



**CITY OF FOREST PARK
PLANNING COMMISSION MEETING**

Thursday, February 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: Azfar Haque called the meeting to order at 6:01 pm.

ROLL CALL: A quorum was established.

PRESENT:

Azfar Haque; Michael Clinkscales; Donald Williams; Lois Wright

ABSENT:

Roderick Jackson

ALSO PRESENT:

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

ADOPTION OF THE AGENDA WITH ANY ADDITIONS/DELETIONS:

Michael Clinkscales motioned to adopt the agenda as printed. Lois Wright seconded the motion. The motion was approved unanimously.

APPROVAL OF MINUTES:

1. Approval of January 16, 2025 Meeting Minutes

Michael Clinkscales motioned to approve the January 16, 2025, Meeting Minutes as printed. Donald Williams seconded the motion. The motion was approved unanimously.

PUBLIC COMMENTS: (All Speakers will have 3 Minutes)**OLD BUSINESS:** None**NEW BUSINESS:**

- 2. Case# CUP-2025-01 Conditional Use Permit request for 5215 West Street., Parcel# 13078B A004, 13078B A004A, 13078A E001, Ward 4. The applicant, Mashara Williams (Clayton County Public Schools), is requesting a Conditional Use Permit for the combination of the existing W.A. Fountain Elementary School and existing Unidos Language School to construct a new expanded elementary school, located within the Single-Family Residential District (RS).**

Background/History:

The applicant for 5215 West St. is requesting a Conditional Use Permit (CUP) to expand the existing W.A. Fountain Elementary School in response to projected community growth. The project will involve partial demolition and expansion to accommodate a combined population of W.A. Fountain Elementary School and Unidos Language School. The land use and zoning will remain unchanged, and improvements will include a new driveway, better circulation, parking, landscaping, and a new stormwater system. Although the property has operated as a school for many years, a CUP is required due to the scope of the work. The project will not negatively impact public services and will enhance safety and circulation. It will also involve work within a floodplain and stream buffer, with necessary erosion control and permits. Post-construction stormwater management will improve runoff and water quality. The design respects the site's history by preserving significant features and maintaining vegetative areas, with exterior features chosen to blend with the area's character. This property is located within the Single-Family Residential District (RS). Approval is recommended with the following conditions:

1. The applicant must complete a traffic analysis study for the area detailing the impact the expansion/combination of the school and growth will have on the surrounding neighborhood.
2. The applicant will have to complete a Land Combination application to combine Parcel #'s 13078B A004, 13078B A004A, and 13078A E001 into one Parcel of Land.
3. The applicant will have to widen roadways and provide lane widths, leading to the entrance of the school to assist with the flow of traffic, ensuring safe drop-offs and Pickup Zones. This includes separate lanes for buses and private vehicles with clear signage for safety.
4. The applicant must include sidewalks, curb and gutter, lighting, and greenspace within the development.
5. The applicant must provide the city with a plan for adequate surface drainage (road runoff).
6. Per plan review, any capital improvements required by engineering and review staff are required to be completed by the applicant.
7. If applicant is wanting to move forward with the roadway addition off Springdale Rd., a stream buffer variance will be required, and the applicant will be responsible for all road improvements.

Lois Wright motioned to approve CUP-2025-01 with the stated conditions. Donald Williams seconded the motion. The motion was approved unanimously.

- 3. Case# VAR-2025-02 Variance request for 5215 West Street., Parcel# 13078B A004, 13078B A004A, 13078A E001, Ward 4. The applicant, Mashara Williams (Clayton County Public Schools), is requesting a Variance to increase the maximum height of the school structure from the**

requirements of 35 Feet to 40 Feet for the combination, modification, and construction of a new elementary school located within the Single-Family Residential District (RS).

Background/History:

The subject property is three separate parcels with an approximate total of 27.57 +/- land acreage at West Street. The applicant is requesting a height variance to increase the maximum height from 35 feet to 40 feet for two main entry areas to allow the combination, modification, and construction of a new elementary school. **Per Sec. 8-8-29.- Single Family Residential (RS) District Standards**, the maximum structure height is 35 feet for the primary structure. The applicant stated that the height variance is necessary to accommodate the architectural needs of the building as the increase height will allow a clear visual for students, staff, and visitors in identifying the primary access points. The increased height will integrate with the surrounding residential neighborhood, enhance functionality and aesthetics, and will not obstruct views or negative impact affect neighboring properties as the subject property is situated on three parcels. The approval of this variance will allow the applicant to construct the two main entries to the increased height within the Single-Family Residential (RS) District.

Michael Clinkscales motioned to approve VAR-2025-02. Donald Williams seconded the motion. The motion was approved unanimously.

ADJOURNMENT: Donald Williams motioned to adjourn the meeting at 6:30 pm. Lois Wright seconded the motion. The motion was approved unanimously.

In compliance with the Americans with Disabilities Act,
those requiring accommodation for meetings should notify
the City Clerk's Office at least 24 hours prior to the meeting at 404-366-4720