#### AGENDA

#### REGULAR MEETING OF MAYOR AND COUNCIL OF MARCH 21, 2016

#### 6:00 P.M. Work Session

- Presentation by Winston Eason- Clayton County Extension Office
- Teen Council Sparkle Adams
- Off-site Work Session
- I. Call to Order 7:00 p.m. Mayor David Lockhart
- II. Invocation
- III. Pledge of Allegiance
- IV. Roll Call
- V. Comment Period
- VI. Approval of Minutes
  - 1. Work Session of Mayor and Council of February 15, 2016
  - 2. Regular Meeting of Mayor and Council of February 15, 2016
  - 3. Work Session of Mayor and Council of March 7, 2016
  - 4. Regular Meeting of Mayor and Council of March 7, 2016
- VII. Recess for a Public Hearing
- VIII. Open Public Hearing to receive comments on the rezoning request to rezone a portion of a parcel of property which is a 4.670 acre tract, lying and being in Land Lot 78 of the 13th District of Clayton County, I.D. #13078B A051/A050, known as 5163-5171 Springdale Road, from C-1 Commercial to R-80 Residential
- IX. Close Public Hearing and reconvene meeting
- X. Agenda Items

- 1. Presentation by Marta Ms. Ryland McClendon
- 2. Consider a new On-Premises Consumption Alcohol License for Liquor, Beer and Wine from First Class Ultra Lounge & Restaurant, 4095 Jonesboro Road, Suite K, no exceptions noted
- 3. Request to rezone a portion of a parcel of property which is a 4.670 acre tract, lying and being in Land Lot 78 of the 13th District of Clayton County, I. D. #13078B A051/A050, known as 5163-5171 Springdale Road, from C-1 Commercial to R-80 Residential
- XI. Legal Matters
- XII. Comments by Governing Body
- XIII. Adjournment

#### MINUTES

### WORK SESSION OF MAYOR AND COUNCIL OF FEBRUARY 15, 2016

Call To Order:

The Work Session of Mayor and Council of February 15, 2016 was called to order by Mayor David Lockhart at 6:00

p.m.

Present:

Mayor David Lockhart and Councilmembers Dabouze Antoine, Tommy smith, Latresa Akins and Allan Mears.

Also present were City Manager Al Wiggins, Director of Public Works Jeff Eady, Chief Eddie Buckholts, Deputy Director of Planning and Zoning Jonathan Jones, Deputy Director of Finance Regina Ivie, Management Analyst Angela Redding, Major Chris Matson and City Attorney John O'Neal.

Agenda Items:

Rezoning of property at 615 Georgia Avenue – Mr. Jones stated this was initially addressed in 2014 and at that time there were a number of conditions approved along with this rezoning and they were given time to complete those. He stated 2/3 still remained. Those included:

- Provide a single dumpster to be enclosed in a wooded fence
- Provide a plat to reflect the existing 22 surface parking along with the 5 additional parking spaces offered by petitioner
- Engaged staff/architect to find a replacement design for the decorative fins designed to break the façade of the building

He said staff would recommend that the alleyway donated by the City for inclusion in the 615 Georgia Avenue site footprint, be used to provide parking for residents of Building A and B.

Mr. Wiggins stated the decorative fins and platting issue still remains today. The request is to receive a 60 day extension to address these issues. The Planning and Zoning Board recommended approval based upon the request that they are allotted an additional 60 days.

Mr. Wiggins stated the Mayor and Council previously approved the conditional use zoning with the condition that they met all the requirements within a 12 month period. He stated the reason they are coming back before Mayor and Council is because the stipulation was if they did not complete the project within 12 months, it would revert back to the initial RM-85 Zoning Classification without the conditional approval.

Mr. Wiggins stated there has also been a new development. He stated the current applicant owns the parking lot and the building to the rear, however, the owner that owns the building in front that faces West Street does not have any parking. The end result is one owner has all the parking and because of that vehicles have been towed. He stated staff is requesting the alleyway be dedicated to the entire site.

Director of Planning and Zoning: Mr. Wiggins stated his recommendation for Director of Planning and Zoning is Jonathan Jones.

Calvary Refuge -Mr. Holland explained since the City acquired Fort Gillem, a new dorm will be built on the Calvary Refuge Center property, to meet the requirements by the Federal Government. This dorm will accommodate a family which includes a boy, 11 years old or older. He stated now all men, women and children can be cared for regardless of family category. Mr. Tommy Holland gave a brief presentation of the services provided at Calvary Refuge Center.

### Report by City Manager:

• Briarwood Forest Apartments – Mr. Wiggins stated this has been a problem for quite a while. He stated he currently sits on the Land Bank Board and just received the title search information. He stated over the years, the units have been sold off and the property circulates so often, it is hard to contact all the owners at once. We are now trying to set up an abatement for the complex and the goal is to get the property into the Land Bank Board so it could be conveyed to a developer or someone who would put the property back on the tax rolls and become an asset to the City.

- Adopt a Brick Program is still in place and encouraged everyone to participate
- New Businesses there are seven new businesses for the month of January
- Building Projects a new medical center is being built at 455 Forest Parkway which will be a nice compliment to the Parkway. The 200 Building (850,000 sq. ft.) at Fort Gillem will be under construction soon at the entrance of Fort Gillem.
- Main Street Streetscape (Phase 2) short presentation at the next Council Meeting on the Main Street Streetscape and a presentation soon by ARC to discuss their evaluation of the City's Main Street Overlay District and Guidelines.
- Parks Master Plan the City is in the process of preparing a request for qualifications to undertake a Master Plan for the entire park area, and will explore the idea of creating an overlay for the park and housing surrounding the park.
- Marta City is trying to get the unsightly trash bags that are attached to the bus stop signs removed. He made contact with the Marta Representative and was assured they will try to find ways to install trash cans at the major bus stops. He said they do not have funding at this time, to place trash cans at all bus stops.
- Sign Ordinance we are in the final stages of the Sign Ordinance. He stated we have held a stakeholders meeting and a tentative date of March 2, 2016 is set for the final meeting.

Adjournment:

Mr. Smith made a motion to adjourn, seconded by Ms. Akins. Voting for the motion was unanimous.

#### MINUTES

#### REGULAR MEETING OF MAYOR AND COUNCIL OF FEBRUARY 15, 2016

Call To Order:

The Regular Meeting of Mayor and Council of February 15,

2016 was called to order by Mayor David Lockhart at 7:00

p.m.

Invocation:

The invocation was given by Rev, Hoyt Noil followed by the

Pledge of Allegiance to the American Flag.

Roll Call:

Mayor David Lockhart and Councilmembers Dabouze

Antoine, Tommy smith, Latresa Akins and Allan Mears.

Also present were City Manager Al Wiggins, Director of Public Works Jeff Eady, Chief Eddie Buckholts, Deputy Director of Planning and Zoning Jonathan Jones, Deputy Director of Finance Regina Ivie, Management Analyst Angela Redding, Major Chris Matson and City Attorney John O'Neal.

Comment Period:

Carl Evans – stated since the comment period after the work session is being removed, he asked that questions be

answered during this comment period because it was important to have a dialogue among citizens and council.

Pamela Lake - stated the City Manager's report is a welcome

addition.

Approval of Minutes:

Mr. Smith made a motion to approve the minutes of the Special Meeting of January 29th and the Work Session and

Regular Meeting of February 1, 2016, seconded by Ms.

Akins. Voting for the motion was unanimous.

Recess:

Ms. Akins made a motion to recess to hold a public hearing.

seconded by Mr. Smith. Voting for the motion was

unanimous.

Public Hearing: Mr. Mears made a motion to open a public hearing to receive

comments on the rezoning of property located at 615 Georgia

Avenue from RM-85 Residential to RM-85 Residential-

Conditional.

Mr. Jones stated this rezoning was approved in 2014 with certain conditions. There are still several conditions that still have to be met.

A resident of the complex stated since the property has been subdivided, it has put some of the residents in the first building at a disadvantage because they have nowhere to park except on the street. She wants to be assured that Council will make it a pleasure to live there. She was in favor of the rezoning.

Ms. Akins made a motion to close the Public Hearing and reconvene the meeting, seconded by Mr. Smith. Voting for the motion was unanimous.

Rezoning:

Request was made to rezone property located in Land Lot 50 of the 13<sup>th</sup> District, Tax I. D. #13050C A005, known as 615 Georgia Avenue, from RM-85 Residential to RM-85 Residential-Conditional.

Mr. Antoine made a motion to approve the rezoning, seconded by Ms. Akins.

Mayor Lockhart asked that the motion include the conditions for the rezoning.

Mr. Antoine withdrew his motion.

Mr. Antoine made a motion to rezone the property of 615 Georgia Avenue, contingent upon the following conditions being met within the next 60 days:

1) Applicant provide a single dumpster to be enclosed in a wooden fence to be built on the property

2) Applicant provide a plat to reflect the existing 22 surface parking along with the 5 additional parking spaces offered by the petitioner

3) Engage staff/architect to find a replacement design for the decorative fins designed to break the façade of the building, with such replacement design being implemented

Seconded by Mr. Smith. Voting for the motion was unanimous.

Director-Planning & Zoning: Mr. Wiggins recommended Mr. Jonathan Jones be selected as Director of Planning and Zoning.

Ms. Akins made a motion to accept the recommendation of the City Manager and appoint Mr. Jonathan Jones as Director of Planning and Zoning, seconded by Mr. Smith. Voting for the motion was unanimous.

Adjournment:

Ms. Akins made a motion to adjourn, seconded by Mr. Smith. Voting for the motion was unanimous.

#### MINUTES

### WORK SESSION OF MAYOR AND COUNCIL OF MARCH 7, 2016

Call to Order:

The Work Session of Mayor and Council of March 7, 2016 was called to order by Mayor David Lockhart at 6:00 p.m.

Present:

Mayor David Lockhart and Councilmembers Tommy Smith, Dabouze Antoine, Sandra Bagley, Allan Mears and Latresa Akins.

Also present were City Manager Al Wiggins, Director of Finance Mike Blandenburg, Director of Public Works Jeff Eady, Director of Planning and Zoning Jonathan Jones, Major Jamie Reynolds, Chief Eddie Buckholts, Director of Support Services Christine Terrell, Management Analyst Angela Redding and City Attorney John O'Neal.

Agenda Items:

Appt. to Planning Commission: Mr. Wiggins stated there is currently a vacancy on the Planning Commission which will be appointed by Ward 3. Ms. Bagley stated her nomination for this position is Ms. Janice Colvin.

Resolution declaring certain city property as surplus: Mayor Lockhart suggested a template be provided for all departments to use going forward listing the item to be surplused and reason to surplus.

United Way: Ms. Sheryl Taylor of the United Way was present to thank council for their continued partnership and thank the employees that participated in their campaign.

Update on June 30, 2015 Audit: Mr. Doug Moses of Maudlin and Jenkins presented the audit results for fiscal year ending June 30, 2015. He stated there were no new significant accounting policies implemented this year. He stated they did pose some audit adjustments and are reflected in the general ledger. He stated there has been a downward trend in the fund balance for the last 5 years. In the sanitation fund in the last three years, the city has had operating income. He stated in the Urban Redevelopment Agency Fund, created last year, the ending net position increased from \$6.7 million dollars to \$8.1 million dollars in 2015 while the operating income went from \$8.1 million to

an operating loss of \$2.6 million due to the one time sales transaction last year of the acquisition of the property at Fort Gillem and the turnaround sale to Kroger.

He stated there were three findings cited this year. The first, is accounts payable, some audit adjustments in the SPLOST fund of about \$70,000 so that accounts payable was properly recorded at year end. Also, in the URA fund, an adjustment of \$193,000 was made for interest payable at year end as well. In relation to outstanding cash bonds at the Police Department, the report ran as of 9/14/15 showed a difference of what was recorded on the general ledger at year end of about \$62,000. He said this report needs to be run at the close of business on June 30th. He stated the last finding in the Emergency Telephone System Fund in the final amended budget, appropriations exceeded revenues and available fund balance by \$31,000, which caused a budgeted deficit.

He stated old outstanding checks in the amount of \$1,500 haven't cleared and if all efforts have been made to contact these individuals, then this list and money needs to be turned over to the State.

In the SPLOST fund, there were recommendations made to make modifications to the original estimated costs of projects.

Mr. Wiggins stated he was asked to Off Site Work Session look into off site venues, but there was some concerns about having this. He asked Council for an approximate time frame for this or whether they wanted an on-site venue for a work session. Mayor Lockhart asked Council to communicate with Mr. Wiggins about times they are available. Mr. Wiggins stated he would draft a memo with proposed dates of all council members and develop a Mr. Antoine felt going off-site would be a consensus. disservice to the City and said he was opposed to wasting taxpayers money to go on a retreat out of the City. Mayor Lockhart asked Mr. Antoine if the entire off-site session can be funded on a cost neutral basis, would he be willing to attend. He said he would attend.

Adjournment:

Ms. Akins made a motion to adjourn, seconded by Mr. Mears. Voting for the motion was unanimous.

#### MINUTES

#### REGULAR MEETING OF MAYOR AND COUNCIL OF MARCH 7, 2016

Call to Order:

The Regular Meeting of Mayor and Council of March 7, 2016

was called to order by Mayor David Lockhart at 7:00 p.m.

Invocation:

The invocation was given by Mr. Ray Goodman followed by

the Pledge of Allegiance to the American Flag.

Roll Call:

Mayor David Lockhart and Councilmembers Tommy Smith, Dabouze Antoine, Sandra Bagley, Allan Mears and Latresa

Akins.

Also present were City Manager Al Wiggins, Director of Finance Mike Blandenburg, Director of Public Works Jeff Eady, Director of Planning and Zoning Jonathan Jones, Major Jamie Reynolds, Chief Eddie Buckholts, Director of Support Services Christine Terrell, Management Analyst

Angela Redding and City Attorney John O'Neal.

Mayor Lockhart stated this comment period is for residents to speak to Council but asked if Council was in favor of this, questions raised during this time can be responded to at the

next meeting.

Comment Period:

Lawanda Folomi – said on the northbound side of Jonesboro Road headed toward Thurmond Road, there are a lot of potholes and it causes cars to swerve making it a dangerous situation. She said the Petreat discussed would be

situation. She said the Retreat discussed would be

beneficial and restore unity.

Maudie McCord – introduced everyone to a program called South Metro Family and Marriage Alliance. This program envisions a community where businesses, schools and government thrive because of the strength of the family. They are working to lower the divorce rate, raise the marriage rate, lower the rate of out of wedlock births and

increase potential involvement in a child's life.

Pamela Lake – During the audit presentation, she stated she had questions regarding the uncollected funds to be turned over to the State. She asked what collection methods are

used for those situations and what does the State do with the funds once they are turned over to them?

Marcella Levy – she brought to the attention of Council, that trash is being dumped on Cynthia Lane at the top of Old Dixie and Cynthia Lane behind the Royal Mart store. It is becoming a dumping ground and she lives on this street. She is interested in beautifying the City and she sees cars parked in the yard, on the side of the yard and is concerned about her home value.

#### Proclamation:

Mayor Lockhart presented a proclamation to members of the Forest Park Police Department Cadets and GirlsROCK! Program for their dedicated public service and commitment of law enforcement professionalism.

Mayor Lockhart presented Ms. Petula Samuels with a proclamation for her recognition in the Cricket Community, being named to the 2015 Cricket Hall of Fame.

Mayor Lockhart presented the Atlanta Regional Commission with a proclamation commending them for their assistance they provide and their continued efforts to aid us in enhancing the quality of life in the City.

# Review of Main Street-Phase 2:

Mayor Lockhart asked for a recess to speak with someone regarding the Main Street review. Ms. Akins made a motion to recess, seconded by Mr. Mears. Voting for the motion was unanimous.

Ms. Akins made a motion to reconvene the meeting, seconded by Mr. Smith. Voting for the motion was unanimous.

Mr. Wiggins stated Mr. Sidney Douse of ARC is present to discuss the Community Choices Grant the City was awarded. Since there have been some modifications made to the streetscape since this plan was put in place, he wanted to make sure the guidelines currently meet today's best practices. Mr. Douse was asked to look at our sign and mixed use zoning Ordinances and will present his report.

Mr. Douse stated he was asked to look at the Main Street overlay, how it is laid out, how its structured and see if it could be improved. He said one thing they did find was the overlay covers most of Main Street but also includes the

Forest Square shopping center. He suggested taking the shopping center out of it unless there is major redevelopment of the center in the future. He stated he looked at parking, and thought they could be made a bit more specific, vegetation standards in parking lot, architectural and design standards and recommended loosening up on the committed materials, windows and lighting requirements.

He stated in general, the City could consider backing off on some of the detail requirements. The comprehensive plan does mention the goal of mixing uses, providing housing options. The overlay district is set up that the underlying zoning permitted uses still hold, but the overlay standards are over the top. If the City considers multi-family housing that are not permitted in commercial zoning, the overlay still would not allow for that without changing the underlying zoning.

He presented ways to simplify the ordinance in regards to signage and housing options.

Main Street-Streetscape-Phase 2Ms. Angela Redding presented an update of the Main Street Streetscape, Phase 2, and presented 2 conceptual options for consideration.

She stated initially the project was designed for total acquisition of property located at 1141 Main Street. The property owners do not wish to sell, so other concepts were created.

She then presented 2 conceptual options for the City that would not acquire acquisition of right of way from 1141 Main Street.

Conceptual Option 1 - Main Street at Courtney will remain the same. Pros -

- Maintain the flow of traffic
- Eliminate the need to acquire right-of-way or construction easement from 1141 Main Street

#### Cons-

- Traffic safety
- Not pedestrian friendly
- Traffic eastbound on Courtney leaving the Post Office would need to access to Main Street

Conceptual Option 2 - Clean up the intersection at Main and Courtney but also provide an access street which would run behind 1141 Main Street. This provides a direct connection to Forest Square Shopping Center and provides for additional parallel parking on a one way access drive.

#### Pros -

- Redesigned intersection at Main Street and Courtney will improve the traffic
- Pedestrian friendly
- Provides for additional parking on Main Street
- Eliminate vehicular traffic cut through on the Wells Fargo property
- Eliminate the need to acquire right of way or construction easement from 1141 Main Street and provides a direct connection to Forest Square shopping center.

#### Cons -

- We would have to acquire the property directly behind 1141 Main Street.
- There is a potential impact on traffic at the stop control intersection
- Problematic left turn from the one way access drive

Mr. Wiggins discussed the two plans along with traffic patterns and issues. He felt Option 2 was the most beneficial and is the most pedestrian oriented. Mr. Wiggins asked Council to review these options and come back to finalize how we will realign the Courtney and Main Street intersection.

# Appt. to Planning Commission:

Request was made to appoint a member to the Planning Commission.

Ms. Bagley made a motion to appoint Ms. Janice Colvin to the Planning Commission, seconded by Ms. Akins. Voting for the motion was unanimous.

## Resolution-Surplus:

Request was made to consider a Resolution by the City Council of the City of Forest Park declaring certain city property, listed on Exhibit A, to be surplus property and to provide for its proper disposal either by Auction or other methods pursuant to the City's Ordinances, and for other purposes.

Mr. Smith made a motion to approve the Resolution, seconded by Ms. Akins. Voting for the motion was unanimous.

## Adjournment:

Mr. Smith made a motion to adjourn, seconded by Mr. Mears. Voting for the motion was unanimous.

# DEPARTMENT OF POLICE SERVICES

Forest Park, Georgia

#### INTEROFFICE MEMO

DATE: <u>March 7, 2016</u> CONTROL NO: <u>CA160-2016</u>

TO: Al Wiggins, City Manager

FROM: L. Dwayne Hobbs, Director, Dept. of Police Services

SUBJECT: On-Premises Consumption Alcohol License (Liquor, Beer & Wine)

\*\*\*\*\*NEW\*\*\*\*

RE: First Class Ultra Lounge & Restaurant

4095 Jonesboro Rd Suite K Forest Park, Georgia 30297

Alfonzso Daggett

**NO EXCEPTIONS NOTED** 



# **CITY OF FOREST PARK**

Planning, Building and Zoning Department 785 Forest Parkway Forest Park, Georgia 30297 www.forestparkga.org Jonathan Jones, Interim Director (404) 608-2303

#### **MEMORANDUM**

DATE:

March 17, 2016

TO:

**Mayor and Council** 

FROM:

Jonathan Jones, Director

Planning, Building and Zoning

RE:

Rezoning of 5163 Springdale Road

The Planning Commission met on March 9, 2016 and approved the rezoning of 5163 Springdale Road from C1 to R80.

Enclosed are the application, staff report and minutes from the meeting.

JJ/gb

# **Planning Commission**

#### Minutes

#### March 9, 2016

Call To Order:

Chairman Darnell Moorer called the meeting of the Planning Commission to

order at 6:18 p.m. on Wednesday, March 9, 2016.

Roll Call:

Darnell Moorer, Chairman, Don Wright, Ray Goodman, Janice Colvin and Gail

Brooks, Secretary. Also present was Jonathan Jones, Director of Planning,

Building & Zoning.

Approval of Minutes: Ray Goodman made a motion to approve the Minutes for the February 3, 2016 meeting of the Planning Commission. Don Wright seconded the motion. Voting

on the motion was unanimous.

**Old Business:** 

No Old Business.

**New Business:** 

Item 1:

Proposed rezoning of a portion of a parcel of property which is a 4.670 acre tract, lying and being in Land Lot 78 of the 13th District of Clayton County, Forest Park, Georgia 30297; Clayton County Tax Identification Number t 13078B A051/A050, also known as 5163-5171 Springdale Road, Forest Park, Georgia 30297 from its current zoning of C-1 Commercial to R-80 Residential.

Jonathan Jones informed the Planning Commission the subject property is a lot of 4.67 acres in size. The property contains one residential structure, with the street address of 5163 Springdale Road. The property was purchased by a group of individuals with the intent to subdivide the property for personal use. However, at this time only 1/5 of the property is being requested to subdivided and rezoned. The applicant's request is to subdivide 40,684 square feet of the Land Lot 78 District 13 where the residential structure exists. The applicant is requesting this portion of the parcel be rezoned from C1 to R80. A legal description of the proposed subdivided rezoned parcel was provided by the applicant.

The requested zoning amendment from the C1 to R80 zoning category is compatible with the City of Forest Park's requirements and the proposed project will not cause an adverse impact on the surrounding community from our studies. For these reasons, Staff recommends that the zoning amendment be approved.

Ray Goodman made a motion to approve the rezoning of the subdivided parcel in Land Lot 78 of the 13th District also known as 5163-5171 Springdale Drive from C1 to R80. Don Wright seconded the motion. Voting was unanimous.

#### Other Business:

Item 1:

Ray Goodman made a motion to table the assignment of Chairman and Vice Chairman until next meeting when all members were present. Don Wright seconded the motion. Voting was unanimous.

Item 2:

There are currently no bylaws in place for the Planning Commission. Members were given a copy of bylaws drafted by the City Attorney's office.

Recommendation was made to hold meetings at least every three months.

Ray Goodman made a motion to table this item until next meeting to allow the members adequate time to review the bylaws. Don Wright seconded the

motion. Voting was unanimous.

Adjournment:

There being no further business, Don Wright made a motion to adjourn. Ray Goodman seconded the motion. Meeting was adjourned.

#### 5163 Springdale Road Forest Park, GA 30297

January 5, 2016

Mr. Al Wiggins, Director
City of Forest Park Planning Building & Zoning Dept
785 Forest Park Parkway
Forest Park, GA 30297

Re:

Land Lot 78 / Dist 13 (5163 Springdale Road) Application to Divide and Re-Zone Property

Mr. Wiggins:

Attached is our Application to re-zone the property outlined and referenced on the attached documents from commercial to residential. About 9 years ago our group purchased this property with the intent of dividing the land among us for our personal use. Our surveyor has drawn up the plat and divided the land into 5 equal parcels. At this point, we wish to separate 1/5 of that property and transfer full ownership to Bernice Grooms (partner in ownership).

The residual structure on the property has been there for over 60+ years and for over 40 years was inhabited by various families. It has been vacant for the past 20+ years. Ms. Grooms plans to renovate the building and make that her home. Since no definite plans are underway, there is not site plan at this time.

We are complying with the City's request to re-zone the property. However, we are at a lost as to how the property was designated commercial, when it should fall in the grandfathered status as residential. Your search was unable to determine when the zoning change was made. The previous owners have no knowledge of ever agreeing to a zoning change. Except for the 1/5 of the total acreage in review, the remaining property is to remain in its present designation until further notice.

Please review the attached documents and advise, if additional information is needed.

Singerely,

Shirley Nighols, Partner 989 Eisenhower Road SE

Atlanta, GA 30354

Ph:

678-441-1409 (Business/Day)

404-933-1172 (Mobile)

404-361-0491 (Home)

# **CITY OF FOREST PARK**



# **REZONING APPLICATION**

#### The Zoning Amendment Process:

- A zoning amendment is typically sought when a property owner wishes to use land in a way that is not permitted by the current zoning of the property. In such cases, the property owner must file application to rezone the property to a zoning classification that allows for the desired use.
- The applicant submits a Zoning Amendment application to the Planning, Building and Zoning Department. The applicant must include all necessary documentation (Letter of Intent, Legal Description, Site Plan, etc.) and pay the application fee of \$250.00
- The Planning, Building and Zoning Staff evaluate the request and prepare the necessary maps, plans and data to compose the staff report for the Zoning Amendment Proposal. An on-site assessment of the property and surrounding area is done to determine the impact of the rezoning on adjoining land uses. Staff will also review compatibility of the rezoning with the Future Land-Use Map as outlined in the adopted Comprehensive Plan.
- The Public Hearing dates are set and published in the legal section of the Clayton News Daily to run for two consecutive weeks, with first notice appearing at least 15 days in advance and no more than 30 days prior to the public hearing date.
- The subject property is posted with signs informing the public of the property's present zoning, the proposed zoning amendment, and the time, date, and location of the public hearing. Signs shall be posted at least 15 days prior to hearing date and where possible, said sign shall be placed where it can be seen from a public road.
- Notification of the Zoning Amendment Request and the public hearing dates are sent to the neighboring property owners.
- The Planning Department completes the staff report and prepares the recommendation to the Planning Commission.
- The Planning Commission holds a public hearing and recommends approval, conditional approval, or denial of the zoning amendment.
- The Planning Commission's recommendations are forwarded to the Mayor and City Council for consideration.
- \*The zoning amendment request and the Planning Commission's recommendations are placed before the Mayor and Council for a final determination.
- \* Only one reading is required for the zoning amendment approval or denial.

# Zoning Amendment "Rezoning" Process

#### Step 1: Application Submittal

File an application for re-zoning with the Forest Park Planning, Building and Zoning Department located at 785 Forest Parkway, Forest Park, GA 30297

### Step 2: Staff Review and Recommendation (2-5 Business Days)

Staff compiles maps, plans, and data into a Staff Report for recommendation to the Planning Commission.

#### Step 3: Planning Commission Hearing & City Council Meeting Dates Set (No Less than 15 Days)

The Public Hearing dates are set and advertised (by legal description) in the legal section of the Clayton News Daily Newspaper. This notice is published once a week for two consecutive weeks, with first notice no more than 30 days and no less than 15 days from the date of the public hearing (Signs are posted on the subject property informing the public of the proposed rezoning during this period)



### Step 5: Notice of Public Hearing for City Council

The Mayor and Council meet on the first and third Monday of each month at 7:00pm in City Hall. The public are notified as outlined in Step 3.

## Step 4: Planning Commission Hearing

Staff will present the Staff Report and make recommendation to the Planning Commission. Public comments will be heard during this time. At the conclusion of the Hearing, a recommendation to Mayor and Council is prepared.

This document is intended for demonstration purposes and does not guarantee a date of completion.

# SUBMITTAL CHECKLIST FOR REZONING APPLICATION

- Submit complete APPLICATION with notarized signatures.
- Submit AUTHORIZATION(S) OF PROPERTY OWNER(S).
  - Submit notarized AUTHORIZATION(S) OF ATTORNEY, if an attorney is filing the application on behalf of a property owner.
- Submit LETTER OF INTENT.
- ✓ Submit a copy of a SURVEY PLAT of the property to be considered.
- ✓ Submit a written LEGAL DESCRIPTION in metes and bounds.
  - Submit a conceptual SITE PLAN drawn to scale depicting the proposed use of the property including:
    - A correct scale and north arrow;
    - The proposed land use and building outline as it would appear should the zoning map amendment application be approved;
    - The present zoning classification of all adjacent parcels;
    - The gross square footage of all proposed buildings;
    - The proposed location of all driveways and entry/exit points for vehicular traffic, using arrows to depict direction of movement;
    - The location of all required off-street parking and loading spaces, including number of spaces and driveway dimensions;
    - Required yard setbacks appropriately dimensioned;
    - The location and extent of required buffer areas, depicting extent of natural vegetation and type and location of additional vegetation if required.
  - File application with the Forest Park Planning, Building & Zoning Dept.
- Pay application fee. (\$250.00) Make check payable to the City of Forest Park,
- The Planning, Building & Zoning Dept. will not accept an incomplete application.
- Submittal of partial or incomplete applications will not be considered for placement on the Planning Commission agenda until the application is accepted as complete and the appropriate fee paid.

# City of Forest Park Rezoning Application-2013

Name of ApplicantShirley Nichols	
Email Addressshirley.nichols@americold.com	
Mailing Address989 Eisenhower Road Atlanta, GA 30354	
Telephone (Home) 404-361-0491	
Property Owner(s)Shirley Nichols, Carol Williams, Bernice Gr	
Mailing Address989 Eisenhower Road Atlanta, GA 3035	
Telephone _404-361-0491 Mobile _	
Address/Location of Property:	
5163 - 5171 Springdale Road Forest Park GA	
Map # _Land Lot 78 / Dist 13 Size of Property: Sc	quare foot Acres 4.66
Present Zoning Classification:C-1 Proposed Zoning	
Present Land Use:Vacant with existing residential building on	
Proposed Land Use:Residential Home - to renovate existing	
I hereby make application to the City of Forest Park, Georgia to rezethe information provided here and above is true, complete and accurate the information provided here and above is true, complete and accurate the invalidation of this application and any action taken on this reserves the right to enforce any and all ordinances regardless of any is my/our responsibility to conform with all of City of Forest Park's he City of Forest Park shall be adhered to. I can read and write the lexplained to me and I have full and voluntarily completed this applications to the City of Forest Park, Georgia pursuant to O.C.G.A. 16 Applicant's Signature / Date	rate, and I understand that any inaccuracies may be considered just is application. I understand that the City of Forest Park, Georgia y action or approval on this application. I further understand that it ordinances in full. I hereby acknowledge that all requirements of English language and/or this document has been read and cation. I understand that it is a felony to make false statements or 5-10-20 and I may/be prosecuted for a violation thereof.
his to the day of Alleceny, 20 16.	Natalie G Brooks NOTARY PUBLIC
otary Public City of Forest Park Rezoning Application- 2013	Clayton County, GEORGIA
	My Comm. Expires November 10, 2018

#### LETTER OF INTENT

In detail, provide a summary of the proposed project in the space provided below. Include the proposed use of each existing or proposed building, and the proposed land use.

Our proposal is to sub-divide 40,684 square feet of Land Lot 78 Dist 13 for residential use. There is an existing residential building on the property; plans are to renovate it for residential use. Property was obviously zone residential many years ago and the zoning changed somewhere in history; the City has not been able to determine when the change was made or who requested the change.

What are the reasons the property cannot be used in accordance with the existing regulations? \_Zoning regulation is C-1 (Commercial); we want the zoning to follow the planned use of residential Will the proposed zoning change, create an isolated zoning district that is unrelated to adjacent and nearby districts? Yes:\_\_\_\_ No: X If so, why should this property be placed in a different zoning district than all adjoining property? City of Forest Park Rezoning Application- 2013 How would the proposed zoning change impact on public facilities and services? None - the surrounding property on 3 sides is zoned residential and the backside of the property abuts the back of W A Fountain Elementary School What environmental impacts would the proposed project have? None - no new construction is planned and the existing building has been there for over 60 years Describe the effect the proposed zoning request will have on the adjacent properties and how it will impact the character of the neighborhood. Renovation of the existing building for the purpose of residential use will eliminate the blight of a vacant building and improve the appearance of the area Are there any proffered conditions you would like to apply to and be made part of this application for rezoning? Yes\_\_\_ No X Please list any written proffered conditions below.

Any development and site plans or other demonstrative attached to this application as follows: (Please include	re materials presented as proffered conditions shall be referenced below and a date or other identifiable information of each piece of material attached)
None	•
City of Forest Park Rezoning Application- 2013	

|-

â

.

# **AUTHORIZATION OF PROPERTY OWNER**

# I CERTIFY THAT I AM THE OWNER OF THE PROPERTY LOCATED AT:

5163-5171 Springdale Road Forest Park GA

City of Forest Park, County of Clayton, State of Georgia

Notary Public City of Forest Park Rezoning Application- 2013

Natalle G Brooks
NOTARY PUBLIC
Clayton County, GEORGIA
My Comm. Expires November 10, 2018

Date:	
AUTHORIZATION OF ATTORNEY	
THIS SERVES TO CERTIFY THAT AS AN ATTORNEY-AT-LAW, I I TO FILE THE ATTACHED APPLICATION FOR REZONING OF THE	HAVE BEEN AUTHORIZED BY THE OWNER(S) E PROPERTY LOCATED AT:
City of Forest Park, County of Clayton, State of Georgia	
Name of Attorney	
Address	

Telephone City of Forest Park Rezoning Application- 2013

# 

If YES, please complete the following section (attach additional sheets if necessary: Name and Official Position of Government Official

Contributions (List all which aggregate to \$250.00 or more)

Date of Contribution (Within last two (2) years

#### EXHIBIT "A"

#### TRACT THREE:

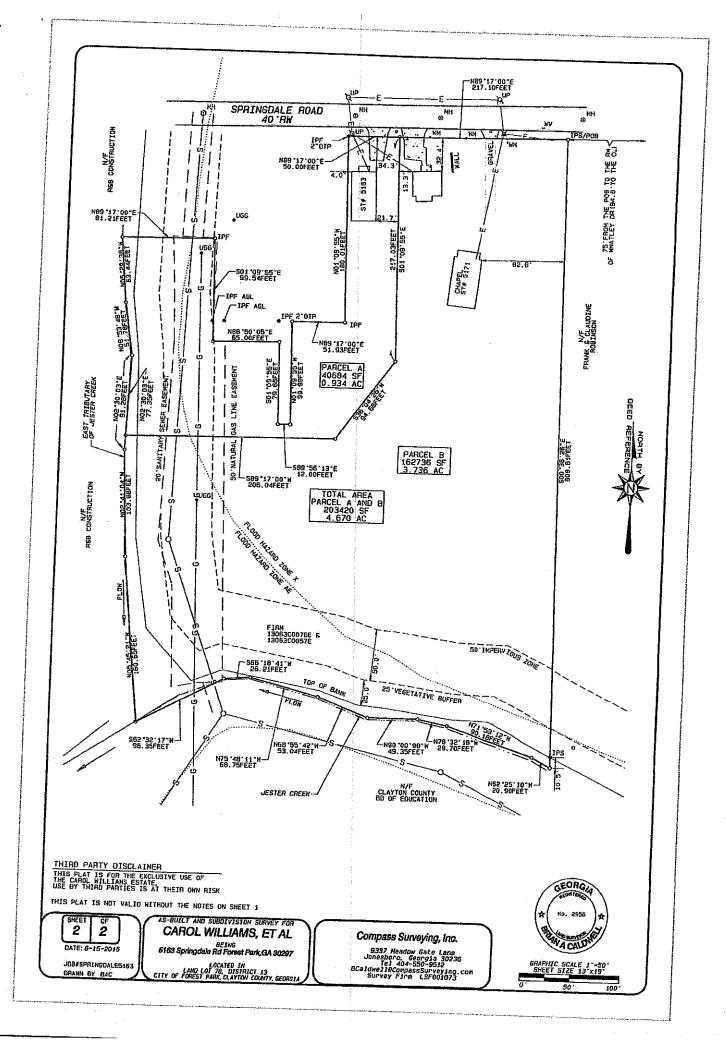
ALL THAT TRACT or parcel of land lying and being in Land Lot 78 of the 13th District of Clayton County, Georgia as per survey thereof for John W. Ivory, said survey done and performed by Eston Pendley & Associates, Inc., (Eston Pendley, registered land aurveyor, no. 945) and being more particularly described as follows:

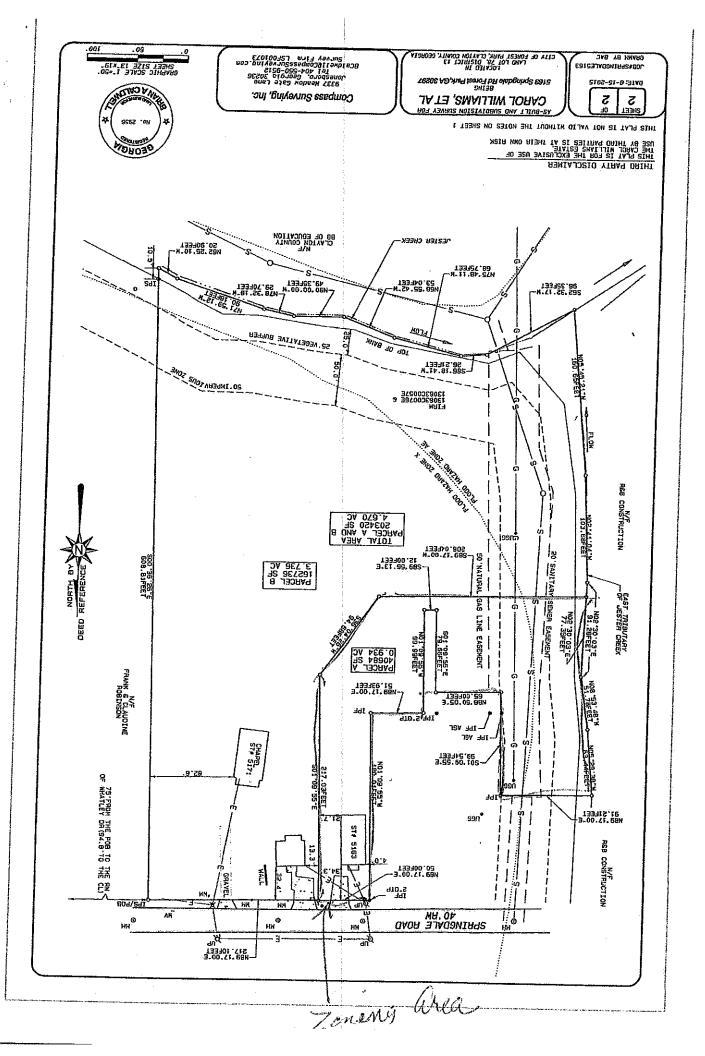
To find the true point of beginning begin at a point, which marks the intersection of the southerly right of way of Springdale Road (with a 40,00 foot right of way) with the westerly right of way of Whatley Drive; thence run westerly along the southerly right of way of Springdale Road south 89 degrees 17 minutes 00 seconds west a distance of 75.00 feet to an iron pin set at the true point of beginning; thence south 00 degrees 36 minutes 26 seconds east 608.81 feet to the center of a creek; thence north 62 degrees 25 minutes 10 seconds west 20,90 feet; thence north 71 degrees 59 minutes 12 seconds west 90.18 feet; thence north 78 degrees 32 minutes 18 seconds west 29.70 feet; thence south 90 degrees 00 minutes 00 seconds west 49.35 foot; thence north 68 degrees 55 minutes 42 seconds west 53,04 feet; thence north 75 degrees 48 minutes 11 seconds west 68.75 feet; thence south 86 degrees 18 minutes 41 seconds west 26.21 feet; thence south 69 degrees 12 minutes 24 seconds west 45.12 feet; thence south 57 degrees 23 minutes 57 seconds west 50.07 feet to the middle of the intersection of two unnamed creeks; thence departing the center line of this creek and continuing north along the center line of another creek as follows, thence north 06 degrees 13 minutes 05 seconds west 159.33 feet; thence north 02 degrees 41 minutes 04 seconds west 103.68 feet; thence north 02 degrees 30 minutes 03 seconds east 91.28 feet; thence north 08 degrees 53 minutes 48 seconds west 51.78 feet; thence north 05 degrees 40 minutes 21 seconds west 64.17 feet; thence leaving said center of creek and continuing north 89 degrees 43 minutes 41 seconds east 91.47 feet to an iron pin set; thence south 01 degree 09 minutes 55 seconds east 99,54 feet to an iron pin set; thence north 88 degrees 50 minutes 05 seconds east 65.00 feet to an iron pin set; thence south 01 degree 09 minutes 55 seconds east 79.66 feet to an iron pin set; thence south 89 degrees 56 minutes 13 seconds cast 12.00 feet to an iron pin set; thence north 01 degree 09 minutes 55 seconds west 99.99 feet to an iron pin set; thence north 89 degrees 17 minutes 00 seconds east 51.93 feet to an iron pin set; thence north 01 degree 09 minutes 55 seconds west 180.01 feet to a 2 inch open top pipe found; thence along the southerly right of way of Springdale Road (with a 40.00 foot right of way) north 89 degrees 17 minutes 00 seconds east 217.10 feet to an iron pin set at the true point of beginning. Said tract is shown on the above referenced survey, and contains 4.66 acres.

# LEGAL DESCRIPTION OF 5163 SPRINGDALE ROAD

All that tract or parcel of land lying and being in Land Lot 78,13th District of Clayton County, Georgia, and being more particularly described as follows: COMMENCE at the intersection of the westerly right of way of Whatley Road and the southerly right of way of Springdale Road (40'right of way); thence South 89°17'00" West, a distance of 207.10 feet to a point; thence South 01°09'55" East, a distance of 217.03 feet to a point; thence South 36°04'26" West, a distance of 94.68 feet to a point; thence South 89°17'00" West, a distance of 206.04 feet to a point; thence North 02°30'03" East, a distance of 77.35 feet to a point; thence North 08°53'48"West, a distance of 51.78 feet to a point; thence North 05°29'38" West, a distance of 63.44 feet to a point; thence North 89°17'00" East, a distance of 91.21 feet to a point; thence South 01°09'55" East, a distance of 99.54 feet to a point; thence North 88°50'05" East, a distance of 65.00 feet to a point; thence South 01°09'55" East, a distance of 79.66 feet to a point; thence South 89°56'13" East, a distance of 12.00 feet to a point; thence North 01°09'55" West, a distance of 99.99 feet to a point; thence North 89°17'00" East, a distance of 51.93 feet to a point; thence North 01°09'55" West, a distance of 180.01 feet to a point; thence North 89°17'00" East, a distance of 50.00 feet to a point, the POINT OF BEGINNING.

Said tract contains 0.934 Acres or 40684 square feet.







# **Staff Report-Zoning Amendment Request**

#### City of Forest Park

Planning, Building and Zoning Department 785 Forest Parkway, Forest Park, Georgia (404) 608-2300

Date: 1/28/2016

Case: <u>Z-2016-002</u>

Current Zoning: C-1

Proposed Zoning: R-80

Staff Report Compiled By: Jonathan Jones, Director

Staff Recommendation: Approval

Hearing Dates: Planning and Zoning Board: 3/9/2016

Mayor and Council: 3/21/2016

#### **Applicant Information**

#### Owner of Record:

#### Applicant:

Name: Shirley Nichols, Carol Williams, Bernice Grooms, Shirana Tuitt Name: Shirley Nichols

Address: 989 Eisenhower Road

Address: 989 Eisenhower Road

City/State/Zip: Atlanta, Georgia 30354

City/State/Zip: Atlanta, Georgia 30354

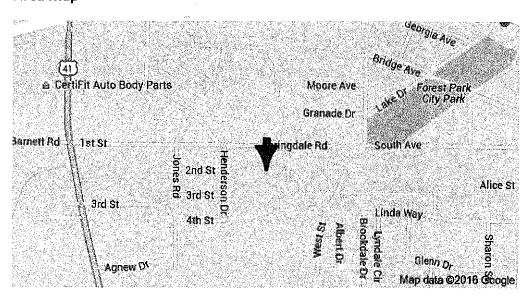
#### **Property Information**

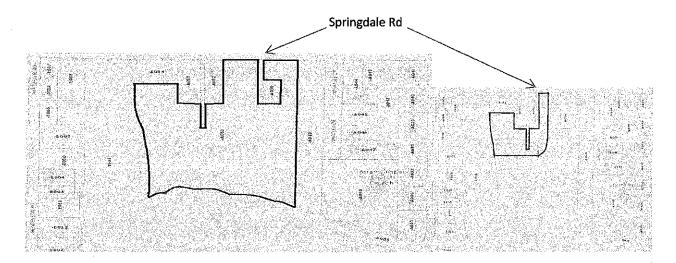
PIN (s): 13078B-A051

Acreage: 4.66

Address: 5163 Springdale Road

#### Area Map





#### **Aerial View**



#### **General Information**

The subject property is a lot of size 4.66 acres, located on Springdale Road, just west of Whatley Dr. and east of Henderson Dr. The southern end of the property abuts the back of W. A. Fountain Elementary School. The property contains one residential structure. The property was purchased approximately nine years ago by a group with the intent of subdividing the property for personal use. A surveyor has drawn a plat that equally subdivides 5 equal parcels. However, at this time only 1/5 of the property is being requested to be subdivided and full ownership transferred to partner Bernice Grooms.

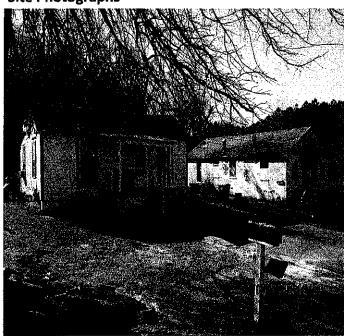
The residential structure on the property has been there for approximately sixty years, according to the applicant, with for over 40 years the residential structure inhabited by various families. It has been vacant for the past 20 +

years. Ms. Grooms plans to renovate the building and make it her primary residence. However, at this time, no definite plans have been made, therefore there is no site plan at this time.

This parcel, one parcel to the west and several parcels to the north on the northern side of Springdale have been zoned C-1. All other parcels in any direction in the immediate area are zoned R-80. We are not able to determine when or why these parcels were rezoned commercial.

The applicant's request is to subdivide 40,684 square feet of the Land Lot 78 District 13, which includes the residential structure for residential use and to have that portion of the parcel rezoned to residential, R-80.

#### **Site Photographs**



View from Left (Property on Left)



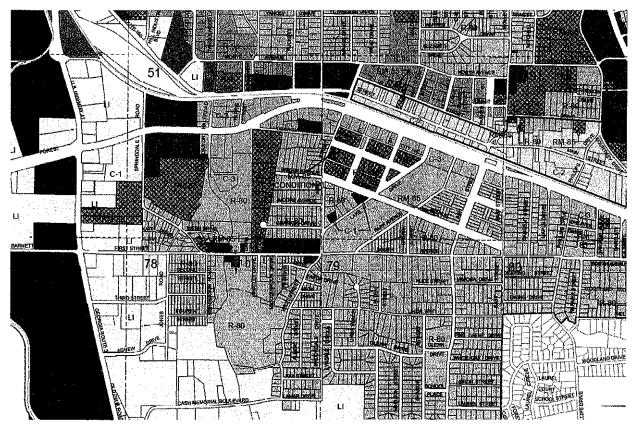
View from Front

# **Site Photographs (Continued)**

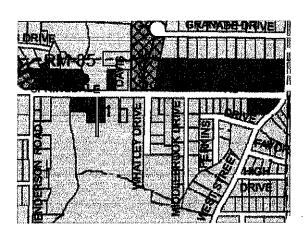


**View from Rear** 

# **Area/Zoning Map**



Page | 4



# **Zoning District Compatibility Zoning Classifications of Contiguous Properties**

Direction	Zoning	Direction	Zoning
	C-1, RM-85		
	(across		· ·
North	Springdale)	East	R-80
South	R-80	West	R-80

## **Impact Summary**

Would the proposed amendment be consistent and compatible with the city's land use and development, plans, goals and objectives: ☑ Yes ☐ No
Would the proposed amendment tend to increase, to decrease, or to have no impact on traffic safety and congestion in the streets? ☐ Increase ☐ Decrease ☒ No Impact
Would the proposed amendment tend to increase, to decrease, or to have no relationship to safety from fire and other dangers? ☐ Increase ☐ Decrease ☒ No Relationship
Would the proposed amendment tend to promote, to diminish, or to have no influence on the public health and general welfare of the city? $\square$ Promote $\square$ Diminish $\boxtimes$ No Influence
Would the proposed amendment tend to increase, to decrease or to have no influence on the adequacy of light and air? ☐ Promote ☐ Diminish ☒ No Influence
Would the proposed amendment tend to cause, to prevent, or to have no influence on the overcrowding of land? ☐ Cause ☐ Prevent ☒ No Influence
Would the proposed amendment tend to cause, to prevent, or to have no relationship on the population distribution within the city, thus creating any area as dense in population as to adversely affect the health, safety and general welfare of the city? $\square$ Cause $\square$ Prevent $\boxtimes$ No Relationship

Would the proposed amendment tend to impede, to facilitate, or to have no impact on the adequate provision of

transportation, water, sewerage, other public services, utilities or facilities?  ☐ Impede ☐ Facilitate ☒ No Impact
Would the proposed amendment tend to be compatible with environmental conditions in light of surrounding developments? If compatible, what factors, if any, would diminish the value, use and enjoyment of surrounding properties?   No There are no known contributing factors that will affect the value, use and enjoyment of surrounding properties
Would the proposed amendment tend to promote, to diminish, or to have no influence upon the aesthetic effect of existing and future uses of the property and the surrounding area?  ☐ Promote ☐ Diminish ☒ No Influence
Would the proposed amendment tend to promote, to diminish, or to have no influence upon the aesthetic effect of existing and future uses of the property and the surrounding area?  ☐ Promote ☐ Diminish ☒ No Influence
Would the proposed amendment have measurable adverse economic effect on the value of surrounding or adjacent property? $\square$ Yes $\boxtimes$ No
Would the proposed amendment create an isolated district, unrelated to adjacent and nearby districts?  \[ \begin{align*} \textbf{Yes} \otimes \textbf{No} The proposed amendment would make the parcel compatible with all contiguous parcels, with the exception of remaining parts of same parcel before subdivision. Though not at this time, remaining parts of parcel will probably be subdivided and a request made for rezoning at a later date. \]
Staff Recommendation
The requested zoning amendment from the C-1 to R-80 zoning category is compatible with the City of Forest Park's requirements and the proposed project will not cause an adverse impact on the surrounding community from our studies. For these reasons, Staff recommends that the zoning amendment be <b>APPROVED</b> .

#### Attachments:

- **I LEGAL DESCRIPTION**
- ☑ Authorization of Property Owner(s)

# Clayton News

148 Courthouse Street Jonesboro, Georgia 30236 Phone (770) 478-5753 Fax (770) 339-5869

## PUBLISHER'S AFFIDAVIT

## STATE OF GEORGIA COUNTY OF CLAYTON

Personally appeared before the undersigned, a notary public within and for said county and state, Robert D. McCray, Vice President of SCNI, which publishes the Clayton News, published at Jonesboro, County of Clayton, State of Georgia, and being the official organ for the publication of legal advertisements for said county, who being duly sworn, states on oath that the report of

Ad No.: 404071

Name and File No.: 5163-5171 SPRINGDALE ROAD a true copy of which is hereto attached, was published in said

newspaper on the following date(s):

03/02/16 Wed

Robert D. McCray, SCNI Vice President of Sales and Marketing

By Tina Pethel SCNI Controller

Robert D. M. Cong

Sworn and subscribed before me 03/07/16

bren S. Heoples

**Notary Public** 

My commission expires June 12, 2019

TO THE CITIZENS OF FOREST PARK, CLAYTON COUNTY, GEORGIA, AND OTHER INTERESTED PARTIES: NOTICE IS HEREBY GIVEN, that the Planning Commission (Planning and Zoning Board) will hold a Public Hearing on Wednesday, March 9, 2016 at 6:00 p.m. in the courtroom incated within mando sour sour series of the courtroom located within the Agnes B. Bateman Community Development Building, 785 Forest Parkway, Forest Park, Georgia 30297. The Public Hearing is being held for the purpose of hearing public comments, if any, with regard to the proposed rezoning of a parcel of property which is a 4.670 acre tract, lying and being in Land Lot 78 of the 13th District of Clayton County, Forest Park, Georgia 30297; Clayton County Tax Identification Number t 13078B A051/A050, also known as 5163-5171 Springdale Road, Forest Park, Georgia 30297 from its current zoning of C-1 Commercial to R-80 Residential.

ALL THAT TRACT OR PARCEL OF LAND lying and being in Land Lot 78-, of the 13th District of Clayton County, Georgia, in the City of Forest Park, being known as 5163-5171 Springdale Road in the City of Forest Park and being more particularly described as follows:

BEGINNING at a point which marks the intersection of the southerly right of way of Springdale Road (with a 40.00 foot right of way) with the westerly right of way of Springdale Road southerly right of way of Springdale Road southerly right of way of Springdale Road south 89 degrees 17 minutes 00 seconds west a distance of 75.00 feet to an iron pin set at the true point of beginning' thence south of degrees 36 minutes 26 seconds east 608.81 feet to

seconds east 608.81 feet to the center of a creek; thence north 62 degrees 25 minutes 10 seconds west 20.90 feet; thence north 71 degrees 59 minutes 12 seconds west 90.18 feet; thence north 78 degrees 32 minutes 18 sec-nds west 29.70 feet; thence couth 90 degrees 00 minutes onds west 29.70 teet; thence south 90 degrees 00 minutes 00 seconds west 49.35 feet; thence north 68 degrees 5 minutes 42 seconds we 53.04 feet; thence north 75 degrees 48 minutes 11 seconds west 68.75 feet; thence south 86 degrees 18 minutes and 1 seconds west 69.21 feet. 41 seconds west 26.21 feet; thence south 69 degrees 12 minutes 24 seconds west 45.12 feet; thence south

57 degrees 23 minutes 05 seconds west 159.33 feet; thence north 02 degrees 41 minutes 04 seconds west 103.68 feet; thence north 02 degrees 30 minutes 03 seconds east 91.28 feet; thence north 08 degrees 53 minutes 48 seconds west 51.78 feet 48 seconds west 51.78 feet; thence north 05 degrees 40 minutes 21 seconds west 64.17 feet; thence leaving said center of creek and continuing north 89 degrees 43 minutes 41 seconds east 14.7 feet to an iron pin set; thence south 01 degree 09 minutes 55 seconds east 65.00 feet to an iron pin set; thence north 88 degrees 50 minutes 55 seconds east 98.66 feet to an iron pin set; thence south 01 degree 09 minutes 55 seconds east 79.66 feet to an iron pin set; thence south 89 degrees 56 minutes 55 seconds east 12.00 feet to an iron pin set; thence north 18 degree 09 minutes 55 seconds east 12.00 feet to an iron pin set; thence north 01 degree 09 minutes 18 seconds east 12.01 feet to an iron pin set; thence north 01 degree 09 minutes 55 seconds west 99.99 feet to an iron pin set; thence north 01 degree 09 minutes 55 seconds west 19.3 feet to an iron pin set; thence north 01 degree 09 minutes 55 seconds west 19.01 feet to a 1 iron pin set; thence north 01 degree 09 minutes 55 seconds west 19.01 feet to an iron pin set; thence north 01 degree 09 minutes 55 seconds west 19.01 feet to an iron pin set; thence north 01 degree 09 minutes 55 seconds west 19.01 feet to an iron pin set; thence along the southerly right of way of Springdale Road (with a 40.00 foot right of way of Springdale Road (with a 40.00 foot right of way of Springdale Road (with a 40.00 foot right of way of Springdale Road (with a 40.00 foot right of way of Springdale Road (with a 40.00 foot right of way of Springdale Road (with a 40.00 foot right of way of Springdale Road (with a 40.00 foot right of way of Springdale Road (with a 40.00 foot right of way of Springdale Road (with a 40.00 foot right of way of Springdale Road (with a 40.00 foot right of way of Springdale Road (with a 40.00 foot right of way of Springdale Road (with a 40.00 foot right of way of Springdale Road (with a 40.00 foot right of way of Springdale Road (with a 40.00 foot right of way of Springdale Road (with a 40.00 foot right of way of Springdale Road (with a 40.00 foot right of way