



Jackson County Board of Commissioners

April 21, 2025 at 6:00 PM
Jury Assembly Room - County Courthouse

MINUTES

1. Call to Order - Chairman Marty Clark

Chairman Marty Clark called the meeting to order at 6:00 p.m.

2. Invocation - County Manager Kevin Poe

County Manager Kevin Poe gave the invocation.

3. Pledge of Allegiance - Commissioner Ty Clack

Commissioner Ty Clack led the Pledge of Allegiance.

4. Approval of Minutes

A. April 7, 2025 Draft Minutes

To approve the minutes for April 7, 2025

Commissioner Seagraves moved to approve the minutes for April 7, 2025.

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

There were comments.

6. Reports

There were no reports.

7. Consent Agenda

Commissioner Seagraves moved to approve the Consent Agenda as presented.

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

A. FY2024 End-of-Year Budget Adjustment Resolution

Approval of a resolution authorizing the Chairman to approve the FY2024 end-of-year Annual Operating and Capital budget amendments as attached in conjunction with the FY2024 audit and issuance of the Annual Comprehensive Financial Report.

- B. **Economic Development Services Agreement with the Chamber of Commerce**
To enter into an agreement for Economic Development Services for Jackson County with the Jackson County Chamber of Commerce.
- C. **Approve supplemental paving list for 2025**
To approve a supplemental paving list for 2025

8. **New Business**

- A. **Proclamation naming April as Jackson County Safe Digging Month**
To approve a proclamation designating April as Safe Digging Month as requested by the Jackson County Utility Coordinating Committee.

County Manager Kevin Poe read the proclamation naming April as Jackson County Safe Digging Month. Commissioner Clack moved to approve the proclamation as presented. Commissioner Elrod seconded the motion. The vote was taken, and the motion passed unanimously. (Vote 4 – 0) After the vote, a group photograph was taken of Jamie Dove, representing the Jackson County Utility Coordinating Committee, and board members.

- B. **HB581/HB92 - Formal Vote for Estimated Rollback Rate**
The purpose of this request is that the estimated rollback millage rate must be approved by the elected body by formal vote to comply with HB 581 (2024) & HB 92 (2025) requirements. The formal vote certification must be reported to the Tax Assessor's office by May 1st to comply with the 15-day time requirement as noted below.

County Manager Kevin Poe reported that tax assessment notices will be sent out shortly. He added, there were basically two options. One option would offer citizens to receive a tax assessment notice with the assessed value for the year and estimated the property taxes. However, Mr. Poe recommended a second option that would show an estimated rollback millage rate, with a millage rate reduction of 0.2 mills. The millage rate will go from 5.571 mills to 5.371 mills. This estimated millage rate of 5.371 mills will be the estimated millage rate for the 2025 Tax Assessment Notices. He added that each jurisdiction could use one option or the other.

Commissioner Clack moved to approve the request with the estimated millage rate. Commissioner Seagraves seconded the motion. The vote was taken, and the motion passed unanimously. (Vote 4 – 0)

- C. **Approve Guaranteed Maximum Price (GMP) with Reeves Young for construction of new Fleet Maintenance and Public Works Facility**
To approve the Guaranteed Maximum Price for constructing a new Fleet Maintenance and Public Works facility

County Manager Kevin Poe reported that Precision Planning, Inc. was the architect for the new Fleet Maintenance/Public Works Facility. The construction plans have been completed with input from Reeves Young, serving as Construction Manager, and staff. Mr. Poe stated that based on the final design of the project, which included some significant value engineering, Reeves Young had established a Guaranteed Maximum Price (GMP) of \$8,823,840 to complete the project. All funding will come from the

Capital Improvements Fund. Commissioner Seagraves moved to approve the Guaranteed Maximum Price (GMP) with Reeves Young for construction of the new Fleet Maintenance and Public Works Facility. Commissioner Clack seconded the motion. The vote was taken, and the motion passed unanimously. (Vote 4 – 0)

D. Request to Dedicate Roads and Right-of-Way within Camden Farms Subdivision
To request the acceptance of the roads and right-of-way within Camden Farms Subdivision. See deed and final plat attached.

Public Development Director Jamie Dove presented the staff report on a request to dedicate roads and right-of-way within Camden Farms Subdivision. The subdivision had twenty-five lots and had reached its 75% build-out in order to request to dedicate the roads and right-of-way to Jackson County. She noted all issues had been resolved. Commissioner Seagraves moved to approve the request. Commissioner Elrod seconded the motion. The vote was taken, and the motion passed unanimously. (Vote 4 – 0)

9. Zoning Related Business

A. New Business

Commissioner Seagraves moved to amend the agenda and move Item #6 to Item #1 under New Business. Commissioner Clack seconded the motion. The vote was taken, and the motion passed unanimously. (Vote 4 – 0)

6. SU-25-0083 - Tracey Lott, 1104 B Wilson Road, Commerce; 14.087 acres (Map 034/Parcel 031E)
Request for a Special Use for a special event facility

Commissioner Seagraves moved to table SU-25-0083 to May 19, 2025. Commissioner Elrod seconded the motion. The vote was taken, and the motion passed unanimously. (Vote 4 – 0)

1. RZ-25-0241 - David Turner, 1391 Thyatira-Brockton Road, Jefferson; 9.93 acres (Map 038/Parcel 008M)
Request to rezone from A-2 (Agricultural Rural Farm District) to MH (Manufactured Housing District) in order to combine parcels and change property lines

Chairman Clark advised that RZ-25-0241 and RZ-25-0242 were related, and the public hearings would be combined. Public Development Director Jamie Dove presented the staff report and said this was a compliance case. The applicant requested a rezone from A-2 to N-H to reconfigure the property lines. The Planning Staff and the Planning Commission recommended approval.

County Attorney Chip Ferguson opened the public hearing for comment. David Turner, 1429 Thyatira-Brockton Road, spoke in support of the request. There was no opposition and the public hearing was closed. Commissioner Seagraves moved to approve RZ-25-0241. Commissioner Clack seconded the motion. The vote was taken, and the motion passed unanimously. (Vote 4 – 0)

2. **RZ-25-0242 - David Turner, 1439 Thyatira-Brockton Road, Jefferson; 1 acre (Map 038/Parcel 008K)**

Request to rezone from A-3 (Agricultural Fringe District) to MH (Manufactured Housing District) in order to combine parcels and change property lines

Commissioner Seagraves moved to approve RZ-25-0242. Commissioner Clack seconded the motion. The vote was taken, and the motion passed unanimously. (Vote 4 – 0)

3. **RZ-25-0248 - Stanton Porter, 1998 Highway 124, Jefferson; 1.94 acres (Map 094/Parcel 017G)**

Request to rezone from A-2 (Agricultural Rural Farm District) to HRC (Highway Retail Commercial District) for the development of a commercial project, featuring a restaurant, retail space, office space, and an equipment storage area

Chairman Clark advised that RZ-25-0248 and RZ-25-0249 were related and their public hearings combined. Public Development Director Jamie Dove presented the staff report. The applicant requested a rezone from A-2 to HRC for the development of a commercial project, featuring a restaurant, retail space, office space, and an equipment storage area. The Planning Staff and Planning Commission recommend approval with three (3) conditions.

1. Outdoor display shall comply with Section 3-090 of the Jackson County UDC, requiring a minimum 20-foot setback from property lines, placement within 20 feet of the front wall of the principal building, and limiting total outdoor display space to two square feet per linear foot of building frontage.
2. Outdoor storage shall comply with Section 3-091 of the Jackson County UDC and is permitted only as an accessory use to an allowed principal use within the HRC zoning district. Any outdoor storage areas must be fully screened from public view using a solid fence or landscaping.
3. Ice machines, propane tanks, newspaper boxes, video or other rental return boxes, or similar features shall not be displayed outside unless a special exception is granted by the Board of Adjustment, per Section 3-090(d).

County Attorney Chip Ferguson opened the public hearing for comment. Stanton Porter, 73 Church Street, Winder, GA spoke in support of the application. He reiterated the intent was to build an office. There was no opposition and the public hearing was closed. Commissioner Elrod moved to approve RZ-25-0248 with the three (3) recommended conditions. Commissioner Seagraves seconded the motion. The vote was taken, and the motion passed unanimously. (Vote 4 – 0)

4. **RZ-25-0249 - Stanton Porter, Highway 124, Jefferson; 5.15 acres (Map 094/Parcel 017D)**

Request to rezone from A-2 (Agricultural Rural Farm District) to HRC (Highway Retail Commercial District) for the development of a commercial project, featuring a restaurant, retail space, office space, and an equipment storage area

Commissioner Elrod moved to approve RZ-25-0249 with three (3) conditions.

1. Outdoor display shall comply with Section 3-090 of the Jackson County UDC, requiring a minimum 20-foot setback from property lines, placement within 20 feet of the front wall of the principal building, and limiting total outdoor display space to two square feet per linear foot of building frontage.

2. Outdoor storage shall comply with Section 3-091 of the Jackson County UDC and is permitted only as an accessory use to an allowed principal use within the HRC zoning district. Any outdoor storage areas must be fully screened from public view using a solid fence or landscaping.
3. Ice machines, propane tanks, newspaper boxes, video or other rental return boxes, or similar features shall not be displayed outside unless a special exception is granted by the Board of Adjustment, per Section 3-090(d).

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

5. RZ-25-0251 - Ben Drerup, 5631 Jackson Trail Road, Hoschton; 14.67 acres (Map 107/Parcel 009C3)

Request to rezone from A-2 (Agricultural Rural Farm District) to AR (Agricultural Residential District) in order to subdivide into 5 tracts.

Public Development Director Jamie Dove presented the staff report for RZ-25-0251. The applicant requested a rezoning from A-2 to A-R and proposed a total of five (5) lots. Ms. Dove acknowledged receipt of a new concept plan, which depicted a total of seven (7) lots. The Planning Staff recommended approval with four (4) conditions.

1. The total number of lots within the subdivision shall not exceed 5.
2. A maximum of three driveways shall be permitted to provide access to a total of five lots.
3. Single-level homes shall have a minimum of 2,200 heated square feet, and multi-level homes shall have a minimum of 2,400 heated square feet.
4. At least 25% of the total exterior elevation of each home shall be composed of brick, stone, or a combination of both.

The Planning Commission recommended approval with the same conditions. However, they amended #2 to read "Lot 1, as shown on the concept plan, shall include a 10-foot no-access easement along Jackson Trail Road. All proposed driveways must be coordinated with the Road Department to ensure proper spacing and to obtain the necessary permits."

County Attorney Chip Ferguson opened the public hearing for comment. Eric Johansen, 3938 Oak Crossing Drive, Suwanee, GA spoke in support and asked for approval to allow up to seven (7) lots. All lots proposed will be at least an acre and a half. There was no opposition and the public hearing was closed. Commissioner Clack moved to approve RZ-25-0251 with one change to Condition #1.

1. The total number of lots within the subdivision shall not exceed 7.
2. Lot 1, as shown on the concept plan, shall include a 10-foot no-access easement along Jackson Trail Road. All proposed driveways must be coordinated with the Road Department to ensure proper spacing and to obtain the necessary permits.
3. Single-level homes shall have a minimum of 2,200 heated square feet, and multi-level homes shall have a minimum of 2,400 heated square feet.
4. At least 25% of the total exterior elevation of each home shall be composed of brick, stone, or a combination of both.

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

7. **RZ-25-0244 - Brandt Bentley, Highway 82 N, Jefferson; 60.322 acres (Map 066/Parcel 020)**
Request to rezone from A-2 (Agricultural Rural Farm District) to AR (Agricultural Residential District) for the development of a 30-lot subdivision

Public Development Director Jamie Dove presented the staff report for RZ-25-0244. The applicant requested a rezone from A-2 to A-R for single-family residential subdivision. The Planning Staff and Planning Commission recommended approval with five (5) conditions.

1. The total number of lots divided shall not exceed 30.
2. A mandatory Homeowners' Association (HOA) shall be established and responsible for the maintenance of stormwater management facilities and open space areas to prevent long-term maintenance burdens on Jackson County.
3. A 10-foot no-access easement shall be designated on the final plat for the western lots along Highway 82 N, requiring access to be provided through the internal roadway network.
4. The two lots on the eastern side of Highway 82 N must have shared access.
5. A minimum 20-foot landscaped buffer with evergreen trees and shrubs shall be installed along Highway 82 N where the subdivision has frontage, providing visual screening, noise reduction, and rural character preservation.

County Attorney Chip Ferguson opened the public hearing for comment. Brandt Bentley, 1711 Ramblers Inn Road, Jefferson, GA spoke in support of the applicant and told of plans to construct a thirty (30) lot subdivision. Plans include a gated community with no curb or gutter. There was no opposition and the public hearing was closed. Commissioner Elrod moved to approve RZ-25-0244 with the conditions recommended by the Planning Commission. Commissioner Seagraves seconded the motion. The vote was taken, and the motion passed unanimously. (Vote 4 – 0)

8. **RZ-25-0243 - Chris Hill, Storey Porter Road, Jefferson; 44.88 acres (Map 66/Parcel 012D)**
Request to rezone from A-2 (Agricultural Rural Farm District) to AR (Agricultural Residential District) for the development of a 17-lot subdivision

Public Development Director Jamie Dove presented the staff report for RZ-25-0243. The applicant requested approval of a rezone from A-2 to A-R for a single-family residential development. The Planning Staff recommended approval with six (6) conditions.

1. The total number of lots within the subdivision shall not exceed 17.
2. A minimum 20-foot landscaped buffer shall be installed along Storey Porter Road to provide visual screening and noise reduction for subdivision residents.
3. A 10-foot no-access easement shall be designated on the final plat for all lots fronting Storey Porter Road, prohibiting direct driveway access. All lots must utilize the internal roadway network for ingress and egress.
4. Single-level homes shall have a minimum of 1,800 heated square feet, and multi-level homes shall have a minimum of 2,000 heated square feet.
5. All single-family dwellings shall feature brick or stone as the primary exterior material, consistent with the elevations submitted with the rezoning application, subject to approval by the Public Development Director. Accent materials (e.g., doors, windows, trim) may vary if complementary. Vinyl materials are not permitted.

6. A 25-foot vegetative buffer shall be maintained along the western property line.

The Planning Commission recommended approval with the same conditions; however, they changed Condition #6 from a 25' vegetative buffer to a 50' vegetative buffer.

County Attorney Chip Ferguson opened the public hearing for comment. Chris Hill, 5915 Fairway Park Lane, Jefferson, GA spoke in support of the application. There was no opposition and the public hearing was closed. Commissioner Elrod moved to approve RZ-25-0243 with the six (6) conditions recommended by the Planning Commission.

1. The total number of lots within the subdivision shall not exceed 17.
2. A minimum 20-foot landscaped buffer shall be installed along Storey Porter Road to provide visual screening and noise reduction for subdivision residents.
3. A 10-foot no-access easement shall be designated on the final plat for all lots fronting Storey Porter Road, prohibiting direct driveway access. All lots must utilize the internal roadway network for ingress and egress.
4. Single-level homes shall have a minimum of 1,800 heated square feet, and multi-level homes shall have a minimum of 2,000 heated square feet.
5. All single-family dwellings shall feature brick or stone as the primary exterior material, consistent with the elevations submitted with the rezoning application, subject to approval by the Public Development Director. Accent materials (e.g., doors, windows, trim) may vary if complementary. Vinyl materials are not permitted.
6. A 50-foot vegetative buffer shall be maintained along the western property line.

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

9. **MA-25-0153 - Wes Daniel, 710 Curk Roberts Road, Braselton; 21.28 acres (Map 118/Parcel 009)**
Request to change the Character Area Map from "Agricultural" to "Suburban" and change the Future Land Use Map from "Agricultural/Forestry" to "Residential"

Public Development Director Jamie Dove acknowledged receipt of a request to withdraw MA-25-0153. Commissioner Clack moved to accept the withdrawal of MA-25-0153. Commissioner Seagraves seconded the motion. The vote was taken, and the motion passed unanimously. (Vote 4 – 0)

10. **MA-25-0152 - Daniel Xiong, 97 Highway 53, Hoschton; 5.62 acres (Map 115/Parcel 004)**
Request to change the Character Area Map from "Conservation" to "Suburban" and keep the Future Land Use Map as "Commercial"

Public Development Director Jamie Dove presented the staff report for MA-25-0152. The applicant requested approval to change the Character Area Map from "Conservation" to "Suburban" and keep the Future Land Use Map as Commercial". The Planning Staff and Planning Commission recommended approval of the request.

County Attorney Chip Ferguson opened the public hearing for comment. Stanton Porter, 73 Church Street, Winder, GA spoke in support of the application. There was no opposition and the public hearing was closed. Commissioner Clack moved to approve

MA-25-0152. Commissioner Seagraves seconded the motion. The vote was taken, and the motion passed unanimously. (Vote 4 – 0)

11. UDC Text Amendment - Amendments within Article 3 of the Unified Development Code

Amendments to Article 3, Division I, Section 3-033, Section 3-039, and Section 3-071 in regard to requiring an on-site generator for all new community food or housing shelters, crisis centers, continuing care retirement communities, and institutional residential living and care facilities.

Public Development Director Jamie Dove stated this was a request from the board of commissioners to require an on-site generator for all new community food or housing shelters, crisis centers, continuing care retirement communities, and institutional residential living and care facilities changing to require new facilities need to have a generator.

County Attorney Chip Ferguson opened the public hearing for comment. There was no public comment in support of the text amendment or in opposition. The public hearing was closed. Commissioner Seagraves moved to approve the UDC Text Amendment amending Article 3. Chairman Clark seconded the motion. The vote was taken, and the motion passed unanimously. (Vote 4 – 0)

10. Adjournment

Chairman Clark declared the meeting adjourn4ed at 6:54 p.m.



Attest:

Ericka Johnson
Ericka Johnson, Deputy Clerk

Jackson County Board of Commissioners
Approved: May 5, 2025

Marty Clark
Marty Clark, Chairman

Jim Hix
Jim Hix, District 1 Commissioner

Chas Hardy, District 2 Commissioner

Ty Clark
Ty Clark, District 3 Commissioner

Marty Seagraves, District 4 Commissioner

Cole Elrod
Cole Elrod, District 5 Commissioner