



CITY ADMINISTRATOR
Michael E. Parks

PLANNING COMMISSION
Kim Skriba
Carolyn Wade
Bo Bland
Silvia Barber
Robert Yoe

PLANNING COMMISSION

AGENDA

May 21, 2025
1 Auburn Way
6:00 p.m.

CALL TO ORDER:

Approval of Agenda

Approval of Minutes – March 19, 2025

New Business

1. Proposed amendment to the Zoning Ordinance of the City of Auburn, Section 17.60.214, Single Family Owner Occupancy.

ANNOUNCEMENTS

ADJOURNMENT

Agenda subject to change.



Mayor
Richard E. Roquemore

City Council
Robert L. Vogel III
Taylor Sisk
Jamie Bradley
Joshua Rowan

City Administrator
Michael E. Parks

Planning & Zoning Commission
Meeting Minutes
March 19, 2025

The meeting was called to order by Chairwoman Skriba.

Meeting Procedures:

Chairwoman Skriba read the meeting procedures.

Approval of Agenda:

Chairwoman Skriba asked for approval of the agenda. Mr. Bland made a motion to approve, seconded by Mr. Yoe. All were in favor, and the motion carried.

Approval of Minutes (March 19, 2025):

Chairwoman Skriba asked for approval of the minutes from the March 19, 2025, meeting. Mr. Yoe made a motion to approve, seconded by Ms. Barber. All were in favor, and the motion carried.

Old Business:

Case RZ-24-0000: MBC Developers, LLC

Chairwoman Skriba announced case RZ-24-0000, the previously tabled application of MBC Developers, LLC c/o Andersen Tate & Carr. The application seeks to rezone 100 Lyle Road (AU11 148) and 0 Main Street (AU11 031B), a combined 57.917± acres, from AG –Agricultural district to PUD – Planned Unit Development district, for the purpose of developing the property with a 188-lot single-family detached subdivision.

- **Staff Presentation:** Rebecca Keefer presented in lieu of Sarah McQuade.
- **Applicant Presentation:** Melody Glouton with Anderson, Tate & Carr, presented the Applicant's case.
- **Public Comment:**
 - Chairwoman Skriba asked for those wishing to speak in support of the applicant.
 - Chairwoman Skriba asked for public comments in opposition, reminding speakers of the 10-minute total time limit. The following citizens spoke in opposition:

- Jill Deal, 1310 Dee Kennedy Rd.
 - Whitney Bishoff, 1378 6th Ave.
 - Nathan Deal, 126 Lyle Rd.
- **Applicant Rebuttal:** The city attorney advised Madam Chair that the applicant had 5 minutes for rebuttal. The applicant representative spoke in rebuttal, indicating agreement with staff-recommended conditions.
- **Commission Discussion and Action:**
 - Chairwoman Skriba closed the Public Hearing.
 - Commission members requested and received answers to questions from the City Attorney.
 - Mr. Bland made a motion to approve with Staff Conditions, and the following additional conditions, seconded by Ms. Wade:
 - Construct a 9-foot tall privacy fence along the full extent of the property boundary adjacent to Lyle Hill Farm, LLC.
 - The final plat shall include a note providing notice to potential purchasers that they are buying property adjacent to a working farm with sights, sounds, and smells typically associated with agricultural uses.
 - All lot sizes shall conform to the minimum requirements of City Code Section 17.90.140(6)(7).
 - The amenity area shall include the following features, all of which shall be completed prior to the issuance of Certificates of Occupancy for more than 50% of the units:
 - Children's play area greater than 5,000 square feet
 - Swimming pool greater than or equal to 1,800 square feet
 - Two pickleball courts, regulation size
 - Clubhouse greater than or equal to 3,000 square feet in heated area
 - Mr. Yoe asked for the item to be tabled after the motion to approve was made. The city attorney advised that since a motion to approve was made and seconded, that motion should be resolved before any motion to table. After discussion, the Commission voted to approve the motion and recommend approval with conditions. The motion passed 4-0.

New Business:

Chapter 16.43 Trees & Landscaping:

Staff presented on Chapter 16.43, Trees & Landscaping. Mr. Yoe also read from the ordinance. Staff responded, and the presentation ended.

Adjournment:

Chairwoman Skriba asked for a motion to adjourn. Mr. Bland made a motion to adjourn, properly seconded. All were in favor, and the motion to adjourn passed 4-0.

ORDINANCE NO. _____
AN ORDINANCE TO AMEND THE CITY OF AUBURN ZONING ORDINANCE
TO ADD A NEW SECTION 17.60.214 SINGLE FAMILY OWNER OCCUPANCY
TO REPEAL ALL ORDINANCES AND PARTS OF ORDINANCES IN CONFLICT
HEREWITH; AND FOR OTHER PURPOSES

WHEREAS, the City has adopted and maintained a comprehensive Zoning Ordinance; and

WHEREAS, changes in development patterns, proposed land uses, infrastructure and other matters warrant reviewing and updating portions of the Zoning Ordinance; and

WHEREAS, the Rowen development adjacent to the City proposes to create workspace for hundreds of new jobs, workers and potential residents inside the City; and

WHEREAS, it is in the best interest of the health, safety and welfare of the citizens of the City to review and evaluate the current Zoning Ordinance in view of current development trends and future land use plans in and near the City; and

WHEREAS, the City has undertaken and completed such review and evaluation; and

WHEREAS, as a part of that review process, the Planning Commission and City Council have conducted public hearings in accordance with Georgia law seeking comment on the amendments and updates to the Zoning Ordinance; and

WHEREAS, the City's Code Enforcement Officer, Police Officers and staff frequently encounter issues related to property maintenance; and

WHEREAS, the proposed amendment related to rental units is intended to promote and encourage property ownership as a civic virtue and good citizenship, a path to economic advancement, and a mechanism for ensuring property maintenance and promotion of increasing property values; and

WHEREAS, amendment provides a balancing of interests by allowing for reasonable accommodation for some rental units in a manner which is economically and racially neutral;

WHEREAS, it is in the best interest of the health, safety and welfare of the citizens and businesses within the City to amend the Zoning Ordinance as outlined herein:

NOW THEREFORE, THE COUNCIL OF THE CITY OF AUBURN HEREBY ORDAINS THAT the following Subsection 17.60.214 is adopted as follows:

17.60.214 Single Family Owner Occupancy

The provisions of this subsection shall apply to each new subdivision or development consisting of more than five (5) residential lots in the AG, R-100, PUD, PSV, RM-D or CCD district. Prior to the issuance of any building permit, the owner or developer shall record with the Clerk of Superior Court a declaration of restrictive covenants providing for a mandatory homeowners' or property owners' association. The declaration of restrictive covenants of the mandatory owners' association shall include a statement limiting the number of leased or rented homes to no more than twenty percent (20%) of the total number of units in the development. The declaration shall also require owners wishing to lease their property to obtain a written permit from the owners' association prior to renting or leasing.

This ordinance shall be adopted effective immediately upon approval by the Mayor and City Council.

All other and further ordinances and parts of ordinances not in conflict with the foregoing subsection shall continue in full force and effect.

If any portion of this ordinance is determined by a court of competent jurisdiction to be invalid or unenforceable, the rest and remainder of this ordinance shall continue in full force and effect.

SO ORDAINED this ____ day of _____, 2025.

Richard E. Roquemore, Mayor

Joshua Rowan, Council Member

Taylor J. Sisk, Council Member

Robert Vogel, Council Member

Jamie Bradley, Council Member

ATTEST:

Brooke Haney
City Clerk