

**City of Westminster**  
**MINUTES OF THE PLANNING COMMISSION**  
**July 15, 2024, 6:00 pm**  
**Westminster City Hall**

The meeting was called to order at 6:00pm. In attendance were Sandra Powell, Ben Lewis, Lacey Moore, and Truman Holbrooks.

Staff:

Assistant City Administrator, Regan Osbon  
City Clerk, Rebecca Overton

**Certification of Quorum**

Rebecca Overton certified a quorum.

**Comments from Staff**

Mr. Osbon informed the Board that there were no new plat reviews for the month of July. He also informed the Board that staff is still working on the Community Planning Assistance Program which will provide grant assistance for the corridor from downtown to the highway 24 intersection.

**Approval of Minutes**

Upon a motion by Mr. Lewis and seconded by Mrs. Moore, the motion to approve the May 20, 2024, meeting minutes passed unanimously.

**New Business**

Mr. Osbon reminded the Board that in 2021, City Council implemented a policy requiring all new out of city utility customers to sign a covenant of annexation, authorizing the city to annex in such property when it becomes contiguous to City Limits (Ordinance No. 2021-05-11-01, amended by Ordinance No.2023-08-08-01). He added that the properties considered for annexation at this meeting were based on the owner's petition via the annexation covenant they signed to utilize city services and that these covenants were recorded on the deed of the property at the Oconee County Register of Deeds.

Mr. Osbon also reminded the Board that City Code requires the Planning Commission to host a public hearing on the matter.

**Consideration of Annexation of Property Located at 100 Dunlop Drive, TMS # 250- 00-04-001.**

**PUBLIC HEARING** - Mrs. Powell opened the Public Hearing . There were no comments from the public and the hearing was closed.

Upon a motion by Mrs. Moore and seconded by Mr. Holbrooks, the motion to approve the annexation of property located 100 Dunlop Drive, TMS # 250-00-04-001, passed unanimously.

**Consideration of Annexation of Property Located at 198 Dunlop Drive, TMS # 250- 00-04-023.**

**PUBLIC HEARING** – Mrs. Powell opened the Public Hearing. There were no comments from the public.

Upon a motion by Mr. Lewis and seconded by Mrs. Moore, the motion to approve the annexation of property located at 198 Dunlop Drive, TMS # 250-00-04-023, passed unanimously.

**Consideration of Annexation of Property Located at 143 Oakmont Road, TMS # 235-00-02-033.**

**PUBLIC HEARING** – Mrs. Powell opened the public hearing. Ms. Joyce Winkler, owner of the property, was present and spoke against being annexed into the city limits. She asked the Board to consider her wishes and not approve the annexation.

Upon a motion by Mrs. Moore and seconded by Mr. Holbrooks, the motion to approve the annexation of property located at 143 Oakmont Road, TMS # 235-00-02-033, passed with Mr. Lewis voting no.

**Consideration of Annexation of Property Located at 1405 Clearmont Road, TMS # 235-00-02-088.**

**PUBLIC HEARING** – Mrs. Powell opened the public hearing. There were no comments from the public.

Upon a motion by Mr. Lewis and seconded by Mrs. Moore, the motion to approve the annexation of property located at 1405 Clearmont Road, TMS # 235-00-02-088, passed unanimously.

**Consideration of Annexation of Property Located at 650 Marcengill Road, TMS # 249-00-03-013.**

**PUBLIC HEARING** – Mrs. Powell opened the public hearing. There were no comments from the public.

Upon a motion by Mr. Holbrooks and seconded by Mr. Lewis, the motion to approve the annexation of property located at 650 Marcengill Road, TMS # 249-00-03-013, passed unanimously.

**Consideration of Annexation of Property Located at 311 Cornelia Avenue, TMS # 234-03-01-010**

**PUBLIC HEARING** – Mrs. Powell opened the public hearing. There were no comments from the public.

Upon a motion by Mr. Lewis and seconded by Mr. Holbrooks, the motion to approve the annexation of property located at 311 Cornelia Avenue, TMS # 234-03-01-010, passed unanimously.

**Consideration of Annexation of Property Located at 198 Nina Circle, TMS # 234- 03-01-026.**

**PUBLIC HEARING** – Mrs. Powell opened the public hearing. There were no comments from the public.

Upon a motion by Mr. Lewis and seconded by Mr. Holbrooks, the motion to approve the annexation of property located at 198 Nina Circle, TMS # 234-03-01-026, passed unanimously.

**Consideration of Annexation of Property Located at 199 Nina Circle, TMS # 234- 03-01-030.**

**PUBLIC HEARING** – Mrs. Powell opened the public hearing. There were no comments from the public.

Upon a motion by Mrs. Moore and seconded by Mr. Lewis, the motion to approve the annexation of property located at 199 Nina Circle, TMS # 234-03-01-030, passed unanimously.

**Consideration of Annexation of Property Located at Lot A (Cornelia Avenue), TMS # 234-03-01-033.**

**PUBLIC HEARING** – Mrs. Powell opened the public hearing. There were no comments from the public.

Upon a motion by Mr. Lewis and seconded by Mr. Holbrooks, the motion to approve the annexation of property located at Lot A Cornelia Avenue, TMS # 234-03-01-033, passed unanimously.

**Consideration of Annexation of Property Located at Lot E (Cornelia Avenue), TMS # 234-03-01-028.**

**PUBLIC HEARING** – Mrs. Powell opened the public hearing. There were no comments from the public.

Upon a motion by Mrs. Moore and seconded by Mr. Lewis, the motion to approve the annexation of property located at Lot E Cornelia Avenue, TMS # 234-03-01-028, passed unanimously.

**Consideration of Annexation of Property Located at Lot F (Nina Circle), TMS # 234-03-01-031.**

**PUBLIC HEARING** – Mrs. Powell opened the public hearing. There were no comments from the public.

Upon a motion by Mr. Lewis and seconded by Mrs. Moore, the motion to approve the annexation of property located at Lot F Nina Circle, TMS # 234-03-01-031, passed unanimously.

**Consideration of Annexation of Property Located at Lot G (Nina Circle), TMS # 234-03-01-032.**

**PUBLIC HEARING** – Mrs. Powell opened the public hearing. There were no comments from the public.

Upon a motion by Mr. Lewis and seconded by Mr. Holbrooks, the motion to approve the annexation of property located at Lot G Nina Circle, TMS # 234-03-01-032. Passed unanimously.

**Adjourn**

Upon a motion by Mr. Holbrooks and seconded by Mr. Lewis, the motion to adjourn the meeting passed unanimously.

(Minutes prepared by Rebecca Overton)

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Sandra Powell, Chairperson