

CITY OF JENKINSBURG
PLANNING AND ZONING COMMISSION MEETING
PUBLIC HEARING

June 16, 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 Economic Development Director Brad Vaughn, Butts County Planning and Zoning Planner Channing Cawthon, Planning and Zoning committee Allison Lunsford, Towana Brown and Mike Rape, 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 Mike Rape to approve the agenda for the June 16, 2025 meeting. The motion was seconded by Towana Brown. Motion carried by unanimous vote.

Adopt Minutes from March 17, 2025 meeting: - A motion was made by Mike Rape to approve the March 17, 2025 minutes as presented. The motion was seconded by Towana Brown. Motion carried by unanimous vote.

New Business –

Public Hearing CASE NO. 04-04-2025 SE

Applicant is requesting permission via the Special Exception application for the purposes operating an automobile service establishment in the H-B, Highway-Business district within the City Limits of Jenkinsburg. LOCATION OF PROPERTY: The subject property is located on N. Hwy. 42, in Jenkinsburg

Allison Lunsford opened the public hearing portion of the meeting. After there were no comments in support of or in opposition to the special exception the public comment portion of the meeting was closed.

A motion was made by Mike Rape to recommend a Special Exception to operate an automobile service establishment in the H-B, Highway-Business district within the City Limits of Jenkinsburg. 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 Towana Brown. Motion carried by unanimous vote.

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Special Exception with the following Conditions:

Staff recommends the application for special exception for use as an office for automobile service establishment in the H-B zoning district be APPROVED with the following conditions:

- 1) An annual business license shall be required.
- 2) A copy of any State license shall be provided with annual business license renewal.
- 3) (No open lot) There shall be no continuous active inventory of automobiles displayed for sale on the subject property.
- 4) A Land Disturbance Permit shall be applied for an approved prior to the excavation, fill, or development of the parcel.
- 5) A building permit will be necessary prior to the construction of any foundation or vertical structure.
- 6) The design criteria of the Hwy 42 Overlay shall apply to the subject property.
- 7) The special exception is non-transferrable. In the event of a sale or transfer of the business, a new application shall be applied for and approved to continue operation.
- 8) Any additional signage for the subject property shall be permitted and comply with the design standards illustrated in the City of Jenkinsburg Zoning Ordinance, including the restrictions of the requirements of the Highway 42 Overlay District.

Adjourn – Having completed all agenda items, Chairman Allison Lunsford adjourned the meeting at 6:22 pm