



# Planning and Zoning Committee Meeting

## Meeting Minutes

February 18, 2025, at 7:00 P.M.  
Regular Committee Meeting  
3921 Church St, Clarkston, GA 30021

**NOTE:** Jacob Bouie of the Planning and Economic Development Department transcribed this summary of the meeting. The summary is an overview of the meeting and not intended to be a verbatim transcription of the meeting.

The meeting was called to order at 7:00p.m by Chairperson Chuck McFarland.

The following board members were present: Chairperson Chuck McFarland, Lisa Williams, Amy Medford, and Birendra Dhakal.

Director Amy M. motioned to approve the February 18, 2025, agenda. The motion was seconded by Director Lisa W. and carried unanimously.

Director Amy M. motioned to approve the December 17, 2024, meeting minutes. The motion was second by Director Lisa W and carried unanimously.

### **Old Business**

The board discussed the proposed updates to the zoning map to include additional parks and green spaces. Following deliberation, Director Amy M. motioned to table the discussion. The motion was seconded by Director Birendra D. and was approved unanimously.

The board reviewed the proposed bylaw updates and associated text amendments. After a thorough discussion, Director Lisa W. motioned to approve the changes as presented and to begin the process of updating the zoning map. The motion was seconded by Director Amy M. and carried unanimously.

### **New Business**

The board considered a text amendment to Sec. 403 – Use Table, allowing conditional use application submittals for “Eating and drinking establishments, including drive-thru/drive-in establishments” within the NC-2 zoning district. Following discussion, Director Amy M. motioned to approve the amendment. The motion was seconded by Director Lisa W. and carried unanimously.

The board reviewed a variance request from Sec. 607 – Off-street parking requirements and Sec. 412(b)(3) – Accessory structures and uses, seeking approval to accommodate a dumpster enclosure in the front yard at 3643 Market Street (Parcel ID: 18 096 05 004). After discussion, Director Amy M. motioned to approve the variance request, with conditions. The motion was seconded by Director Lisa W. and carried unanimously.

The board discussed the Architectural Design Requirements and Guidelines. After careful consideration, Director Amy M. made a motion to defer the discussion to a future meeting. The motion was seconded by Director Birendra D. and was carried unanimously.

Director Birendra D. motioned to adjourn the meeting at 8:05p.m. Motion was seconded by Director Amy M and carried unanimously.