



PLANNING COMMISSION MEETING MINUTES

MEETING DATE: JULY 14, 2025

MEETING TIME: 6:00 PM

MEETING LOCATION: RICHMOND HILL CITY CENTER
520 CEDAR STREET, RICHMOND HILL, GA

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

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

GUESTS PRESENT: Tiffany Jackson, Brian Clouser, Cody Rogers

1. **CALL TO ORDER** Called to order by Commissioner Albritton at 6:02 PM
2. **INVOCATION** Led by Lloyd “Triple” Cooper
3. **PLEDGE OF ALLEGIANCE** No Flag Present
4. **APPROVAL OF AGENDA** Director Crooks asked to remove item 5B1 & 5C2 from the consent agenda for further discussion, **Commissioner Cooper made a motion to approve the agenda, with the modified consent agenda, in part, pulling item 5B1 & 5C2 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 Blanks and carried by all.
 - A. Minutes
 - I. June 9, 2025 Meeting. [Recommendation of Approval](#)
 - B. Zoning Actions
 - I. *Recommendation to approve/disapprove the rezoning of parcel 0541-091 from R-3/C-2 to C-2, Downtown Commercial. [Recommendation of Approval – Commissioner Singleton made a motion for approval which was seconded by Commissioner Cooper and carried by all.](#)*
 - II. Recommendation to approve/disapprove the rezoning of parcel 054-066 from Unincorporated Bryan County to R-1, Estate Residential. [Recommendation of Approval](#)
 - C. Initial Site Plan and Building Elevations
 - I. Initial site plan approval for Thunderbird Drive Commercial. [Recommendation of Approval](#)

II. Initial site plan and building elevations approval for Longwood Distillery. Recommendation of Approval w/ conditions

Director Crooks briefly discussed the 11,000 square foot proposed distillery space and its layout. It would be similar use to a microbrewery so all requirements in the UDO related to that use would apply. Area is zoned as C-3, last commercial lot before the beginning of the industrial zone. This proposal meets all requirements with the exception of the I-95 Buffer requirements C-3 Buffer (50Ft.) but if they did abide by that, it would cut the lot in half, however with the proposed changes to the gateway overlay, this property would then fall in the gateway, and the proposed changes would benefit this applicant, reducing the buffer to 20 ft. Therefore, Director Crooks recommends approving the application with the condition that they do not out in their landscape application until the Overlay changes are adopted and moratorium lifted or that they apply for a variance regarding the I-95 Buffer requirements.

Commissioner Blanks made a motion for approval of the initial site plan and building elevations for the longwood distillery with the condition that either a variance be obtained for with city council in relation to the buffer requirements or wait to submit the civil and landscape plans for review until the subject site is mapped within the gateway overlay district.

- 6. OTHER ITEMS FOR DISCUSSION.** – Director Crooks spoke briefly about the consent agenda process as we continue to modify the process for best use, we will be changing the procedure to allow for the items we feel will need to be pulled for discussion and leave them as standard agenda items, so that the consent agenda no longer has to be modified prior to approval. These items would be anything we recommend for denial, or anything that has recommendation for approval with conditions that are not completely cut and dry, but might be more open to interpretation, basically anything we feel will need more detailed discussion and/or explanation. The Commissioners generally agreed that anything that is zoning related or requires conditions or is recommended for conditions would generally be pulled. Director Crooks stated that in the future a much larger portion of the commercial properties will fall into the gateway overlay, if city council approves the proposed changes.

Brief discussion of the proposed airport, Commissioner Singleton said that it is the most discussed item from constituents. Director Crooks stated big picture it is an additional resource for the area that might offer additional public safety aspect if any medical flights needed to land, etc., it will be a small municipal airport for small aircraft, and that we do not know the exact proposed location, but he feels that it would likely be in the industrial area of the Heartwood PUD, because you don't want to put it in the middle of the commercial or residential areas. At this point anything we discuss is purely speculation.

- 7. ADJOURNMENT** – Commissioner Singleton made a motion to adjourn, which was seconded by Commissioner Blanks and carried by all. Meeting adjourned at 6:41 P.M.