

**CITY OF BERKELEY LAKE  
4040 SOUTH BERKELEY LAKE ROAD  
BERKELEY LAKE, GEORGIA 30096  
PLANNING & ZONING COMMISSION MEETING  
FINAL MINUTES  
MARCH 10, 2015  
7:00 PM**

Those in attendance at the meeting were as follows:

Commission Members:                    Dan Huntington  
    Jeff Cooper  
    Neil Schaap  
    Amy Waldheim

Deputy City Administrator:            Pat Chapman

Citizens Present:                         1

**I. CALL TO ORDER:**

Huntington called the meeting to order at 7:00 PM. at 4040 South Berkeley Lake Road. All members of the P&Z Commission except Kaffezakis were present. Deputy City Administrator Pat Chapman was also present.

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

Huntington 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 January 13, 2015

**Cooper moved to approve the minutes. Schaap seconded. All voted in favor and the minutes were approved.**

**IV. OLD BUSINESS**

There was no Old Business

**V. NEW BUSINESS**

- a.) PZV 15-01, 134 Lakeshore Drive. Applicant/owner Nicholas Lore/Lore Wealth Management LLC request relief from:
  - 1. Section 78-197 (7) of the Zoning Ordinance to reduce the side building setback from 12.5 feet to 7 feet for the construction of an attached garage.; and

2. Section 78-197 (10) of the Zoning ordinance to increase the allowed impervious surface coverage on a residential lot from 30% to 31.8% for construction of an attached garage and deck

Nick Lore, applicant and owner was present to explain his plans for expanding the house, adding a garage and the resulting variance requests.

Waldheim inquired as to the proposed garage capacity. Schaap asked about the number of bedrooms and the capacity of the septic system, meeting the required front setback and impervious areas.

**Schaap moved to approve part 1 of PZV 15-01 as requested. Cooper seconded. All voted in favor and the motion passed.**

**Schaap moved to deny part 2 of PZV 15-0. Cooper seconded. All voted in favor and the motion passed.**

## **VI. CITIZEN COMMENTS**

## **VII. DISCUSSION**

Huntington opened a discussion of ethics, specifically the matter of visiting properties, contact or discussion of cases with the applicants or property owners and what was the appropriate conduct. Chapman explained that while inspections of properties by members of the P&Z Commission were entirely appropriate, they should refrain from having ex parte discussions with either proponents or opponents outside the context of the public hearing and the official record.

## **VIII. ADJOURNMENT**

There being no further business, Cooper moved to adjourn the meeting. Waldheim seconded and Huntington adjourned the meeting at 7:48 PM.

Respectfully submitted,

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Pat Chapman  
Deputy City Administrator