

# City of Norcross

*65 Lawrenceville Street  
Norcross, GA 30071*



## Meeting Agenda

**Wednesday, July 5, 2017  
7:00 PM**

**Council Chambers**

### **Planning and Zoning**

*Diane Earnest, Chairman*

*Al Karnitz*

*Ruthy Paul*

*Kenneth Anderson*

*Hoyt Hutcheson*

- A. Call to Order**  
**PLEASE TURN OFF ALL CELL PHONES AND ELECTRONIC DEVICES**
- B. Presentation of previous meetings minutes for acceptance and acceptance of the agenda as presented for scheduled meeting.**
  - a. Approval of Previous Meeting Minutes**
  - b. Planning and Zoning - Regular Meeting - Jun 7, 2017 7:00 PM**
- C. Old Business**
- D. New Business**
  - 1. Special Use Permit - Operation of a Place of Worship in an Established Business Park**  
[SUP2017-0002: 5161 Brook Hollow Parkway Ste.100 - R6213 054](#)
- E. ADDITIONAL INPUT AND/OR DISCUSSION NOT OTHERWISE ADDRESSED BY THIS AGENDA**
- F. Adjourn**

Signed by \_\_\_\_\_ Chairman, Diane Earnest

Signed by \_\_\_\_\_ Brett Conn, Community  
Development Assistant

# City of Norcross

65 Lawrenceville Street  
Norcross, GA 30071



## Meeting Minutes

Wednesday, June 7, 2017  
7:00 PM

Council Chambers

### Planning and Zoning

*Diane Earnest, Chairman*

*Al Karnitz*

*Ruthy Paul*

*Kenneth Anderson*

*Hoyt Hutcheson*

**A. Call to Order**

Regular Meeting was called to order at 7:00 PM by Chairman Diane Earnest

Attendee Name	Title	Status	Arrived
Diane Earnest	Chairman	Present	
Al Karnitz	Board Member	Present	
Ruthy Paul	Board Member	Absent	
Kenneth Anderson	Board Member	Present	
Hoyt Hutcheson	Board Member	Present	

**B. Presentation of previous meetings minutes for acceptance.**

**a. Approval of Previous Meeting Minutes**

**b. Planning and Zoning - Regular Meeting - May 3, 2017 7:00 PM**

<b>RESULT:</b>	<b>ACCEPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Hoyt Hutcheson, Board Member
<b>SECONDER:</b>	Al Karnitz, Board Member
<b>AYES:</b>	Diane Earnest, Al Karnitz, Kenneth Anderson, Hoyt Hutcheson
<b>ABSENT:</b>	Ruthy Paul

**C. Old Business**

**D. New Business**

**1. 17-4574 Historic Preservation District**

Motion to Approve the Historic Preservation District ordinance by deleting alternate section 6B, inserting a new section entitled "Demolition or Relocation of a Historic Property or Properties within a Historic District" and renumbering the new section to become Section VII.

<b>RESULT:</b>	<b>RECOMMEND FOR APPROVAL [UNANIMOUS]</b>
	<b>Next: 6/19/2017 6:30 PM</b>
<b>TO:</b>	Policy Work Session
<b>MOVER:</b>	Hoyt Hutcheson, Board Member
<b>SECONDER:</b>	Al Karnitz, Board Member
<b>AYES:</b>	Diane Earnest, Al Karnitz, Kenneth Anderson, Hoyt Hutcheson
<b>ABSENT:</b>	Ruthy Paul

**E. ADDITIONAL INPUT AND/OR DISCUSSION NOT OTHERWISE ADDRESSED BY THIS AGENDA**

**F. Adjourn**

The meeting was closed at 8:00 PM

Minutes Acceptance: Minutes of Jun 7, 2017 7:00 PM (Presentation of previous meetings minutes for acceptance and acceptance of the agenda

Signed by \_\_\_\_\_ Chairman, Diane Earnest

Signed by \_\_\_\_\_ Community Development Assistant, Brett Conn

Minutes Acceptance: Minutes of Jun 7, 2017 7:00 PM (Presentation of previous meetings minutes for acceptance and acceptance of the agenda



07/05/2017

SUP2017-0002

**Action** Special Use Permit for Operation of a Place of Worship in an Established Business Park

**Property Location** 5161 Brook Hollow Pkwy  
Ste. 100  
Norcross, GA 30071

**Petitioner** Shekinah Christian Church  
5151 Brook Hollow Pkwy  
Norcross, GA 30071

**Petitioner's Request** SUP to allow the business practice of facility as a place of worship for religious practice

**Vicinity Map**



The 3.49 acre lot is addressed at 5151 and 5161 Brook Hollow Parkway with tax parcel number 6213 054.

Attachment: Staff Report SUP2017-0002 P&Z (1353 : Spec. Use Permit SUP2017-0002)

Site:



Attachment: Staff Report SUP2017-0002 P&Z (1353 : Spec. Use Permit SUP2017-0002)

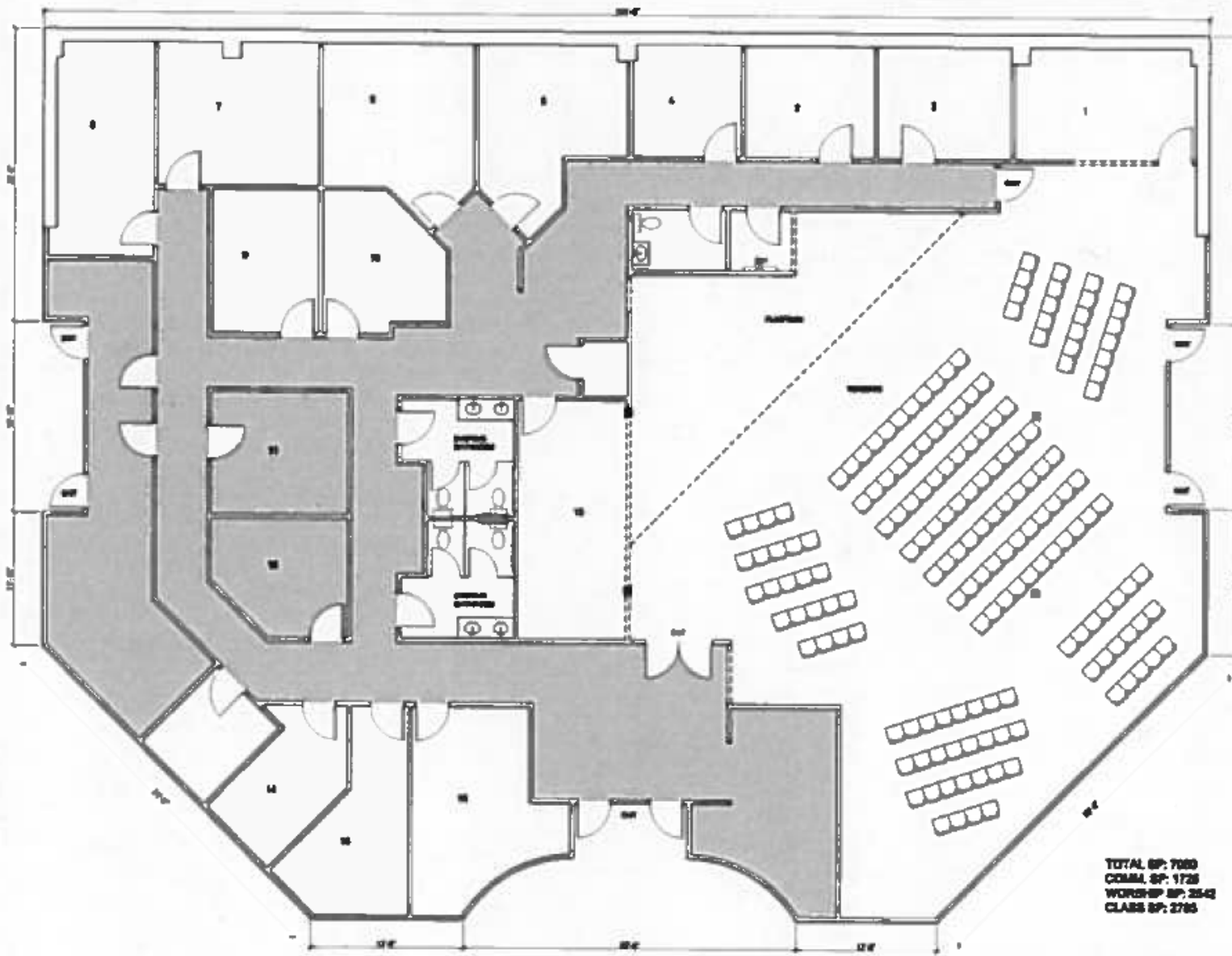


Shekinah Christian Church  
Total Parking:  
-135 Regular Parking Slots  
-4 Handicap Parking Slots



Attachment: Staff Report SUP2017-0002 P&Z (1353 : Spec. Use Permit SUP2017-0002)

Calculated Occupancy Load:



TOTAL SF: 7050  
 COMM. SF: 1725  
 WORSHIP SF: 2542  
 CLASS SF: 2783

2 PROPOSED FLOOR PLAN  
 1/8" =

Total SF = 7050  
 Comm. SF = 1725  
 Worship SF = 2542  
 Class SF = 2783

Capacity Calculation  
 Worship:  $2542/15 = 169$   
 Class SF:  $2783/25 = 111$   
 Total Capacity:  $169 + 111 = 280$

Parking Calculation  
 $168 \text{ Seats}/4 = 42 \text{ Parking Spaces Required}$

Attachment: Staff Report SUP2017-0002 P&Z (1353 : Spec. Use Permit SUP2017-0002)



**Analysis:**

Shekinah Christian Church is seeking a special use permit in accordance with City of Norcross Ordinance **Sec.115-84 (3)(a)(2)**. The occupation is currently operating out of the 5151 Brook Hollow Parkway Ste. 120 facility and intends to move their operations to the adjacent building addressed 5161 Brook Hollow Parkway Ste. 100. The decision to change facilities is due to the need for more space caused by the increase in growth and implementation of new children's programs. The primary schedule of services are within the usual out of office hours of accompanying businesses within the business park:

- Tuesdays 7:45 PM – 9PM
- Sundays 9AM – 2PM

**Pertinent Ordinance:****Sec.115-84 (3)(a)**

(3) Public and semipublic uses.

- a. Semipublic institutions, such as clubs, churches, mosques, synagogues or other places of worship, provided:
  1. The club, church, mosque, synagogue or other place of worship is located on not less than five acres if it is a stand-alone use; or
  2. A special use permit must be obtained if the club, church, mosque, synagogue or other place of worship is located in an established business park or industrial park.

**Staff Recommendation:**

Staff recommends that this application for a Special Use Permit be approved as submitted.

*There shall be a final inspection by City Staff to confirm Board conditions have been met prior to the issuance of a Certificate of Occupancy.*