



**CITY OF FOREST PARK  
PLANNING COMMISSION MEETING**

Thursday, April 18, 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:

Azfar Haque called the meeting to order at 6:04 pm.

### ROLL CALL:

A quorum was established.

### PRESENT:

Azfar Haque, Roderick Jackson, Donald Williams

### OTHERS PRESENT:

James Shelby, Interim Planning & Community Development Director; Danielle Matricardi, City Attorney; 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 approve the agenda with the deletion of Item# 3 - Case# VAR-2024-03.  
Motion made by Donald Williams and seconded by Roderick Jackson. Motion carried.

### APPROVAL OF MINUTES:

1. Approval of February 15, 2024 Meeting Minutes  
It was moved to approve the minutes as printed.  
Motion made by Donald Williams and seconded by Roderick Jackson. Motion carried.

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

2. **Case# CUP-2024-01 - Conditional Use Permit for 4959 West St., Parcel# 13051D A067. The applicant, Arzeria Davis, is requesting a conditional use permit to establish a childcare center and preschool for children between the ages of 6 weeks to 12 years of age within the Single-Family Residential District (RS).**

**BACKGROUND/HISTORY:**

The applicant is requesting a Conditional Use Permit to open and operate a childcare center for children aged 6 weeks to 12 years of age at 4959 and 4965 West St. The applicant is proposing to utilize each building at this location to cater to the specific needs of each age group. One building will be used to serve infant and toddlers from 6 weeks of age to 2 years old, another building will be used to serve preschool and Pre-Kindergarten children ages 3-5 and the last building will be used to served school aged children ages 5-12 years of age. The operation hours will be Monday through Friday 7am - 6pm. This property is located within the Single-Family Residential District (RS). Per Section 8-8-28 Single-Family Residential District (RS), Pre-K and day care centers require conditional use permits to operate within this district. Currently, the property is located within a residential neighborhood.

**SaVaughn Irons-Kumassah** – noted that this location was already operating as a childcare center but that the owner and business name have changed.

It was moved to approve the Conditional Use Permit with the condition that the applicant must adhere to the City of Forest Park Zoning Ordinance of Parking Standards outlined in Section 8-8-90.

Motion made by Roderick Jackson and seconded by Donald Williams. Motion carried.

3. **Case# VAR-2024-03 - Variance request for 4971 Courtney Drive., Parcel# 13049D-C005, 1099 Main Street., Parcel# 13049D-C007, 1095 Main Street., Parcel# 13049D-C008, and 1105 Main Street., Parcel# 13049D-C006. The applicant, Jasber Management Services, LLC is requesting a variance to reduce the rear yard setback from 10 ft. to 5 ft., reduce the side yard setbacks from 10 ft. to 5ft, and increase the number of allowed apartment units from 47 units to allow the construction of 154 apartments on a 1.97+/- acre tract of land and construct a hotel that has 110 unit occupancy on a 1.32+/- acre tract of land in the Downtown Mainstreet District (DM).**

This item was removed from the agenda.

4. **Case# VAR-2024-04 - Variance request for 730 Scott Rd, Parcel# 13015C A002, 0 Scott Rd., Parcel# 13015C A003, Parcel# 13015C A009, and Parcel# 13015C A006. The applicant, Divine Dream Homes, LLC/4A Realty Group, is requesting a variance to allow a road width of 40 feet within the newly constructed subdivision instead of the required 44 feet per Sec 8-7-51 Streets and roads within the Single-Family Residential District (RS).**

**BACKGROUND/HISTORY:**

The subject property is three (3) parcels located on three (3) vacant undeveloped lots, located at 0 Scott Rd. on approximately 1.29 +/- acres, Scott Rd. on approximately 0.37 +/- acres, and 733 Scott Rd. on approximately 0.23+/-acres. These parcels are currently being combined. The combined acreage of the three lots is approximately 1.9+/- acres. The applicant, Divine Dream Homes Atl,

LLC/4A Realty Group, INC, is requesting a variance to allow a road width of forty (40) feet within the newly constructed subdivision instead of the required forty-four (44) feet per Sec 8-7-51 Streets and roads within the Single-Family Residential District (RS). Per Sec 8-7-51 Streets and roads (3) No residential minor street shall be constructed with a pavement width of less than twenty-two (22) feet, or twenty-six (26) feet measured from back of curb to back of curb. Based on the combined twenty-two (22) foot minor street road width measurements, the total required minimum road width is forty-four (44) ft.

**James Shelby** – noted that staff met with the Public Works and the Fire Department and both departments gave their approval for the proposed variance.

**SaVaughn Irons-Kumassah** – noted that approval had previously been granted to the applicant for the lot width.

It was moved to approve the Variance.

Motion made by Roderick Jackson and seconded by Donald Williams. Motion carried.

5. **Case# TA-2024-02 - Text Amendment to clarify and revise certain provisions relating to event centers and similar places of assembly in Article A (General Provisions), Article B (Zoning Districts, Overlay Districts, and Design Guidelines Established), and Article C (Development and Use Standards), in Chapter 8 (Zoning) of the Code of Ordinances of the City of Forest Park.**

**BACKGROUND/HISTORY:**

The Planning & Community Development Department has discovered some areas of the Code of Ordinances that need to be amended for clarity and formal processes. The requested text amendments will not be injurious to the public health, safety, morals, and general welfare of the community, and the use will not be affected in a substantially adverse manner.

**Danielle Matricardi** – stated that the proposed definition for an event center is “Special events facility” means a building and/or premises used as meeting or gathering place for social engagements or activities, where people assemble for parties, weddings, wedding receptions, reunions, birthday celebrations, other business purposes, or similar such uses for profit, in which food and beverages may be served to guests.

It was moved to approve the Text Amendment.

Motion made by Roderick Jackson and seconded by Donald Williams. Motion carried.

6. **Discussion to Approve Resolution to rename Wheeler Drive within the City of Forest Park**

**BACKGROUND/HISTORY:**

Blue Star Studios is requesting to rename Wheeler Drive, which is a private road located within the City of Forest Park, to Blue Star Way.

**Danielle Matricardi** – stated that Blue Star Studios has been having difficulty with people locating their facility in the Fort Gillem area. Ms. Matricardi noted that there is no formal process with the city code but that it does state that the Planning Commission is to review any road name changes.

**James Shelby** – noted that Wheeler Drive is off of Anvil Block and that it's on Blue Star's property.

It was moved to approve the Resolution. Motion made by Roderick Jackson and seconded by Donald Williams. Motion carried.

**ADJOURNMENT:**

It was moved to adjourn the meeting at 6:38 pm.

Motion made by Roderick Jackson and 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.