



Carl Vinson Institute of Government
UNIVERSITY OF GEORGIA

GEORGIA ASSOCIATION OF ZONING ADMINISTRATORS WINTER CONFERENCE



American Planning Association
Georgia Chapter

February 9-11, 2022

University of Georgia
Center for Continuing Education & Hotel
1197 South Lumpkin St.
Athens, GA 30602



SCOPE

The GAZA Board of Directors designed the conference based on input from participants' evaluations to address key topics of major concern to those involved in zoning administration.

GAZA

Find GAZA on Facebook at the following link.

www.facebook.com/pages/Georgia-Association-of-Zoning-Administrators-GAZA/296774397161161.

Please LIKE the page and SHARE with others!

GAZA New Website: check out the new GAZA website at <http://gazoning.org/>

CERTIFICATE OF ATTENDANCE

A certificate of attendance from the University of Georgia's Carl Vinson Institute of Government will be presented to each participant during on-site registration. No certificates will be mailed.

You must complete the attendance form provided to you in the conference notebook. The form must be returned to the registration desk prior to your departure from the conference in order to receive credit for attending the conference.

Participants will be awarded Continuing Education Units (CEUs), which will be on record at the University of Georgia. One unit per 10 hours of instruction is awarded, with decimal units given for less than ten hours. For instructions on how to access your CEU transcript for classes taken through Carl Vinson Institute of Government, go to www.cviog.uga.edu/trainingrecords.

CM CREDITS FOR AICP:

Thanks to a partnership with GPA, GAZA offers CM credits for conference sessions. More information will be available at the conference.

REGISTRATION FEE

The registration fee for the conference is \$385.00. This fee includes instructional costs and meals. It does not include printed materials as the powerpoints and handouts can be downloaded from the website at no cost.

If you care to include a guest(s) in the group meals, please indicate meal selections on the registration form and submit a separate check for the cost of guest(s) meals or by selecting the full meal package add on during the checkout process online.

Registrations are due by January 28, 2022, to ensure adequate registration materials are prepared. All fees must be received prior to enrollment in the conference.

Registrations are accepted via "mail in form with enclosed payment" or "online" at the Carl Vinson Institute of Government Website at www.cviog.uga.edu/gaza, and pay by credit card.

CONFERENCE CANCELLATION AND REFUND POLICY

All cancellations are subject to a 10% administrative fee. Written cancellation requests received between January 18, 2022 and January 25, 2022, will be assessed a 25% administrative fee. Requests received after January 25, 2022 are not eligible for a refund. Registrants who fail to attend, cancel, or send a substitute are liable for the full registration fee. Substitution of participant is encouraged over cancellation. In case of a substitution, the original attendee's registration will be cancelled with a full refund to the original payment method. The new attendee must register for the conference separately. To cancel registration or send a substitute, please send notification to Chrissy Marlowe at cmarlowe@uga.edu or via mail at Carl Vinson Institute of Government, University of Georgia, 201 N. Milledge Avenue, Athens, Georgia 30602-5482.



LOCATION

The Winter 2022 Georgia Association of Zoning Administrators Conference will be held at the University of Georgia Center for Continuing Education & Hotel at 1197 South Lumpkin St., Athens, GA 30602.

The center is a total living and learning environment with a 200-room hotel, restaurants, banquet areas, conference rooms, auditoriums, a fitness center, and a computer lab—all under one roof. “The University of Georgia is a tobacco-free campus. In accordance with the policy, no smoking is allowed at the Georgia Center.” For more information visit www.georgiacenter.uga.edu.

LODGING

For your convenience, a block of rooms is being held for your event at the Georgia Center’s UGA Hotel and Conference Center until **January 25, 2022**. The conference guest room rates range from \$109.00 to \$154.00 dependent upon room type per night plus sales taxes. Lodging is limited; please call early to secure your lodging needs. When the block closes or all rooms are booked, whichever comes first, the special rate may not be honored, and room availability cannot be assured. Make your reservations by calling 706-542-2134 or 1-800-884-1381, or online at www.ugahotel.com. **When making your reservation, please reference group code 93689**. Check-in is at 4:00 p.m.; check-out is at 12:00 p.m.

Each individual must make their own reservations and are responsible for their own charges via a credit card guarantee. In the event you do not show for your reservation and have not informed the hotel with 48-hour advance notice, one night’s stay shall be charged to the credit card supplied as guarantee at the time of reservation. A major credit card will be required at the time of check-in for incidentals.

The lodging rate is \$179.00 per night plus the \$5.00 Georgia Hotel-Motel fee for a total of \$184.00 per night plus any applicable local and state taxes. In order to exempt from paying taxes, please provide the necessary tax exemption forms from your jurisdiction. Forms must be presented at the time of check-in.

Check-in is at 4:00 p.m. and check-out is at 11:00 a.m.

LODGING CANCELLATION

Cancel your reservation by **4:00 p.m. EST the day prior** to your scheduled arrival to avoid being charged one night’s room and tax.

TAX EXEMPTIONS

The State of Georgia allows tax-exemption on lodging charges with a state-issued credit card, check, or by a direct bill to a state agency (with a Georgia State Tax Exemption Certificate). Present your hotel/motel tax exemption form at check-in.

PARKING

The University of Georgia’s South Campus Parking Deck is conveniently located next to the Georgia Center; there is a second university owned parking deck available two blocks away. The University charges a nominal fee for hourly and daily parking in the decks. One parking pass per room, per night (allowing in and out privileges) is included in the room rate. Visit the Georgia Center website (www.georgiacenter.uga.edu/ugahotel) for directions and parking information.

SPECIAL NEEDS

If you require special services, facilities, or dietary considerations, please contact Chrissy Marlowe via email at cmarlowe@uga.edu with your special needs. Every attempt will be made to ensure your needs are met to participate in the conference. **Special dietary considerations must be submitted by January 28, 2022.**

DOOR PRIZES

Each conference attendee is requested to bring a door prize.

CONFERENCE INFORMATION

Chrissy Marlowe
706-202-6702, or cmarlowe@uga.edu
Carl Vinson Institute of Government
Athens, GA 30602



AGENDA

Wednesday, February 9

4:00 p.m.-6:00 p.m. **Board of Directors Meeting**

6:00 p.m.-7:00 p.m. **Conference Registration**

Thursday, February 10

7:30 a.m.-8:45 a.m. **Conference Registration and Breakfast Buffet**

8:45 a.m.-9:00 a.m. **Opening Welcome and Invocation**

9:00 a.m.-10:15am **Concurrent Sessions**

Session A: The Basics of Zoning

Chrissy Marlowe, Faculty, Carl Vinson Institute of Government

Chrissy Marlowe, a community planner who has worked with local government in planning, zoning, and historic preservation for over 25 years, will provide information and discussion on the basics of planning & zoning that every staff member, appointed board member, and elected official needs to know to be an effective local community leader. Example case studies will be given in which participants will discuss how they would approach decision-making in rezoning, conditional/special use cases, and/or variances.

Session B: Advanced Zoning

Josh Campbell, Director, Planning and Inspections Department, City of Suwanee

Josh Campbell, an experienced planner, will provide information and discussion of ways that experienced planning & zoning officials can help their communities advance and evolve, make the best and most informed decisions on challenging and controversial zoning applications, and complete projects to help communities succeed with quality growth and redevelopment. Example case studies will be given in which participants will discuss how they would approach decision-making in projects, zoning applications, and other matters.

10:15 a.m.-10:30 p.m. **Morning Refreshment Break**



10:30 a.m.-12:00 p.m. **Conflict Resolution**

Adam Nelson, Partner, Fleming & Nelson, LLP

This session will be led by Adam Nelson, a partner in Fleming & Nelson, LLP, a law firm that specializes in local government representation. While serving as general counsel for over 10 local government entities, Adam has participated in numerous formal and informal mediations, and has specifically assisted in resolving disputes arising from zoning matters. This session will include a presentation on useful strategies and techniques that may be employed to resolve inherent conflicts between developers, adjacent landowners, elected and appointed officials, and staff members. We will also focus on fostering relationships with interested stakeholders and community members in an effort to deescalate charged situations. By discussing real world examples, the intention of this session is to equip staff to be able to serve as a line of communication between political actors, developers, and taxpayer citizens impacted by those developments.

12:00 p.m.-1:00pm Lunch

1:00 p.m.-2:15 p.m. **Plan Review Process**

Richard Osborne, Bartow County Zoning Administrator
Janet Hyde, County Planner, Carroll County Board of Commissioners
Lisa Jackson, Director of Planning & Development, Putnam County

This session will provide information and discussion about what happens with a proposed development after a rezoning, conditional/special use, and/or variance is approved. Speakers will discuss the standards and perspectives of the reviewers, whether zoning, engineering, fire marshal, utilities, or otherwise. In addition, the perspectives of the applicant's representatives will be discussed. Particular emphasis will be made on site review, including but not limited to erosion control (ES&P), floodplain management, and stormwater management. Speakers will give the example of one local government's process and discussion will include how it may be similar to or different from other local communities.

2:15 p.m.-2:30 p.m. **Afternoon Refreshment Break**



2:30 p.m.-3:45 p.m. **Trends in Housing**

Geoff Koski, President, KB Advisory Group
Katherine Moore, President, Georgia Conservancy
Nick Johnson, Senior Planner, Georgia Conservancy

This session will provide information and discussion of the new State standards related to short-term rentals, as well as examples of the ways that communities are regulating them. Other discussion will include redevelopment and reuse of housing such as accessory dwelling units, expansion and renovation of housing, and other ways that residents maximizing the use of their properties.

4:00 p.m.-4:30 p.m. Business Meeting

4:45 p.m-6:00 p.m. Reception, Door Prizes and Bingo

Friday, February 11

7:30 a.m.-8:45 a.m. **Breakfast Buffet**

8:45 a.m.-9:00 a.m. **Announcements**

9:00 a.m.- 10:15 a.m. **How to Plan for Affordable Housing: Why Not in My Back Yard?**

Kyle Hood, Community Development Division Director, Georgia Department of Community Affairs
Jill Cromartie, Housing Finance Division Director, Georgia Department of Community Affairs
Dave Dixon, Senior Managing Partner, OneStreet Residential
Chuck Warbington, City Manager, City of Lawrenceville

Join this panel discussion to hear perspectives on both the social and economic value affordable housing brings to communities from a housing advocate, a builder-developer, and a city administrator. This 360-degree conversation will focus on the practical ways local governments can ensure the highest quality of much-needed affordable development while not sacrificing their unique character or asking the builders to be less profitable in their business.

10:15 a.m.-10:30 a.m. **Morning Refreshment Break**



10:30 a.m.-11:45 a.m. **Land Use Law Update**

Frank Jenkins, Partner, Jenkins, Bowen, and Walker P.C

This session will include information and discussion of recent legal cases that will affect zoning decisions in local communities. Frank Jenkins, an attorney with decades of experience in land use law litigation, will lead the session.

11:45 a.m.-12:00 p.m. **Wrap-up and Closure**