City of Cumming Planning Commission Meeting
Regular Scheduled Meeting
October 20, 2026

I. Call Meeting to Order – Ralph Webb, Planning Commission Chairman

The Regular Scheduled Meeting of the Planning Commission for the City of Cumming was held Tuesday, October 20, 2026, at 5:00 P.M., at City Hall in Cumming, Georgia. Planning Commissioners were properly notified as required by law and all were present with the exception of Brent Otwell.

II. Consider Agenda for Adoption

A motion was made by Brad Dobbins and seconded by Ralph Webb to adopt the agenda for October 20, 2026. The motion carried 2-0 with the absence of Brent Otwell.

III. Consider for Adoption September 15, 2026 Regular Meeting Minutes

A motion was made by Brad Dobbins and seconded by Ralph Webb to approve the minutes of the Regular Commission Meeting held on September 15, 2026. The motion carried 2-0 with the absence of Brent Otwell.

IV. Old Business

No new business was presented.

V. New Business

A. Cumming Zoning Ordinance Amendment – Public Hearing

A motion was made by Brad Dobbins and seconded by Ralph Webb to open the public hearing. The motion carried 2-0 with the absence of Brent Otwell.

Scott Morgan reported that there would be an update to Zoning Amendments. Largest change would be adding R6 zoning district and eliminating R1A. Scott advised he would make sure the changes would be published on the website. A public hearing would be next month at Council.

A motion was made by Brad Dobbins and seconded by Ralph Webb to close the public hearing. The motion carried 2-0 with the absence of Brent Otwell. No additional report or vote was needed.

B. DG Holdings, LLC Zoning Condition Amendment #2019363 – Public Hearing

A motion was made by Brad Dobbins and seconded by Ralph Webb to open the public hearing. The motion carried 2-0 with the absence of Brent Otwell.

Sean Courtney, Lipscomb Johnson, LLP, presented on behalf of applicant and advised this zoning was needed for a medical office located at Westshore Drive and Turner Road. This would meet the minimum 20,000 square feet and not exceed 100,000 square feet.

Director of Planning and Zoning, Scott Morgan, provided updated conditions.

A motion was made by Brad Dobbins and seconded by Ralph Webb to close the public hearing. The motion carried 2-0 with the absence of Brent Otwell.

Director of Planning and Zoning, Scott Morgan presented the following staff report.

This is a zoning condition amendment request to the Westshore PUD, which was approved by the City Council on February 18, 2020. Specifically, the owner is asking to amend

condition 2.d. which calls for 170,000 to 190,000 sq. ft. of office space, reducing that to 20,000 to 100,000 sq. ft. of office space, in the development's Commercial District. This location is part of the PUD's Phase 2 development.

In addition to that square footage reduction, the owner is also asking to amend condition 10.h. requesting a corresponding reduction in the required number of parking spaces in the development's Commercial District, from 475 to 50, maintaining the same parking ratio (2.5 spaces per 1,000 sq ft.). Given the current market trend is to construct significantly less new office space and, in some cases, remove or convert existing inventory, staff supports this zoning condition amendment request, as presented.

A motion was made by Ralph Webb and seconded by Brad Dobbins to send DG Holdings, LLC Zoning Condition Amendment #2019363 to council based on conditions outlined in staff report with changes to add conditions 11 and 12 regarding lighting and landscaping/fencing, respectively. The motion carried 2-0 with the absence of Brent Otwell.

C. Sawnee Mountain Biscuit Co., LLC Variance #2026100 – Public Hearing

A motion was made by Brad Dobbins and seconded by Ralph Webb to open the public hearing. The motion carried 2-0 with the absence of Brent Otwell.

Jonathan Beard with Underwood and Beard presented details about the need for the variance and was available to answer questions. Ann Michelles Emith of 3922 Carriage House Drive also spoke in favor of Sawnee Mountain Biscuit and how great they are for the community. Nothing was presented against the item.

A motion was made by Brad Dobbins and seconded by Ralph Webb to close the public hearing. The motion carried 2-0 with the absence of Brent Otwell.

Director of Planning and Zoning, Scott Morgan, presented the following staff report.

The agent has made application, on behalf of the applicant, for several variances to the City's dimensional requirements. Specifically, they are asking for reductions in the minimum lot size, building floor area and front building setback. This is a continuation of a legal non-conforming use and renovation only of the existing structure. There is no enlargement, expansion or extension of the use. The configuration of the parcel and the resulting limited developable area creates the hardship, which requires relief through the requested variances. Renovation of the building will not have adverse effects on the surrounding properties. Renovation of the business is in conformance with the Land Use Goals and Objectives of the City's Comprehensive Plan, including compatibility of the variances with the character of the area. For the above-mentioned reasons, staff recommends approval of the variances, as requested.

A motion was made by Ralph Webb and seconded by Brad Dobbins to approve Variance #2026100 for Sawnee Mountain Biscuit Co., LLC based on conditions outlined in staff report plus one additional condition that the building elevations and landscape plans be approved by the Design Review Committee. The motion carried 2-0 with the absence of Brent Otwell.

VI. Announcements

No announcements were presented.

VII. Adjournment

A motion was made by Brad Dobbins and seconded by Ralph Webb to adjourn the October 20, 2026, meeting. The motion carried 2-0 with the absence of Brent Otwell.

Approved this 17th day of November, 2026.

Chairman Ralph Webb

Commissioner Bradley Dobbins

Commissioner Brent Otwell

Attest:

City Clerk, Alison B. Smith