

# NEIGHBORHOOD PLANNING UNIT

Wednesday, November 19, 2025 at 7:00 PM

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

Meeting ID: 845 9824 9006

Dial In: +1 646-558-8656

Access Code: 845 9824 9006#

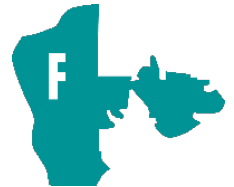
## CONTACT INFORMATION

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

Tom Schwab, Vice-Chair - [npu.f.TomSchwab@gmail.com](mailto:npu.f.TomSchwab@gmail.com)

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

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



# Minutes

## 1. Welcome and Opening Remarks

- The agenda was adopted without objection.

## 2. Approval of Minutes

The October minutes were ready for review & posted in the chat and NPU-F's Website.

**Motion to adopt minutes made by Kay Stevenson, 2<sup>nd</sup> by Rich Sussman, carried without objection.**

## 3. Announcements

- Reminder: Campaigning at NPU meetings is strictly prohibited by the City of Atlanta's Code of Ordinances. Sec. 6-3019 Prohibition of Political Forums. Refrain from:
  - Introducing elected officials as political candidates in upcoming elections;
  - Displaying, buttons, banners, signs
  - Distributing campaign materials and literature
- Community Impact Grants (CIG)
  - Funded by the Department of City Planning to assist NPUs for purposes of neighborhood beautification, engagement and awareness, and community building
  - 2025 – Close out projects... turn in receipts
  - 2026 - CIG Information Session on Wednesday, December 3, 2025 at 6:00 p.m. via Zoom to apply for the 2026
- Invesco QQQ Thanksgiving Day Half Marathon, 5K, Mile & Dash
  - Thursday - Nov. 27, 2025



- Center Parc Stadium, 755 Hank Aaron Dr – Runs through Piedmont Park and down Park Dr.
- Contact: Atlanta Track Club, [atlantatrackclub.org](http://atlantatrackclub.org), Julia Manseau-Toth, [jmanseautoth@atlantatrackclub.org](mailto:jmanseautoth@atlantatrackclub.org)
- White Elephant 5K/10K/Half Marathon
  - Dec. 13, 2025
  - New Realm Brewing – Runs on beltline up through Piedmont Park & beyond
  - Contact: Lowell Starr, [lowell@fivestarntp.com](mailto:lowell@fivestarntp.com)

#### 4. Reports from City Departmental Representatives

<b>Atlanta Fire Department</b>  Station 19 North Highland, Station 29 Monroe Drive  Battalion Chief Derek Harris  Battalion Chief Christopher Martin	Not present
<b>Atlanta Police Department</b>  <b>Zone 2 – Major Vaynes</b>  Lt. Jeffrey Henderson, <a href="mailto:Jphenderson@atlantaga.gov">Jphenderson@atlantaga.gov</a> 404-227-3545  <b>Zone 6 – Major Andrea Webster</b>  Captain A Harris  Lt. James Carroll	Capt Kevin Knapp – Zone 2 <ul style="list-style-type: none"> <li>○ Zone 2 crime down 13% YTD compared to last year.               <ul style="list-style-type: none"> <li>▪ Property crime is driving numbers up</li> <li>▪ Violent crime down YTD</li> <li>▪ “Persons shot” down over 41%</li> <li>▪ Issue with shoplifting at retail locations. APD is Increasing police presence.</li> </ul> </li> </ul> Lt. James Carroll – Zone 6 <ul style="list-style-type: none"> <li>○ 33 thefts from motor vehicles</li> <li>○ 10 motor vehicle thefts</li> <li>○ 9 burglaries</li> <li>○ Expectation crime will drop with the colder weather</li> <li>○ Issue of shoplifting at CVS was discussed.</li> </ul>
<b>APD Code Enforcement</b>  Atlanta Police Department Code Enforcement Section Officer Andrea Williams, 470-547-7339	Officer Andrea Williams <ul style="list-style-type: none"> <li>○ 45 open cases pertaining to property maintenance</li> <li>○ 4 highly hazardous cases</li> </ul>
<b>ATL311</b> Tamika Clark-Merriweather <a href="mailto:tmerriweather@atlantaga.gov">tmerriweather@atlantaga.gov</a>	Tamika Clark-Merriweather <ul style="list-style-type: none"> <li>○ Summarized paths to reach ATL 311.</li> <li>○ Reviewed changes to 311 voice prompts.</li> <li>○ Inquiry about the status of Atlanta Water quality. Tamika stated the water is treated the same as always and is safe to drink but there has been a change in one of the naturally occurring water parameters.</li> </ul>
<b>Public Works Code Enforcement</b> Officer McClendon Officer Spurlock	Officer Spurlock <ul style="list-style-type: none"> <li>○ There will be a delay in collection services for the Thanksgiving holiday.</li> <li>○ Yard trimming should be placed in brown paper bags.</li> <li>○ You must schedule a bulk pickup prior to placing at curb. Failure to do so could result in a citation.</li> </ul>

	<ul style="list-style-type: none"> <li>o Every 3rd Saturday of the month, - Atlanta Recycles Day at Greenbriar Mall. Dispose of: sensitive documents through an on-site shredding, recycling tires, small electronics, and single-stream recycling (Tupperware, plastic containers, glass containers, cardboard, books, aluminum cans)</li> <li>o Poor condition of area surrounding Intersection of Lenox Rd and Buford highway was discussed. Mr. Duane Brown and Officer Spurlock exchanged contact information for follow-up.</li> </ul>
<b>Parks and Recreation</b>	Not present
<b>Watershed Management</b> Aisha Brown aibrown@atlantaga.gov 678-637-1041 City cell	Not present
<b>City of Atlanta / County Solicitor</b> Janel O. Bowles, Solicitor Senior Counsel, City of Atlanta, Office of the Solicitor, jbowles@atlantaga.gov 770-542-7759	Janel Bowles <ul style="list-style-type: none"> <li>o Several members of NPU-F have recently attended court hearings ... thank you for your support</li> <li>o Properties at Cheshire &amp; Lavisa were discussed. Judge imposed fines and issued timeline for demolition of 2 of the properties and correction of a third. Property owner must return to court on Jan 7.</li> </ul>
<b>Office of Neighborhood Ombudsman</b> Clyde Mitchell	Clyde Mitchell <ul style="list-style-type: none"> <li>o Office of the Ombuds is available to help resolve issues after normal channels have been unsuccessful.</li> <li>o Be sure to include case numbers on correspondence for outstanding issues.</li> </ul>

## 5. Comments from Elected Officials

<b>Councilmembers</b> <b>Alex Wan</b> , District 6 awan@atlantaga.gov, 404-330-6049  <b>Carden Wyckoff</b> , District 2, 404-330-6038  <b>Liliana Bakhtiari</b> , District 5, 404-330-6048	Not present   Not present  Not present
<b>City Council at Large</b> <b>Michael Julian Bond, Post 1,</b> <b>Matt Westmoreland, Post 2</b> Elle Chumlongluk	Not present  Not present

<p><b>State Rep</b></p> <p>Stacy Evans</p> <p><a href="mailto:stacey@staceyevans.com">stacey@staceyevans.com</a></p> <p>Rachel Schiffer– Chief of Staff State Rep</p>	<p>Not present</p>
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## 6. Consent Agenda

Special Event Applications (MOSE)					
Event Name	Event Organizer	Event Location	Event Date	Class/# Participants	Recommendation
<a href="#">Virginia Highland Mardi Gras Festival</a>	Caitlin Norrell Premier Events & VHD	1026 1/2 North Highland Av/Arcadia St/Virginia Ave	February 7, 2026	Class D / 3,000	Deferral
<a href="#">404-Day</a>	Randall Fox	<del>Piedmont Park</del> 400 Park Drive	<del>April 4, 2026</del>	<del>Class E event/</del> <del>1999 participants</del>	Applicant not present. Removed from consent agenda.
2 <sup>nd</sup> Amendment <a href="#">SMART-BTA stop the Violence Community Fair</a> (New event date 08/22/26 & rain date 8/29/26. Original supported in July, 1 <sup>st</sup> amendment supported in September)	Brenda Banks	Piedmont Park (The Meadow) Charles Allen & 10 <sup>th</sup> Street	August 22, 2026	Class E Event / 700 participants	Approval

Consent agenda requirements: All Class E events and one-day Class D events that are recurring. Neighborhood and gated events are not eligible.

Board of Zoning Adjustment Applications (BZA)			
Application	Property Address	Neighborhood Report	Recommendation
<a href="#">V-25-198</a> Applicant seeks a variance/special exception from the zoning ordinance to 1) reduce the half-depth front yard from 17.5 feet to 2 feet and, 2) allow active recreation in yards adjacent to the street.	2281 Melante Drive NE	LMMNA: Site visit conducted, no neighbor opposition, voted unanimously to support	Approval
<a href="#">V-25-215</a> Applicant seeks a variance from the zoning ordinance to reduce the west side yard from the required 7 feet to 0 feet.	2330 Strathmore Drive NE	LMMNA: Site visit conducted, no neighbor opposition, voted unanimously to support	Approval
<a href="#">V-25-224</a> Applicant seeks a variance to reduce the front yard setback from 35 feet to 30 feet 2 inches.	986 Rosedale Road NE	VHCA: Site visit conducted, no neighbor opposition, voted unanimously to support	Approval
<a href="#">V-25-231</a> Applicant seeks a variance to 1) reduce the rear yard setback from 15 feet to 8 feet, and 2) reduce the east side yard setback from 7 feet to 4 feet.	1222 University Drive NE	MLPA: Site visit conducted, no neighbor opposition, voted unanimously to support	Approval

- There was no one in opposition to any of the recommendations.
- Noone requested to have an application removed from the Consent Agenda so that it could be discussed in it's regular place on the agenda.

**NPU-F Action: Motion to approve consent agenda recommendations by Rich Sussman, 2<sup>nd</sup> by Wiley Summerville (removing [404-Day](#)) carried by a vote of 9 ayes 0 nays.**

## 7. Matters for Voting

### NPU-F Elections

NPU-F Elections for Officers, Committee Chairs, APAB Representative were conducted.

Terms will commence January 1st, 2026 and run through December 31<sup>st</sup>, 2026.

Considering that Tom Schwab was not running for office next year, there was no conflict of interest for him to facilitate NPU-F's elections.

**NPU-F Action: Motion for Tom Schwab to facilitate the elections made by Kay Stevenson, 2<sup>nd</sup> by Wiley Summerville carried with without objection.**

- The list of positions and previously identified candidates was posted in the chat and reviewed verbally.
- Additional nomination from the floor were requested. There were none.
- Question for the candidates were solicited from NPU-F body. There were none.
- The following is the list of positions and candidates who were elected into office:

	<u>Role</u>	<u>Person</u>
Officers	Chair	Debbie Skopczynski
	Vice-Chair	
	Secretary	Kathryn King
Committee Chairs	Alcohol Licenses	Ryan Howard
	Communication	Marla Johnson
	Education	Jason Holmes
	Parks, Trees & Environment	Rich Sussman
	Public Safety	Susan Kanellos & Phyllis Wingo (Co-chairs)
	Zoning & Economic Development	Kady DeWees
	APAB Representative	Kady DeWees

**NPU-F Action: Motion to elect these candidates into the corresponding positions made by Wiley Summerville, 2<sup>nd</sup> by Kay Stevenson carried with a vote of 13 ayes, 0 nays.**

### Special Event Applications (MOSE)

Event Name	Event Organizer	Event Location	Event Date
<a href="#">Virginia Highland Mardi Gras Festival Caitlin Norrell 1026 1/2 North Highland</a>	Caitlin Norrell	1026 1/2 North Highland Av/Arcadia St/Virginia Ave	February 7, 2026

Comments: **Consent Agenda.** Class D event, 3,000 participants, 1-day event, New event

Applicant has agreed to defer NPU to December to allow VHCA time to complete evaluation.

<a href="#">404-Day</a>	Randall Fox	Piedmont Park 400 Park Drive	April 4, 2026
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Comments: **Class E event**, 1999 participants, **1-day event**, Not a new event

Application was removed from the Consent Agenda. Applicant not present at meeting.

**NPU-F Action: Motion to defer made by Kay Stevenson, 2<sup>nd</sup> by Rich Sussman carried without objection.**

<a href="#">Juneteenth Atlanta Parade and Music Festival (GPE), DATES, SITE</a>	Tim Sweetwood, Brad Lewis & Bob Johnson	Piedmont Park (Meadow & Oak Hill) 1320 Monroe Drive NE	June 19-21, 2026
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Comments: Last month, NPU-F approved the Outdoor Festival (OF) application for this event.

This application covers the Gated Event (GPE), 120,000 participants, 3-day event

Applicant was not present.

**NPU-F Action: Motion to defer made by Marla Johnson, 2<sup>nd</sup> by Kay Stevenson carried without objection**

2 <sup>nd</sup> Amendment <a href="#">SMART-BTA stop the Violence Community Fair</a> (New event date 08/22/26 & rain date 8/29/26. Original supported in July, 1 <sup>st</sup> amendment supported in September)	Brenda Banks	Piedmont Park (The Meadow) Charles Allen & 10 <sup>th</sup> Street	August 22, 2026
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Comments: **Consent Agenda**. Class E Event, 700 participants, 1 day event, Not a new event.

Board of Zoning Adjustment Applications (BZA)		
Application	Property Address	Public Hearing
<a href="#">V-25-198</a> Applicant seeks a variance/special exception from the zoning ordinance to 1) reduce the half-depth front yard from 17.5 feet to 2 feet and, 2) allow active recreation in yards adjacent to the street.	2281 Melante Drive NE	December 4, 2025

Comments: **Consent Agenda**. Site visit conducted, no neighbor opposition, Board voted unanimously to support

LMMNA general meeting November 18: **LMMNA Report:** Recommend Approval.

<a href="#">V-25-215</a> Applicant seeks a variance from the zoning ordinance to reduce the west side yard from the required 7 feet to 0 feet.	2330 Strathmore Drive NE	-
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Comments: **Consent Agenda**. Site visit conducted, no neighbor opposition, Board voted unanimously to support

LMMNA general meeting November 18: **LMMNA Report:** Recommend Approval.

<a href="#">V-25-224</a> Applicant seeks a variance to reduce the front yard setback from 35 feet to 30 feet 2 inches.	986 Rosedale Road NE	December 4, 2025
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Comments: **Consent Agenda**. Site visit conducted, no neighbor opposition, Board voted unanimously to support.

VHCA Board Meeting -- Monday, Nov 10<sup>th</sup>. **VHCA Report:** Recommends Approval.

<a href="#">V-25-231</a> Applicant seeks a variance to 1) reduce the rear yard setback from 15 feet to 8 feet, and 2) reduce the east side yard setback from 7 feet to 4 feet.	1222 University Drive NE	December 11, 2025
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Comments: **Consent Agenda**. Site visit conducted, no neighbor opposition, Board voted unanimously to support.

MLPA Annual mtg. Nov 10. **MLPA Report:** Recommends Approval.

Zoning Review Board Applications (ZRB)		
Application	Property Address	Public Hearing
<a href="#">U-25-31</a> Applicant seeks a special use permit to operate a half-day preschool and summer camp. <a href="#">SITE PLAN</a> , <a href="#">FLOOR PLAN</a>	743 Virginia Avenue NE	December 4 or 11, 2025

Comments: NPU-F Policies do not accommodate special use permits being placed on the consent agenda.

Megan Pickering representing *International Pre-schools* presented the application. Requesting pre-school operations in the VaHi Church.

VHCA Board Meeting - Monday, Nov 10<sup>th</sup>. **VHCA Report:** Recommend Approval.

The Issue of parking and congestion when dropping off children was raised. Ms. Pickering agreed to instruct members accordingly.

The preschool previously operated in the church and moved to Amsterdam Walk approximately 10 years ago. The City requires a special use permit to move back to the church due to zoning requirements.

**NPU-F Action: Motion to Approve made by Tom Schwab, 2<sup>nd</sup> by Kay Stevenson carried with a vote of 16 ayes, 0 nays.**

<a href="#">Z-25-66</a> Applicant seeks to rezone the property from the RG-3 (General (multi-family) residential, maximum floor area ratio of 0.696) zoning designation to the MR-3 (Eight story, zero-lot-line multi-family dwellings) zoning designation to convert an existing 22-unit rental townhome development into a 22-unit owner-occupied townhome development. <a href="#">SITE PLAN</a> , <a href="#">CONSTRUCTION PLANS</a>	2199 Lenox Road NE	December 4 or 11, 2025
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Comments: Mr. Harold Buckeley representing *Jack Built Homes*, was present at the NPU-F meeting to discuss the application.



Applicant failed to appear at LMMNA Board Meeting (11/18/25) due to the applicant’s accidental oversight.

LMMNA general meeting November 18: **LMMNA Report:** Voted for denial due to the applicant’s absence and lack of feedback from adjacent neighbors.

Next scheduled LMMNA Board meeting is in February. Rich Sussman proposed LMMNA potentially conducting a special board meeting in early January to review this application. If this were to occur, NPU-F would hear the application at their January meeting and the ZRB would potentially review in February.

Mr. Buckley inquired if the LMMNA Board could vote in place of the official NPU-F vote. It was explained that is not possible due to NPU policies and by-laws.

The applicant preferred not to implement the new timeline proposed above and requested NPU-F to vote for denial.

**NPU-F Action: Motion to deny made by Rich Sussman, 2<sup>nd</sup> by Bill Compton carried with a vote of 13 ayes 0 nays.**

## MATTERS FOR REVIEW AND COMMENT

Members can review subdivision applications and provide comments to be forwarded to the Subdivision Review Committee (SRC). Other applications may be presented to an NPU for review and comment when the address is within a 300-foot radius of the NPU’s boundary. The Code of Ordinances does not require these applicants to attend NPU meetings.

Alcohol License Applications (LRB)				
Name of Business	Type of Business	Applicant	Property Address	Request
<a href="#">Botiwalla</a>	Open Air Cafe	Daniel D. Peach	675 Ponce de Leon Ave (NPU-M)	Change of Agent

Comments: Located in Ponce City Market. Operated by Chai Pani.

New agent (Daniel Peach) appears to have plenty of experience in similar establishments

No objections from NPU-F, defer to NPU-M’s decision.

Text Amendments – Zoning Ordinance		
Legislation	Public Hearing	
<a href="#">Z-25-71</a> An Ordinance by Councilmembers Liliana Bakhtiari, Carden Wyckoff, Jason Dozier, Jason H. Winston, Byron D. Amos, Alex Wan, Mary Norwood, Dustin Hillis, Andrea L. Boone and Antonio Lewis to amend the 1982 Atlanta Zoning Ordinance, as amended, requiring primary pedestrian entrances to provide push button activators where relationship of the building to street is required; and for other purposes.	Zoning Review Board – City Hall Council Chambers	January 8 or 15, 2026

Regarding scope, the ordinance states: *“...require buildings of any use type with the exception of single family and two- family structures with primary street fronting pedestrian entrances to have a push button activator”*.

There was a question if existing establishments are Grandfathered? Doug Young stated typically these types of ordinances only apply to future construction/permits unless specifically stated in the ordinance. It is currently unknown by NPU-F if this ordinance has such a statement. SECTION 21: simply states *“This ordinance shall become effective immediately upon approval.”*

It was expressed that this ordinance has merit and is a reasonable requirement in the interest of making businesses accessible to everyone.

## 8. Presentations

None

## 9. Planner's Report

Doug Young present. No report.

## 10. Neighborhood and Committee Reports

<b>Lindridge Martin Manor</b>	<ul style="list-style-type: none"> <li>○ The LMMNA Christmas party will be held December 6.</li> </ul>
<b>Piedmont Heights</b>	<ul style="list-style-type: none"> <li>○ PiHi, in conjunction with LMM, hosted a neighborhood cleanup. 35 volunteers. Great support from local businesses.</li> <li>○ Kicking off “<i>Shop small, buy local</i>” starting next Monday (11/24) . Includes PiHi, LMM, MLP. Encouraging people to support local businesses.</li> </ul>
<b>Morningside Lenox Park</b>	<ul style="list-style-type: none"> <li>○ Thanked PiHi for organizing Chesire Bridge cleanup.</li> <li>○ Annual MLPA meeting was held Nov 10. Elected new officers.</li> </ul>
<b>Virginia-Highland</b>	<ul style="list-style-type: none"> <li>○ Tour of Homes is Dec 13 &amp; 14</li> <li>○ Winterfest is Dec 13 (in partnership with VHD &amp; MLPA)</li> <li>○ Summerfest dates have been set for June 6<sup>th</sup> &amp; 7<sup>th</sup>, 2026.</li> <li>○ Murphy’s tree lighting is Dec 4</li> </ul>
<b>Edmund Park</b>	Not present
<b>Emory/CDC area/ Druid Hills</b>	Not present
<b>Parks, Trees &amp; Environment</b> (Rich Sussman)	<ul style="list-style-type: none"> <li>○ It’s tree planting season. Contact the “neighborhoods program” at <i>Trees Atlanta</i> if you would like a tree in your front yard for free.</li> </ul>
<b>Education</b> (Jason Holmes)	Not present
<b>Communications</b> (Marla Johnson)	<ul style="list-style-type: none"> <li>○ NPU member reverification e-mails have been sent. Marla is mostly caught up with the verification process.</li> </ul>
<b>Public Safety</b> (Kay Stephenson & Susan Kanellos)	<ul style="list-style-type: none"> <li>○ A tour of Public Safety Training Center was conducted. It was quite informative. Additional tours can be scheduled if there is interest.</li> <li>○ We’re conducting a Toy Drive for zone 6. Additional information is in the chat.</li> <li>○ The neighborhoods have solicited donations for food and money to support a Thanksgiving meal for fire station 29. Response has been great.</li> </ul>

	<ul style="list-style-type: none"> <li>○ We are giving AMEX gift cards to the fire fighters. \$6,000 has been raised to support this initiative.</li> </ul>
<b>Zoning &amp; Economic Development</b> (Wiley Sommerville)	<ul style="list-style-type: none"> <li>○ Wiley welcomes Kady to her new role</li> </ul>
<b>APAB</b> (Kady Dewees, Voting Member)	<ul style="list-style-type: none"> <li>○ No report</li> </ul>
<b>The Chair Report</b>	<ul style="list-style-type: none"> <li>○ Congratulations to all the newly elected 2026 NPU-F Officers and Chairs.</li> </ul>

**11. Old Business:**

An update on the razor wire ordinance, which was discussed last month, was requested. The Vice Chair stated the comments from the NPU-F body were summarized and shared with the city. NPU-F's Planner was not aware of the current status of the ordinance, but agreed to find out.

**12. New Business:** None

**13. Adjournment:**

The meeting was adjourned at 8:49 pm. Motion made by Kay Stevenson and 2<sup>nd</sup> by Susan Kanellos.