



1. CALL TO ORDER

Chair Kung'u called the meeting to order at 6:30 p.m.

2. ROLL CALL

A. Commissioners Present

- o Francis Kung'u (Chair)
- o Martine Zurinkas (Vice- Chair)
- o D.C. Aiken
- o William Perkins
- o Katie Reeves
- o Todd Stratton

B. Staff present:

- o Kathi Cook, Director of Community Development & Economic Development
- o Michael Woodman, Planning + Development Services Manager
- o Nikisha Mistry, GIS Specialist/Planner
- o Elle Taylor Planning & Zoning Coordinator

3. APPROVAL OF MEETING MINUTES

a. Approval of Meeting Minutes from April 11, 2024

- ❖ Vice-Chair Zurinkas offered a motion to approve.
 - Commissioner Perkins seconded the motion.
 - Motion carried (6-0)

4. ITEMS FROM BOARD MEMBERS

5. ITEMS FROM STAFF

6. PUBLIC HEARING

a. MP-24-03 Costco/Oxford Green Master Plan

Michael Woodman, Planning & Development Manager presented consideration of a master plan amendment to allow for a 13,500 square foot expansion of the Costco building. A master plan amendment is requested to Oxford Green Master Plan Tract A to increase the maximum allowable square footage of the building from 138,500 to 152,000 square feet. The property is located at 2855 Jordan Court and is legally described as being located in Land Lots 1120 & 1121, 2nd District, 2nd Section, Fulton County, Georgia

The submitted request, if approved, would allow for an increase the maximum developable square footage in the Oxford Green Master Plan from 138,500 square feet to 152,000 square feet. Costco proposes an expansion of the sales area and relocation of the loading dock. The subject property is located at 2855 Jordan Court at the northwest corner of Jordan Court and Westfield Drive.

The 18.59-acre property is zoned O-I (Office-Institutional) and is subject to the Oxford Green Master Plan Tract A. The property is currently developed as a 1-story, approximately 138,500 square foot building. Surrounding properties are zoned O-I to the west, south and east, and C-1 (Neighborhood Commercial) to the north. Windward Pointe is located to the west and south, Connors Steak & Seafood, Bank of America, and a retail strip center are located to the east, and Windward Promenade is located to the north.

The Oxford Green Master Plan was approved in 1988 as an office park with incidental retail use and consists of approximately 255 acres along Windward Parkway and Westside Parkway. The applicant's request for master plan amendment relates to a condition of zoning approved for file# MP-99-11 Oxford Green/Pioneer Real Estate Development, which limited the maximum allowable square footage to 110,000 square feet. An administrative variance (AV2004007) was approved in 2004 to increase the allowable square footage to 132,000 square feet and a master plan amendment (MP-14-07) was approved in 2014 to further increase the allowable square foot to 138,500 square feet.

The site plan depicts expansion of the building adjacent to the liquor store (1,525 square foot addition) on the north side of the building and in the existing loading dock area (5,425 square foot addition) on the south side of the building. When accounting for the gross area of the building, the actual requested increase to the sales area of the building is 6,950 square feet. The loading dock is proposed to be pushed forward to accommodate the expansion. The proposal results in a reduction of parking from 691 to 673 spaces due to the relocation of the loading dock. The Unified Development Code (UDC) requires one (1) parking space/250 square feet for retail shopping centers between 50,000 square feet and 400,000 square feet, or 608 parking spaces, including the proposed expansion. Therefore, the proposal exceeds the City's minimum parking requirements.

Staff presented:

- Location Map.
- Streetview Photos.
- Loading Dock Photos.
- Aerial Imagery.
- Points of Access.
- Standards for Master Plan Amendments.

Staff's recommendation was to approve MP-24-03 Costco/Oxford Green Master Plan, subject to the following conditions:

1. Site shall be developed substantially similar to the site plan prepared by AEC, dated 3/1/2024.
2. Maximum gross developable square footage shall not exceed 152,000 square feet in the Oxford Green Master Plan Tract A.
3. Building additions shall complement the existing exterior of the building.
4. Property owner shall assess landscaping in the areas in close proximity to the proposed development activity and shall replace missing, dead, or dying landscape material, with final approval by Staff.
5. A parking lot landscape tree shall be required in the landscape island adjacent to the proposed 1,525 square foot addition on the north side of the building.
6. A large canopy tree and shrubs shall be required in the newly created parking lot island near the entrance off Westfield Drive.
7. Loading dock shall be heavily screened with a wall and evergreen landscaping to complement the existing condition, as approved by Staff.
8. There shall be no outdoor storage on the property and semi tractor trailers shall only be parked in the loading dock area with the semi tractor attached to the trailer at all times.

There was discussion from the Commission:

- Traffic flow Concerns.
- Possible Traffic Control Devices.
- Truck Access.

Julie Moore, AEC, presented for the Applicant.

- Alignment.
- Possible benefit of additional Stop sign.
- 180-degree turnaround for trucks.

There was discussion from the Commission:

- Current Entrance is remaining the same width but realigning south.
- Time of day for truck deliveries.
- Challenging traffic on the weekends.
- Timing of lights.

Public Comment:

1. Blake Spencer, 1730 Victorian Court, Alpharetta, GA.

In support with Concerns:

1. Bottleneck near gas island.
2. Traffic blocking ADA spaces near entrance.

Applicant Rebuttal:

- Stated ADA spaces have been moved closer to entrance.

- ❖ Commissioner Perkins offered a motion to approve as noted by Staff.
 - Commissioner Aiken seconded the motion.
 - Motion carried (6-0)

b. PH-24-11 Unified Development Code (UDC) Text Amendments – Exceptions

Michael Woodman, Planning & Development Manager, presented consideration of text amendments to Subsection 4.5.5 of the Unified Development Code (UDC) to amend regulations pertaining to Exceptions.

Staff recommends amendments to Unified Development Code (UDC) Article IV Procedures to amend regulations pertaining to Exceptions. Amend UDC Subsection 4.5.5 Exceptions to clarify that exceptions exceeding 50% of a stipulated requirement are considered by the City Council and to add regulations pertaining to uses customarily accessory to dwellings located in residential zoning districts (UDC Subsection 2.3.3(C)) as an allowable exception. Uses customarily accessory to dwellings located in residential zoning districts include detached garages, sheds, gazebos, children's play equipment, swimming pools, and backyard chickens.

Exceptions and hardship variances include the same three (3) review criteria, except that exceptions include an additional review criterion which does not require a hardship. Because an exception does not require a hardship, they are limited to specific types of requests, including building setbacks, building height, signage, parking, and tree preservation, to name a few.

Staff presented:

- Proposed UDC Subsection 4.5.5 Exceptions

There was discussion from the Commission:

- Difference between Variance and Exception – Exception does not require a hardship.
- Planning Commission process for Exceptions.

Public Comment:

1. John Courtney, 120 Woodfield Lane.

- Concern specific to a past request for backyard chickens.

- ❖ Commissioner Perkins offered a motion to approve as noted by Staff.
 - Commissioner Reeves seconded the motion.
 - Motion carried (6-0)

During the motion Commissioner Aiken addressed Mr. Courtney's comment.

c. MP-24-02/CU-24-05/V-24-13 Tractor Supply Company/North Point Business Center Master Plan Pod 7

This item was deferred by the Applicant to June 6, 2024. It was not considered at this meeting.

7. **ADJOURNMENT**

Chair Kung'u adjourned the meeting at 7:03 p.m.