

MINUTES
MAINLAND PLANNING COMMISSION
MARCH 3, 2015 - 6:00 P.M.
Historic Courthouse, 701 G Street

- MEMBERS PRESENT: Tim Murphy, Chairman
 Tom Boland, Sr., Vice Chairman
 Jeff Homans
 Gary Nevill
 John Williams
- ABSENT: Larissa Harris
 Mary Hunt
- STAFF PRESENT: David Hainley, Community Development Director
 Eric Johnson, Planning Manager
 Cayce Dagenhart, Planner II
 Karl Bursa, 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.

MINUTES
December 2, 1014 - Regular Meeting
January 6, 2015 - Regular Meeting

Upon a motion made by Mr. Tom Boland and seconded by Mr. John Williams, the Minutes of the *December 2, 2014 Regular Meeting* were approved and unanimously adopted.

Upon a motion made by Mr. Tom Boland and seconded by Mr. Gary Nevill, the Minutes of the *January 6, 2015 Regular Meeting* were approved and unanimously adopted.

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

PP2990 Whispering Pines Phase IV: Consider preliminary plat approval for a four lot subdivision from a portion of Tract 5 of Whispering Pines. The subject property is zoned FA Forest Agricultural and located on the south side of Timber Landing Road, approximately 2,400 ft. west of its intersection with Emanuel Loop Road. Parcel ID: 03-18465. Gary Johns with Johns Land Company, Inc., applicant and owner.

Mr. Gary Johns was present for discussion.

The following report from staff was included in the packages for review and was presented by Ms. Cayce Dagenhart:

The applicant is proposing to subdivide a 4.264 acre portion of Tract 5 of Whispering Pines in order to create four separate lots, each intended for a one-family dwelling. Access to the lots would be from Timber Landing Road. The Glynn County Board of Commissioners approved a water and sewer variance (**WSV2992**) for this property at its regular meeting of February 19, 2015.

The following are preliminary plat requirements (and staff's comments) in accordance with Section 703 of the Glynn County Subdivision Regulations - The preliminary plat shall consist of a map or maps, drawn at a scale of not less than one inch, two hundred feet depicting the following:

- 1) The proposed name of the subdivision and proposed street names shall not duplicate or too closely approximate phonetically the name of other subdivisions or streets in Glynn County. If shown to the contrary, the Planning Commission or Geographic Information System (GIS) office may refuse to accept such subdivision and street names; must indicate whether the streets are to be public or private. **Staff Comment: Notation at the top of the page (TR 5 29.44 acres reference) should read TR 5 17.664 acres reference. The other items are provided by the applicant on the plat.**
- 2) Name, address and telephone number of the owner of record. **Staff Comment: Provided by applicant on plat.**
- 3) Name, address and telephone number of the subdivider. **Staff Comment: Provided by applicant on plat.**

- 4) Date of survey, north point and graphic scale, source of data, date of plat drawing, and space for revision dates. **Staff Comment: Graphic Scale needs to be corrected from 90% to 100%. The rest of the items are included on the plat.**
- 5) Preliminary Plat Certificates and Statements. **Staff Comment: "Preliminary Plat - Do Not Record" statement needs to be added to the plat. Other certifications are provided on the plat.**
- 6) A vicinity map locating the subdivision in relation to the surrounding area with regard to well-known landmarks such as major streets and thoroughfares, railroad rights-of-way, rivers, streams and other named bodies of water. Vicinity maps may be drawn in freehand and at a scale sufficient to show clearly the information required, but not smaller than one inch to one mile. **Staff Comment: Provided by applicant on plat.**
- 7) Name of former subdivision(s), if any. **Staff Comment: Provided by applicant on plat.**
- 8) Exact boundary lines of the tract or parcel to be subdivided, indicated by a heavy line giving length and bearings, and total subdivision land area in acres. The boundary lines shall apply to the entire tract to be subdivided. **Staff Comment: Provided by applicant on plat.**
- 9) Natural features within the proposed subdivision, including drainage channels, bodies of water, flood plain, wetlands and other significant features. **Staff Comment: Provided by applicant on plat.**
- 10) Cultural features within the proposed subdivision, including rights-of-way widths, and names of existing and proposed streets and alleys, existing structures, existing easements, buildings, city and county lines, zoning districts and boundaries, and other significant information. **Staff Comment: A note regarding a 10 ft. wide utility easement along Timber Landing Road needs to be included. Other items are provided by applicant on plat.**
- 11) Proposed layout including lot lines with rough dimensions, lot numbers, block letters, street and alley lines, sites reserved through covenants, dedication or otherwise for public uses. **Staff Comment: Provided by applicant on plat.**
- 12) Location of existing water and sewer utilities, if a connection to these public systems is proposed. **Staff Comment: Not pertinent to this application. A water and sewer variance (WSV2992) was granted to the applicant by the Board of Commissioners on February 19, 2015.**

13) Proposed unit division or stage of development, if any, by the subdivider. **Staff Comment: Not pertinent to this application.**

14) The names of owners of record and zoning of land adjacent to the tract to be subdivided. **Staff Comment: On the “Johns Land Company” parcel east of Phase IV, the plan needs to be changed to indicate “Now or Formerly Johns Land Company, Inc. Remainder of TR. 5-13.40.” The property west of Phase IV needs to be changed to indicate “Tract 6 Now or Formerly Ashley E. Gatch Zachary Langford.”**

15) FIRM Panel Number and flood zone designation. **Staff Comment: Provided by applicant on plat.**

16) Building setback information per Zoning Ordinance including setback lines on odd shaped lot. **Staff Comment: Not pertinent to this application.**

Ms. Dagenhart stated that staff recommends approval of application **PP2990** subject to the preliminary plat meeting the requirements of all applicable codes and regulations. She explained that if there is a motion for approval, a variance needs to be granted that would allow 50% of the lots created by this subdivision to be flag lots instead of the 10 currently listed in the code.

Mr. Boland asked if there will be 10 houses on the four lots. Ms. Dagenhart stated that there will be one house on each lot.

Mr. Williams had questions about the location of ingress and egress relative to L1 and L2. Ms. Dagenhart pointed out the areas of ingress and egress as outlined on the preliminary plat. She also pointed out the frontage of Lots 21 and 23 (including the driveway) on Timber Landing Road.

Mr. Boland wanted to know when construction would commence. The applicant, Mr. Gary Johns, stated that he intends to offer to sell the four lots first (before construction starts). Mr. Williams asked Mr. Johns if he intends to put in the roads. However, Mr. Johns explained that there are no roads to build; just culverts and driveways to the residences. Mr. Boland asked if the roads will be dirt or gravel. Mr. Johns stated that there would be private driveways, but the content (dirt, gravel or concrete) will be up to the individual buyers.

Mr. Williams had additional questions about ownership of L1 and L2 and maintenance of those lots. Mr. Johns explained that each of those two lots, L1 and L2, are Line 1 and Line 2. The 25 or 30 ft. wide strip is actually the driveway. Those lots would be owned as their individual entrance, and as such, maintenance of L1 and L2 would be an individual driveway belonging to that particular lot, and individually maintained by the lot owner.

There being no further discussion, a motion was made by Mr. Gary Nevill to approve application **PP2990** subject to the preliminary plat meeting the requirements of all applicable codes and regulations; the motion also includes granting a variance to Section 603 concerning the number of flag lots allowed. The motion was seconded by Mr. John Williams and unanimously adopted.

SP2994 Fendig Warehouse: Consider site plan approval to construct a warehouse with accessory office space on a 43,429 sq. ft. parcel. The subject property is zoned LI Limited Industrial and located at the northwest corner of Sweet Gum Drive and Habersham Street. Parcel ID: 03-04871. Johnathan Roberts with Roberts Civil Engineering, agent for Back River Properties, LLC, owner.

Mr. Johnathan Roberts was present for discussion.

The following report from staff was included in the packages for review and was presented by Mr. Eric Johnson:

The applicant is requesting to construct a one-story warehouse building (including accessory office space), a detached garage, a detached storage structure, and off-street parking areas. A warehouse is a permitted use in the LI Zoning District.

In 2007, an expedited subdivision (**XS-2007-55**) was approved for the subject property with anticipation that it would be rezoned from General Industrial to Limited Industrial. Later that year, a rezoning application (**ZM-2007-026**) was approved by the Board of Commissioners. These applications showed the site to be at least one acre.

Under Section 619.4 (a) of the Glynn County 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 generally been met and any remaining deficiencies shall be required to be met prior to the issuance of a permit.**

- 2) The proposed uses, buildings and structures are in accordance with the requirements of this ordinance and other ordinances of Glynn County. **Staff comment: The proposed uses, buildings, and structures appear to be compliant with the requirements of this ordinance and other ordinances of Glynn County. Any outstanding issues shall be addressed during the construction phase and prior to issuance of a 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: The site plan shows a point of ingress/egress being proposed along Sweet Gum Drive. This is consistent with staff's recommendation from the rezoning application to restrict the site to one access point. The project requires seven off-street parking spaces and provides eight spaces. A loading zone is proposed along the south side of the property. It appears that there would be approximately 25 ft. of separation between the off-street parking spaces and the loading zone.**

4) Adequate provisions are made to control the flow of storm water from and across the site. **Staff comment: This requirement has been adequately addressed, subject to approval by the Engineering Division as part of the review of the building permit. A note on the site plan indicates that stormwater will be directed to a detention area in the front of the property and discharged into the ditch along Sweet Gum Drive.**

5) Adequate provisions are made to protect trees that are selected to remain as depicted on the site plan. **Staff comment: The applicant intends to preserve several mature trees along Habersham Street and southeast of the proposed building. No equipment will be placed on the trees, canopy, or root ball.**

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 requirement has been met.**

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: No proposed lighting is shown on the site plan. A note on the site plan indicates that "the site lighting will be in accordance with Section 622 of the Glynn County Zoning Ordinance."**

8) Open space, as required, has been provided and appropriate means are proposed to assure maintenance of common areas and facilities. **Staff comment: This requirement is not applicable for this site plan request.**

9) Adequate provisions are made for water supply, fire protection and sewage collection and treatment. **Staff comment: The Glynn County Fire Department and the Brunswick-Glynn County Joint Water & Sewer Commission (JWSC) have both approved this project.**

Mr. Johnson stated that staff has reviewed this site plan application and determined that it satisfactorily complies with all applicable codes and ordinances. Therefore, staff recommends approval of application *SP2994* to allow a warehouse building with accessory office space.

Mr. Johnathan Roberts gave a brief presentation and a general discussion followed. Afterward, a motion was made by Mr. Tom Boland to approve application **SP2994** contingent upon it meeting all of staff's comments as noted in the review history and all applicable codes and regulations prior to the issuance of a building permit. The motion was seconded by Mr. Jeff Homans. Voting Aye: Mr. Tom Boland, Mr. Jeff Homans, Mr. Tim Murphy and Mr. John Williams. Abstained From Voting: Mr. Gary Nevill. Absent: Ms. Larissa Harris and Ms. Mary Hunt. The motion carried for approval.

Election of Officers - 2015

The Nominating Committee voted to retain the current officers of the Mainland Planning Commission for 2015 as follows: ***Mr. Tim Murphy, Chairman; Mr. Tom Boland, Vice Chairman; Mrs. Janet Loving, Recording Secretary.***

Upon a motion made by Mr. John Williams and seconded by Mr. Gary Nevill, the Mainland Planning Commission unanimously adopted a motion to accept the Nominating Committee's selection to retain the current officers of the MPC for 2015

In other business, Mr. Hainley invited the Mainland Planning Commission members to attend a work session scheduled by the Islands Planning Commission on Tuesday, March 10th to discuss items of interest on St. Simons Island. This work session will take place at Fire Station #2, 1965 Demere Road, SSI from 1:30 pm to 3:00 pm, and it is open to the public.

There being no further business to discuss, the meeting was adjourned at 6:20 p.m.