



Planning Commission Meeting MINUTES

Thursday, July 17, 2025 6:00 p.m.

Municipal Hall Courtroom

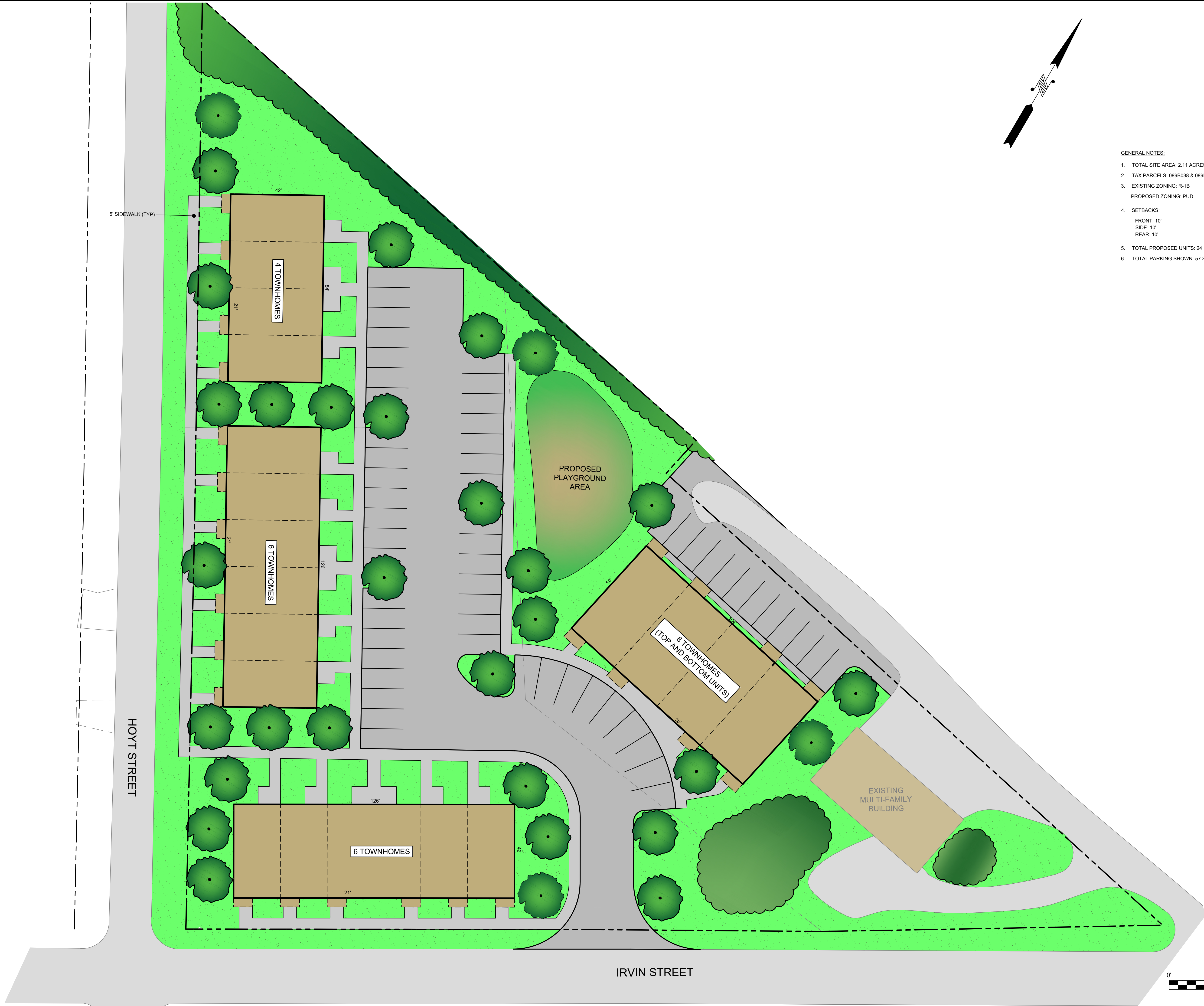
1. Meeting called to order: 6:02 p.m.
2. Approval of July agenda
 - a. Motion made by Jimmy Thompson to approve the agenda with the amendment that we add “administrative paperwork” to Old Business. Motion seconded by Portia Burns, all approved
3. Old Business
 - a) ~~None~~ Administrative Paperwork
 1. Community Development Director Jessie Owensby passed out confirmations of Planning and Zoning training that each commissioner has signed up for. She will resend Portia the dates so that Portia can also be registered for an upcoming class.
 2. Jessie Owensby gave each commissioner Articles 2 and 3 of the new DRAFT Zoning Ordinance to read and make revisions and recommendations to over the next month for discussion at the August meeting.
 3. Jessie Owensby created a binder for each commissioner and asked them to bring it to the meeting every month. The binder consists of: Meeting Schedule, Robert’s Rules of Order, Planning Commission Etiquette, regulations, and expectations, the Zoning Ordinance, OCGA 36-66, and a 2025 Zoning Map.
4. New Business
 - a) Application from ZKS Properties to rezone 381 Hoyt and 463 Irvin St to a PUD (Planned Unit Development)
 - a. Jessie Owensby presented the application and staff analysis for the proposal of a Planned Unit Development. The Variance Application from 2024 was approved by Planning Commission, but tabled by the City Commission, so property owner withdrew application and went back to the drawing board. The application for rezoning was tabled last month, but the property owner was in attendance to speak on the project.
 - b. Brad Trotter, Engineer, Foothills Land Design- Presented concept rendering (attached) and rendering of what the townhomes will look like. He also said that there were complaints from neighbors at the 2024 Variance hearing about the original concept where there were 15 units and all the driveways backed out onto the street. The new concept has all parking inside the development with 57 spaces. The townhomes will be at a density of 13 units per acre, but there will be 1 entire acre of open space and a playground. It will be a good transition from the commercial property on Level Grove Road to the single family homes in the neighborhood. It will also be walkable to the Entertainment District,

which they believe will complement the “live, work, play” environment the city is going for. The townhomes will be for rent so that the property owner can ensure that the grounds will be maintained and handle any issues.

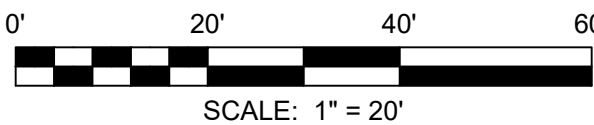
- c. Jason Lewallen asked how close to the commercial buildings was the property line? Would the driveway and parking lot for the lower units be a private drive? Mr. Trotter stated that the driveway would be private for the residents to park in front of their units.
 - d. Jimmy Thompson asked if the plans called for demolition of the existing single family structure? Mr. Trotter answered that demolition is part of the plan.
 - e. IN FAVOR OF: Zane Stewart of ZKS Properties said he was born and raised in Habersham County and is excited to see this project come to fruition. He said he sees places to work and places to play, but doesn’t see a lot of life or living. He wants to reinvest in his town and he is excited to see where Cornelia is headed.
 - f. IN OPPOSITION OF: Carolyn Quist lives at the intersection of Hoyt and Irvin just across the road from this parcel. She presented a petition from 11 people in the neighborhood. She is very concerned about dense traffic, congestion, noise, lower property values. She said this development needs to be in a higher density neighborhood. She said it is a small intersection, but she sees big trucks try to navigate the corners and drive through the neighborhood. She said children and families walk around that area. She stated “Cornelia does not have a shortage of rentals.”
 - g. With no further discussion, Jimmy Thompson motioned to approved the rezoning to a Planned Unit Development. Josh Dilbeck seconded the motion, all approved. Jason Lewallen stated that the recommendation will go to the City Commission for review at their next meeting on August 5th at 6 p.m. in the Municipal Complex Courtroom.
5. Next Regular Board Meeting: **Thursday, August 21, 2025** at the Municipal Complex Courtroom at 6 p.m.
6. Adjourn- Motion was made by Portia Burns to adjourn the meeting at 6:27. Motion was seconded by Gwen Wiley, all approved

Present: Carolyn Quist, Jimmy Thompson, Gwen Wiley, Zane Stewart, Brad Trotter, Josh Dilbeck, Jason Lewallen, Portia Burns, Maria Queriapa, Jessie Owensby

Absent: None



- GENERAL NOTES:
1. TOTAL SITE AREA: 2.11 ACRES
 2. TAX PARCELS: 089B038 & 089B039
 3. EXISTING ZONING: R-1B
PROPOSED ZONING: PUD
 4. SETBACKS:
FRONT: 10'
SIDE: 10'
REAR: 10'
 5. TOTAL PROPOSED UNITS: 24
 6. TOTAL PARKING SHOWN: 57 SPACES



REVISIONS:		DATE
NO.	DESCRIPTION	

DATE: MAY 22, 2025

SCALE: 1" = 20'

SHEET:
1
JOB #21033

SITE PLAN
HOYT AND IRVIN STREET
LAND LOTS 149 & 172, 10th DISTRICT
CITY OF CORNELIA
HABERSHAM COUNTY, GA

DEVELOPER:
ZKS PROPERTIES, LLC
PO BOX 2
CORNELIA, GA 30531

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