

PUTNAM COUNTY BOARD OF COMMISSIONERS



117 Putnam Drive, Suite A ♦ Eatonton, GA 31024

Agenda

Friday, December 2, 2022 ♦ 9:00 AM

Putnam County Administration Building – Room 203

Opening

1. Welcome - Call to Order
2. Approval of Agenda
3. Invocation - Rev. Dr. Ford G'Segner
4. Pledge of Allegiance (DB)
5. Special Presentation
 - a. Retirement Proclamation - Bob Rogers

Code of Ordinances Public Hearing

6. Proposed adoption of changes to the Putnam County Code of Ordinances - Chapter 66 (Zoning) (staff-P&D)

Regular Business Meeting

7. Public Comments
8. Consent Agenda
 - a. Approval of Minutes - November 15, 2022 Regular Meeting (staff-CC)
 - b. Approval of Minutes - November 15, 2022 Executive Session (staff-CC)
 - c. Approval of 2023 Alcohol Licenses (staff-CC)
9. Appointment to the Putnam County Board of Health (staff-CC)
10. Approval of 2023 BOC Meeting Schedule (staff-CC)

Reports/Announcements

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

Executive Session

14. Enter Executive Session as allowed by O.C.G.A. 50-14-4 for Personnel, Litigation, or Real Estate
15. Reopen meeting and execute Affidavit concerning the subject matter of the closed portion of the meeting
16. Action, if any, resulting from the Executive Session

Closing

17. 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. Proposed adoption of changes to the Putnam County Code of Ordinances - Chapter 66 (Zoning) (staff-P&D)

EXPLANATION OF DOCUMENTS:

Red language equals added text.

~~Struck through language equals deleted text.~~

PART II - CODE OF ORDINANCES**Chapter 66 - ZONING****C-1 COMMERCIAL DISTRICT****Sec. 66-102. Purpose.**

This is the district wherein typical community commercial uses are to be found. As a group these uses satisfy the local consumer's daily needs for professional, retail, and for goods and services as well as the needs of the transient and recreational consumers with limited residential use. It is intended that all establishments be operated wholly within permanently enclosed buildings **with the exception of three outside displays of goods or services specifically related to the C-1 business on premises.**

(Res. of 7-17-2007(4); Amend. of 4-17-2012(2))

Sec. 66-103. Uses allowed.

The uses allowed in the C-1 zoning district as a matter of right are subject to section 66-34, general requirements, of this article, to performance standards of article III, and to the requirements and development standards of this district. Uses not listed herein are not permitted in this district, except as provided in section 66-36, undefined uses, of this article. Consult article III, performance standards, or the other zoning districts if the use you seek is not listed in this district.

(a) Allowed uses:

- Adult day care center.
- Amusement facility.
- Animal care, limited.
- Assembly halls.
- Assisted living facilities.
- Automobile maintenance.
- Automobile retail.
- Automobile service station.
- Bar/tavern/pub/lounge.
- Brewery.
- Brewpub.

Business or trade schools.
Catering service.
Cemetery, public.
Child day care center.
Clinic.
Cultural facilities.
Consumer good rental.
Contractor services, limited.
Convalescent service.
Convenience store.
Dwelling, security.
Emergency response facility.
Event venue.
Farm winery.
Funeral service.
Hospice care facility, general.
Hotel.
Inn.
Marinas.
Microproducer.
Mini warehouses.
Motel.
Offices.
Personal care home, congregate.
Personal care home, group.
Private schools.
Recreation, indoor (limited).
Recreation, outdoor religious facilities.
Restaurant.
Retail sales or service (indoor).
Retirement community.
Shooting range, indoor.
Transmission/communication towers.
Water treatment plant, private.

- (b) Accessory uses and structures: Accessory uses and structures customarily incidental to any permitted use.

(Res. of 7-17-2007(4); Amend. of 3-18-2008; Amend. of 4-17-2012(2); Amend. of 9-17-2013(2) ; Ord. of 12-4-2020(1) ; Ord. of 12-3-2021(1))

Sec. 66-104. Development standards.

- (a) Minimum lot size: 20,000 square feet.
- (b) Minimum lot width at the building setback line: 100 feet.
- (c) Minimum setbacks requirements are as follows:
 - (1) Front setback: 30 feet.
 - (2) Side setback: 15 feet.
 - (3) Rear setback: 20 feet.
 - (4) Setback from Lake Sinclair, Lake Oconee, creek or river: 65 feet.
 - (5) A 50-foot setback is required when any commercial use or district adjoins any residential use or district.
 - (6) State highway/main arterial road: 50 feet.
- (d) Maximum height of structures: 45 feet from the highest point of the grade.
- (e) Basic parking requirement: One space per each 200 square feet of space designated for retail sales. See chapter 28, development regulations, for other commercial uses.
- (f) Maximum lot coverage by buildings: 35 percent.
- (g) Buffer requirements:
 - (1) A berm or a 50-foot buffer is required when any commercial use or district adjoins any residential use or district and shall be included within the required setback.
 - (2) Additional buffer and screening requirements may be required based on use in accordance with article III, performance standards.
- (h) Maximum commercial floor area is computed at 15,000 square feet per acre.
- (i) **Maximum of three outside displays of goods or services specifically related to the C-1 business on premises**
 - (1) The outside display shall not be allowed in the front yard at anytime.**
 - (2) A screened privacy fence shall be erected and maintained along the property where it abuts R-zoned or residential used property.**

(Res. of 7-17-2007(4); Amend. of 3-18-2008; Amend. of 4-17-2012(2); Amend. of 9-17-2013(2) ; Ord. of 12-4-2020(1) ; Ord. of 12-3-2021(1))

File Attachments for Item:

8. Consent Agenda

- a. Approval of Minutes - November 15, 2022 Regular Meeting (staff-CC)
- b. Approval of Minutes - November 15, 2022 Executive Session (staff-CC)
- c. Approval of 2023 Alcohol Licenses (staff-CC)

PUTNAM COUNTY BOARD OF COMMISSIONERS



117 Putnam Drive, Suite A ♦ Eatonton, GA 31024

Minutes

Tuesday, November 15, 2022 ♦ 6:30 PM

Putnam County Administration Building – Room 203

The Putnam County Board of Commissioners met on Tuesday, November 15, 2022 at approximately 6:30 PM in the Putnam County Administration Building, 117 Putnam Drive, Room 203, Eatonton, Georgia.

PRESENT

- Chairman Billy Webster
- Commissioner Gary McElhenney
- Commissioner Daniel Brown
- Commissioner Bill Sharp
- Commissioner Jeff Wooten

STAFF PRESENT

- County Attorney Barry Fleming
- County Manager Paul Van Haute
- County Clerk Lynn Butterworth

Opening

1. Welcome - Call to Order

Chairman Webster called the meeting to order at approximately 6:30 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 Sharp, Seconded by Commissioner Wooten.

Voting Yea: Commissioner McElhenney, Commissioner Brown, Commissioner Sharp, Commissioner Wooten

3. Invocation

Pastor James Smith, Wesley Chapel United Methodist Church, gave the invocation.

4. Pledge of Allegiance (GM)

Commissioner Gary McElhenney led the Pledge of Allegiance.

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Zoning Public Hearing

Chairman Webster called the Zoning Public Hearing to order at approximately 6:33 p.m.

5. Request by Vernon G. Clark III to rezone 31.98 acres at 1261 Crooked Creek Road from R-2 to AG [Map 110D, Parcel 008, District 3] (staff-P&D)

Mr. Vernon Clark spoke in support of the request. No one signed in to speak against this item. Planning & Development staff recommendation was for approval with the following conditions:

1. A 100 ft natural undisturbed buffer shall be established and maintained where the property abuts the adjacent R-2 parcels.
2. The applicant will be restricted to the uses allowed in Section 66-71(a) excluding the following: campground, child daycare center, landing strip private, helipad, fairgrounds and amusement parks, hospice care facility general and limited, kennel commercial and noncommercial, meat processing and packaging facility, recreation outdoor, public and private hunting club, racetrack, shooting range indoor, slaughterhouse, helipad recreational vehicle park, and zoos.
3. The applicant will be restricted to the following uses allowed in Section 66-171(b): riding stable private, animal care limited, workshop limited and a family accessory dwelling unit only.

Motion to approve the request by Vernon G. Clark III to rezone 31.98 acres at 1261 Crooked Creek Road from R-2 to AG [Map 110D, Parcel 008] with the following conditions:

1. A 100 ft natural undisturbed buffer shall be established and maintained where the property abuts the adjacent R-2 parcels.
2. The applicant will be restricted to the uses allowed in Section 66-71(a) excluding the following: campground, child daycare center, landing strip private, helipad, fairgrounds and amusement parks, hospice care facility general and limited, kennel commercial and noncommercial, meat processing and packaging facility, recreation outdoor, public and private hunting club, racetrack, shooting range indoor, slaughterhouse, helipad recreational vehicle park, and zoos.
3. The applicant will be restricted to the following uses allowed in Section 66-171(b): riding stable private, animal care limited, workshop limited and a family accessory dwelling unit only.

Motion made by Commissioner Sharp, Seconded by Commissioner McElhenney.

Voting Yea: Commissioner McElhenney, Commissioner Brown, Commissioner Sharp, Commissioner Wooten

6. Request by Precision Landworks, LLC to rezone 12.42 acres at 140 Sammons Parkway from C-2 to I-M [Map 102D, Parcels 082, 083, 084, 085, and 086, District 3] (staff-P&D)

Mr. Brian Key spoke in support of the request. No one signed in to speak against this item. Planning & Development staff recommendation was for approval.

Motion to approve the request by Precision Landworks, LLC to rezone 12.42 acres at 140 Sammons Parkway from C-2 to I-M [Map 102D, Parcels 082, 083, 084, 085, and 086].

Motion made by Commissioner Sharp, Seconded by Commissioner Wooten.

Voting Yea: Commissioner McElhenney, Commissioner Brown, Commissioner Sharp, Commissioner Wooten

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Charmain Webster closed the Zoning Public Hearing at approximately 6:54 p.m.

Regular Business Meeting

7. Public Comments

Ms. Patricia Hurt thanked the board for their service and thanked Commissioners Brown and Sharp for attending to a recent American Legion meeting and discussing Jimmy Davis Park. She reminded the board that they are still seeking restoration of Jimmy Davis Park.

Mr. J.D. Jones commented that it is time for a change in heart towards Jimmy Davis Park and that Commissioners Brown and Sharp had seen the conditions firsthand. He asked for this to be on an agenda to move forward.

Ms. Karen Henry Garrett congratulated Commissioner Sharp for winning the election and thanked Commissioners Brown and Sharp for attending a recent American Legion meeting. She asked to get the Jimmy Davis Park project back on track and on an agenda to get something done.

Commissioner Brown took a moment of personal privilege and thanked Ms. Hurt for the nice comments she said about him in a recent edition of the newspaper.

8. Consent Agenda

- a. Approval of Minutes - November 4, 2022 Regular Meeting (staff-CC)
- b. Approval of 2022 and 2023 Alcohol Licenses (staff-CC)

Motion to approve the Consent Agenda.

Motion made by Commissioner McElhenney, Seconded by Commissioner Sharp.

Voting Yea: Commissioner McElhenney, Commissioner Brown, Commissioner Sharp, Commissioner Wooten

(Copies of alcohol licenses made a part of the minutes on minute book pages _____ to _____.)

9. Request by Magistrate Judge Dorothy Adams to change Local Legislation regarding the number of Magistrate Judges

Chairman Webster reviewed the request. No motion was made; therefore, the request dies for lack of a motion.

Reports/Announcements

10. County Manager Report

County Manager Van Haute reported that the audit started today, and he is expecting another good report.

11. County Attorney Report

County Attorney Fleming requested an Executive Session for a real estate matter.

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12. Commissioner Announcements
Commissioner McElhenney: none

Commissioner Brown: commented on the new fiber internet that Tri-County EMC is running throughout Putnam County. He advised Georgia Power customers that they should contact Tri-County EMC if interested in the service because once Tri-County gets their customers done, they will work with Georgia Power to add others.

Commissioner Sharp: none

Commissioner Wooten: thanked the Public Works Department for their work at the convenience centers; older people no longer need to struggle thanks to the buried bins, and they seem cleaner too. He further commented that the road crews have done great fixing roads and they work fast on requests.

Chairman Webster: none

Executive Session

13. Enter Executive Session as allowed by O.C.G.A. 50-14-4 for Personnel, Litigation, or Real Estate

Motion to enter Executive Session as allowed by O.C.G.A. 50-14-4 for Real Estate.

Motion made by Commissioner Sharp, Seconded by Commissioner Wooten.

Voting Yea: Commissioner McElhenney, Commissioner Brown, Commissioner Sharp, Commissioner Wooten

Meeting closed at approximately 7:10 p.m.

14. Reopen meeting and execute Affidavit concerning the subject matter of the closed portion of the meeting

Motion to reopen the meeting and execute the Affidavit concerning the subject matter of the closed portion of the meeting.

Motion made by Commissioner Sharp, Seconded by Commissioner Wooten.

Voting Yea: Commissioner McElhenney, Commissioner Brown, Commissioner Sharp, Commissioner Wooten

(Copy of affidavit made a part of the minutes on minute book page _____.)

Meeting reopened at approximately 8:35 p.m.

15. Action, if any, resulting from the Executive Session
No final action taken.

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Closing

16. Adjournment

Motion to adjourn the meeting.

Motion made by Commissioner McElhenney, Seconded by Commissioner Sharp.

Voting Yea: Commissioner McElhenney, Commissioner Brown, Commissioner Sharp, Commissioner Wooten

Meeting adjourned at approximately 8:36 p.m.

ATTEST:

Lynn Butterworth
County Clerk

Billy Webster
Chairman

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November 15, 2022		

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 ♦ www.putnamcountyga.us

The draft minutes of the November 15, 2022 Executive Session are available for Commissioner review in the Clerk's office.



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Approval of 2023 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
Travis Williamson	44 Draft House Growler Bar	1122 Lake Oconee Parkway	Retail Beer/Wine & Beer/Wine/Liquor Pouring

File Attachments for Item:

9. Appointment to the Putnam County Board of Health (staff-CC)

NAME	ADDRESS	DISTRICT	CURRENT OCCUPATION	ADVOCATE FOR NEEDY, UNDERPRIVILEGED OR ELDERLY	APPLICATION DATE
Yvonne Harrell	439 Lower Harmony Road	1	Retired	Yes	11/15/2022
There is one vacancy:					
Yvonne Harrell	Term Expires 12-31-2022				
Need one person to fill a full six-year term					

PUTNAM COUNTY BOARD OF COMMISSIONERS



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

NOTICE

The Putnam County Board of Commissioners is seeking qualified candidates for a position on the **Putnam County Board of Health**. This seat is required to be held by a county consumer advocate. This appointment will be for a six-year term, ending December 31, 2028. Meetings are usually held once per quarter.

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 position is filled. The board application form can be found on the county website at www.putnamcountyga.us (in the "How Do I..." or "Forms & Documents" sections) or by calling 706-485-5826.

11/03/2022 & 11/10/2022

PUTNAM COUNTY BOARD OF COMMISSIONERS



[Handwritten signature]

NOV 15 2022 PM 3:03

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

APPLICATION FOR BOARDS, COMMITTEES, & AUTHORITIES

Name: YVONNE HARRELL Home Phone: 706-485-8112
Address: 439 LOWER HARMONY ROAD 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:
CONSUMER ADVOCATED - Board of Health

Which district do you live in? 1 2 3 4

Briefly explain your educational background _____
Judge Probate Court 4 years college

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: _____
Current hold this position

Briefly explain why you seek this appointment: _____

If appointed, I agree to serve.
Yvonne M. Harrell 11/15/2022
Signature Application Date

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

BOARD OF HEALTH

<u>MEMBER</u>	<u>APPOINTED</u>	<u>TERM EXPIRES</u>
(1) Commissioner Gary McElhenney Putnam County Board of Commissioners 117 Putnam Drive, Suite A Eatonton, GA 31024	02/03/2022	12/31/2022
(2) School Superintendent Eric Arena Putnam County Board of Education 158 Old Glenwood Springs Road Eatonton, GA 31024	01/01/2011	12/31/2022
(3) Dr. Thomas L. Brown 104 N. Lafayette Street Eatonton, GA 31024	12/19/2017	12/31/2023
(4) Yvonne Harrell 439 Lower Harmony Road Eatonton, GA 31024	01/06/2017	12/31/2022
(5) Glenda Ridley 428 Milledgeville Road Eatonton, GA 31024	04/01/2017	12/31/2022
(6) Charlotte Griffin 1633 Godfrey Road Eatonton, GA 31024	04/19/2022	12/31/2027
(7) Mayor John Reid City of Eatonton P. O. Box 3820 Eatonton, GA 31024	01/01/2020	12/31/2023

- (1) CEO of County or designee
- (2) County Superintendent of Schools or designee
- (3) Physician – Appointed by BOC
- (4) County Consumer Advocate – Appointed by BOC
- (5) Nurse – Appointed by the City
- (6) Advocate for Needy, Underprivileged or Elderly – Appointed by BOC
- (7) Mayor or Designee

Appointed – 6 year terms
Elected – term of office

File Attachments for Item:

10. Approval of 2023 BOC Meeting Schedule (staff-CC)



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

2023 BOC MEETING SCHEDULE

DATE	DAY	TIME
January 6, 2023	Friday	9:00 am
January 17, 2023	Tuesday	6:30 pm
February 3, 2023	Friday	9:00 am
February 21, 2023	Tuesday	6:30 pm
March 3, 2023	Friday	9:00 am
March 21, 2023	Tuesday	6:30 pm
April 7, 2023* *Good Friday Holiday	Friday	9:00 am
April 18, 2023	Tuesday	6:30 pm
May 5, 2023	Friday	9:00 am
May 16, 2023	Tuesday	6:30 pm
June 2, 2023	Friday	9:00 am
June 20, 2023	Tuesday	6:30 pm
July 7, 2023	Friday	9:00 am
July 18, 2023	Tuesday	6:30 pm
August 4, 2023	Friday	9:00 am
August 15, 2023	Tuesday	6:30 pm
September 1, 2023	Friday	9:00 am
September 19, 2023	Tuesday	6:30 pm
October 6, 2023	Friday	9:00 am
October 17, 2023	Tuesday	6:30 pm
November 3, 2023	Friday	9:00 am
November 21, 2023	Tuesday	6:30 pm
December 1, 2023	Friday	9:00 am
December 19, 2023	Tuesday	6:30 pm