

Minutes of the
MUNICIPAL PLANNING COMMISSION
For the Regular Meeting
City of Lookout Mountain, Georgia
Tuesday, April 8, 2014

PRESIDING: Planning Chairman Earl Carstens

PRESENT: Planning Commission Members Glenn Sutherland, Arch Willingham; Thompson Pettway, Jimmy Campbell, Cindy Whitaker, Chip Corley, David DeVaney, Building Official Larry Reed, City Clerk Cindy Roberts, City Manager Brad Haven, and Storm water consultant Catherine Fox.

ABSENT: Vice Chairman Keith Sanford

CALLED TO ORDER: The called meeting of the Municipal Planning Commission was called to order on Tuesday, April 8, 2014, at City Hall, 1214 Lula Lake Road, Lookout Mountain, Georgia, at 5:00 p.m.

NEW BUSINESS – Chairman Earl Carstens welcomed the new members Cindy Whitaker and Jimmy Campbell.

Minutes for approval were differed giving Chairman Earl Carstens time to review.

1103 FLEETWOOD – MILLS – GARAGE ADDITION: Chairman Earl Carstens addressed the MPC on the garage addition design submitted by Kincaid Mills. Kincaid Mills was present to address the MPC informing the old garage will be converted into a laundry room and the new separate garage will not have plumbing or living quarters only electrical. Kincaid Mills plans include a root cellar and install a retaining wall. Building Official Larry Reed requested structural engineer drawing on the retaining wall will need to be submitted. Mr. W. M. Whitaker of Whitaker & Associates was present to address the design for stormwater plans stating rain guards will be in place and added stormwater is currently being collected underneath the pool. Planning Commission Member Arch Willingham made a motion to approval subject to submitted structural engineer drawing on the retaining wall. Thompson Pettway seconded the motion all were in favor.

SUBDIVISION FOR LOOKOUT MOUNTAIN CONSERVANCY – MIKE NORTH – TOM DUFF PROPERTY – BETTS ENGINEERING: D. Michael North of Betts Engineering was present to address the MPC on a discovery after further review of the Tom Duff Property. During a title search the top portion of the property is in Dade County, Mr. North was present to get direction on how this should be addressed. Chairman Earl Carstens informed this would need to be addressed by the City Attorney Bill Pickering.

KATHRYN P. GREEN – FENCE: Chairman Earl Carstens address the MPC on the fence submitted by Kathryn Green at 1517 Wood Nymph Trail. Ms. Green was not

present, MPC member Jimmy Campbell recused due to conflict of interest and presented the fence on Ms. Greens behalf. Jimmy Campbell informed the fence will be 42 x 46 and a gate will be added. Ms. Green submitted photos, material list, site plan and an approval letter from her neighbor. Planning Commission Member Chip Corley made a motion to approve the fence. Arch Willingham seconded the motion all were in favor.

CATHERINE FOX – PROPOSED PROCESS TO UPDATE LOOKOUT MOUNTAIN – Development Procedures, Forms, Fees and Ordinances: Chairman Earl Carstens addressed the MPC introducing Catherine Fox to discuss updating development procedures, forms, fees and updating ordinances. Catherine Fox was present to address the MPC on establishing a fee schedule for the city along with updating ordinances, and establishing development procedures. Catherine Fox provided the MPC with handouts for review listing development regulations and ordinances to be revised. Ms. Fox recommend adopting a fee schedule providing the MPC and Council with copies for review via email. Ms. Fox informed the purpose of the memorandum was to identify conflicts and possible opportunities to clarify the permitting process in the City to ensure all state and local requirements will be met. After discussing at great length it was determined the MPC will review suggestions listed and proceed with discussions during the next regular scheduled Planning Commission Meeting to be held in May.

There was no further business so the meeting was adjured.

Respectfully submitted,

Cindy Roberts
City Clerk