

MINUTES
MAINLAND PLANNING COMMISSION
JUNE 7, 2016 - 6:00 P.M.
Historic Courthouse, 701 G Street

MEMBERS PRESENT: Gary Nevill, Chairman
John Williams, Vice Chairman
Tom Boland
Larissa Harris
Jeff Homans
Tim Murphy

ABSENT: Mary Hunt

STAFF PRESENT: David Hainley, Community Development Director
Cayce Dagenhart, Planner II
Julie Grimm, Planner I
Janet Loving, Admin/Recording Secretary

ALSO PRESENT: Alan Ours, County Manager
Dave Austin, Public Works Director

Chairman Nevill called the meeting to order and the invocation was given, followed by the Pledge of Allegiance. He then gave a brief recap of the rules, voting procedure and audience participation in discussing agenda items.

MINUTES

May 3, 2016 - Regular Meeting

Upon a motion made by Mr. Tim Murphy and seconded by Mr. Tom Boland, the Minutes of the *May 3rd Regular Meeting* were approved and unanimously adopted.

PP3239 Whispering Pines Phase V: 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 1,600 feet west of its intersection with Emanuel Loop Road. Parcel ID: 03-18465. Gary Johns with Johns Land Company, Inc., applicant and owner.

Mr. 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 4.592 acre portion of Tract 5 of Whispering Pines (nine acres) 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 is in the process of hearing a water/sewer variance (*WSV3241*) for this property.

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: Provided by applicant on 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: Provided by applicant on plat.**
- 5) Preliminary Plat Certificates and Statements. **Staff Comment: Provided by applicant on 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: 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 & sewer variance (WSV3241) is currently under review.**
- 13) Proposed unit division or stage of development, if any, by the subdivider. **Staff Comment: Provided by applicant on plat.**
- 14) The names of owners of record and zoning of land adjacent to the tract to be subdivided. **Staff Comment: Provided by applicant on plat.**
- 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 **PP3239** subject to the preliminary plat meeting the requirements of all applicable codes and regulations.

Mr. Gary Johns gave a brief presentation and general discussion followed. Afterward, a motion was made by Mr. John Williams, seconded by Mr. Tom Boland and unanimously adopted to approve application **PP3239** subject to the preliminary plat meeting the requirements of all applicable codes and regulations.

SP3232 Animal Control Center Expansion: Consider site plan expansion for Animal Control Center, an existing Glynn County pet shelter facility. The property, 4765 Highway 17 North, is zoned PD Planned Development and is located approximately 2,340 ft. north from the intersection of Highway 17 and Glyngo Parkway. Parcel ID: 03-14403. John Powell, Director of Community Services, agent and applicant for owner, Glynn County, Georgia.

Mr. Powell was present for discussion.

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

The applicant is proposing a ten office modular building consisting of an additional 2,624 sq. ft. with approximately 250 sq. ft. of handicap accessible ramps and landings to be transferred from Glynn County Public Works. The total site of the area is 9.17 acres with 9.16% site coverage, including the addition of the modular office building. Twenty-two parking spaces are required for the facility and twenty-five are provided, two of which are handicap accessible.

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 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: The proposed uses, buildings, and structures are 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 the 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: This requirement has been met.**
- 4) Adequate provisions are made to control the flow of storm water from and across the site. **Staff comment: This requirement has been met.**
- 5) Adequate provisions are made to protect trees that are selected to remain as depicted on the site plan. **Staff comment: Site plan shows removal of one existing tree.**
- 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 outdoor lighting so that it will not have an adverse effect upon adjoining properties. **Staff comment: This requirement has been met.**
- 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 has been met.**
- 9) Adequate provisions are made for water supply, fire protection and sewage collection and treatment. **Staff comment: JWSC and the Fire Department have determined that this site plan is compliant.**

Ms. Grimm stated that staff has reviewed this site plan and determined that it satisfactorily complies with all applicable codes. Therefore, staff's recommendation is for approval. Any remaining issues can be addressed during the permitting process.

During discussion, Ms. Larissa Harris spoke passionately about the security and welfare of the animals at this facility with respect to current and future activities. However, Mr. John Powell, agent for the applicant, explained that the activity of the animal shelter has outgrown its purpose, and as such, they are repurposing the use for the public good while providing immediate relief to employees. They are also providing a safer and healthier environment for the overall operation of the facility, including surgical procedures for the animals and improving their comfort and well-being.

Mr. Tim Murphy expressed concerns about the condition of the modular building. Ms. Grimm stated that the building has been thoroughly maintained and it is in very good condition. She also pointed out that staff obtained a mold inspection report from a local Pro-Inspections Consulting Service indicating that the air quality of the facility is at acceptable levels and no further testing or action is required. (The entire report, including a certificate of mold analysis and a pro-lab test, is contained in the file for future reference.) Mr. Dave Austin, Public Works Director, added that there has never been a

mold problem associated with the modular building which has been located in the Public Works compound since December, 2013. Tests indicated that the ducts needed to be cleaned and this was taken care of, but there was never any mold.

Continuing with his presentation, Mr. Powell explained that the facility does not require additional staff at this time, but they will evaluate the need for more staff if demands increase. He also elaborated on the funding for this move which he stated is less than it would cost to rebuild a new facility.

Although site plan applications are not public hearing items, Chairman Nevill opened the floor for public comments at this time. Those present to express concerns were Ms. Lisa Norton, Mr. Julian Smith and Ms. Carrie Munn. They were basically concerned about the condition of the modular building, ADA Regulations, and expenditures (all of which were previously addressed).

At the end of discussion, a motion was made by Mr. Tom Boland, seconded by Mr. Tim Murphy and unanimously adopted to approve application **SP3232**, Animal Control Center Expansion.

SP3267 Cook Portable Warehouses: Consider site plan approval for retail sales of portable warehouses. The property, 5898 New Jesup Highway, is zoned HC Highway Commercial and fronts on New Jesup Highway. The parcel is approximately 660 ft. southeast from the intersection of New Jesup Highway and Old Jesup Road. Parcel ID: 03-20003. Bennie R. Smith, agent and applicant for owner, Cook Properties of Georgia, LLC.

Mr. Smith was present for discussion.

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

This site plan proposal consists of a modular office building, parking, and storage area for the purpose of retail sales of pre-constructed portable storage buildings. The total site area is 2.41 acres, of which .67 of an acre is to be developed. A 44 ft. x 12 ft. modular office will be a permanent structure and shall meet the tie-down and skirting requirements in Section 302. The site will be accessible by using an existing interparcel roadway located on the adjacent parcel.

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 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: The proposed uses, buildings, and structures are 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 the 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: This requirement has been met.**

4) Adequate provisions are made to control the flow of storm water from and across the site. **Staff comment: This requirement has been met.**

5) Adequate provisions are made to protect trees that are selected to remain as depicted on the site plan. **Staff comment: There are no trees to protect on site.**

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 outdoor lighting so that it will not have an adverse effect upon adjoining properties. **Staff comment: This requirement has been met.**

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 has been met.**

9) Adequate provisions are made for water supply, fire protection and sewage collection and treatment. **Staff comment: JWSC and the Fire Department have determined that this site plan is compliant.**

Ms. Grimm stated that staff has reviewed this site plan and determined that it satisfactorily complies with all applicable codes. Therefore, staff's recommendation is for approval. Any remaining issues can be addressed during the permitting process.

Mr. Bennie Smith gave a brief presentation and a general discussion followed. Afterward, a motion was made by Mr. Tom Boland, seconded by Mr. John Williams and unanimously adopted to approve application *SP3267*, Cook Portable Warehouses.

There being no further business to discuss, the meeting was adjourned at 6:45 p.m.