

*Minutes of The Dalton/Whitfield County Planning Commission*  
*Monday, November 28, 2011*

**MEMBERS PRESENT**

Lane Lewis  
Todd Gavin  
Cortland Zimbrick, Vice-Chair  
Sherwood Jones, Chairman  
Pat McCoy

**VISITORS PRESENT**

**STAFF PRESENT**

Kevin Herrit, City/County Planner

**Board of Commissioners**

**I. Call to Order**

Chairman Sherwood Jones of the Whitfield County Planning Commission opened the meeting of the Dalton Whitfield County Planning Commission at 7:00 P.M..

**II. Pledge of allegiance to the U.S. Flag and explanation of proceedings**

Chairman Sherwood Jones asked that the pledge of allegiance to the United States of America Flag be held over until the next meeting. Staff then explained the rules of the proceedings.

**III. Roll Call and Determination of a Quorum**

Chairman Sherwood Jones asked all members to raise their right hand to determine if there was a quorum and upon signifying that there were four members present Chairman Sherwood Jones stated that a quorum was present. Virgil Cook was not present do to an excused absence.

**IV. . Approval of Minutes**

Chairman Sherwood Jones asked for approval of the regular minutes of October 2011. The motion was made by Commissioner McCoy and seconded by Commissioner Zimbrick. The motion passed 5-0.

**V. Old Business**

1. None

**VI. New Business – Subdivision Plats**

**1. Case # 11-28-2011-001 – Margaret E. Smith & Charles T. Moulton –  
Minor Subdivision Plat**

Staff reviewed several supporting documents pertaining to the case with the Planning Commission. Mr. Herrit explained that the plat shows the lots as two parcels. Lot 1 contains +/- .616 acres and contains one single-family residential structure with a 75' of area at front building line. Lot 2 contains +/- .625 acres and contains a single-family residential structure with 25' of area at front building line.

Staff explained that both lots will need a variance from the 100' front building width line and a 4:1 depth to width ratio. Mr. Herrit suggested a motion to approve the variances and approve the plat as presented. Chairman Jones inquired if there were any motions from the Commission and Mr. McCoy made a motion to approve with a second coming from Mr. Lewis. The motion passed 4-0.

**VII. Other business**

1. Staff introduced the meeting schedule for next year and it was approved as stated.

**VIII. Adjournment.**

Chairman Sherwood Jones asked for a motion to adjourn. This was approved unanimously and the Planning Commission stood adjourned until their next scheduled meeting on January 23, 2012.

Respectfully Submitted by:

Planning Commission Chairman: Sherwood Jones

Planning Commission Secretary: Kevin L. Herrit