
Chairman Jason Sheffield, Vice-Chairman Jim Quinn, Kyle Luckie, Renea Miller,
Shirley Stiles, Johnny Golden, Charlie Barner

Meeting Minutes
May 1, 2025 at 6:00 p.m.
Opal Cannon Auditorium
T. Page Tharp Governmental Building
102 Starksville Avenue North
Leesburg, GA 31763

Members Present: Jim Quinn, Kyle Luckie, Johnny Golden, Shirley Stiles, Charlie Barner, and Renea Miller

Members Absent: Jason Sheffield

Staff Present: Director Amanda Nava-Estill, GIS Manager Kacee Smith, Planner Kara Hanson, City Manager Bob Alexander, and City Planning Consultants Foresite Group

I. CALL TO ORDER

Vice-Chairman Jim Quinn called the meeting to order at 6:00 p.m.

II. ACKNOWLEDGMENT OF GEORGIA LAW REGARDING CAMPAIGN CONTRIBUTIONS

Kyle Luckie read the Georgia law regarding campaign contributions.

III. NEW BUSINESS

- (A) **Lanier Engineering (GD25-003)** has submitted a revised General Development Plan (GDP) for the proposed development Sawtooth Oaks. The GDP has been modified to add the second entrance to Lovers Lane back into the overall development. It has been revised to split Phase 1 into 1 and 1A to match the current plan. The subject property is zoned R-1 and consists of all that certain tract or parcel of land lying in and being part of Land Lots 209 and 210 of the Second Land District, Lee County, Georgia. Said tract or parcel consists of 256.583 acres. The parcel # is 039D120, off Lovers Lane Road, Leesburg, GA. 31763.

Staff Presentation

Kara Hanson presented the staff report. The applicant is submitting a revised GDP for the Sawtooth Farms. The applicant proposes a change to phase 2 of the development, as previously approved, which adds lots 51-60 with frontage on Cherrybark Lane, which intersects with Lovers Lane to the East. The total acreage will be 256.825 acres. The addition of a Cherrybark lane subdivision entrance is expected to be beneficial providing more options for ingress/egress from subdivision.

Applicant Presentation

Bobby Donley with Lanier Engineering was present to answer any questions.

Commission Discussion

The Commissioners held a brief discussion.

Renea Miller made a **MOTION** to **APPROVE** the modified GDP as presented. Seconded by Kyle Luckie. The **MOTION** was unanimous with remaining commissioners voting yea.

IV. APPROVAL OF MINUTES

- (A) **Approval of the minutes from the April 3, 2025, Planning Commission Meeting**

Commissioners requested any changes that are made to applications be submitted no later than the Monday before the meeting date so that they have time to review the changes.

Director Amanda asked that they consider last minute changes if presented to them at least a couple days before the meeting due to particular circumstances. Members agreed to changes as long as they have adequate time to review.

Shirley Stiles made a **MOTION** to **APPROVE** the minutes. Seconded by Charlie Barner. The **MOTION** was unanimous with remaining commissioners voting yea.

V. PUBLIC HEARINGS

Vice- Chair Jim Quinn read the variance application into record.

VARIANCE APPLICATIONS

- (A) **Lanier Engineering (Z25-026)** has submitted an application to the Lee County Planning Commission requesting a variance from Section 38-319 (b) (1), Additional design for nonresidential streets of the Lee County Code of Ordinances, from the regulation of a maximum cul-de-sac length of 800 feet, to allow the construction of a commercial drive with a total length of 1,036 feet. The property is zoned C-2 (General Business District), located at 3268 Palmyra Road, Lee County, at parcel number 037C023, in Land Lot 83 of the Second Land District of Lee County, Georgia.

Public Hearing Discussion

Staff Presentation

Kara Hanson presented the staff report. The request is to allow the construction of a commercial drive with a total length of 1,036 feet. The cul-de-sac cannot comply with the maximum 800 feet length required per the ordinance, due to the presence of an existing building. Staff recommends approval as the application of the Chapter to this particular piece of property would create an unnecessary hardship due to the conflict with the location of an existing building, per the optimal layout. Approval of the request or variance to allow this would not be expected to cause detriment to the public. If the variance is approved the cul-de-sac must adhere to all design standards per the ordinance.

Vice- Chair opened the Public Hearing at 6:20 P.M.

Applicant Presentation

Bobby Donley with Lanier Engineering was present to answer any questions.

Public Supporters

Bobby Donley

Public Opposition

None

Vice-Chair closed the Public Hearing at 6:38 P.M.

Commission Discussion

The Commissioners held a brief discussion.

Renea Miller made a **MOTION** to **APPROVE** the modified General development as presented. Seconded by Kyle Luckie. The **MOTION** was unanimous with remaining commissioners voting yea.

TEXT AMENDMENTS- CITY OF LEESBURG

- (A) **(T25-001)** The City of Leesburg has submitted a request for a zoning text amendment to the City of Leesburg Code of Ordinances. The purpose of the zoning text amendment is to create a Planned Unit Development zoning district to allow site-specific mixed used development that is planned and developed as a single unified project.

Public Hearing Discussion

Staff Presentation

Robin Cailloux, City Planner, presented that the City of Leesburg would like to continue with the drafting of a text amendment to create a zoning district called Planned Unit Development (PUD) which includes a mix of commercial, office, and residential development. Industrial development would be permitted. Its purpose will allow for a cohesive design for a piece of property so that you can meet the market needs at the time. It will allow a proposal of mixed uses within a single design. The PUDs are tailored to each city's desired vision and have been proven to be very beneficial with the research provided throughout Georgia.

PUD would have to have property of at least five acres and include a letter of intent of clear description of what they are planning to use the property for. There is a commitment up front of what the developer plans to use the property for. It requires a minimum of 10% open space for central gathering spaces. A PUD ordinance does not mean that anyone can come in and automatically get it. They still must go through the public hearing process and rezoning process.

Robin mentioned that the PUD travels with the land. If a mixed used development requires that the ground floor be commercial and in 20 years from now and someone else gets development, they couldn't just change it to residential apartments. They would have to go through the public hearing process.

Vice- Chair opened the Public Hearing at 6:28 P.M.

Public Supporters
None

Public Opposition
None

Vice-Chair closed the Public Hearing at 6:38 P.M.

Commission Discussion

The City of Leesburg did not provide a transcript of the discussion. The audio is on file with the City of Leesburg.

Kyle Luckie made a **MOTION** to **APPROVE** the case T25-001. Seconded by Shirley Stiles. The **MOTION** was unanimous with remaining commissioners voting yea.

TEXT AMENDMENTS- LEE COUNTY

(A) **(T25-002)** Lee County has submitted several requests for zoning text amendments to the Lee County Code of Ordinances to include:

A request to amend Article I.-Introductions, Sec.70-6. Definitions of the Lee County Code of Ordinances, with respect to removing the Motor Vehicle Establishment definition and adding the Car Wash Establishment definition

A request to repeal Article III.- General Provisions, Sec. 70-94- Land Conservation of the Lee County Code of Ordinances.

A request to amend Sec. 70-95. (e) – Buffers in residential districts of the Lee County Code of Ordinances, with respect to removing the sentence, "This buffer area may account for the land conservation area required by section 70-94 of this chapter."

A request to amend Article V. - R-1 Single Family Residential District, Sec. 70-162. – Permitted uses of the Lee County Code of Ordinances, to remove the permitted use, "zero lot-line housing shown on approved subdivision plat."

A request to amend Article V. - R-1 Single Family Residential District, Sec. 70-163. - Conditional uses of the Lee County Code of Ordinances, to add "Zero lot-line housing if shown on an approved subdivision plat. Not to exceed two per 1.5 acres."

A request to amend Article V. Sec 70-164. Area, height, bulk, and placement requirements of the Lee County Code of Ordinances, with respect to the Dwelling Units Per Acre of Developable Land-R-1 chart, amending the three (3) per every one (1) acre requirement for water and sewer to two (2) for every one (1) acre for water and sewer.

A request to add Car Wash Establishment to Article XII. - C-2 General Business District under Sec. 70-383. - Conditional uses.

Public Hearing Discussion

Staff Presentation

Director Amanda Nava- Estill presented the staff report. These text amendments were a direct response from a special called meeting with the Lee County Board of Commissioners.

Vice- Chair opened the Public Hearing at 6:41 P.M.

Public Supporters

None

Public Opposition

None

Vice-Chair closed the Public Hearing at 7:02 P.M.

Commission Discussion

The Commissioners held a brief discussion.

Kyle Luckie made a **MOTION** to **APPROVE** the request to amend Article I.-Introductions, Sec.70-6. Definitions of the Lee County Code of Ordinances, with respect to removing the Motor Vehicle Establishment definition and adding the Car Wash Establishment definition. Seconded by Renea Miller. The **MOTION** was unanimous with remaining commissioners voting yea.

Renea Miller made a **MOTION** to **APPROVE** the request to repeal Article III.- General Provisions, Sec. 70-94- Land Conservation of the Lee County Code of Ordinances. Motion Failed due to lack of Second.

Shirley Stiles made a **MOTION** to **DENY** the request to repeal Article III.- General Provisions, Sec. 70-94- Land Conservation of the Lee County Code of Ordinances. Motion Failed due to lack of second. **No recommendation.**

No **MOTION** was made to the request to amend Sec. 70-95. (e) – Buffers in residential districts of the Lee County Code of Ordinances, with respect to removing the sentence, "This buffer area may account for the land conservation area required by section 70-94 of this chapter."

Kyle Luckie made a **MOTION** to **APPROVE** the request to amend Article V. - R-1 Single Family Residential District, Sec. 70-162. – Permitted uses of the Lee County Code of Ordinances, to remove the permitted use, "zero lot-line housing shown on approved subdivision plat." Seconded by Rena Miller. The **MOTION** was unanimous with remaining commissioners voting yea.

Kyle Luckie made a **MOTION** to **APPROVE** the request to amend Article V. - R-1 Single Family Residential District, Sec. 70-163. - Conditional uses of the Lee County Code of Ordinances, to add "Zero lot-line housing if shown on an approved subdivision plat. Not to exceed two per 1.5 acres. "Seconded by Rena Miller. The **MOTION** was unanimous with remaining commissioners voting yea.

Jim Quinn made a **MOTION** to **APPROVE** the request to amend Article V. Sec 70-164. Area, height, bulk, and placement requirements of the Lee County Code of Ordinances, with respect to the Dwelling Units Per Acre of Developable Land- R-1 chart, amending the three (3) per every one (1) acre requirement for water and sewer to two (2) for every one (1) acre for water and sewer. Seconded by Kyle Luckie. The **MOTION** was unanimous with remaining commissioners voting yea.

Kyle Luckie made a **MOTION** to **APPROVE** the request add Car Wash Establishment to Article XII. - C-2 General Business District under Sec. 70-383. - Conditional uses. Seconded by Shirley Stiles. The **MOTION** was unanimous with remaining commissioners voting yea.

- (B) **(T25-003)** Lee County has submitted a request for a text amendment to the Lee County Code of Ordinances, to amend Chapter 58 Subdivisions Sec. 58-159. - Effect of approval of general development plan (e) with respect to removing the wording, "All designated greenspace area shall meet the requirements for greenspace as established in section 70-94 of this Code."

Public Hearing Discussion

Staff Presentation

Director Amanda Nava- Estill presented the staff report. She expressed that these text Amendments were a direct response from a special called meeting with the Lee County Board of Commissioners who expressed the desire for these changes to the Lee County Ordinance.

Vice- Chair opened the Public Hearing at 7:04 P.M.

Public Supporters

None

Public Opposition

None

Vice-Chair closed the Public Hearing at 7:08 P.M.

Commission Discussion

The Commissioners held a brief discussion.

No **MOTION** was made to the request to amend Sec. 58-159- Effect of approval of general development plan (e) with respect to removing the wording "All designated greenspace area shall meet the requirements for greenspace as established in section 70-94 of this Code."

VI. UNFINISHED BUSINESS

None

VII. ANNOUNCEMENTS

The Lee County Planning Commission will conduct a public hearing on **Thursday, May 01, 2025, at 6:00 p.m.**, in the Opal Cannon Auditorium of the T. Page Tharp Governmental Building, located at 102 Starksville Avenue North, Leesburg, Georgia 31763. The Planning Commission will forward its recommendation.

The Lee County Board of Commissioners will conduct a public hearing on **Tuesday, May 13, 2025, at 6:00 p.m.**, and a final vote on **Tuesday, May 27, 2025, at 6:00 p.m.**, in the Opal Cannon Auditorium of the T. Page Tharp Governmental Building, located at 102 Starksville Avenue North, Leesburg, Georgia 31763.

The City Council of Leesburg will conduct a special called public hearing on the City of Leesburg cases on **Tuesday, May 13, 2025, at 6:00 p.m.**, at City Hall located at 107 Walnut Avenue, North, Leesburg, Georgia 31763.

VIII. ADJOURNMENT

Commissioner Shirley Stiles made a **MOTION** to **ADJOURN**, seconded by Charlie Barner. The **MOTION** was unanimous with remaining Commissioners voting yea. The meeting adjourned at 7:12 p.m.

Note: all meetings are audio recorded and are filed in the Planning & Zoning Department

Meetings of the Planning Commission and the Board of Commissioners are open to the public. Georgia law requires that all parties who have made campaign contributions to any member of the Board of Commissioners in excess of two hundred fifty dollars (\$250) within two (2) years immediately preceding the filing of this request, and who desire to appear at the public hearing in opposition to the application, shall, at least five (5) days prior to the public hearing, file a campaign contribution report with the Lee County Planning Commission.

Persons with special needs relating to handicapped accessibility or foreign language interpretation should contact the ADA Coordinator at (229) 759-6000 or through the Georgia Relay Service (800) 255-0056 (TDD) or (800) 355-0135 (voice). This person can be contacted at the T. Page Tharp Building in Leesburg, Georgia between the hours of 9:00 a.m. and 4:00 p.m., Monday through Friday, except holidays, and will assist citizens with special needs given proper notice of seven (7) working days. The meeting rooms and buildings are handicap accessible.