

**CITY OF BERKELEY LAKE
4040 SOUTH BERKELEY LAKE ROAD
BERKELEY LAKE, GEORGIA 30096
PLANNING & ZONING COMMISSION MEETING
FINAL MINUTES
July 14, 2012
7:15 PM**

Those in attendance at the meeting were as follows:

Commission Members: Dan Huntington
Pekka Ignatius
George Kaffezakis
Rand Kirkus

Deputy City Administrator: Leigh Threadgill

Citizens Present: 2

I. CALL TO ORDER:

Chairman Huntington called the meeting to order at 7:18 PM at 4040 South Berkeley Lake Road. A quorum was present. Deputy City Administrator Leigh Threadgill and two members of the public were also present.

Huntington: *Our meeting is being held tonight by public conference call due to COVID-19 virus social distancing requirements. The Planning & Zoning Commission members are participating in the call with video capabilities in most cases, if anyone wonders how I am interpreting their voting tonight. When we vote, I may need to get a verbal for those not on video. In order to ensure that members of the public have access to this meeting, an advertisement was placed in the newspaper of record for Gwinnett County; a notice was placed at the front door of city hall; and a link was placed on the city website regarding the meeting. All of which included instructions for dialing into the meeting via telephone. For any members of the public in attendance, please dial star-six to mute your line to prevent ambient noise if you are not speaking as part of the meeting. To un-mute your line to speak, press star-six again.*

II. APPROVAL OF OR CHANGES TO THE AGENDA

Huntington asked if there were any changes to the printed agenda. There were none.

III. MINUTES

- a) Minutes of November 12, 2019

Kirkus moved to approve the minutes of the November 12 meeting, Kaffezakis seconded and all voted to approve the minutes.

IV. ELECTION OF OFFICERS

Kaffezakis moved to elect Dan Huntington as chairman, Ignatius seconded and all voted in favor.

Kaffezakis moved to elect Pekka Ignatius as vice-chairman, Kirkus seconded and all voted in favor.

V. OLD BUSINESS

There was none.

VI. NEW BUSINESS

1. PZV 20-01, 4070 South Berkeley Lake Road, Applicant/Owner Donald Rorabaugh, requests relief from Section 78-197(5) of the Zoning Ordinance to reduce the side building setback from 12.5 feet to 5 feet to expand a non-conforming structure.

Don Rorabaugh was present to provide a summary of the application and answer questions from the commission.

Following discussion, Ignatius moved to approve the variance as requested with the condition that the screened porch not exceed the height of the existing roofline of the house. Kirkus seconded and all voted in favor.

VII. CITIZEN COMMENTS:

None

VIII. DISCUSSION:

IX. ADJOURNMENT

There being no further business, Kaffezakis move to adjourn. Ignatius seconded. All voted in favor and Huntington adjourned the meeting at 7:45 PM.

Respectfully submitted,



Leigh Threadgill
Deputy City Administrator