



CITY OF
FORESTPARK

**CITY OF FOREST PARK
PLANNING COMMISSION MEETING**

Thursday, January 15, 2026 at 6:00 PM
City Hall | 745 Forest Parkway, Forest Park, GA 30297

[City Website](#)

Phone (404) 366.4720

**PLANNING & COMMUNITY
DEVELOPMENT**

785 Forest Parkway
Forest Park, GA 30297

AGENDA

Azfar Haque, Chairman
Michael Clinkscales, Vice Chairman
Lois Wright, Member
Roderick Jackson, Member
Donald Williams, Member

CALL TO ORDER/WELCOME

ROLL CALL:

APPROVAL OF MINUTES

1. Approval of November 20, 2025 Meeting Minutes

OLD BUSINESS

NEW BUSINESS

2. Text Amendment – Addition of Title 8, Planning and Development, Article F (Boards and Commissions), Section 8-8-160(d) to establish an exemption from Urban Design Review Board approval for certain exterior alterations to single-family homes.

ADJOURNMENT

In compliance with the Americans with Disabilities Act, those requiring accommodation for meetings should notify the City Clerk's Office at least 24 hours prior to the meeting at 404-366-1555.



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MINUTES

CALL TO ORDER/WELCOME:

The meeting was called to order at 6:17 p.m. by Lois Wright.

ROLL CALL:

PRESENT: Lois Wright; Roderick Jackson; Donald Williams

ABSENT: Azfar Haque; Michael Clinkscales

ALSO PRESENT: Nicole Dozier, Director of Planning & Community Development; Danielle Matricardi, City Attorney; SaVaughn Irons-Kumassah, Principal Planner; Latonya Turner, Permitting & Licensing Supervisor

APPROVAL OF MINUTES:

1. Approval of October 16, 2025, Meeting Minutes - Planning and Community Development

Roderick Jackson motioned to approve the October 16, 2025 Meeting Minutes. Donald Williams seconded the motion. The motion carried unanimously.

OLD BUSINESS:

None

NEW BUSINESS:

- Case# CUP-2025-06 - Conditional Use Permit Request for 5370 Ash Street, Parcel# 13079D G010. The applicant, Waketa Brown, is requesting a Conditional Use Permit to establish and operate a Place of Worship within the Single-Family Residential District (RS) in Ward 4.**

Background/History:

Applicant Waketa Brown requests approval to reestablish a Place of Worship at 5370 Ash Street within the RS (Single-Family Residential) zoning district, where such use requires approval of a Conditional Use Permit, and noted that the property has historically been used for religious purposes, the existing building and on-site parking are adequate, and no exterior modifications or new construction are proposed; the use was found to be compatible with the surrounding residential neighborhood provided traffic, parking, and noise are properly managed, all activities occur within the existing structure, and the site is served by existing municipal infrastructure in a manner consistent with the City's Comprehensive Plan, with recommended conditions of approval limiting the use to a Place of Worship as described in the application, requiring compliance with all building, fire, life-safety, and zoning regulations, ensuring adequate parking and traffic control during larger events, restricting hours of operation to protect neighborhood character, requiring ongoing property and landscaping maintenance, mandating that all signage comply with City regulations, and allowing the City to conduct compliance reviews with the ability to modify or revoke the permit if conditions are not met.

PUBLIC COMMENTS

Pastor Gregory Kelly, representing Restoration of Life Through Jesus Christ Ministry (also known as Church of Celebration), stated that the church purchased the property in June and immediately began bringing the building into code compliance, including fire safety, roofing, exterior cleaning, and landscaping improvements. He emphasized the church's commitment to being a positive, long-term presence in the neighborhood.

Mrs. Junie Kelly requested clarification regarding Watch Night services that extend past 10:00 p.m. on New Year's Eve. Staff indicated this could be accommodated through approval by the Planning Director and agreed to update the condition to allow this limited annual event.

No additional speakers came forward.

The public hearing was closed.

Roderick Jackson motioned to approve CUP-2025-06 with the staff-recommended conditions, including the allowance for annual Watch Night services. Donald Williams seconded the motion. The motion carried unanimously.

ADJOURNMENT:

The meeting was adjourned by consensus at 6:33 p.m.

In compliance with the Americans with Disabilities Act, those requiring accommodation for Council meetings should notify the City Clerk's Office at least 24 hours prior to the meeting at 404-366-4720.



Planning Commission Staff Report

Meeting Date: January 15, 2026

Case: TA-2025-06

Proposed Request: Addition of Sec. 8-8-160(d) to Article F. Boards and Commissions

Prepared by: Nicole C.E. Dozier, Planning & Community Development Director

Staff Recommendation: Approval

PROPOSED TEXT AMENDMENT

Mayor and council requested that staff review the Urban Review Design Board (UDRB) applicability rules and procedures. There was a concern that certain single family home exterior improvements should not go to the Urban Review Design Board for approval. Staff were directed to review the criteria and amend the code.

BACKGROUND

The UDRB is to regulate site plan, landscaping and exterior architectural design for all in order to ensure the unified development within the city enhancing and preserving the aesthetic qualities of the city, protecting the value of existing buildings and property, to lessen traffic congestion, to preserve and enhance natural resources, minimize impacts of new development and protects public investigation investment by mitigating impacts developed by new developments.

The current zoning ordinance requires that the Urban Design Review Board review all alterations of the exterior of any building prior to being issued a building permit. In order not to deter homeowners from making basic exterior improvements to their home, the following is proposed:

The addition of item

(d) *Exemption for Single Family Home Alterations.* Alterations to individual single family homes shall be exempt from the requirement to obtain approval from the Urban Design Review Board when such alterations are limited to specific exterior changes. This exemption applies to:

- (1) The application of exterior paint, provided that colors used are neither neon nor solid black, except that black may be used for exterior trim. All paint colors should align with



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established residential palettes, such as those offered by Bear Premium, Sherwin-Williams, or a substantially similar exterior paint collection.

- (2) The replacement of windows and doors, so long as the replacements are compatible in style and materials with the original features; and
- (3) The repair or replacement in kind of existing decks, porches, and siding.

Staff had a discussion with the Urban Review Design Board members regarding this matter and this recommendation and they agree with the changes proposed. Therefore, staff recommends approval of this text amendment.