



CITY of POOLER
— GEORGIA —

STATE OF GEORGIA }
 }
COUNTY OF CHATHAM }

ORDINANCE O2024-04.B
Site Plan Requirements

AN ORDINANCE TO AMEND THE CITY OF POOLER CODE OF ORDINANCES APPENDIX A – ZONING, ARTICLE V- PROCEDURES FOR ADMINISTRATION AND ENFORCEMENT, SECTION 8- SITE PLAN APPROVAL TO PROVIDE PROVISIONS FOR MINOR SITE PLAN REVIEW; TO REPEAL ALL ORDINANCES IN CONFLICT HERewith; TO PROVIDE FOR AN EFFECTIVE DATE, AND FOR OTHER PURPOSES

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Council of the City of Pooler that the Code of Ordinances of the City of Pooler, Georgia are hereby amended as follows:

I

That APPENDIX A – ZONING, ARTICLE V – PROCEDURES FOR ADMINISTRATION AND ENFORCEMENT, Section 8 – Site Plan Approval be amended by adding the underlined text as follows:

Sec. 8 – Site plan approval.

The site plan approval process is intended to provide the general public, planning commission, and city council with information pertinent to how a new development will affect the surrounding area and the city as a whole. Site plan approval does not constitute approval of any other zoning action or permit.

- (A) *Process.* Upon submittal of the site plan, ~~staff the city planner or zoning administrator~~ will review the site plan for noticeable discrepancies and determine if there is a need to apply for other zoning actions. The site plan is then forwarded to the ~~applicable City departments City of Pooler engineer and public works department~~ for additional review and comment(s). ~~The engineer and public works department will submit comments to the city planner or zoning administrator, who shall~~ Staff will then provide such comments to the applicant. The applicant is responsible for addressing all comments from the city staff ~~and engineer~~, after which it shall be submitted for review by the planning and zoning commission and then the regularly scheduled meeting of the city council. ~~Minor site plans may be reviewed and approved by City staff without the need for review and approval by the Planning & Zoning Commission and City Council. The minor site plan review process shall not be used for new buildings or building additions. Minor site plans shall include only the following: any non-structural development or redevelopment involving less than 5,000 square feet of surface area and less than one-acre of land disturbing activities; any non-structural expansion of an existing use by up to 25 percent of the~~

original approved site plan; any changes in site layout or design that do not involve wetlands or buffer alterations; but excludes any site changes that require a variance.

(B) Site plan approvals pursuant to this article are valid for a period of one year from the date of approval, after which the approval expires.

(C) If a person or entity submits a site plan more than one year following its approval to the building official for issuance of a building and/or land development permit, the site plan must be resubmitted for new approval, adhering to all applicable rules and provisions for new site plans, including fees assessed in accordance with section 3 of this article. The city shall not have a duty to retain site plans for which approval has expired except as may be required by state law.

~~(C)~~(D) Revisions to an approved site plan shall be reviewed and approved in accordance with subsection (A) above. However, in instances where the revisions to an approved site plan are minor changes, the revised plans may be reviewed and approved by staff. It is solely in staff's discretion whether a minor site plan application process applies or if a project requires full site plan review.

~~(D)~~(E) Standards for site plan approval. In order to promote the public health, safety, and general welfare of the City of Pooler against the unrestricted development upon property, the following standards and any other factors relevant to balancing the above stated public interest will be considered, when deemed appropriate, by city council in approving any site plan:

- (1) Whether the site plan is consistent with the Comprehensive Plan for the City of Pooler and any other small area plans;
- (2) Whether the site plan provides for adequate pedestrian and traffic access;
- (3) Whether the site-plan provides adequate space for off-street parking and loading/unloading zones where applicable;
- (4) Whether the site plan provides for appropriate location, arrangement, size, and design of buildings, lighting, signs, giving due consideration to the applicable zoning district(s);
- (5) Whether the site plan is appropriate in scale and relation to proposed use(s) to one another and those of adjacent properties;
- (6) Whether the proposed development site is adequately served by existing or proposed public facilities, including roads, water, sanitary sewer, and stormwater infrastructure;
- (7) Whether the proposed development site is adequately served by other public services to account for current or projected needs;
- (8) Whether the site plan provides adequate protection for adjacent properties against noise, glare, unsightliness, or other objectionable features;
- (9) Whether the site plan provides adequate landscaping, including the type and arrangement of trees, shrubs, and other landscaping, which may (or may not) provide a visual or noise-detering buffer between adjacent properties; and
- (10) Whether the site plan provides for improvements in accordance with all applicable federal, state, and local laws including without limitation the Code of Ordinances for the City of Pooler.

II

All ordinances or parts of ordinances in conflict with the ordinance are hereby repealed.

III

If any section, clause, or phrase of this ordinance is held to be invalid or unconstitutional by any court of competent jurisdiction, the said holding shall in no way affect the validity of the remaining portions of this ordinance.

IV

This ordinance shall be effective immediately upon its adoption by the Mayor and City Council of Pooler, Georgia.

FIRST READING: 6TH day of MAY, 2024

SECOND READING: 20TH day of MAY, 2024

ADOPTED: 20TH day of MAY, 2024

CITY OF POOLER, GEORGIA

Karen L. Williams
Karen L. Williams, Mayor

ATTEST:

Kiley Fusco
Kiley Fusco, Clerk of Council

