



**CITY OF FOREST PARK
PLANNING COMMISSION MEETING**

Friday, June 20, 2025 at 6:00 PM

City Hall | 745 Forest Parkway, Forest Park, GA 30297

Website: 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:

Michael Clinkscales called the meeting to order at 6:08 pm.

ROLL CALL:

PRESENT:

Michael Clinkscales

Donald Williams

Lois Wright

ABSENT:

Azfar Haque

Roderick Jackson

ALSO PRESENT:

Nicole Dozier, Director of Planning & Community Development

Michael Huening, City Attorney

SaVaughn Irons-Kumassah, Principal Planner

Latemia Richards, Planner I

Latonya Turner, Planning & Community Development Office Coordinator

APPROVAL OF MINUTES:

1. Approval of May 15, 2025 Meeting Minutes

A motion to approve the meeting minutes from May 15, 2025, was made by Lois Wright, seconded by Donald Williams, and approved unanimously.

OLD BUSINESS: None**PUBLIC HEARING:**

2. **Case# VAR-2025-07 - Variance Request for 5116 Sargent Street, Parcel # 13080A E005.** The applicant, Terrell Rental Properties, LLC (Tony Terrell), is requesting a variance to allow the reduction of the side yard setback from the required ten (10) feet to eight and a half (8.5) feet, and to reduce the required rear yard setback from thirty (30) feet to five and two-tenths (5.2) feet to allow for the construction of a two-family home on a property currently located within the Single-Family Residential District (RS), with a proposed zoning change to the Two-Family Residential District (RT), in Ward 3

Background/History:

The Council considered a variance request for 5116 Sargent Street, a 0.208± acre property that was recently rezoned from Single-Family Residential (RS) to Two-Family Residential (RT). The applicant requested to reduce the left side yard setback from 10 feet to 8.5 feet and the rear yard setback from 30 feet to 5.2 feet to accommodate a proposed two-family residential structure. The submitted site plan confirms that each unit will provide the required two off-street parking spaces. The Planning Commission approved the rezoning on May 16, 2025. Staff recommended approval of the variance with conditions: that the development substantially conform to the submitted site plan, each unit provides a minimum of two off-street parking spaces, and any future modifications impacting setbacks be subject to further review and approval.

There were no public comments.

A motion to approve the variance request for 5116 Sargent Street, reducing side and rear yard setbacks with staff-recommended conditions, was made by Lois Wright, seconded by Donald Williams, and approved unanimously.

3. **Case #VAR-2025-08 - Variance Request for 751 Bridge Avenue, Parcel # 13050D H019.** The applicant, Technique Concrete Construction, LLC (Billy Freeman, Jr.), is requesting a variance to reduce the required side yard setback on the east side of the existing residence from 10 feet to 4 feet to allow for an extension of the home, which is located within the Single-Family Residential District (RS) in Ward 2.

Background/History:

The subject property at 751 Bridge Avenue is a 0.50-acre corner lot situated in Ward 2 within the Single-Family Residential (RS) District, which requires a 10-foot side yard setback as outlined in Section 8-8-29 of the zoning code. The applicant is requesting a variance to reduce the east side yard setback from 10 feet to 4 feet, allowing for a home extension that includes expanding the master bedroom, enlarging and rebuilding an in-home office, and adding a third bedroom. Due to the lot's irregular shape and corner location, the applicant cannot meet current setback standards while achieving the proposed improvements. Staff recommends approval with conditions, including substantial conformance to the submitted site plan and additional review for any future modifications affecting setbacks. The request is supported by site constraints that limit development options while maintaining neighborhood consistency.

Billy Freeman spoke in support of his variance request, stating that his home, built in 1942, sits on the property line and was damaged due to storm-related flooding. He is requesting a variance to rebuild and improve the structure. Mr. Freeman expressed concerns about the city's permitting process, high costs, and fee structure, which he believes discourage property improvements, especially among landlords and low-income residents. He urged the board to consider touring the neighborhood near the city park to gain a better understanding of the challenges faced by property owners in maintaining their homes.

Chaundra Stub spoke in support of Mr. Freeman's variance request and confirmed she owns the two adjacent properties. She stated she has no objection to the variance. Ms. Stub also expressed frustration with the condition of a neighboring vacant structure, which she described as unsafe and repeatedly reported to code enforcement due to drug activity and structural damage. She noted that the condition of the property negatively affects her ability to improve or raise rents on her properties and called on the city to take action to address the ongoing issue.

SaVaughn Irons-Kumassah clarified that although the existing home is a non-conforming structure due to its age and original placement on the property line once changes are made to the structure—such as modifying the exterior footprint or setbacks—it must comply with current zoning standards. Since the applicant is adjusting the structure within the 10-foot side yard setback requirement, a variance is required. She noted that the lot's corner configuration contributed to the need for the variance and confirmed that all conditions will be met as long as the development conforms to the submitted site plan. Any future changes to the structure's footprint will require additional review and approval.

A motion to approve the variance request for 751 Bridge Avenue to reduce the east side yard setback from 10 feet to 4 feet with staff-recommended conditions was made by Donald Williams, seconded by Lois Wright, and approved unanimously.

4. **Case #VAR-2025-09 - Variance Request for 5881 Philips Drive, Parcel # 13112D A031 and 13112D A026. The applicant, Sankofa Montessori Inc., is requesting a variance to extend the permitted duration of temporary portable structures from six (6) months to twenty-four (24) months, allowing for the construction and use of the temporary structures as classrooms while the second floor of the school is under construction. The property is located within the Single-Family Residential District (RS) in Ward 5.**

Background/History:

The subject property at 5881 Philips Drive consists of two parcels totaling approximately 6± acres within the Single-Family Residential (RS) District in Ward 5. The applicant is requesting a variance to extend the allowable duration for temporary portable classroom structures from the current 12-month maximum to 24 months. These structures are needed to maintain educational operations during the phased construction of the second floor of the existing school. Under current zoning (Sec. 8-8-76 and Sec. 8-4-7), temporary buildings used during construction are limited to 12 months, making the requested extension a variance matter requiring Planning Commission approval. If granted, the variance would permit the continued use of the temporary classrooms for an additional 12 months, thereby supporting uninterrupted educational services. Staff recommends approval with conditions, including upgrading the gravel driveway to meet city standards, ensuring parking and access meet code requirements, limiting the structure placement to 24 months with no further extensions, maintaining an active construction timeline, securing all necessary permits, ensuring code compliance for the structures, keeping the site orderly and accessible, notifying nearby property owners, and restoring the site after the structures are removed.

Cameron Quick, the owner's representative with the Georgia Charter School Association, which operates as the facility resource center representing the school, spoke in support of the variance request and confirmed the school agrees with all staff-recommended conditions.

A motion to approve the variance request for 5881 Philips Drive, extending the use of temporary portable classroom structures from 12 to 24 months with staff-recommended conditions, was made by Lois Wright, seconded by Donald Williams, and approved unanimously.

ADJOURNMENT:

A motion to adjourn the meeting at 6:31 pm was made by Lois Wright, seconded by Donald Williams, and approved unanimously.