



Planning Commission

Revised Meeting Agenda

SCAN FOR AGENDA
PACKET



June 8, 2026 | 6:30 PM

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Announcements**
4. **Presentations**
5. **Agenda Changes**
6. **Minutes**
 1. Planning Commission Meeting May 11, 2026
7. **Old Agenda Items**
 1. Text Amendment to the Sign Ordinance, specifically Chapter 66, to allow reverse-channel (halo-lit/backlit) wall signs
8. **New Agenda Items**
 1. Elevations - Request for Waiver, Altitude, 400 Crosstown Drive
 2. Conceptual Site Plan, Building Expansion, 240 Parkade Ct.
9. **Member/Staff Topics**
 1. Roof Signs
 2. **June 22, 2026 meeting**
10. **Adjourn**

It is the policy of the City of Peachtree City that all city-sponsored public meetings and events are accessible to people with disabilities and are in compliance with Title VI of the Civil Rights Act of 1964. If you need assistance in participating in this meeting or event due to a disability as defined under the ADA or need assistance per Title VI, please contact the City's Title VI and ADA Coordinator, Dr. Teaa Allston-Bing at (770) 632-4276 or e-mail tallston-bing@peachtree-city.org at least three (3) business days before the scheduled meeting or event to request an accommodation.

Planning Commission of Peachtree City
Meeting Minutes
Monday, May 11, 2026
6:30 PM

Call to Order

The Peachtree City Planning Commission met on Monday May 11, 2026 at City Hall. Chairman Scott Ritenour called the meeting to order at 6:30 p.m. Commissioners attending were Hans Gant, Jack Allen, Robert Halverson, and Alternate Kenneth Hamner. Vice Chairman Andrew Kriz was absent. Also in attendance were Planning and Development Director Shayla Reed, Senior Planner Lora Hooks, Recording Secretary Martha Barksdale, and IT Specialists Ryan Williams and Cody Alvarez.

Pledge of Allegiance

Ritenour opened the meeting with the Pledge of Allegiance.

Announcements

None

Presentations

None

Agenda Changes

Reed said the text amendment had been pulled from the agenda because more time was needed to gather information. She had contacted a company that was using a lighted sign that the City found pleasing, and they had agreed to share information about temperature and colors. Also, the Planning Commission had wanted input from the City Engineering Department, and Reed said they were working on that. This item should be ready for the June 8 agenda.

Minutes

1. Planning Commission Meeting April 27, 2026

Gant moved to approve the April 27, 2026 Planning Commission meeting minutes. Allen seconded. Motion carried unanimously.

Old Agenda Items

1. ~~Text Amendment to the Sign Ordinance, specifically Chapter 66, to allow halo-lit wall signs~~ **Postponed**

New Agenda Items

1. **Building Elevation Modifications, Braelinn Village Shopping Center, Crosstown Drive**

Hooks showed the shopping center on a zoning map, saying the underlying zoning

was General Commercial (GC), with a Special Use Permit (SUP) added for the Kroger expansion in 2013. Kimco Realty, which managed the shopping center, planned a major upgrade of the entire property, and Hooks showed photos of the current look and also of what was proposed. The ordinance set goals that included high quality design, architectural innovation, and compatibility with surrounding development, she remarked.

The proposal included painting the existing EIPS, while leaving the brick untouched. The cornice details would be updated for a more contemporary look, and a faux wood accent would be introduced. Signage would be reviewed by the Planning Department during a separate process, Hooks reported, and there would be no change in the percentage of brick or stone. She presented photos of nearby buildings that were similar in color. The proposed paint color, Pure White, was described by Sherwin Williams as bright white with a yellow undertone. The accent color of Useful Gray was deemed a warm stone gray, earthy tone.

Architect Charles Killebrew of Onyx Creative and Kimco's Heather MacMillan represented the applicant. Gant and Allen had no questions. Hamner liked the concept and noted that the trend in recent renovations had been to use white paint for the exteriors. He said he liked the addition of the faux wood.

Halverson mentioned that he appreciated the warm tone they were using and said he would like to see them find an even warmer tone. He asked about plans for exterior lighting.

Ritenour agreed that white seemed to be the trend, and the Planning Commission wanted to make sure it was not a glaring, bright white. He liked the other colors and thought it looked good overall.

He mentioned that Peachtree City was now in a phase of revitalization of existing buildings because there was little available land for new development. He said he was glad to see this continued investment at Braelinn.

Gant asked about the use of colors, and Killebrew said the whites were used more at the store entrances, with tonal variations in between so it wasn't just a line of white.

Ritenour asked if they would be changing any of the lighting, and Killebrew said the existing gooseneck lights would be replaced. They were looking to move to more LED fixtures as well.

Allen moved to approve the building elevation modifications at the Braelinn Shopping Center. Halverson seconded. Motion carried unanimously.

2. Building Elevation Modifications, NCR Building, 200 HWY 74 S

The project might look familiar, Hooks explained, because the Planning Commission had approved similar changes for a different part of the building, which was still referred to as the NCR building even though there were new occupants. Hooks pointed out the location on the zoning map, saying that it was on two parcels that were both zoned General Industrial (GI), although the changes being proposed currently were only on one parcel.

Tonight's request was for the east side of that building, which faced SR 74. The proposal called for the same materials as the other part of the building, featuring fiber cement cladding with an appearance of wood and steel. Existing metal panels would be painted and new storefront windows added. Hooks presented some photos of the building as it now appeared and illustrations of how it would look after the renovations.

She said this proposal met the Land Development Ordinance (LDO) goals of architectural innovation and the use of neutral colors. The existing building did not contain any primary materials such as brick or stone, and the proposed upgrades introduced the fiber cement siding, which was considered similar to a primary material because it was long-lasting and low maintenance. This side of the building would contain 3,263 square feet of fiber cement siding, which was about 31% of the façade, minus the glass. The previously approved upgrades also had about 3,200 square feet of fiber cement siding, which made up 36% of its façade. The rear of the building would remain 100% metal panels.

The applicant was not present.

Halverson commented that they were continuing the aesthetic from Phase I and had satisfied his curiosity at the previous meeting about the use of dark colors and about the lighting elements. He said he wished applicants would present their lighting schemes along with the elevations, but he could only ask, not require. He said this was an industrial building, and he thought it was an upgrade from what was there now. Halverson also said he preferred that signage not be painted on the building.

Ritenour asked Hooks if they checked on lighting during the application process, and she replied that the developers had to submit a plan to staff if changes were planned, including a photometric site plan that showed levels of lighting at different locations on the property. Ritenour said he would like to see a lighting plan with all elevations and asked the other Commissioners what they thought. Hooks said she could tell applicants that the Commissioners would like to see their plans for lighting.

Allen also noted that this was a continuation of what they had seen earlier and asked why they didn't submit both requests at the same time. Halverson said it was a matter of scope, and Reed noted there was more than one tenant in this building,

and they may have been waiting for the other tenant to confirm their design needs.

Gant mentioned that he would like to know what the signage plan was for this property. Hooks said they preferred applicants not show signage on the elevations because the examples they used might not be permitted, which would be misleading. Staff scrutinized the proposed signage in a separate permitting process. Hooks said various tenants might have their own branding, which the City had little control over, and Reed noted that they had seen instances where signage was included in the elevations, and the applicants were under the impression that it had been approved.

Hamner said he wasn't present at the November meeting where the building's other side was approved. He noted that staff's recommendation recognized that far less than the required amount of primary materials described in the ordinance were being utilized. However, it was still being recommended for approval, and he asked staff how they were interpreting Section 725 of the LDO in order to consider the fiber cement as a primary material.

Hooks said the LDO alluded to brick and stone but did not require them as primary materials. The ordinance was adopted in 2008, when fiber cement was not common. Since then it had come to be accepted as a primary material due to its low maintenance requirements and long lifespan. Ritenour said they had been using their discretion to apply fiber cement as a primary material but perhaps they should look at adding it to the definitions.

Allen moved to approve the building elevation modifications to what was currently referred to as the NCR building at 200 Highway 74 South. Halverson seconded. Motion carried unanimously.

3. Landscape Plan, White Oak Dental, 500 Stevens Entry

This was a plan for the rear parcel at 500 Stevens Entry, Hooks noted, and it was rezoned Limited Use Commercial (LUC-25) when the property was divided, in order to remove the setback lines at the new property lines. The parking area was left over from the former building, with the landscaping still in place, and the amount of new impervious surface was 5,015 square feet.

The landscape ordinance required 15 caliper inches of canopy trees and 10 caliper inches of understory trees. The proposal was for 18 caliper inches (six trees) of canopy trees and 12 inches, also six trees, of understory. She pointed out a 13,400 square foot tree save area on the property. She said the plan met the requirement for plantings along the front and sides of the property and had provided shrubs to screen the HVAC unit. They were exceeding requirements by continuing the row of existing shrubs around a corner with a row of evergreens and were meeting the requirement for landscaping in the parking islands, Hooks reported.

Of the total number of plant species proposed, 58% were native to the eastern United States and/or the southeastern United States. However, the applicants had listed natives that could be substituted for what was in their plan.

The applicant was not present.

Ritenour said this was the first landscape plan they had seen that designated substitutions, and that was a big step in the right direction.

Hamner asked if the shrubs designated as screening for the HVAC would be tall enough to fill that purpose. Hooks told him they were required to be a certain height but could not recall what that was. She felt like what they had proposed would be sufficient.

Allen said he would like to see them use the substitutions to raise the percentage of native plants. Halverson said they should accept all the suggested substitutions, and Ritenour agreed.

Hamner concurred and also commended the tree save area.

Gant said it appeared that the screening for the HVAC would be sufficient because he didn't believe there was another building behind this one.

Hamner moved that they approve the landscape plan for White Oak Dental at 500 Stevens Entry with the condition that they move forward using the substitutions of native plants.

Because they had just completed months of work on a native plants ordinance, Allen suggested sticking to it by requiring that at least 60% of the plants be natives.

Hamner then moved to approve the landscape plan for White Oak Dental with at least 60% natives but with a recommendation of using as many as possible of the suggested substitutions. Allen seconded. Motion carried unanimously.

Member/Staff Topics

1. Upcoming Meetings

The May 25 meeting had been canceled and the next Planning Commission meeting was set for June 8, and Hamner and Gant said they would not be able to attend. The others said they would be present, and they would check with Kriz. Hamner, chairman of the Unified Development Ordinance (UDO) Steering Committee, said no meeting was scheduled at this time.

2. Training Opportunities

Funding was available for all the Commissioners to attend training sessions, and Reed

asked them to notify her of the dates and courses they would like to attend. Halverson had attended a course recently and said it was informative.

3. UDO Plans

City Council had approved contracting with Inspire as the UDO consultant, Reed reported. Hamner said he met with Inspire and was impressed. Inspire was big on public involvement, which was not the norm for a UDO consultant, Reed mentioned, saying that was one reason they were awarded the contract. Legal was now looking it over, and once the deal was finalized, Reed said she would invite them to a Planning Commission meeting.

Ritenour remarked that now that the consultant was chosen, the real work would begin. Hamner reminded them that there was a UDO portal available to them. All communication should come through Microsoft Teams.

Hamner said he was glad to get to this point, as did Reed. Ritenour thanked staff for their work in obtaining the consultant.

Reed said everyone should be thinking about things they wanted to see in the UDO, such as what they had mentioned that night about lighting and signs. The UDO would provide a chance to look at the codes and processes. With the processes especially, this was an opportunity to see what they were missing and make corrections. Another example that the Planning Commissioners had often discussed were penalties to be imposed when the processes were bypassed.

Ritenour said he was going through a process currently and had been taking notes on how it could be improved. He agreed there were opportunities.

4. Microphone Use

Reed reminded them to help the recording secretary by speaking more directly into the microphones.

Adjourn

There being no further business, Gant moved to adjourn at 7:21 p.m. Allen seconded. Motion carried unanimously.

Martha Barksdale, Recording Secretary

Scott Ritenour, Chairman

CITY OF PEACHTREE CITY

INTEROFFICE MEMORANDUM

MEMO TO: Planning Commission

FROM: Shayla Reed, Planning Director

DATE: June 8, 2026

SUBJECT: Text Amendment to the Sign Ordinance, specifically Chapter 66, to allow reverse-channel (halo-lit/backlit) wall signs

Recommendation:

Staff recommend consideration of the text amendment referenced below.

Discussion:

Planning and Zoning staff have recently received requests to permit halo-lit (reverse channel letter/backlit) wall signs. Currently, Section 66-5, Prohibited Signs, of the Sign Ordinance prohibits "internally illuminated signs, other than as specifically authorized by this chapter."

During the review of these requests, staff identified several existing locations throughout the city where halo-lit signage has been installed, via previously adopted "Sign Programs." Sign Programs are agreements where the city has allowed signage that is not permitted in our standard codes. This has highlighted a need to clarify the ordinance's treatment of halo-lit signs and determine whether such signage should be expressly permitted, prohibited, or regulated through specific design standards.

Signage Examples:





Source: Google.com

Sec. 66-3, Definitions(existing)

- **Externally-illuminated sign** means any sign that is partially or completely illuminated at any time by an artificial light source that directly or indirectly illuminates the face of the sign from outside the sign structure.
- **Internally-illuminated sign** means any sign that is illuminated by an artificial light source from within the sign structure over any or all of its sign face **(prohibited per Sec. 66-5)**.
- **Sign face** means that portion of the surface of a sign structure where words, letters, figures, symbols, logos, fixtures, colors, or other design elements are or may be located in order to convey the message, idea, or intent for which the sign has been erected or placed. The sign face may be composed of two or more modules on the same surface that are separated or surrounded by portions of a sign structure not intended to contain any advertising message or idea and are purely structural or decorative in nature.

Proposed Actions:

During an inspection of the city and the existing Halo-lit (Reverse Channel/Backlit) Wall Signs, staff noted designs that were more consistent and appealing to the standard of the city.

To ensure an aesthetically appealing look, staff would like to recommend the following details:

Sec. 66-15. - Retail, commercial, office or industrial (LC, GC, LUC, OI, LI, GI, LUI).

(6) Wall signs may be flat against the wall or pinned away from the wall, but in no case project more than 15 inches from the wall surface. **Signs attached to the building wall may be lit from behind (i.e. Halo-lit/Reverse Channel/Backlit). Not to exceed 6500 Kelvin (K) and 9112 Lumens (lm).**

Revisions to Definitions:

Halo-Lit (Reverse Channel/Backlit) Wall Signs means a type of internal illumination where the sign face and returns are mounted on standoffs away from the wall and which light is directed against a surface behind the letter, producing a halo effect. Every part of the sign face and structure visible to the viewer is opaque, and the back is open or translucent.

Internally-illuminated sign means any sign that is illuminated by an artificial light source from within the sign structure over any or all of its sign face (prohibited, **excluding Halo-Lit and Back-Lit wall signs**).

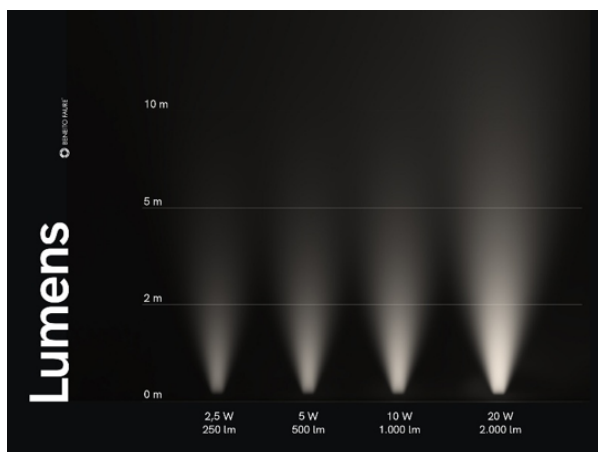
Helpful Clarification:

What are Lumens?

Lumens (lm) measure the total amount of visible light emitted by a light source. In simple terms, lumens tell you how bright a light bulb will be. The higher the lumens, the brighter the light.

- 100 - 300 lumens: Soft, ambient lighting (e.g., table lamps, accent lights).
- 400 - 700 lumens: General lighting (e.g., kitchen lights, bathroom lights).
- 800 - 1200 lumens: Task lighting (e.g., reading lamps, work lights).

Brightness (9,112 Lumens): This amount of light is usually reserved for large-scale commercial or outdoor signage.

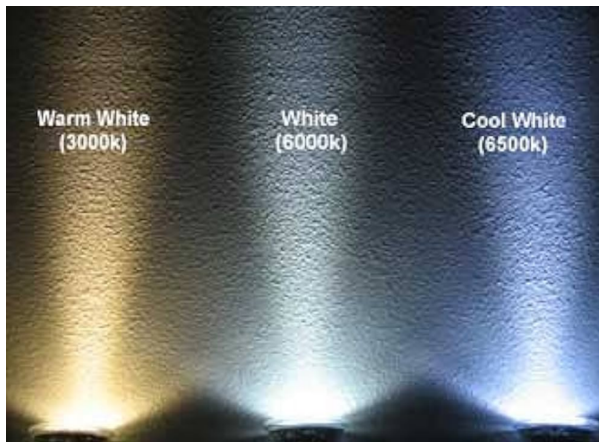


What is Kelvin?

Kelvin (K) measures the color temperature of a light source. The lower the Kelvin number, the warmer (more yellow/red) the light; the higher the Kelvin number, the cooler (more blue) the light. Color Temperature (6500K): Often referred to as "cool white" or "daylight."

- 2700K - 3000K: Warm white (cozy, inviting; ideal for living rooms and bedrooms).

- 3500K - 4100K: Cool white (bright, vibrant; good for kitchens and workspaces).
- 5000K - 6500K: Daylight (crisp, invigorating; perfect for reading and detail work).



Relative Ordinances:

[Chapter 66 - SIGNS](#)

Budget Impact:

There are no budget impacts associated with this request.

Attachments:

1. Sec. 66_3. Definitions
2. Sec. 66_5. Prohibited signs
3. Sec. 66-15_Retail_Commercial_office_or_industrial

Sec. 66-3. Definitions.

As used in this chapter, the following terms shall have the meanings respectively ascribed to them.

Awning means a roof-like-cover that project from the wall of a building for the purpose of shielding a doorway, walkway, or window from the elements. Awnings are often made of metal, fabric or flexible plastic supported by a rigid frame, and may be retracted into the face of the building.

Beacon means any light with one or more beams directed into the atmosphere or directed at one or more points not on the same zoned lot as the light source; also, any light with one or more beams that rotate or move.

Building official means the building official of the city or his or her designee.

Business premises means a building, suite, office, or other unit used for nonresidential purposes. In the case of businesses licensed by the city, the area occupied by a single business license holder shall be deemed as one business premises. In the case of professionals paying individual taxes to the city, each professional corporation, partnership, or other entity in which the professional participates shall be considered the occupant and all area occupied by that occupant shall be the business premises. For the purpose of this chapter, business premises shall include nonresidential space occupied by charitable organizations, political organizations, institutions or other noncommercial entities.

Canopy means a roof-like structure supported by columns or projecting from a building and open on at least three sides.

City planner means the city planner of the city or his or her designee.

Code enforcement officer means the code enforcement officer of the city or his or her designee.

Commercial message means any sign wording, logo, or other representation that, directly or indirectly, names, advertises, or calls attention to a business, product, service, or other commercial activity.

Flag means any fabric, banner, or bunting containing distinctive colors, patterns, or symbols used as a symbol of government, political subdivision, or other entity.

Frontage or *street frontage* means the width in linear feet of a lot where it abuts the right-of-way of any street from which access may be directly gained.

Fronts or *fronting on a street*. A business "fronts" on a street when the lot line on the property on which the business is located also forms the line marking the edge of a publicly dedicated right-of-way.

Lot. See definition of "zoned lot" herein.

Marquee means any permanent, roof-like structure projecting beyond a building or extending along and projecting beyond the wall of the building, generally designed and constructed to provide protection from the weather.

Non-commercial message means any sign wording, logo or other representation promoting an activity or idea other than a commercial message.

Pennant means any lightweight plastic, fabric, or material, whether or not containing a message of any kind, suspended from a rope, wire, or string, usually in series, designed to move in the wind as a means of attracting attention.

Person means any association, company, corporation, firm, organization, or partnership, singular or plural, of any kind.

Principal building means a building in which the primary use of the lot on which the building is located is conducted.

Setback means the distance from the property line to the nearest part of the applicable building, structure or sign, measured from the property line to that portion of the building, structure or sign which is most proximate to such line.

Sign means any structure, display, or device that is used to advertise, identify, direct, or attract attention to a business, institution, organization, person, idea, product, service, event or location by any means, including words, letters, figures, design characteristics, symbols, logos, fixtures, colors, movement or illumination. Individual signs shall be defined as follows:

A-frame or easel sign means a portable sign consisting of two sign faces placed back-to back and hinged together at the top in such a manner that each sign face leans toward the other, connecting at the top and forming a self-supporting structure which is not permanently affixed to the ground.

Animated sign means any sign, including spinners, which involves motion or rotation of any part by any means, or which is illuminated by flashing, intermittent, or color changing light or lighting, or which uses movement or change of lighting to depict action or create a special effect or scene.

Awning sign means a sign imposed or painted upon an awning.

Banner means any sign of lightweight fabric or similar material that is mounted to a building or structure. Flags, as defined herein, shall not be considered banners.

Blade sign means a sign affixed to a wall and extending more than four inches from the surface of such wall and perpendicular to the wall surface.

Building identifier sign means a sign posted on the corner of a building in a multiple building development that provides an identifying number or letter for the building that distinguishes that building from others in the development.

Building sign means a sign that in any manner is fastened to, projects from, or is placed upon the exterior wall, window, or door of a building.

Changeable copy sign means a sign panel that allows the display of words, numbers, symbols and/or graphics on a temporary basis by the use of interchangeable letters or graphics manually mounted to the sign face.

Directional sign means a sign used to give direction or specific instruction to the traveling public, such as, but not limited to, "enter," "exit," "no parking," "drive through," etc. Such signs shall contain only instructional information designed to facilitate the safe movement of traffic onto, from and within a property.

Externally-illuminated sign means any sign that is partially or completely illuminated at any time by an artificial light source that directly or indirectly illuminates the face of the sign from outside the sign structure.

Halo-lit (Reverse Channel/Backlit) Wall Signs means a type of internal illumination where the sign face and returns are mounted on standoffs away from the wall and which light is directed against a surface behind the letter, producing a halo effect. Every part of the sign face and structure visible to the viewer is opaque, and the back is open or translucent.

Internally-illuminated sign means any sign that is illuminated by an artificial light source from within the sign structure over any or all of its sign face (prohibited, excluding Halo-Lit and Back-Lit Wall Signs).

Marquee sign means any sign attached to, in any manner, or made a part of a marquee (prohibited).

Monument sign means any sign supported by structures or supports that are placed on, or anchored in, the ground and that are independent from any building or other structure. A monument sign may include individual letters, numbers, figures mounted on a surface composed of stone, brick or other permanent structures. The supporting structure must rest on the ground.

Multi-tenant building directory means a sign posted on business premises of more than 25,000 square feet and containing multiple tenants, directing the public to the location of specific tenants within the complex.

Parapet wall means a low protective wall or barrier extending above a roof, balcony, or platform as an integral part of a wall that extends above the roof structure of a building.

Portable sign means any sign not permanently attached to the ground or other permanent structure, or sign designed to be transported, including, but not limited to, signs designed to be transported by means of wheels; A—frame signs; signs erected to serve drive-through lanes; balloons used as signs; umbrellas used for advertising; and signs attached to or painted on vehicles parked and visible from the public right-of-way, unless said vehicle is used in the normal, day-to-day operations of the business, then the vehicle shall be parked in a designated parking space at the location of the business and furthest from the right-of-way at the location of the business.

Roof sign means a sign erected upon and above a roof structure and wholly supported by the roof structure or a structure placed upon the roof. Roof signs shall also constitute any signage placed upon sloped building fascia intended to appear as or actually be roof elements of the building.

Shared sign means a sign that serves as common or collective use for a group of persons or businesses operating on the same lot such as, but not limited to, a shopping center or business park. Ownership of and responsibility for a shared sign shall remain with the owner of the building or buildings served by the sign.

Sign face means that portion of the surface of a sign structure where words, letters, figures, symbols, logos, fixtures, colors, or other design elements are or may be located in order to convey the message, idea, or intent for which the sign has been erected or placed. The sign face may be composed of two or more modules on the same surface that are separated or surrounded by portions of a sign structure not intended to contain any advertising message or idea and are purely structural or decorative in nature.

Spectacular sign or device means spectacular sign or device includes, but is not limited to:

- (1) Any piece or strip of cloth, paper, canvas, plastic or similar material, including banners, but excluding flags, on which a message, slogan or emblem is painted, drawn or otherwise projected, colored or shaped.
- (2) Any advertising display, sign or copy that is animated.
- (3) Balloons, air and gas filled devices.
- (4) Streamers.
- (5) Other attention-getting devices.

Standard informational sign means a sign intended for temporary use comprised of rigid plastic, cardboard, or wood, measuring not more than six square feet in sign area, and erected on a metal or wooden stake measuring not more than one and one-half inches in width in residential districts or placed within the window of a building in non-residential districts.

Subdivision sign means a sign located at the main entrances to a residential, commercial, or industrial subdivision as an aid to the traveling public and for the purpose of ensuring prompt emergency response.

Suspended sign means a sign that is suspended from the underside of a horizontal plane surface and is supported by such surface.

Temporary sign means any sign that is used only temporarily and is not permanently mounted or affixed to the ground.

Wall sign means a sign that is fastened or painted directly to the exterior wall of a building and extends from the surface of the wall no more than 15 inches.

Window sign means any type of sign that is located on the interior of a business premises and is either attached to or is located within 48 inches of an exterior window and is intended primarily to be viewed from the exterior of the premises. Glass doors are to be considered windows for the purposes of administration of this article. Merchandise located within a window shall not be considered a window sign, as long as there are no commercial messages attached to or associated with the display of merchandise.

Street means a public or private thoroughfare used, or intended to be used, for passage or travel by motor vehicles.

Street frontage means the length of any property line of a zoned lot, which property line abuts a legally accessible street right-of-way. For the purposes of determining yard requirements on corner lots, all sides of a lot adjacent to streets shall be considered frontage, and yards shall be provided as indicated under the zoning definition for yards.

Window means an opening made in the wall of a building to admit light and air, and/or to furnish a view; provided, however, that as such term is used herein, the term "window" shall not include the framework for such opening but shall only include the glass or translucent portion of such opening.

Zoned lot means a parcel of land in single ownership that is of sufficient size to meet minimum zoning requirements for area, coverage, and use, and that can provide such yards and other open spaces as required by the zoning regulations.

(Ord. No. 1196, § 1, 3-3-2022; Ord. No. 1246, § 1, 1-15-2026)

Sec. 66-5. Prohibited signs.

The following types of signs are prohibited within the city:

- (1) Signs imitating warning signals; signs displaying lights resembling the flashing lights customarily used in traffic signals or in police, fire, ambulance, or rescue vehicles; signs using words, slogans, dimensional shape or size, or colors of governmental traffic signs in such a manner as to resemble official traffic signs.
- (2) Signs with lights blinking and/or flashing in series, lines, or rows.
- (3) Flashing, blinking, fluctuating, or otherwise animated signs.
- (4) Signs attached to fences, trees, utility poles or boxes or traffic control devices; signs painted on or otherwise attached to, supported by, leaning or resting on rocks or other natural objects; signs, other than those placed by a local, state or federal government, located within the public street right-of-way or within five feet of the edge of curb or closest edge of the pavement of any public street.
- (5) Signs emitting or utilizing in any manner any sound capable of being detected on a public road by a person of normal hearing.
- (6) Signs which obstruct any fire escape, any means of egress or ventilation, or prevent free passage from one part of a roof to any other part thereof; signs attached in any manner to any fire escape.
- (7) Banners, fringe, twirling, sidewalk or curb-type signs, balloons, streamers, pennants, portable display signs, air or gas filled figures and other similar temporary signs, other than as specifically authorized in this chapter.
- (8) Roof signs.
- (9) Signs displaying any statement, word, character or illustration of an obscene nature.
- (10) Illuminated signs from or to which direct rays of light are projected onto a lot other than on the lot where the illumination occurs.
- (11) Portable signs, other than as specifically authorized by this chapter.
- (12) Beacons or similar devices.
- (13) Vending machines, trash cans, or other outdoor devices which display a commercial message if the total area of the commercial message is more than two square feet in area.
- (14) Animated signs.
- (15) Awning signs.
- (16) Internally-illuminated signs, other than as specifically authorized by this chapter.
- (17) Marquee signs.
- (18) Bench signs.

No sign otherwise prohibited by this chapter shall be installed within a building in such a manner that it is visible from the public right-of-way.

(Ord. No. 1196, § 1, 3-3-2022; Ord. No. 1246, § 1, 1-15-2026)

Sec. 66-15. Retail, commercial, office or industrial (LC, GC, LUC, OI, LI, GI, LUI).

For properties which are zoned for any retail, commercial, office or industrial use, such properties may post only such signs as are authorized by this section. Authorized signs shall comply with the following requirements:

- (1) Monument signs. Such property may contain one or more monument signs in accordance with the following:
 - a. Except for regulatory signs approved and erected by appropriate federal, state or local authorities, no signs shall be constructed, erected or maintained within a public right-of-way.
 - b. Only one monument sign per platted lot shall be allowed along the right-of-way, provided that for business premises fronting on more than one street, one monument sign shall be allowed along no more than two right-of-way frontages, which signs shall be separated a minimum of 200 feet.
 - c. All monument signs shall be located within a landscaped island with curb and gutter or within a landscaped area. No monument sign shall be permitted to encroach in a parking area to such extent that the remaining parking spaces fail to meet the minimum standards of the zoning ordinance for off-street parking.
 - d. The maximum sign area of any monument sign, inclusive of any border and trim, but excluding the base, apron, supports and other structural members shall be:
 1. On lots zoned for retail or commercial use with a single tenant, 35 square feet in sign area.
 2. On lots zoned for retail or commercial use with more than one tenant, including signs that are shared, 50 square feet in sign area.
 3. On lots zoned for office use, 35 square feet in sign area.
 4. On lots zoned for industrial use with a single tenant, 35 square feet in sign area.
 5. On lots zoned for industrial use with more than one tenant, including signs that are shared, 50 square feet in sign area.
 - e. For lots that contain the retail sale of liquid fuel for vehicles, no more than 50 percent of the monument sign area may include digital numbers for the display of current rates. Content of the sign that is displayed through the use of digital numbers shall change no more than one time over a 24-hour period. Colors of the digital numbers shall be red or green in color only.
- (2) Drive thru lanes. In addition to any other monument signs authorized by this section, if such property contains a business premises where materials are delivered or services offered at a drive thru delivery point other than on the front side of the building, then one additional monument sign per delivery point shall be allowed to be located on the property in the side or rear yard; no such sign shall exceed 32 square feet in sign area nor five feet in height. The location of the additional sign on the lot shall be included as part of the application package for permit. Additionally, no sign allowed by this paragraph shall be oriented in such a manner as to be viewable from public right-of-way, i.e. the sign must be oriented away from the traveling public and only toward the lane serving the drive thru window. Internally illuminated screens may be used on the additional sign so long as light illuminating from the board shall not be visible from any public right-of-way or adjacent residentially-used lot.
- (3) Wall signs (retail and commercial zoning districts).
 - a. For a single tenant building and/or multi-tenant building with less than 100 linear feet of building frontage, the aggregate wall sign area for each tenant shall be limited to no more than one and

one-half square feet per linear foot of building frontage. The maximum area of the wall sign for each tenant shall not exceed 100 square feet.

- b. For a single tenant building and/or a multi-tenant building with more than 100 linear feet of building frontage, the aggregate wall sign area for each tenant shall be limited to no more than two and one-half square feet per linear foot of building frontage. The maximum size of the wall sign for each tenant shall not exceed 150 square feet.
- (4) Wall signs (office zoning districts).
- a. For a single or multi-tenant office building, the aggregate wall sign area shall be limited to one-half square feet per linear foot of building frontage to a maximum of 30 square feet.
 - b. Each tenant within a multi-tenant office building that has direct access from the exterior of the building into the actual tenant space may have one wall sign not to exceed ten square feet located immediately adjacent to or above the entrance to the tenant space.
 - c. In a multi-building office complex, each building may have one building identifier sign not exceeding five square feet.
- (5) Wall signs (industrial zoning districts).
- a. For an industrial building occupied by a single tenant, the aggregate wall sign area shall not exceed one-half square feet per linear foot of building frontage, up to a maximum total of 50 square feet.
 - b. For a multi-tenant industrial building, each tenant shall be allowed one wall sign not to exceed 30 square feet. In a multi-building complex, each building may have one building identifier sign not exceeding five square feet.
 - c. For an industrial building with single-tenant or multi-tenant occupancy and more than 30,000 square feet of gross floor area, the aggregate wall sign area shall not exceed one square foot per linear foot of building frontage, up to a maximum total of 150 feet.
- (6) Wall signs may be flat against the wall or pinned away from the wall, but in no case project more than 15 inches from the wall surface. Signs attached to the building wall may be lit from behind (i.e. Halo-lit/Reverse Channel/Backlit). Not to exceed 6500 Kelvin (K) and 9112 Lumens (lm). All other forms of internal illumination for wall signs are prohibited.
- (7) For any building that is primarily used for retail and service commercial, office/institutional or industrial purposes, no part of a wall or building sign shall extend above the eave line along a parapet on the wall to which it is attached.
- (8) For any building that is primarily used for retail and service commercial purposes, no part of a wall sign shall be located more than 36 feet above the existing level of the ground. In addition, for any retail or service commercial buildings, no sign shall be installed on any wall over the level of the bottom of any second story window on that wall unless the building is a multi-tenant structure where tenants have direct access from their second floor space to the outside. This direct access must include outside walkways and stairways properly designed for public use.
- (9) Signs may not cover or interrupt architectural features of a structure.
- (10) Multi-frontage sites are calculated with one major frontage only. The building frontage shall be determined by using the address of the building.
- (11) Multi-tenant building directory. Each development shall be permitted no more than one multi-tenant building directory for every 25,000 square feet of total building square footage per platted lot in accordance with the following conditions:

-
- a. Each directory may be two-sided and shall measure no greater than four feet in width and seven feet in height from finish grade to the top of the sign.
 - b. The area of display on each directory shall measure no greater than three feet by six feet.
 - c. A minimum of 50 percent of the total number of directories shall be located within 20 feet of the face of the building(s) on the subject property.
 - d. Directories shall be located no closer than 200 feet from the nearest public street right-of-way and shall be oriented such that the directory graphics are not legible from off-site.
 - e. Directories shall not be located within 400 linear feet of each other, as measured in a straight line between each directory.
 - f. Directories shall not be located in such a manner that they obstruct established emergency access routes within a development.
 - g. Each directory shall be placed within a landscaped island of no less than ten feet in width with curb and gutter.
 - h. Lighting shall be limited to indirect lighting only and shall not exceed two footcandles or less at any point on the directory. Internal illumination is prohibited.
 - i. Directory graphics shall be incorporated into the master sign program for each development.
- (12) Directional signs. In addition to any other signs authorized herein, any such property may contain not more than two directional signs per driveway entrance. Such signs are limited to no more than 24 inches in height and no more than two square feet in sign area.
- (13) Blade signs. Where blade signs are approved as a part of the overall sign program for a particular retail or commercial development, the blade sign shall not exceed six square feet in area and shall maintain a seven-foot clearance between finish grade and the bottom of the sign. Blade signs shall not be internally illuminated.
- (14) Master sign plan. All multiple-occupancy development complexes, such as shopping centers or planned industrial parks, may submit to the city planner a master sign plan prior to the issuance of new sign permits, which plan must comply with all provisions of this chapter. The master sign plan shall be designed by the applicant for the development for the purpose of ensuring coordinated signage throughout the development.

The master sign plan shall establish standards and criteria for all signs in the complex, which require permits and shall address, at a minimum, the following:

- a. Proposed sign locations.
- b. Approved materials and colors, including background colors and an acceptable palette of colors to stand out from the background.
- c. Type of illumination, including fixture specifications and wattage.
- d. Design of free standing and wall sign structures.
- e. Size.
- f. Quantity.
- g. Uniform standards for non-business signage, including directional and informational signs.
- h. Identification of delivery or rear access door by name and suite number.

The city planner shall approve the master sign plan for a development if it complies in all respects with the standards of this chapter. Once approved, the master sign plan shall control signs erected within the development, subject to subsequent amendments to the master sign plan or future amendments to the sign code of the city.

All applications for sign permits for signage within a multiple-occupancy development complex shall comply with the master sign plan.

Any amendments to a master sign plan must be approved by the city planner and the property owner(s) within the development complex before such amendment will become effective. Approval by the city planner shall be determined on the basis of compliance with the standards of this chapter.

It shall be the responsibility of the owner or leasing agent of the property to provide the occupant with a copy of the approved master sign plan.

The signing for new businesses within existing projects shall comply with the provisions of this chapter.

- (15) Banners. Banners shall be permitted in all retail, commercial, office and industrial zoning districts of the city, and shall be permitted for a period not to exceed 14 calendar days at any one time. Only one banner shall be permitted for an individual tenant or business during a period of 120 days. The maximum size of a permitted banner shall not exceed 35 square feet. Banners shall be securely attached to a building and maintain a seven-foot clearance between walking surface and bottom edge of the banner if placed over a walk surface. Banners shall not be attached to the roof of the structure, or above the parapet line of the structure.
- (16) Window signs. Except as otherwise provided in this chapter, window signs are allowed for each tenant within commercial zoning districts only (GC, LC, and LUC). Window signs are defined as any type of sign that is located on the interior of a business premises and is either attached to or is located within 48 inches of an exterior window and is intended primarily to be viewed from the exterior of the premises. Window signs may be installed without a permit, but they must be installed in accordance with the provisions of this chapter.

Window signage applied directly to the window shall be limited to decal-type or direct adhesion graphics. No panels, boxes or other items mounted directly against the face of the window shall be allowed.

- a. Only half of the windows of the business premises may be used to display window signs; and
 - b. No more than six windows shall be used to display window signs; and
 - c. If the business premises has three windows or less, no more than two windows shall be used to display window signs.
 - d. No more than 50 percent of an area of a window shall be used to display window signs, and no window sign shall extend from one window to another. As used in this section, the term "window" shall include only the glass portion of a window, and shall not include any frames or other non-glass portion of such window. Glass doors are to be considered windows for the purposes of administering this article.
 - e. Temporary writing or graphics applied to the glass or window, such as by marker, paint or shoe polish, shall be prohibited.
- (17) Any sign permitted under section 66-17.
- (18) If a lot contains a mixture of commercial, industrial and/or residential uses, the signage requirements shall be based on the base zoning district in which the mixed-use development is located.

(Ord. No. 1196, § 1, 3-3-2022; Ord. No. 1246, § 1, 1-15-2026)

CITY OF PEACHTREE CITY

INTEROFFICE MEMORANDUM

MEMO TO: Planning Commission

FROM: Lora Hooks, Senior Planner 06/05/2026
Shayla Reed, Planning Director

DATE: June 8, 2026

SUBJECT: Elevations - Request for Waiver, Altitude, 400 Crosstown Drive

Recommendation:

Staff is of the opinion that the requested waiver meets the ordinance requirement of not being visible from the street after completion of the project.

Discussion:

Per Section 724 of the Land Development Ordinance, the Planning Commission has the authority to waive an architectural review for a building if it "will not be visible from the road once the project is completed."

On behalf of Altitude Trampoline Park, the architect has requested a waiver for the building elevation review of the outdoor covered area adjacent to the building located at the far end of the Braelinn Village Shopping Center. This area was the former Kmart garden center area. The proposal for the outdoor area is to install a new roof structure over the entire area so it can be used for outdoor recreation.

The photo below provides a street view looking into the shopping center property from Crosstown Drive.

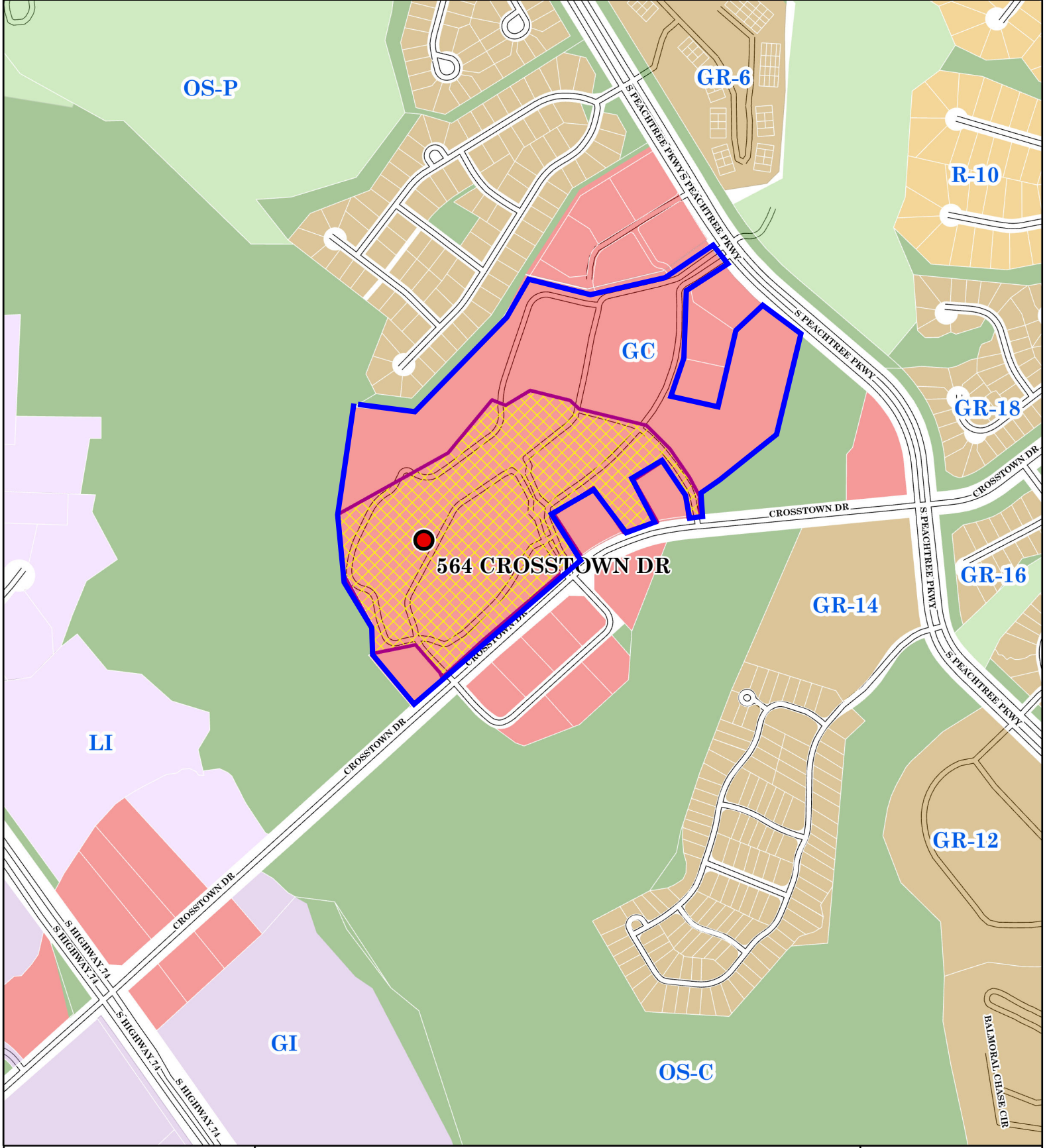


Budget Impact:

There are no budget impacts associated with this request.

Attachments:

1. Zoning Map

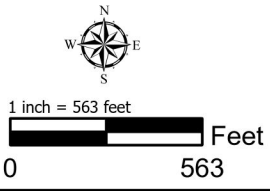


Zoning Map: 2026

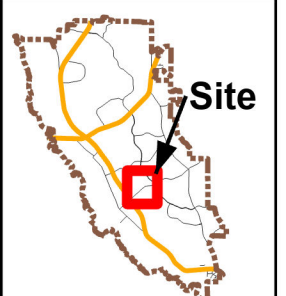


564 Crosstown Drive
ZONED: GC
Zoning Condition: SUP

For information purposes only



- 564 Crosstown Drive
- Zoning Condition
- R
- GR
- GC
- LI
- GI
- OS-C
- OS-P



CITY OF PEACHTREE CITY

INTEROFFICE MEMORANDUM

MEMO TO: Planning Commission

FROM: Lora Hooks, Senior Planner 06/05/2026
Shayla Reed, Planning Director

DATE: June 8, 2026

SUBJECT: Conceptual Site Plan, Building Expansion, 240 Parkade Ct.

Recommendation:

Staff is of the opinion the conceptual site plan for the addition to Lasertech Metal Works meets the City's ordinances and development standards. Should the Commission decide to approve the conceptual site plan, staff has no recommendations.

Discussion:

Rochester & Associates has submitted a conceptual site plan for an expansion of the industrial building located at 240 Parkade Ct. The proposal is for a 16,628 SF addition to the building with 59 parking spaces.

Zoning Requirements

The property is rezoned GI, General Industrial.

- Front setback: 50 feet
- Side setback: 20 feet
- Rear setback: 50 feet

Access and Parking Standards

The existing industrial building has access from Parkade Court. There are currently 50 parking spaces on the site. Nine new parking spaces are being proposed for a total of 59 parking spaces.

PARKING REQUIREMENTS				
	REQUIRED RATIO	AREA	REQUIRED	PROPOSED
Manufacturing Existing	1/2000 SF	80,000 SF	40	50
Manufacturing Proposed	1/2000 SF	16,628 SF	8	9

TOTAL		96,628 SF	48	59
--------------	--	------------------	-----------	-----------

Architectural Requirements

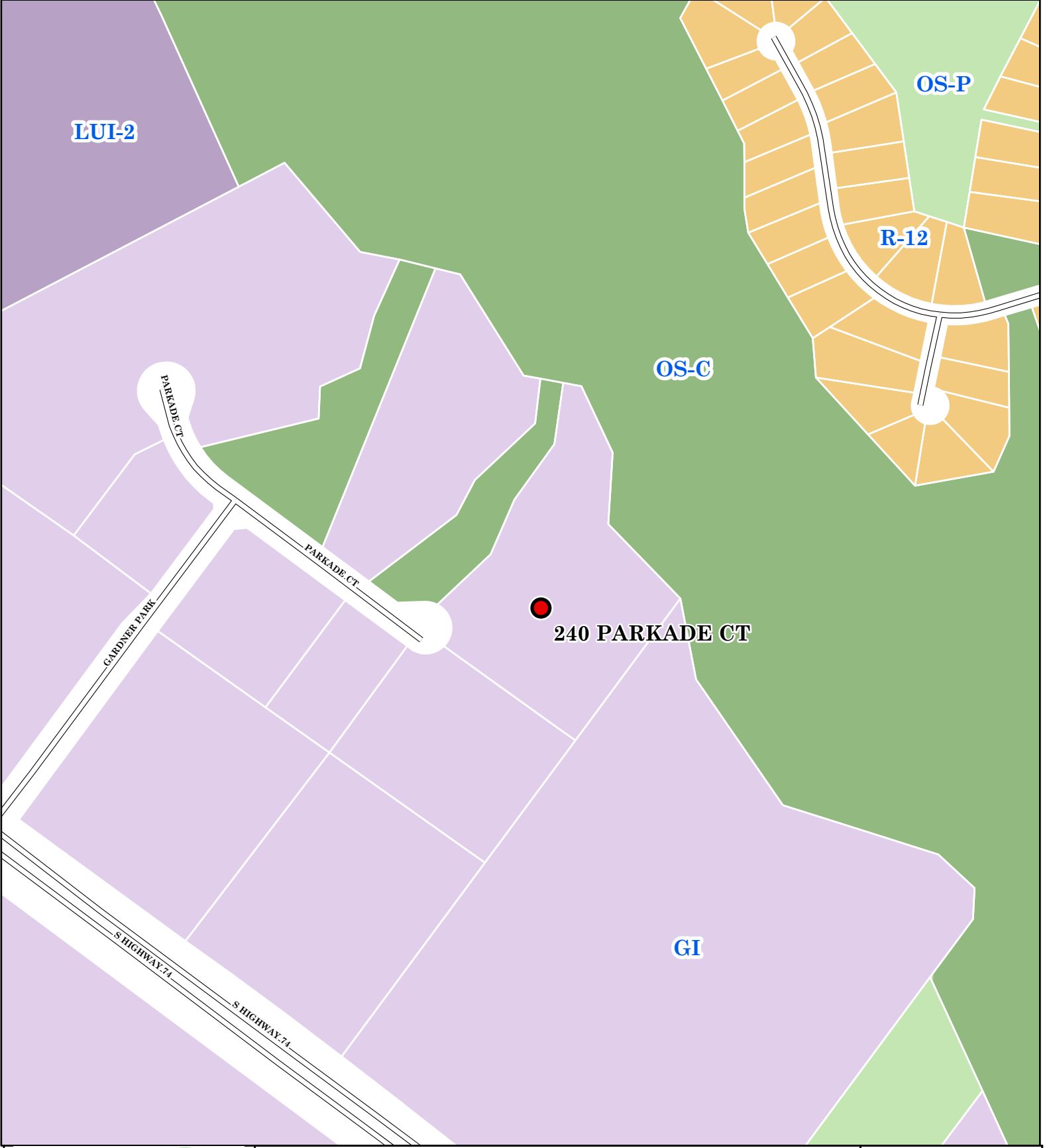
Parkade Court is not a major thoroughfare and therefore does not require an architectural review.

Budget Impact:

There are no budget impacts associated with this request.

Attachments:

1. Zoning Map
2. Conceptual Site Plan



Zoning Map: 2026



240 Parkade CT
ZONED: GI

For information purposes only

	<ul style="list-style-type: none"> ● 240 Parkade Court ■ R ■ GI ■ LUI ■ OS-C ■ OS-P
<p>1 inch = 343 feet</p>	

