

**MITCHELL COUNTY BOARD OF COMMISSIONERS**  
**COMMISSION MEETING**  
**AGENDA**  
**May 14, 2024**  
**5:00 PM**

I. CALL TO ORDER

- A. Chairman Benjamin Hayward

II. INVOCATION

III. PLEDGE OF ALLEGIANCE

IV. APPROVAL OF MINUTES:

- A. Regular Meeting, April 9, 2024
- B. Work Session, April 29, 2024

V. PRESENTATIONS

- A. Ameri Pro - Baconton Charter School

VI. PUBLIC HEARING

- A. Request for a Zoning Change from Ag to Industrial with a Conditional Use for a possible Industrial Project. The applicant is Mitchell County Development Authority. The property is located at 2163 and 2121 Old Ga Hwy 3, Pelham. The 189.68-and 10.00-Acre parcels of property are located on Map 101, Parcels 16 & 21. The property owners are Highpoint Manufacturing and Mr. Jimmy Hayes.
- B. Request for a Rural Business in an Ag Zone to allow the applicants Brenda & Ronald Wisham to Operate a Sandwich and Ice Cream Shop on the property located at 1008 Country Lane, Camlla. The 16.61-Acre parcel is located on Map 21, Parcel 39. The property owners are Ronald & Brenda Wisham.

VII. OLD BUSINESS:

- A. Right of Entry Work Policy

VIII. NEW BUSINESS:

- A. Ordinance # 2024-002 Mitchell County Development Authority
- B. Resolution # 2024-007- Brenda & Ronald Wisham
- C. Stitches Contract Renewal
- D. Proposed Fee Increase for Environmental Health Services
- E. Sheriff Department Vehicle Transfer
- F. Facility Use Guidelines for County owned Property
- G. Fiscal Year 2023 Final Budget Adjustments
- H. Bowen Trailer Park Road

IX. COMMISSION AND ADMINISTRATIVE REPORTS

- A. County Administrator
- B. Finance Officer
- C. County Attorney

X. CITIZEN COMMENTS

XI. EXECUTIVE SESSION

- A. Pending Litigation

XII. ADJOURN



## **Agenda Item Coversheet**

**Chairman Benjamin Hayward**



## Agenda Item Coversheet

### Regular Meeting, April 9, 2024

#### ATTACHMENTS:

Description	Upload Date	Type
Regular Meeting, April 9, 2024	5/9/2024	Cover Memo



**MINUTES OF THE REGULAR MEETING OF THE MITCHELL COUNTY BOARD OF COMMISSIONERS HELD TUESDAY AT 5:00 P.M., APRIL 9, 2024, IN THE COMMISSIONERS MEETING ROOM AT 5201 HIGHWAY 19 SOUTH, CAMILLA, GEORGIA.**

Commissioners present:

Benjamin Hayward, Chairman  
B. Keith Jones, Commissioner  
David Sullivan, Commissioner

Reggie Bostick, Vice Chairman  
Julius Hatcher, Commissioner

Staff present: Gary Rice, Administrator, Jerry Permenter, CFO, Samantha Carr, Assistant CFO, Rebecca Reese, County Clerk, Samantha White, Insurance Coordinator

Chairman Hayward called the meeting to order. County Attorney Russell Britt joined the meeting by telephone.

**INVOCATION**

Mr. Jerry Permenter

**PLEDGE OF ALLEGIANCE**

Recited in unison.

**APPROVAL OF MINUTES**

Chairman Hayward called for the approval of the minutes of the following meetings: Regular Meeting, March 12, 2024, and Work Session, March 25, 2024. Commissioner Hatcher made a motion to approve the March minutes. Commissioner Sullivan seconded the motion with all in favor.

**OLD BUSINESS**

**Right of Entry Work Policy:** Mr. Rice reported that works continues with the county attorney on the Right of Entry Work Policy. Mr. Britt said he will have it ready for the Work Session.

**NEW BUSINESS**

**APPROVED Resolution #2024-005 Mitchell County Comprehensive Plan Amendment:** Commissioner Bostick made a motion to approve the update to

the Comprehensive Plan. Commissioner Hatcher seconded the motion with all in favor. This update will allow the City of Camilla to update their Community Work Plan and apply for a CDBG (Community Development Block Grant) for a sewer on the north side of Camilla.

**APPROVED Resolution #2024-006 Mitchell County Disaster Recovery & Redevelopment Plan Amendment:** Commissioner Sullivan made a motion to approve the Disaster Recovery & Redevelopment Plan Amendment. Commissioner Hatcher seconded the motion with all in favor.

**APPROVED Ordinance #2024-001 Purchasing Policies & Procedures Amendment:** Commissioner Sullivan made a motion to approve the Purchasing Policies & Procedures Amendment. Commissioner Jones seconded the motion. This policy increases the spending level for department heads approval to \$5,000.00, the chief financial officer and assistant chief financial officer approval to \$15,000.00, and the county administrator approval limit to \$25,000.00. This policy also authorizes that all purchases shall be made through the county's adopted financial software program, except for emergency purchases as defined in Section 2-218. Chairman Hayward called for any further discussion. Commissioner Bostick asked why they needed to approve budgeted items that had already been approved. Mr. Rice said to make sure a department head does not overspend and for checks and balances. There being no further discussion, the amended policy passed with all in favor.

**LRA (Local Road Assistance) Resurfacing Grant: Mr. Rice gave the Board a list of roads ranked by the engineer and staff for resurfacing.** Mr. Rice said after reviewing the road rating provided by the engineer, the staff recommends Jackson Dairy Road from Highway 112 to Stagecoach Road (Commissioner Sullivan's district) for \$615,000.00 and Stagecoach Road from Harmony Road to Highway 111 (Commissioner Hatcher's district) for \$395,000.00. The total for resurfacing is \$1,010,000.00. The remaining balance of \$32,919.23 would be for the engineering cost. Mr. Rice said the staff requests that if the roads are approved, that said roads be removed from the road ranking list for resurface and the Board accept the new priority ranking moving forward for any additional resurfacing projects. Commissioner Sullivan made a motion to approve the roads recommended by Mr. Rice and staff and remove the roads selected for resurfacing and accept the new priority ranking of the remaining roads. Commissioner Hatcher seconded the motion with all in favor.

## **COMMISSION AND ADMINISTRATIVE REPORTS**

### **County Administrator**

- All appropriations requests have been submitted to Congressman Bishop, Senator Warnock, and Senator Ossoff. Participated in a Zoom call with Senator Ossoff's staff last week. This will be to build a new headquarters fire station on Hwy 37.
- The Courthouse Renovation Committee, comprised of the 3 Superior Court Judges, the State Court Judge, the Clerk of Court, and the Sheriff's Department, met on April 5th, 2024. We had some good conversations around obstacles, needs, and opportunities. We did begin looking behind the walls, but we will need to do more. Will be requesting assistance with identifying weight bearing walls to see if we can make the structural changes needed.
- We have been notified that our agenda software, Novus Agenda, is no longer going to be supported. We have had demonstrations from two vendors and have received quotes. We will be in a transition period when we swap over. During this time, we will be emailing you an electronic version of the agenda and supporting documents. Whichever software we go with will give us more capabilities and we will utilize all components of the new software.
- We have a call scheduled with the Department of Corrections tomorrow at 0900. We have heard they are getting ready to begin partial repopulation of the facility.
- Library funding - We have received a donation to cover the expenses for the current year. I would suggest to the Board for us to budget for the \$25,000 reduction from the City of Camilla but also to be prepared to have to cover a bigger reduction if that were to occur. We need to ensure we have a functioning library for all citizens of Mitchell County to include all municipalities.
- At the April work session, we will have a presentation from the District Attorney and the Environment Health Specialist from the Health Department.

Commissioner Jones asked for an update on Mitchell County Hospital. Mr. Rice said he will begin attending the meetings starting this month and will give an update.

### **Finance Report**

Nothing to report.

### **County Attorney**

Nothing to report.

### **CITIZEN COMMENTS**

Ms. Doris Johnson, who lives on Turkey Road, addressed the Board requesting that the Board consider paving 1 to 2 miles of her road. She informed the Board that they only want to enjoy the benefits of what everyone else is enjoying. Mr. Rice said he had the representative from Congressman Bishop's office look at her road as she requested. Ms. Johnson said they just want their problem solved. She then thanked the Board for all they had done.

There being no further business, Commissioner Jones made a motion to adjourn the meeting. Commissioner Bostick seconded the motion with all in favor.

The meeting adjourned at 5:32 p.m.

---

Benjamin Hayward, Chairman

---

Rebecca Reese, County Clerk



## Agenda Item Coversheet

### Work Session, April 29, 2024

#### ATTACHMENTS:

Description

Work Session, April 29, 2024

Upload Date

5/9/2024

Type

Cover Memo

**MITCHELL COUNTY BOARD OF COMMISSIONERS  
WORK SESSION MINUTES  
MONDAY @ 5:00 P.M., APRIL 29, 2024  
COMMISSION OFFICE, 5201 HIGHWAY 19 S, CAMILLA, GA**

Commissioners present:

Benjamin Hayward, Chairman

Keith Jones, Commissioner

Staff present: Gary Rice, Administrator, Jerry Permenter, CFO, Rebecca Reese, County Clerk, Samantha Carr, Assistant CFO, Samantha White, Insurance Clerk

**CALL TO ORDER**

Chairman Hayward called the meeting to order. Commissioners Reggie Bostick and Julius Hatcher were not in attendance at the meeting. Commissioner David Sullivan resigned as a commissioner of Mitchell County. Mr. Russell Britt, County Attorney, joined the meeting by telephone.

**WORK SESSION PRESENTATION**

**DA Funding Parity – Mr. Joe Mulholland:** Mr. Joe Mulholland addressed the Board to request they combine the Public Defender’s budget of \$141,328.48 and the District Attorney’s budget of \$53,900.00 together then split the budget equally with each entity. He said he was not asking for an increase but just more uniformity in the disbursement of the budget. Mr. Mulholland said this change must be made by resolution. Mr. Rice informed the Board he would meet with the other counties that contribute to these budgets to ensure they agree with this change. Chairman Hayward asked what the timeline for them to act on this change. Mr. Mulholland said by June 1<sup>st</sup>. Mr. Permenter said that the State’s fiscal year begins July 1<sup>st</sup> and the County’s fiscal year runs from January through December. He said the County could make this adjustment January 1<sup>st</sup> when the County’s budget starts. Mr. Mulholland said he was fine with this start date.

**OLD BUSINESS**

**Right of Entry Work Policy:** Mr. Rice informed the Board that Mr. Britt had provided him with a draft of the Right of Entry Work Policy, and he will email it to them for their review. He said they hope to have it ready for the May meeting.

**NEW BUSINESS**

**Proposed Fee Increase for Environmental Health Services:** Mr. Jeffery Avery addressed the Board to inform them of the newly proposed fee increase for Environmental Health Services. He said prices have increased and the Environmental Health Services are undervalued compared to other comparable size counties. Commissioner Jones expressed concern about the extreme increase in the fees. Commissioner Jones requested to meet with Mr. Avery to discuss the fee increases to understand and be better informed of the reason for the excessive increases. Mr. Avery agreed to meet with Commissioner Jones.

**Opioid Settlement Update:** Mr. Rice gave the following update on the Opioid Settlement: Funds received to date through March 31, 2023 are \$111,084.82 with expenditures of \$32,362.00 leaving a balance of \$78,722.82. Mr. Rice informed the Board that the staff was going to purchase some Norcan kits with some of the funding, but Mr. Moody, EMA Director, found a grant for the Norcan kits. Mr. Rice said he is waiting to receive guidance on the use of the funds from the Regional Advisory Council.

**Sheriff's Department Vehicle Transfer:** Mr. Rice reported the Sheriff Office has requested to transfer a 2018 Dodge Ram to the Public Works Department. This vehicle is inoperable and was being used for spare parts. The truck can be used by the Public Works Department for additional parts. This item will be presented for consideration of approval at the regular meeting.

2018 Dodge Ram 1500 4x4 – Color White	VIN #1C6RR7XT8JS158315
---------------------------------------	------------------------

**Facility Use Guidelines for County owned Property:** Mr. Rice reported that he has been discussing with Mr. Britt the facility uses guidelines for county owned property. Mr. Rice spoke of a couple of events that had taken place on county property that did not have the approval from the county to use the county's property. Mr. Rice said he is putting together a draft of the guidelines with Mr. Britt for all public buildings and locations. Chairman Hayward asked if the guideline will also consist of the community centers. Mr. Rice said it did not, but he will include the community centers. Commissioner Jones said the Board needs to be careful concerning the disparity impact and decide which facilities to include and not to include. Mr. Britt said he agrees with Commissioner Jones on his statement of concern. He said he will make some edits and have a draft ready for the next meeting.

## **COMMISSION AND ADMINISTRATIVE REPORTS**

### **County Administrator**

- We have signed the contract with Civic Plus for agenda software.
- Repopulation began at Autry State Prison on April 23<sup>rd</sup>.
- The Correctional Institute will have a PREA (Prison Rape Elimination Act) Inspection on Wednesday, and it will last for about two days.

- Received \$1000.00 grant from Golden Triangle that will be used to purchase a box for animal control to transfer more than one animal. Animal Control has reimbursed the County for this purchase. Ms. Kaitlyn Cochran has notified the County that she plans to continue to operate Stitches.
- Commissioner Jones, Mr. Ike McCook, Mr. Russell Moody, and the administrator will have a meeting with the residents on Corner Road to discuss what can be done to prevent the flooding on this road.
- Received follow-up call from Congressman Sanford Bishop's office for funding for the fire station headquarters.
- Georgia EPD (Environmental Protection Division) has awarded a tire amnesty grant of \$75,000.00 for tire disposal which will be held in October. We will advertise it before it takes place. We are eligible for (1) one grant per year.
- We have scheduled a Strategic Planning Retreat at Covey Rise for June 25<sup>th</sup>.

### **Chief Financial Officer**

Mr. Permenter commended the staff for their accomplishment in producing a balanced March financials. The Purchasing Section will launch May 1<sup>st</sup> and payroll will be forthcoming. This system will be much better and produce better information. Mr. Permenter said the system has been successful thus far and thanked the Board.

### **County Attorney**

Mr. Britt informed the Board that Governor Kemp had accepted the resignation of Commissioner David Sullivan, and we will be required to hold an election in November for his unexpired term.

Mr. Rice commended the department heads for working together during the few days, a couple of weeks ago, that the County received a tremendous amount of rain and for their excellent communication with each other.

There being no further business, the meeting adjourned at 5:43 p.m.

---

Benjamin Hayward, Chairman

---

Rebecca Reese, County Clerk





## **Agenda Item Coversheet**

### **Ameri Pro - Baconton Charter School**



## Agenda Item Coversheet

**Request for a Zoning Change from Ag to Industrial with a Conditional Use for a possible Industrial Project. The applicant is Mitchell County Development Authority. The property is located at 2163 and 2121 Old Ga Hwy 3, Pelham. The 189.68-and 10.00-Acre parcels of property are located on Map 101, Parcels 16 & 21. The property owners are Highpoint Manufacturing and Mr. Jimmy Hayes.**

### ATTACHMENTS:

Description	Upload Date	Type
Agenda-Minutes Mitchell County Development Authority	4/29/2024	Cover Memo

# **AGENDA**

## **Mitchell County Planning Commission**

### **April 18th, 2024 – 7:00 p.m.**

**4767 Hwy 37 East**

1. Call meeting to order.
2. Open with Pledge of Allegiance.
3. Innovation.
4. Approve minutes for the January 18<sup>th</sup>, 2024, Meeting.

**OLD BUSINESS:** Mr. Moody informed the Planning and Zoning Commission that the Zoning Application for Mrs. Rhonda Hilliard was granted approval by the Mitchell County Board of Commission at their meeting on February 13<sup>th</sup>, 2024.

#### **PUBLIC HEARING:**

- A. Request for a Zoning Change from Ag to Industrial with a Conditional Use for a possible Industrial Project. The applicant is Mitchell County Development Authority. The property is located at 2163 and 2121 Old Ga Hwy 3, Pelham. The 189.68- and 10.00-Acre parcels of property are located on Map 101, Parcels 16 & 21. The property owners are Highpoint Manufacturing and Mr. Jimmy Hayes.
- B. Request for a Rural Business in an Ag Zone to allow the applicants Brenda and Ronald Wisham to Operate a Sandwich and Ice Cream Shop on the property located at 1008 Country Lane, Camilla. The 16.61- Acre Parcel is located on Map 21, Parcel 39. The property owners are Ronald and Brenda Wisham.

#### **NEW BUSINESS:**

**A. Ordinance # 2024-** – Request for a Zoning Change from Ag to Industrial with a Conditional Use for a possible Industrial Project. The applicant is Mitchell County Development Authority. The property is located at 2163 and 2121 Old Ga Hwy 3, Pelham. The 189.68- and 10.00-Acre parcels of property are located on Map 101, Parcels 16 & 21. The property owners are Highpoint Manufacturing and Mr. Jimmy Hayes.

Approval by all Planning Members Present in Favor to grant a Zoning Change from Ag to Industrial with a conditional use for a possible Industrial Project. The motion to grant approval carried unanimously with all members present in favor of the approval. The 189.68 and 10.00-acre parcels of property are located at 2163 and 2121 Old Ga Hwy 3, Pelham. The parcels of property are located on Zoning Map 101, Parcels 16 & 21. The property owners are Highpoint Manufacturing and Mr. Jimmy Hayes.

**B. Resolution # 2024** -Request for a Rural Business in an Ag Zone to allow the applicants Brenda and Ronald Wisham to Operate a Sandwich and Ice Cream Shop on the property located at 1008 Country Lane, Camilla. The 16.61- Acre Parcel is located on Map 21, Parcel 39. The property owners are Ronald and Brenda Wisham.

Approval by all Planning Members Present in Favor to grant a Rural Business in an Ag Zone to allow the applicants Brenda and Ronald Wisham to Operate a Sandwich and Ice Cream Shop on their property. The motion to grant approval carried unanimously with all members present in favor of the approval. The 16.61-acre parcel of property is located at 1008 Country Lane, Camilla. The parcel of property is located on Zoning Map 21, Parcel 39. The property owners are Ronald and Brenda Wisham.

**Adjourn: 7:15pm**

# MITCHELL COUNTY PLANNING COMMISSION MINUTES

April 18th, 2024

## Present:

Richard Beasley, Chairman   Terry Curles   Andy Collins   Mike Mitchell   Ann Bryant

Daniel Morrell

Russell Moody, Zoning Administrator   Terrie Swain, Administrative Assistant

## Not Present:

Joseph Rackley, Vice-Chairman   Ralph Davis, Jr.   Susan Clayton   Ralph Collins, III

Chairman Beasley, called the meeting to order at 7:00p.m.

The Pledge of Allegiance to the Flag was performed.

Mrs. Ann Bryant gave the Invocation.

Mr. Terry Curles made the motion to approve the January 18th, 2024, meeting minutes. Mr. Andy Collins seconded the motion. The motion carried unanimously by a show of hands of the members present.

## **OLD BUSINESS:**

Mr. Moody informed the Planning and Zoning Commission that the Zoning Application for Mrs. Rhonda Hilliard was granted approval by the Mitchell County Board of Commission at their meeting on February 13<sup>th</sup>, 2024.

## **NEW BUSINESS:**

**24-9481** – Request for a Zoning Change from Ag to Industrial with a Conditional Use for a possible Industrial Project. The applicant is Mitchell County Development Authority. The property is located at 2163 and 2121 Old Ga Hwy 3, Pelham. The 189.68- and 10.00-Acre parcels of property are located on Map 101, Parcels 16 & 21. The property owners are Highpoint Manufacturing and Mr. Jimmy Hayes. Zoning Administrator, Russell Moody represented the zoning request for the Mitchell County Development Authority. Mr. Moody stated that the individual applying for the zoning request, Mr. James Eubanks is also the Mayor of Pelham and was unable to attend the meeting tonight. Mr. Eubanks requested that the zoning administrator present the zoning request. Mr. Moody informed the Planning and Zoning Commission that the proposed property location is on the west side of Old Ga Hwy 3 behind the Mitchell County Chrysler Auto Dealership. Mr. Moody stated that the zoning change request for an industrial type of business is considered an incubator location to draw industrial businesses to Mitchell County. Mr. Moody state an industrial business would fit at this location considering that like businesses such as a produce packing shed, cotton gin, and auto dealership are in the vicinity on US Hwy 19 and Nicks Road. Chairman, Richard Beasley inquired in Pelham has an industrial park. Mr. Moody stated that Pelham has an industrial park located in the city limits behind huddle house. Chairman, Richard Beasley questioned if there was any opposition to this purposed zoning request. There was no opposition. After a brief discussion by the Planning and Zoning Commission of the purposed zoning request, Mr. Andy Collins made the motion to grant approval for a Zoning Change from Ag Zone to an Industrial Zone with a conditional use for a possible Industrial project. Mr. Terry Curles seconded the motion. The motion carried unanimously with all members present in favor of approval. The recommendation will be forwarded to the Mitchell County Board of Commission for their decision at their meeting on May 14<sup>th</sup>, 2024 @ 5:00 pm and a representative would need to be in attendance.



**24-9496** – Request for a Rural Business in an Ag Zone to allow the applicants Brenda and Ronald Wisham to Operate a Sandwich and Ice Cream Shop on the property located at 1008 Country Lane, Camilla. The 16.61-Acre Parcel is located on Map 21, Parcel 39. The property owners are Ronald and Brenda Wisham. Ronald and Brenda Wisham were present to answer any questions in relation to their zoning request. Mrs. Wisham addressed the Planning and Zoning Commission stating that they previously owned a food service establishment in the City of Pelham that recently burnt. Mrs. Wisham stated that after some discussion they would like to relocate their business to their property located at 1008 Country Lane, Camilla. Mrs. Wisham informed the Planning and Zoning Commission the business would be a drive through with some farm animals for petting and a playground along with the food service establishment. Mrs. Wisham stated there is no food establishment business in their area and she would like to provide sandwiches and ice cream to the area for local farmers and individuals to enjoy. After a brief discussion by the Planning and Zoning Commission of the purposed zoning request, Mr. Daniel Morrell made the motion to grant approval for a Rural Business in an Ag Zone to operate a Sandwich and Ice Cream Shop. Mrs. Ann Bryant seconded the motion. The motion carried unanimously with all members present in favor of approval. Mr. and Mrs. Wisham were informed the recommendation for their zoning request would be forwarded to the Mitchell County Board of Commission for their decision at their meeting on May 14<sup>th</sup>, 2024 @ 5:00 pm and a representative would need to be in attendance.

Chairman, Richard Beasley questioned if there was any opposition to this purposed zoning application. There was no opposition. There were two neighbors present in favor of the proposed zoning application.

**Other Business:** Zoning Administrator, Mr. Russell Moody addressed the Planning and Zoning Commission stating the County Commission appreciated the attendance of the Commission Members at the Zoning 101 Class. Mr. Moody stated that the class was informative, and he also appreciated the Planning Commission attendance and interest in the class as well.

Having no further business the Meeting was adjourned at 7:15 p.m.

---

Mr. Richard Beasley, Chairman



## Agenda Item Coversheet

**#24-9481-Mitchell County Development Authority-Request for a Zoning Change from Ag to Industrial with a Conditional Use for a possible Industrial Project. The applicant is Mitchell County Development Authority. The property is located at 2163 and 2121 Old Ga Hwy 3, Pelham. The 189.68 and 10.00-Acre Parcels of property are located on Map 101, Parcels 16 & 21. The property owners are Highpoint Manufacturing and Mr. Jimmy Hayes.**

### ATTACHMENTS:

Description

#24-9481-Mitchell County Development Authority

Upload Date    Type

4/9/2024

Cover Memo



**Permit #:** 9481  
**Permit Date:** 02/20/24  
**Permit Type:** Zoning Application  
**Owner Name:** MITCHELL COUNTY DEVELOPMENT AUTHORITY  
**Mailing Address:** POST OFFICE BOX 692  
**City, State, ZIP:** CAMILLA, GEORGIA 31730  
**Contractor/ Installer/ Surveyor/RV**  
**Renter Name :**  
**Job Site Address:** 2163 & 2121 OLD GA HWY 3  
**City, State, Zip:** PELHAM, GEORGIA 31779  
**Phone Number:** 229-328-7457  
**Email:**  
**Map Number:** 0101  
**Parcel Number:** 016 & 021  
**Flood Zone:** No  
**Variance Required:** Zoning Change with a Conditional Use  
**Maximum Building Height::**  
**Frontage Setback:** 150  
**Commissioner District:** 02- Keith Jones  
**Work Type (new):** Zoning Change From Ag to Ind With a Conditional Use for a Possible Industrial Project  
**Work Category:** Zoning Request  
**Square Footage of Project:** 0  
**Project Cost:** 2450  
**Permit Issued By:** Terrie Swain  
**Inspected On:**  
**Final Inspection:**  
**CO Issued:**  
**Zoning Classification:** Agriculture  
**Minimum Setbacks: :**  
**Minimum Lot Size:**  
**Septic - Mitchell Co. Health Dept:**  
**Power Company:**  
**Manufactured Home Year, Size and Serial Number:**  
**Status:** Open  
**Assigned To:** Russell Moody

**Property**

Parcel #	Address	Legal Description	Owner Name	Owner Phone	Zoning
----------	---------	-------------------	------------	-------------	--------

**Fees**

Fee	Description	Notes	Amount
Zoning Application	Enter number of Parcels		\$2,450.00
		<b>Total</b>	<b>\$2,450.00</b>

**Payments**

Date	Paid By	Description	Payment Type	Accepted By	Amount
02/15/2024	MITCHELL CO DEVELOPMENT AUTHORITY OPERATING ACCOUNT	ZONING APPLICATION #24- 9481	IN OFFICE - CHECK#5187	Terrie Swain	\$2,450.00
				<b>Outstanding Balance</b>	<b>\$0.00</b>



**ZONING APPLICATION**  
**MITCHELL COUNTY PLANNING & ZONING DEPARTMENT**

5201 HWY 19 SOUTH  
CAMILLA, GEORGIA 31730

PHONE (229) 336-2060  
FAX (229) 336-2362

mczoning@mitchellcountyga.net

RUSSELL MOODY  
ZONING ADMINISTRATOR

(A PLAT OR SKETCH OF THE AREA IS REQUIRED FOR ALL APPLICATIONS)

DATE: 2/20/2024 E-MAIL: meda@mitchellcountyga.net APPLICATION NO: 24-9481  
APPLICANTS NAME: Mitchell County Department of Planning CONTACT PHONE #: (229) 328-7457  
APPLICANTS MAILING ADDRESS: P.O. Box 692 Camilla, Ga. 31730  
PROPERTY LOCATION: 2163 Old Ga. Hwy 3 Pelham (ATTACH LEGAL DESC.) MAP/PAR# 101/0164021  
PRESENT USE OF PROPERTY: 2121 Residential  
ZONING CLASSIFICATION: PRESENT A9 PROPOSED Ind # OF ACRES FOR ZONING/REZONE 199.68  
**ZONING CHANGE / CONDITIONAL USE / ZONING VARIANCE / LAND DIVISION VARIANCE**

<input checked="" type="checkbox"/> ZONING CHANGE	<input checked="" type="checkbox"/> CONDITIONAL USE	<input type="checkbox"/> ZONING VARIANCE
<input type="checkbox"/> RURAL BUSINESS	<input type="checkbox"/> HOME OCCUPATION	<input type="checkbox"/> LAND DIVISION VARIANCE

HAS THERE EVER BEEN A REQUEST TO REZONE PROPERTY? ☐ YES ☒ NO

IF SO, WHEN AND WHAT ACTION WAS TAKEN? \_\_\_\_\_

DOES THIS PROPERTY HAVE CITY WATER AND SEWER AVAILABLE? ☐ YES ☒ NO

LETTER OF INTEND FROM PROCESSING FACILITY? ☐ YES

WHY ARE YOU REQUESTING THE CHANGE/ VARIANCE? PLEASE BE DETAILED AND SPECIFY IN RELATION  
TO EXACTLY WHAT IS BEING REQUESTED FOR THE CHANGE/VARIANCE. Industrial Project possible

**HARDSHIP**

HEALTH DEPARTMENT APPROVAL \_\_\_\_\_ MEDICAL JUSTIFICATION \_\_\_\_\_ (ATTACH BOTH)  
PERSON TO RESIDE IN MH-NAME \_\_\_\_\_ RELATIONSHIP \_\_\_\_\_  
PRESENT ADDRESS \_\_\_\_\_ PHONE # \_\_\_\_\_

**\*\*\*DISCLOSURE\*\*\***

I HAVE or HAVE NOT made campaign contributions having an aggregate value of \$250.00 or more to a member of the Mitchell County Board of Commissioners, Mitchell County Planning Commission, or any local government official who will be considering the request, within 2 years of this application.

I HEREBY CERTIFY THAT I AM THE OWNER, OR LEGAL AGENT OF THE OWNER, IN FEE SIMPLE OF THE ABOVE-DESCRIBED PROPERTY.

APPLICANT: James I. Banks WITNESS: Terrie Pluvin

DATE: 2-20-24

DATE: 2/20/2024

\*\*\*CAUTION THAT FAILURE TO APPEAR COULD RESULT IN A DENIAL DUE TO LACK OF SUFFICIENT INFORMATION NEEDED FOR THE BOARDS TO MAKE AN INFORMED DECISION\*\*\*

Mitchell County Code Enforcement  
Planning & Zoning Department  
5201 Hwy 19 South  
Camilla, Georgia 31730

Phone (229) 336-2060  
Fax (229) 336-2362

Russell Moody  
Zoning Administrator

**APPLICANT MEETING NOTIFICATION**

Application must be filed in the office of the Zoning Administrator at 5201 US Hwy 19 South, Camilla, Georgia by MARCH 18th, 2024 by 12:00pm in order to be heard by the Planning Commission the following month.

Caution that failure to appear could result in a denial due to lack of sufficient information needed for the Boards to make an informed decision.

**PLANNING COMMISSION**

**DATE/TIME: APRIL 18<sup>th</sup>, 2024 @ 7:00pm**

**BOARD OF COMMISSIONERS**

**DATE/TIME: MAY 14<sup>th</sup>, 2024 @ 5:00pm**

**THE PLANNING COMMISSION MEETING WILL BE HELD AT THE:  
MITCHELL COUNTY 911 CENTER (EOC) MEETING ROOM.**

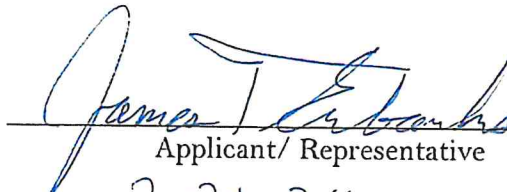
**4767 Hwy 37 East, Camilla, Georgia 31730**

**THE BOARD OF COMMISSION MEETING WILL BE HELD AT THE:  
MITCHELL COUNTY GOVERNMENTAL COMPLEX BOARD OF COMMISSION  
MEETING ROOM.**

**5201 US Hwy 19 South, Camilla, Georgia 31730**

Questions? Please call the Zoning Administrator at 336-2060.

Your signature below acknowledges receipt of the above referenced data.

  
Applicant/ Representative  
2-20-24  
Date

Mitchell County Code Enforcement  
5201 US Hwy 19 South  
Camilla, Georgia 31730



Phone: 229-336-2060  
Fax: 229-336-2362  
E-Mail: [mczoning@mitchellcountyga.net](mailto:mczoning@mitchellcountyga.net)

**Russell Moody**  
**Building Official / Zoning Administrator**  
**Code Enforcement Officer / EMA Director**

**Terrie Swain**  
**Administrative Assistant**

To: Russell Moody  
Department Head

Date: 2/20/2024

This letter serves as authorization for James E. Banks (MCDA),  
to apply for and obtain rezoning for the following property in Mitchell County,  
Georgia that is owned by Highpoint Manufacturing,  
Map 1010, Parcel 16.

H. Allen Burford  
Signature

11/10/2023  
Date

Mitchell County Code Enforcement  
5201 US Hwy 19 South  
Camilla, Georgia 31730



Phone: 229-336-2060  
Fax: 229-336-2362  
E-Mail: [mczoning@mitchellcountyga.net](mailto:mczoning@mitchellcountyga.net)

**Russell Moody**  
Building Official / Zoning Administrator  
Code Enforcement Officer / EMA Director

**Terrie Swain**  
Administrative Assistant

To: Russell Moody  
Department Head

Date: 2/20/2024

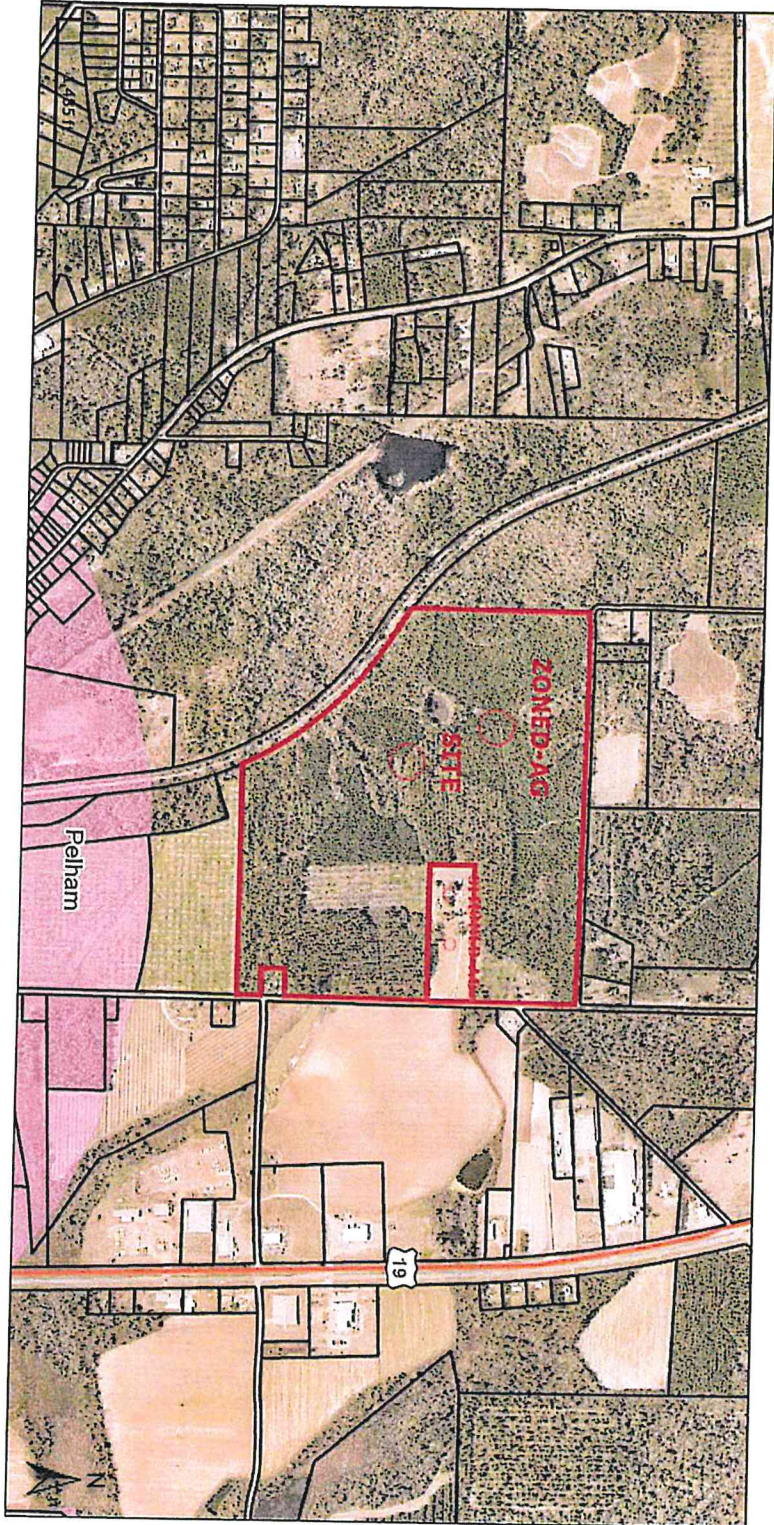
This letter serves as authorization for James Eubanks (MEDA)  
to apply for and obtain rezoning for the following property in Mitchell County,  
Georgia that is owned by Jimmy L. Hayes,  
Map 1010, Parcel 21.

Jimmy L. Hayes  
Signature

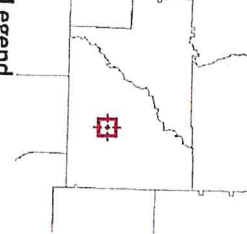
1. 11. 24  
Date



MITCHELL COUNTY DEVELOPMENT AUTHORITY



Overview



Legend

- ☐ Parcels
- ☐ Roads
- ☐ City Limits

Mitchell County Zoning Department  
18 North Court Street  
Camilla, Georgia 31730



Phone: 229-336-2060  
Fax: 229-336-2362  
E-Mail: tswain@mitchellcountyga.net

**MEMORANDUM**

**DATE:** April 18, 2024

**TO:** MITCHELL COUNTY BOARD OF COMMISSIONERS

**FROM:** PLANNING COMMISSION

**APPLICATION:** 24-9481

**PETITIONER:** Mitchell County Development Authority

**LOCATION:** 2163 & 2121 Old Ga Hwy 3, Pelham

**REQUEST:** Zoning Change from an Agricultural Zone to an Industrial Zone with a Conditional Use for a Possible Industrial Project

**CURRENT ZONING:** Ag, Agricultural District

**PROPOSED ZONING:** Ind, Industrial District with a Conditional Use

**ANALYSIS:** Planning Commission examined the subject property according to the applicable provisions of the Mitchell County's Zoning Ordinance, (Article XV, Section 15.02) see Article XV, Section 15.03. The Planning Commission finds the Ind district allows for Industrial Businesses with a Conditional Use.

**Regarding the Conditional Use Requirements, staff finds:**

**1. Does the proposed zoning classification promote health, safety, moral or general welfare?**

The proposed conditional use for a possible industrial project on the subject property is acceptable within an Ind district and should promote the health, safety, moral or general welfare of the environment.

**2. The existing uses of the subject property and uses of the adjacent and near properties.**

The subject property, some adjacent properties, and some near properties are similar in Ind Zoned pursuits.

**3. The current zoning of the subject property and adjacent or near properties.**

The Planning Commission does find that the current zoning of the subject property, adjacent properties, and near properties are currently zoned Ag, Ind, C2, and R2.

**4. The extent to which property values are diminished by the present zoning restrictions.**



Mitchell County Development Authority





# 0-336-20

## Zoning Public Hearing Notice

Mitchell County Zoning (229-336-2060)

Public notice is hereby given that on Thursday the 18<sup>th</sup> day of April 2021 at 7:00 p.m. the Mitchell County Planning Commission will hold a public hearing at the Mitchell County "11 Center in the (EOC) Meeting room located at 4767 Hwy 37 East, Camilla, Georgia, on the following zoning applications. After said public hearing, the Planning Commission will submit to the Mitchell County Board of Commissioners its "Recommendations" regarding said zoning applications.

Public notice is hereby given that on Tuesday the 11<sup>th</sup> day of May 2021 at 5:00 p.m. the Mitchell County Board of Commissioners will hold a public hearing at the Mitchell County Government Complex in the Board of Commissioners Meeting Room at 4201 US Highway 19 South in Camilla, Georgia on the same zoning applications.

23-9481 - Request for a Zoning Change from Ag to Industrial with a Conditional Use for a possible industrial Project. The applicant is Mitchell County Development Authority. The property is located at 2121 and 2163 Old Ga Hwy 2, Pelham. The 10.00- and 189.68-Acre parcels of property are located on Map 101, Parcels 21 & 16. The property is owned by Highpoint Manufacturing and Mr. Jimmy

Mitchell County Development Authority



Mitchell County Development Authority



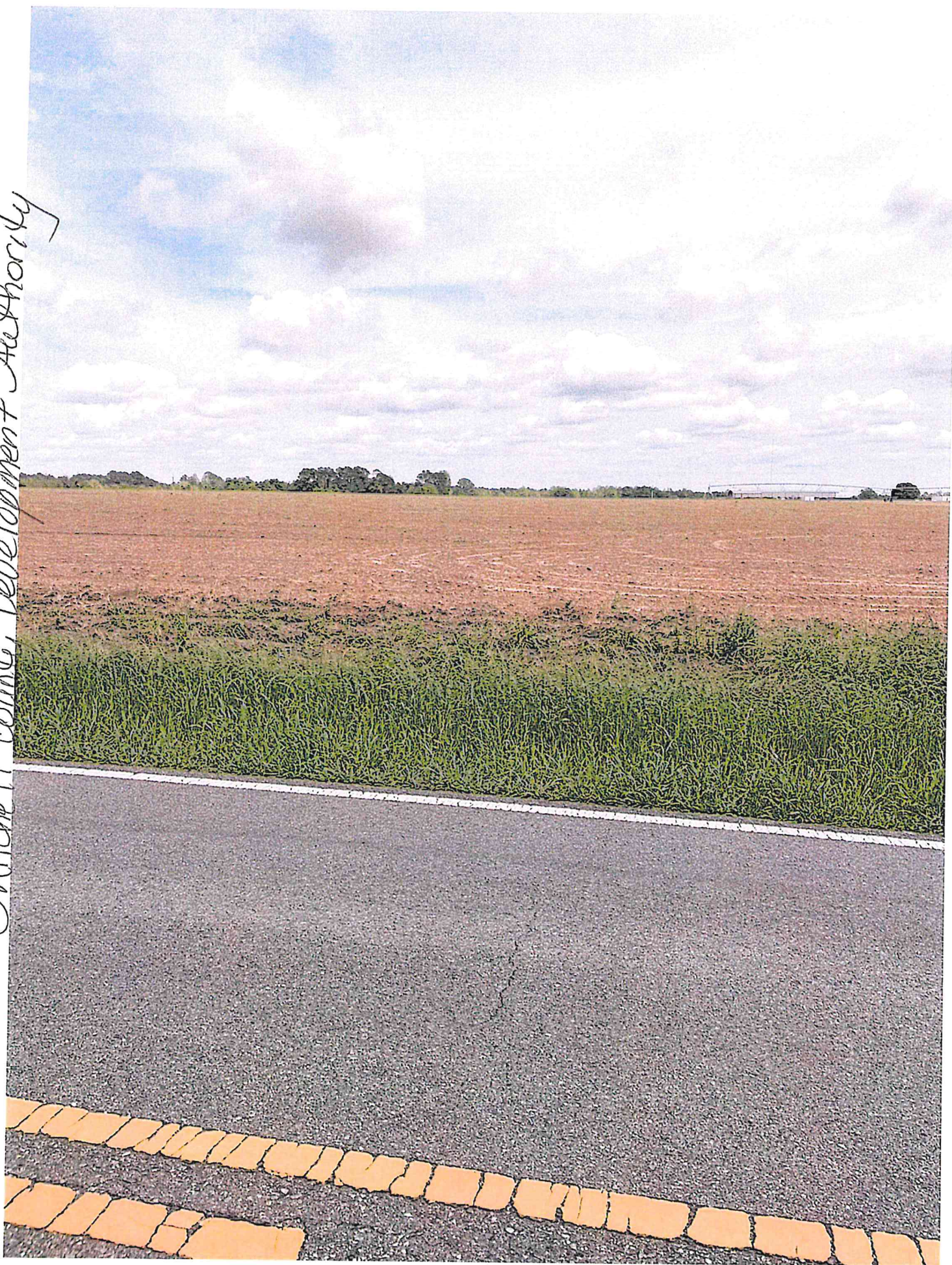


Mitchell County Development Authority





Mitchell County Development Authority





Mitchell County Development Authority, Ky





Mitchell County Development Authority







## Agenda Item Coversheet

**Request for a Rural Business in an Ag Zone to allow the applicants Brenda & Ronald Wisham to Operate a Sandwich and Ice Cream Shop on the property located at 1008 Country Lane, Camilla. The 16.61-Acre parcel is located on Map 21, Parcel 39. The property owners are Ronald & Brenda Wisham.**

### ATTACHMENTS:

Description	Upload Date	Type
Brenda & Ronald Wisham	4/29/2024	Cover Memo

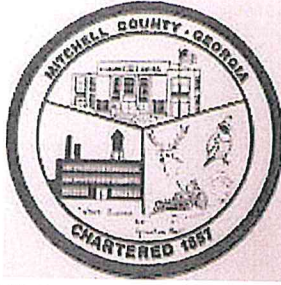


## Agenda Item Coversheet

**#24-9496-Brenda & Ronald Wisham-Request for a Rural Business in an Ag Zone to allow the applicants Brenda & Ronald Wisham to operate a Sandwich and Ice Cream Shop on the property located at 1008 Country Lane, Camilla. The 16.61-Acre Parcel is located on Map 21, Parcel 39. The property owners are Ronald and Brenda Wisham.**

### ATTACHMENTS:

Description	Upload Date	Type
#24-9496-Brenda & Ronald Wisham	4/9/2024	Cover Memo



Permit #: 9496  
Permit Date: 02/29/24  
Permit Type: Zoning Application  
Owner Name: BRENDA & RONALD WISHAM  
Mailing Address: 9756 FATHERS HOME CHURCH ROAD  
City, State, ZIP: CAMILLA, GEORGIA 31730  
Contractor/ Installer/ Surveyor /  
Camping- RV Rental Name : BRENDA & RONALD WISHAM  
Job Site Address: 1008 COUNTRY LANE  
City, State, Zip: CAMILLA, GEORGIA 31730  
Phone Number: 229-254-0608/224-5208  
Email:  
Map Number: 021  
Parcel Number: 039  
Flood Zone: No  
Variance Required: Yes- Rural Business  
Maximum Building Height::  
Frontage Setback: 150  
Commissioner District: 03- Reggie Bostick  
Work Type (new): REQUEST FOR A RURAL BUSINESS IN AN AG ZONE TO  
ALLOW A SANDWICH AND ICE CREAM SHOP  
Work Category: Zoning Request  
Square Footage of Project: 900  
Project Cost: 1225  
Permit Issued By: Terrie Swain  
Inspected On:  
Final Inspection:  
CO Issued:  
Zoning Classification: Agriculture  
Minimum Setbacks: :  
Minimum Lot Size:  
Septic - Mitchell Co. Health Dept:  
Power Company: Mitchell EMC  
Manufactured Home Year, Size and  
Serial Number:  
Status: Open  
Assigned To: Russell Moody



**Property**

Parcel #	Address	Legal Description	Owner Name	Owner Phone	Zoning
00210039	9759 FATHERS HOME CH RD	9759 FATHERS HOME CH RD	BATCHELOR MARJORIE % JAN HARVEY		

**Fees**

Fee	Description	Notes	Amount
Zoning Application	Enter number of Parcels		\$1,225.00
		<b>Total</b>	<b>\$1,225.00</b>

**Payments**

Date	Paid By	Description	Payment Type	Accepted By	Amount
02/29/2024	SOUTHERN SASS CARE, LLC / BRENDA&RONALD WISHAM	ZONING APPLICATION #24-9496	IN OFFICE-CHECK#1004	Terrie Swain	\$1,225.00
				<b>Outstanding Balance</b>	<b>\$0.00</b>

**ZONING APPLICATION**  
**MITCHELL COUNTY PLANNING & ZONING DEPARTMENT**

5201 HWY 19 SOUTH  
CAMILLA, GEORGIA 31730

PHONE (229) 336-2060  
FAX (229) 336-2362

mczoning@mitchellcountyga.net

RUSSELL MOODY  
ZONING ADMINISTRATOR

(A PLAT OR SKETCH OF THE AREA IS REQUIRED FOR ALL APPLICATIONS)

DATE: 2/29/2024 E-MAIL: bkeller1094@hotmail.com APPLICATION NO: 24-9496  
APPLICANTS NAME: Brenda & Ronald Wisham CONTACT PHONE #: 229-254-0608 229-224-5208  
APPLICANTS MAILING ADDRESS: 9756 Fathers Home Church Road - Camilla, GA 31730  
PROPERTY LOCATION: 1008 Country Lane Camilla, GA (ATTACH LEGAL DESC.) MAP/PAR# 021/039  
PRESENT USE OF PROPERTY: Agricultural  
ZONING CLASSIFICATION: PRESENT Ag PROPOSED Ag # OF ACRES FOR ZONING/REZONE 16.61 acre  
**ZONING CHANGE / CONDITIONAL USE / ZONING VARIANCE / LAND DIVISION VARIANCE**

<input checked="" type="checkbox"/> ZONING CHANGE	<input type="checkbox"/> CONDITIONAL USE	<input type="checkbox"/> ZONING VARIANCE
<input type="checkbox"/> RURAL BUSINESS	<input type="checkbox"/> HOME OCCUPATION	<input type="checkbox"/> LAND DIVISION VARIANCE

HAS THERE EVER BEEN A REQUEST TO REZONE PROPERTY? ☐ YES ☒ NO

IF SO, WHEN AND WHAT ACTION WAS TAKEN? \_\_\_\_\_

DOES THIS PROPERTY HAVE CITY WATER AND SEWER AVAILABLE? ☐ YES ☒ NO

LETTER OF INTEND FROM PROCESSING FACILITY? ☐ YES

WHY ARE YOU REQUESTING THE CHANGE/ VARIANCE? PLEASE BE DETAILED AND SPECIFY IN RELATION TO EXACTLY WHAT IS BEING REQUESTED FOR THE CHANGE/VARIANCE.

Drive thru Sandwich & Ice Cream Shop

**HARDSHIP**

HEALTH DEPARTMENT APPROVAL \_\_\_\_\_ MEDICAL JUSTIFICATION \_\_\_\_\_ (ATTACH BOTH)

PERSON TO RESIDE IN MH-NAME \_\_\_\_\_ RELATIONSHIP \_\_\_\_\_

PRESENT ADDRESS \_\_\_\_\_ PHONE # \_\_\_\_\_

**\*\*\*DISCLOSURE\*\*\***

I HAVE or HAVE NOT made campaign contributions having an aggregate value of \$250.00 or more to a member of the Mitchell County Board of Commissioners, Mitchell County Planning Commission, or any local government official who will be considering the request, within 2 years of this application.

I HEREBY CERTIFY THAT I AM THE OWNER, OR LEGAL AGENT OF THE OWNER, IN FEE SIMPLE OF THE ABOVE-DESCRIBED PROPERTY.

APPLICANT: Brenda S. Wisham WITNESS: Terrie L. Secrest

DATE: 2/29/2024 DATE: 2/29/2024

\*\*\*CAUTION THAT FAILURE TO APPEAR COULD RESULT IN A DENIAL DUE TO LACK OF SUFFICIENT INFORMATION NEEDED FOR THE BOARDS TO MAKE AN INFORMED DECISION\*\*\*

Mitchell County Code Enforcement  
Planning & Zoning Department  
5201 Hwy 19 South  
Camilla, Georgia 31730

Phone (229) 336-2060  
Fax (229) 336-2362

Russell Moody  
Zoning Administrator

**APPLICANT MEETING NOTIFICATION**

Application must be filed in the office of the Zoning Administrator at 5201 US Hwy 19 South, Camilla, Georgia by MARCH 18th, 2024 by 12:00pm in order to be heard by the Planning Commission the following month.

Caution that failure to appear could result in a denial due to lack of sufficient information needed for the Boards to make an informed decision.

**PLANNING COMMISSION**

**DATE/TIME: APRIL 18<sup>th</sup>, 2024 @ 7:00pm**

**BOARD OF COMMISSIONERS**

**DATE/TIME: MAY 14<sup>th</sup>, 2024 @ 5:00pm**

**THE PLANNING COMMISSION MEETING WILL BE HELD AT THE:  
MITCHELL COUNTY 911 CENTER (EOC) MEETING ROOM.**


**4767 Hwy 37 East, Camilla, Georgia 31730**

**THE BOARD OF COMMISSION MEETING WILL BE HELD AT THE:  
MITCHELL COUNTY GOVERNMENTAL COMPLEX BOARD OF COMMISSION  
MEETING ROOM.**

**5201 US Hwy 19 South, Camilla, Georgia 31730**

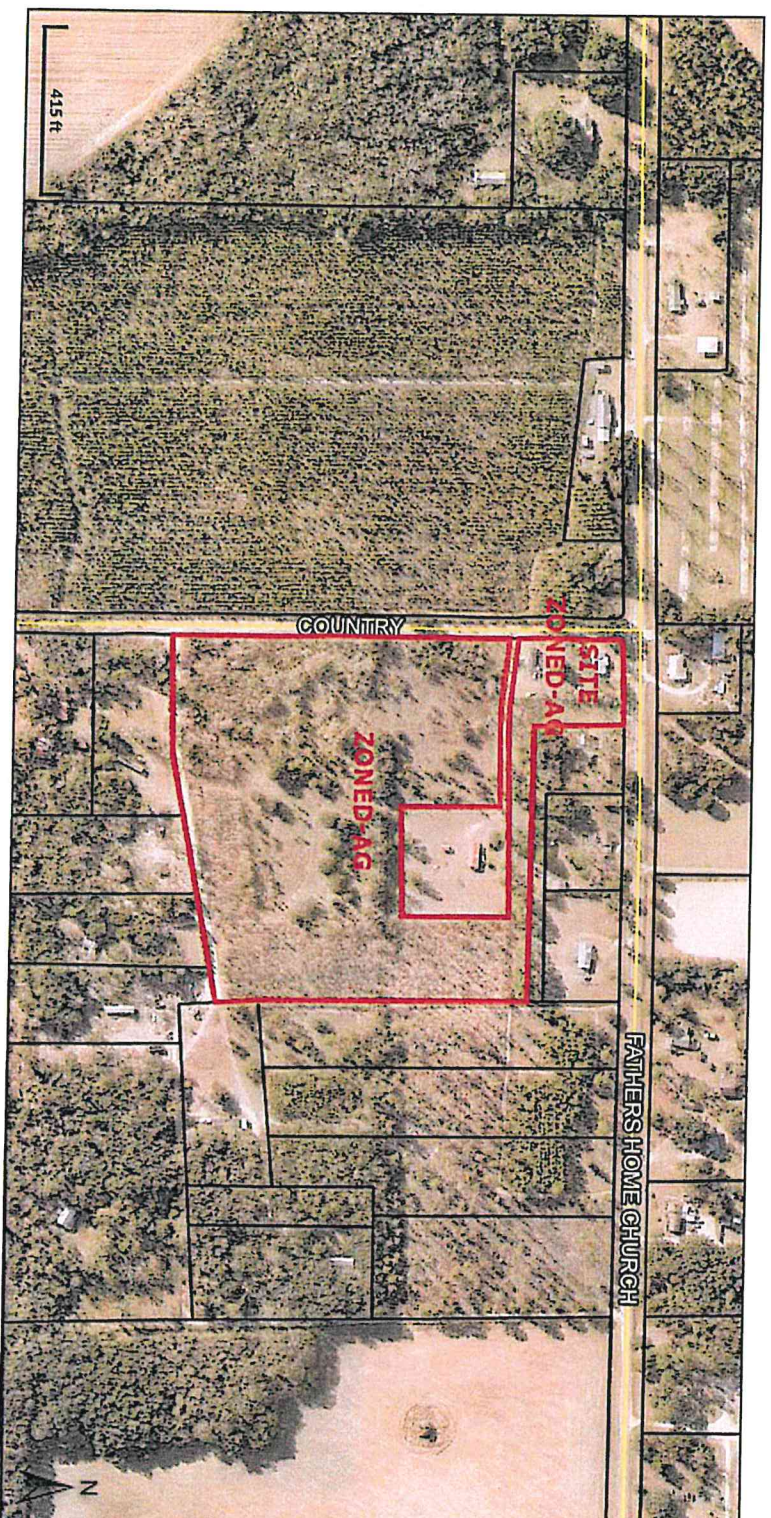
Questions? Please call the Zoning Administrator at 336-2060.

Your signature below acknowledges receipt of the above referenced data.

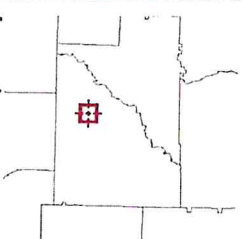
  
Applicant/ Representative  
2/29/24  
Date



RONALD & BRENDA WISHAM



Overview



Legend

-  Parcels
-  Roads
-  City Limits

Date created: 4/1/2024

Last Data Uploaded: 4/1/2024 9:13:06 AM

Developed by  **Schneider**  
Geospatial



# ZONING 29-336-206

## Zoning Public Hearing Notice Mitchell County Zoning (229-336-2060)

Public notice is hereby given that on Thursday the 18<sup>th</sup> day of April 2024 at 7:00 p.m. the Mitchell County Planning Commission will hold a public hearing at the Mitchell County 911 Center in the (EOC) Meeting room located at 4767 Hwy 37 East, Camilla, Georgia, on the following zoning applications. After said public hearing, the Planning Commission will submit to the Mitchell County Board of Commissioners its "Recommendations" regarding said zoning applications.

Public notice is hereby given that on Tuesday the 14<sup>th</sup> day of May 2024 at 5:00 p.m. the Mitchell County Board of Commissioners will hold a public hearing at the Mitchell County Governmental Complex in the Board of Commissioners Meeting Room at 5201 US Highway 19 South in Camilla, Georgia on the same zoning applications.

23-9496— Request for a Rural Business in an Ag Zone to allow the applicant's Brenda and Ronald Wisham to Operate a Sandwich and Ice Cream Shop on the property located at 1008 Country Lane, Camilla. The 16.61 Acre parcel is located on Zoning Map 21, Parcel 39. The Property Owners are Brenda and Ronald Wisham.

All interested persons are invited to attend these public hearings.

Country Lane



Country Lane



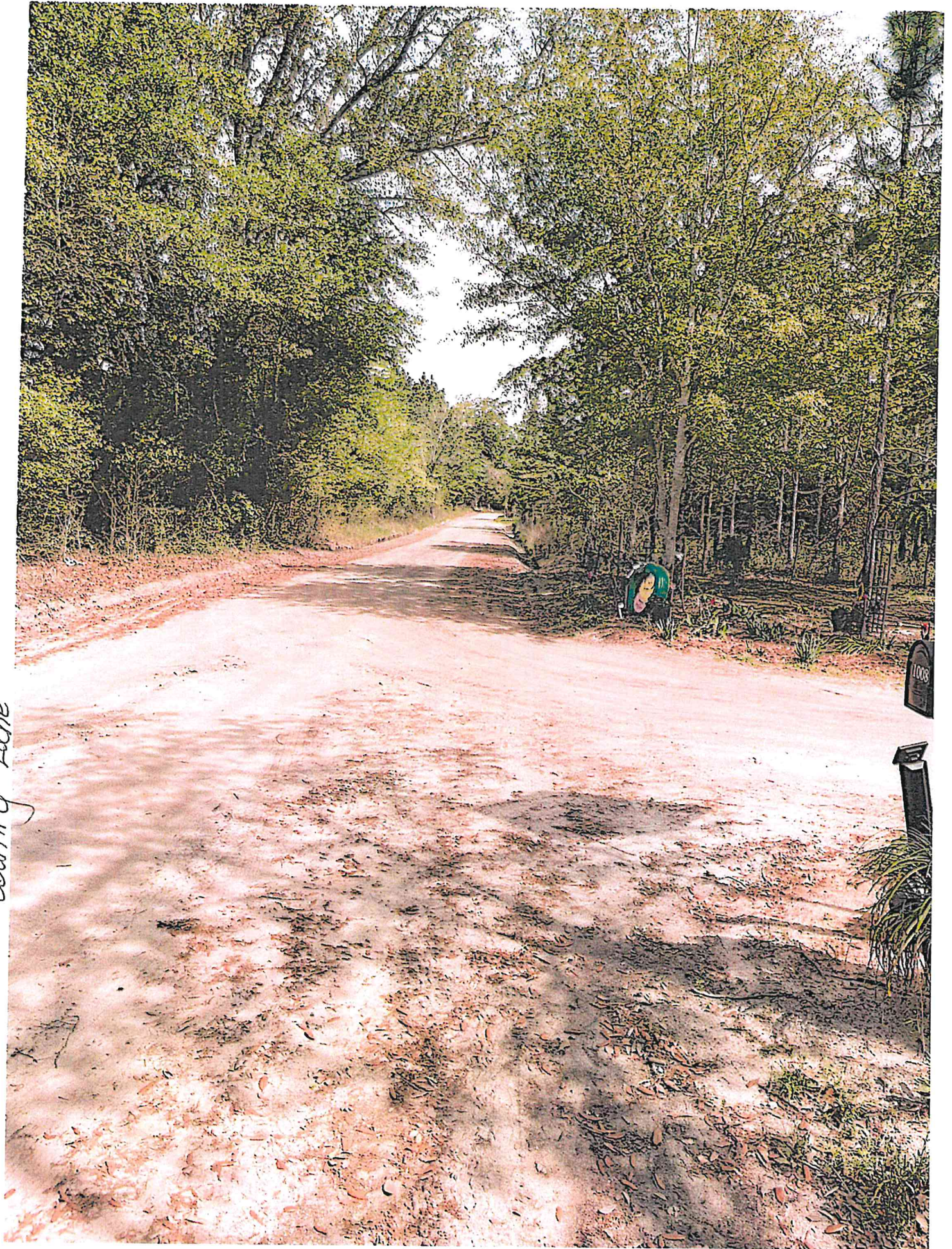


COUNTRY LANE





Country Lane





Country Lane





Country Lane







## Agenda Item Coversheet

### Right of Entry Work Policy

#### ATTACHMENTS:

Description

Right of Entry Work Policy

Upload Date

5/13/2024

Type

Cover Memo

# County Employees / Equipment Policy re: Private Property

## **Policy**

(a) *Private property work prohibited.* In accordance with state law, county employees are prohibited from working on private property, except under the conditions noted in this policy.

(b) *Conditions allowing work on private property.* County employees may be permitted to work on private property under one or more of the following conditions:

(1) For law enforcement, building inspection, animal control and other police power functions related to protecting the health, safety, and general welfare of Mitchell County citizens through the enforcement of federal, state, and local laws, and regulations.

(2) In the event of a locally declared natural or technological disaster or emergency on a case-by-case basis as determined by the Mitchell County Board of Commissioners, or a state or federally declared natural or technological disaster authorizing such work.

(3) To fulfill a legitimate public interest associated with providing one or more the services authorized by the laws of the State of Georgia and on the case-by-case approval of the Mitchell County Board of Commissioners. Private property work of this type shall require a contract, easement, or other written agreement with the property owner acceptable to the County Attorney.

(4) In a situation to protect public infrastructure such as roads, bridges, or culverts, etc.

(5) Any other situation that, in the opinion of the County Attorney, is permitted by Georgia law.

(c) *Interpretation.* The Mitchell County Board of Commissioners reserves the right to interpret and apply this policy to the highest benefit of the public interest.

## **Procedure**

In the event a situation exists that creates a hazard to public infrastructure, the following procedure shall occur before any county equipment can be used or employees can work on private property for one of the reasons listed above.

(1) Any Mitchell County Department Head or citizen may make a request to the County Administrator to evaluate whether a situation on private property creates a threat to public infrastructure.

(2) The situation shall be evaluated by the Local Issuing Authority (LIA), as defined in Chapter 30 of the Mitchell County Code, and a certified engineer selected by Mitchell County.

(3) If the situation is determined to be a hazard to the public infrastructure, the County Attorney shall be consulted as to whether any proposed solution to the situation is permitted by law.

(4) If Mitchell County identifies the situation, Mitchell County shall bear all engineer and legal costs incurred for evaluating the situation.

(5) If a citizen requests Mitchell County to evaluate a situation, and Mitchell County determines that the situation is a threat to public infrastructure, Mitchell County shall bear all engineer and legal costs incurred for evaluating the situation.

(6) If a citizen requests Mitchell County to evaluate a situation, and Mitchell County determines that the situation is not a threat to public infrastructure, the citizen shall bear one-half of the expenses for all engineer and legal costs incurred for evaluating the situation and Mitchell County shall bear the other half of said costs. The citizen shall execute a written agreement agreeing to these terms, as approved by the County Attorney, before Mitchell County incurs any costs evaluating the situation.

(7) If a situation is identified as a threat to the public infrastructure as outlined above, a right of entry and a release of liability shall be acquired from the property owner before any work is performed.

(8) This procedure may be bypassed where the County Administrator determines that a catastrophic failure to public infrastructure is imminent.

(9) This policy does not affect any right of way, prescriptive easement, or any other property right that may be in place.

#### References:

Gratuities Clause of the Georgia Constitution - Ga. Const. Art.III, Sec.VI, Para. VI(a)

Ga. Attorney General Unofficial Opinion No. U2001-4

Mitchell County Code of Ordinances, Chapter 30 – Environmental, Sec. 30.20 Definitions, *Local issuing authority*: The governing authority of any county or municipality which is certified pursuant to O.C.G.A. § 12-7-8(a).



**Agenda Item Coversheet**

**Ordinance # 2024-002 Mitchell County Development Authority**

**ATTACHMENTS:**

Description	Upload Date	Type
Ordinance # 2024-002 Mitchell County Development Authority	4/29/2024	Cover Memo

**ORDINANCE 2024-002**  
**AN ORDINANCE AMENDING THE ZONING MAP AND THE ZONING**  
**REGULATIONS OF THE UNINCORPORATED AREA OF MITCHELL COUNTY**

**WHEREAS**, the Mitchell County Board of Commissioners has adopted a Zoning Map and Zoning Ordinance of the unincorporated areas of the County, and

**WHEREAS**, the Zoning Map and Zoning Ordinance may be amended from time to time by citizen or Planning Commission originated requests.

**NOW THEREFORE BE IT ORDAINED** by the Mitchell County Board of Commissioners the following:

SECTION 1: That from and after the passage of this Ordinance, the Official Zoning Ordinance and Zoning Map of the unincorporated area of Mitchell County adopted March 2003, shall be amended in the following manner:

That 189.68- and 10.00-acre tracts of land located at 2121 and 2163 Old Ga Hwy 3, Pelham, Georgia, more specifically identified on Zoning Map 101, Parcels 16 and 21 of the Official Zoning Maps of Mitchell County, shall be rezoned from a Ag Zoning District to an Industrial Zoning District with a Conditional Use for a possible Industrial Project.

SECTION 2: That all Ordinances or parts of Ordinances in conflict herewith are hereby repealed.

**SO ORDAINED** this 14th day of May 2024.

Board of Commissioners  
Mitchell County, Georgia

Attest:

\_\_\_\_\_  
Benjamin Hayward, Chairman

\_\_\_\_\_  
Rebecca Reese, County Clerk

Seal:



## Agenda Item Coversheet

### Resolution # 2024-007- Brenda & Ronald Wisham

#### ATTACHMENTS:

Description	Upload Date	Type
Resolution # 2024-007- Brenda & Ronald Wisham	4/29/2024	Cover Memo



**RESOLUTION 2024-007**

**GRANTING A RURAL BUSINESS IN AN AG ZONE**

**WHEREAS**, The Mitchell County Board of Commissioners has adopted a Zoning Map and Ordinance for the unincorporated areas of the County and,

**WHEREAS**, the Zoning Map and Ordinance may be amended from time to time by citizen or Planning Commission originated request,

**WHEREAS**, the Mitchell County Planning Commission did Approve to grant a Rural Business in an Ag Zone to allow a Sandwich and Ice Cream Shop by all members present.

**THEREFORE, BE IT RESOLVED** by the Board of Commissioners of Mitchell County, Georgia by the authority of the same as follows:

Request for a Rural Business in an Ag Zone to allow the applicants Brenda and Ronald Wisham to Operate a Sandwich and Ice Cream Shop on the property located at 1008 Country Lane, Camilla. The 16.61- Acre Parcel is located on Map 21, Parcel 39. The property owners are Ronald and Brenda Wisham, **GRANTED SO RESOLVED**, this 14<sup>th</sup> day of May,2024.

BOARD OF COMMISSIONERS  
MITCHELL COUNTY, GEORGIA

---

Benjamin Hayward, Chairman

Attest:

---

Rebecca Reese, Clerk

COMMISSION VOTE:           YES           NO



## **Agenda Item Coversheet**

## **Stitches Contract Renewal**



## Agenda Item Coversheet

### Proposed Fee Increase for Environmental Health Services

#### ATTACHMENTS:

Description	Upload Date	Type
Proposed Fee Increase for Environmental Health Services	4/4/2024	Cover Memo

**Proposed Fee Increase for Environmental Health Services  
2024**

<b>Land Use/Sewage Program</b>	<b>Old Fee</b>	<b>Proposed Fee</b>
Subdivision or Mobile Home Park Evaluation	1-4 lot eval 50 per lot + 25 per additional lots	75 per lot
Individual Lot Evaluation For Plat Approval	50	75 per lot
Evaluate Existing System	50	75
Septic Tank Permit Residential	100	150
Septic Tank Permit Commercial < 2000	150	200
Septic Tank Permit Commercial > 2000	150	400
Septic Tank Pumper or Portable Sanitation Permit and Inspection	100 (50/ each Add'l truck)	150 + 75 for each additional truck
<b>Water Supply Program</b>	<b>Old Fee</b>	<b>Proposed Fee</b>
Well Construction Permit/Inspection (Includes one courtesy resample if positive)	75	100
Individual Bacterial Water Sample (Includes one courtesy resample if positive)	50	50
Re-Check at Well/Well Site (Within 30 days of initial sample)	25	25
Non-Public Water Supply Annual Sampling	Cost of W33 plus 50	Cost of W33 plus 50
Non-bacterial Water Sample Collection		25
<b>Food Service Program</b>	<b>Old Fee</b>	<b>Proposed Fee</b>
Temporary Food Service Inspection Fee	50	50
Temporary Food Service Late Application Fee	Additional 25	Additional 25
Food Service Application Fee	25	25
Food Service Plan Review Fee	200	300
Food Service Annual Fee	150	275
Food Service Annual Fee with State Approved HACCP Review	150	375
Mobile Food Service Annual Fee with Free Standing Base	100 Commissary Fee, includes (1) unit Each Add'l Unit 100	275 (Base and one unit) + 150 for Each Additional Unit
Mobile Food Service Annual Fee with Free Standing Base and State Approved HACCP Review	100 Commissary Fee, includes (1) unit Each Add'l Unit 100	375 (Base and one unit) + 150 for Each Additional Unit
Mobile Food Service Annual Fee with Existing Food Service Permit	100 per unit	150 per unit
Mobile Food Service Authorization Fee		25
Food Service Required Additional Annual Inspection Fee		75
<b>Tourist Court Accommodation Program</b>	<b>Old Fee</b>	<b>Proposed Fee</b>
Tourist Accommodation Application Fee	25	25
Tourist Accommodation Plan Review Fee	200	300
Tourist Accommodation Annual Fee	100 (1-25); 150 (26-50); 200 (>50)	150 (1-25 rooms); 200 (26-50 rooms); 250 (>50 rooms)
<b>Swimming Pools and Spa Programs</b>	<b>Old Fee</b>	<b>Proposed Fee</b>
Swimming Pool/Spa Application Fee	25	25
Swimming Pool/Spa Plan Review and Construction Permit Fee	250	300
Swimming Pool/Spa Annual Fee	150	200



**Proposed Fee Increase for Environmental Health Services  
2024**

<b>Body Art</b>	<b>Old Fee</b>	<b>Proposed Fee</b>
Body Art Studio Application Fee	25	25
Body Art Studio Plan Review Fee	300	300
Body Art Studio Annual Fee	200	200
<b>Rabies</b>		
Rabies Specimen Submission - No Exposure	50	150
Rabies Certificate	0.50	0.50
<b>Miscellaneous Fees</b>	<b>Old Fee</b>	<b>Proposed Fee</b>
Public Records Per Printed Page Fee	10 + .10 per page	.10 per page
Waiver/Variance Application Fee	250	250
Failed Inspection Fee	50	75
Late Annual Fee		50
Facility Change of Ownership Fee		100
Exam Proctor Fee (Per Exam)	50	50
Miscellaneous Hourly Rate	50	50



## Agenda Item Coversheet

### Sheriff Department Vehicle Transfer

#### ATTACHMENTS:

Description	Upload Date	Type
Sheriff Department Surplus Vehicle	4/22/2024	Cover Memo



# MITCHELL COUNTY SHERIFF'S DEPARTMENT



4815 HWY 37 EAST  
P.O. BOX 28  
CAMILLA, GEORGIA 31730

W. E. BOZEMAN  
SHERIFF

PHONE 229-336-2032  
FAX 229-336-2036

April 19, 2024  
Gary Rice  
c/o Mitchell County Board of Commissioners  
Camilla, Georgia 31730

Dear Mr. Rice,

I have been asked to make you aware that the Mitchell County Sheriff's Office has the following vehicle that has been removed from service. We need to make sure that insurance has been removed from this vehicle and we would like it to be declared surplus property. This truck is inoperable and has had several parts already removed. We are donating it to the Public Works for additional parts that they need to be stripped and used on their vehicles.

2018 Dodge Ram 1500 4x4, white in color, VIN# (1C6RR7XT8JS158315).

Thank you for addressing this matter.

Respectfully,

  
Terry Hayes



## Agenda Item Coversheet

### Facility Use Guidelines for County owned Property

#### ATTACHMENTS:

Description	Upload Date	Type
Facility Use Guidleines	5/13/2024	Cover Memo



## Mitchell County Property / Facility Use Guidelines

Mitchell County, by and through the Mitchell County Board of Commissioners, owns several properties and facilities that may be used by citizens of Mitchell County for certain types of events. It is the responsibility of the County Administrator to protect the public and county-owned property when deciding whether to allow these facilities and properties to be used.

Only Mitchell County residents will be allowed to request the use of any county-owned property and facility that is made available to the public. All meetings, events, or gatherings at any county-owned property and facility where public attendance is invited or solicited must be on a nondiscriminatory basis. All properties and facilities that are made available to the public must be available to all people without regard to sex, race, color, or national origin. Duplicate but equal events which maintain segregation on these bases will not be permitted.

If authorized to use any county-owned property and/or facility, the requesting organization and/or person must use the property and/or facility for the designed use only. The requesting organization and/or person agrees that the facility will be used and enjoyed at its sole risk and in consideration of such use shall release, relinquish, and discharge Mitchell County and its officials and employees from any liability arising out of the use of the county-owned property and agrees to indemnify, protect, and save harmless the County of Mitchell and any of its agencies, officials, and employees of and from any and all claims, demands or liabilities for any injury to, including the death of persons (whether third party persons or employees of either of the parties thereto), any loss or damage of property including injury or death of livestock or other animals (whether it is that of either or the parties hereto or third party persons) caused by or growing out of or in any way happening in connection with its exercise of the privileges herein granted.

### **General Guidelines for All County-owned Facilities**

1. No event shall be allowed without obtaining written approval from the Mitchell County Administrator and completion of the Facility Use Form, apart from the Mitchell County Ag Center.
2. No event will be allowed at the Mitchell County Ag Center without obtaining written approval from the Mitchell County Extension Office after completing the Facility Use Form for the Mitchell County Ag Center.
3. Mitchell County has the right to deny any application and make any county-owned property unavailable for public or private events.
4. Any event sponsored by the Mitchell County Extension Service, or any Vocational Ag Department will take precedence over all other uses.
5. No alcohol shall be permitted on any county-owned property.

6. Noise from events shall not violate the Mitchell County Noise Control Ordinance (Section 30-80, et seq. of the Mitchell County Code).
7. All facilities must be cleaned after the event ends and before the grounds are vacated.
8. Any damage to the facility, equipment, tables, chairs, or grounds will be the responsibility of the requestor to repair or replace at their cost.
9. No two events can be scheduled on the same day.
10. There will be no fire burning on any county properties, except for contained grills for food preparations.

#### **Courthouse Park Specific Additions to General Guidelines**

1. All activities must end by 11:30 PM.
2. The Courthouse Park shall not be used for any event, including dances or benefits, where admission is charged.
3. When the Courthouse Park is booked for school-related functions, the school principal or school superintendent shall be required to sign a request form.
4. A \$100 damage deposit will be required for use of the Courthouse Park for private citizens, private organizers, private businesses, and for-profit organizations.
5. There will be no damage deposit for governmental entities, public school systems, non-profit organizations, and religious organizations.
6. Food vendors are allowed but shall follow Department of Public Health guidelines and protect the property from damage or spillage.
7. There shall be no utility hook ups to the courthouse during any events.

#### **Mitchell County Ag Center and Grounds to Include the Horse Arena**

1. It is the responsibility of the user/using organization to enforce this policy. If alcohol is found during the event, the event will be closed and no money refunded. If any evidence of use or consumption of alcohol is found upon inspection, the requester's deposit is automatically forfeited, and the requestor shall not be allowed to use the facilities again. VIOLATION OF ANY RULE WILL CAUSE A FORFEIT OF THE DEPOSIT.
2. No smoking is allowed inside the Ag Center.
3. Food service is not provided. The requestor is expected to make these arrangements with the concurrence of the Mitchell County Extension Coordinator.
4. Events will not be scheduled back-to-back. A minimum of two (2) days must be allowed between events to provide proper time for cleaning and maintenance. **Clean up by requestor must be completed by NOON the day after the event.**
5. The Ag Center is not designed to hold livestock for an extended period. Therefore, animals will not be received more than two (2) days prior to show or sale and must be removed within one (1) day following the event. Livestock must be confined to the immediate facility. Horses cannot be tied on sides or front of Ag Center and must be kept in areas behind Ag Center. The requestor is expected to furnish its own bedding,



feed, water equipment, security and other special materials used in preparation of the facility for a livestock event.

6. Horse Arena users must provide portable potties for their events.
7. Charge for admission 'at the door' or prior sale of admission for said event is prohibited.
8. Mitchell County Extension, Ag Departments, Southwest Georgia Saddle Club, all schools in Mitchell County and other Mitchell County government functions that serve the people of the county may use the facilities at no charge.
9. Private organization/individual will be charged \$300.00 per day plus \$150.00 security deposit. The entire deposit is refundable if the facility is left clean, all rules are followed, and the event is over by 5:00 PM. If the event is not over by 5:00 PM, \$75.00 of security deposit will be used to acquire security for the events after 5:00 PM hours. The security deposit will not be returned if any rules are violated.
10. For-profit organizations/individuals will be charged \$400.00 per day plus \$150.00 security deposit. The entire deposit is refundable if the facility is left clean, all rules are followed, and the event is over by 5:00 PM. If the event is not over by 5:00 PM, \$75.00 of security deposit will be used to acquire security for the events after 5:00 PM. The security deposit will not be returned if any rules are violated.
11. Agriculture-related events, except such events that are held by for-profit organizations/individuals, will be charged \$100.00 per day plus \$100 security deposit, which is refundable if all rules are followed, and the facility is left clean.
12. Occupancy cannot exceed the fire occupancy rating.
13. When approval has been confirmed by return of the executed Facility Use Form, preparations for the event may be arranged by calling the Mitchell County Extension Coordinator at 229-336-2066.

#### **Mitchell County Boat Ramps (Baconton, Hwy 37, and Vada)**

1. No overnight stays unless a permit is obtained from the Mitchell County Building and Zoning Office.
2. Any approved event may be cancelled at any time due to the river rising or a projected rising to unsafe levels.
3. Boat landings may be closed to the public during times of high-water levels.
4. All posted rules must be followed.



## **Agenda Item Coversheet**

### **Fiscal Year 2023 Final Budget Adjustments**





## **Agenda Item Coversheet**

### **Bowen Trailer Park Road**



## **Agenda Item Coversheet**

**County Administrator**





## **Agenda Item Coversheet**

**Finance Officer**



## **Agenda Item Coversheet**

### **County Attorney**





**Agenda Item Coversheet**

**Pending Litigation**