

## Staff Report

**Subject:** Sketch Plan (Fifth District)  
**Author:** Teresa Concannon, AICP, Planning & Zoning Manager  
**Department:** Development Services  
**Meeting Date:** July 19, 2022  
**Item Description:** **Linda Sims** as Agent for **Eric Edwards** requests approval of a **sketch plan** for: "ACTION OVERHEAD DOOR WAREHOUSES". Located at 1204 Mill Pond Road, zoned **I-1**, proposed zoning **B-3. Map# 446 Parcel# 7C**

### Summary Recommendation

Staff has reviewed the application, and recommends **approval** of a **sketch plan** for "Action Overhead Door Warehouses".

### Executive Summary/Background

- The request for approval of a sketch plan is a requirement of Appendix B – Subdivision Regulations, Article V-Plan and Plat Requirements, Section 5.1 – Sketch Plan. *The purpose of a sketch plan is to provide both the applicant and the county an opportunity to review the proposed development before significant financial resources have been invested. Therefore, the sketch plan does not require the certification of an engineer, surveyor, or other professional. Existing features, including water bodies, wetlands, and flood zone limits, are required to be surveyed for the sketch plan.* The proposed industrial development will be served by private well and septic system, as Springfield has declined service.
- The property is in the Springfield water & sewer service delivery area, but will be served by private well and septic system.
- The proposed development will include two buildings (3,200 sf & 6,000 sf) initially, as well as a future 3,250 sf building.
- A 30' vegetative buffer is included between the AR and B districts, and a 50' vegetative buffer between B and Industrial districts.
- At the March 3, 2022 pre-application meeting, we discussed buffers, stormwater management, the site development review process, and access management.
- The commercial development will be served by a single driveway on Ebenezer Road, with no access to Mill Pond Road. Access to Ebenezer Road / Hwy 275 will require a GDOT encroachment permit.
- Staff will follow-up with a Notice to Proceed summarizing requirements and recommendations.
- At the June 13 Planning Board meeting, Peter Higgins made a motion to approve the sketch plan for Action Overhead Door Warehouses.
- The motion was seconded by Alan Zipperer, and carried unanimously.

### Alternatives

1. **Approve** the **sketch plan** for "Action Overhead Door Warehouses".
2. **Deny** the **sketch plan** for "Action Overhead Door Warehouses".

**Recommended Alternative:** 1

**Other Alternatives:** 2

**Department Review:** Development Services

**FUNDING:** N/A

**Attachments:** 1. Sketch Plan Application 3. Aerial Photograph  
2. Sketch Plan 4. Springfield letter