

**MINUTES**  
**GLYNN COUNTY PLANNING COMMISSION**  
**December 2, 2003 - 6:00 P.M.**

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**MEMBERS PRESENT:** Perry Fields, Chairman  
Robert Ussery, Vice Chairman  
Jay Kaufman (arrived at 6:25)  
Gary Nevill  
Jonathan Williams

**ABSENT:** Mike Aspinwall  
Ann McCormick

**STAFF PRESENT:** John Peterson, Director  
York Phillips, Planning Manager  
Paul Andrews, Assistant County Engineer  
Janet Loving, Admin/Recording Secretary

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Chairman Perry Fields called the meeting to order and the invocation was given, followed by the Pledge of Allegiance.

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Mr. Phillips advised that the applicant for agenda item #4 (*North End Golf Maintenance Facility*) requested that this item be deferred until the December 16<sup>th</sup> meeting. Also, permission was granted for Mr. Phillips to add a status report to the agenda regarding modifications to the *Verizon Wireless Tower* site plan application, which was approved at the November 18<sup>th</sup> meeting. It was noted that this information is being added for discussion purposes only.

There being no further changes to the agenda, a motion was made by Mr. Robert Ussery, seconded by Mr. Jonathan Williams and unanimously adopted to accept the agenda as amended for the December 2<sup>nd</sup> Planning Commission meeting.

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Proposed Amendment

*Proposed Amendment to the Code of Ordinances of Glynn County, Chapter 5 "Buildings and Construction," Article VII "Soil Erosion and Sedimentation Control," Section 2-5-104 "Applications/Permit Process;" Proposed Amendment to the Code of Ordinances of Glynn County, Chapter 2-16 "Utilities and Services," Division 8 "Construction of a Water and/or Sewer System," Section 2-16-75 "General Procedures and Provisions;" and Proposed Amendment to the Glynn County Subdivision Regulations, Article V "Definition of Terms;" Article VI "Design Standards," Section 602.2 "General Provisions;" and Article VII "Subdivision Plats," Section 705 "Construction Plan," and Section 707 "Construction Plan Review and Approval Procedure."*

The amendment was included in the packages for review and was presented by Mr. John Peterson. During his presentation, Mr. Peterson explained that the amendment is in the revised format that everyone is familiar with. It shows the current language and the proposed changes. He stated that the reason for the amendment is due to problems in the past with coordinating language in the Subdivision Regulations with the Utilities Ordinance and the Soil Erosion & Sedimentation Control Ordinance. The proposed

amendment is an effort to have the same language contained in each document. It is also an attempt to clarify the process of regulating land-disturbing activities.

Mr. Peterson explained that aside from the three ordinances having different language, one of the biggest problems is with the Utilities Ordinance. In its current form, the EPD approval of plans and specifications that are filed with the Glynn County Utilities Manager's office have to be approved by EPD before land can be disturbed on the site. Staff feels that the land should be allowed to be disturbed before final approval is granted on all specifications for water and sewer plans. Staff is seeking to still not allow the actual construction of the water and sewer improvements until they are approved by EPD and Utilities. He further stated that staff is attempting to speed up the utility review process by allowing the engineer to actually bring in the final plans and walk through the changes with the reviewer, get the stamps necessary on the plans and allow the engineer to hand carry the plans over to EPD.

Mr. Peterson stated that the Planning Commission is being asked to comment on the three documents but to perhaps take action only on the changes recommended in the Subdivision Regulations.

At this time, the Planning Commission reviewed each document line-by-line and suggested changes in some of the language. It was noted that they understood the concept of what staff was attempting to do but felt that most of the language contained in the amendment was too broad.

The floor was then open for public comment. Mr. Ray Richard, Professional Engineer, stated that although it appears that he is in favor of the proposed changes, he does not feel comfortable making comments until he has seen the entire document. He stated that the general public and the development community need an opportunity to review the proposed amendment in order to provide germane comments. Other members of the audience and the Planning Commission agreed with Mr. Richard. Chairman Fields added that as a concept, he has no problem with what staff is trying to do, but he does not have enough expertise in these areas to make an intelligent decision without input from the people who deal with the ordinances on a daily basis. Therefore, he asked the following people to serve on a committee to discuss and comment on the proposed amendment and to report back to the Planning Commission: Mr. John Peterson, Mr. Ray Richard, Mr. Terry Driggers, Mr. Tom Pruitt, Mr. Gary Nevill and Mr. Lee Kicklighter. They all agreed to serve on the committee, coordinate their efforts with staff, and make a report to the Planning Commission.

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#### PP-2003-1014-1300 Powers Landing

Application by Charles Powers, purchaser, for approval of a preliminary plat for property located south of Druid Oaks Drive approximately 650 feet east of its intersection with US 17 North. The subdivision contains 76 lots on 10.131 acres. The property is zoned PD-R Planned Development-Residential. This item was discussed at the November 18<sup>th</sup> meeting and continued for additional discussion.

Mr. Charles Powers and Mr. Bill Kent were present for discussion.

Mr. Phillips stated that the following is a status report and requires no action from the Planning Commission at this time:

This is a request for approval of a preliminary plat for property located approximately 700 feet east of US 17 opposite its intersection with Chapel Crossing Road. The proposed subdivision contains 76 lots and occupies 10.131 acres. Staff has reviewed this proposal and the following are major issues of concern:

1. This site was zoned PD-R in 1982. The types of residential development and the specifications for development are contained within the PD text, dated November 16,

1981. It appears that the development depicted on the proposed preliminary plat does not fit within the specifications set forth in the PD text.

2. There was also a master plan layout referenced in the Board of Commissioners action. We have seen what we believe to be a copy of this plan, which indicates the intent was to access the residential area through the commercial property, as opposed to using Druid Oaks Drive. At the time this project was conceived, Druid Oaks Drive was not paved. Use of Druid Oaks Drive may require some improvements, including dedication of right-of-way. The Commission action approving the zoning change included a requirement for establishment of a “6 foot landscaped buffer and curb” along the access drive.
3. The Board of Commissioners approval also calls for the construction of a masonry wall with stucco or tabby finish along the south line and a short part of the east line of this section. This is to be finished before any building permits are to be issued.

Following the Planning Commission’s discussion at the November 18<sup>th</sup> meeting, staff met with the applicant and discussed these and other issues. It was determined that an application would be filed to amend the Planned Development Text. The preliminary plat will also be revised and can be under review concurrent with the processing of the zoning change. The major issues to be addressed by the zoning change (PD Text amendment) include: change in the buffer requirement to the south; provision for the unit type and lot arrangement that is sought; provision for the entrance road landscaping; and provision for internal road design standards.

During a brief presentation, Mr. Bill Kent stated that they were able to widen the right-of-way with the consideration of reduction of the buffers to satisfy the engineering and road configuration. They are also installing a wider paved section than what is required for a residential subdivision in consideration of the fire department, buses, trash pickup, etc. Mr. Kent stated that another meeting is scheduled with staff for Wednesday, December 3<sup>rd</sup> to develop additional text amendment. Mr. Phillips pointed out that the application is likely to be advertised for the January 6<sup>th</sup> Planning Commission meeting.

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#### PP-2003-1028-1505 Boater’s Way

Application by Partridge Greene, Inc., owner, for approval of a preliminary plat for property located south of Mall Boulevard and including the extension of Boater’s Way, which intersects with Altama Connector. This is a commercial subdivision containing two lots on 5.10 acres.

Mr. Tom Pruitt was present for discussion.

Mr. Phillips explained that this commercial subdivision is located in the mall development. The proposal is to extend Boater’s Way to intersect with Mall Boulevard, which is the road that goes around the mall.

Mr. Phillips stated that there are no significant issues with this request, but there are two minor issues. The first issue is that staff believes that the entire street, including the existing private access easement known as Boater’s Way, need to be treated as a public street in order to be consistent with all of the other connector streets. The second issue has to do with the drainage ditch realignment, which will be driven by the construction plans and the hydrological studies. The details will be implemented on the final plat as to exact configuration of the drainage easement. Staff recommends approval.

Chairman Fields expressed concerns about the traffic in the area. Mr. Pruitt stated that the proposal won’t hurt the traffic situation; it might even help with the control of traffic in the area.

Following a brief discussion, a motion was made by Mr. Robert Ussery to approve this request. The motion was seconded by Mr. Jonathan Williams and unanimously adopted.

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SP-2003-1112-1200 St. Paul's Baptist Church

Application by Larry Bryson, agent for St. Paul's Baptist Church for approval of a site plan for a parking area to serve the church located on the north side of Demere Road, west of its intersection with Oliver Lane and east of its intersection with Lacosta Lane.

Mr. Larry Bryson was present for discussion.

The following report from staff was included in the packages for the Planning Commission's review:

This site was originally included in the site plan for the construction of the church social hall but could not be approved until after action by the Board of Appeals and the Board of Commissioners. Those approvals have been given and therefore the Planning Commission can now officially review the site plan.

Staff has reviewed this proposal. The issues are generally technical in nature and can be resolved before permits are issued. Specifically, the applicant needs to coordinate with the Engineering Division on drainage for the site and with the Utilities Division on the force main. Staff's recommendation is for approval.

Chairman Fields had questions about major trees in the area. Mr. Bryson presented a larger plan for review and stated that no major trees would be sacrificed.

Concern was expressed about paving. Mr. Phillips explained that staff is encouraging the applicant to provide a traditional impervious service for the travel lanes but to improve the parking spaces with some sort of pervious surface. Chairman Fields stated that some time ago, the Planning Commission approved a grass-ring parking lot for a motel in the Village area. A year after approval was granted a status report was given which indicated that this particular type paving was not working well. Chairman Fields asked Mr. Paul Andrews if he would provide an updated report on grass-ring paving for future reference. Mr. Andrews agreed to conduct a research and report his findings to the Planning Commission.

Following discussion, a motion was made by Mr. Gary Nevill to approve this request. The motion was seconded by Mr. Jonathan Williams and unanimously adopted.

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**MINUTES**

**Regular Meeting: November 18<sup>th</sup>**

The Minutes of the November 18, 2003 Planning Commission meeting were approved and unanimously adopted.

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At this time, Mr. Phillips presented a status report on the *Verizon Wireless Tower* site plan application. He stated that staff received a revised site plan from Mr. David Kirk for the Arnold Road property with modifications and waivers noted. The site plan also reflects the shift in the tower location to the east as suggested by Mr. Mike Aspinwall at the November 18<sup>th</sup> meeting. Mr. Phillips stated that this update is being provided for information purposes and no action is required by the Planning Commission.

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Under **Commission Items**, Mr. Jonathan Williams provided a report from the Nominating Committee (consisting of he and Ms. McCormick) for the upcoming election of the 2004 Chairman and Vice Chairman as follows: “The Nominating Committee for the Year 2003 recommend keeping the present slate of officers; Commissioner Perry Fields as Chairman and Commissioner Robert Ussery as Vice Chairman.” Due to the absence of two members, it was the consensus of the Planning Commission to take action on the committee’s report at the December 16<sup>th</sup> meeting.

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Under **Staff Items**, Mr. Phillips provided the following 2004 Meeting Schedule, which requires the Planning Commission’s approval in accordance with its By-Laws:

January 6 <sup>th</sup>	January 20 <sup>th</sup>
February 3 <sup>rd</sup>	February 17 <sup>th</sup>
March 2 <sup>nd</sup>	March 16 <sup>th</sup>
April 6 <sup>th</sup>	April 20 <sup>th</sup>
May 4 <sup>th</sup>	May 18 <sup>th</sup>
June 1 <sup>st</sup>	June 15 <sup>th</sup>
July 6 <sup>th</sup>	July 20 <sup>th</sup>
August 3 <sup>rd</sup>	August 17 <sup>th</sup>
September 7 <sup>th</sup>	September 21 <sup>st</sup>
October 5 <sup>th</sup>	October 19 <sup>th</sup>
November 2 <sup>nd</sup>	November 16 <sup>th</sup>
December 7 <sup>th</sup>	December 21 <sup>st</sup>

The meetings are scheduled for the first and second Tuesday of each month at 6:00 p.m. Chairman Fields asked staff to check the By-Laws to ensure that the Planning Commission could vary from the scheduled meeting dates. He stated that due to elections and run-off dates, he would like to consider an alternate day of either the first Monday or the second Tuesday of that particular month. Mr. Phillips stated that he would check the By-Laws for clarification hopefully in time for the Planning Commission to vote on the schedule at the December 16<sup>th</sup> meeting.

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There being no further business to discuss, the meeting adjourned at 7:30 p.m.