



**CITY OF FOREST PARK  
PLANNING COMMISSION MEETING**

Thursday, May 15, 2025 at 6:00 PM  
City Hall | 745 Forest Parkway, Forest Park, GA 30297

**Website:** [www.forestparkga.gov](http://www.forestparkga.gov)

**Phone Number:** (404) 366.4720

**PLANNING & COMMUNITY DEVELOPMENT**

785 Forest Parkway  
Forest Park, GA 30297

**MINUTES**

**Azfar Haque, Chairman**  
**Michael Clinkscales, Vice Chairman**  
**Roderick Jackson, Member**  
**Donald Williams, Member**  
**Lois Wright, Member**

**CALL TO ORDER/WELCOME:**

Chairman Haque called the meeting to order at 6:05 pm.

**ROLL CALL:**

**PRESENT:**

Azfar Haque  
Michael Clinkscales  
Roderick Jackson

**ABSENT:**

Donald Williams  
Lois Wright

**ALSO PRESENT:**

Nicole Dozier, Director of Planning & Community Development  
Danielle Matricardi, City Attorney  
SaVaughn Irons-Kumassah, Principal Planner  
Latemia Richards, Planner I  
Latonya Turner, Planning & Community Development Office Coordinator

**APPROVAL OF MINUTES:**

1. Approval of April 17, 2025 Meeting Minutes

Michael Clinkscales motioned to approve the minutes as presented. Roderick Jackson seconded the motion. Motion approved unanimously.

**OLD BUSINESS:** None**PUBLIC HEARING:**

2. **Case # RZ-2025-01 – Rezone Request for 5116 Sargent Street., Parcel # 13080A E005. The applicant, Terrell Rental Properties, LLC (Tony Terrell), is requesting a rezone of the .208+/- acre lot within the Single-Family Residential District (RS) to Two-Family Residential District (RT) to allow a two-family home/duplex in Ward 3.**

Background/History:

The applicant originally submitted plans in March 2024 for the reconstruction of an existing deck. However, subsequent plan revisions revealed a complete renovation of both the interior and exterior of the structure. Upon final inspection, it was determined that the property had been converted into a two-family dwelling, which is not permitted under the current RS (Single-Family Residential) zoning. No permits were issued for structural additions, and Clayton County continues to classify the property as a single-family residence. The applicant is now requesting rezoning to RT (Two-Family Residential) to bring the property into compliance with zoning regulations.

Staff recommends the following conditions:

1. Limit use to two dwelling units; no further subdivision or short-term rentals permitted.
2. Obtain all required occupancy permits, inspections, and business licenses before use of the second unit.
3. Submit plans to the Urban Design Review Board (UDRB) for review and approval of exterior design and landscaping; future changes require UDRB approval.
4. Update tax records with Clayton County to reflect two-family use and accurate square footage.
5. Provide two off-street parking spaces per unit, as required by zoning regulations.
6. Comply with RT zoning standards; variances needed for side setback (10 ft to 8.5 ft) and rear setback (30 ft to 5.2 ft).
7. Approval applies only to this property and does not set a precedent for other RS-zoned areas.

**PUBLIC COMMENTS: (All Speakers will have 3 Minutes)**

**Mr. Terrell** stated that all inspections for the property had been approved, and the zoning issue arose only when attempting to obtain temporary power for Unit B. At that point, it was discovered that the property was zoned for single-family use, despite the submitted and City-approved plans showing two electrical meters, panels, kitchens, and corresponding parking spaces, indicating a two-unit configuration. He noted that he is a licensed contractor and that he followed all proper procedures, including pulling permits and submitting plans that reflected the existing layout. He emphasized that the structure had likely undergone unrecorded changes over time, and his work was a renovation, not a conversion, as the duplex layout already existed prior to his involvement.

Roderick Jackson motioned to approve the request with the stated conditions. Michael Clinkscales seconded the motion. Motion approved unanimously.

**ADJOURNMENT:**

Michael Clinkscales motioned to adjourn the meeting at 6:28 pm. Roderick Jackson seconded the motion. Motion approved unanimously.

DRAFT