



# PLANNING COMMISSION MEETING

## OFFICIAL MINUTES

### JANUARY 8, 2026

ALPHARETTA CITY HALL  
COUNCIL CHAMBERS  
2 PARK PLAZA  
6:30 PM

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#### 1. CALL TO ORDER

##### a. Election of Chair and Vice Chair 2026

- ❖ Commissioner Perkins offered a motion to elect Frances Kung'u as Chair.
  - Commissioner Richard seconded the motion.
  - The motion carried (6-0-1)(Kung'u)
  
- ❖ Commissioner Richard offered a motion to elect Jill Reynolds as Vice- Chair.
  - Commissioner Aiken seconded the motion.
  - The motion carried (6-0-1)(Reynolds)

#### 2. ROLL CALL

#### 3. APPROVAL OF MEETING MINUTES

##### a. Approve Meeting Minutes of December 4, 2025

- ❖ Vice-Chair Reynolds offered a motion to approve.
  - Commissioner Aiken seconded the motion.
  - The motion carried (6-0-1) (Richard)

#### 4. ITEMS FROM BOARD MEMBERS

#### 5. ITEMS FROM STAFF

#### 6. PUBLIC HEARING

##### a. CLUP-25-04/Z-25-13/V-25-30 PowerBuild Construction/North Main Street

*This request was withdrawn by the Applicant and was not considered.*

Consideration of a comprehensive land use plan amendment, rezoning and variances to

allow for the construction of 25 'Dwelling, 'For-Sale' Detached' homes on 4.33 acres in the Downtown. A comprehensive land use plan amendment is requested from 'Commercial' to 'Mixed Use Live Work' and a rezoning is requested from C-2 (General Commercial) and O-P (Office-Professional) to DT-LW (Downtown Live-Work). Variances are requested to Unified Development Code (UDC) Appendix A Subsection 2.3.3(G) to modify the Local Street Residential streetscape requirements, UDC Appendix A Subsection 2.4.6(C) to eliminate the 20' recess requirement for a street-facing garage, UDC Appendix A Subsection 3.7.4(B) to reduce the side separation between structures, and UDC Subsection 3.3.2(D) to reduce the impervious setback associated with a non-perennial stream buffer. The property is located at 379, 415, 479 & 487 North Main Street and is legally described as being located in Land Lots 1124, 1125, 1180 & 1181, 2<sup>nd</sup> District, 2<sup>nd</sup> Section, Fulton County, Georgia.

**b. Z-25-10/V-25-22 Levitan/75 & 91 Roswell Street**

**This request was deferred by the applicant and was not considered.**

Consideration of a rezoning and variance to allow for the construction of 9 'For-Sale' single-family dwelling units, including 5 detached homes and 4 semi-detached homes, on 1.12 acres in the Downtown. A rezoning is requested from C-2 (General Commercial) to DT-C (Downtown Core) and a variance is requested to Unified Development Code (UDC) Appendix A: Alpharetta Downtown Code Subsection 2.3.3 to modify streetscape requirements along Roswell Street, Marietta Street and Cotton Alley. The property is located at 75 & 91 Roswell Street and is legally described as being located in Land Lot 1269, 2<sup>nd</sup> District, 2<sup>nd</sup> Section, Fulton County, Georgia.

**c. CLUP-25-05/Z-25-18/V-25-32 McKinley Homes/Morris Road**

**This request was deferred by the applicant and was not considered.**

Consideration of a comprehensive land use plan amendment, rezoning and variances to allow for the construction of 110 'Dwelling, 'For-Sale' Attached' condominiums on a 15-acre property, which includes 2 existing office buildings that will remain. A comprehensive land use plan amendment is

requested from 'Corporate Office' to 'Mixed Use' and a rezoning is requested from O-I (Office-Institutional) to MU (Mixed Use). A variance is requested to Unified Development Code (UDC) Subsection 2.2.20(B) to reduce the minimum lot size and reduce the minimum amount of commercial use in the MU zoning district. The property is located at 12725 & 12735 Morris Road and is legally described as being located in Land Lot 1118, 2<sup>nd</sup> District, 2<sup>nd</sup> Section, Fulton County, Georgia.

**d. Z-25-15/V-25-34 Madewell/Milton Avenue**

Kathi Cook, Director Community Development, presented consideration of a rezoning and variance to allow for the construction of 1 'For-Sale' single-family detached home on a 1.34-acre property in the Downtown. A rezoning is requested from SU (Special Use) to R-15 (Dwelling, 'For-Sale', Residential) and variances are requested to Unified Development Code (UDC) Subsection 3.3.2(D)(1)(b) to reduce a perennial stream buffer from 150' to 75' and UDC Subsection 2.2.5(D) to reduce the front setback from 65' to 24'. The property is located at 0 Milton Avenue and is legally described as being located in Land Lots 1251 & 1270, 2<sup>nd</sup>

District, 2<sup>nd</sup> Section, Fulton County, Georgia.

The undeveloped, wooded property has a perennial stream, which is a tributary of Foe Killer Creek, running along its north side which has stream buffers and impervious setback covering much of the property. The applicant recently purchased the property from Fulton County Schools in order to extend a sewer connection to the property located at 249 Milton Avenue, which the applicant also owns. Surrounding properties are zoned SU to the north and east and R-15 (Dwelling, 'For-Sale', Residential) to the east, south, and west. Innovation Academy is located to the north and east, unplatted, single-family detached lots are located to the east and west, and Park Lane subdivision is located to the south. The proposal is consistent with the comprehensive land use plan designation of the property, which is 'Low Density Residential'.

The applicant is requesting variances from Unified Development Code (UDC) Subsection 2.2.6(D) to reduce the front building setback from 65' to 24'. In addition, the applicant requests a variance to UDC Subsection 3.3.2(D)(1)(b) to reduce the perennial stream buffer and impervious setback from 150' to 75'. According to the applicant, the variances are necessary due to the stream buffer encumbering much of the property.

Stream buffer mitigation was submitted by the applicant in an effort to offset impacts to the stream from the reduced buffer and impervious setback. The applicant proposes a buffer mitigation area equivalent to two times (2x) the encroachment area, or 0.84 acres, to be planted with buffer enhancement landscape material, recompense trees, and live stakes on streambanks. The buffer mitigation area is depicted primarily on the residential lot, as well as on the Innovation Academy property. The buffer mitigation area on the Innovation Academy property is proposed to be a bee-friendly sanctuary habitat. The City's Stormwater Engineer believes the proposed stream buffer encroachment has been minimized by the applicant and can be mitigated through a combination of additional runoff reduction, buffer enhancement, and/or alternative mitigation efforts, which will be determined during the land disturbance permit process.

- Site Plan.
- Renderings.
- Standards for Zoning Changes:
  - *The zoning proposal would be suitable as it relates to the use and development of adjacent or nearby properties, which are similarly developed as single-family detached lots and the proposed density is less than surrounding properties*
- Variance Review Criteria.

Staff reviewed the zoning proposal against the review criteria for a rezoning and variance. The zoning proposal is consistent with the comprehensive land use plan designation of the property and would be suitable as it relates to the use and development of adjacent or nearby properties, which are similarly developed as single-family detached lots. The proposed density is less than surrounding properties and the maximum density (three (3) dwelling units per acre) supported by the future land use designation of the property.

The property has exceptional and peculiar conditions related to the shape and topography, as well as presence of a stream. The applicant has minimized impacts to the stream buffer by proposing only one (1) single-family detached lot. In addition, the applicant proposes stream buffer mitigation to offset impacts to the stream.

Staff's recommendation was to Approve Z-25-15/V-25-34 Madewell/Milton Avenue, subject to the following conditions:

1. The site, consisting of approximately 1.34 acres, shall be rezoned to R-15 and developed substantially similar to site plan submitted by OnSite Civil Group, dated 11/18/25, except for modifications required to comply with the conditions below. However, lot yield depicted is not guaranteed and subject to meeting all City code requirements and conditions of zoning.
2. Architecture and materials shall be developed substantially similar to the rendering prepared by Diana Bolivar, dated 11/17/25, except for modifications required to comply with these conditions and in compliance with the Alpharetta Downtown Code and Downtown Consultant's comments, subject to final approval by DRB. Homes shall have 4-sided architecture, as approved by DRB.
3. Density shall not exceed 0.75 dwelling units per acre.
4. Front building setback shall be a minimum 24'.
5. Frontyard shall be framed with a decorative low wall, metal fencing, or hedge with masonry columns, as approved by DRB.
6. Developer shall improve the Milton Avenue streetscape as follows: 6' planter (planted with street trees) and 8' sidewalk, with final approval by Staff. In lieu of tree grates, the soil area around street trees shall be planted with evergreen ornamental grasses, groundcovers and/or shrubs. Developer shall dedicate right-of-way or a public access easement for the sidewalk improvements.
7. Minimum 5' landscape strip shall be provided along the east and west property lines of the 1.34-acre property and planted with a mix of evergreen and shade trees, as approved by DRB.
8. Fences and walls visible from the public right-of-way shall be decorative and shall complement exterior materials used on each home, as approved by DRB. Walls shall be substantially as depicted on the grading and drainage plan prepared by OnSite Civil Group, dated 11/18/25, and in compliance with building setbacks. Walls shall be clad with decorative material and walls over 7' tall shall be tiered with a minimum 5' wide planted landscape bed between, as approved by DRB.
9. Unfinished wood fences and decks shall not be visible from the street.
10. Developer shall save trees as depicted on the Tree Protection & Mitigation Plan prepared by RHF, dated 11/24/25. Encroachments into the CRZ of saved trees shall not exceed 20%, as approved by Staff.
11. Perennial stream buffer shall be at least 50' with an additional 25' of impervious setback for a total of 75'.
12. To mitigate stream buffer encroachments, developer shall comply with one or a combination of the following measures, as approved by Staff:
  - a. Provide 50% additional runoff reduction or water quality volume above the standard city requirements.

- b. Provide buffer enhancement on an agreed upon area equal to at least 2 times the area of encroachment/impact. These can include removing fallen trees from inside the stream bed that are impeding flow, plant eroded or sparsely vegetated areas of stream banks with live stakes, add enhanced buffer plantings where sparsely vegetated, and remove invasive vines.
  - c. Obtain any necessary state and federal approvals for the stream and buffer impacts.
  - d. Or alternative mitigation measures, as approved by Staff.
- 13.HVAC and similar equipment shall not be visible from the public right-of-way.

Tori Young, Applicant, gave a brief presentation.

- Adjustments since last Application.
- Mitigation measures.
- Mitigation maintenance.
- Owner will be responsible for Mitigation Maintenance Agreement.

**Public Comment::**

1. Janice Talluto, 2104 Windrush Lane  
Concerns:

1. Downstream flooding from impacts to the creek.

There was discussion from the Commission:

- Renderings – Applicant agreed to the comments from the Downtown Architect.
  - Chimneys will need to be seen from the front view as part of DRB approval.
  - Homeowner access to property during mitigation.
  - Mitigation measures to be approved by City Stormwater Engineer.
  - Long term maintenance agreement part of LDP process.
  - Elevations.
  - Reason for “ Dip” in front elevation.
  - Adding Condition #14 – Burden that is on developer currently will be transferred to the property owner.
- ❖ Commissioner Richard offered a motion to approve Z-25-15/V-25-34 Madewell/Milton Avenue, subject to the 13 conditions as read by Ms. Cook and adding Condition #14.:
- Commissioner Stratton seconded the motion.
  - The motion carried (7-0)

1. The site, consisting of approximately 1.34 acres, shall be rezoned to R-15 and developed substantially similar to site plan submitted by OnSite Civil Group, dated 11/18/25, except for modifications required to comply with the conditions below. However, lot yield depicted is not guaranteed and subject to meeting all City code requirements and conditions of zoning.
2. Architecture and materials shall be developed substantially similar to the rendering prepared by Diana Bolivar, dated 11/17/25, except for modifications required to comply with these conditions and in compliance with the Alpharetta Downtown Code and Downtown Consultant's comments, subject to final approval by DRB. Homes shall have 4-sided architecture, as approved by DRB.
3. Density shall not exceed 0.75 dwelling units per acre.
4. Front building setback shall be a minimum 24'.
5. Front yard shall be framed with a decorative low wall, metal fencing, or hedge with masonry columns, as approved by DRB.
6. Developer shall improve the Milton Avenue streetscape as follows: 6' planter (planted with street trees) and 8' sidewalk, with final approval by Staff. In lieu of tree grates, the soil area around street trees shall be planted with evergreen ornamental grasses, groundcovers and/or shrubs. Developer shall dedicate right-of-way or a public access easement for the sidewalk improvements.
7. Minimum 5' landscape strip shall be provided along the east and west property lines of the 1.34-acre property and planted with a mix of evergreen and shade trees, as approved by DRB.
8. Fences and walls visible from the public right-of-way shall be decorative and shall complement exterior materials used on each home, as approved by DRB. Walls shall be substantially as depicted on the grading and drainage plan prepared by OnSite Civil Group, dated 11/18/25, and in compliance with building setbacks. Walls shall be clad with decorative material and walls over 7' tall shall be tiered with a minimum 5' wide planted landscape bed between, as approved by DRB.
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  - a. Provide 50% additional runoff reduction or water quality volume above the standard city requirements.
  - b. Provide buffer enhancement on an agreed upon area equal to at least 2 times the area of encroachment /impact. These can include removing fallen trees from inside the stream bed that are impeding flow, plant eroded or sparsely vegetated areas of stream banks with live stakes, add enhanced buffer plantings where sparsely vegetated, and remove invasive vines.
  - c. Obtain any necessary state and federal approvals for the stream and buffer impacts.
  - d. Or alternative mitigation measures, as approved by Staff.
13. HVAC and similar equipment shall not be visible from the public right-of-way.

14. Developer/owner agrees to develop a long-term maintenance agreement for the mitigation of the stream buffer.

**7. ADJOURNMENT**

Chair Kung'u adjourned the meeting at 7:01 p.m.