



Agenda
City of Clarkesville
Planning Commission
Regular Meeting
5:30 PM September 10,
2024

1. Call to Order
2. Approval of Minutes.
 - 2.a Approval of August 13, 2024 Minutes.
3. Unfinished Business
4. Sign(s) for Consideration:
5. New Business
 - 5.a Consideration of facade renovation approval at 1456 & 1474 Washington Street.
6. Adjournment

OFFICIAL MINUTES
PLANNING COMMISSION REGULAR MEETING

August 13, 2024

Minutes

City of Clarkesville

Planning Commission Regular Meeting

The Planning Commission Regular Meeting of the Planning Commission was held on Tuesday, August 13, 2024 at 5:30 PM at Council Chambers. Those present were Zoning Administrator Caleb Gaines, Chair Bruce Haglund, Member Jennifer Tench, Member Zack Phillips, Member Leigh Johnston. Member Kevin McOmber was absent.

Agenda Item #1: *Call to Order*

Chair Bruce Haglund called the meeting to order.

Agenda Item #2: *Approval of Minutes*

Sub-Item #2.a: *Approval of March 12, 2024 Minutes.*

Member Zack Phillips made a motion to approve

Seconded: Member Leigh Johnston

Passed (3 - 0)

Agenda Item #3: *Unfinished Business*

There was no unfinished business.

Agenda Item #4: *Sign(s) for Consideration:*

There were no signs for consideration.

Agenda Item #5: *New Business*

Sub-Item #5.a: *Consideration of annexation and map amendment at 933 Rocky Branch Rd.*

Mr. Bill Gresham, the representative for the applicant, was present to discuss and answer questions for the request for annexation and rezoning to R-2, Multiple-Family Residential. It was stated that the meeting was not for an approval for any sort of development. Multiple city and county residents spoke in favor and against the request. There were concerns about an increase in traffic and sanitary sewer capacity.

The audio recording for the meeting is on file at Clarkesville City Hall and is available by request.

Member Zack Phillips made a motion to approve

Seconded: Member Jennifer Tench

Passed (3 - 0)

Sub-Item #5.b: *Discussion of window covering for vacant properties.*

Commissioner Leigh Johnston proposed an ordinance that would address vacant windows in the downtown business district. Zoning Administrator Caleb Gaines was tasked with researching how other towns handle this type of situation and report back to the Planning Commission.

Agenda Item #6: *Adjournment*

Member Jennifer Tench made a motion to adjourn .

Seconded:

Passed (3 - 0)

Respectfully submitted,

Caleb Gaines, Zoning Administrator



September 10, 2024

To: Planning Commission

Subject: 1456 & 1474 Washington St – Commercial Façade Alteration

Property owners, Heath and Jennifer Gayton are requesting approval for a façade renovation at the above address. The property is located in the Downtown Preservation District and requires review and approval by the Planning Commission.

The applicant has submitted drawings and colors for the façade.

Description of proposed project:

- Repair and/or replace rotted wood sections on façade.
- Replace front doors of 1456 (front right) with new historic look wood & glass doors.
- Paint façade using historic colors Monticello Rose, New London Burgundy (trim), Elmira White (trim).
- Remove front glass of 1474 building (front left). Add new wood doors to 1474 building set back allowing for an open-air courtyard area to provide for outdoor seating for restaurant space next door at 1456 as well as access to side door for ADA access.

Referencing the attached drawings, note that the signage is not part of the application (example only). The door leading up to the 2nd story apartment (1460 Washington St) is not going to be replaced. Please see the attachments for further review.

I recommend approval of this renovation request.

A handwritten signature in black ink, appearing to read "Caleb Gaines", followed by a long horizontal oval flourish.

Caleb Gaines
Zoning Administrator

Please see attachments



Application for a Certificate of Appropriateness (COA)

Applicant:	Jennifer Gayton	Phone Number:	(404) 202-0993
Mailing Address:	704 Ayersville Rd Toccoa GA 30577		
Subject Property:	1456 + 1474 Washington St Clarksville	Parcel ID:	
Property Owner:	Jennifer Gayton	Phone Number:	(404) 202-0993
Mailing Address:	704 Ayersville Rd Toccoa GA 30577		

Type of Project Proposed: Demolition New Construction/Infill Additions Material Change in Appearance	- Paint, New doors, Remove glass
Description of Proposed Project (attach additional sheets if necessary): - Repair and or replace rotted wood sections on facade. - Replace front doors of 1456 with new "historic look" - wood + glass doors - Paint Facade with Benjamin Moore Historic Colors Monticello Rose, New London Burgundy (trim) Elmira White (trim) - Remove Front glass of 1474 Building - Add new wood doors to 1474 Building set back allowing for open air courtyard that will provide outdoor seating for Restaurant space next door at 1456 as well as area to side door for wheelchair access	

I hereby affirm that the information supplied on this application is correct and if found to be incorrect that any permit issued pursuant to this application may be void.

Signature: Jennifer Gayton Date: 8/26/2024

***Applicant/Owner/or Representative Must Be Present at the Planning Commission Meeting**

To be completed by STAFF ONLY	
Public Hearing Date: _____	
APPROVAL	DENIAL
Conditions: _____ _____ _____	
Zoning Administrator's Signature	Date



