



**City of St. Marys  
Master Plan Steering Committee  
Meeting Minutes  
January 4, 2017**

**MPSC Attendees:**

Tanya Glazebrook  
Joseph Holler  
Fred Mercier  
Michael Rich  
Joseph Antao  
Elaine Powierski  
Eric Landon (Proxy for Steve Howard)  
Jon Preble

**1. Call to Order**

The meeting was called to order at 6:03 pm, a quorum was present.

**2. Approval of minutes for meeting of June 2, 2016**

A motion to approve the minutes from the December 1<sup>st</sup> meeting was made, seconded, and unanimously approved.

**3. General remarks and announcements**

Mike Rich made the following comments and announcements:

- Mike discussed the email sent to the MPSC members prior to the meeting that contained the various vision statements that had been submitted by committee members and members of the public. He asked that any new vision statement anyone wanted to present should be circulated among the committee members by email within seven days. He also asked that members of the committee let him know their preference for a vision statement from that list by January 15<sup>th</sup>. He noted that even though he had included slogans in the email, the committee should probably not consider a slogan since there is no requirement that a slogan be recommended in the master plan. Courtney noted that the Statement of Values which was included in one of the Visions would be included in the plan regardless of which of the final Vision statements the MPSC chose.
- Mike requested that the date of the next MPSC be moved because he would not be available. The date of the next MPSC meeting was moved to February 9, 2016 at 6 PM at the Senior Center.
- Courtney requested that the MPSC provide any photos they have of St Marys that they would like to be included in the plan. The photos should demonstrate the character of St. Marys, and illustrate elements that they like about the City and community.

#### **4. Report on new zoning ordinance**

Connie Cooper with Cooper Consulting gave a presentation on her Zoning Diagnostic Report and her recommended changes to the City's Zoning Ordinance. The powerpoint outline that she used in her presentation is attached to and made a part of the Minutes. Comments that were made during the presentation are summarized below:

- Although there will not be a specific mobile home district or RV Park district, modular and manufactured homes will be allowed in some of the zoning districts as appropriate.
- Existing PD's will not be changed by the new Zoning Ordinance; however, the standards for new PDs may change.
- Fast food franchises can be located in the downtown area and the city can restrict or prohibit drive-throughs and walk ups as well as proscribe design standards that limit or prohibit "corporate/logo architecture."
- Even though there is no farmland as such in the city, the AF district will remain in the ordinance for the purposes of annexation. However, the allowable uses may change.
- Special Permit Uses currently expire with a transfer of land. The new ordinance will consider having special permit uses run with the land.
- Accessory uses include garage apartments, detached or connected buildings.
- Public input indicated that people wanted more dining and shopping options downtown. In order to support that, the City needs increased residential density downtown. The new ordinance will support this through reduced residential lot sizes.
- The current project does not include a revision of the sign ordinance. The City is currently working on updates to the sign ordinance.
- The new zoning ordinance will grandfather existing uses. New development and redevelopment will be required to meet the new standards.
- The new ordinance will contain design standards for mid-town and commercial and a form based provision for downtown.
- If the MPSC can provide comments to Connie in 2 weeks (by 1/18) Connie will provide a draft ordinance in six weeks. The current Zoning Map is on the City's website in case anyone needs to reference it as they are reviewing the ordinance.

#### **5. Public Comment**

The MPSC heard public comment, as follows:

- Mel Schoychid: Cooperstown was able to prohibit fast food/corporate architecture and St. Marys should do the same. The MPSC should actively coordinate with the Development Authority, and should support growth downtown by the Waterfront to include boats, sales, more river traffic, residential lots. The MPSC must also take into consideration hazardous materials and sea level rise.
- Cheri Richter: The Maritime Heritage District Overlay was important to the City because it allowed the city to regain a little control over an area that was also under the purview of the Navy and NPS. The City uniquely owns to the center of the river. The MPSC must make sure that important points in this overlay are not lost.
- Charles Davis: The MPSC must consider brownfield issues at the Mill site and make sure we are protecting people downstream. Also, the MPSC must consider traffic impacts of proposed changes in downtown so that traffic is not directed away from

Osborn where the businesses are. Traffic calming measures like stop signs on Dilworth and signage on Osborn could accomplish this. Light industrial has noise restrictions. Those noise limits should be read at a certain distance away from the building, not directly at the building.


**6. Adjournment**

The meeting was adjourned at 8:00 pm

# Proposed Zoning Ordinance Changes


City of St. Marys, GA  
Jan. 4, 2017

Connie B. Cooper, FAICP  
Cooper Consulting Company, Inc.  
EPG Consultant Team Member



## Summary of Proposed Changes

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Proposed Zoning Ordinance Changes

### Summary of Zoning Changes

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- Residential Districts
  - Smaller lots with reduced setbacks
- Downtown Area
  - Form-based design elements
- Commercial & Office Districts
  - Design standards & min. lot widths/curb cuts
  - Office district with TH & MF as special permit
- Industrial Districts
  - Move heavy uses from light industrial district
- Delete Unnecessary Districts




Proposed Zoning Ordinance Changes

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### Summary – continued

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- Add New Uses
- Address How Special Permit Uses Handled
- Revise Administrative Section
  - Site Plan Review
  - Administrative Review
  - Application Requirements
  - Nonconformities
  - Zoning and Hearing Procedures
  - Variances
  - Relief Options and Appeals and Enforcement
- Increase Readability & Function




Proposed Zoning Ordinance Changes

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### Summary – Current Districts

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<ul style="list-style-type: none"> <li>■ R-1 Single-Family Residential</li> <li>■ R-2 Single-Family Res. (duplex &amp; triplex)</li> <li>■ R-3 Medium/High Density Multifamily Res. (MF &amp; Condo)</li> <li>■ R-4 Single-Family Res. (Manuf. Hsg. on Lots)</li> <li>■ R-5 Townhouse Dwelling</li> <li>■ M-H Manufactured Housing (Manuf. Hsg. Park)</li> <li>■ PD Planned Development</li> </ul>	<ul style="list-style-type: none"> <li>■ C-1 Central Business</li> <li>■ C-2 Hwy. Commercial</li> <li>■ C-3 Office-Apartment</li> <li>■ I-L Light Industrial</li> <li>■ I-G General Industrial</li> <li>■ I-A Airport Industrial</li> <li>■ CP Conservation-Pres.</li> <li>■ WD Waste Disposal</li> <li>■ RVD Recreational Vehicle &amp; Travel Trailer</li> <li>■ A-F Gen. Agri.-Forestry</li> <li>■ MHD Maritime Heritage (Overlay)</li> </ul>
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### Summary – New/Revised Districts

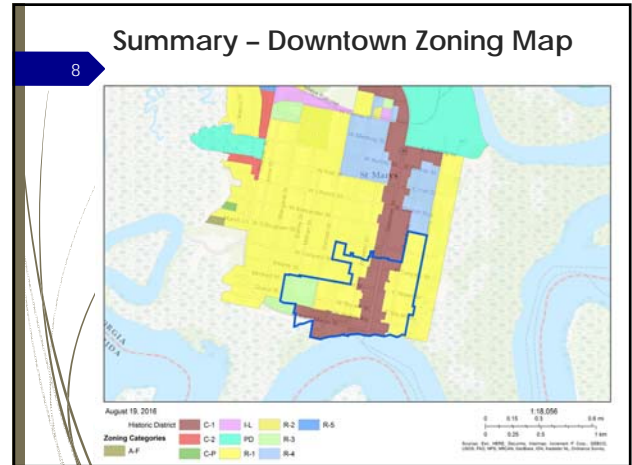
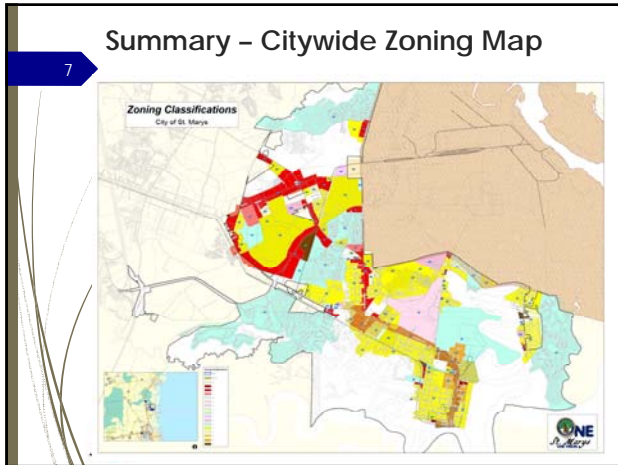
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<ul style="list-style-type: none"> <li>■ R-1 Low Density Single-Family Res.</li> <li>■ R-2 Moderate Density Res.</li> <li>■ R-3 Medium-High Density Res.</li> <li>■ PD Planned Development</li> <li>■ Downtown Form-Based District (New)                             <ul style="list-style-type: none"> <li>➢ Residential Estate</li> <li>➢ Residential Cottage</li> <li>➢ Historic Village</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>■ Midtown (was C-2)</li> <li>■ O Office (was O-Apt.)</li> <li>■ I-L Light Industrial</li> <li>■ I-G General Industrial</li> <li>■ A-F General Agri. Forestry</li> <li>■ CP Conservation-Pres.</li> <li>■ Deleted Districts:                             <ul style="list-style-type: none"> <li>➢ R-4 Manuf. Hsg. on Lots</li> <li>➢ R-5 Townhouse Dwelling</li> <li>➢ M-H Manuf. Hsg. Park</li> <li>➢ A-1 Airport Industrial</li> <li>➢ Maritime Heritage</li> <li>➢ WD Waste Disposal</li> <li>➢ RVD Rec. Vehicle &amp; Travel Trailer</li> </ul> </li> </ul>
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## Specific Zoning District Changes

Proposed Zoning Ordinance Changes

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- ### Residential Districts
- R-1 District

    - Min. lot area: **9,100 sf** (65' x 140') – was 10,000 sf
    - Min. lot width: **65 ft.** – was 75'
    - Min. 25' front yard setback **15'** IF alley-loaded
    - Side interior setback: **10 ft.** – was 15'
      - Does not change house width or yard depth
    - Max. lot coverage: **40%** – was 30%
    - Add zero lot line provision (1' and 19')
      - Houses still 20 feet apart
    - Front-facing garages **setback 10'** from front façade
- Proposed Zoning Ordinance Changes 1/4/2017
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- ### Residential Districts
- R-2 District (was SF, Duplex, Triplex & boarding houses)

    - Allow Single Family and Duplex by right (delete boarding house)
    - Special Permit: Triplex, Quadplex & Townhomes
    - SF min. lot area: **5,000 sf** (50' x 100') – was 10,000 sf
    - Duplex Triplex, Quadplex & Townhomes min. lot area: **3,000 sf per unit** – was 5,000 sf for duplex
    - Min. lot width: **50 ft.** – was 70' (Add 20' per unit added)
    - Min. front yard setback: **20'** – was 25'; **15'** IF alley loaded
    - Side interior setback reduced **5 ft.** – was 10'
    - Rear interior setback reduced **10 ft.** – was 15'
    - Max. lot coverage: **50%** – was 35%
    - Add zero lot line provision (1' and 9')
    - Front-facing garages **setback 10'** from front façade
- Proposed Zoning Ordinance Changes 1/4/2017
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- ### Residential Districts
- R-3 District (permitted SF, MF, Duplex/Triplex)

    - ADD: Quadplex & Townhomes (new R-2) with min. townhome width 20' – was 16' (condos)
    - Delete "condos" – ownership type, not land use
    - Allow smaller lots for single family, duplex, triplex, quadplex and townhomes but same setbacks
    - ADD Standards: Multi-family
      - Minimum amount of usable open space
      - Development layout/design standards (streets)
      - Address setbacks in design standards
    - Allow "office" as a Special Permit Use
    - Discuss deleting min. dwelling size
- Proposed Zoning Ordinance Changes 1/4/2017
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## Residential Districts


- **R-4 District (Manufactured Housing) on lots**
  - Delete
  - Replace with design standards consistent with GA law
  - Large area of R-4 but not large amount of Manuf. Hsg.
    - Ready, Seagrove and Wheeler streets (north toward RR tracks)
    - Wheeler north of Hwy 40
- **R-5 District (Townhouse)**
  - Delete
  - Will be in R-2 as Special Permit & R-3 by right

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## Residential Districts


- **MH, Manufactured Housing District (MH Parks)**
  - Delete
  - May want to allow as a Special Permit Use in multi-family district
    - Require aesthetic standards
- **Planned Development District**
  - Will revise PD District BUT no changes for EXISTING PDs
  - Clarify WHEN use of a PD is appropriate
  - Clarify that staff will review the development layout
  - Consider requiring min. amount of open space
  - Consider use for conservation subdivisions

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## Commercial Districts


- **C-1 Central Business District**
  - Change to "Downtown Form-Based District" – discussed later
- **C-2 Highway Commercial District**
  - Change to "Midtown District"
    - District: Hwy. 40 and Charlie Smith, Sr. Hwy.
  - Allow a MIX of uses – "Mixed Use" District
  - Increased min. lot area: 20,000 sf – was 7,500 sf
  - Increased min. lot width: 150' – was 75'
  - Increased max. building height: 60' – was 45'
  - Reduce front yard setback to: 25' – was 40' on Hwy.
  - Increase setbacks & buffers from SF residential (currently 15 feet)

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## Commercial Districts


- **C-2 New Midtown District (cont'd)**
  - Incorporate Building and Location Standards
    - Increase landscaping and address building design
    - Require "build-to" setbacks
    - Better define "aesthetically pleasing" barriers
    - Prohibit parking between building and ROW or limit to 1 row of parking
    - Limit curb cuts: 1/lot or no more than 1 curb cut per 400' (corner lots permitted 1 per frontage)
      - Consider cross-access easements requirements abutting Hwy 40
      - Increase distance of curb cuts near intersections: 50' – was 25'

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## Commercial Districts


- **C-3 Office-Apartment District**
  - Create a purely "Office" District
  - Allow Townhomes and Multi-Family permitted as Special Permit
  - Remove all commercial uses unless incidental to office or residential uses

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## Industrial Districts


- **I-L Light Industrial District**
  - Require ALL activity to occur indoors
  - Prohibit activity that emits noise, future, dust outside of building
  - Prohibit open yards and outside storage
    - Discuss IF appropriate, to screen uses
  - Increase minimum lot width: 200' – was 100'
  - Increase rear setback to: 30' – was 20'
    - May need to be greater if adjacent to residential
  - Consider requiring a min. lot size
  - Require site plan approval for all industrial uses

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## Industrial Districts


- **I-G General Industrial District**
  - Add these uses (were in Light Industrial)
    - Boat repair and storage, lumber yards and, sales of rock, sand, gravel
    - Special Permit: Junk and salvage operations
  - Increase minimum lot width: 400' – was 200'
  - Increase side setback to: 50' – was 40'
  - Increase rear setback to: 50' – was 30'
  - Require site plan approval for all industrial uses
- **1-A Airport Industrial District**
  - Delete
  - Rezone to Light Industrial (Market Study underway)

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## Other Districts


- **CP – Conservation-Preservation District**
  - May be best handled as Overlay District – UNLESS it is the Marshland.
  - Appear that many uses are accessory uses to a primary use.
- **WP – Waste Management District**
  - Delete District
  - Move use to I-G General Industrial and require Special Permit
- **RVD – Recreational Vehicle and Travel Trailer Parks District**
  - Delete District
  - Approve as a Special Permit in C-2 and Industrial Districts and require to be served by public sewer and water

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## Other Districts


- **MHD – Maritime Heritage Overlay District**
  - Delete Overlay District
  - Addresses commercial uses that are already in C-1 Historic Downtown District
  - Many elements can be moved to new Downtown Form-Based District
- **A-F General Agriculture-Forestry District**
  - Question: Do we need to retain Forestry/Agriculture District or move to Conservation-Preservation District?
  - District permits racetracks, billboards & junkyards, etc.

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## Downtown Form-Based District


Elements to be Incorporated into Downtown District

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## Downtown – Form-Based District


- **Downtown Form-Based District (was C-1)**
  - Rename: “Historic Downtown St. Marys District?”
  - Include all of Downtown Character Area
- **Downtown District: Sub-Districts**
  - Historic Village (HV)
    - Mix of Detached and Attached Residential and Commercial
  - Residential Cottage (RC)
    - Detached and Attached residential pedestrian-friendly
  - Residential Estate District (RE)
    - Detached residential

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## Downtown – Form-Based (cont'd)

- **Relationship to Historic District**
  - Properties within Historic District still subject to Historic District Ordinance
- **General Concepts**
  - Allow all types of residential based on location
  - Require how buildings address the street
  - Require “build-to” standards
  - Add building design standards to foster reuse of buildings
  - Allow on-street parking to count for part of multi-family required parking

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### Sample Map (not St. Marys)

Mixed Use  
 MX-3: Mixed Use 3-Story  
 MX-4: Mixed Use 4-Story  
 MX-5: Mixed Use 5-Story  
 Employment  
 EM-3: Employment 2-Story  
 EM-3: Employment 3-Story  
 EM-4: Employment 4-Story  
 Residential  
 RD-2: Detached 2-Story  
 RA-3: Attached 3-Story  
 Open Space  
 OS: Open Space

Proposed Zoning Ordinance Changes

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### Downtown – Form-Based (cont'd)

- Coding for Mixture of Uses
  - Identify building types permitted in each Sub-District

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### Downtown – Form-Based (cont'd)

- Coding for How Buildings Address Lot

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### Downtown – Form-Based (cont'd)

- Coding for Reuse
  - Built-to frontage standards

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### Downtown – Form-Based (cont'd)

- Coding for Reuse
  - Percent of windows/door transparency on ground level and other floors

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### Downtown – Form-Based (cont'd)

- Coding for Reuse
  - Minimum Heights

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## Downtown – Form-Based (cont’d)

- Coding for Pedestrian Demands**
  - Width and placement of sidewalks depend on adjacent land uses

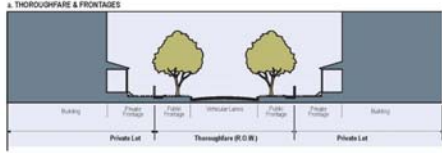


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## Downtown – Form-Based (cont’d)


- Coding for Public and Private Realms**
  - Public Realm – Standards for streets, sidewalk, landscaping, lighting, etc.
  - Private Realm – Standards for porches, fencing, building placement



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## Other Revisions to Zoning Ordinance



Proposed Zoning Ordinance Changes

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## Other Zoning Revisions


- “Home Occupation” & “Home Business” – Discuss**
  - Home Occupation – allows 1 employee and customers
  - Home Business Office – No employees or customers
- Shopping Centers**
  - Substantially revise this section
  - Possibly address in new C-1 and C-2 Districts
- Temporary Permit – Discuss**
  - City currently has an Assembly permit process which it utilizes for most of these uses, and is administered through the City Managers office. Either Delete or Reference the “Assembly Permit” process.

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## Other Zoning Revisions – cont’d

- ADD: Proposed Rezoning within 3000 ft of Base**
  - Use excerpt from GA Procedural Act
  - Consider taking beyond state requirements to say any land use action requiring Planning Commission or Council approval shall be provided for Base review.
- Special Permit Uses – Discuss**
  - Treated as “permits” that are renewable each year
  - Substantially REVISE to have them run with land?
- Site Development Plan – Discuss**
  - Consider requiring Site Plan regardless of rezoning AND any land disturbance that exceeds an acre




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## Other Zoning Revisions – cont’d

- Revise Administrative Processes**
  - Application Requirements
  - Nonconformities
  - Administrative Review
  - Hearing Procedures
  - Relief Options and Appeals
  - Standards for Zoning Change
  - Enforcement




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### Other Zoning Revisions – cont'd

- Additional Land Uses/Standards – Discuss
  - Accessory dwellings
  - Short-term rentals (may be underway)
  - Bed and Breakfast Business (confirm addressed)
  - Cell towers (regulated elsewhere?)
  - Incentives for open space and connectivity
  - Allow accessory uses to be within 5 feet of side or rear property line
  - Improve standards related to "buffer strips"
  - Discuss need for Affordable Housing



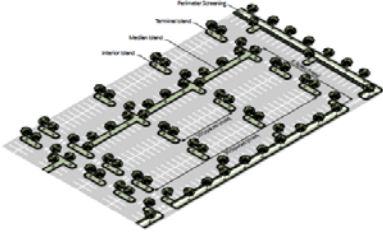

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### Other Zoning Revisions – cont'd

- Review Parking Standards
- Increase Parking Lot Landscaping

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### Other Zoning Revisions – cont'd

- Scale Signage to Land Uses



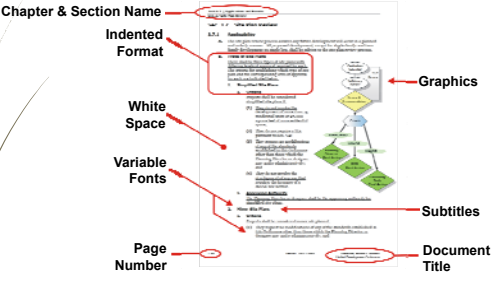


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### Other Zoning Revisions – cont'd

- Improve Readability

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