



PLANNING COMMISSION MEETING MINUTES

MEETING DATE: AUGUST 11, 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, Chris Raiford

STAFF PRESENT: Brian Crooks, Director of Planning & Zoning, Lyndsey Goodman

GUESTS PRESENT: Sam Patel, Josh Galbreath, Scott Allison

1. **CALL TO ORDER** Called to order by Commissioner Albritton at 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 5B from the consent agenda for further discussion, **Commissioner Raiford made a motion to approve the agenda, with the modified consent agenda, in part, pulling item 5B for additional discussion, which was seconded by Commissioner Blanks and carried by all.**
5. **CONSENT AGENDA** Commissioner Blanks made a motion to approve the modified consent agenda, which was seconded by Commissioner Raiford and carried by all.

A. Minutes

- I. July 14, 2025 Meeting. Recommendation of Approval

B. Initial Site Plan

- I. Initial site plan approval for a retail shopping center, to be located along Timber Trail, Parcel 054-068-07 Recommendation of Approval

Director Crooks gave a brief overview of the project, associated zoning requirements and access along Timber Trail and whether or not it was a legal access for emergency use, or public access, all of which will be hammered out in the civil review process. **Commissioner Cooper made a motion for approval which was seconded by Commissioner Blanks and carried by all.**

- II. Initial site plan approval for LMS Cottages, Heartwood Pod 6, a portion of parcel 049-016. Recommendation of Approval

Director Crooks gave a brief overview, reminded the commissioners that initial approvals were given on this project, but they have abandoned the original plan and are now reverting back to site plan approval. Scott Allison spoke briefly

and reiterated the initial 38 Lot approval that was done was structured in that way for Lending purposes, but confirmed that they are going to go back to a siter plan approval for Phase 1 & Phase 2. This will essentially allow them to have permits issued as soon as possible. **Commissioner Raiford made a motion to approve item 5B2, which was seconded by Commissioner Cooper and carried by all.**

6. **OTHER ITEMS FOR DISCUSSION.** – Director Crooks spoke briefly about the recently approved changes to Article 11, the expansion of the boundaries of the overlay extending to the Northern and southern boundaries of the city limits. These changes will greatly increase the number of items that come before planning commission.
7. **ADJOURNMENT** – Commissioner Raiford made a motion to adjourn, which was seconded by Commissioner Blanks and carried by all. Meeting adjourned at 6:22 P.M.