

CITY OF JENKINSBURG
PLANNING AND ZONING COMMISSION MEETING
PUBLIC HEARING
March 17, 2025
*** Minutes***

With a quorum present, Chairman Allison Lunsford called the City of Jenkinsburg's Planning and Zoning meeting to order at 6:00 pm. Attending were Butts County Planning and Zoning Planner Channing Cawthon, Planning and Zoning committee Allison Lunsford, Towana Brown, Mike Rape and Donnie Sorrow. City Clerk Debi Smith also attended.

Mike Rape gave the invocation and Allison Lunsford led the pledge to the US Flag.

Approval of Agenda: - A motion was made by Towana Brown to approve the agenda for the March 17, 2025 meeting. The motion was seconded by Mike Rape. Motion carried by unanimous vote.

Adopt Minutes from April 17, 2023 meeting: - A motion was made by Mike Rape to approve the April 17, 2023 minutes as presented. The motion was seconded by Donnie Sorrow. Motion carried by unanimous vote.

New Business –

Public Hearing CASE NO. 11-02-2024 SE

Requesting permission via the Special Exception application to operate a Home Occupation in the A-R zoning district. The applicant is requesting permission to operate a woodworking and cabinetry business in an existing approximately 4000 SF accessory structure.

Allison Lunsford opened the public hearing portion of the meeting. After hearing comments in support of and in opposition to the special exception the public comment portion of the meeting was closed.

Recess: A motion was made by Mike Rape to recess in order to visit and inspect applicant's accessory building. The motion was seconded by Donnie Sorrow. Motion carried by unanimous vote.

After a brief recess Chairman Allison Lunsford called the meeting back to order.

A motion was made by Donnie Sorrow to recommend a Special Exception to operate a Home Occupation in the A-R zoning district. It was understood and agreed by all parties that this special exception would be granted with the following conditions as petitioned. The motion was seconded by Mike Rape. Motion carried 3-0-1 with one abstention from Chairman Allison Lunsford.

Special Exception with the following Conditions:

- 1) An annual business license shall be required.
- 2) Normal operating hours shall be observed between 8 am and 5 pm.
- 3) No more than 2(two) clients/customers on site at a time.
- 4) Woodworking, cabinet making, including the use of tools and machinery and associated actions shall be permitted during normal operating hours.
- 5) Deliveries of materials and finished products shall be allowed during normal operating hours.
- 6) Inventory be limited to being stored inside. No outside storage of materials or equipment shall be allowed.
- 7) No more than 2(two) employees shall be allowed on premises at a time.
- 8) Owner shall mitigate all sound, noise, vibrations, odors, and particulates so as to not cause a nuisance to neighboring property owners and residents.
- 9) The special exception shall only grant permission for woodworking and cabinet making and associated activities.

Adjourn – Having completed all agenda items, Chairman Allison Lunsford adjourned the meeting at 7:08 pm