

**CITY OF BERKELEY LAKE
4040 SOUTH BERKELEY LAKE ROAD
BERKELEY LAKE, GEORGIA 30096
PLANNING & ZONING COMMISSION MEETING
FINAL MINUTES
JANUARY 12, 2016
7:00 PM**

Those in attendance at the meeting were as follows:

Commission Members: Dan Huntington
 Neil Schaap
 Jeff Cooper
 Amy Waldheim
 George Kaffezakis

Deputy City Administrator: Pat Chapman

Citizens Present: 2

I. CALL TO ORDER:

Huntington called the meeting to order at 7:01 PM. at 4040 South Berkeley Lake Road. All members of the P&Z Commission were present. Deputy City Administrator Pat Chapman was also present.

II. CHANGES TO OR APPROVAL OF THE AGENDA

Huntington asked if there were any changes to the printed agenda. As there were none, he proceeded to the next item of business.

III. MINUTES

- a) Minutes of October 13, 2015

Cooper moved to approve the minutes. Kaffezakis seconded. All voted in favor and the minutes were approved.

IV. OLD BUSINESS

There was no Old Business

V. NEW BUSINESS

- a.) **PZV 15-06**, 61 Lakeshore Drive. Applicant Douglas S. Coons for Owner Smith Douglas Communities, Inc. requests relief from Section 78-197 (6) of the Zoning Ordinance to reduce the required rear yard setback for a proposed residence from 40 feet to 35 feet.

Huntington announced the item. Applicant Doug Coons was present to explain his request. He explained the area at the rear of the lot that is the result of survey errors over the years and appears as a gap between the adjoining properties. It is a discrepancy in the recorded surveys. The variance request is for 4 feet at

the back right corner of the house. It does not impact any of the neighbors because of the additional distance provided by the gap.

Kaffeidakis inquired if Environmental Health had been contacted. Coons explained that he could not apply for a septic permit until the location of the house had been determined.

Kaffeidakis moved to approve the request to reduce the rear setback to 35 feet for the proposed residence subject to the plan as requested. Cooper seconded. All voted in favor. Therefore, the motion was approved.

b.) Election of Chair and Vice-chair for 2016

Huntington announced that Waldheim would be leaving the Commission. Thanks for her service were offered by members of the commission and Chapman on behalf of the Mayor and Council.

Kaffeidakis nominated Huntington for Chair. Cooper seconded. All voted in favor.

Kaffeidakis nominated Schaap for Vice-chair. Cooper seconded. All voted in favor.

Huntington and Schaap will serve as Chair and Vice-chair, respectively, for 2016.

Chapman announced that a new member, a resident of the River District, will be appointed at the upcoming city council meeting.

VI. CITIZEN COMMENTS None

VII. DISCUSSION:

There occurred discussion and clarification of the voting rules for situations where less than the full commission present.

Kaffeidakis initiated discussion of long-term planning issues and focusing on specific initiatives. Huntington offered an example of a specific ordinance concerning boathouses that he would like to see modified. Kaffeidakis brought up the global initiatives on aging-in-place. Cooper suggested that significant efforts not be expended before determining support from the city council. Schaap suggested drafting a list of possible topics and get council feedback before proceeding with any specific issue. Kaffeidakis suggested the P&Z tackle the issue of boathouses to gauge the mind of the council before proceeding further. Cooper raised the possibility of needed improvements in the commercial areas that the city now has. Huntington inquired about the city authority with respect to the industrial and commercial areas. Chapman explained there were fewer than 20 vacant acres in the city, that the annexed areas enjoy whatever development rights they enjoyed under Gwinnett County and that the area didn't seem ripe for redevelopment for the next decade or so. Therefore, investing time and effort in re-writing ordinances covering the area was probably not the best choice for the P&Z at this time.

VIII. ADJOURNMENT

There being no further business, Cooper moved to adjourn the meeting. Kaffeidakis seconded and Huntington adjourned the meeting at 7:42 PM.

Respectfully submitted,

Pat Chapman
Deputy City Administrator