

# PUTNAM COUNTY BOARD OF COMMISSIONERS

1



117 Putnam Drive, Suite A ♦ Eatonton, GA 31024

## **Agenda**

**Friday, March 7, 2025 ♦ 10:00 AM**

**Putnam County Administration Building – Room 203**

### **Opening**

1. Welcome - Call to Order
2. Approval of Agenda
3. Invocation - Rev. Avis Williams
4. Pledge of Allegiance (RG)

### **Regular Business Meeting**

5. Public Comments
- [6.](#) Consent Agenda
  - a. Approval of Minutes - February 18, 2025 (staff-CC)
  - b. Approval of 2025 Alcohol Licenses (staff-CC)
- [7.](#) Appeal by Ann Foster of the Planning & Zoning Commission decision to grant sideline setback at 407 E. Riverbend Drive (staff-P&D)
- [8.](#) Approval of 2026 Budget & 2025 Mill Rate Schedule (staff-Finance)
- [9.](#) Submission of Names for Appointment to the Hospital Authority-Post 1 (staff-CC)
- [10.](#) Appointments to the Board of Assessors (staff-CC)

### **Reports/Announcements**

11. County Manager Report
12. County Attorney Report
13. Commissioner Announcements

### **Closing**

14. Adjournment

The Board of Commissioners reserves the right to continue the meeting to another time and place in the event the number of people in attendance at the meeting, including the Board of Commissioners, staff, and members of the public exceeds the legal limits. The meeting cannot be closed to the public except by a majority vote of a quorum present for the meeting. The board can vote to go into an executive session on a legally exempt matter during a public meeting even if not advertised or listed on the agenda. Individuals with disabilities who require certain accommodations in order to allow them to observe and/or participate in this meeting, or who have questions regarding the accessibility of the meeting or the facilities are required to contact the ADA Compliance Officer, at least three business days in advance of the meeting at 706-485-2776 to allow the County to make reasonable accommodations for those persons.

**File Attachments for Item:**

## 6. Consent Agenda

- a. Approval of Minutes - February 18, 2025 (staff-CC)
- b. Approval of 2025 Alcohol Licenses (staff-CC)

PUTNAM COUNTY BOARD OF COMMISSIONERS



117 Putnam Drive, Suite A ♦ Eatonton, GA 31024

Minutes

Tuesday, February 18, 2025 ♦ 6:00 PM

Putnam County Administration Building – Room 203

The Putnam County Board of Commissioners met on Tuesday, February 18, 2025 at approximately 6:00 PM in the Putnam County Administration Building, 117 Putnam Drive, Room 203, Eatonton, Georgia.

*PRESENT*

Chairman Bill Sharp  
Commissioner Tom McElhenney  
Commissioner Richard Garrett  
Commissioner Steve Hersey  
Commissioner Jeff Wooten

*STAFF PRESENT*

County Attorney Associate Simon Williams  
County Manager Paul Van Haute  
County Clerk Lynn Butterworth  
Deputy County Clerk Mercy Fluker

**Opening**

1. Welcome - Call to Order  
Chairman Sharp called the meeting to order at approximately 6:00 p.m.  
(Copy of agenda made a part of the minutes on minute book page \_\_\_\_\_.)

2. Approval of Agenda

**Motion to approve the agenda.**

**Motion made by Commissioner Hersey, Seconded by Commissioner McElhenney.**

**Voting Yea: Commissioner McElhenney, Commissioner Garrett, Commissioner Hersey, Commissioner Wooten**

3. Invocation

Rev. Dylan L. Bowden, Associate Pastor & Minister of Music, First Baptist Church of Eatonton was unable to be here. Planning and Development Director Lisa Jackson gave the invocation.

4. Pledge of Allegiance (TM)

Commissioner McElhenney led the Pledge of Allegiance.

Draft Minutes	Page 1 of 4	
February 19, 2025		

**Zoning Public Hearing**

5. Request by Henry E. Bowden, agent for Henry D. Bowden to rezone .37 acres at 100 Angeline Circle from R-2 to R-1. [Map 111A, Parcel 100, District 4] (staff-P&D)

**REQUEST TO WITHDRAW WITHOUT PREJUDICE**

No one signed in to speak for or against.

**Motion to approve request for withdrawal without prejudice for the request by Henry E. Bowden, agent for Henry D. Bowden to rezone .37 acres at 100 Angeline Circle from R-2 to R-1. [Map 111A, Parcel 100, District 4].**

**Motion made by Commissioner Wooten, Seconded by Commissioner McElhenney.  
Voting Yea: Commissioner McElhenney, Commissioner Garrett, Commissioner Hersey, Commissioner Wooten**

**Regular Business Meeting**

6. Public Comments

Ms. Jennifer Ray commented on rezoning changes and creating a committee to keep Putnam County beautiful.

Ms. Erin Olsen agreed with Ms. Jennifer Ray’s comments regarding rezoning and commented on creating an ordinance for developers and standards for businesses in Putnam County to look a certain way.

7. Consent Agenda

- a. Approval of Minutes-February 5, 2025 Work Session (staff-CC)
- b. Approval of Minutes-February 7, 2025 Regular Business Meeting (staff-CC)
- c. Approval of 2025 Alcohol Licenses (staff-CC)

**Motion to approve the Consent Agenda.**

**Motion made by Commissioner Garrett, Seconded by Commissioner Wooten.**

**Voting Yea: Commissioner McElhenney, Commissioner Garrett, Commissioner Hersey, Commissioner Wooten**

(Copy of alcohol licenses made a part of the minutes on minute book pages \_\_\_\_\_ to \_\_\_\_\_.)

8. Report from Jimmy Davis Park Partnership Advisory Council

Ms. Janie Reid presented the report from the Jimmy Davis Park Partnership Advisory Council. Committee members, Ms. Annie Bishop and Mr. Sidney Jackson, were present in the audience. The council’s next meeting is currently scheduled for March 11, 2025 but needs to be rescheduled. A new date will be announced soon.

(Copy of handout made a part of the minutes on minute book pages \_\_\_\_\_ to \_\_\_\_\_.)

9. Submission of Names for Appointment to the Hospital Authority-Post 3 (staff-CC)

**Motion to submit Jeff Hodge, Lou Benjamin, and Charlene Swain for appointment to the Hospital Authority-Post 3.**

**Motion made by Commissioner Hersey, Seconded by Commissioner Garrett.**

**Voting Yea: Commissioner McElhenney, Commissioner Garrett, Commissioner Hersey, Commissioner Wooten**

10. Approval of Right-of-Way Permit Request by AT&T for work on Harmony Road (staff-PW)  
**Public Works Office Manager Rindi Daniel explained the request.**

**Motion to approve the Right-of-Way Permit Request by AT&T for work on Harmony Road.**

**Motion made by Commissioner McElhenney, Seconded by Commissioner Garrett.**

**Voting Yea: Commissioner McElhenney, Commissioner Garrett, Commissioner Hersey, Commissioner Wooten**

(Copy of permit made a part of the minutes on minute book page \_\_\_\_\_.)

11. Authorization for Chairman to sign a letter to the City of Eatonton to discuss SPLOST #10 projects (staff-CM)

County Manager Van Haute explained the necessary step to schedule a kickoff meeting to discuss SPLOST #10 projects, and that no bond market will be needed this time.

Commissioner Hersey requested a detailed discussion of projects at the meeting instead of the generic ideas presented last time.

**Motion to authorize Chairman to sign a letter to the City of Eatonton to discuss SPLOST #10 projects.**

**Motion made by Commissioner Garrett, Seconded by Commissioner Wooten.**

**Voting Yea: Commissioner McElhenney, Commissioner Garrett, Commissioner Hersey, Commissioner Wooten**

(Copy of letter made a part of the minutes on minute book page \_\_\_\_\_.)

### **Reports/Announcements**

12. County Manager Report

County Manager Van Haute commented that Public Works, Fire, EMS, and the Sheriff's Office responded to the wind storm that created havoc over the weekend, and appreciates the hard work; extends a job well done to the Sheriff's Office and Putnam County Fire trying to recover the missing body in the lake, and sends prayers to the family.

13. County Attorney Report

No report.

14. Commissioner Announcements

Commissioner McElhenney: no announcements.

Commissioner Garrett: encouraged people to buy tickets for The Color Purple at the Plaza, February 22, 23, 27, 28.

Commissioner Hersey: no announcements.

Commissioner Wooten: thanked Public Works for cleaning up the county roads, they look better than state roads outside of the county; proud of Frazier and his crew, Fire and Rescue, and whoever it took did a great job making the county look good; thanks to Janie Reid and the committee for understanding business and appreciates their patience, interest, and time.

Chairman Sharp: thanked Public Works for cleaning up the roads from the storm.

Draft Minutes	Page 3 of 4	
February 19, 2025		

**Closing**

15. Adjournment

**Motion to adjourn the meeting.**

**Motion made by Commissioner McElhenney, Seconded by Commissioner Hersey.**

**Voting Yea: Commissioner McElhenney, Commissioner Garrett, Commissioner Hersey,  
Commissioner Wooten**

Meeting adjourned at approximately 6:51 p.m.

ATTEST:

Lynn Butterworth  
County Clerk

B. W. “Bill” Sharp  
Chairman

# PUTNAM COUNTY BOARD OF COMMISSIONERS



Office of the County Clerk  
 117 Putnam Drive, Suite A ♦ Eatonton, GA 31024  
 706-485-5826 (main office) ♦ 706-485-1877 (direct line) ♦ 706-923-2345 (fax)  
[lbutterworth@putnamcountyga.us](mailto:lbutterworth@putnamcountyga.us) ♦ [www.putnamcountyga.us](http://www.putnamcountyga.us)

## Approval of 2025 Alcohol Licenses

The following alcohol license applications (which are available for review in the County Clerk's office) have been approved by the Sheriff, Fire Marshal and/or Building Inspector, and Tax Commissioner and are ready for BOC approval:

Individual Name	Business Name	Address	License Type
Margaret A. Teufel	Bruzze Brewery	170 Scott Road Suite 2 Eatonton, GA 31024	Temporary Caterer
Anila Ali	KSM Investments dba/Long Shoals Country Store	1093 Sparta Highway Eatonton, GA 31024	Retail Beer/Wine
Jyotiben Patel	Tartam LLC dba/Casey's Food Mart	406 Pea Ridge Road Eatonton, GA 31024	Retail Beer/Wine
Scott Giacomelli	Sinclair Marina, LLC dba/The Grill at Crooked Creek	208 Crooked Creek Drive, Suite A Eatonton, GA 31024	Pouring
Scott Giacomelli	Sinclair Marina, LLC dba/Crooked Creek Marina	208 Crooked Creek Drive, Suite B Eatonton, GA 31024	Retail Beer/Wine

**File Attachments for Item:**

7. Appeal by Ann Foster of the Planning & Zoning Commission decision to grant sideline setback at 407 E. Riverbend Drive (staff-P&D)





# PUTNAM COUNTY PLANNING & DEVELOPMENT

117 Putnam Drive, Suite B ♦ Eatonton, GA 31024

Tel: 706-485-2776 ♦ 706-485-0552 fax ♦ www.putnamcountyga.us

City of Eatonton ☐

Putnam County ☒

DEC 13 2024 PM 4:17

## APPEAL APPLICATION

THE UNDERSIGNED HEREBY REQUESTS AN APPEAL BEFORE THE:

☒ PUTNAM COUNTY BOARD OF COMMISSIONERS

☐ EATONTON CITY COUNCIL

APPLICANT: Ann Foster

ADDRESS: 409 E Riverbend Dr Eatonton, Ga. 31024

APPLICANT: \_\_\_\_\_

APPEAL IS AGAINST DECISION MADE BY: (check one of the following)

☐ The Director or Building official of Planning & Development

☒ The Planning & Zoning Commission

☐ The Technical Review Committee

### DOCUMENTS NEEDED:

- Documentation of Action(s) taken
- Detailed letter stating the reason for the appeal of action taken
- All supporting documents

☒ FILING FEE (\$125 - CHECK NO. 2557 CASH \_\_\_\_\_ C.C. \_\_\_\_\_)

SIGNATURE OF APPLICANT: Ann Foster DATE: 12/13/24

\* ALL APPEALS MUST BE FILED WITHIN TEN DAYS OF SAID DECISIONS PER THE PUTNAM COUNTY CODE OF ORDINANCES,

- CHAPTER 66 – ZONING, SEC. 66-157(d)(1) AND SEC. 66-158 (c)(1),
- Chapter 28 – Development Regulation – Sec. 28-101.
- City-Chapter 75-44

RCVD 2024 DEC 13

OFFICE USE: DATE FILED: 12-13-2024 RECEIVED BY: DE  
DATE OF DECISION MADE BY DIRECTOR OF PLANNING & DEVELOPMENT: \_\_\_\_\_  
DATE HEARD BEFORE PLANNING & ZONING COMMISSION: \_\_\_\_\_

Ann Foster  
409 E. Riverbend Dr.  
Eatonton, Georgia 31024

Dec. 13, 2024

To: Putnam County Board of Commissioners


From: Ann Foster

RE: Appeal of Zoning Boards Decision to Grant Sideline setback at 407 E. Riverbend Dr., Eatonton, GA 31024

After we alerted the Planning and Zoning office in May of 2024, the owner of the property at 407 E. Riverbend was given a notice of violation that the pool structure was being built within the 15ft required setback, thus purposefully violating the ordinance. It's actually, 2 feet, 8 inches from the property line on one end and a little over 11ft at the other. The owner attached the pool to the retaining wall hence making it all one structure. Putnam County Planning and Zoning has approved the owner's request for a variance of 3.75 ft, allowing them to leave the entire structure and just put a few plants on it. This does not remedy the violation of the setback requirement of 15 ft as required by the current code. The 3.75 ft variance approved by the Zoning Commission does not correct the violation as the entire structure is still 2ft. 8in. in one place to 5ft. 3in. to 6ft. 3in. in another place.

Attached:

- Exhibit A: Documentation of action taken by zoning commission, pages 2-4
- Exhibit B: Copy of original plan submitted to P & Z (retaining wall not attached), pages 5-6
- Exhibit C: Sec. 66-132, List of uses and performance standards, Put. Co. Zoning Ordinance, page 7
- Exhibit D: Photos of original retaining wall, when it was attached and what is there now, page 8
- Exhibit E: A timeline of events, page 9
- Exhibit F: Additional photos of violation, pages 10-11
- Exhibit G: Plan approved by zoning commission, page 12
- Exhibit H: Additional photos, pages 13-14

RCVD 2024 DEC 13 



## PUTNAM COUNTY PLANNING & DEVELOPMENT

117 Putnam Drive, Suite B ♦ Eatonton, GA 31024

Tel: 706-485-2776 ♦ 706-485-0552 fax ♦ www.putnamcountyga.us

### Agenda

Thursday, December 05, 2024 ♦ 6:30 PM

Putnam County Administration Building – Room 203

The Putnam County Planning & Zoning Commission will conduct a public hearing meeting on December 5, 2024 at 6:30 PM in the Putnam County Administration Building, 117 Putnam Drive, Room 203, Eatonton, GA. The following agenda will be considered:

#### Opening

1. Call to Order
2. Attendance
3. Rules of Procedures

#### Minutes

4. Approval of Minutes

#### Requests

5. Request by **Trevor J. Addison** for a left-side setback variance at 101 Emory Drive. Presently zoned R-2 [Map 111A, Parcel 007, District 3].

**Staff recommendation was for approval of an 14-foot side yard setback variance, being 16.5 feet from the left side property line at 101 Emory Drive [Map 111A, Parcel 007, District 3].**

**Motion: Member Jones** made the motion to approve the 14-foot side yard setback variance, being 16 feet from the left side property line at 101 Emory Drive. [Map 111A, Parcel 007, District 3].

**Second: Member Atkinson**

**Voting Yea: Member Hurt, Member Jones, Member Atkinson, Chairman Mitchell**

**The motion was approved by a vote of 4.**

6. Request by **William R. Jeries Jr., agent for Danny Copelan, Uyvonna Copelan, and Drew Copelan** to rezone 150 acres at 612 Sparta Hwy from AG to C-2. [Map 092, Part of Parcel 017, District 2].\*

**Staff Recommendation was for approval to rezone 150 acres from AG to C-2 at 612 Sparta Hwy [Map 092, Part of Parcel 017, District 2].\*with the following conditions:**

1. Use of the property shall be limited to a utility facility, which shall conform to the applicant's submitted concept plan.
2. All utility vehicles and equipment must be stored in an enclosed building or a designated screened parking lot.
3. This rezoning approval shall be conditioned upon the resurveying and recordation in the Superior Court of Putnam County of an accurate plat within 60 days of the approval by the board of commissioners. A copy of the recorded plat shall be filed with the planning and development director. Failure to file a plat pursuant to this subsection shall have the effect of

A handwritten signature in blue ink, appearing to be "M. J. &amp;".

**invalidating the rezoning action as stated in Section 66-165(e)(3) of the Putnam County Code of Ordinances.**

Motion: **Member Hurt** made the motion to approve the request to rezone 150 acres at 612 Sparta Hwy from AG to C-2 [Map 092, Part of Parcel 017, District2].\* with the following conditions:

1. Use of the property shall be limited to a utility facility, which shall conform to the applicant's submitted concept plan.
2. All utility vehicles and equipment must be stored in an enclosed building or a designated screened parking lot.
3. This rezoning approval shall be conditioned upon the resurveying and recordation in the Superior Court of Putnam County of an accurate plat within 60 days of the approval by the board of commissioners. A copy of the recorded plat shall be filed with the planning and development director. Failure to file a plat pursuant to this subsection shall have the effect of invalidating the rezoning action as stated in Section 66-165(e)(3) of the Putnam County Code of Ordinances.

Second: **Member Jones**

Voting Yea: **Member Hurt, Member Jones, Member Atkinson, Chairman Mitchell**

**The motion was approved by a vote of 4.**

#### Old Business

Request by **Jennifer Bass and James Walker Jr.** for a rear and side yard setback variance at 407 East River Bend Drive. Presently zoned R-1R. [Map 120B, Parcel 004, District 3].\* **Mrs. Jennifer Bass** represented this request.

**Staff Recommendation** was for approval of a 4-foot rear yard setback variance, being 61 feet from the nearest point to the lake on the lower right-hand corner specially as shown on the attached site plan and a 3.75-foot side yard setback variance, being 11.75 feet from the right rear corner specially as shown on the attached site plan, when facing the lake at 407 East River Bend Drive [Map 120B, Parcel 004, District 3].

Motion: **Member Jones** made the motion to deny the 4-foot rear yard setback variance, being 61 feet from the nearest point to the lake on the lower right-hand corner specially as shown on the attached site plan and a 3.75-foot side yard setback variance, being 11.75 feet from the right rear corner specially as shown on the attached site plan, when facing the lake at 407 East River Bend Drive [Map 120B, Parcel 004, District 3].

Second: **None.**

**The motion died for lack of a second.**

Motion: **Member Atkinson** made the motion to grant a 4-foot rear yard setback variance, being 61 feet from the nearest point to the lake on the lower right-hand corner and a 3.75-foot side yard setback variance, being 11.75 feet from the right rear corner, as shown on the site plan submitted with the application for variance, on condition that the improvements within and adjacent to the side setback depicted on the submitted site plan strictly comply with the actual improvements on the property [Map 120B, Parcel 004, District 3].

Second: **Chairman Mitchell**

Voting Yea: **Member Hurt, Member Atkinson, Chairman Mitchell**  
 Voting Nay: **Member Jones**

**The motion was approved by a vote of 3 to 1.**

**Adjournment**

Meeting adjourned at 7:15 PM

The Planning & Zoning Commission meeting will be conducted pursuant and in accordance with O.C.G.A. Chapter 36-66.

**Notice:** All opponents to any rezoning request on the Planning & Zoning Commission and the Board of Commissioners agendas must file a disclosure of campaign contributions with the Planning & Development Department within five calendar days prior to public hearings if you have contributed \$250.00 or more to an elected official in Putnam County within the last five years.

\*The Putnam County Board of Commissioners will hear these agenda items on December 17, 2024 at 6:00 P.M., in the Putnam County Administration Building, 117 Putnam Drive, Room 203, Eatonton, GA 31024.

The full meeting package can be reviewed in the Planning & Development office upon request.

The Board of Commissioners reserves the right to continue the meeting to another time and place in the event the number of people in attendance at the meeting, including the Board of Commissioners, staff, and members of the public exceeds the legal limits.

The Board of Commissioners' hearing will be conducted pursuant to O.C.G.A. 50-14-1 and Section 66-159 of the Putnam County Code of Ordinances and meets the requirements of the Zoning Procedures Laws established in O.C.G.A 36-66.

Individuals with disabilities who require certain accommodations in order to allow them to observe and/or participate in this meeting, or who have questions regarding the accessibility of the meeting or the facilities are required to contact the ADA Compliance Officer, at least three business days in advance of the meeting at 706-485-2776 to allow the County to make reasonable accommodations for those persons.

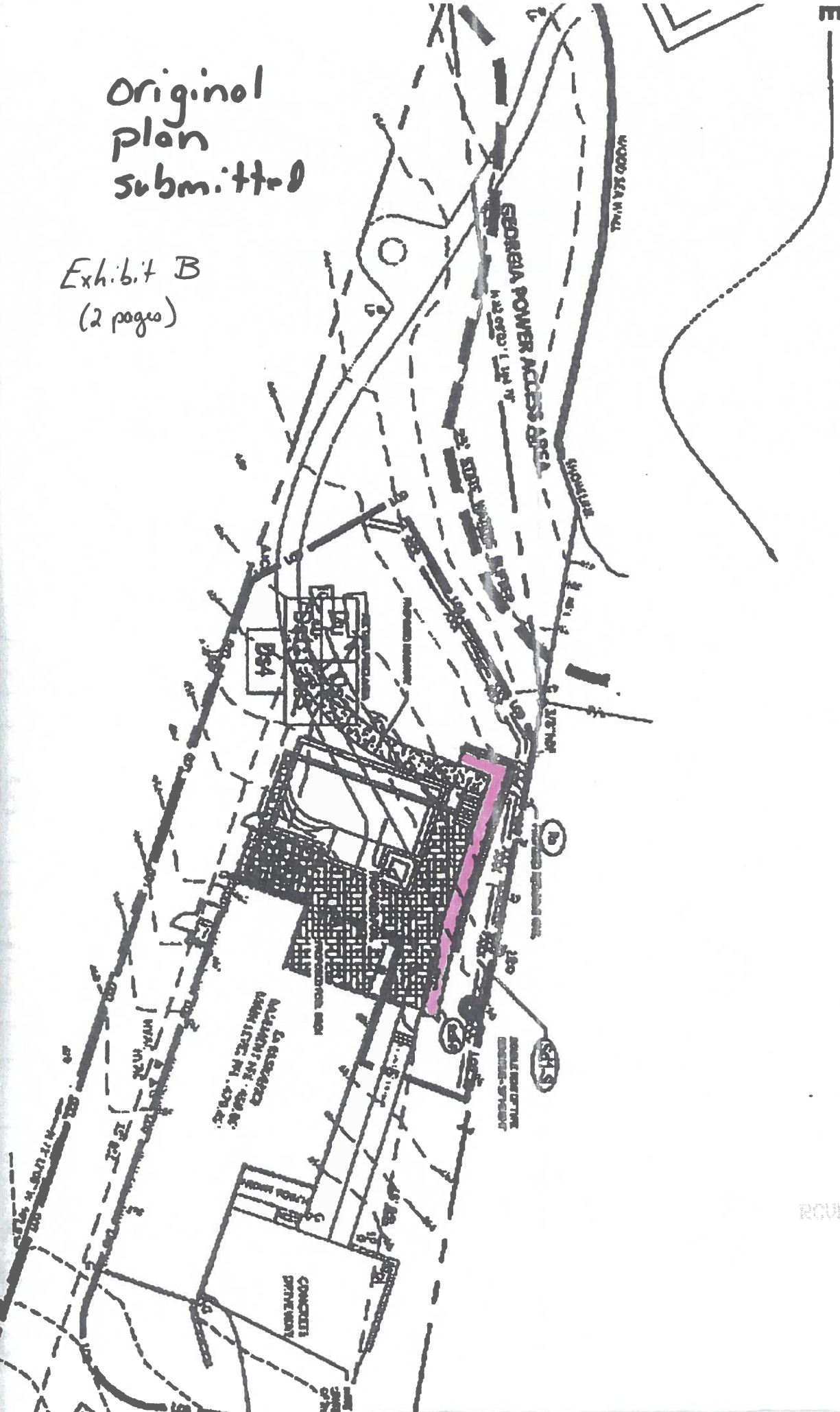
RCVD 2024 DEC 13





Original  
plan  
submitted

Exhibit B  
(2 pages)



RGVD 2024DEC 18

He

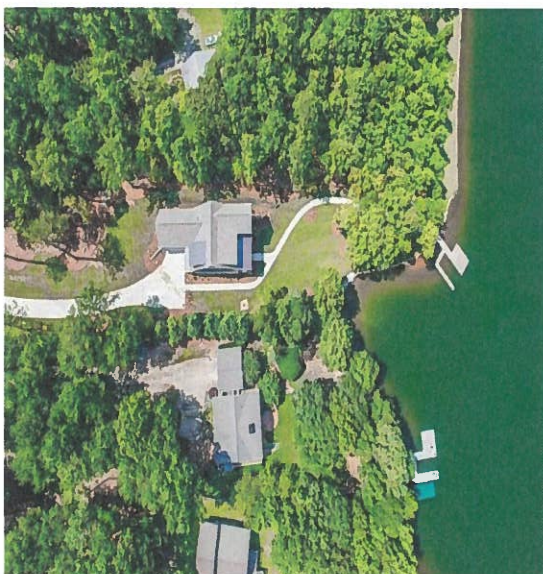


B



RCVD 2024 DEC 13

AC





## Sec. 66-132. - List of uses and performance standards.

Exhibit C

(a) *Accessory uses and structures.*(1) *Accessory uses and structures customarily incidental to any allowed use.*

- a. An accessory structure shall be located on the same lot and within the same zoning boundary as the principal building/use to which it is accessory.
- b. No accessory structure shall be constructed upon a lot until construction of the principal building has commenced. If the principal building has not been completed within 12 months of the issuance of a building permit, then the accessory use shall be continued only with express permission of the director of the planning and development department based upon unusual circumstances or hardship. Under no circumstances shall the accessory structure or use continue for more than 24 months if the principal structure/use has not been completed.
- c. An accessory structure, with the exception of garages and carports, shall be permitted in the side or rear yard of any R, RM or R-PUD district.
- d. Setback use for waterfront lots on Lakes Oconee and Sinclair. A detached accessory structure may be located in the portion of the setback between the house on the property and the street. Setbacks for the district must be followed.
- e. No accessory structure in a nonresidential district shall be used by other than employees or relatives of the owner unless otherwise allowed by provisions of this chapter.
- f. Accessory structures shall not exceed two stories in height and may not cover more than 30 percent of the rear yard.
- g. Where a corner lot in a residential district adjoins another lot, no accessory structure shall be located closer to the side street right-of-way line than the principal building or closer than 25 feet to the rear property line. The setback of 25 feet will not be required when the adjoining yard is a rear yard.
- h. When an accessory structure is attached to the principal building by a breezeway, passageway or similar means, the accessory structure shall comply with the setback requirements of the principal building to which it is accessory.
- i. Private accessory structures such as swimming pools in a residential district shall comply with the minimum side and rear setback requirements of that district. Setback minimums shall be measured from the decking or closest part of the pool structure to the applicable property line. Accessory swimming pools shall be permitted only upon written approval by the director of planning and development department.
- j. Accessory uses in a multi-family development or manufactured home park may include laundry facilities and must be housed in a separate area for the convenience of residents.



RCOD 2024 DEC 13

RL



# Exhibit D

17



11 feet, 2 inches from property line



6 feet, 3 inches from property line



5 feet, 3 inches from property line

ROVD 2024 DEC 13

5/23/2024	Retaining wall to close to property line
5/25/2024	Alan sent email with photos to Lisa
5/28/2024	P&Z acknowledged receipt of our complaint
5/30/2024	Alan send email w/ photos to Adam Nelson, said he'd look into it
June 2024	Ms. Jackson came out the first week of June, she indicated the "retaining" was not a violation. She was informed by Alan that we were concerned it was part of the pool structure. She said it was not.
8/26/2024	Filled in between pool deck and "retaining wall/fence" with concrete. I sent text to Lisa w/ photos
8/27/2024	(per the NOV) contractor to meet w/ P & Z
9/5/2024	(per the NOV) P & Z met w/ developers to discuss "violation". See NOV
9/5/2024	Alan talked to Lisa on site. She stopped by after meeting w/ contractor.
9/6/2024	? date, believe this is the date the NOV was issued
9/10/2024	Developer give new date of 10/18/24 to submit revision of plans
9/19/2024	I sent Ms. Jackson a text with photos showing the project and how close to the property line, an they were still working on it. They were adding a column and a gate to the existing structure.
10/9/2024	Property owners submitted a request for variance on 10/9/2024. By this point all work had been completed, without approval. The entire project encroaches on the setback. Still working on the project by adding a fence/railing to the outside corner
10/19/2024	I submitted an open records request for the revision that contractor was to hand in by 10/18/24, the message was there were no documents.
10/22/24	Contractor installed Emerald arborvitae's on the tall north facing wall. These plants require full sun.

RCVD 2024 DEC 13





Exhibit F  
(2 pages)

19



2 feet, 8 inches from the property line



I'm standing just behind my property line.  
Note that the side wall is not even the  
shape of the original plan submitted.

RCVD 2024 DEC 13

*de*



F



11 feet, 2 inches from property line



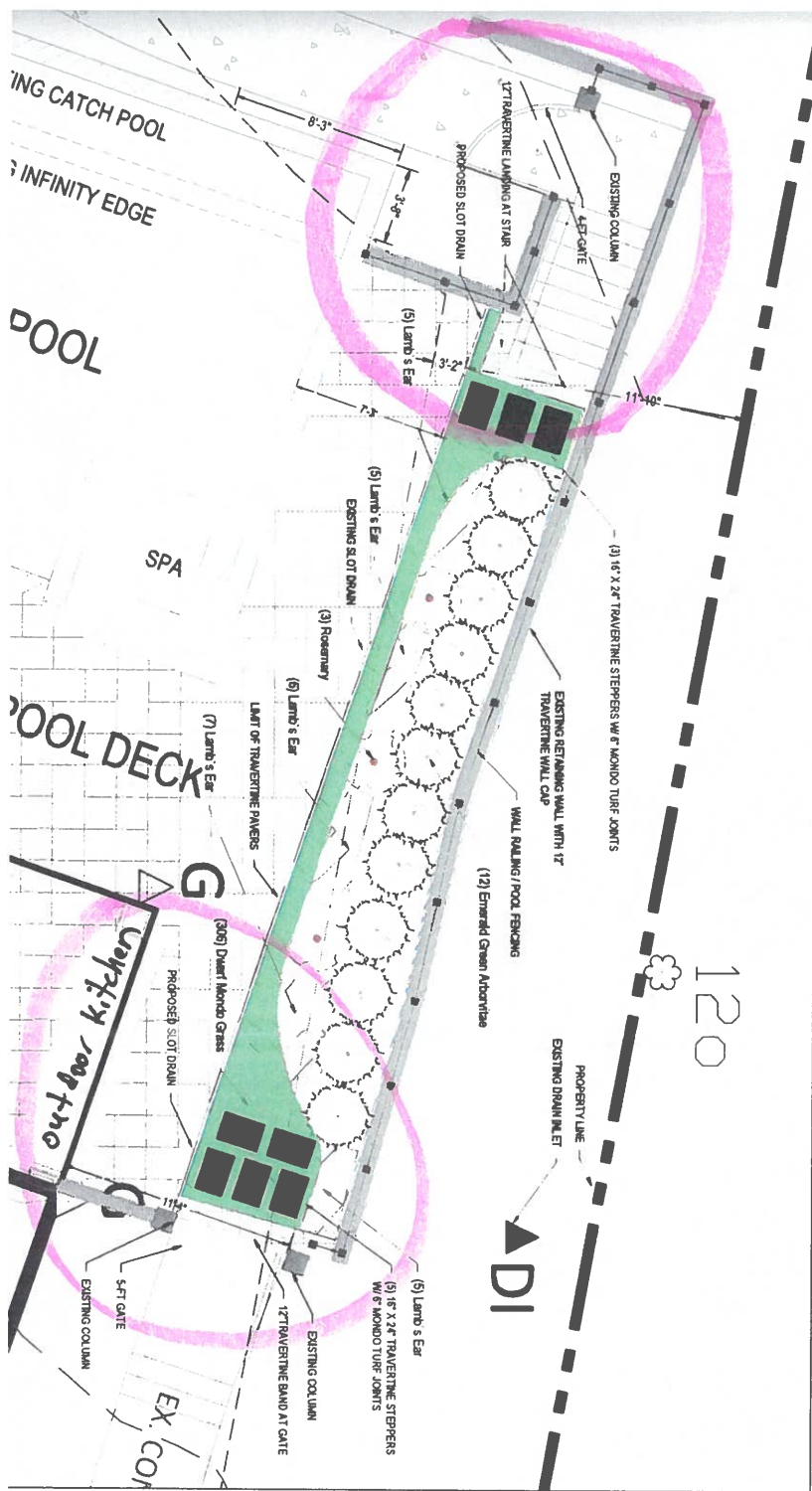
6 feet, 3 inches from property line



5 feet, 3 inches from property line

RCUD 2024 DEC 13

Exhibit G



DATE RECEIVED





## Exhibit H (2 pages)

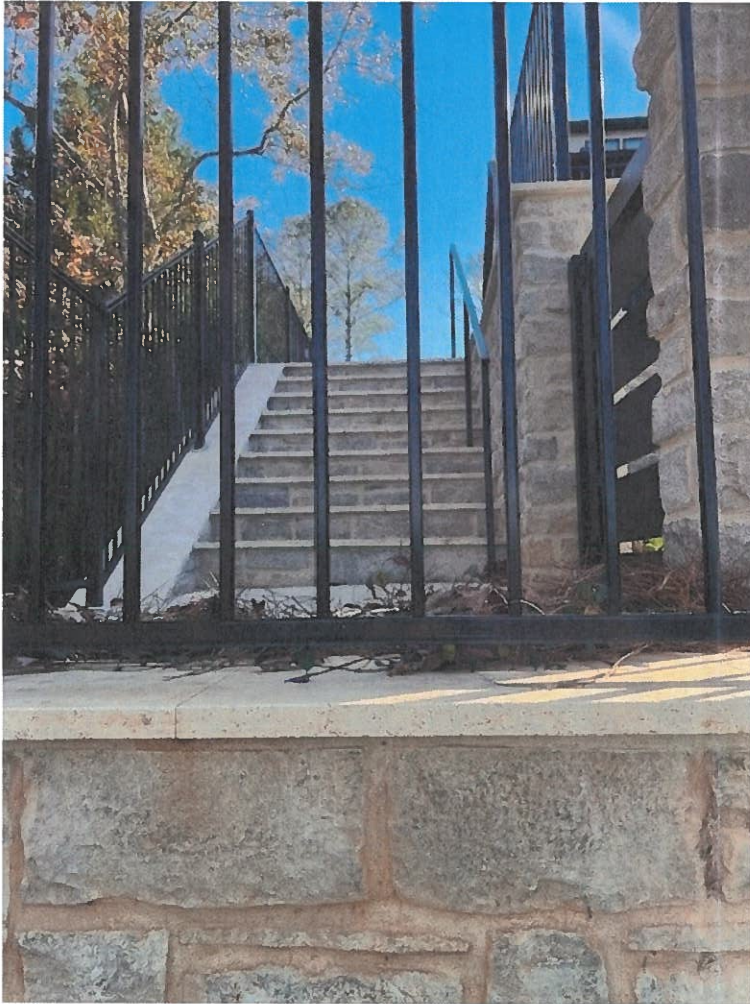
Concrete cut out for plants,  
but still attached to the wall  
and is part of the structure.  
This structure is not 11.25  
inches from the property line.



RCVD 2024 DEC 13

DE

H



Stairs and wall are part of the pool structure, and were not intended to be attached per the original drawing filed with Building Dept.

RCVD 2024 DEC 13  
*De*



©2024, BUTLER LANDSCAPE & DESIGN  
Any other use of this drawing including  
any reproduction or alteration of this  
drawing without the prior written approval  
of Butler Landscape & Design is  
prohibited.

JENNIFER BASS &  
JAMES WALKER, JR  
RESIDENCE  
407 EAST RIVER BEND DRIVE  
EATONTON, GEORGIA 31024

REVISIONS

#	DATE	REV.	REF.
1	10/3/2024	PER PUTNAM CO	
2	10/9/2024	PER PUTNAM CO	
3	11/14/2024	PER OWNER	

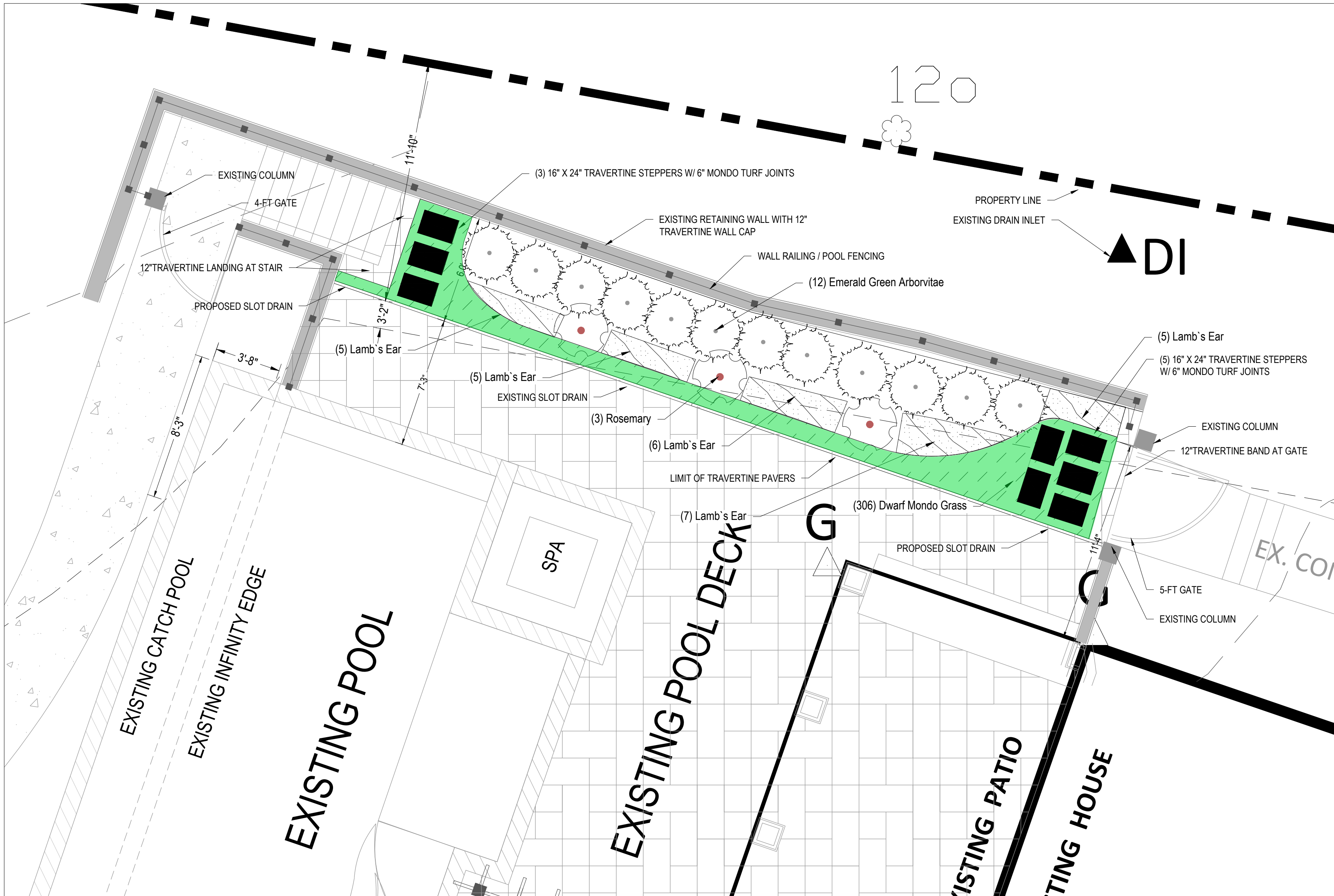
DRAWN BY:	STATUS:
SCALE:	ISSUE
SEE DRAWING	DATE: 11/14/2024

SHEET TITLE

SITE PLAN  
ENLARGEMENT

SHEET NUMBER

L-101




DETAIL VIEW  
SCALE: 1" = 10'

PLANT SCHEDULE

SYMBOL	QTY	BOTANICAL / COMMON NAME	SIZE	REMARKS
--------	-----	-------------------------	------	---------

TREES

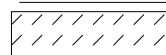

	12	Thuja occidentalis 'Smaragd' / Emerald Green Arborvitae	10 gal.	
---	----	---	---------	--

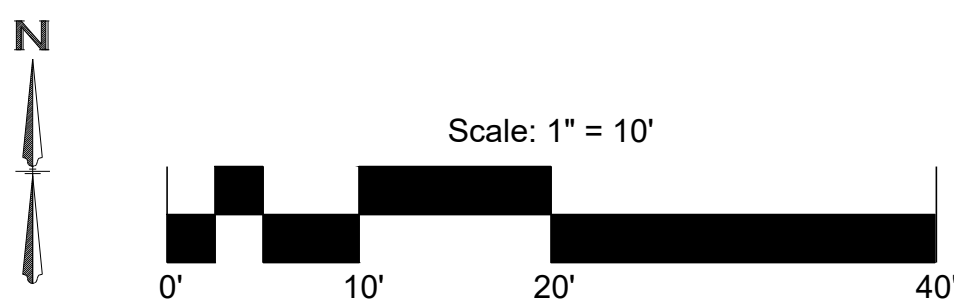
SYMBOL	QTY	BOTANICAL / COMMON NAME	SIZE	SPACING	REMARKS
--------	-----	-------------------------	------	---------	---------

SHRUBS

	3	Rosmarinus officinalis / Rosemary	1 gal.	36" o.c.	
---	---	-----------------------------------	--------	----------	--

GROUND COVERS

	306	Ophiopogon japonicus 'Nanust' / Dwarf Mondo Grass	4" pot	6" o.c.	
	28	Stachys byzantina 'Silky Fleece' / Lamb's Ear	1 qt.	18" o.c.	



NOT FOR CONSTRUCTION  
THESE PLANS HAVE NOT BEEN APPROVED  
BY THE GOVERNING AGENCY  
AND ARE SUBJECT TO CHANGE.



**File Attachments for Item:**

8. Approval of 2026 Budget & 2025 Mill Rate Schedule (staff-Finance)

## 2026 Budget & 2025 Mill Rate Schedule (Fiscal Year Oct. 2025 – Sept. 2026)

### May

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

### June

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

### July

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

### August/September

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31	1	2	3	4	5	6

Meetings dates are in green, other major dates are in yellow.

May 9 - Assessment notices mailed by Tax Assessor's Office

May 26 - Distribute budget packages

June 23 - Last day to appeal assessments (45 days after estimated mailing date)

June 23 - Budget packages due to the Finance Department

June 27 - Preliminary digest submitted to Finance Department

July 3 - Advertise budget work sessions

July 11 - Budget requests submitted to the Board of Commissioners

July 16 - First budget work session

July 18 - First budget work session continued and guidance to staff on proposed budget

July 24 - Advertise first mill rate public hearing

July 29 - Proposed budget submitted to the Board of Commissioners

July 31 - Advertise proposed budget, public hearing on budget, and meeting to adopt budget

August 1 - Second budget work session (for comments from departments on proposed budget) and first mill rate public hearing

August 7 - Advertise second mill rate public hearing

August 19 - Public Hearing on budget (with regular meeting) and Second mill rate public hearing

August 21 - Advertise final public hearing on mill rate, 5 Year History of Mill Rate, and meeting to adopt budget

August 29 - Adopt budget

September 5 - Final (third) public hearing on mill rate & Adopt mill rate.

**File Attachments for Item:**

9. Submission of Names for Appointment to the Hospital Authority-Post 1 (staff-CC)

NAME	ADDRESS	POST	OCCUPATION	EDUCATION	GOV'T EXPERIENCE	APPLICATION DATE
Lou Benjamin	127 Blue Heron Drive	1	Retired	B.A. with double major in Psychology and Political Science	None	2/3/2025
Charlene Swain	203 Loblolly Drive	1	Registered Nurse	Registered nurse for greater than 20 years	None	2/3/2025
Phillip Ethridge	107 North Hidden Lake Drive	1	Emergency Services	Highschool diploma and 4 year degree from University of Georgia	15 year retired Fireman of Putnam County and currently work for Putnam County EMS- 21 years total	6/6/2024
Rachel Deraney Harvey	120 Chandler Drive	1	Self-employed	Bachelor of Science in Mechanical Engineering from Georgia Institute of Technology	Currently serving on the boards of Eatonton Main Street and Putnam General Hospital Foundation	1/15/2025
There are 2 vacancies left - working on Post 1 now						
Billy Webster	Resigned 9-13-2024					
Need three names to submit to Hospital Authority						

# PUTNAM COUNTY BOARD OF COMMISSIONERS



FEB 3 2025 PM 1:12

117 Putnam Drive, Suite A ♦ Eatonton, GA 31024  
706-485-5826 ♦ 706-923-2345 fax  
www.putnamcountygga.us

## APPLICATION FOR BOARDS, COMMITTEES, & AUTHORITIES

Name: Lou Benjamin Home Phone: \_\_\_\_\_  
Address: 127 Blue Heron Dr. Work Phone: \_\_\_\_\_  
Eatonton, GA 31024 Cell Phone: [REDACTED]  
Occupation: retired E-mail: [REDACTED]

I would like to apply for appointment to the following Board, Committee, or Authority:  
Hospital

Which district do you live in? ☐ 1 ☐ 2 ☒ 3 ☐ 4

Briefly explain your educational background B.A with double major in Psychology and Political Science

Are you an owner or officer in any business or corporation?

☒ Yes

☐ No

If yes, please list the name and activity of the business or corporation: Officer : Georgia Writers Museum  
EPTAH, and Lake Country Arts Alliance

Please explain any previous experience with State or Local Government: none

Briefly explain why you seek this appointment: I was asked to serve, and as I have shown repeatedly,  
I am happy to do whatever I can to help our community

If appointed, I agree to serve.

Signature

01/31/25

Application Date

\*This application should be submitted to the Putnam County Board of Commissioners. Any additional information may be included on a separate page.

# PUTNAM COUNTY BOARD OF COMMISSIONERS



FEB 3 2025 PM 1:12

117 Putnam Drive, Suite A ◊ Eatonton, GA 31024  
 706-485-5826 ◊ 706-923-2345 fax  
 www.putnamcountyga.us

## APPLICATION FOR BOARDS, COMMITTEES, & AUTHORITIES

Name: Charlene Swain Home Phone: 706-485-7109  
 Address: 203 Loblolly Drive Work Phone: 762-320-2100  
 Cell Phone: [REDACTED]  
 Occupation: Registered Nurse E-mail: [REDACTED]

I would like to apply for appointment to the following Board, Committee, or Authority:  
Hospital Authority Board

Which district do you live in? ☒ 1 ☐ 2 ☐ 3 ☐ 4

Briefly explain your educational background Registered Nurse for greater than 20 years. Worked at Putnam  
for greater than 10 years.

Are you an owner or officer in any business or corporation? ☒ Yes ☐ No

If yes, please list the name and activity of the business or corporation: Scrub Up-Uniform Store operating

Please explain any previous experience with State or Local Government: No previous experience

Briefly explain why you seek this appointment: The local hospital is very important to me and the community  
I have served at the hospital as a nurse for greater than 20 years.

I would like to continue to serve my community and support the hospital.

If appointed, I agree to serve.

Charlene Swain  
 Signature

02/03/2025

Application Date

\*This application should be submitted to the Putnam County Board of Commissioners. Any additional information may be included on a separate page.

PUTNAM COUNTY BOARD OF COMMISSIONERS



*Rec'd  
6-6-24  
slh*

117 Putnam Drive, Suite A ♦ Eatonton, GA 31024  
706-485-5826 ♦ 706-923-2345 fax  
www.putnamcountyga.us

APPLICATION FOR BOARDS, COMMITTEES, & AUTHORITIES

Name: PHILLIP E ETHRIDGE JR  
Address: 107 NORTH HIDDEN LAKE DRIVE  
EATONTON GA 31024  
Occupation: EMERGENCY SERVICES

Home Phone: \_\_\_\_\_  
Work Phone: \_\_\_\_\_  
Cell Phone: \_\_\_\_\_  
E-mail: \_\_\_\_\_

I would like to apply for appointment to the following Board, Committee, or Authority:  
HOSPITAL AUTHORITY

Which district do you live in? ☒ 1      ☐ 2      ☐ 3      ☐ 4

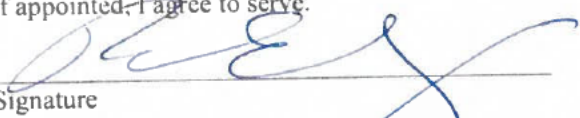
Briefly explain your educational background HIGHSCHOOL DIPLOMA AND 4 YEAR DEGREE FROM  
UNIVERSITY OF GEORGIA

Are you an owner or officer in any business or corporation? ☒ Yes      ☐ No

If yes, please list the name and activity of the business or corporation: A1 LIFESAVING CPR  
CPR/FIRST AID TRAINING FOR SCHOOLS/COMPANIES AND INDIVIDUALS

Please explain any previous experience with State or Local Government: 15 YEAR RETIRED FIREMAN  
OF PUTNAM COUNTY AND CURRENTLY WORK FOR PUTNAM COUNTY EMS-21 YEARS TOTAL

Briefly explain why you seek this appointment: WOULD LIKE TO HELP MAKE PGH A GROWING  
FACILITY AND EXPAND ITS NEEDS TO ALL OF THE COUNTY. THE COUNTY HAS A GREAT  
ASSET IN THE HOSPITAL AND WITH THE COUNTY GROWING, THE HOSPITAL NEEDS TO GROW  
WITH THE COMMUNITY NEEDS.

If appointed, I agree to serve.  
  
Signature

6-3-2024  
Application Date

\*This application should be submitted to the Putnam County Board of Commissioners. Any additional information may be included on a separate page.

# PUTNAM COUNTY BOARD OF COMMISSIONERS



*all*  
JAN 15 2025 PM 1:21

117 Putnam Drive, Suite A ♦ Eatonton, GA 31024  
706-485-5826 ♦ 706-923-2345 fax  
www.putnamcountyga.us

## APPLICATION FOR BOARDS, COMMITTEES, & AUTHORITIES

Name: Rachel Deraney Harvey Home Phone: \_\_\_\_\_  
Address: 120 Chandler Drive Work Phone: \_\_\_\_\_  
Eatonton, GA 31024 Cell Phone: [REDACTED]  
Occupation: Self-Employed E-mail: [REDACTED]

I would like to apply for appointment to the following Board, Committee, or Authority:  
Hospital Authority

Which district do you live in? ☒ 1 ☐ 2 ☐ 3 ☐ 4

Briefly explain your educational background Bachelor of Science in Mechanical Engineering from  
Georgia Institute of Technology

Are you an owner or officer in any business or corporation? ☒ Yes ☐ No

If yes, please list the name and activity of the business or corporation: CJ RAMS, LLC  
Consultant for small business development

Please explain any previous experience with State or Local Government: Currently serving on the boards  
of Eatonton Main Street and Putnam General Hospital Foundation

Briefly explain why you seek this appointment: PGH is key to the growth and development of the  
Eatonton-Putnam community. A community is only as good as its people, and we need PGH to have  
the ability and resources to provide the best possible care to our growing community. Enhancing the  
quality of care, increasing access to services, improving patient outcomes, and promoting health and  
wellness all make significant impacts on the well-being of our community, thus creating a healthier and  
more invested partnership and collaboration with PGH.  
If appointed, I agree to serve.

[Signature]  
Signature

1/15/25

Application Date

\*This application should be submitted to the Putnam County Board of Commissioners. Any additional information may be included on a separate page.



# RACHEL HARVEY

## PROFILE

I am experienced in strategic planning, business process improvement, project management, data analytics, and financial interpretation. Because of my organizational, time-management, and problem-solving skills, I thrive in a quick-paced, changing environment. I am detail oriented and have excellent communication and interpersonal skills. I work well in collaborative groups and value constructive criticism and feedback as well as offering it if called upon. I am self-motivated and can also work independently and proactively to turn complex problems into successful solutions.

## CONTACT



Eatonton, GA

rmharvey

## EDUCATION

BS in Mechanical Engineering  
Georgia Institute of Technology  
Atlanta, Georgia  
1998 – 2001

## SKILLS & RECOGNITION

- Microsoft Office Advanced User
- Google Suite Advanced User
- Enrolled Agent with the IRS
- QuickBooks Intermediate User
- Voted Most Outstanding Leader by 2022 Leadership Putnam Class
- Eatonton Main Street Advisory Board Member & Secretary
- Putnam General Hospital Foundation Board Member (Events Committee)

## EXPERIENCE

### Business Development Consultant

CJ RAMS LLC (formerly J SMARC LLC) || Georgia || 2014 to current

- Small Business Owner
- Organize LLCs and S-corps and maintain corporate records
- Bookkeeping and financial auditing
- Business structure analysis to create and implement processes and systems to streamline business operations
- Funding research and writing of grant proposals

### Chief Operating Officer

Sweet Dreams Nurse Anesthesia, Inc || Alpharetta, GA || 2009 to 2014

- Improved the operational systems, processes, policies, and flow of information
- Managed and increased effectiveness and efficiency of Accounting, HR, and scheduling through coordination and communication between support staff and Board of Directors
- Oversaw all financial management, planning, and systems
- Organized and conducted regular meetings with the Board of Directors
- Supervised and coached office and department managers

### CRM Coordinator

The Trane Company || Atlanta, GA || 2007 to 2010

- Supported sales staff in maintaining and tracking customer contacts and sales data through Oracle Customer Relationship Manager

### Application Specialist & Equipment Estimator

The Trane Company || Orlando, FL & Atlanta, GA || 2003 to 2007

- Supported New Systems Sales by selecting, pricing, and generating the proposal for equipment, labor, outside vendor items, and other construction related activities per plans and specifications for bidding purposes
- Supported Order Fulfillment and Sales by validating the scope of work, generating submittals, obtaining vendor submittals, and preparing the correct equipment for order entry

### High School Geometry Teacher

Lake Mary High School || Lake Mary, FL || 2002 to 2003

- Taught standard and honors level geometry classes

### Georgia Institute of Technology

Undergraduate Assistant || Atlanta, GA || 1998 to 2001

- Assistant to the Administrations Manager of the Department of Health & Performance Sciences

# PUTNAM COUNTY BOARD OF COMMISSIONERS



---

117 Putnam Drive, Suite A ♦ Eatonton, GA 31024  
706-485-5826  
[www.putnamcountyga.us](http://www.putnamcountyga.us)

## NOTICE

The Putnam County Board of Commissioners is seeking Putnam County residents interested in serving on the **Hospital Authority of Putnam County**. There are two vacant positions, Post 3 and Post 4.

Interested persons should submit an **application** to the Putnam County Board of Commissioners, 117 Putnam Drive, Suite A, Eatonton, Georgia 31024. Applications will be accepted until the positions are filled. The board application form can be found on the county website at [www.putnamcountyga.us](http://www.putnamcountyga.us) (in the "How Do I") section or by calling the above number.

03/14/2024 & 03/21/2024

## HOSPITAL AUTHORITY

<u>MEMBER</u>		<u>TERM EXPIRES</u>
Billy Webster ( <b>resigned 09-13-24</b> ) 116 N. Little River Court Eatonton, GA 31024 [REDACTED] [REDACTED]	Post 1	2/28/2026
J T (Jerry) Gregory Jr. - Chairman 858 Oak Street P. O. Box 3355 Eatonton, GA 31024 [REDACTED] [REDACTED]	Post 2	2/28/2026
Jeff Hodge 282 W. River Bend Drive Eatonton, GA 31024 [REDACTED] [REDACTED]	Post 3	2/28/2024
Tom Thompson 103 Greensboro Road Eatonton, GA 31024 [REDACTED] [REDACTED]	Post 4	2/28/2024
Rebecca C. Rocker 301 Carriage Way Eatonton, GA 31024 [REDACTED] [REDACTED]	Post 5	2/28/2027
Georgia Benjamin-Smith 403 Willie Bailey Street Eatonton, GA 31024 [REDACTED] [REDACTED]	Post 6	2/28/2027
Robert D. Betzel, D.D.S. 408 N. Madison Avenue Eatonton, GA 31024 [REDACTED] [REDACTED]	Post 7	2/28/2025
Richard Garrett Tom McElhenney	BOC Liaison BOC Liaison	12/31/2028 12/31/2028

**File Attachments for Item:**

10. Appointments to the Board of Assessors (staff-CC)

<b>NAME</b>	<b>ADDRESS</b>	<b>DISTRICT</b>	<b>AT LEAST AGE 21</b>	<b>HIGH SCHOOL DIPLOMA OR EQUIVALENT</b>	<b>DATE APPLICATION RECEIVED</b>
Shona L. Bales	154 Harbor Drive	3	Yes	Yes	1/25/2025
Evan Reese	122 S. Leisure Lane, Milledgeville	4	Yes	Yes	1/27/2025
There are two vacancies:					
Shona Bales	Term Expired 2/3/2025		Need to fill a full four-year term		
Evan Reese	Term Expired 2/3/2025				

# PUTNAM COUNTY BOARD OF COMMISSIONERS



JAN 25 2025 PM 3:25

117 Putnam Drive, Suite A ♦ Eatonton, GA 31024  
706-485-5826 ♦ 706-923-2345 fax  
www.putnamcountyga.us

## APPLICATION FOR BOARDS, COMMITTEES, & AUTHORITIES

Name: Shona L. Bales Home Phone: [REDACTED]  
Address: 154 Harbor Dr Work Phone: [REDACTED]  
Eatonton Ga 31024 Cell Phone: [REDACTED]  
Occupation: Lender E-mail: [REDACTED]

I would like to apply for appointment to the following Board, Committee, or Authority:  
Board of Assessors

Which district do you live in? ☐ 1 ☐ 2 ☒ 3 ☐ 4

Briefly explain your educational background \_\_\_\_\_  
\_\_\_\_\_

Are you an owner or officer in any business or corporation? ☒ Yes ☐ No

If yes, please list the name and activity of the business or corporation: \_\_\_\_\_  
President Elect of The Pilot Club

Please explain any previous experience with State or Local Government: \_\_\_\_\_  
Serving on the Board of Assessors currently

Briefly explain why you seek this appointment: Renewing  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

If appointed, I agree to serve.

Shona Bales  
Signature

1/14/2025  
Application Date

\*This application should be submitted to the Putnam County Board of Commissioners. Any additional information may be included on a separate page.

PUTNAM COUNTY BOARD OF COMMISSIONERS



*all*  
JAN 27 2025 PM 3:25

117 Putnam Drive, Suite A ♦ Eatonton, GA 31024  
706-485-5826 ♦ 706-923-2345 fax  
www.putnamcountyga.us

APPLICATION FOR BOARDS, COMMITTEES, & AUTHORITIES

Name: Evan Reese  
Address: \_\_\_\_\_  
122 S. Leisure Lane, Milledgeville GA 31061  
Occupation: Director of Application Development

Home Phone: [REDACTED]  
Work Phone: [REDACTED]  
Cell Phone: [REDACTED]  
E-mail: [REDACTED]

I would like to apply for appointment to the following Board, Committee, or Authority:  
Board of Tax Assessors

Which district do you live in? ☐ 1 ☐ 2 ☐ 3 ☐ 4

Briefly explain your educational background \_\_\_\_\_  
Masters of Science, Georgia State University, Bachelor of Arts, University of Virginia

Are you an owner or officer in any business or corporation? ☐ Yes ☒ No

If yes, please list the name and activity of the business or corporation: \_\_\_\_\_

Please explain any previous experience with State or Local Government: \_\_\_\_\_  
Been on board of Assessors for approximately 8 years

Briefly explain why you seek this appointment: \_\_\_\_\_  
I would like to continue serving the county as a board member.

If appointed, I agree to serve.

*[Signature]*  
Signature

1/24/25  
Application Date

\*This application should be submitted to the Putnam County Board of Commissioners. Any additional information may be included on a separate page.



---

117 Putnam Drive, Suite A ♦ Eatonton, GA 31024  
706-485-5826  
[www.putnamcountyga.us](http://www.putnamcountyga.us)

## NOTICE

The Putnam County Board of Commissioners is seeking interested Putnam County residents to serve on the **Board of Assessors**. Persons eligible to serve on the Board of Assessors must be at least 21 years of age and have a valid high school diploma or its equivalent. The successful candidates must complete 80 hours of training and pass the assessor examination during the first year of appointment. Additionally, the successful applicants must complete 40 hours of continuing education every two years.

This board is responsible for determining taxability, value and equalization of all assessments within the county. The County Board of Tax Assessors notifies taxpayers when changes are made to the value of the property; receives and reviews all appeals filed; and ensures that the appeal process proceeds properly. In addition, they approve all exemptions claimed by the taxpayer. Meetings of the Board of Assessors are usually held once per month on a weekday between the hours of 2:00 PM and 6:00 PM. During appeal time, meetings can increase to at least three or four times per month. Compensation is \$50.00 per board meeting.

Interested persons should submit an **application** to the Putnam County Board of Commissioners, 117 Putnam Drive, Suite A, Eatonton, Georgia 31024. Applications will be accepted until the positions are filled. The board application form can be found on the county website at [www.putnamcountyga.us](http://www.putnamcountyga.us) (in the "How Do I" section) or by calling 706-485-5826.

02/13/2025 & 02/20/2025



MEMBER	TERM BEGINS	TERM EXPIRES
Shona Bales*	7/1/2022	2/3/2025
154 Harbor Drive		
Eatonton, GA 31024		
John L. Richter	11/18/2021	11/17/2025
142 Tanglewood Road SW		
Eatonton, GA 31024		
Evan Reese	2/3/2021	2/3/2025
122 S. Leisure Lane		
Milledgeville, GA 31061		
Virginia M. Daley	7/1/2022	7/1/2026
201 E. Magnolia Street		
Eatonton, GA 31024		
Shelby J. Storey, Chair 2022	3/21/2024	3/20/2028
169 Cedar Cove Drive		
Buckhead, GA 30625		
*to fill the unexpired term of John Chaklos/Kelley Chitwood		

4 year terms (effective 3/97)

Appointed by BOC

Need to be sworn in by Clerk of Court

Need to provide information to HR

Need to prepare resolution for DOR

Last Updated 6/21/2024