

Staff Report – Variance

Public Hearing Date: June 20, 2025

Case: VAR-2025-09

Current Zoning: Single Family Residential District (RS)

Council Ward: 5

Proposed Request: Variance Request to extend the permitted duration of temporary portable structures from six (6) months to twenty-four (24) months to allow the construction and use of the temporary structures as classrooms while construction is completed on the second floor of the school. The property is located within the Single-Family Residential District (RS) in Ward 5.

Staff Report Compiled By: SaVaughn Irons-Kumassah, Principal Planner

Staff Recommendation: Approval of variance with conditions

APPLICANT INFORMATION

Owner of Record:

Name: CSDC Facilities Corporation
5881 Philips Drive
Forest Park, GA 30297

Applicant:

Sankofa Montessori Inc.
5881 Philips Drive
Forest Park, GA 30297

PROPERTY INFORMATION

Parcel Number: 13112D A026 and 13112D A031

Acreage: 6.20 +/-

Address: 5881 Philips Drive.

FLU: Low Density Residential

ZONING CLASSIFICATIONS OF CONTIGUOUS PROPERTIES

Direction	Zoning & Use	Direction	Zoning & Use
North	RS: Single-Family Residential	East	Outside of the City Limits
South	RS: Single-Family Residential	West	RS: Single-Family Residential

SUMMARY & BACKGROUND

The subject property consists of two parcels located at 5881 Philips Drive, within the Single-Family Residential (RS) District in Ward 5. The combined acreage is approximately 6+/- acres. The applicant is requesting a variance to extend the permitted duration for temporary portable structures from six (6) months to twenty-four (24) months. The temporary structures are intended for use as classrooms to maintain educational continuity while construction is completed on the second floor of the existing school facility.

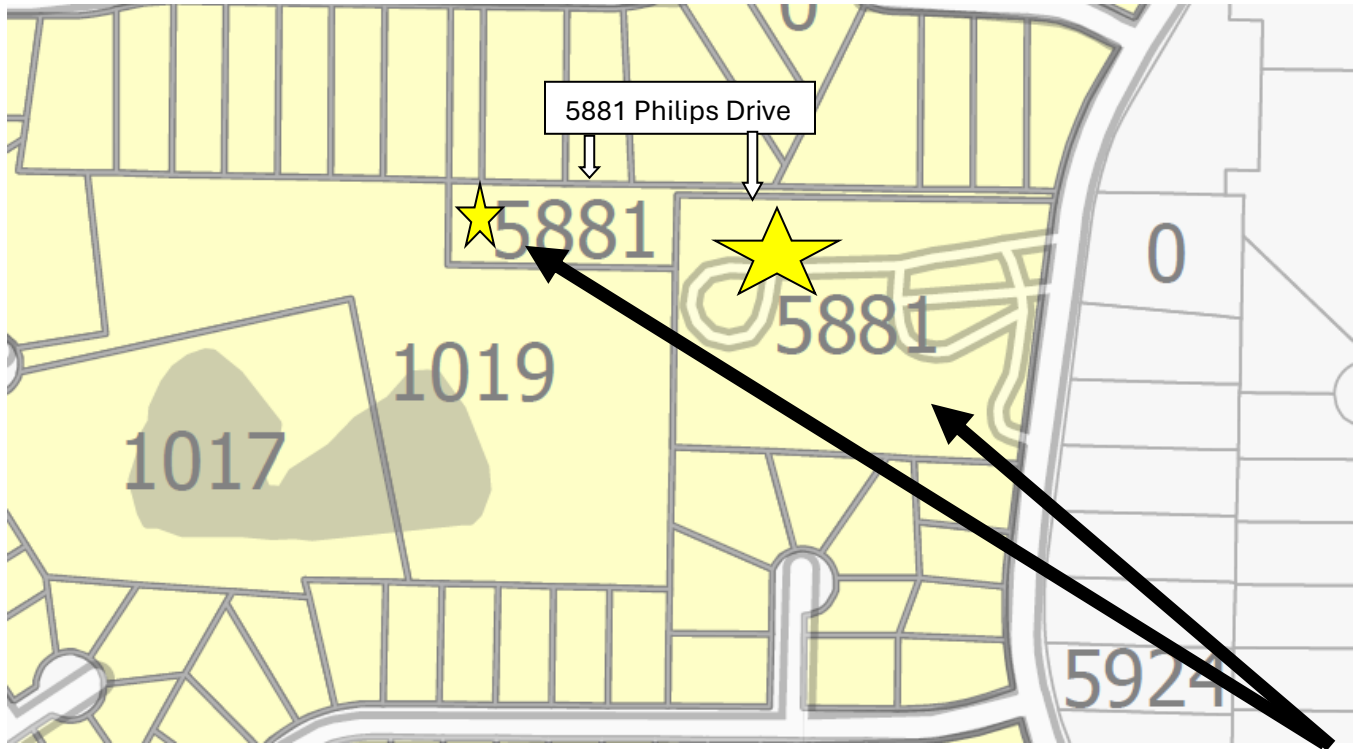
Per Sec. 8-8-76 – Temporary Building Standards, temporary buildings used in conjunction with construction work may only be permitted during the active period of construction and must be removed upon its completion. Additionally, Sec. 8-4-7 – Same; Extension of Time of Permit allows for an initial six (6) month temporary portable structure permit and, upon compliance with original requirements, a discretionary second six (6) month extension. However, the ordinance explicitly limits the maximum permitted duration to a total of twelve (12) months. As the applicant is requesting to extend the duration to twenty-four (24) months, this request exceeds the limits established by ordinance and therefore requires a variance from the Planning Commission.

Should this variance be approved, it would allow the temporary portable structures to remain in place for an additional twelve (12) months beyond the maximum time currently allowed by ordinance, supporting the school's efforts to continue operations during phased construction.

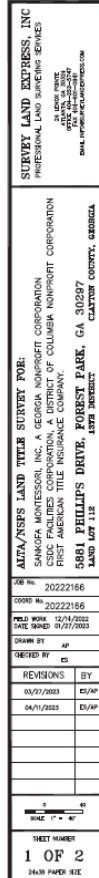
AERIAL MAP



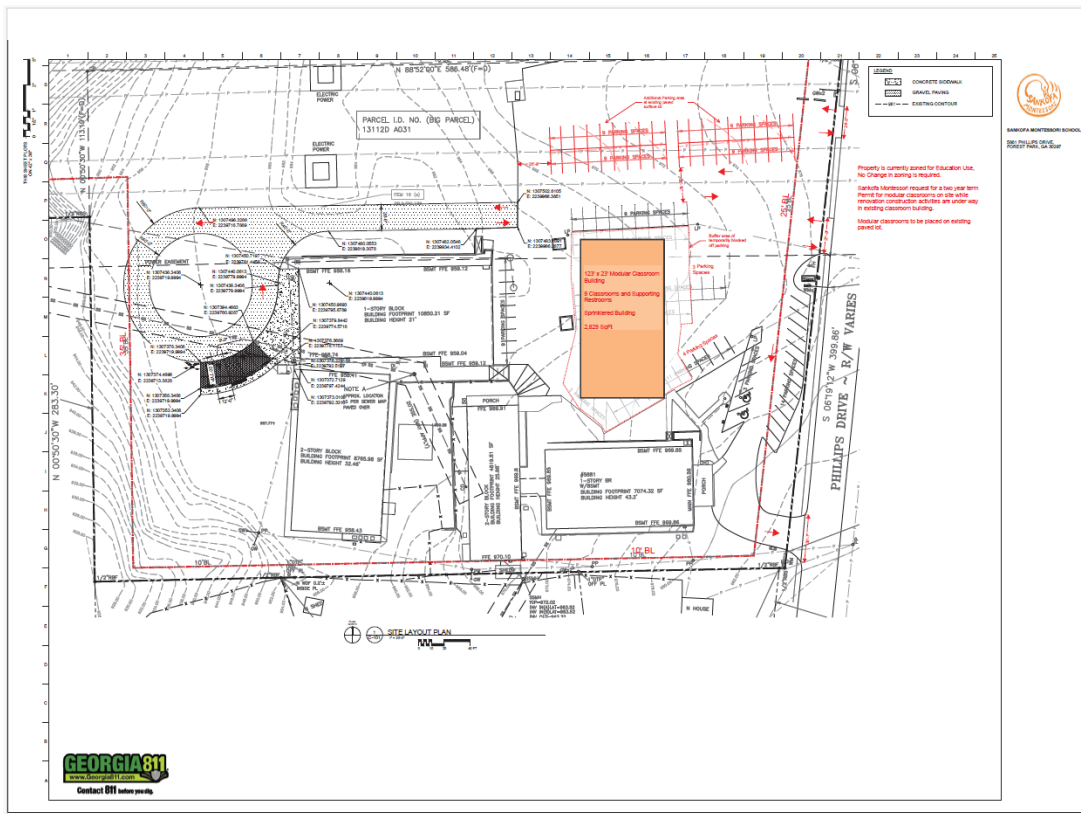
ZONING MAP



SURVEY



SITE PLAN



SITE PHOTOS





VARIANCE JUSTIFICATION

The Planning Commission may grant a variance from the development standards of this chapter in permittance under this chapter, if, after a public hearing, it makes findings of facts in writing, that:

1. The approval will not be injurious to the public health, safety, morals, and general welfare of the community, per Sec. 8-8-193. (a) (1) of the Code of Ordinances.
2. The use and value of the area adjacent to the property included in the variance will not be affected in a substantially adverse manner per Sec. 8-8-193. (a) (2) of the Code of Ordinances; and
3. The strict application of the terms of this ordinance will result in practical difficulty in the use of the property. This situation shall not be self-imposed, nor be based on a perceived reduction of, or restriction on, economic gain, per Sec. 8-8-193. (a) (3) of the Code of Ordinances.

STAFF RECOMMENDATION

Staff recommends **APPROVAL WITH CONDITIONS** of the variance to extend the permitted duration for temporary portable structures from twelve (12) months to twenty-four (24) months to allow their use as classrooms during ongoing construction of the second floor of the existing school facility located at 5881 Philips Drive.

The following conditions shall apply to the variance approval:

1. **Driveway Improvements:**

The applicant shall upgrade the existing gravel driveway in accordance with **Sec. 5-1-8 – Driveway Installations**. Specifically, all driveways must be constructed of concrete, asphalt, or an approved equivalent material, subject to design review and approval.

2. **Parking and Access Requirements:**

The applicant shall ensure that all on-site parking areas are:

- Clearly striped and visible,
- Constructed to meet current city standards, and
- Capable of accommodating the additional traffic generated by the temporary classroom structures.

3. **Temporary Structure Duration Limit:**

The placement of the temporary portable structures shall not exceed twenty-four (24) months from the date of permit issuance. No additional extensions shall be granted beyond this period without further Planning Commission review and approval.

4. **Construction Timeline Compliance:**

The applicant shall submit and maintain a construction schedule demonstrating ongoing progress toward the completion of the permanent school facility. If at any time construction ceases for more than 90 consecutive days without demonstrated cause, the City reserves the right to revoke the temporary structure permit.

5. **Permitting Requirements:**

The applicant shall obtain and maintain all required permits for both the temporary structures and the permanent construction work throughout the duration of the project. No occupancy or use of the temporary classrooms shall occur without proper approval and inspections.

6. **Code Compliance:**

All temporary structures must meet applicable building, fire, and accessibility codes. Necessary permits and inspections shall be obtained and completed prior to occupancy.

7. **Site Maintenance:**

The property, including the area surrounding the temporary structures, shall be kept in a clean and orderly condition. Adequate trash receptacles, lighting, and pedestrian access shall be provided for safety and operational efficiency.

8. **Neighborhood Notification:**

The applicant shall notify all adjacent property owners and neighborhood associations within 300 feet of the site of the variance approval and anticipated timeline for construction and removal of the temporary structures.

9. **Removal and Restoration:**

Upon expiration of the approved period, the applicant shall remove all temporary structures and restore the site to its original or improved condition, subject to inspection and sign-off by the City.

Attachments Included

- Justification Letter