

City of Woodbury  
Planning & Zoning Commission Meeting  
Wednesday, April 21, 2021  
6:00 pm

**Attending the meeting:**

Chairman Doug Matthews  
Co-Chairman Alan Kendrick  
Secretary Vicky Matthews  
Member Sam Summers  
Mayor Steve Ledbetter  
City Clerk Angel Fowler

**CALL TO ORDER AND WELCOME**

Chairman Doug Matthews called the meeting to order at 6:00 pm

**APPROVAL OF AGENDA**

Co-Chairman Alan Kendrick made a motion to approve the agenda with the addition of Mr. Jeffery Sutton, 20 Jonquil Ln, building permit for deck repair, to be added under New Business. Member Sam Summers seconded the motion, and the vote was unanimous.

**APPROVAL OF MINUTES**

Co-Chairman Alan Kendrick made a motion to approve the minutes from the March 24, 2021 meeting. Secretary Vicky Matthews seconded the motion, and the vote was unanimous.

**OLD BUSINESS**

Addie Prather, 35 Jay St., Building permit. A stop work order was issued in June of 2020. The Commission tabled the discussion in December 2020, January 2021, February 2021, and March 2021, in order to allow applicant to provide required drawing/ floor plan of project. The required drawing/ floor plan has not been received. Member Sam Summers made a motion to recommend the building permit be denied. Co-Chairman Alan Kendrick seconded the motion and the vote was unanimous.

Tomiekie Whitehead, discuss type of housing allowed to be placed upon lot at 196 Dogwood Lane. Ms. Whitehead wanted clarification on type of roof pitch required for manufactured home to be placed on property. Any manufactured home placed on property must have minimum 4:12 roof pitch. Ms. Whitehead wanted to know if she could bring in used mobile or manufactured home and then replace the existing roof in order to adhere to current zoning standards which allow no less than a 4:12 roof pitch. Any manufactured home placed on property must have minimum 4:12 roof pitch. There was general discussion about the cost of replacing a used home 3:12 roof to a 4:12 roof, (generally cost prohibitive), and how new manufactured homes may be upgraded to 4:12 pitch roof before they are placed on site. As Ms. Whitehead still has prior permit approval for 2100 sq foot manufactured home contingent upon City Staff receiving photo of home and floor plans to complete application, no votes were taken on this issue.

## HEARING OF CASES

Titan Solar Power, Scott Walters, 275 Forrest Lane. Requests permit to install solar panels on house at 275 Forrest Lane. Applicant could not be present, however, all required paperwork was submitted to staff for review. Safebuilt and Georgia Power has reviewed and approved. Co-Chairman Alan Kendrick made a motion to recommend approval of the permit. Member Sam Summers seconded the motion, and the vote was unanimous.

David Williamson, Driveway, 320 Mountain View Circle. Applicant requests permit to resurface existing driveway and add a 12x21 parking pad, no roof will be added. Rear and side setbacks are met. Co-Chairman Alan Kendrick made a motion to recommend approval of the permit. Member Sam Summers seconded the motion, and the vote was unanimous.

Randy Tatum, 18215 Man Street, fence permit. Stop work order has been issued as applicants were installing an 8 foot fence in front yard of house. Current zoning allows for a fence of up to 6 feet high to be located in back yard at distance of 80% of the length of house and a fence of up to 3 feet high to be located in the front yard. Due to the home being located on a corner lot, the home, according to current code, has two front yards, and two side yards. Home also has existing pool. Back fence may not be tied into neighbor's fence and must be setback at least 6 inches off of back property line. Applicants made Commission aware that fence placement on west side of house at 80% would place fence up against the garage building that exists on the property and interfere with side porch. Also would interfere with existing parking pad. Co-Chairman Alan Kendrick made a motion to recommend a variance to allow west side fence to be placed at a 50% point to have side porch inside fence area. Member Sam Summers seconded the motion, and the vote was unanimous. Member Sam Summers made a motion to recommend a variance be allowed for 6 foot fence placement on the east side of house at 80% of house, in order to enclose pool area. Co-Chairman Alan Kendrick seconded the motion, and the vote was unanimous.

Rob Longnecker, 329 Dromedary St., business license/building permit renovation of building. Applicant not present at meeting. Still needs to complete application. Work is already in process at location. Co-Chairman Alan Kendrick made a motion to recommend a stop work order be issued for location and also that the issue be tabled until applicant submits required paperwork and is present at meeting to discuss scope of project. Member Sam Summers seconded the motion, and the vote was unanimous.

Sam Summers, land disturbance permit for Distillery. As Mr. Summers is a member of the Commission and has a personal interest in the Distillery, Mr. Summers abstained from voting on this case. Mr. Summers submitted land disturbance plans/drawings to Commission. City Staff has submitted copies of these plans to the Soil and Water Conservation Commission on April 15, 2021. SWCC has a 35 day review turnaround time. In order to follow up on the submission, City Staff has contacted SWCC rep who is responsible for reviewing the plans. The rep indicated that the SWCC is inundated with submissions at the present time. Mr. Summers hopes to receive completed review from SWCC before burn ban expires at end of May. Co-Chairman Alan Kendrick recommended approval of the land disturbance permit contingent upon review approval by the Soil and Water Conservation Commission. Secretary Vicky Matthews seconded the motion, and the vote was unanimous with Member Sam Summers abstaining from the vote due to his personal interest in the Distillery.

Mr. Jeffery Sutton, 20 Jonquil Ln, building permit for deck repair. Mr. Sutton has replaced old porch with new deck. Replaced old blocks in the back under pinning with new block. Work is complete, so City Staff recommended that at this point Safebuilt will need to inspect. Co-Chairman Alan Kendrick made a motion to recommend approval of the permit contingent upon Safebuilt inspection approval. Member Sam Summers seconded the motion, and the vote was unanimous.

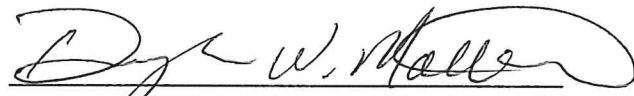
#### New Business

The Commission discussed the need for clarification of the current zoning ordinance as it relates to the definition of Antiques Shop, Antique Mall, and Flea Markets, and which of these types of business may be permitted as we continue to develop our downtown rural zone area. Also, the Commission discussed the need for clarification of current zoning as it relates to the outside display of merchandise for sale and general outside storage around the outside of downtown businesses. There needs to be parameters in place in order to tidy up the downtown area and ensure all businesses maintain a neat appearance. Unregulated outside displays can create a safety hazard, visual blight and opportunities for criminal activity. There was discussion of the possibility of having businesses display merchandise for sale in front of businesses only during business hours. It was decided that best plan would be to seek legal counsel on this matter. Member Sam Summers made a motion to recommend that legal counsel be asked to review all three components: Antique Shop, Antique Mall, and Flea Market and bring back an ordinance in response to each component. Co-Chairman Alan Kendrick seconded the motion, and the vote was unanimous.

#### ADJOURNMENT

Co-Chairman Alan Kendrick made a motion to adjourn the meeting. Secretary Vicky Matthews seconded the motion, and the vote was unanimous.

The minutes were read and approved on May 19, 2021

  
Chairperson

  
Secretary

