

**M I N U T E S**

GLYNN COUNTY PLANNING COMMISSION

JANUARY 7, 1997 9:00 A.M.

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MEMBERS PRESENT: Wayne Stewart, Chairman  
Lamar Cole  
Robert Fell  
Hal Hart  
Glenda Jones  
Iris Touw

STAFF PRESENT: Keith Flanagan, Director  
Dan Reuter, Planning Official  
Mark Schroeder, Planner  
Deborah Taylor, Zoning Administrator  
Janet Loving, Administrative Secretary

ALSO PRESENT: Commissioner David Dowdy  
Commissioner Robert Strickland

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Chairman Wayne Stewart called the meeting to order and the invocation was given, followed by the Pledge of Allegiance.

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Chairman Stewart gave a brief recap of the rules, voting procedure and audience participation in addressing agenda items.

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**Review additions to residence,  
108 Strachan Lane, Butler Mews  
Subdivision, St. Simons Island**

**Jane Holmes, Property Owner**

Mr. William Lorenz-Hooker, agent/architect, was present for discussion.

Mr. Mark Schroeder presented the staff's report. He stated that the applicant is proposing to enlarge the southeast corner of the single family residence, which will include a masonry fireplace. The existing shingle roof is proposed to be replaced with a copper roof and the ridgeline will be modified.

Mr. Schroeder stated that according to the site plan, the highest elevation of the residence is 35 ft. above grade. The existing roof flattens after the gable peak. With the copper roof of the ridgeline, elevation will be maintained at 35 ft. for the entire ridge. The facade of the north, east and south side of the residence will be accented with lap wood or shingle tab

siding. In addition, a porch will be added over the garage and the majority of the windows will be replaced. The color of the proposed improvements will be of similar hue as the existing residence. The design, character and setbacks are in conformance with the St. Simons Village Preservation District.

Mr. Schroeder stated that the proposal is in harmony with the standards of the St. Simons Village Preservation District. He stated staff recommends approval of the proposed improvements. Photographs were presented for the Planning Commission's review.

Following discussion, a motion was made by Mr. Hal Hart to approve this request. The motion was seconded by Mrs. Iris Touw and unanimously adopted.

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**Subdivision Plat  
Timber Ridge, Phase II  
Request for extension of Preliminary  
Plat Approval**

**Diversified Investments, Inc., Property Owner**

Mr. Harry Driggers was present for discussion. A letter from Mr. Driggers requesting the extension of Timber Ridge Preliminary Plat was included in the packages for the Planning Commission's review.

Following discussion, a motion was made by Mr. Robert Fell to approve this request. The motion was seconded by Mr. Lamar Cole and unanimously adopted.

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**GC-3-97**

**Request for an amendment to Planned Development-General Zoning Text and Master Plan 3-91 (revision 30-94) for Barnes Plantation, subject amendment is to eliminate condition regarding access and allow a right turn in and out directly off Frederica Road, to a 1.17 acre commercial out-parcel beginning approximately 110 ft. north of Fourth Avenue, St. Simons Island.**

**Property owned by Jasper Barnes;  
Attorney Fleming Martin, Agent**

Mr. Jasper Barnes and Attorney Jim Gilbert were present for discussion.

Mr. Reuter explained that this request is in no way affiliated with the apartment development. He then presented the staff's report.

Mr. Reuter stated that this request is to amend the Planned Development. The amendment is to change a condition placed when the subject property was rezoned from R-9 One-Family Residential to Planned Development-General to allow commercial development for the entire tract in 1991. The Planned Development amendment

in 1994 was to allow the development of multi-family or commercial on the rear of the property and commercial on the front two parcels. The only access permitted to Frederica Road is from one main entrance, with access drives to the south and north commercial parcels. Therefore, any other access points to serve the Planned Development tract requires an amendment to the Planned Development.

Mr. Reuter explained that according to the concept plan submitted, the proposed drive from Frederica Road would begin 74 ft. north of the south property line of Parcel B. The drive is proposed to be 28 ft. wide with two lanes, right-turn in and right-turn out. The two access lanes would be required to be designed and constructed to the Glynn County Engineers specifications and have signage to reflect the turning movement. Mr. Reuter stated that the County Engineer has recommended approval of the concept plan but final construction plans have not been presented and approved at this time. A memorandum from Mr. Andrew Grzymski, County Transportation Planner, stating concerns to be addressed prior to approval was included in the packages for the Planning Commission's review.

Mr. Reuter pointed out that the site plan for the development (known as Parcel B) which is proposed to be for retail usage, will require approval from the Planning Commission and the Board of Commissioners prior to construction. As part of the Planned Development zoning approval, site plan approval is required whether the current request to allow the access drive off Frederica Road is approved or not.

Mr. Reuter stated that the concept plan for Parcel B is for consideration of the access cut to Frederica Road only, and no other access points shown on the plan are being reviewed at this time. He stated staff recommends approval of the access drive from Frederica Road, for right-turn in and right-turn out only, subject to the final engineering design being approved by the Glynn County Engineer prior to any clearing or construction of Parcel B. Further, proposed access drive to be included and approved as part of the site plan approval process. Mr. Reuter stated staff considers this to be the only parcel which abuts the multi-family tract to the rear that will require additional access.

Attorney Jim Gilbert pointed out that this request has nothing to do with the apartment development, drainage, or water and sewer as referenced in the newspaper.

Mr. Ray Richard stated that the second access would be a marginal improvement in alleviating traffic at the light. He stated the construction plans are not finalized because he is waiting for clarification; however, this is a reasonable request and he recommends approval at this time.

Mrs. Mildred Wilcox, St. Simons Island resident, stated she is surprised that no one asked to review the 1980 or 1993 study conducted by the Chamber of Commerce. She urged the Planning Commission to not vote on this request until all citizens have had a chance to study this plan because it is an amendment to what was originally approved. Chairman Stewart stated he is comfortable with the County Engineer's recommendation.

Mrs. Iris Touw stated she doesn't know enough about this request to make a decision at this time. In view of the sensitivity of Frederica Road, and in order to evaluate this further, Mrs. Touw made a motion to defer this request and consider it at the time the entire site plan is presented. The motion was seconded by Mr. Robert Fell. Discussion continued.

Attorney Gilbert stressed that Mr. Barnes is 83 years old and has been coming before the Planning Commission for a number of years. He stated that Mr. Barnes is not developing the property, he is selling the property, and the additional access is a logical engineering request. Also, the site plan is not required at this point in the project.

Mr. Reuter stated that currently, traffic goes through one entrance, and another access point would mean less traffic through the intersection. He reiterated that the amendment is being requested due to the restrictions placed on the Planned Development. If the property had a standard commercial zoning rather than PD, two access roads would be permitted because of the 300 ft. frontage on Frederica Road. Mrs. Taylor explained that an amendment has to be processed before the site plan is processed.

Mrs. Touw stated there is still not enough information on traffic at this time, and therefore she would like to change her motion from deferral to denial; however, Chairman Stewart pointed out that a vote would have to be taken on the first motion before another motion is made. Discussion continued.

Mr. Hart stated that if the access is approved today, when the applicant brings the site plan back to the Planning Commission and if it is not acceptable, would the applicant have to revise the plan and bring it back to the Planning Commission for review. Mrs. Taylor replied yes, the Planning Commission would have to review the changes.

Mr. Reuter stated that the amendment is an improvement. He stated it is preferable to have another access rather than all traffic using one signal.

Following discussion, the vote was taken on the motion for deferral. Voting in favor of deferral were Mr. Robert Fell and Mrs. Iris Touw. Voting against the deferral were Mr. Lamar Cole, Mr. Hal Hart, Mrs. Glenda Jones and Mr. Wayne Stewart. The motion was defeated. A new motion was made by Mrs. Iris Touw to deny this amendment. The motion died due to lack of a second. A motion was then made by Mrs. Glenda Jones to approve this amendment. The motion was seconded by Mr. Lamar Cole. Discussion continued.

Mr. Hart asked if there could be a design to have traffic maneuvering safely. Mr. Richard replied yes, it could be designed so that it aligns 10 or 15 ft. with one of the other drives; however, he stated he would like to reserve that option and address it further at site plan review. Mrs. Touw had questions regarding the right turn in and out. Mr. Richard stated the right turn in and right turn out is proposed so that motorists can see each other.

For clarification, Chairman Stewart stated that the motion on the floor is for approval of the access to Frederica Road, and not the design at this time. Voting Aye: Mr. Lamar Cole, Mr. Hal Hart, Mrs. Glenda Jones and Mr. Wayne Stewart. Voting Nay: Mrs. Iris Touw. Abstained From Voting: Mr. Robert Fell. The motion carried for approval.

GC-4-97

**Request to rezone from Forest Agricultural to Limited Industrial a 27.4 acre tract located on the southeast corner of North Sheffield Road and Old Jesup Highway (frontage of 1,945 ft.) beginning approximately 2,400 ft. north of Berry Road.**

**Property owned by Mitchell J. Life.**

Mr. Mitchell Life and Mr. Daniel Johnson, agent, were present for discussion.

Mr. Reuter presented the staff's report. He stated that this request is to rezone a 27.4 acre tract of land located at the intersection of North Sheffield Road and Old Jesup Highway. If rezoned, the owner proposes to operate a Rubber Reclamation Center on the subject property. The rubber recycling process commences with the collection and shredding of discarded tires. The new and innovation process in conjunction with current technology is to process discarded rubber tires into a raw material that is needed by various industrial operations.

Mr. Reuter explained that the concept plan submitted shows the utilization of only approximately 8 acres of the property, which is stated as being Phase 1, and located at the intersection of the previously stated location. However, a 50 ft. buffer is proposed along the road frontage with the exception of the two proposed access roads, one from Old Jesup Highway and the other from North Sheffield Road. Mr. Reuter pointed out that this type operation would generate a considerable amount of truck traffic. The business proposal states that there are three ways to acquire tires for this operation: 1) collect them from the tire dealers; 2) have the dealers deliver the tires to the site; or 3) have third party tire handlers deliver the tires to the site.

Mr. Reuter stated that the amount of truck traffic generated is not known, but the operation of Phase 1 would be designed to process 8,000 tires per day. The proposal further states that the business would initially require 2 trucks and 2 aluminum single piston dump trailers. Utilization of North Sheffield Road, which is an unpaved road, is of concern in that this road is not designed to accommodate industrial traffic.

Mr. Reuter stated that in the memo dated January 2, 1997, Mr. Andy Grzymiski, County Transportation Planner, has outlined several concerns that need to be addressed relating to transportation. The memo was included in the packages for the Planning Commission's review. Staff feels that more information is needed on the type and number of vehicles expected to visit the facility, and additional explanation about utilizing a rail spur into the facility.

The rezoning being requested is for a Limited Industrial zoning, which would permit this type facility within the following two categories:

- Open yard use for the sale, rental, cannibalizing, dismantling and/or storage of new, used, salvage and/or junk materials or equipment, provided that:
  - a) Such uses are separated from adjoining properties by a suitable planting screen, fence or wall at least 6 ft. in height for purposes of improving the aesthetic values of said adjoining properties;
  - b) Setback a minimum of 100 ft. from all right-of-way lines; and

- c) No burning of materials or products is conducted on the premises except by means approved by the Glynn County Engineer.
- Any industrial use which involves manufacturing, processing, assembly, or storage operations, provided that:
  - a) Said manufacturing, processing, assembly or storage in no way involves any junk or salvage operations;
  - b) That there is no open storage of junk or salvage; and
  - c) That no noise, vibration, smoke, gas, fume, odor, dust, fire hazard, dangerous radiation or other injurious or obnoxious conditions result from the operation.

Mr. Reuter stated that the facility is proposed to utilize a 600 ft. deep well for the site to provide needed water. The nearest fire fighting unit is less than 12 minutes away from the actual site and the owner has stated that he will devise an acceptable plan of action of fire protection through close coordination with the local county fire fighting agencies.

Mr. Reuter explained that Mr. Tom Wheelis, Glynn County Fire Inspector, has reviewed the proposed plans for this facility and has stated concern about the safety of the facility and surrounding area as it relates to fire hazard. Furthermore, installation of the well may not generate sufficient water pressure to protect the site. The facility could be adequately served in an area with public water.

The Glynn County Zoning Ordinance, Limited Industrial, states the following:

- Limited Industrial District  
 Intent of District: It is the intent of Limited Industrial to be developed and reserved for light industrial uses which are not significantly objectionable, in terms of noise, odor, fumes, etc. to surrounding properties. The regulations which apply within this district are designed to; 1) encourage the formation and continuance of a compatible environment for uses generally classified to be light industrial in nature; 2) protect and reserve undeveloped areas in Glynn County which are suitable for such industries; and 3) discourage encroachment by those residential, commercial and other uses capable of adversely affecting the industrial character of the district.

Mr. Reuter stated staff feels that this rezoning to Limited Industrial would not be compatible with the surrounding Forest Agricultural land. He stated in order to further evaluate this request, the following matters were considered in developing staff's recommendation:

- 1) Whether the zoning proposal will permit a use that is suitable in view of the use and development of adjacent and nearby property;

No, would create an isolated industrial/processing use.

- 2) Whether the zoning proposal will adversely affect the existing use or usability of adjacent or nearby property;

Yes, the use would be more compatible in an existing industrial area served by public water.

- 3) Whether the property to be affected by the zoning proposal has a reasonable economic use as currently zoned;

Yes.

- 4) Whether the zoning proposal will result in a use which will or could cause an excessive or burdensome use of existing streets, transportation facilities, utilities, or schools;

Yes, excessive truck traffic.

- 5) Whether the zoning proposal is in conformity with the policy and intent of the Comprehensive Land Use Plan;

No.

- 6) Whether there are other existing or changing conditions affecting the use and development of the property which give supporting grounds for approval or disapproval;

None that we are aware of.

Mr. Reuter stated that staff recommends denial of this request for the following reasons:

- 1) Not compatible with the surrounding area;
- 2) Could be considered a spot zoning;
- 3) Future land use for this area is for low density residential such a facility could be detrimental to the development of this area;
- 4) Increase of industrial traffic on roads; and
- 5) Without adequate water service, a deep well might not be able to handle the type fire protection that may be needed.

Mr. Daniel Johnson gave a brief presentation. He stated that "we, as a nation, have chosen to avoid the central issue of how to best dispose of our solid waste while at the same time, protecting the environment and the health of the public. Only recently have all levels of government, in conjunction with industry, have focused on this critical problem. Tires represent only one aspect of the solid waste stream. The responsibility on ensuring that discarded tires are disposed of in such a way so as to safeguard the environment and the public health falls on the shoulders of government as well as private industry. The reality is that there will be costs associated with not only cleaning up our existing inventory of discarded tires, but we must also create and put in place a sound methodology for a long-range solution to the tire disposal problem. Future Management Concepts is dedicated to being a part of that solution."

Mr. Johnson explained that the proposed facility will shred tires, reclaim rubber, steel and fiber and will be a regional dispository and processor of discarded tires. Phase I will concentrate on TDF (Tire Derived Fuel). The entire processing will be conducted by a single piece of equipment and will be capable of processing 8,000 tires per day. A mobile unit has been selected which is capable of being transported to different sites as needed to clean up large landfill areas and/or stockpiles.

Mr. Johnson stated that as pointed out by Mr. Reuter, a 600 ft. deep well is planned with 6 in. casing for the industrial unit. He also stated that a pond could be installed as a means for additional protection.

In addressing traffic, Mr. Johnson stated there would be approximately 3 to 4 trucks per week. He stated that traffic for this site would be no less than traffic for any of the pulp wood sites.

Mr. Johnson explained that up to this point, there is no way to dispose of discarded rubber tires. The Future Management Concept would be economically helpful to Glynn County and surrounding counties. Currently, tires are shipped out to Atlanta. Mr. Johnson stated there are approximately 8 to 10 industrial based units that will utilize this facility. (A complete business plan was included in the packages for the Planning Commission's review.)

Several residents living on Old Jesup Road and Sheffield Road were present to oppose this request. Chairman Stewart asked the group to designate a spokesperson from each area.

Mr. Smith, resident of Old Jesup Road, stated he and the other residents are opposed to this request due to environmental reasons and potential fire problems. Mr. Smith stated that he has lived in the area for 25 years and feels this type facility would also be unsafe for the children in the neighborhood. Mr. Brock Williford stated the residents of Sheffield Road are opposed to this request for the same reasons. He stated this development would have a negative impact on his family. Mr. Williford stated that his mother has a severe breathing problem, and this type facility would have a harmful affect on the environment. Also, he added that cutting the timber on the road is dangerous for the residents living within a few hundred feet of the site.

Following discussion, a motion was made by Mrs. Glenda Jones to recommend denial of this request. The motion was seconded by Mr. Lamar Cole. Discussion continued.

Chairman Stewart stated that he understands how important it is for people to be able to utilize their property and he would like to support this project; however, he cannot support it due to the problems of the facility being in close proximity of residents, the concerns of the road conditions, fire protection and transportation problems. Chairman Stewart stated mosquitoes would also be a problem.

Mr. Johnson explained that the plan is set up to keep the tires covered, and therefore mosquitoes would not be a problem. He further stated they could secure a right-of-way closer to the area if necessary to assist with traffic. Also, the entrance could be re-designed to avoid using the dirt road. Mr. Johnson stressed that they would do nothing to disturb the neighborhood.

Mr. Hart asked the residents if there is anything the owner could do as a compromise. The response was, "not put the business there."

After discussion, the motion for denial was unanimously adopted.

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SUP-1-97

**Request for a Special Use Permit in the General Commercial-Core and St. Simons Village Preservation Districts to permit a restaurant. Subject property known as Unit 1 and a portion of Unit 2 Village Mall Condominiums, consisting of 1,140 sq. ft.; address known as 310-B Mallory Street.**

**Property owned by Thomas H. Smoot, II  
Alan K. Worthley, Applicant/Proposed Business Owner**

Mr. Worthley was present for discussion.

Mr. Schroeder presented the staff's report. He stated that the applicants propose to convert an existing business establishment (former "A New Horizon Hair Salon") to a restaurant name the "Georgia Sea Grill." The 1140 sq. ft. of floor area will be renovated into 615.2 sq. ft. of patron area with the remaining 524.8 for service areas. The cumulative patron area results in a parking requirement of 5 parking spaces ( $615.2/70 + 1 = 9.78 * 50\% = 4.89$  or 5 spaces).

Mr. Schroeder explained that the applicants propose to lease 9 parking spaces from Mr. Winfree Irvine, owner of Beachview House Bed & Breakfast located just east of Coastal Bank. The parking spaces provided are additional spaces not required for use by the Beachview House B&B. The parking spaces are located less than 350 ft. from the proposed restaurant. The applicants prefer to erect signage denoting the 9 parking spaces as private parking for the Georgia Sea Grill.

Mr. Schroeder stated that the floor plans have been reviewed and approved by the Health Department, Building Inspection Division, Fire Department, and Water and Sewer. He stated that the exterior of the structure will remain unchanged with the exception of signage. The existing projecting sign and the small wall sign to the right of the door will be repainted to read, "Georgia Sea Grill." The lettering will be navy blue with a taupe background and the palm trees will be burgundy.

Mr. Schroeder explained that the applicant has addressed the requirements for a Special Use Permit within a General Commercial-Core zoning district. The required parking spaces have been provided on a site approximately 350 ft. from the restaurant. Due to the parking being greater than 100 ft. from the proposed establishment, the parking must be designated as public parking as long as the restaurant is operating as required in Section 715.3.2b)3.b).

Mr. Schroeder stated that in addition to the requirements outlined in Section 715.3, the Planning Commission and the Board of Commissioners should consider the following criteria for Special Uses (Section 904.3 Approval, Denial):

**A) The effect the proposed activity will have on traffic flow along adjoining streets?**

Staff: The proposed use will have minimal impact on adjacent street traffic flow.

**b) The location of off-street parking facilities?**

Staff: The location and provision for off-site parking is adequate provided the parking is designated as public.

**c) The number, size and types of signs proposed for the site?**

Staff: All proposed signage is in conformance with the St. Simons Village Preservation District and the Sign Ordinance.

**d) The amount and location of open space?**

Staff: Not applicable, existing structure.

**e) Protective Screening?**

Staff: Use confined to inside the building screening, not necessary.

**f) Hours and Manner of operation?**

Staff: As outlined in response to Section 715.3 2.a)2, the establishment will operate between 11:00 A.M. and 10:00 P.M.

**g) Outdoor lighting?**

Staff: No additional external lighting is proposed. The building currently has a lamps mounted on the front and side of the building.

**h) Ingress and Egress to the property?**

Staff: The main entrance will face Mallory Street. An additional (emergency/delivery) entrance is provided towards Oglethorpe Avenue.

**i) Compatibility with surrounding land use?**

Staff: The proposed restaurant use and operation hours are compatible with the surrounding land uses.

Mr. Schroeder stated that all of the external changes are in harmony with the standards of the St. Simons Village Preservation District. He stated recommends approval of the proposed improvements. Photographs were presented for the Planning Commission's review.

Mr. Schroeder explained that overall, the project addresses the review criteria for a Special Use Permit in the St. Simons Village Preservation District. The current policies within the General Commercial-Core require additional parking be provided when a restaurant use is proposed. The applicant has an agreement with Mr. Winfree Irvine to provide 9 parking spaces approximately 350 ft. from the proposed restaurant. According to the Zoning Ordinance, the parking should be public. Also, the parking must be identified with public parking signs.

Mr. Worthley stated that the full service restaurant will be open from 11:30 a.m. to 3:00 p.m. for lunch; will close and re-open at 5:00 p.m. until 10:00 p.m. for dinner. He pointed out that they plan to apply for a beer and wine license.

Following discussion, a motion was made by Mrs. Glenda Jones to approve this request. The motion was seconded by Mr. Hal Hart. Discussion continued.

Mr. Fell stated that on busy weekends, the parking lot at Coastal Bank is full. He then asked if the second floor will be utilized. Mr. Worthley replied no, but if they were to use the second floor, it would be for office space only.

Mrs. Touw expressed concerns about the parking study. Staff commented that businesses would have to be governed by the amount of parking spaces available. Mrs. Touw stated she objects to the applicant's statement that the comment is unreasonable and discriminatory. She stated this is a fact, not discriminatory.

Mr. Cole also expressed concerns about the parking. He asked if the parking will be long-term. Mr. Worthley replied, "till the duration of the business."

Chairman Stewart commented that if you lose your parking spaces, you lose your business. He stated sooner or later this issue must be addressed. He further stated that the letter from Mr. Irvine indicating a willingness to lease parking spaces to Mr. Worthley is very vague. Mr. Reuter stated that if the Planning Commission desires, a letter could be provided for the County Attorney's review before the request is forwarded to the Board of Commissioners. Mr. Fell stated that in a similar case, a copy of the lease agreement was provided as part of the request.

After discussion, Mrs. Jones amended the motion to include that a copy of the lease agreement for public parking spaces be provided for the County Attorney's review prior to consideration by the Board of Commissioners. The amendment was accepted and the motion was unanimously adopted.

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The Planning Commission took a 10 minute recess. The meeting resumed at 10:45 a.m.

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At this time, Mr. Reuter presented a request from Mr. Andrew Tostensen for a secondary entrance off Lake Drive in lieu of additional improvements to the existing entrance from Highway 303. A site plan was submitted for the Planning Commission's review. Mr. Reuter apologized for this item not being on the agenda and stated it was not required to be advertised. He stated staff recommends approval of this request subject to final approval by the County Engineer.

Following discussion, a motion was made by Mr. Robert Fell to approve this request subject to staff's recommendation. The motion was seconded by Mrs. Glenda Jones and unanimously adopted.

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**Consider Amending the Glynn County  
Zoning Ordinance - Section 617. Exceptions  
to Height Limits: Adopt additional standards  
for Telecommunications Antennas and Towers  
Section 617.Exceptions to Height Limits**

Copies were included in the packages for the Planning Commission's review. Chairman Stewart stated that due to the amount of information included, he would like to make a motion to defer this item for 30 days in order to allow more time for review. Also, a work session was scheduled for January 22, 1997 at 12:00 in Room 234 of the Office Park Building to further discuss this amendment. The motion was seconded by Mrs. Glenda Jones and unanimously adopted.

Attorney Paul Feltzer of Savannah, GA was present to discuss FCC regulations and to ensure that the Planning Commission and other boards receive all required information. Chairman Stewart invited Mr. Feltzer to attend the work session.

**Consider Amending the Glynn County  
Zoning Ordinance - Section 619 Site  
Plan Approval: Adopt standards for  
Lighting and Landscaping in Commercial  
Zoning Districts**

Copies were included in the packages for the Planning Commission's review.

Following a brief discussion regarding the language under item #4) Enforcement, a motion was made by Mrs. Glenda Jones to defer this amendment for clarification of language. The motion was seconded by Mr. Hal Hart and unanimously adopted.

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**MINUTES**

Upon a motion made by Mrs. Glenda Jones and seconded by Mr. Lamar Cole, the Minutes of the December 3, 1996 Planning Commission meeting were approved and unanimously adopted.

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**STAFF ITEMS**

Mr. Schroeder presented a Minor 802 Plat of property owned by Mr. Bobby Boone who would like to further divide Lot 8 in Poplar Lake Subdivision. The parcel (Parcel A) is 90% lake. Mr. Schroeder explained that the county would not be responsible for maintaining the lake. Mr. Flanagan pointed out that all of the lots extend to the lake. He stated there needs to be enough language included on the plat that prohibits any filling of the lake. Chairman Stewart advised staff to advertise this item for the February 4<sup>th</sup> Planning Commission meeting and to make sure that all adjacent property owners are notified.

Also under Staff Items, Mr. Flanagan announced that the Board of Commissioners took action to change the titles of all Constables to Field Inspectors. He stated the Field Inspectors will continue to perform their duties with the exception of writing citations.

Mrs. Taylor distributed copies the 1996 zoning report for the Planning Commission's review.

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**COMMISSION ITEMS**

Chairman Stewart appointed Mr. Robert Fell, Mr. Hal Hart (Chairman), and Mr. Keith Flanagan to the Sign Ordinance Committee. Staff will also assist the committee.

Chairman Stewart asked that all suggestions regarding proposed revisions to the Planning Commission be submitted in writing to him today. A work session will be scheduled in February for further discussion. Afterward, this item will be placed on the agenda for the March 4<sup>th</sup> Planning Commission meeting.

Mrs. Touw had questions regarding the Home Occupation amendment. Mr. Reuter stated he would forward copies of the recent amendments to each member to be included in their ordinance.

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There being no further business to discuss, the meeting adjourned at 11:50 a.m.