



**Planning and Appeals Board Meeting Agenda
Tuesday, June 9, 2026, 5:30 PM
Public Safety Complex, Municipal Court Room
701 Queen City Parkway, Gainesville, GA 30501**

CALL TO ORDER

MINUTES

A. Minutes of May 12, 2026

OLD BUSINESS

NEW BUSINESS

A. Special Use

- 1) Request from **James Blair** for a special use on a 1.55± acres tract located on the southwest side of Shallowford Road, across from Washington Avenue (a/k/a **224 Shallowford Road**), having a zoning of Office and Institutional (O-I).

Ward Number: Five

Tax Parcel Number(s): 01-116-005-002

Request: Boutique-style salon suite facility

MISCELLANEOUS

ADJOURNMENT



CITY OF GAINESVILLE

Planning and Appeals Board Agenda Request

Item Created: May 1, 2026
Date Submitted: June 4, 2026
Final Approval Date: June 4, 2026
Presenter: Matt Tate, Community & Economic Development Dept Deputy Director
Item of Business: Minutes of May 12, 2026
Meeting Date: June 9, 2026

Purpose of Request:

The purpose of this request is to allow the Planning and Appeals Board to approve the minutes from the referenced meeting.

Facts & Issues / History & Background:

The draft minutes were reviewed by the Office & Records Coordinator and the Community Development Deputy Director.

Department Recommendation:

Approval of the minutes as presented.

Department Director:

Rusty Ligon

If funding is involved, are funds approved within the current budget? No

Amount Requested:

Sources of Funds:

Finance Comments:

Administrative Comments:

Attachments:

1. 2026-05-12 PAB DRAFT minutes

**GAINESVILLE PLANNING AND APPEALS BOARD
MINUTES OF MEETING
MAY 12, 2026**

CALL TO ORDER Chairman Doug Carter at 5:30 p.m.

Members Present: Chairman Doug Carter, Vice Chair Ryan Thompson and Board Members Eddie Martin, Kelvin Simmons and Ellen DeFoor

Members Absent: Board Members Jane Fleming and Rick Young

Staff Present: Community & Economic Deputy Director Matt Tate, Community & Economic Planning Manager Heather Deweese and Recording Secretary Gwen Fleming

Others Present: Council Members Jon Elliott and Barbara Brooks

MINUTES OF MARCH 10, 2026

There was a motion to approve the minutes as presented.

Motion made by Board Member DeFoor
Motion seconded by Board Member Simmons
Vote – 5 favor, 2 absent (Fleming, Young)

OLD BUSINESS

There was a motion to remove the rezoning request from the table.

Motion made by Vice Chair Thompson
Motion seconded by Board Member Martin
Vote – 5 favor, 2 absent (Fleming, Young)

A. Rezoning Request

- 1) Request from **Candler Development Services** to rezone a 0.62± acre tract located on the north side of Park Street between Park Street Place and Saint Charles Place (a/k/a **1141 Park Street, NE**) from Residential-I (R-I) to Residential-II (R-II).

Ward Number: Two
Tax Parcel Number(s): 01-037-001-022
Request: Three duplex homes

Staff Presentation: Deputy Director Tate advised he received notification from the applicant requesting the item be tabled to the July 14, 2026, Planning and Appeals Board meeting.

Applicant Presentation: **David Griffin**, Candler Development, 1304 Springdale Road, advised the property is owned by Dr. Ethan Rogers. The request to table was to have more time for feedback from neighbors/city staff, revisions/new survey and a solution that works for all.

There was a motion to table the rezoning request to the July 14, 2026, Planning and Appeals Board meeting.

Motion made by Board Member Martin

Motion seconded by Vice Chair Thompson
Vote – 5 favor, 2 absent (Fleming, Young)

ADJOURNMENT

There was a motion to adjourn the meeting at 5:35 p.m.

Motion made by Board Member Martin
Motion seconded by Vice Chair Thompson
Vote – 5 favor, 2 absent (Fleming, Young)

Respectfully submitted,

Doug Carter, Chairman

Gwen Fleming, Recording Secretary



CITY OF GAINESVILLE

Planning and Appeals Board Agenda Request

Item Created: May 1, 2026
Date Submitted: May 12, 2026
Final Approval Date: May 14, 2026
Presenter: Matt Tate, Community & Economic Development Dept Deputy Director
Item of Business: Request from **James Blair** for a special use on a 1.55± acres tract located on the southwest side of Shallowford Road, across from Washington Avenue (a/k/a **224 Shallowford Road**), having a zoning of Office and Institutional (O-I).
Meeting Date: June 9, 2026

Purpose of Request:

The applicant is proposing a special use within Office and Institutional (O-I) zoning for a boutique salon suite facility. The property contains a 2,231 square-foot building. The applicant would like to convert a former dental office into 13 private, fully equipped suites for independent beauty and wellness professionals. Access is on Shallowford Road. The adjacent properties include a single-family home, Walmart, Dairy Queen and a retail center that includes the Orient Express restaurant, a hair salon and various retail uses.

Facts & Issues / History & Background:

Department Recommendation:

Planning staff recommended approval. See the Staff Recommendation report for details.

Department Director:

Rusty Ligon

If funding is involved, are funds approved within the current budget? No

Amount Requested:

Sources of Funds:

Finance Comments:

Administrative Comments:

Attachments:

1. Staff Recommendation Report
2. Location maps
3. Narrative
4. Letter of Intent
5. Plat
6. Floor plan
7. Current photos

**GAINESVILLE PLANNING and APPEALS BOARD
STAFF RECOMMENDATION**

Applicant James Blair
Property Owner Money Management Consultants, LLC
Location 224 Shallowford Road, NW
Request Special Use within O-I zoning
Total Acres 1.55± acres
Ward Five
Proposed Use Boutique-style salon suite facility
Planning Division Staff Recommendation **Approval**
Date June 9, 2026

▪ **Applicant's Proposal and Background Information**

The request is for a special use within Office and Institutional (O-I) zoning for a boutique salon suite facility. The property contains a 2,231 square-foot building that was previously a dental office. The applicant would like to convert a former dental office into 13 private, fully equipped suites for independent beauty and wellness professionals, including hairstylists, estheticians, and massage therapists. Unlike traditional salons with high employee counts and walk-in traffic, each tenant will operate by appointment only, ensuring a controlled and profession environment. The facility will be owner-managed providing 24/7 keyless entry and a video intercom system for client screening. Access is on Shallowford Road, and a total of 21 parking spaces are provided.

▪ **Adjacent Land Use and Zoning**

Location	Use	Zoning
North	Dairy Queen	General Business (G-B)-Gainesville
South	Walmart	Regional Business (R-B)-Gainesville
East	Shallowford Heights retail center (Orient Express restaurant, Lakeshore Nutrition, Lupita's Hair Salon)	General Business (G-B) -Gainesville
West	Residential Homes	Residential-1 (R-1) -Hall County

Zoning History

The following zoning actions have taken place in the immediate area during the last ten years:

2025 - A request by Jesus Carillo to annex a 0.42± acre tract with a zoning of Residential-II (R-II) located at 1450 Dorothy Drive was approved with conditions for a duplex apartment.

2025 - A request by Branch Lakeshore Associates, LP to rezone a 48.86+ acres tract located at 150 Pearl Nix Parkway from Regional Business (R-B) to Planned Unit Development (P-U-D) was approved with conditions for a mixed-use development.

2021 - A request by Two Capital Partners to rezone a 24.857± acres tract from Neighborhood Business (N-B) and General Business (G-B) to Planned Unit Development (PUD) located 600, 610 and 622 Shallowford Road, SW; 1515 Skelton Road, SW; 1448 and 1450 Hudgins Street, SW was approved for Water Resources water/sewer services.

2019 - A request by the Gainesville Housing Authority to rezone a 6.822± acres tract located at 320 Tower Heights Road from Residential-II (R-II) to Planned Unit Development (P-U-D) was approved with conditions for multi-family apartments.

2019 - A request by Russell Fuller to annex a 0.34± acre tract with a zoning of General Business (G-B) located at 457 Dawsonville Highway was approved with conditions for existing commercial retail.

2017 - A request by Gainesville Market, LLC for a special use within General Business (G-B) zoning on a 5.0± acres located at 600 Shallowford Road was approved with conditions for a commercial outdoor recreational facility.

2017 - A request by Masy Seng to annex a 0.19± acre tract with a zoning of General Business (G-B) located at 593 and 597 Shallowford Road was approved with conditions for a donut shop.

▪ **Staff Analysis**

(1) Is the proposed use suitable in view of the zoning and development of adjacent and nearby property?

The property contains a 2,231-square-foot, brick office building. Adjacent uses include Dairy Queen, Walmart, small retail center and a single-family home within unincorporated Hall County. The surrounding properties are zoned General Business (G-B), Regional Business (R-B), and Residential-1 (R-1). No changes are proposed to the outside of the building. The business would use the existing driveway which has access on Shallowford Road.

(2) Will the proposed use adversely affect the existing use or usability of adjacent or nearby property?

The subject property is in a commercial area. The existing building does not require any exterior work, and all renovations will be on the inside of the building. The proposed change in use would not appear to negatively affect the nearby uses.

(3) Is the proposed use compatible with the purpose and intent of the Comprehensive Plan?

The Future Development Map for the City of Gainesville places the property within the *Commercial* land use category which includes retail, office, or other commercial service activities such as grocery stores, banks, restaurants, theaters, hotels, and automotive-related businesses. Commercial uses may be located as a single use in one building or grouped together in a shopping center.

According to the Character Area map for the City of Gainesville, the subject property is located within the *Westside* Character Area. Overall, the character area is mostly built out, but there are areas that are not being used at their greatest or highest use, making redevelopment desirable. The overall vision for the area is to leverage the existing cultural resources that serve as assets

for the area, such as Alta Vista Cemetery, while making targeted improvements to areas that need it, such as the areas on Browns Bridge Road, Lakeshore Mall, and the Atlanta Highway corridor.

(4) Are there substantial reasons why the property cannot or should not be used as currently zoned?

According to the Gainesville Unified Land Development Code, the Office and Institutional (O-I) zoning district is intended for a variety of office and public and institutional uses, while also allowing residential uses on a limited basis. The district is primarily intended to be located along arterial streets but may also be in areas dominated by institutions that involve a range of uses, such as a college or university. All personal service uses within O-I require an approved special use which appears to be suitable given the adjacent and nearby mixture of uses.

(5) Will the proposed use cause an excessive or burdensome use of public facilities or services, including but not limited to streets, schools, water or sewer utilities, and police or fire protection?

Existing infrastructure such as water, sewer and access are in place to serve the proposed use and have sufficient capacity to serve the development. Gainesville Fire Station #1 off Queen City Parkway is located approximately 1.95± miles away. The applicant does not anticipate there will be traffic impacts given that the use does not require full time staff to operate and tenants will operate by appointment only. The proposed use is nonresidential and will have no impact on the school system.

(6) Is the proposed use supported by new or changing conditions not anticipated by the Comprehensive Plan or reflected in the existing zoning on the property or surrounding properties?

As previously stated, the surrounding area is primarily commercial. Future commercial uses and redevelopment were both anticipated by the Comprehensive Plan. This proposal appears to be supported by the goals of the City of Gainesville's Comprehensive Plan.

(7) Does the proposed use reflect a reasonable balance between the promotion of the public health, safety, morality, or general welfare and the right to unrestricted use of property?

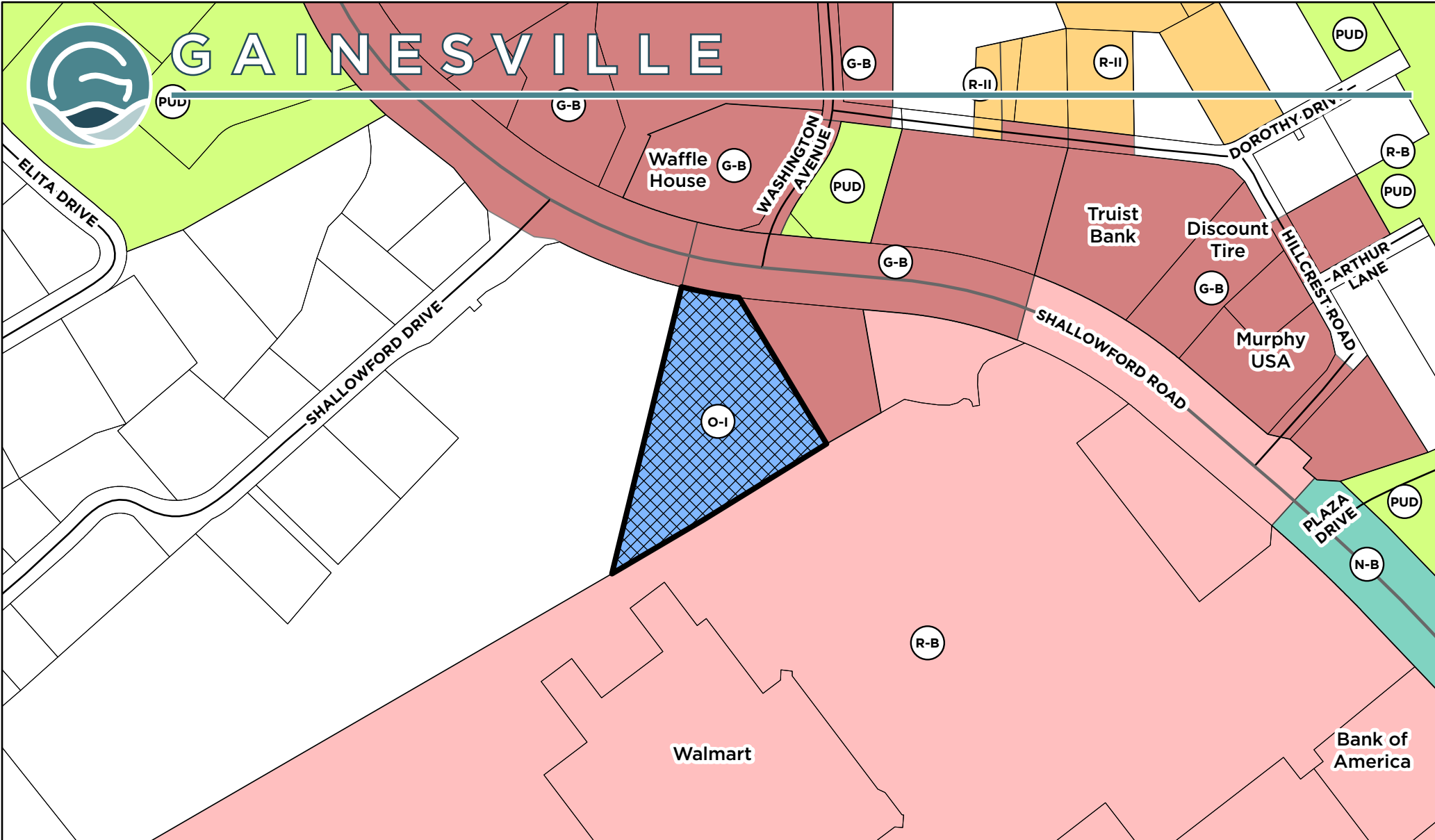
The proposed use is comparable to the surrounding businesses and would appear not to produce any negative impacts to the surrounding area.

▪ **Staff Recommendation**

The Planning Division staff is recommending **approval** of the proposed special use request within **Office and Institutional (O-I) zoning**, based on the Comprehensive Plan and the adjacent mixture of uses.



GAINESVILLE



Applicant: **JAMES BLAIR**

Request: Special use request on +/- 1.55 AC within Office-Institutional (O-I) zoning to allow a boutique-style salon suite facility.

SPECIAL USE REQUEST

Subject Property Address:
224 Shallowford Road

Tax Parcel:
01-116-005-002

 **Subject Property**

Meeting Date: 06/09/2026
Map Prepared: 05/07/2026

0 100 200 400 600 Feet **Scale: 1" = 200'**





GAINESVILLE



Applicant: **JAMES BLAIR**

Request: Special use request on +/- 1.55 AC within Office-Institutional (O-I) zoning to allow a boutique-style salon suite facility.

SPECIAL USE REQUEST

Subject Property Address:
224 Shallowford Road

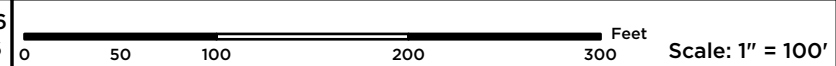
Tax Parcel:
01-116-005-002

 **Subject Property**

Aerial from 2025



Meeting Date: 06/09/2026
Map Prepared: 05/07/2026



Narrative Report for Special Use Permit

Project Name: PALETTE Salon Suites Flagship

Applicant: James Blair, PALETTE Salon Suites Franchising LLC

Subject Property: 224 Shallowford Rd, Gainesville, GA 30504 (Tax Parcel ID: 01116 005002)

Current Zoning: Commercial (Former Medical/Dental Office)

Proposed Use: Special Use for Professional Personal Services (Salon Suites)

1. Project Overview and Intent

The applicant, PALETTE Salon Suites, requests a Special Use Permit to operate a boutique salon suite facility within the existing 2,231-square-foot building at 224 Shallowford Road. The project involves converting a former dental office into 13 private, fully equipped suites for independent beauty and wellness professionals (hairstylists, estheticians, and massage therapists).

2. Appropriateness of the Location

The subject property is ideally suited for this use due to its history as a medical/dental facility:

- **Adaptive Reuse:** The existing pre-divided layout significantly reduces the need for major structural changes, preserving the exterior character of the building.
- **Infrastructure:** Existing plumbing and electrical systems previously used for dental chairs will be repurposed for salon sinks and equipment, minimizing utility stress.
- **Low Impact:** The "salon suite" model is a low-intensity business. Unlike traditional salons with high employee counts and walk-in traffic, PALETTE tenants operate by appointment only, ensuring a controlled and professional environment.

3. Impact on Traffic and Parking

- **Parking Sufficiency:** The property features **25 dedicated parking spaces**. Per the proposed 13-suite layout, this provides nearly **2 spots per suite**, well above the standard requirement for professional services.
- **Traffic Flow:** Because services are appointment-based, client arrivals are staggered throughout the day. This prevents traffic congestion on Shallowford Road and maintains a "low-impact" footprint compared to more intensive retail or medical uses.

4. Safety, Security, and Quality Control

PALETTE positions itself as a "Security First" facility. The proposed operation includes:

- **Smart Access Control:** 24/7 keyless entry for tenants and a video intercom system for client screening.
- **Compliance:** All tenants must maintain active Georgia State Board licenses and individual professional liability insurance.
- **Professional Management:** The facility will be owner-managed with regular maintenance and janitorial schedules (2–3 times per week) to ensure a premium experience for both tenants and the public.

5. Consistency with the Comprehensive Plan

This request aligns with Gainesville's goals of fostering small business growth and encouraging the adaptive reuse of existing commercial stock. By providing a "turnkey" workspace for 13 independent entrepreneurs, PALETTE supports local economic development while maintaining the aesthetic and operational harmony of the Shallowford Road corridor.

LETTER OF INTENT

Date: April 22, 2026

To: City of Gainesville Planning Division

Re: Special Use Permit Application for 224 Shallowford Rd

Applicant: James Blair, PALETTE Salon Suites Franchising LLC

To the Planning Division and City Council Members,

This letter and the accompanying application are submitted to request a **Special Use Permit** for the property located at **224 Shallowford Rd (Tax Parcel ID: 01116 005002)**.

PALETTE Salon Suites intends to perform an **adaptive reuse** of the existing 2,231-square-foot commercial building—formerly a dental practice—to establish a boutique salon suite facility. Our model provides 13 private, secure workspaces for independent beauty and wellness professionals, including hairstylists, estheticians, and massage therapists.

Key highlights of this proposal include:

- **Low Community Impact:** All professional services are performed by appointment only, ensuring a quiet, professional atmosphere and preventing high-volume traffic surges.
- **Optimal Infrastructure Use:** The project utilizes the building's existing plumbing and electrical systems and offers 25 dedicated parking spaces (nearly 2 per suite), ensuring zero impact on public street parking.
- **Security & Excellence:** Our "Security First" model features 24/7 smart keyless entry and video intercom systems, providing a safe environment for tenants and their clients.
- **Economic Support:** This facility will empower up to 13 local entrepreneurs to grow their independent businesses within the City of Gainesville.

We believe this proposal represents a responsible and beneficial use of the property that aligns with the City's vision for professional development and revitalizing existing commercial structures.

Included in this submission are:

1. Completed Zoning Action Application
2. Legal Description (Word DOC format)

3. Detailed Narrative Report
4. Proposed Floor Plan (13-suite layout)
5. Recorded Survey Plat (dated 05/23/1990)

We look forward to working with the Planning Division throughout this process. Please contact me directly at **678-725-9724** should you require additional information.

Respectfully,

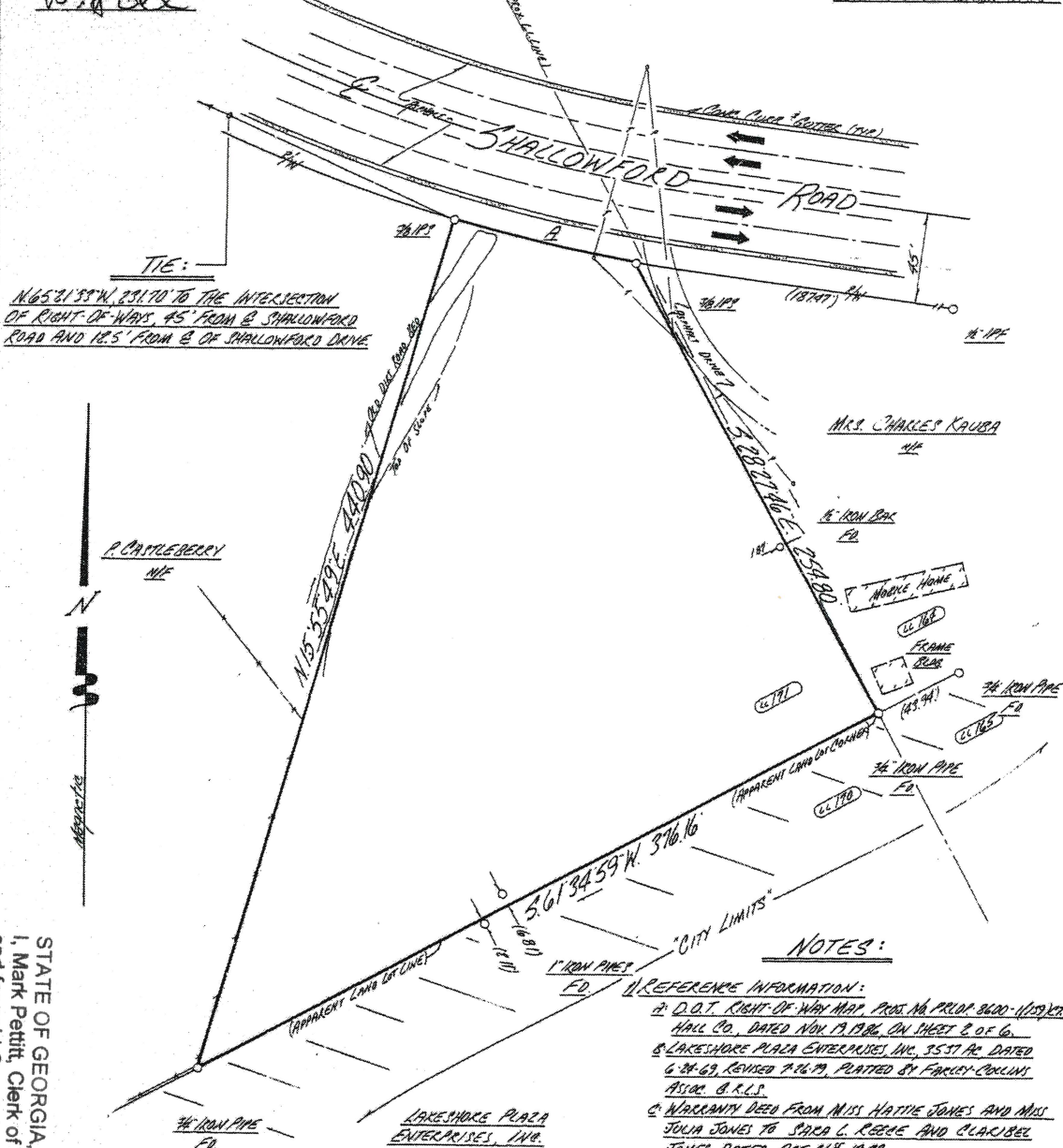
James Blair

Owner & Managing Member, PALETTE Salon Suites Franchising LLC

I HAVE CONSULTED THE FIRM FLOOD INSURANCE RATE MAP COMMUNITY-PANEL NO. 130466 0070 B DATED NOVEMBER 2, 1983 AND IN MY OPINION THIS PROPERTY DOES NOT LIE IN A SPECIAL FLOOD HAZARD AREA.

A 576.3950'E 90.84'
ARC: 90.89'
RAD: 808.94'

FIELD SURVEY ERROR OF CLOSURE: 1/10000
ANGULAR ERROR PER ANGLE POINT: 10.00"
ADJUSTED BY: ADJUSTED
PLAT ERROR OF CLOSURE: 1/10000
INSTRUMENT USED: TYPICAL



TIE:
N 65° 21' 35" W, 231.70' TO THE INTERSECTION OF RIGHT-OF-WAYS, 45' FROM @ SHALLOWFORD ROAD AND 18.5' FROM @ OF SHALLOWFORD DRIVE

MRS. CHARLES KAUBA

P. CASTLEBERRY

WORKS HOME

NOTES:

- 1. REFERENCE INFORMATION:
A. D.O.T. RIGHT-OF-WAY MAP, PROJ. NO. PROJ. 8400-1159, HALL CO., DATED NOV. 19, 1986, ON SHEET 2 OF 6.
B. LAKE SHORE PLAZA ENTERPRISES, INC., 3537 RD. DATED 6-28-69, REVISED 7-16-79, PLATTED BY FARLEY-COLLINS ASSOC. S.R.C.S.
C. WARRANTY DEED FROM MISS HATTIE JONES AND MISS JULIA JONES TO SARA L. REEVE AND CLARABEL JONES, DATED OCT. 21st 1978.

STATE OF GEORGIA, COUNTY OF HALL I, Mark Pettit, Clerk of Superior Court in and for said County, do hereby certify that the within is a true and correct copy of the original as it appears on file in this office. Witness my official seal and signature of Superior Court this 20 day of April, 1990.

RECORDING PERMIT

By Vera Case 5/22/90 HALL COUNTY PLANNING COMMISSION



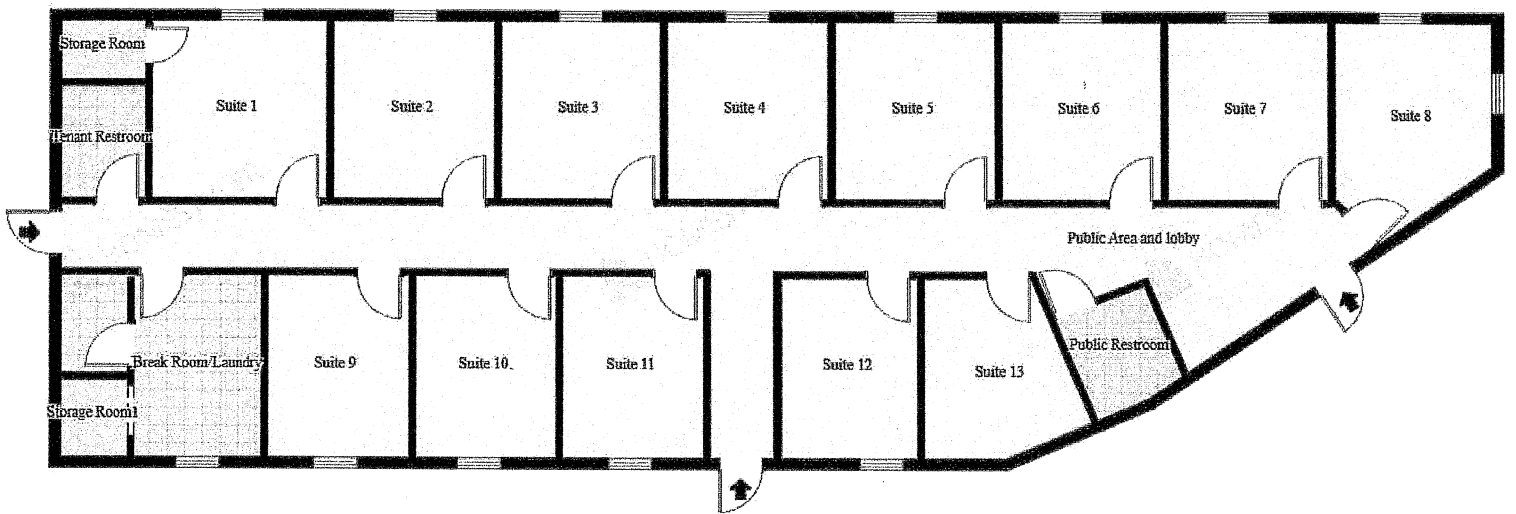
1.558 ACRES

- AK = ALSO KNOWN AS
C = CENTERLINE
DM = CONCRETE MONUMENT
CT = CRIMP TOP IRON PIPE
DE = DEPRESSION EASEMENT
IFF = IRON PIN FOUND
IPF = IRON PIN SET
LL = LAND LOT LINE
NP = NAIL OR PINNACLES
P = PROPERTY LINE
R/W = RIGHT-OF-WAY
SS = SANITARY SEWER
S/L = SETBACK LINE
X = FENCE
G = GAS
P = POWER
T = TELEPHONE
W = WATER

Table with recording details: FARLEY-COLLINS ASSOCIATES, SCALE 1"=50', DATE 3-19-1990, PROPERTY OF WILLIE C. JONES, GAINESVILLE (G.M.H.) DISTRICT, HALL COUNTY, GA.

Recorded May 23, 1990

Dwight S. Wood, Clerk







Handicap Accessible
WALKING STAIRS
WHEELCHAIR ACCESSIBLE

Legacy
FAMILY DENTISTRY

