

Staff Report

Subject: Sketch Plan (First District)
Author: Chelsie Fernald, Planner II
Department: Development Services
Meeting Date: July 18, 2023
Item Description: **Rogan DeMarco** requests approval of a **sketch plan** for “Windfield Parcel C&E Townhomes,” a 33-unit townhome subdivision. Located on Noel C Conaway Road, zoned **PD**. [Map# 352F Parcels# 1H&1J]

Summary Recommendation

Staff has reviewed the application, and recommends **approval** of a **sketch plan** for “Windfield Parcel C&E Townhomes,” a 33-unit townhome subdivision.

Executive Summary/Background

- The request for approval of a sketch plan is a requirement of 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.
- These parcels are located within Phase I of the Windfield Subdivision. The Planned Development Text for Windfield Subdivision was approved in 2004 and allows for Townhomes within the first phase of the development.
- At the March 13, 2023 pre-application meeting, staff and the applicant discussed access management, water/sewer connectivity, buffers, and stormwater management.
- This development will be served by County water, sewer & reuse.
- Access for the development will be off Conaway Road.
- A 25’ buffer will be provided along GA State Route 30 and Conaway Road; this buffer will include an existing berm.
- A total of 1.02 acres will be used for greenspace, equaling 33.2% of the total acreage.
- After Sketch Plan approval, staff will follow-up with a Notice to Proceed, summarizing requirements and recommendations.
- At the June 13, 2023 Planning Board Meeting, Mr. Alan Zipperer made a motion for approval, Mr. Peter Higgins seconded. The motion carried unanimously.

Alternatives

1. **Approve** the **sketch plan** for “Windfield Parcel C&E Townhomes”.
2. **Deny** the **sketch plan** for “Windfield Parcel C&E Townhomes”.

Recommended Alternative: 1

Department Review: Development Services

Attachments: 1. Sketch Plan Application

Other Alternatives: 2

FUNDING: N/A

2. Aerial Photograph 3. Sketch Plan