

**Minutes**  
**Regular Meeting of the Planning Commission**  
**City of Chattahoochee Hills, Georgia**  
**January 12, 2017/6:00 p.m.**

**Call to Order**

*Chair Bob Simpson called the meeting to order at 6:00 p.m. Present were Bob Simpson, Rocky Reeves, Robin Cailloux, and Mark Prater. Alan Merrill was absent. Also present was City Planner Mike Morton.*

**Pledge of Allegiance**

*Mr. Simpson led the assembly in the Pledge of Allegiance.*

**Approval of Agenda**

*Ms. Cailloux made a motion to approve the agenda. Mr. Reeves seconded. The motion passed unanimously.*

**Approval of Minutes**

1. Approval of December 15, 2016 Regular Meeting Minutes  
*Ms. Cailloux made a motion to approve the December 15, 2016 Regular Meeting Minutes. Mr. Reeves seconded. The motion passed unanimously.*

**Old Business**

2. Accessory Dwellings  
*City Planner Mike Morton presented proposed Accessory Dwelling revisions to the Zoning Ordinance. The revisions include removing height and number of stories maximums and the regulations that (1) limit the maximum floor area of the first story to 480 square feet or 10 percent of the floor area of the principal structure, (2) limit the total maximum floor area to 960 square feet or 20 percent of the total floor area in the RL District and 440 square feet or 10 percent of the total floor area in TN, VL, HM, or PC Districts, and (3) prohibit that the Accessory Dwelling from containing more floor area or being taller than the primary dwelling unit. Proposed language to be added includes (1) limiting Accessory Dwellings to no greater than 960 square feet and less floor area than the principal structure in all Districts, (2) prohibiting more than one Accessory Dwelling on a lot, and (3) requiring that a site plan identifying the location of an off-street parking space be submitted with the building permit application.*

*After discussion among Commission members, Mr. Simpson, Ms. Cailloux, and Mr. Reeves agreed that the proposed language captured what the Planning Commission members had discussed at previous meetings. Mr. Prater opposed allowing additional accessory structures in all districts. Ms. Cailloux made a motion to move*

*the proposed language forward to the next step. Mr. Reeves seconded. The motion passed 3-1, Mr. Prater opposed.*

### **New Business**

3. Home Occupations proposed revision

*City Clerk Dana Wicher gave a summary of the revisions to the Business Occupation Tax, Licenses, and Regulations Ordinance that was passed by the City Council at the January 10, 2017 City Council Meeting. The revisions align City Code with State law in regard to ride-sharing businesses and align language regarding some home occupations with the Zoning Ordinance. The City Council did not vote on anything to change the Zoning Ordinance. City Planner Mike Morton said the City Attorney did recommend making a change to Home Occupations regulations in the Zoning Ordinance to include Ride-Sharing Services as an allowed occupation. The proposed revision is in response to that recommendation.*

*Mr. Reeves pointed out several other issues in the Home Occupation regulations. Mr. Simpson recommended that time is spent reviewing the regulations. Mr. Reeves made a motion that the Planning Commission will review the Home Occupation regulations at the next meeting. Mr. Prater seconded. The motion passed unanimously.*

4. Communications and Updates to Planning Commission

*Mr. Simpson said that he requested that this discussion item be on the agenda. He said that communications between the Council, the Planning Commission, and staff need to be improved on all sides. After discussion between Commission members and staff, it was agreed upon that the city clerk will email the City Council meeting agendas to the Planning Commission members when they are distributed to Council and City Manager Robert Rokovitz will continue to include the Planning Commission member on his internal weekly update emails.*

### **Staff Reports**

*There were no staff reports.*

### **Adjourn Meeting**

*Mr. Prater made a motion to adjourn. Mr. Reeves seconded. The motion passed unanimously. Meeting adjourned at 7:20 p.m.*

*These minutes are provided as a convenience and service to the public, media, and staff. It is not the intent to transcribe proceedings verbatim. Any reproduction of this summary must include this notice. Public comments are noted and heard by the Commission, but not quoted. This is an official record of the City of Chattahoochee Hills Planning Commission Meeting proceedings.*

Approved this 16<sup>th</sup> day of February, 2017.

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Bob Simpson, Chairman

Attest:

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Dana Wicher, City Clerk