

**CITY OF BERKELEY LAKE
4040 SOUTH BERKELEY LAKE ROAD
BERKELEY LAKE, GEORGIA 30096
PLANNING & ZONING COMMISSION
FULL MINUTES
APRIL 8, 2025
7:15 PM**

Those in attendance at the meeting were as follows:

Commission Members: Dan Huntington
 Pekka Ignatius
 Rand Kirkus

City Officials: Leigh Threadgill - City Administrator

Citizens Present: 5

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.

Ignatius moved to approve the agenda. Kirkus seconded the motion. All were in favor and the motion passed.

III. MINUTES

1. Minutes of March 11, 2025

Ignatius moved to approve the minutes of the March 11th meeting. Kirkus seconded and all voted to approve the minutes.

IV. OLD BUSINESS

- a) Election of Chair

Ignatius moved to continue consideration of this until the next meeting. Kirkus seconded the motion. All were in favor and the motion passed.

b) Election of Vice Chair

Ignatius moved to continue consideration of this until the next meeting. Kirkus seconded the motion. All were in favor and the motion passed.

V. NEW BUSINESS

a) PZV-25-03 - 246 Lakeshore Drive variance to Section 78-197(7) – side setback, 78-197(10) – lot coverage, 78-197(11) – building coverage, and 78-141 to expand a non-conforming structure to enclose a carport and build a second story above

Huntington recognized the applicant and asked if he would like to provide any additional information about the application. The applicant indicated that everything was provided in the paperwork, but that he would be happy to answer any questions.

The commission discussed the merits of the application, the additional encroachment on the side setback and the lot constraints.

It was noted that the existing structure was already non-conforming, and that the request would increase the degree of non-conformity.

There was discussion about the expectation to have a garage, and the visual impact of enclosing the existing carport.

Alex Riess, 246 Lakeshore Drive, asked if the commission would consider if they didn't expand the footprint, but just enclose the existing carport?

There was further discussion regarding the location of the proposed garage, and potential alternative locations.

Ignatius indicated that if the scope was reduced to only enclose the existing carport, that would be acceptable to him but that he is not in favor of further reducing the setbacks.

Kirkus asked to clarify the new proposal to enclose the carport and possibly add a garage to the front of the house.

There was further discussion.

The commission agreed that adding to the non-conformity is problematic, even adding a new building to the front. If that were the case, something would have to be removed so as not to increase the non-conformity.

There was further discussion about not increasing the non-conforming aspects with regard to lot and building coverages.

Ignatius made a motion to approve enclosure of the existing carport with no expansion. Kirkus seconded the motion.

There was further discussion about ensuring that no new construction is closer than 8'2" to the property line.

Ignatius amended the motion to approve enclosure of the carport provided no new construction is closer than 8'2" to the side property line. Kirkus seconded the motion. All were in favor and the motion passed.

VI. CITIZEN COMMENTS

There were no comments.

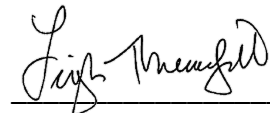
VII. DISCUSSION

There was no discussion.

VIII. ADJOURNMENT

There being no further business, Huntington adjourned the meeting at 8:07 PM.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Leigh Threadgill", is written over a horizontal line.

Leigh Threadgill
City Administrator