



Agenda
City of Clarkesville
Planning Commission
Regular Meeting
5:30 PM October 8, 2024

1. Call to Order
2. Approval of Minutes
 - 2.a Approval of the September 10, 2024 Minutes.
 - 2.b Approval of the September 10, 2024 Work Session Minutes.
3. Unfinished Business
4. Sign(s) for Consideration:
5. New Business
 - 5.a Consideration of commercial facade alteration at 1341 Washington St.
6. Adjournment

OFFICIAL MINUTES
PLANNING COMMISSION REGULAR MEETING

September 10, 2024

Minutes

City of Clarkesville

Planning Commission Regular Meeting

The Planning Commission Regular Meeting of the Planning Commission was held on Tuesday, September 10, 2024 at 5:30 PM at Council Chambers. Those present were Zoning Administrator Caleb Gaines, Member Jennifer Tench, Member Leigh Johnston, Member Kevin McOmber. Chair Bruce Haglund, Member Zack Phillips were absent.

Agenda Item #1: *Call to Order*

Vice Chair Tench called the meeting to order.

Agenda Item #2: *Approval of Minutes.*

Sub-Item #2.a: *Approval of August 13, 2024 Minutes.*

Member Jennifer Tench 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:*

Agenda Item #5: *New Business*

Sub-Item #5.a: *Consideration of facade renovation approval at 1456 & 1474 Washington Street.*

It was decided to split the facade request into two separate motions. Commissioner McOmber made the motion to approve the facade on with the condition that a structural engineer signs off on the alteration of the store front and a certification of waterproofing is submitted. Commissioner Johnston seconded.

Commissioner Johnston made a motion to conditionally approve the paint colors, but the applicant must paint a sample prior to painting the entire facade for review. Commissioner McOmber seconded.

Both motions passed unanimously.

Member Kevin McOmber made a motion to approve

Seconded: Member Leigh Johnston

Passed (3 - 0)

Agenda Item #6: *Adjournment*

Member Kevin McOmber made a motion to adjourn .

Seconded: Member Leigh Johnston

Passed (3 - 0)

Respectfully submitted,

Caleb Gaines, Zoning Administrator

OFFICIAL MINUTES
PLANNING COMMISSION WORK SESSION

September 10, 2024
Minutes
City of Clarkesville
Planning Commission Work Session

The Planning Commission Work Session of the Planning Commission Work Session was held on Tuesday, September 10, 2024 at 6:00 PM at Meeting Room. Those present were Zoning Administrator Caleb Gaines, Member Jennifer Tench, Member Leigh Johnston, Member Kevin McOmber. Chair Bruce Haglund, Member Zack Phillips were absent.

Agenda Item #1: *Call to order*

Vice chair Tench called the work session to order.

Agenda Item #2: *Unfinished business*

There was no unfinished business.

Agenda Item #3: *New business*

Sub-Item #3.a: *Discussion of ordinance amendments:*

- *Vacant Windows*
- *Vacant Property Registration*

Zoning Administrator Caleb Gaines presented the Planning Commission with sample ordinances for addressing the problem of vacant properties and storefronts in the Downtown Business District. After discussing these items, they have decided to move forward with amending the zoning ordinance after finalizing the additions for the ordinance.

Agenda Item #4: *Adjournment*

Member Leigh Johnston made a motion to adjourn .

Seconded: Member Kevin McOmber

Passed (3 - 0)

Respectfully submitted,

Caleb Gaines, Zoning Administrator

Application for a Certificate of Appropriateness (COA)

Applicant:	<u>Dennis Ledford</u>	Phone Number:	<u>706-499-2701</u>
Mailing Address:	<u>2011 Historic Old Hwy 441 Clarksville GA 30523</u>		
Subject Property:	<u>1341 Washington St</u>	Parcel ID:	
Property Owner:	<u>Dennis Ledford</u>	Phone Number:	<u>706-499-2701</u>
Mailing Address:	<u>Same</u>		

Type of Project Proposed: Demolition New Construction/Infill Additions Material Change in Appearance Next Door Windows They	Change front windows to match
Description of Proposed Project (attach additional sheets if necessary):	
Windows must be replaced	

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: Diana Lopez Date: 10-2-24

***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



October 8, 2024

To: Planning Commission

Subject: 1341 Washington St – Commercial Façade Alteration

Property owner, Dennis Ledford is requesting approval for a façade alteration at the above address. The property is located in the Downtown Preservation District and requires review and approval by the Planning Commission.

The request is to replace the existing deteriorating wood frame windows and door and match the new to the existing buildings on each side of this one. Since the request will match what is existing and the repairs and to get this on the October meeting, I didn't see the need for drawings.

Description of proposed project:

- Repair and/or replace rotted wood door/window sections on façade to match existing door/window of the adjacent buildings.

I recommend approval of this alteration request.

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

Caleb Gaines
Zoning Administrator

Please see attachments

1341 Washington

