



Agenda
City of Clarkesville
Planning Commission
Regular Meeting
5:30 PM March 10, 2026

1. Call to Order
2. Approval of Minutes
 - 2.a February 10, 2026 Minutes
February 10, 2026 Work Session Minutes
3. Unfinished Business
4. Sign(s) for Consideration:
 - 4.a Rocky Branch - Village Crest Subdivision
5. New Business
 - 5.a Village Crest Subdivision - Final Plat
6. Adjournment

OFFICIAL MINUTES
PLANNING COMMISSION WORK SESSION

February 10, 2026
Minutes
City of Clarkesville
Planning Commission Work Session

The Planning Commission Work Session of the Planning Commission Work Session was held on Tuesday, February 10, 2026 at 5:45 PM at Meeting Room. Those present were Member Roxie Barron, Member Alan Hoag, Member Monika Schulte, Member Zack Phillips.

Agenda Item #1: *Call to order*

Chair Zack Phillips called the meeting to order.

Agenda Item #2: *Unfinished business*

There was no unfinished business.

Agenda Item #3: *New business*

Sub-Item #3.a: *Article XXIX Tree Conservation Amendment.*

After reviewing the current tree ordinance, no changes were recommended.

Sub-Item #3.b: *Discussion of Aesthetic Zoning.*

It was decided that a condensed set of building guidelines be created to guide construction in areas outside of the Preservation Districts for new builds and alterations.

Agenda Item #4: *Adjournment*

Member Roxie Barron made a motion to adjourn .

Seconded: Member Monika Schulte

Passed (3 - 0)

Respectfully submitted,

Caleb Gaines, Zoning Administrator

OFFICIAL MINUTES
PLANNING COMMISSION REGULAR MEETING

February 10, 2026

Minutes

City of Clarkesville

Planning Commission Regular Meeting

The Planning Commission Regular Meeting of the Planning Commission was held on Tuesday, February 10, 2026 at 5:30 PM at Council Chambers. Those present were Member Roxie Barron, Zoning Administrator Caleb Gaines, Member Alan Hoag, Member Monika Schulte, Chair Zack Phillips.

Agenda Item #1: *Call to Order*

Chair Zack Phillips called the meeting to order.

Agenda Item #2: *Approval of Minutes*

Sub-Item #2.a: *Approval of the January 13, 2026 Minutes.*

Member Roxie Barron made a motion to approve

Seconded: Member Monika Schulte

Passed (3 - 0)

Agenda Item #3: *Unfinished Business*

Zack Phillips was elected Chair.

Alan Hoag was elected Vice-Chair.

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

There were no signs for consideration.

Agenda Item #5: *New Business*

There was no new business.

Agenda Item #6: *Adjournment*

Member Roxie Barron made a motion to adjourn .

Seconded: Member Alan Hoag

Passed (3 - 0)

Respectfully submitted,

Caleb Gaines, Zoning Administrator



Telephone:
706-754-4216

P.O. Box 21
Clarkesville, GA 30523

March 10, 2026

To: Planning Commission

Subject: Rocky Branch – Village Crest

I have received the proposed signage for the entrance at the Village Crest subdivision.

The 7.5 square feet double sided sign will be mounted to a 7-foot-high stone structure. This sign will be similar in nature to the one at the entrance to The Village on Washington. The area around the sign will be landscaped and maintained by the HOA. Please see the attachments for the design and colors.

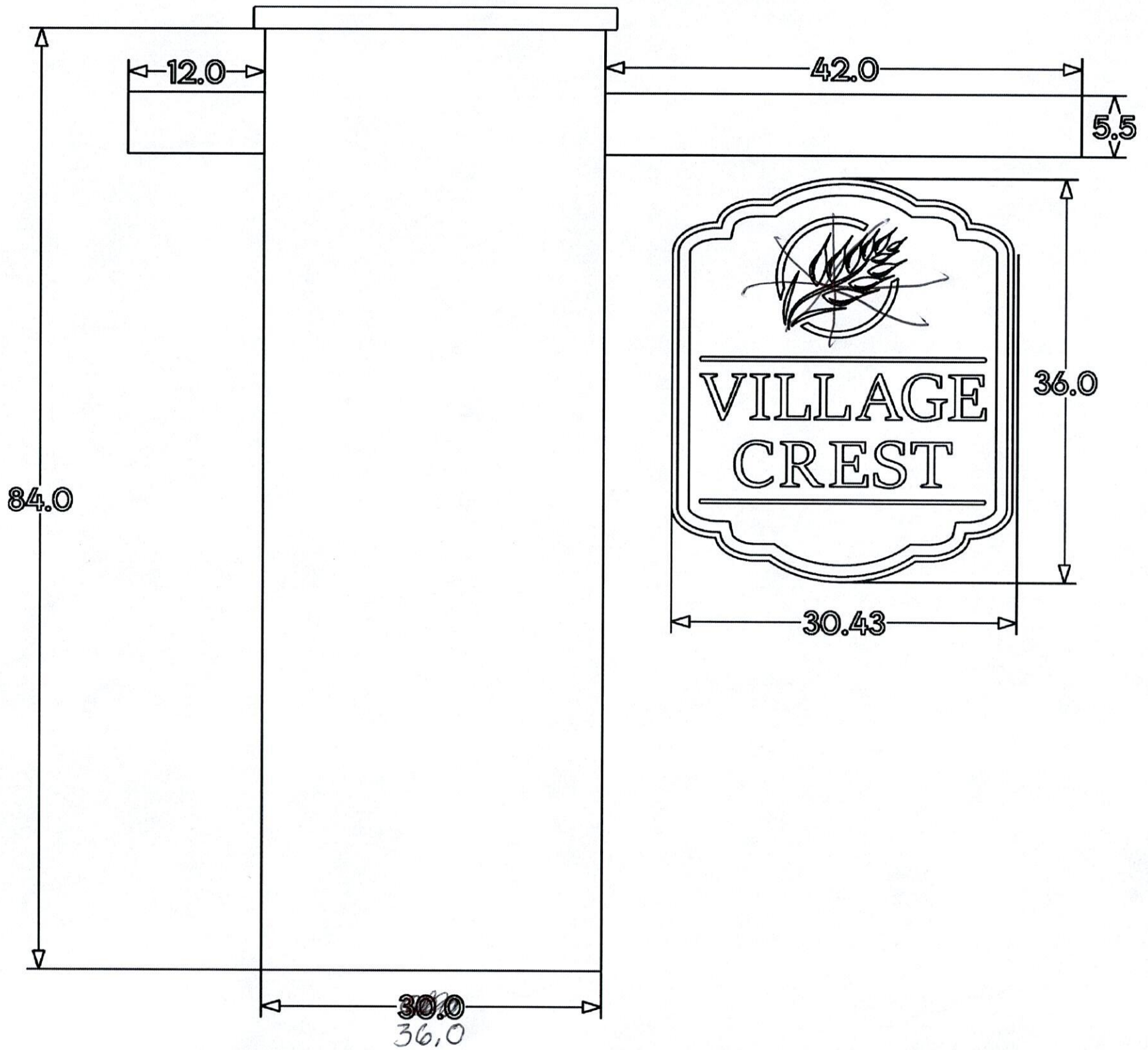
After reviewing the request, I recommend that approval be granted.

Respectfully submitted,

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

Caleb Gaines
Zoning Administrator

Please see attachments









March 10, 2026

To: Planning Commission

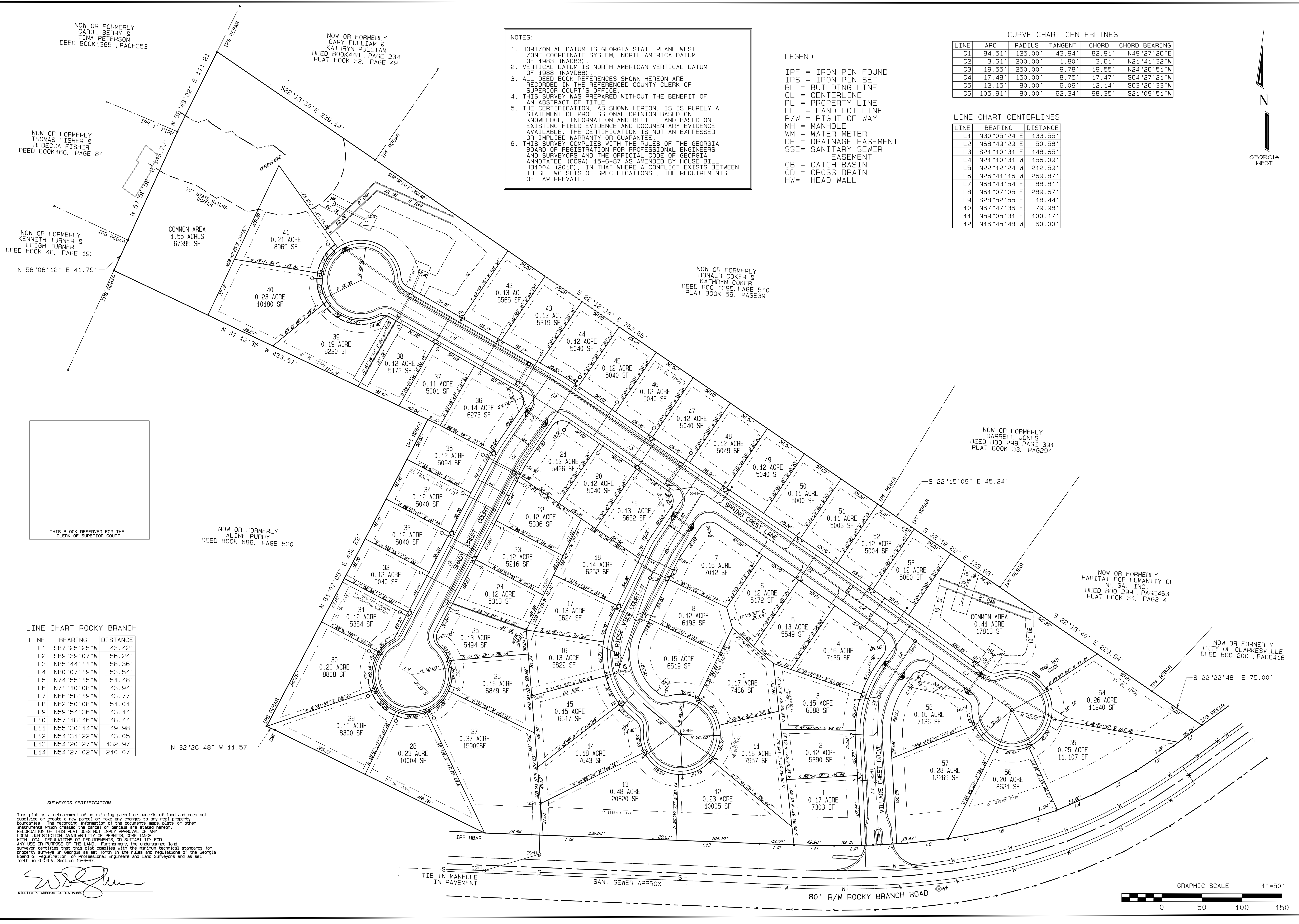
Subject: Village Crest Subdivision Final Plat

Mr. Bill Gresham is requesting approval for the final plat for the Village Crest subdivision.

Please refer to the attached plat for reference.

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

Caleb Gaines
Zoning Administrator



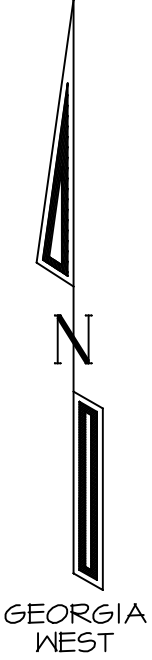
- NOTES:
1. HORIZONTAL DATUM IS GEORGIA STATE PLANE WEST ZONE COORDINATE SYSTEM, NORTH AMERICA DATUM OF 1983 (NAD83).
 2. VERTICAL DATUM IS NORTH AMERICAN VERTICAL DATUM OF 1988 (NAVD88).
 3. ALL DEED BOOK REFERENCES SHOWN HEREON ARE RECORDED IN THE REFERENCED COUNTY CLERK OF SUPERIOR COURT'S OFFICE.
 4. THIS SURVEY WAS PREPARED WITHOUT THE BENEFIT OF AN ABSTRACT OF TITLE.
 5. THE CERTIFICATION, AS SHOWN HEREON, IS PURELY A STATEMENT OF PROFESSIONAL OPINION BASED ON KNOWLEDGE, INFORMATION AND BELIEF, AND BASED ON EXISTING FIELD EVIDENCE AND DOCUMENTARY EVIDENCE AVAILABLE. THE CERTIFICATION IS NOT AN EXPRESSED OR IMPLIED WARRANTY OR GUARANTEE.
 6. THIS SURVEY COMPLIES WITH THE RULES OF THE GEORGIA BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS AND SURVEYORS AND THE OFFICIAL CODE OF GEORGIA, ANNOTATED (OCSA) 19-6-87 AS AMENDED BY HOUSE BILL HB1004 (2016). IN THAT WHERE A CONFLICT EXISTS BETWEEN THESE TWO SETS OF SPECIFICATIONS, THE REQUIREMENTS OF LAW PREVAIL.

LEGEND

IPF = IRON PIN FOUND
IPS = IRON PIN SET
BL = BUILDING LINE
CL = CENTERLINE
PL = PROPERTY LINE
LLL = LAND LOT LINE
R/W = RIGHT OF WAY
MH = MANHOLE
WM = WATER METER
DE = DRAINAGE EASEMENT
SSE= SANITARY SEWER EASEMENT
CB = CATCH BASIN
CD = CROSS DRAIN
HW= HEAD WALL

CURVE CHART CENTERLINES					
LINE	ARC	RADIUS	TANGENT	CHORD	CHORD BEARING
C1	84.51'	125.00'	43.94'	82.91'	N49°27'26"E
C2	3.61'	200.00'	1.80'	3.61'	N21°41'32"W
C3	19.55'	250.00'	9.78'	19.55'	N24°26'51"W
C4	17.48'	150.00'	8.75'	17.47'	S64°27'21"W
C5	12.15'	80.00'	6.09'	12.14'	S63°26'33"W
C6	105.91'	80.00'	62.34'	98.35'	S21°09'51"W

LINE CHART CENTERLINES		
LINE	BEARING	DISTANCE
L1	N30°05'24"E	133.55'
L2	N68°49'29"E	50.58'
L3	S21°10'31"E	148.65'
L4	N21°10'31"W	156.09'
L5	N22°12'24"W	212.59'
L6	N26°41'16"W	269.87'
L7	N68°43'54"E	88.81'
L8	N61°07'05"E	289.67'
L9	S28°52'55"E	18.44'
L10	N67°47'36"E	79.98'
L11	N59°05'31"E	100.17'
L12	N16°45'48"W	60.00'



G R E S H A M
PLANNING & DEVELOPMENT, INC.
P.O. BOX 2255
CLARKESVILLE, GEORGIA 30523
706-754-9844
FAX 706-754-7145

FINAL PLAT
VILLAGE CREST
LAND LOT 22 of the 12th DISTRICT
CITY OF CLARKESVILLE
HABERSHAM COUNTY, GEORGIA

REVISIONS	
NO.	DESCRIPTION

WILLIAM P. GRESHAM
No. 2880
REGISTERED LAND SURVEYOR
STATE OF GEORGIA

DATE **MARCH 1, 2026**
SCALE **1" = 50'**
JOB NO. _____
SHEET **1** OF **1**
DRAWN **RLS** CHECKED **SDE**

LINE CHART ROCKY BRANCH		
LINE	BEARING	DISTANCE
L1	S87°25'25"W	43.42'
L2	S89°39'07"W	56.24'
L3	N85°44'11"W	58.36'
L4	N80°07'19"W	53.54'
L5	N74°55'15"W	51.48'
L6	N71°10'08"W	43.94'
L7	N66°58'19"W	43.77'
L8	N62°50'08"W	51.01'
L9	N59°54'36"W	43.14'
L10	N57°18'46"W	48.44'
L11	N55°30'14"W	49.98'
L12	N54°31'22"W	43.05'
L13	N54°20'27"W	132.97'
L14	N54°27'02"W	210.07'

SURVEYORS CERTIFICATION

This plat is a retracement of an existing parcel or parcels of land and does not subdivide or create a new parcel or make any changes to any real property boundaries. The recording information of the documents, maps, plats, or other instruments which created the parcel or parcels are stated hereon. RECORDATION OF THIS PLAT DOES NOT IMPLY APPROVAL OF ANY LOCAL JURISDICTION, AVAILABILITY OF PERMITS, COMPLIANCE WITH LOCAL REGULATIONS OR REQUIREMENTS, OR SUITABILITY FOR ANY USE OR PURPOSE OF THE LAND. Furthermore, the undersigned land surveyor certifies that this plat complies with the minimum technical standards for property surveys in Georgia as set forth in the rules and regulations of the Georgia Board of Registration for Professional Engineers and Land Surveyors and as set forth in O.C.S.A. Section 15-6-67.

William P. Gresham
WILLIAM P. GRESHAM GA RES #2880