

# NEIGHBORHOOD PLANNING UNIT – F



Monday, September 19, 2022 at 7:00 PM

Please pre-register by clicking [HERE](#)

Dial-In: 646-558-8656 Access code: 92815131493#

Meeting ID: 928 1513 1493

## CONTACT INFORMATION

Debbie Skopczynski, **Chair** – 404.874.7483 or [chair@npufatlanta.org](mailto:chair@npufatlanta.org)

Kay Stephenson, **Vice-Chair** – [kay.stephenson@gmail.com](mailto:kay.stephenson@gmail.com)

Doug Young, **City of Atlanta, Planner** – 404.330.6702 or [dyoung@atlantaga.gov](mailto:dyoung@atlantaga.gov)

Leah LaRue, **City of Atlanta, Assistant Director** – 404.330.6070 or [llarue@atlantaga.gov](mailto:llarue@atlantaga.gov)

## Minutes

### 1. Welcome and Opening Remarks

The meeting was called to order at 7:08 pm

- There is one change to the agenda – the LGBTQ+ Historic Context Statement presentation is being postponed. No items to be added.
- No objections to adopting the agenda after removing the LGBTQ+ Presentation.

### 2. Approval of Minutes

Thanks to Carol Shunnarah for taking the minutes last month. The August minutes were posted on the NPU website and a link sent to those on the NPU mailing list which includes verified members.

- Motion to approve the minutes was moved by Marla Johnson and seconded by Holly Sasnett and carries by a vote of 45 with no objections.

### 3. Announcements

### 4. Reports from City Departmental Representatives

**Atlanta Police Department**  
**Zone 2 – Major Allen Mitchell**  
**Zone 6 – Major Webster**

Major Andrea Webster with Zone 6 reported an uptick in thefts from cars. Zone 6 has a new captain - Captain Knapp. Major Andrea Webster - Zone 6 - [awebster@atlantaga.gov](mailto:awebster@atlantaga.gov)

Assistant Commander from Zone 2, Captain Ben Vayens, reported that in the last 28 days, there were 16 vehicle break-ins. The perpetrators in the burglary on Manchester Street were arrested. Captain Ben Vayens, Atlanta Police Zone Two Assistant Commander, [bvayens@atlantaga.gov](mailto:bvayens@atlantaga.gov) and cell phone- 404-323-6344



<p><b>APD Code Enforcement</b> Delores Bryant Officer Lyles – In Rem manager</p>	<p>Officer Byrd filled in for Officer Mitchell and has shared a report with the NPU Chair. ☐☐Any questions, please advise and the same will be forwarded to Officer Mitchell.☐☐OFFICER A. BYRD II☐ATLANTA POLICE DEPARTMENT ☐CODE ENFORCEMENT ☐818 Pollard Blvd ☐Atlanta, GA 30318☐404-546-3829 (office) 404-710-9495 (cell)☐Email: <a href="mailto:arthurbyrd@atlantaga.gov">arthurbyrd@atlantaga.gov</a></p>
<p><b>ATL311</b> Barbara Dougherty</p>	<p>Hi, my name is Johnny Wilson and I am a Supportive Services Coordinator for ATL311. ATL311 is the non-emergency call center for City of Atlanta services. 311 is the number you dial to report things like potholes, water main breaks, questions about your water bill and solid waste services, code violations, traffic light and sign maintenance, general information, and much more. We are open Monday-Friday, 7am-7pm. You can reach us by dialing 3-1-1 inside the incorporated city limits. Otherwise, our full phone number is 404-546-0311. They have a new chatbot feature.</p> <p>Georgia Power is now responsible for maintaining and servicing streetlights within the City of Atlanta's right-of-way. Streetlight repair requests that have been submitted to the City of Atlanta are now considered closed, with no further action to be taken by the City. To move forward with a previously submitted request that is still not resolved, you should:☐☐ Resubmit your residential streetlight repair or installation request by contacting the Georgia Power customer service center at 1-888-660-5890, Monday – Friday, from 7:00 a.m. to 9:00 p.m.☐☐Resubmit your business request by contacting the Georgia Power customer service center at 1-888-655-5888, Monday – Friday, from 8:00 a.m. to 6:00 p.m. ☐☐ You may also report streetlight outages to Georgia Power online at <a href="https://www.georgiapower.com/company/safety/outages-and-stormcenter/outage-information/street-light-outage.html">https://www.georgiapower.com/company/safety/outages-and-stormcenter/outage-information/street-light-outage.html</a>. If you would like to leave ATL311 feedback from today's meeting, please take our survey by clicking this link: <a href="https://www.surveymonkey.com/r/ATL311Meeting">https://www.surveymonkey.com/r/ATL311Meeting</a>.</p>
<p><b>Public Works Code Enforcement</b> Officer Ferguson <a href="mailto:vferguson@atlantaga.gov">vferguson@atlantaga.gov</a>, 678-221-8215.</p>	<p>Pete Francis - DPW SWEET Officer, Tel 404 938 1183, email: <a href="mailto:pfrancis@atlantaga.gov">pfrancis@atlantaga.gov</a></p> <p>Trash collection has been challenging because of parked cars. Cars on narrow streets need to be moved on trash collection days.</p>
<p><b>Watershed Management</b></p>	<p>Good evening everyone, I am here on behalf of Department of Watershed Management. There are no new updates. However, I will post the reminders in the chat. Please email me if you have any questions. Denise Stewart, ☐Department of Watershed Management☐<a href="mailto:Denstewart@atlantaga.gov">Denstewart@atlantaga.gov</a></p>

☐770-560-6572☐☐Please visit our website - [www.atlantawatershed.org](http://www.atlantawatershed.org)

5. Comments from Elected Officials

<p>State Reps Park Cannon, <b>Stacy Evans</b> <a href="mailto:stacey@staceyevans.com">stacey@staceyevans.com</a></p> <p><b>Kennedae McClung</b>– Chief of Staff</p>	<p>We do not have an update for tonight, but feel free to reach out with questions or concerns. You can contact me at <a href="mailto:kennedie@staceyevans.com">kennedie@staceyevans.com</a> You can contact Representative Evans at <a href="mailto:stacey@staceyevans.com">stacey@staceyevans.com</a> Please sign up for our emails at <a href="http://staceyevans.com">staceyevans.com</a> You can follow our social media as listed.</p> <p>Insta: <a href="#">evansforgeorgia</a> Twitter: <a href="#">EvansforGeorgia</a> Facebook: <a href="#">Stacey Evans</a></p>
<p>Others –</p>	<p>Jordan Kemp was present for Doug Shipman, Council President. Jordan Kemp Legislative Liaison &amp; Community Engagement Manager for Atlanta City Council President's Office. Email: <a href="mailto:jkemp@atlantaga.gov">jkemp@atlantaga.gov</a>/ Phone: 470-650-8970</p>

6. Consent Agenda

Special Event Applications (MOSE)			
Event Name/ Applicant	Class/ # Participants	Event Location/ Date	Recommendation
2022 KIDFITSTRONG FITNESS CHALLENGE ATLANTA Howard Daniel - present	Class E/1,500 Participants Recurring Event	Piedmont Park October 16, 2022	Support
Walk MS Atlanta 2023 Paul Nevill	Class E/ 1,950 Participants Recurring Event	Piedmont Park April 22, 2023	Defer
Piedmont Holiday Market Extravaganza Randall Fox – Jennifer Humphrey present	Class E/ 1,999 Participants 1st Time Event	Piedmont Park November 26-27, 2022	Support

**NPU-F Action:** Motion by Marla Johnson 2<sup>nd</sup> by Holly Sasnett to approve the Consent Agenda carries by a vote of 45 in favor, 0 opposed. Consent agenda is adopted.

7. Matters for Voting

Alcohol License Applications (LRB)			
Name of Business	Applicant	Property Address	Request
<a href="#">Urban Wings</a>	Moez Hasni	1825 Piedmont Ave	Restaurant New Application at Old Location

Alcohol Permits Report: This application is for a new business to operate as a restaurant serving/selling beer and wine for on premise consumption. No live entertainment or customer dancing is planned and is exempt from distance requirements. Property is zoned C2 with a seating capacity of 40. The location has not had an alcohol license within the last 12 months. Operating hours are 11AM-11:45PM. Parking requirement met.

*MLPA had no objections.*

Comments: Old Subway location at corner of Piedmont/N. Rock Springs. Agent (Moez Hasni) currently holds an alcohol license in the city of Atlanta under Savi Provisions and also holds a license in the city of Winder. Has never been denied, suspended or revoked. No license has been denied or revoked at the location for the past 24 months. Expect to open at the end of October. PHCA resident inquired about patio capacity and plans.

**NPU-F Action: Motion to recommend approval by Jane Rawlings 2<sup>nd</sup> by Kay Stephenson carries by a vote of 50 ayes 0 nays.**

<a href="#">Urban Wings (Patio)</a>	Moez Hasni	1825 Piedmont Ave	Restaurant New Application at Old Location
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Alcohol Permits Report: see main facility report.

Comments: Parking lot will be redone before opening.

**NPU-F Action: Motion to recommend approval of patio by Jane Rawlings 2<sup>nd</sup> by Kay Stephenson carries by a vote of 50 ayes 0 nays.**

<a href="#">Sri Thai (Patio)</a>	Sittichai Mekpongsatorn	1540 Ave PI B2-280	Restaurant New Business
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Alcohol Permits Report: NPU-F approved the application for the main facility at its August 2022 meeting. This application is for the patio of this new business which operates as a restaurant serving/selling liquor, beer and wine for on premise consumption. No live entertainment or customer dancing is planned and is exempt from distance requirements. Property is zoned MRC-3-C with seating capacity of 90. Operating hours are Mon-Thur 11AM-10PM; Sat and Sun 12PM-10PM. Parking requirement met.

Comments:

**NPU-F Action: Motion to recommend approval of patio by Jane Rawlings 2<sup>nd</sup> by Kay Stephenson carries by a vote of 49 ayes 0 nays.**

<a href="#">Verdure Kitchen &amp; Cocktails</a>	Jacob Isliker	560 Dutch Valley Rd NE	Restaurant Change of Ownership
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Alcohol Permits Report: This application is for a change of ownership at an existing restaurant to operate as a restaurant selling/serving liquor, beer, and wine for on premise consumption. No live entertainment or customer dancing is planned and it is exempt from distance requirements. Property is zoned PD-MU with a seating capacity of 150. The location has not had an alcohol license within the last 12 months. Operating hours are Mon-Thur 12PM-11PM and Fri-Sun 12PM-12AM. Parking requirement met.  
*MLPA had no objections. (MLPA board met with applicant).*

Comments: Mr Isliker plans a fine dining restaurant with West African themes.

**NPU-F Action: Motion to recommend approval by Jane Rawlings 2<sup>nd</sup> by Kay Stephenson carries by a vote of 53 ayes 0 nays.**

Schoolhouse Brewing	Justin Waller	1540 Avenue PI Unit B2-280	Manufacturer/Brewery New Business
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Druid Hills: no objection to these applications.

Alcohol Permits Report: This are two applications for manufacturer's licenses for a new business manufacturer of beer and wine. Live entertainment is planned. Property is zoned MRC-3-C, has a seating capacity of 137, and has not had an alcohol license within the last 12 months. Operating hours are Sun 11AM-9PM, Mon-Sat 11AM-12AM. Parking requirement met.

Comments: Education Ales is applicant. Focus is on acoustic music.

**NPU-F Action: Motion to recommend approval for a brewery by Jane Rawlings 2<sup>nd</sup> by Kay Stephenson carries by a vote of 48 ayes 0 nays.**

Schoolhouse Brewing	Justin Waller	1540 Avenue PI Unit B2-280	Manufacturer/Farm Winery New Business
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Druid Hills: no objection to these applications.

Alcohol Permits Report: See above.

Comments:

NPU-F Action: Motion to recommend approval for a winery by Jane Rawlings 2<sup>nd</sup> by Holly Sasnett carries by a vote of 51 ayes 0 nays.

**Alcohol License Applications (LRB) – Review and Comment**

Name of Business	Applicant	Property Address	Request
<a href="#">Alici</a>	Brian K Ferris	931 Monroe Dr Suite 107 (NPU-E)	Restaurant Change of Ownership

No comments or concerns.

The Wurst	Shaun A. Doty	863 Ponce De Leon Ave NE (NPU-N)	Restaurant New Business
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Comments: Former location of Moe's (Ponce at Barnett)

No comments or concerns.

**Zoning Review Board Applications (ZRB)**

*The Intown Jewish Pre-school project requires a different vote for each of the applications and separate report to the ZRB and BZA so discussion will focus on the entire project and then each application will be voted on separately. We will follow the process that the NPU typically uses for our zoning and BZA applications. All votes will be hand counts using the Raise Your Hand function.*

*If you are on the phone you may click \*9 to raise your hand. Because our recommendation goes to 2 different boards and I need to report the NPU recommendation with specificity, we will take each application separately, starting with the Rezoning (V-22-49), special use permit, and variances. Each application stands on its own and a vote to support or oppose one does not mean that you need to support or oppose all 3.*

Z-22-49 604 Cooledge Ave NE

Applicant seeks to rezone 0.13 acres from C-1 (Community business) to R-4 (Single-family residential, minimum lot size 0.21 acres) in order to develop a new building on 4 parcels of land.

[SURVEY](#), [SITE PLAN](#), [FLOOR PLAN](#), [ELEVATIONS](#), [RENDERINGS](#)

**VHCA Report:** Jess Liddick reported that VHCA recommended approval based on 6 conditions which will be attached to the Special Use Permit application. VHCA notes:

- Consolidation of parcels is not a matter VHCA has a role in. Lot consolidations are handled wholly with the Department of City Planning, which has already approved it. They are routine, so this consolidation sets no new precedent.
- Mitigating the impact of parking was included in VHCA's conditions for approval. VHCA has proposed that IJP require its staff to park in the Park Tavern lot.
- A Beltline Special Administrative Permit is not required because the lots are zoned R-4.
- Limitation on impervious surface limitations to 50% are intended to mitigate stormwater impacts. The current site has no stormwater mitigation at all.
- There is no local mechanism to preserve historic buildings in VaHi, it is solely up to each landowner to determine the fate of the structures on their property.
- The contemplated zoning change of the C-1 parcel to R-4 will strengthen and protect VaHi's existing and future residential presence on Monroe, Cooledge, and Cresthill.

Comments: Randy Pimsler architect represented the school. Three of four parcels are zoned R4. And 604 Cooledge is zoned commercial. Lot coverage will be 59%. School enrollment will increase by 30%. Residents are concerned about vehicular access and parking policies. First application is to rezone 604 from C1 to R4. Second application is for a special use permit to operate a school. Conditional approval of uses is not readily supported in the ordinance. The permit is valid for 3 years. A special exception is required because parking is less than required under the ordinance. The school proposes to allow parking across Monroe Drive. A special exception is also required for an 8 feet tall fence. The 3 variance requests pertain to parking, increased lot coverage, and allowing for parking in the front yard.

- i. A resident inquired about the total square footage – the project is 12,850 sq feet total. No traffic studies have been done and there is no requirement to consolidate the 4 lots. The applicant will share plans to ameliorate impacts on neighborhood streets.
- ii. A resident inquired about tree plans – applicant does not have a firm tree plan yet. It will be handled in the permit process.
- iii. In response to a resident's question, applicant responded that the proposed building is not a detached SF construction. R4 zoning allows permitted structures – SF homes, public schools, MARTA structures, etc.
- iv. Concerns that losing single family homes
- v. The Monroe road diet may interfere with construction plans and using Monroe Drive for all construction vehicles maybe problematic.

- vi. Regarding the duration of the special use permit, the first application will have a time constraint attached.
- vii. Cooledge is a delicate street with bricks that were laid down over 50 years back and is one of the few remaining original brick streets in the City. Applicant will provide mitigations for construction.
- viii. Other questions related to the need for 4 separate structures, alternatives for parking across Monroe if the Park Tavern parking falls through.
- ix. There was a request that a formal traffic study be conducted

**NPU-F Action:** Motion to recommend approval made by Jack White 2nd by Kay Stephenson carries by a vote of 47 ayes 33 nays.

[U-22-19](#) 604 Cooledge Ave NE  
 Applicant seeks a Special Use Permit to operate a day care center.  
[SURVEY](#), [SITE PLAN](#), [FLOOR PLAN](#), [ELEVATIONS](#), [RENDERINGS](#)

**VHCA Report:** VHCA recommends six conditions attached to the Special use permit. The applicant has agreed to all conditions.

1. The Intown Jewish Preschool (IJP) will provide off-site parking for all staff and require its use on all days when the school operates with students. Off-site is defined as not a residential street near the school.
2. The IJP will use permeable concrete on all paving – parking spaces, driveways and sidewalks.
3. The IJP will provide to VHCA the calculations of its civil engineers regarding the site's stormwater collection and treatment.
4. The IJP will maintain a record of all its after-hour events and assemblies, including attendance and hours.
5. The IJP's initial application period for a Special Use Permit will not exceed 3 years.
6. The IJP will repair any damage to the surface of Cooledge resulting from its construction.

Comments: see above

**NPU-F Action:** Motion to recommend approval with conditions made by Jack White 2nd by Kay Stephenson and Jane Rawlings carries by a vote of 49 ayes 28 nays.

**Board of Zoning Adjustment Applications (BZA)**

Application
<p><b>V-22-101</b> (Amended) <b>604 Cooledge Ave NE</b>            Applicant seeks a variance</p>

- to exceed the allowable amount for paved areas in driveways from 1/3 to 74% of the total lot area in the front yard setback (Cooledge Ave)
- Increase the lot coverage from 50% to 59%;
- eliminate the limitations on the use of required yards for the purpose of parking or paving;
- a special exception to reduce the required parking from 22 spaces to 7 spaces; and a
- special exception to increase the height of a fence in the north, east, and rear-yard setbacks from 6ft to 8ft.

VHCA Report: VHCA recommends approval contingent on conditions attached to the Special Use Permit.

Comments: see above

**NPU-F Action:** Motion to recommend approval made by Jack White 2nd by Kay Stephenson carries by a vote of 49 ayes 30 nays

### **2023 By-Laws and Policy Sheet Amendments**

#### ***NPU-F By-Laws Sheet Proposed Change (effective 1/1/2023)***

**Article III Meetings – Change day of monthly meeting to Third Wednesday of each month.**

Comments: one change is proposed to the bylaws and 3 changes to the policy sheet. The by-law amendment will be effective January 2023. The Policy Sheet changes will be effective on 10/1/2022.

**NPU-F Action:** Motion to recommend approval made by Kay Stephenson 2nd by David Taylor-Klaus carries by a vote of 19 ayes 0 nays.

#### ***NPU-F Policy Sheet Proposed Changes (effective 10/1/2022)***

**Section XII. Document Retention Policy – add retention policy for Zoom Video archives**

Comments: The revisions to the Document Retention Policy will be effective October 1, 2023. The current policy does not address video recordings.

**NPU-F Action:** Motion to recommend approval made by Kay Stephenson 2nd by Jane Rawlings carries by a vote of 18 ayes 0 nays.

**Section XIV (new section) – Adding a Member Organization**

Comments: No comments

**NPU-F Action:** Motion to recommend approval made by Kay Stephenson 2nd by Holly Sasnett carries by a vote of 15 ayes 0 nays.

**Section XI. Consent Agenda – approval of variance requests with unanimous neighborhood approval and no neighbor opposition**

Comments: No comments

**NPU-F Action:** Motion to recommend approval made by Jane Rawlings 2nd by Andrew Mackler carries by a vote of 12 ayes 0 nays.



8. Presentations – Presentation postponed until next month

- Doug Young - Department of City Planning | Office of Design-Historic Preservation Studio: LGBTQ+ Historic Context Statement – Project Update

9. Planner’s Report – Doug Young

<https://www.atlantaga.gov/government/departments/city-planning/neighborhood-planning-units/updates>

10. Neighborhood and Committee Reports

<b>Lindridge Martin Manor</b>	The Fall fundraiser for the South Fork Conservancy is set for Thursday October 20.
<b>Piedmont Heights</b>	No report
<b>Morningside Lenox Park</b>	No report
<b>Virginia-Highland</b>	No report
<b>Edmund Park</b>	No report
<b>Emory/CDC area/ Druid Hills</b>	No report
<b>Parks, Trees &amp; Environment (Rich Sussman)</b>	No report
<b>Education (Leah Matthews)</b>	APS focus groups are examining excess capacity in schools.
<b>Public Safety (Kay Stephenson)</b>	No additional report
<b>APAB (Kay Stephenson, Delegate, Debbie Skopczynski, Alternate)</b>	<p>At the August APAB meeting, the APAB board supported Planning's final draft of the NPU Best Practices document. This is not a mandate. It will be presented to the CD/HS Committee of City Council. One issue that remains unresolved is a mediation process requested by a couple of the southside NPUs.</p> <p>September meeting - discussion of realignment of the borders of the NPUs in the Southwest quadrant, The neighborhoods in NPU-R would be dispersed to two other NPUs. Planning plans to do a city-wide study of the other NPU's. Stay tuned.</p> <p>APAB Public Safety &amp; Legal Administration Committee will meet on September 21st at 6 pm at City Hall 55 Trinity Ave   Committee room 2 to discuss important Public Safety issues affecting our communities.</p> <p>All NPU/Community Public Safety Chairs or designees are asked to attend. This meeting is open to all Atlanta residents, business owners, and stakeholders.</p>

<p><b>Chair Report</b></p> <p>-</p>	<p>If you haven't already, be sure to take a look at the City Council redistricting plan and make your thoughts known to Council.</p> <p>Voter Registration deadline is October 11. Early voting in Fulton County begins October 1</p> <p>We will continue to meet virtually.</p>
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11. Old Business - None

12. New Business

- Nominations for 2023 NPU-F Officers and Committee Chairs
  - i. The slate of candidates will be published in October and election will be held in November
  - ii. Nominations from the floor may be made in October and November
  - iii. Will be checking with incumbents for willingness to continue service
  - iv. Time to be thinking about new talent as many of us are ready to roll off but will ensure continuity so that nothing falls through the cracks.

Officers: Chair, Vice Chair, Secretary(ies)

Committee Chairs:

Zoning & Economic Development (Planning),

Alcohol Licensing and Permits,

Public Safety,

Education,

Parks, Trees and Environment,

Communications (new ad hoc committee) and

Special Events (new ad hoc committee)

APAB Delegate and APAB Alternate

13. Adjournment

The meeting was adjourned at 11:20 pm. Motion by Kay Stephenson 2nd by David Taylor-Klaus.

**PUBLIC NOTICES AND ANNOUNCEMENTS**

Provided for informational purposes. Votes/comments are neither required nor expected.

**2023 NPU Bylaws**

**2023 NPU Bylaws must be submitted by September 30, 2022. There shall be no restrictions on a resident's right to vote on Bylaws.**

### Special Administrative Permit

In response to changes introduced by the adoption of House Bill 1405, pursuant to Title 36 of the Official Code of Georgia annotated “The Zoning Procedures Law”, effective July 1, 2022, all SAP (Special Administrative Permit) applications will be presented at a public hearing. All applications will be published in a paper of general circulation and will include the time, place and purpose of the hearing and the location of the property.

SAP hearings will occur on the 2<sup>nd</sup> and 4<sup>th</sup> Wednesday of every month starting at 12:00pm. The meetings will be held in Committee Room #1, located on the 2<sup>nd</sup> floor of the City Hall annex, 55 Trinity Avenue. Comments on applications may also be submitted to city staff via email at [sapcomments@atlantaga.gov](mailto:sapcomments@atlantaga.gov). Please click [here](#) for more information on the SAP public hearing process and to view upcoming meeting agendas.

### Campaigning by Elected Officials & Candidates

Campaigning at NPU meetings is strictly prohibited by the City of Atlanta’s Code of Ordinances.

#### **Sec. 6-3019 Prohibition of Political Forums**

“Neighborhood planning unit meetings shall not be used for political forums or campaigning for city, county, state, or federal elections.”

Examples of campaigning could include, but not be limited to:

- Introduction of elected officials as political candidates in upcoming elections;
- Distributing campaign materials and literature; and
- Conducting either of the above in City Hall, its rooms or offices.

Please contact Leah LaRue at 404.546.0159 or [llarue@atlantaga.gov](mailto:llarue@atlantaga.gov) with any questions or concerns.