



Carroll County Department of Community Development

Carroll County Planning Commission Historic Courthouse, Old Superior Courtroom 323 Newnan Street, Carrollton, GA

1. Call To Order
2. Roll Call
3. Minutes
4. Hearing Procedures
5. Requests
 - 5.i. C-22-09-01: Kenneth Harrison, Conditional Use For Secondary Dwelling, 2740 Shady Grove Road
C-22-09-01: Conditional Use for Secondary Dwelling at 2740 Shady Grove Road.
Parcel #106-0026, Land Lot 207 of the 5th District. Owner/Applicant: Kenneth Harrison.
Commission District 5,

Documents:

[C-22-09-01 KENNETH HARRISON 2740 SHADY GROVE ROAD CUP
SECONDARY DWELLING.PDF](#)

- 5.ii. Z-22-09-01: Columbia Drive Management, Rezone C To I, 565
Z-22-09-01: Rezoning request for approximately 2.9 acres from Commercial to Industrial for the purpose of opening a manufacturing facility and 565 Columbia Drive, Carrollton. Parcel #089-0809, Land Lot 163 of the 10th District. Owner/Applicant: Columbia Drive Management, LLC. Commission District 1.

Documents:

[Z-22-09-01 COLUMBIA DRIVE MANAGEMENT REZONING C TO I, 565 COLUMBIA DRIVE.PDF](#)

- 5.III. Draft Ordinance Resolution Regarding Farm Equipment Sales In Commercial District Notice is hereby given under O.C.G.A. § 36-66-1, et seq., by Carroll County, Georgia, of a public hearing to be held at the Commission Chambers located at the Carroll County Historic Courthouse, 323 Newnan Street, 3rd floor, Carrollton, Georgia 30117, on Tuesday, September 20, 2022, at 6:30 P.M. for the purpose of considering proposed amendments to The Zoning Regulations of Carroll County, Georgia, as amended ("Zoning Regulations") to (1) amend Section 8.8.1 of the Zoning Regulations to amend Subsection "f" under permitted uses in the Commercial Zoning District; (2) amend Section 8.8.1 of the Zoning Regulations to add "new farm equipment, farm tractor, and farm implement dealerships" as a permitted use in the Commercial Zoning District; and (3) amend Section 8.8.2 of the Zoning Regulations to add "used farm equipment, farm tractor, and farm implement sales, service, and repair" as a conditional use in the Commercial Zoning District. It is the intent of the County to make all the changes necessary to the Zoning Regulations to ensure that the Zoning Regulations conform with these changes, and to that end, the County may identify additional articles, chapters, and sections that require amendment and amend such provisions of the Zoning Regulations to meet that objective. The text of these proposed amendments is available for public review at the Office of Community Development located at 423 College Street, Room 503, Carrollton, Georgia 30117, between the hours of 8:00 A.M. and 5:00 P.M., Monday through Friday. Consideration of final adoption of these zoning text amendments will be heard before the Carroll County Board of Commissioners on Tuesday, October 4, 2022, at 6:00 P.M. at the Commission Chambers located at the Carroll County Historic Courthouse, 323 Newnan Street, 3rd floor, Carrollton, Georgia 30117.

Documents:

[DRAFT ORDINANCE RESOLUTION REGARDING FARM EQUIPMENT SALES IN COMMERCIAL DISTRICT.PDF](#)

- 5.IV. Draft Ordinance Resolution Regarding Occupancy Other Than Conventional, Manufactured, Or Industrialized Notice is hereby given under O.C.G.A. § 36-66-1, et seq., by Carroll County, Georgia, of a public hearing to be held at the Commission Chambers located at the Carroll County Historic Courthouse, 323 Newnan Street, 3rd floor, Carrollton, Georgia 30117, on Tuesday, September 20, 2022, at 6:30 P.M. for the purpose of considering proposed amendments to The Zoning Regulations of Carroll County, Georgia, as amended ("Zoning Regulations") to (1) amend Section 5 of the Zoning Regulations to add a new Section 5.19 regarding permitted residential occupancies; (2) amend Section 4.0 of the Zoning Regulations to insert the definition of "recreational vehicle"; and (3) amend Section 4.0 of the Zoning Regulations to insert the definition of "residential occupancy". It is the intent of the County to make all the changes necessary to the Zoning Regulations to ensure that the Zoning Regulations conform with these changes, and to that end, the County may identify additional articles,

chapters, and sections that require amendment and amend such provisions of the Zoning Regulations to meet that objective. The text of these proposed amendments is available for public review at the Office of Community Development located at 423 College Street, Room 503, Carrollton, Georgia 30117, between the hours of 8:00 A.M. and 5:00 P.M., Monday through Friday. Consideration of final adoption of these zoning text amendments will be heard before the Carroll County Board of Commissioners on Tuesday, October 4, 2022, at 6:00 P.M. at the Commission Chambers located at the Carroll County Historic Courthouse, 323 Newnan Street, 3rd floor, Carrollton, Georgia 30117.

Documents:

[DRAFT ORDINANCE RESOLUTION REGARDING OCCUPANCY OTHER THAN CONVENTIONAL MANUFACTURED OR INDUSTRIALIZED.PDF](#)

- 5.V. Draft Ordinance Resolution Regarding Zoning Appeals Board Hearing Notice
- Notice is hereby given under O.C.G.A. § 36-66-1, et seq., by Carroll County, Georgia, of a public hearing to be held at the Commission Chambers located at the Carroll County Historic Courthouse, 323 Newnan Street, 3rd floor, Carrollton, Georgia 30117, on Tuesday, September 20, 2022, at 6:30 P.M. for the purpose of considering proposed amendments to The Zoning Regulations of Carroll County, Georgia, as amended ("Zoning Regulations") to amend Subsection (a) of Section 13.9 of the Zoning Regulations regarding public hearings of the community development appeals board. It is the intent of the County to make all the changes necessary to the Zoning Regulations to ensure that the Zoning Regulations conform with these changes, and to that end, the County may identify additional articles, chapters, and sections that require amendment and amend such provisions of the Zoning Regulations to meet that objective. The text of these proposed amendments is available for public review at the Office of Community Development located at 423 College Street, Room 503, Carrollton, Georgia 30117, between the hours of 8:00 A.M. and 5:00 P.M., Monday through Friday. Consideration of final adoption of these zoning text amendments will be heard before the Carroll County Board of Commissioners on Tuesday, October 4, 2022, at 6:00 P.M. at the Commission Chambers located at the Carroll County Historic Courthouse, 323 Newnan Street, 3rd floor, Carrollton, Georgia 30117.

Documents:

[DRAFT ORDINANCE RESOLUTION REGARDING ZONING APPEALS BOARD HEARING NOTICE.PDF](#)

6. Business Session
 - Update from Board of Commissioners meeting
7. First Reading
8. Adjournment



Carroll County Department of Community Development

423 College Street
P.O. Box 338

Carrollton, GA 30117
(770) 830-5861

CONDITIONAL USE APPLICATION

Date Received: _____

Received by: _____

Application must be filed by noon on the 3rd Tuesday of the month to go on the next month's agenda. No exceptions.

Please complete the blanks with the requested information. If any of the information or required materials is missing or incomplete, the application will not be processed.

APPLICANT

Applicant Name: Kenneth Harrison
Address: 2740 Shady Grove Rd City: Carrollton State: GA Zip: 30116
Phone: (770) 834-3831 Fax: () _____ Email: kgharr@yahoo.com

Agent Name: Lesley Paul
Address: 119 Sharp St. City: Bremen State: GA Zip: 30110
Phone: (770) 715-0418 Fax: () _____ Email: ljopaul@gmail.com

Owner Name (if different from applicant): _____
Address: _____
Phone: () _____ Fax: () _____

(Note: A notarized statement signed by the property owner(s) authorizing the applicant to make this request shall be attached to the application.)

PROJECT

Project Name: Harrison House
Conditional Use Location (attach location map): _____
Proposed Use: Residence
Square Footage of Proposed Residence: 1230
(must be at least 1,230 square feet)

Total acreage: 9.9
Describe Proposed Conditional Use:

Aging parents need smaller, one story home.

Staff Use Only

Land Lot 207 of the 5th District, Carroll County Tax Map 106 Parcel 0826



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SPECIFIC INFORMATION

Describe how the proposed Conditional Use will affect:

Traffic: will not

Parking: will not

Availability of Public Facilities/Utilities: will not

Other relevant Impacts of the Proposal:

Describe how the proposed Conditional Use will be a benefit to the public. n/a

Required Materials to Accompany the Application:

1. Completed application and the fee.
2. Copy of deed, lease, option agreement or other evidence of ownership or applicant's interest in the property. If the applicant is not the owner, attach a notarized statement signed by the owner authorizing the applicant to request the amendment.
3. All required items listed in the **Submittal Requirements checklist**.

Return Form to:

Janet Hyde, County Planner
Department of Community Development
423 College Street
Carrollton, Georgia 30117

For Department Use Only

Application No: C-22-09-01
 Filing Fee: \$350
 Pre-Application Conf: 8-10-22
 Date Advertised: 8-1-22
 Date Notices Sent: 8-5-22
 PC Public Hearing Date: 8-26-22
 BoCC Public Hearing Date: 9-4-22
 Disposition: _____
 Approved by Resolution #: _____



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SKETCH OF PROPERTY

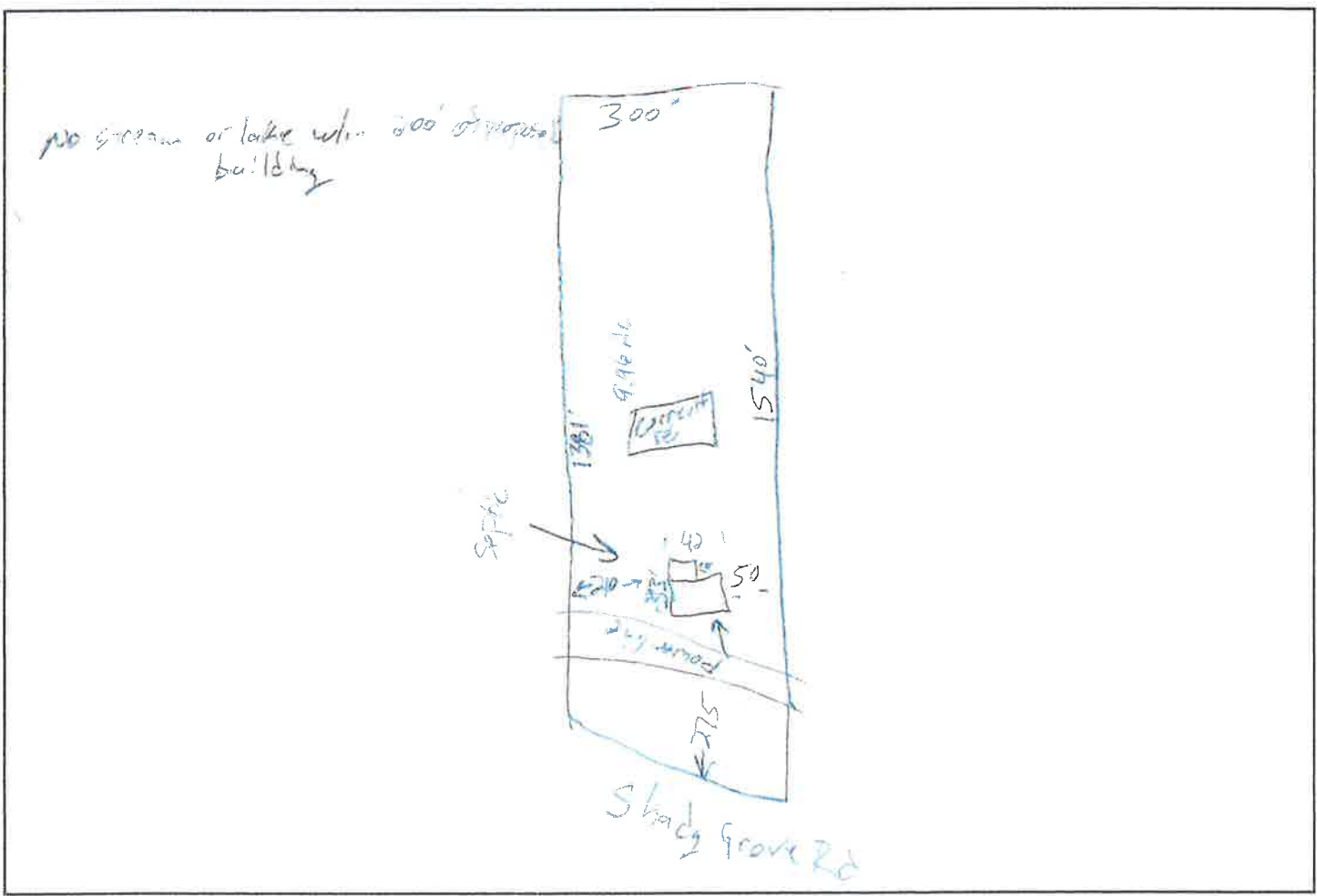
Please check: COMMERCIAL OTHER: residential

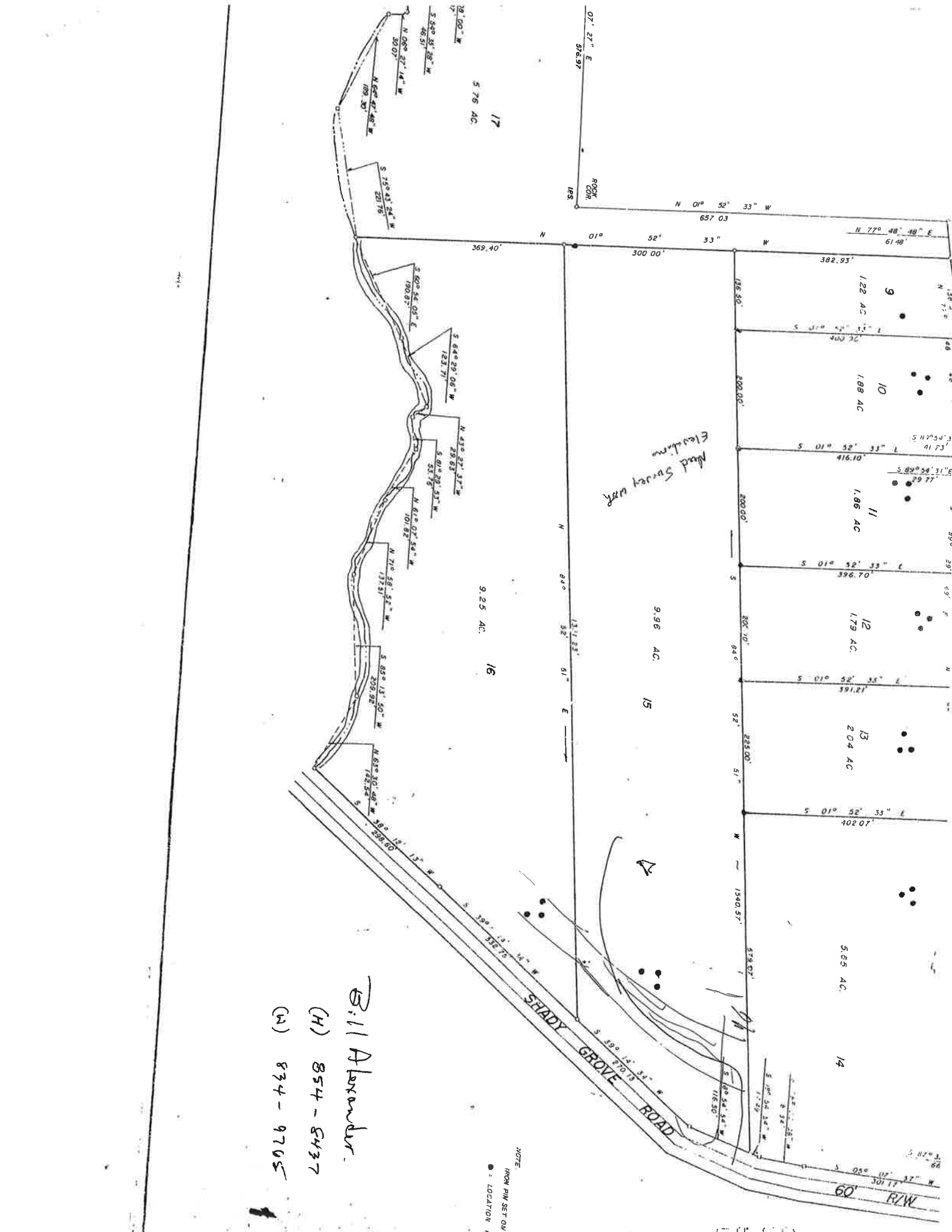
- Provide a sketch of the proposed building location, driveway, septic tank location, and all other structures.
- Show the **dimensions** of the lot and all setbacks from the house and other structures to all property lines.
- The front setback shall always be measured from the centerline of the frontage road(s).
- Show location of any wells, trash pits, and all easements (drainage or utility) located on the property.
- Show distance to nearest stream or lake on property. If not within 200 feet of a stream or lake, please note.

Provide a complete listing of all existing structures that are now on the property: 1 single family residence

Describe the type of structure that you plan to build: 1 single family residence

Is this a multiple road frontage lot? NO





17
5.76 AC.

16
9.25 AC.

15
9.96 AC.

9
1.22 AC.

10
1.88 AC.

11
1.86 AC.

12
1.79 AC.

13
2.04 AC.

14
5.55 AC.

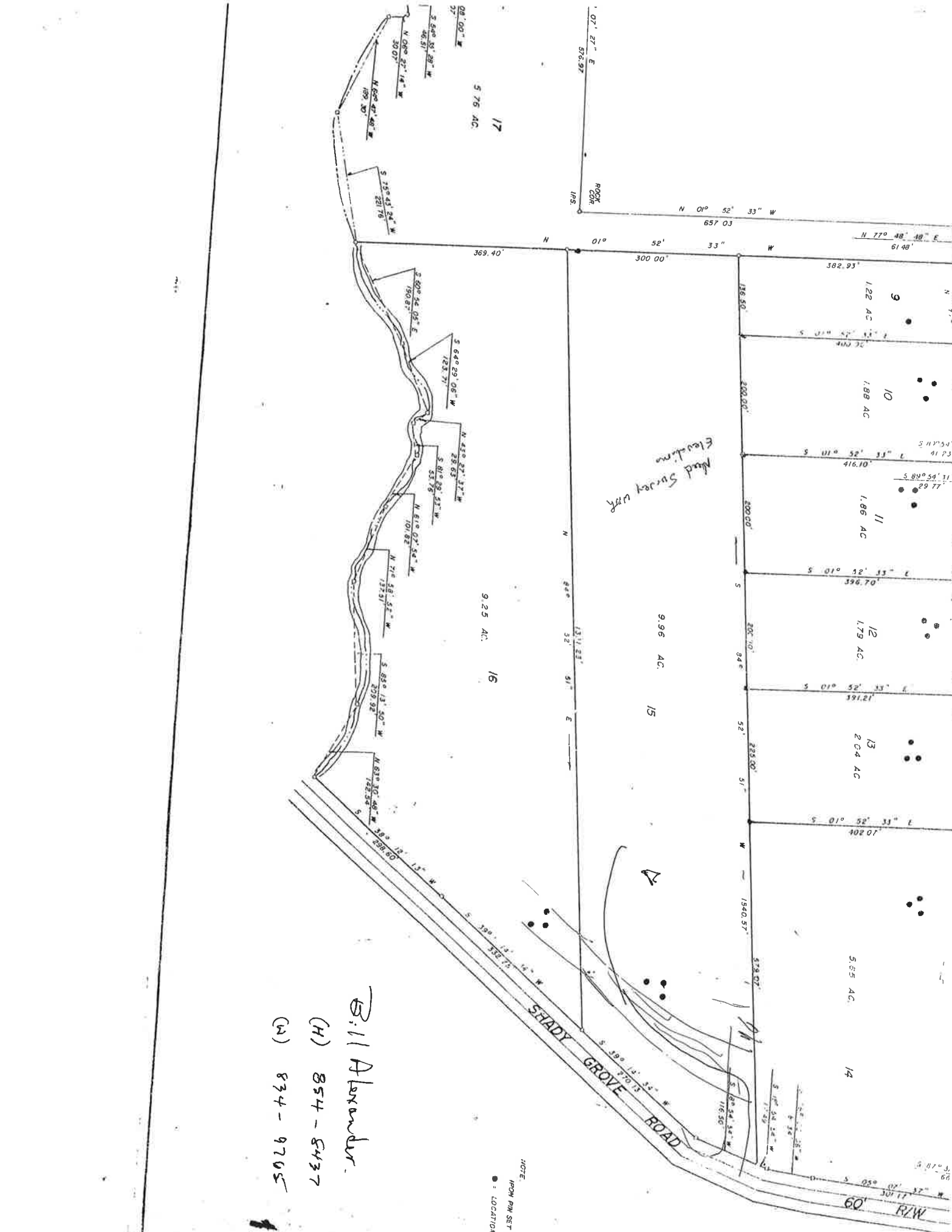
SHADY GROVE ROAD

Mud Survey with
Elevation

NOTE:
FROM PIN SET ON ALL
● = LOCATION OF

Bill Alexander
(H) 854-8437
(W) 834-9705

FILED
COUNTY



Bill Alexander
 (H) 854-5437
 (M) 834-9765

NOTE:
 IPCH PIN SET ON ALL
 • LOCATION OF

FILED



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423 College Street
P.O. Box 338

Carrollton, GA 30117
(770) 830-5861

APPLICATION FOR REZONING

Application must be filed by noon on the 3rd Tuesday of the month to go on the next month's agenda. A pre-application conference with staff is required before the application can be submitted. Please complete the blanks with the requested information. If any of the information or required materials is missing or incomplete, the application will not be processed.

APPLICANT

Applicant Name: Columbia Drive Management, LLC
Address: 201 Newman Street City: Carrollton State: GA Zip: 30117
Phone: (678) 378-7300 Fax: () - - Email: Bonnie@1216.io

Agent Name: MIKE MASHBURN
Address: 120 Hillcrest Rd. City: CARROLLTON State: GA Zip: 30117
Phone: (770) 367-8956 Fax: () - - Email: mike.mashburn22@gmail.com

Owner Name (if different from applicant): _____
Address: _____
Phone: () - - Fax: () - -

(Note: A notarized statement signed by the property owner(s) authorizing the applicant to make this request shall be attached to the application.)

REZONING

Project Name: E-PAK MANUFACTURING
Rezoning Location (attach location map): 565 COLUMBIA DRIVE, CARROLLTON, GA 30117
Current Zoning: COMMERCIAL
Proposed Zoning: INDUSTRIAL
Proposed Use: _____

(If residential, the residence must be at least 1,230 square feet, or as expressly approved by the Board of Commissioners)
Total acreage: 2.4 ac. MANUFACTURING, WELDING, PAINTING
Describe Proposed Rezoning: (attach additional sheets if necessary)

COMMERCIAL TO INDUSTRIAL ZONING

STAFF USE ONLY

Land Lot 163 of the 10th District, Carroll County Tax Map 089 Parcel 0809

Date Application Filed: 8-11-22 County Recipient: JLH

Advertisement Date: 9-2-22 Sign Posting to before this date: 9-2-22

Planning Commission First Reading Date: _____

Planning Commission Hearing Date Scheduled: 9/20/22 at 6:30 p.m.

County Commissioners Hearing Date Schedule: 10/4/22 at 6:30 p.m.

Rescheduled Hearing Date, if required: _____ Application No: 2-22-09-01

Application Withdrawn with/without Prejudice: (please circle)

Zoning Personnel: JLH Letter Sent to Applicant: / /



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COMPREHENSIVE PLAN

Describe how the proposed Rezoning will affect:

Traffic: N/A

Parking: N/A

Availability of Public Facilities/Utilities: CARROLL EMC, CITY SEWER & WATER

Other relevant Impacts of the Proposal: APPLIES WITH SURROUNDING ZONING

Describe how the proposed Rezoning will be a benefit to the public.

REMAINING IN COUNTY SUPPORTS COUNTY SCHOOLS WITH TAX MONEY, CREATES HIGH PAYING JOBS

REZONING QUESTIONS

Please answer the following questions as completely and accurately as possible. This zoning application will be submitted for review to various departments; therefore, any incomplete answers may delay the review process. - Attach additional sheets as necessary. -

1. Has the landowner or any person undertaken or initiated any efforts to develop the property in its existing zoning classification? Please provide a complete statement of the efforts for such development?

BEING USED^{AS} INDUSTRIAL USE BY TENANT NOW

2. Is development under the present zoning classification infeasible? If yes, please provide a complete statement describing why development is infeasible?

AREA DESIGNED FOR INDUSTRIAL USE, FUTURE LAND USE PLAN BY COUNTY + CITY

3. Does the applicant know of similarly situated properties, within 1/2 to 1 mile, that have been developed in a manner as proposed? If so, please list the location of the similar property with respect to the subject property.

4. Is the subject property a portion of a larger tract? Yes No If yes, please describe the original tract size, and what portion you are requesting to rezone:



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REZONING QUESTIONS CONTINUED

5. Are there any houses, barns, mobile homes, commercial buildings, or structures presently located on the subject property? If so, please identify the number of structures and their type:

YES 30,000 SF WAREHOUSE

6. List the type of structures you propose to construct if the subject property is re-zoned. If proposing the development of a subdivision, please describe the style, minimum square footage, proposed number of homes, number of phases, and price range of the homes:

CLEAR & FENCE WOODED AREA IN REAR OF EAST END OF PROPERTY, WILL LEAVE BUFFER AS REQUIRED

7. Please state any pertinent facts, circumstances, events, and or documents that should be considered to support a decision to rezone the property to the proposed zoning classification and use.

SIMILIAR TRAFFIC TO WHAT IS CURRENT USE

8. Will your proposed use add additional residents to the property? If so, how many new residents do you anticipate will eventually move onto the property? How many households during the first year?

9. Has the applicant conducted any studies in connection with the proposed rezoning? If yes, please provide.

N/A

10. Please identify any public utility (including water, sewer, gas, electricity, and other public utilities) which would be required for the proposed development of the property and are not available at the time of this application.

NONE

11. Disclosure Requirements per O.C.G.A. Section 36-67A . Has the owner and/or the applicant (or any person or attorney representing such in the re-zoning process) made campaign contributions totaling more than \$250 to any local government official who will consider this application? Yes No If yes, please state the name of the official(s) and the position held by each official, and the dollar amount and description of each campaign contribution made to each official within two years preceding the filing of this application.

N/A

RESOLUTION AND ORDINANCE OF THE BOARD OF COMMISSIONERS OF CARROLL COUNTY TO AMEND SUBSECTION F OF SECTION 8.8.1 OF THE ZONING REGULATIONS REGARDING PERMITTED USES IN THE COMMERCIAL ZONING DISTRICT; TO AMEND SECTION 8.8.1 OF THE ZONING REGULATIONS TO ADD NEW FARM EQUIPMENT, FARM TRACTOR, AND FARM IMPLEMENT DEALERSHIPS AS A PERMITTED USE IN THE COMMERCIAL ZONING DISTRICT; TO AMEND SECTION 8.8.2 OF THE ZONING REGULATIONS TO ADD USED FARM EQUIPMENT, FARM TRACTOR, AND FARM IMPLEMENT SALES, SERVICE, AND REPAIR AS A CONDITIONAL USE IN THE COMMERCIAL ZONING DISTRICT; TO PROVIDE AN EFFECTIVE DATE; AND FOR OTHER PURPOSES

WHEREAS, the Board of Commissioners desires to amend Section 8.8.1 of the Zoning Regulations to amend Subsection “f” under permitted uses in the Commercial Zoning District; and

WHEREAS, the Board of Commissioners desires to amend Section 8.8.1 of the Zoning Regulations to add “new farm equipment, farm tractor, and farm implement dealerships” as a permitted use in the Commercial Zoning District; and

WHEREAS, the Board of Commissioners desires to amend Section 8.8.2 of the Zoning Regulations to add “used farm equipment, farm tractor, and farm implement sales, service, and repair” as a conditional use in the Commercial Zoning District; and

WHEREAS, a notice of the public hearing for the purpose of considering proposed amendments to the Zoning Regulations was published in the legal organ of Carroll County having a general circulation within the territorial boundaries of Carroll County, Georgia, at least 15 but not more than 45 days prior to the date of the hearing; and

WHEREAS, a public hearing on the issue of amending the Zoning Regulations was held on Tuesday, _____, 2022, for the purpose of considering these proposed amendments to the Zoning Regulations prior to consideration of this resolution by the Board of Commissioners; and

WHEREAS, consideration of final adoption of these proposed amendments to the Zoning Regulations was heard before the Carroll County Board of Commissioners at its meeting held on Tuesday, _____, 2022;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of Carroll County, Georgia, as follows:

Section 1. Subsection “f” of Section 8.8.1 of the Zoning Regulations shall be amended as follows:

- f. Automobile, truck, and manufactured home sales, service, and repair.

Section 2. Section 8.8.1 of the Zoning Regulations shall be amended to add new subsection “n” as follows:

- n. New farm equipment, farm tractor, and farm implement dealerships. New farm equipment, farm tractor, and farm implement dealerships may include sales, service, and repair of used farm equipment, farm tractor, and farm implement which is a secondary and auxiliary component of the dealership’s primary operation of new farm equipment, farm tractor, and farm implement sales.

Section 3. Section 8.8.2 of the Zoning Regulations shall be amended to add new subsection “c” as follows:

- c. Used farm equipment, farm tractor, and farm implement sales, service, and repair.

Section 4. This Resolution and Ordinance shall be effective on _____,
2022.

Adopted this _____ day of _____, 2022.

Michelle Morgan, Chairman of
Board of Commissioners of Carroll County

Attest: _____
_____, Clerk

RESOLUTION AND ORDINANCE OF THE BOARD OF COMMISSIONERS OF CARROLL COUNTY TO AMEND SECTION 5 OF THE ZONING REGULATIONS TO ADD A NEW SECTION 5.19 REGARDING PERMITTED RESIDENTIAL OCCUPANCIES; TO AMEND SECTION 4.0 OF THE ZONING REGULATIONS TO INSERT THE DEFINITION OF “RECREATIONAL VEHICLE”; TO AMEND SECTION 4.0 OF THE ZONING REGULATIONS TO INSERT THE DEFINITION OF “RESIDENTIAL OCCUPANCY”; TO PROVIDE AN EFFECTIVE DATE; AND FOR OTHER PURPOSES

WHEREAS, the Board of Commissioners desires to amend Section 5 of the Zoning Regulations to add a new Section 5.19 regarding permitted residential occupancies; and

WHEREAS, the Board of Commissioners desires to amend Section 4.0 of the Zoning Regulations to insert the definition of “recreational vehicle”; and

WHEREAS, the Board of Commissioners desires to amend Section 4.0 of the Zoning Regulations to insert the definition of “residential occupancy”; and

WHEREAS, a notice of the public hearing for the purpose of considering proposed amendments to the Zoning Regulations was published in the legal organ of Carroll County having a general circulation within the territorial boundaries of Carroll County, Georgia, at least 15 but not more than 45 days prior to the date of the hearing; and

WHEREAS, a public hearing on the issue of amending the Zoning Regulations was held on Tuesday, _____, 2022, for the purpose of considering these proposed amendments to the Zoning Regulations prior to consideration of this resolution by the Board of Commissioners; and

WHEREAS, consideration of final adoption of these proposed amendments to the Zoning Regulations was heard before the Carroll County Board of Commissioners at its meeting held on Tuesday, _____, 2022;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of Carroll County, Georgia, as follows:

Section 1. Section 5 “General Provisions” of the Zoning Regulations shall be amended to add new Section 5.19, as follows:

5.19. *Permitted residential occupancies.* Residential occupancy is permitted only in a conventional home, a manufactured home, or an industrialized dwelling, each as defined in Section 4 of the Carroll County Zoning Regulations and as approved by DCA.

a. Residential occupancy is prohibited in any structure, vehicle, or other shelter which is not a conventional home, a manufactured home, or an industrialized dwelling. Such prohibited residential occupancies include but are not limited to: recreational vehicles; shipping containers; accessory buildings or accessory structures; “tiny homes” which do not fall under the definition of a conventional home, manufactured home, or industrialized dwelling; and tents and other camping arrangements.

b. The provisions of this Section 5.19 shall be in addition to all applicable requirements for the district in which the subject use or occupancy is located and all other applicable requirements of the Carroll County Zoning Regulations and Carroll County Code of Ordinances. This Section 5.19 shall not be interpreted to expand the permitted or conditional uses of any district.

Section 2. Section 4.0 “Definitions” of the Zoning Regulations shall be amended to insert the following definition:

Recreational vehicle shall mean a wheeled vehicle, with or without motive power, primarily designed as temporary living quarters for recreational, camping, or travel use. The term includes camping trailers, travel trailers, fifth wheels, motor homes, park models, truck campers, and other similar vehicles.

Section 3. Section 4.0 “Definitions” of the Zoning Regulations shall be amended to insert the following definition:

Residential occupancy shall mean fixed habitation. An occupant uses a structure, vehicle, or other shelter as residential occupancy when, for three or more consecutive days, the occupant performs household activities of daily living there, such as living, sleeping, eating, cooking, bathing, dressing, personal business, or other activities generally reserved for or associated with one’s dwelling, and, whenever the occupant is absent, the occupant has the intention of returning. A structure, vehicle, or other figuration need not be an occupant’s permanent domicile to constitute residential occupancy.

Section 4. This Resolution and Ordinance shall be effective on _____, 2022.

Adopted this _____ day of _____, 2022.

Michelle Morgan, Chairman of
Board of Commissioners of Carroll County

Attest: _____
_____, Clerk

RESOLUTION AND ORDINANCE OF THE BOARD OF COMMISSIONERS OF CARROLL COUNTY TO AMEND SUBSECTION A OF SECTION 13.9 OF THE ZONING REGULATIONS REGARDING PUBLIC HEARINGS OF THE COMMUNITY DEVELOPMENT APPEALS BOARD; TO PROVIDE AN EFFECTIVE DATE; AND FOR OTHER PURPOSES

WHEREAS, the Board of Commissioners desires to amend Subsection (a) of Section 13.9 of the Zoning Regulations regarding public hearings of the community development appeals board; and

WHEREAS, a notice of the public hearing for the purpose of considering proposed amendments to the Zoning Regulations was published in the legal organ of Carroll County having a general circulation within the territorial boundaries of Carroll County, Georgia, at least 15 but not more than 45 days prior to the date of the hearing; and

WHEREAS, a public hearing on the issue of amending the Zoning Regulations was held on Tuesday, _____, 2022, for the purpose of considering these proposed amendments to the Zoning Regulations prior to consideration of this resolution by the Board of Commissioners; and

WHEREAS, consideration of final adoption of these proposed amendments to the Zoning Regulations was heard before the Carroll County Board of Commissioners at its meeting held on Tuesday, _____, 2022;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of Carroll County, Georgia, as follows:

Section 1. Subsection (a) of Section 13.9 of the Zoning Regulations shall be amended as follows:

- (a) Upon receipt of an appeal from a decision of the administrative officer or building official where appeal is not directed to another decision making body, an application for a variance, or application for an appeal, the

community development appeals board shall hold a public hearing thereon and shall give notice thereof, as provided by law, by:

- (1) Publication thereof—stating information that a variance is requested if applicable, contact information, and the date, time, place, and purpose of the hearing—in the official organ of the county at least 30 but not more than 45 days prior to the hearing date before the community development appeals board;
- (2) Posting a notice, as provided by law, not less than 30 days prior to the date of the hearing, in a conspicuous place or places on the property affected, and each such notice or sign shall contain information that a variance is requested if applicable, contact information, and the date, time, place, and purpose of the hearing before the community development appeals board; and
- (3) Notification at least 30 days prior to the hearing by regular U.S. mail to the owner of the property which is the subject of the proposed action, to adjoining property owners, and to other affected property owners, if applicable, that shall state information that a variance is requested if applicable, contact information, and the date, time, place, and purpose of the hearing before the community development appeals board.

Section 2. This Resolution and Ordinance shall be effective on _____, 2022.

Adopted this _____ day of _____, 2022.

Michelle Morgan, Chairman of
Board of Commissioners of Carroll County

Attest: _____
_____, Clerk