



**PLANNING COMMISSION MEETING MINUTES**

**MEETING DATE: SEPTEMBER 8, 2025**

**MEETING TIME: 6:00 PM**

**MEETING LOCATION: RICHMOND HILL CITY CENTER**

**520 CEDAR STREET, RICHMOND HILL, GA**

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** Commissioner Blanks made a motion to approve the agenda, which was seconded by Commissioner Cooper and carried by all.
5. **CONSENT AGENDA** Commissioner Raiford made a motion to approve the consent agenda, which was seconded by Commissioner Blanks and carried by all
  - A. **Minutes** – *Approved under consent agenda*
    - I. August 11, 2025 Meeting. Recommendation of Approval
  - B. **Initial Site Plan and Building Elevations** *Approved under consent agenda*
    - I. Initial site plan and building elevations approval for Ford Field & River Clubhouse Renovations and Addition, located at 1 Club House Drive. Recommendation of Approval
    - II. Initial site plan approval for Heartwood Pod 15B, Lot 8, located on Pine Bluff Drive, a portion of parcel# 049-002. Recommendation of Approval
  - C. **Zoning Actions** *Approved under consent agenda*
    - I. Recommendation to approve/disapprove a text amendment to Appendix A of the UDO, Combined Table of Uses. Recommendation of Approval
    - II. Recommendation to approve/disapprove a text amendment to Article 18 of the UDO, Storm Water Management. Recommendation of Approval
6. **ITEMS FOR ACTION**
  - A. **Concept Plan**
    - I. Recommendation to approve/disapprove the PUD Final Concept Plan for the Raydient 2025 PUD. Recommendation of Approval. **Commissioner Blanks**

**made a motion for recommendation of approval, which was seconded by Commissioner Raiford and carried by all.**

**B. Zoning Actions**

- I. Recommendation to approve/disapprove the variance request submitted by First City Associates, LLP requesting a variance to Article 11, Section 11.5.J.2.b, Overlay Districts. Recommendation of Approval

Director Crooks gave a brief overview of the three agenda items under Section B. They are a group of items that are collectively a part of Parkers redeveloping and remodeling the existing Parkers location.

**Commissioner Cooper made a motion to recommend approval, which was seconded by Commissioner Raiford and carried by all.**

- II. Recommendation to approve/disapprove the variance request submitted by First City Associates, LLP requesting a variance to Article 13, Section 13.7.K.6, Use Requirements. Recommendation of Denial

Director Crooks stated that this agenda item proposes a limited adjustment requiring a reduction in distancing provisions between adjoining residential areas and the Development, and access location requirements for driveways. This item was recommended by staff to be denied, which Director Crooks explained was due to the fact that the project did not meet all standards for allowing the variance.

Tiffany Jackson came forward to speak on behalf of First City Associates; she stated that they are attempting to improve the existing business and make changes to bring it closer to being in conformance with the UDO. Brian Clouser also came forward to speak and discussed the fact that the drive located on 144 could not be moved due to the GDOT's inability to approve the change due to the right in, right out structure. They have added inter-parcel circulation to the right of the store for a little better traffic flow.

The Commissioners discussed their desire to allow the Variance due to the fact that this is an existing and long-standing business that is trying to make improvements towards compliance and bettering the business for the community, It was discussed that Criteria 2 for allowing the variance would be the only item they have any room to work with.

**Commissioner Raiford made a motion for recommendation of approval for the variance related to 13.7K.6 use requirements based on the extenuating circumstances specific to site location that includes sight constraints brought on by the presence of pre-existing power line easements and the understanding that allowing this to proceed will bring about the potential for improved conformity to the standards. The motion was seconded by Commissioner Blanks and carried by all.**

- III. Recommendation to approve/disapprove the conditional use application submitted by First City Associates, LLP requesting to allow a vehicle service

station/gas station in a C-2, Downtown Commercial District. The property is located at 11416 Ford Avenue. Recommendation of Approval w/ Conditions

Director Crooks stated that the main concern with this agenda item is the egress right in and right out, which cannot be modified due to GDOT constraints. Thus, approval of this item would need to be contingent on the other variance items being approved by council.

**Commissioner Cooper made a motion for recommendation of approval, so long as the pending variances for Section 11.5.B.2 and Section 13.7.K are approved by city council, which was seconded by Commissioner Raiford and Carried by all.**

**7. OTHER ITEMS FOR DISCUSSION**

- The next meeting scheduled for 10/13/2025 will be held in the city hall council chambers, barring any unforeseen delays.
- This does not affect the Planning Commissioners directly, but as a matter of information, the DCA has approved new construction codes, and the new version with Georgia amendments will be going into effect soon.

**8. ADJOURNMENT – Commissioner Blanks made a motion to adjourn which was seconded by Commissioner Cooper and carried by all. The meeting ended at 6:59 PM.**