The Planning and Zoning Commission of the City of Harlem, Georgia met for their Regular meeting on
Tuesday, May 2, 2023, at 6:00 p.m. at the Public Safety Building with Chairman Robert Holland presiding.

Present: COMMISSION: Chairman Robert Holland, Vice Chairman Dustin Driggers, Commissioner Tim Farr,
Commissioner John Thigpen, Jr., and Commissioner James Thomas, Jr.; STAFF: Community Development
Director David Jenkins, City Manager Debra Moore, and City Attorney Tom Watkins; ABSENT: City Clerk
Leona Holley.

The meeting was called to order by Chairman Holland at 6:00 p.m.

The Invocation was given by Vice Chairman Driggers.

The Pledge of Allegiance was led by Chairman Holland.

Commissioner Farr joined the meeting at 6:07 p.m.

Determination of a Quorum: A quorum of the Commission was present.

Approval of the Agenda: Vice Chairman Driggers made the motion to approve the Agenda as presented;
2nd by Commissioner Thigpen. The motion carried with Commissioners Driggers, Thigpen, and Thomas
voting in the affirmative.

Approval of the Minutes: Commissioner Thigpen made the motion to approve the minutes of the March
7, 2023, Regular Meeting as written; 2nd by Commissioner Thomas. The motion carried with
Commissioners Driggers, Thigpen, and Thomas voting in the affirmative.

PUBLIC HEARINGS:

TEXT-2023-05-01 – Sec. 108-377 & Sec. 108-378: Typos & Clarity: Mr. Jenkins explained after review of
Sec. 108-377 there was one typographical error found. Sec. 108-378 is considered as “clunky”, the
proposed text amendment takes the three existing code sections and replaces them with seven code
sections for clarity. The City Council has had a first reading. Commissioner Thomas made the motion to
recommend for approval Text-2023-05-01 Sec. 108-377 & Sec. 108-378 to include approval of the “Findings
of Fact as recommended by Staff”; 2nd by Vice Chairman Driggers. The “Findings of Fact” are as follows:
   o The Harlem City Council does say what it means and means what it says.
   o Plain, common sense wording is beneficial to those relying upon the Harlem Code of Ordinances.
   o Clarity in wording should reduce conflict over how an ordinance is applied.
The motion was carried with Commissioners Driggers, Thigpen, and Thomas voting in the affirmative.

RZ-2023-05-01 – Annexation Rezoning – Parcel 031 418: Mr. Jenkins reviewed the applications on the
annexation rezoning for the following properties:
   1. RZ-2023-05-01 Annexation Rezoning Parcel 031 418
   2. RZ-2023-05-02 Annexation Rezoning Parcel 031 419
   3. RZ-2023-05-03 Annexation Rezoning Parcel 031 420
PUBLIC HEARINGS (cont’d):

RZ-2023-05-01 – Annexation Rezoning – Parcel 031 418 (cont’d):

4. RZ-2023-05-04 Annexation Rezoning Parcel 031 421

Mr. Jenkins explained before the development of Hickory Woods subdivision was started Mr. Larry Prather purchased a portion of the parcels to square up the lots to be developed. The property was not located within the city limits and the owner did not notify the city. Stanley Martin Companies, LLC is the current owner and they have requested to annex the property into the city, from RA county zoned to PUD with the City of Harlem. Commissioner Thomas made the motion to recommend for approval rezoning application RZ-2023-05-01 Annexation Rezoning – Parcel 031 418 to include approval of the “Findings of Facts” and “Conditions” as recommended by Staff; 2nd by Commissioner Thigpen. The “Findings of Facts” are as follows:

- Staff analysis of Sec. 108-353 – Relevant factors in rezoning evaluation was performed.
- The applicant is present and has heard pro and con presentations as well as Commission Member discussions.
- The parcel in question, due to previous actions, currently lies in unincorporated Columbia County and the City of Harlem – leading to possible regulatory enforcement ambiguities.
- The applicant has provided basic information as required by City of Harlem Land Development ordinances.
- The analysis of Staff does provide for safeguards to protect public health and safety while protecting individual life, liberty, and property by unifying regulatory oversight.
- Ordinance 2119 applies to this proposed development.

The “Conditions” are as follows:

- All zoning conditions that currently exist on the City of Harlem component of parcel 031 418 are hereby applied to that portion of the parcel being annexed.

The motion was carried with Commissioners Driggers, Thigpen, and Thomas voting in the affirmative. Commissioner Farr joined the meeting at 6:07 p.m.

RZ-2023-05-02 – Annexation Rezoning – Parcel 031 419: Vice Chairman Driggers made the motion to recommend for approval rezoning application RZ-2023-05-02 Annexation Rezoning Parcel 031 419 to include approval of the “Findings of Facts” and “Conditions” as recommended by Staff; 2nd by Commissioner Farr. The “Findings of Facts” are as follows:

- Staff analysis of Sec. 108-353 – Relevant factors in rezoning evaluation was performed.
- The applicant is present and has heard pro and con presentations as well as Commission Member discussions.
- The parcel in question, due to previous actions, currently lies in unincorporated Columbia County and the City of Harlem – leading to possible regulatory enforcement ambiguities.
- The applicant has provided basic information as required by City of Harlem Land Development ordinances.
- The analysis of Staff does provide for safeguards to protect public health and safety while protecting individual life, liberty, and property by unifying regulatory oversight.
- Ordinance 2119 applies to this proposed development.
PUBLIC HEARINGS (cont’d):

RZ-2023-05-02 – Annexation Rezoning – Parcel 031 419 (cont’d):
The “Conditions” are as follows:
  o All zoning conditions that currently exist on the City of Harlem component of parcel 031 419 are hereby applied to that portion of the parcel being annexed.
The motion was carried with Commissioners Driggers, Farr, Thigpen, and Thomas voting in the affirmative.

RZ-2023-05-03 – Annexation Rezoning – Parcel 031 420: Commissioner Thomas made the motion to recommend for approval rezoning application RZ-2023-05-03 Annexation Rezoning – Parcel 031 420 to include approval of the “Findings of Facts” and “Conditions” as recommended by Staff; 2nd by Commissioner Thigpen. The “Findings of Facts” are as follows:
  o Staff analysis of Sec. 108-353 – Relevant factors in rezoning evaluation was performed.
  o The applicant is present and has heard pro and con presentations as well as Commission Member discussions.
  o The parcel in question, due to previous actions, currently lies in unincorporated Columbia County and the City of Harlem – leading to possible regulatory enforcement ambiguities.
  o The applicant has provided basic information as required by City of Harlem Land Development ordinances.
  o The analysis of Staff does provide for safeguards to protect public health and safety while protecting individual life, liberty, and property by unifying regulatory oversight.
  o Ordinance 2119 applies to this proposed development.
The “Conditions” are as follows:
  o All zoning conditions that currently exist on the City of Harlem component of parcel 031 420 are hereby applied to that portion of the parcel being annexed.
The motion carried with Commissioners Driggers, Farr, Thigpen, and Thomas voting in the affirmative.

RZ-2023-05-04 - Annexation Rezoning – Parcel 031 421: Commissioner Thigpen made the motion to recommend for approval of rezoning application RZ-2023-05-04 Annexation Rezoning – Parcel 0341 421 to include approval of the “Findings of Facts” and “Conditions” as recommended by Staff; 2nd by Vice Commissioner Driggers. The “Findings of Facts” are as follows:
  o Staff analysis of Sec. 108-353 – Relevant factors in rezoning evaluation was performed.
  o The applicant is present and has heard pro and con presentations as well as Commission Member discussions.
  o The parcel in question, due to previous actions, currently lies in unincorporated Columbia County and the City of Harlem – leading to possible regulatory enforcement ambiguities.
  o The applicant has provided basic information as required by City of Harlem Land Development ordinances.
  o The analysis of Staff does provide for safeguards to protect public health and safety while protecting individual life, liberty, and property by unifying regulatory oversight.
  o Ordinance 2119 applies to this proposed development.
The “Conditions” are as follows:
  o All zoning conditions that currently exist on the City of Harlem component of parcel 031 421 are hereby applied to that portion of the parcel being annexed.
PUBLIC HEARINGS (cont’d):

**RZ-2023-05-04 – Annexation Rezoning – Parcel 031 421 (cont’d):** The motion carried with Commissioners Driggers, Farr, Thigpen, and Thomas voting in the affirmative.

NEW BUSINESS:

**Possible Submission of Evidence Commission Policies:** Mr. Jenkins reviewed the staff report for Submission of Evidence. Staff expects larger and more commercial land development applications to come before the Planning Commission for consideration. Staff is requesting guidance from the Commission as to the process it desires relating to accepting the submission of evidence packages. Mr. Jenkins asked the Commission for their thoughts. Chairman Holland stated he likes to see the material and have time to review; he does not like to be blindsided. Commissioner Farr concurs with Chairman Holland. Commissioner Thigpen stated he could “shoot from the hip or ponder over” the material. Vice Chairman Driggers stated he feels the process that is in place now works, if something needs to be tabled, it can be tabled at any time. Vice Chairman Driggers stated he can support the clarification of the policies. City Attorney Watkins explained the submission process. The consensus of the Commissioners is for Mr. Jenkins to move forward with the Submission of Evidence policies.

OLD BUSINESS: N/A

PUBLIC COMMENTS: N/A

Legal Matters: N/A

**Staff Report – David Jenkins:**
- Continuing Education Reading: Destination Branding for Small Cities was provided.
- Single Family Build to Rent Various Articles was provided.
- SB213 was recently signed by the governor; this allows changes for mobile homes. If there is an existing mobile home, it can be replaced with a new mobile home - double wide mobile home. A new mobile home cannot be brought in for a new lot, replacement only.

**Chairman’s Comments:** Chairman Holland thanked everyone for an efficient meeting.

With there being nothing further before the Commission, Commissioner Farr made the motion to adjourn the meeting; 2nd by Commissioner Thomas. The motion carried with Commissioners Driggers, Farr, Thigpen, and Thomas voting in the affirmative. The meeting adjourned at 6:18 p.m.

Respectfully submitted,

Leona H. Holley
City Clerk

Note: Notes taken, and meeting recorded by City Manager Debra Moore.