

MINUTES
MAINLAND PLANNING COMMISSION
MARCH 4, 2014 - 6:00 P.M.
Historic Courthouse, 701 G Street

MEMBERS PRESENT: Tim Murphy, Chairman
 Tom Boland, Sr., Vice Chairman
 Bill Brunson
 Buddy Hutchinson
 Gary Nevill
 John Williams

ABSENT: Larissa Harris

STAFF PRESENT: David Hainley, Community Development Director
 Eric Landon, Planner II
 Janet Loving, Admin/Recording Secretary

Chairman Murphy called the meeting to order and the invocation was given, followed by the Pledge of Allegiance. He then introduced and welcomed Mr. Gary Nevill back as a member of the Mainland Planning Commission.

Also, Chairman Murphy reminded the Planning Commission members to establish a new email account (unrelated to private or business addresses) and forward to Mr. Hainley to be added to a group distribution list in order to receive incoming emails from the website. This procedure will address concerns over open records requests.

MINUTES
February 4, 2014 - Regular Meeting

A motion was made by Mr. Bill Brunson to approve the Minutes of the *February 4th Regular Meeting*. The motion was seconded by Mr. Tom Boland. Voting Aye: Mr. Tom Boland, Mr. Bill Brunson, Mr. Buddy Hutchinson, Mr. Tim Murphy and Mr. John Williams. Mr. Nevill was not a member at that time and therefore abstained from voting.

Agenda - Additions, Corrections, Deferrals, Deletions, Postponements

Staff corrected an error in the address of Agenda Item 2 under *Requests for Site Plan Approval* as follows: change ~~3609~~-Newcastle Street to **3906** Newcastle Street.

At this time, Chairman Murphy gave a brief recap of the rules, voting procedure and audience participation in discussing agenda items.

SP2774 Glynn County Public Works Fleet Shop: Consider approval of a site plan for a 16,000 sq. ft. fleet maintenance building on the Glynn County Public Works campus. The property is zoned BI Basic Industrial. Parcel ID: 03-08937. David DeLoach, applicant for Glynn County BOC, owner.

Mr. David DeLoach was present for discussion.

According to the staff's report, the proposed request is to replace the existing fleet maintenance building on the Public Works campus with a new building.

Under Section 619.4 (a) of the Zoning Ordinance, the Planning Commission's review shall be guided by the following standards and criteria:

- 1) The application, site plan, and other submitted information contain all the items required under this Section. **Staff comment: This requirement has been met.**
- 2) The proposed uses, buildings and structures are in accordance with the requirements of this Ordinance and other ordinances of Glynn County. **Staff comment: This requirement has been met.**
- 3) Adequate provisions are made for ingress and egress, off-street parking, loading, and the flow of traffic, which may reasonably be anticipated. **Staff comment: This requirement has been met. The applicant is going to use the existing access from Highway 341.**
- 4) Adequate provisions are made to control the flow of storm water from and across the site. **Staff comment: This requirement has been met subject to review by Engineering as part of the building permit process.**

- 5) Adequate provisions are made to protect trees that are selected to remain as depicted on the site plan. **Staff comment: This site plan shows the trees to be retained.**

- 6) Adequate provisions are made to buffer intensive uses and to screen all service areas from view of the adjacent properties and streets. **Staff comment: Buffers are required and provided where the project is adjacent to residentially zoned property.**

- 7) Adequate provisions are made to control the location, intensity, and direction of all outdoor lighting so that it will not have an adverse effect upon adjoining properties. **Staff comment: This requirement will be met during the review, permitting and inspection of buildings.**

- 8) Open space, as required, has been provided and appropriate means are proposed to assure maintenance of common areas and facilities. **Staff comment: Not applicable.**

- 9) Adequate provisions are made for water supply, fire protection, and sewage collection and treatment. **Staff comment: This requirement has been met. Utilities to be provided by JWSC.**

Mr. Landon stated that staff recommends approval of application *SP2774*, Glynn County Public Works Fleet Shop.

Mr. Buddy Hutchinson wanted to know if the reconfigured road would utilize the same exit. Mr. Hainley explained that the jail entrance will be via the existing bridge. There will be a fence across Sulphur Springs Drive which will be permanently closed. The pavement will remain in place because the front space will be for other usage. He stated that the area will be restricted to one access off of Southern Drive, which is actually on the northern portion of the property. Mr. Boland asked if the road would be paved, to which Mr. Hainley replied yes.

Following a brief presentation by Mr. DeLoach, the construction project manager, a motion was made by Mr. Tom Boland to approve application *SP2774*, Glynn County Public Works Fleet Shop. The motion was seconded by Mr. Gary Nevill and unanimously adopted.

SP2787 3906 Newcastle Street: Consider approval of a site plan for a 2,475 sq. ft. building at 3906 Newcastle Street. The property is zoned HC Highway Commercial. Parcel ID: 03-08264. The property is owned by Robbie Tucker.

Mr. Tucker was present for discussion.

According to the staff's report, this proposed request is to expand the existing business of auto repair and sales into a new building.

Under Section 619.4 (a) of the Zoning Ordinance, the Planning Commission's review shall be guided by the following standards and criteria:

- 1) The application, site plan, and other submitted information contain all the items required under this Section. **Staff comment: This requirement has been met or will be provided during the permitting process.**
- 2) The proposed uses, buildings and structures are in accordance with the requirements of this Ordinance and other ordinances of Glynn County. **Staff comment: This requirement has been met subject to a full review for the building permit.**
- 3) Adequate provisions are made for ingress and egress, off-street parking, loading, and the flow of traffic, which may reasonably be anticipated. **Staff comment: This requirement has been met. The applicant is going to use the existing access from Highway 341.**
- 4) Adequate provisions are made to control the flow of storm water from and across the site. **Staff comment: This requirement has been met subject to review by Engineering as part of the building permit process.**
- 5) Adequate provisions are made to protect trees that are selected to remain as depicted on the site plan. **Staff comment: This site has been previously cleared.**
- 6) Adequate provisions are made to buffer intensive uses and to screen all service areas from view of the adjacent properties and streets. **Staff comment: This site has commercial zoning on adjacent properties.**
- 7) Adequate provisions are made to control the location, intensity, and direction of all outdoor lighting so that it will not have an adverse effect upon adjoining properties. **Staff comment: This requirement will be met during the review, permitting and inspection of buildings.**
- 8) Open space, as required, has been provided and appropriate means are proposed to assure maintenance of common areas and facilities. **Staff comment: Not applicable.**

- 9) Adequate provisions are made for water supply, fire protection, and sewage collection and treatment. **Staff comment: This requirement has been met. Utilities to be provided by JWSC.**

Mr. Landon stated that staff recommends approval of application *SP2787* for a 2,475 sq. ft. building at 3906 Newcastle Street.

Mr. Nevill stated that the setback requirement for Highway Commercial is 25 ft. front yard, 7 ft. side yard, and 7 ft. rear yard. He pointed out that on Norwich Street there is about 5.8 ft. offset from the right-of-way and it's in a DOT slope easement. Mr. Hainley stated that the applicant has enough room to meet the setback requirements, and he has been in discussions with DOT about where the slope easement is actually located. Mr. Nevill stated that the regulations refer to corner lots and double frontage lots. However, Mr. Hainley stated that there will be a 7 ft. setback requirement. They're not considering double frontage lots at this time. The slope easement will be confirmed with DOT.

During a brief presentation, Mr. Robbie Tucker stated that everything was addressed when he had the property surveyed. He stated that he met with representatives of DOT several times on the site and DOT has confirmed that his request meets all of their requirements. Mr. Nevill stated that he is not sure if DOT will allow construction within the easement. Mr. Tucker stated that his existing property is inside of the fence and the property line is 3 ft. from the fence. He advised DOT that they would stay inside of the fence, although they may have to come out just a little for the footers. DOT representatives stated that they would not have a problem as long as he stays within the fenced area of the property line in accordance with the site plan. Mr. Tucker stated that he is seeking the Planning Commission's approval of this request, which would allow him to expand and continue his family's business.

Chairman Murphy expressed concerns as to how the Planning Commission should rule on this application with respect to the DOT setback requirements. Mr. Hainley stated that the Planning Commission could approve the request subject to meeting all conditions which would include DOT confirmation regarding the slope easement. He pointed out that he looked at the slope easement and he believes that it will be fine based upon the location of the building elevation.

At the end of discussion, a motion was made by Mr. Buddy Hutchinson to approve application *SP2787* for a 2,475 sq. ft. building at 3906 Newcastle Street subject to meeting all conditions. The motion was seconded by Mr. Tom Boland and unanimously adopted.

There being no further business to discuss, the meeting was adjourned at 6:15 p.m.