MINUTES OF A WORK SESSION

OF THE CITY COUNCIL OF CLARKSTON, GEORGIA

HELD BY TELECONFERENCE, ZOOM AUDIO/VIDEO

IN SAID CITY ON TUESDAY, JULY 29, 2025

On the 29th day of July 2025, at 7:00 p.m., the City Council of Clarkston, Georgia met in a Work Session in-person and by teleconference, Zoom Audio/Video in said City. Mayor Beverly Burks called the meeting to order. The following members of the City Council were present: Vice Mayor Debra Johnson and Councilmembers Sharifa Adde; Yterenickia Bell; Jamie Carroll; Susan Hood; and Mark Perkins. Absent: None. The following City staff were present: ChaQuias Miller-Thornton (City Manager); Tomika R. Mitchell (City Clerk); Richard Edwards (Planning & Economic Development Director); Cynthia Hammond (Finance Director); Chief Hudson (Police Chief); and Stephen Quinn (City Attorney).

NOTE: Items appearing in these minutes are in the order they were discussed, not necessarily in the order they appeared on the agenda.

1. CALL TO ORDER
   The meeting was called to order at 7:00 p.m.

2. ROLL CALL
   All members of Council were present.

3. PUBLIC COMMENTS
   Mayor Burks read the Resident Comment Policy.

4. PRESENTATION/ ADMINISTRATIVE BUSINESS

5. OLD BUSINESS
   A. To discuss an ordinance to amend the Clarkston Zoning Ordinance to add definitions and use regulations for child day care, adult day care, convenient stores, grocery stores, fitness centers, and small food retail.

   Richard Edwards, Planning & Economic Development Director provided a brief overview of an amending 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.

   The proposed text amendments will provide definitions and use regulations for convenient stores, grocery stores, fitness centers, and small food retail, and provide use regulations for child day care/adult day care uses.

Staff recommended deferral of this text amendment to the August 26th Work Session to continue outreach and research.

This matter was discussed by the Council.

This item will be included on the next City Council Meeting agenda under the Consent Agenda.

B. To discuss an ordinance to amend the Clarkston Zoning Ordinance to require a mix of land uses within projects in the Town Center (TC) zoning district for parcels over one (1) acre in size.

Richard Edwards, Planning & Economic Development Director provided a brief overview 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 (1) acre in size.

These text amendments would require a mix of land uses for all properties zoned TC and over one (1) acre in size. This is an effort to apply the TC zoning district's purpose and intent to "promote a mix of residential, business, commercial, office, institutional, cultural and entertainment activities for workers, visitors, and residents."

This matter was discussed by the Council.

Staff recommended approval of these text amendments.

This item will be included on the next City Council Meeting agenda under the Consent Agenda.

6. NEW BUSINESS

A. To discuss the Greenway Trail Phase I Review Committee's recommendation of the highest ranked consultant proposal for design, construction plan development, and right-of-way acquisition services.

Larry Kaiser, City Engineer, provided a brief overview of the Greenway Trail Phase I" project providing information from the review committee identifying and selecting the highest ranked consultant proposal and negotiated fee (cost) and scope of work and recommended to proceed with a contract with the highest ranked firm, AtkinsRealis Usa, Inc. for the Concept Phase of the Phase I Greenway Trail.

The fee (cost proposal) and scope of work for the Concept Phase only was negotiated. The fee is with AtkinsRealis Usa, Inc. is for the amount of $499,810.55.

This matter was discussed by the Council.

This item will be included on the next City Council Meeting agenda for discussion.

B. To discuss a resolution establishing a Vision Zero policy to work towards zero traffic deaths and zero severe injuries.

Larry Kaiser, City Engineer, provided a brief overview of adopting a resolution that outlines the development of a robust Vision Zero Comprehensive Safety Action Plan in accordance with the US Department of Transportation's (USDOT) Safe Streets for All (SS4A) program. The focus and goal of the Safety Action Plan is to significantly reduce and eventually eliminate traffic and pedestrian fatalities and serious injuries amongst all users of the City's transportation network by the year 2035 with zero traffic and pedestrian fatalities by 2040.

The cost associated with developing a "Vision Zero" Comprehensive Safety Action Plan is identified and funded in the SPLOST II Program. The consulting firm Kimley-Horn, in collaboration with the city staff and the Community at large, will develop the Comprehensive Safety Action Plan. The contract with Kimley-Horn was approved by the Council in June.

This matter was discussed by the Council.

This item will be included on the next City Council Meeting agenda under the Consent Agenda.

C. To discuss an ordinance to amend CUP19-02 zoning conditions for 1352 Brockett Road.

Richard Edwards, Planning & Economic Development Director provided a brief overview of an ordinance to amend the conditional use permit zoning conditions of CUP 19-02 for 1352 Brockett Road to allow for a full-service auto repair shop, increase the number of vehicles for sale from 5 to 10, and increase total vehicles on site from 15 to 25. The applicant applied for these modifications to address code compliance issues and come into compliance with use of the property.

Staff are recommending denial of the request to allow for a full-service auto repair shop; denial of the request to increase the number of car sales from 5 to 10; and approval to increase the total number of vehicles on the site from 15 to 19 with conditions. The Planning and Zoning Board recommended denial of the request to allow for a full-service auto repair shop; denial of the request to increase the number of car sales from 5 to 10; and approval to increase the total number of vehicles on the site from 15 to 19 with staff's conditions.

The applicant's representative, Muhammed Mohamed provided information on the behalf of the applicant, Abdulkadir Dine.

This matter was discussed by the Council.

The applicant, Abdulkadir Dine, responded to questions from the Council.

Dean Moore provided public comments.

Mr. Edwards stated the number of vehicles on site with staff conditions could possibly be increased by a few with conditions. Staff will work with the City Attorney to draft different options regarding text amendments and zoning.

This item will be included on the next City Council Meeting agenda for discussion and public hearing.

D. To discuss a request for a Clemsil Overlay development review for a single-family home at 3637 Lincoln Street (1212 Patricia Davis Drive).

Richard Edwards, Planning & Economic Development Director, provided a brief overview of a development plan for a one-story, single-family home in the Clemsil Overlay at 3637 Lincoln Street (1212 Patrica Davis Drive). The applicant requested to construct a one-story, single-family home and the Clemsil Overlay requires the public hearing process and approval from City Council prior to submitting for a building permit.

Staff recommended approval of the Clemsil Overlay development review.

This matter was discussed by the Council.

Stephen Quinn, City Attorney provided options to the applicant: applicant can withdraw the application, the Council can defer the application to allow withdrawal or deny the application without prejudice to allow the applicant to resubmit.

This item will be included on the next City Council Meeting agenda for discussion and public hearing.

E. To discuss a request for variances from Section 305 to reduce minimum lot widths and Sec. 540(a) to not require a 5' sidewalk at 911, 917, 929, and 935 Mell Avenue.

Richard Edwards, Planning & Economic Development Director provided a brief overview of a variance request from Sec. 305 to reduce the minimum lot widths from 50' to 36' for 10 lots and 30' for 3 lots and a variance request from Sec. 540(a) to not require a 5' sidewalk along a local street at 911, 917, 929, and 935 Mell Avenue (Parcel ID: 18 097 10 047, 046, 059, and 050).

The applicant requested these variances to construct 13 single-family homes along Mell Avenue.

Staff are recommending denial of both variance requests. The Planning and Zoning Board recommended approval of the variance from Sec. 305 to reduce the minimum lot widths and denial of the variance request from Sec. 540(a) to not require a 5' sidewalk along a local street with conditions.

This matter was discussed by the Council.

The applicant Megha Joshi with Altair Homes ATL, LLC provided an overview of the project.

Dean Moore and Tracy Menick provided public comments.

This item will be included on the next City Council Meeting agenda for discussion and public hearing.

F. To discuss the initial proposal of a Traffic Calming Policy.

Larry Kaiser, City Engineer, provided a brief overview of a proposed traffic calming process and procedure that will provide effective traffic engineering and management solutions that promote safety for motorists, bicyclists, and pedestrians while enhancing the livability of Clarkston's residential streets through reducing vehicle speeds and volumes and discouraging cut-through traffic.

The proposed policy outlines not only the process and procedure by which a Traffic Calming Petition is technically evaluated by staff but also whether sufficient funding exists to implement a traffic calming project under consideration by council. Within the SPLOST II program of projects, Council allocated approximately $100,000 for a specific "Neighborhood Traffic Calming" project. Council also allocated $285,000 for pedestrian improvements on the North Indian Creek corridor.

Staff recommended some percentage of funding from either one or both projects be re-allocated to a citywide "Neighborhood Traffic Calming" program.

This matter was discussed by the Council and was recommended for deferral to the August 26th Work Session with the instructions to the City Attorney to develop an ordinance.

This item will be included on the next City Council Meeting agenda under the Consent Agenda.

G. To discuss the transfer of an alcohol license application to Dillyet, LLC d/b/a 76 Food Mart located at 4556 E. Ponce De Leon Ave., Ste. A, Clarkston, GA 30021.

Tomika Mitchell, City Clerk provided a brief overview of the alcohol license application for Dillyet, LLC d/b/a 76 Food Mart located at 4556 E. Ponce De Leon Ave., Ste. A, Clarkston, GA 30021 has made application for an alcohol license for Beer/Wine/Malt beverages at the convenience store 76 Food Mart, formally Mighty Money, Inc. d/b/a 76 Food Mart.

The Alcohol Review Committee (ARC) has received and reviewed the new alcohol license application. The Committee verified that zoning compliance has been confirmed, the business license has been issued, and all required on-site inspections and measurements have been completed. Background checks have been conducted; however, staff is still awaiting the results of the fingerprint/background check, which are expected to be received prior to the August 7th City Council meeting.

Ms. Mitchell provided the language of the October 2024 update to Chapter 3-54(d) of the City Code concerning alcohol.

The applicant Meseret Belete was present for questions.

This matter was discussed by the Council.

This item will be included on the next City Council Meeting agenda for discussion.

H. To discuss Chapter 3 of the Code of Ordinances pertaining to Alcoholic Beverages.

Councilmember Bell exited the meeting at 9:22 p.m.

Richard Edwards, Planning & Economic Development Director provided a brief overview of an ordinance to amend the city's alcohol sales regulations to remove outdated references to the city's zoning ordinance and to reduce proximity restrictions applicable to businesses involved in the retail sales of beer, malt beverages, and wine.

The current alcohol ordinance has restrictions based on zoning districts that are no longer active in the zoning code. These text amendments also reduce the distance requirements for retail sales of beer, malt beverage, wine, and distilled spirits for consumption on premises to encourage economic development growth in the City of Clarkston.

The following recommendations were made: remove Section 3-9 removal of the reference for outdated Zoning Districts C1, C2, and C3; remove Section 3-55 which will remove the proximity requirement for on-site consumption for churches, eliminating the distance restriction based on church location; Section 3-55 is amended to reflect no license shall be issued if a business selling beer, malt beverages, or wine for on-premises consumption is within 100 yards of a school, school grounds, public park, or library entrance; Section D is amended to reduce the distance requirement from 300 feet to 50 yards for businesses within an adult entertainment district; Section 3.7 is amended to reflect that no license shall be issued if a business is within 50 yards of a single-family home dwelling in a zoning district permitting single-family dwellings, with outdated zoning districts removed; Section 3-96 is amended to require a distance of 200 feet from school grounds, public parks, or library entrances for the retail sale of distilled spirits, removing the church requirement for onsite consumption; Section 3-96 is amended to reflect the distance requirement for on-site consumption of distilled spirits near adult entertainment establishments is reduced from within 150 feet.

The proposed changes are based on feedback from business owners who have faced difficulties due to proximity restrictions.

This matter was discussed by the Council.

This item will be included on the next City Council Meeting agenda for discussion.

Councilmember Bell entered the meeting at 9:26 p.m.

I. To discuss the Affordable Housing Assistance Program.

Councilmember Hood stated the intention was to discuss a couple points about the research conducted for the Affordable Housing Assistance Program and what the City Council is or is not inclined to do with the funds for the program. Councilmember Hood provided a brief overview of how the funds can be used providing information on first-time homeowner assistance, housing rehab and renovation, foreclosure assistance, and assistance in financing an ADU.

This matter was discussed by the Council.

Kevin Do presented public comments.

The City Manager, ChaQuias Miller-Thornton recommended deferring this item until after the Atlanta Regional Commission (ARC) Housing Study provides a report.

This item will be included on the next City Council Meeting agenda for deferral.

7. ADJOURNMENT

Vice Mayor Johnson made a motion to adjourn the meeting. Councilmember Perkins duly seconded the motion. Mayor Burks called for the vote and declared the meeting adjourned (6-0).

The meeting was adjourned at 9:54 p.m.

ATTEST:

Tomika R. Mitchell
City Clerk

Beverly H. Burks
Mayor