

CITY OF BERKELEY LAKE
4040 SOUTH BERKELEY LAKE ROAD, BERKELEY LAKE, 30096
PLANNING & ZONING COMMISSION MEETING
FULL MINUTES
June 8, 2010
7:30 PM

Those in attendance at the meeting were as follows:

Commission Members: Rodney Hammond, Chair
 Tom Merkel, Vice-Chair
 Jeff Cooper
 Dan Huntington
 Sally Rich-Kolb

Deputy City Administrator: Leigh Threadgill

Citizens Present: 0

I. CALL TO ORDER:

Hammond called the meeting to order at 7:30 P.M. at 4040 South Berkeley Lake Road.

II. MINUTES of January 12, 2010

Cooper moved to approve the minutes as submitted. Merkel seconded the motion. All were in favor. The motion passed.

III. APPROVAL OF AGENDA

There was consensus to continue with the agenda as submitted.

IV. NEW BUSINESS

a.) Administrative Variance – 4175 South Berkeley Lake Road

Threadgill gave a brief description of the variance that was granted to allow the expansion of a non-conforming structure, explaining that the expansion conforms to the requirements of the zoning ordinance.

b.) Administrative Variance – 105 Ridge Road

Threadgill gave a brief description of the variance that was granted administratively to allow the expansion of a non-conforming structure, explaining that the expansion conforms to the requirements of the zoning ordinance.

Huntington asked if this is the way that variances for expansions to non-conforming structures have traditionally been handled. Threadgill responded that she remembered a code change in the past several years to allow non-conforming expansion variances to be handled administratively.

Hammond noted that he visits the property prior to granting administrative approval and confers with staff if there are any questions about the proposal.

c.) Buffer, Landscape and Tree Ordinance Amendment

Hammond stated that staff has undertaken a revision to the Tree Ordinance. The Commission's job is to review, clarify and make note of any concerns and ultimately to send a recommendation to Council.

Merkel made a motion for staff to give an in depth overview and for the commission to discuss specific parts of the proposal at this meeting and future meetings, if needed, but to delay making any decisions until a future meeting. Kolb seconded the motion.

Huntington expressed concern about the opportunity to express his comments and wants to ensure that all commissioners are given the chance to vote on the proposed ordinance at a future time.

There was further discussion.

It was determined that the entire Planning & Zoning Commission would take an official vote, even if at a special called meeting, before this goes on to City Council.

All were in favor and the motion passed.

Threadgill provided some background regarding the proposed ordinance.

There was discussion regarding the proposed changes. Commissioners expressed concerns that the ordinance would be too restrictive, especially on residential property owners.

It was determined that the Commission would try to schedule a work session before the July 13th regularly-scheduled Planning & Zoning Commission meeting to work through the ordinance section by section, inserting proposed revisions where the Commission deemed necessary.

V. CITIZEN COMMENTS

There were none.

VI. ADJOURNMENT

Merkel moved to adjourn. Cooper seconded the motion. All were in favor, and the motion passed.

Hammond adjourned the meeting at 9:22 p.m.

Respectfully submitted,

Leigh Threadgill
Deputy City Administrator