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**City of Lilburn
Planning Commission Meeting Minutes
February 27, 2020**

DRAFT

**Lilburn City Hall, 340 Main St., Lilburn, GA 30047
Work Session at 7 p.m.
Public Meeting at 7:30 p.m.**

2/27/2020 - Minutes

1. Roll Call
Present: Hugh Wilkerson, Michelle West, Aaron Passman, Emil Powella, Joe Gennusa
Absent: None
Quorum Present: Yes
Staff Members Present: Joellen Wilson- Director of Planning. Kristen Rodriguez- Planning Assistant
2. Call To Order
7:35 PM by Hugh Wilkerson
3. Approval Of Agenda
Motion by Joe Gennusa. Second by Emil Powella. All for.
4. Approval Of Minutes
 - 4.I. Planning Commission Meeting Minutes From January 23, 2020
 - 4.II. Motion by Emil Powella. Second by Joe Gennusa. All for.
5. Old Business
 - 5.I. None
6. New Business
 - 6.I **SUP-2020-02.** Application of Tiffney Rayford Jackson for a Special Use Permit for a personal care home on property zoned R1 (Residential) comprising 0.3 acres located at 735 Jacksons Mill Way, being in District 6, Land Lot 159, Parcel 161.

Staff presented the application and summarized analysis. Staff recommended Approval of the SUP with Conditions as follows;

1. There shall be no modifications or additions to the house to accommodate additional guests without rezoning.
2. The SUP shall apply only to the current owner who is also the manager. The SUP shall be void if management is proposed by a party other than the owner or if the property is sold or otherwise transferred or leased.

Applicant presented summary of plans for ownership and management of the property and the business.

Discussion followed regarding allowances and management of a small group home within an established subdivision. Planning Commission members asked various questions as to who would be caring for patients in 24 hr. period, how 3 bedrooms accommodate 4 residents and 1 on-site manager, how often the owner would be there, and whether this would be her full time job? Applicant responded that even though she would not be living in the home, she and future trained employees will be there in overlapping shifts to care for residents, there will be one resident per bedroom (3) until the business grows but there is room for two in the master bedroom, and the on-site manager could rest on a pull-out sofa. Owner will be there almost every day to start, then 4 days a week until more employees are trained, and she intends for this to be her full time job eventually.

Commission members voiced concern over the home being used as a business, and applicant responded that it will continue to operate as a home to the patients, and that she will continue to manage it and maintain the residential character of the house and grounds.

Public comments

Hugh Wilkerson opened the floor to public comments. There were none.

Additional discussion followed regarding treatment of a previous Personal Care Home case and the potential precedent of approving a small group home in R-1 that is not owner-occupied. Director responded to questions posed by several members as to how City might enforce the expiration of the SUP and how City would be made aware of any sale or leasing agreements, but there was no consensus as to language for additional conditions. Applicant added that she would be on site more often than when she was renting the house. She is agreeable to conditions of zoning that might require her to report ownership status annually or prohibit her from transferring or selling the property with the business.

Michelle West **motioned to table the case until the next scheduled PC meeting March 26, 2019** in order to research the previous Personal Care Home zoning case files and allow staff to respond to the intent of conditions to require the applicant to reside in the house. Second by Joe Gennusa. Emil Powella for. Aaron Passman voted against. Motion carries.

7. Adjournment

Motion to adjourn by Michelle West. Seconded by Joe Gennusa. All for. Meeting adjourned at 8:19 PM.

Approved this _____ day of _____, 20__.

Hugh Wilkerson, Planning Commission Chair