



Planning Advisory Commission Meeting
Minutes for February 01, 2017

A meeting of the Planning Advisory Commission was held Wednesday, February 01, 2017 in the Council Chambers of the Citizen Service Center.

Commissioners Present:

Chairperson: Kathleen Mason

Vice Chairperson: Absent

Commissioners: Travis Chambers, James Dudley, Wallace Davis, Robert Bollinger, Frank Etheridge & Michael Greenblatt.

Staff Members: Kevin Herrit, Principal Planner

Commissioners Absent: Joseph Brannan, Ed Kinner

Others Present: Leigh Brackton and John Hudchison

CALL TO ORDER: Chairperson Mason called the meeting to order at 9:00 A.M. All in attendance stood for the pledge of allegiance to the American Flag. She explained the rezoning process to the audience.

APPROVAL OF MINUTES: Chairperson Mason indicated that there were no minutes to approve.

OLD BUSINESS:

1. ZONING CASES:

REZN-12-16-2478: A request for a text amendment to amend the text of the Unified Development Ordinance (UDO) in regards to section 10.8.2 – Certificate of Occupancy and section 10.8.1 – building permit.

Chairperson Mason read the case introduction and then asked staff to read their report (as shown below).

Staff Report for PAC meeting 12/07/16

REZN-12-16-2478

Text Amendment Change to the UDO

Subject: (REZN-12-16-2478) Request to amend the text of the Unified Development Ordinance (UDO) in regards to Building Permitting in Chapter 10, Article 8 & 9 as well as Chapter 8, Article 9.

UNIFIED DEVELOPMENT ORDINANCE REVISIONS

Explanation of Revisions: Changes UDO Chapter 8, Article 9 for Building Permitting.

Current UDO Section 8.9.1.A

Issuance of Permits. Building permits for all structures or interior finishes are issued after complying with the applicable requirements of the fire prevention and/or life safety code and the various health and building codes.

Proposed UDO Section 8.9.1.A change would be:

Issuance of Permits. When required, building permits shall be issued in conformance with the technical codes adopted and amended by the City under the Georgia Uniform Codes Act.

Explanation of Revisions: Changes UDO Chapter 10, Article 8 & 9 for Building Permitting.

Change Section 10.8. and 10.9.

Repeal the entire Article 8 & 9 of Chapter 10 and reserve these sections.

Section 10.8.1. - Procedure to Obtain a Building Permit.

- A. *Building Permit Required.* A building permit issued by the Director of Inspections and Codes is required in advance of the initiation of construction, erection, moving or alteration of any building or structure where the cost of such construction, erection, moving, or alteration, as estimated by the Director of Inspections and Codes, will be in excess of \$300.00. All structures shall comply with the requirements of this UDO, whether or not a building permit is required.
- B. *Procedure for Approval.* The Director of Inspections and Codes shall be responsible for administering and enforcing the City's building code.
 1. *Development Permit Required.* Prior to issuance of a building permit the owner shall have received a development permit if required by this UDO.
 2. *Airport Requirements.* Applicants for a building permit or for variances pertaining to airport requirements shall submit written approval from the Federal Aviation Administration (FAA).
 3. *Historic Properties.* A material change in the appearance of any historic property shall not be made until a "Certificate of Appropriateness" has been approved.
- C. *Application for Permit.* An application for a building permit shall be made to Director of the Inspections and Codes. The application shall include the information listed below.
 1. *Application Form.* Application on the form furnished by the Inspection and Code Enforcement Department, requesting issuance of a building permit.
 2. *Reserved.*
 3. *Multifamily or Nonresidential Projects or Uses.* For multifamily or nonresidential projects, three copies of the site plan requesting or reflecting project approval by the Director of Inspections and Code.
 4. *Construction Plans.*
 - (A) *Number of Copies.* Three copies of construction plans for principal multifamily or nonresidential buildings prepared in conformance with this UDO and the applicable building codes.
 - (B) *Preparation.* Plans shall be prepared by or under the supervision of, or reviewed and approved by, an architect registered in Georgia, who shall sign and seal each sheet in the original set of drawings.

Planning Advisory Commission Meeting

Minutes for February 01, 2017

5. *Health Department.* County Health Department approval if an on-site sewage disposal system has been allowed.
6. *Fees.* Payment of the building permit application and review fee.
- D. *Completeness Review.* The application will be checked by the Director of Inspections and Codes for completeness at the time of submission. Incomplete applications will be returned to the applicant.
- E. *Comments.* Within 30 days following receipt of a complete application, the Director of Inspections and Codes shall indicate on one copy of the building plans or in writing all comments related to compliance of the building plans with this UDO, applicable building codes, and any conditions of zoning approval.
- F. *Compliance.* The owner shall be responsible for compliance with this UDO and all building code requirements, regulations, and for the satisfaction of all of the comments of the Director of Inspections and Codes.
- G. *Issuance of Building Permit.* At such time as the owner has addressed the comments to the satisfaction of the Director of Inspections and Codes and the State Fire Marshall, a building permit shall be issued for the structure.
- H. *Separate Permits.* Plumbing, electrical and mechanical permits shall be issued separately by the Building Inspector or separately identified on the building permit. Such permits must be issued prior to commencement of work by each affected trade.
- I. *Standards for Approval.* Issuance of building permits shall comply with the standards listed below.
 1. *Location on Lots of Record.* Building permits shall only be issued on buildable lots of record, as defined in this UDO.
 2. *Uniform Codes Act.* Building permits shall be issued in conformance with the technical codes adopted and amended by the City under the Georgia Uniform Codes Act.

(Ord. No. 05-32, § 1, 4-5-05; Ord. No. 09-16, § 1, 4-3-09)

Section 10.8.2. - Certificate of Occupancy.

- A. *Certificate of Occupancy Required.* It shall be unlawful to use or occupy or permit the use or occupancy of any building or premises or parts thereof hereafter created, erected, changed, converted, or wholly or partly altered or enlarged in its use or structure, until a certificate of occupancy shall have been issued therefore by the Inspections and Code Enforcement Department stating that the proposed use of the building or land conforms to the requirements of this UDO and other applicable codes and ordinances adopted by the City. B. *Permanent Electrical Power.* Permanent electric power may not be supplied to any structure until a certificate of occupancy shall have been issued and the power company contacted by the Director of Inspections and Codes.
- C. *Temporary Certificates.* A temporary certificate of occupancy may be issued for a period not to exceed six months during alterations or partial occupancy of a building or structure pending its completion. A temporary certificate of occupancy may include such conditions and safeguards as will protect the safety of the occupants and the public, and no violation exists.
- D. *Activities Requiring a Certificate.* A Certificate of Occupancy shall be required for any of the following activities.

1. *Occupancy and Use.* Prior to occupancy and use of a building or structure, whether newly constructed or enlarged.
 2. *Change in Use.* Change in use of existing buildings to uses of a different classification.
 3. *Change of a Nonconforming Use.* Any change in use of a nonconforming use.
- E. *Records of Certificates.* The Director of Inspections and Codes shall maintain a record of all certificates of occupancy and a copy shall be furnished upon request to any person.

Section 10.8.1.B.4 and 10.8.1.B.5 will be moved to chapter 8, Article 9 of the UDO.

Sections to be moved

- Zoning Verification.* Prior to issuance of a building zoning permit, a verification shall be obtained. The following information shall be reviewed prior to this action.
- (A) *Single-family or Two-family Dwellings.* For a single-family detached or two-family dwelling, a plat of the lot showing the outline of the principal building and minimum building setback lines for the lot.
 - (B) *Multifamily or Nonresidential Buildings.* For a multifamily or nonresidential building, the site plan upon which was granted project approval by the Director of Inspections and Code.
 - (C) *Street Address.* A street address number as assigned by the Geographic Information System Division.
5. *Simultaneous Application and Review.* An application for a building permit may proceed simultaneously with an application for project approval of a site plan, but the permit may not be issued prior to project approval of such site plan by the Engineering Department.

Staff reiterated that this was an old case to amend the UDO in Chapter 8 and 10. Mr. Herrit then requested that Inspections and code Director John Hudgison take the floor to give a presentation on the changes. Mr. Hudgison concluded the presentation and asked for questions. Commissioner Dudley asked for further explanation on calling the department after emergency repairs. Mr. Hudgison explained that this was for emergency cases and if a resident needed to make structural repairs to sure things up after an emergency, they could call the next working business day and then come in and obtain a building permit. Chairperson Mason asked if when the inspectors notice work being completed in an area that does not have an active building permit do they get fined. Mr. Hudgison said, "They do get fined." Commissioner Bollinger stated that he was still concerned with the definition of a minor repair and how this affected the homeowners. Commissioner Greenblatt made a motion to approve with Commissioner Bollinger's concerns and it was seconded but Commissioner Dudley and the motion passed 4 to 1.

NEW BUSINESS:

1. ZONING CASES:

REZN-01-17-0136: A request for a text amendment to amend the text of the Unified Development Ordinance (UDO) in regards to adding an Overlay District on 2nd Avenue from 18th Street, North to Manchester Expressway/45th Street. This overlay will be created to promote and enhance the aesthetic qualities of the area.



Planning Advisory Commission Meeting
Minutes for February 01, 2017

Chairperson Mason read the case introduction and then asked staff to read their report (as shown below).

Subject: (REZN-01-17-0136) Request to amend the text of the Unified Development Ordinance (UDO) in regards to the 2nd Avenue Overlay District.

UNIFIED DEVELOPMENT ORDINANCE REVISIONS
(Explanation of Revisions)

1. Explanation of Revisions: Amend by adding a Section 2.5.24.

The 2nd Avenue Overlay District is proposed as additional requirements for development along 2nd Avenue, from all lands that are undeveloped and/or any developed lands that are redeveloped after the date of adoption of this ordinance which are located within 500 feet of the right-of-way of 2nd Avenue (between 18th Street, North to Manchester Expressway/45th Street) with a 500-foot depth at all intersections except “2nd Avenue and 42nd Street”, or as shown on the official zoning map of the Columbus Consolidated Government. The proposed ordinance is attached. A total of three **hundred and seventy five (375)** property owners within 500 feet of the subject properties were notified of the rezoning request as well as two public meetings with a total of 72 participants. A consensus with the residents within 2nd Avenue on what aesthetic controls will be implemented by the proposed overlay was reached. Several meeting attendees sent in comment cards or emails in support. No opposition to this overlay has been received to date.

Staff presented the new 2nd Avenue Overlay ordinance and highlighted some of the key sections. Commissioner Greenblatt asked how the request to change where the drive through and pump stations are placed would affect business development and be consistent to developers in the area. Then he questioned signage on the awnings and if they were exempt. Staff indicated they were. Leigh Brackston came forward to give her concerns support for the overlay. Some of her concerns were that the overlay need to require more greenery on 2nd Avenue and to sunset pole signs. Frank Etheridge made a motion to approve as presented by Staff and it was seconded by Commissioner Greenblatt. The motion passed unanimously.

ADJOURNMENT: 09:43 A.M.


Kathleen Mason, Chairperson


Kevin L. Herrit, AICP, Principal Planner