

**CITY OF BERKELEY LAKE  
4040 SOUTH BERKELEY LAKE ROAD  
BERKELEY LAKE, GEORGIA 30096  
PLANNING & ZONING COMMISSION MEETING  
FINAL MINUTES  
NOVEMBER 12, 2014  
7:00 PM**

Those in attendance at the meeting were as follows:

Commission Members:                   George Kaffezakis  
  Dan Huntington  
  Neil Schaap  
  Amy Waldheim

City Administrator:                   Tom Rozier

Citizens Present:                      8

**I. CALL TO ORDER:**

Kaffezakis called the meeting to order at 7:00 PM. at 4040 South Berkeley Lake Road. All members of the P&Z Commission were present except Jeff Cooper. City Administrator Tom Rozier was present as well.

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

Kaffezakis 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 September 9, 2014

**Schapp moved to approve the minutes. Waldheim seconded. All voted in favor and the minutes were approved.**

**IV. OLD BUSINESS**

There was no old business.

**V. NEW BUSINESS**

- a.) PZV 14-05: 830 Valley View Lane, Applicant/Owner Kathryn Sanders for Condestra Development requests relief from Section 78-197(11) of the Zoning Ordinance to increase the allowed building coverage in the R-100 district 15% to 18.08% for the construction of a single-family residence with a 528 square foot deck

Kathy Sanders for Condestra Development, owner of 830 Valley View Lane, presented a variance request on behalf of a potential buyer of the property to be able to build a home with a footprint of 2,568 square feet, exceeding the minimum lot coverage of 15% by an additional 3.08% in order to include a deck on the main level of the home.

Lee Williams of 828 Valley View Lane and Marion Simons of 834 Valley View Lane, both adjacent neighbors to the subject property, spoke in opposition to granting the requested variance.

**Following discussion, Huntington moved to table consideration of the variance request to the next regularly-scheduled meeting of the Planning & Zoning Commission in order to allow time for the requestor to provide additional information. Schapp seconded. All voted in favor and the motion passed.**

## **VI. CITIZEN COMMENTS**

Lee Williams of 828 Valley View Lane requested that the Planning & Zoning Commission undertake the task of clarification of the definition of the rear lot line discussed earlier in the meeting. He further specifically requested to be directed to the ordinance that defines the rear lot line.

Rozier recommended to Williams for him to meet with the deputy city administrator to discuss those requests.

Marion Simons of 834 Valley View Lane summarized earlier comments and reiterated her desire to ensure that any home built be constructed in conformance with the zoning ordinance without a variance.

## **VII. DISCUSSION**

There was no topic on the agenda for discussion

## **VIII. ADJOURNMENT**

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

Kaffezakis adjourned the meeting at 7:57 P.M.

Respectfully submitted,

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Tom Rozier  
City Administrator