

**Katie L. Greenway (CDI: Planning)**

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**From:** Katie L. Greenway (CDI: Planning)  
**Sent:** Monday, June 10, 2024 3:00 PM  
**To:** Jane Zhen  
**Cc:** Beth Garmon (CDI: Planning); Kristie Turner (Planning); Brittany Passmore (CDI: Planning)  
**Subject:** RE: Any Permit Application Update on 5342 Robin Trail

Good afternoon,

Following discussions with Beth Garmon, Assistant Director of Planning and Development, and other internal staff, it has been determined that to proceed with issuing a retroactive permit for your property, your site plan and floor plans must be updated to reflect a minimum heated floor space of 16 feet by 16 feet.

Once your updated plans are ready, please notify staff at [Planning@hallcounty.org](mailto:Planning@hallcounty.org) and upload your files to the record HRNEW23-1564.

Please let me know if you have any questions.

Regards,

Katie Greenway  
 Planning and Zoning Administrator  
 Hall County Community Development and Infrastructure  
 (direct office) 770-297-2649  
[klgreenway@hallcounty.org](mailto:klgreenway@hallcounty.org)




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**From:** Jane Zhen <[ymzhen@yahoo.com](mailto:ymzhen@yahoo.com)>  
**Sent:** Thursday, June 6, 2024 10:40 AM  
**To:** Katie L. Greenway (CDI: Planning) <[klgreenway@hallcounty.org](mailto:klgreenway@hallcounty.org)>  
**Subject:** Any Permit Application Update on 5342 Robin Trail

You don't often get email from [ymzhen@yahoo.com](mailto:ymzhen@yahoo.com). [Learn why this is important](#)

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi, Katie, I met you several times for the permit issue for 5342 Robin Trail in Braselton. Have you talked it to your supervisor? Any is there any update on it?

If you need any information from me or need to meet together, please let me know know.

Best Regards

Jane Zhen  
(678) 361-5228

## Katie L. Greenway (CDI: Planning)

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**From:** Katie L. Greenway (CDI: Planning)  
**Sent:** Wednesday, June 19, 2024 8:50 AM  
**To:** Jane Zhen  
**Cc:** Beth Garmon (CDI: Planning); Kristie Turner (Planning); Brittany Passmore (CDI: Planning)  
**Subject:** RE: Any Permit Application Update on 5342 Robin Trail  
**Attachments:** Udated Application for Appeal\_2020.pdf

Good morning,

You may appeal the decision of an administrative official by completing the attached form and uploading the application in Accela under Hall County - Planning and H – Zoning Variance. The fee will be \$200 and you will be heard and the next Planning Commission meeting based upon which deadline you meet for filing this application with all completed item. The next deadline is this Friday June 21<sup>st</sup> for the August 19<sup>th</sup> Planning Commission meeting.

Please be sure to upload the following:

- Application form
- Site plan
- Floor Plans of the structure

Thank you,

Katie Greenway  
 Planning and Zoning Administrator  
 Hall County Community Development and Infrastructure  
 (direct office) 770-297-2649  
[klgreenway@hallcounty.org](mailto:klgreenway@hallcounty.org)




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**From:** Jane Zhen <ymzhen@yahoo.com>  
**Sent:** Tuesday, June 18, 2024 6:45 PM  
**To:** Katie L. Greenway (CDI: Planning) <klgreenway@hallcounty.org>  
**Cc:** Beth Garmon (CDI: Planning) <bgarmon@hallcounty.org>; Kristie Turner (Planning) <ktturner@hallcounty.org>; Brittany Passmore (CDI: Planning) <bawalker@hallcounty.org>  
**Subject:** Re: Any Permit Application Update on 5342 Robin Trail

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Hi, Katie, thank you for getting back to us. We understand where your decision came from, but for our situation of single mobile home, unless we demolish the what we have already built up, we can meet the minumum16 feet requirement. It seems that our only option is to appeal to the board for exception to the requirements (not sure if this the correct wording), correct?

Who can help or who is the contact person for the appeal to the board?

Best Regards  
Jane Zhen  
(678) 361-5228

On Monday, June 10, 2024 at 03:00:08 PM EDT, Katie L. Greenway (CDI: Planning) <[klgreenway@hallcounty.org](mailto:klgreenway@hallcounty.org)> wrote:

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Regards,

Katie Greenway

Planning and Zoning Administrator

Hall County Community Development and Infrastructure

(direct office) 770-297-2649

[klgreenway@hallcounty.org](mailto:klgreenway@hallcounty.org)



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**From:** Jane Zhen <[ymzhen@yahoo.com](mailto:ymzhen@yahoo.com)>  
**Sent:** Thursday, June 6, 2024 10:40 AM  
**To:** Katie L. Greenway (CDI: Planning) <[klgreenway@hallcounty.org](mailto:klgreenway@hallcounty.org)>  
**Subject:** Any Permit Application Update on 5342 Robin Trail

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Best Regards

Jane Zhen

(678) 361-5228