

**CITY OF BERKELEY LAKE**  
**4040 SOUTH BERKELEY LAKE ROAD**  
**BERKELEY LAKE, GEORGIA 30096**  
**PLANNING & ZONING COMMISSION MEETING**  
**FINAL MINUTES**  
**June 13, 2017**  
**7:15 PM**

Those in attendance at the meeting were as follows:

Commission Members:                     Dan Huntington, Chair  
  Neil Schaap, Vice Chair  
  Don Allen  
  George Kaffezakis

Deputy City Administrator:             Pat Chapman

Citizens Present:                         3

**I. CALL TO ORDER:**

Huntington called the meeting to order at 7:15 PM. at 4040 South Berkeley Lake Road. All members were present except for Jeff Cooper. Deputy City Administrator Pat Chapman was also present.

**II. CHANGES TO THE AGENDA**

Huntington asked if there were any changes to the printed agenda.

**Allen moved to approve the agenda. Schaap seconded. All voted in favor.**

**III. MINUTES**

- a) Minutes of March 14, 2017

**Kaffezakis moved to approve the minutes. Allen seconded. All voted in favor and the minutes of March 14, 2017 were approved.**

**IV. ELECTION OF OFFICERS**

**Kaffezakis nominated the current Chair and Vice Chair (Huntington and Schaap, respectively) to continue to serve in their current capacities. Allen seconded and all voted in favor.**

**IV. OLD BUSINESS**

There was no Old Business

**V. NEW BUSINESS**

- 1. PZV 17-03, 380 Lakeshore Drive, Applicant Pete Witalis Homes, for Owners Gary and Diana Volino, requests relief from Section 78-197 (5) to reduce the minimum front setback from 65 feet

from edge of pavement to 53 feet to allow addition of a porte-cochere to a single-family residence under construction.

Pete Witalis, builder, introduced himself and property owner Diana Volino. Witalis explained the challenges encountered to build a new home on the property to replace the previous structure. The lot is wide and narrow. The Health Department now requires both a primary and reserve drain fields. Due to the soils and limited area on the property, the only system that can get approved is a high-efficiency Elgin system. The owners desire to have a covered portico on the front of the house to accommodate elderly and disabled parent's entry to the main floor of the proposed residence. The elevation of the main floor is 12 feet below street grade so that only the upper portion of the roof of the portico would be above street level.

Kaffeidakis expressed concern that a hardship has not been clearly demonstrated. Witalis explained that a considerable amount of time had been spent on designing a house for this site. The Health Department only requires a 50-foot setback from the lake whereas the City requires 75-feet, thereby significantly affecting buildable area and placement.

Allen expressed his opinion that the request appeared to meet the criteria. Schaap asked about possible mitigation measures such reduction in impervious surface. Kaffeidakis suggested revising the plan to fit within the Administrative Variance limitations, waiting for the full commission to be present or including measures to improve water quality.

**Schaap moved to approve the request with the condition that 8 flow-well units be constructed for stormwater management. Kaffeidakis seconded. All voted in favor.**

2. O-203-17: an ordinance to amend the official Zoning Map of the City of Berkeley Lake to rezone Parcel R6269-158, 4790 Peachtree Industrial Blvd., from GC-A (Gwinnett County-Annexed) to C-1 (Neighborhood Business).

Chapman explained this council-initiated amendment to the Zoning Map to allow more flexibility to better accommodate the variety of businesses that are beginning to locate in the multi-tenant retail development. She also explained the function of the GC-A district.

**Kaffeidakis moved to recommend approval to the city council with the recommended condition. Schapp seconded. All voted in favor.**

**VI. CITIZEN COMMENTS:** None

**VII. DISCUSSION:**

**VIII. ADJOURNMENT**

There being no further business, Kaffeidakis moved to adjourn the meeting. Schaap seconded and Huntington adjourned the meeting at 8:27 PM.

Respectfully submitted,

---

Pat Chapman  
Deputy City Administrator