

Minutes of the  
MUNICIPAL PLANNING COMMISSION  
For the Regular Meeting  
City of Lookout Mountain, Georgia  
Tuesday, August 12, 2014

**PRESIDING:** Planning Chairman Earl Carstens

**PRESENT:** Vice Chairman Keith Sanford; Planning Commission Members Glenn Sutherland, Cindy Whitaker, Arch Willingham, Jimmy Campbell, Thompson Pettway, Building Official Larry Reed and City Clerk Cindy Roberts.

**ABSENT:** Planning Commission Members David DeVaney and Chip Corley.

**CALLED TO ORDER:** The regular meeting of the Municipal Planning Commission was called to order on Tuesday, August 12, 2014, at City Hall, 1214 Lula Lake Road, Lookout Mountain, Georgia, at 5:00 p.m.

**NEW BUSINESS**

**1400 ALADDIN ROAD – RYAN MURPHY – SCREENED IN PORCH:** Chairman Earl Carstens addressed the MPC on reviewing plans submitted to close in an already existing deck. Mr. Murphy was present to request approval to add a roof, close in the deck, and install 6 outlets along with a ceiling fan. Building Official Larry Reed informed Mr. Murphy, structural issues will need to be addressed by pouring footings to support the extra weight by removing the deck boards up put the foundation down. MPC determined Mr. Murphy has no set back issues the screened in porch will be 15 x 15 which is the same size of the existing deck. Planning Commission Member Keith Sanford made a motion to approve adding the screened in porch upon recommendations made by Building Official Larry Reed structural specifications met. Arch Willingham seconded the motion all were in favor.

**1727 WOOD NYMPH TRAIL – ADDITION – CALVIN BALL:** Chairman Earl Carstens addressed the MPC on the addition submitted by Contractor Calvin Ball. Mr. Ball informed the MPC the interior will be renovated with small structural additions not to exceed 30% of the value. Mr. Ball informed the exterior additions will be to add a bay windows, extending the mudroom and adding a new entrances to the front and rear of the home. Building Official Larry Reed recommended Mr. Ball permit the structural changes, electrical and plumbing for inspections.

MPC discussed applying the new fee schedule verses updating city ordinances applying to development and permitting procedures in determining a permit fee. Chairman Earl Carstens made mention motions are determined by approved city ordinances and made mention the ordinances have not been submitted to the city council for approval. Therefore the MPC will need to follow current city ordinances. Chairman Earl Carstens

advised a consultation with the City Attorney Bill Pickering will be necessary for clarity of the new fee schedule and ordinances.

Planning Commission Member Arch Willingham made a motion to approve the additions subject to Building Official Larry Reed structural review, permitting plumbing, electrical and additions; and subject to City Attorney Mr. Pickering recommendations regarding the new fee schedule. Glenn Southerland seconded the motion all were in favor.

**CLARK GLOVER - GATE:** Chairman Earl Carstens addressed the MPC on plans submitted to place a gate on a driveway. Mr. Glover submitted plans showing a 16 foot entrance gate on the property. Chairman Earl Carstens inquired as to determine the front part of the home. Carol Brown was present to mention a small portion of the Glover yard be swapped to change land lines. Chairman Earl Carstens made mention the lot lines changes will need to be approved before recording a new plat with Walker County. Ms. Brown informed surveyor John Shober will be submitting a preliminary plat at the next regular MPC meeting. Chairman Earl Carstens made mention Knight Lane is not a city road. After discussing at great length planning Commission Member Arch Willingham made a motion to approve the placement of a gate. Thompson Pettway seconded the motion all were in favor.

**CATHERINE FOX – PROPOSED PROCESS TO UPDATE LOOKOUT MOUNTAIN Development procedures, forms, fees and ordinances:** Catherine Fox was present to address the MPC on changes made to the Development procedures. Ms. Fox clarified the new fee schedule are in effect with ordinances listing fees and the city will not charge the fees that do not coincide with ordinances. Chairman Earl Carstens recommended holding a work shop to include himself, members from the Council and Planning Commission, City Attorney Bill Pickering, Brad and Catherine Fox while addressing Ordinances. Chairman Earl Carstens recommended consulting Mr. Pickering for recommendation on addressing revising ordinances.

Ms. Fox reviewed suggested changes from the previous meeting on Minor and Major Development Procedures. After discussing at great length and making revisions to set backs and addressing home owners staking corners with sufficient proof that may be required by the Building official and omitting a letter of approval to be the issued permit.

Planning Commission Member Arch Willingham made a motion to submit the Major and Minor Development Procedures to the City Council for approval. Keith Sanford seconded the motion all were in favor.

There was no further business so the meeting was adjured.

Respectfully submitted,

Cindy Roberts  
City Clerk