

CITY ADMINISTRATOR

Michael E. Parks

PLANNING COMMISSION AGENDA May 15,2024 1 Auburn Way

6:00 p.m.

PLANNING COMMISSION

Kim Skriba Carolyn Wade Bo Bland Jon Gomolak Robert Yoe

CALL TO ORDER:

APPROVAL OF AGENDA

APPROVAL OF MINUTES - March 20, 2024

OLD BUSINESS TABLED FROM LAST MEETING, March 20, 2024 -Presented by McQuade, City Planner

1. Case: OAR 24-001, Sullins Engineering, LLC has submitted an application for review in accordance with the provisions of the Auburn Downtown Overlay District Architectural Review (17 .91.070) for approval of a site plan, landscaping & building design including elevations & architectural details of a proposed townhome development located on a portion of 0 6th Street (Tax Parcel AU1 121 pt).

NEW BUSINESS- None

Citizen Comments Announcements Adjournment

Agenda subject to change...



<u>Mayor</u> Richard E. Roquemore City Council
Robert L. Vogel III
Taylor Sisk
Jamie Bradley
Joshua Rowan

City Administrator
Michael E. Parks

Planning & Zoning Commission Meeting Minutes March 20, 2024

Meeting Called to order by Chairwoman Kim Skriba

Approval of the agenda, all in favor, motion carried.

Approval of minutes from March 20,2024, motion to approve, 2nd - all in favor.

Public Hearing Procedures read by Chairwoman Skriba

Old Business presented:

Case: OAR 24-001, Sullins Engineering, LLC has submitted an application for review in accordance
with the provisions of the Auburn Downtown Overlay District Architectural Review (17.91.070)
for approval of a site plan, landscaping & building design including elevations & architectural
details of a proposed townhome development located on a portion of 6th Street (Tax Parcel AU1
121 pt).

Sarah McQuade-City Planner stated applicant requested to table application prior to the meeting due to applying for a variance that is scheduled to be heard by the Zoning Board of Appeals for May 8, 2024 and made the recommendation that the item be tabled until after the ZBOA meeting.

Motion was made to table until May 15, 2024, 2nd-all in favor until May 20, 2024, meeting.

Chairwoman Skriba read the new item on the agenda City of Auburn Commercial Parking Ordinance 17.100.50.

City Attorney Jack Wilson presented the Proposed Amendment of the Commercial Vehicle Ordinance to the Commission Members explaining that they could make recommendations to the changes in the ordinance.

Public Comment was made by C. Sewell about a poll he took and a few comments on the truck ordinance.

COMMUNITY DEVELOPMENT DEPARTMENT



CITY OF AUBURN 1369 FOURTH AVENUE **AUBURN, GA 30011** PHONE: 770-963-4002

www.cityofauburn-ga.org

<u>MEMORANDUM</u>

TO: Planning & Zoning Commission Members

FROM: Sarah McQuade, City Planner

DATE: May 13, 2024

RE: Auburn Downtown Overlay District - Architectural Review

Dear Planning & Zoning Commission Members,

During the March 12, 2024, meeting, the Planning & Zoning Commission voted to table the application (OAR24-001) until the next regularly scheduled meeting, at the applicant's request. The applicant requested to table the item so they could pursue a variance from the front façade design standards of the Auburn Downtown Overlay District (ADOD, 17.91).

Since then, the applicant has applied for a variance from the front façade design standards found in Sec. 17.91.050(2)(b)(i) which requires a minimum of seventy-five percent of the street-facing building façade between three feet and eight feet in height must be comprised of clear windows that allow views of indoor space or product display areas.

At their regularly scheduled meeting on May 10, 2024, the Zoning Board of Appeals voted to table the item to their June meeting, scheduled for June 12, 2024. The item was tabled so the applicant could redesign the proposed townhomes to be more in accordance with the ADOD design standards.

The applicant has requested that the OAR review before you be tabled until June 19, 2024.

Staff recommends that this item be tabled to the regularly scheduled June meeting of Planning & Zoning Commission meeting so that a decision on the requested variance has been made by the Zoning Board of Appeals.

If you have any questions or need any additional information, please do not hesitate to contact me.

Thank you.

CC: Mayor and Members of City Council

> Michael Parks Jack Wilson

COMMUNITY DEVELOPMENT DEPARTMENT



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MEMORANDUM

TO:

Planning & Zoning Commission Members

FROM:

Sarah McQuade, City Planner

DATE:

March 12, 2024

RE:

Auburn Downtown Overlay District - Architectural Review

Dear Planning & Zoning Commission Members,

During the February 21, 2024, meeting, the Planning & Zoning Commission voted to table the application (OAR24-001) until the next regularly scheduled meeting, at the applicant's request. The applicant requested to table the item so they could address components of their proposal which did not meet the requirements of the Auburn Downtown Overlay District (17.91) standards.

Since then, the applicant has applied for a variance from the front façade design standards found in Sec. 17.91.050(2)(b)(i) which requires a minimum of seventy-five percent of the street-facing building façade between three feet and eight feet in height must be comprised of clear windows that allow views of indoor space or product display areas.

This item will be heard by the Zoning Board of Appeals at their regularly scheduled meeting on May 10, 2024.

Staff recommends that this item be tabled until the regularly scheduled May meeting of Planning & Zoning Commission meeting so that a decision on the requested variance has been made by the Zoning Board of Appeals. The meeting is scheduled for May 8, 2024.

If you have any questions or need any additional information, please do not hesitate to contact me.

Thank you.



COMMUNITY DEVELOPMENT DEPARTMENT CITY OF AUBURN

1369 FOURTH AVENUE AUBURN, GA 30011 (770) 963-4002

www.cityofauburn-ga.org

OAR # 24-001

DOWNTOWN AUBURN OVERLAY DISTRICT ARCHITECTURAL REVIEW

In accordance with provisions of the Auburn Downtown Overlay District regulations, new buildings, exterior improvements to existing buildings, landscaping, signage, and site planning must be approved by the Auburn Planning and Zoning Commission before issuance of a building permit.

SUBMITTAL REQUIREMENTS: 1 HARD COPY AND/OR DIGITAL COPIES OF EXTERIOR VIEWS, CONCEPT DRAWINGS, PHOTOS, LANDSCAPE PLAN, SITE PLAN, OR COLOR SAMPLES.

APPLICANT NAME: Sullins Engineering. LLC 1335 6th Street PROPERTY ADDRESS PHONE: 706-773-3849 EMAIL: JAKESULLINS@gmail.com PROPERTY OWNER: HBC Investments LLC ADDRESS: 5615 Colf Club Dive, Braselton, GA 30517 PHONE: _267-971-5662 EMAIL: __ IMPROVEMENT TYPE: (Check all that apply) _____ Existing Building New Building _____ Site Dev. PROJECT DESCRIPTION: Stx townhomes along 6th Aver The overall parcel of 1.95AC will be split in two with treet one being 0.59AC and tract two being 1.36AC. The six townhomes will be placed on tract one, once developed, the townhomes will be feesimple and split into individual parcels, HOA will be created for the yard and easement upher. of Townhomes will comply with the overlay color palette PLANNING & ZONING COMMISSION HEARING DATE: ________ 1361 FOURTH AVE (COUNCIL CHAMBERS) RECOMMENDATION: _____ APPROVAL ____ _____ APPROVAL W/ CONDITIONS _____ CONDITIONS: _ REVIEW COMPLETED: SIGNATURE: ___



City of Auburn Development Permit 1369 4th Avenue P.O. Box 1059 Auburn, GA 30011 (770) 963-4002 ext, 206 or ext, 208

Permit Number: OAR24001	Permit Issue Date: 01/24/24 Invoice #:
Application Id: 191694	Application Date: 01/24/24
Owner/Property, Details	
Owner Name: HBC INVESTMENTS LLC	Parcel Number: AU11- 121
Address: 5615 GOLF CLUB DR.	Location: 0 6TH ST
BRASELTON, GA 30517	Zoning:
	Total Square Ft. 0
	Use Туре:
Phone #:	Construction Type:
Contractor: SULLINS ENGINEERING LLC	Subdivision:
0 6th STREET CONCEPT PLAN RE	EV. Class of Work:
Address: 302 WEST MAY STREET	Valuation: 0.00
WINDER, GA 30680	New Construction Volume: 0
	Description of Work
	CONCEPT PLAN REVIEW FOR OAR AU11 121
Phone Number: (706)773-3849	
License #:	
Payments (Office Use Only)	
4	
	Required Inspections Will Be Checked, Inspector Signature Required
<u> </u>	Rough
3	☐ Final
	i i

NOTICE: NO INSPECTIONS WILL BE MADE UNLESS POSTED ON CONSTRUCTION SITE FACING STREET IN **PLAIN VIEW!**

FIS **Pay Direct**

Thank you for your payment.

Please print this receipt and keep it for your records.

Merchanl Specific:

SULLI005

Properly Location:

Owner Name:

Invoice Id: 12400107

Payment Amount:

\$500.00

Service Fee:

\$14.75

Total Payment Amount: \$514.75

Receipt Number:

3866310018

Transaction Date:

01/24/2024 11:50 AM

Payment Type:



Account Number: *2047

City of Auburn

01/24/24 12:50 Invoice Payment

Customer: SULLIO05

Haue: SULLINS ENGINEERING LLC

Invoice: 12400107 Peruit No: OAR24001

Item 1 Plan Review

500.00

500.00

Batch Id: 012424AP

Ref Hun: 23661 Seq: 13 to 13

Cash Auount:

0.00

Check Auount: Credit Anount:

0.00 500.00

Total:

500.00

PLANS FOR ADMINISTRATIVE REVIEW "AUBURN DOWNTOWN OVERLAY DISTRICT"





TOTAL AREA PROJECT: 1.95 ACRES TRACT 1 - 0.59 AC. TRACT 2 - 1.36 AC.

OWNER / DEVELOPER:

HBC INVESTMENTS, LLC SSIS GOLF CLUB DRIVE BRASELTON, GA 30SI7 CHRIS AND AMBER BALPER \$257-571-5562

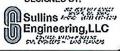
SHEET INDEX:

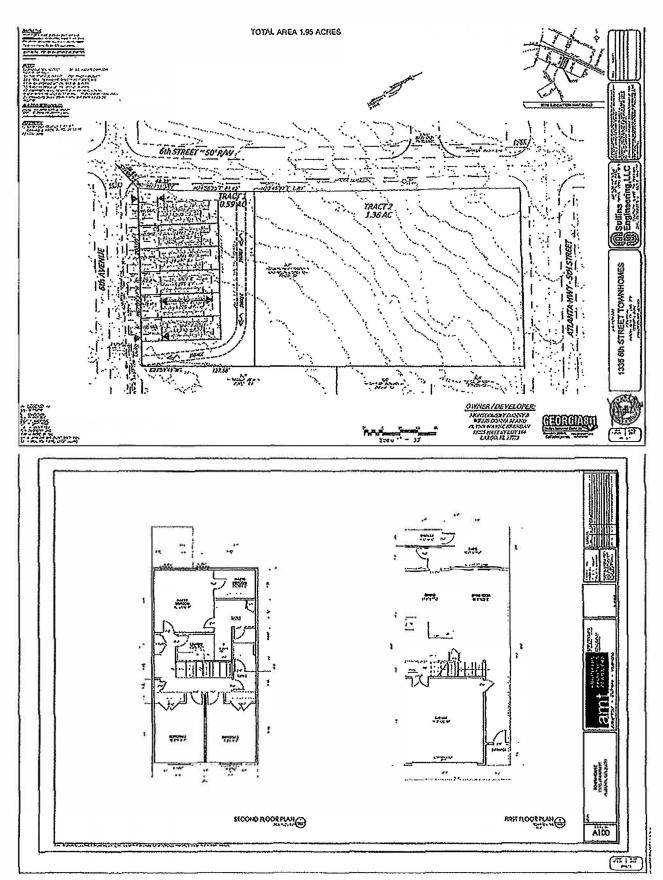
- 1. COVER SHEET
 2. SITE PLAN
 3. ARCHITECTURAL A100
 4. ARCHITECTURAL A200
 5. ARCHITECTURAL A201
 6. LANDSCAPE PLAN
- TREE INVENTORY & ANALYSIS

FUNDING: PRIVATE



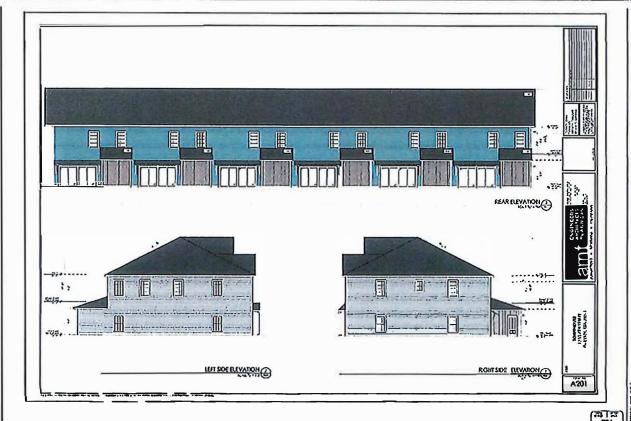
DESIGNED BY:



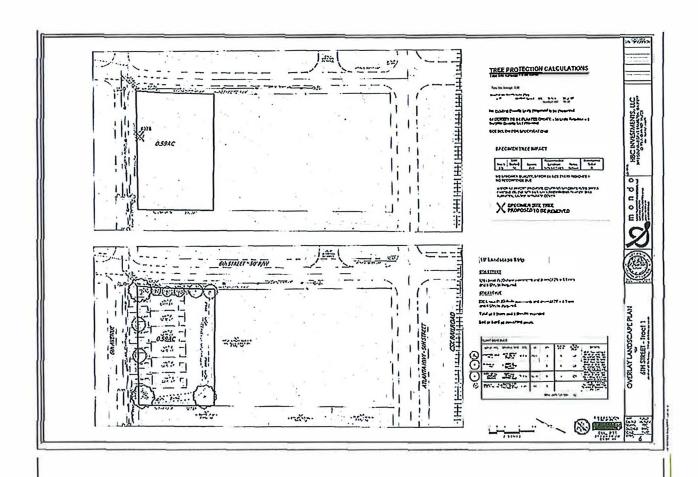


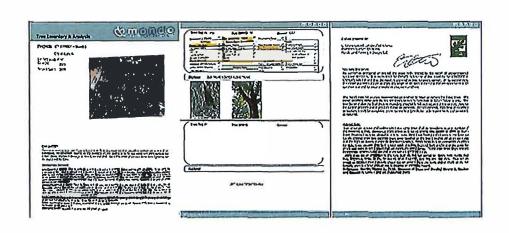
Public Hearing Date: February 21, 2024 | OAR24-001





Public Hearing Date: February 21, 2024 | OAR24-001





PLANS FOR ADMINISTRATIVE REVIEW "AUBURN DOWNTOWN OVERLAY DISTRICT"





TOTAL AREA PROJECT: 1.95 ACRES
TRACT 1 - 0.59 AC.
TRACT 2 - 1.36 AC.

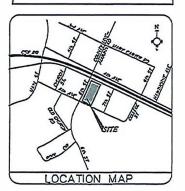
OWNER / DEVELOPER:

HBC INVESTMENTS, LLC 5615 GOLF CLUB DRIVE BRASELTON, GA 30517 CHRIS AND AMBER HALPER #267-971-5662

SHEET INDEX:

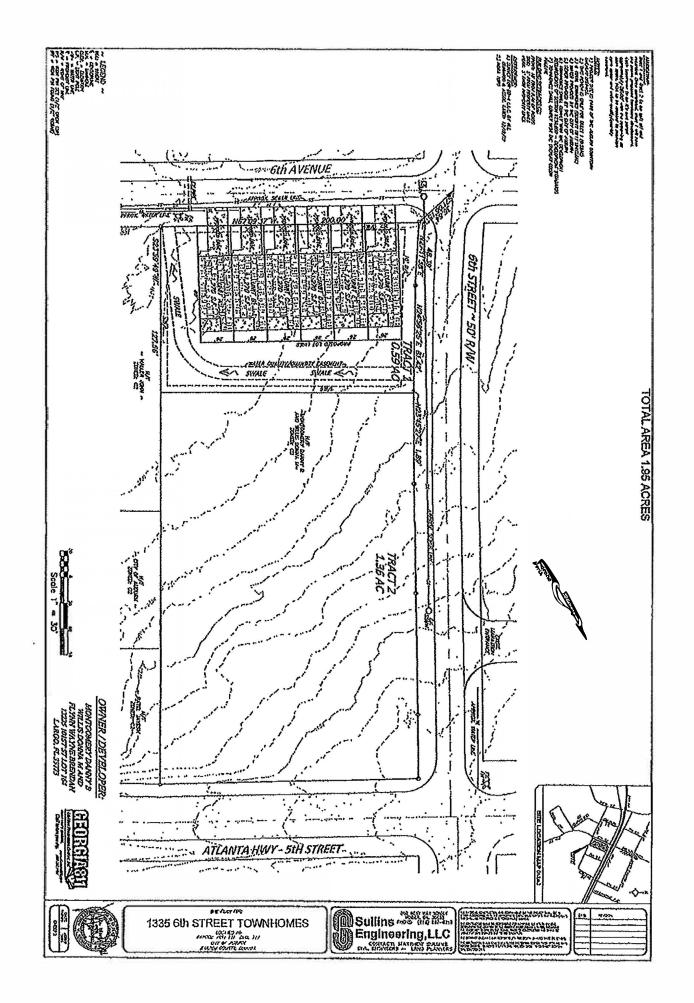
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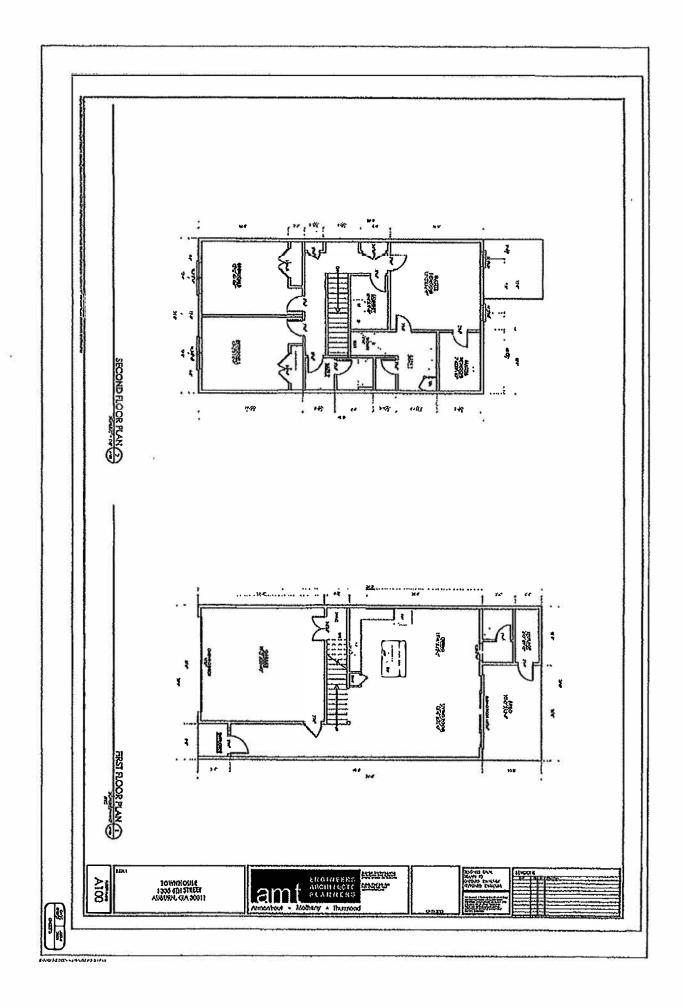
FUNDING: PRIVATE



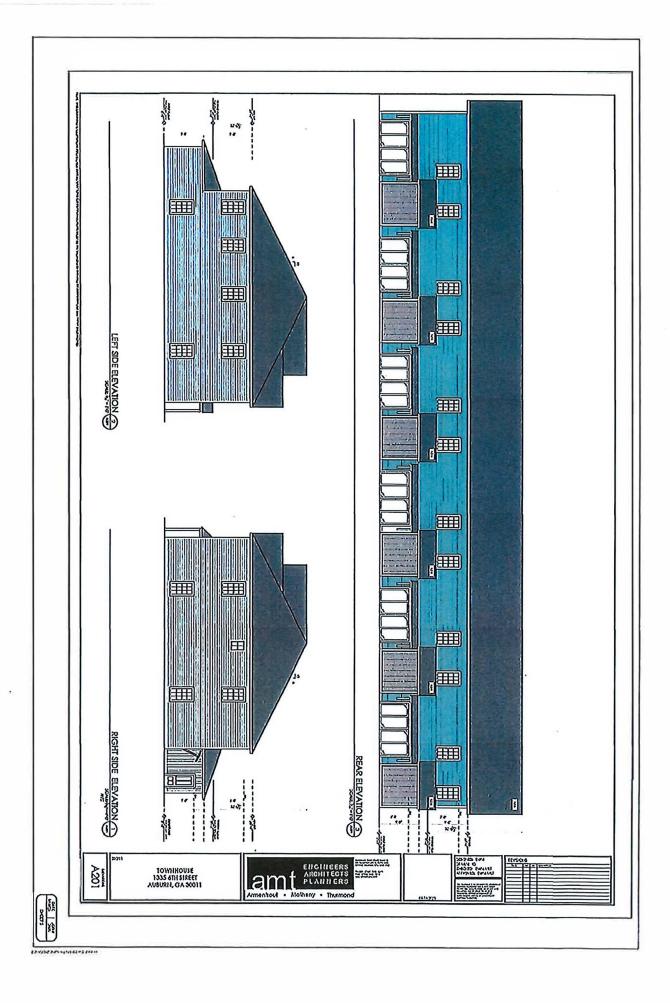
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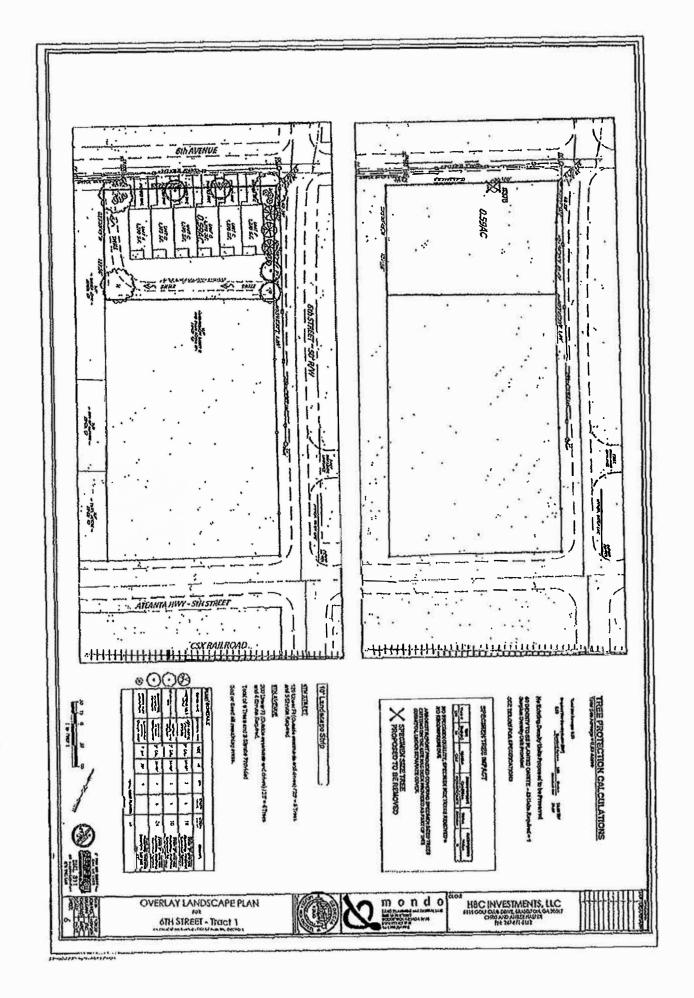


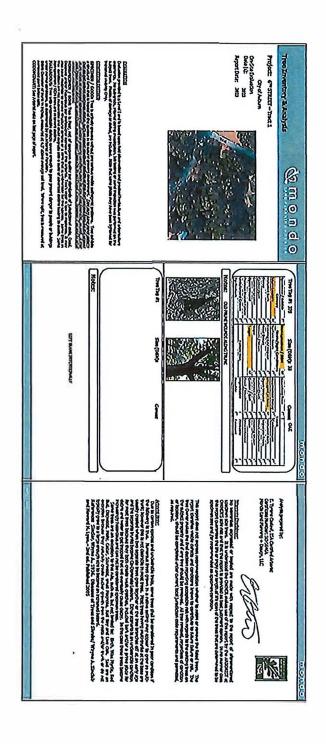












NOTICE OF PUBLIC HEARING

Notice is hereby given that the City of Auburn will conduct public hearings on a proposed amendment to the City's Zoning Ordinance, Section 17.50.100 regarding Commercial Vehicle Parking. The proposed amendment addresses parking commercial vehicles in residential districts in the City. A copy of the proposed amendment is available at City Hall.

The City of Auburn Planning Commission will meet on March 20, 2024 at 6:00 p.m. at the City Council Chambers, 1 Auburn Way, Auburn, Georgia 30011 and the Mayor and City Council will meet on Thursday March 28, 2024 at 6:00 p.m. at the City Council Chambers, 1 Auburn Way, Auburn, Georgia, 30011 to conduct public hearings on these matters. Public comment on these issues is invited and encouraged.