



**Development and Planning Services Committee Meeting
Minutes for Tuesday, July 8, 2025 at 8:30 AM
Evans Government Center Auditorium, Evans, Georgia**

Present at the meeting included:

James E. Allen, III, Chairman
Connie M. Melear, Vice Chairman
Douglas R. Duncan, Jr., Member
Commissioner Alison Couch
Commissioner Michael Carraway
County Manager Scott Johnson
Deputy County Manager Glenn Kennedy
Deputy County Manager Matt Schlachter
County Clerk Patrice R. Crawley
County Attorney Chris Driver

Division Directors:

Leanne Reece - Financial Services
Paul Scarbary - Development Services
Kyle Titus - Engineering Services
Scott Sterling - Planning Services
John Luton - Community Services
Michael Blanchard - Technology Services
Chief Jeremy Wallen – Fire Services
Steven Prather – Facility Services
County Staff

Members of the Media and Public

A. CALL TO ORDER

Chair Allen called the meeting to order at 9:07 a.m.

B. INVOCATION

The invocation was held at the prior meeting.

C. PLEDGE OF ALLEGIANCE

The pledge of allegiance was held at the prior meeting.

D. ROLL CALL / QUORUM

Chair Allen declared a quorum with three members of the committee present.

E. APPROVAL OF THE MINUTES OF PREVIOUS MEETING

(E1) June 10, 2025

Vice Chair Melear made a motion to approve the minutes of the June 10, 2025 Development and Planning Services Committee meeting as presented. Member Duncan seconded the motion. The motion carried unanimously.

F. APPROVAL OF THE AGENDA

(F1) Addition of Item I2a

County Manager Johnson requested to add Item I2a to the agenda. Chair Allen presented the agenda with the requested addition.

G. PRESENTATION

H. CONSENT AGENDA

I. DEBATE AGENDA

(I1) New Business

(I1a) Deputy County Manager

(I1a1) Ordinance Number 25-06 Amending Chapter 34, Environment, Article I, Grading, Section 34-1 Major Site Grading

Approved forwarding to the July 15, 2025 Board of Commissioners Debate Agenda Ordinance Number 25-06 Amending Chapter 34, Environment, Article I, Grading, Section 34-1 Major Site Grading.

(I1b) Development Services

(I1b1) Agency User Agreement Renewal with Georgia Crime Information Center

Approved forwarding to the July 15, 2025 Board of Commissioners Consent Agenda the Agency User Agreement Renewal with Georgia Crime Information Center.

(I1b2) Memorandum of Understanding with Sheriff's Office for Fingerprint Processing

Approved forwarding to the July 15, 2025 Board of Commissioners Consent Agenda Memorandum of Understanding with Sheriff's Office for fingerprint processing.

(I1b3) Resolution 25-21 Adopting the Fee Schedule for Alcoholic Beverage Licenses

Approved forwarding to the July 15, 2025 Board of Commissioners Debate Agenda Resolution 25-21 Adopting the Fee Schedule for Alcoholic Beverage Licenses.

(I1b4) Ordinance 25-05 Amending Chapter 78, Taxes, Article V, Occupational Tax and Licenses, Section 149 When Tax Due and Payable

Approved forwarding to the July 15, 2025 Board of Commissioners Debate Agenda Ordinance 25-05 Amending Chapter 78, Taxes, Article V, Occupational Tax and Licenses, Section 149 When Tax Due and Payable.

(I1c) Planning Services

(I1c1) Easement Encroachment Agreement Tax Map 075 Parcel 200.

Approved forwarding to the July 15, 2025 Board of Commissioners Consent Agenda an Easement Encroachment Agreement for tax map 075 parcel 200.

(I1c2) Easement Encroachment Agreement Tax Map 065 Parcel 344

Approved forwarding to the July 15, 2025 Board of Commissioners Consent Agenda Easement Encroachment Agreement for tax map 065 parcel 344.

(I1c3) Resolution 25-22-Planning Services Fee Schedule Revision

Approved forwarding to the July 15, 2025 Board of Commissioners Debate Agenda Resolution 25-22 Planning Services Fee Schedule Revision.

(I1d) Other Committees

(I2) Items Added at the Meeting

(I2a) Amendment #4 to Contract# 2020-1743 with Ceres Environmental Services Inc. for Emergency Watershed Protection Program (EWPP) Services

Approved forwarding to the July 15, 2025 Board of Commissioners Consent Agenda Amendment Number 4 to the Contract with Ceres Environmental Services Inc. for Emergency Watershed Protection program services.

J. LEGAL MATTERS

K. STAFF REPORTS

(K1) Planning Services

(K1a) June 2025 Planning Department Work Load measurement monthly report

Planning Services Director Sterling provided as information the June 2025 Planning Department Work Load measurement monthly report.

(K1b) May 2025 Plan Review Work Load measurement monthly report

Planning Services Director Sterling provided as information the May 2025 Plan Review Work Load measurement monthly report.

(K2) Development Services

(K2a) Development Services Division Monthly Report

Development Services Director Scarbary provided as information the Development Services Division monthly report.

(K2b) Development Services Division Financial Report

Development Services Director Scarbary provided as information the Development Services Division financial report.

(K2c) Temporary Event Alcohol Permits

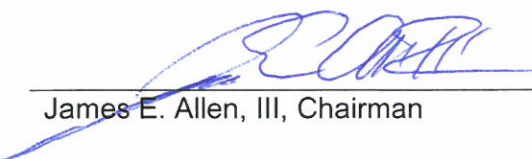
Development Services Director Scarbary provided as information the temporary event alcohol permits.

L. COMMISSIONERS' AND PUBLIC COMMENTS AND PARTICIPATION

M. EXECUTIVE SESSION

N. ADJOURNMENT

Chair Allen adjourned the meeting at 9:24 a.m.



James E. Allen, III, Chairman



Patrice R. Crawley, County Clerk