

MINUTES OF
THE PLANNING & ZONING BOARD OF CLARKSTON, GEORGIA
HELD IN PERSON AND BY TELECONFERENCE, ZOOM AUDIO/VIDEO
IN SAID CITY ON TUESDAY, MAY 19, 2026

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

Chairperson Chuck McFarland called the meeting to order at 7:00p.m.

2. ROLL CALL

The following members of the Planning & Zoning Commission were present: Birendra Dhakal, Lisa Williams, and Amy Medford. The following staff members were present: ChaQuias Miller Thonrton, City Manager, Jacob Bouie, Economic Development Coordinator, Dana Spade of CPL, and Gillam Sinharoy of CPL.

3. APPROVAL OF THE AGENDA

Lisa Williams motioned to approve the May 19, 2026 agenda. Motion was seconded by Birendra Dhakal. Motion passed (5-0)

4. MEETING MINUTES

A. February 17, 2026 Meeting Minutes

Lisa W. motioned to approve the February 17, 2026 meeting minutes. Motion was seconded by Felicia W. Motion passed (5-0)

B. April 21, 2026 Meeting Minutes

Amy M. motioned to approve the April 21, 2026, meeting minutes. Motion was seconded by Felicia W. Motion passed (4-0)

PUBLIC HEARING

Any member of the public may address the Planning and Zoning Board, during the time allotted for public hearing. Each attendee will be allowed 3 minutes. If your public comment contains a series of questions, please provide those questions to staff in writing on the Public Comment Card (Staff) prior to the meeting. This will facilitate follow-up by the Board or Staff. The Planning and Zoning Board desires to allow an opportunity for public comment; however, the business of the Board must proceed in an orderly and timely manner.

5. PRESENTATIONS

None

6. OLD BUSINESS

None

7. NEW BUSINESS

- A.** CUP2026-002: Conditional Use Permit (CUP) to allow for a self-service laundry facility at 3635 Church Street, Unit B (Parcel ID: 18 066 01 013).

The Board considered a conditional use permit request to allow a self-service laundry facility at 3635 Church Street, Unit B. Staff and the consultant team explained that the laundromat had previously operated at the same location but had been closed for a period of time. Due to the lapse in operation and changes related to ownership and interior repairs, the applicant was required to seek conditional use approval before reopening.

Board members asked questions regarding the history of the business, whether ownership had changed, and whether improvements had been made to the facility. The consultant noted that the letter of intent referenced a change in ownership and minor interior repairs, including replacement of equipment, but the applicant was not present to provide additional details.

Chair McFarland opened the item for public comment. No public comments were offered in support or opposition. The public comment portion was closed.

Amy M. motioned to approve the conditional use permit to allow a self-service laundry facility at 3635 Church Street, Unit B, subject to the conditions provided by staff. Motion was seconded by Lisa W. Motion passed (5-0)

- B.** Proposed Text Amendment to the City of Clarkston Zoning Ordinance, Appendix A, Article IV to establish mobile food vending regulations.
- C.** Proposed Text Amendments to the City of Clarkston Zoning Ordinance, Appendix A, Article IV to establish accessory food truck standards.
- D.** Proposed Text Amendments to the City of Clarkston Zoning Ordinance, Appendix A, Article IV to amend the Use Table to add allowances for Mobile Food Vending and Accessory Food Trucks.

Because the three proposed text amendments: Proposed Text Amendment to the City of Clarkston Zoning Ordinance, Appendix A, Article IV to establish mobile food vending regulations, Proposed Text Amendments to the City of Clarkston Zoning Ordinance, Appendix A, Article IV to establish accessory food truck standards, and Proposed Text Amendments to the City of Clarkston Zoning Ordinance, Appendix A, Article IV to amend the Use Table to add allowances for Mobile Food Vending and Accessory Food Trucks, were related, the Amy M. motioned was to hear the proposed items together. The motion received a second by Lisa W. and passed. (5-0)

The consultant team presented the proposed amendments related to mobile food vending, food truck vendors, ice cream trucks, push carts, temporary food establishments, commissaries, vending sites, licensing requirements, property owner approval, insurance requirements, and Department of Public Health or Department of Agriculture approvals.

The consultant explained that the proposed mobile food vending regulations would remove food trucks from the temporary use framework and establish a separate licensing process for mobile food vendors. The proposed regulations included provisions related to allowable zoning districts, operating periods, distance requirements from existing food service establishments and city-sanctioned special events, signage, and future fee schedule considerations.

Board members discussed whether additional zoning districts, including light industrial areas and park spaces, should be included. The Board also discussed how the proposed language would affect existing businesses, including food truck operations already active in the city. Staff stated that the city had already spoken with existing food truck operators regarding the proposed language and emphasized that the intent was not to negatively impact existing businesses, but to create a clearer process for current and future mobile food operations.

The Board expressed concern that the proposed language needed additional review to ensure it would support small business development and avoid unnecessary barriers. Members discussed the importance of reviewing how neighboring jurisdictions regulate mobile food vending, including jurisdictions such as Stone Mountain, Tucker, and Avondale Estates.

The discussion also included the distinction between temporary mobile food vendors and more permanent or semi-permanent accessory food truck operations. The consultant explained that the proposed language treated mobile food vending as limited to short-term operations, while accessory food trucks would apply to longer-term operations. Board members raised questions about whether the proposed definitions adequately addressed food trucks, trailers, commissary-based vendors, mobile drink vendors, ice cream trucks, mobile farmers markets, and other similar operations.

Additional questions and concerns included:

- Whether the regulations should allow mobile food vendors in more zoning districts.
- Whether food trucks should be allowed in residential areas for special events or block parties.
- How property owner permission would be documented.
- Whether a vendor would need approval for each vending site.
- Whether fees could create a double-charging issue for vendors that already have a business license.
- Whether permanent or semi-permanent food trucks should be treated differently from short-term mobile vendors.

- Whether restroom access, water, gray water disposal, power sources, generators, fire safety, and ADA requirements should be more clearly addressed.
- Whether the application should include information regarding power source, water source, waste disposal, site layout, and designated parking area.
- Whether the ordinance should include more specific standards for trailers, truck dimensions, parking impacts, fire lane clearance, and sight distance safety.

The consultant clarified that special events would be handled separately through the city's special event process and that a special event permit would allow food trucks to participate in events such as block parties, 5Ks, or other temporary events.

Public comment was opened. A member of the public spoke generally in support of creating a food truck ordinance and stated that food trucks can provide an important opportunity for small business owners. The speaker also recommended additional revisions, including clearer definitions, truck and trailer dimensions, parking requirements, property owner approval requirements, designated site plans, fire marshal inspection requirements, and consideration of a pilot or temporary permit period before finalizing permanent regulations.

Following public comment, the Board continued discussion regarding safety, alcohol regulations, property owner approval, and whether the item should be delayed to allow staff and consultants more time to revise the proposed language. Staff noted that there was a compliance concern because the current code does not expressly regulate mobile food trucks. The Board acknowledged the need to balance compliance with the desire to protect and support existing and future businesses.

After discussion, Amy M. motioned to table the three proposed text amendments until the July Planning and Zoning Board meeting to allow staff and the consultant team additional time to research concerns, revise the language, and return with updated amendments. The motion was seconded by Birendra D. Motion passed (5-0)

8. ADJOURNMENT

Amy M. motioned to adjourn the meeting at 8:23p.m. The motion was seconded by Felicia W. Motion passed (5-0)