

City of Woodbury
Planning & Zoning Commission Meeting
Wednesday, July 22, 2020
6:00 pm

Attending the meeting:

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

CALL TO ORDER AND WELCOME

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

APPROVAL OF AGENDA

Member Alan Kendrick made a motion to approve the agenda. Secretary Vicky Matthews seconded the motion, and the vote was unanimous.

APPROVAL OF MINUTES

Member Alan Kendrick made a motion to approve the minutes from the June 17, 2020 meeting Secretary Vicky Matthews seconded the motion, and the vote was unanimous.

OLD BUSINESS

Safebuilt building official, Paul Hardy, joined the meeting by teleconference in order to discuss the new inspection and permit requirements. Co-Chairman Doug Matthews informed Mr. Hardy of citizen concerns regarding what could be overly restrictive inspections as related to our small city. Co-Chairman Doug Matthews asked Mr. Hardy for guidelines that could help our Commission to allow citizens to safely build and move through the process of inspections of their projects.

Mr. Hardy informed the commission that Safebuilt officials will provide clear documentation and guides for all citizens to go by. According to Mr. Hardy, the State mandates the code and does not allow Safebuilt to be lesser than or more harsh than the code that is mandated, unless an amendment is submitted to the Department of Community Affairs. All inspectors have a national certification through the International Code Council which writes the code which is subsequently adopted by the State. Each inspector has an area of expertise such as residential or commercial.

Mr. Hardy will have building official Ringo McCollum contact the city in order to discuss the City of Woodbury directly contracting with Safebuilt rather than going through Meriwether County. Safebuilt will be available for an initial consultation on commercial projects while any projects are in the planning stage.

HEARING OF CASES

Kim Smith, Ken Smith, 18018 Main St. Suite C., Occupational License Application, Paparella's Pizza. Business will be take out, curbside, & delivery to start. Mr. Smith has contacted Health Department. Plans are to complete space within 6 months. Mr. Smith has met with Paul Hardy with Safebuilt. No additional exits are needed. Mr. Hardy informed the Smith's that there is no requirement for a two hour fire rated wall or separation wall between kitchen and dining area. Appropriate clearances for any kitchen equipment or appliances will be required.

Development Authority is aware that the floor needs to be leveled and that Georgia Power will need to separate the power line coming into the space, and move from the center to corner of the wall.

Mayor Ledbetter asked that Mr. & Ms. Smith keep the city informed on progress and potential opening date so that alcohol license can be applied for in timely manner. Planning and Zoning will be available to help the Smiths with appropriate size and scale of business signage in order to adhere to the City's sign ordinance.

Member Alan Kendrick made a motion to recommend approval of the Occupational License permit for Paparella's Pizza. Secretary Vicky Matthews seconded the motion, and the vote was unanimous.

New Business

Verification of Mixed use zoning for house located 17779 Main St.

Potential buyers would like to create one apartment upstairs and retail space below. Need verification of mixed use before they make offer. According to current zoning, this property would meet all requirements except for the requirement of a separate outside entrance/stairway for the upstairs apartment. There is ample space to separate parking areas.

Member Alan Kendrick made a motion to recommend that the potential buyers be informed that the property qualifies as mixed use and their request for one apartment upstairs and retail below would be allowed with the addition of a separate outside entrance/stairway for the upstairs apartment, and the existing stairwell to the upstairs would require a secure door. Secretary Vicky Matthews seconded the motion, and the vote was unanimous.


ADJOURNMENT

Member 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 August 19, 2020



Chairperson



Secretary