



PLANNING COMMISSION MEETING MINUTES

MEETING DATE: May 12, 2025

MEETING TIME: 6:00 PM

**MEETING LOCATION: CITY HALL COUNCIL CHAMBERS
40 RICHARD R. DAVIS DRIVE, RICHMOND HILL, GA**

MEMBERS PRESENT: Chairman Billy Albritton, Vice Chairman Lloyd “Triple” Cooper,
Lavetris Singleton

STAFF PRESENT: Brian Crooks, Director of Planning & Zoning, Amanda Styer, Asst. Director of
Planning & Zoning, Lyndsey Goodman, Planning Technician

GUESTS PRESENT: Georgene Brazer, Scott Allison, Mason Cloy, Bernard Brown, Cody Rogers
Jeff Hupman

1. **CALL TO ORDER 6:00 PM**
2. **INVOCATION** Led by Lloyd “Triple” Cooper
3. **PLEDGE OF ALLEGIANCE** Led by Commissioners
4. **APPROVAL OF AGENDA** Director Crooks asked to remove item 5B2 for additional Discussion, Commissioner Cooper made a motion to approve the consent agenda, in part, pulling item 5B2 (1-3) for additional discussion, which was seconded by Commissioner Singleton and carried by all.
5. **CONSENT AGENDA** Commissioner Singleton made a motion to approve the modified consent agenda, which was seconded by Commissioner Cooper and carried by all.
 - a. Approval of Minutes – Approved by Consent Agenda
 - i. March 10, 2025 Meeting Recommendation of Approval
 - b. Zoning Actions
 - i. Variances – Approved by Consent Agenda
 1. Recommendation to approve/disapprove a petition filed with the City of Richmond Hill by Jeff Hupman with Savannah Real property, LLC, requesting a variance to Article 15, Section 15.3.B of the Unified Development Ordinance on the minimum depth of the landscaped greenway. The property is located at 2235 U.S. Highway 17, map & parcel 0531-067 and is zoned C-1, General Commercial. Recommendation of Approval
 - ii. Text Amendments – Pulled for additional discussion
 1. Recommendation to approve/disapprove an amendment to Appendix A – Combined Table of Uses, of the Unified Development Ordinance (UDO) of the City of Richmond Hill, Georgia, so as to

amend the use permissions related to vehicle service stations; to repeal conflicting ordinances; to provide for an effective date; and for other purposes. Recommendation of Approval

Director Crooks briefly discussed the text amendments. Some changes will allow for gas stations within the C2 downtown commercial district as a conditional use, but keeping with all of the use requirements. Director Crooks opened the floor up for any questions regarding the changes. No questions posed.

2. Recommendation to approve/disapprove an amendment to Article 11 – Overlay Districts, of the Unified Development Ordinance (UDO) of the City of Richmond Hill, Georgia; to repeal conflicting ordinances; to provide for an effective date; and for other purposes. Recommendation of Approval

The recommended changes for the overlay district were briefly discussed as well as a reminder that the moratorium on new development in the overlay district is still in place until July 2, 2025. Director Crooks went over the highlighted changes, noting 11.2 would be one of the larger changes in that it would greatly expand the number of properties officially in the overlay. He also specifically mentioned that properties falling partially in the overlay would now be required to comply fully to the overlay standard on the entire development. In subsection 11.2 C, the proposed changes would increase the time period in which substantial improvement can be determined. We are also adding some things into the language of the ordinances that have been common practice. Brief discussion of Section 5 general boundary language, establishing a new appendix C and the bulk of changes in 11.4.

3. Recommendation to approve/disapprove an amendment to Appendix F – Residential Infill Development District, of the Unified Development Ordinance (UDO) of the City of Richmond Hill, Georgia to repeal conflicting ordinances; to provide for an effective date; and for other purposes. Recommendation of Approval

Director Crooks discussed what new construction from the ground up requirements would be in the RID district. Substantial improvements would not be held to those RID new construction standards, for instance if you have vinyl siding, you can replace with like materials. Director Crooks asked if there were any additional questions

Commissioner Singleton made a motion for recommendation of approval of text amendments, the motion was seconded by Commissioner Cooper and carried by all.

- c. Subdivisions – Approved by Consent Agenda
 - i. Port Royal PUD, Pod 1 Preliminary Plat Recommendation of Approval
2. **OTHER ITEMS FOR DISCUSSION** – Per Chairman Albritton, no additional items
3. **ADJOURNMENT** – Commissioner Cooper made a motion to adjourn, which was seconded by Commissioner Singleton and carried by all. Meeting adjourned at 7:01 P.M.