



**Development and Planning Services Committee Meeting
Minutes for Tuesday, December 9, 2025 at 8:30 AM
Evans Government Center Auditorium, Evans, Georgia**

Present at the meeting included:

Alison G. Couch, Chairman
Connie M. Melear, Vice Chairman
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
Kyle Titus - Engineering Services
Scott Sterling - Planning Services
John Luton - Community Services
Stacey Gordon - Water Utility Services
Michael Blanchard - Technology Services
Chief Jeremy Wallen – Fire Services
Steven Prather – Facility Services
County Staff

Member Douglas R. Duncan, Jr., was absent.

Members of the Media and Public

A. CALL TO ORDER

Chair Couch called the meeting to order at 9:30 a.m.

B. INVOCATION

The Invocation was held at a prior meeting.

C. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was held at a prior meeting.

D. ROLL CALL / QUORUM

Chair Couch declared a quorum with two members present.

E. APPROVAL OF THE MINUTES OF PREVIOUS MEETING

(E1) October 14, 2025

Vice Chair Melear made a motion to approve the minutes of the October 14, 2025 Development and Planning Services Committee meeting as presented. Chair Couch seconded the motion. The motion carried unanimously.

F. APPROVAL OF THE AGENDA

Chair Couch presented the agenda.

G. PRESENTATION

H. CONSENT AGENDA

I. DEBATE AGENDA

(I1) New Business

(I1a) Deputy County Manager

(I1a1) Waiver of Distance Requirements for the Sale of Alcoholic Beverages on Parcel 050002E

Approved forwarding to the December 16, 2025 Board of Commissioners Debate Agenda the Waiver of Distance Requirements for the Sale of Alcoholic Beverages on Parcel 050002E.

(I1b) Development Services

(I1b1) Alcoholic Beverage License Pham Nguyen Restaurant LLC dba Banh Mi Dang

Approved forwarding to the December 16, 2025 Board of Commissioners Consent Agenda the Alcoholic Beverage License for Pham Nguyen Restaurant LLC. dba Banh Mi Dang to be effective January 01, 2026.

(I1c) Planning Services

(I1c1) Easement Encroachment Agreement Tax Map 073A Parcel 438

Approved forwarding to the December 16, 2025 Board of Commissioners Consent Agenda an Easement Encroachment Agreement for tax map 037A parcel 438.

(I1c2) Ancillary Dwelling Variance for Tax Map 018 Parcel 005A

Approved forwarding to the December 16, 2025 Board of Commissioners Consent Agenda an ancillary dwelling variance for tax map 018 parcel 005A.

(I1d) Other Committees

(I2) Items Added at the Meeting

J. LEGAL MATTERS

K. STAFF REPORTS

(K1) Planning Services

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

Planning Services Director Sterling provided as information the November 2025 Planning Department work load measurement monthly report.

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

Planning Services Director Sterling provided as information the October 2025 Plan Review work load measurement monthly report.

(K2) Development Services

(K2a) Development Services Division Monthly Report

Deputy County Manager Schlachter presented the Development Services Division monthly report.

(K2b) Development Services Division Financial Report

Deputy County Manager Schlachter presented the Development Services Division financial report.

(K2c) Temporary Event Alcohol Permits

Deputy County Manager Schlachter presented the temporary event alcohol permits.

L. COMMISSIONERS' AND PUBLIC COMMENTS

M. EXECUTIVE SESSION

N. ADJOURNMENT

Chair Couch adjourned the meeting at 9:37 a.m.



Connie M. Melear, Chairman



Patrice R. Crawley, County Clerk