



PLANNING COMMISSION MINUTES

CITY OF DULUTH

3167 MAIN ST
DULUTH, GA 30096

JULY 7, 2025 AT 6:00PM

COMMISSION MEMBERS:

Alana Moss, Chair

Carey Fisher, Vice Chair

Niti Gajjar, Secretary

Elizabeth Baggett

Jack Milner

Gregory Stewart (Alt)

COMMISSIONERS PRESENT: Chair Moss, Vice Chair Fisher, Secretary Gajjar and Commissioner Milner

COMMISSIONERS ABSENT: Commissioners Baggett and Stewart

STAFF PRESENT: Deputy Director of Community Development & Engineering Aron Hall and Sr. Planning Technician Wendy Bethancourt

I. CALL TO ORDER - Meeting called to order at 6:00pm.

II. APPROVAL OF THE MEETING AGENDA

A motion was made by Secretary Gajjar, seconded by Vice Chair Fisher to approve the July 7, 2025 Planning Commission meeting agenda as presented.

Voted for: Commissioners Moss, Fisher, Gajjar and Milner

Voted against: None

Motion Carried.

III. GENERAL BUSINESS - None

IV. APPROVAL OF MINUTES

1. Approval of the June 2, 2025 minutes

A motion was made by Secretary Gajjar, seconded by Commissioner Milner to approve the June 2, 2025 meeting minutes as presented.

Voted for: Commissioners Moss, Fisher, Gajjar, and Milner

Voted against: None

Motion Carried.

V. OLD BUSINESS - None

VI. PUBLIC HEARING

1. Case: Z2025-001

Applicant: Embry Development, LLC

Request: Rezoning from HC-A (Highway Commercial-Auto) and HC-R (Highway Commercial- Retail) to PUD (Planned Unit Development) to allow for 76 units townhome development.

Chair Moss opened the public hearing.

Deputy Director Aron Hall came forward and presented case Z2025-001. The purpose of the rezoning request (Z2025-001) is to rezone the current parcels from HC-A (Highway Commercial – Auto) and HC-R (Highway Commercial – Retail) to PUD (Planned Unit Development) to allow for a 77-unit townhome development. The overall subject properties total +/- 6.12 acres and consists of 11 parcels with various property owners. Tax parcel R6264 065 (3375 Buford Highway) is currently a carwash zoned HC-A (Highway Commercial – Auto). Tax parcel 6292 043 (3355 Buford Highway) contains three single-family detached units (two of which are boarded up) zoned HC-A (Highway Commercial – Auto). Tax parcel 6292 043A (3355 Buford Highway) contains a boarded up quadplex zoned HC-A (Highway Commercial – Auto). Tax parcels 6292 057 (3366 Buford Highway), 6292 042 (3356 Peachtree Road), 6292 069 (3346 Peachtree Road), 6292 041 (3305 Peachtree Road), 6292 049 (3357 Peachtree Road), 6292 056 (3337 Peachtree Road) are all undeveloped and zoned HC-A (Highway Commercial – Auto). Tax parcels 6292 050 (3307 Buford Highway) and 6293 644 (3435 Davenport Road) are both undeveloped and zoned HC-R (Highway Commercial-Retail). The subject property abuts the railroad. Northwest of the railroad is a residential Planned Unit Development (PUD) called Willbrooke. Properties to the southeast include: Sherwood Crossing, a PUD (Planned Unit Development) townhome community, Waterbug Properties LLC at 3330 Buford Highway (zoned HC-A (Highway Commercial-Auto)), Atlanta Pine Straw at 3320 Buford Highway (zoned HC-A (Highway Commercial-Auto)), and the City of Duluth's Public Safety facility at 3276 Buford Highway (zoned HC-A (Highway Commercial-Auto)). There is a portion of Peachtree Road that separates several of these properties. This right-of-way will be abandoned through a formal process with Mayor and Council at their August 11th Voting meeting. Peachtree Road will be reconfigured with an equal or greater portion being rededicated as public right-of-way prior to the closeout of the townhome project.

Chair Moss called for the applicant

Kenneth Wood of 350 Research Court Peachtree Corners, GA. 30092 came forward and presented a development summary that included details in relation to City of Duluth Comprehensive plan, proposed design and architecture, vehicular and pedestrian circulation plan, public improvements, and amenities.

Chair Moss called for questions/comments from the public.

Being none, Chair Moss called for discussion.

Being no further discussion, Chair Moss called for a motion.

A motion was made by Vice Chair Fisher, Seconded by Secretary Gajjar to approve the case Z2025-001 as presented.

Voted for: Commissioners Moss, Gajjar, Milner, and Fisher

Voted against: None

Motion carried.

2. Case: Z2025-002

Applicant: FP Peachtree Industrial, LLC

Request: PUD amendment to allow for the modification of three-bedroom units into one-bedroom units.

Chair Moss opened the public hearing.

Deputy Director Aron Hall came forward and presented case Z2025-002. The purpose of the rezoning request (Z2025-002) is to modify the current PUD to allow for the modification of three-bedroom units into one-bedroom units. The subject property totals +/- 32.00 acres and currently has 256 units with a mix of 1-, 2-, and 3-bedroom units, with a density of 8 units per acre. The subject property abuts a large undeveloped commercially zoned property to its south. It abuts R-100 properties to its east. It abuts a mix of residential and commercial office PUD properties (Hampton Arbors, Woodhaven, and River Parc) along with a Montessori school to its west. And it abuts a residential PUD (Chattahoochee Landing) and commercial auto repair center to its north.

Chair Moss called for the applicant

Dakota Carruthers of 1075 Peachtree Street NE Suite 1500 Atlanta, GA. 30309. Mrs. Carruthers presented the proposed rezoning will allow for the modification of converting 3-bedroom units into 1-bedroom units to supply the current growth of demand. There are currently 64 units that would be converted to 1-bedroom units as they become available. Commissioners discussed parking requirements with Mrs. Carruthers

Chair Moss called for questions/comments from the public.

Being none, Chair Moss called for discussion.

Commissioners discussed the addition of a condition for required parking spaces.

Chair Moss called for a motion.

A motion was made by Secretary Gajjar, Seconded by Vice chair Fisher to approve the case Z2025-002 with conditions as presented and amending condition #5 to require a minimum of 6 parking spaces and if parking needs arise up to 12 parking spaces can be provided and administratively approved by staff.

Voted for: Commissioners Moss, Gajjar, Milner, and Fisher

Voted against: None

Motion carried.

3. Case: MZ2025-001

Applicant: 4RNJ3, LLC

Request: Modification of rezoning from Planned Unit Development(PUD) to Planned Unit Development(PUD) which proposes to remove a condition set in prior approval to rezone.

Chair Moss opened the public hearing.

Deputy Director Aron Hall came forward and presented case MZ2025-001. The purpose of the modification of rezoning request (MZ2025-001) is to remove a condition of zoning which required a 10' ADA compliant concrete or asphalt trail through the property in question connecting to city owned property with a trailhead at Hall Circle. The subject property totals +/- 7.91 acres and currently has a single-family house on tax parcel R6264 037. Tax parcel R6264 037 is currently undeveloped. These two properties were rezoned from R-100 (Single-Family Residential District) to PUD (Planned Unit Development) for the construction of 29 Single-Family detached homes at the March 10th 2025 hearing . The subject property abuts a residential Planned Unit Development (PUD) to the north called Windsor Gate. Properties to the east are currently zoned R-75 (Single-Family Residential District) and are part of the Hall Circle neighborhood. The three parcels to the immediate west are zoned R-100 (Single-Family Residential District) with each containing a single-family home. Across Davenport Road the properties are zoned RM (Residential Multi-family District) and contain duplexes. The property to the south is zoned R-100 (Single-Family Residential District). It is currently undeveloped with much of the property in a utility easement.

Chair Moss called for the applicant

Andrew Perry of 115 Major Court Roswell, GA. 30076 came forward and presented that they agree with staff presentation and are willing to answer any questions or concerns from commissioners.

Chair Moss called for questions/comments from the public.

Being none, Chair Moss called for discussion.

Being no further discussion, Chair Moss called for a motion.

A motion was made by Secretary Gajjar, Seconded by Commissioner Milner to approve the case MZ2025-001 as presented.

Voted for: Commissioners Moss, Gajjar, Milner, and Fisher

Voted against: None

Motion carried.

VII. OTHER BUSINESS

1. Matters from staff – None
2. Matters from commission – None
3. Matters from public – None

VIII. ADJOURNMENT

A motion was made by Vice Chair Fisher, seconded by Commissioner Milner to adjourn at 6:55pm.

Voted for: Commissioners Moss, Milner, Fisher, and Gajjar

Voted against: None

Motion carried.

Approved this 9th day of August, 2025.

Alan M.
Chairman

N. Gajjar
Secretary/Witness