

**TOWN OF TALLULAH FALLS
STATE OF GEORGIA
PLANNING & ZONING COMMISSION MEETING
TOWN HALL, 255 MAIN STREET, TALLULAH FALLS, GA
JULY 30, 2019, 5:00 PM
MINUTES**

The Organizational Meeting of the Planning & Zoning Commission for July 30, 2019 of the Town Council of Tallulah Falls, Georgia was called to order at 5:00 PM by Mayor Dobbs.

PRESENT: Mayor Teri Dobbs
The Honorable Robert Sneed
Commissioner Van Knighton
Commissioner Tresa Dyer
Commissioner Mike Early
Commissioner Keith Knudsen
Commissioner Barbara Rice
Town Clerk Linda Lapeyrouse
PRESENT VIA PHONE: Town Attorney Warren Tillery
OTHERS PRESENT: See attached sign-in sheet

Mayor Dobbs welcomed everyone to the meeting and introduced the new members of the Planning and Zoning Commission.

The Honorable Robert Sneed swore in the commissioners.

A motion was made by Commissioner Dyer to adopt the agenda as presented. The motion was seconded by Commissioner Early and unanimously approved.

Organizational Meeting

Election of Chairman – Commissioner Rice recommended Commissioner Knudsen. Knudsen declined due to the possibility of missing meetings. Commissioner Knighton volunteered for the position. Commissioner Early seconded the nomination and it was unanimously approved.

Appointment of Secretary – Commissioner Dyer was asked by Chairman Knighton if she would be willing to serve. She agreed. The nomination was made by Commissioner Early, seconded by Commissioner Knudsen and unanimously approved.

Adoption of Rules of Procedure – A motion was made by Commissioner Knudsen to adopt the simplified Rules of Procedure supplied by Town Clerk Lapeyrouse made available through the Georgia Municipal Association. The motion was seconded by Commissioner Early and unanimously approved.

Meeting Schedule – It was agreed that the regular meetings of the Planning and Zoning Commission would be on the second Wednesday of each month at 6:00 p.m. in City Hall. If there is no business to come before the Planning & Zoning Commission, the

monthly meeting will be cancelled.

Town Attorney Warren Tillery was then brought into the meeting via telephone. He explained the procedure for reviewing re-zoning applications. The zoning administrator (Town Clerk Lapeyrouse and Mayor Pro tem Goatcher) will review and prepare a report providing administrative analysis. The Planning & Zoning Commission will hold a public hearing. The Commission will then provide a written recommendation to the Council to approve, approve with conditions or deny the application. The recommendation will not be binding on the Council.

Chairman Knighton suggested delegating different areas of research to the members.

E-mails will be provided by the Town at the tallulahfallsga.gov address to be used for official e-mails of the Planning & Zoning Commission. Using personal e-mail for town business is not recommended.

The Planning and Zoning Commission set their next meeting for August 7, 2019 at 6:00 p.m. to begin review of the re-zoning application received by J & D Irvin Holdings, LLC.

A Public Hearing before the Planning and Zoning Commission will be August 9, 2019 at 6:00 p.m. The attorney can be available by video conference for the public hearing.

A review and update to the Official Zoning Map will be planned for the September meeting.

There being no further business before the Commission, a motion was made by Commissioner Dyer to adjourn the meeting. The motion was seconded by Commissioner Knudsen and unanimously approved.

The meeting adjourned at 7:00 PM.

Van Knighton, Chairman

Linda Lapeyrouse, Town Clerk