

May 12, 2014

The regular scheduled meeting of the City of Smyrna Planning and Zoning Board (PZB) was held at Smyrna City Hall. Chairman Joel Powell called the meeting to order at 6:00 p.m. The following board members were present: **Matthew Wirth, Denny Campo, Michael Seagraves, Dale Holmes, Ed Whittington, and Earl Rice and Steve Kemp**. None were absent. The following City staff members were present: Ken Suddreth, Community Development Director, Joey Staubes, Planner, and Bob Thorn, Planner/Inspector.

Approval of March 10, 2014 Minutes

MOTION: Board Member Campo made a motion to approve the minutes. Board Member Wirth seconded the motion. Motion was approved 7-0.

Z14-009: The petition of Whitefield Academy for a Special Land Use Permit for the installation of a modular classroom building on 51.54 acres in Land Lots 542, 543, 610 and 611 of the 17th District of the 2nd Section of Cobb County – 1 Whitefield Drive. **THERE WILL BE NO LAND USE CHANGE FROM PUBLIC/INSTITUTIONAL.**

Ken Suddreth presented staff recommendation. The applicant is proposing to install an additional modular classroom, which requires Special Land Use permit. The permit requires Planning and Zoning Board approval as well as Mayor and Council. There will be no other zoning change or land use change. The modular unit is 60 feet x 54 feet and contains 4 classrooms and 2 bathrooms. The unit will hold approximately 60 students. Community Development recommends approval with conditions.

Board Member Wirth inquired whether any negative issues would impact the City due to growth of schools. Mr. Suddreth responded that these are positive changes because of growing numbers of students.

Chairman Powell requested the applicant come to the podium. Michelle Durette, the representative for the school, commented that they currently have 685 students and estimate the number to rise to 740 students. The school teaches Pre K 4 – 12yrs old students. 150 students are from Vinings Estate, and some home owners move into area to attend this school. The modular units are skirted and have landscaping around them. The school is proposing a capital improvement program to build new permanent classrooms in the future.

Chairman Powell asked the applicant if they agree with proposed conditions. The applicant stated that they agree with the conditions, and that they also anticipate they will need to renew the permit in two years.

Public Hearing

No one spoke in favor or in opposition.

Chairman Powell asked for a Motion from the board.

MOTION: Board member Rice made a motion to approve the request. Board member Wirth seconded the motion. Motion was approved 7-0.

Z14-013: The petition of Jasper Wayne Proctor to rezone 0.46 acres in Land Lot 489 of the 17th District of the 2nd Section of Cobb County from R-15 to RAD-Conditional – 1084 Fleming Street.

Chairman Powell asked Mr. Suddreth to give Community Development's recommendation.

Mr. Suddreth commented that Staff is requesting the item be tabled, due to lack of information from the applicant. Community Development recommends the item be tabled to June 9, 2014.

Public Hearing

No one spoke in favor or opposition to the request.

Chairman Powell asked for a Motion.

MOTION: Board member Campo made a motion to table the request. Board member Wirth seconded the motion. Motion was approved 7-0.

Z14-014: The petition of Raymond E. Fowler to rezone 1.74 acres in Land Lot 381 of the 17th District of the 2nd Section of Cobb County from NS to GC – 790 Smyrna Hill Drive. **THERE WILL BE NO LAND USE CHANGE FROM COMMUNITY ACTIVITY CENTER.**

Ken Suddreth presented the staff recommendation. The applicant is requesting to rezone 1.74 acres from Neighborhood Shopping (NS) to General Commercial (GC). The applicant is proposing to use the property for a landscaping contractor which is not permitted in NS. The existing structure is vacant. No land use change is required and no building modification is proposed.

Chairman Powell asked the applicant to speak. Mr. Fowler stated that he has owned property since 1996 and that a landscape business had operated on property before. He also stated that a recycle plant is currently located nearby and that the proposed use of the property would be in line with current uses in the area. Mr. Fowler is requesting the zoning change so he can lease the building.

Public hearing

No one spoke in favor or opposition.

Chairman Powell asked for a Motion

Motion

Board Member Seagraves made a motion to approve the request. Board Member Whittington seconded the motion. Motion was approved 7-0.

Chairman Powell asked Mr. Suddreth to address the Board for two procedural requests.

1. Discussion on moving the Planning and Zoning Board to a paperless agenda.

Mr. Suddreth discussed moving Planning and Zoning Board to a paperless agenda. Mayor and Council have moved away from paper agendas. The Public is able to view documents on-line as well. Moving to a paperless process would make it more efficient for staff. An email will be sent to board with links to application items and staff recommendations, and will also be available to the public. Additional discussion with other city personnel will occur on exactly how the agenda items can be viewed by the Planning Commissioners during the hearings. Mr. Suddreth asked for opinion on the transition.

Chairman Powell commented that currently items are delivered on Friday. Mr. Suddreth confirmed, unless items need to be held. Paperless agenda would allow staff to send items directly to board. Also, since Mayor and Council uses the same paperless process it reduces work involved for City Staff. Finally, if some requests are being held for additional information, the other items can be delivered electronically.

Chairman Powell inquired whether items will be delivered earlier. Mr. Suddreth replied that they would be.

Board Member Wirth inquired how items will be reviewed during hearings. Mr. Suddreth commented that Community Development will work on enabling the WiFi connection in Council Chambers, and hopes to be able to supply the Board with tablets sometime in the future. The Board may need to use their own electronic devices in the meantime.

Chairman Powell commented that he agrees the current process is not efficient, but has concerns about large site plans. Mr. Suddreth commented that this issue only applies to certain rezoning requests, and that Staff can make paper copies of the site plans available to the Board. Chairman Powell inquired about the current printing cost to supply the Board with all paper documents. Mr. Suddreth commented that approximately 500 to 1000 pieces of paper are used for each hearing, and then they need to be delivered.

Board Member Wirth asked for clarification on whether the Board can request specific items to be printed. Mr. Suddreth, replied yes and that they can be picked up from Staff, or Staff can deliver those requests.

Chairman Powell inquired about the timeline for the proposed change. Mr. Suddreth replied that in June, Community Development would like to start testing.

Board Member Holmes is in support. Chairman Powell is in support, but is concerned about the larger projects.

Board Member Wirth is in favor if his own electronic device can be used and is also supportive of picking up items at Community Development's office.

2. Discussion on moving the Planning and Zoning Board meeting to the fourth Monday of the month.

Mr. Suddreth explained that due to new deadlines for uploading documents to Mayor and Council, it has restricted staff's ability to process zoning items at the same time. The deadline for a Monday Council meeting, is two Thursdays before the meeting, which is the same time items are due to Planning & Zoning Board. Staff is able to accommodate this schedule, however it reduces staff's time to evaluate

requests. Moving the PZB meeting to the fourth Monday of each Month instead of the second will allow staff more time to evaluate and process rezoning requests.

The Board had no comments on the date change. Mr. Suddreth commented that it will be a gradual change and Staff will work with the Board to make the transition as smooth as possible.

Formal recognition of new employee.

Mr. Suddreth stated that a new position had been added to the department (Planner/Inspector) and introduced the new employee (Bob Thorn) recently hired to fill the position. Mr. Bob Thorn was formally recognized and introduced to the Board.

The meeting was adjourned at 6:46pm.