



*City of Statesboro*  
*Department of Planning and Development Memorandum*

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50 East Main Street      P.O. Box 348      » (912) 764-0630  
Statesboro, Georgia 30458      Statesboro, Georgia 30459      » (912) 764-0664 (Fax)

**Statesboro Planning Commission**

**October 6, 2020**

**5:00 P.M.**

**City Hall Council Chamber**

**Meeting Agenda**

**I. Call to Order**

**II. Invocation & Pledge of Allegiance**

**III. Approval of Minutes**

1. August 4, 2020 Meeting Minutes.

**IV. New Business**

1. **PUBLIC HEARING PROTOCOLS:** As per Georgia law, each action item on an agenda requires a public hearing. Protocols for said hearing must be issued and distributed to the Commission for adoption and further use.

2. **APPLICATION CUV 20-09-01:** James Melton requests a Conditional Use Variance from Article VIII of the *Statesboro Zoning Ordinance* for 0.17 acres of property located at 22 Bulloch Street to utilize a shipping container for additional storage and refrigeration facilities for a catering business in the CBD (Central Business) zoning district (Tax Parcel S19 000060 000).

3. **APPLICATION SE 20-09-02:** Joseph Kropp request a Special Exception from Article V of the *Statesboro Zoning Ordinance* for 0.52 acres of property located at 108 South Zetterower Avenue to utilize the entire structure as a mental health practice in the R15 (Single-Family Residential) zoning district (Tax Parcel S40 000006 000).

4. **APPLICATION V 20-09-03:** Kaleo Lyles request a Zoning Variance from Article V of the *Statesboro Zoning Ordinance* for 1.18 acres of property located at 300 Wendwood Drive to construct a new single-family detached dwelling unit in the R15 (Single-Family Residential) zoning district (Tax Parcel S43 000015 000).

5. **APPLICATION RZ 20-09-04:** Jerry Jennings request a Zoning Map Amendment for 13 acres of property located on Highway 301 North (aka East Parrish Street) to construct two 56,000 square foot warehouse buildings for commercial use on property currently in the HOC (Highway Oriented Commercial) and R-4 (High-Density Residential) zoning districts (Tax Parcel S47 000025 000).

**V. Announcements**

1. **DOWNTOWN MASTER PLAN RFP:** The Request for Proposals has been completed and sent forward to receive applications for the City of Statesboro's Downtown Master Plan. The RFP has been included in the commission packet for additional discussion.

**VI. Adjourn**



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*Department of Planning and Development Memorandum*

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**Statesboro Planning Commission**

**August 4, 2020**

**5:00 P.M.**

**City Hall Council Chamber**

**Meeting Minutes**

**Present:** Planning Commission members: Sean Fox, Jamey Cartee, Russell Rosengart, Carlos Brown Jr., Mary Foreman and Benjamin McKay; **City of Statesboro Staff:** Kathleen Field (Director of Planning & Development), and Justin Williams (City Planner I); **Absent:** James W. Byrd, Sr.

**I. Call to Order**

Commissioner McKay called the meeting to order at 5:00 PM.

**II. Invocation & Pledge of Allegiance**

Commissioner McKay led in the invocation & pledge.

**III. Approval of Minutes**

1.) July 7, 2020 Meeting Minutes.

Commissioner Brown made a motion to approve the July 7, 2020 meeting minutes, seconded by Commissioner Cartee. The motion carried 5-0.

**IV. New Business**

1. **APPLICATION RZ 20-07-01:**

Larry T. Douglas requests a zoning map amendment of 0.18 acres of property located at 849 Martin Luther King Jr. Drive from R-6 (Single-Family Residential) to the CR (Commercial Retail) zoning district in order to utilize the property for commercial purposes (Tax Parcel S17 000030 000).

Kathleen Field introduced RZ 20-07-01 and the applicant was not present. Mrs. Field additionally explained the desire of the applicant to combine the parcel under consideration with the adjacent parcel for a commercial use. Commissioner Fox specified that he had no questions. Commissioner Brown requested clarification that the applicant did not need to verify his use in order to receive the zoning map amendment. Mrs. Field informed him that the applicant did not have to verify. Commissioner Cartee asked if the

applicant intended to maintain the property as is for a commercial use. Mrs. Field informed him that the desire was to demolish both building for a larger use on the parcel.

Commissioner Cartee made a motion to recommend approval of RZ 20-07-01 with staff conditions. Commissioner Fox seconded, and the motion carried 5-0.

**V. Announcements**

Mrs. Field announced the finalized time for the upcoming Planning Commissioner training, which will take place on August 26<sup>th</sup>.

**VI. Adjourn**

Commissioner Brown made a motion to adjourn the meeting. Commissioner Cartee seconded, and the motion carried 6-0.

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**Acting Chair – Benjamin McKay**

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**Secretary – Kathleen Field**  
**Director of Planning & Development**

**STATESBORO PLANNING COMMISSION**

**September 1, 2020**

**5:00 P.M.**

**City Hall Council Chambers**

**Meeting Minutes**

The September 1, 2020 Planning Commission meeting was cancelled due to a lack of agenda items.

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**Chair – James W. Byrd, Sr.**

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**Secretary – Kathleen Field**  
**Director, Department of Planning & Development**

**PUBLIC HEARING PROTOCOLS**  
**Statesboro Planning Commission**

1. Each Action Item on the agenda requiring a formal vote, is required under Georgia law to have a public hearing.

2. Format of Public Hearing

- Before each Action Item is discussed by the Planning Commission, a formal Public Hearing must be held.
- After the item on the agenda is called, the Chair will ask for a motion and a second to open the public hearing. A vote will then be taken.
- The Chair will ask if anyone in the audience wishes to speak in favor of the item; then; the Chair will ask if anyone in attendance wishes to speak against the item.
- The Chair will allow a reasonable amount of time for each speaker to speak. If a sizable crowd is in attendance all with the same stance on an item, the Chair may ask for a representative to speak for all of the interested parties.
- The Chair will direct all speakers to address him while they are speaking.
- Once all speakers have spoken, the Chair will ask for a motion and a second to close the Public Hearing. A vote will then be taken to close the hearing.
- At this time, the Planning Commissioners may then discuss the Action Item and subsequently vote.



City of Statesboro-Department of Planning and Development  
**ZONING SERVICES REPORT**

P.O. Box 348  
 Statesboro, Georgia 30458

(912) 764-0630  
 (912) 764-0664 (Fax)

**CUV 20-09-01  
 SPECIAL EXCEPTION REQUEST  
 22 Bulloch Street**

<b>LOCATION:</b>	22 Bulloch Street
<b>EXISTING ZONING:</b>	CR (Commercial Retail)
<b>ACRES:</b>	0.17 acres
<b>PARCEL TAX MAP #:</b>	S19 000060 000
<b>COUNCIL DISTRICT:</b>	District 2 (Chavers)
<b>EXISTING USE:</b>	Single-Family Home
<b>PROPOSED USE:</b>	Commissary Kitchen (Catering)



**PETITIONER**                 James Melton  
**ADDRESS**                   888 Seaborn Proctor Rd, Statesboro GA 30458

**REPRESENTATIVE**    Same as Above  
**ADDRESS**

<b>PROPOSAL</b>
<p>The applicant requests a conditional use variance to locate a single 20 foot container on a property to serve as an outdoor walk-in cooler. This cooler would serve as an addition to a business being located in a single-family residence located in the CR (Commercial Retail) district. The applicant desires to use the location as a catering business, which is an allowable use in the district. The placement of a 20 foot container as an accessory structure would not be allowed use in the district.</p>
<b>STAFF RECOMMENDATION</b>
<p><b>SE 20-09-01 <u>APPROVE</u></b></p>

Case # CUV 20-09-01  
22 Bulloch St  
Parcel: S19 000060 000

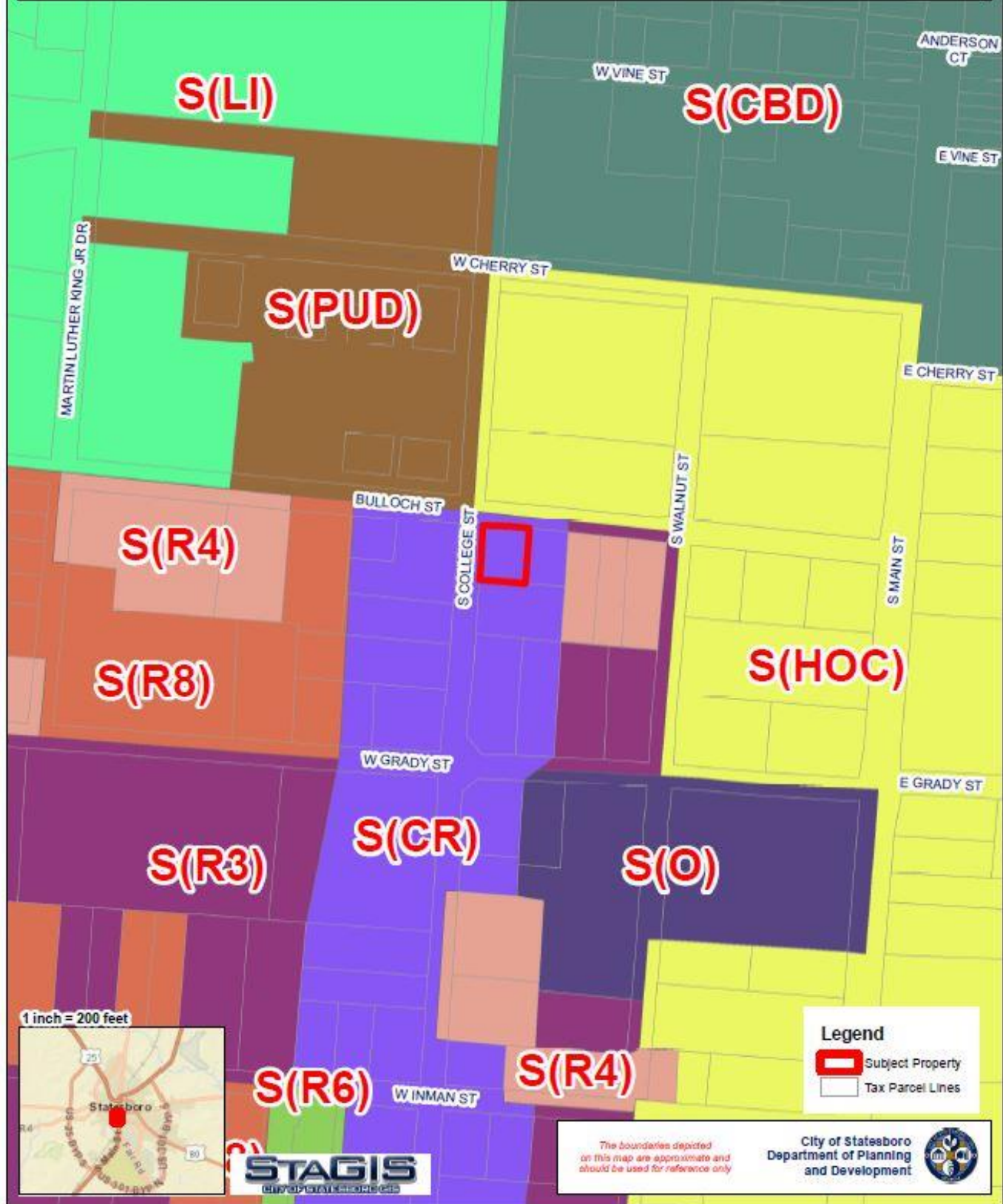
# Location Map





Case # CUV 20-09-01  
22 Bulloch St  
Parcel: S19 000080 000

# Current Zoning Map



Case # CUV 20-09-01  
22 Bulloch St  
Parcel: S19 000060 000

# Future Landuse Plan Map



Redevelopment



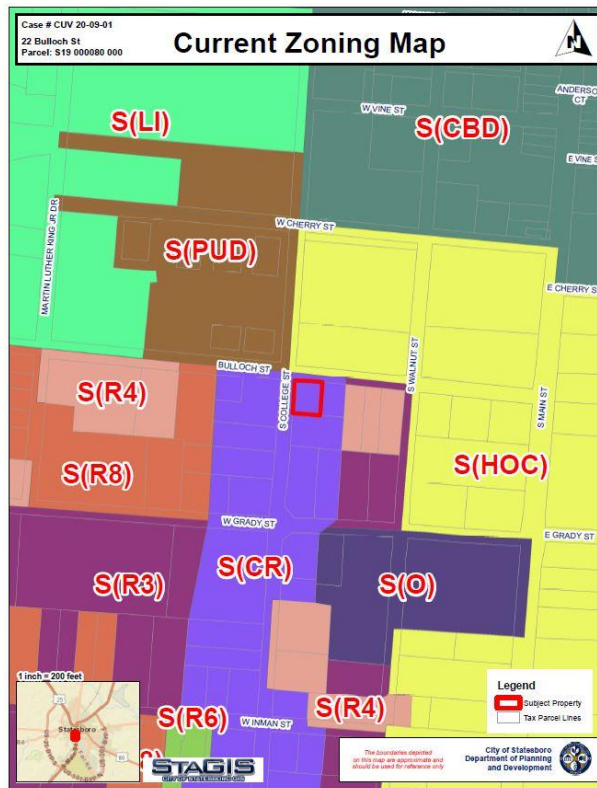
1 inch = 200 feet



The boundaries depicted on this map are approximate and should be used for reference only

City of Statesboro  
Department of Planning  
and Development





**SURROUNDING LAND USES/ZONING**

<b>Location</b>	<b>Parcel Location &amp; Zoning Information</b>	<b>Land Use</b>
North	<b>Location Area #1:</b> HOC (Highway Oriented Commercial))	Single-Family Residential Dwelling
Northeast	<b>Location Area #2:</b> HOC (Highway Oriented Commercial)	Multiple-Family Residential Dwelling
East	<b>Location Area #3:</b> CR (Commercial Retail)	Single-Family Residential Dwelling
Further East	<b>Location Area #4:</b> R-4 (High-Density Residential)	Single-Family Residential Dwelling
Southeast	<b>Location Area #5:</b> CR (Commercial Retail)	Single-Family Residential Dwelling
Further Southeast	<b>Location Area #6:</b> R-3 (High Density Residential)	Multiple-Family Residential Dwelling
South	<b>Location Area #7:</b> R-15 (Single-Family Residential)	Single-Family Residential Dwelling
Southwest	<b>Location Area #8:</b> CR (Commercial Retail)	Single-Family Residential Dwelling
West	<b>Location Area #9:</b> CR (Commercial Retail)	Single-Family Residential Dwelling

## **SUBJECT SITE**

The subject site contains a single family home with a small barn on 0.17 acres. The barn currently sits on the Northeast side of the property. The property has served as a single family residence, and currently has no active Occupational Tax Certificate.

The *City of Statesboro 2019 – 2029 Comprehensive Master Plan* designates the subject site in the “Downtown” character area, which is designed to support a range of mixed office and commercial uses with upper floor residential development.

## **ENVIRONMENTAL SITE ANALYSIS**

The subject property does not contain wetlands and is not located in a special flood hazard area. Any potential issues will be brought forth and discussed during standard permitting and review procedures.

## **COMMUNITY FACILITIES AND TRANSPORTATION**

The subject property is currently served by city utilities, sanitation and public safety. No significant impact is expected on community facilities or services as a result of this request.

## **CONDITIONAL ZONING STANDARDS OF REVIEW**

The *Statesboro Zoning Ordinance* permits the grant of conditional zoning upon a finding by the governing body that the requested use is “of the same general character” as those uses permitted within the district without the grant of a special exception and requires that “in determining the compatibility of the conditional use with adjacent properties and the overall community, the Mayor and City Council (will) consider the same criteria and guidelines [as for] determinations of amendments, as well as the following factors”.

Article XXIV, Section 2406 of the *Statesboro Zoning Ordinance* lists **seven (7) factors** that should be considered by the Mayor and City Council “in determining the compatibility” of the requested use with adjacent properties and the overall community for considerations of Conditional Use Variances, or Special Exceptions as follows:

### **(A) Adequate provision is made by the applicant to reduce any adverse environmental impact of the proposed use to an acceptable level.**

- The nature of the business would require an additional structure be located on the lot. There is already an accessory structure on the property, and no plans have been submitted showing the setbacks, nor the percentage of the lot that would contain structures.

### **(B) Vehicular traffic and pedestrian movement on adjacent streets will not be substantially hindered or endangered.**

- The proposed use of the existing building is of a different nature, but would not require significant additions to the already established parking, since it will not serve food directly. Movement throughout the area should also not be significantly affected as the actual building is behind the principal structure in the back yard.

**(C) Off-street parking and loading, and the entrances to and exits from such parking and loading, will be adequate in terms of location, amount, and design to serve the use.**

- The proposed use does not fall within any of the off-street parking definitions, but does closely align with the definition of a traditional restaurant. The parking spaces would be adequate as they already exist for this purpose.

**(D) Public facilities and utilities are capable of adequately serving the proposed use.**

- Building Inspections by the Building Inspections Division (i.e. Building Official) have not been conducted, but will be required for the issuance of the Occupational Tax Certificate.

**(E) The proposed use will not have significant adverse effect on the level of property values or the general character of the area.**

- An appraisal has not been done on the property, therefore it is uncertain if this use would cause a decrease in property value over time. The proposed use is in alignment with the actual zoning of the property.

**(F) Unless otherwise noted, the site plan submitted in support of an approved conditional use shall be considered part of the approval and must be followed.**

- The submitted plans are insufficient, and do not show the setbacks of the already existing building and proposed container. Additionally, a barn has been shown already existing on the site which has not been proposed for removal.

**(G) Approval of a proposed use by the Mayor and City Council does not constitute [an] approval for future expansion of or additions or changes to the initially approved operation. Any future phases or changes that are considered significant by the Planning Commission and not included in the original approval are subject to the provisions of this section and the review of new detailed plans and reports for said alterations by the governing authority.**

- Any significant future phases or changes to this proposal must first be reviewed and approved by Staff.

Article XVIII, Section 1802 of the *Statesboro Zoning Ordinance* further outlines the qualifications needed to grant a special exception to the zoning ordinance. These include uses that are consistent with the purpose and intent of the zoning ordinance and district in which the use is proposed to be located; uses that do not detract from neighboring property; and uses that are consistent with other uses in the area. In order to meet these qualifications, approval of any special exception for the proposed use at the subject parcel should (if necessary) include conditions that will ensure that development along this corridor remains consistent with the *Statesboro Comprehensive Plan* and the *Statesboro Zoning Ordinance* and that serve to mitigate negative effects of the use to the surrounding area's character, uses, and zones.

- The proposed use is consistent with the subject site's character area ("Downtown") as stated in the *2019 – 2029 Comprehensive Master Plan*. The proposed use adequately mitigates negative effects of the use to the surrounding area's character, uses and zones. The subject site is located within an area, with both residential and commercial uses across the span of the district, and is adjacent to the Blue Mile.

#### **STAFF RECOMMENDATION**

Staff recommends **Approval**. If this petition is approved by the Mayor and City Council, it should be subject to the applicant's agreement to the following enumerated condition(s):

- (1) The container must meet the color and material standards to align with the regulations
- (2) The container must meet the allotted setbacks of the Commercial Retail (CR) Zoning District.
- (3) Approval of the conditional use variance does not grant the right to conduct renovations to the facility. All renovations must be completed through the building permit application process.
- (4) Upon closure or relocation of the business, the container must be removed from the site, and the site must be restored to its form prior to placement.



# ZONING SERVICES REPORT

P.O. Box 348  
Statesboro, Georgia 30458

(912) 764-0630  
(912) 764-0664 (Fax)

**SE 20-09-02  
SPECIAL EXCEPTION REQUEST  
108 South Zetterower Avenue**

<b>LOCATION:</b>	108 South Zetterower Ave
<b>EXISTING ZONING:</b>	R-15 (Single Family Residential)
<b>ACRES:</b>	0.52 acres
<b>PARCEL TAX MAP #:</b>	S40 000006 000
<b>COUNCIL DISTRICT:</b>	District 3 (Mack)
<b>EXISTING USE:</b>	Mental Health Facility
<b>PROPOSED USE:</b>	Mental Health Facility



**PETITIONER** Joseph Kropp  
**ADDRESS** 822 Woods Hole Circle, Statesboro GA 30458

**REPRESENTATIVE** Same as Above  
**ADDRESS**

**PROPOSAL**

The applicant requests a special exception to locate a mental health facility in a building on 0.52 acres in the R-15 (Single-Family Residential) zoning district. The use as a mental health facility is not an allowed use in the R-15 zoning district unless granted as a conditional use or special exception. The applicant is already using this property as a mental health facility, under a Conditional Use Variance granted in August of 1997. In the 1997 case, the applicant initially sought a Zoning Map Amendment, which was not granted due to the surrounding zoning at the time, and was granted a conditional use specifically to his business to operate a mental health facility. Therefore, conditional use would not transfer upon new ownership.

**STAFF RECOMMENDATION**

**SE 20-09-02 APPROVE**

Case # SE 20-09-02  
108 S Zetterower Av  
Parcel: S40 000006 000

# Location Map

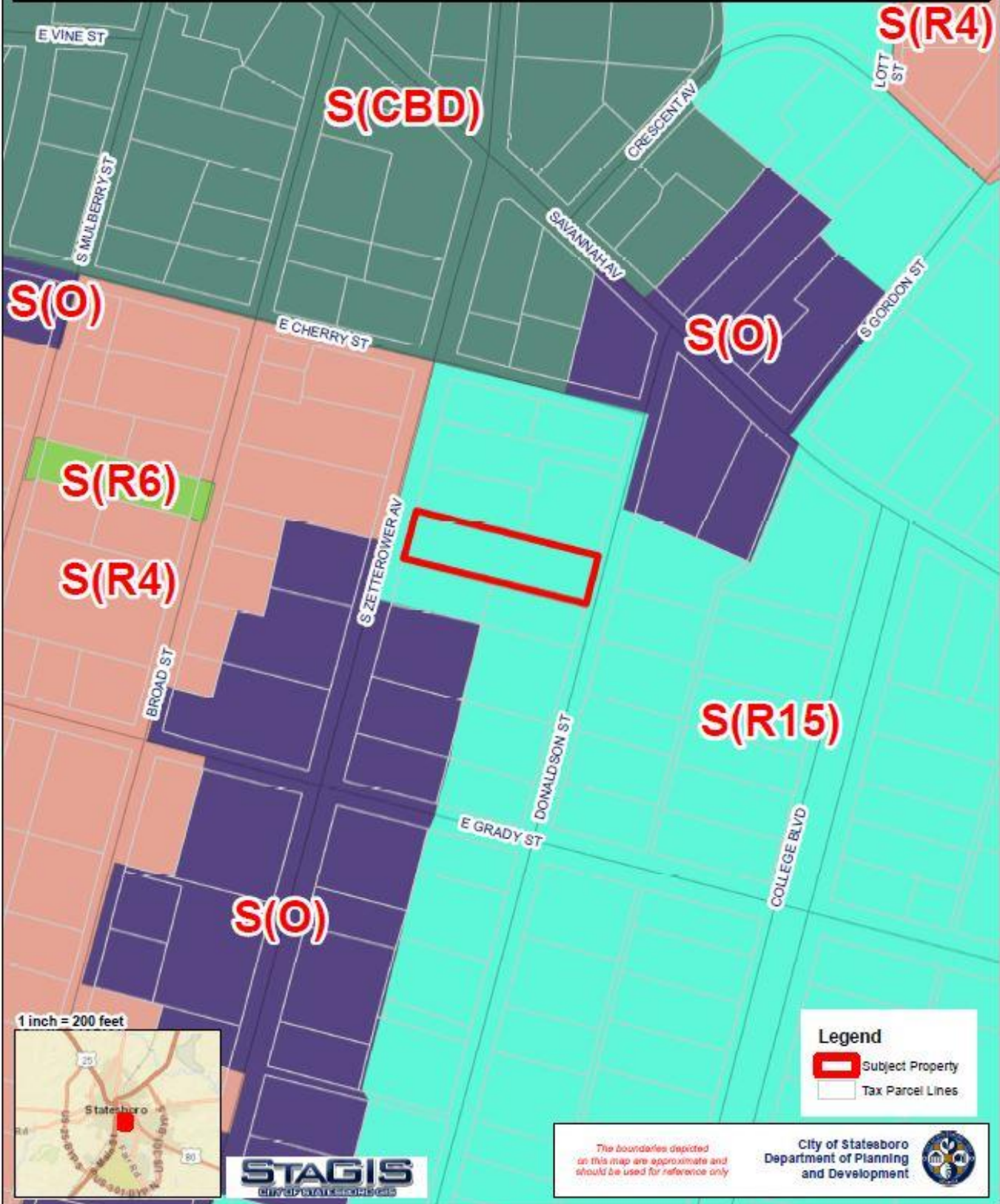




Case # SE 20-09-02

108 S Zetterower Av  
Parcel: S40 000006 000

# Existing Zoning



1 inch = 200 feet



**Legend**

- Subject Property
- Tax Parcel Lines

The boundaries depicted on this map are approximate and should be used for reference only

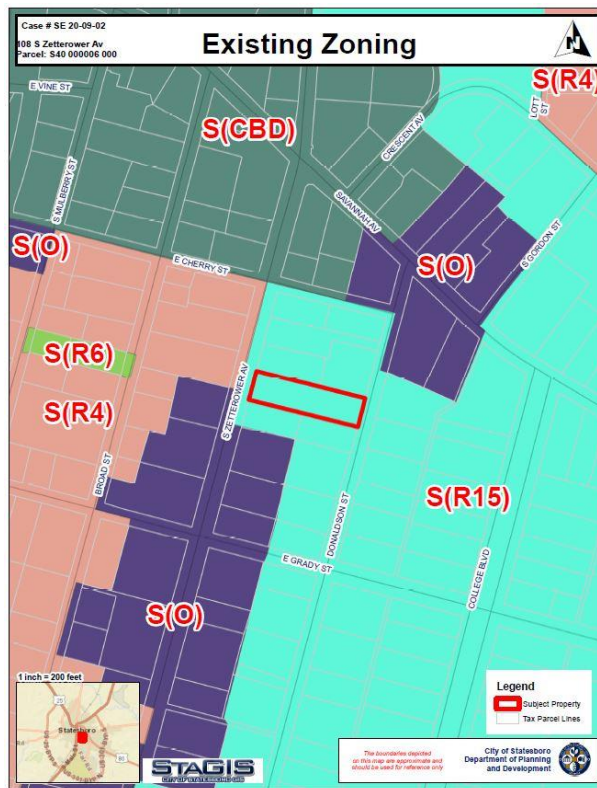
City of Statesboro  
Department of Planning and Development



Case # SE 20-09-02  
108 S Zetterower Av  
Parcel: S40 000006 000

# Future Landuse Plan





**SURROUNDING LAND USES/ZONING**

Location	Parcel Location & Zoning Information	Land Use
North	<b>Location Area #1:</b> R15 (Single-Family Residential)	Single-Family Residential Dwelling
Northeast	<b>Location Area #2:</b> R15 (Single-Family Residential)	Single-Family Residential Dwelling
East	<b>Location Area #3:</b> R15 (Single-Family Residential)	Single-Family Residential Dwelling
Further East	<b>Location Area #4:</b> R15 (Single-Family Residential)	Single-Family Residential Dwelling
Southeast	<b>Location Area #5:</b> R15 (Single-Family Residential)	Single-Family Residential Dwelling
Further Southeast	<b>Location Area #6:</b> R15 (Single-Family Residential)	Single-Family Residential Dwelling
South	<b>Location Area #7:</b> R-15 (Single-Family Residential)	Young Life Youth Center
Southwest	<b>Location Area #8:</b> (O) Office	Tarot Reader
West	<b>Location Area #9:</b> R4 (High-Density Residential)	Multi-Family Residential Dwelling

## **SUBJECT SITE**

The subject site contains a single family home with parking in the back of the building. Since 1997, the building has functioned as a mental health facility under the ownership of Joseph Kropp. The entrance to the site is located in the front of the building through a small entrance. Parking is allowed in the back of the building but not ingress and egress as per the Council Decision letter dated August 12, 1997.

The *City of Statesboro 2019 – 2029 Comprehensive Master Plan* designates the subject site as a part of both the “Neighborhood Center” character area and the “Established Residential Neighborhood” character area, which normally would provide a transitional corridor from residential to commercial neighborhoods (established residential) or as a buffer between single-family residential to a more intense commercial use (Neighborhood Center).

## **ENVIRONMENTAL SITE ANALYSIS**

The subject property does not contain wetlands and is not located in a special flood hazard area. No additional permitting would be required unless the incoming business would require significant alterations to the building.

## **COMMUNITY FACILITIES AND TRANSPORTATION**

The subject property is currently served by city utilities, sanitation and public safety. No significant impact is expected on community facilities or services as a result of this request.

## **CONDITIONAL ZONING STANDARDS OF REVIEW**

The *Statesboro Zoning Ordinance* permits the grant of conditional zoning upon a finding by the governing body that the requested use is “of the same general character” as those uses permitted within the district without the grant of a special exception and requires that “in determining the compatibility of the conditional use with adjacent properties and the overall community, the Mayor and City Council (will) consider the same criteria and guidelines [as for] determinations of amendments, as well as the following factors”.

Article XXIV, Section 2406 of the *Statesboro Zoning Ordinance* lists **seven (7) factors** that should be considered by the Mayor and City Council “in determining the compatibility” of the requested use with adjacent properties and the overall community for considerations of Conditional Use Variances, or Special Exceptions as follows:

**(A) Adequate provision is made by the applicant to reduce any adverse environmental impact of the proposed use to an acceptable level.**

- The nature of the business would be the same as currently allowed. There is no predicted increase in environmental impact on the facility.

**(B) Vehicular traffic and pedestrian movement on adjacent streets will not be substantially hindered or endangered.**

- The proposed use of the existing building would not cause any new obstruction to the existing roadway, or the traffic on adjacent streets.

**(C) Off-street parking and loading, and the entrances to and exits from such parking and loading, will be adequate in terms of location, amount, and design to serve the use.**

- Parking and entryways for the previously approved CUV shall be superseded by the conditions set forth in the conditions of this exception.

**(D) Public facilities and utilities are capable of adequately serving the proposed use.**

- Building Inspections by the Building Inspections Division (i.e. Building Official) have not been conducted, but will be required for the issuance of the Occupational Tax Certificate.

**(E) The proposed use will not have significant adverse effect on the level of property values or the general character of the area.**

- An appraisal has not been conducted, however due to the current use it is unlikely that this will cause a significant change in property values over time.

**(F) Unless otherwise noted, the site plan submitted in support of an approved conditional use shall be considered part of the approval and must be followed.**

- No new plans have been submitted with this document, as there is currently no desired change in the proposed use.

**(G) Approval of a proposed use by the Mayor and City Council does not constitute [an] approval for future expansion of or additions or changes to the initially approved operation. Any future phases or changes that are considered significant by the Planning Commission and not included in the original approval are subject to the provisions of this section and the review of new detailed plans and reports for said alterations by the governing authority.**

- Any significant future phases or changes to this proposal must first be reviewed and approved by Staff.

**Article XVIII, Section 1802 of the *Statesboro Zoning Ordinance* further outlines the qualifications needed to grant a special exception to the zoning ordinance. These include uses that are consistent with the purpose and intent of the zoning ordinance and district in which the use is proposed to be located; uses that do not detract from neighboring property; and uses that are consistent with other uses in the area. In order to meet these qualifications, approval of any special exception for the proposed use at the subject parcel should (if necessary) include conditions that will ensure that development along this corridor remains consistent with the *Statesboro Comprehensive Plan* and the *Statesboro Zoning Ordinance* and that serve to mitigate negative effects of the use to the surrounding area's character, uses, and zones.**

- The proposed use is consistent with the subject site's two character areas ("Neighborhood Center, and Established Residential") as stated in the *2019 – 2029 Comprehensive Master Plan*. The proposed use adequately mitigates negative effects of the use to the surrounding area's character, uses and zones.

### **STAFF RECOMMENDATION**

Staff recommends **Approval**. If this petition is approved by the Mayor and City Council, it should be subject to the applicant's agreement to the following enumerated condition(s):

- (1) Approval of the special exception will only allow the additional use of a medical office at this location, in addition to the established provisions of the currently held zoning district.
- (2) Approval of the Special Exception does not grant the right to conduct renovations to the facility. All renovations must be completed through the building permit application process.
- (3) The rear of the property is to be used only for parking, ingress and egress.
- (4) There are no other buildings to be erected on the property.
- (5) The rear fence fronting on Donaldson Street, must be repaired.



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**ZONING SERVICES REPORT**

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**V 20-09-03  
 ZONING VARIANCE REQUEST  
 300 WENDWOOD DRIVE**

<b>LOCATION:</b>	300 Wendwood Drive
<b>EXISTING ZONING:</b>	R-15 (Single Family Residential)
<b>ACRES:</b>	1.18 acres
<b>PARCEL TAX MAP #:</b>	S43 000015 000
<b>COUNCIL DISTRICT:</b>	District 3 (Riggs)
<b>EXISTING USE:</b>	Single Family Residence
<b>PROPOSED USE:</b>	Single Family Residence



**PETITIONER** Kaleo Lyles  
**ADDRESS** 112 Greenbriar Trail, Statesboro GA 30458

**REPRESENTATIVE** Same as Above  
**ADDRESS**

<b>PROPOSAL</b>
The applicant requests a variance from Article V, Section 503(A) of the <i>Statesboro Zoning Ordinance</i> to construct a new single-family detached dwelling on a 1.18 acre lot located in the R-15 (Single-Family Residential) zoning district. Lots located in the R15 (Single-Family Residential) zoning district must have a minimum lot width of 80 feet at the front setback line for every building erected that is used in whole or part as a dwelling.
<b>STAFF RECOMMENDATION</b>
<b>V 20-09-03 <u>APPROVE</u></b>



Case # V 20-09-03  
300 Wendwood Dr  
Parcel: S43 000015 000

# Location Map



Imagery: 2020 Eagleview  
1 inch = 300 feet

### Legend

-  Subject Property
-  Tax Parcel Lines

The boundaries depicted on this map are approximate and should be used for reference only

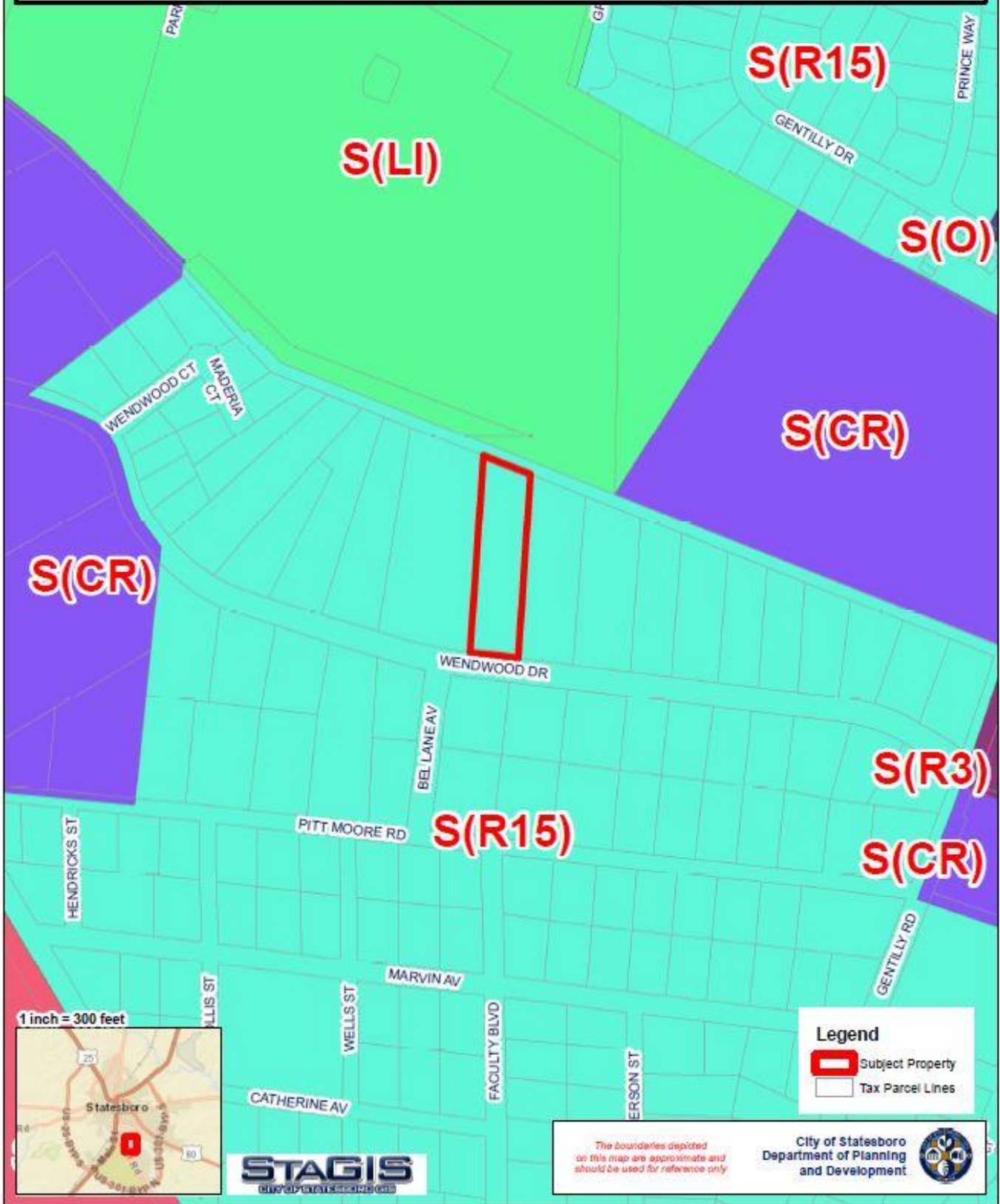
City of Statesboro  
Department of Planning  
and Development





Case # V 20-09-03  
300 Wendwood Dr  
Parcel: S43 000015 000



# Current Zoning Map



1 inch = 300 feet



### Legend

-  Subject Property
-  Tax Parcel Lines

The boundaries depicted on this map are approximate and should be used for reference only.

City of Statesboro  
Department of Planning  
and Development



Case # V 20-09-03  
300 Wendwood Dr  
Parcel: S43 000015 000

# Future Landuse Plan Map





### SURROUNDING LAND USES/ZONING

Location	Parcel Location & Zoning Information	Land Use
North	<b>Location Area #1:</b> LI (Light Industrial)	Commercial Facility (Howard Lumber)
Northeast	<b>Location Area #2:</b> LI (Light Industrial)	Commercial Facility (Howard Lumber)
East	<b>Location Area #3:</b> R-15 (Single-Family Residential)	Single-Family Residential Dwelling
Further East	<b>Location Area #4:</b> R-15 (Single-Family Residential)	Single-Family Residential Dwelling
Southeast	<b>Location Area #5:</b> R-15 (Single-Family Residential)	Single-Family Residential Dwelling
Further Southeast	<b>Location Area #6:</b> R-15 (Single-Family Residential)	Single-Family Residential Dwelling
South	<b>Location Area #7:</b> R-15 (Single-Family Residential)	Single-Family Residential Dwelling
Southwest	<b>Location Area #8:</b> R-15 (Single-Family Residential)	Single-Family Residential Dwelling
West	<b>Location Area #9:</b> R-15 (Single-Family Residential)	Single-Family Residential Dwelling

## **SUBJECT SITE**

The subject site is a 1.18 acre lot containing a single-family residence built in 1984 with an extended driveway entrance. The applicant is seeking to add a smaller single-family residence with a shared drive in the front of the property. The rear of the property is buffered from the nearby Howard Lumber facility, which is zoned LI (Light Industrial), and surrounded on all other sides by single-family homes. To construct a second residence on this lot, the front boundary line must be 80 feet in width for each dwelling, totaling 160 feet. The width of the lot is listed at 110.88 feet, which is not sufficient for a second dwelling.

The *City of Statesboro 2019 – 2029 Comprehensive Master Plan* designates the subject site as a part of the “Established Residential Neighborhood” character area, which normally would provide a transitional corridor from residential to commercial neighborhoods (established residential).

## **ENVIRONMENTAL SITE ANALYSIS**

The subject property does contain wetlands but is not located in a special flood hazard area. The subject property’s wetlands are located in the rear and are not expected to be disturbed in the construction of the second building. There is also significant tree coverage at the front and sides of the property.

## **COMMUNITY FACILITIES AND TRANSPORTATION**

The subject property is currently served by city utilities, sanitation and public safety. No significant impact is expected on community facilities or services as a result of this request.

## **ZONING VARIANCE STANDARDS OF REVIEW**

The *Statesboro Zoning Ordinance* provides for the award of variances by the City Council from the zoning regulations, stating that “approval of a variance must be in the public interest, the spirit of the ordinance must be observed, public safety and welfare secured, and substantial justice done.” Article XVIII, Section 1801 of the *Statesboro Zoning Ordinance* states that the Mayor and Council [should] consider if the following are true in its consideration of a variance request:

- 1. There are special conditions pertaining to the land or structure in question because of its size, shape, topography, or other physical characteristic and that condition is not common to other land or buildings in the general vicinity or in the same zoning district;**
  - Although the subject site has sufficient land to allow for development in the R-15 residential zone, the shape of the land does not meet general width requirements for an additional dwelling.
- 2. The special conditions and circumstances do not result from the actions of the applicant;**
  - The house on site is listed as being built in 1984, whereas the applicant took ownership of the property in 2018. There are no records showing the applicant was involved with establishing the current site plan.
- 3. The application of the ordinance to this particular piece of property would create an unnecessary hardship; and**

- Based on the width of the lot, the house currently there is a conforming use but no additional dwelling units could be built on the site without a variance from the *Statesboro Zoning Ordinance*.
- 4. Relief, if granted, would not cause substantial detriment to the public good or impair the purposes and intent of the zoning regulations.**
- The building is situated on 1.18 acres (approximately 51,400 square feet) in a district requiring lots of 15,000 square feet. Three houses could be located on this site if not due to the limited width of the lot.

**Article XVIII, Section 1802 of the *Statesboro Zoning Ordinance* further outlines the qualifications needed to grant a special exception to the zoning ordinance. These include uses that are consistent with the purpose and intent of the zoning ordinance and district in which the use is proposed to be located; uses that do not detract from neighboring property; and uses that are consistent with other uses in the area. In order to meet these qualifications, approval of any special exception for the proposed use at the subject parcel should (if necessary) include conditions that will ensure that development along this corridor remains consistent with the *Statesboro Comprehensive Plan* and the *Statesboro Zoning Ordinance* and that serve to mitigate negative effects of the use to the surrounding area's character, uses, and zones.**

- The proposed use is consistent with the subject site's character area "Established Residential" as stated in the *2019 – 2029 Comprehensive Master Plan*. The proposed use adequately mitigates negative effects of the use to the surrounding area's character, uses and zones. .

### **STAFF RECOMMENDATION**

Staff recommends **Approval**. If this petition is approved by the Mayor and City Council, it should be subject to the applicant's agreement to the following enumerated condition(s):

- (1) Approval of this variance does not grant the right to begin development on this site. All development must be permitted and approved prior to construction.
- (2) There shall be no disturbance of the rear wetlands on this site.
- (3) The front yard must maintain a tree buffer from Wendwood Drive.



*City of Statesboro-Department of Planning and Development*  
**ZONING SERVICES REPORT**

P.O. Box 348  
 Statesboro, Georgia 30458

(912) 764-0630  
 (912) 764-0664 (Fax)

**RZ 20-09-04  
 ZONING MAP AMENDMENT  
 EAST PARRISH STREET**

<b>LOCATION:</b>	East Parrish Street
<b>EXISTING ZONING:</b>	HOC (Highway Oriented Commercial) & R-4 (High-Density Residential)
<b>ACRES:</b>	13 acres
<b>PARCEL TAX MAP #:</b>	S47 000025 000
<b>COUNCIL DISTRICT:</b>	District 3 (Boyum)
<b>EXISTING USE:</b>	Vacant Land
<b>PROPOSED USE:</b>	Commercial Warehouses



**PETITIONER** Jerry Jennings  
**ADDRESS** 511 Eagle Blvd, Statesboro GA, 30461

**REPRESENTATIVE** Jeremy Hart  
**ADDRESS** 1211 Merchants Ways Suite 201, Statesboro GA, 30458

**PROPOSAL**

The applicant requests a Zoning Map Amendment to combine the two existing zoning classifications of HOC (Highway Oriented Commercial) and R-4 (High-Density Residential) to only Highway Oriented Commercial for the development of two multi-tenant warehouse buildings.

**STAFF RECOMMENDATION**

**RZ 20-09-04 APPROVE**

Case # RZ 20-09-04  
East Parrish St  
Parcel: S47 000025 000

# Location Map



**Legend**

-  Subject Property
-  Tax Parcel Lines

The boundaries depicted on this map are approximate and should be used for reference only

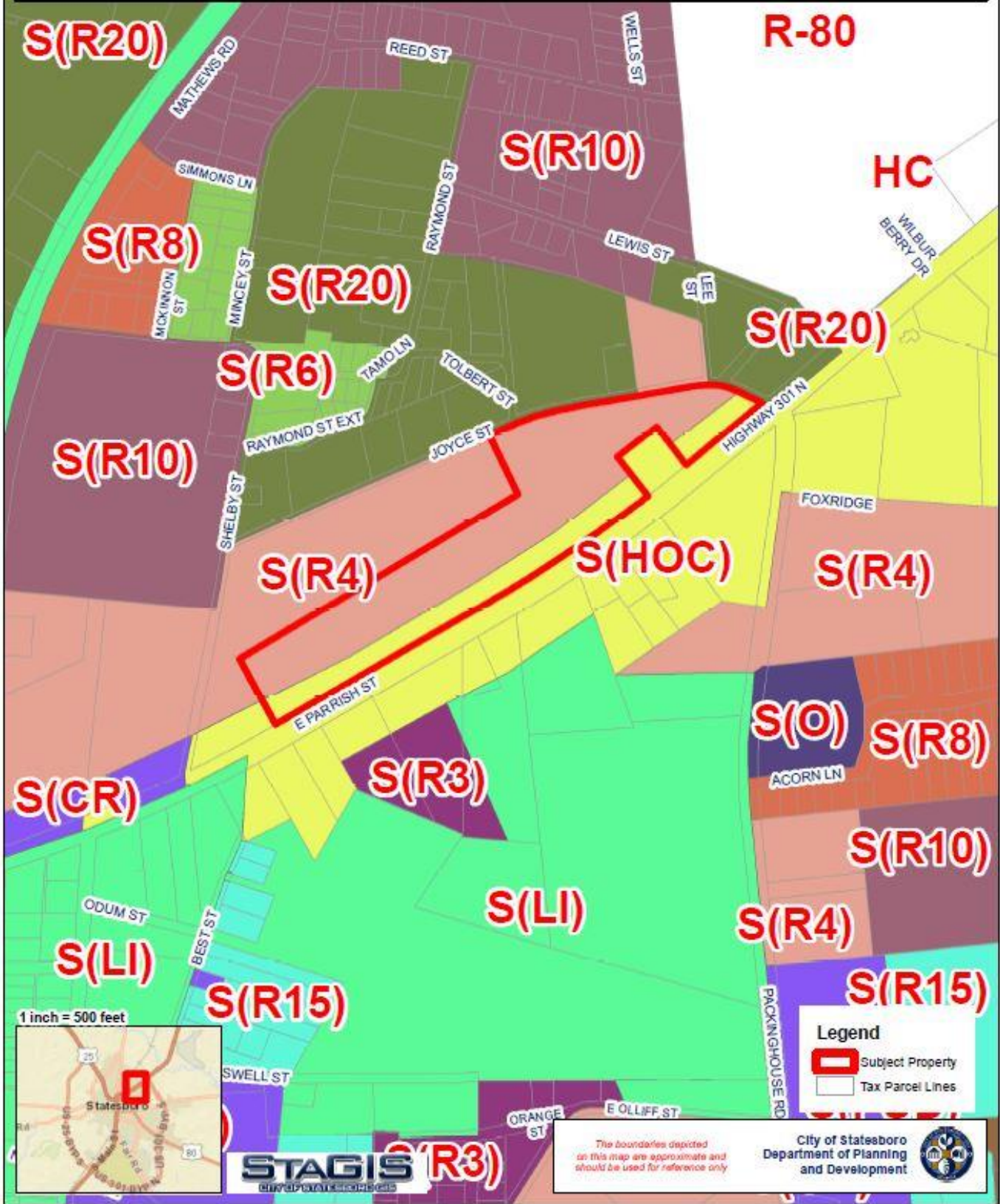
City of Statesboro  
Department of Planning  
and Development





Case # RZ 20-09-04  
East Parrish St  
Parcel: S47 000025 000

# Current Zoning Map

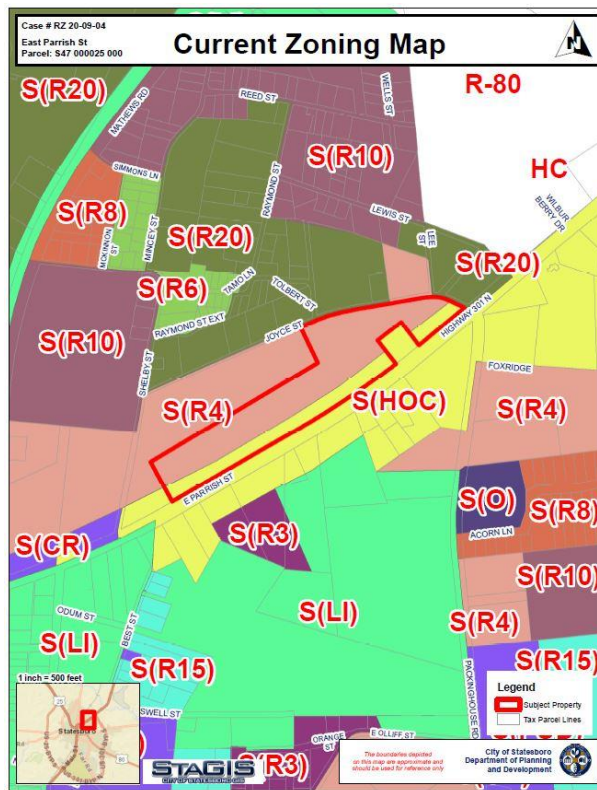


Case # RZ 20-09-04  
East Parrish St  
Parcel: S47 000015 000

# Future Landuse Plan Map







<b>SURROUNDING LAND USES/ZONING</b>		
<b>Location</b>	<b>Parcel Location &amp; Zoning Information</b>	<b>Land Use</b>
North	<b>Location Area #1:</b> R4 (High-Density Residential)	Whitesville Full Gospel Baptist Church
Northeast	<b>Location Area #2:</b> R20 (Single-Family Residential)	GA Dept. of Transportation
East	<b>Location Area #3:</b> HOC (Highway Oriented Commercial)	Auto Services
Further East	<b>Location Area #4:</b> HOC (Highway Oriented Commercial)	Bail Bonding Company
Southeast	<b>Location Area #5:</b> HOC (Highway Oriented Commercial)	Towing Company
Further Southeast	<b>Location Area #6:</b> HOC (Highway Oriented Commercial)	Warehouse
South	<b>Location Area #7:</b> HOC (Highway Oriented Commercial)	Bait and Tackle Store
Southwest	<b>Location Area #8:</b> HOC (Highway Oriented Commercial)	Motel
West	<b>Location Area #9:</b> CR (Commercial Retail)	Vacant/Wooded Land

## **SUBJECT SITE**

The subject site is a 13 acre wooded lot fronting entirely across Highway 301 S (East Parrish Street). Per the applicant, the site would serve as a major commercial development, consisting of two 56,000 square foot warehouse buildings, which is not allowed under the R-4 (Single-Family Residential) zoning designation.

The *City of Statesboro 2019 – 2029 Comprehensive Master Plan* designates the subject site as a part of the “Residential Redevelopment” character area, which focuses much more closely on the development of single-family detached dwellings and lower density, single-family attached housing. The Implementation strategy does however promote the inclusion of well-designed activity centers to serve as a focal point for neighborhoods.

## **ENVIRONMENTAL SITE ANALYSIS**

The subject property contains substantial wetlands, with a creek traveling across the far western corner of the property. The size of the wetlands would require analysis by the Corps of Engineers before development.

## **COMMUNITY FACILITIES AND TRANSPORTATION**

The subject property is not currently served by city utilities, or sanitation. Public Utilities are available on the site via connections from Joyce Street and Highway 301 N (East Parrish Street). It is expected that the development will cause an increase in water/sewer usage.

## **ZONING MAP AMENDMENT STANDARDS OF REVIEW**

Article XX, Section 2007 of the *Statesboro Zoning Ordinance* provides **eight (8) standards** for the Mayor and City Council to consider “in making its determination” regarding a zoning map amendment request, in “**balancing the promotions of the public health, safety, morality (morals), and general welfare against the right of unrestricted use of property.**” Those standards are as follows:

### **(1) Existing uses and zoning or [of] property nearby.**

- The proposed use is of a similar nature to some of the surrounding land uses. A large portion of the road fronting East Parrish Street maintains a commercial use. **The surrounding lots are zoned HOC (Highway Oriented Commercial), R-4 (High Density Residential) CR, (Commercial Retail), and LI (Light Industrial),** and are primarily occupied by commercial warehouses, stores and single family homes behind in various locations surrounding the parcel.

### **(2) The extent to which property values are diminished by the particular zoning restrictions.**

- It is Staff’s opinion that the proposal will not adversely affect the existing use or usability of the adjacent properties as described above if approved. The proposed development is within the range of existing uses in the area. Please note that staff has not consulted a professional appraiser regarding the impact of the requested zoning map amendment on the property value.

**(3) The extent to which the description of property values of the property owner promotes the health, safety, morals or general welfare of the public.**

- It is Staff's opinion that the property is underutilized in its current state, and that the development of this property is in line with the overall usability of being connected to a state highway.

**(4) The relative gain to the public, as compared to the hardship imposed upon the property owner.**

- The subject site is currently zoned both R-4 (High-Density Residential) and HOC (Highway Oriented Commercial). Per Article XI, Section 1101, the area zoned could be utilized for all proposed commercial purpose. However, the allotted uses for the R-4 zoning district only allow for the development of residential properties. It is the applicant's intent to develop a commercial warehouse center allowing for multiple tenants. While the existing zoning does not prohibit the health, safety, morals or general welfare of the public, the proposed zoning would not harm the public welfare.

**(5) The suitability of the subject property for the zoned purposes.**

- There is no indication that the subject property is not suitable for the requested zoning.

**(6) The length of time the property has been vacant as zoned, considered in the context of land development in the area in the vicinity of the property.**

- Per the Bulloch County Tax Assessor, the property has not been occupied by any structure.

**(7) The extent the proposed change would impact the following: population density in the area; community facilities; living conditions in the area; traffic patterns and congestion; environmental aspects; existing and future land use patterns; property values in the adjacent areas; and**

- Impacts on local traffic should be considered, specifically the effect on traffic egressing from Joyce Street.

**(8) Consistency with other governmental land use, transportation, and development plans for the community.**

- The proposed commercial use of the property is not consistent with the vision and implementation strategies of the "Residential Redevelopment" character area as articulated within the *2019 – 2029 Statesboro Comprehensive Master Plan*.

### **STAFF RECOMMENDATION**

Staff recommends **Approval**. If this petition is approved by the Mayor and City Council, it should be subject to the applicant's agreement to the following enumerated condition(s):

- (1) Approval of this variance does not grant the right to begin development on this site. All development must be permitted and approved prior to construction.
- (2) Sufficient buffering should be implemented into the design of the warehouses to ensure adherence to the requirements of the HOC (Highway Oriented Commercial) zoning district requirements.

# Request for Proposals for Professional Planning Services

## Introduction and Background:

The City of Statesboro is requesting proposals from experienced planning and design firms interested in providing professional planning services for the development of a Downtown Master Plan for the City. Consulting firms should have experience in successfully undertaking similar types of studies for other communities of comparable size and demographics.

Statesboro's 2018 population is estimated at 30,359 with a median household income of \$23,651. The Downtown District, the area for which the Master Plan is being proposed, is comprised of 433.92 acres (0.68 sq mi); its center is a "historic crossroads" containing 19<sup>th</sup> century commercial architecture that historically served as the business-hub of the City. The Downtown District area also functions as the main gateway into the City for visitors, residents and students from Georgia Southern University, a key stakeholder and major economic generator in Statesboro with a combined employee/student population of approximately 24,000. Another major stakeholder is the Blue Mile Foundation who initiated the "Blue Mile" and oversees the "Creek on the Blue Mile" Project which is wholly contained within the study area and has received some funding to date for on-going plan implementation. Other measures affecting the area include the "Downtown Statesboro Incentive Program", the "South Main Street Streetscape Plan", intersection improvements (roundabout) at South Main Street and Fair Road and the 2019 Transit Feasibility Study, scheduled for implementation in July, 2021.

The attached maps show the study area as well as its location within the City's boundaries. Additional maps show the location of vacant lots that have redevelopment potential.

Finally, over the past ten years, several studies, programs, and project initiatives have been undertaken that affect this area. These include

- 1) The 2019 City of Statesboro Comprehensive Master Plan -  
<https://www.statesboroga.gov/wp-content/uploads/2019/08/2019-2029-Comprehensive-Plan.pdf>
  
- (2) The 2011 Statesboro Downtown Master Plan  
- <https://drive.google.com/file/d/0BzMVKAVK4uVNVmZvRmZpOVlzcVpQX2xPRWoyR3c0cmRoRzZn/view>
  
- (3) South Main Street Redevelopment Plan - Tax Allocation District #1  
- <https://www.statesboroga.gov/wp-content/uploads/2020/06/Tax-Allocation-District-1.pdf>



(4) The Blue Mile Master Redevelopment Plan

<https://www.borobluemile.com/wp-content/uploads/2017/07/11.5.15-CT-FINAL-SUBMISSION.pdf>

(5) "Creek on the Blue Mile" - <http://creekonthebluemile.com/>

(6) The Blue Mile Community Revitalization Plan

<https://www.borobluemile.com/wp-content/uploads/2017/11/Final-PDF.pdf>

(7) 2019 Transit Feasibility Study. We have preliminarily set up the following website for our proposed transit system. <https://www.statesboroga.gov/transit-link>

(8) DSDA Incentive Program

[https://www.statesboroga.gov/wp-content/uploads/2020/06/DSDA-Incentive-Package-Update\\_07-19-2019.pdf](https://www.statesboroga.gov/wp-content/uploads/2020/06/DSDA-Incentive-Package-Update_07-19-2019.pdf)

(9) S. Main St. Streetscape Plan

<https://www.statesboroga.gov/wp-content/uploads/2020/06/18-2006-Preliminary-Streetscape-Set-2020-06-03-2.pdf>

(10) Downtown Design Standards

[https://library.municode.com/ga/statesboro/codes/code\\_of\\_ordinances?nodeId=PTIICORR\\_AP\\_XAZO\\_ARTXXXDESTDODI](https://library.municode.com/ga/statesboro/codes/code_of_ordinances?nodeId=PTIICORR_AP_XAZO_ARTXXXDESTDODI)

## **Objectives:**

As part of the development process for the proposed Master Plan, the following objectives should be addressed:

- To analyze current and future market conditions, with the goal of proposing viable, market-driven development strategies to enhance the Downtown District's transformation into a vibrant commercial and entertainment center, and, with special attention given to the "historic crossroads" (or City Center area);
- To evaluate and propose modifications, if necessary, to the existing programs and projects currently in progress that pertain to the Downtown District;
- To identify opportunities to increase the presence of the University especially within the "historic crossroads" (or City Center area) and to develop strategies that strengthen this relationship;
- To enhance the concept of using the Downtown District as the City's gateway;

- To review the City’s “Design Standards for the Downtown District” and to suggest proposed changes if merited;
- To provide an implementation plan for the proposed Master Plan including: a phasing plan; cost estimates and funding sources; a recommended time line; and the identification of the entity/staff responsible for implementation. The intent is to provide a detailed guide plan to assist with the Master Plan’s implementation.

**Scope of Services:**

The purpose of this RFP is to select a qualified planning and design firm to provide professional planning services to the City of Statesboro for the purpose of developing a comprehensive Master plan for the proposed study area (Downtown District). Anticipated services include the following:

- Develop a comprehensive Master Plan for the study area using professionally acceptable planning processes and procedures;
- Perform up to twenty (20) stakeholder meetings, either individually or in a group;
- Hold up to two public information meetings;
- Undertake a market study for the study area;
- Provide at least two conceptual design renderings showing potential development or redevelopment on selected sites to be determined;
- Develop a detailed implementation plan based on the Study’s findings; and,
- Make a formal presentation of the Plan to the City Council.

**Potential Addendum:**

- Based on the findings of the Master Plan, revise the zoning for the Downtown District. Establishment of a form-based code should be considered as part of this initiative. **Note, this service will be treated as a contract add-on and is not considered part of the original scope of the RFP at this time.**

**Contract Timeline:**

- Consultant should be prepared to begin work within thirty (30) days of contract execution;
- From initial date of contract, it is anticipated that all work should be completed by consultant within eight months (290 days), unless the City agrees to an extension.

## **Proposal Submissions:**

Proposals, in its entirety, shall not be more than twenty-five (25) pages in length, single-spaced and single-sided, so only the most pertinent information describing your firm's qualifications and ability to successfully perform the type of professional planning services described herein should be included. Proposals containing more than twenty five (25) pages will not be considered. It is the City's intent to select firms based on their submittals to this RFP, however, the City may, at its discretion, choose to interview a select number of firms it deems necessary.

Proposals shall include - in a separate, enclosed envelope - a complete Schedule of Fees. Schedule of Fees shall include hourly rate(s) for all personnel and subconsultants who will be performing services under this contract. If the consultant is awarded the contract, this Schedule of Fees will be the basis for the final terms of City approved planning and design services. Fee negotiations will be performed with the firm found to be the most qualified by the City's evaluation committee based on the Schedule of Fees provided in the separate, enclosed envelope.

All questions must be received by 5:00 p.m. on September 14, 2020 and answers sent to all interested firms by September 17th. Questions should be directed to the City of Statesboro Purchasing Office, attn.: Darren Prather, Director of Central Services, at [Darren.prather@statesboroga.gov](mailto:Darren.prather@statesboroga.gov)

Proposals shall include one (1) original, five (5) bound copies, and one (1) electronic submittal on flash drive of the consultant's qualifications. Proposals shall be provided in a sealed, opaque envelope/container and delivered by hand, courier service, or mailed via the United States Postal Service to the City of Statesboro Purchasing Office, attn: Darren Prather, Director of Central Services, 22 West Grady Street, Statesboro, Ga 30458 on or before **3:00 PM on the 9th day of October, 2020**. No facsimiles or late submissions will be accepted. Each proposal submittal shall be prepared, tabbed and presented to include the information outlined below:

**In order for the Proposal to be considered responsive, Sections 1 through 5 must be completed as described below:**

### Section 1 – Cover Letter and Corporate Information

Provide the full legal name, firm's principal business office with address and satellite offices, if any, and indicate the location from which professional services for the City of Statesboro shall be conducted. Include information on the firm's history, business activities, size, employees (per office), and ownership. Include telephone number, point(s) of contact and official signature of an authorized company representative. Indicate whether you operate as a single proprietorship, partnership, or corporation. Identify the state(s) in which you are incorporated and/or licensed to operate. Provide descriptions of projects/programs where the respondent firm is currently providing or has provided the required services described herein this RFP in the last five (5) years. All descriptions should include a summary of the nature and extent of services provided.

Section 2 – Project Team

Provide an organizational chart showing professional and technical staff. Provide key personnel resumes along with any subconsultant/subcontractor proposed. Include any personnel certifications and licenses for each key personnel.

Section 3 – Project Descriptions and References

Provide project descriptions of recent work, within the last five (5) years, of similar nature to the specific project categories and types referenced herein. Provide name of client, a brief description of the work, dates/completion status and reference contact information (phone, email, and mailing address). Demonstrate experience and familiarity with the Scope of Services described herein.

Section 4 – Professional Liability Insurance Requirements

Provide copy of current Certificate of Insurance. Insurance coverage shall include \$1M per occurrence and \$2M aggregate liability insurance coverage.

**Selection Criteria**

Considerations by the City evaluation committee shall be based on the following:

- Quality of the response to the Request for Proposals
- Unique qualifications and methodologies
- Innovative ideas and concepts
- Clearly demonstrated understanding of the objectives described herein
- Clearly demonstrated ability to develop effective, real-life solutions for challenging, multi-faceted projects
- Clearly demonstrated success validated by references in past similar projects
- Key personnel experience

Proposals will be evaluated and ranked based on the following point scale:

- |  |           |
|--|-----------|
| 1. Relevant Firm Experience within the past five (5) years for Comparable Municipalities in the State of Georgia | 40 Points |
| 2. Municipal References  | 20 Points |
| 3. Professional Qualifications and Experience of Assigned Personnel  | 20 Points |
| 4. Geographic Location and Prompt Availability to the City of Statesboro   | 10 Points |

Total Points Available: 100 Points

**Consultant Billing:**

Services performed under this contract will be performed by Task Orders. Task Orders shall be performed pursuant to a “not-to-exceed” budget. For each Task Order the consultant shall prepare a detailed scope of work, a payment schedule, and a schedule of deliverables for review and approval by the Director of Planning and Development, or his/her designee. The consultant shall provide all services necessary to satisfy the scope of work negotiated. The consultant shall work with the Director of Planning and Development, or his/her designee, who will indicate needs and assist in achieving the desired scope of work. Upon approval, the City may issue a Notice to Proceed (“NTP”) that specifies the “not to exceed” dollar amount of the Task Order as well as the start work and completion dates. Upon completion of services per Task Order, the consultant shall maintain and forward to the Director of Planning and Development, or his/her designee, detailed billing statements which set forth, at a minimum, the number of hours (broken into job classification and hourly billing rate) and costs of services for each Task Order performed.

No services shall be rendered by the consultant prior to receiving the City's written authorization, as it pertains to a specific Task Order or Project. Said authorization shall only be provided by the Director of Planning and Development or his/her designee. The City reserves the right to cancel a Task Order at any time at the City's discretion if it is in the best interest of the City. Upon the cancellation of an outstanding Task Order, the City will pay the Consultant for any authorized work that has been satisfactorily performed, up to and through the date of cancellation. In the event of cancellation, the consultant will not be entitled to any additional compensation for unauthorized work, work unsatisfactorily performed, or anticipated loss of profits due to such cancellation.

**Lobbying:**

The lobbying of the Procurement Evaluation Committee, City employees, or local elected officials regarding this solicitation of services is strictly prohibited from the time the RFQ is advertised until the time the Mayor and City Council formally consider and approve the recommendations of the Evaluation Committee at an official city council meeting.

**Disclaimer/EEO:**

The City reserves the right to waive technicalities and informalities and to accept those proposals that best fit the scope of services anticipated and are deemed to be in the best interest of the City. The City reserves the right to reject any or all proposals at no cost to the

City. The City provides an Equal Opportunity procurement process and does not discriminate based on race, creed, gender, age, sexual orientation, or national origin.

### **Minority and Women Owned Businesses**

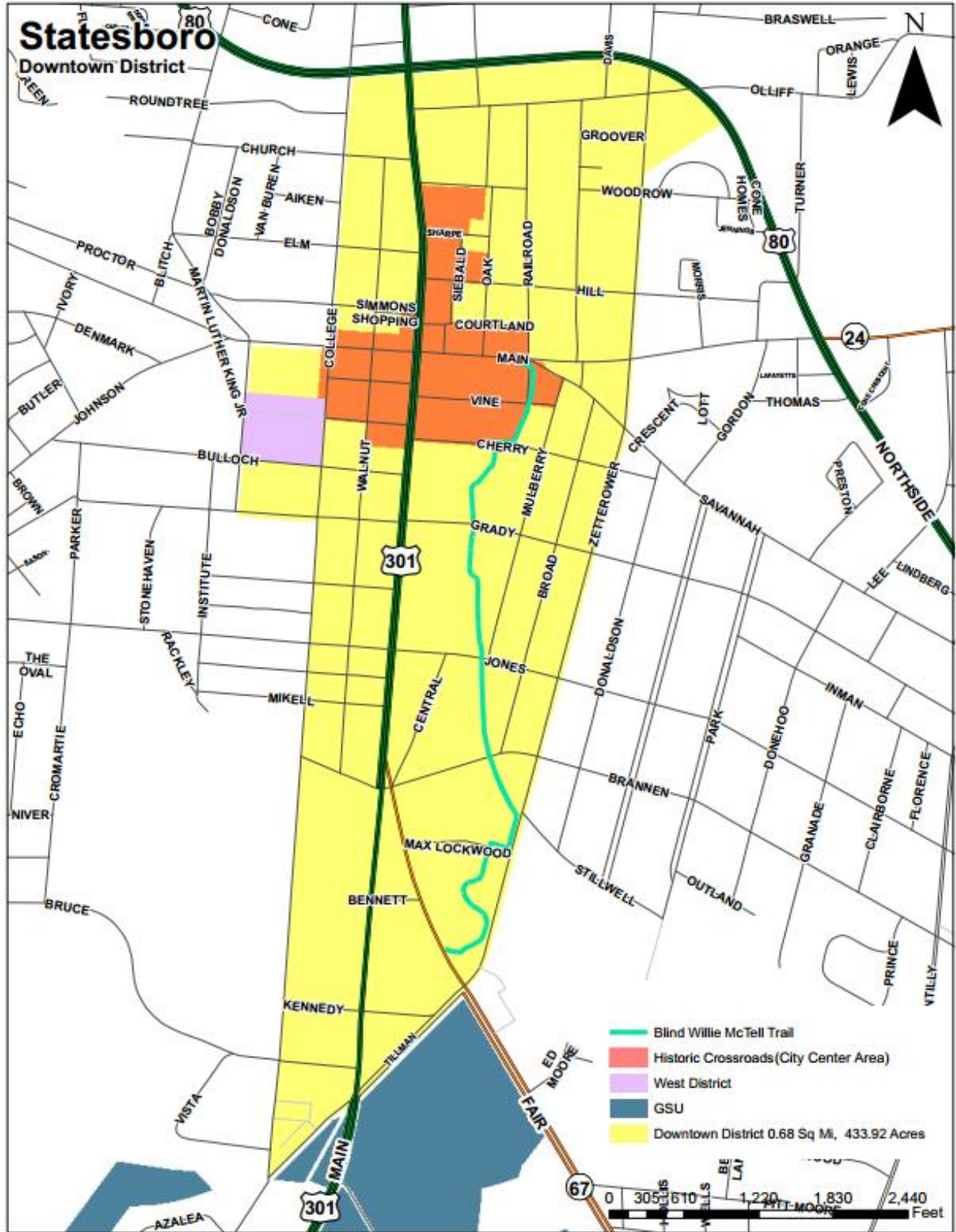
It is the City's intent to encourage participation by minority and women owned businesses for all of its procurement processes. While not mandated, proof of participation by either category of business (minority or women owned) is strongly encouraged.

### **Attachments**

(1) Map of Downtown District

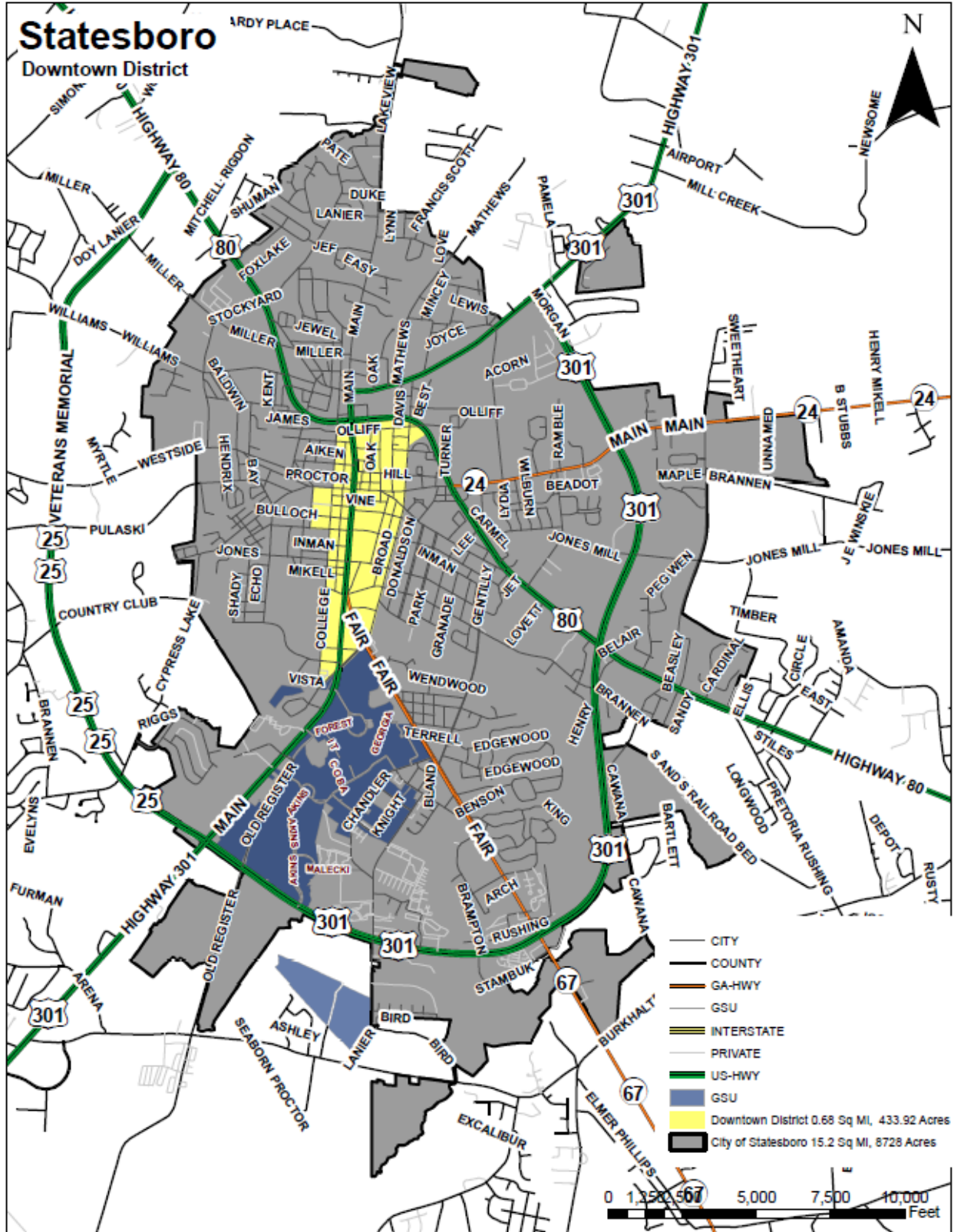
(2) Map of District within City's Boundaries

# Statesboro Downtown District



# Statesboro

## Downtown District





COS: October 2020 Planning Commission  
Tue, Oct 6, 2020 5:00 PM - 6:30 PM (EDT)

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