



PLANNING & ZONING BOARD MEETING AGENDA
TUESDAY, SEPTEMBER 15, 2026 - 7:00 PM
736 PARK NORTH BOULEVARD, SUITE 120 ♦ CLARKSTON, GEORGIA 30021
(404) 296-6489 ♦ WWW.CLARKSTONGA.GOV

1. CALL TO ORDER

2. ROLL CALL

3. APPROVAL OF THE AGENDA

4. MEETING MINUTES

A. Minutes from August 18, 2026, Planning Commission Meeting.

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

A. CPL Representatives providing presentations.

6. OLD BUSINESS

A. To consider an ordinance by the City of Clarkston to amend the Text of the Clarkston Zoning Ordinance, APPENDIX A, ARTICLE IV OF the City Code, to Define and Allow Accessory Food Trucks as an Accessory Use in the NC-1, NC-2, TC, I, NR-CD, and RC Districts of the City.

7. NEW BUSINESS

A. A discussion of an ordinance by the City of Clarkston to amend Chapter 11 of the City code to add new Article XI to regulate mobile food vendors; to provide for licensing ; to

provide for minimum insurance coverage: to provide for location restrictions; to establish minimum health and safety standards' and for other purposes.

8. ADJOURNMENT



PLANNING & ZONING BOARD MEETING MINUTES

MINUTES

August 18, 7:00 PM
ZOOM

- A. CALL TO ORDER** The meeting was called to order at 7:05pm. The meeting was closed due to no quorum.
- B. ROLL CALL** Chair Charles McFarland,
- C. APPROVAL OF SEPTEMBER 2022 MEETING MINUTES.** Chair Charles McFarland called for a motion to approve. Vice Chair Felicia Weinert made the motion to approve, Herbert Clark seconds, and the motion passed 5/0/0.
- D. OLD BUSINESS** No old business.
- E. ADJOURNMENT** – Chair McFarland called for a motion to adjourn. The meeting was adjourned at 7:41PM.

ORDINANCE NO. _____

AN ORDINANCE BY THE CITY OF CLARKSTON TO AMEND THE TEXT OF THE CLARKSTON ZONING ORDINANCE, APPENDIX A, ARTICLE IV OF THE CITY CODE, TO DEFINE AND ALLOW ACCESSORY FOOD TRUCKS AS AN ACCESSORY USE IN THE NC-1, NC-2, TC, I, NR-CD AND RC DISTRICTS OF THE CITY.

WHEREAS, the City's Zoning Ordinance includes certain requirements for the development and use of real property located within the City limits; and

WHEREAS, the City Council desires to allow food trucks as an administratively permitted accessory use on any property that allows and includes an eating and drinking establishment with a current business license, operating within a permanent structure; and

WHEREAS, the City Council desires to update Table 4.1 Use Table to reflect these amendments; and

WHEREAS, the City has fully complied with the requirements of the Zoning Procedures Law in adopting this ordinance.

NOW THEREFORE, BE IT ORDAINED  **by the City of Clarkston as follows:**

SECTION 1. Appendix A, Article IV, Section 412 of the City of Clarkston Code of Ordinances is hereby amended to add new subsection (d) to read as follows:

“(d) Accessory Food Truck

- (1) An accessory food truck shall be defined as a self-contained, mobile restaurant without seating located on the same property with an active eating and drinking establishment (defined as a business that sells hot or cold prepared or packaged food or drinks to customers for consumption either on or off the premises, which may or may not have a kitchen, including but not limited to restaurants, fast-food shops, cafes, and coffee houses) that has a current business license.
- (2) Such uses are allowed as an accessory use on any property that allows and includes an active eating and drinking establishment with a current business license operating within a permanent structure.
- (3) No additional parking is required for an accessory food truck and it may occupy a maximum of three (3) existing parking spaces.
- (4) An accessory food truck may be located anywhere on the property with the following exceptions:
 - (i) in a location that blocks visibility or access to vehicular traffic; or
 - (ii) within 250 feet of a residential structure.

- (5) The operator of an accessory food truck business must obtain an administrative permit, a city business license (which may be the business license for the primary use on the same property if said use is an eating and drinking establishment and the same licensee operates both the eating and drinking establishment and the accessory food truck), alcohol license (if applicable), board of health approval, and any other licensing or certification required by state law.
- (6) The applicant must submit the following documents with their administrative permit application:
 - (i) a copy of all required county and state licenses and approvals;
 - (ii) a letter identifying the name of the business, hours of operations, a description of how waste and emissions will be managed; and
 - (iii) a site plan demonstrating that all applicable regulations are being met.
- (7) One A-Frame sign no larger than six (6) square feet shall be allowed within five (5) feet of the accessory food truck with the following requirements:
 - (i) the sign shall not impede vehicular or pedestrian circulation;
 - (ii) the sign shall not be placed in a tree island or landscape strip.
- (8) Hours of operation shall be limited to 7:00 a.m. to 10:00 p.m. daily; and
- (9) Accessory food trucks shall be limited to one (1) per lot.”

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SECTION 2. The existing subsections or paragraphs of Appendix A, Article IV, Sections 412 and 414 are hereby redesignated, renumbered, or relettered as necessary to accommodate these amendments.

SECTION 3. Appendix A, Article IV, Section 403 of the City of Clarkston Code of Ordinances is also amended by deleting the existing Table 4.1 in its entirety and replacing it with the document entitled “Table 4.1. Use Table” attached hereto as Exhibit “A”.

SECTION 4. This ordinance is intended to be severable. Should any portion of this ordinance be judged invalid by a Court of competent jurisdiction, such order or judgment shall not invalidate the remainder of this ordinance.

SECTION 5. This ordinance shall become effective upon its adoption by the City Council and signature by the Mayor.

Notice Published in DeKalb Champion: _____

Public Hearing Held by City Council: _____

SO ORDAINED this _____ day of _____

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ATTEST:

CITY COUNCIL OF
CITY OF CLARKSTON, GEORGIA

Cynthia Hanson, City Clerk

Mayor Beverly H. Burks

Approved as to form:

Stephen G. Quinn, City Attorney

EXHIBIT “A”
TABLE 4.1 USE TABLE

Sec. 403. Use Table.

Table 4.1 indicates the permitted uses within the city zoning districts. Additional use restrictions or conditions may apply to permitted or conditional uses as set forth in the supplemental standards found in this Article.

- (a) The uses listed in table 4.1 shall be permitted only within the zoning districts identified, and no use shall be established, and no structure associated with such use shall be erected, structurally altered or enlarged unless the use is permitted as:
 - (1) A permitted use (P);
 - (2) A conditional use (C) subject to the conditional use permit application procedures specified in article II of this chapter;
 - (3) An administratively approved use (AP);
 - (4) An accessory use (Pa) as regulated by Article IV of this chapter. Table 4.1 does not list all accessory uses but clarifies uses acceptable as accessory, though not typically considered primary uses for the zoning classification;
 - (5) Uses lawfully established prior to the effective date of the ordinance from which this chapter is derived.
- (b) Any use not listed in Table 4.1 or interpreted to be allowed by the city manager pursuant to subsection d in this section is prohibited.
- (c) If there is a conflict between table 4.1 and the text of this chapter, the text shall prevail.
- (d) Interpretation of unlisted uses:
 - (1) Where a particular use is not specifically listed in table 4.1, the city manager shall have the authority to permit the use if the use is similar to uses permitted by this article. The city manager shall give due consideration to the purpose and intent statements contained in this zoning ordinance concerning the base zoning districts involved, the character of the uses specifically identified and the character of the uses in question.

Table 4.1 Use Table											
P: Permitted use C: Conditional use subject to the conditional use permit application procedures specified in article II of this chapter AP: Administratively approved use Pa: Accessory use as regulated by article IV of this chapter.	NR-1	NR-2	NR-3	NC-1	NC-2	TC	I	R-OS	NR-CD	RC	Supplemental Standards
Residential											
Apartment childcare or tutoring			P	P	P	P			P		Sec. 404
Assisted Living									P	P	
Boarding or Rooming House, except halfway houses									C	C	
Dwelling, Accessory	P	P	P						P	P	Sec. 413

Dwelling, Duplex		P	P						P		
Dwelling, Multi-family				P	P	P			P	P	
Dwelling, Single-family detached	P	P	P						P	P	
Dwelling, Townhome		P	P						P		
Dwelling, Triplex			P						P		
Dwelling, Quadruplex			P								
Home Occupation	P	P	P								Sec. 407
Non-commercial horticulture and agriculture	P	P	P								Sec. 408
Non-commercial poultry	P	P	P								Sec. 409
Personal Care Home									C	C	
Planned Unit Developments											
Cottage Housing Developments		P*	P*						P*	P*	
Planned Commercial Development				P*	P*	P*			P*	P*	
Planned Mixed-Use Development				P*	P*	P*			P*		
Planned Residential Development		P*	P*							P*	
Commercial and Retail											
Accessory Food Truck				Pa	Pa	Pa	Pa		Pa	Pa	Sec. 412
Adult entertainment or establishment							C				
Antique shop				P	P	P				P	
Apparel store				P	P	P					
Art store/gallery				P	P	P			P	P	
Banks and financial institutions				P	P	P				P	
Bed and breakfast inns			C			P				C	Sec. 405
Book and video store (non-adult oriented)				P	P	P				P	

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Bottle shop/package store					C	P	P				
Bowling Alleys						P	P		C		
Camera shop				P	P	P			P		
Car washes					C		C				
Child day care, adult day care				C	P	P			P		Sec. 406
Convenient store w/o fuel pumps					P		P				Sec. 411.1
Convenient store w/ fuel pumps					P		P				Sec. 411.1
Dry cleaner (except drive thru)				P	P						
Eating and drinking establishment, excluding drive-thru/drive-in establishments				P	P	P	P		P	P	
Eating and drinking establishment, including drive-thru/drive-in establishments					C						
Electronics and appliance store						P					
Entertainment venues (non-adult oriented)							P				
Florist				P	P	P			P	P	
Funeral home (no on-site crematory services)							P				
Furniture and home furnishings						P					
Greenhouses and horticultural nurseries				P	P				P	P	
Grocery store					P	C			C		
Fitness Center 5,000 sq. ft or less					P	P	P		P	P	
Fitness Center 5,000 sq. ft or greater					P		P		C		
Hookah/Vape Store											
Hospital							P				
Hotel						C					
Jewelry store				P	P	P			P	P	

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Laundry, self-service				C	C		C				
Massage establishment							C				
Microbrewery				P	P	P	P		C		
Movie Theater (non-adult oriented)						P	P				
Non-automotive repair services (cameras, jewelry, shoes)				P	P	P	P				
Parking structure				Pa	Pa	Pa	Pa	Pa	Pa		
Personal service establishment (barber shop, hair salon, nail salon)				P	P	P			P	P	
Pet boarding/breeding kennel							P				
Pet grooming and supply shop				P	P	P					
Pharmacy or Drug store				P	P						
Recycling collection				Pa	Pa	Pa	Pa			Pa	
Recycling collection/drop off centers									Pa		
Research and experimental testing laboratories							C				
Retail, 2,500 - 5,000 s.f.					P	P			P	C	
Retail, 2,500 s.f. or less				P	P				P	P	
Retail, over 5,000 s.f.						P	P				
Shoe store				P	P	P					
Small food retail					P	P			P		Sec. 411.2
Sporting goods store				P	P	P					
Tattoo parlor and piercing studio					P	P	P				
Title loan businesses, pawn shops							C				
Toy store				P	P	P					
Office, Institutional, and Cultural											
Library, Public				C	C	C	C	C	C	C	

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Pre-schools and similar establishments				P	P	P			P	P	
Office (Professional)				P	P	P	P			P	
Office (Medical)				P	P	P	P			P	
Office (Veterinary without boarding)				P	P	P	P			P	
Parks/Green Space	P	P	P	P	P	P	P	P	P	P	
Places of assembly, including religious institutions	C	C	C	C	C		P		C	C	Sec. 411
Tutoring Establishments			P	P	P	P			P	P	
Industrial and Manufacturing											
Automobile, truck, motorcycle and heavy equipment sales/service/rental/parts/repair establishments					C		P				
Building and equipment supply/repair services (no outdoor storage)							P				
Commercial dry-cleaning plants							C				
Communications towers (cellular)							C				
Crematories							C				
Manufacturing and assembly, provided no gas, fumes or odors are emitted as a result of the activity							P				
Outdoor storage, commercial											
Trade shops (locksmith, gunsmith, sheet metal, upholstery, furniture, appliance, electrical, carpentry)							P				
Wholesaling and warehousing (entirely indoors)							P				
Temporary Uses											
Farmer's market				AP	AP	AP	AP	AP	AP	AP	Sec. 414
Festival				AP	AP	AP	AP	AP	AP	AP	Sec. 414

Seasonal activities and sales				AP	AP	AP	AP	AP	AP	AP	Sec. 414
Storage of construction equipment				AP	AP	AP	AP	AP	AP	AP	Sec. 414
Tent sale/sale of goods from temporary location				AP	AP	AP	AP	AP	AP	AP	Sec. 414
*When approved by City Council											

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(Ord. No. 480, § 1, 6-6-23; Ord. No. 512, § 1 Exh. A, 3-4-25; Ord. No. 525, § 1, 9-2-25)



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