



PLANNING COMMISSION
OFFICIAL MEETING MINUTES
SEPTEMBER 5, 2024
ALPHARETTA CITY HALL
COUNCIL CHAMBERS
2 PARK PLAZA
6:30 PM

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 William Perkins
- o Jill Reynolds
- o Todd Stratton
- o Valerie Manley

B. Commissioners Absent

- o D.C. Aiken
- o Jeremy Scott

C. Staff present:

- o Kathi Cook, Director of Community Development & Economic Development
- o Michael Woodman, Planning + Development Services Manager
- o Elle Taylor Planning & Zoning Coordinator
- o George Doyle, Traffic Engineer

3. APPROVAL OF MEETING MINUTES

- a. Approve Meeting Minutes from 8-1-2024.

❖ Vice-Chair Zurinkas offered a motion to approve.

- Commissioner Manley seconded the motion.
- Motion carried (5-0-1) (Reynolds)

4. ITEMS FROM BOARD MEMBERS

The Chair and Commissioners approved reordering the Agenda to allow Z-24-14/V-24-22 Pinnacle Pg LLC/Karen Drive to be the first item on the agenda.

5. ITEMS FROM STAFF

6. PUBLIC HEARING

a. Announcement of Public Hearing Procedure.

b. Z-24-14/V-24-22 Pinnacle Pg LLC/Karen Drive

Consideration of a rezoning and variances to allow for the construction of 14 'For-Sale' single-family detached homes on 2.68 acres in the Downtown. A rezoning is requested from O-I (Office- Institutional) and C-2 (General Commercial) to DT-MU (Downtown Mixed-Use). Variances are requested from Unified Development Code (UDC) Appendix A: Alpharetta Downtown Code Subsection 2.3.3(G) to modify local street residential streetscape standards, UDC Appendix A: Alpharetta Downtown Code Subsection 2.4.6(C) to allow a street-facing garage without the required 20' setback from the front façade of the home, and UDC Subsection 3.2.8(D) to reduce the landscape strip requirement along a new local street. The property is located at 0, 297 & 315 Karen Drive and is legally described as being located in Land Lots 693 & 696, 1st District, 2nd Section, Fulton County, Georgia.

The Applicant requested a deferral

❖ Commissioner Stratton offered a motion to approve a deferral to the October 3, 2024 Planning Commission Meeting.

- Commissioner Perkins seconded the motion.
- Motion carried (6-0)

c. Z-24-13 DRB Group/12265 Charlotte Drive

Michael Woodman, Planning & Development Manager , presented consideration of a rezoning to allow for the construction of 42 'For-Sale' single-family detached homes on 36.8 acres. A rezoning is requested from AG (Agriculture) to R-22 (Dwelling, 'For-Sale', Residential). The property is located at 12265 Charlotte Drive and is legally described as being located in Land Lots 1245 & 1246, 2nd District, 2nd Section, Fulton County, Georgia.

- Zoning Map.
- Site Plan details.
- Surrounding subdivision densities.
- Rendered Site Plan.
- Tree Save Plan.

- Traffic Study recommendations.
- Standards for Zoning Changes.
 - The zoning proposal should not adversely affect the existing use or usability of adjacent or nearby properties, which are similarly developed. The R-22 zoning district has a minimum lot size that is equal to or larger than surrounding subdivisions.
- The future land use designation of the property would support a rezoning to R-22. The surrounding development pattern consists of properties zoned R-15 and R-22, except for two (2) adjacent residential lots that are zoned R-12. The zoning proposal would generally be less dense than surrounding subdivisions.
- The proposal limits the demand on public facilities and services by proposing a density (1.14 dwelling units/acre) that is less than the maximum (2 dwelling units/acre) allowed under the future land use designation of the property.
- The zoning proposal is supported by the future land use designation of the property, which is 'Very Low Density Residential'.
- The future land use designation of the property would support a rezoning to R-22. The surrounding development pattern consists of properties zoned R-15 and R-22, except for two (2) adjacent residential lots zoned R-12. The zoning proposal would generally be less dense than surrounding subdivisions.
- The comprehensive land use plan designation of the property is 'Very Low Density Residential', which allows the proposed zoning, density and use.
- Citizen Participation Plan.
- Community Zoning Information Meeting.

Staff's recommendation:

Approve Z-24-13 DRB GROUP OF GEORGIA/12265 Charlotte Drive, subject to the following conditions:

1. The site, consisting of approximately 36.78 acres, shall be zoned R-22 and developed substantially similar to site plan prepared by Christopher Planning & Engineering, revised 9/13/24, 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. Home architecture and materials shall be developed substantially similar the submitted renderings, dated 4/30/2024. 70% of the homes shall have a primary exterior finish material of brick or stone. Homes shall have 3-sided architecture and materials, as approved by Staff.
3. Lots abutting Charlotte Drive shall have a minimum 65' front setback and homes shall face Charlotte Drive with access from an internal street, except that Lots 1, 2, and 5 may have a driveway off Charlotte Drive if the driveways do not encroach upon the CRZ of required tree saves, as approved by Staff.

4. Minimum 10' decorative landscape strip shall be provided along Charlotte Drive consisting of trees, shrubs, grasses and/or ground cover, as approved by Staff. Fencing utilized along Charlotte Drive shall be limited to 4 board black horse fencing and shall be located behind the landscape strip.
5. Project entrance shall include decorative wall and/or monument, and ornamental landscaping, as approved by Staff.
6. Main entrance street into the subdivision shall be named to reflect the family history of the property.
7. Developer shall dedicate right-of-way, if necessary, and improve the Charlotte Drive streetscape with curb and gutter, minimum 6' planter (planted with street trees), minimum 5' sidewalk, and decorative pedestrian lighting. Streetscape modifications shall be permitted for the purpose of tree preservation or utility conflicts, with final approval by Staff.
8. Developer shall improve new local streets with a minimum 6' planter (planted with street trees), minimum 5' sidewalk, and decorative pedestrian lighting. Developer shall post 'No Parking' signs on both sides of the street, as approved by Staff.
9. Common area with mail kiosk and stormwater pond shall be developed with decorative landscaping, hardscape, pedestrian lighting, seating and 4 on-street parallel parking spaces, as approved by Staff.
10. Unfinished wood fences and decks shall not be visible from Charlotte Drive.
11. Trees shall be preserved as depicted on the tree protection site plan prepared by Mondo, revised 9/13/24.
12. Developer shall remove exotic and invasive trees and shrubs within stream buffers and tree save areas and replant area where sparse, as approved by Staff.
13. Limits of disturbance shall be substantially as depicted on the tree protection site plan prepared by Mondo, revised 9/13/24. Minimum 5' landscape strip along the south, east and north property lines shall be planted with a mix of evergreen and deciduous landscape material, as approved by Staff. Detention facilities shall not encroach upon the perimeter landscape strip.
14. Utility structures, headwalls, etc. shall be finished with decorative stone or brick, if visible from adjacent properties.
15. Stormwater ponds shall be developed as aesthetically pleasing neighborhood amenities, such as walking trails, seating areas, or parks, as approved by Staff. Detention ponds shall have an earthen bank on at least one side and pond walls shall be decorative where visible from the street or adjacent properties, as approved by Staff. Dragonfly attracting plants shall be utilized around stormwater ponds as a means of mosquito control. At a minimum, an aesthetically pleasing stormwater pond shall include:
 - a. A variety of water loving vegetation planted in and around the pond;
 - b. A pond design that is attractive when empty, no muddy areas that would promote mosquitos and unpleasant smells; and
 - c. A natural or organic shape to the pond (not including the existing pond).
16. To the maximum extent practicable, all impervious improvements on individual lots shall drain to the stormwater treatment provided for the neighborhood, as approved by Staff. Individual lots at the edge of the neighborhood shall be designed to not increase runoff onto property outside of the development.
17. To the maximum extent practicable, lots along stream buffers and/or wetlands shall direct stormwater flow from impervious areas to the front yards or directly to stormwater management facilities through berms, swales, walls, pipes, or other means to collect water for stormwater treatment and attenuation, as approved by Staff.

18. Developer shall implement the recommendations identified within the submitted traffic impact study, dated July 8, 2024, for the full-access site driveway at Charlotte Drive, with final approval by Staff.
19. Developer shall provide and confirm adequate sight distances are met for all proposed full-access residential driveways proposed along Charlotte Drive using speed data collected and provided within the submitted traffic impact study, dated July 8, 2024, with final approval by Staff.
20. Developer shall provide and confirm adequate driveway spacing distances are met for all proposed full-access residential driveways located along Charlotte Drive prior to LDP approval, with final approval by Staff.
21. No more than 10% of the residential units shall be permitted to be rented, as recorded in the HOA's declarations and covenants.

There was discussion from the Commission:

- Driveways with regard to Condition # 3.
- Hydrology Study.
- Additional ponds and Lake.
- LDP process for Stormwater.
- Traffic Issues.
- George Doyle, Traffic Engineer, stated there were no concerns from the Traffic Study provided.

Applicant presented:

- Zoning Map
- Aerial View
- Tree Save Plan
- Traffic Study Recommendations
- Site Plan
- Renderings
- Detention Pond

There was discussion from the Commission:

- Hybrid Detention Pond.
 - Sediment traps.
 - Bioretention.
 - Topographical drop.
 - Aesthetics.
 - HOA Maintenance.
- No other amenities being consistent with other subdivisions on Charlotte Drive.

- Conditions #16 and 21.

Public Comment:

In Favor:

1. Chris Owens, 7425 Mid Broadwell Trace, Alpharetta, GA.

Reasons:

1. Sidewalks.
2. Walkability.
3. No deceleration lane.
4. Frontage.

In Opposition:

1. Jacqui Carlyle, 1200 Rucker Rd, Alpharetta, GA.
2. Donald Postles, 1590 Harvest Ln, Alpharetta, GA.

Concerns:

1. Stormwater.
2. Proximity of retention pond to individual property.
3. Traffic Increase without road improvements.

Applicant gave a rebuttal:

- Location of Stormwater Pond.
- Requirements of Stormwater runoff.
- Redo Dam to reduce overall water level.
- Other pond will be modified.

There was discussion from the Commission:

- Commended Applicant for working with residents.
- Stormwater Runoff Requirements
- Access to Development
- Traffic Study
- Local Standard for Road Widths
- Follows Future Land Use Plan
- Good Site Plan.

- ❖ Commissioner Zurinkas offered a motion to approve as presented by Staff.
 - Commissioner Reynolds seconded the motion.
 - Motion carried (6-0)

d. CLUP-24-04/MP-24-07/Z-24-12 Epic Design & Build Upper Hembree Townhomes

Michael Woodman, Planning & Development Manager, presented consideration of a comprehensive land use plan amendment, master plan amendment, and rezoning to allow 8 'For-Sale' townhome units on 1.127 acres. A master plan amendment is requested to the George Oswald Jr. Master Plan to add 'Dwelling, 'For-Sale', Attached' as a permitted use. A comprehensive land use plan amendment is requested from 'Professional Business Office' to 'High Density Residential' and a rezoning is requested from O-I (Office-Institutional) to R- 8A/D (Dwelling, 'For-Sale', Attached/Detached, Residential). The property is located at 0 Upper Hembree Road and is legally described as being located in Land Lot 550, 1st District, 2nd Section, Fulton County, Georgia.

- George Oswald , JR. Master Plan approved in 1988.
- Location Map
- Site Plan
- Parking Requirements
- Trees/Tree Saves
- Renderings
- Comprehensive Land Use Amendment Review Criteria
- Standards for Zoning Changes and Master Plan Amendments

Staff's recommendation is to Deny CLUP-24-04/MP-24-07/Z-24-12 request for comprehensive land use plan amendment, master plan amendment and rezoning.

Deny CLUP-24-04/MP-24-07/Z-24-12 Epic Design & Build/Upper Hembree Townhomes request for comprehensive land use plan amendment, master plan amendment, and rezoning.

If approval is considered, the following conditions:

1. The 1.127-acre property shall be zoned 'R-8A/D' and shall be developed substantially as depicted on the site plan prepared by LDP Design Group, revised 7/30/24, except for modifications required to comply with these conditions. However, lot yield depicted is not guaranteed and subject to meeting all City code requirements and conditions of zoning.
2. The comprehensive land use plan designation of the property shall be 'High Density Residential'.
3. Maximum density shall not exceed 6.21 dwelling units per acre.
4. 'Dwelling, 'For-Sale', Attached' shall be added as a permitted use in the George Oswald Jr. Master Plan.
5. Architecture and materials shall be developed substantially similar to the submitted renderings, subject to final approval by Staff.

6. There shall be no impacts within the 15' natural buffer along the west, south and east property lines and buffer shall be replanted where sparse, with final approval by Staff.
7. Developer shall provide a minimum 15' undisturbed buffer along the north property line adjacent to Alpha Medical Plaza. The buffer shall be averaged to offset the encroachment of the alley on the eastern side of the property. Existing trees shall be preserved, where possible, and the remaining areas planted to City buffer standards, with final approval by Staff.
8. In order to accommodate safe passage, developer shall re-align the shared driveway on the adjacent property to the north, with final approval by Staff. A sidewalk connection shall be provided along the shared driveway between the subject property and the sidewalk along Upper Hembree Road, with final approval by Staff.
9. During the LDP review, developer shall provide AutoTURN simulation results illustrating safe vehicular movements of all vehicular classifications can be made with the proposed roadway widths on either side of the stub outs, as approved by Staff.
10. Alley shall be private and maintained by the HOA. Decorative lighting shall be required throughout the development.
11. Developer shall save trees as depicted on the site plan prepared by LDP Design Group, revised 7/30/24. In addition, developer shall save the following trees: #68 (16" hardwood), #124 (10" hardwood), #164 (10" hardwood), and #167 (19" hardwood). CRZ impacts shall not exceed 20%, as approved by Staff.
12. Developer shall make reasonable efforts to tie directly to an existing stormwater pipe including obtaining easements and agreements from the neighboring property. If direct tie-in is unavailable, developer shall seek written permission to place the outfall pipe off-site as depicted on the site plan. If permission is not granted for the off-site outfall pipe, daylighting the pond outfall pipe shall be done at least 20' from the property line. Stormwater management shall not be placed in an underground system.
13. No more than 1 residential unit shall be permitted to be rented, as recorded in the HOA's declarations and covenants.

The Applicant presented:

- Believes site is inferior for office development.
- Not walkable..
- Undeveloped for 35 years.
- Amount of Townhomes..
- Tree Save Plan.
- Stormwater Standards.
- Provides a needed housing product..
- Will work on Architecture.

There was discussion from the Commission:

- Number of units..
- No Adjacent Townhomes..
- Residential in Roswell, GA..
- Rate of redevelopment in last decade.
- Existing Office, Dumpster, Exterior Lighting.

Public Comment:

In Favor:

1. Wafa Aboussaf, 1105 Upper Hembree Hembree Rd, Alpharetta, GA

In Opposition:

1. Micheal Griffin, Roswell, GA

Concerns:

1. Stormwater Flow.
2. Proximity to his property.

Applicant gave a rebuttal:

- 15' natural buffer.
- 35' of building separation.
- 20' Parking Depths.
- Stormwater issues will be addressed at LDP.

There was more discussion from the Commission:

- No compelling reason to change Comprehensive Land Use Plan.
- Creating an island in the middle of a single family development and office units.
- Master Plan details.
- Current use appropriate.
- Does not meet Criteria to change.

- ❖ Commissioner Manley offered a motion to deny.
 - Commissioner Stratton seconded the motion.
 - Motion carried (6-0)

e. CU-24-07 Between the Trees District

This request was deferred by the applicant and was not considered at this meeting.

Consideration of a conditional use to allow a 'Special Event Facility' on 1.76 acres in the Downtown. A conditional use is requested to allow a 'Special Event Facility' for Between the Trees District which includes the construction of a 2-story, 7,500 square foot event building, re-use of 2 historic structures, an outdoor amphitheater, and an additional restaurant building. The property is located at 48 Old Roswell Street and 54 Roswell Street and is legally described as being located in Land Lot 1269, 2nd District, 2nd Section, Fulton County, Georgia.

7. ADJOURNMENT

Chair Kung'u adjourned the meeting at 8:22 p.m.