



**CITY OF FOREST PARK  
PLANNING COMMISSION MEETING**

Thursday, May 16, 2024 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**

**Andy Porter, Chairman**  
**Azfar Haque, Vice Chairman**  
**Michael Clinkscales, Member**  
**Roderick Jackson, Member**  
**Donald Williams, Member**

**CALL TO ORDER/WELCOME:**

Andy Porter called the meeting to order at 6:02 pm.

**ROLL CALL:**

A quorum was present.

**PRESENT:**

Andy Porter, Azfar Haque, Michael Clinkscales, Roderick Jackson, Donald Williams

**OTHERS PRESENT:**

James Shelby, Interim Planning & Community Development Director; SaVaughn Irons-Kumassah, Principal Planner; Latonya Turner, Planning & Community Development Office Coordinator; Bridgette Jackson-Barney, Permit Technician

**ADOPTION OF THE AGENDA WITH ANY ADDITIONS/DELETIONS:**

It was moved to adopt the agenda as presented.

Motion made by Michael Clinkscales, Seconded by Roderick Jackson. Motion carried.

**APPROVAL OF MINUTES:**

1. Approval of April 18, 2024 Meeting Minutes

It was moved to approve the April 18, 2024 Meeting Minutes as printed.

Motion made by Azfar Haque, Seconded by Donald Williams. Motion carried.

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

2. **Case# VAR-2024-05 - Variance for 920 Forest Ave., Parcel# 13048C E009. The applicants, Willie Lee Copeland and Sandra Michelle Copeland, are requesting a Variance to reduce the minimum lot width from the required 80 ft. to 55 ft. to construct a new construction single-family home within the Single-Family Residential District (RS).**

**BACKGROUND/HISTORY:**

The subject property is a vacant undeveloped lot located at 920 Forest Ave. on approximately .23 +/- acres. The applicant is requesting a variance to allow a reduction of the minimum lot width from the required eighty (80) ft to fifty-five (55) ft to construct a new construction single-family home within the Single-Family Residential District (RS). Per Sec 8-8-29 Single family residential district (RS) standards the minimum lot width required is eighty (80) ft. The approximate square footage of the newly constructed home will be 2,166 square feet. The applicant also owns the parcel located parallel to the right of the proposed property and lives on that parcel with the address of 934 Forest Ave. Per Sec 8-8-73 Lot/Yard Standards, subsection (c) Commonly Owned Lots, states that Notwithstanding the foregoing, the setbacks referenced in Sections 8-8-73(b)(1), (2) and (3) may be disregarded when a structure is intended to be built on contiguous individual parcels or lots which are under common ownership, provided that the disregarded setbacks shall only occur along the actual line(s) of common ownership. Based on this code section, the required setbacks on the right of the parcel do not apply for development.

There were no speakers in favor of the Variance.

There were no speakers in opposition to the Variance.

It was moved to approve the Variance request for 920 Forest Ave., Parcel# 13048C E009.

Motion made by Azfar Haque, Seconded by Michael Clinkscales. Motion carried.

3. **Case# VAR-2024-06 Variance request for 4386 Foster St., Parcel # 13017D A018. The applicant, Carlos Rodolfo Sanchez Loreda, is requesting a Variance to reduce the required side yard setback from the required 10 ft. to 2 ft. and rear side yard setback on right side from the required 10 ft. to 4 ft. to construct a car port in the single-family Residential District (RS).**

**BACKGROUND/HISTORY:**

The subject property is residential property located at 4386 Foster St. on .45+/- acres. The applicant is requesting a variance to reduce the required side yard setback from the required ten (10) ft to two (2) ft and rear side yard setback on right side from the required ten (10) ft to four (4) ft to construct a carport in the Single-Family Residential District (RS). Per Sec 8-8-29 Single family residential district (RS) standards the required side yard setback is ten (10) ft. Prior to submitting this variance request, the applicant built the carport on the property without properly being permitted, which resulted in a stop work order being placed on carport.

It was moved to approve the Variance request for 4386 Foster St., Parcel# 13017D A018 with the following condition:

1. For safety and emergency reasons, the applicant will maintain the required side yard setback on the left side of the property.

There were no speakers in favor of the Variance.

There were no speakers in opposition to the Variance.

**Michael Clinkscales** - asked if the applicant was able to meet the condition.

**SaVaughn Irons-Kumassah** - stated the only way staff is recommending approval is if the applicant agrees to meet the condition.

**Azfar Haque** - asked if property would be monitored by anyone.

**SaVaughn Irons-Kumassah** - stated Code Enforcement would be asked to monitor and review.

Motion made by Michael Clinkscales, Seconded by Roderick Jackson. Motion carried.

4. **Case# RZ-2024-01 - Rezone request for 0 Ferguson Ct., Parcel # 13049A A031. The applicant, Gaetan Gachelin, is requesting a Rezone of the .16+/- acre lot within the Single-Family Residential District (RS) to Multiple Family Residential District (RM) to allow the new construction of a duplex.**

**BACKGROUND/HISTORY:**

The subject property is a vacant lot measuring approximately 0.16+/- acres, located at 0 Ferguson Ct. and is currently zoned RS (Single-Family Residential). The property is vacant and comprises of trees and shrubbery. Its location is in between a single-family residential home to the east and south of the property and an apartment complex to the west of the property. The applicant's request is to rezone the property from RS (Single-Family Residential) to RM (Multiple family residential district) to construct a new construction two-family duplex styled home.

It was moved to approve the Rezone request for 0 Ferguson Ct., Parcel# 13049A A031 with the following conditions:

1. That the approval to rezone from RS to RM, applicant must be consistent with Sec 8-8-33 Multiple family Residential district (RM) Standards.
  - a. Based on the submitted site plan, applicant must apply for a variance request to allow the reduction of the side yard setback from the required 25 ft to 10ft.
  - b. Based on the submitted site plan, applicant must apply for a variance request to allow the reduction of the rear yard setback from the required 35 ft to 30ft.
  - c. Each Unit proposed should have a parking capacity of two vehicles per unit.
2. That the applicant will be required to apply to the Urban Design and Review Board for review and approve the landscaping and exterior architectural design of the building façade prior to receiving a building permit. Any changes or deviations from the recommended approval will need to come back before the Planning Commission.

There were no speakers in favor of the Rezone.

There were no speakers in opposition to the Rezone.

Motion made by Roderick Jackson, Seconded by Michael Clinkscales. Motion carried.

5. **Case# TA-2024-03 - Text Amendment to increase the number of units per acre by way of a Conditional Use Permit (CUP) in Article B: Zoning Districts, Overlay Districts, and Design Guidelines Established Section 8-8-54 Special Building Standards for Development Subareas in Downtown, Article G: Zoning Amendments Section 8-8-188 Conditional Use Process to clarify and add additional Standards and introduce new sections 1-5 of the Code of Ordinances of the City of Forest Park.**

**BACKGROUND/HISTORY:**

The Downtown Development Authority and the City have received several proposals on properties within the Downtown Mainstreet District. The proposals call for higher density than what is allowed in the Mainstreet Subareas. In response, the Planning and Community Development staff is proposing a text amendment to development standards in the Subareas to allow for greater density with the approval of a Conditional Use Permit (CUP). Conditional Use will require discretionary approval from the City.

There were no speakers in favor of the Text Amendment.

There were no speakers in opposition to the Text Amendment.

**Azfar Haque** - asked what type of interest staff has had from developers for Main Street

**James Shelby** – stated the Downtown Development Authority has someone looking to develop the shopping center; someone is looking at property adjacent to the fountain for a mixed-use development; and there's a plan to build a hotel by the post office.

It was moved to approve the Text Amendment.

Motion made by Michael Clinkscales, Seconded by Azfar Haque. Motion carried.

**ADJOURNMENT:**

It was moved to adjourn the meeting at 6:33 pm.

Motion made by Michael Clinkscales, Seconded by Donald Williams. Motion carried.

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