



Jackson County Board of Commissioners

August 19, 2024 at 6:00 PM
Jury Assembly Room - County Courthouse

MINUTES

1. Call to Order - Chairman Tom Crow

Chairman Tom Crow called the meeting to order at 6:00 p.m.

Commissioners Present: Chairman Tom Crow
Commissioner Jim Hix, District 2
Commissioner Chas Hardy, District 3
Commissioner Marty Seagraves, District 4
Commissioner Cole Elrod, District 5

Staff Present: Kevin Poe, County Manager
Gina Roy, Assistant County Manager
Jamie Dove, Public Development Manager
Ericka Johnson, Deputy Clerk

Press: Mike Buffington, Mainstreet News/Jackson Herald

2. Invocation - Kevin Poe, County Manager

Kevin Poe, County Manager, gave the invocation.

3. Pledge of Allegiance - Chairman Tom Crow

Chairman Tom Crow led the Pledge of Allegiance.

4. Approval of Minutes

A. August 5, 2024 Draft Minutes

To approve the minutes for August 5, 2024

Commissioner Hix moved to approve the minutes for August 5, 2024.
Commissioner Hardy seconded the motion. The vote was taken and the motion passed unanimously. (Vote 5 – 0)

5. Citizen Input

Each speaker is provided up to four (4) minutes to address the board on any item that is not listed on this agenda.

None

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6. Reports

None

7. Recognitions, Appointments, and Special Items

A. Acceptance of the Keep America Beautiful Grant for MLK Day of Service Program

To recognize the grant that Keep Jackson County Beautiful (KJCB) has received for the MLK Day of Service Program. The grant is \$10,000 and is provided by Keep America Beautiful. KJCB went through a very competitive grant cycle and was one of a few programs awarded the grant. The funds are slated to be used for Commerce Ward 1 Mural Project.

Jamie Dove, Public Development Director, explained that Melody Herrington, a member of the Keep Jackson County Beautiful Board of Directors, had applied for a grant for the MLK Day of Service. There were seventy-four applicants, and only six grants were awarded. Two from the state of Georgia. Ms. Dove reported the funds will be used for a project in Ward 1 in the City of Commerce. There was a large check available and a group photograph was taken of the board, along with the members of Keep Jackson County Beautiful and MLK Day of Service.

8. Consent Agenda

Commissioner Hix moved to approve the Consent Agenda as presented. Commissioner Hardy seconded the motion. The vote was taken, and the motion passed unanimously. (Vote 5 – 0)

A. Jackson County Environmental Health Fees

Adopt an Increase in the Environmental Health Fees as recommended and approved by the Jackson County Board of Health

B. Lease Agreement between Cave Springs Baptist Church and Jackson County

To approve lease agreement with Cave Springs Baptist Church related to using portion of church property for Parks & Recreation purposes

C. Consider proposal from Advantage Behavioral Health Systems to use Opioid Settlement Funds to support their opioid treatment program in Jackson County

To consider allocating opioid settlement funds to an opioid treatment program Advantage Behavioral Health Systems is running in Jackson County

D. Award Contract for Construction of Jackson County Airport Terminal

Award Contract for construction of Jackson County Airport Terminal to Sunbelt Builders in the amount of \$3,195,000 and amend the SPLOST 7 budget to reflect the bid amount awarded.

E. Award Contract for New Kings Bridge Road Park Construction Manager at Risk (CMAR)

Award Contract for New Kings Bridge Road Park Construction Manager at Risk (CMAR) to Reeves Young in the amount of \$590,368 for CMAR Agreement General Conditions and 2.95% of Project Construction costs and amend the SPLOST 7 budget to reflect the bid amount awarded.

9. **New Business**

- A. **Creation of a Street Light Special Tax District for Hampton Ridge**
To authorize the Chairperson to establish a special tax district for streetlights for Hampton Ridge Subdivision. An application has been submitted by Michael Miller as authorized representative.

Jamie Dove, Public Development Director, presented the staff report. This was a request for approval of a special tax district for street lighting for Hampton Ridge. She explained there would be a total of 160 total lots and, the development would have a total of fifty-three (53) streetlights installed. Attorney Chip Ferguson opened the public hearing for comment. There were no comments.

Commissioner Hix moved to approve the request. Commissioner Hardy seconded the motion. The vote was taken and the motion passed unanimously. (Vote 5 – 0)

- B. **Request for the Board to consent to a Request for Deannexation**
Request for the Board for consent to the proposed deannexation of said property, identified as a portion of Tax Parcel 070/005F, located within the city limits of Arcade. The portion of the tract is 1.828 acres and is owned by Leonard G and Renee F. Swofford, represented by McGrath RentCorp c/o Don Clerici.

Jamie Dove, Public Development Director, explained this was a request to deannex property in order to prevent the creation of an island for the City of Arcade. She told the board Joel Logan, GIS Director, confirmed that the annexation of the entire tract would, in fact, create an island. Ms. Dove further explained the concept plan was included and the applicant wished to annex Tract 1 into the City of Arcade as an addition to an existing business. In order to do this, Tract 2 needed to remain in Jackson County to prevent the creation of an island. Ms. Dove advised anything to the right of Tract 2 was within the City of Arcade. Arcade had consented to the deannexation. If approved, staff will begin the rezoning process. Commissioner Seagraves moved to approve the request for deannexation. Commissioner Elrod seconded the motion. The vote was taken, and the motion passed unanimously. (Vote 5 – 0)

10. **Zoning Related Business**

- A. **New Business**
1. **MA-24-0132 : Lisa Bond, 158 Bob Mann Road, Maysville; 5.53 acres (Map 060/Parcel 001E)**
Request to change the Character Area Map from "Agricultural" to "Rural"

and to change the Future Land Use Map from "Agricultural/Forestry" to "Residential"

Jamie Dove, Public Development Director, presented the staff report for MA-24-0132. The applicant requested a change of the character area from Agricultural to Rural and change the Future Land Use Map from Agricultural/Forestry to Residential in order to split the property into two (2) tracts. The Planning Staff and Planning Commission recommended approval of the request.

Attorney Chip Ferguson opened the public hearing for comment. The applicant was present, but did not have additional comment. There was no opposition and the public hearing was closed. Commissioner Hardy moved to approve MA-24-0132. Commissioner Hix seconded the motion. The vote was taken, and the motion passed unanimously. (Vote 5 – 0)

2. MA-24-0134 : Frank Bell, 2680 US Highway 441, Commerce; 6.21 acres (Map 024/Parcel 016)

Request to change the Character Area Map from "Suburban" to "Urban" and to change the Future Land Use Map from "Commercial" to "Industrial"

Jamie Dove, Public Development Director, presented the staff report. The property had a mixed zoning and the applicant wished to ultimately combine the zoning of the property. One tract was zoned General Industrial (GI) and the other was zoned Community Retail Commercial (CIC). Ms. Dove said both tracts needed to be the same in order to move forward. The applicant requested a change to an Urban character area with an industrial, future land use. The Planning Staff and Planning Commission recommended approval.

Attorney Chip Ferguson opened the public hearing. Frank Bell, 1738 Jefferson River Road, Jefferson, GA shared that he had a family-owned business and within five (5) years, he hoped to relocate to the area. There was no opposition and the public hearing was closed. Commissioner Seagraves moved to approve MA-24-0134. Commissioner Elrod seconded the motion. The vote was taken, and the motion passed unanimously. (Vote 5 – 0)

3. MA-24-0135 : Earl Dollar, 7212 Winder Highway, Jefferson; 11.845 acres (Map 096/Parcel 015 1)

Request to leave the Character Area Map as "Agricultural" and change the Future Land Use Map from "Agricultural/Forestry" to "Intensive Agriculture"

Jamie Dove, Public Development Director, presented the staff report for MA-24-0135. The applicant requested a map amendment from a future land use of Agricultural/Forestry to Intensive Agricultural. If successful, this would allow the applicant to apply for a rezone to PCFD for a pumpkin patch/driving range for outdoor commercial recreation. The Planning Staff and Planning Commission recommended approval.

Attorney Chip Ferguson opened the public hearing. The applicant did not have

anything to add to the presentation. There was no opposition and the public hearing was closed. Commissioner Hix moved to approve MA-24-0135.

Commissioner Seagraves seconded the motion. Hearing no discussion, the vote was taken and the motion passed unanimously. (Vote 5 - 0)

4. **RZ-24-0209 : Joel Cantoran, 654 B Wilson Road, Commerce; 2.67 acres (Map 034/Parcel 033H)**

Request to rezone from A-3 (Agricultural Fringe District) to R-1 (Residential, Low-Density Single-Family District) in order to subdivide into 2 tracts

Jamie Dove, Public Development Director, presented the staff report for RZ-24-0209. The applicant requested approval of a rezoning from A-3 to R-1 in order to split the tract in order to be able to split the property for two homes. The Planning Staff and Planning Commission recommended approval with one (1) condition.

1. Driveways must meet driveway separation listed within the Jackson County Unified Development Code. If they cannot, a shared driveway must be implemented.

Attorney Chip Ferguson opened the public hearing for comment. Joel Cantoran, 654 B. Wilson Road, Commerce, GA spoke in support of the application. There was no opposition and the public hearing was closed. Commissioner Hardy made the motion to approve with one (1) condition.

1. Driveways must meet driveway separation listed within the Jackson County Unified Development Code. If they cannot, a shared driveway must be implemented.

Commissioner Hix seconded the motion. The vote was taken, and the motion passed unanimously. (Vote 5 - 0)

5. **RZ-24-0213 : Jonathan Loggins, 1174 Apple Valley Road, Commerce; 12.79 acres (Map 049/Parcel 027)**

Request to rezone from A-2 (Agricultural Rural Farm District) to AR (Agricultural Residential) in order to subdivide into 6 tracts

Jamie Dove, Public Development Director, presented the staff report for RZ-24-0213. He requested approval to rezone the property from A-2 to A-R in order to split the property into six (6) lots. The Planning Staff and Planning Commission recommended approval with one (1) condition.

1. Shared driveways must be used, with each shared driveway serving two adjacent lots. This will result in a total of three shared driveways for the six lots.

Attorney Chip Ferguson opened the public hearing for comment. Jonathan Loggins, 1281 Bob Mann Road, Maysville Road, spoke in support of the request. There was no opposition and the public hearing was closed. Commissioner Hardy made the motion to approve RZ-24-0213 with one (1) condition.

1. Shared driveways must be used, with each shared driveway serving two adjacent lots. This will result in a total of three shared driveways for the six lots.

Commissioner Hix seconded the motion. Hearing no discussion, the vote was taken, and the motion passed unanimously. (Vote 5 - 0)

6. **SU-24-0064 : Jonathan Loggins, 1309 Porter Road, Commerce; 9.64 acres (Map 064/Parcel 035)**

Request for a Special Use to have an event venue

Jamie Dove, Public Development Director, reviewed the staff report for SU-24-0064. The applicant requested approval of a special use permit for an event venue, to be located on 9.64 acres. Staff and the Planning Commission recommended approval with six (6) conditions.

1. There shall be no more than 225 guests on the property for an event.
2. Only one event shall be in operation at any given time.
3. Hours of operation shall be Sunday through Thursday no earlier than 9 a.m. and no later than 9 p.m.; Friday and Saturday no earlier than 9 a.m. and no later than 10:30 p.m.
4. Property must go through proper site development review, including Georgia Department of Transportation, prior to issuance of occupational tax certificate.
5. If Porter Road is to be used as an entrance/exit, it must be upgraded to county standards from Dry Pond Road to the farthest property line of the subject parcel on Porter Road.
6. Any existing structures intended for use as part of the proposed venue must undergo a change of occupancy inspection for life safety and obtain a certificate of occupancy before the venue can open and begin operations.

Attorney Chip Ferguson opened the public hearing for comment. Jonathan Loggins reported the property has been in the family for more than 100 years. He said the newer generation desired wedding venues outside, and he believed this was a good setting for the proposed use. There was no opposition and the public hearing was closed. Commissioner Hardy moved to approve SU-24-0064 with the six (6) recommended conditions. Commissioner Hix seconded the motion. The vote was taken and the motion passed unanimously. (Vote 5 - 0)

7. **SU-24-0068 : Tom Crow, 144 Crows Lake Drive, Jefferson; 136.05 acres (Map 069/Parcel 001)**

Request for a Special Use to have an event venue

Chairman Tom Crow recused himself from the meeting. He also advised that he wanted to combine the public hearings for his applications. Jamie Dove, Public Development Director, presented the staff reports for SU-24-0068, SU-24-0069, SU-24-0070, and SU-24-0071. She said the applicant requested approval of the

special uses to be able to perform different events out on the property that have been occurring. The Planning Staff and Planning Commission recommended approval of all requests, with three (3) conditions.

1. Only one event shall be in operation at any given time.
2. Hours of operation shall be Sunday through Thursday no earlier than 9 a.m. and no later than 9 p.m.; Friday and Saturday no earlier than 9 a.m. and no later than 10:30 p.m.
3. SU-24-0068, SU-24-0069, SU-24-0070, and SU-24-0071 shall be considered collectively as a single special event facility/venue, rather than an individual venue on each separate parcel. All conditions placed on these properties shall apply collectively, ensuring they are treated as one unified special event facility/venue.

Attorney Chip Ferguson opened the public hearing for comment. Tom Crow, 393 Crow's Lake Drive, Jefferson, GA spoke in support of the requests and explained the various events had taken place on the property for for the past fifty years. However, due to Covid, all events were canceled. Due to the unprecedented growth, and a growing population, Mr. Crow wanted to obtain the appropriate land use. There were no questions. There was no opposition and the public hearing was closed. Commissioner Hix moved to approve SU-24-0068 with the three (3) conditions. Commissioner District 5 Elrod seconded the motion. The vote was taken, and the motion passed unanimously. (Vote 4 – 0)

8. **SU-24-0069 : Tom Crow, 157 Crows Lake Drive, Jefferson; 1.19 acres (Map 069/Parcel 001G)**
Request for a Special Use to have an event venue

Commissioner Hix moved to approve SU-24-0069 with three conditions.

1. Only one event shall be in operation at any given time.
2. Hours of operation shall be Sunday through Thursday no earlier than 9 a.m. and no later than 9 p.m.; Friday and Saturday no earlier than 9 a.m. and no later than 10:30 p.m.
3. SU-24-0068, SU-24-0069, SU-24-0070, and SU-24-0071 shall be considered collectively as a single special event facility/venue, rather than an individual venue on each separate parcel. All conditions placed on these properties shall apply collectively, ensuring they are treated as one unified special event facility/venue.

Commissioner Seagraves seconded the motion. The vote was taken and the motion passed. (Vote 4 – 0)

9. **SU-24-0070 : Tom Crow, 398 Crows Lake Circle, Jefferson; 13 acres (Map 069/Parcel 001D)**
Request for a Special Use to have an event venue

Commissioner Hix moved to approve SU-24-0070 with three conditions.

1. Only one event shall be in operation at any given time.
2. Hours of operation shall be Sunday through Thursday no earlier than 9 a.m. and no later than 9 p.m.; Friday and Saturday no earlier than 9 a.m. and no later than 10:30 p.m.
3. SU-24-0068, SU-24-0069, SU-24-0070, and SU-24-0071 shall be considered collectively as a single special event facility/venue, rather than an individual venue on each separate parcel. All conditions placed on these properties shall apply collectively, ensuring they are treated as one unified special event facility/venue.

Commissioner Elrod seconded the motion. The vote was taken and the motion passed. (Vote 4 – 0)

10. **SU-24-0071 : Tom Crow, Crows Lake Circle, Jefferson; 12 acres (Map 069/Parcel 001E)**
Request for a Special Use to have an event venue

Commissioner Hix moved to approve SU-24-0071 with three (3) conditions.

1. Only one event shall be in operation at any given time.
2. Hours of operation shall be Sunday through Thursday no earlier than 9 a.m. and no later than 9 p.m.; Friday and Saturday no earlier than 9 a.m. and no later than 10:30 p.m.
3. SU-24-0068, SU-24-0069, SU-24-0070, and SU-24-0071 shall be considered collectively as a single special event facility/venue, rather than an individual venue on each separate parcel. All conditions placed on these properties shall apply collectively, ensuring they are treated as one unified special event facility/venue.

Commissioner Elrod seconded the motion. The vote was taken and the motion passed unanimously. (Vote 4 – 0)

11. **UDC Text Amendment : Amendments within Article 20 of the Unified Development Code**
Amendments within Article 20, Division II, Sec. 2021, which outlines the circumstances necessitating a building permit application.

Jamie Dove, Public Development Director, presented the staff report for a proposed text amendment which was oriented towards code enforcement. She told the board that there was an increasing number of individuals starting to build without a building permit. She reported Judge Ben Green had asked that anything over 200 square feet would require a building permit. There were no questions.

Attorney Chip Ferguson opened the public hearing for comment. No one wished to speak, and the public hearing was closed. Commissioner Hardy moved to approve the request. Commissioner Hix seconded the motion. The vote was taken and the motion passed unanimously. (Vote 5 – 0)

12. UDC Text Amendment : Amendments within Article 3 of the Unified Development Code

Amendments within Article 3, Sec. 3-053 introducing a height criterion for determining the necessity of a fence permit. These amendments will also address the installation of fencing, walls, or retaining walls in drainage easements, and provide additional codes for swimming pool fencing

Jamie Dove, Public Development Director, presented the staff report for a proposed text amendment to define the height of a fence permit. She confirmed it was 6 feet. The amendment also defines that fences shall not be established on a drainage easement unless they are able to have water to pass through.

Attorney Chip Ferguson opened the public hearing for comment. No one wished to speak, and the public hearing was closed. Commissioner Hix moved to approve the text amendment. Commissioner Seagraves seconded the motion. The vote was taken, and the motion passed unanimously. (Vote 5 – 0)

13. UDC Text Amendment : Amendments within portions of Article 2 and Article 3 of the Unified Development Code

Amendments to Article 2, Division III (Use Definitions), and Article 3, Sections 3-048 and 3-081, clarifying that manufactured homes are intended solely for residential use and prohibit their alteration into accessory structures

Jamie Dove, Public Development Director, presented the staff report on the request. She said there was an increasing number of individuals with an interest in turning a manufactured home into storage. She said it was a problem if they wanted to later turn the home into a livable structure without a permit. Approval of this text amendment would ensure the safety of people in their homes.

Attorney Chip Ferguson opened the public hearing for comment. No one wished to speak, and the public hearing was closed. Commissioner Hix moved to approve the request. Commissioner Seagraves seconded the motion. The vote was taken and the motion passed unanimously. (Vote 5 – 0)

14. UDC Text Amendment : Amendments within Article 2 of the Unified Development Code

Amendments to Article 2, Section 219, and Article 2, Table 2-1, to revise the purpose and intent of MH zoning and to eliminate the option to apply for a special use permit for institutionalized residential living and care facilities within MH zoning

Jamie Dove, Public Development Director, advised this was a proposal concerning institutionalized living in manufactured home zoning. Currently, the code section allowed for multiple persons to live in a manufactured home. The proposed text amendment would remove institutional living from the manufactured home zoning.

Attorney Chip Ferguson opened the public hearing for comment. No one wished to speak, and the public hearing was closed. Commissioner Hix moved to approve the request. Commissioner Hardy seconded the motion. The vote was taken, and the motion passed unanimously. (Vote 5 – 0)

15. UDC Text Amendment : Amendments within portions of Article 15 and Article 16 of the Unified Development Code

Amendments to Article 15, Division VI, Sec. 1571 and Article 16, Sec. 1634 in regards to the responsible party for payment of the street light utility for special tax districts

Jamie Dove, Public Development Director, presented the staff report for a proposed text amendment to clarify when the county will be billed for the streetlights. The text amendment details that the county will not assume the bill until a neighborhood is final platted.

Attorney Chip Ferguson opened the public hearing for comment. No one wished to speak, and the public hearing was closed. Commissioner Hix moved to approve the text amendment. Commissioner Hardy seconded the motion. The vote was taken and the motion passed unanimously. (Vote 5 – 0)

16. UDC Text Amendment : Amendments within Article 23 of the Unified Development Code

Amendments to Article 23, T-30B Street Details: Grouped Mailbox Requirements, to include that mail kiosks must be covered by a canopy

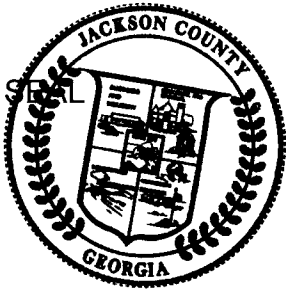
Jamie Dove, Public Development Director, presented a proposed text amendment which was requested from the postmaster at the Jefferson Post Office. The postmaster asked for a code requirement that a mail kiosk must have a canopy.

Attorney Chip Ferguson opened the public hearing for comment. There was none, and the public hearing was closed. Commissioner Hix moved to approve the text amendment as presented. Commissioner Hardy seconded the motion. The vote was taken, and the motion passed unanimously. (Vote 5 – 0)

11. Adjournment

Chairman Crow declared the meeting adjourned at 6:52 p.m.

Jackson County Board of Commissioners
Approved: September 16, 2024



Attest: Ericka Johnson
Ericka Johnson, Deputy Clerk

Tom Crow, Chairman

Jim Hix
Jim Hix, District 1 Commissioner

Ch Hardy
Chas Hardy, District 2 Commissioner

Vacant, District 3 Commissioner

Marty Seagraves
Marty Seagraves, District 4 Commissioner

Cole Elrod, District 5 Commissioner

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