City of Lilburn
Special Called Planning Commission Meeting Minutes

May 30th, 2024

DRAFT

Lilburn City Hall, 340 Main St., Lilburn, GA 30047

Board Members:
Hugh Wilkerson, Chair
Kenneth Stephenson
Joe Gennusa
Beanie Danos
James Hampton

A work session was held prior to the regular scheduled meeting, at 7:00 p.m., to allow the board members to discuss this evening’s agenda items. No other items were discussed and no actions were taken.

5/30/2024 - Minutes

I. Call to Order

Chair calls the meeting to order at 7:34 PM

II. Roll Call

Present:

- Chairman Hugh Wilkerson
- Board member Beanie Danos
- Board member James Hampton
- Board member Kenneth Stephenson

Absent:

- Board member Joe Gennusa

Staff Members Present:
III. Approval of Agenda

Motion to approve the agenda by Board member James Hampton. Second by Board member Kenneth Stephenson. All for.

IV. Approval of Minutes

1. Draft March 28, 2024 Planning Commission Meeting Minutes

Chair asks for a motion to approve the MARCh 28th, 2024 Planning Commission Meeting Minutes.

Motion to approve the meeting minutes by Board member James Hampton. Second by Board member Kenneth Stephenson. All for.

V. Old Business

VI. New Business

1. RZ-2024-01

Chair introduces the case, asks Planning Manager to present the case.

Planning Manager describes the development of the parcels and zoning history through the years. Describes surrounding zoning as R1, Low-Density Residential and Mixed Use on the adjacent corner. Planning Manager further states that all surrounding properties have developed with Low-Density Residential uses, except the adjacent Mixed Use Development.

Describes the Applicant’s intent as presented in the submitted Development Summary and Letter of Intent. Describes the specifics of the applicant’s proposal and compares them against the requirements found in city code. Planning Manager compares the applicant’s proposal against the requirements of the Mixed Use Zoning District and the Attached Townhome units’ requirements. States that the applicant’s proposal is in conformance with some standards in these code sections, but that missing info renders some undeterminable, and others do not comply with established requirements. Describes the flexibility afforded via the Mixed Use District and states that while the proposal generally complies with the MU District standards, the applicant should utilize the Attached Townhome Ordinance as a baseline for site design and architectural standards. Planning Manager lists standards Applicant is not in compliance with:

- Elevation treatments with architectural features (though specifies late elevation changes were submitted but could not be utilized in this staff analysis due to their late submission two days before the hearing)
- States that additional architectural features may be accommodated but no color elevations have been submitted, so compliance cannot be determined, Planning Manager requests color elevations from the Applicant.
- Sidewalks internal to the development
- Dimensional requirements for rear entry garages
- Centralized Mail Kiosk
- 30-foot-wide landscape strip and no-access easement
- Location of utilities
Planning Manager reads the criteria for map amendments found in city code. States that staff feels the applicant’s proposal is largely in conformance with the standards for rezoning though the uncertainty of the end-user for commercial tenant spaces could change these responses.

Planning Manager recommends Tabling the applicant’s proposal to allow them time to refine the site plan better and recommends the applicant address the following:

- Provide for a 30’ landscape strip along exterior street frontages and accommodate all standards in the Attached Townhome Units ordinance.
- Provide site plan anticipating standard 200’ deceleration lane likely to be required by Gwinnett County DOT for all-way access driveway on Killian Hill Rd.
- Suggests utilizing buffer standards for buffers between Commercial and Residential uses.
- Provide color elevations

Planning Manager states that all public notice requirements were met and that staff received one verbal public comment on the day of the hearing, but that the citizen is in attendance to make their comment.

Chairman Wilkerson asks the applicant if they would like to present.

Steve Wilson, representative of the Applicant, states that he has provided an updated site plan to Planning staff that accommodates all of the city’s comments but that time did not allow for it’s inclusion in the analysis.

Concurs with staff’s recommendation to table the case.

Applicant describes that he has talked to a lot of homeowners to gauge their concerns. Describes the elevated architectural standards and treatments that this proposal brings to Lilburn. Describes the worse impacts to the school system a traditional single-family development would bring.

States that he thinks they are very close to conformity.

Asks for time to describe the proposal and the benefits it brings.

Board member Beanie Danos asks a question of the Applicant. Describes the desire from the citizenry to have better commercial development in the city. Describes difficulty of vacant commercial spaces finding tenants. Asks what the applicant has done to address this and how far in the process they are. States hesitance around size of tenant spaces and concern that the commercial component won’t bring what Lilburn citizens want.

Applicant states that he has done this for 50 years. States they envision bringing types of restaurants Lilburn citizens have to travel for. Mentions specifically a steak house and breakfast place. Describes difficulty in getting agreements from prospective tenants without an approval.

Applicant further states that the tenant spaces are malleable and ultimately will be determined by the end user. Describes constructing shell and determining tenant spaces when users are determined. States that MU district is subject to Master Concept Plan and that the tenant spaces are currently sized to provide flexibility. States that the bottom floor is for restaurants and retail, the top floor is office space. Emphasizes intent to hold spaces until the correct tenant is secured. But if a business wanted to occupy the whole building, they wouldn’t say no.

Chair asks if there are other questions form the board.

Chair opens the Public Comment.

Asks if anyone from the public is here to speak in favor of the development. None are.
Chairman Hugh Wilkerson

Provide for a 30 foot sidewalk internal to the development.

Provide site plan anticipating standard dimensional requirements for rear entry garages.

Matthew Ferreira, City Planner

States that additional architectural features may be accommodated but no color elevations were submitted but could not be utilized in this staff analysis due to their late submission two days prior to the staff meeting.

Board member Beanie Danos

30 foot color elevations are unnecessary and may cause the property to adhere to the wrong architectural standards and treatments that this proposal brings to Lilburn. Describes the elevated architectural standards and treatments that this proposal brings to Lilburn. Describes the desire from the citizenry to protect the character of Lilburn.

Reid Turner, Planning Manager,

Suggests utilizing buffer standards for buffers between Commercial and Residential uses. Staff received no response to certified mail sent to the property owner. Property owner has repeatedly stated his intent to utilize the property residentially.

Chair asks for staff report from Planning Manager. Planning Manager described the current zoning of the property and Code Enforcement cases on the property. States that while the property is in U.S. 29 overlay zoning, he states that he is required to build commercial because of phasing requirements.

Motion to Table RZ 02 was made by Board member Beanie Danos.

Steve Wilson, representative of the Applicant, states that he has provided an updated site plan to the City of Lilburn.

Chair asks for those who wish to speak against the proposal.

Virgil Ponzoli representing members of the Windsong Lane neighborhood (directly behind the proposed development) comes to the stand to make his comment.

Mr. Ponzoli describes the traffic issues already present on Killian Hill and Arcado and the impacts to residents of Nantucket and adjacent neighborhoods. Describes development down Killian Hill, Annsbury Park and states there are over 100 units being developed. States that in addition to this, the school traffic, and the Preserve at Killian Hill cause additional impacts. Asks when will it stop? Asks if city will wait for roads to be built.

States disagreement with Staff’s analysis that the proposal won’t adversely affect the usability of surrounding properties. Asks if anyone asked the surrounding properties.

States concern over empty spaces and the unknown impacts of unknown commercial users.

States that a dedicated left turn lane was promised to citizens at the Preserve but never provided. Thinks tabling the item is a bad idea and pushing the issue down the road.

Chair notifies Mr. Ponzoli that his time is up.

My Ponzoli asks if someone else will cede their time to him.

Someone in the audience states they will.

Mr. Ponzoli continues and asks if the public has ever seen the 2024 Comprehensive Plan.

Board Member James Hampton states that members of the public were on the steering committee and that there were multiple public hearings regarding the Comprehensive Plan.

Board Member Kenneth Stephenson also states that the plan is available on the city’s website.

Citizen Steps to the podium. States he lives in Nantucket and recently moved back to take care of his mother. States he was shocked to see all of the townhomes around Nantucket. Says he has a 7-year-old child and states concerns around using Nantucket as cut through and impacts to children. Says the zoning should be honored. Reiterates that we should continue to focus on Downtown Lilburn. Has concerns over whether retail will be built.

Richard Spalding steps to the podium.

Mr. Spalding says he doesn’t believe Lilburn should be stagnant and he does not believe we are stagnant. States that he thinks Lilburn is growing too fast. Says it should stay in the 5 year plan.

Justin from Windsong Lane steps to the podium. States that 30 feet between developments is not enough. Says no one wants a new establishment within 30 feet of where they leave. Says it is uncomfortably close and that his 5-year-old can throw a rock 30 feet.

Chairs asks if there are other public comments.

Hearing none, chair closes the public comment section. Asks the applicant if he would like to respond to the public comments.

Applicant agrees traffic is worse btu states that single-family homes would make traffic worse. Regarding vacancy, he states that he is required to build commercial because of phasing requirements in City Code. States that downtown is substantially full. Pushes back on the statement that 30 feet is
standard for development and that many home shave less space between them.

Chair asks if board members would like to make any comments.

Board member James Hampton states that the Planning Commission is a recommending board, ultimately the decision will be made by City Council.

Chair asks for a motion

Motion to Table RZ-2024-01 was made by Board member Kenneth Stephenson.

Seconded by Board member Beanie Danos. All for. Motion passed at 8:13pm

2. **RZ-2024-02**

Chair asked for staff report from Planning Manager. Planning Manager described the current zoning of property and further described historic zoning, and past development. Describes recent development and Code Enforcement cases on the property. States that while the property is in U.S. 29 overlay district, the surrounding area and all other properties on Burns Rd have primarily developed in a residential pattern. Evaluated the case against standards for amendments to the zoning map, staff feels that the proposal complies with these standards. Planning Manager establishes that the rezoning supports recent development and use of the property.

Staff recommend approval of RZ-2024-02

Chairman asked if there were any questions from board members.

Board Member Stephenson asked if staff had any discussion with property owner. Asks if the property owner has intent to use property for anything beyond single-family residence.

Planning Manager responded that Property owner verbally agreed to proposed rezoning, but that city staff received no response to certified mail sent to the property owner. Property owner has repeatedly stated his intent to utilize the property residentially.

Chair asks if there is any public comment.

Hearing none, Chair closed public comments section at 8:21

Motion to approve RZ-2024-02 was made by Board member Beanie Danos..

Seconded by Board member James Hampton. All for. Motion Passed at 8:22pm

3. **Zoning Ordinance Text Amendment**

Chairman asked for staff report from Planning Manager. Planning Manager described general application and proposed amendments to ordinance text.

Chairman opened public comments section.

Hearing none, Chair closed public comment

Motion to approve Zoning Ordinance Text Amendments was made by Board member James Hampton.

Seconded by Board member Kenneth Stephenson. All for. Motion passes 8:24
VII. Adjournment

Motion to adjourn by Board member James Hampton. Seconded by Board member Beanie Danos. All for. Meeting adjourned at approximately 8:25 PM.

Approved this _____ day of ____________________, 2024.

Hugh Wilkerson, Planning Commission Chair

ATTEST:

_________________________________
Reid Turner, Secretary