



Meeting Minutes

Planning & Zoning Board
May 20, 2025 at 7:00 P.M.
1055 Rowland Street, Clarkston, GA 30021

CALL TO ORDER

Meeting called to order at 7:00pm by Vice Chair Felicia Weinert.

DETERMINATION OF QUORUM

Present: Felicia Weinert, Birendra Dhakal, Lisa Williams, and Amy Medford
Absent: Chuck McFarland

APPROVAL OF THE AGENDA

Amy Medford moved to approve the agenda as presented; seconded by Birendra Dhakal.
Vote: Approved Unanimously 4-0.

APPROVAL OF MEETING MINUTES – None.

PRESENTATIONS – None.

OLD BUSINESS – None.

NEW BUSINESS

- 1. Review an ordinance to amend the text of the Clarkston Zoning Ordinance, Appendix A, Article III, Zoning District Regulations, of the City Code, by creating a new Section 308.1 to provide housing typology layouts for each of the allowed residential housing types in the NR-1, NR-2, and NR-3 zoning districts (i.e., single-family detached dwellings, accessory dwelling units, cottage court, duplex, triplex/quadplex, and townhouse).**

Richard Edwards presented the text amendment to the board.

Dean Moore spoke in favor of the text amendment.

Amy Medford expressed interest in adding multiple examples for each of the layouts.

Amy Medford moved to recommend approval of text amendment as presented; seconded by Birendra

Dhakai.

Vote: Motion Passed; 4-0.

- 2. Review of an ordinance to amend the text of the Clarkston Zoning Ordinance, Appendix A, Article III, Section 317. TC, town center district to provide land use mix requirements for parcels over one-half acre in size.**

Richard Edwards presented the text amendment to the board.

Amy Medford expressed concerns over how future mixed-use development could affect existing businesses.

Lisa Williams asked staff if the existing businesses would be grandfathered.

Amy Medford inquired if the city could consider further development incentives for mixed-use development.

Lisa Williams expressed concerns over protecting existing businesses with potential new development.

Amy Medford stated that the parking requirements for a mixed-use building gets complicated and recommended staff look into parking regulations explicitly for mixed-use buildings.

Lisa Williams inquired about setback requirements and sidewalk regulations in the TC zoning district.

Amy Medford moved to recommend approval of text amendment as presented; seconded by Lisa Williams. Vote: Motion Passed; 4-0.

- 3. Review of an ordinance to amend the text of the Clarkston Zoning Ordinance, Appendix A, Article V of the city code, to provide architectural design requirements, residential garage and carport requirements, and to provide architectural building elevation requirements to minimize the monotonous appearance of residential developments.**

Richard Edwards presented the text amendment to the board.

Dean Moore spoke in favor of this text amendment.

Amy Medford asked how this would affect existing single-family homes, cottages homes, and townhomes.

Lisa Williams expressed support of the text amendment stating that it encourages walkability and a greater sense of community.

Birendra Dhakai asked if the tent carports are allowed by the zoning code and how this text amendment would affect those carports.

Amy Medford expressed concerns over strict design standards making it harder to obtain housing.

Lisa Williams moved to recommend approval of text amendment as presented; seconded by Birendra Dhakai.

Vote: Motion Passed; 3-1.

- 4. Review an ordinance to amend the text of the Clarkston Zoning Ordinance as follows: (1) amend Appendix A, Article IV, Section 403 – Use Table, to add use regulations for child day care, adult day care, convenient stores, grocery stores, fitness centers, and small food retail to the use table; and (2) amend Appendix A, Article VII – Definitions, to revise the definition of convenience store and to add definitions for grocery store, fitness center, and small food retail to the Definitions.**

Richard Edwards presented the text amendment to the board.

Dean Moore expressed concerns over the number of convenient stores and their allowed alcohol sales and coin operated amusement machines.

Amy Medford asked for clarification on child day care and adult day care facilities being allowed as accessory uses in NR-1, NR-2, and NR-3 zoning districts.

Birendra Dhakal asked if the code had any regulations for short-term rentals.

Amy Medford expressed concerns about convenience stores and recommended staff researching surrounding jurisdictions and updating regulations on managing convenient store uses.

Felicia Weinert asked for clarification on the difference between convenient stores and small food retail.

Amy Medford asked if massage parlors would be allowed under the fitness center definition.

Lisa Williams expressed concerns over the regulating of convenient stores.

Amy Medford asked how farmers markets would be classified with the new definitions.

Amy Medford moved to recommend approval of text amendments for child day care, adult day care, grocery stores, fitness centers, and small food retail with the following amendments:

- Update the use table to allow child day care and adult day as permitted accessory uses (Pa) in the NR-1, NR-2, and NR-3 zoning districts.**
- Disallow coin operated amusement machines for small food retail uses.**

Vote: Motion Passed; 4-0.

Amy Medford moved to defer the convenient store definitions and use table amendments to the June meeting to address the concerns brought forth by the board; seconded by Lisa Williams.

Vote: Motion Passed; 4-0.

ADJOURNMENT

Lisa Williams moved to adjourn the meeting at 8:13p.m.; seconded by Amy Medford.

Vote: Approved Unanimously 4-0.