

**TOWN OF INTERLACHEN  
TOWN COUNCIL & PLANNING COMMISSION  
WORKSHOP MINUTES  
TUESDAY, MAY 27, 2025 – 6:30 P.M.**

**CALL TO ORDER:**

Chairperson Bakker called the workshop to order at 6:34 pm and led the Pledge. Council Member Meadows gave the invocation.

**ROLL CALL:**

Council members present were Chairperson Beverly Bakker, and Vice-Chairperson Joni Conner, Carolyn Bennett, and Carolyn Meadows. Planning Commission members present were Judi Costanzo, Raymond Baxter, and Gail Guinta. Attorney George Young was present. Mayor Hanes, Council Member David Yonts and Planning Commission members, Randy Donaldson, Mike Rodgers, and Tonya Whitehurst were absent.

**COUNCIL CHAIRPERSON – BEVERLY BAKKER**

Chairperson Bakker turned the meeting over to JBPro Planners, Kathy Ebaugh and Eryn Mertens.

**COUNCIL AGENDAED DISCUSSION:**

**Discussion and Consideration of the Town's Land Development Regulations.**

Eryn Mertens gave an overview of the previous meeting that covered non-conforming use and enforcement. Tonight's workshop will cover new material.

The following was discussed:

- 1) Administration and review procedures.
  - a) **Town Council:** render final decisions regarding the Comprehensive Plan and the Land Development Code, except where authority for final decision has been delegated to another agency.
  - b) **Planning Commission:** serve as an advisory board to the Council and make recommendations regarding zoning district boundaries.
  - c) **Town Clerk:** makes some decisions that may trigger appeals, administers the code, receives, and reviews all comprehensive plan amendments, zoning change, special exception, and variance applications.
  - d) **Zoning Board of Adjustment:** approves Special Use/Special Exceptions and Variances.
- 2) Quasi-judicial hearing are for master development plans, subdivisions, special uses, variances or appeals. These proceedings allow for due process and the appeal process.
- 3) Special Use permits provide criteria within the standards of the Land Development Code.
- 4) Merging the Special Use and Special Exception categories.
- 5) Option of delegating approval of Special Use/Special Exceptions to the Planning Commission.
- 6) Consistent with the Comprehensive Plan.

7) Setting monthly Planning Commission meetings.

8) Variances are authorized for height, size of structure, yards, setbacks, or open spaces. The Zoning Board of Adjustment can attach appropriate conditions or safeguards in order to protect public health general safety and welfare of Town residents.

Resident Jessica Cole stated that there are applications going into these boards and there is a screening process that the public isn't aware of, not a lack of volunteers.

Future workshops: #9: June 24<sup>th</sup> , #10, July 24<sup>th</sup>, and #11: August 26<sup>th</sup> (may be from 10am-5pm). Adoption of the Code is set for September, then the first reading of the Ordinance in October and the second reading in November.

The workshop adjourned at 8:10 pm.