyce Walker (District 2), Commissioner Lemuel Hawkins (District 5) were present. Commissioner Pearl Hollis (District 4) was absent. There was a quorum.  
  
Planning Director Ray White and Deputy Director Keedra Jackson, Planning and Zoning Department was present. Attorney Alicia Thompson, Fincher Denmark, LLC, virtually attended.
- III. **Approval of the Agenda:** Chairman Hubbard called for a motion to **APPROVE THE AGENDA**. Commissioner Lemuel Hawkins motioned to **APPROVE THE AGENDA**. Commissioner Walker seconded the motion. The motion was unanimously **APPROVED**.
- IV. **Approval of Minutes: The Planning Commission Meeting Minutes Summary dated January 3, 2023.** Chairman Hubbard called for a motion to approve the Planning Commission Meeting Minutes Summary dated **January 3, 2023**. Commissioner Joyce Walker **APPROVE WITH NECESSARY CORRECTIONS**. Chairman Hubbard seconded the motion. The motion was unanimously **APPROVED**.
- V. **Presentations: Upcoming Cases Presented by:**  
**Mr. Ray White, Planning Director and Ms. Keirston McMillan, Planner**
  - **TMOD-22-014**
  - **SLU22-012**
  - **TMOD-22-015**
- VI. **Old Business: N/A**

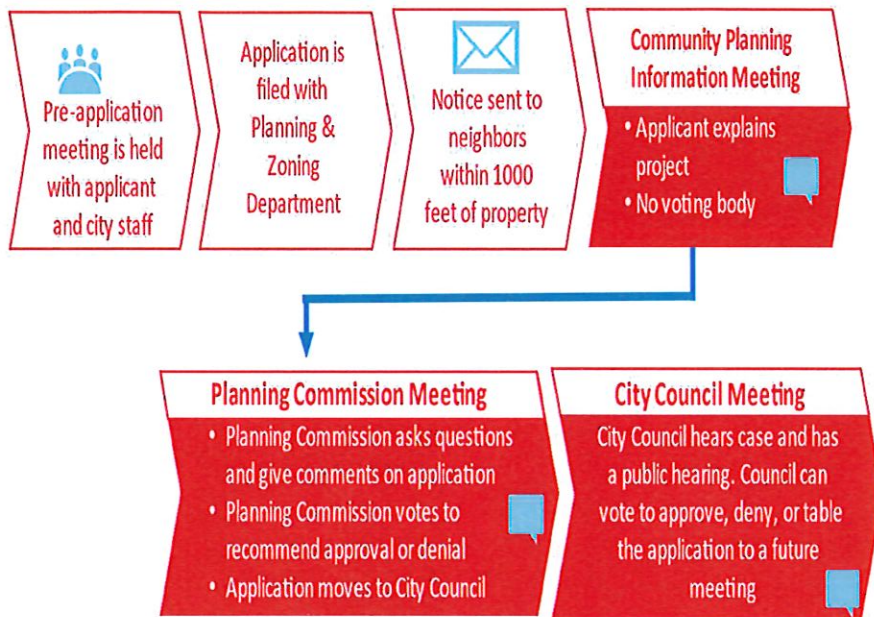
**Public Hearing(s):**


LAND USE PETITION:	TMOD-22-014
PETITIONER:	Planning and Zoning Department
LOCATION:	City Wide
PROPOSED AMENDMENT:	To formalize the Community Planning Information Meeting (CPIM) as part of the zoning process.


Planning Director Ray White presented **TMOD-22-014**. Mr. Ray White explained the Special Land Use Application process.



# Land Use Application Process



 This symbol indicates where the public can comment or give input

 Public meetings are broadcasted on the City's YouTube page: *Official City of Stonecrest Georgia*

 The public can also reach out directly to their Planning Commission and City Council representatives

# Proposed Language:

1. Written notice of each public hearing shall state the nature of the proposed change, and the date, time, and place of the public hearing ~~before~~ Prior to the Planning Commission public hearing, the rezoning, text amendment, comprehensive land use change and/or special use application shall be presented for public comment at a Community Zoning Information Meeting (CPIM). Either the CPIM, planning commission, ~~zoning board of appeals~~ or the city council and shall be mailed by first class mail by the director of planning to all owners of property within 1,000 [feet] of the boundaries adjoining the subject property, as such property owners are listed on the records of DeKalb tax commissioner, at least 15 days and not more than 45 days prior to said public hearing.

*Chairman Hubbard* asked the Board of Commissioners did they have any questions for Mr. White.

*Chairman Hubbard* asked those in **support** to speak. There were none.

*Chairman Hubbard* asked those in **opposition** to speak. There were none.

*Chairman Hubbard* closed the public hearing before going into discussion.

Chairman Hubbard asked for a motion. *Chairman Hubbard* motioned to **RECOMMEND APPROVAL OF TMOD-22-014**. Commissioner Hawkins seconded the motion. The vote was **unanimously APPROVED**.



LAND USE PETITION: SLU22-012  
PETITIONER: Dionne Robinson  
LOCATION: 7173 Covington Highway, Stonecrest, GA 30058  
PROPOSED AMENDMENT: To seek a special land use permit to operate a late-night establishment.

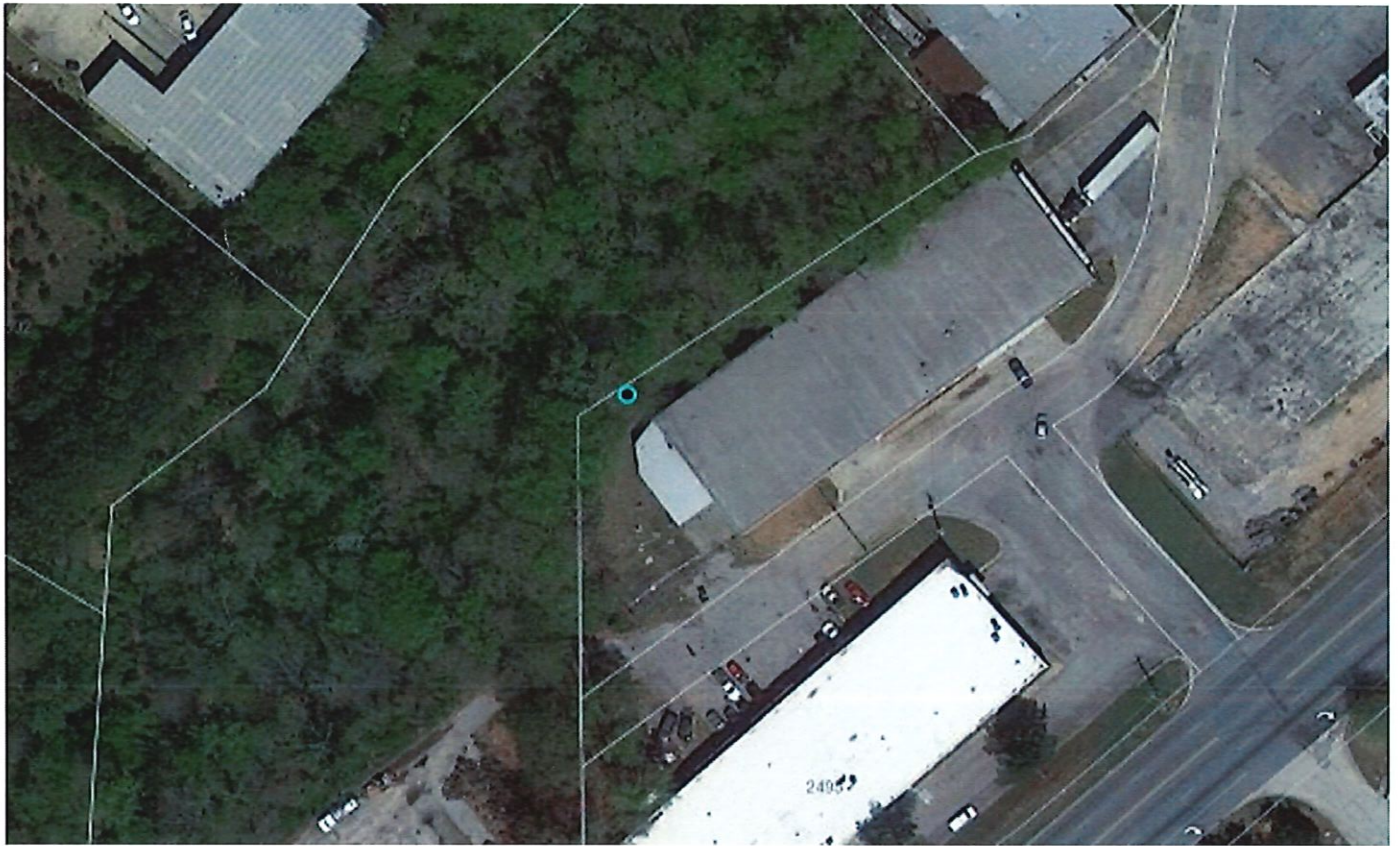
*Planning Director Ray White* presented **SLU22-012**. “The applicant is Dionne Robinson at 7173 Covington highway. The property is zoned light industrial and has 1.6 acres. The The owner of the property is George Grail. This is a Special Land Use Permit for a late-night establishment. The location of the property is in the surrounding parcel located in the City of Stonecrest.”

### Location Map



The subject property and all surrounding parcels are zoned industrialeither in the City of Stonecrest. The property to the south is General Commercial (C-2) while all the other parcels are zoned light industrial (M)

“Listed below is the property and the aerial shows you where the property is located. You will see that circular dot on the map showing the approximate location within the industrial building.”



“The elevation of the building is shown in the photo. This is not a new structure but it’s a multi-tenant facility.”





“This is what it looks like as it relates to the mall side and within the proposal for the site.”



*Planning Director Ray White* stated that staff recommended a full deferral to The Planning Commission in the past but staff is now recommending denial because the applicant has not done certain things that were in the minutes and has not been responsive.

*Chairman Hubbard* asked the Board of Commissioners did they have any questions for Mr. White.

*Commissioner Hawkins* asked was the recommended items detailed in the staff report for the applicant.

*Planner Keirston McMillan* stated that on October 26, 2022, an application was submitted for a Special Land Use Permit (SLUP) but it was for an event space. The applicant was asked on January 3rd of this year during the last Planning Commission to submit a Special Land Use Application (SLUP) for a late-night establishment to operate after 12:30a.m.

*Commissioner Hawkins* asked has anything transpired since the last meeting.

*Planner Keirston McMillan* stated the applicant did not provide any further information or requested information.

*Commissioner Hawkins* asked did the applicant come to the City of Stonecrest office.

*Planner Keirston McMillan* stated that the previous meeting deferred it to the meeting tonight (2-7-2023). The Planning Department had been waiting for the applicant to provide the requested information since October of last year and the last Planning Commission Meeting on January 3, 2023. Mrs. McMillan stated this is the reason why the Planning Department is recommending denial.

*Chairman Hubbard* asked the applicant to come forward.

*Spoke-in-person:* Applicants, Dione Robinson and Anthony Lord stated that they have followed or complied with every recommendation since October 2022. Mrs. Robinson stated that she spoke with Mrs. Keedra Jackson who told her she need to get a liquor license. She mentioned that she told Mrs. Jackson she will be obtaining a baring wine license by February 9, 2023. She stated the only reason they are present at the meeting today is because she had to call the City of Stonecrest inquiring about the February 9<sup>th</sup> CPIM meeting.

*Chairman Hubbard* asked the applicant did she speak to Mrs. Jackson last week.

*Spoke-in-person:* Applicant, Dionne Robinson stated that she spoke with Mrs. Jackson last week and that she try to keep in touch with her so she will have an update on her case.

*Chairman Hubbard* stated that Mrs. Jackson was not present two weeks ago.

*Spoke-in-person:* Applicant, Dionne Robinson stated that she spoke with Mrs. Jackson two weeks ago and that she has that communication on her phone.



*Chairman Hubbard* confirmed with Planning Director Ray White of Mrs. Jackson's presence.

*Planning Director Ray White* stated that Mrs. Jackson was not present or in the office two weeks ago.

*Chairman Hubbard* reminded the applicant that The Planning Department gave them some recommended items that was needed to completed their application but they have not done so since the January meeting.

*Spoke-in-person:* Applicant, Dionne Robinson stated that she sent Mrs. Jackson an email.

*Spoke-in-person:* Applicant, Anthony Lord stated that he did not know what was going on with the planning office, but everything was in the email since the third meeting. He also stated that they tried to come to the office and talk with the neighbors in the area and they sent an email to Mrs. Jackson with not reply until 2 or 3 weeks after. "We did have a January 3<sup>rd</sup> Zoom Meeting and asked that someone professional come to the location and observe the loud noise that the community has stated but no one contacted us."

*Chairman Hubbard* asked the applicants did they apply for a Special Land Use Permit Application (SLUP).

*Spoke-in-person:* Applicant, Dionne Robinson stated that they applied for Special Land Use Permit Application (SLUP) and paid the fees.

*Chairman Hubbard* asked Mr. White does the City of Stonecrest have a Special Land Use Permit Application (SLUP) from the Robinsons.

*Planning Director Ray White* believes that it is on record the Robinsons provided a Special Land Use Permit Application (SLUP).

*Spoke-in-person:* Applicant, Dionne Robinson stated that she asked Mrs. Jackson about the concerns and recommendations. Mr. Robinson stated that Mrs. Jackson recommended them to get their liquor license but they had to pause it because it was in deferment waiting.

She also stated they were waiting for the surveyor to get the distance of the schools and churches in the area and the notary was the last thing they were waiting on. She pointed out that the previous meeting was February 9, 2023 and they were two days short of producing at the meeting today." Mrs. Robinson stated they have not missed any other recommendations.

*Planner Keirston McMillan* stated that the Planning Department received the Special Land Use Permit Application (SLUP) on October 26, 2022 for an event space but it was the wrong type of use. Ms. McMillan pointed out that the applicant needed to submit a (SLUP) application and apply for a liquor license in order to operate as a late-night establishment after 12:30a.m.



*Spoke-in-person:* Applicant, Dionne Robinson stated that the event space was already open and they did not apply for another event space. She stated that the business is the same pre-existing Banquet Hall. The Special Land Use Permit Application (SLUP) was separate from the event space and she submitted for a business license last week.

*Chairman Hubbard* pointed out that the Planning Department is recommending them to submit a (SLUP) application for a late-night establishment operating after 12:30am and they only submitted a (SLUP) for an event space.

*Spoke-in-person:* Applicants, Dione Robinson and Anthony Lord stated they paid \$500.00 for a (SLUP) application to operate as a late-night establishment and asked the Planning Department to retrieve the application.

*Planning Director Ray White* stated, "I would like to retract the staff's position and ask for a deferral so that we can sit down with them and get to the heart of where we are. We're dealing with the actual regulation and what you have submitted."

*Commissioner Hawkins* suggested that the applicants meet with the planning staff to get a detailed list of items needed to complete their application. He also mentioned that they should come back with the alcohol license apply date and get clarification of the March 7<sup>th</sup> Planning Commission Meeting.

*Commissioner Walker* pointed out that they should review why the application was denied and what the applicant needs to meet criteria approval before March 7<sup>th</sup> Planning Commission Meeting.

*Spoke-in-person:* Applicant, Dionne Robinson stated that they have lost multiple bookings. She pointed out that the late-night establishment was added because some events go past 12:30a.m. "We've had the Banquet Hall for a year and did not have any issues. We are trying to comply."

*Chairman Hubbard* closed the public hearing before going into discussion.

*Chairman Hubbard* asked for a motion. *Chairman Hubbard* motioned to **DEFER THE APPLICATION TO THE NEXT PLANNING COMMISSION MEETING WITH RECOMMENDATIONS FOR THE APPLICANT TO MEET WITH THE PLANNING AND ZONING DEPARTMENT.** *Commissioner Brown* seconded the motion. The vote was **unanimously APPROVED.**

LAND USE PETITION: TMOD-22-015  
PETITIONER: Planning & Zoning Department  
LOCATION: City Wide  
PROPOSED AMENDMENT: To make amendments and updates to the Chapter 21 Sign Ordinance

## Facts and Background

1. Our sign ordinance is outdated in terms of definitions and standards.
2. Customers and staff have voiced misperception in regard to sign regulations.
3. Our sign ordinance leads one to believe more than one sign can be placed on one wall.
4. It does not address not address construction signs in detail nor mentions regulations for political signs

*Planning Director Ray White* stated, “Before we get started in the details of this, I would like to point out that this is fairly complicated. The actual sections in the sign ordinance in chapter 21 and the codified city code are daunting. I would rather have the Planning Commission have an opportunity to read through this and understand the details associated with the changes that are being presented.”

“Unfortunately, given recent times, we are not able to get that to you in a timely fashion. I would recommend deferral on this item to give you time to look through it. We would be prepared then to receive your comments on what these changes are. There are several key changes to signs by type if we go through this. It's my opinion that you would be better suited having the time to review and study it before we move forward.”

*Chairman Hubbard* asked those in **support** to speak. There were none.

*Chairman Hubbard* asked those in **opposition** to speak. There were none.

*Chairman Hubbard* closed the public hearing before going into discussion.

Chairman Hubbard asked for a motion. *Commissioner Brown* motioned to **RECOMMEND DEFERRAL OF TMOD-22-015 TO THE NEXT PLANNING COMMISSION MEETING**. Commissioner Walker seconded the motion. The vote was **unanimously APPROVED**.



VII. **Adjournment:** Chairman Hubbard motioned to adjourn the meeting. Ms. Hollis seconded the motion. The meeting was adjourned at 6:46PM.

APPROVED: *Eric G. Hubbard* 03-07-2023  
Chairman Date

ATTEST: *Kimberly Peterson* 03-07-2023  
Secretary Date