

**CITY OF BERKELEY LAKE
4040 SOUTH BERKELEY LAKE ROAD
BERKELEY LAKE, GA 30096
PLANNING & ZONING COMMISSION MEETING
FINAL MINUTES
NOVEMBER 13, 2012
7:00 PM**

Those in attendance at the meeting were as follows:

Commission Members: Rodney Hammond, Chair
 Jeff Cooper
 Dan Huntington
 George Kaffezakis
 Amy Waldheim

Deputy City Administrators: Pat Chapman

Citizens Present: 3

I. CALL TO ORDER:

Hammond called the meeting to order at 7:02 PM. at 4040 South Berkeley Lake Road. It was noted that a quorum was present with all commission members present.

II. MINUTES

- a) Minutes of September 11, 2012

Cooper moved to approve the minutes as submitted. Kaffezakis seconded the motion. All voted in favor. The motion passed.

III. APPROVAL OF OR CHANGES TO THE AGENDA

Hammond proposed discussion of the December meeting schedule be added under New Business.

Cooper moved to add the item to the agenda. Kaffezakis seconded. All voted in favor and the motion passed.

IV. OLD BUSINESS

V. NEW BUSINESS

- a) SU2012-04, 4540 South Berkeley Lake Road, Request for approval of auto body repair as a special use.

Hammond asked if there was anyone wishing to speak regarding this application.

Vitaliy Arutynov, owner of the body repair business and the prospective tenant, described the business operation and procedures for handling chemicals used. He also agreed to the condition prohibiting outside storage of damaged vehicles or parts.

Kaffeidakis moved recommend approval of SU2012-04 with the condition that outdoor storage of damaged or dismantled vehicles or parts is prohibited. Cooper seconded. All voted in favor and the motion passed.

- b) Discussion of meeting schedule for December.

Following a discussion of schedule conflicts, it was the consensus of the commission that the December meeting would be moved to December 4 if everyone's schedule permitted.

VI. CITIZEN COMMENTS

There were no comments from citizens.

VII. ADJOURNMENT

Kaffeidakis moved to adjourn the meeting. Waldheim seconded the motion. All were in favor, and the motion passed.

Hammond adjourned the meeting at 7:20 P.M.

Respectfully submitted,

Pat Chapman
Deputy City Administrator