

**CITY OF BERKELEY LAKE  
4040 SOUTH BERKELEY LAKE ROAD  
BERKELEY LAKE, GEORGIA 30096  
PLANNING & ZONING COMMISSION  
FULL MINUTES  
SEPTEMBER 10, 2024  
7:15 PM**

Those in attendance at the meeting were as follows:

Commission Members:

- Barbara Geier
- Dan Huntington
- George Kaffezakis
- Rand Kirkus

City Officials: Leigh Threadgill - City Administrator

Citizens Present: 1

**I. CALL TO ORDER**

Huntington called the meeting to order at 7:15 PM. A quorum of the commission along with City Administrator, Leigh Threadgill, were present at the meeting.

**II. APPROVAL OF OR CHANGES TO THE AGENDA**

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

**Kaffezakis moved to approve the agenda as submitted. Geier seconded and all voted to approve the agenda.**

**III. MINUTES**

1. Minutes of August 13, 2024

**Kirkus moved to approve the minutes of the August 13<sup>th</sup> meeting. Kaffezakis seconded and all voted to approve the minutes.**

**IV. OLD BUSINESS**

There was no old business to discuss.

**V. NEW BUSINESS**

a) PZV 24-07, 266 Lakeshore Drive – Variance to Sec. 78-197(6), elimination of 40-foot rear yard setback to build a ramp/walkway from the house to the boathouse rooftop deck

Huntington recognized the application and invited him to provide any additional information he wanted to be considered in the evaluation of this variance request.

Jeff Glynn, 266 Lakeshore Drive, indicated he was expecting elderly parents to be moving in with them over the next couple of years. They enjoy the lake and would have an accessibility issue without the proposed ramp. There are existing grandfathered stairs that are proposed for removal and replacement with the proposed ramp. He asked for the ramp/walkway to be considered like stairs to access the top of the dock.

Kaffeidakis asked if the prior variances that were approved created a situation where this variance was needed. Glynn responded that that is true because one of the prior variances made the dock possible.

Kaffeidakis asked how the elderly parents would access the house given that there are steps to get up into the house. Glynn indicated he would need to build ramps for entry into the house.

Geier asked how high the rails are on the ramp. Glynn responded they are 36 inches high, which is required by the building code.

There was discussion about ADA requirements and the slope of the ramp. Kaffeidakis noted that ADA doesn't apply because this is residential, but the ADA standard for slope of a ramp/walkway is 1:12.

Huntington noted that he visited the site by boat and understands why the ramp is desirable. He noted it is a big ask because no request like this has ever been granted before in his time on the commission. There might be other homes that would want to do something similar.

There was discussion about the supporting structure under the ramp.

Kaffeidakis discussed the usability of the property without granting this variance and the variance history on the lot that created the situation resulting in the need for this variance request. It is difficult to justify this given the variance criteria and the possibility of setting a precedence for this type of request.

Huntington explained that the need for this variance request is due to the design of the boathouse that the applicant recently built. If the dock had been constructed differently, this variance wouldn't be necessary. One of the standards for variances is that the need not be caused by the actions of the property owner, and in this case, it was the action of the property owner that created the need for the variance.

There was further discussion.

Kaffezakis moved to deny the request as submitted. Kirkus seconded the motion. All were in favor and the motion passed.

**VI. CITIZEN COMMENTS**

There were no comments.

**VII. DISCUSSION**

There was no discussion.

**VIII. ADJOURNMENT**

There being no further business, Kaffezakis moved to adjourn. Kirkus seconded the motion. All were in favor. Huntington adjourned the meeting at 7:41 PM.

Respectfully submitted,



---

Leigh Threadgill  
City Administrator

