



## WHITE COUNTY BOARD OF COMMISSIONERS

CALLED MEETING OF MONDAY, DECEMBER 11, 2023 at 9:00 A.M.

### AGENDA

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1. Call to Order.
2. Consider the land use application filed by Jonathan Curelar to request a conditional use permit at 7682 Highway 75 Alternate Helen, Georgia 30545. Tax map and parcel 042B-101. Total acreage is 1.04. The proposed use is to place in short-term rental program. Present zoning is R-1 Residential Single-Family District.
3. Consider the land use application filed by Ella McCusker to request a conditional use permit at 223 The Pines Road Cleveland, Georgia 30528. Tax map and parcel 050-006. Total acreage is 4.73. The proposed use is to place in short-term rental program. The present zoning is R-1 Residential Single-Family District.
4. Consider the land use application filed by James Hatcher, on behalf of Edward Hatcher, to request a conditional use permit at 99 Windy Acres Road Cleveland, Georgia 30528. Tax map and parcel 045B-023. Total acreage is 2.34. The proposed use is to place in short-term rental program. Present zoning is R-1 Residential Single-Family District.
5. Consider the land use application filed by Theresa Wilson to request a conditional use permit at 729 Monroe Ridge Road Sautee Nacoochee, Georgia 30571. Tax map and parcel 069-570. Total acreage is 1.06. The proposed use is to place in short-term rental program. Present zoning is R-1 Residential Single-Family District.
6. Consider the land use application filed by Charles Carlino and Anna Bonet-Carlino to request a conditional use permit at 235 Clarice Lane Sautee Nacoochee, Georgia 30571. Tax map and parcel 069-609. Total acreage is 1.00. The proposed use is to place in short-term rental program. Present zoning is R-1 Residential Single-Family District.
7. Consider the land use application filed by Charles Carlino and Anna Bonet-Carlino to request a conditional use permit at 303 Clarice Lane Sautee Nacoochee, Georgia 30571. Tax map and parcel 069-611. Total acreage is 1.02. The proposed use is to place in short-term rental program. Present zoning is R-1 Residential Single-Family District.
8. Consider the land use application filed by Mary Ellen Rand to request a conditional use permit at 2400 Lynch Mountain Road Sautee Nacoochee, Georgia 30571. Tax map and parcel 083-008A. Total acreage is 24.667. The proposed use is to place in short-term rental program. The present zoning is A-1 Agricultural Forestry District.

9. Consider the land use application filed by The Rental-Mart LLC (Dana and David Mullins) to request a conditional use permit at 7680 Highway 75 Alternate, Helen, Georgia, 30545. Tax map and parcel 042A-032A. Total acreage is 1.44. The proposed use is to place in short-term rental program. Present zoning is R-1 Residential Single-Family District.
10. Consider the land use application of KAI WO LLC (Xin Lin) to request a conditional use permit at 585 Caldwell Drive Cleveland, Georgia 30528. Tax map and parcel 049-093. Total acreage is 22.93. The proposed use is to place in short-term rental program. Present zoning is A-1 Agricultural Forestry District.
11. Consider the land use application filed by Johnny and Charli Fain to redistrict property located at 44 Twilight Dell Road Sautee Nacoochee, Georgia 30571 from C-1 Community Commercial District to R-3 Residential Seasonal District. Tax map and parcel 055-030. Total acreage is 0.86. The proposed use is to place in short-term rental program. Present zoning is C-1 Community Commercial District.
12. Consider proposals received for roll off containers and a compactor for the transfer station and convenience center.
13. Consider awarding contracted services related to the operation of the transfer station.
14. Consider approval of the 2024 Worker's Compensation Insurance Renewal.
15. Adjourn.





# WHITE COUNTY

## *Board of Commissioners*

**Item Title:** Conditional Use Permit for Short Term Rental for Jonathan Curelar, 7682 Hwy 75 Alternate, Helen

**For Meeting Date:** 12/11/2023

**Work Session**  **Regular Meeting**  **Public Hearing**

**Category (Select One):** Land Use Application

**Submitted By:** John Sell

**Attachments:** Yes  **If yes, please list each file name below:**

1. 20337
2. Public Hearing Minutes 11/27/2023
3. Regular Meeting Minutes 12/4/2023

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### **Purpose:**

Consider the application of Jonathan Curelar to request a conditional use permit located at 7682 Highway 75 Alternate, Helen, Georgia, 30545. Tax map and parcel 042B-101. Total acreage is 1.04. Proposed use is to place in "Short Term Rental" program. Present zoning is R-1 Residential Single Family.

### **Background / Summary:**

- Applicant is requesting a conditional use permit for short-term rental. The short-term rental is not in a subdivision. Mr. Curelar explained the rental has a maximum of 4-6 people with parking for 2 to 4 vehicles on a shared driveway. He purchased the home two months ago and it was not previously a STR. He will use a local management company. Adrian Locklear confirmed that Cabin Rentals of Georgia would manage the property and he would be the local point of contact. The Planning Commission recommended approval and the motion passed by unanimous vote.

### **Department Recommendation:**

Planning Commission recommended approval by unanimous vote.

### **Options:**

- Uphold Planning Commission recommendation and approve the application
- Reverse Planning Commission recommendation and deny the application.
- Table the application for further review or to send back to Planning Commission

**Budget Information:** Applicable  Not Applicable

**Budgeted:** Yes  No

**Finance Director's Comments (if applicable):**

- 

**County Manager Comments:**

-

# WHITE COUNTY CHANGE OF LAND USE DISTRICT APPLICATION

<b>OFFICE USE ONLY</b>	Land Use Application #: <u>20337</u>
Public Hearing Date: <u>11/27/2023</u>	Commission District: <u>4</u>
Fees Assessed: <u>\$250</u>	Paid via: ___ cash ___ credit card <input checked="" type="checkbox"/> check# <u>2567</u>

APPLICANT INFORMATION	
Status: <input checked="" type="checkbox"/> Owner    ___ Authorized Agent    ___ Lessee    ___ Option to Purchase	
Printed Name(s): <u>Jonathan I. Curelar</u>	
Address: <u>9760 Old Mill Lane, Hueytown AL 35023</u>	
Phone Number: <span style="background-color: black; color: black;">[REDACTED]</span>	Alternate Contact Number: <span style="background-color: black; color: black;">[REDACTED]</span>
Email: <span style="background-color: black; color: black;">[REDACTED]</span>	
Owner Information (if different from Applicant/Agent):	
Name: <u>MILES APART, LLC</u>	Phone #: <span style="background-color: black; color: black;">[REDACTED]</span>
PROPERTY INFORMATION	
Parcel ID: <u>042B101</u>	Total acreage being changed: <u>1.04</u>
Address: <u>7682 Highway 75 ALT, Helen GA 30545</u>	
Directions to Property: <u>Head north on GA-75N towards Hulsey Rd. In 1 mile turn left onto Asbestos Rd. In 3.6 miles turn right onto</u>	
<u>GA-75 Alt S. Drive 3.5 miles and arrive at 7682 GA-75 Alt.</u>	
Current Use/Zoning of Property: <u>R1</u>	Type of Road Surface: _____
Any prior redistricting requests for property: ___ If yes, provide redistricting application #: _____	
SURROUNDING PROPERTY LAND USE CLASSIFICATION:	
North: <u>R1</u>	South: <u>R1</u> East: <u>R1</u> West: <u>R1</u>
REQUESTED ACTION AND DETAILS OF PROPOSED USE (check all that apply)	
<input type="checkbox"/>	Redistrict from district: _____ Redistrict to district: _____
<input checked="" type="checkbox"/>	Conditional Use - specify: <u>STR</u>
<input type="checkbox"/>	Special Use - specify: _____
<input type="checkbox"/>	Land Use Variance from Code Section: _____
Proposed use if not listed above: _____	
Is this property part of a subdivision? ___ Yes <input checked="" type="checkbox"/> No    If so, please list number of lots: _____	
Are there covenants? ___ Yes ___ No    Is there an active homeowner's association? ___ Yes ___ No	
Subdivision Name (if applicable): _____	

Existing Utilities (check all that apply):  
 County or City Water     Well     Septic     Gas     Electric     Broadband

Proposed Utilities (check all that apply):  
 County or City Water     Well     Septic     Gas     Electric     Broadband

**COMMERCIAL AND INDUSTRIAL REDISTRICT INFORMATION**

Building Area: \_\_\_\_\_ No. of Parking Spaces: \_\_\_\_\_

**RESIDENTIAL REDISTRICT INFORMATION**

No. of Lots: \_\_\_\_\_ Minimum Lot Size in acres: \_\_\_\_\_ No. of Units: \_\_\_\_\_

Minimum Heated Floor Area (ft<sup>2</sup>): \_\_\_\_\_ Density/Acre: \_\_\_\_\_

Is an Amenity area proposed (specify if yes)?  
 Apartments     Condominiums     Townhomes     Single Family  
 Rental Cabins     Recreational Vehicle Park     Other- Specify: \_\_\_\_\_

**LIST OF ADJACENT PROPERTY OWNERS**

It is the responsibility of the Applicant to provide a list of adjacent property owners that has property bordering your property or who has property directly across the street from your property (additional sheet may be included, if necessary).

PARCEL	PROPERTY OWNER NAME	MAILING ADDRESS
1 <u>  H03A 002  </u>	<u>  JEFFREY POWELL  </u>	<u>  910 RIDGE ROAD, HELEN GA 30545  </u>
2 <u>  042B137  </u>	<u>  BEULAH FERGUSON  </u>	<u>  PO BOX 101, HELEN GA 30545  </u>
3 <u>  042A032A  </u>	<u>  THE RENTAL-MART, LLC  </u>	<u>  959 KINGS ROAD, MIDWAY GA 31320  </u>
4 <u>  042B047  </u>	<u>  PATRICIA MCMANUS  </u>	<u>  3741 GREENHILL DR, ATLANTA GA 30341  </u>
5 <u>  042B048  </u>	<u>  JIMMY SIMMONS  </u>	<u>  7725 HIGHWAY 75 ALT. HELEN GA 30545  </u>
6 <u>  042A031  </u>	<u>  NEAL WESTMORELAND  </u>	<u>  7579 HIGHWAT 75 ALT, HELEN GA 30545  </u>
7 _____	_____	_____



**APPLICANT CERTIFICATION**

I hereby request the action contained within this application relative to the property shown on the attached plats and site plan and further request that this item be placed on both the Planning Commission and Board of Commissioners meeting agendas.

I understand that the Planning Department staff may either accept or reject my request upon review. My request will be rejected if all the necessary data is not presented.

I understand that I have the obligation to present all data necessary and required by statute to enable the Planning Commission and Board of Commissioners to make an informed determination on my request. I understand that I may seek legal advice if I am not familiar with the land use requirements and procedures.

I understand that my request will be acted upon at the Planning Commission and Board of Commissioners meetings and that I am required to be present or to be represented by someone able to present all facts and answer all questions. I understand that failure to appear at a meeting shall result in the postponement or denial of my application request. I further understand that it is my responsibility to be aware of relevant meeting dates and times regardless of notification from White County.

I hereby certify that I have read the above and that the above information, as well as the attached information, is true and correct.

**Applicant Signature:**



**Date:** 9-11-23

**2023 DEADLINES AND MEETING DATES**

<b>Submittal Date Planning Dept. Office 5:00 p.m. Deadline</b>	<b>Planning Commission Public Hearing 1239 Helen Hwy 6:00 p.m.</b>	<b>Planning Commission Regular Session 1239 Helen Hwy 6:00 p.m.</b>	<b>Board of Commissioners Work Session 1235 Helen Hwy 4:30 p.m.</b>
Wednesday, January 4, 2023	Monday, January 30, 2023	Monday, February 6, 2023	Monday, February 27, 2023
Wednesday, February 1, 2023	Monday, February 27, 2023	Monday, March 6, 2023	Monday, March 27, 2023
Wednesday, March 1, 2023	Monday, March 27, 2023	Monday, April 3, 2023	Monday, April 24, 2023
Wednesday, March 29, 2023	Monday, April 24, 2023	Monday, May 1, 2023	TBA
Wednesday, May 3, 2023	TBA	Monday, June 5, 2023	Monday, June 26, 2023
Wednesday, May 31, 2023	Monday, June 26, 2023	Monday, July 3, 2023	Monday, July 31, 2023
Wednesday, June 14, 2023 *	Monday, July 31, 2023	Monday, August 7, 2023	Monday, August 28, 2023
Wednesday, July 12, 2023	Monday, August 28, 2023	TBA	Monday, September 25, 2023
Wednesday, August 9, 2023	Monday, September 25, 2023	Monday, October 2, 2023	Monday, October 30, 2023
Wednesday, September 13, 2023	Monday, October 30, 2023	Monday, November 6, 2023	Monday, November 27, 2023
Wednesday, October 11, 2023	Monday, November 27, 2023	Monday, December 4, 2023	TBA
Wednesday, November 8, 2023	TBA	TBA	Monday, January 29, 2024
Wednesday, December 13, 2023	Monday, January 29, 2024	Monday, February 5, 2024	Monday, February 26, 2024

\*NEW DEADLINE DATES EFFECTIVE IN ORDER TO MEET ZPL UPDATES AS OF JULY 2023

**NOTICE OF AGRICULTURAL DISTRICT ADJACENCY**

Future abutting developers in non-agricultural land use districts shall be provided with this "Notice of Agricultural Adjacency" prior to administrative action on either land use district, the issuance of a building or occupancy permit or approval of a subdivision of property. Prior to administrative action, the applicant shall be required to sign this wavier which indicates that the applicant understands that a use is ongoing, adjacent to his/her use, which can produce odors, noise, dust and other effects which may not be compatible with the applicant's development. Nevertheless, understanding the effects of the adjacent Agricultural District uses, the applicant agrees by executing this form to waive any objection to those effects and understands that his/her district change and/or permits or other approvals are issued and processed in reliance on his agreement not to bring any action asserting that the adjacent uses in the Agricultural District constitute a nuisance against the local government and adjoining land owners whose property is located in an Agricultural District. This wavier shall be provided and made applicable for subsequent purchasers and owners or heirs of his/her property. This notice and acknowledgement shall be public record.

**Applicant Signature:**

N/A

**Date:**

**DISCLOSURE OF CAMPAIGN CONTRIBUTIONS  
(APPLICANTS AND REPRESENTATIVE(S) OF REQUESTED ACTION)**

Pursuant to O.C.G.A. Section 36-67 A-3.A, the disclosure of any campaign contributions aggregating \$250.00 or more to a local government official who will consider an application for re-classification or for a conditional use or special use permit is mandatory when an application or any representation of application for re-classification of district or for conditional use or special use permit has been made within two (2) years immediately preceding the filing of a request for reclassification or conditional use or special use permit by the same applicant and/or representative of said applicant. It shall be the duty of the applicant and/or any representatives of the applicant to file a disclosure with the governing authority of the respective local government to show the following:

Name of local official(s) to whom campaign contribution was made:

The dollar amount and description of each campaign contribution made by the applicant to the local government official during the two (2) years immediately preceding the filing of this application for action for district re-classification, conditional use or special use permit.

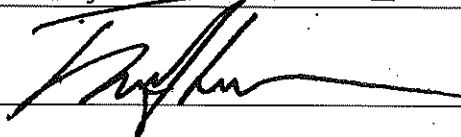
Amount \$:

Date:

Enumeration and description of each gift (when the total value of all gifts is \$250.00 or more) made to the local government official during the two (2) years immediately preceding the filing of this application. **Please attach additional sheets if needed.**

*Check box if no contributions made*

**Applicant Signature:**



**Date:**

9-11-23

**PROPERTY OWNER AUTHORIZATION**

*To be completed by the property owner to certify ownership of subject property and to provide authorization for other person(s) to represent the owner on their behalf.*

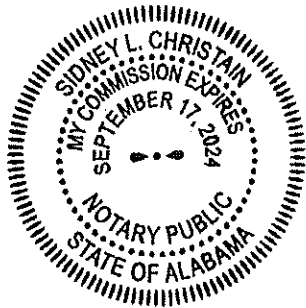
I/WE (print), Jonathan & Sarah Curelar,  
 hereby swear that I/we own the property for which this land use change application is being made.

<b>Property Address and/or Parcel ID:</b>	
<b>PROPERTY OWNER INFORMATION</b>	
Printed Name of Owner(s): <u>Jonathan &amp; Sarah Curelar</u>	
Mailing Address: <u>9760 Old Mill Lane</u> <u>Hueytown, AL 35023</u>	
Phone Number:	[REDACTED]
Alternate Contact Number:	[REDACTED]
Email:	[REDACTED]
I/we hereby authorize the person named below to act as the applicant or agent in the pursuit of the requested action on this property. I/we understand that any action granted and/or conditions or stipulations placed on the property will be binding upon the property regardless of ownership. The person named below is authorized to make this application. The person named below is aware that no application or re-application affecting the same land shall be acted upon within six (6) months from the date of the last action by the White County Board of Commissioners.	
Printed Name of applicant or agent(s): <u>Adrian Locklear</u> <u>(12/4 meeting + possibly final meeting)</u>	
Signature of Owner(s):	Date Signed:
<u>[Signature]</u>	<u>10/5/23</u>
<u>Sarah Curelar</u>	<u>10/5/23</u>

**PROPERTY OWNER AUTHORIZATION DOCUMENT: NOTARY ACKNOWLEDGEMENT**

Sworn to (or affirmed) and subscribed before me this 5<sup>th</sup> day of October, 2023 by  
Jonathan & Sarah Curelar (name of signer(s)). The  
 named signer(s) is/are personally known by me or produced the identification type of \_\_\_\_\_.

{Seal}



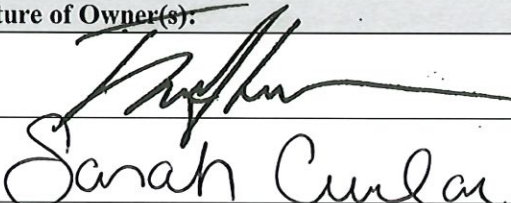
[Signature] (Signature of Notary)  
Sidney L. CHRISTAIN  
 (Name of Notary Typed, Stamped, or Printed)



**PROPERTY OWNER AUTHORIZATION**

To be completed by the property owner to certify ownership of subject property and to provide authorization for other person(s) to represent the owner on their behalf.

I/WE (print), Jonathan and Sarah Curelar, hereby swear that I/we own the property for which this land use change application is being made.

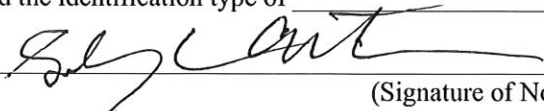
<b>Property Address and/or Parcel ID:</b> 042B101	
<b>PROPERTY OWNER INFORMATION</b>	
Printed Name of Owner(s): <u>Jonathan and Sarah Curelar DBA Miles Apart, LLC</u>	
Mailing Address: <u>9760 Old Mill Lane, Hueytown AL 35023</u>	
Phone Number: [REDACTED]	
Alternate Contact Number: [REDACTED]	
Email: [REDACTED]	
I/we hereby authorize the person named below to act as the applicant or agent in the pursuit of the requested action on this property. I/we understand that any action granted and/or conditions or stipulations placed on the property will be binding upon the property regardless of ownership. The person named below is authorized to make this application. The person named below is aware that no application or re-application affecting the same land shall be acted upon within six (6) months from the date of the last action by the White County Board of Commissioners.	
Printed Name of applicant or agent(s): <u>Jonathan Curelar</u>	
<b>Signature of Owner(s):</b>	<b>Date Signed:</b>
	<u>9/11/2023</u>
<u>Sarah Curelar</u>	<u>9/11/23</u>

**PROPERTY OWNER AUTHORIZATION DOCUMENT: NOTARY ACKNOWLEDGEMENT**

Sworn to (or affirmed) and subscribed before me this 11 day of Sept., 2023 by Jonathan + Sarah Curelar (name of signer(s)). The named signer(s) is/are personally known by me or produced the identification type of \_\_\_\_\_.

{Seal}



 (Signature of Notary)  
SIDNEY L CHRISTAIN (Name of Notary Typed, Stamped, or Printed)



**SHORT TERM RENTAL CERTIFICATIONS**


To be completed and notarized for any application where the proposed use is short term rental.

I/WE (print), Jonathan and Sarah Curelar,  
hereby swear that I/we own/will own the property referenced below for which this land use change application is being made.

\*Property Address and/or Parcel ID: 042B101


**PROPERTY OWNER AUTHORIZATION ACKNOWLEDGEMENT OF GUESTS**

I acknowledge to keep the total number of guests to that number which can safely stay in the premises and may be subject to the State of Georgia's fire safety code regulations.

Signature of Owner/Future Owner(s): 


**PROPERTY OWNER AUTHORIZATION CERTIFIED BY OWNER OR THIRD PARTY INSPECTOR**

I attest by owner or third party inspector that short term rentals meet applicable International Building Code, International Fire Code regulations and NFPA 101 Life Safety codes.

Signature of Owner/Future Owner(s): 

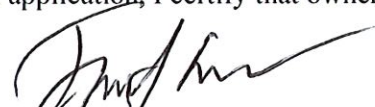
**PROPERTY OWNER AUTHORIZATION CERTIFIED DEED RESTRICTION**

I certify that there are no deed restriction and/or covenants on the property that prohibits the use of the property as a short-term rental.

Signature of Owner/Future Owner(s): 

**PROPERTY OWNER AUTHORIZATION CERTIFIED SHORT-TERM RENTAL INSURANCE**

I certify that the owner/future owner has commercial or specific short-term rental insurance for the property. If insurance *has not been obtained* at time of application, I certify that owner/future owner will obtain prior to renting if application approval is granted.

Signature of Owner/Future Owner(s): 

**OFFICIAL CODE OF WHITE COUNTY APPENDIX C/ARTICLE VII – SHORT TERM RENTALS & BUSINESS LICENSES NOTIFICATION**

I certify that I have been informed of and provided a copy of Appendix C/Article VII - Short Term Rentals. I certify that I have also been informed that I will need to contact the White County Business Tax Office (706-865-2235) to obtain the proper business licensing, host licensing, and subsequent tax information prior to operation of my short-term rental.

Signature of Owner/Future Owner(s): 

**SHORT TERM RENTAL CERTIFICATIONS DOCUMENT: NOTARY ACKNOWLEDGEMENT**

Sworn to (or affirmed) and subscribed before me this 11 day of SEPT., 2023 by Jonathan and Sarah Curelar (name of signer(s)). The named signer(s) is/are personally known by me or produced the identification type of \_\_\_\_\_.

{Seal}



  
(Signature of Notary)

Sidney L. CHRISTAIN  
(Name of Notary Typed, Stamped, or Printed)

**APPLICANT ACKNOWLEDGEMENT OF MEETING DATES**

I, Jonathan Curelar (print name) have been advised that I or someone to represent me must be in attendance when my application is before the White County Planning Commission and the White County Board of Commissioners or it will be tabled. I also acknowledge that I have been made aware of the below dates upon submission of my application.

**Senior Center, 1239 Helen Hwy, Cleveland 6:00pm**

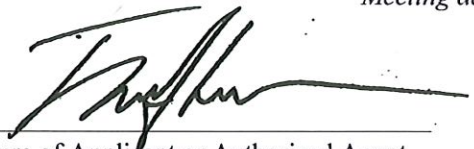
Public Hearing Date (Planning Commission): 11/27/2023

Regular Meeting Date (Planning Commission): 12/4/2023

**Administration Building, 1235 Helen Hwy, Cleveland 4:30pm**

Board of Commissioners Meeting Date: TBA

*\*Meeting dates are subject to change*



Signature of Applicant or Authorized Agent

9/11/2023  
Date

<b><u>OFFICE USE ONLY</u></b>
Copy given to applicant: <u>9/22/23</u> (date) <i>via email</i>
Staff Initials: <u>(MD)</u>
Flag (circle): <u>(Y)</u> N

\*\*\*\*\*

<b>WITHDRAWAL</b>
<i>Notice: This section only to be completed if application is being withdrawn.</i>
PART II - OFFICIAL CODE/APPENDIX C - LAND USE REGULATIONS/ARTICLE XVIII. AMENDMENT, APPLICATION AND PROCEDURAL REQUIREMENTS
<i>Section 1803. Withdrawal of amendment application. Any petition for an amendment to these regulations, official land use district map, conditional use approval, variance or special use permit may be withdrawn, at the discretion of the person or agency initiating such request, at any time prior to final action by the board of commissioners upon written notice to the planning director. Any required fees shall be forfeited</i>
I hereby withdraw application #:
Applicant Signature: _____ Date: _____



Jonathan and Sarah Curelar  
9760 Old Mill Lane  
Hueytown, AL 35023

[REDACTED]

09/11/2023

White County Government  
1235 Helen Highway  
Cleveland GA 30528

Re: Letter of Intent for Short-Term Rental Property in White County, GA

Parcel ID: 042B101

Address: 7682 Highway 75 Alt, Helen GA 30545

Dear White County Government,

I am writing to express my intent to utilize my property located at 7682 Highway 75 Alt, Helen GA 30545-Parcel ID 042B101 in White County, GA, for the purpose of short-term rental. I am committed to operating this rental property responsibly and in compliance with all local regulations and ordinances. To ensure the safety and well-being of the community, I would like to provide you with the following information about the property's rules, security measures, and the appointed house manager.

House Rules:

**Noise Control:** Guests will be instructed to maintain a reasonable noise level to avoid disturbing neighbors and the tranquility of the area, particularly during quiet hours, typically from 10:00 PM to 7:00 AM.

**Maximum Occupancy:** The property will have a clearly defined maximum occupancy limit, in accordance with local regulations.

**Parking:** Guests will be informed of designated parking areas and will be required to follow parking guidelines to prevent congestion and disruption.

**No Smoking:** Smoking will not be permitted inside the cabin or within a specific distance of the property to ensure a smoke-free environment.

**Pet Policy:** No Pets: Pets will not be allowed on the property to maintain a pet-free environment.

**Trash Disposal:** Guests will be instructed on proper trash disposal, and provisions will be made for regular trash removal to prevent littering.

Security Measures:

**Emergency Contact Information:** Guests will have access to emergency contact information for local law enforcement, medical services, and the property manager.

**Security Deposits:** A security deposit will be collected from guests to cover any damages or breaches of the house rules.

**Keyless Entry:** The cabin will be equipped with keyless entry to provide secure access for guests and to ensure that keys are not lost or duplicated.

**Outdoor Security Cameras:** Outdoor security cameras may be installed in common areas, focusing solely on outdoor spaces and not overlooking any private areas to maintain guest privacy. They are primarily for the safety of guests and to deter any unauthorized activities.

House Manager:

The designated house manager for the property located at Parcel ID 042B101 will be "Cabin Rentals of Helen."

They will be responsible for:

Guest Check-In and Check-Out

Addressing Guest Inquiries and Concerns

Ensuring House Rules Compliance

Coordinating Cleaning Services

Overseeing Maintenance and Repairs



Managing Emergency Situations

I am committed to working closely with White County Government and local authorities to maintain a safe and responsible short-term rental property. I understand the importance of adhering to all local regulations and will make necessary adjustments to ensure that the property operates in harmony with the community.

Please feel free to reach out to me if you require any additional information or if there are specific requirements or regulations that I should be aware of regarding my short-term rental property.

Thank you for your attention to this matter, and I look forward to your positive response.

Sincerely,



Jonathan and Sarah Curelar

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**License Application**

2 messages

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**Beth Curelar** [REDACTED]  
To: <businessstaxoffice@whitecounty.net>

Mon, Sep 11 at 12:59 PM

Good Afternoon,

Please find attached the business/STR application as well as the supporting documents. As I mentioned on the phone this morning, we do not have a listing link or STR insurance yet since we are in the process of being approved for the conditional use permit. I have attached the email we received for the GA sales tax license, but they have not sent the certificate. Please let me know if you need any more information and I would appreciate it if you can please confirm receipt of this email.

Thank you,  
Beth Curelar

str\_host\_license\_package\_-\_final.pdf, House Rules.pages, Beth DL.pdf, Sales Tax letter.pages

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**Business Tax Office** <businessstaxoffice@whitecounty.net>  
To: Beth Curelar <securelar@gmail.com>

Tue, Sep 12 at 7:53 AM

**Received**

Donna Gunter

White County Board of Commissioners

Business Tax Office

[1235 Helen Highway](#)[Cleveland, GA 30528](#)

706-865-2235

[dgunter@whitecounty.net](mailto:dgunter@whitecounty.net)

WC\_logo\_small



---

**From:** Beth Curelar [REDACTED]  
**Sent:** Monday, September 11, 2023 2:00 PM  
**To:** Business Tax Office <[businesstaxoffice@whitecounty.net](mailto:businesstaxoffice@whitecounty.net)>  
**Subject:** License Application

[ EXTERNAL SENDER - PROCEED CAUTIOUSLY ]

[Quoted text hidden]



**Public Health**  
Prevent. Promote. Protect.

## White County Environmental Health

Zachary Taylor, M.D., M.S., Acting Health Director  
1241 Helen Highway, Unit 210 • Cleveland, GA 30528  
PH: 706-348-7698 • FAX: 706-348-1670 • [www.phdistrict2.org](http://www.phdistrict2.org)

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Banks, Dawson, Forsyth, Franklin, Habersham, Hall, Hart, Lumpkin, Rabun, Stephens, Towns, Union and White Counties

---

- |                                     |  |                          |   |
|-------------------------------------|--|--------------------------|---|
| <input checked="" type="checkbox"/> | Evaluation Applied For                 | <input type="checkbox"/> | Appropriate Permit Applied For                  |
| <input type="checkbox"/>            | Appropriate Permit Issued to Applicant | <input type="checkbox"/> | Evaluation, Permit Not Applied For At This Time |

DATE: 09/18/2023

APPLICANT NAME: SARAH CURELAR

PROPERTY ADDRESS: 7682 HWY 75 ALT  
HELEN, GA 30545

White County Planning Department:

In reference to a request for a change of zoning/land use or a building permit, application may need to be made for an existing system evaluation to determine:

- that the permit on file is the correct permit for the property in question;
- that there is no evidence of system failure;
- that the septic system is appropriately sized for the current and proposed use;
- that there is adequate repair after the proposed addition;
- that there are no conditions that could adversely affect the functionality of the system.

Please note that this is NOT an all-inclusive list. Based upon the information submitted and/or the outcome of the evaluation, it may be determined that a septic system needs additional capacity or upgrade. If so, the appropriate permit will need to be obtained and the work completed before an approval can be given.

If, based upon information submitted, no septic systems exist on the property, this zoning/land use change and/or building permit request should not affect the property with respect to septic use.

White County Environmental Health  
District 2 Public Health

*By signing below, I certify all information submitted is accurate and true to the best of my knowledge.*

→ Sarah Curelar  
Applicant Signature





## Georgia Department of Public Health On-Site Sewage Management System Performance Evaluation Report Form

APPLICANT NAME: <b>SARAH CURELAR</b>	PROPERTY/SYSTEM ADDRESS: <b>7682 HIGHWAY 75 ALT HELEN, GA 30545</b>	EVALUATION ID: <b>008931</b>
APPLICANT PHONE: [REDACTED]		COUNTY: <b>White</b>
APPLICANT EMAIL ADDRESS:	SUBDIVISION/LOT/BLOCK: <b>//</b>	REASON FOR EVALUATION:
<b>Inspection Records</b>		
Yes	1. Inspection records exist for this septic system.	
Yes	2. Inspection records indicate that all components of the septic system were properly constructed and approved at the time of original inspection. A copy of the original inspection report is attached.	
<b>Maintenance Records (applicable copies are attached)</b>		
No	3. Maintenance or installation records indicate that the tank has been pumped out or installed within the past 5 years. Note: it is recommended that septic tanks be pumped at least once every 5 years.	
N/A	4. Systems with aerobic treatment unit(s) (ATU): Records indicate the ATU has been serviced in accordance with the manufacturer's recommended maintenance schedule OR an authorized representative of the manufacturer has provided documentation that the ATU is operating sufficiently.	
N/A	5. Systems with grease trap(s): Maintenance records indicate the grease trap(s) has been pumped out within the last 6 months OR documentation has been provided by a qualified individual confirming that the grease trap contains less than 75% of the designed grease holding capacity and is operating sufficiently.	
<b>System Assessment and Existing Site Conditions (applicable copies are attached)</b>		
N/A	6. The septic tank was uncovered at the time of this County Board of Health Evaluation OR maintenance records exist and the tank appears to meet the required design, construction, and installation criteria. The appropriateness of the sizing and installation criteria of the absorption field cannot be verified since no initial inspection records exist.	
N/A	7. A Georgia certified septic tank installer has provided written documentation of the system design, location, and components.	
Yes	8. This site evaluation by the County Board of Health revealed no evidence of system failure.	
No	9. This site evaluation by the County Board of Health revealed no evidence of adverse conditions which would affect the functioning of the system.	
<b>Addition to Property</b>		
N/A	10. This site evaluation as well as the provided information indicate that the proposed construction to the home or property should not adversely affect the functioning of the existing system.	
<b>Relocation of Home or Change of Use</b>		
Yes	11. This site evaluation as well as the provided information indicate that the system appears to meet the required design, construction, and installation criteria to accommodate the proposed relocation of the home or change of use for the facility should not adversely affect the functioning of the existing system.	

See 2nd page for evaluation notes, disclaimer, and signature.

## Performance Evaluation Report Form (continued)

PROPERTY/SYSTEM ADDRESS: <b>7682 HIGHWAY 75 ALT HELEN, GA 30545</b>	EVALUATION ID: <b>008931</b>
	SUBDIVISION/LOT/BLOCK: <b>//</b>

**Adverse Conditions** (i.e. malfunctioning or damaged system or clear evidence of a condition, or conditions, that would likely contribute to system malfunction or unacceptable risk to public health):

Based on the recorded layout, it seems likely that the tank is closer than 10' to the stairs and retaining wall on the right side of the home. If these structures impact the tank it could cause premature failure and/or difficulty in maintenance. The retaining wall bordering the shared driveway likewise seems closer than 5' to the upper drain line, which could also cause premature failure. Monitor system closely to watch for early failures.

**Additional Notes/Comments:**

STR approved for 4 persons based on 75 gallons per person per day. 2 bedroom system on record installed in 2007.

<b>Inspector:</b> Padraic Thompson	<b>Signature:</b>	<b>Date:</b> 11/03/2023
---------------------------------------	-------------------	----------------------------

*I verify the above information to be correct at the date and time of this evaluation only. Disclaimer: This verification shall not be construed as a guarantee of the proper functioning of this system for any given period of time. No liability is assumed for future damages that may be caused by system malfunction.*



P.O. Box 3020  
Cleveland, GA 30528-0052  
Phone: 706-865-0788  
Fax: 706-865-0329

September 11, 2023

**VIA-EMAIL:** [securelar@gmail.com](mailto:securelar@gmail.com)

RE: 7682 Hwy 75 Alt  
Helen GA 30545  
White County, Georgia  
Account # 3091-00

To Whom It May Concern,

Let this letter serve as notice that White County Water Authority does provide water to the above referenced service address.

Please understand that once the White County Board of Commissioners approves the short-term rental application, the minimum water bill rate for this service address will increase to a commercial rate with no water leak protection.

Please call our office if you have any questions concerning the referenced service area, you can reach me at (706) 865-0788, Monday – Friday 8:00 a.m. – 4:30 p.m.

Thank you,

Edwin Nix  
Executive Director  
White County Water Authority

**LEGEND**

- ASP ASPHALT
- BL BUILDING LINE
- BWF BARB WIRE FENCE
- CL CENTERLINE
- CLF CHAIN LINK FENCE
- CMF CONCRETE MONUMENT FOUND
- CMP CORRUGATED METAL PIPE
- CONC CONCRETE
- CTP CRANPED TOP PIPE
- DI DROP INLET
- EP EDGE OF PAVEMENT
- FH FIRE HYDRANT
- GW GUY WIRE
- HWF HOG WIRE FENCE
- IPF IRON PIN FOUND
- IPS IRON PIN SET (1/2" REBAR)
- LL LAND LOT
- LLL LAND LOT LINE
- M/H MANHOLE
- N/F NOW OR FORMERLY
- OTP OPEN TOP PIPE
- PL PROPERTY LINE
- PP POWER POLE
- P/TP POWER & TELEPHONE POLE
- RB REBAR
- R/W RIGHT OF WAY
- SP SERVICE POLE
- TB TELEPHONE BOX
- WM WATER METER
- WV WATER VALVE

A TOPCON GTS-302 TOTAL STATION WAS USED TO OBTAIN THE LINEAR AND ANGULAR MEASUREMENTS USED IN THE PREPARATION OF THIS PLAT.  
 THE FIELD DATA UPON WHICH THIS MAP OR PLAT IS BASED HAS A CLOSURE PRECISION OF ONE FOOT IN 12,430 FEET AND AN ANGULAR ERROR OF 00'-50.00" PER ANGLE POINT, AND WAS ADJUSTED USING THE COMPASS RULE METHOD.  
 THIS MAP OR PLAT HAS BEEN CALCULATED FOR CLOSURE AND IS FOUND TO BE ACCURATE WITHIN ONE FOOT IN 27,115 FEET.  
 (TOTAL)

**FLOOD NOTE:**  
 THIS PROPERTY IS NOT IN A FLOOD HAZARD AREA AS PER FEMA FLOOD INSURANCE RATE MAP OF WHITE COUNTY, GEORGIA.  
 COMMUNITY PANEL NUMBER: 130191 0100 C  
 EFFECTIVE DATE: OCTOBER 18, 2002  
 REVISION DATE: NONE

**PLAT REFERENCE:**  
 SURVEY FOR ROBERT TWEEDELL  
 PREPARED BY THOMAS PATTON  
 DATED OCTOBER 12, 1987  
 REVISED OCTOBER 16, 1987.



COURSE	BEARING	DISTANCE
1	N65°31'49"E	16.23'
2	N88°21'27"E	46.30'
3	N72°58'11"E	31.03'
4	N72°58'11"E	14.56'
5	N79°02'46"E	40.72'
6	N86°02'29"E	45.84'
7	S88°24'50"E	35.44'
8	S84°47'29"E	41.78'
9	N65°38'07"E	56.16'
10	N66°22'29"E	52.48'
11	N54°53'20"E	46.24'
12	N37°46'27"E	49.36'
13	N21°54'57"E	42.03'
14	S04°17'14"E	112.74'
15	S00°02'56"W	51.92'
16	S28°05'54"W	22.39'
17	S28°05'54"W	28.81'
18	S42°57'38"W	175.77'

TE:  
 S77°10'45"N 201.91'  
 TO THE CL INTERSECTION OF  
 STATE ROUTE 75 ALT. &  
 MYRA BRANCH ROAD.

N/F  
 JAMES CARRERES  
 DB 583 PG 313  
 PB 42 PG 42

N/F  
 OLIVER JOE STATION  
 DB 465 PG 379  
 PB 11 PG 198

N/F  
 SUZETTE SMITH  
 DB 384 PG 19  
 PB 10 PG 77

N/F  
 BEULAH FERGUSON  
 DB 41 PG 161  
 PB 4 PG 114

**TRACT 3**

**TRACT 1 = 1.043 ACRES**  
**TRACT 2 = 1.437 ACRES**  
**TRACT 3 = 1.000 ACRE**

APPROVED 11/16/04  
 WHITE COUNTY HEALTH DEPT.  
 FOR INDIVIDUAL SEWAGE AND  
 PUBLIC WATER USE

*Michael J. Jones*  
 EHS IV

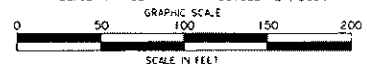


**LONDON LAND SURVEYING**

167 EAST JARRARD STREET  
 CLEVELAND, GA. 30528  
 (706) 865-0749

SURVEY FOR  
**GERALD BETTERTON**

LOCATED IN  
 LAND LOT 29 3rd DISTRICT  
 WHITE COUNTY, GEORGIA  
 SCALE: 1" = 50' OCTOBER 27, 2004



FIELD WORK COMPLETED:  
 OCTOBER 27, 2004.



# OFFICIAL TAX RECEIPT

**White County Tax Commissioner**

**Cindy Cannon**

P. O. Box 970

Cleveland GA 30528

Phone 17068652225 - Fax 17062190078

Email: wctc@whitecounty.net

**OWNER**

WHITWORTH JAMES E

PO BOX 545

SHARPSBURG, GA 30277-0545

<b>PAID DATE</b>			10/24/2022
<b>RECEIPT PRINTED</b>			9/11/2023 12:25:29 PM
<b>CASH AMOUNT</b>	<b>CHECK AMOUNT</b>	<b>CHARGE AMOUNT</b>	<b>CHECK NUMBER(s) CHARGE APPROVAL CODE</b>
\$0.00	\$1,639.91	\$0.00	3775
<b>REFUND AMOUNT</b>			\$0.00
<b>OVERPAY AMOUNT</b>			\$0.00
<b>CHANGE AMOUNT</b>			\$0.00
<b>REGISTER</b>			2
<b>CASHIER</b>			
<b>TOTAL PAID</b>			\$1,639.91

Tax Year- Bill Number FMV Property ID	Property Description Property Address District Serial Number Decal Number	Due Date Original Due	Interest Penalty Other Fees	Previous Paid Amount	Current Amount Due	Amount Paid	Tax Bill New Balance	
2022-18793 FMV: 172790.00 042B 101	LL29 LD3 TR1 7682 HWY 75 ALT DISTRICT: 001 SERIAL NUMBER: DECAL NUMBER: 0	11/15/2022  \$1,639.91	\$0.00 \$0.00 \$0.00	\$0.00	\$1,639.91	\$1,639.91	\$0.00	
Paid By: WHITWORTH JAMES E				Overpayment Amount: 0.00				
Check Number: 3775								
Transaction(s): 214045 - 214045		Total(s):	\$1,639.91	\$0.00	\$0.00	\$1,639.91	\$1,639.91	\$0.00





**WHITE COUNTY PLANNING DEPARTMENT  
STAFF COMMENT**

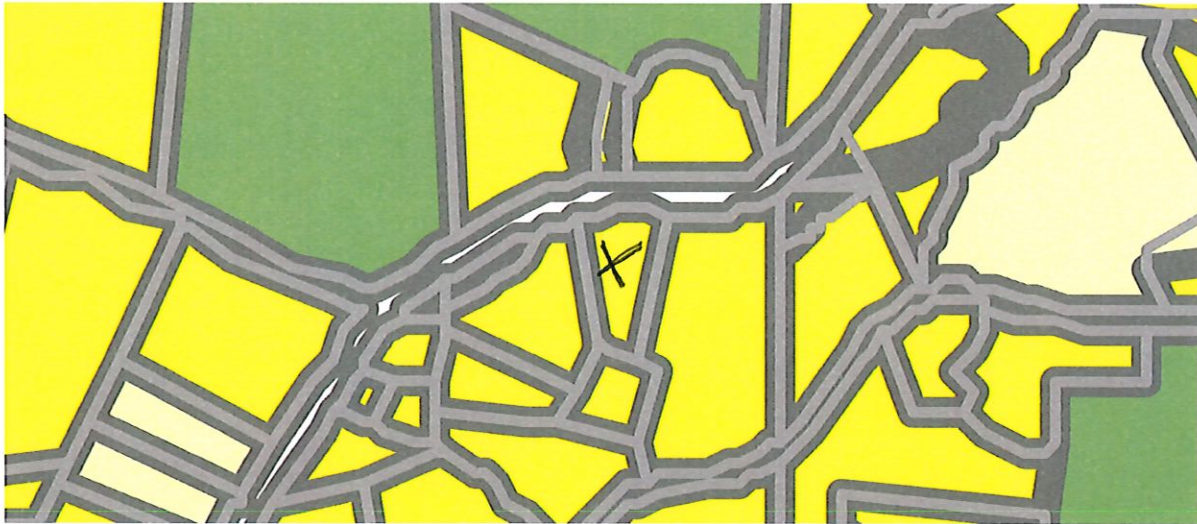
**JONATHAN CURELAR**

- PROPERTY IS LOCATED AT 7682 HWY 75 ALT IN HELEN. IT IS IN THE R-1 SINGLE FAMILY RESIDENTIAL DISTRICT AND WILL REQUIRE A CONDITIONAL USE PERMIT FROM THE WHITE COUNTY BOARD OF COMMISSIONERS TO PLACE THE PROPERTY IN THE SHORT TERM RENTAL PROGRAM.
- PROPERTY ADJOINS TO THE NORTH, SOUTH, EAST AND WEST R-1 RESIDENTIAL SINGLE-FAMILY DISTRICT.
- THE WHITE COUNTY COMPREHENSIVE PLAN FUTURE LAND USE MAP INDICATES SINGLE FAMILY RESIDENTIAL.
- TOTAL ACREAGE IS 1.04.
- PROPERTY SUPPLIED BY COUNTY WATER AND SEPTIC.

**EXISTING LAND USE**



**FUTURE LAND USE**



WHITE COUNTY PLANNING COMMISSION MINUTES  
PUBLIC HEARING: LAND USE REGULATION

Monday, November 27<sup>th</sup>, 2023  
6:00 pm

White County Senior Center  
1239 Helen Hwy, Cleveland, Ga. 30528

Those present were Larry Freeman, R.K. Ackerman, Dona K. Burke, Charlie Thomas, Linda Dixon, Brad Ash, and John Yarbrough. Staff members present were John Sell, Harry Barton, Tammy Carter, and Mercedes Dodd.

Chairman Thomas called the meeting to order. Mr. Yarbrough gave the invocation. No changes made to the agenda. Mr. Barton explained the public hearing procedures.

**Application of Jonathan Curelar** to request a conditional use permit located at 7682 Highway 75 Alternate, Helen, Georgia, 30545. Tax map and parcel 042B-101. Total acreage is 1.04. Proposed use is to place in “Short Term Rental” program. Present zoning is R-1 Residential Single Family. The applicant, Jonathan Curelar of 7582 HWY 75 Alternate, was present. Mr. Barton gave a summary of the application. Mr. Curelar explained the proposed short-term rental would have a maximum occupancy of four to six people with parking for two to four vehicles on a shared driveway. He said he purchased the home two months ago and was not previously a short-term rental to his knowledge. He stated he would visit with his family while the cabin is not rented and the closest residence is two hundred feet away. Mr. Curelar said he would use a local rental management company.

Chairman Thomas asked if anyone would like to speak for the application.

Adrian Locklear of 104B Fireside Road in Cleveland confirmed Cabin Rentals of Helen would manage the property. He outlined rental policies and maintenance, adding that he and the company would be the emergency contacts.

Chairman Thomas asked if anyone would like to speak against the application, there was no response. Chairman Thomas closed the hearing. Mr. Barton advised the applicant of the next meeting on December 4<sup>th</sup>.

**Application of Ella McCusker** to request a conditional use permit located at 223 The Pines Road, Cleveland, Georgia, 30528. Tax map and parcel 050-006. Total acreage is 4.73. Proposed use is to place in “Short Term Rental” program. Present zoning is R-1 Residential Single Family. The applicant, Ella McCusker of 221 The Pines Road, was present. Mr. Barton gave a summary of the application. Ms. McCusker explained she owns about nine acres total and the proposed rental is close to her home. She explained the proposed short-term rental would have a maximum occupancy of three to six people with plenty of parking. She said the property is accessed through The Pines subdivision and is located in the cul-de-sac. She explained she would prefer short-term rental to long-term due to safety concerns for her and her three teenagers that live with her, as well as more control over property maintenance. Ms. McCusker said she has owned the property for eleven years and her husband lived in the home prior to his passing. She said she would like to rent the home for additional income. She stated she plans to self-manage and is not aware of other short-term rentals nearby.

Chairman Thomas asked if anyone would like to speak for the application.



WHITE COUNTY PLANNING COMMISSION MINUTES  
REGULAR SESSION

Motion to approve the variance made by Mr. Ash and seconded by Ms. Dixon. Motion was unanimous. Ms. Carter advised the representative to bring additional copies to the Planning Department for plat approval.

**Application of Mason Olah** to request a variance from Section 601 Access. Property is located at 0 Wanderway Drive, Cleveland, GA, 30528. Tax map and parcel is 061-188. Total acreage is 3.09. A representative, Titan Trimble of 102 Wild Turkey Pass, city and state not provided, was present on behalf of the applicant. Ms. Carter gave a summary of the application. Mr. Trimble confirmed the request is for a family member to reside on one parcel and the applicant on the other while maintaining two separate tracts for the dwellings.

Motion to approve the variance made by Ms. Dixon and seconded by Mr. Freeman. Motion was unanimous.

**Application of Jonathan Curelar** to request a conditional use permit located at 7682 Highway 75 Alternate, Helen, Georgia, 30545. Tax map and parcel 042B-101. Total acreage is 1.04. Proposed use is to place in "Short Term Rental" program. Present zoning is R-1 Residential Single Family. A representative, Adrian Locklear of 104B Fireside Drive in Cleveland, was present. Mr. Sell gave a summary of the application. Mr. Locklear explained the houses are spread out and secluded. He stated a local property management company would handle the management and maintenance.

Motion to recommend approval to the Board of Commissioners made by Ms. Burke and seconded by Ms. Dixon. Motion was unanimous. Mr. Sell advised the representative of the next meeting on December 11<sup>th</sup>, 2023.

**Application of Ella McCusker** to request a conditional use permit located at 223 The Pines Road, Cleveland, Georgia, 30528. Tax map and parcel 050-006. Total acreage is 4.73. Proposed use is to place in "Short Term Rental" program. Present zoning is R-1 Residential Single Family. The applicant, Ella McCusker of 221 The Pines Road, was present. Mr. Sell gave a summary of the application. Ms. McCusker explained there are trees surrounding the property and the home is located in the middle of the acreage beside her home. She said she believes short-term rental would be safer than long-term rental with having three teenagers in her home.

Motion to recommend approval to the Board of Commissioners made by Mr. Ackerman and seconded by Ms. Burke. Motion was unanimous. Mr. Sell advised the applicant of the next meeting on December 11<sup>th</sup>, 2023.

**Application of James Hatcher, on behalf of Edward Hatcher**, to request a conditional use permit located at 99 Windy Acres Road, Cleveland, Georgia, 30528. Tax map and parcel 045B-023. Total acreage is 2.34. Proposed use is to place in "Short Term Rental" program. Present zoning is R-1 Residential Single Family.



# WHITE COUNTY

## *Board of Commissioners*

**Item Title:** Conditional Use Permit for Short Term Rental for Ella McCusker, 223 Pines Road, Cleveland

**For Meeting Date:** 12/11/2023

**Work Session**  **Regular Meeting**  **Public Hearing**

**Category (Select One):** Land Use Application

**Submitted By:** John Sell

**Attachments:** Yes  **If yes, please list each file name below:**

1. 20348
2. Public Hearing Minutes 11/27/2023
3. Regular Meeting Minutes 12/4/2023

---

### **Purpose:**

Consider the application of Ella McCusker to request a conditional use permit located at 223 The Pines Road, Cleveland, Georgia, 30528. Tax map and parcel 050-006. Total acreage is 4.73. Proposed use is to place in “Short Term Rental” program. Present zoning is R-1 Residential Single Family.

### **Background / Summary:**

- Applicant is requesting a conditional use permit for short-term rental. The short-term rental is not in a subdivision, as it is an out parcel for The Pines subdivision. Ms. McCusker explained that she has about nine acres and this cabin is close to her home and she has a variance for the second home on the property. She said the cabin has a maximum occupancy of three to six people with plenty of parking. She accesses the property through The Pine Subdivision and off of the cul-de-sac at the end of the road. She prefers short term renters vs. long term because she believes her three teenage daughters will be safer and she will be able to better maintain the property. Jan Stinnett of 166 Edna Drive lives adjacent to the property and has no issues. Sean McCusker, the applicant's son, said there is plenty of parking at the end of the street and because she lives there, she will be able to know who is there. No one spoke against the application. The Planning Commission recommended approval and the motion passed by unanimous vote.

### **Department Recommendation:**

Planning Commission recommended approval by unanimous vote.

### **Options:**

- Uphold Planning Commission recommendation and approve the application

- Reverse Planning Commission recommendation and deny the application.
- Table the application for further review or to send back to Planning Commission

**Budget Information:** Applicable  Not Applicable

**Budgeted:** Yes  No

**Finance Director's Comments (if applicable):**

- 

**County Manager Comments:**

-

# WHITE COUNTY CHANGE OF LAND USE DISTRICT APPLICATION

<b>OFFICE USE ONLY</b>	Land Use Application #: <u>20348</u>
Public Hearing Date: <u>11/27/2023</u>	Commission District: <u>3</u>
Fees Assessed: <u>250-</u>	Paid via: <input type="checkbox"/> cash <input type="checkbox"/> credit card <input checked="" type="checkbox"/> check# <u>1093</u>

APPLICANT INFORMATION	
Status: <input checked="" type="checkbox"/> Owner <input type="checkbox"/> Authorized Agent <input type="checkbox"/> Lessee <input type="checkbox"/> Option to Purchase	
Printed Name(s): <u>ELLA McCusker</u>	
Address: <u>223 The Pines Road - Cleveland GA 30528</u>	
Phone Number: <span style="background-color: black; color: black;">[REDACTED]</span>	Alternate Contact Number:
Email: <span style="background-color: black; color: black;">[REDACTED]</span>	
Owner Information (if different from Applicant/Agent):	
Name:	Phone #:
PROPERTY INFORMATION	
Parcel ID: <u>050006</u>	Total acreage being changed: <u><del>7.82</del> 4.73</u>
Address: <u>223 The Pines Road, Cleveland, GA 30528</u>	
Directions to Property:	
<u>South on <sup>HWY</sup> 129 about 3 miles from City of Cleveland. Right on Gartin Road approximately 1/2 mile, then left on The Pines Road. On left at Culdisac</u>	
Current Use/Zoning of Property: <u>R1</u>	Type of Road Surface: <u>Black Top</u>
Any prior redistricting requests for property: <u>No</u> If yes, provide redistricting application #: _____	
SURROUNDING PROPERTY LAND USE CLASSIFICATION:	
North: <u>R1</u>	South: <u>R1 A1</u> East: <u>R1</u> West: <u>R1</u>
REQUESTED ACTION AND DETAILS OF PROPOSED USE (check all that apply)	
<input type="checkbox"/> Redistrict from district:	Redistrict to district:
<input checked="" type="checkbox"/> Conditional Use - specify: <u>STR</u>	
<input type="checkbox"/> Special Use - specify:	
<input type="checkbox"/> Land Use Variance from Code Section:	
Proposed use if not listed above:	
Is this property part of a subdivision? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If so, please list number of lots:	
Are there covenants? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Is there an active homeowner's association? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Subdivision Name (if applicable):	

**APPLICANT CERTIFICATION**

I hereby request the action contained within this application relative to the property shown on the attached plats and site plan and further request that this item be placed on both the Planning Commission and Board of Commissioners meeting agendas.

I understand that the Planning Department staff may either accept or reject my request upon review. My request will be rejected if all the necessary data is not presented.

I understand that I have the obligation to present all data necessary and required by statute to enable the Planning Commission and Board of Commissioners to make an informed determination on my request. I understand that I may seek legal advice if I am not familiar with the land use requirements and procedures.

I understand that my request will be acted upon at the Planning Commission and Board of Commissioners meetings and that I am required to be present or to be represented by someone able to present all facts and answer all questions. I understand that failure to appear at a meeting shall result in the postponement or denial of my application request. I further understand that it is my responsibility to be aware of relevant meeting dates and times regardless of notification from White County.

I hereby certify that I have read the above and that the above information, as well as the attached information, is true and correct.

Applicant Signature:

*Ella M. Cusker*

Date:

*Sept 21, 2023*

**2023 DEADLINES AND MEETING DATES**

Submittal Date Planning Dept. Office 5:00 p.m. Deadline	Planning Commission Public Hearing 1239 Helen Hwy 6:00 p.m.	Planning Commission Regular Session 1239 Helen Hwy 6:00 p.m.	Board of Commissioners Work Session 1235 Helen Hwy 4:30 p.m.
Wednesday, January 4, 2023	Monday, January 30, 2023	Monday, February 6, 2023	Monday, February 27, 2023
Wednesday, February 1, 2023	Monday, February 27, 2023	Monday, March 6, 2023	Monday, March 27, 2023
Wednesday, March 1, 2023	Monday, March 27, 2023	Monday, April 3, 2023	Monday, April 24, 2023
Wednesday, March 29, 2023	Monday, April 24, 2023	Monday, May 1, 2023	TBA
Wednesday, May 3, 2023	TBA	Monday, June 5, 2023	Monday, June 26, 2023
Wednesday, May 31, 2023	Monday, June 26, 2023	Monday, July 3, 2023	Monday, July 31, 2023
Wednesday, June 14, 2023 *	Monday, July 31, 2023	Monday, August 7, 2023	Monday, August 28, 2023
Wednesday, July 12, 2023	Monday, August 28, 2023	TBA	Monday, September 25, 2023
Wednesday, August 9, 2023	Monday, September 25, 2023	Monday, October 2, 2023	Monday, October 30, 2023
Wednesday, September 13, 2023	Monday, October 30, 2023	Monday, November 6, 2023	Monday, November 27, 2023
Wednesday, October 11, 2023	Monday, November 27, 2023	Monday, December 4, 2023	TBA
Wednesday, November 8, 2023	TBA	TBA	Monday, January 29, 2024
Wednesday, December 13, 2023	Monday, January 29, 2024	Monday, February 5, 2024	Monday, February 26, 2024

\*NEW DEADLINE DATES EFFECTIVE IN ORDER TO MEET ZPL UPDATES AS OF JULY 2023

**NOTICE OF AGRICULTURAL DISTRICT ADJACENCY**

Future abutting developers in non-agricultural land use districts shall be provided with this "Notice of Agricultural Adjacency" prior to administrative action on either land use district, the issuance of a building or occupancy permit or approval of a subdivision of property. Prior to administrative action, the applicant shall be required to sign this wavier which indicates that the applicant understands that a use is ongoing, adjacent to his/her use, which can produce odors, noise, dust and other effects which may not be compatible with the applicant's development. Nevertheless, understanding the effects of the adjacent Agricultural District uses, the applicant agrees by executing this form to waive any objection to those effects and understands that his/her district change and/or permits or other approvals are issued and processed in reliance on his agreement not to bring any action asserting that the adjacent uses in the Agricultural District constitute a nuisance against the local government and adjoining land owners whose property is located in an Agricultural District. This wavier shall be provided and made applicable for subsequent purchasers and owners or heirs of his/her property. This notice and acknowledgement shall be public record.

Applicant Signature: *Ella McCusker*

Date: *Sept 21, 2023*

**DISCLOSURE OF CAMPAIGN CONTRIBUTIONS  
(APPLICANTS AND REPRESENTATIVE(S) OF REQUESTED ACTION)**

Pursuant to O.C.G.A. Section 36-67 A-3.A, the disclosure of any campaign contributions aggregating \$250.00 or more to a local government official who will consider an application for re-classification or for a conditional use or special use permit is mandatory when an application or any representation of application for re-classification of district or for conditional use or special use permit has been made within two (2) years immediately preceding the filing of a request for reclassification or conditional use or special use permit by the same applicant and/or representative of said applicant. It shall be the duty of the applicant and/or any representatives of the applicant to file a disclosure with the governing authority of the respective local government to show the following:

Name of local official(s) to whom campaign contribution was made:

*N/A*

The dollar amount and description of each campaign contribution made by the applicant to the local government official during the two (2) years immediately preceding the filing of this application for action for district re-classification, conditional use or special use permit.

Amount \$:

Date:

Enumeration and description of each gift (when the total value of all gifts is \$250.00 or more) made to the local government official during the two (2) years immediately preceding the filing of this application. **Please attach additional sheets if needed.**

Check box if no contributions made

Applicant Signature: *Ella McCusker*

Date: *Sept 21, 2023*



**PROPERTY OWNER AUTHORIZATION**

To be completed by the property owner to certify ownership of subject property and to provide authorization for other person(s) to represent the owner on their behalf.

I/WE (print), Ella McCusker,  
hereby swear that I/we own the property for which this land use change application is being made.

Property Address and/or Parcel ID: <u>223 The Pines Rd Cleveland, GA 30528</u>	
<b>PROPERTY OWNER INFORMATION</b>	
Printed Name of Owner(s): <u>Ella McCusker</u>	
Mailing Address: <u>221 The Pines Road</u> <u>Cleveland, GA 30528</u>	
Phone Number:	[REDACTED]
Alternate Contact Number:	[REDACTED]
Email:	[REDACTED]
I/we hereby authorize the person named below to act as the applicant or agent in the pursuit of the requested action on this property. I/we understand that any action granted and/or conditions or stipulations placed on the property will be binding upon the property regardless of ownership. The person named below is authorized to make this application. The person named below is aware that no application or re-application affecting the same land shall be acted upon within six (6) months from the date of the last action by the White County Board of Commissioners.	
Printed Name of applicant or agent(s): <u>Sean McCusker</u>	<u>678 618 8321</u>
Signature of Owner(s): <u>Ella McCusker</u>	Date Signed: <u>Sept 21, 2023</u>
<u>Ella McCusker</u>	<u>9/22/23</u>

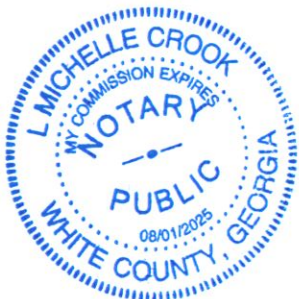
**PROPERTY OWNER AUTHORIZATION DOCUMENT: NOTARY ACKNOWLEDGEMENT**

Sworn to (or affirmed) and subscribed before me this 22 day of September, 2023 by Ella McCusker (name of signer(s)). The named signer(s) is/are personally known by me or produced the identification type of GA DL.

{Seal}

L. Michelle Crook  
(Signature of Notary)

L. Michelle Crook  
(Name of Notary Typed, Stamped, or Printed)



**SHORT TERM RENTAL CERTIFICATIONS**

To be completed and notarized for any application where the proposed use is short term rental.

I/WE (print), Ella McCusker,  
hereby swear that I/we own/will own the property referenced below for which this land use change application is being made.

\*Property Address and/or Parcel ID: 223 The Pines Rd - Cleveland, GA 30528

**PROPERTY OWNER AUTHORIZATION ACKNOWLEDGEMENT OF GUESTS**

I acknowledge to keep the total number of guests to that number which can safely stay in the premises and may be subject to the State of Georgia's fire safety code regulations.

Signature of Owner/Future Owner(s): Ella McCusker

**PROPERTY OWNER AUTHORIZATION CERTIFIED BY OWNER OR THIRD PARTY INSPECTOR**

I attest by owner or third party inspector that short term rentals meet applicable International Building Code, International Fire Code regulations and NFPA 101 Life Safety codes.

Signature of Owner/Future Owner(s): Ella McCusker

**PROPERTY OWNER AUTHORIZATION CERTIFIED DEED RESTRICTION**

I certify that there are no deed restriction and/or covenants on the property that prohibits the use of the property as a short-term rental.

Signature of Owner/Future Owner(s): Ella McCusker

**PROPERTY OWNER AUTHORIZATION CERTIFIED SHORT-TERM RENTAL INSURANCE**

I certify that the owner/future owner has commercial or specific short-term rental insurance for the property. If insurance *has not been obtained* at time of application, I certify that owner/future owner will obtain prior to renting if application approval is granted.

Signature of Owner/Future Owner(s): Ella McCusker

**OFFICIAL CODE OF WHITE COUNTY APPENDIX C/ARTICLE VII – SHORT TERM RENTALS & BUSINESS LICENSES NOTIFICATION**

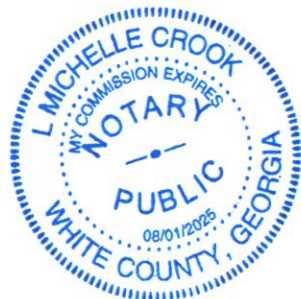
I certify that I have been informed of and provided a copy of Appendix C/Article VII - Short Term Rentals. I certify that I have also been informed that I will need to contact the White County Business Tax Office (706-865-2235) to obtain the proper business licensing, host licensing, and subsequent tax information prior to operation of my short-term rental.

Signature of Owner/Future Owner(s): Ella McCusker

**SHORT TERM RENTAL CERTIFICATIONS DOCUMENT: NOTARY ACKNOWLEDGEMENT**

Sworn to (or affirmed) and subscribed before me this 22 day of September, 2023 by Ella McCusker (name of signer(s)). The named signer(s) is/are personally known by me or produced the identification type of GA DL.

{Seal}



Michelle Crook  
(Signature of Notary)

L. Michelle Crook  
(Name of Notary Typed, Stamped, or Printed)



Existing Utilities (check all that apply):  
 County or City Water     Well     Septic     Gas     Electric     Broadband

Proposed Utilities (check all that apply):  
 County or City Water     Well     Septic     Gas     Electric     Broadband

**COMMERCIAL AND INDUSTRIAL REDISTRICT INFORMATION**

Building Area: \_\_\_\_\_ No. of Parking Spaces: \_\_\_\_\_

**RESIDENTIAL REDISTRICT INFORMATION**

No. of Lots: \_\_\_\_\_ Minimum Lot Size in acres: \_\_\_\_\_ No. of Units: \_\_\_\_\_

Minimum Heated Floor Area (ft<sup>2</sup>): \_\_\_\_\_ Density/Acre: \_\_\_\_\_

Is an Amenity area proposed (specify if yes)?  
 Apartments     Condominiums     Townhomes     Single Family  
 Rental Cabins     Recreational Vehicle Park     Other- Specify: \_\_\_\_\_

**LIST OF ADJACENT PROPERTY OWNERS**

It is the responsibility of the Applicant to provide a list of adjacent property owners that has property bordering your property or who has property directly across the street from your property (additional sheet may be included, if necessary).

PARCEL	PROPERTY OWNER NAME	MAILING ADDRESS
1	Brenda Henriksen	241 The Pines Rd - Cleveland
2	Paden R. Worley	243 The Pines Rd Cleveland
3	Janet Stinnett	116 Edna Dr. Cleveland
4	Peggy Payne	224 Cooley Woods Cleveland
5	Elrod Susan	71 Oakridge Dr Cleveland
6	Jeffrey Howard Beyer Roger Stephens	99 The Pines Rd Cleveland, GA.
7	Eric C. Mason	115 The Pines Rd Cleveland

Marilyn Wilson - 544 Eastlake Dr. SE.  
Marcia Adams - Rio Rancho, NM 87124-2100

James Jeffery  
Patricia Gail Cleveland - 155 The Pines Road  
Cleveland, GA.

Phillip G. Worley - 163 The Pines Rd.  
Cleveland, GA.

**APPLICANT ACKNOWLEDGEMENT OF MEETING DATES**

I, ELLA McCusker (print name) have been advised that I or someone to represent me must be in attendance when my application is before the White County Planning Commission and the White County Board of Commissioners or it will be tabled. I also acknowledge that I have been made aware of the below dates upon submission of my application.

**Senior Center, 1239 Helen Hwy, Cleveland 6:00pm**

Public Hearing Date (Planning Commission): Nov. 27 2023

Regular Meeting Date (Planning Commission): Dec 4 2023

**Administration Building, 1235 Helen Hwy, Cleveland 4:30pm**

Board of Commissioners Meeting Date: TBA

*\*Meeting dates are subject to change*

Ella McCusker  
Signature of Applicant or Authorized Agent

Sept 21, 2023  
Date

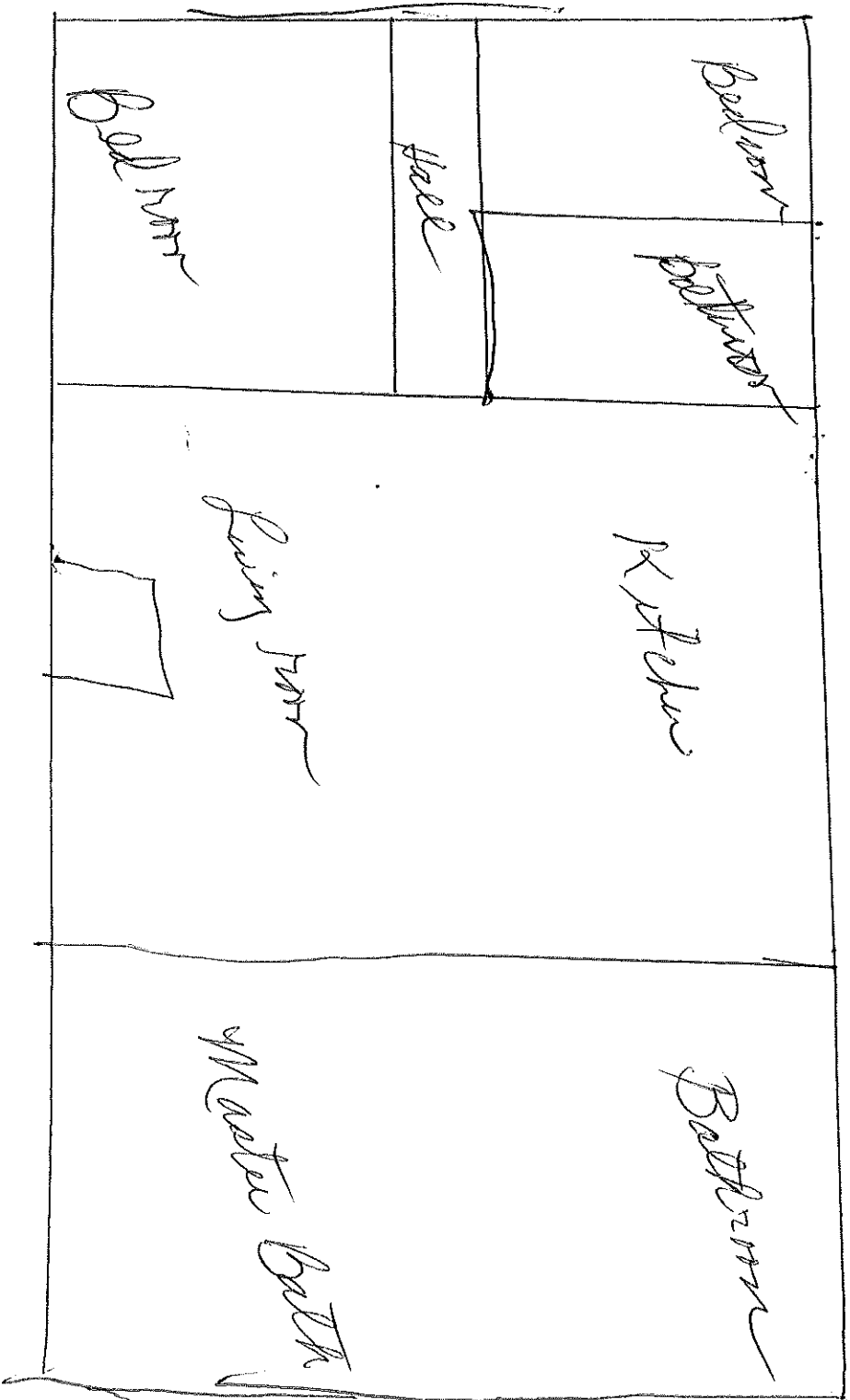
<p><b><u>OFFICE USE ONLY</u></b></p> <p>Copy given to applicant: <u>9/27/23</u> (date)</p> <p>Staff Initials: <u>HS</u></p> <p>Flag (circle): <u>Y</u> N</p>
--

\*\*\*\*\*

<p><b>WITHDRAWAL</b></p> <p><i>Notice: This section only to be completed if application is being withdrawn.</i></p>
<p>PART II - OFFICIAL CODE/APPENDIX C - LAND USE REGULATIONS/ARTICLE XVIII. AMENDMENT, APPLICATION AND PROCEDURAL REQUIREMENTS</p> <p><i>Section 1803. Withdrawal of amendment application. Any petition for an amendment to these regulations, official land use district map, conditional use approval, variance or special use permit may be withdrawn, at the discretion of the person or agency initiating such request, at any time prior to final action by the board of commissioners upon written notice to the planning director. Any required fees shall be forfeited</i></p>
<p>I hereby withdraw application #:</p>
<p>Applicant Signature: <u>Ella McCusker</u> Date: <u>Sept 21, 2023</u></p>

333 The Pines Road

Edna Mrs Cooker





Sept 1 2023

For the rental house at 223  
The Pines Road:

We are preparing it to  
accommodate two people for each bedroom  
and two for the sofa bed, a total  
of 8 maximum. We are asking for a  
conditional permit for a short term rental.  
Ella McCusker

223 The Pines Road  
Cleveland



**Public Health**  
Prevent. Promote. Protect.

# White County Environmental Health

Zachary Taylor, M.D., M.S., Acting Health Director  
1241 Helen Highway, Unit 210 • Cleveland, GA 30528  
PH: 706-348-7698 • FAX: 706-348-1670 • [www.phdistrict2.org](http://www.phdistrict2.org)

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Banks, Dawson, Forsyth, Franklin, Habersham, Hall, Hart, Lumpkin, Rabun, Stephens, Towns, Union and White Counties

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- |                                     |   |                          |  |
|-------------------------------------|---|--------------------------|--|
| <input checked="" type="checkbox"/> | <b>Evaluation Applied For</b>                 | <input type="checkbox"/> | <b>Appropriate Permit Applied For</b>                  |
| <input type="checkbox"/>            | <b>Appropriate Permit Issued to Applicant</b> | <input type="checkbox"/> | <b>Evaluation, Permit Not Applied For At This Time</b> |

DATE: 09/22/2023

APPLICANT NAME: ELLA MCCUSKER

PROPERTY ADDRESS: 223 THE PINES RD (EVALUATED UNDER 221 THE PINES RD:PRIOR TO ASSIGNED ADDRESS)  
CLEVELAND, GA 30528

White County Planning Department:

In reference to a request for a change of zoning/land use or a building permit, application may need to be made for an existing system evaluation to determine:

- that the permit on file is the correct permit for the property in question;
- that there is no evidence of system failure;
- that the septic system is appropriately sized for the current and proposed use;
- that there is adequate repair after the proposed addition;
- that there are no conditions that could adversely affect the functionality of the system.

Please note that this is NOT an all-inclusive list. Based upon the information submitted and/or the outcome of the evaluation, it may be determined that a septic system needs additional capacity or upgrade. If so, the appropriate permit will need to be obtained and the work completed before an approval can be given.

If, based upon information submitted, no septic systems exist on the property, this zoning/land use change and/or building permit request should not affect the property with respect to septic use.

White County Environmental Health  
District 2 Public Health

*By signing below, I certify all information submitted is accurate and true to the best of my knowledge.*

 Ello McCusker  
Applicant Signature

Mayor  
Josh Turner

City Administrator  
Kevin Harris

City Clerk  
Lisa Ritchie



85 South Main St., Cleveland, GA 30528  
706-865-2017  
[www.cityofclevelandga.org](http://www.cityofclevelandga.org)

Council Members  
Nan Bowen  
Rebecca Yardley  
Jeremy McClure  
CJ McDonald

October 18, 2023

Re: Water availability

The City of Cleveland provides water services at the property, 223 The Pines Road, White County map and parcel 050-006. This location is currently a residential account. A change of use may require this location to be upgraded to a commercial account.

Please let me know if you have any other questions.

Sincerely,

Tom O'Bryant, Director  
Economic Development and Planning  
City of Cleveland



THE FIELD DATA UPON WHICH THIS MAP WAS BASED HAS A CLOSURE ERROR OF ONE FOOT IN 1000 FEET AND AN ANGULAR ERROR OF ONE PER CENT PER ANGLE POINT AND WAS ADJUSTED USING THE RULE

**THIS PROPERTY IS NOT IN A PROTECTED MOUNTAIN AND HILLSIDE AREA**

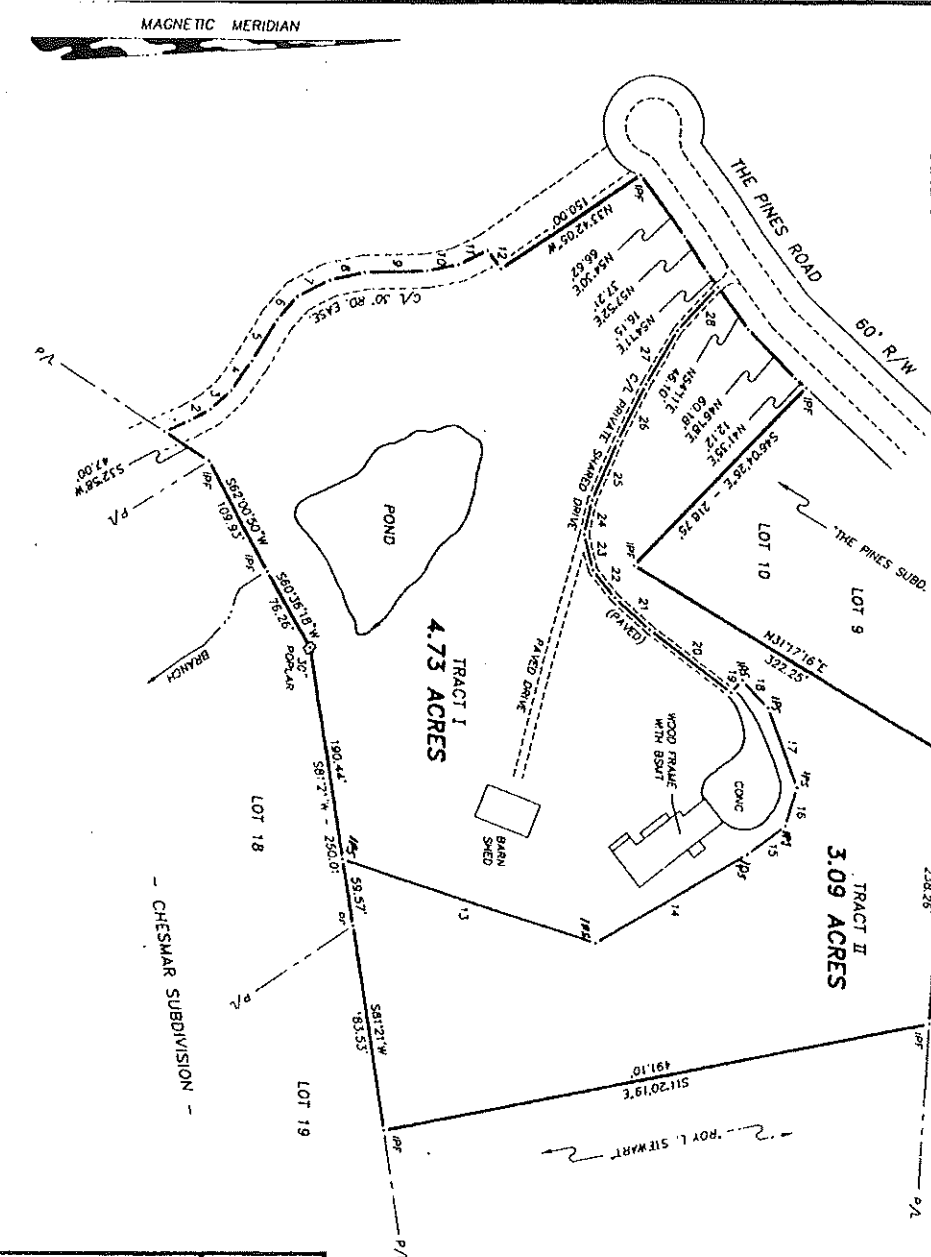
2001 NOV 28 AM 11:44  
 3rd PAGE 3  
 JAMES H. ADAMS, CLERK  
 WHITE COUNTY, GEORGIA

THIS PLAN IS APPROVED  
 DATE 11/28/01  
 WHITE COUNTY PLANNING DEPARTMENT



EDDIE HOOD & ASSOCIATES  
 8 COURTHOUSE SQUARE  
 CLEVELAND, GA 30528  
 PHONE: (706) 865-3676  
 FAX: (706) 865-7303

JOB NO. 07-166



- NUMBERED CALLS
- 13 N18°15'25"E - 235.15'
  - 14 N00°18'49"W - 158.50'
  - 15 N00°00'00"W - 15.51'
  - 16 N72°04'58"W - 15.51'
  - 17 S70°12'34"W - 75.32'
  - 18 S46°28'42"W - 33.04'
  - 19 S46°40'40"E - 14.88'
- C/L SHARED DRIVE
- 20 S38°30'45"W - 90.79'
  - 21 S41°56'19"W - 42.13'
  - 22 S51°04'20"W - 51.07'
  - 23 S78°06'15"W - 32.31'
  - 24 N75°43'19"W - 31.05'
  - 25 N65°26'15"W - 57.14'
  - 26 N65°18'21"W - 58.63'
  - 27 N48°58'54"W - 35.14'
  - 28 N48°59'19"W - 52.45'

- C/L 30' ROAD EASE
- 1 N23°13'49"W - 24.14'
  - 2 N20°04'50"W - 20.55'
  - 3 N54°50'15"W - 32.97'
  - 4 N48°52'40"W - 42.94'
  - 5 N49°05'51"W - 27.13'
  - 6 N27°48'29"W - 31.71'
  - 7 N12°51'16"W - 31.94'
  - 8 N01°59'59"W - 55.32'
  - 9 N01°18'24"W - 28.08'
  - 10 N26°40'55"W - 28.68'
  - 11 N43°31'49"E - 20.02'

THIS PROPERTY IS NOT IN A DESIGNATED FLOOD HAZARD AREA.

MADE PREPARED FOR  
**PEGGY S. ARROWOOD**

LAND LOT 29 - 2nd DISTRICT  
 WHITE COUNTY, GEORGIA  
 DATE: 11-23-2007 SCALE: 1" = 100'



GRAPHIC SCALE  
 B/169/82

MAGNETIC MERIDIAN





# OFFICIAL TAX RECEIPT

**White County Tax Commissioner**

**Cindy Cannon**

P. O. Box 970

Cleveland GA 30528

Phone 17068652225 - Fax 17062190078

Email: wctc@whitecounty.net

**OWNER**

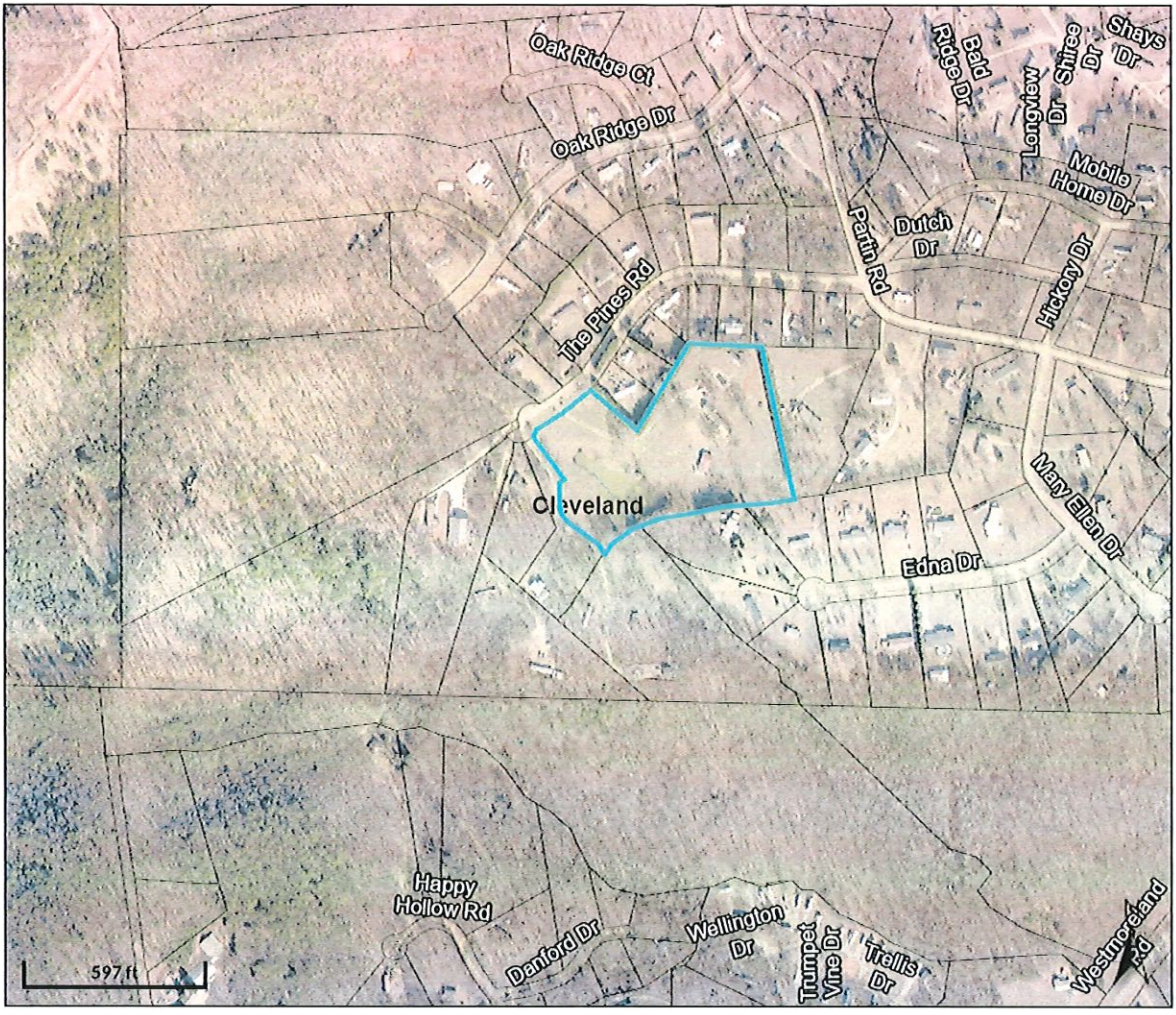
MCCUSKER DOUGLAS AMCCUSKER ELOISE

221 THE PINES RD

CLEVELAND, GA 30528

PAID DATE			11/2/2022
RECEIPT PRINTED			9/22/2023 10:01:38 AM
CASH AMOUNT	CHECK AMOUNT	CHARGE AMOUNT	CHECK NUMBER(s) CHARGE APPROVAL CODE
\$0.00	\$0.00	\$0.00	
REFUND AMOUNT			\$0.00
OVERPAY AMOUNT			\$0.00
CHANGE AMOUNT			\$0.00
REGISTER			10
CASHIER			
TOTAL PAID			\$4,575.23

Tax Year- Bill Number FMV Property ID	Property Description Property Address District Serial Number Decal Number	Due Date Original Due	Interest Penalty Other Fees	Previous Paid Amount	Current Amount Due	Amount Paid	Tax Bill New Balance	
2022-11272 FMV: 487070.00 050 006	LL28 LD2 221 THE PINES RD DISTRICT: 001 SERIAL NUMBER: DECAL NUMBER: 0	11/15/2022 \$4,575.23	\$0.00 \$0.00 \$0.00	\$0.00	\$4,575.23	\$0.00	\$0.00	
Paid By: CORELOGIC for bill_no 11272				Overpayment Amount: 0.00				
Transaction(s): 8541 - 8541		Total(s):	\$4,575.23	\$0.00	\$0.00	\$4,575.23	\$4,575.23	\$0.00



- Legend**
- Parcels
  - Roads
  - Railroads
  - Lakes
  - Streams and Rivers
  - City Labels

Parcel ID	050 006	Alternate ID	5171558	Owner Address	MCCUSKER DOUGLAS A
Sec/Twp/Rng	n/a	Class	R		MCCUSKER ELOISE
Property Address	221 THE PINES RD	Acreage	7.82		221 THE PINES RD
	01				CLEVELAND GA 30528
District	01				
Brief Tax Description	LL28 LD2				
	(Note: Not to be used on legal documents)				

Date created: 9/22/2023  
 Last Data Uploaded: 9/22/2023 5:29:25 AM



**WHITE COUNTY PLANNING DEPARTMENT  
STAFF COMMENT**

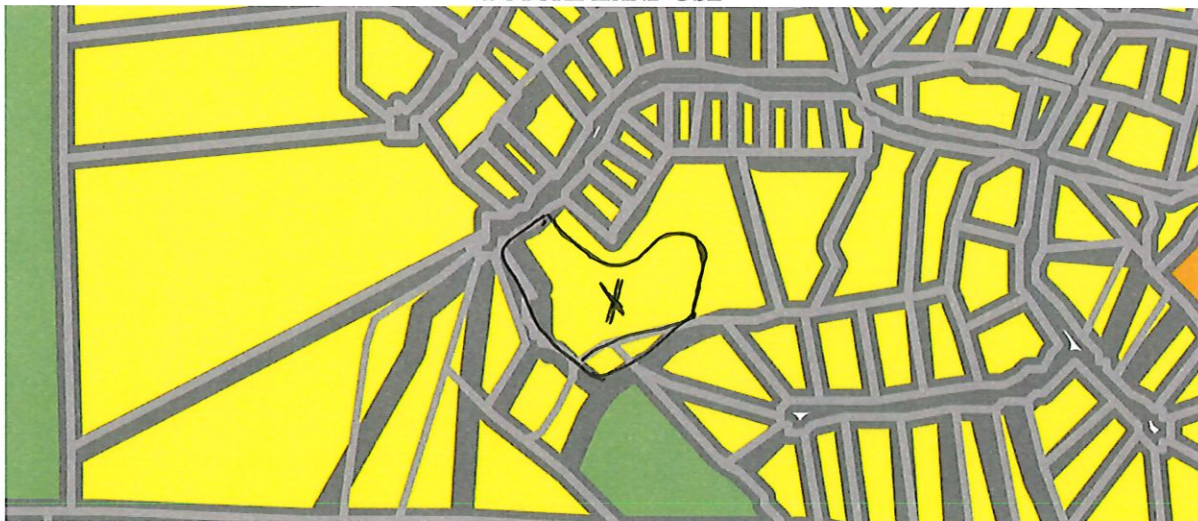
**ELLA MCCUSKER**

- PROPERTY IS LOCATED AT 223 THE PINES RD IN CLEVELAND. IT IS IN THE R-1 SINGLE FAMILY RESIDENTIAL DISTRICT AND WILL REQUIRE A CONDITIONAL USE PERMIT FROM THE WHITE COUNTY BOARD OF COMMISSIONERS TO PLACE THE PROPERTY IN THE SHORT TERM RENTAL PROGRAM.
- PROPERTY ADJOINS TO THE NORTH, SOUTH, EAST AND WEST R-1 RESIDENTIAL SINGLE-FAMILY DISTRICT; TO THE SOUTH A-1 AGRICULTURE FORESTRY DISTRICT.
- THE WHITE COUNTY COMPREHENSIVE PLAN FUTURE LAND USE MAP INDICATES SINGLE FAMILY RESIDENTIAL.
- TOTAL ACREAGE IS 4.73.
- PROPERTY SUPPLIED BY CITY WATER AND SEPTIC.

**EXISTING LAND USE**



**FUTURE LAND USE**



WHITE COUNTY PLANNING COMMISSION MINUTES  
PUBLIC HEARING: LAND USE REGULATION

Monday, November 27<sup>th</sup>, 2023  
6:00 pm

White County Senior Center  
1239 Helen Hwy, Cleveland, Ga. 30528

Those present were Larry Freeman, R.K. Ackerman, Dona K. Burke, Charlie Thomas, Linda Dixon, Brad Ash, and John Yarbrough. Staff members present were John Sell, Harry Barton, Tammy Carter, and Mercedes Dodd.

Chairman Thomas called the meeting to order. Mr. Yarbrough gave the invocation. No changes made to the agenda. Mr. Barton explained the public hearing procedures.

**Application of Jonathan Curelar** to request a conditional use permit located at 7682 Highway 75 Alternate, Helen, Georgia, 30545. Tax map and parcel 042B-101. Total acreage is 1.04. Proposed use is to place in “Short Term Rental” program. Present zoning is R-1 Residential Single Family. The applicant, Jonathan Curelar of 7582 HWY 75 Alternate, was present. Mr. Barton gave a summary of the application. Mr. Curelar explained the proposed short-term rental would have a maximum occupancy of four to six people with parking for two to four vehicles on a shared driveway. He said he purchased the home two months ago and was not previously a short-term rental to his knowledge. He stated he would visit with his family while the cabin is not rented and the closest residence is two hundred feet away. Mr. Curelar said he would use a local rental management company.

Chairman Thomas asked if anyone would like to speak for the application.

Adrian Locklear of 104B Fireside Road in Cleveland confirmed Cabin Rentals of Helen would manage the property. He outlined rental policies and maintenance, adding that he and the company would be the emergency contacts.

Chairman Thomas asked if anyone would like to speak against the application, there was no response. Chairman Thomas closed the hearing. Mr. Barton advised the applicant of the next meeting on December 4<sup>th</sup>.

**Application of Ella McCusker** to request a conditional use permit located at 223 The Pines Road, Cleveland, Georgia, 30528. Tax map and parcel 050-006. Total acreage is 4.73. Proposed use is to place in “Short Term Rental” program. Present zoning is R-1 Residential Single Family. The applicant, Ella McCusker of 221 The Pines Road, was present. Mr. Barton gave a summary of the application. Ms. McCusker explained she owns about nine acres total and the proposed rental is close to her home. She explained the proposed short-term rental would have a maximum occupancy of three to six people with plenty of parking. She said the property is accessed through The Pines subdivision and is located in the cul-de-sac. She explained she would prefer short-term rental to long-term due to safety concerns for her and her three teenagers that live with her, as well as more control over property maintenance. Ms. McCusker said she has owned the property for eleven years and her husband lived in the home prior to his passing. She said she would like to rent the home for additional income. She stated she plans to self-manage and is not aware of other short-term rentals nearby.

Chairman Thomas asked if anyone would like to speak for the application.



**WHITE COUNTY PLANNING COMMISSION MINUTES**  
**PUBLIC HEARING: LAND USE REGULATION**

Jan Stinnett of 166 Edna Drive in Cleveland said her property is adjacent to the applicant. She said she has had no problems with the property and feels that if Ms. McCusker wants to do short-term rental, then she is all for it.

Sean McCusker of 3502 Gainesville Road in Gainesville, GA, said he is Ms. McCusker's son. He explained that the property is at the end of The Pines Road and twenty cars could be parked there without interfering with the road or visible from the road. He said she lives next door and would be able to make sure no one is there that should not be.

Chairman Thomas asked if anyone would like to speak against the application, there was no response. Chairman Thomas closed the hearing. Mr. Barton advised the applicant of the next meeting on December 4<sup>th</sup>.

**Application of James Hatcher, on behalf of Edward Hatcher**, to request a conditional use permit located at 99 Windy Acres Road, Cleveland, Georgia, 30528. Tax map and parcel 045B-023. Total acreage is 2.34. Proposed use is to place in "Short Term Rental" program. Present zoning is R-1 Residential Single Family.

The applicant, Jadie Hatcher of 565 Joe Black Road in Sautee Nacoochee, was present. Mr. Barton gave a summary of the application. Mr. Hatcher explained the proposed short-term rental would have a maximum occupancy of six adults with plenty of parking. He said he believed this was one of the first short-term rentals in White County and used to be a bed and breakfast, as well as his family's home. He explained there are three stories, each with a separate entrance, bathroom, and kitchen. Mr. Hatcher said the property would likely be rented long-term for eight to nine months a year for temporary workers and short-term for the remainder of the year. He said the property is accessed by Windy Acres and the lot was subdivided years ago into five lots. When asked the current use, he said single-family but it is currently vacant. He said his wife and daughters would manage the property and the units would be limited to couples only, unless a family would like to rent the entire home.

Chairman Thomas asked if anyone would like to speak for the application, there was no response. He asked if anyone would like to speak against the application.

Donald Almand of 23 Towering Oaks Drive said this is the adjacent neighbor and expressed concerns about the commercial application of the property, sharing a property line, his close proximity to the home of roughly 75 feet, and that Towering Oaks is a quiet community.

Chairman Thomas asked Mr. Hatcher if he had anything to add.

Mr. Hatcher said they were disappointed when the subdivision was developed behind them, but that is what happens with growth. He said short-term rentals build tax base and alleviates tax burdens on property owners, but agreed the concerns are valid. He said he believes this home is more than 75 feet from the property line.

Chairman Thomas closed the hearing. Mr. Barton advised the applicant of the next meeting on December 4<sup>th</sup>.

WHITE COUNTY PLANNING COMMISSION MINUTES  
REGULAR SESSION

Motion to approve the variance made by Mr. Ash and seconded by Ms. Dixon. Motion was unanimous. Ms. Carter advised the representative to bring additional copies to the Planning Department for plat approval.

**Application of Mason Olah** to request a variance from Section 601 Access. Property is located at 0 Wanderway Drive, Cleveland, GA, 30528. Tax map and parcel is 061-188. Total acreage is 3.09. A representative, Titan Trimble of 102 Wild Turkey Pass, city and state not provided, was present on behalf of the applicant. Ms. Carter gave a summary of the application. Mr. Trimble confirmed the request is for a family member to reside on one parcel and the applicant on the other while maintaining two separate tracts for the dwellings.

Motion to approve the variance made by Ms. Dixon and seconded by Mr. Freeman. Motion was unanimous.

**Application of Jonathan Curelar** to request a conditional use permit located at 7682 Highway 75 Alternate, Helen, Georgia, 30545. Tax map and parcel 042B-101. Total acreage is 1.04. Proposed use is to place in “Short Term Rental” program. Present zoning is R-1 Residential Single Family. A representative, Adrian Locklear of 104B Fireside Drive in Cleveland, was present. Mr. Sell gave a summary of the application. Mr. Locklear explained the houses are spread out and secluded. He stated a local property management company would handle the management and maintenance.

Motion to recommend approval to the Board of Commissioners made by Ms. Burke and seconded by Ms. Dixon. Motion was unanimous. Mr. Sell advised the representative of the next meeting on December 11<sup>th</sup>, 2023.

**Application of Ella McCusker** to request a conditional use permit located at 223 The Pines Road, Cleveland, Georgia, 30528. Tax map and parcel 050-006. Total acreage is 4.73. Proposed use is to place in “Short Term Rental” program. Present zoning is R-1 Residential Single Family. The applicant, Ella McCusker of 221 The Pines Road, was present. Mr. Sell gave a summary of the application. Ms. McCusker explained there are trees surrounding the property and the home is located in the middle of the acreage beside her home. She said she believes short-term rental would be safer than long-term rental with having three teenagers in her home.

Motion to recommend approval to the Board of Commissioners made by Mr. Ackerman and seconded by Ms. Burke. Motion was unanimous. Mr. Sell advised the applicant of the next meeting on December 11<sup>th</sup>, 2023.

**Application of James Hatcher, on behalf of Edward Hatcher**, to request a conditional use permit located at 99 Windy Acres Road, Cleveland, Georgia, 30528. Tax map and parcel 045B-023. Total acreage is 2.34. Proposed use is to place in “Short Term Rental” program. Present zoning is R-1 Residential Single Family.



# WHITE COUNTY

## *Board of Commissioners*

**Item Title:** Conditional Use Permit for Short Term Rental for James Hatcher, 99 Windy Acres Road, Cleveland

**For Meeting Date:** 12/11/2023

**Work Session**  **Regular Meeting**  **Public Hearing**

**Category (Select One):** Land Use Application

**Submitted By:** John Sell

**Attachments:** Yes  **If yes, please list each file name below:**

1. 20349
2. Public Hearing Minutes 11/27/2023
3. Regular Meeting Minutes 12/4/2023

---

### **Purpose:**

Consider the application of James Hatcher, on behalf of Edward Hatcher, to request a conditional use permit located at 99 Windy Acres Road, Cleveland, Georgia, 30528. Tax map and parcel 045B-023. Total acreage is 2.34. Proposed use is to place in "Short Term Rental" program. Present zoning is R-1 Residential Single Family.

### **Background / Summary:**

- Applicant is requesting a conditional use permit for short-term rental. The short-term rental is part of The Views subdivision which has 5 lots of which the applicant owns 4. Mr. Hatcher explained the proposed STR would have a maximum occupancy of six adults with plenty of parking. He said it used to be a bed and breakfast as well as a family home. He explained there are three stories, each with a separate entrance, bathroom and kitchen. He said it will be rented long-term for 8-9 months a year for temporary workers and short-term the remainder of the time. His wife and daughters will manage the property. Donald Almand of 23 Towering Oaks Drive said this is an adjacent neighbor and he expressed concerns about the commercial application of the property as he shares a property line. Mr. Hatcher responded that his family was disappointed when Towering Oaks was developed behind their property, but that is what happens with growth. He said he believes the house is more than 75 feet from the property line but understands the concerns. The Planning Commission recommended approval and the motion passed by unanimous vote.

### **Department Recommendation:**

Planning Commission recommended approval by unanimous vote.

**Options:**

- Uphold Planning Commission recommendation and approve the application
- Reverse Planning Commission recommendation and deny the application.
- Table the application for further review or to send back to Planning Commission

**Budget Information:** Applicable  Not Applicable

**Budgeted:** Yes  No

**Finance Director's Comments (if applicable):**

- 

**County Manager Comments:**

-



# WHITE COUNTY CHANGE OF LAND USE DISTRICT APPLICATION

<b>OFFICE USE ONLY</b>	Land Use Application #: <u>20349</u>
Public Hearing Date: <u>11/27/2023</u>	Commission District: <u>1</u>
Fees Assessed: <u>250</u>	Paid via: <input type="checkbox"/> cash <input type="checkbox"/> credit card <input checked="" type="checkbox"/> check# <u>3054</u>

APPLICANT INFORMATION	
Status: <input type="checkbox"/> Owner <input checked="" type="checkbox"/> Authorized Agent <input type="checkbox"/> Lessee <input type="checkbox"/> Option to Purchase	
Printed Name(s): <u>James E Hatcher</u>	
Address: <u>PO Box 2107 Cleveland GA 30528</u>	
Phone Number: [REDACTED]	Alternate Contact Number:
Email: [REDACTED]	
Owner Information (if different from Applicant/Agent):	
Name: <u>Edward L. Hatcher</u>	Phone #: [REDACTED]
PROPERTY INFORMATION	
Parcel ID: <u>045B - 023</u>	Total acreage being changed: <u>2.34</u>
Address: <u>99 Windy Acres Rd Cleveland GA 30528</u>	
Directions to Property:	
<u>Helen Hwy North</u>	
<u>Turn (L) Windy Acres Rd</u>	
<u>2nd Driveway On Left</u>	
Current Use/Zoning of Property: <u>R1</u>	Type of Road Surface: <u>Asphalt</u>
Any prior redistricting requests for property: <u>N</u> If yes, provide redistricting application #: _____	
SURROUNDING PROPERTY LAND USE CLASSIFICATION:	
North: <u>R1</u>	South: <u>R1</u> East: <u>R1</u> West: <u>R1</u>
REQUESTED ACTION AND DETAILS OF PROPOSED USE (check all that apply)	
<input checked="" type="checkbox"/> <b>NA</b> Redistrict from district:	Redistrict to district:
<input checked="" type="checkbox"/> Conditional Use - specify: <u>STR</u>	
<input type="checkbox"/> Special Use - specify:	
<input type="checkbox"/> Land Use Variance from Code Section:	
Proposed use if not listed above:	
Is this property part of a subdivision? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If so, please list number of lots: <u>5</u>	
Are there covenants? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Is there an active homeowner's association? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Subdivision Name (if applicable): <u>The Views</u>	

Existing Utilities (check all that apply):

County or City Water  Well  Septic  Gas  Electric  Broadband

Proposed Utilities (check all that apply):

County or City Water  Well  Septic  Gas  Electric  Broadband

**COMMERCIAL AND INDUSTRIAL REDISTRICKT INFORMATION**

Building Area: No. of Parking Spaces:

**RESIDENTIAL REDISTRICKT INFORMATION**

No. of Lots: Minimum Lot Size in acres: No. of Units:

Minimum Heated Floor Area (ft<sup>2</sup>): Density/Acre:

Is an Amenity area proposed (specify if yes)?

Apartments  Condominiums  Townhomes  Single Family

Rental Cabins  Recreational Vehicle Park  Other- Specify:

**LIST OF ADJACENT PROPERTY OWNERS**

It is the responsibility of the Applicant to provide a list of adjacent property owners that has property bordering your property or who has property directly across the street from your property (additional sheet may be included, if necessary).

PARCEL	PROPERTY OWNER NAME	MAILING ADDRESS
1	45B 023A Gerald Singer	151 Mountain Streams Dr. Cleveland GA 30528
2	045B 057 Jackie & Teri Gilkard	16 Windy Acres Rd Cleveland GA 30528
3	045B 23D Floyd Gordis	43 Windy Acres Rd Cleveland GA 30528
4	045B 072 Donald Almand	23 Towering Oaks Dr. Cleveland GA 30528
5	045B 073 Carol Cooper	53 Towering Oaks Dr. Cleveland GA 30528
6	045B 023C / 023B Ed Hatcher	PO Box 338 Cleveland GA 30528
7		

0 0



**APPLICANT CERTIFICATION**


I hereby request the action contained within this application relative to the property shown on the attached plats and site plan and further request that this item be placed on both the Planning Commission and Board of Commissioners meeting agendas.

I understand that the Planning Department staff may either accept or reject my request upon review. My request will be rejected if all the necessary data is not presented.

I understand that I have the obligation to present all data necessary and required by statute to enable the Planning Commission and Board of Commissioners to make an informed determination on my request. I understand that I may seek legal advice if I am not familiar with the land use requirements and procedures.

I understand that my request will be acted upon at the Planning Commission and Board of Commissioners meetings and that I am required to be present or to be represented by someone able to present all facts and answer all questions. I understand that failure to appear at a meeting shall result in the postponement or denial of my application request. I further understand that it is my responsibility to be aware of relevant meeting dates and times regardless of notification from White County.

I hereby certify that I have read the above and that the above information, as well as the attached information, is true and correct.

**Applicant Signature:**  **Date:** 9/28/23

**2023 DEADLINES AND MEETING DATES**

<b>Submittal Date Planning Dept. Office 5:00 p.m. Deadline</b>	<b>Planning Commission Public Hearing 1239 Helen Hwy 6:00 p.m.</b>	<b>Planning Commission Regular Session 1239 Helen Hwy 6:00 p.m.</b>	<b>Board of Commissioners Work Session 1235 Helen Hwy 4:30 p.m.</b>
Wednesday, January 4, 2023	Monday, January 30, 2023	Monday, February 6, 2023	Monday, February 27, 2023
Wednesday, February 1, 2023	Monday, February 27, 2023	Monday, March 6, 2023	Monday, March 27, 2023
Wednesday, March 1, 2023	Monday, March 27, 2023	Monday, April 3, 2023	Monday, April 24, 2023
Wednesday, March 29, 2023	Monday, April 24, 2023	Monday, May 1, 2023	TBA
Wednesday, May 3, 2023	TBA	Monday, June 5, 2023	Monday, June 26, 2023
Wednesday, May 31, 2023	Monday, June 26, 2023	Monday, July 3, 2023	Monday, July 31, 2023
Wednesday, June 14, 2023 *	Monday, July 31, 2023	Monday, August 7, 2023	Monday, August 28, 2023
Wednesday, July 12, 2023	Monday, August 28, 2023	TBA	Monday, September 25, 2023
Wednesday, August 9, 2023	Monday, September 25, 2023	Monday, October 2, 2023	Monday, October 30, 2023
Wednesday, September 13, 2023	Monday, October 30, 2023	Monday, November 6, 2023	Monday, November 27, 2023
Wednesday, October 11, 2023	Monday, November 27, 2023	Monday, December 4, 2023	TBA
Wednesday, November 8, 2023	TBA	TBA	Monday, January 29, 2024
Wednesday, December 13, 2023	Monday, January 29, 2024	Monday, February 5, 2024	Monday, February 26, 2024

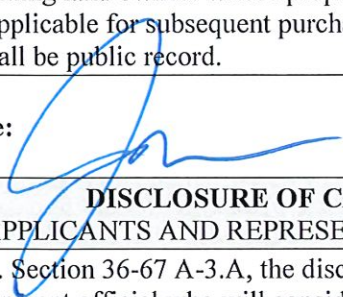
\*NEW DEADLINE DATES EFFECTIVE IN ORDER TO MEET ZPL UPDATES AS OF JULY 2023

**NOTICE OF AGRICULTURAL DISTRICT ADJACENCY**

NA

Future abutting developers in non-agricultural land use districts shall be provided with this "Notice of Agricultural Adjacency" prior to administrative action on either land use district, the issuance of a building or occupancy permit or approval of a subdivision of property. Prior to administrative action, the applicant shall be required to sign this wavier which indicates that the applicant understands that a use is ongoing, adjacent to his/her use, which can produce odors, noise, dust and other effects which may not be compatible with the applicant's development. Nevertheless, understanding the effects of the adjacent Agricultural District uses, the applicant agrees by executing this form to waive any objection to those effects and understands that his/her district change and/or permits or other approvals are issued and processed in reliance on his agreement not to bring any action asserting that the adjacent uses in the Agricultural District constitute a nuisance against the local government and adjoining land owners whose property is located in an Agricultural District. This wavier shall be provided and made applicable for subsequent purchasers and owners or heirs of his/her property. This notice and acknowledgement shall be public record.

**Applicant Signature:**



**Date:**

9/28/23

**DISCLOSURE OF CAMPAIGN CONTRIBUTIONS**  
(APPLICANTS AND REPRESENTATIVE(S) OF REQUESTED ACTION)

Pursuant to O.C.G.A. Section 36-67 A-3.A, the disclosure of any campaign contributions aggregating \$250.00 or more to a local government official who will consider an application for re-classification or for a conditional use or special use permit is mandatory when an application or any representation of application for re-classification of district or for conditional use or special use permit has been made within two (2) years immediately preceding the filing of a request for reclassification or conditional use or special use permit by the same applicant and/or representative of said applicant. It shall be the duty of the applicant and/or any representatives of the applicant to file a disclosure with the governing authority of the respective local government to show the following:

Name of local official(s) to whom campaign contribution was made:

The dollar amount and description of each campaign contribution made by the applicant to the local government official during the two (2) years immediately preceding the filing of this application for action for district re-classification, conditional use or special use permit.

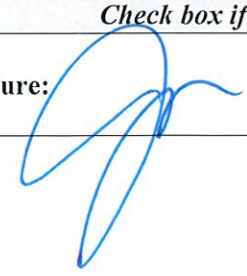
Amount \$:

Date:

Enumeration and description of each gift (when the total value of all gifts is \$250.00 or more) made to the local government official during the two (2) years immediately preceding the filing of this application. **Please attach additional sheets if needed.**

*Check box if no contributions made*

**Applicant Signature:**



**Date:**

9/28/23



**PROPERTY OWNER AUTHORIZATION**

To be completed by the property owner to certify ownership of subject property and to provide authorization for other person(s) to represent the owner on their behalf.

I/WE (print), Edward L. Hatcher,  
hereby swear that I/we own the property for which this land use change application is being made.

<b>Property Address and/or Parcel ID:</b>	
<b>PROPERTY OWNER INFORMATION</b>	
Printed Name of Owner(s): <u>Edward &amp; Frances T Hatcher</u>	
Mailing Address: <u>PO Box 338</u> <u>Cleveland GA 30528</u>	
Phone Number:	[REDACTED]
Alternate Contact Number:	[REDACTED]
Email:	[REDACTED]
I/we hereby authorize the person named below to act as the applicant or agent in the pursuit of the requested action on this property. I/we understand that any action granted and/or conditions or stipulations placed on the property will be binding upon the property regardless of ownership. The person named below is authorized to make this application. The person named below is aware that no application or re-application affecting the same land shall be acted upon within six (6) months from the date of the last action by the White County Board of Commissioners.	
Printed Name of applicant or agent(s): <u>James E Hatcher</u>	
<b>Signature of Owner(s):</b>	<b>Date Signed:</b>
<u>X Edward Hatcher</u>	<u>9/28/23</u>

**PROPERTY OWNER AUTHORIZATION DOCUMENT: NOTARY ACKNOWLEDGEMENT**

Sworn to (or affirmed) and subscribed before me this 28 day of September, 2023 by James & Edward Hatcher (name of signer(s)). The named signer(s) is/are personally known by me or produced the identification type of GA DL.



Ashley N Hogan  
(Signature of Notary)

Ashley N Hogan  
(Name of Notary Typed, Stamped, or Printed)



**SHORT TERM RENTAL CERTIFICATIONS**

To be completed and notarized for any application where the proposed use is short term rental.

I/WE (print), James E Hatcher,  
hereby swear that I/we own/will own the property referenced below for which this land use change application is being made.

\*Property Address and/or Parcel ID:

**PROPERTY OWNER AUTHORIZATION ACKNOWLEDGEMENT OF GUESTS**

I acknowledge to keep the total number of guests to that number which can safely stay in the premises and may be subject to the State of Georgia's fire safety code regulations.

Signature of Owner/Future Owner(s):

**PROPERTY OWNER AUTHORIZATION CERTIFIED BY OWNER OR THIRD PARTY INSPECTOR**

I attest by owner or third party inspector that short term rentals meet applicable International Building Code, International Fire Code regulations and NFPA 101 Life Safety codes.

Signature of Owner/Future Owner(s):

**PROPERTY OWNER AUTHORIZATION CERTIFIED DEED RESTRICTION**

I certify that there are no deed restriction and/or covenants on the property that prohibits the use of the property as a short-term rental.

Signature of Owner/Future Owner(s):

**PROPERTY OWNER AUTHORIZATION CERTIFIED SHORT-TERM RENTAL INSURANCE**

I certify that the owner/future owner has commercial or specific short-term rental insurance for the property. If insurance *has not been obtained* at time of application, I certify that owner/future owner will obtain prior to renting if application approval is granted.

Signature of Owner/Future Owner(s):

**OFFICIAL CODE OF WHITE COUNTY APPENDIX C/ARTICLE VII – SHORT TERM RENTALS & BUSINESS LICENSES NOTIFICATION**

I certify that I have been informed of and provided a copy of Appendix C/Article VII - Short Term Rentals. I certify that I have also been informed that I will need to contact the White County Business Tax Office (706-865-2235) to obtain the proper business licensing, host licensing, and subsequent tax information prior to operation of my short-term rental.

Signature of Owner/Future Owner(s):

**SHORT TERM RENTAL CERTIFICATIONS DOCUMENT: NOTARY ACKNOWLEDGEMENT**

Sworn to (or affirmed) and subscribed before me this 28 day of September, 20 23 by James Hatcher (name of signer(s)). The named signer(s) is/are personally known by me or produced the identification type of GA DL.



Ashley N Hogan  
(Signature of Notary)

Ashley N Hogan  
(Name of Notary Typed, Stamped, or Printed)

**APPLICANT ACKNOWLEDGEMENT OF MEETING DATES**

I, James E Hatcher (print name) have been advised that I or someone to represent me must be in attendance when my application is before the White County Planning Commission and the White County Board of Commissioners or it will be tabled. I also acknowledge that I have been made aware of the below dates upon submission of my application.

**Senior Center, 1239 Helen Hwy, Cleveland** **6:00pm**


Public Hearing Date (Planning Commission): Nov. 27, 2023

Regular Meeting Date (Planning Commission): Dec. 4, 2023

**Administration Building, 1235 Helen Hwy, Cleveland** **4:30pm**

Board of Commissioners Meeting Date: TBD

*\*Meeting dates are subject to change*

  
 Signature of Applicant or Authorized Agent  
9/28/23  
 Date

<p><b><u>OFFICE USE ONLY</u></b></p> <p>Copy given to applicant: <u>9/28/23</u> (date)</p> <p>Staff Initials: <u>JTH</u></p> <p>Flag (circle): <input checked="" type="radio"/> Y <input type="radio"/> N</p>
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\*\*\*\*\*

<p><b>WITHDRAWAL</b></p> <p><i>Notice: This section only to be completed if application is being withdrawn.</i></p>
<p>PART II - OFFICIAL CODE/APPENDIX C - LAND USE REGULATIONS/ARTICLE XVIII. AMENDMENT, APPLICATION AND PROCEDURAL REQUIREMENTS</p> <p><i>Section 1803. Withdrawal of amendment application. Any petition for an amendment to these regulations, official land use district map, conditional use approval, variance or special use permit may be withdrawn, at the discretion of the person or agency initiating such request, at any time prior to final action by the board of commissioners upon written notice to the planning director. Any required fees shall be forfeited</i></p>
<p>I hereby withdraw application #:</p>
<p><b>Applicant Signature:</b> _____ <b>Date:</b> _____</p>



Letter Of Intent Short Term Rental Variance 99 Windy Acres Rd Cleveland GA 30528

September 28<sup>th</sup> , 2023

This letter of intent is intended articulate our plans to convert / market and operate the home located at 99 Windy Acres Rd Cleveland GA as a Short Term Rental Property.

The property was owned by Mr. Bill Turner back in the early 1980's and was actually operated as Short Term Rental home. Mr. Turner and his wife put in a separate entrance for the 2<sup>nd</sup> Level Unit and also the Basement Unit. They lived on the first floor of the home. This was likely one of the first short term rental properties in White County.

One of the reasons for doing this project is to restore the home as it has not been lived in for several years. This will be project that my wife and four daughters will oversee and operate as a small business to learn life lessons as well as create income for their future.

The property is located adjacent to an existing Bed and Breakfast property and we feel like it is located in a convenient location near Helen and Cleveland.

Property Owner: Edward L Hatcher



Applicant: James E Hatcher





**Public Health**  
Prevent. Promote. Protect.

# White County Environmental Health

Zachary Taylor, M.D., M.S., Acting Health Director  
1241 Helen Highway, Unit 210 • Cleveland, GA 30528  
PH: 706-348-7698 • FAX: 706-348-1670 • [www.phdistrict2.org](http://www.phdistrict2.org)

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Banks, Dawson, Forsyth, Franklin, Habersham, Hall, Hart, Lumpkin, Rabun, Stephens, Towns, Union and White Counties

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- |                                     |   |                          |  |
|-------------------------------------|---|--------------------------|--|
| <input checked="" type="checkbox"/> | <b>Evaluation Applied For</b>                 | <input type="checkbox"/> | <b>Appropriate Permit Applied For</b>                  |
| <input type="checkbox"/>            | <b>Appropriate Permit Issued to Applicant</b> | <input type="checkbox"/> | <b>Evaluation, Permit Not Applied For At This Time</b> |

DATE: 09/27/2023

APPLICANT NAME: JADIE HATCHER

PROPERTY ADDRESS: 99 WIINDY ACRES  
CLEVELAND, GA 30528

White County Planning Department:

In reference to a request for a change of zoning/land use or a building permit, application may need to be made for an existing system evaluation to determine:

- that the permit on file is the correct permit for the property in question;
- that there is no evidence of system failure;
- that the septic system is appropriately sized for the current and proposed use;
- that there is adequate repair after the proposed addition;
- that there are no conditions that could adversely affect the functionality of the system.

Please note that this is NOT an all-inclusive list. Based upon the information submitted and/or the outcome of the evaluation, it may be determined that a septic system needs additional capacity or upgrade. If so, the appropriate permit will need to be obtained and the work completed before an approval can be given.

If, based upon information submitted, no septic systems exist on the property, this zoning/land use change and/or building permit request should not affect the property with respect to septic use.

White County Environmental Health  
District 2 Public Health

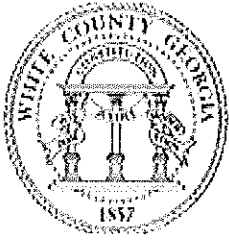
*By signing below, I certify all information submitted is accurate and true to the best of my knowledge.*



Applicant Signature







Official Tax Receipt  
White County, GA  
113 N. Brooks St.  
Cleveland, 30528  
--Online Receipt--

Phone: 706-865-2225

Trans No	Map Code	Property ID & District Description	Original Due	Interest & Penalty	Amount Due	Amount Paid	Transaction Balance
2022-7453	045B 023	LL123,134 LD3 TR3 VIEWS	\$2,525.18	\$0.00 Fees: \$0.00	\$0.00	\$2,525.18	\$0.00
<b>Totals:</b>			<b>\$2,525.18</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$2,525.18</b>	<b>\$0.00</b>

Paid Date: 11/15/2022

Charge Amount: \$2,525.18

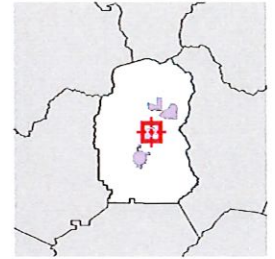
HATCHER EDWARD L HATCHER FRANCES  
T  
PO BOX 2107  
CLEVELAND, GA 30528-0038



Scan this code with your mobile phone to view this bill



Overview



Legend

-  Roads
-  Railroads
-  Lakes
-  Streams and Rivers
-  City Labels

Parcel ID	045B 023	Alternate ID	5154953	Owner Address	HATCHER EDWARD L
Sec/Twp/Rng	n/a	Class	R		HATCHER FRANCES T
Property Address	99 WINDY ACRES RD	Acreage	2.34		PO BOX 2107
	01				CLEVELAND GA 30528-0038
District	01				
Brief Tax Description	LL123 134 LD3 TR3 VIEWS				
	<b>(Note: Not to be used on legal documents)</b>				

Date created: 9/28/2023  
 Last Data Uploaded: 9/28/2023 5:29:05 AM

Developed by  Schneider  
 GEOSPATIAL



# LETTER REQUEST FOR APPROVAL OF SHORT TERM RENTAL

Hello,

My name is James E Hatcher. I am requesting a conditional use permit for Short Term Rental for the following property:

Address: 99 Windy Acres Rd Cleveland GA 30528

Parcel ID: 045B-023

Per White County Code of Ordinances Appendix C/Article VII/Section 702, I am required to have a signed majority of the homeowners in the subdivision for me to apply for this conditional use. Please complete the form below indicating that you approve of a conditional use for Short Term Rental at my property above.

I, Edward L. Hatcher (printed name), approve of short term rental at the property referenced above. My information is provided below.

I own the following properties in this subdivision:

Lot #	Parcel ID	Address or Street name if no address
2	045B-023	99 Windy Acres Rd Cleveland GA 30528
3	045B-023B	Windy Acres Rd Cleveland GA 30528
4	045B-023C	Windy Acres Rd Cleveland GA 30528

Phone Number: 

Email Address: 

Signature: Edward L. Hatcher

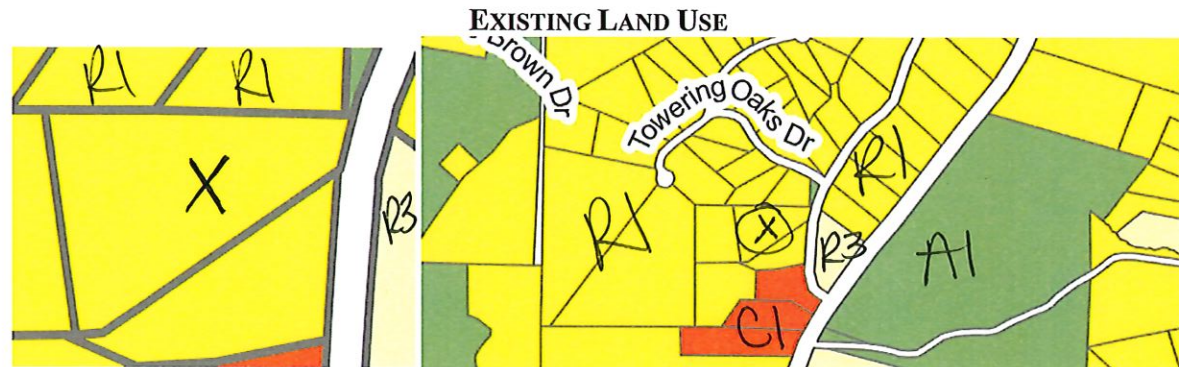
Date Signed: 9/22/23



**WHITE COUNTY PLANNING DEPARTMENT  
STAFF COMMENT**

**JAMES HATCHER/EDWARD HATCHER**

- PROPERTY IS LOCATED AT 99 WINDY ACRES IN CLEVELAND. IT IS IN THE R-1 SINGLE FAMILY RESIDENTIAL DISTRICT AND WILL REQUIRE A CONDITIONAL USE PERMIT FROM THE WHITE COUNTY BOARD OF COMMISSIONERS TO PLACE THE PROPERTY IN THE SHORT TERM RENTAL PROGRAM.
- PROPERTY ADJOINS TO THE NORTH, SOUTH, AND WEST R-1 RESIDENTIAL SINGLE-FAMILY DISTRICT; TO THE EAST R-3 RESIDENTIAL SEASONAL DISTRICT.
- THE WHITE COUNTY COMPREHENSIVE PLAN FUTURE LAND USE MAP INDICATES SINGLE FAMILY RESIDENTIAL.
- TOTAL ACREAGE IS 2.34.
- PROPERTY SUPPLIED BY WELL AND SEPTIC.



WHITE COUNTY PLANNING COMMISSION MINUTES  
PUBLIC HEARING: LAND USE REGULATION

Jan Stinnett of 166 Edna Drive in Cleveland said her property is adjacent to the applicant. She said she has had no problems with the property and feels that if Ms. McCusker wants to do short-term rental, then she is all for it.

Sean McCusker of 3502 Gainesville Road in Gainesville, GA, said he is Ms. McCusker's son. He explained that the property is at the end of The Pines Road and twenty cars could be parked there without interfering with the road or visible from the road. He said she lives next door and would be able to make sure no one is there that should not be.

Chairman Thomas asked if anyone would like to speak against the application, there was no response. Chairman Thomas closed the hearing. Mr. Barton advised the applicant of the next meeting on December 4<sup>th</sup>.

**Application of James Hatcher, on behalf of Edward Hatcher, to request a conditional use permit located at 99 Windy Acres Road, Cleveland, Georgia, 30528. Tax map and parcel 045B-023. Total acreage is 2.34. Proposed use is to place in "Short Term Rental" program. Present zoning is R-1 Residential Single Family.**

The applicant, Jadie Hatcher of 565 Joe Black Road in Sautee Nacoochee, was present. Mr. Barton gave a summary of the application. Mr. Hatcher explained the proposed short-term rental would have a maximum occupancy of six adults with plenty of parking. He said he believed this was one of the first short-term rentals in White County and used to be a bed and breakfast, as well as his family's home. He explained there are three stories, each with a separate entrance, bathroom, and kitchen. Mr. Hatcher said the property would likely be rented long-term for eight to nine months a year for temporary workers and short-term for the remainder of the year. He said the property is accessed by Windy Acres and the lot was subdivided years ago into five lots. When asked the current use, he said single-family but it is currently vacant. He said his wife and daughters would manage the property and the units would be limited to couples only, unless a family would like to rent the entire home.

Chairman Thomas asked if anyone would like to speak for the application, there was no response. He asked if anyone would like to speak against the application.

Donald Almand of 23 Towering Oaks Drive said this is the adjacent neighbor and expressed concerns about the commercial application of the property, sharing a property line, his close proximity to the home of roughly 75 feet, and that Towering Oaks is a quiet community.

Chairman Thomas asked Mr. Hatcher if he had anything to add.

Mr. Hatcher said they were disappointed when the subdivision was developed behind them, but that is what happens with growth. He said short-term rentals build tax base and alleviates tax burdens on property owners, but agreed the concerns are valid. He said he believes this home is more than 75 feet from the property line.

Chairman Thomas closed the hearing. Mr. Barton advised the applicant of the next meeting on December 4<sup>th</sup>.

WHITE COUNTY PLANNING COMMISSION MINUTES  
REGULAR SESSION

The applicant, Jadie Hatcher of 565 Joe Black Road in Sautee Nacoochee, GA, was present. Mr. Sell gave a summary of the application. Ms. Burke asked if having three separate units was permitted in R-1, to which Mr. Sell replied yes. Mr. Hatcher did not have anything to add.

Motion to recommend approval to the Board of Commissioners made by Ms. Dixon and seconded by Mr. Ash. Motion was unanimous. Mr. Sell advised the applicant of the next meeting on December 11<sup>th</sup>, 2023.

**Application of Theresa Wilson** to request a conditional use permit located at 729 Monroe Ridge Road, Sautee Nacoochee, Georgia, 30571. Tax map and parcel 069-570. Total acreage is 1.06. Proposed use is to place in “Short Term Rental” program. Present zoning is R-1 Residential Single Family.

The applicant, Theresa Wilson of 3827 Savannah Square East in Atlanta, GA, was present. Mr. Sell gave a summary of the application. Ms. Wilson explained her property manager lives here and takes care of everything. She said there are quite a few rentals in the subdivision.

Motion to recommend approval to the Board of Commissioners made by Ms. Burke and seconded by Ms. Dixon. Motion was unanimous. Mr. Sell advised the applicant of the next meeting on December 11<sup>th</sup>, 2023.

**Application of Charles Carlino and Anna Bonet-Carlino** to request a conditional use permit located at 235 Clarice Lane, Sautee Nacoochee, Georgia, 30571. Tax map and parcel 069-609. Total acreage is 1.00. Proposed use is to place in “Short Term Rental” program. Present zoning is R-1 Residential Single Family.

The applicant, Charles Carlino of 235 Clarice Lane, was present. Mr. Sell gave a summary of the application. Mr. Carlino did not have anything to add.

Motion to recommend approval to the Board of Commissioners made by Mr. Freeman and seconded by Ms. Burke. Motion was unanimous. Mr. Sell advised the applicant of the next meeting on December 11<sup>th</sup>, 2023.

**Application of Charles Carlino and Anna Bonet-Carlino** to request a conditional use permit located at 303 Clarice Lane, Sautee Nacoochee, Georgia, 30571. Tax map and parcel 069-611. Total acreage is 1.02. Proposed use is to place in “Short Term Rental” program. Present zoning is R-1 Residential Single Family.

The applicant, Charles Carlino of 303 Clarice Lane, was present. Mr. Sell gave a summary of the application. Mr. Carlino stated there is an independent lot between his two properties.

Motion to recommend approval to the Board of Commissioners made by Ms. Burke and seconded by Mr. Ackerman. Motion was unanimous. Mr. Sell advised the applicant of the next meeting on December 11<sup>th</sup>, 2023.

**Application of Mary Ellen Rand** to request a conditional use permit located at 2400 Lynch Mountain Road, Sautee Nacoochee, Georgia, 30571. Tax map and parcel 083-008A. Total acreage is 24.667. Proposed use is to place in “Short Term Rental” program. Present zoning is A-1 Agricultural Forestry District.



# WHITE COUNTY

## *Board of Commissioners*

**Item Title:** Conditional Use Permit for Short Term Rental for Theresa Wilson. 729 Monroe Ridge, Sautee

**For Meeting Date:** 12/11/2023

**Work Session**  **Regular Meeting**  **Public Hearing**

**Category (Select One):** Land Use Application

**Submitted By:** John Sell

**Attachments:** Yes  **If yes, please list each file name below:**

1. 20350
2. Public Hearing Minutes 11/27/2023
3. Regular Meeting Minutes 12/4/2023

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### **Purpose:**

Consider the application of Theresa Wilson to request a conditional use permit located at 729 Monroe Ridge Road, Sautee Nacoochee, Georgia, 30571. Tax map and parcel 069-570. Total acreage is 1.06. Proposed use is to place in "Short Term Rental" program. Present zoning is R-1 Residential Single Family.

### **Background / Summary:**

- Applicant is requesting a conditional use permit for short-term rental. The short-term rental is part of Highcrest Summit subdivision which covenants allow for STRs. Ms. Wilson explained that she purchased the house in 2018 and has been renovating it and started renting this past spring. She said there are many short-term rentals in the neighborhood. She said she uses a management company who is her local contact. No one spoke for or against the application. The Planning Commission recommended approval and the motion passed by unanimous vote.

### **Department Recommendation:**

Planning Commission recommended approval by unanimous vote.

### **Options:**

- Uphold Planning Commission recommendation and approve the application
- Reverse Planning Commission recommendation and deny the application.
- Table the application for further review or to send back to Planning Commission



**Budget Information:** Applicable  Not Applicable

**Budgeted:** Yes  No

**Finance Director's Comments (if applicable):**

- 

**County Manager Comments:**

-

# WHITE COUNTY CHANGE OF LAND USE DISTRICT APPLICATION

<b>OFFICE USE ONLY</b>	Land Use Application #: <u>20350</u>
Public Hearing Date: <u>11/27/2023</u>	Commission District: <u>4</u>
Fees Assessed: <u>\$250</u>	Paid via: <input type="checkbox"/> cash <input checked="" type="checkbox"/> credit card <input type="checkbox"/> check# _____

APPLICANT INFORMATION	
Status: <input checked="" type="checkbox"/> Owner <input type="checkbox"/> Authorized Agent <input type="checkbox"/> Lessee <input type="checkbox"/> Option to Purchase	
Printed Name(s): <u>Theresa Wilson</u>	
Address: <u>3827 Savannah Sq E. Atlanta, GA 30340</u>	
Phone Number: [REDACTED]	Alternate Contact Number: [REDACTED]
Email: [REDACTED]	
Owner Information (if different from Applicant/Agent):	
Name:	Phone #:
PROPERTY INFORMATION	
Parcel ID: <u>069570</u>	Total acreage being changed: <u>1.06</u>
Address: <u>729 Monroe Rd.</u>	
Directions to Property:	
<u>985 N to 441/105/385 N to 441 Business to Canon Bridge Rd.; State Rt 17 to SR 255 turn on Sky Lake Road follow to Gus Abernathy rd; Rt on Monroe Ridge Rd. See Sign on left approx. 1/2 mile 729 Monroe Rd. Road</u>	
Current Use/Zoning of Property: <u>R1</u>	Type of Road Surface:
Any prior redistricting requests for property: <u>NO</u> If yes, provide redistricting application #: _____	
SURROUNDING PROPERTY LAND USE CLASSIFICATION:	
North: <u>R3</u>	South: <u>R1</u> East: <u>R3</u> West: <u>R3</u>
REQUESTED ACTION AND DETAILS OF PROPOSED USE (check all that apply)	
<input type="checkbox"/> Redistrict from district:	Redistrict to district:
<input checked="" type="checkbox"/> Conditional Use - specify: <u>Short Term Rental</u>	
<input type="checkbox"/> Special Use - specify:	
<input type="checkbox"/> Land Use Variance from Code Section:	
Proposed use if not listed above:	
Is this property part of a subdivision? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If so, please list number of lots:	
Are there covenants? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Is there an active homeowner's association? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Subdivision Name (if applicable): <u>Highest Summit</u>	

Existing Utilities (check all that apply):  
 County or City Water     Well     Septic     Gas     Electric     Broadband

Proposed Utilities (check all that apply):  
 County or City Water     Well     Septic     Gas     Electric     Broadband

**COMMERCIAL AND INDUSTRIAL REDISTRICT INFORMATION**

Building Area: \_\_\_\_\_ No. of Parking Spaces: \_\_\_\_\_

**RESIDENTIAL REDISTRICT INFORMATION**

No. of Lots: \_\_\_\_\_ Minimum Lot Size in acres: \_\_\_\_\_ No. of Units: \_\_\_\_\_

Minimum Heated Floor Area (ft<sup>2</sup>): \_\_\_\_\_ Density/Acre: \_\_\_\_\_

Is an Amenity area proposed (specify if yes)?  
 Apartments     Condominiums     Townhomes     Single Family  
 Rental Cabins     Recreational Vehicle Park     Other- Specify: \_\_\_\_\_

**LIST OF ADJACENT PROPERTY OWNERS**

It is the responsibility of the Applicant to provide a list of adjacent property owners that has property bordering your property or who has property directly across the street from your property (additional sheet may be included, if necessary).

PARCEL	PROPERTY OWNER NAME	MAILING ADDRESS
1	Wanda Ritz	651 Monroe Ridge Santee Nacoochee GA 30571
2	Kip & Jewell Wilson	177 Kettlewood Dr. SW Lilburn GA 30047
3	Daniel & Karen Tynan	2979 St. Andrews Rd. Fairfield, CA 94534
4	Michael & Tina Marsh	695 Monroe Rd. Santee Nacoochee GA 30571
5	Bruce & Barbara Kofke	P.O. Box 473 Santee, Nacoochee GA 30571
6		
7		

**APPLICANT CERTIFICATION**

I hereby request the action contained within this application relative to the property shown on the attached plats and site plan and further request that this item be placed on both the Planning Commission and Board of Commissioners meeting agendas.

I understand that the Planning Department staff may either accept or reject my request upon review. My request will be rejected if all the necessary data is not presented.

I understand that I have the obligation to present all data necessary and required by statute to enable the Planning Commission and Board of Commissioners to make an informed determination on my request. I understand that I may seek legal advice if I am not familiar with the land use requirements and procedures.

I understand that my request will be acted upon at the Planning Commission and Board of Commissioners meetings and that I am required to be present or to be represented by someone able to present all facts and answer all questions. I understand that failure to appear at a meeting shall result in the postponement or denial of my application request. I further understand that it is my responsibility to be aware of relevant meeting dates and times regardless of notification from White County.

I hereby certify that I have read the above and that the above information, as well as the attached information, is true and correct.

Applicant Signature: *Theresa A. Wilson* Date: *9/27/2023*

**2023 DEADLINES AND MEETING DATES**

<b>Submittal Date</b> <b>Planning Dept. Office</b> <b>5:00 p.m. Deadline</b>	<b>Planning Commission</b> <b>Public Hearing</b> <b>1239 Helen Hwy</b> <b>6:00 p.m.</b>	<b>Planning Commission</b> <b>Regular Session</b> <b>1239 Helen Hwy</b> <b>6:00 p.m.</b>	<b>Board of Commissioners</b> <b>Work Session</b> <b>1235 Helen Hwy</b> <b>4:30 p.m.</b>
Wednesday, January 4, 2023	Monday, January 30, 2023	Monday, February 6, 2023	Monday, February 27, 2023
Wednesday, February 1, 2023	Monday, February 27, 2023	Monday, March 6, 2023	Monday, March 27, 2023
Wednesday, March 1, 2023	Monday, March 27, 2023	Monday, April 3, 2023	Monday, April 24, 2023
Wednesday, March 29, 2023	Monday, April 24, 2023	Monday, May 1, 2023	TBA
Wednesday, May 3, 2023	TBA	Monday, June 5, 2023	Monday, June 26, 2023
Wednesday, May 31, 2023	Monday, June 26, 2023	Monday, July 3, 2023	Monday, July 31, 2023
Wednesday, June 14, 2023 *	Monday, July 31, 2023	Monday, August 7, 2023	Monday, August 28, 2023
Wednesday, July 12, 2023	Monday, August 28, 2023	TBA	Monday, September 25, 2023
Wednesday, August 9, 2023	Monday, September 25, 2023	Monday, October 2, 2023	Monday, October 30, 2023
Wednesday, September 13, 2023	Monday, October 30, 2023	Monday, November 6, 2023	Monday, November 27, 2023
Wednesday, October 11, 2023	Monday, November 27, 2023	Monday, December 4, 2023	TBA
Wednesday, November 8, 2023	TBA	TBA	Monday, January 29, 2024
Wednesday, December 13, 2023	Monday, January 29, 2024	Monday, February 5, 2024	Monday, February 26, 2024

\*NEW DEADLINE DATES EFFECTIVE IN ORDER TO MEET ZPL UPDATES AS OF JULY 2023



**NOTICE OF AGRICULTURAL DISTRICT ADJACENCY**

Future abutting developers in non-agricultural land use districts shall be provided with this "Notice of Agricultural Adjacency" prior to administrative action on either land use district, the issuance of a building or occupancy permit or approval of a subdivision of property. Prior to administrative action, the applicant shall be required to sign this wavier which indicates that the applicant understands that a use is ongoing, adjacent to his/her use, which can produce odors, noise, dust and other effects which may not be compatible with the applicant's development. Nevertheless, understanding the effects of the adjacent Agricultural District uses, the applicant agrees by executing this form to waive any objection to those effects and understands that his/her district change and/or permits or other approvals are issued and processed in reliance on his agreement not to bring any action asserting that the adjacent uses in the Agricultural District constitute a nuisance against the local government and adjoining land owners whose property is located in an Agricultural District. This wavier shall be provided and made applicable for subsequent purchasers and owners or heirs of his/her property. This notice and acknowledgement shall be public record.

**Applicant Signature:**

**Date:**

**DISCLOSURE OF CAMPAIGN CONTRIBUTIONS  
(APPLICANTS AND REPRESENTATIVE(S) OF REQUESTED ACTION)**

Pursuant to O.C.G.A. Section 36-67 A-3.A, the disclosure of any campaign contributions aggregating \$250.00 or more to a local government official who will consider an application for re-classification or for a conditional use or special use permit is mandatory when an application or any representation of application for re-classification of district or for conditional use or special use permit has been made within two (2) years immediately preceding the filing of a request for reclassification or conditional use or special use permit by the same applicant and/or representative of said applicant. It shall be the duty of the applicant and/or any representatives of the applicant to file a disclosure with the governing authority of the respective local government to show the following:

Name of local official(s) to whom campaign contribution was made: *N/A*

The dollar amount and description of each campaign contribution made by the applicant to the local government official during the two (2) years immediately preceding the filing of this application for action for district re-classification, conditional use or special use permit.

Amount \$: *N/A*

Date:

Enumeration and description of each gift (when the total value of all gifts is \$250.00 or more) made to the local government official during the two (2) years immediately preceding the filing of this application. **Please attach additional sheets if needed.**

*N/A*

Check box if no contributions made

**Applicant Signature:**

*Theresa A. Wilson*

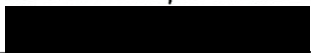


**Date:**

*9/27/2023*

**PROPERTY OWNER AUTHORIZATION**

To be completed by the property owner to certify ownership of subject property and to provide authorization for other person(s) to represent the owner on their behalf.

I/WE (print), Theresa Wilson,  
hereby swear that I/we own the property for which this land use change application is being made.

<b>Property Address and/or Parcel ID:</b>
<b>PROPERTY OWNER INFORMATION</b>
Printed Name of Owner(s): <u>Theresa A. Wilson</u>
Mailing Address: <u>3827 Savannah Sq E.</u> <u>Atlanta, GA 30340</u>
Phone Number: 
Alternate Contact Number: 
Email: 
I/we hereby authorize the person named below to act as the applicant or agent in the pursuit of the requested action on this property. I/we understand that any action granted and/or conditions or stipulations placed on the property will be binding upon the property regardless of ownership. The person named below is authorized to make this application. The person named below is aware that no application or re-application affecting the same land shall be acted upon within six (6) months from the date of the last action by the White County Board of Commissioners.
Printed Name of applicant or agent(s): <u>Theresa A. Wilson / Miriam Alcantara</u>
Signature of Owner(s): <u>Theresa A Wilson</u> Date Signed: <u>9/28/23</u>

**PROPERTY OWNER AUTHORIZATION DOCUMENT: NOTARY ACKNOWLEDGEMENT**

Sworn to (or affirmed) and subscribed before me this 28<sup>th</sup> day of Sept, 2023 by Theresa Wilson (name of signer(s)). The named signer(s) is/are personally known by me or produced the identification type of Drivers License

{Seal}

  
(Signature of Notary)

Doreen Green  
(Name of Notary Typed, Stamped, or Printed)

Doreen Green  
NOTARY PUBLIC  
White County, GEORGIA  
My Commission Expires 07/12/2025



**SHORT TERM RENTAL CERTIFICATIONS**

To be completed and notarized for any application where the proposed use is short term rental.

I/WE (print), Theresa A Wilson,  
hereby swear that I/we own/will own the property referenced below for which this land use change application is being made.

\*Property Address and/or Parcel ID:

<b>PROPERTY OWNER AUTHORIZATION ACKNOWLEDGEMENT OF GUESTS</b>
I acknowledge to keep the total number of guests to that number which can safely stay in the premises and may be subject to the State of Georgia's fire safety code regulations.
Signature of Owner/Future Owner(s): <u>Theresa A Wilson</u>
<b>PROPERTY OWNER AUTHORIZATION CERTIFIED BY OWNER OR THIRD PARTY INSPECTOR</b>
I attest by owner or third party inspector that short term rentals meet applicable International Building Code, International Fire Code regulations and NFPA 101 Life Safety codes.
Signature of Owner/Future Owner(s): <u>Theresa A Wilson</u>
<b>PROPERTY OWNER AUTHORIZATION CERTIFIED DEED RESTRICTION</b>
I certify that there are no deed restriction and/or covenants on the property that prohibits the use of the property as a short-term rental.
Signature of Owner/Future Owner(s): <u>Theresa A Wilson</u>
<b>PROPERTY OWNER AUTHORIZATION CERTIFIED SHORT-TERM RENTAL INSURANCE</b>
I certify that the owner/future owner has commercial or specific short-term rental insurance for the property. If insurance <i>has not been obtained</i> at time of application, I certify that owner/future owner will obtain prior to renting if application approval is granted.
Signature of Owner/Future Owner(s): <u>Theresa A Wilson</u>
<b>OFFICIAL CODE OF WHITE COUNTY APPENDIX C/ARTICLE VII – SHORT TERM RENTALS &amp; BUSINESS LICENSES NOTIFICATION</b>
I certify that I have been informed of and provided a copy of Appendix C/Article VII - Short Term Rentals. I certify that I have also been informed that I will need to contact the White County Business Tax Office (706-865-2235) to obtain the proper business licensing, host licensing, and subsequent tax information prior to operation of my short-term rental.
Signature of Owner/Future Owner(s): <u>Theresa A Wilson</u>

**SHORT TERM RENTAL CERTIFICATIONS DOCUMENT: NOTARY ACKNOWLEDGEMENT**

Sworn to (or affirmed) and subscribed before me this 28<sup>th</sup> day of Sept, 2023 by Theresa Wilson (name of signer(s)). The named signer(s) is/are personally known by me or produced the identification type of Drivers License

{Seal} **Doreen Green**  
**NOTARY PUBLIC**  
**White County, GEORGIA**  
My Commission Expires 07/12/2025

Doreen Green (Signature of Notary)  
Doreen Green (Name of Notary Typed, Stamped, or Printed)

**APPLICANT ACKNOWLEDGEMENT OF MEETING DATES**

I, Theresa A Wilson (print name) have been advised that I or someone to represent me must be in attendance when my application is before the White County Planning Commission and the White County Board of Commissioners or it will be tabled. I also acknowledge that I have been made aware of the below dates upon submission of my application.

**Senior Center, 1239 Helen Hwy, Cleveland** **6:00pm**

Public Hearing Date (Planning Commission): 11/27/2023  
 Regular Meeting Date (Planning Commission): 12/4/2023

**Administration Building, 1235 Helen Hwy, Cleveland** **4:30pm**

Board of Commissioners Meeting Date: TBA

*\*Meeting dates are subject to change*

Theresa A Wilson  
 Signature of Applicant or Authorized Agent

9/27/2023  
 Date

<b><u>OFFICE USE ONLY</u></b>
Copy given to applicant: <u>9/28/23</u> (date)
Staff Initials: <u>AW</u>
Flag (circle): <input checked="" type="radio"/> Y <input type="radio"/> N

\*\*\*\*\*

<b>WITHDRAWAL</b>
<i>Notice: This section only to be completed if application is being withdrawn.</i>
PART II - OFFICIAL CODE/APPENDIX C - LAND USE REGULATIONS/ARTICLE XVIII. AMENDMENT, APPLICATION AND PROCEDURAL REQUIREMENTS
<i>Section 1803. Withdrawal of amendment application. Any petition for an amendment to these regulations, official land use district map, conditional use approval, variance or special use permit may be withdrawn, at the discretion of the person or agency initiating such request, at any time prior to final action by the board of commissioners upon written notice to the planning director. Any required fees shall be forfeited</i>
I hereby withdraw application #:
Applicant Signature: <span style="float: right;">Date:</span>



**From:** theresa wilson [REDACTED]  
**Subject:** Short term Rental Intent  
**Date:** September 27, 2023 at 9:52 PM  
**To:** [REDACTED]

Planning Department,

I Theresa Wilson am the owner of 729 Monroe Ridge Road. I am requesting permisoon for my cabin to be allowed Short Term Rentals. the keys are in a lockbox.

The property is three bedrooms and two baths. It has parking for 4 cars. The number of renters allowed is 6. I do not have a hot tub.

I will have a management compnay taken reservations and handle any questions.

Thank you.

Respectfully,

Theresa A Wilson



**Public Health**  
Prevent. Promote. Protect.

# White County Environmental Health

Zachary Taylor, M.D., M.S., Acting Health Director  
1241 Helen Highway, Unit 210 • Cleveland, GA 30528  
PH: 706-348-7698 • FAX: 706-348-1670 • [www.phdistrict2.org](http://www.phdistrict2.org)

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Banks, Dawson, Forsyth, Franklin, Habersham, Hall, Hart, Lumpkin, Rabun, Stephens, Towns, Union and White Counties

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- |   |  |
|---|--|
| <input checked="" type="checkbox"/> Evaluation Applied For      | <input type="checkbox"/> Appropriate Permit Applied For                  |
| <input type="checkbox"/> Appropriate Permit Issued to Applicant | <input type="checkbox"/> Evaluation, Permit Not Applied For At This Time |

DATE: 09/28/2023

APPLICANT NAME: THERESA WILSON

PROPERTY ADDRESS: 729 MONROE RIDGE  
SAUTEE NACOOCHEE, GA 30571

White County Planning Department:

In reference to a request for a change of zoning/land use or a building permit, application may need to be made for an existing system evaluation to determine:

- that the permit on file is the correct permit for the property in question;
- that there is no evidence of system failure;
- that the septic system is appropriately sized for the current and proposed use;
- that there is adequate repair after the proposed addition;
- that there are no conditions that could adversely affect the functionality of the system.

Please note that this is NOT an all-inclusive list. Based upon the information submitted and/or the outcome of the evaluation, it may be determined that a septic system needs additional capacity or upgrade. If so, the appropriate permit will need to be obtained and the work completed before an approval can be given.

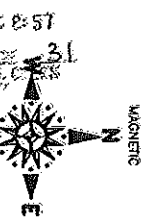
If, based upon information submitted, no septic systems exist on the property, this zoning/land use change and/or building permit request should not affect the property with respect to septic use.

White County Environmental Health  
District 2 Public Health

*By signing below, I certify all information submitted is accurate and true to the best of my knowledge.*

 Theresa A Wilson

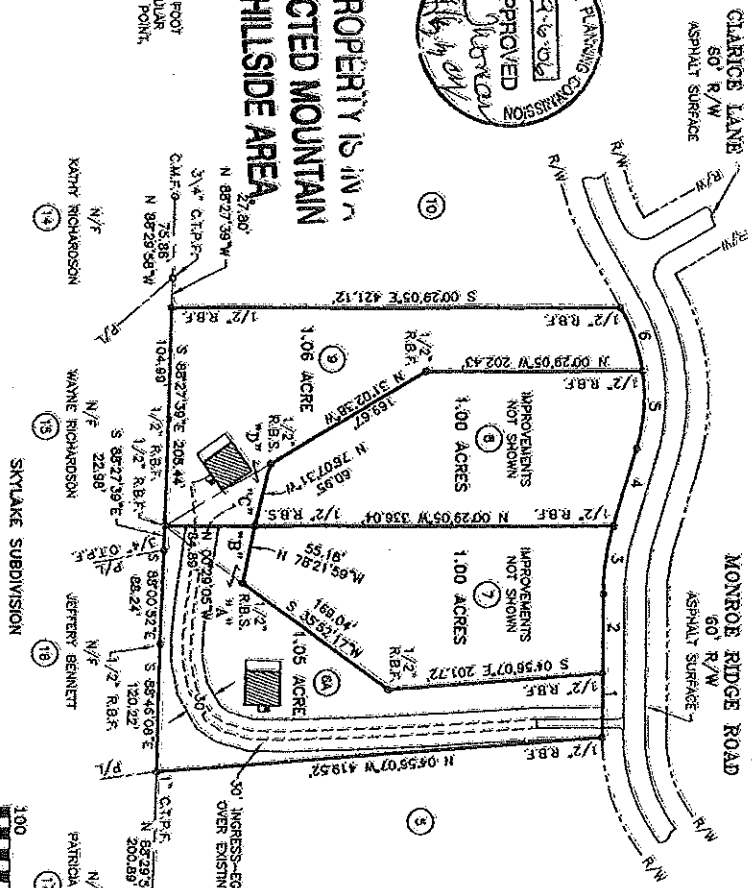
Applicant Signature



**LEGEND:**  
 I.P.F. - IRON PIN FOUND  
 C.T.P.F. - CRIMPED TOP PIPE FOUND  
 R.B.S. - REBAR SET  
 R.B.F. - REBAR FOUND  
 O.T.P.F. - OPEN TOP PIPE FOUND  
 P.A. - PROPERTY LINE  
 N/W - NOW OR FORMERLY  
 C/L - CENTER LINE  
 L.L. - LAND LOT  
 INT. - INTERSECTION

**THIS PROPERTY IS IN A PROTECTED MOUNTAIN AND HILLSIDE AREA**

**SURVEY NOTES:**  
 THE FIELD DATA UPON WHICH THIS PLAN IS BASED HAS A CLOSURE PRECISION OF ONE FOOT IN 25883 FEET AND AN ANGULAR ERROR OF 070001" PER ANGLE POINT, AND WAS ADJUSTED USING LEAST SQUARES.  
 A TRIMBLE 5605 TOTAL STATION WAS USED TO OBTAIN THE LINEAR AND ANGULAR MEASUREMENTS USED IN THE PREPARATION OF THIS PLAN.  
 THIS PLAN HAS BEEN CALCULATED FOR CLOSURE AND WAS FOUND TO BE ACQUAINTE WITHIN ONE FOOT IN 405968 FEET.



**COURSES ALONG MONROE RIDGE ROAD**

1	N 90°00'00" W	60.22'
2	N 90°00'00" W	74.19'
3	Rad: 230.00'	Ang: 65.27'
	Tan: 32.86'	Ch: 157.1537'
	Ch: N 87°52'12" W	65.05'
4	N 73°44'23" W	76.36'
5	Rad: 170.00'	Ang: 72.97'
	Tan: 37.06'	Ch: 24.5536'
	Ch: N 86°02'11" W	72.41'
6	Rad: 170.00'	Ang: 63.87'
	Tan: 32.31'	Ch: 21.1830'
	Ch: S 70°58'18" W	51.30'

**APPROVED 9-2-06**  
 WHITE COUNTY HEALTH DEPT.  
 FOR INDIVIDUAL SEWAGE AND INDIVIDUAL CESSPITS WATER USE  
 All Sewer and well locations to be P/L THE APPROVED PLAN prior to CONSTRUCTION. 405.82' FROM THE SOUTHEAST CORNER OF LAND LOT 15.



Prepared by:  
**BENCHMARK LAND SURVEYING, P.C.**  
 4012 BARN LANE  
 GAINESVILLE, GEORGIA 30606  
 PHONE: 770 532 1203  
 EMAIL: benchmarkinc@benchmarking.com

PLAN OF SURVEY FOR:  
**BLUE RIDGE LOG CABINS**  
 BEING LOTS 6, 7, 8 AND 9 OF HIGHEST SUMMIT, PHASE-1

LOCATED IN:  
 LAND LOT 15  
 6TH LAND DISTRICT  
 WHITE COUNTY, GEORGIA

JOB #02-02813645E  
 SCALE 1" = 100'  
 DATES: FIELD SURVEY: 2-28-2006  
 PLAN PREPARATION: 9-05-2006



Official Tax Receipt  
White County, GA  
113 N. Brooks St.  
Cleveland, 30528  
--Online Receipt--

Phone: 706-865-2225

Trans No	Map Code	Property ID & District Description	Original Due	Interest & Penalty	Amount Due	Amount Paid	Transaction Balance
2022-19070	069 570	LL15 LD6 LT9 HIGHCREST	\$2,112.56	\$0.00 Fees: \$0.00	\$0.00	\$2,112.56	\$0.00
<b>Totals:</b>			<b>\$2,112.56</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$2,112.56</b>	<b>\$0.00</b>

Paid Date: 11/02/2022      Charge Amount: \$2,112.56

WILSON THERESA  
729 MONROE RIDGE RD  
SAUTEE NACOOCHEE, GA 30571



Scan this code with your mobile phone to view this bill





**Overview**



**Legend**

- Parcels
- Roads
- Railroads
- Lakes
- Streams and Rivers
- City Labels

<b>Parcel ID</b>	069 570	<b>Alternate ID</b>	5163855	<b>Owner Address</b>	WILSON THERESA
<b>Sec/Twp/Rng</b>	n/a	<b>Class</b>	R		729 MONROE RIDGE RD
<b>Property Address</b>	729 MONROE RIDGE RD	<b>Acres</b>	1.06		SAUTEE NACOOCHEE GA 30571
	01				
<b>District</b>	01				
<b>Brief Tax Description</b>	LL15 LD6 LT9 HIGHCREST				
	(Note: Not to be used on legal documents)				

Date created: 9/27/2023  
 Last Data Uploaded: 9/27/2023 5:31:47 AM

Developed by **Schneider**  
 GEOSPATIAL

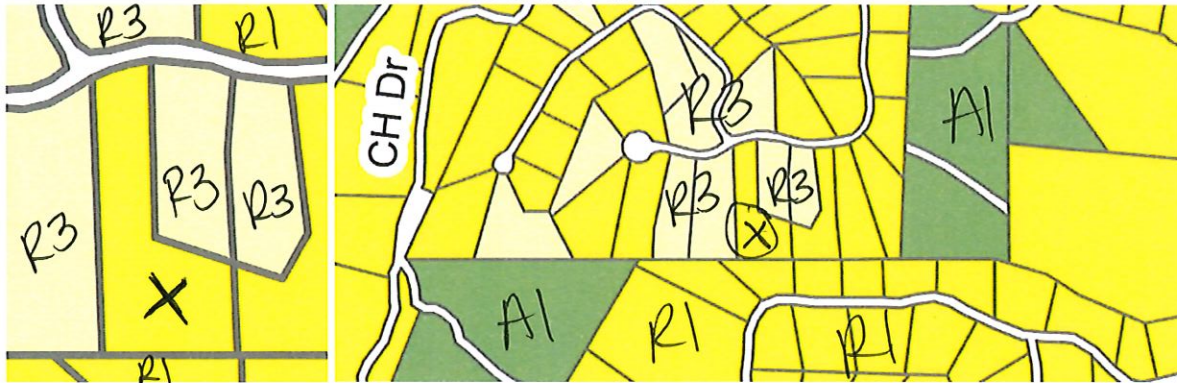


**WHITE COUNTY PLANNING DEPARTMENT  
STAFF COMMENT**

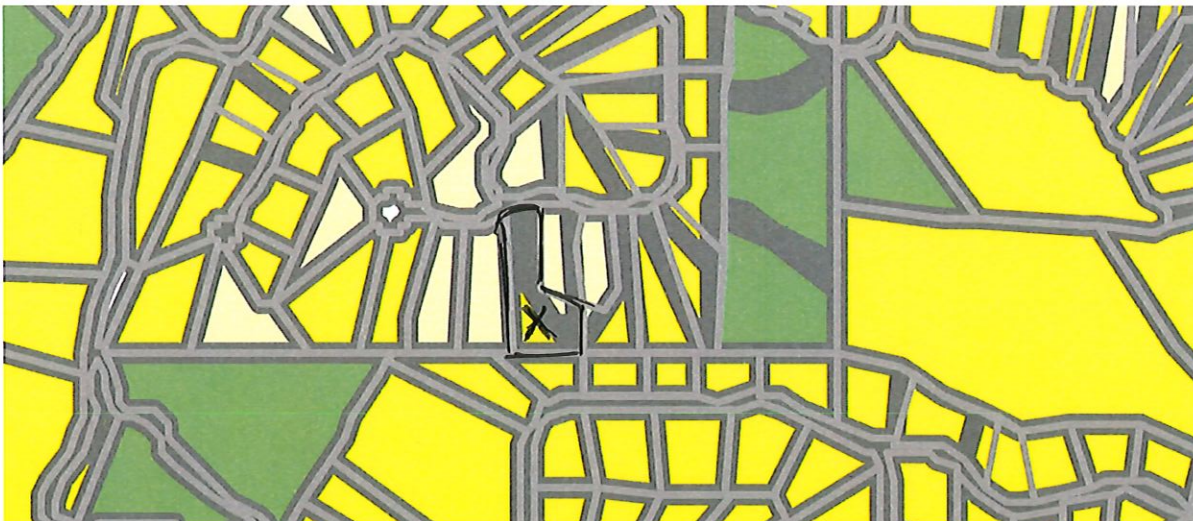
**THERESA WILSON**

- PROPERTY IS LOCATED AT 729 MONROE RIDGE RD IN SAUTEE NACOOCHEE. IT IS IN THE R-1 SINGLE FAMILY RESIDENTIAL DISTRICT AND WILL REQUIRE A CONDITIONAL USE PERMIT FROM THE WHITE COUNTY BOARD OF COMMISSIONERS TO PLACE THE PROPERTY IN THE SHORT TERM RENTAL PROGRAM.
- PROPERTY ADJOINS TO THE NORTH, EAST, AND WEST R-3 RESIDENTIAL SEASONAL DISTRICT; TO THE SOUTH AND EAST R-1 RESIDENTIAL SINGLE-FAMILY DISTRICT
- THE WHITE COUNTY COMPREHENSIVE PLAN FUTURE LAND USE MAP INDICATES SINGLE FAMILY RESIDENTIAL.
- TOTAL ACREAGE IS 1.06.
- PROPERTY SUPPLIED BY WELL AND SEPTIC.

**EXISTING LAND USE**



**FUTURE LAND USE**



WHITE COUNTY PLANNING COMMISSION MINUTES  
PUBLIC HEARING: LAND USE REGULATION

**Application of Johnny and Charli Fain** to request to redistrict property located at 44 Twilight Dell Road, Sautee Nacoochee, Georgia, 30571 from C-1 Community Commercial District to R-3 Residential Season District. Tax map and parcel 055-030. Total acreage is 0.86. Proposed use is to place in “Short Term Rental” program. Present zoning is C-1 Community Commercial District.

The applicants, Charli and Johnny Fain of 490 Mauldin Road in Sautee Nacoochee, were present. Mr. Barton gave a summary of the application. Ms. Fain explained the short-term rental has a two-adult and two-child maximum occupancy with parking for two vehicles. She said they have been renting the home short-term and received a letter from the county, but she has been remitting the hotel/motel taxes. Mr. Fain said they have owned the property for eight to ten years. Ms. Fain explained the property is surrounded by short-term rentals and is next to Tanglewood. She said there is only one full-time resident in the subdivision. Ms. Fain said she self-manages the rental and has had no complaints.

Chairman Thomas asked if anyone would like to speak for the application, there was no response. He asked if anyone would like to speak against the application, there was no response. Chairman Thomas closed the hearing. Mr. Barton advised the applicant of the next meeting on December 4<sup>th</sup>.

**Application of Theresa Wilson** to request a conditional use permit located at 729 Monroe Ridge Road, Sautee Nacoochee, Georgia, 30571. Tax map and parcel 069-570. Total acreage is 1.06. Proposed use is to place in “Short Term Rental” program. Present zoning is R-1 Residential Single Family.

The applicant, Theresa Wilson of 3827 Savannah Square in Atlanta, GA, was present. Mr. Barton gave a summary of the application. Ms. Wilson explained she purchased the home in 2018 and has been renovating it until this spring when she began renting it short-term. She said there are many short-term rentals in the subdivision and that the prior use was a weekend home. Ms. Wilson said she uses a management company, who is her emergency contact, and has not had any complaints since she has been renting.

Chairman Thomas asked if anyone would like to speak for the application, there was no response. He asked if anyone would like to speak against the application, there was no response. Chairman Thomas closed the hearing. Mr. Barton advised the applicant of the next meeting on December 4<sup>th</sup>.

Motion to adjourn made by Ms. Burke and seconded by Ms. Dixon. Motion unanimous.

WHITE COUNTY PLANNING COMMISSION MINUTES  
REGULAR SESSION

The applicant, Jadie Hatcher of 565 Joe Black Road in Sautee Nacoochee, GA, was present. Mr. Sell gave a summary of the application. Ms. Burke asked if having three separate units was permitted in R-1, to which Mr. Sell replied yes. Mr. Hatcher did not have anything to add.

Motion to recommend approval to the Board of Commissioners made by Ms. Dixon and seconded by Mr. Ash. Motion was unanimous. Mr. Sell advised the applicant of the next meeting on December 11<sup>th</sup>, 2023.

**Application of Theresa Wilson** to request a conditional use permit located at 729 Monroe Ridge Road, Sautee Nacoochee, Georgia, 30571. Tax map and parcel 069-570. Total acreage is 1.06. Proposed use is to place in “Short Term Rental” program. Present zoning is R-1 Residential Single Family.

The applicant, Theresa Wilson of 3827 Savannah Square East in Atlanta, GA, was present. Mr. Sell gave a summary of the application. Ms. Wilson explained her property manager lives here and takes care of everything. She said there are quite a few rentals in the subdivision.

Motion to recommend approval to the Board of Commissioners made by Ms. Burke and seconded by Ms. Dixon. Motion was unanimous. Mr. Sell advised the applicant of the next meeting on December 11<sup>th</sup>, 2023.

**Application of Charles Carlino and Anna Bonet-Carlino** to request a conditional use permit located at 235 Clarice Lane, Sautee Nacoochee, Georgia, 30571. Tax map and parcel 069-609. Total acreage is 1.00. Proposed use is to place in “Short Term Rental” program. Present zoning is R-1 Residential Single Family.

The applicant, Charles Carlino of 235 Clarice Lane, was present. Mr. Sell gave a summary of the application. Mr. Carlino did not have anything to add.

Motion to recommend approval to the Board of Commissioners made by Mr. Freeman and seconded by Ms. Burke. Motion was unanimous. Mr. Sell advised the applicant of the next meeting on December 11<sup>th</sup>, 2023.

**Application of Charles Carlino and Anna Bonet-Carlino** to request a conditional use permit located at 303 Clarice Lane, Sautee Nacoochee, Georgia, 30571. Tax map and parcel 069-611. Total acreage is 1.02. Proposed use is to place in “Short Term Rental” program. Present zoning is R-1 Residential Single Family.

The applicant, Charles Carlino of 303 Clarice Lane, was present. Mr. Sell gave a summary of the application. Mr. Carlino stated there is an independent lot between his two properties.

Motion to recommend approval to the Board of Commissioners made by Ms. Burke and seconded by Mr. Ackerman. Motion was unanimous. Mr. Sell advised the applicant of the next meeting on December 11<sup>th</sup>, 2023.

**Application of Mary Ellen Rand** to request a conditional use permit located at 2400 Lynch Mountain Road, Sautee Nacoochee, Georgia, 30571. Tax map and parcel 083-008A. Total acreage is 24.667. Proposed use is to place in “Short Term Rental” program. Present zoning is A-1 Agricultural Forestry District.





# WHITE COUNTY

## *Board of Commissioners*

**Item Title:** Conditional Use Permit for Short Term Rental for Charles Carlino, 235 Clarice Lane, Sautee

**For Meeting Date:** 12/11/2023

**Work Session**  **Regular Meeting**  **Public Hearing**

**Category (Select One):** Land Use Application

**Submitted By:** John Sell

**Attachments:** Yes  **If yes, please list each file name below:**

1. 20352
2. Public Hearing Minutes 11/27/2023
3. Regular Meeting Minutes 12/4/2023

---

### **Purpose:**

Consider the application of Charles Carlino and Anna Bonet-Carlino to request a conditional use permit located at 235 Clarice Lane, Sautee Nacoochee, Georgia, 30571. Tax map and parcel 069-609. Total acreage is 1.00. Proposed use is to place in "Short Term Rental" program. Present zoning is R-1 Residential Single Family.

### **Background / Summary:**

- Applicant is requesting a conditional use permit for short-term rental. The short-term rental is part of Highcrest Summit subdivision which covenants allow for STRs. Mr. Carlino said it is a 3-bed, 3-bath home with maximum occupancy of 6 people with parking for 3 vehicles. He purchased a 22-acre development 4 years ago and has been building homes and selling lots. This house is currently under construction and that the neighborhood supports short term rentals. No one spoke for or against the application. The Planning Commission recommended approval and the motion passed by unanimous vote.

### **Department Recommendation:**

Planning Commission recommended approval by unanimous vote.

### **Options:**

- Uphold Planning Commission recommendation and approve the application
- Reverse Planning Commission recommendation and deny the application.
- Table the application for further review or to send back to Planning Commission

**Budget Information:** Applicable  Not Applicable

**Budgeted:** Yes  No

**Finance Director's Comments (if applicable):**

- 

**County Manager Comments:**

-

# WHITE COUNTY CHANGE OF LAND USE DISTRICT APPLICATION

<b>OFFICE USE ONLY</b>	Land Use Application #: <u>20352</u>
Public Hearing Date: <u>11/27/2023</u>	Commission District: <u>4</u>
Fees Assessed: <u>\$250</u>	Paid via: <input type="checkbox"/> cash <input type="checkbox"/> credit card <input checked="" type="checkbox"/> check# <u>1145</u>

APPLICANT INFORMATION	
Status: <input checked="" type="checkbox"/> Owner <input type="checkbox"/> Authorized Agent <input type="checkbox"/> Lessee <input type="checkbox"/> Option to Purchase	
Printed Name(s): <u>CHARLES CARLINO + ANNA BONET-CARLINO</u>	
Address: <u>303 CLARICE LN, SAUTEE NACOOCHEE, GA 30571</u>	
Phone Number: [REDACTED]	Alternate Contact Number: [REDACTED]
Email: [REDACTED]	

Owner Information (if different from Applicant/Agent):	
Name:	Phone #:

PROPERTY INFORMATION	
Parcel ID: <u>069609</u>	Total acreage being changed: <u>1 ACRE</u>
Address:	
Directions to Property:	
<u>235 @ CLARICE LANE</u>	
<u>DIR - RT 356 N. to Ralph ABERNATHY RD (Right) to</u>	
<u>MONROE RIDGE (right) take straight to CLARICE LANE</u>	
<u>(RIGHT) TO <del>RD</del> (COLDSEAC) <sup>BEFORE</sup> left side @ circle</u>	
Current Use/Zoning of Property: <u>R1</u>	Type of Road Surface: <u>ASPHALT</u>
Any prior redistricting requests for property: <u>NO</u> If yes, provide redistricting application #: _____	

SURROUNDING PROPERTY LAND USE CLASSIFICATION:			
North: <u>R1</u>	South: <u>R3</u>	East: <u>R1</u>	West: <u>R1</u>

REQUESTED ACTION AND DETAILS OF PROPOSED USE (check all that apply)	
Redistrict from district:	Redistrict to district:
<input checked="" type="checkbox"/> Conditional Use - specify: <u>STR</u>	
<input type="checkbox"/> Special Use - specify:	
<input type="checkbox"/> Land Use Variance from Code Section:	
Proposed use if not listed above:	
Is this property part of a subdivision? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If so, please list number of lots:	
Are there covenants? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Is there an active homeowner's association? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Subdivision Name (if applicable): <u>Highecrest Summit</u>	

Existing Utilities (check all that apply):  
 County or City Water     Well     Septic     Gas     Electric     Broadband

Proposed Utilities (check all that apply):  
 County or City Water     Well     Septic     Gas     Electric     Broadband

**COMMERCIAL AND INDUSTRIAL REDISTRICKT INFORMATION**

Building Area: \_\_\_\_\_ No. of Parking Spaces: \_\_\_\_\_

**RESIDENTIAL REDISTRICKT INFORMATION**

No. of Lots: \_\_\_\_\_ Minimum Lot Size in acres: \_\_\_\_\_ No. of Units: \_\_\_\_\_

Minimum Heated Floor Area (ft<sup>2</sup>): \_\_\_\_\_ Density/Acre: \_\_\_\_\_

Is an Amenity area proposed (specify if yes)? \_\_\_\_\_

Apartments     Condominiums     Townhomes     Single Family

Rental Cabins     Recreational Vehicle Park     Other- Specify: \_\_\_\_\_

**LIST OF ADJACENT PROPERTY OWNERS**

It is the responsibility of the Applicant to provide a list of adjacent property owners that has property bordering your property or who has property directly across the street from your property (additional sheet may be included, if necessary).

PARCEL	PROPERTY OWNER NAME	MAILING ADDRESS
1	Blake Percival Enterprises, LLC	P.O. Box 212 Wetumpka, Al. 36092
2	RJKD Enterprises, Inc.	P.O. Box 263, Santee Nacoochee, Ga. 30571
3	James + Juanita Dacker	464 C H Dr., Santee Nacoochee Ga 30571
4	Charles Michael O'Brien	826 Monroe Ridge Rd Santee Nacoochee, Ga 30571
5	Thomas + Patricia Arvanites	700 Seashore Dr. Jupiter Fl. 33477
6	Gilbert + Irene Sandate	5045 Harbour Ridge Dr. Alpharetta, Ga 30005
7	Salvador B. Arenas	425 Prestwick Court Alpharetta, Ga. 30005



**APPLICANT CERTIFICATION**

I hereby request the action contained within this application relative to the property shown on the attached plats and site plan and further request that this item be placed on both the Planning Commission and Board of Commissioners meeting agendas.

I understand that the Planning Department staff may either accept or reject my request upon review. My request will be rejected if all the necessary data is not presented.

I understand that I have the obligation to present all data necessary and required by statute to enable the Planning Commission and Board of Commissioners to make an informed determination on my request. I understand that I may seek legal advice if I am not familiar with the land use requirements and procedures.

I understand that my request will be acted upon at the Planning Commission and Board of Commissioners meetings and that I am required to be present or to be represented by someone able to present all facts and answer all questions. I understand that failure to appear at a meeting shall result in the postponement or denial of my application request. I further understand that it is my responsibility to be aware of relevant meeting dates and times regardless of notification from White County.

I hereby certify that I have read the above and that the above information, as well as the attached information, is true and correct.

Applicant Signature:  Date: *9/6/23*

**2023 DEADLINES AND MEETING DATES**

Submittal Date Planning Dept. Office 5:00 p.m. Deadline	Planning Commission Public Hearing 1239 Helen Hwy 6:00 p.m.	Planning Commission Regular Session 1239 Helen Hwy 6:00 p.m.	Board of Commissioners Work Session 1235 Helen Hwy 4:30 p.m.
Wednesday, January 4, 2023	Monday, January 30, 2023	Monday, February 6, 2023	Monday, February 27, 2023
Wednesday, February 1, 2023	Monday, February 27, 2023	Monday, March 6, 2023	Monday, March 27, 2023
Wednesday, March 1, 2023	Monday, March 27, 2023	Monday, April 3, 2023	Monday, April 24, 2023
Wednesday, March 29, 2023	Monday, April 24, 2023	Monday, May 1, 2023	TBA
Wednesday, May 3, 2023	TBA	Monday, June 5, 2023	Monday, June 26, 2023
Wednesday, May 31, 2023	Monday, June 26, 2023	Monday, July 3, 2023	Monday, July 31, 2023
Wednesday, June 14, 2023 *	Monday, July 31, 2023	Monday, August 7, 2023	Monday, August 28, 2023
Wednesday, July 12, 2023	Monday, August 28, 2023	TBA	Monday, September 25, 2023
Wednesday, August 9, 2023	Monday, September 25, 2023	Monday, October 2, 2023	Monday, October 30, 2023
Wednesday, September 13, 2023	Monday, October 30, 2023	Monday, November 6, 2023	Monday, November 27, 2023
<i>Oct. 2, 2023</i> Wednesday, October 11, 2023	Monday, November 27, 2023	Monday, December 4, 2023	TBA
<i>5 p.m.</i> Wednesday, November 8, 2023	TBA	TBA	Monday, January 29, 2024
Wednesday, December 13, 2023	Monday, January 29, 2024	Monday, February 5, 2024	Monday, February 26, 2024

\*NEW DEADLINE DATES EFFECTIVE IN ORDER TO MEET ZPL UPDATES AS OF JULY 2023

**NOTICE OF AGRICULTURAL DISTRICT ADJACENCY**

Future abutting developers in non-agricultural land use districts shall be provided with this "Notice of Agricultural Adjacency" prior to administrative action on either land use district, the issuance of a building or occupancy permit or approval of a subdivision of property. Prior to administrative action, the applicant shall be required to sign this wavier which indicates that the applicant understands that a use is ongoing, adjacent to his/her use, which can produce odors, noise, dust and other effects which may not be compatible with the applicant's development. Nevertheless, understanding the effects of the adjacent Agricultural District uses, the applicant agrees by executing this form to waive any objection to those effects and understands that his/her district change and/or permits or other approvals are issued and processed in reliance on his agreement not to bring any action asserting that the adjacent uses in the Agricultural District constitute a nuisance against the local government and adjoining land owners whose property is located in an Agricultural District. This wavier shall be provided and made applicable for subsequent purchasers and owners or heirs of his/her property. This notice and acknowledgement shall be public record.

**Applicant Signature:**

**Date:**

**DISCLOSURE OF CAMPAIGN CONTRIBUTIONS**  
(APPLICANTS AND REPRESENTATIVE(S) OF REQUESTED ACTION)

Pursuant to O.C.G.A. Section 36-67 A-3.A, the disclosure of any campaign contributions aggregating \$250.00 or more to a local government official who will consider an application for re-classification or for a conditional use or special use permit is mandatory when an application or any representation of application for re-classification of district or for conditional use or special use permit has been made within two (2) years immediately preceding the filing of a request for reclassification or conditional use or special use permit by the same applicant and/or representative of said applicant. It shall be the duty of the applicant and/or any representatives of the applicant to file a disclosure with the governing authority of the respective local government to show the following:

Name of local official(s) to whom campaign contribution was made:

The dollar amount and description of each campaign contribution made by the applicant to the local government official during the two (2) years immediately preceding the filing of this application for action for district re-classification, conditional use or special use permit.

Amount \$:

Date:

Enumeration and description of each gift (when the total value of all gifts is \$250.00 or more) made to the local government official during the two (2) years immediately preceding the filing of this application. **Please attach additional sheets if needed.**

Check box if no contributions made

**Applicant Signature:**

*Charles F. Gualino*

**Date:**

*9/16/23*



**PROPERTY OWNER AUTHORIZATION**

To be completed by the property owner to certify ownership of subject property and to provide authorization for other person(s) to represent the owner on their behalf.

I/WE (print), Charles Carlino + Anna Bonet-Carlino, hereby swear that I/we own the property for which this land use change application is being made.

Property Address and/or Parcel ID: <u>235 CLARICE LN, SAUTEE NACOOCHEE, GA 30571</u>	
<b>PROPERTY OWNER INFORMATION</b>	
Printed Name of Owner(s): <u>CHARLES CARLINO + ANNA BONET-CARLINO</u>	
Mailing Address: <u>303 CLARICE LN, SAUTEE NACOOCHEE, GA 30571</u>	
Phone Number:	[REDACTED]
Alternate Contact Number:	[REDACTED]
Email:	[REDACTED]
I/we hereby authorize the person named below to act as the applicant or agent in the pursuit of the requested action on this property. I/we understand that any action granted and/or conditions or stipulations placed on the property will be binding upon the property regardless of ownership. The person named below is authorized to make this application. The person named below is aware that no application or re-application affecting the same land shall be acted upon within six (6) months from the date of the last action by the White County Board of Commissioners.	
Printed Name of applicant or agent(s): <u>ANNA BONET-CARLINO</u>	
Signature of Owner(s):	Date Signed:
<u>[Signature]</u>	<u>9.28.23</u>

**PROPERTY OWNER AUTHORIZATION DOCUMENT: NOTARY ACKNOWLEDGEMENT**

Sworn to (or affirmed) and subscribed before me this 28<sup>th</sup> day of Sept, 20 23 by Anna Bonet-Carlino (name of signer(s)). The named signer(s) is/are personally known by me or produced the identification type of Drivers License

{Seal}

Doreen Green  
NOTARY PUBLIC  
White County, GEORGIA  
My Commission Expires 07/12/2025

[Signature]  
(Signature of Notary)

Doreen Green  
(Name of Notary Typed, Stamped, or Printed)

NOTARIZE AT AFFID

**SHORT TERM RENTAL CERTIFICATIONS**

To be completed and notarized for any application where the proposed use is short term rental.

I/WE (print), CHARLES CARLINO & ANNA BONET-CARLINO,  
hereby swear that I/we own/will own the property referenced below for which this land use change application is  
being made.

\*Property Address and/or Parcel ID: 235 CLARICE LN SAUTEE NACOOCHEE, GA 30571

**PROPERTY OWNER AUTHORIZATION ACKNOWLEDGEMENT OF GUESTS**

I acknowledge to keep the total number of guests to that number which can safely stay in the premises and may be  
subject to the State of Georgia's fire safety code regulations.

Signature of Owner/Future Owner(s): Anna Bonet Carlino

**PROPERTY OWNER AUTHORIZATION CERTIFIED BY OWNER OR THIRD PARTY INSPECTOR**

I attest by owner or third party inspector that short term rentals meet applicable International Building Code,  
International Fire Code regulations and NFPA 101 Life Safety codes.

Signature of Owner/Future Owner(s): Anna Bonet Carlino

**PROPERTY OWNER AUTHORIZATION CERTIFIED DEED RESTRICTION**

I certify that there are no deed restriction and/or covenants on the property that prohibits the use of the property as  
a short-term rental.

Signature of Owner/Future Owner(s): Anna Bonet Carlino

**PROPERTY OWNER AUTHORIZATION CERTIFIED SHORT-TERM RENTAL INSURANCE**

I certify that the owner/future owner has commercial or specific short-term rental insurance for the property. If  
insurance *has not been obtained* at time of application, I certify that owner/future owner will obtain prior to  
renting if application approval is granted.

Signature of Owner/Future Owner(s): Anna Bonet Carlino

**OFFICIAL CODE OF WHITE COUNTY APPENDIX C/ARTICLE VII - SHORT TERM RENTALS &  
BUSINESS LICENSES NOTIFICATION**

I certify that I have been informed of and provided a copy of Appendix C/Article VII - Short Term Rentals. I  
certify that I have also been informed that I will need to contact the White County Business Tax Office (706-865-  
2235) to obtain the proper business licensing, host licensing, and subsequent tax information prior to operation of  
my short-term rental.

Signature of Owner/Future Owner(s): Anna Bonet Carlino

**SHORT TERM RENTAL CERTIFICATIONS DOCUMENT: NOTARY ACKNOWLEDGEMENT**

Sworn to (or affirmed) and subscribed before me this 28<sup>th</sup> day of Sept, 2023 by  
Anna Bonet-Carlino (name of signer(s)). The  
named signer(s) is/are personally known by me or produced the identification type of Drivers License

{Seal}

Doreen Green

(Signature of Notary)

Doreen Green  
NOTARY PUBLIC  
White County, GEORGIA  
My Commission Expires 07/12/2025

Doreen Green

(Name of Notary Typed, Stamped, or Printed)

notarize at office.



**APPLICANT ACKNOWLEDGEMENT OF MEETING DATES**

I, CHARLES CARLINO (print name) have been advised that I or someone to represent me must be in attendance when my application is before the White County Planning Commission and the White County Board of Commissioners or it will be tabled. I also acknowledge that I have been made aware of the below dates upon submission of my application.

**Senior Center, 1239 Helen Hwy, Cleveland** **6:00pm**

Public Hearing Date (Planning Commission): Nov. 27, 2023

Regular Meeting Date (Planning Commission): Dec. 4, 2023

**Administration Building, 1235 Helen Hwy, Cleveland** **4:30pm**

Board of Commissioners Meeting Date: TBD

*\*Meeting dates are subject to change*

*Charles Carlino*  
Signature of Applicant or Authorized Agent

9.29.23  
Date

<b><u>OFFICE USE ONLY</u></b>
Copy given to applicant: <u>9/29/23</u> (date)
Staff Initials: <u>JZJ</u>
Flag (circle): <u>Y</u> N

\*\*\*\*\*

<b>WITHDRAWAL</b>
<i>Notice: This section only to be completed if application is being withdrawn.</i>
PART II - OFFICIAL CODE/APPENDIX C - LAND USE REGULATIONS/ARTICLE XVIII. AMENDMENT, APPLICATION AND PROCEDURAL REQUIREMENTS
<i>Section 1803. Withdrawal of amendment application. Any petition for an amendment to these regulations, official land use district map, conditional use approval, variance or special use permit may be withdrawn, at the discretion of the person or agency initiating such request, at any time prior to final action by the board of commissioners upon written notice to the planning director. Any required fees shall be forfeited</i>
I hereby withdraw application #:
Applicant Signature: _____ Date: _____

*Hold the set meeting*

Letter of Intent  
Short-Term Rental

This is to notify Intent for the following Property:

Property Address: Subdivision Highcrest Summit - Lot 29/ 235 Clarice Lane, Sautee Nacoochee, Ga 30571

Proposed for Personal family use and short-term rentals.

Reason for requesting land use change:

Intent: Conditional use permit for Short Term Rental

# Bedrooms 3

# Baths 3

Maximum rental: 6-person occupancy

Parking: 3 Cars

Respectfully,

Charles & Anna Bonet-Carlino

Owners



**Public Health**  
Prevent. Promote. Protect.

# White County Environmental Health

Zachary Taylor, M.D., M.S., Acting Health Director  
1241 Helen Highway, Unit 210 • Cleveland, GA 30528  
PH: 706-348-7698 • FAX: 706-348-1670 • [www.phdistrict2.org](http://www.phdistrict2.org)

---

Banks, Dawson, Forsyth, Franklin, Habersham, Hall, Hart, Lumpkin, Rabun, Stephens, Towns, Union and White Counties

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- |                                     |   |                          |  |
|-------------------------------------|---|--------------------------|--|
| <input checked="" type="checkbox"/> | <b>Evaluation Applied For</b>                 | <input type="checkbox"/> | <b>Appropriate Permit Applied For</b>                  |
| <input type="checkbox"/>            | <b>Appropriate Permit Issued to Applicant</b> | <input type="checkbox"/> | <b>Evaluation, Permit Not Applied For At This Time</b> |

DATE: 09/29/2023

APPLICANT NAME: CHARLES & ANNA CARLINO

PROPERTY ADDRESS: 303 CLARICE LN  
SAUTEE NACOCHEE, GA 30571

White County Planning Department:

In reference to a request for a change of zoning/land use or a building permit, application may need to be made for an existing system evaluation to determine:

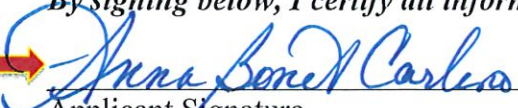
- that the permit on file is the correct permit for the property in question;
- that there is no evidence of system failure;
- that the septic system is appropriately sized for the current and proposed use;
- that there is adequate repair after the proposed addition;
- that there are no conditions that could adversely affect the functionality of the system.

Please note that this is NOT an all-inclusive list. Based upon the information submitted and/or the outcome of the evaluation, it may be determined that a septic system needs additional capacity or upgrade. If so, the appropriate permit will need to be obtained and the work completed before an approval can be given.

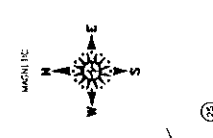
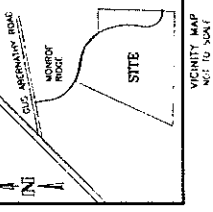
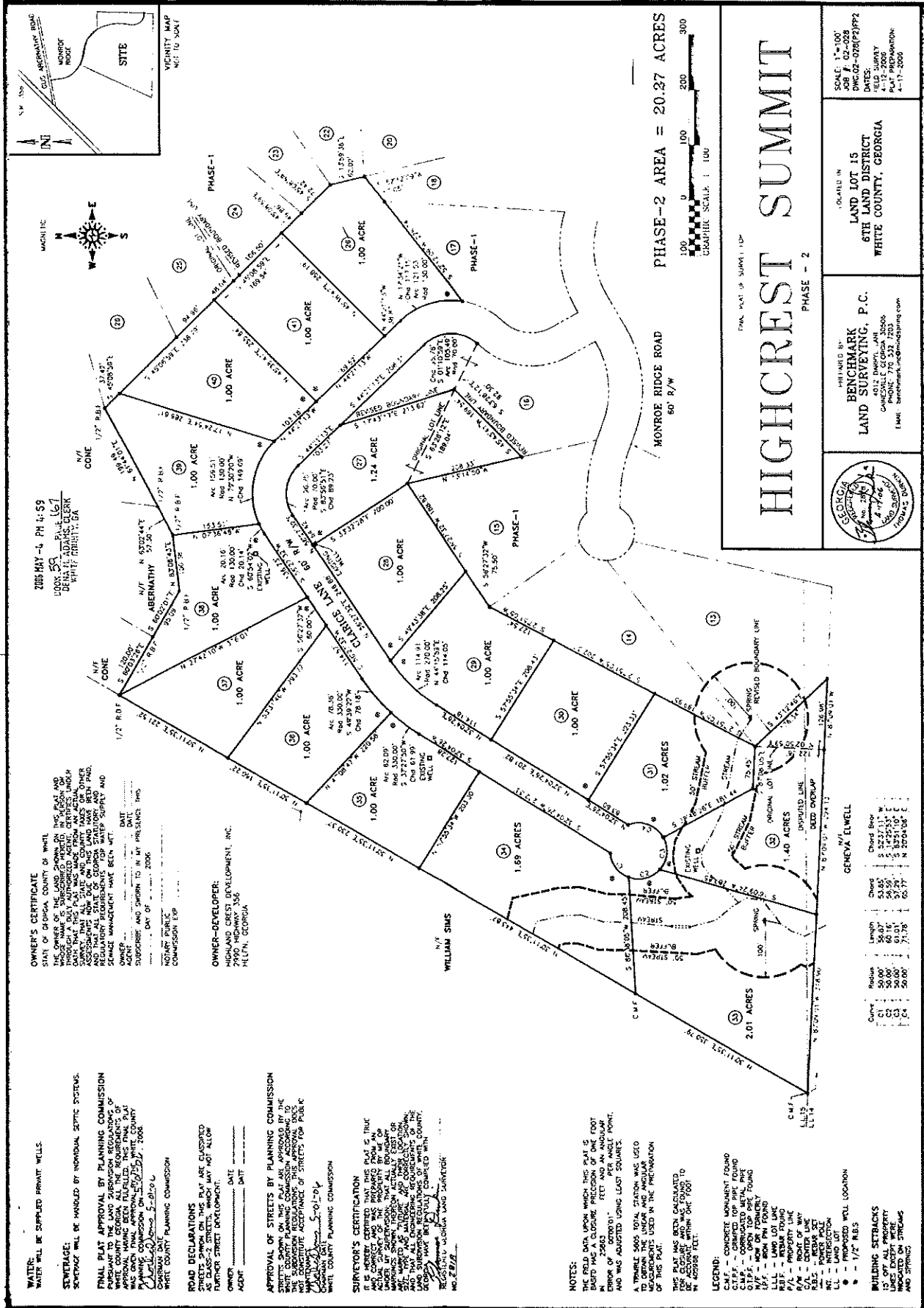
If, based upon information submitted, no septic systems exist on the property, this zoning/land use change and/or building permit request should not affect the property with respect to septic use.

White County Environmental Health  
District 2 Public Health

*By signing below, I certify all information submitted is accurate and true to the best of my knowledge.*

  
Applicant Signature





2005 MAY -4 PH 14-59  
 BOOK 59 PAGE 167  
 DEPT. OF REVENUE  
 COUNTY CLERK  
 WHITE COUNTY, GA

**OWNER'S CERTIFICATE**  
 STATE OF GEORGIA COUNTY OF WHITE  
 I, THE OWNER OF THE LAND SHOWN ON THIS PLAN, HAVE CAUSED THE SAME TO BE SURVEYED AND PLATTED THROUGH A QUALIFIED SURVEYOR AND REGISTERED PROFESSIONAL ENGINEER AND THE SURVEYOR AND REGISTERED PROFESSIONAL ENGINEER HAVE CAUSED THE SAME TO BE PLATTED AND REGISTERED IN ACCORDANCE WITH ALL STATE AND COUNTY LAWS AND OTHER REGULATORY REQUIREMENTS FOR WATER SUPPLY AND SEWERAGE MANAGEMENT HAVE BEEN MET.

**OWNER-DEVELOPER:**  
 WINDWARD HILLS DEVELOPMENT, INC.  
 2900 HIGHWAY 336  
 HELIX, GEORGIA

**NOTARY PUBLIC:**  
 GENEVA ELWELL  
 DATE: 5-29-06

**WATER:**  
 WATER WILL BE SUPPLIED PRIVATE WELLS.

**SEWERAGE:**  
 SEWERAGE WILL BE HANDLED BY INDIVIDUAL SEPTIC SYSTEMS.

**FINAL PLAT APPROVAL BY PLANNING COMMISSION**  
 WHITE COUNTY, GEORGIA. ALL THE REQUIREMENTS OF THE PLANNING COMMISSION ON 5-29-06.

**ROAD DECLARATIONS**  
 STREETS SHOWN ON THIS PLAT ARE CLASSIFIED AS CLASS-2 STREETS, WHICH MAY NOT ALLOW FURTHER STREET DEVELOPMENT.

**APPROVAL OF STREETS BY PLANNING COMMISSION**  
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**REGISTERED SURVEYOR:**  
 WILSON LAND SURVEYOR  
 NO. 62124

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**REGISTERED SURVEYOR:**  
 WILSON LAND SURVEYOR  
 NO. 62124

**PHASE-2 AREA = 20.37 ACRES**

100 0 100 200 300  
 GRAPHIC SCALE 1:100

FINAL PLAN BY SURVEYOR

# HIGHCREST SUMMIT

PHASE - 2

PREPARED BY  
**BENCHMARK LAND SURVEYING, P.C.**  
 1100 W. BENTLEY BLVD.  
 SUITE 100  
 WOODBRIDGE, GA 30188  
 PHONE: 770.337.7203  
 FAX: 770.337.7204  
 EMAIL: benchmark@benchmarksurveying.com

PLATTED IN  
**LAND LOT 15**  
**6TH LAND DISTRICT**  
**WHITE COUNTY, GEORGIA**

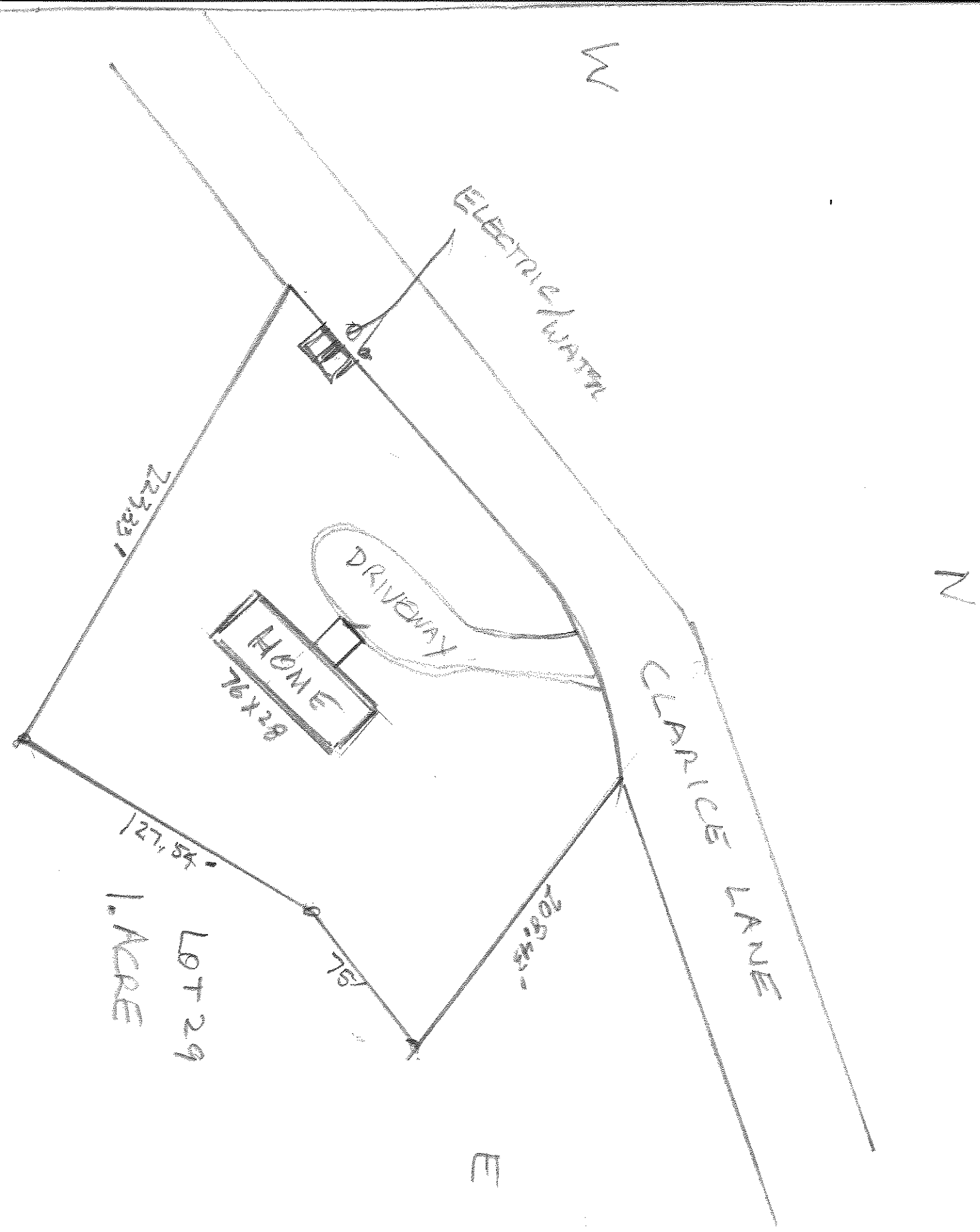
SCALE: 1"=100'  
 JOB # 02-028  
 DATE: 4-11-2006  
 PLAT PREPARATION: 4-11-2006

Curve	Radius	Length	Chord	Chord Bear
C1	50.00'	58.87'	53.2711'	N 52°27'11" W
C2	50.00'	60.16'	54.95'	S 14°25'31" E
C3	50.00'	60.16'	54.95'	S 14°25'31" E
C4	50.00'	71.78'	65.77'	N 25°04'08" E

- LEGEND:**
- C.M.F. - CONCRETE MONUMENT FOUNDING
  - C.M.F. - CONCRETE MONUMENT FOUNDING
  - O.I.P.F. - OPEN TOP IRON PIPES FOUND
  - W.F. - WOOD FRAME FOUNDING
  - L.L.L. - LAND LOT LINE
  - P.B.F. - PLYWOOD FOUNDING
  - R/W - RIGHT OF WAY
  - C/L - CENTER LINE
  - W.P. - POWER POLE
  - N.L. - LAND LOT
  - W.L. - PROPOSED WELL LOCATION
  - 1/2" P.B.S. - 1/2" PLYWOOD SHEET
- BUILDING SETBACKS**  
 LINES EXCEPT WHERE NOTED ON STREAMS AND STREAMS

SITE PLAN - CARLINO 9/29/23

LOT 29 / 235 CLARICE LANE



LOT 29  
1 ACRE

S.

E

N

W



Official Tax Receipt  
White County, GA  
113 N. Brooks St.  
Cleveland, 30528  
--Online Receipt--

Phone: 706-865-2225

Trans No	Map Code	Property ID & District Description	Original Due	Interest & Penalty	Amount Due	Amount Paid	Transaction Balance
2022-2883	069 609	LL15 LD6 LT29 HIGHCREST	\$475.49	\$0.00 Fees: \$0.00	\$0.00	\$475.49	\$0.00
<b>Totals:</b>			<b>\$475.49</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$475.49</b>	<b>\$0.00</b>

Paid Date: 11/10/2022

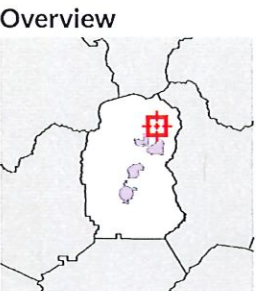
Charge Amount: \$475.49

CARLINO CHARLES F CARLINO ANNA  
BONET  
303 CLAIRCE LANE  
SAUTEE NACOOCHEE, GA 30528



Scan this code with your mobile phone to view this bill





- Legend**
- Parcels
  - Address Numbers
  - Roads
  - Railroads
  - Lakes
  - Streams and Rivers
  - City Labels

Parcel ID	069 609	Alternate ID	5164213	Owner Address	CARLINO CHARLES F
Sec/Twp/Rng	n/a	Class	R		CARLINO ANNA BONET
Property Address	0 SKY LAKE RD	Acreage	1.0		303 CLARICE LANE
	01				SAUTEE NACOOCHEE GA 30528
District	01				
Brief Tax Description	LL15 LD6 LT29 HIGHCREST				
	(Note: Not to be used on legal documents)				

Date created: 9/28/2023  
 Last Data Uploaded: 9/28/2023 5:29:05 AM



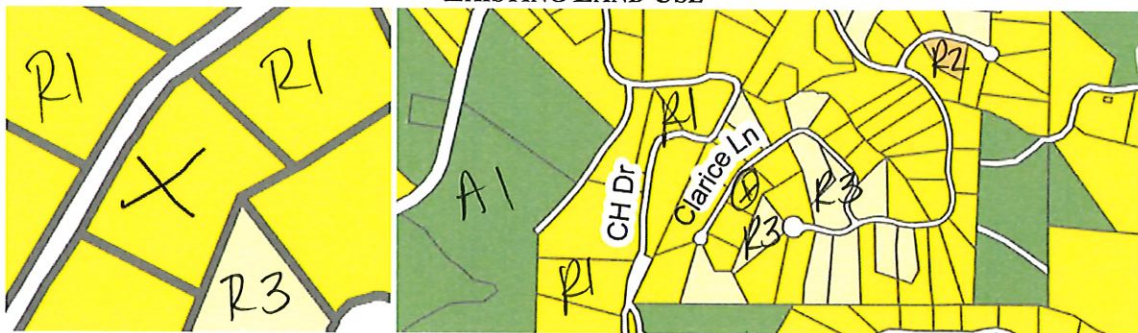


**WHITE COUNTY PLANNING DEPARTMENT  
STAFF COMMENT**

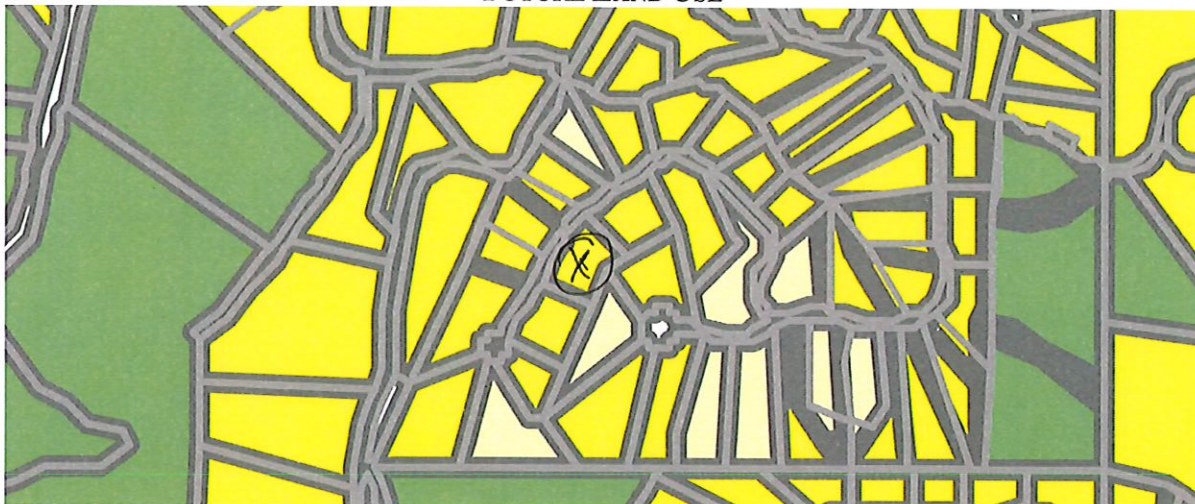
**CHARLES CARLINO & ANNA BONET-CARLINO**

- PROPERTY IS LOCATED AT 235 CLARICE LN IN SAUTEE NACOOCHEE. IT IS IN THE R-1 SINGLE FAMILY RESIDENTIAL DISTRICT AND WILL REQUIRE A CONDITIONAL USE PERMIT FROM THE WHITE COUNTY BOARD OF COMMISSIONERS TO PLACE THE PROPERTY IN THE SHORT TERM RENTAL PROGRAM.
- PROPERTY ADJOINS TO THE NORTH, SOUTH, AND WEST R-1 RESIDENTIAL SINGLE-FAMILY DISTRICT; TO THE EAST R-3 RESIDENTIAL SEASONAL DISTRICT
- THE WHITE COUNTY COMPREHENSIVE PLAN FUTURE LAND USE MAP INDICATES SINGLE FAMILY RESIDENTIAL.
- TOTAL ACREAGE IS 1.00.
- PROPERTY SUPPLIED BY WELL AND SEPTIC.

**EXISTING LAND USE**



**FUTURE LAND USE**



WHITE COUNTY PLANNING COMMISSION MINUTES  
PUBLIC HEARING: LAND USE REGULATION

**Application of Theresa Wilson** to request a conditional use permit located at 729 Monroe Ridge Road, Sautee Nacoochee, Georgia, 30571. Tax map and parcel 069-570. Total acreage is 1.06. Proposed use is to place in “Short Term Rental” program. Present zoning is R-1 Residential Single Family. The applicant was not present at the time the hearing was initially called, so the item was moved to the end of the agenda.

**Application of Charles Carlino and Anna Bonet-Carlino** to request a conditional use permit located at 235 Clarice Lane, Sautee Nacoochee, Georgia, 30571. Tax map and parcel 069-609. Total acreage is 1.00. Proposed use is to place in “Short Term Rental” program. Present zoning is R-1 Residential Single Family.

The applicant, Charles Carlino for 235 Clarice Lane, was present. Mr. Barton gave a summary of the application. Mr. Carlino explained the proposed short-term rental would have a maximum occupancy of six people with parking for at least three vehicles. He said he purchased the 22-acre development about four years ago and has been building and designing the homes. He said this home is currently under construction. He explained Highcrest Summit is a rental community that allows short-term rentals in the covenants, it is a quiet community, there is no crime, and everyone is on board with short-term rentals based on a recent homeowner’s association vote to keep allowing them. He said he built another home, located two lots down at 303 Clarice Lane, four years ago and it is the same size. He said neither home was previously a short-term rental.

Chairman Thomas asked if anyone would like to speak for the application, there was no response. He asked if anyone would like to speak against the application, there was no response. Chairman Thomas closed the hearing. Mr. Barton advised the applicant of the next meeting on December 4<sup>th</sup>.

**Application of Charles Carlino and Anna Bonet-Carlino** to request a conditional use permit located at 303 Clarice Lane, Sautee Nacoochee, Georgia, 30571. Tax map and parcel 069-611. Total acreage is 1.02. Proposed use is to place in “Short Term Rental” program. Present zoning is R-1 Residential Single Family.

The applicant, Charles Carlino of 303 Clarice Lane, was present. Mr. Barton gave a summary of the application. Mr. Carlino said this home is also a three bedroom with three bathrooms that would have the same maximum occupancy of six people and adequate parking.

Chairman Thomas asked if anyone would like to speak for the application, there was no response. He asked if anyone would like to speak against the application, there was no response. Chairman Thomas closed the hearing. Mr. Barton advised the applicant of the next meeting on December 4<sup>th</sup>.

**Application of Mary Ellen Rand** to request a conditional use permit located at 2400 Lynch Mountain Road, Sautee Nacoochee, Georgia, 30571. Tax map and parcel 083-008A. Total acreage is 24.667. Proposed use is to place in “Short Term Rental” program. Present zoning is A-1 Agricultural Forestry District.

A representative, Eric Seleene of 1073 Echota Road in Clarkesville, GA, was present. Mr. Barton gave a summary of the application. Mr. Seleene explained the proposed short-term rental would have a maximum occupancy of eight people with parking for six to ten vehicles. Mr. Seleene explained that Ms. Rand built the home in 2010 as a retirement home and would like to rent it to supplement income. He said

WHITE COUNTY PLANNING COMMISSION MINUTES  
REGULAR SESSION

The applicant, Jadie Hatcher of 565 Joe Black Road in Sautee Nacoochee, GA, was present. Mr. Sell gave a summary of the application. Ms. Burke asked if having three separate units was permitted in R-1, to which Mr. Sell replied yes. Mr. Hatcher did not have anything to add.

Motion to recommend approval to the Board of Commissioners made by Ms. Dixon and seconded by Mr. Ash. Motion was unanimous. Mr. Sell advised the applicant of the next meeting on December 11<sup>th</sup>, 2023.

**Application of Theresa Wilson** to request a conditional use permit located at 729 Monroe Ridge Road, Sautee Nacoochee, Georgia, 30571. Tax map and parcel 069-570. Total acreage is 1.06. Proposed use is to place in “Short Term Rental” program. Present zoning is R-1 Residential Single Family.

The applicant, Theresa Wilson of 3827 Savannah Square East in Atlanta, GA, was present. Mr. Sell gave a summary of the application. Ms. Wilson explained her property manager lives here and takes care of everything. She said there are quite a few rentals in the subdivision.

Motion to recommend approval to the Board of Commissioners made by Ms. Burke and seconded by Ms. Dixon. Motion was unanimous. Mr. Sell advised the applicant of the next meeting on December 11<sup>th</sup>, 2023.

**Application of Charles Carlino and Anna Bonet-Carlino** to request a conditional use permit located at 235 Clarice Lane, Sautee Nacoochee, Georgia, 30571. Tax map and parcel 069-609. Total acreage is 1.00. Proposed use is to place in “Short Term Rental” program. Present zoning is R-1 Residential Single Family.

The applicant, Charles Carlino of 235 Clarice Lane, was present. Mr. Sell gave a summary of the application. Mr. Carlino did not have anything to add.

Motion to recommend approval to the Board of Commissioners made by Mr. Freeman and seconded by Ms. Burke. Motion was unanimous. Mr. Sell advised the applicant of the next meeting on December 11<sup>th</sup>, 2023.

**Application of Charles Carlino and Anna Bonet-Carlino** to request a conditional use permit located at 303 Clarice Lane, Sautee Nacoochee, Georgia, 30571. Tax map and parcel 069-611. Total acreage is 1.02. Proposed use is to place in “Short Term Rental” program. Present zoning is R-1 Residential Single Family.

The applicant, Charles Carlino of 303 Clarice Lane, was present. Mr. Sell gave a summary of the application. Mr. Carlino stated there is an independent lot between his two properties.

Motion to recommend approval to the Board of Commissioners made by Ms. Burke and seconded by Mr. Ackerman. Motion was unanimous. Mr. Sell advised the applicant of the next meeting on December 11<sup>th</sup>, 2023.

**Application of Mary Ellen Rand** to request a conditional use permit located at 2400 Lynch Mountain Road, Sautee Nacoochee, Georgia, 30571. Tax map and parcel 083-008A. Total acreage is 24.667. Proposed use is to place in “Short Term Rental” program. Present zoning is A-1 Agricultural Forestry District.





# WHITE COUNTY

## *Board of Commissioners*

**Item Title:** Conditional Use Permit for Short Term Rental for Charles Carlino, 303 Clarice Lane, Sautee

**For Meeting Date:** 12/11/2023

**Work Session**  **Regular Meeting**  **Public Hearing**

**Category (Select One):** Land Use Application

**Submitted By:** John Sell

**Attachments:** Yes  **If yes, please list each file name below:**

1. 20353
2. Public Hearing Minutes 11/27/2023
3. Regular Meeting Minutes 12/4/2023

---

### **Purpose:**

Consider the application of Charles Carlino and Anna Bonet-Carlino to request a conditional use permit located at 303 Clarice Lane, Sautee Nacoochee, Georgia, 30571. Tax map and parcel 069-609. Total acreage is 1.02. Proposed use is to place in "Short Term Rental" program. Present zoning is R-1 Residential Single Family.

### **Background / Summary:**

- Applicant is requesting a conditional use permit for short-term rental. The short-term rental is part of Highcrest Summit subdivision which covenants allow for STRs. Mr. Carlino said it is a 3-bed, 3-bath home with maximum occupancy of 6 people with adequate parking. This is the house he has been living in. No one spoke for or against the application. The Planning Commission recommended approval and the motion passed by unanimous vote.

### **Department Recommendation:**

Planning Commission recommended approval by unanimous vote.

### **Options:**

- Uphold Planning Commission recommendation and approve the application
- Reverse Planning Commission recommendation and deny the application.
- Table the application for further review or to send back to Planning Commission

**Budget Information:** Applicable  Not Applicable

**Budgeted:** Yes  No

**Finance Director's Comments (if applicable):**

- 

**County Manager Comments:**

-

# WHITE COUNTY CHANGE OF LAND USE DISTRICT APPLICATION

<b>OFFICE USE ONLY</b>	Land Use Application #: <u>20353</u>
Public Hearing Date: <u>11/27/2023</u>	Commission District: <u>4</u>
Fees Assessed: <u>\$250</u>	Paid via: <input type="checkbox"/> cash <input type="checkbox"/> credit card <input checked="" type="checkbox"/> check# <u>1145</u>

APPLICANT INFORMATION	
Status: <input checked="" type="checkbox"/> Owner <input type="checkbox"/> Authorized Agent <input type="checkbox"/> Lessee <input type="checkbox"/> Option to Purchase	
Printed Name(s): <u>CHARLES CARLINO &amp; ANNA BONET-CARLINO</u>	
Address: <u>303 Clarice Ln, Santee Maccabee, La. 30571</u>	
Phone Number: [REDACTED]	Alternate Contact Number: [REDACTED]
Email: [REDACTED]	

**Owner Information (if different from Applicant/Agent):**

Name:	Phone #:
-------	----------

PROPERTY INFORMATION	
Parcel ID: <u>069 611</u>	Total acreage being changed: <u>1.0<sup>2</sup> ACRE</u>
Address: <u>303 Clarice Ln. Santee Maccabee, La. 30571</u>	
Directions to Property: <u>RT 356 N to Gus Abernathy Rd (on right) to Monroe Ridge (on right) take straight to Clarice Ln (on right) to end of cul de sac - driveway on left side.</u>	

Current Use/Zoning of Property: <u>R1</u>	Type of Road Surface: <u>Asphalt</u>
Any prior redistricting requests for property: <u>No</u> If yes, provide redistricting application #: _____	

**SURROUNDING PROPERTY LAND USE CLASSIFICATION:**

North: <u>R-1</u>	South: <u>R-1</u>	East: <u>R-3</u>	West: <u>R-1</u>
-------------------	-------------------	------------------	------------------

**REQUESTED ACTION AND DETAILS OF PROPOSED USE (check all that apply)**

<input type="checkbox"/>	Redistrict from district:	Redistrict to district:
<input checked="" type="checkbox"/>	Conditional Use - specify: <u>STR</u>	
<input type="checkbox"/>	Special Use - specify:	
<input type="checkbox"/>	Land Use Variance from Code Section:	

Proposed use if not listed above:

Is this property part of a subdivision? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	If so, please list number of lots:
Are there covenants? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Is there an active homeowner's association? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Subdivision Name (if applicable): <u>Highest Summit</u>	



Existing Utilities (check all that apply):  
 \_\_\_ County or City Water     Well     Septic     Gas     Electric     Broadband

Proposed Utilities (check all that apply):  
 \_\_\_ County or City Water    \_\_\_ Well    \_\_\_ Septic    \_\_\_ Gas    \_\_\_ Electric    \_\_\_ Broadband

**COMMERCIAL AND INDUSTRIAL REDISTRICT INFORMATION**

Building Area: \_\_\_\_\_ No. of Parking Spaces: \_\_\_\_\_

**RESIDENTIAL REDISTRICT INFORMATION**

No. of Lots: \_\_\_\_\_ Minimum Lot Size in acres: \_\_\_\_\_ No. of Units: \_\_\_\_\_

Minimum Heated Floor Area (ft<sup>2</sup>): \_\_\_\_\_ Density/Acre: \_\_\_\_\_

Is an Amenity area proposed (specify if yes)?

\_\_\_ Apartments    \_\_\_ Condominiums    \_\_\_ Townhomes    \_\_\_ Single Family

\_\_\_ Rental Cabins    \_\_\_ Recreational Vehicle Park    \_\_\_ Other- Specify: \_\_\_\_\_

**LIST OF ADJACENT PROPERTY OWNERS**

It is the responsibility of the Applicant to provide a list of adjacent property owners that has property bordering your property or who has property directly across the street from your property (additional sheet may be included, if necessary).

PARCEL	PROPERTY OWNER NAME	MAILING ADDRESS
1	069575 Charles Michael O'Brien	826 Monroe Ridge Rd Santee, Nacoochee, Ga 30571
2	069612 Wolf Properties of NW Fl. LLC	305 Aralia Circle PC Beach, FL 32408-7451
3	069613 Dieter & Verona Rosabal	11337 SW 239th St. Homestead, FL 33032-3121
4	069614 Gilbert & Irene Sandate	5045 Harbor Ridge Dr. Alpharetta, Ga 30005
5	069610 Salvador S. Aceves	425 Prestwick Court Alpharetta, Ga 30005
6	_____	_____
7	_____	_____

**APPLICANT CERTIFICATION**

I hereby request the action contained within this application relative to the property shown on the attached plats and site plan and further request that this item be placed on both the Planning Commission and Board of Commissioners meeting agendas.

I understand that the Planning Department staff may either accept or reject my request upon review. My request will be rejected if all the necessary data is not presented.

I understand that I have the obligation to present all data necessary and required by statute to enable the Planning Commission and Board of Commissioners to make an informed determination on my request. I understand that I may seek legal advice if I am not familiar with the land use requirements and procedures.

I understand that my request will be acted upon at the Planning Commission and Board of Commissioners meetings and that I am required to be present or to be represented by someone able to present all facts and answer all questions. I understand that failure to appear at a meeting shall result in the postponement or denial of my application request. I further understand that it is my responsibility to be aware of relevant meeting dates and times regardless of notification from White County.

I hereby certify that I have read the above and that the above information, as well as the attached information, is true and correct.

Applicant Signature: *Anna Bonet Carlin*

Date: *9.28.23*

**2023 DEADLINES AND MEETING DATES**

Submittal Date Planning Dept. Office 5:00 p.m. Deadline	Planning Commission Public Hearing 1239 Helen Hwy 6:00 p.m.	Planning Commission Regular Session 1239 Helen Hwy 6:00 p.m.	Board of Commissioners Work Session 1235 Helen Hwy 4:30 p.m.
Wednesday, January 4, 2023	Monday, January 30, 2023	Monday, February 6, 2023	Monday, February 27, 2023
Wednesday, February 1, 2023	Monday, February 27, 2023	Monday, March 6, 2023	Monday, March 27, 2023
Wednesday, March 1, 2023	Monday, March 27, 2023	Monday, April 3, 2023	Monday, April 24, 2023
Wednesday, March 29, 2023	Monday, April 24, 2023	Monday, May 1, 2023	TBA
Wednesday, May 3, 2023	TBA	Monday, June 5, 2023	Monday, June 26, 2023
Wednesday, May 31, 2023	Monday, June 26, 2023	Monday, July 3, 2023	Monday, July 31, 2023
Wednesday, June 14, 2023 *	Monday, July 31, 2023	Monday, August 7, 2023	Monday, August 28, 2023
Wednesday, July 12, 2023	Monday, August 28, 2023	TBA	Monday, September 25, 2023
Wednesday, August 9, 2023	Monday, September 25, 2023	Monday, October 2, 2023	Monday, October 30, 2023
Wednesday, September 13, 2023	Monday, October 30, 2023	Monday, November 6, 2023	Monday, November 27, 2023
Wednesday, October 11, 2023	Monday, November 27, 2023	Monday, December 4, 2023	TBA
Wednesday, November 8, 2023	TBA	TBA	Monday, January 29, 2024
Wednesday, December 13, 2023	Monday, January 29, 2024	Monday, February 5, 2024	Monday, February 26, 2024

\*NEW DEADLINE DATES EFFECTIVE IN ORDER TO MEET ZPL UPDATES AS OF JULY 2023

*Oct 2, 2023  
5p.m.*



**NOTICE OF AGRICULTURAL DISTRICT ADJACENCY**

Future abutting developers in non-agricultural land use districts shall be provided with this "Notice of Agricultural Adjacency" prior to administrative action on either land use district, the issuance of a building or occupancy permit or approval of a subdivision of property. Prior to administrative action, the applicant shall be required to sign this wavier which indicates that the applicant understands that a use is ongoing, adjacent to his/her use, which can produce odors, noise, dust and other effects which may not be compatible with the applicant's development. Nevertheless, understanding the effects of the adjacent Agricultural District uses, the applicant agrees by executing this form to waive any objection to those effects and understands that his/her district change and/or permits or other approvals are issued and processed in reliance on his agreement not to bring any action asserting that the adjacent uses in the Agricultural District constitute a nuisance against the local government and adjoining land owners whose property is located in an Agricultural District. This wavier shall be provided and made applicable for subsequent purchasers and owners or heirs of his/her property. This notice and acknowledgement shall be public record.

**Applicant Signature:**

**Date:**

**DISCLOSURE OF CAMPAIGN CONTRIBUTIONS**  
(APPLICANTS AND REPRESENTATIVE(S) OF REQUESTED ACTION)

Pursuant to O.C.G.A. Section 36-67 A-3.A, the disclosure of any campaign contributions aggregating \$250.00 or more to a local government official who will consider an application for re-classification or for a conditional use or special use permit is mandatory when an application or any representation of application for re-classification of district or for conditional use or special use permit has been made within two (2) years immediately preceding the filing of a request for reclassification or conditional use or special use permit by the same applicant and/or representative of said applicant. It shall be the duty of the applicant and/or any representatives of the applicant to file a disclosure with the governing authority of the respective local government to show the following:

Name of local official(s) to whom campaign contribution was made:

The dollar amount and description of each campaign contribution made by the applicant to the local government official during the two (2) years immediately preceding the filing of this application for action for district re-classification, conditional use or special use permit.

Amount \$:

Date:

Enumeration and description of each gift (when the total value of all gifts is \$250.00 or more) made to the local government official during the two (2) years immediately preceding the filing of this application. **Please attach additional sheets if needed.**

Check box if no contributions made

**Applicant Signature:**

*Anna Bonet Carlson*

**Date:**

*9.28.23*



**PROPERTY OWNER AUTHORIZATION**

To be completed by the property owner to certify ownership of subject property and to provide authorization for other person(s) to represent the owner on their behalf.

I/WE (print), CHARLES CARLINO + ANNA BONET-CARLINO, hereby swear that I/we own the property for which this land use change application is being made.

<b>Property Address and/or Parcel ID:</b>	
<b>PROPERTY OWNER INFORMATION</b>	
Printed Name of Owner(s):	<u>CHARLES CARLINO + ANNA BONET-CARLINO</u>
Mailing Address:	<u>303 CLARICE LN</u>
	<u>SAUTEE NACOOCHEE, GA 30571</u>
Phone Number:	[REDACTED]
Alternate Contact Number:	[REDACTED]
Email:	[REDACTED]
I/we hereby authorize the person named below to act as the applicant or agent in the pursuit of the requested action on this property. I/we understand that any action granted and/or conditions or stipulations placed on the property will be binding upon the property regardless of ownership. The person named below is authorized to make this application. The person named below is aware that no application or re-application affecting the same land shall be acted upon within six (6) months from the date of the last action by the White County Board of Commissioners.	
Printed Name of applicant or agent(s):	<u>CHARLES CARLINO + ANNA BONET-CARLINO</u>
Signature of Owner(s):	Date Signed:
<u>[Signature]</u>	<u>9.28.23</u>

**PROPERTY OWNER AUTHORIZATION DOCUMENT: NOTARY ACKNOWLEDGEMENT**

Sworn to (or affirmed) and subscribed before me this 28<sup>th</sup> day of Sept, 2023 by Anna Bonet-Carlino (name of signer(s)). The named signer(s) is/are personally known by me or produced the identification type of Drivers License

{Seal}

[Signature]

(Signature of Notary)

Doreen Green

(Name of Notary Typed, Stamped, or Printed)

Doreen Green  
NOTARY PUBLIC  
White County, GEORGIA  
My Commission Expires 07/12/2025

**SHORT TERM RENTAL CERTIFICATIONS**

To be completed and notarized for any application where the proposed use is short term rental.

I/WE (print), CHARLES CARLINO + ANNA BONET-CARLINO, hereby swear that I/we own/will own the property referenced below for which this land use change application is being made.

\*Property Address and/or Parcel ID:

**PROPERTY OWNER AUTHORIZATION ACKNOWLEDGEMENT OF GUESTS**

I acknowledge to keep the total number of guests to that number which can safely stay in the premises and may be subject to the State of Georgia's fire safety code regulations.

Signature of Owner/Future Owner(s): Anna Bonet-Carlino

**PROPERTY OWNER AUTHORIZATION CERTIFIED BY OWNER OR THIRD PARTY INSPECTOR**

I attest by owner or third party inspector that short term rentals meet applicable International Building Code, International Fire Code regulations and NFPA 101 Life Safety codes.

Signature of Owner/Future Owner(s): Anna Bonet-Carlino

**PROPERTY OWNER AUTHORIZATION CERTIFIED DEED RESTRICTION**

I certify that there are no deed restriction and/or covenants on the property that prohibits the use of the property as a short-term rental.

Signature of Owner/Future Owner(s): Anna Bonet-Carlino

**PROPERTY OWNER AUTHORIZATION CERTIFIED SHORT-TERM RENTAL INSURANCE**

I certify that the owner/future owner has commercial or specific short-term rental insurance for the property. If insurance *has not been obtained* at time of application, I certify that owner/future owner will obtain prior to renting if application approval is granted.

Signature of Owner/Future Owner(s): Anna Bonet-Carlino

**OFFICIAL CODE OF WHITE COUNTY APPENDIX C/ARTICLE VII – SHORT TERM RENTALS & BUSINESS LICENSES NOTIFICATION**

I certify that I have been informed of and provided a copy of Appendix C/Article VII - Short Term Rentals. I certify that I have also been informed that I will need to contact the White County Business Tax Office (706-865-2235) to obtain the proper business licensing, host licensing, and subsequent tax information prior to operation of my short-term rental.

Signature of Owner/Future Owner(s): Anna Bonet-Carlino

**SHORT TERM RENTAL CERTIFICATIONS DOCUMENT: NOTARY ACKNOWLEDGEMENT**

Sworn to (or affirmed) and subscribed before me this 28<sup>th</sup> day of Sept, 2023 by Anna Bonet-Carlino (name of signer(s)). The named signer(s) is/are personally known by me or produced the identification type of Drivers License

{Seal}

Doreen Green (Signature of Notary)

Doreen Green (Name of Notary Typed, Stamped, or Printed)

Doreen Green  
NOTARY PUBLIC  
White County, GEORGIA  
My Commission Expires 07/12/2025



**APPLICANT ACKNOWLEDGEMENT OF MEETING DATES**

I, \_\_\_\_\_ (print name) have been advised that I or someone to represent me must be in attendance when my application is before the White County Planning Commission and the White County Board of Commissioners or it will be tabled. I also acknowledge that I have been made aware of the below dates upon submission of my application.

**Senior Center, 1239 Helen Hwy, Cleveland** **6:00pm**


Public Hearing Date (Planning Commission): Nov. 27, 2023

Regular Meeting Date (Planning Commission): Dec. 4, 2023

**Administration Building, 1235 Helen Hwy, Cleveland** **4:30pm**

Board of Commissioners Meeting Date: TBD

*\*Meeting dates are subject to change*

  
 \_\_\_\_\_  
 Signature of Applicant or Authorized Agent

9.29.23  
 \_\_\_\_\_  
 Date

<b><u>OFFICE USE ONLY</u></b>
Copy given to applicant: <u>9/29/23</u> (date)
Staff Initials: <u>LF</u>
Flag (circle): <input checked="" type="radio"/> Y <input type="radio"/> N

\*\*\*\*\*

<b>WITHDRAWAL</b>
<i>Notice: This section only to be completed if application is being withdrawn.</i>
PART II - OFFICIAL CODE/APPENDIX C - LAND USE REGULATIONS/ARTICLE XVIII. AMENDMENT, APPLICATION AND PROCEDURAL REQUIREMENTS
<i>Section 1803. Withdrawal of amendment application. Any petition for an amendment to these regulations, official land use district map, conditional use approval, variance or special use permit may be withdrawn, at the discretion of the person or agency initiating such request, at any time prior to final action by the board of commissioners upon written notice to the planning director. Any required fees shall be forfeited</i>
I hereby withdraw application #:
Applicant Signature: _____ Date: _____



Letter of Intent  
Proposed Short-Term Rental

This is to notify intent for the following Property:

Property Address: Subdivision Highcrest Summit - 303 Clarice Lane,  
Sautee Nacoochee, Ga 30571

Proposed for Personal family use and short-term rentals.

This is the reason for requesting land use change.

Intent: Conditional use permit for Short Term Rental

# Bedrooms 3

# Baths 3

Maximum rental: 6-person occupancy

Parking: 3 Cars

Respectfully,

Charles & Anna Bonet-Carlino

Owners



**Public Health**  
Prevent. Promote. Protect.

# White County Environmental Health

Zachary Taylor, M.D., M.S., Acting Health Director

1241 Helen Highway, Unit 210 • Cleveland, GA 30528

PH: 706-348-7698 • FAX: 706-348-1670 • [www.phdistrict2.org](http://www.phdistrict2.org)

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Banks, Dawson, Forsyth, Franklin, Habersham, Hall, Hart, Lumpkin, Rabun, Stephens, Towns, Union and White Counties

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**Evaluation Applied For**

**Appropriate Permit Applied For**

**Appropriate Permit Issued to Applicant**

**Evaluation, Permit Not Applied For At This Time**

DATE: 09/29/2023

APPLICANT NAME: CHARLES & ANNA CARLINO

PROPERTY ADDRESS: 255 CLARICE LN  
SAUTEE NACOOCHEE, GA 30571

White County Planning Department:

In reference to a request for a change of zoning/land use or a building permit, application may need to be made for an existing system evaluation to determine:

- that the permit on file is the correct permit for the property in question;
- that there is no evidence of system failure;
- that the septic system is appropriately sized for the current and proposed use;
- that there is adequate repair after the proposed addition;
- that there are no conditions that could adversely affect the functionality of the system.

Please note that this is NOT an all-inclusive list. Based upon the information submitted and/or the outcome of the evaluation, it may be determined that a septic system needs additional capacity or upgrade. If so, the appropriate permit will need to be obtained and the work completed before an approval can be given.

If, based upon information submitted, no septic systems exist on the property, this zoning/land use change and/or building permit request should not affect the property with respect to septic use.

White County Environmental Health  
District 2 Public Health

*By signing below, I certify all information submitted is accurate and true to the best of my knowledge.*

  
Applicant Signature

WATER: WATER WILL BE SUPPLIED FROM WELLS.  
SEWERAGE: SEWERAGE WILL BE HANDLED BY INDIVIDUAL SEPTIC SYSTEMS.

**FINAL PLAT APPROVAL BY PLANNING COMMISSION**  
THE PLANNING COMMISSION HAS REVIEWED THE PLAT AND APPROVED THE PLAT FOR RECORDATION AND APPROVAL. THE PLANNING COMMISSION HAS REVIEWED THE PLAT AND APPROVED THE PLAT FOR RECORDATION AND APPROVAL. THE PLANNING COMMISSION HAS REVIEWED THE PLAT AND APPROVED THE PLAT FOR RECORDATION AND APPROVAL.

**APPROVAL OF STREETS BY PLANNING COMMISSION**  
STREETS SHOWN ON THIS PLAT ARE APPROVED BY THE PLANNING COMMISSION FOR RECORDATION AND APPROVAL. THE PLANNING COMMISSION HAS REVIEWED THE PLAT AND APPROVED THE PLAT FOR RECORDATION AND APPROVAL.

**SUPERVISOR'S CERTIFICATION**  
I, SUPERVISOR, HAVE REVIEWED THIS PLAT AND CERTIFY THAT THE PLAT IS CORRECT AND ACCURATE AND THAT THE PLAT IS IN ACCORDANCE WITH THE PLANNING COMMISSION'S APPROVAL AND THE PLANNING COMMISSION'S APPROVAL.

**NOTES:**  
THE RECD DATA UPON WHICH THIS PLAT IS BASED HAS A CLOSING PRECISION OF ONE FOOT PER 100 FEET. THE PLAT IS BASED UPON THE RECD DATA UPON WHICH THIS PLAT IS BASED HAS A CLOSING PRECISION OF ONE FOOT PER 100 FEET. THE PLAT IS BASED UPON THE RECD DATA UPON WHICH THIS PLAT IS BASED HAS A CLOSING PRECISION OF ONE FOOT PER 100 FEET.

**LEGEND:**  
C.M.F. - CONCRETE MONUMENT FOUND  
C.T.F. - CONCRETE TIE FOUND  
O.P.F. - OPEN FOR PIER FOUND  
N.P. - NONE OR PARTIALLY FOUND  
R.B.F. - REBAR FOUND  
L.L. - LAND LOT LINE  
R/W - RIGHT OF WAY  
R/L - CENTER LINE  
R.S. - INTERSECTION  
N.T. - INTERSECTION  
- 1/2" R.B.S.  
● - PROPOSED WELL LOCATION

**OWNER'S CERTIFICATE**  
THE OWNER OF THE LAND SHOWN ON THIS PLAT AND THROUGHOUT A DATA AUTHORIZED AGENT, CERTIFIED UNDER OATH THAT THE PLAT IS TRUE AND CORRECT AND THAT THE PLAT IS BASED UPON THE RECD DATA UPON WHICH THIS PLAT IS BASED HAS A CLOSING PRECISION OF ONE FOOT PER 100 FEET.

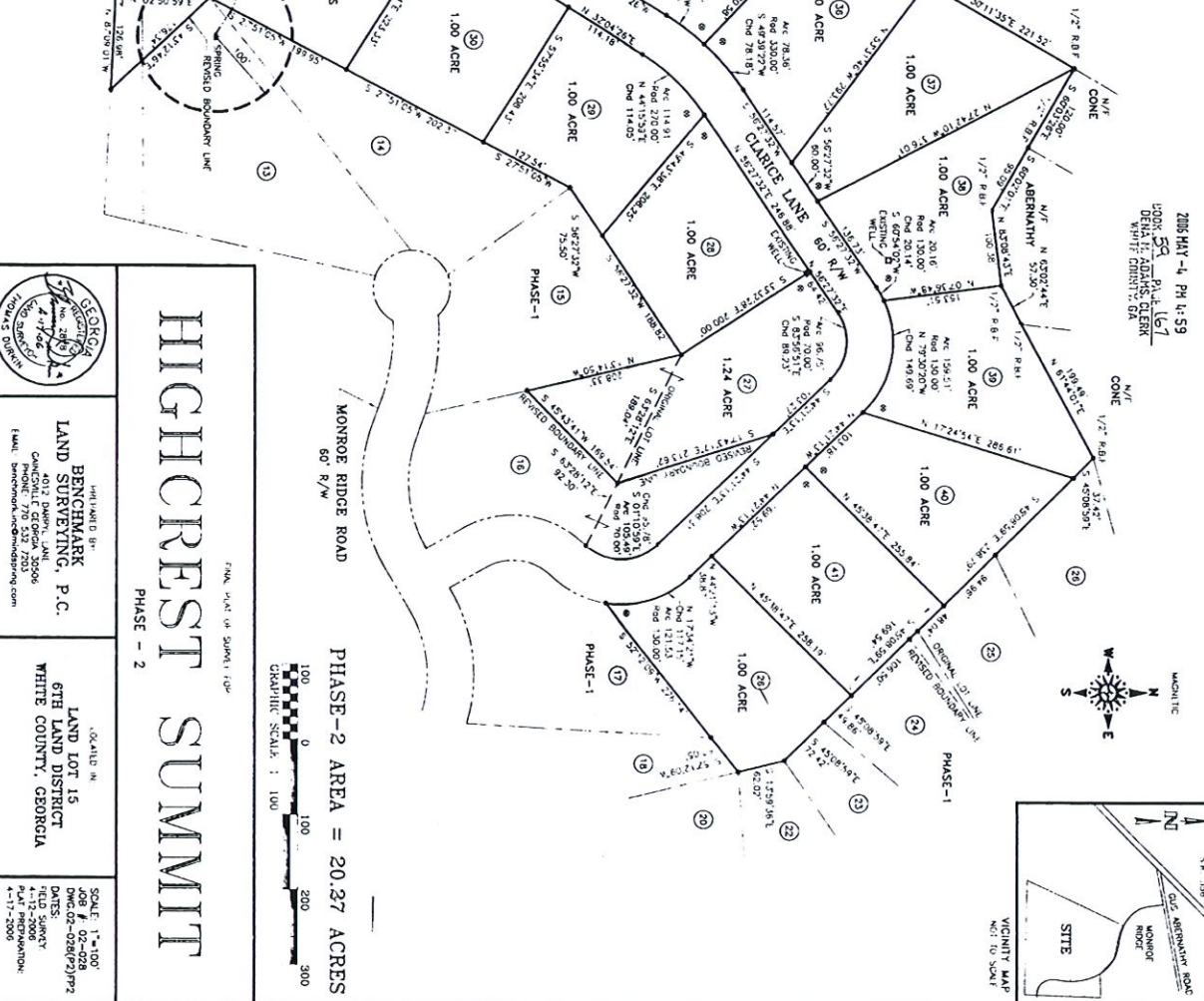
**OWNER-DEVELOPER:**  
MONROE RIDGE DEVELOPMENT, INC.  
HILTMAN, GEORGIA

**APPROVAL OF STREETS BY PLANNING COMMISSION**  
STREETS SHOWN ON THIS PLAT ARE APPROVED BY THE PLANNING COMMISSION FOR RECORDATION AND APPROVAL. THE PLANNING COMMISSION HAS REVIEWED THE PLAT AND APPROVED THE PLAT FOR RECORDATION AND APPROVAL.

**SUPERVISOR'S CERTIFICATION**  
I, SUPERVISOR, HAVE REVIEWED THIS PLAT AND CERTIFY THAT THE PLAT IS CORRECT AND ACCURATE AND THAT THE PLAT IS IN ACCORDANCE WITH THE PLANNING COMMISSION'S APPROVAL AND THE PLANNING COMMISSION'S APPROVAL.

**NOTES:**  
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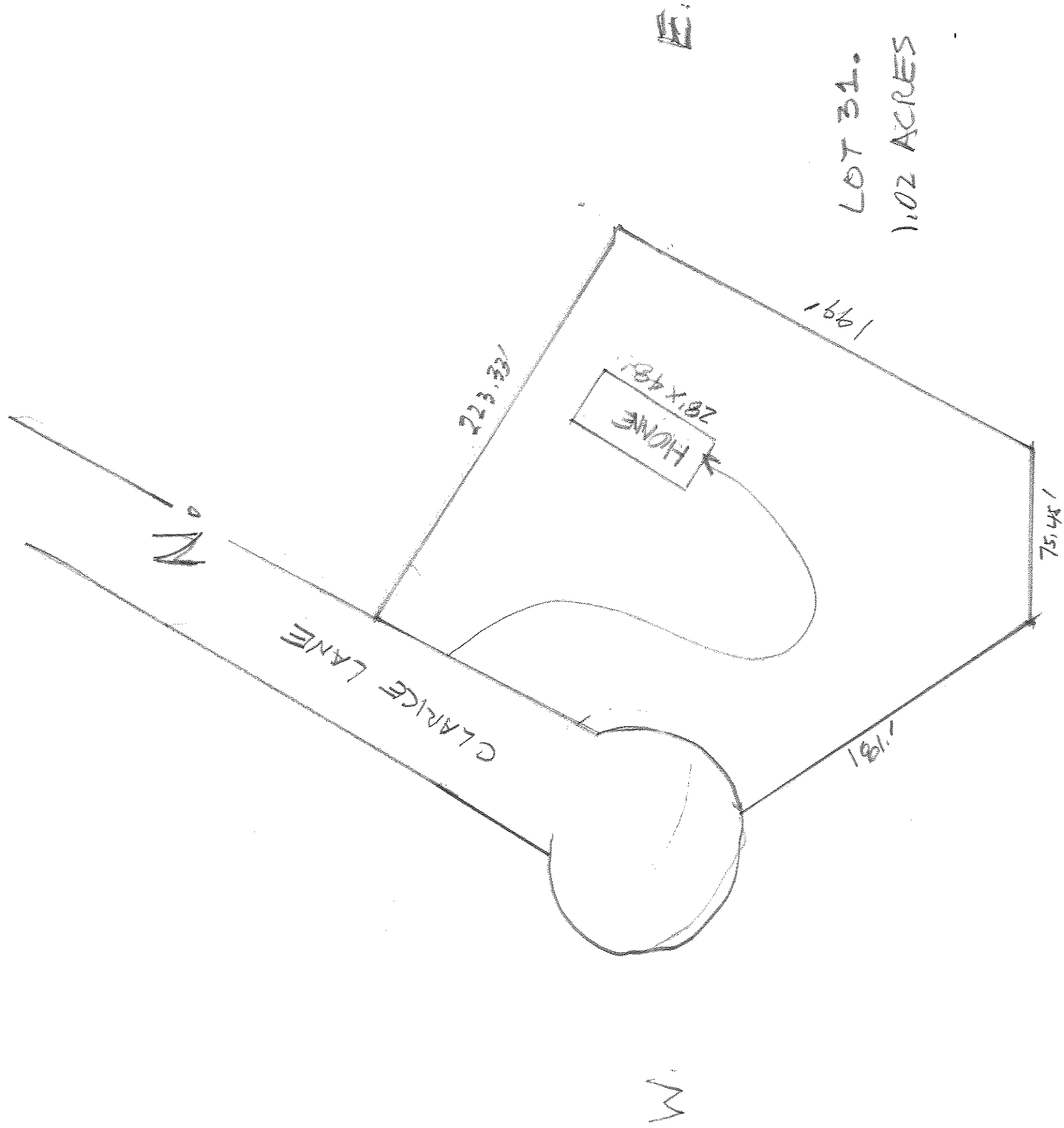
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C.T.F. - CONCRETE TIE FOUND  
O.P.F. - OPEN FOR PIER FOUND  
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L.L. - LAND LOT LINE  
R/W - RIGHT OF WAY  
R/L - CENTER LINE  
R.S. - INTERSECTION  
N.T. - INTERSECTION  
- 1/2" R.B.S.  
● - PROPOSED WELL LOCATION





SITE PLAN - CARLINO 9/29/23

303 CLARICE / LOT 31



S



Official Tax Receipt  
White County, GA  
113 N. Brooks St.  
Cleveland, 30528  
--Online Receipt--

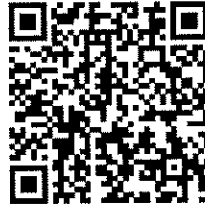
Phone: 706-865-2225

Trans No	Map Code	Property ID & District Description	Original Due	Interest & Penalty	Amount Due	Amount Paid	Transaction Balance
2022-2885	069 611	LL15 LD6 LT31 HIGHCREST	\$4,321.06	\$0.00 Fees: \$0.00	\$0.00	\$4,321.06	\$0.00
<b>Totals:</b>			<b>\$4,321.06</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$4,321.06</b>	<b>\$0.00</b>

Paid Date: 11/10/2022

Charge Amount: \$4,321.06

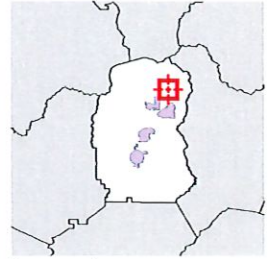
CARLINO CHARLES F CARLINO ANNA  
BONET  
303 CLAIRCE LANE  
SAUTEE NACOOCHEE, GA 30528



Scan this code with your mobile phone to view this bill



Overview



Legend

- Parcels
- Roads
- Railroads
- Lakes
- Streams and Rivers
- City Labels

Parcel ID	069 611	Alternate ID	5164225	Owner Address	CARLINO CHARLES F
Sec/Twp/Rng	n/a	Class	R		CARLINO ANNA BONET
Property Address	303 CLARICE LN	Acreage	1.02		303 CLARICE LANE
	01				SAUTEE NACOOCHEE GA 30528
District	01				
Brief Tax Description	LL15 LD6 LT31 HIGHCREST				
	(Note: Not to be used on legal documents)				

Date created: 9/29/2023  
 Last Data Uploaded: 9/29/2023 5:28:00 AM

Developed by Schneider  
 GEOSPATIAL

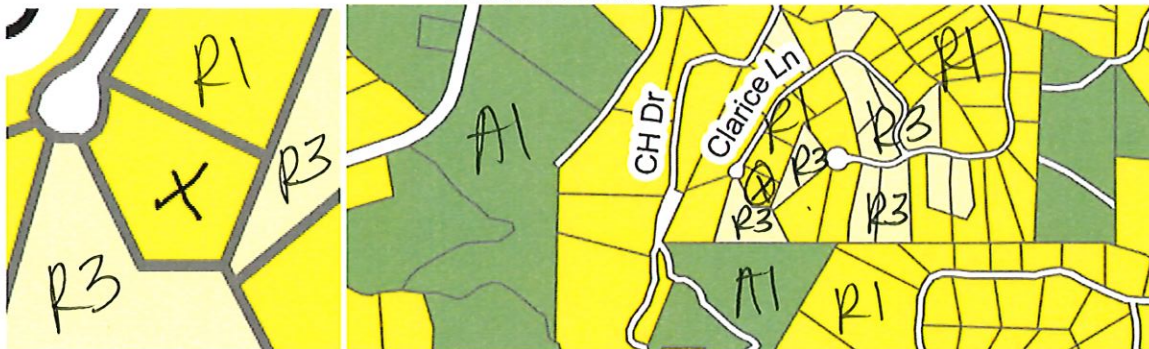


**WHITE COUNTY PLANNING DEPARTMENT  
STAFF COMMENT**

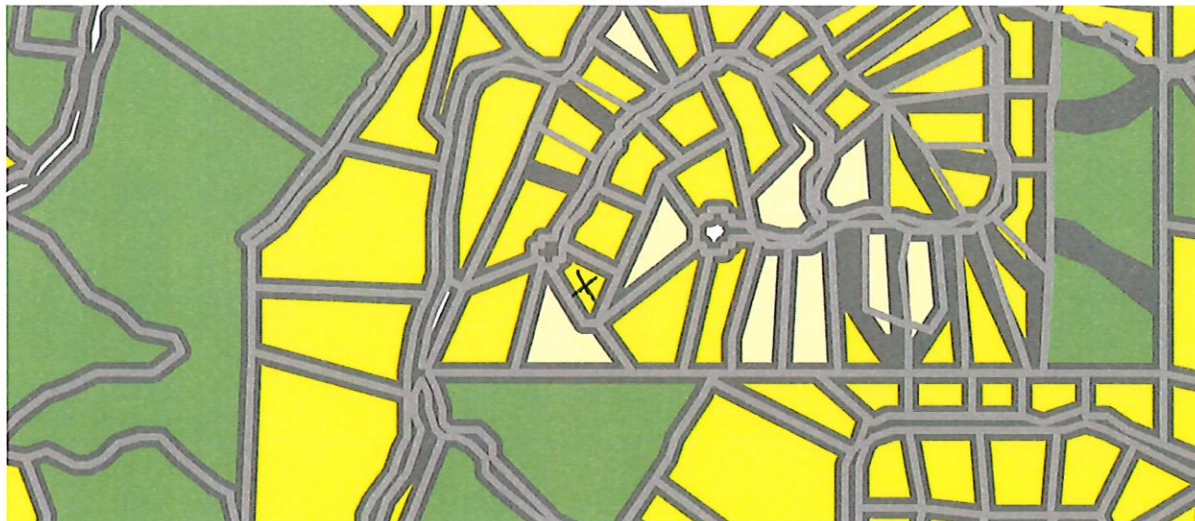
**CHARLES CARLINO & ANNA BONET-CARLINO**

- PROPERTY IS LOCATED AT 303 CLARICE LN IN SAUTEE NACOOCHEE. IT IS IN THE R-1 SINGLE FAMILY RESIDENTIAL DISTRICT AND WILL REQUIRE A CONDITIONAL USE PERMIT FROM THE WHITE COUNTY BOARD OF COMMISSIONERS TO PLACE THE PROPERTY IN THE SHORT TERM RENTAL PROGRAM.
- PROPERTY ADJOINS TO THE NORTH R-1 RESIDENTIAL SINGLE-FAMILY DISTRICT; TO THE SOUTH, EAST, AND WEST R-3 RESIDENTIAL SEASONAL DISTRICT
- THE WHITE COUNTY COMPREHENSIVE PLAN FUTURE LAND USE MAP INDICATES SINGLE FAMILY RESIDENTIAL.
- TOTAL ACREAGE IS 1.02.
- PROPERTY SUPPLIED BY WELL AND SEPTIC.

**EXISTING LAND USE**



**FUTURE LAND USE**



WHITE COUNTY PLANNING COMMISSION MINUTES  
PUBLIC HEARING: LAND USE REGULATION

**Application of Theresa Wilson** to request a conditional use permit located at 729 Monroe Ridge Road, Sautee Nacoochee, Georgia, 30571. Tax map and parcel 069-570. Total acreage is 1.06. Proposed use is to place in “Short Term Rental” program. Present zoning is R-1 Residential Single Family. The applicant was not present at the time the hearing was initially called, so the item was moved to the end of the agenda.

**Application of Charles Carlino and Anna Bonet-Carlino** to request a conditional use permit located at 235 Clarice Lane, Sautee Nacoochee, Georgia, 30571. Tax map and parcel 069-609. Total acreage is 1.00. Proposed use is to place in “Short Term Rental” program. Present zoning is R-1 Residential Single Family.

The applicant, Charles Carlino for 235 Clarice Lane, was present. Mr. Barton gave a summary of the application. Mr. Carlino explained the proposed short-term rental would have a maximum occupancy of six people with parking for at least three vehicles. He said he purchased the 22-acre development about four years ago and has been building and designing the homes. He said this home is currently under construction. He explained Highcrest Summit is a rental community that allows short-term rentals in the covenants, it is a quiet community, there is no crime, and everyone is on board with short-term rentals based on a recent homeowner’s association vote to keep allowing them. He said he built another home, located two lots down at 303 Clarice Lane, four years ago and it is the same size. He said neither home was previously a short-term rental.

Chairman Thomas asked if anyone would like to speak for the application, there was no response. He asked if anyone would like to speak against the application, there was no response. Chairman Thomas closed the hearing. Mr. Barton advised the applicant of the next meeting on December 4<sup>th</sup>.

**Application of Charles Carlino and Anna Bonet-Carlino** to request a conditional use permit located at 303 Clarice Lane, Sautee Nacoochee, Georgia, 30571. Tax map and parcel 069-611. Total acreage is 1.02. Proposed use is to place in “Short Term Rental” program. Present zoning is R-1 Residential Single Family.

The applicant, Charles Carlino of 303 Clarice Lane, was present. Mr. Barton gave a summary of the application. Mr. Carlino said this home is also a three bedroom with three bathrooms that would have the same maximum occupancy of six people and adequate parking.

Chairman Thomas asked if anyone would like to speak for the application, there was no response. He asked if anyone would like to speak against the application, there was no response. Chairman Thomas closed the hearing. Mr. Barton advised the applicant of the next meeting on December 4<sup>th</sup>.

**Application of Mary Ellen Rand** to request a conditional use permit located at 2400 Lynch Mountain Road, Sautee Nacoochee, Georgia, 30571. Tax map and parcel 083-008A. Total acreage is 24.667. Proposed use is to place in “Short Term Rental” program. Present zoning is A-1 Agricultural Forestry District.

A representative, Eric Seleene of 1073 Echota Road in Clarkesville, GA, was present. Mr. Barton gave a summary of the application. Mr. Seleene explained the proposed short-term rental would have a maximum occupancy of eight people with parking for six to ten vehicles. Mr. Seleene explained that Ms. Rand built the home in 2010 as a retirement home and would like to rent it to supplement income. He said

WHITE COUNTY PLANNING COMMISSION MINUTES  
REGULAR SESSION

The applicant, Jadie Hatcher of 565 Joe Black Road in Sautee Nacoochee, GA, was present. Mr. Sell gave a summary of the application. Ms. Burke asked if having three separate units was permitted in R-1, to which Mr. Sell replied yes. Mr. Hatcher did not have anything to add.

Motion to recommend approval to the Board of Commissioners made by Ms. Dixon and seconded by Mr. Ash. Motion was unanimous. Mr. Sell advised the applicant of the next meeting on December 11<sup>th</sup>, 2023.

**Application of Theresa Wilson** to request a conditional use permit located at 729 Monroe Ridge Road, Sautee Nacoochee, Georgia, 30571. Tax map and parcel 069-570. Total acreage is 1.06. Proposed use is to place in “Short Term Rental” program. Present zoning is R-1 Residential Single Family.

The applicant, Theresa Wilson of 3827 Savannah Square East in Atlanta, GA, was present. Mr. Sell gave a summary of the application. Ms. Wilson explained her property manager lives here and takes care of everything. She said there are quite a few rentals in the subdivision.

Motion to recommend approval to the Board of Commissioners made by Ms. Burke and seconded by Ms. Dixon. Motion was unanimous. Mr. Sell advised the applicant of the next meeting on December 11<sup>th</sup>, 2023.

**Application of Charles Carlino and Anna Bonet-Carlino** to request a conditional use permit located at 235 Clarice Lane, Sautee Nacoochee, Georgia, 30571. Tax map and parcel 069-609. Total acreage is 1.00. Proposed use is to place in “Short Term Rental” program. Present zoning is R-1 Residential Single Family.

The applicant, Charles Carlino of 235 Clarice Lane, was present. Mr. Sell gave a summary of the application. Mr. Carlino did not have anything to add.

Motion to recommend approval to the Board of Commissioners made by Mr. Freeman and seconded by Ms. Burke. Motion was unanimous. Mr. Sell advised the applicant of the next meeting on December 11<sup>th</sup>, 2023.

**Application of Charles Carlino and Anna Bonet-Carlino** to request a conditional use permit located at 303 Clarice Lane, Sautee Nacoochee, Georgia, 30571. Tax map and parcel 069-611. Total acreage is 1.02. Proposed use is to place in “Short Term Rental” program. Present zoning is R-1 Residential Single Family.

The applicant, Charles Carlino of 303 Clarice Lane, was present. Mr. Sell gave a summary of the application. Mr. Carlino stated there is an independent lot between his two properties.

Motion to recommend approval to the Board of Commissioners made by Ms. Burke and seconded by Mr. Ackerman. Motion was unanimous. Mr. Sell advised the applicant of the next meeting on December 11<sup>th</sup>, 2023.

**Application of Mary Ellen Rand** to request a conditional use permit located at 2400 Lynch Mountain Road, Sautee Nacoochee, Georgia, 30571. Tax map and parcel 083-008A. Total acreage is 24.667. Proposed use is to place in “Short Term Rental” program. Present zoning is A-1 Agricultural Forestry District.





# WHITE COUNTY

## *Board of Commissioners*

**Item Title:** Conditional Use Permit for Short Term Rental for Mary Ellen Rand, 2400 Lynch Mtn. Rd. Sautee

**For Meeting Date:** 12/11/2023

**Work Session**  **Regular Meeting**  **Public Hearing**

**Category (Select One):** Land Use Application

**Submitted By:** John Sell

**Attachments:** Yes  **If yes, please list each file name below:**

1. 20354
2. Public Hearing Minutes 11/27/2023
3. Regular Meeting Minutes 12/4/2023

---

### **Purpose:**

Consider the application of Mary Ellen Rand to request a conditional use permit located at 2400 Lynch Mountain Road, Sautee Nacoochee, Georgia, 30571. Tax map and parcel 083-008A. Total acreage is 24.667. Proposed use is to place in "Short Term Rental" program. Present zoning is A-1 Agricultural Forestry District.

### **Background / Summary:**

- Applicant is requesting a conditional use permit for short-term rental. The short-term rental is not part of subdivision. Eric Seleene represented Ms. Rand and is the local contact for the STR as he will clean and maintain the property and lives 10 minutes away. He said she bought the property in 2010 as a retirement home and wants to rent it to supplement income. The maximum occupancy would be 8 people with parking for 6 to 10 vehicles. Ms. Rand's siblings own the surrounding property. No one spoke for or against the application. The Planning Commission recommended approval and the motion passed by unanimous vote.

### **Department Recommendation:**

Planning Commission recommended approval by unanimous vote.

### **Options:**

- Uphold Planning Commission recommendation and approve the application
- Reverse Planning Commission recommendation and deny the application.
- Table the application for further review or to send back to Planning Commission

**Budget Information:** Applicable  Not Applicable

**Budgeted:** Yes  No

**Finance Director's Comments (if applicable):**

- 

**County Manager Comments:**

-

# WHITE COUNTY CHANGE OF LAND USE DISTRICT APPLICATION

<b>OFFICE USE ONLY</b>		Land Use Application #: <u>20354</u>
Public Hearing Date: <u>11/27/2023</u>	Commission District: <u>4</u>	
Fees Assessed: <u>\$250</u>	Paid via: <input type="checkbox"/> cash <input type="checkbox"/> credit card <input checked="" type="checkbox"/> check# <u>537</u>	

APPLICANT INFORMATION	
Status: <input checked="" type="checkbox"/> Owner <input type="checkbox"/> Authorized Agent <input type="checkbox"/> Lessee <input type="checkbox"/> Option to Purchase	
Printed Name(s): <u>Mary Ellen Rand</u>	
Address: <u>550 110<sup>th</sup> Ave. N. / Naples, Florida 34108</u>	
Phone Number: [REDACTED]	Alternate Contact Number: [REDACTED]
Email: [REDACTED]	

Owner Information (if different from Applicant/Agent):	
Name:	Phone #:

PROPERTY INFORMATION	
Parcel ID: <u>83008A</u>	Total acreage being changed: <u>9.67</u>
Address: <u>2400 Lynch Mountain Road</u>	
Directions to Property: <u>From Helev Hwy turn Right onto Hwy 17, turn left onto 255 &amp; immediately right onto Lynch Mt. Rd. Property is @ 1 1/2 - 2 miles down ROAD on right.</u>	
Current Use/Zoning of Property: <u>A-1 Agriculture</u>	Type of Road Surface: <u>gravel</u>
Any prior redistricting requests for property: <input type="checkbox"/> If yes, provide redistricting application #: _____	

SURROUNDING PROPERTY LAND USE CLASSIFICATION:			
North: <u>A-1, R-1</u>	South: <u>A-1</u>	East: <u>R-1, A-1</u>	West: <u>R-1</u>

REQUESTED ACTION AND DETAILS OF PROPOSED USE (check all that apply)	
Redistrict from district:	Redistrict to district:
<input checked="" type="checkbox"/> Conditional Use - specify: <u>Short term rental of dwelling STR</u>	
<input type="checkbox"/> Special Use - specify:	
<input type="checkbox"/> Land Use Variance from Code Section:	
Proposed use if not listed above:	
Is this property part of a subdivision? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If so, please list number of lots:	
Are there covenants? <input type="checkbox"/> Yes <input type="checkbox"/> No Is there an active homeowner's association? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Subdivision Name (if applicable):	



Existing Utilities (check all that apply):  
 County or City Water     Well     Septic     Gas     Electric     Broadband

Proposed Utilities (check all that apply):  
 County or City Water     Well     Septic     Gas     Electric     Broadband

**COMMERCIAL AND INDUSTRIAL REDISTRICKT INFORMATION**

Building Area: 900 S.F.                      No. of Parking Spaces: 8-10

**RESIDENTIAL REDISTRICKT INFORMATION**

No. of Lots:                      Minimum Lot Size in acres: +1                      No. of Units:

Minimum Heated Floor Area (ft<sup>2</sup>):                      Density/Acre:

Is an Amenity area proposed (specify if yes)?

Apartments     Condominiums     Townhomes     Single Family

Rental Cabins     Recreational Vehicle Park     Other- Specify:

**LIST OF ADJACENT PROPERTY OWNERS**

It is the responsibility of the Applicant to provide a list of adjacent property owners that has property bordering your property or who has property directly across the street from your property (additional sheet may be included, if necessary).

	PARCEL	PROPERTY OWNER NAME	MAILING ADDRESS
East	1	083007 Joanne Rand	PO Box 586 Arcata, CA 95518
"	2	083007A Virginia Rand Hill	496 Ridgewood Rd. NE Atlanta, GA 30307
West	3	083006A Carol Alverson	2356 Lynch Mt. Rd. Santee Nacoochee, GA 30571
North:	4	083014 Brook Sutton Stancil & Ryan Lamar Stancil	2539 Lynch Mt. Rd Santee Nacoochee GA 30571
"	5	083017 Fernando Abad & Julianne Abad	2397 Lynch Mt. Rd Santee Nacoochee GA 30571
"	6	083015A Edwin Adams & Annette V. Adams	PO Box 175 Santee Nacoochee, GA 30571
"	7	083016 Edwin Adams & Annette V. Adams	PO Box 175 Santee Nacoochee GA 30571
South	8	084041 Mary Ellen Rand CUP applicant	550 110 <sup>th</sup> Ave N Naples FL 34108

**APPLICANT CERTIFICATION**

I hereby request the action contained within this application relative to the property shown on the attached plats and site plan and further request that this item be placed on both the Planning Commission and Board of Commissioners meeting agendas.

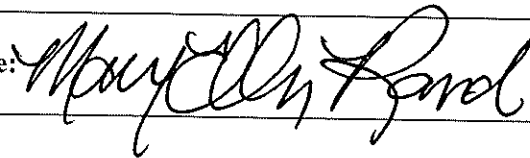
I understand that the Planning Department staff may either accept or reject my request upon review. My request will be rejected if all the necessary data is not presented.

I understand that I have the obligation to present all data necessary and required by statute to enable the Planning Commission and Board of Commissioners to make an informed determination on my request. I understand that I may seek legal advice if I am not familiar with the land use requirements and procedures.

I understand that my request will be acted upon at the Planning Commission and Board of Commissioners meetings and that I am required to be present or to be represented by someone able to present all facts and answer all questions. I understand that failure to appear at a meeting shall result in the postponement or denial of my application request. I further understand that it is my responsibility to be aware of relevant meeting dates and times regardless of notification from White County.

I hereby certify that I have read the above and that the above information, as well as the attached information, is true and correct.

Applicant Signature:



Date:

8/25/23

**2023 DEADLINES AND MEETING DATES**

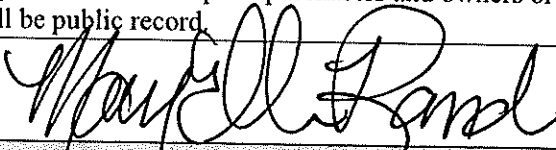
Submittal Date Planning Dept. Office 5:00 p.m. Deadline	Planning Commission Public Hearing 1239 Helen Hwy 6:00 p.m.	Planning Commission Regular Session 1239 Helen Hwy 6:00 p.m.	Board of Commissioners Work Session 1235 Helen Hwy 4:30 p.m.
Wednesday, January 4, 2023	Monday, January 30, 2023	Monday, February 6, 2023	Monday, February 27, 2023
Wednesday, February 1, 2023	Monday, February 27, 2023	Monday, March 6, 2023	Monday, March 27, 2023
Wednesday, March 1, 2023	Monday, March 27, 2023	Monday, April 3, 2023	Monday, April 24, 2023
Wednesday, March 29, 2023	Monday, April 24, 2023	Monday, May 1, 2023	TBA
Wednesday, May 3, 2023	TBA	Monday, June 5, 2023	Monday, June 26, 2023
Wednesday, May 31, 2023	Monday, June 26, 2023	Monday, July 3, 2023	Monday, July 31, 2023
Wednesday, June 14, 2023 *	Monday, July 31, 2023	Monday, August 7, 2023	Monday, August 28, 2023
Wednesday, July 12, 2023	Monday, August 28, 2023	TBA	Monday, September 25, 2023
Wednesday, August 9, 2023	Monday, September 25, 2023	Monday, October 2, 2023	Monday, October 30, 2023
Wednesday, September 13, 2023	Monday, October 30, 2023	Monday, November 6, 2023	Monday, November 27, 2023
Wednesday, October 11, 2023	Monday, November 27, 2023	Monday, December 4, 2023	TBA
Wednesday, November 8, 2023	TBA	TBA	Monday, January 29, 2024
Wednesday, December 13, 2023	Monday, January 29, 2024	Monday, February 5, 2024	Monday, February 26, 2024

\*NEW DEADLINE DATES EFFECTIVE IN ORDER TO MEET ZPL UPDATES AS OF JULY 2023

**NOTICE OF AGRICULTURAL DISTRICT ADJACENCY**

Future abutting developers in non-agricultural land use districts shall be provided with this "Notice of Agricultural Adjacency" prior to administrative action on either land use district, the issuance of a building or occupancy permit or approval of a subdivision of property. Prior to administrative action, the applicant shall be required to sign this wavier which indicates that the applicant understands that a use is ongoing, adjacent to his/her use, which can produce odors, noise, dust and other effects which may not be compatible with the applicant's development. Nevertheless, understanding the effects of the adjacent Agricultural District uses, the applicant agrees by executing this form to waive any objection to those effects and understands that his/her district change and/or permits or other approvals are issued and processed in reliance on his agreement not to bring any action asserting that the adjacent uses in the Agricultural District constitute a nuisance against the local government and adjoining land owners whose property is located in an Agricultural District. This wavier shall be provided and made applicable for subsequent purchasers and owners or heirs of his/her property. This notice and acknowledgement shall be public record.

Applicant Signature:



Date:

9/28/23

**DISCLOSURE OF CAMPAIGN CONTRIBUTIONS  
(APPLICANTS AND REPRESENTATIVE(S) OF REQUESTED ACTION)**

Pursuant to O.C.G.A. Section 36-67 A-3.A, the disclosure of any campaign contributions aggregating \$250.00 or more to a local government official who will consider an application for re-classification or for a conditional use or special use permit is mandatory when an application or any representation of application for re-classification of district or for conditional use or special use permit has been made within two (2) years immediately preceding the filing of a request for reclassification or conditional use or special use permit by the same applicant and/or representative of said applicant. It shall be the duty of the applicant and/or any representatives of the applicant to file a disclosure with the governing authority of the respective local government to show the following:

Name of local official(s) to whom campaign contribution was made:

The dollar amount and description of each campaign contribution made by the applicant to the local government official during the two (2) years immediately preceding the filing of this application for action for district re-classification, conditional use or special use permit.

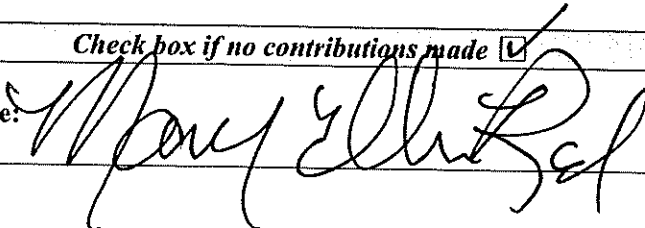
Amount \$:

Date:

Enumeration and description of each gift (when the total value of all gifts is \$250.00 or more) made to the local government official during the two (2) years immediately preceding the filing of this application. **Please attach additional sheets if needed.**

Check box if no contributions made

Applicant Signature:



Date:

9/28/23



**PROPERTY OWNER AUTHORIZATION**

To be completed by the property owner to certify ownership of subject property and to provide authorization for other person(s) to represent the owner on their behalf.

I/WE (print), Mary Ellen Rand,  
hereby swear that I/we own the property for which this land use change application is being made.

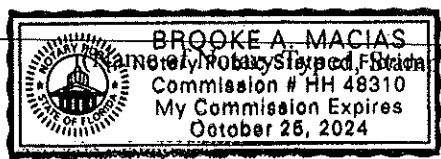
<b>Property Address and/or Parcel ID:</b>	
<b>PROPERTY OWNER INFORMATION</b>	
Printed Name of Owner(s):	<u>Mary Ellen Rand</u>
Mailing Address:	<u>550 110<sup>th</sup> Ave N Naples FL 34108</u>
Phone Number:	[REDACTED]
Alternate Contact Number:	[REDACTED]
Email:	[REDACTED]
I/we hereby authorize the person named below to act as the applicant or agent in the pursuit of the requested action on this property. I/we understand that any action granted and/or conditions or stipulations placed on the property will be binding upon the property regardless of ownership. The person named below is authorized to make this application. The person named below is aware that no application or re-application affecting the same land shall be acted upon within six (6) months from the date of the last action by the White County Board of Commissioners.	
Printed Name of applicant or agent(s): (	
Signature of Owner(s):	Date Signed:
<u>Mary Ellen Rand</u>	<u>9/6/23</u>

**PROPERTY OWNER AUTHORIZATION DOCUMENT: NOTARY ACKNOWLEDGEMENT**

Sworn to (or affirmed) and subscribed before me this 6<sup>th</sup> day of September, 2023 by Mary Ellen Rand (name of signer(s)). The named signer(s) is/are personally known by me or produced the identification type of \_\_\_\_\_.

{Seal}

[Signature]  
(Signature of Notary)



**SHORT TERM RENTAL CERTIFICATIONS**

To be completed and notarized for any application where the proposed use is short term rental.

I/WE (print), Mary Ellen Rand,  
hereby swear that I/we own/will own the property referenced below for which this land use change application is being made.

\*Property Address and/or Parcel ID:

**PROPERTY OWNER AUTHORIZATION ACKNOWLEDGEMENT OF GUESTS**

I acknowledge to keep the total number of guests to that number which can safely stay in the premises and may be subject to the State of Georgia's fire safety code regulations.

Signature of Owner/Future Owner(s):

*Mary Ellen Rand*

**PROPERTY OWNER AUTHORIZATION CERTIFIED BY OWNER OR THIRD PARTY INSPECTOR**

I attest by owner or third party inspector that short term rentals meet applicable International Building Code, International Fire Code regulations and NFPA 101 Life Safety codes

Signature of Owner/Future Owner(s):

*Mary Ellen Rand*

**PROPERTY OWNER AUTHORIZATION CERTIFIED DEED RESTRICTION**

I certify that there are no deed restriction and/or covenants on the property that prohibits the use of the property as a short-term rental.

Signature of Owner/Future Owner(s):

*Mary Ellen Rand*

**PROPERTY OWNER AUTHORIZATION CERTIFIED SHORT-TERM RENTAL INSURANCE**

I certify that the owner/future owner has commercial or specific short-term rental insurance for the property. If insurance *has not been obtained* at time of application, I certify that owner/future owner will obtain prior to renting if application approval is granted.

Signature of Owner/Future Owner(s):

*Mary Ellen Rand*

**OFFICIAL CODE OF WHITE COUNTY APPENDIX C/ARTICLE VII - SHORT TERM RENTALS & BUSINESS LICENSES NOTIFICATION**

I certify that I have been informed of and provided a copy of Appendix C/Article VII - Short Term Rentals. I certify that I have also been informed that I will need to contact the White County Business Tax Office (706-865-2235) to obtain the proper business licensing, host licensing, and subsequent tax information prior to operation of my short-term rental.

Signature of Owner/Future Owner(s):

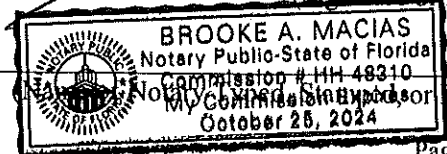
*Mary Ellen Rand*

**SHORT TERM RENTAL CERTIFICATIONS DOCUMENT: NOTARY ACKNOWLEDGEMENT**

Sworn to (or affirmed) and subscribed before me this 16<sup>th</sup> day of September, 2023 by Mary Ellen Rand (name of signer(s)). The named signer(s) is/are personally known by me or produced the identification type of \_\_\_\_\_.

{Seal}

*Brooke A. Macias*  
(Signature of Notary)



**APPLICANT ACKNOWLEDGEMENT OF MEETING DATES**

I, Mary Ellen Rand (print name) have been advised that I or someone to represent me must be in attendance when my application is before the White County Planning Commission and the White County Board of Commissioners or it will be tabled. I also acknowledge that I have been made aware of the below dates upon submission of my application.

**Senior Center, 1239 Helen Hwy, Cleveland 6:00pm**

Public Hearing Date (Planning Commission): 11/27/2023

Regular Meeting Date (Planning Commission): 12/4/2023

**Administration Building, 1235 Helen Hwy, Cleveland 4:30pm**

Board of Commissioners Meeting Date: TBA

*\*Meeting dates are subject to change*

Mary Ellen Rand  
Signature of Applicant or Authorized Agent

8/25/23  
Date

<b><u>OFFICE USE ONLY</u></b>	
Copy given to applicant: <u>9/29/23</u>	<i>no email</i> (date)
Staff Initials: <u>(ME)</u>	
Flag (circle): Y <u>(N)</u>	

\*\*\*\*\*

<b>WITHDRAWAL</b>	
<i>Notice: This section only to be completed if application is being withdrawn.</i>	
<b>PART II - OFFICIAL CODE/APPENDIX C - LAND USE REGULATIONS/ARTICLE XVIII. AMENDMENT, APPLICATION AND PROCEDURAL REQUIREMENTS</b>	
<i>Section 1803. Withdrawal of amendment application. Any petition for an amendment to these regulations, official land use district map, conditional use approval, variance or special use permit may be withdrawn, at the discretion of the person or agency initiating such request, at any time prior to final action by the board of commissioners upon written notice to the planning director. Any required fees shall be forfeited</i>	
I hereby withdraw application #:	
<b>Applicant Signature:</b>	<b>Date:</b>



Planning Department  
1241 Helen Highway, Suite 200  
Cleveland, GA 30528  
Attn: John Sell

Mary Ellen Rand  
550 110<sup>th</sup> Ave N  
Naples FL 34108  
[REDACTED]

Subject: Letter of Intent – Conditional Use Application for Short Term Rental Use

I am the owner of the house and land located at 2400 Lynch Mountain Road. The 24 acres of land, I received as a portion of a larger parcel given to me and my siblings in 1995 by our parents. At that time my parents also lived on an adjacent parcel which they purchased in 1975.

In 2008 I began building a 3 bedroom 2 bathroom house on my land, and received a Certificate of Occupancy in 2010. I built the house to use as a second home and eventual retirement home for myself while still living and working in Naples Florida. I had not intended to rent it but did so when I needed the income. In the years since then I lived in it full time for a few years and then moved back to Florida for work. It has provided some needed additional income to me.

This past year for reasons unknown, my house has not been rented except 2-3 weekends. However moving forward, I still need the potential income in order to pay it's expenses so that I can keep it until I am able to retire and use it again.

I received a letter from White County in August notifying me that I need to obtain a license for short term rental in order to continue renting it. I immediately responded and was told that I needed first to apply for a Conditional Use Permit in order to use it for short term rental purposes.

This is my application for that permit. I appreciate your receiving it for your consideration.

Sincerely,



Mary Ellen Rand



**Public Health**  
Prevent. Promote. Protect.

# White County Environmental Health

Zachary Taylor, M.D., M.S., Acting Health Director  
1241 Helen Highway, Unit 210 • Cleveland, GA 30528  
PH: 706-348-7698 • FAX: 706-348-1670 • [www.phdistrict2.org](http://www.phdistrict2.org)

Banks, Dawson, Forsyth, Franklin, Habersham, Hall, Hart, Lumpkin, Rabun, Stephens, Towns, Union and White Counties

- |                          |  |                                     |   |
|--------------------------|--|-------------------------------------|---|
| <input type="checkbox"/> | Evaluation Applied For                 | <input type="checkbox"/>            | Appropriate Permit Applied For                  |
| <input type="checkbox"/> | Appropriate Permit Issued to Applicant | <input checked="" type="checkbox"/> | Evaluation, Permit Not Applied For At This Time |

DATE: 09/26/2023

APPLICANT NAME: MARY ELLEN RAND

PROPERTY ADDRESS: 2400 LYNCH MOUNTAIN RD  
SAUTEE NACOOCHEE, GA, 30572

White County Planning Department:

In reference to a request for a change of zoning/land use or a building permit, application may need to be made for an existing system evaluation to determine:

- that the permit on file is the correct permit for the property in question;
- that there is no evidence of system failure;
- that the septic system is appropriately sized for the current and proposed use;
- that there is adequate repair after the proposed addition;
- that there are no conditions that could adversely affect the functionality of the system.

Please note that this is NOT an all-inclusive list. Based upon the information submitted and/or the outcome of the evaluation, it may be determined that a septic system needs additional capacity or upgrade. If so, the appropriate permit will need to be obtained and the work completed before an approval can be given.

If, based upon information submitted, no septic systems exist on the property, this zoning/land use change and/or building permit request should not affect the property with respect to septic use.

White County Environmental Health  
District 2 Public Health

*By signing below, I certify all information submitted is accurate and true to the best of my knowledge.*

→ Mary Ellen Rand  
Applicant Signature

# State of Georgia



COUNTY OF WHITE

OFFICE OF THE CLERK OF SUPERIOR, MAGISTRATE AND JUVENILE COURTS

## ELECTRONIC DOCUMENT CERTIFICATION

Certification Date: 09/27/23 Instrument Location: PB 47 PG 163  
Authentication Code: H4BQR-RRHNY-UQM4 Number of Pages: 1

I, **Dena M. Adams**, Clerk of Superior Court hereby certify that the attached page(s) is/are a true and correct copy of the documents(s) enumerated herein, and that said documents are on file as a part of the official records of this office and each court I serve, of which I am the official custodian, as authorized by Georgia law.

Witness my hand and official seal of this office on the date written.



Official Seal of Clerk

*Dena M. Adams*

Dena M. Adams, Clerk

Katherine Paterson

Prepared by:

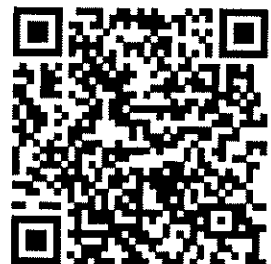
### INSTRUCTIONS FOR AUTHENTICATING THIS CERTIFICATION

This electronically certified record can be authenticated as having been duly certified by the issuing officer by accessing the link below:

<https://ecert.gsccca.org/document/H4BQR-RRHNY-UQM4>

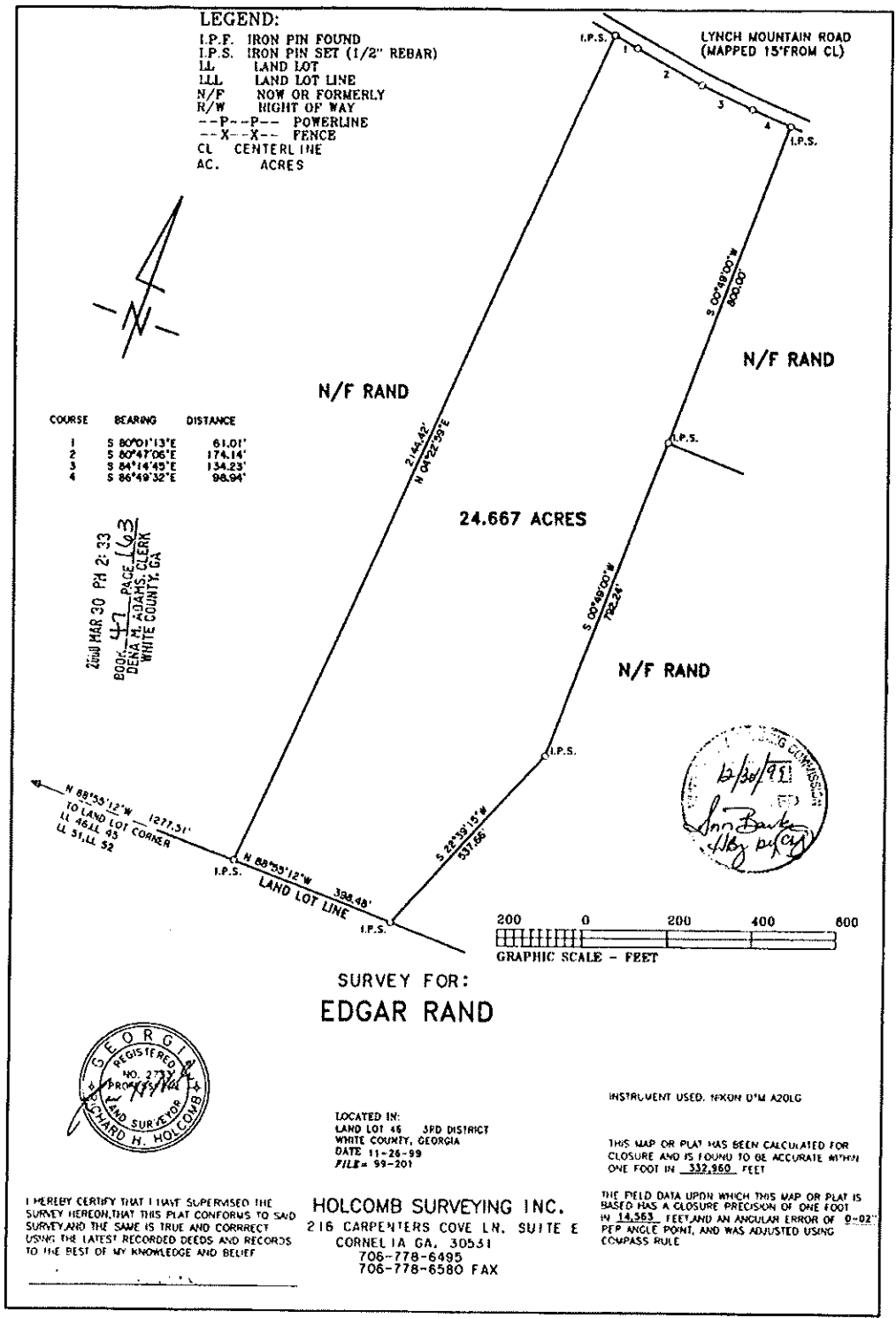
Authentication of a certified document is a multiple step process. Instructions for authenticating a certified document can be found at the link below:

<https://ecert.gsccca.org/authenticationinstructions>



AUTHENTICATION CODE LISTED ON THE TOP OF EACH CERTIFIED PAGE







# OFFICIAL TAX RECEIPT

**White County Tax Commissioner**

**Cindy Cannon**

P. O. Box 970

Cleveland GA 30528

Phone 17068652225 - Fax 17062190078

Email: wctc@whitecounty.net

**OWNER**

RAND MARY ELLEN

550 110TH AVE NORTH

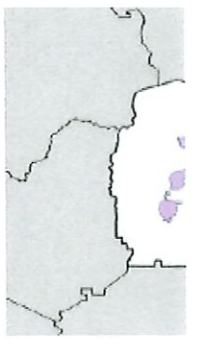
NAPLES, FL 34108

<b>PAID DATE</b>			9/26/2023
<b>RECEIPT PRINTED</b>			9/26/2023 3:57:06 PM
<b>CASH AMOUNT</b>	<b>CHECK AMOUNT</b>	<b>CHARGE AMOUNT</b>	<b>CHECK NUMBER(S) CHARGE APPROVAL CODE</b>
\$0.00	\$1,530.26	\$0.00	535
<b>REFUND AMOUNT</b>			\$0.00
<b>OVERPAY AMOUNT</b>			\$0.00
<b>CHANGE AMOUNT</b>			\$0.00
<b>REGISTER</b>			3
<b>CASHIER</b>			
<b>TOTAL PAID</b>			\$1,530.26

Tax Year- Bill Number FMV Property ID	Property Description Property Address District Serial Number Decal Number	Due Date Original Due	Interest Penalty Other Fees	Previous Paid Amount	Current Amount Due	Amount Paid	Tax Bill New Balance	
2023-14335 FMV: 236810.00 083 008A	LL 48 LD 3 2400 LYNCH MOUNTAIN RD DISTRICT: 001 SERIAL NUMBER: DECAL NUMBER: 0	11/15/2023 \$1,530.26	\$0.00 \$0.00 \$0.00	\$0.00	\$1,530.26	\$1,530.26	\$0.00	
Paid By: MARY ELLEN RAND				Overpayment Amount: 0.00				
Check Number: 535								
Transaction(s): 45840 - 45840		Total(s):	\$1,530.26	\$0.00	\$0.00	\$1,530.26	\$1,530.26	\$0.00



**Overview**



**Legend**

-  Parcels
-  Parcel N
-  Roads
-  Railroad:
-  Lakes
-  Streams
-  City Label

=  
 ES = 9.67  
 3658.36505438  
 9316.60531075

FID = 13896  
 GIS\_ACRES = 9.39168282  
 PIN = 083 008A  
 TAX\_CLASS = V

TAX\_DIST\_C = 1  
 TAX\_DIST\_N = UNINCORPORATED  
 Zoning = A-1

9/27/2023  
 loaded: 9/27/2023 5:31:47 AM

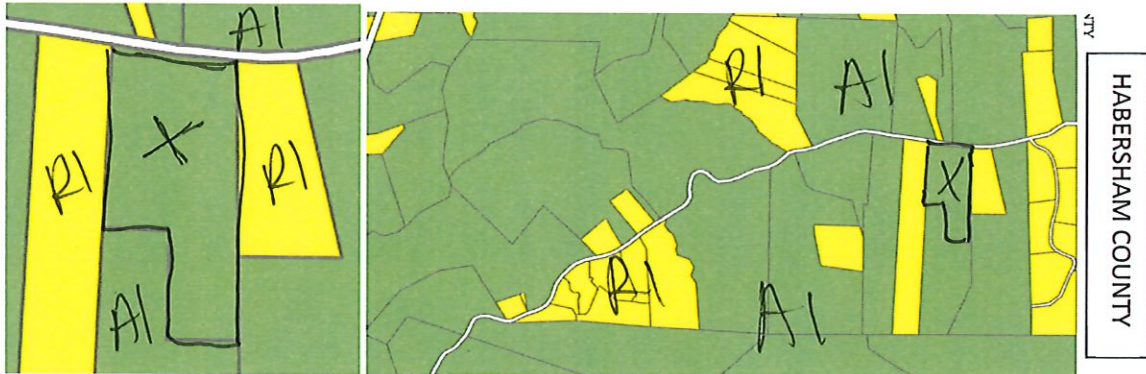


**WHITE COUNTY PLANNING DEPARTMENT  
STAFF COMMENT**

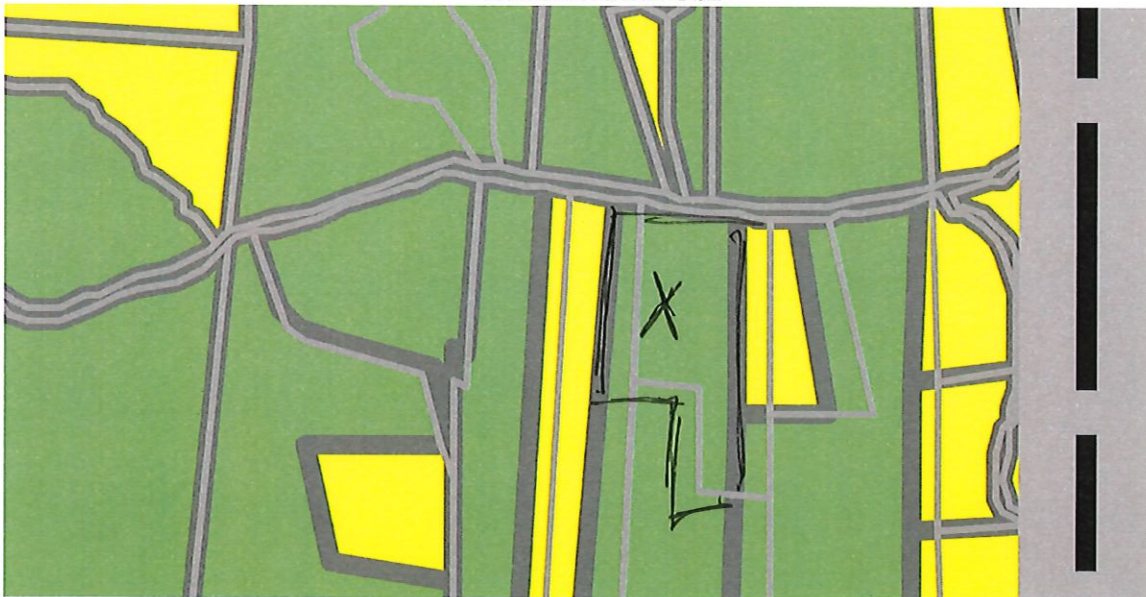
**MARY ELLEN RAND**

- PROPERTY IS LOCATED AT 2400 LYNCH MOUNTAIN IN SAUTEE NACOOCHEE. IT IS IN THE A-1 AGRICULTURE FORESTRY DISTRICT AND WILL REQUIRE A CONDITIONAL USE PERMIT FROM THE WHITE COUNTY BOARD OF COMMISSIONERS TO PLACE THE PROPERTY IN THE SHORT TERM RENTAL PROGRAM.
- PROPERTY ADJOINS TO THE EAST, WEST, AND NORTH R-1 RESIDENTIAL SINGLE-FAMILY DISTRICT; TO NORTH, SOUTH, AND EAST A-1 AGRICULTURE FORESTRY DISTRICT.
- THE WHITE COUNTY COMPREHENSIVE PLAN FUTURE LAND USE MAP INDICATES AGRICULTURE FORESTRY.
- TOTAL ACREAGE IS 24.667.
- PROPERTY SUPPLIED BY WELL AND SEPTIC.

**EXISTING LAND USE**



**FUTURE LAND USE**



WHITE COUNTY PLANNING COMMISSION MINUTES  
PUBLIC HEARING: LAND USE REGULATION

**Application of Theresa Wilson** to request a conditional use permit located at 729 Monroe Ridge Road, Sautee Nacoochee, Georgia, 30571. Tax map and parcel 069-570. Total acreage is 1.06. Proposed use is to place in “Short Term Rental” program. Present zoning is R-1 Residential Single Family. The applicant was not present at the time the hearing was initially called, so the item was moved to the end of the agenda.

**Application of Charles Carlino and Anna Bonet-Carlino** to request a conditional use permit located at 235 Clarice Lane, Sautee Nacoochee, Georgia, 30571. Tax map and parcel 069-609. Total acreage is 1.00. Proposed use is to place in “Short Term Rental” program. Present zoning is R-1 Residential Single Family.

The applicant, Charles Carlino for 235 Clarice Lane, was present. Mr. Barton gave a summary of the application. Mr. Carlino explained the proposed short-term rental would have a maximum occupancy of six people with parking for at least three vehicles. He said he purchased the 22-acre development about four years ago and has been building and designing the homes. He said this home is currently under construction. He explained Highcrest Summit is a rental community that allows short-term rentals in the covenants, it is a quiet community, there is no crime, and everyone is on board with short-term rentals based on a recent homeowner’s association vote to keep allowing them. He said he built another home, located two lots down at 303 Clarice Lane, four years ago and it is the same size. He said neither home was previously a short-term rental.

Chairman Thomas asked if anyone would like to speak for the application, there was no response. He asked if anyone would like to speak against the application, there was no response. Chairman Thomas closed the hearing. Mr. Barton advised the applicant of the next meeting on December 4<sup>th</sup>.

**Application of Charles Carlino and Anna Bonet-Carlino** to request a conditional use permit located at 303 Clarice Lane, Sautee Nacoochee, Georgia, 30571. Tax map and parcel 069-611. Total acreage is 1.02. Proposed use is to place in “Short Term Rental” program. Present zoning is R-1 Residential Single Family.

The applicant, Charles Carlino of 303 Clarice Lane, was present. Mr. Barton gave a summary of the application. Mr. Carlino said this home is also a three bedroom with three bathrooms that would have the same maximum occupancy of six people and adequate parking.

Chairman Thomas asked if anyone would like to speak for the application, there was no response. He asked if anyone would like to speak against the application, there was no response. Chairman Thomas closed the hearing. Mr. Barton advised the applicant of the next meeting on December 4<sup>th</sup>.

**Application of Mary Ellen Rand** to request a conditional use permit located at 2400 Lynch Mountain Road, Sautee Nacoochee, Georgia, 30571. Tax map and parcel 083-008A. Total acreage is 24.667. Proposed use is to place in “Short Term Rental” program. Present zoning is A-1 Agricultural Forestry District.

A representative, Eric Seleene of 1073 Echota Road in Clarkesville, GA, was present. Mr. Barton gave a summary of the application. Mr. Seleene explained the proposed short-term rental would have a maximum occupancy of eight people with parking for six to ten vehicles. Mr. Seleene explained that Ms. Rand built the home in 2010 as a retirement home and would like to rent it to supplement income. He said

**WHITE COUNTY PLANNING COMMISSION MINUTES**  
**PUBLIC HEARING: LAND USE REGULATION**

he would manage, clean, and repair the property with the help from another cleaner. He stated he would be the emergency contact and lives ten minutes away. When asked how close the nearest home was, he said between one-quarter and one-half of a mile away. He said Ms. Rand's siblings own the surrounding properties.

Chairman Thomas asked if anyone would like to speak for the application, there was no response. He asked if anyone would like to speak against the application, there was no response. Chairman Thomas closed the hearing. Mr. Barton advised the applicant of the next meeting on December 4<sup>th</sup>.

**Application of The Rental-Mart LLC (Dana and David Mullins)** to request a conditional use permit located at 7680 Highway 75 Alternate, Helen, Georgia, 30545. Tax map and parcel 042A-032A. Total acreage is 1.44. Proposed use is to place in "Short Term Rental" program. Present zoning is R-1 Residential Single Family.

The applicant, Dana Mullins of 959 Kings Road in Midway, GA, was present. Mr. Barton gave a summary of the application. Ms. Mullins explained the short-term rental has a maximum occupancy of six people. She said the first application on this agenda is the neighboring property and they own an adjacent vacant lot, as well. She said they have owned the home since 2020 and have been renting it for three years, but retrieved documentation of the taxes paid through online platforms after notified by the county that she was not in compliance. She explained that she has been in the vacation rental business for fourteen years and owns seven rentals of her own, while also managing for others. She said she has strict house rules and has never had any complaints from neighbors. She said there are two homes side-by-side, but the other home is currently applying for short-term rental as well. Ms. Mullins said she does not have other rentals in White County, but has local resources and a local emergency contact. She said there are no covenants or restrictions on the property that she is aware of.

Chairman Thomas asked if anyone would like to speak for the application, there was no response. He asked if anyone would like to speak against the application, there was no response. Chairman Thomas closed the hearing. Mr. Barton advised the applicant of the next meeting on December 4<sup>th</sup>.

**Application of KAI WO LLC (Xin Lin)** to request a conditional use permit located at 585 Caldwell Drive, Cleveland, Georgia, 30528. Tax map and parcel 049-093. Total acreage is 22.93. Proposed use is to place in "Short Term Rental" program. Present zoning is A-1 Agricultural Forestry District.

The applicant, Xin Lin of 585 Caldwell Drive, was present. Mr. Barton gave a summary of the application. Ms. Lin said the proposed short-term rental has four bedrooms with parking for ten vehicles. She said she purchased the home last December as a second home for her family and friends, but has been renting it out short-term when they are not staying there and was notified by the county that she was not in compliance. She said she has not received any complaints since she has been renting and has been paying hotel/motel taxes. She said she lives one hour away in Alpharetta and has a neighbor that helps with cleaning and a local emergency contact.

Chairman Thomas asked if anyone would like to speak for the application, there was no response. He asked if anyone would like to speak against the application.



WHITE COUNTY PLANNING COMMISSION MINUTES  
REGULAR SESSION

The applicant, Jadie Hatcher of 565 Joe Black Road in Sautee Nacoochee, GA, was present. Mr. Sell gave a summary of the application. Ms. Burke asked if having three separate units was permitted in R-1, to which Mr. Sell replied yes. Mr. Hatcher did not have anything to add.

Motion to recommend approval to the Board of Commissioners made by Ms. Dixon and seconded by Mr. Ash. Motion was unanimous. Mr. Sell advised the applicant of the next meeting on December 11<sup>th</sup>, 2023.

**Application of Theresa Wilson** to request a conditional use permit located at 729 Monroe Ridge Road, Sautee Nacoochee, Georgia, 30571. Tax map and parcel 069-570. Total acreage is 1.06. Proposed use is to place in “Short Term Rental” program. Present zoning is R-1 Residential Single Family.

The applicant, Theresa Wilson of 3827 Savannah Square East in Atlanta, GA, was present. Mr. Sell gave a summary of the application. Ms. Wilson explained her property manager lives here and takes care of everything. She said there are quite a few rentals in the subdivision.

Motion to recommend approval to the Board of Commissioners made by Ms. Burke and seconded by Ms. Dixon. Motion was unanimous. Mr. Sell advised the applicant of the next meeting on December 11<sup>th</sup>, 2023.

**Application of Charles Carlino and Anna Bonet-Carlino** to request a conditional use permit located at 235 Clarice Lane, Sautee Nacoochee, Georgia, 30571. Tax map and parcel 069-609. Total acreage is 1.00. Proposed use is to place in “Short Term Rental” program. Present zoning is R-1 Residential Single Family.

The applicant, Charles Carlino of 235 Clarice Lane, was present. Mr. Sell gave a summary of the application. Mr. Carlino did not have anything to add.

Motion to recommend approval to the Board of Commissioners made by Mr. Freeman and seconded by Ms. Burke. Motion was unanimous. Mr. Sell advised the applicant of the next meeting on December 11<sup>th</sup>, 2023.

**Application of Charles Carlino and Anna Bonet-Carlino** to request a conditional use permit located at 303 Clarice Lane, Sautee Nacoochee, Georgia, 30571. Tax map and parcel 069-611. Total acreage is 1.02. Proposed use is to place in “Short Term Rental” program. Present zoning is R-1 Residential Single Family.

The applicant, Charles Carlino of 303 Clarice Lane, was present. Mr. Sell gave a summary of the application. Mr. Carlino stated there is an independent lot between his two properties.

Motion to recommend approval to the Board of Commissioners made by Ms. Burke and seconded by Mr. Ackerman. Motion was unanimous. Mr. Sell advised the applicant of the next meeting on December 11<sup>th</sup>, 2023.

**Application of Mary Ellen Rand** to request a conditional use permit located at 2400 Lynch Mountain Road, Sautee Nacoochee, Georgia, 30571. Tax map and parcel 083-008A. Total acreage is 24.667. Proposed use is to place in “Short Term Rental” program. Present zoning is A-1 Agricultural Forestry District.

WHITE COUNTY PLANNING COMMISSION MINUTES  
REGULAR SESSION

A representative, Eric Selene of 1073 Echota Road in Clarkesville, GA, was present. Mr. Sell gave a summary of the application. Mr. Seleen did not have anything to add.

Motion to recommend approval to the Board of Commissioners made by Ms. Dixon and seconded by Ms. Burke. Motion was unanimous. Mr. Sell advised the applicant of the next meeting on December 11<sup>th</sup>, 2023.

**Application of The Rental-Mart LLC (Dana and David Mullins)** to request a conditional use permit located at 7680 Highway 75 Alternate, Helen, Georgia, 30545. Tax map and parcel 042A-032A. Total acreage is 1.44. Proposed use is to place in “Short Term Rental” program. Present zoning is R-1 Residential Single Family.

A representative, Adrian Locklear of 104B Fireside Drive in Cleveland, was present. Mr. Sell gave a summary of the application. Mr. Locklear explained the property is not part of a subdivision and is close to the previous Curelar application. He said the owners have been in the rental business for fourteen years, own seven rental properties, and Ms. Mullins is a licensed realtor. He said they would manage the property themselves and he would be their “boots on the ground.” Mr. Locklear added that they are employing several local businesses for maintenance for their properties.

Motion to recommend approval to the Board of Commissioners made by Ms. Burke and seconded by Mr. Ackerman. The motion carried with a 5-1 majority, with Mr. Ash in opposition. Mr. Sell advised the applicant of the next meeting on December 11<sup>th</sup>, 2023.

**Application of KAI WO LLC (Xin Lin)** to request a conditional use permit located at 585 Caldwell Drive, Cleveland, Georgia, 30528. Tax map and parcel 049-093. Total acreage is 22.93. Proposed use is to place in “Short Term Rental” program. Present zoning is A-1 Agricultural Forestry District. The applicant, Xin Lin of 585 Caldwell Drive, was present. Mr. Sell gave a summary of the application. Ms. Lin explained that she would limit the occupancy to ten people with no big parties or weddings. She said the house would first be open to friends and if the neighbors are okay with it, she would open to outside visitors via online booking platforms. She said her family live in the house on the weekends and holidays, adding that they come to take care of animals, plants, and the house. She said her local contact’s address is 868 S Main Street, Suite 1200 in Cleveland. She said the closest house is 1500 feet away and she has cameras set up that she can check on her phone. Ms. Burke stated that she believes if the board cannot understand the applicant, then they need to bring an interpreter because she has a hard time voting for something she cannot understand. Additionally, she asked if the removal of one of the signatures last week during the public hearing would affect the application. Mr. Sell explained the signatures allow the applicant to bring the application forward to the Planning Commission to vote, it does not give the property owners a vote or to say they approve it. He stated the subdivision has six lots; three letters were received in addition to the applicant, so she received fifty percent plus one.

Motion to recommend denial to the Board of Commissioners made by Mr. Ash because the request is not consistent with the established development pattern of Caldwell Drive. Ms. Dixon seconded the motion. The motion was unanimous. Mr. Sell advised the applicant of the next meeting on December 11<sup>th</sup>, 2023.



# WHITE COUNTY

## *Board of Commissioners*

**Item Title:** Conditional Use Permit for Short Term Rental for Rental Mart LLC, Dana and David Mullins, 7680 Highway 75 Alt. Helen

**For Meeting Date:** 12/11/2023

**Work Session**  **Regular Meeting**  **Public Hearing**

**Category (Select One):** Land Use Application

**Submitted By:** John Sell

**Attachments:** Yes  **If yes, please list each file name below:**

1. 20355
2. Public Hearing Minutes 11/27/2023
3. Regular Meeting Minutes 12/4/2023

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### **Purpose:**

Consider the application of The Rental-Mart LLC (Dana and David Mullins) to request a conditional use permit located at 7680 Highway 75 Alternate, Helen, Georgia, 30545. Tax map and parcel 042A-032A. Total acreage is 1.44. Proposed use is to place in "Short Term Rental" program. Present zoning is R-1 Residential Single Family.

### **Background / Summary:**

- Applicant is requesting a conditional use permit for short-term rental. The short-term rental is not part of subdivision. Ms. Mullins explained it has a maximum occupancy of six people. She noted it is the neighboring property to Mr. Curelar's and while they will self manage, Adrian Locklear will be the local contact. She has owned the property since 2020 and have rented it for three years, but has retrieved the documentation of back taxes. She has been in the rental business for 14 years and owns seven other rentals and also manages for others. She said she has strict rules and has never had complaints from neighbors. No one spoke for or against the application. The Planning Commission recommended approval and the motion passed by 5-1 vote.

### **Department Recommendation:**

Planning Commission recommended approval by 5-1 vote.

### **Options:**

- Uphold Planning Commission recommendation and approve the application
- Reverse Planning Commission recommendation and deny the application.



- Table the application for further review or to send back to Planning Commission

**Budget Information:** Applicable  Not Applicable

**Budgeted:** Yes  No

**Finance Director's Comments (if applicable):**

- 

**County Manager Comments:**

-

#2

# WHITE COUNTY CHANGE OF LAND USE DISTRICT APPLICATION

<b>OFFICE USE ONLY</b>	Land Use Application #: <u>20355</u>
Public Hearing Date: <u>11/27/2023</u>	Commission District: <u>4</u>
Fees Assessed: <u>\$250</u>	Paid via: <input type="checkbox"/> cash <input type="checkbox"/> credit card <input checked="" type="checkbox"/> check# <u>173</u>

APPLICANT INFORMATION	
Status: <input checked="" type="checkbox"/> Owner	<input type="checkbox"/> Authorized Agent <input type="checkbox"/> Lessee <input type="checkbox"/> Option to Purchase
Printed Name(s): <u>THE RENTAL-MART LLC (owners Dana &amp; David Mullins)</u>	
Address: <u>959 KINGS RD MIDWAY GA 31320</u>	
Phone Number: [REDACTED]	Alternate Contact Number: [REDACTED]
Email: [REDACTED]	

Owner Information (if different from Applicant/Agent):	
Name:	Phone #:

PROPERTY INFORMATION	
Parcel ID: <u>042A 032A <del>A/B</del></u>	Total acreage being changed: <u>2.44 ACRES</u> *Tract II only 1.44 acres
Address: <u>7680 HWY 75 ALTERNATE HELEN GA 30545</u>	
Directions to Property: <u>FROM HELEN, HEAD NW ON GA-75 TOWARD COOL RIVER TUBING, TURN LEFT ON GA-75 ALT. GO 0.5 MILES AND DRIVEWAY ON THE LEFT.</u>	

Current Use/Zoning of Property: <u>Residential R1</u>	Type of Road Surface: <u>Paved and gravel</u>
Any prior redistricting requests for property: <u>NO</u> If yes, provide redistricting application #:	

SURROUNDING PROPERTY LAND USE CLASSIFICATION:			
North: <u>R1</u>	South: <u>R1</u>	East: <u>R1</u>	West: <u>R1</u>

REQUESTED ACTION AND DETAILS OF PROPOSED USE (check all that apply)	
<input type="checkbox"/>	Redistrict from district: _____ Redistrict to district: _____
<input checked="" type="checkbox"/>	Conditional Use - specify: <u>STR</u>
<input type="checkbox"/>	Special Use - specify: _____
<input type="checkbox"/>	Land Use Variance from Code Section: _____

Proposed use if not listed above: _____	
Is this property part of a subdivision? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	If so, please list number of lots: _____
Are there covenants? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Is there an active homeowner's association? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Subdivision Name (if applicable): <u>NONE</u>	



Existing Utilities (check all that apply):  
 County or City Water    \_\_\_ Well     Septic    \_\_\_ Gas     Electric     Broadband  
Proposed Utilities (check all that apply):  
\_\_\_ County or City Water    \_\_\_ Well    \_\_\_ Septic    \_\_\_ Gas    \_\_\_ Electric    \_\_\_ Broadband

**COMMERCIAL AND INDUSTRIAL REDISTRICKT INFORMATION**

*N/A* Building Area: \_\_\_\_\_ No. of Parking Spaces: \_\_\_\_\_

**RESIDENTIAL REDISTRICKT INFORMATION**

*N/A* No. of Lots: \_\_\_\_\_ Minimum Lot Size in acres: \_\_\_\_\_ No. of Units: \_\_\_\_\_

Minimum Heated Floor Area (ft<sup>2</sup>): \_\_\_\_\_ Density/Acre: \_\_\_\_\_

Is an Amenity area proposed (specify if yes)?

\_\_\_ Apartments    \_\_\_ Condominiums    \_\_\_ Townhomes    \_\_\_ Single Family

\_\_\_ Rental Cabins    \_\_\_ Recreational Vehicle Park    \_\_\_ Other- Specify: \_\_\_\_\_

**LIST OF ADJACENT PROPERTY OWNERS**

It is the responsibility of the Applicant to provide a list of adjacent property owners that has property bordering your property or who has property directly across the street from your property (additional sheet may be included, if necessary).

PARCEL	PROPERTY OWNER NAME	MAILING ADDRESS
1	042A 033 Pamela Bennett	457 C Jordan Rd Lula, GA 30554
2	042B 101 James Whitworth	P.O. Box 545 Sharpsburg, GA 30277
3	042B 137 Beulah Ferguson	P.O. Box 101 Helen GA 30545
4	042A 034 Christopher + Cheryl Ann Popini	844 B Whitfield Rd Jefferson GA 30549
5	042A 031 Neal + Catherine Westmoreland	7579 Hwy 75 Alternate Helen GA 30545
6	042A 028B Blue Ridge Properties of Helen	12200 SW 117th AVE Miami, FL 33186-0000
7		



**APPLICANT CERTIFICATION**

I hereby request the action contained within this application relative to the property shown on the attached plats and site plan and further request that this item be placed on both the Planning Commission and Board of Commissioners meeting agendas.

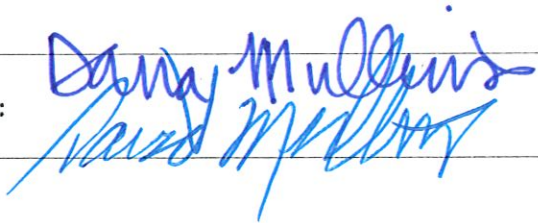
I understand that the Planning Department staff may either accept or reject my request upon review. My request will be rejected if all the necessary data is not presented.

I understand that I have the obligation to present all data necessary and required by statute to enable the Planning Commission and Board of Commissioners to make an informed determination on my request. I understand that I may seek legal advice if I am not familiar with the land use requirements and procedures.

I understand that my request will be acted upon at the Planning Commission and Board of Commissioners meetings and that I am required to be present or to be represented by someone able to present all facts and answer all questions. I understand that failure to appear at a meeting shall result in the postponement or denial of my application request. I further understand that it is my responsibility to be aware of relevant meeting dates and times regardless of notification from White County.

I hereby certify that I have read the above and that the above information, as well as the attached information, is true and correct.

Applicant Signature:



Date:

Sept 27, 2023  
9/27/2023

**2023 DEADLINES AND MEETING DATES**

Submittal Date Planning Dept. Office 5:00 p.m. Deadline	Planning Commission Public Hearing 1239 Helen Hwy 6:00 p.m.	Planning Commission Regular Session 1239 Helen Hwy 6:00 p.m.	Board of Commissioners Work Session 1235 Helen Hwy 4:30 p.m.
Wednesday, January 4, 2023	Monday, January 30, 2023	Monday, February 6, 2023	Monday, February 27, 2023
Wednesday, February 1, 2023	Monday, February 27, 2023	Monday, March 6, 2023	Monday, March 27, 2023
Wednesday, March 1, 2023	Monday, March 27, 2023	Monday, April 3, 2023	Monday, April 24, 2023
Wednesday, March 29, 2023	Monday, April 24, 2023	Monday, May 1, 2023	TBA
Wednesday, May 3, 2023	TBA	Monday, June 5, 2023	Monday, June 26, 2023
Wednesday, May 31, 2023	Monday, June 26, 2023	Monday, July 3, 2023	Monday, July 31, 2023
Wednesday, June 14, 2023 *	Monday, July 31, 2023	Monday, August 7, 2023	Monday, August 28, 2023
Wednesday, July 12, 2023	Monday, August 28, 2023	TBA	Monday, September 25, 2023
Wednesday, August 9, 2023	Monday, September 25, 2023	Monday, October 2, 2023	Monday, October 30, 2023
Wednesday, September 13, 2023	Monday, October 30, 2023	Monday, November 6, 2023	Monday, November 27, 2023
Wednesday, October 11, 2023	Monday, November 27, 2023	Monday, December 4, 2023	TBA
Wednesday, November 8, 2023	TBA	TBA	Monday, January 29, 2024
Wednesday, December 13, 2023	Monday, January 29, 2024	Monday, February 5, 2024	Monday, February 26, 2024

\*NEW DEADLINE DATES EFFECTIVE IN ORDER TO MEET ZPL UPDATES AS OF JULY 2023



**PROPERTY OWNER AUTHORIZATION**

To be completed by the property owner to certify ownership of subject property and to provide authorization for other person(s) to represent the owner on their behalf.

I/WE (print), DANA AND DAVID MULLINS,  
hereby swear that I/we own the property for which this land use change application is being made.

<b>Property Address and/or Parcel ID:</b>	
<b>PROPERTY OWNER INFORMATION</b>	
Printed Name of Owner(s): <u>THE RENTAL-MART LLC (DANA AND DAVID MULLINS)</u>	
Mailing Address: <u>959 KINGS RD</u> <u>MIDWAY GA 31320</u>	
Phone Number: [REDACTED] <u>(DANA)</u>	[REDACTED] <u>(DAVID)</u>
Alternate Contact Number:	
Email: [REDACTED]	
I/we hereby authorize the person named below to act as the applicant or agent in the pursuit of the requested action on this property. I/we understand that any action granted and/or conditions or stipulations placed on the property will be binding upon the property regardless of ownership. The person named below is authorized to make this application. The person named below is aware that no application or re-application affecting the same land shall be acted upon within six (6) months from the date of the last action by the White County Board of Commissioners.	
Printed Name of applicant or agent(s): <u>DANA MULLINS, OWNER IS APPLICANT</u>	
<b>Signature of Owner(s):</b>	<b>Date Signed:</b>
<u>Dana Mullins</u>	<u>9/28/23</u>
<u>David Mullins</u>	<u>9/28/23</u>

**PROPERTY OWNER AUTHORIZATION DOCUMENT: NOTARY ACKNOWLEDGEMENT**

Sworn to (or affirmed) and subscribed before me this 28 day of Sept., 2023 by Dana and David Mullins (name of signer(s)). The named signer(s) is/are personally known by me or produced the identification type of DL.

{Seal}



[Signature]  
(Signature of Notary)  
Vanessa Singleton  
(Name of Notary Typed, Stamped, or Printed)

NOTICE OF AGRICULTURAL DISTRICT ADJACENCY

Future abutting developers in non-agricultural land use districts shall be provided with this "Notice of Agricultural Adjacency" prior to administrative action on either land use district, the issuance of a building or occupancy permit or approval of a subdivision of property. Prior to administrative action, the applicant shall be required to sign this waiver which indicates that the applicant understands that a use is ongoing, adjacent to his/her use, which can produce odors, noise, dust and other effects which may not be compatible with the applicant's development. Nevertheless, understanding the effects of the adjacent Agricultural District uses, the applicant agrees by executing this form to waive any objection to those effects and understands that his/her district change and/or permits or other approvals are issued and processed in reliance on his agreement not to bring any action asserting that the adjacent uses in the Agricultural District constitute a nuisance against the local government and adjoining land owners whose property is located in an Agricultural District. This waiver shall be provided and made applicable for subsequent purchasers and owners or heirs of his/her property. This notice and acknowledgement shall be public record.

NA

Applicant Signature:

Date:

DISCLOSURE OF CAMPAIGN CONTRIBUTIONS  
(APPLICANTS AND REPRESENTATIVE(S) OF REQUESTED ACTION)

Pursuant to O.C.G.A. Section 36-67 A-3.A, the disclosure of any campaign contributions aggregating \$250.00 or more to a local government official who will consider an application or for a conditional use or special use permit is mandatory when an application or any representation of application for re-classification of district or for conditional use or special use permit has been made within two (2) years immediately preceding the filing of a request for reclassification or conditional use or special use permit by the same applicant and/or representative of said applicant. It shall be the duty of the applicant and/or any representatives of the applicant to file a disclosure with the governing authority of the respective local government to show the following:

Name of local official(s) to whom campaign contribution was made:

The dollar amount and description of each campaign contribution made by the applicant to the local government official during the two (2) years immediately preceding the filing of this application for action for district re-classification, conditional use or special use permit.

Amount \$:

Date:

Enumeration and description of each gift (when the total value of all gifts is \$250.00 or more) made to the local government official during the two (2) years immediately preceding the filing of this application. Please attach additional sheets if needed.

Check box if no contributions made

Applicant Signature:

*Rena Muller*

Date:

*Sept 29, 2023*



**SHORT TERM RENTAL CERTIFICATIONS**

To be completed and notarized for any application where the proposed use is short term rental.

I/WE (print), DANA AND DAVID MULLINS OF RENTAL-MART, LLC,  
hereby swear that I/we own/will own the property referenced below for which this land use change application is being made.

\*Property Address and/or Parcel ID:

**PROPERTY OWNER AUTHORIZATION ACKNOWLEDGEMENT OF GUESTS**

I acknowledge to keep the total number of guests to that number which can safely stay in the premises and may be subject to the State of Georgia's fire safety code regulations.

Signature of Owner/Future Owner(s):

*Dana Mullins 9/28/23*  
*David Mullins 9/28/23*

**PROPERTY OWNER AUTHORIZATION CERTIFIED BY OWNER OR THIRD PARTY INSPECTOR**

I attest by owner or third party inspector that short term rentals meet applicable International Building Code, International Fire Code regulations and NFPA 101 Life Safety codes.

Signature of Owner/Future Owner(s):

*Dana Mullins 9/28/23*  
*David Mullins 9/28/23*

**PROPERTY OWNER AUTHORIZATION CERTIFIED DEED RESTRICTION**

I certify that there are no deed restriction and/or covenants on the property that prohibits the use of the property as a short-term rental.

Signature of Owner/Future Owner(s):

*Dana Mullins 9/28/23*  
*David Mullins 9/28/23*

**PROPERTY OWNER AUTHORIZATION CERTIFIED SHORT-TERM RENTAL INSURANCE**

I certify that the owner/future owner has commercial or specific short-term rental insurance for the property. If insurance *has not been obtained* at time of application, I certify that owner/future owner will obtain prior to renting if application approval is granted.

Signature of Owner/Future Owner(s):

*Dana Mullins 9/28/23*  
*David Mullins 9/28/23*

**OFFICIAL CODE OF WHITE COUNTY APPENDIX C/ARTICLE VII - SHORT TERM RENTALS & BUSINESS LICENSES NOTIFICATION**

I certify that I have been informed of and provided a copy of Appendix C/Article VII - Short Term Rentals. I certify that I have also been informed that I will need to contact the White County Business Tax Office (706-865-2235) to obtain the proper business licensing, host licensing, and subsequent tax information prior to operation of my short-term rental.

Signature of Owner/Future Owner(s):

*Dana Mullins 9/28/23*  
*David Mullins 9/28/23*

**SHORT TERM RENTAL CERTIFICATIONS DOCUMENT: NOTARY ACKNOWLEDGEMENT**

Sworn to (or affirmed) and subscribed before me this 28 day of Sept, 2023 by Dana and David Mullins (name of signer(s)). The named signer(s) is/are personally known by me or produced the identification type of DL.



*Va Singleton*  
(Signature of Notary)

Vanessa Singleton  
(Name of Notary Typed, Stamped, or Printed)

TO BE COMPLETED BY OFFICE

APPLICANT ACKNOWLEDGEMENT OF MEETING DATES

I, DANA MULLINS

(print name) have been advised that I or someone

to represent me must be in attendance when my application is before the White County Planning Commission and the White County Board of Commissioners or it will be tabled. I also acknowledge that I have been made aware of the below dates upon submission of my application.

Senior Center, 1239 Helen Hwy, Cleveland

6:00pm

Public Hearing Date (Planning Commission): 11/27/2023

Regular Meeting Date (Planning Commission): 12/4/2023

Administration Building, 1235 Helen Hwy, Cleveland

4:30pm

Board of Commissioners Meeting Date: TBA

*\*Meeting dates are subject to change*

*Dana Mullins*

Signature of Applicant or Authorized Agent

Sept 29, 2023

Date

OFFICE USE ONLY

via

email

Copy given to applicant: 9/29/23 (date)

Staff Initials: (VJD)

Flag (circle): Y N

\*\*\*\*\*  
WITHDRAWAL

*Notice: This section only to be completed if application is being withdrawn.*

PART II - OFFICIAL CODE/APPENDIX C - LAND USE REGULATIONS/ARTICLE XVIII AMENDMENT,  
APPLICATION AND PROCEDURAL REQUIREMENTS

*Section 1803. Withdrawal of amendment application.* Any petition for an amendment to these regulations, official land use district map, conditional use approval, variance or special use permit may be withdrawn, at the discretion of the person or agency initiating such request, at any time prior to final action by the board of commissioners upon written notice to the planning director. Any required fees shall be forfeited

I hereby withdraw application #:

Applicant Signature:

Date:



#3

## Letter of Intent

My name is Dana Mullins and the purpose of this letter is to apply for conditional use as short-term rental of our property in Helen. As the owner manager of this property, I have included the management details and house rules below.

**Property Address: 7680 Hwy 75 ALT Helen, GA 30545**

Intended use of property: Conditional use -Short-Term Rental

# of Bedrooms: 3 # of Bathrooms: 3

Maximum occupancy: 6 guests including infants and toddlers

Parking: 2 cars

Property Owned by The Rental-Mart LLC (owners Dana and David Mullins) since April 2020

Property is Professionally Managed by owner of the property: Dana Mullins

- Owns a vacation rental management company for past 14 years
- Personally owns 7 vacation rentals & manages properties for other owners as well
- Licensed Realtor in GA and FL with Keller Williams Realty

Other considerations about the property at 7680 Hwy 75 ALT Helen:

- Cabin listed in White County QPublic property data as Style: RENTAL CABINS (originally built to be a rental cabin)
- The cabin is located up a driveway with only one other cabin; it is not in a subdivision (no covenants or restrictions; no HOA rules)
- The cabin is in good condition and nicely appointed
- Strict House Rules of max of 6 people known by guests at booking; no events allowed

### Rental Rules


- Max of 6 guests including infants and toddlers
- No events allowed; no large gatherings
- No day visitors permitted without prior approval; no more than 6 people at property at a given time including guests staying; if 4 people staying, you may have 2 day visitors for a total of 6 people at the house
- Parking for 2 cars
- Check in time is 4 pm. Check out time is 10 am.
- Please be conscientious of noise level; we do not want to disturb the neighbors; no parties allowed
- No smoking in house or on the deck
- NO PETS ALLOWED No exceptions please
- Please don't place grease down the kitchen drain
- Please do not flush wipes or feminine products in toilets
- Feel free to use the washer and dryer but please do not leave dryer on unattended as I prefer they not be on when you depart



- There is no wood burning fireplace inside the house. We do have an electric fireplace on the main floor for ambience and it does provide some warmth as well with a small heater.
- Feel free to use the fire pit outside. Please never leave a fire unattended. Please be sure the fire is out before you leave the house at any time. Firewood is not provided. If interested, I can send you some options nearby for purchase.
- If you use the grill, please be sure to clean/scrape while still hot with grill brush so the next guests have clean grates for their use. Please turn off gas when finished grilling.
- Please do not turn the thermostat below 71 degrees during the summer for efficiency. Please turn thermostat to 80 degrees before you depart in summer time. In the winter months, please turn heat to 55 before you depart on your day of departure.
- Please do not go into the driveway or on the property of the first cabin owned by our neighbor. You will be able to see the property line by a line of trees separating us on the hill.
- The renter is responsible for any damages done to the house, its contents and its facilities/premises. Any missing or lost contents will be charged to the renter.

As a real estate professional managing our own property with these rental rules in place, I thank you for your consideration and approval of the conditional use of this cabin to Short Term Rental.

Thanks Dana Mullins

  
Dana Mullins  
Sept 27, 2023

#4 A



P.O. Box 3020  
Cleveland, GA 30528-0052  
Phone: 706-865-0788  
Fax: 706-865-0329

September 27, 2023

VIA-EMAIL: [salterest@gmail.com](mailto:salterest@gmail.com)

RE: 7680 Hwy 75 Alt  
Helen GA 30545  
White County, Georgia  
Account # 2912-00

To Whom It May Concern,

Let this letter serve as notice that White County Water Authority does provide water to the above referenced service address.

Please understand that once the White County Board of Commissioners approves the short-term rental application, the minimum water bill rate for this service address will increase to a commercial rate with no water leak protection.

Please call our office if you have any questions concerning the referenced service area, you can reach me at (706) 865-0788, Monday – Friday 8:00 a.m. – 4:30 p.m.

Thank you,

A handwritten signature in black ink, appearing to read "Edwin Nix".

Edwin Nix  
Executive Director  
White County Water Authority

#4B



**Public Health**  
Prevent. Promote. Protect.

## White County Environmental Health

Zachary Taylor, M.D., M.S., Acting Health Director  
1241 Helen Highway, Unit 210 • Cleveland, GA 30528  
PH: 706-348-7698 • FAX: 706-348-1670 • [www.phdistrict2.org](http://www.phdistrict2.org)

---

Banks, Dawson, Forsyth, Franklin, Habersham, Hall, Hart, Lumpkin, Rabun, Stephens, Towns, Union and White Counties

---

- |                                     |  |                          |   |
|-------------------------------------|--|--------------------------|---|
| <input checked="" type="checkbox"/> | Evaluation Applied For                 | <input type="checkbox"/> | Appropriate Permit Applied For                  |
| <input type="checkbox"/>            | Appropriate Permit Issued to Applicant | <input type="checkbox"/> | Evaluation, Permit Not Applied For At This Time |

DATE: 09/28/2023

APPLICANT NAME: DANA MULLINS

PROPERTY ADDRESS: 7680 HWY 75 ALT  
HELEN, GA 30545

White County Planning Department:

In reference to a request for a change of zoning/land use or a building permit, application may need to be made for an existing system evaluation to determine:

- that the permit on file is the correct permit for the property in question;
- that there is no evidence of system failure;
- that the septic system is appropriately sized for the current and proposed use;
- that there is adequate repair after the proposed addition;
- that there are no conditions that could adversely affect the functionality of the system.

Please note that this is NOT an all-inclusive list. Based upon the information submitted and/or the outcome of the evaluation, it may be determined that a septic system needs additional capacity or upgrade. If so, the appropriate permit will need to be obtained and the work completed before an approval can be given.

If, based upon information submitted, no septic systems exist on the property, this zoning/land use change and/or building permit request should not affect the property with respect to septic use.

White County Environmental Health  
District 2 Public Health

*By signing below, I certify all information submitted is accurate and true to the best of my knowledge.*

→ *Dana Mullins*

Applicant Signature



#5

# State of Georgia



COUNTY OF WHITE

OFFICE OF THE CLERK OF SUPERIOR, MAGISTRATE AND JUVENILE COURTS

## ELECTRONIC DOCUMENT CERTIFICATION

Certification Date: 09/27/23 Instrument Location: PB 57 PG 133  
Authentication Code: WNG28-UHQVG-1XFM Number of Pages: 1

I, **Dena M. Adams**, Clerk of Superior Court hereby certify that the attached page(s) is/are a true and correct copy of the documents(s) enumerated herein, and that said documents are on file as a part of the official records of this office and each court I serve, of which I am the official custodian, as authorized by Georgia law.

Witness my hand and official seal of this office on the date written.



Official Seal of Clerk

*Dena M. Adams*

Dena M. Adams, Clerk

Katherine Paterson

Prepared by:

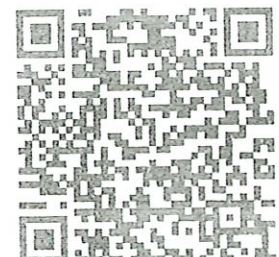
### INSTRUCTIONS FOR AUTHENTICATING THIS CERTIFICATION

This electronically certified record can be authenticated as having been duly certified by the issuing officer by accessing the link below:

<https://ecert.gscca.org/document/WNG28-UHQVG-1XFM>

Authentication of a certified document is a multiple step process. Instructions for authenticating a certified document can be found at the link below:

<https://ecert.gscca.org/authenticationinstructions>



AUTHENTICATION CODE LISTED ON THE TOP OF EACH CERTIFIED PAGE

#5

LEGEND

- ASP ASPHALT
- B BUILDING LINE
- BAF BARR WIRE FENCE
- CL CENTERLINE
- CLF CHAIN LINK FENCE
- CMF CONCRETE MONUMENT FOUND
- CMP CORRUGATED METAL PIPE
- CNC CONCRETE
- CTP CRIMPED TOP PIPE
- DI DROP INLET
- EP EDGE OF PAVEMENT
- FH FIRE HYDRANT
- GW GUY WIRE
- HWF JOS WIRE FENCE
- IPF IRON PIN FOUND
- IPS IRON PIN SET (1/2" REBAR)
- LL LAND LOT
- LLL LAND LOT LINE
- MH MANHOLE
- N/F NOW OR FORMERLY
- OTP OPEN TOP PIPE
- PL PROPERTY LINE
- PP POWER POLE
- P/TP POWER & TELEPHONE POLE
- RB REBAR
- R/W RIGHT OF WAY
- SP SERVICE POLE
- TB TELEPHONE BOX
- WM WATER METER
- WV WATER VALVE

A TOPCON GTS-302 TOTAL STATION WAS USED TO OBTAIN THE LINEAR AND ANGULAR MEASUREMENTS USED IN THE PREPARATION OF THIS PLAT.

THE FIELD DATA UPON WHICH THIS MAP OR PLAT IS BASED HAS A CLOSURE PRECISION OF ONE FOOT IN 124,232 FEET AND AN ANGULAR ERROR OF 0.00002 PER ANGLE POINT, AND WAS ADJUSTED USING THE "CANTRESS" RULE METHOD.

THIS MAP OR PLAT HAS BEEN CALCULATED FOR CLOSURE AND IS FOUND TO BE ACCURATE WITHIN ONE FOOT IN 127,110 FEET.

(TOTAL)

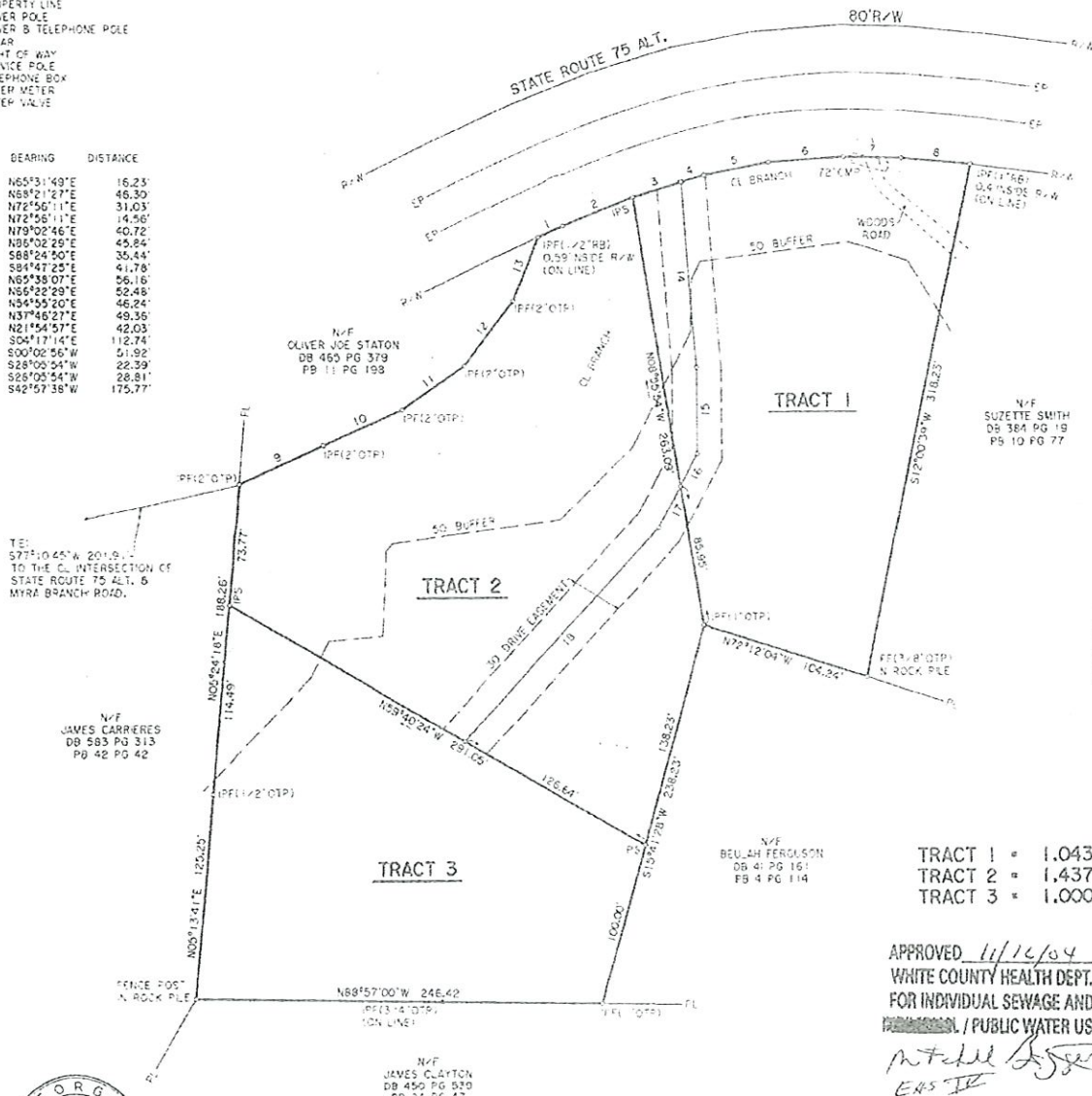
FLOOD NOTE:  
THIS PROPERTY IS NOT IN A FLOOD HAZARD AREA AS PER FEMA FLOOD INSURANCE RATE MAP OF WHITE COUNTY, GEORGIA.

COMMUNITY PANEL NUMBER: 30391 0100 C  
EFFECTIVE DATE: OCTOBER 13, 2002  
REVISION DATE: NONE

PLAT REFERENCE:  
SURVEY FOR ROBERT TWEEDELL  
PREPARED BY THOMAS PATTON  
DATED OCTOBER 12, 1997  
REVISED OCTOBER 16, 2007.



COURSE	BEARING	DISTANCE
1	N65°31'49"E	16.23
2	N88°21'27"E	46.30
3	N72°56'11"E	31.03
4	N72°56'11"E	14.56
5	N79°02'46"E	40.72
6	N85°02'29"E	45.84
7	S88°24'50"E	35.44
8	S84°47'25"E	41.78
9	N55°38'07"E	56.16
10	N56°22'29"E	52.48
11	N54°55'20"E	46.24
12	N37°46'27"E	49.36
13	N21°54'57"E	42.03
14	S04°11'14"E	112.74
15	S00°02'56"W	51.92
16	S28°05'54"W	22.39
17	S28°05'54"W	28.81
18	S42°57'38"W	175.77



TRACT 1 = 1.043 ACRES  
TRACT 2 = 1.437 ACRES  
TRACT 3 = 1.000 ACRE

APPROVED 11/12/04  
WHITE COUNTY HEALTH DEPT.  
FOR INDIVIDUAL SEWAGE AND  
WASTEWATER / PUBLIC WATER USE

*Mitchell Jones*  
ENR II



**LONDON LAND SURVEYING**  
167 EAST JARRARD STREET  
CLEVELAND, GA. 30528  
(706) 865-0749

SURVEY FOR  
**GERALD BETTERTON**  
LOCATED IN  
LAND LOT 29 3rd DISTRICT  
WHITE COUNTY, GEORGIA  
SCALE: 1" = 50' OCTOBER 27, 2004  
GRAPHIC SCALE  
SCALE IN FEET

FIELD WORK COMPLETED  
OCTOBER 27, 2004.

9/27/23, 12:35 PM

#5

Gmail - GSCCCA eCertification Request PAYMENT RECEIPT : 57241



Salt Crest Vacation Rentals <saltcrest@gmail.com>

**GSCCCA eCertification Request PAYMENT RECEIPT : 57241**

1 message

noreply@gsccca.org <noreply@gsccca.org>

Wed, Sep 27, 2023 at 12:32 PM

To: [REDACTED]

Payment for your GSCCCA eCertification Request has been processed. Please see pertinent information below.

**Request ID:** 57241  
**Court Name:** White County Superior Court Real Estate  
**Document Type:** White County Real Estate Records  
**Copy Type:** Certified  
**Payment Date:** 9/27/2023 12:32 PM  
**Payment Method:** Credit Card ending in 7008  
**Final Cost:** \$2.56

**Authentication Code:** WNG28-UHQVG-1XFM

**Payment Details**

Item	Unit Price	Qty	Item Price
First Page Fee	\$2.50	1	\$2.50
CC Processing Fee	\$0.06	1	\$0.06
<b>Invoice Total</b>			<b>\$2.56</b>

Phone Support: 1-800-304-5174 Email Support: help@gsccca.org Web: eCert.gsccca.org



#7

# 2022 Property Tax Statement

Cindy Cannon  
White County Tax Commissioner  
P. O. Box 970  
Cleveland, GA 30528  
wctc@whitecounty.net  
Phone: (706) 865-2225  
Fax: (706) 219-0078

Bill No.	Due Date	Current Due	Prior Payment	Back Taxes	*Total Due*
2022-17120	11/15/2022	\$0.00	\$1862.94	\$0.00	<b>Paid</b> 10/24/2022

Map: 042A 032A  
Location: 7680 HWY 75 ALT

Printed: 09/27/2023

THE RENTAL-MART LLC  
959 KINGS RD  
midway, GA 31320-6734

**RETURN THIS PORTION WITH PAYMENT**  
(Interest will be added per month if not paid by due date)

Dear Taxpayer,

This is your 2022 Ad Valorem Property Tax Statement. This bill must be paid in full by 2022 in order to avoid interest and penalty charges. Interest and penalties are governed by Georgia Code. If payment is made after the due date, please call the office for the current amount due. State law requires all bills be mailed to the owner of record as of January 1st of the tax year. If you have sold this property, please forward this bill to the new owner and notify our office. Please note that your Tax Commissioner is responsible for billing and collections and is not responsible for the property value on your bill or the millage rate.

Thanks you for the privilege of serving you as your Tax Commissioner.

Cindy Cannon

Cindy Cannon  
White County Tax Commissioner  
P. O. Box 970  
Cleveland, GA 30528  
wctc@whitecounty.net  
Phone: (706) 865-2225  
Fax: (706) 219-0078



**Tax Payer:** THE RENTAL-MART LLC  
**Map Code:** 042A 032A Real  
**Description:** LL29 LD3 TR2  
**Location:** 7680 HWY 75 ALT  
**Bill No:** 2022-17120  
**District:** 001

Building Value	Land Value	Acres	Fair Market Value	Due Date	Billing Date	Payment Good through	Exemptions	
159,350.00	36,940.00	1.4400	\$196,290.00	11/15/2022				
Entity	Adjusted FMV	Net Assessment	Exemptions	Taxable Value	Millage Rate	Gross Tax	Credit	Net Tax
COUNTY M&O	\$196,290	\$78,516	\$0	\$78,516	12.949000	\$1,016.70	\$0.00	\$1,016.70
SALES TAX ROLLBACK	\$196,290	\$78,516	\$0	\$78,516	-3.444000	\$0.00	-\$270.41	-\$270.41
SCHOOL M&O	\$196,290	\$78,516	\$0	\$78,516	14.222000	\$1,116.65	\$0.00	\$1,116.65
STATE TAX	\$196,290	\$78,516	\$0	\$78,516	0.000000	\$0.00	\$0.00	\$0.00
<b>TOTALS</b>					<b>23.727000</b>	<b>\$2,133.35</b>	<b>-\$270.41</b>	<b>\$1,862.94</b>

Each resident of White County is eligible for a Homestead exemption on the property they own and occupy as their permanent residence on January 1st of the taxable year. Homestead Exemption applications are accepted year round by the White County Assessors office however, your application must be made before April 1st to apply to the taxable year. All tax returns are filed with the White County Assessors office between January 1st and April 1st of the taxable year. For questions about your Homestead Exemption or filing a tax return, you may reach the Assessors office at (706) 865-5328. Thanks

Current Due	\$1,862.94
Penalty	\$0.00
Interest	\$0.00
Other Fees	\$0.00
Previous Payments	\$1,862.94
Back Taxes	\$0.00
<b>Total Due</b>	<b>\$0.00</b>
Paid Date	10/24/2022

#7

Printed: 09/27/2023 15:26:31 PM



**Official Tax Receipt**

White County, GA  
113 N. Brooks St.  
Cleveland, 30528  
--Online Receipt--

Phone: 706-865-2225

Trans No	Map Code	Property ID & District Description	Original Due	Interest & Penalty	Amount Due	Amount Paid	Transaction Balance
2022-17120	042A 032A	LL29 LD3 TR2	\$1,862.94	\$0.00 Fees: \$0.00	\$0.00	\$1,862.94	\$0.00
<b>Totals:</b>			<b>\$1,862.94</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,862.94</b>	<b>\$0.00</b>

Paid Date: 10/24/2022

Charge Amount: \$1,862.94

THE RENTAL-MART LLC  
959 KINGS RD  
midway, GA 31320-6734



Scan this code with your mobile phone to view this bill



#8



Parcel ID	042A 032A	Alternate ID	5156785	Owner Address	THE RENTAL-MART LLC
Sec/Twp/Rng	n/a	Class	R		959 KINGS RD
Property Address	7680 HWY 75 ALT	Acreage	1.44		MIDWAY GA 31320-6734
	01				
District	01				
Brief Tax Description	LL29 LD3 TR2				
	<i>(Note: Not to be used on legal documents)</i>				

Date created: 9/27/2023  
Last Data Uploaded: 9/27/2023 5:31:47 AM

Developed by  Schneider  
GEOSPATIAL



#10  
(not sure)  
if  
needed  
in the  
package

Check here if you already have a 2023 Occupational Tax Certificate for your STR business. Skip to page 4



**White County**  
Georgia

1235 Helen Hwy Cleveland, GA 30528 • 706-865-2235

**Business Occupation Tax Application**

**BUSINESS INFORMATION**

Date Business Began at this Location: \_\_\_\_\_ Exempt (See Sec. 66-164):  Address Change

Name of Business: **The Rental-Mart LLC**

Owner/Contact Name: **David Mullins (Dana Mullins)**

Physical Address of Business: **7680 Hwy 75 Alternate** Own  Rent

*Home Based Business: If renting, will need property owners notarized written permission*

City: **Helen** ZIP Code: **30545** Mobile # [REDACTED]

Mailing Address: **959 Kings Road** Multiple Locations: \_\_\_\_\_

City: **Midway** ZIP Code: **31320** Federal Tax ID#: **51-05680**

Dominant Line of Business: **Vacation rental cabin** Ga. Sales Tax #: \_\_\_\_\_

Email Address: [REDACTED] SS#(If no Fed ID#): \_\_\_\_\_

Commercial  Home Based  Short-Term Rental  # of Employees:

LLC  CORP  S-CORP  Sole Proprietor  Limited Partnership  Other  Exempt

In Case of Emergency Contact Info: **Dana Mullins** [REDACTED]

Are there any unpaid financial obligations due to White County by owner?: Yes  No

If your business involves lodging or food service, you must contact Environmental Health (706) 348-7698

If your business requires a State License (See List Below) (478) 207-2440 or [www.sos.ga.gov/dib/](http://www.sos.ga.gov/dib/)

If you need a Georgia Sales Tax # (877) 423-6711 or [www.dor.ga.gov](http://www.dor.ga.gov)

If you need a Federal EIN# (800) 829-4933 or [www.irs.gov/business/small/](http://www.irs.gov/business/small/)

If you have 10 or more employees, you will need to obtain an E-Verify # (888) 464-4218 or [www.uscis.gov](http://www.uscis.gov)

**Common Occupations Requiring Additional State License**

Number of Employees	Fees Due
0-5	\$100.00
6-10	\$200.00
11-15	\$300.00
16-20	\$400.00
21-25	\$500.00
26 and up	\$600.00

- Residential / General Contractors
- Professional Engineers & Land Surveyors
- Contractors – Electrical, Plumbing, HVAC
- Barber / Cosmetology
- Private Detective / Security Agency
- Used Car Dealers, Used Car Parts
- Funeral Service

\* Under the state statute we are required to have on record the number of employees of your business. The number of employees as computed on a full-time position equivalent basis, provided that for the purposes of this computation an employee who works 40 hours or more weekly shall be considered a full-time employee and that the average weekly hours of employees who work less than 40 hours shall be divided by 40 to produce full time. One Time \$25/Admin Fee

Will you have a sign(s) at this location? Yes  No  Advised will need sign permit

SAVE AFFIDAVIT O.C.G.A. § 50-36-1(E)(2)

By executing this affidavit under oath, as an applicant for an Occupational Tax Certificate as referenced in OCGA 50-36-1, the undersigned applicant verifies one of the following with respect to my application for a public benefit: **Please check one.**

- 1)  I am a U.S. Citizen - I was born in the U.S. or have become a naturalized citizen.
- 2)  I am a legal permanent resident of the U.S. - I have been granted authorization to live and work in the U.S. on a permanent basis.
- 3)  I am a qualified alien or non immigrant under the Federal Immigration & Nationality Act with an alien number issued by the Department of Homeland Security or other Federal Immigration Agency. My alien number is: \_\_\_\_\_

The undersigned applicant hereby verifies that he or she is 18 years of age or older and has provided at least one secure, verifiable document, as required by OCGA 50-36-1(e)(1), with this affidavit.

**E-VERIFY EXEMPT - LESS THAN 10 EMPLOYEES - O.C.G.A. § 36-60-6(D)**

By executing this affidavit under oath, the undersigned private employer verifies that it is exempt from compliance with O.C.G.A. §36-60-6(d), stating affirmatively that the individual, firm or corporation employs fewer than 10 employees and therefore, is not required to register with and/or utilize the federal work authorization program commonly known as E-Verify established in O.C.G.A. § 13-10-90.

I hereby declare under penalty of perjury that I have less than 10 employees:

**E-VERIFY - 10 OR MORE EMPLOYEES - O.C.G.A. § 36-60-6(D)**

By executing this affidavit under oath, the employer has registered with and utilizes the federal work authorization program in accordance with the applicable provisions and deadlines established in O.C.G.A. § 36-60-6. Furthermore, the undersigned private employer hereby attests that its federal work authorization user identification number and date of authorization are as follows:

Federal Work ID # (E-Verify #): \_\_\_\_\_ Date of Authorization: \_\_\_\_\_

**SIGNATURE AFFIDAVIT OF AUTHORIZED OFFICER OR AGENT**

I declare, under penalty of perjury, that the information contained in this application is true and correct, and that all required licenses are in full force and effect. I understand that any person who knowingly and willfully makes a false, fictitious, or fraudulent statement or representation in an affidavit shall be guilty of a violation of O.C.G.A. § 16-10-20 of the Official Code of Georgia and face criminal penalties allowed by such statute.

Business Name: **THE RENTAL MART LLC**

Signature of Authorized Officer/Agent: *David Mullins*

Printed Name of Officer and Title: **DAVID MULLINS**

Date of Signature: **8-22-23**

NOTARY PUBLIC SIGNATURE

Subscribed and Sworn Before Me

On this \_\_\_\_\_ Day of \_\_\_\_\_, 20\_\_\_\_

Notary Public Signature:

My Commission Expires:

**TO BE COMPLETED BY PLANNING OFFICE:**

MAP & PARCEL #: \_\_\_\_\_

Certificate of Occupancy/Building Inspection Staff Signature: \_\_\_\_\_

Sign Permit Sign Off if Applicable: \_\_\_\_\_

LAND USE CLASSIFICATION: \_\_\_\_\_

LAND USE SIGN OFF: \_\_\_\_\_

Short-Term Rental Host License Application

In order to complete this application, you will need the following documents on-hand to submit with this application:

- Copy of Driver's License
- Georgia Sales Tax Number
- Screenshot of advertisement from all marketplace facilitators utilized (VRBO, AirBnB, etc.)
- Proof of commercial or specific short-term rental insurance for the property or properties
- Copy of house rules

Applicant Information

Applicant Name: THE RENTAL-MART LLC Property Owner  Authorized Agent

If applicant is not the property owner, list property owner name: \_\_\_\_\_

Short-Term Rental / Business Name: WILDLIFE CABIN

Owner / Business Mailing Address: 959 KINGS ROAD MIDWAY GA 31320

Owner / Business Phone Number: [REDACTED] Email Address: [REDACTED]

Short-Term Rental Property Information (Multiple Properties See Next Page)

Rental Property parcel number: 042A032A

Parcel number can be obtained here - [White County Assessor's Office Property Search](#)

Rental Property 911 Address: 7680 HWY 75 Alternate Helen GA 30545

Does the rental property have a unit number? Yes  No  If yes, list unit number here: \_\_\_\_\_

24/7 Emergency contact name: DANA MULLINS

24/7 Emergency contact phone number: [REDACTED]

Certification

By signing below, I certify the following:

- I have received, read, and will comply with the White County Short-Term Rental Host Ordinance.
- There are no deed restrictions and/or covenants on this property that prohibits the use of the property as a short-term rental.
- Emergency contact -- I have provided White County with the local contact (responsible party) information. This person designated by me as the responsible party shall be available twenty-four hours per day, seven days per week for the purpose of responding within two hours to complaints related to the short-term rental and taking remedial action to resolve such complaints. If this information changes, White County shall be immediately informed of the contact information of the new local contact (responsible party). Failure to have a readily available local contact (responsible party) is a violation of this code.

I certify that 8% lodging tax will be remitted to White County for this property by (check all the apply):

Owner  Management Company  VRBO  AirBnB  Other: \_\_\_\_\_

WE LIST ON VRBO AND AIRBNB. SEE ATTACHE LISTINGS.

Applicant / Owner Signature: Dana Mullins

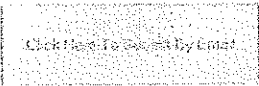
Date: 8-22-23



Rental Property Information (for owners of multiple properties)

Parcel number can be obtained here - [White County Assessor's Office Property Search](#)

Parcel Number	911 Address	Unit Number	24/7 Contact Name	24/7 Contact Number



This link will only work when document is open in a PDF reader.  
 You can also save, attach to an email, and send to [businesslaxoffice@whitecounty.net](mailto:businesslaxoffice@whitecounty.net)

Attached the following documents to your submittal email.

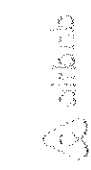
- 1) Proof of Georgia Sales Tax Number
- 2) Screenshot of advertisement from all marketplace facilitators utilized (AirBnB, VRBO, etc.)
- 3) Proof of commercial or short-term rental specific insurance for the property or properties
- 4) Copy of house rules
- 5) Copy of Driver's License

**Business Tax Office Use Only:**

Received Date: \_\_\_\_\_ Reviewed Date: \_\_\_\_\_ Reviewed By: \_\_\_\_\_ To P&D Date: \_\_\_\_\_  
 Received Date (2): \_\_\_\_\_ Issued Date: \_\_\_\_\_

**Planning & Development Office Use Only:**

Land Use District: \_\_\_\_\_ Approved: \_\_\_\_\_ Date: \_\_\_\_\_



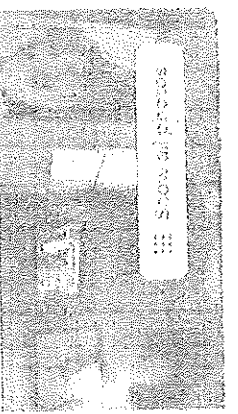
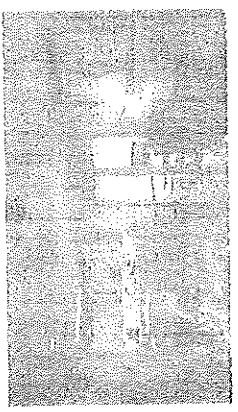
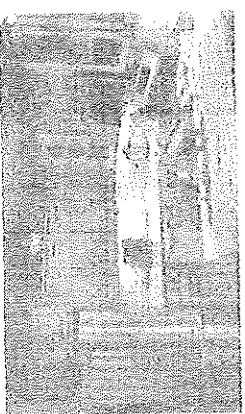
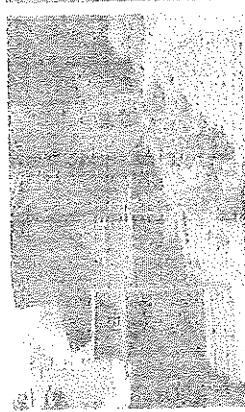
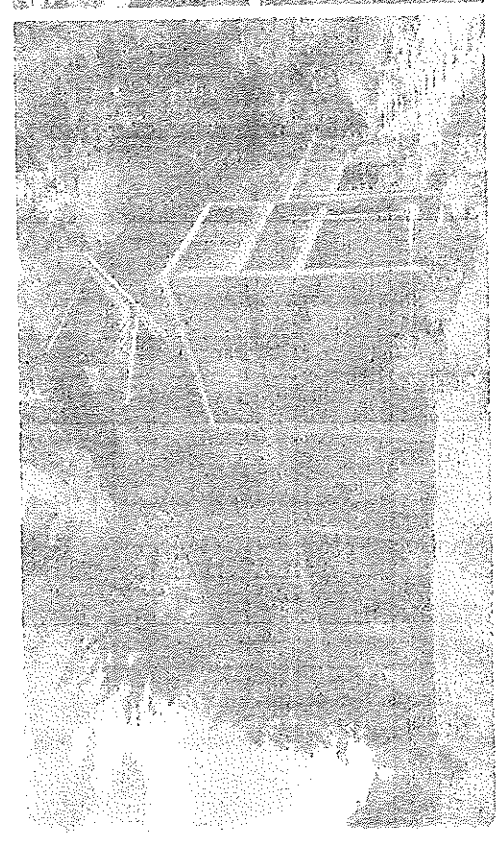
Start your search

Switch to hosting

# Wildlife Cabin - 1.5 miles from heart of Helen

4.99 (4 reviews) • Superhost • Helen, Georgia, United States

Share Save



Entire cabin hosted by Dana

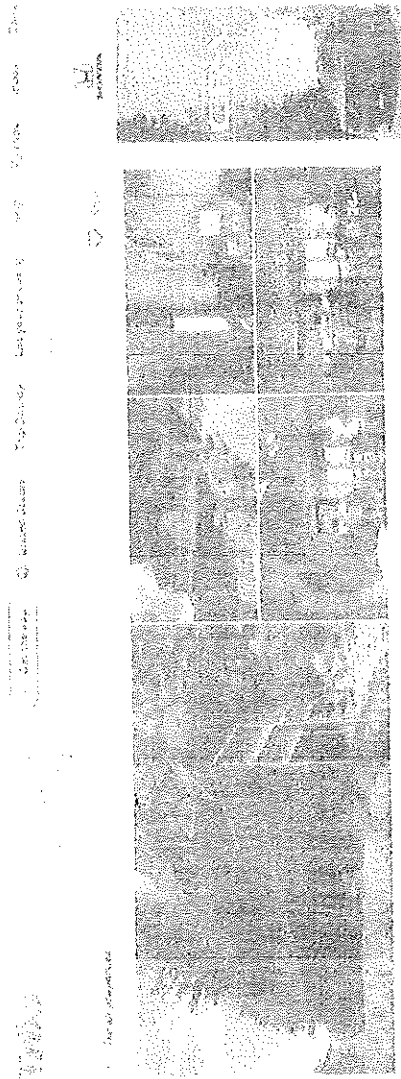
3 guests • 3 bedrooms • 3 beds • 3 baths



\$199 night

\$199 total

Navigation icons: Home, Back, Forward, Stop, Refresh, Print, Full Screen, Search, etc.



### The Wildlife Cabin - 14 miles to downtown Meien

★ 100% Exceptional

and 500+ reviews

Book now

Price per night

200

200

200

200

200

200

200

200

200

200

200

200

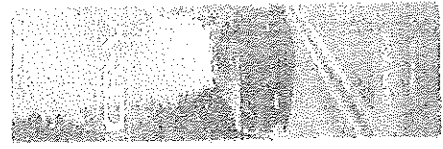
200

200

200

200

200



Hotels



Footer text: © 2019 Airbnb Inc. All rights reserved. Privacy Policy Terms of Service





# Tower Hill Prime Insurance Company

P.O. Box 147016 Gainesville, FL 32614-7016  
Administered by: Tower Hill Specialty, LLC

## DWELLING PROPERTY DECLARATIONS

THIS IS NOT A BILL.  
Payment notice will be sent separately to: Insured

**POLICY NUMBER**  
**Y017601015**

Now Issued On:  
06/08/2023

Insured  
The Rental Mart LLC  
959 KINGS RD  
MIDWAY, GA 31320

AGENCY TSYJ24  
Martin Insurance Agency Inc  
200 N MAIN ST  
HELENSVILLE, GA 31310

PHONE NUMBER: (912) 876-5115

Additional Insured  
Name: David Mullins  
Address: 959 Kings Rd, Midway, GA 31320  
Relationship to Insured: Owner/Partner/Officer

**POLICY PERIOD:** 06/08/2023 to 06/08/2024. Each period begins and ends at 12:01 AM standard time at the insured location.

**INSURED LOCATION:** 7680 HIGHWAY 75 ALT  
HELEN, GA 30545

Coverage is provided where a premium or limit is shown for the coverage.

### BREAKDOWN OF PREMIUM:

<u>Coverages</u>	<u>Limit</u>	<u>Premium</u>
COVERAGE A - Dwelling	\$694,833	\$2,166.00
COVERAGE B - Other Structures	\$59,483	Incl
COVERAGE C - Personal Property	\$120,000	\$146.00
COVERAGE D - Fair Rental Value	\$116,987	Incl
COVERAGE E - Premises Liability	\$500,000	\$135.00
COVERAGE M - Medical Payments to Others	\$500/\$25,000	Incl
Dwelling Replacement Cost Loss Settlement with Actual Cash Value on Roof - Coverings 15 Years Old or Greater		Incl
Mold and Remediation - Liability	\$50,000	Incl
Mold and Remediation - Property	\$23,242	Incl
Personal Property Actual Cash Value Loss Settlement		Incl
Property Manager - Premises Liability		Incl
Water Damage Coverage	\$60,483	-\$116.00
Inspection Fee		\$25.00
Policy Fee		\$20.00

### Policy Discounts

Claims Free

### Dwelling Discounts

None

Total Policy Premium: \$2,376.00  
Total Taxes & Fees: \$0.00

<b>Total Cost:</b>	<b>\$2,376.00</b>
--------------------	-------------------

**DEDUCTIBLE (Section I Only):**

The AOP Deductible is \$1,000.

The Mold and Remediation Deductible is \$250.

- In case of a loss under Section I, we cover only that part of the covered loss over the deductible stated.

**Additional Interests**

Description of Interest: Mortgage

Name: Ludowici Bank

Address: PO BOX 725

LUDOWICI, GA 31316

**BASIC RATING INFORMATION:**

PROGRAM	OCCUPANCY	RESIDENCE TYPE	CONSTRUCTION TYPE	YEAR BUILT	PROTECTION CLASS
DP-3	Rental	1 Family	Frame	2007	4

TERRITORY	SUPPLEMENTAL HEATING	OCCUPANCY DETAILS
1	Yes	Short Term Rental



**Liability Coverage Other Location(s):**

NONE

**APPLICABLE FORMS AND ENDORSEMENTS:**

- D3-CW-C-0010 (07/17) Additional Living Expense or Fair Rental Value
- DW-CW-C-0001 (07/17) Condemnation Endorsement
- IP-CW-G-0002 (12/17) Construction Cost Index
- DW-CW-X-0004 (07/17) Criminal Acts Exclusion
- D3-CW-P-0001 (07/17) Dwelling Property D - Special Form
- DY-GA-X-0001 (02/18) Premises Liability Lead Paint Liability Exclusion
- DY-CW-X-0003 (07/17) Premises Liability Swimming Pool Slide and Diving Board Exclusion
- D3-GA-C-0025 (02/18) Limited Fungi, Wet or Dry Rot, Or Bacteria Coverage - Georgia
- DY-GA-C-0005 (02/18) Premises Liability Limited Fungi, Wet or Dry Rot, Or Bacteria Coverage
- DY-GA-C-0001 (03/18) Premises Liability Endorsement
- DY-CW-C-0005 (07/17) Property Manager - Premises Liability
- D3-GA-C-0013 (02/18) Replacement Cost Loss Settlement with Actual Cash Value on Roof Coverings 15 Years Old or Greater
- IP-CW-C-0004 (07/17) Reinstatement of Limit
- IL-CW-G-0001 (07/17) Signature Endorsement
- D3-GA-A-0001 (12/19) Special Provisions - Georgia
- DW-CW-C-0004 (07/17) Reduction in Coverage when Vacant or Unoccupied
- D3-GA-C-0003 (02/18) Water Damage Coverage

**NOTICES:**

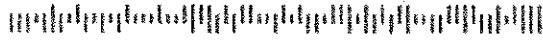
- \* This Declaration replaces all previously issued policy Declarations, if any. This Declaration together with your policy and endorsements completes your policy. Refer to your policy and endorsements for details regarding your coverages, limits, and exclusions.
- \* **Notice Of Insurance Information Practices**  
Personal information about you may be collected from persons other than you in connection with this application and subsequent renewals. Such information, as well as other personal and privileged information collected by us or by our agents, may in certain circumstances be disclosed to third parties. You have the right to review your personal information in our files and can request correction of any inaccuracies. A more detailed description of your rights and our practices regarding such information is available at [www.thespecialty.com/privacy](http://www.thespecialty.com/privacy) or upon request. Contact your agent for instruction on how to submit such a request to us.

WHITE COUNTY  
BUSINESS TAX OFFICE  
1235 HELEN HWY  
CLEVELAND GA 30528



000014412  
P2 T24 R6400

6400 1 AB 0.537  
Rental-mart LLC  
959 Kings Rd  
Midway, GA 31320-6734



August 3, 2023

RE: Identified Property – 7680 Highway 75 ALT, Helen, GA 30545

Dear THE RENTAL-MART LLC:

Your property has been identified as a Short-Term Rental through ads found on one or more websites that advertise short term and vacation rentals. In 2022, the County Board of Commissioners adopted rules for short-term rentals which were effective January 1, 2023. These regulations require all short-term rentals to obtain an Occupational Tax Certificate and Short-Term Rental Host License through the Business Tax Office.

In White County, a Short-Term Rental (STR) is defined as: “a lodging accommodation offered to transient guests for a period of time not to exceed 30 consecutive days. For the purposes of this definition, a residential dwelling shall include all housing types and shall exclude group living or group homes, campgrounds, RV parks, bed and breakfasts, motel, hotels or other lodging uses”.

White County has partnered with Host Compliance a nationally recognized company that specializes in identifying and monitoring Short Term Rentals. You can meet these requirements for your Short-Term Rental by visiting Host Compliance at <https://secure.hostcompliance.com/white-county-ga/permit-registration/> or visit [www.whitecountyga.gov](http://www.whitecountyga.gov) and use the link on the Short Term Rental webpage. You will need to come into compliance within 30 days of the date of this letter. Failing to comply within 30 days can result in a penalty of up to \$375.00 plus 10% per month. If you have any questions, please call (706)865-2235 or email [businesstaxoffice@whitecounty.net](mailto:businesstaxoffice@whitecounty.net).

Sincerely,

White County Business Tax Office  
1235 Helen Hwy  
Cleveland, GA 30528  
[businesstaxoffice@whitecounty.net](mailto:businesstaxoffice@whitecounty.net)

000014412006-0031





# LETTER REQUEST FOR APPROVAL OF SHORT TERM RENTAL

Hello,

My name is DANA MULLINS. I am requesting a conditional use permit for Short Term Rental for the following property:

Address: 7680 HWY 75 ALTERNATE HELEN GA 30545

Parcel ID: 042A 032 A;B

Per White County Code of Ordinances Appendix C/Article VII/Section 702, I am required to have a signed majority of the homeowners in the subdivision for me to apply for this conditional use. Please complete the form below indicating that you approve of a conditional use for Short Term Rental at my property above.

NO SUBDIVISION

I, \_\_\_\_\_ (printed name), approve of short term rental at the property referenced above. My information is provided below.

I own the following properties in this subdivision:

Lot #	Parcel ID	Address or Street name if no address

Phone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

Signature: \_\_\_\_\_

Date Signed: \_\_\_\_\_

**WHITE COUNTY PLANNING DEPARTMENT  
STAFF COMMENT**

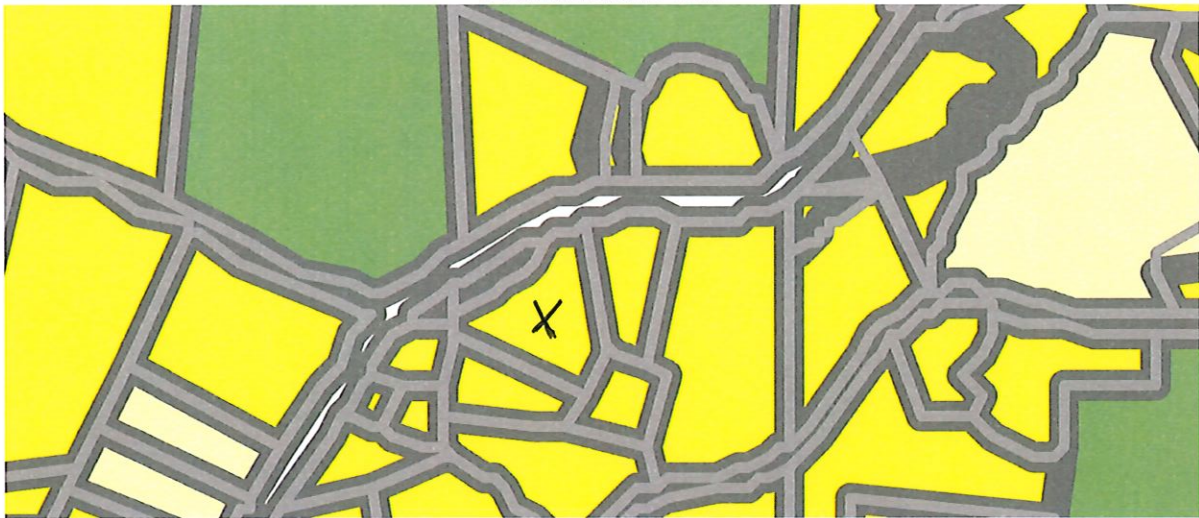
**THE RENTAL MART LLC (DANA & DAVID MULLINS)**

- PROPERTY IS LOCATED AT 7602 HWY 75 ALT IN HELEN. IT IS IN THE R-1 SINGLE FAMILY RESIDENTIAL DISTRICT AND WILL REQUIRE A CONDITIONAL USE PERMIT FROM THE WHITE COUNTY BOARD OF COMMISSIONERS TO PLACE THE PROPERTY IN THE SHORT TERM RENTAL PROGRAM.
- PROPERTY ADJOINS TO THE NORTH, SOUTH, EAST AND WEST R-1 RESIDENTIAL SINGLE-FAMILY DISTRICT.
- THE WHITE COUNTY COMPREHENSIVE PLAN FUTURE LAND USE MAP INDICATES SINGLE FAMILY RESIDENTIAL.
- TOTAL ACREAGE IS 1.44.
- PROPERTY SUPPLIED BY COUNTY WATER AND SEPTIC.

**EXISTING LAND USE**



**FUTURE LAND USE**



WHITE COUNTY PLANNING COMMISSION MINUTES  
PUBLIC HEARING: LAND USE REGULATION

he would manage, clean, and repair the property with the help from another cleaner. He stated he would be the emergency contact and lives ten minutes away. When asked how close the nearest home was, he said between one-quarter and one-half of a mile away. He said Ms. Rand's siblings own the surrounding properties.

Chairman Thomas asked if anyone would like to speak for the application, there was no response. He asked if anyone would like to speak against the application, there was no response. Chairman Thomas closed the hearing. Mr. Barton advised the applicant of the next meeting on December 4<sup>th</sup>.

**Application of The Rental-Mart LLC (Dana and David Mullins)** to request a conditional use permit located at 7680 Highway 75 Alternate, Helen, Georgia, 30545. Tax map and parcel 042A-032A. Total acreage is 1.44. Proposed use is to place in "Short Term Rental" program. Present zoning is R-1 Residential Single Family.

The applicant, Dana Mullins of 959 Kings Road in Midway, GA, was present. Mr. Barton gave a summary of the application. Ms. Mullins explained the short-term rental has a maximum occupancy of six people. She said the first application on this agenda is the neighboring property and they own an adjacent vacant lot, as well. She said they have owned the home since 2020 and have been renting it for three years, but retrieved documentation of the taxes paid through online platforms after notified by the county that she was not in compliance. She explained that she has been in the vacation rental business for fourteen years and owns seven rentals of her own, while also managing for others. She said she has strict house rules and has never had any complaints from neighbors. She said there are two homes side-by-side, but the other home is currently applying for short-term rental as well. Ms. Mullins said she does not have other rentals in White County, but has local resources and a local emergency contact. She said there are no covenants or restrictions on the property that she is aware of.

Chairman Thomas asked if anyone would like to speak for the application, there was no response. He asked if anyone would like to speak against the application, there was no response. Chairman Thomas closed the hearing. Mr. Barton advised the applicant of the next meeting on December 4<sup>th</sup>.

**Application of KAI WO LLC (Xin Lin)** to request a conditional use permit located at 585 Caldwell Drive, Cleveland, Georgia, 30528. Tax map and parcel 049-093. Total acreage is 22.93. Proposed use is to place in "Short Term Rental" program. Present zoning is A-1 Agricultural Forestry District.

The applicant, Xin Lin of 585 Caldwell Drive, was present. Mr. Barton gave a summary of the application. Ms. Lin said the proposed short-term rental has four bedrooms with parking for ten vehicles. She said she purchased the home last December as a second home for her family and friends, but has been renting it out short-term when they are not staying there and was notified by the county that she was not in compliance. She said she has not received any complaints since she has been renting and has been paying hotel/motel taxes. She said she lives one hour away in Alpharetta and has a neighbor that helps with cleaning and a local emergency contact.

Chairman Thomas asked if anyone would like to speak for the application, there was no response. He asked if anyone would like to speak against the application.



WHITE COUNTY PLANNING COMMISSION MINUTES  
REGULAR SESSION

A representative, Eric Selene of 1073 Echota Road in Clarkesville, GA, was present. Mr. Sell gave a summary of the application. Mr. Seleen did not have anything to add.

Motion to recommend approval to the Board of Commissioners made by Ms. Dixon and seconded by Ms. Burke. Motion was unanimous. Mr. Sell advised the applicant of the next meeting on December 11<sup>th</sup>, 2023.

**Application of The Rental-Mart LLC (Dana and David Mullins)** to request a conditional use permit located at 7680 Highway 75 Alternate, Helen, Georgia, 30545. Tax map and parcel 042A-032A. Total acreage is 1.44. Proposed use is to place in “Short Term Rental” program. Present zoning is R-1 Residential Single Family.

A representative, Adrian Locklear of 104B Fireside Drive in Cleveland, was present. Mr. Sell gave a summary of the application. Mr. Locklear explained the property is not part of a subdivision and is close to the previous Curelar application. He said the owners have been in the rental business for fourteen years, own seven rental properties, and Ms. Mullins is a licensed realtor. He said they would manage the property themselves and he would be their “boots on the ground.” Mr. Locklear added that they are employing several local businesses for maintenance for their properties.

Motion to recommend approval to the Board of Commissioners made by Ms. Burke and seconded by Mr. Ackerman. The motion carried with a 5-1 majority, with Mr. Ash in opposition. Mr. Sell advised the applicant of the next meeting on December 11<sup>th</sup>, 2023.

**Application of KAI WO LLC (Xin Lin)** to request a conditional use permit located at 585 Caldwell Drive, Cleveland, Georgia, 30528. Tax map and parcel 049-093. Total acreage is 22.93. Proposed use is to place in “Short Term Rental” program. Present zoning is A-1 Agricultural Forestry District. The applicant, Xin Lin of 585 Caldwell Drive, was present. Mr. Sell gave a summary of the application. Ms. Lin explained that she would limit the occupancy to ten people with no big parties or weddings. She said the house would first be open to friends and if the neighbors are okay with it, she would open to outside visitors via online booking platforms. She said her family live in the house on the weekends and holidays, adding that they come to take care of animals, plants, and the house. She said her local contact’s address is 868 S Main Street, Suite 1200 in Cleveland. She said the closest house is 1500 feet away and she has cameras set up that she can check on her phone. Ms. Burke stated that she believes if the board cannot understand the applicant, then they need to bring an interpreter because she has a hard time voting for something she cannot understand. Additionally, she asked if the removal of one of the signatures last week during the public hearing would affect the application. Mr. Sell explained the signatures allow the applicant to bring the application forward to the Planning Commission to vote, it does not give the property owners a vote or to say they approve it. He stated the subdivision has six lots; three letters were received in addition to the applicant, so she received fifty percent plus one.

Motion to recommend denial to the Board of Commissioners made by Mr. Ash because the request is not consistent with the established development pattern of Caldwell Drive. Ms. Dixon seconded the motion. The motion was unanimous. Mr. Sell advised the applicant of the next meeting on December 11<sup>th</sup>, 2023.



# WHITE COUNTY

## *Board of Commissioners*

**Item Title:** Conditional Use Permit for Short Term Rental for Kai Wo LLC (Xin Lin), 585 Caldwell Drive, Cleveland

**For Meeting Date:** 12/11/2023

**Work Session**  **Regular Meeting**  **Public Hearing**

**Category (Select One):** Land Use Application

**Submitted By:** John Sell

**Attachments:** Yes  **If yes, please list each file name below:**

1. 20357
2. Public Hearing Minutes 11/27/2023
3. Regular Meeting Minutes 12/4/2023

---

### **Purpose:**

Consider the application of KAI WO LLC (Xin Lin) to request a conditional use permit located at 585 Caldwell Drive, Cleveland, Georgia, 30528. Tax map and parcel 049-093. Total acreage is 22.93. Proposed use is to place in "Short Term Rental" program. Present zoning is A-1 Agricultural Forestry District.

### **Background / Summary:**

- Applicant is requesting a conditional use permit for short-term rental. The short-term rental is part of subdivision for Ollie Dorsy Estate. The applicant got 4 letters out of 6 lots. Ms. Lin explained it has four bedrooms with parking for 10 vehicles. She purchased the home in Dec. 2022 as a second home but has been renting it out short term when she is not staying there. She lives in Alpharetta and will have a local contact but she has not received complaints so far and the hotel/motel taxes are being paid. Numerous people spoke in opposition to the application including Joshua Perkins who has concerns about traffic on the private road and what other activities such as weddings may occur there; Craig Olsen was concerned about traffic as well as potential for drug and alcohol parties; Marlon Caldwell expressed concerns about who might stay there such as sex offenders and also the road conditions; Niles Corey, who signed a letter, wanted to rescind because of concerns over other events; and Brelee Perkins who questioned who the local contact is, to which Ms. Lin replied it is the owner of the local Chinese restaurant. She said she would contribute \$500 for road maintenance but did not know who to pay. The Planning Commission recommended denial because it did not fit the character of the neighborhood and the motion passed by unanimous vote.

### **Department Recommendation:**

Planning Commission recommended denial by unanimous vote.

**Options:**

- Uphold Planning Commission recommendation and deny the application
- Reverse Planning Commission recommendation and approve the application.
- Table the application for further review or to send back to Planning Commission

**Budget Information:** Applicable  Not Applicable

**Budgeted:** Yes  No

**Finance Director's Comments (if applicable):**

- 

**County Manager Comments:**

-



## WHITE COUNTY CHANGE OF LAND USE DISTRICT APPLICATION

<b>OFFICE USE ONLY</b>	Land Use Application #: <u>20357</u>
Public Hearing Date: <u>11/27/2023</u>	Commission District: <u>2</u>
Fees Assessed: <u>250</u>	Paid via: <input type="checkbox"/> cash <input checked="" type="checkbox"/> credit card <input type="checkbox"/> check# _____

APPLICANT INFORMATION	
Status: <input checked="" type="checkbox"/> Owner <input type="checkbox"/> Authorized Agent <input type="checkbox"/> Lessee <input type="checkbox"/> Option to Purchase	
Printed Name(s): <u>KAI WO LLC</u>	
Address: <u>585 Caldwell Dr, Cleveland, GA 30528</u>	
Phone Number: <span style="background-color: black; color: black;">[REDACTED]</span>	Alternate Contact Number: <span style="background-color: black; color: black;">[REDACTED]</span>
Email: <span style="background-color: black; color: black;">[REDACTED]</span>	
Owner Information (if different from Applicant/Agent):	
Name:	Phone #:
PROPERTY INFORMATION	
Parcel ID: <u>049093</u>	Total acreage being changed: <u>22.93 Ac.</u>
Address: <u>585 Caldwell Dr, Cleveland, GA 30528</u>	
Directions to Property: <u>Westmoreland Rd <sup>Turn Left</sup> &amp; Caldwell Dr. Caldwell</u>	
Current Use/Zoning of Property: <u>A1</u>	Type of Road Surface: <u>Asphalt</u>
Any prior redistricting requests for property: <input type="checkbox"/> If yes, provide redistricting application #: _____	
SURROUNDING PROPERTY LAND USE CLASSIFICATION:	
North: <u>R1</u>	South: <u>R1</u> East: <u>R1 and A1</u> West: <u>A1 and R1</u>
REQUESTED ACTION AND DETAILS OF PROPOSED USE (check all that apply)	
<input checked="" type="checkbox"/> Redistrict from district:	Redistrict to district:
<input checked="" type="checkbox"/> Conditional Use - specify: <u>STR</u>	
<input type="checkbox"/> Special Use - specify:	
<input type="checkbox"/> Land Use Variance from Code Section:	
Proposed use if not listed above:	
Is this property part of a subdivision? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If so, please list number of lots:	
Are there covenants? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Is there an active homeowner's association? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Subdivision Name (if applicable):	

Existing Utilities (check all that apply):  
 County or City Water     Well     Septic     Gas     Electric     Broadband

Proposed Utilities (check all that apply):  
 County or City Water     Well     Septic     Gas     Electric     Broadband

**COMMERCIAL AND INDUSTRIAL REDISTRICK INFORMATION**

Building Area: \_\_\_\_\_ No. of Parking Spaces: \_\_\_\_\_

**RESIDENTIAL REDISTRICK INFORMATION**

No. of Lots: \_\_\_\_\_ Minimum Lot Size in acres: \_\_\_\_\_ No. of Units: \_\_\_\_\_

Minimum Heated Floor Area (ft<sup>2</sup>): \_\_\_\_\_ Density/Acre: \_\_\_\_\_

Is an Amenity area proposed (specify if yes)?  
 Apartments     Condominiums     Townhomes     Single Family  
 Rental Cabins     Recreational Vehicle Park     Other- Specify: \_\_\_\_\_

**LIST OF ADJACENT PROPERTY OWNERS**

It is the responsibility of the Applicant to provide a list of adjacent property owners that has property bordering your property or who has property directly across the street from your property (additional sheet may be included, if necessary).

PARCEL	PROPERTY OWNER NAME	MAILING ADDRESS
1 049A060	KATHYNS POWER	43 E HULLWOOD CIR, SPRING TX 77389-5330
2 049094	COREY NILES B	409 Caldwell Dr, Cleveland, GA 30528
3 049089	GOMES STANISLAVA	510 Caldwell Dr, Cleveland, GA 30528
4 049091	CANTRELL ANDRELL	704 Caldwell Dr, Cleveland, GA 30528
5 049C155	CAIRI ZAN	868 S MAIN ST, SUITE 200, Cleveland, GA 30528
6 049092	REED DONALD, REED MICHELLE	P.O BOX 213, Cleveland, GA 30528
7 049085	PRUITT ELNORAC	4223 COLEY CT, LITHUNIA GA 30038-4421

8. 049084 MONTPAS PAULM, MONTPAS MARY CATHERINE  
 White county ga.gov    540 Caldwell Dr, Cleveland, GA 30528

### APPLICANT CERTIFICATION

I hereby request the action contained within this application relative to the property shown on the attached plats and site plan and further request that this item be placed on both the Planning Commission and Board of Commissioners meeting agendas.

I understand that the Planning Department staff may either accept or reject my request upon review. My request will be rejected if all the necessary data is not presented.

I understand that I have the obligation to present all data necessary and required by statute to enable the Planning Commission and Board of Commissioners to make an informed determination on my request. I understand that I may seek legal advice if I am not familiar with the land use requirements and procedures.

I understand that my request will be acted upon at the Planning Commission and Board of Commissioners meetings and that I am required to be present or to be represented by someone able to present all facts and answer all questions. I understand that failure to appear at a meeting shall result in the postponement or denial of my application request. I further understand that it is my responsibility to be aware of relevant meeting dates and times regardless of notification from White County.

I hereby certify that I have read the above and that the above information, as well as the attached information, is true and correct.

Applicant Signature: Xin Lin Date: 9/28/2023

### 2023 DEADLINES AND MEETING DATES

Submittal Date Planning Dept. Office 5:00 p.m. Deadline	Planning Commission Public Hearing 1239 Helen Hwy 6:00 p.m.	Planning Commission Regular Session 1239 Helen Hwy 6:00 p.m.	Board of Commissioners Work Session 1235 Helen Hwy 4:30 p.m.
Wednesday, January 4, 2023	Monday, January 30, 2023	Monday, February 6, 2023	Monday, February 27, 2023
Wednesday, February 1, 2023	Monday, February 27, 2023	Monday, March 6, 2023	Monday, March 27, 2023
Wednesday, March 1, 2023	Monday, March 27, 2023	Monday, April 3, 2023	Monday, April 24, 2023
Wednesday, March 29, 2023	Monday, April 24, 2023	Monday, May 1, 2023	TBA
Wednesday, May 3, 2023	TBA	Monday, June 5, 2023	Monday, June 26, 2023
Wednesday, May 31, 2023	Monday, June 26, 2023	Monday, July 3, 2023	Monday, July 31, 2023
Wednesday, June 14, 2023 *	Monday, July 31, 2023	Monday, August 7, 2023	Monday, August 28, 2023
Wednesday, July 12, 2023	Monday, August 28, 2023	TBA	Monday, September 25, 2023
Wednesday, August 9, 2023	Monday, September 25, 2023	Monday, October 2, 2023	Monday, October 30, 2023
Wednesday, September 13, 2023	Monday, October 30, 2023	Monday, November 6, 2023	Monday, November 27, 2023
✓ Wednesday, October 21, 2023	Monday, November 27, 2023	Monday, December 4, 2023	TBA
Wednesday, November 8, 2023	TBA	TBA	Monday, January 29, 2024
Wednesday, December 13, 2023	Monday, January 29, 2024	Monday, February 5, 2024	Monday, February 26, 2024

\*NEW DEADLINE DATES EFFECTIVE IN ORDER TO MEET ZPL UPDATES AS OF JULY 2023



**NOTICE OF AGRICULTURAL DISTRICT ADJACENCY**

Future abutting developers in non-agricultural land use districts shall be provided with this "Notice of Agricultural Adjacency" prior to administrative action on either land use district, the issuance of a building or occupancy permit or approval of a subdivision of property. Prior to administrative action, the applicant shall be required to sign this waiver which indicates that the applicant understands that a use is ongoing, adjacent to his/her use, which can produce odors, noise, dust and other effects which may not be compatible with the applicant's development. Nevertheless, understanding the effects of the adjacent Agricultural District uses, the applicant agrees by executing this form to waive any objection to those effects and understands that his/her district change and/or permits or other approvals are issued and processed in reliance on his agreement not to bring any action asserting that the adjacent uses in the Agricultural District constitute a nuisance against the local government and adjoining land owners whose property is located in an Agricultural District. This waiver shall be provided and made applicable for subsequent purchasers and owners or heirs of his/her property. This notice and acknowledgement shall be public record.

**Applicant Signature:** *Xin Lin* **Date:** *9/28/2023*

**DISCLOSURE OF CAMPAIGN CONTRIBUTIONS  
(APPLICANTS AND REPRESENTATIVE(S) OF REQUESTED ACTION)**

Pursuant to O.C.G.A. Section 36-67 A-3.A, the disclosure of any campaign contributions aggregating \$250.00 or more to a local government official who will consider an application for re-classification or for a conditional use or special use permit is mandatory when an application or any representation of application for re-classification of district or for conditional use or special use permit has been made within two (2) years immediately preceding the filing of a request for reclassification or conditional use or special use permit by the same applicant and/or representative of said applicant. It shall be the duty of the applicant and/or any representatives of the applicant to file a disclosure with the governing authority of the respective local government to show the following:

Name of local official(s) to whom campaign contribution was made:

The dollar amount and description of each campaign contribution made by the applicant to the local government official during the two (2) years immediately preceding the filing of this application for action for district re-classification, conditional use or special use permit.

Amount \$: \_\_\_\_\_ Date: \_\_\_\_\_

Enumeration and description of each gift (when the total value of all gifts is \$250.00 or more) made to the local government official during the two (2) years immediately preceding the filing of this application. **Please attach additional sheets if needed.**


Check box if no contributions made

**Applicant Signature:** *Xin Lin* **Date:** *9/28/2023*

**PROPERTY OWNER AUTHORIZATION**

To be completed by the property owner to certify ownership of subject property and to provide authorization for other person(s) to represent the owner on their behalf.

I/WE (print), KAI WO LLC, hereby swear that I/we own the property for which this land use change application is being made.

<b>Property Address and/or Parcel ID:</b>
<b>PROPERTY OWNER INFORMATION</b>
Printed Name of Owner(s): <u>KAI WO LLC</u>
Mailing Address: <u>11877 Douglas Rd, ste 102-233, Alpharetta, GA 30005</u>
Phone Number: <span style="background-color: black; color: black;">[REDACTED]</span>
Alternate Contact Number: <span style="background-color: black; color: black;">[REDACTED]</span>
Email: <span style="background-color: black; color: black;">[REDACTED]</span>
I/we hereby authorize the person named below to act as the applicant or agent in the pursuit of the requested action on this property. I/we understand that any action granted and/or conditions or stipulations placed on the property will be binding upon the property regardless of ownership. The person named below is authorized to make this application. The person named below is aware that no application or re-application affecting the same land shall be acted upon within six (6) months from the date of the last action by the White County Board of Commissioners.
<b>Printed Name of applicant or agent(s):</b>
<b>Signature of Owner(s):</b> <u>XIN LIN</u> <b>Date Signed:</b> <u>9/28/23</u>

**PROPERTY OWNER AUTHORIZATION DOCUMENT: NOTARY ACKNOWLEDGEMENT**

Sworn to (or affirmed) and subscribed before me this 28<sup>th</sup> day of Sept, 2023 by XIN LIN (name of signer(s)). The named signer(s) is/are personally known by me or produced the identification type of Drivers License

{Seal}

**Doreen Green**  
**NOTARY PUBLIC**  
**White County, GEORGIA**  
**My Commission Expires 07/12/2025**

Doreen Green  
(Signature of Notary)  
Doreen Green  
(Name of Notary Typed, Stamped, or Printed)

**SHORT TERM RENTAL CERTIFICATIONS**

To be completed and notarized for any application where the proposed use is short term rental.

I/WE (print), KAI WO LLC,  
hereby swear that I/we own/will own the property referenced below for which this land use change application is being made.

\*Property Address and/or Parcel ID:

**PROPERTY OWNER AUTHORIZATION ACKNOWLEDGEMENT OF GUESTS**

I acknowledge to keep the total number of guests to that number which can safely stay in the premises and may be subject to the State of Georgia's fire safety code regulations.

Signature of Owner/Future Owner(s): Xin Lin

**PROPERTY OWNER AUTHORIZATION CERTIFIED BY OWNER OR THIRD PARTY INSPECTOR**

I attest by owner or third party inspector that short term rentals meet applicable International Building Code, International Fire Code regulations and NFPA 101 Life Safety codes.

Signature of Owner/Future Owner(s): Xin Lin

**PROPERTY OWNER AUTHORIZATION CERTIFIED DEED RESTRICTION**

I certify that there are no deed restriction and/or covenants on the property that prohibits the use of the property as a short-term rental.

Signature of Owner/Future Owner(s): Xin Lin

**PROPERTY OWNER AUTHORIZATION CERTIFIED SHORT-TERM RENTAL INSURANCE**

I certify that the owner/future owner has commercial or specific short-term rental insurance for the property. If insurance *has not been obtained* at time of application, I certify that owner/future owner will obtain prior to renting if application approval is granted.

Signature of Owner/Future Owner(s): Xin Lin

**OFFICIAL CODE OF WHITE COUNTY APPENDIX C/ARTICLE VII – SHORT TERM RENTALS & BUSINESS LICENSES NOTIFICATION**

I certify that I have been informed of and provided a copy of Appendix C/Article VII - Short Term Rentals. I certify that I have also been informed that I will need to contact the White County Business Tax Office (706-865-2235) to obtain the proper business licensing, host licensing, and subsequent tax information prior to operation of my short-term rental.

Signature of Owner/Future Owner(s): Xin Lin

**SHORT TERM RENTAL CERTIFICATIONS DOCUMENT: NOTARY ACKNOWLEDGEMENT**

Sworn to (or affirmed) and subscribed before me this 28<sup>th</sup> day of Sept, 2023 by XIN LIN (name of signer(s)). The named signer(s) is/are personally known by me or produced the identification type of Drivers License

{Seal}

Doreen Green  
(Signature of Notary)

**Doreen Green  
NOTARY PUBLIC**

Doreen Green  
(Name of Notary Typed, Stamped, or Printed)

**White County, GEORGIA**

**My Commission Expires 07/12/2025**



**APPLICANT ACKNOWLEDGEMENT OF MEETING DATES**

I, KAI WO LLC (print name) have been advised that I or someone to represent me must be in attendance when my application is before the White County Planning Commission and the White County Board of Commissioners or it will be tabled. I also acknowledge that I have been made aware of the below dates upon submission of my application.

**Senior Center, 1239 Helen Hwy, Cleveland**

**6:00pm**

Public Hearing Date (Planning Commission): Nov. 27, 2023

Regular Meeting Date (Planning Commission): Dec. 4, 2023

**Administration Building, 1235 Helen Hwy, Cleveland**

**4:30pm**

Board of Commissioners Meeting Date: TBD

*\*Meeting dates are subject to change*

Xin Lin  
Signature of Applicant or Authorized Agent

9/28/2023  
Date

<p><b><u>OFFICE USE ONLY</u></b></p> <p>Copy given to applicant: <u>9/28/23</u> (date)</p> <p>Staff Initials: <u>KL</u></p> <p>Flag (circle): <u>(Y) N</u></p>
--

\*\*\*\*\*

<p><b>WITHDRAWAL</b></p> <p><i>Notice: This section only to be completed if application is being withdrawn.</i></p>
<p><b>PART II - OFFICIAL CODE/APPENDIX C - LAND USE REGULATIONS/ARTICLE XVIII. AMENDMENT, APPLICATION AND PROCEDURAL REQUIREMENTS</b></p> <p><i>Section 1803. Withdrawal of amendment application. Any petition for an amendment to these regulations, official land use district map, conditional use approval, variance or special use permit may be withdrawn, at the discretion of the person or agency initiating such request, at any time prior to final action by the board of commissioners upon written notice to the planning director. Any required fees shall be forfeited</i></p>
<p>I hereby withdraw application #:</p>
<p><b>Applicant Signature:</b> _____ <b>Date:</b> _____</p>

## letter of Intent

We only want to have the short-term rental of Cabin, and we won't change the land using. Because we still want to raise sheep and other animals.

The short-term rental of Cabin: Such as family vacations or short-term tourist using.

We have four rooms available for accommodation,

The first floor has one kitchen, one living room, one master bedroom, and one second bedroom. The master bedroom has the shower and independent toilet. The first floor has a public toilet too.

The basement has two guests bedroom, one activity room, one tool room, one public toilet with shower. The activity room has movie screens and projector, Karaoke singing machines, Pingpong table and other entertainment items.

And we plan to install a hot water SPA outside of the basement.



**Public Health**  
Prevent. Promote. Protect.

# White County Environmental Health

Zachary Taylor, M.D., M.S., Acting Health Director  
1241 Helen Highway, Unit 210 • Cleveland, GA 30528  
PH: 706-348-7698 • FAX: 706-348-1670 • [www.phdistrict2.org](http://www.phdistrict2.org)

Banks, Dawson, Forsyth, Franklin, Habersham, Hall, Hart, Lumpkin, Rabun, Stephens, Towns, Union and White Counties

- |                                     |  |                          |   |
|-------------------------------------|--|--------------------------|---|
| <input checked="" type="checkbox"/> | Evaluation Applied For                 | <input type="checkbox"/> | Appropriate Permit Applied For                  |
| <input type="checkbox"/>            | Appropriate Permit Issued to Applicant | <input type="checkbox"/> | Evaluation, Permit Not Applied For At This Time |

DATE: 09/28/2023

APPLICANT NAME: KAI WO LLC

PROPERTY ADDRESS: 585 CALDWELL DR  
CLEVELAND, GA 30528

White County Planning Department:

In reference to a request for a change of zoning/land use or a building permit, application may need to be made for an existing system evaluation to determine:


- that the permit on file is the correct permit for the property in question;
- that there is no evidence of system failure;
- that the septic system is appropriately sized for the current and proposed use;
- that there is adequate repair after the proposed addition;
- that there are no conditions that could adversely affect the functionality of the system.

Please note that this is NOT an all-inclusive list. Based upon the information submitted and/or the outcome of the evaluation, it may be determined that a septic system needs additional capacity or upgrade. If so, the appropriate permit will need to be obtained and the work completed before an approval can be given.

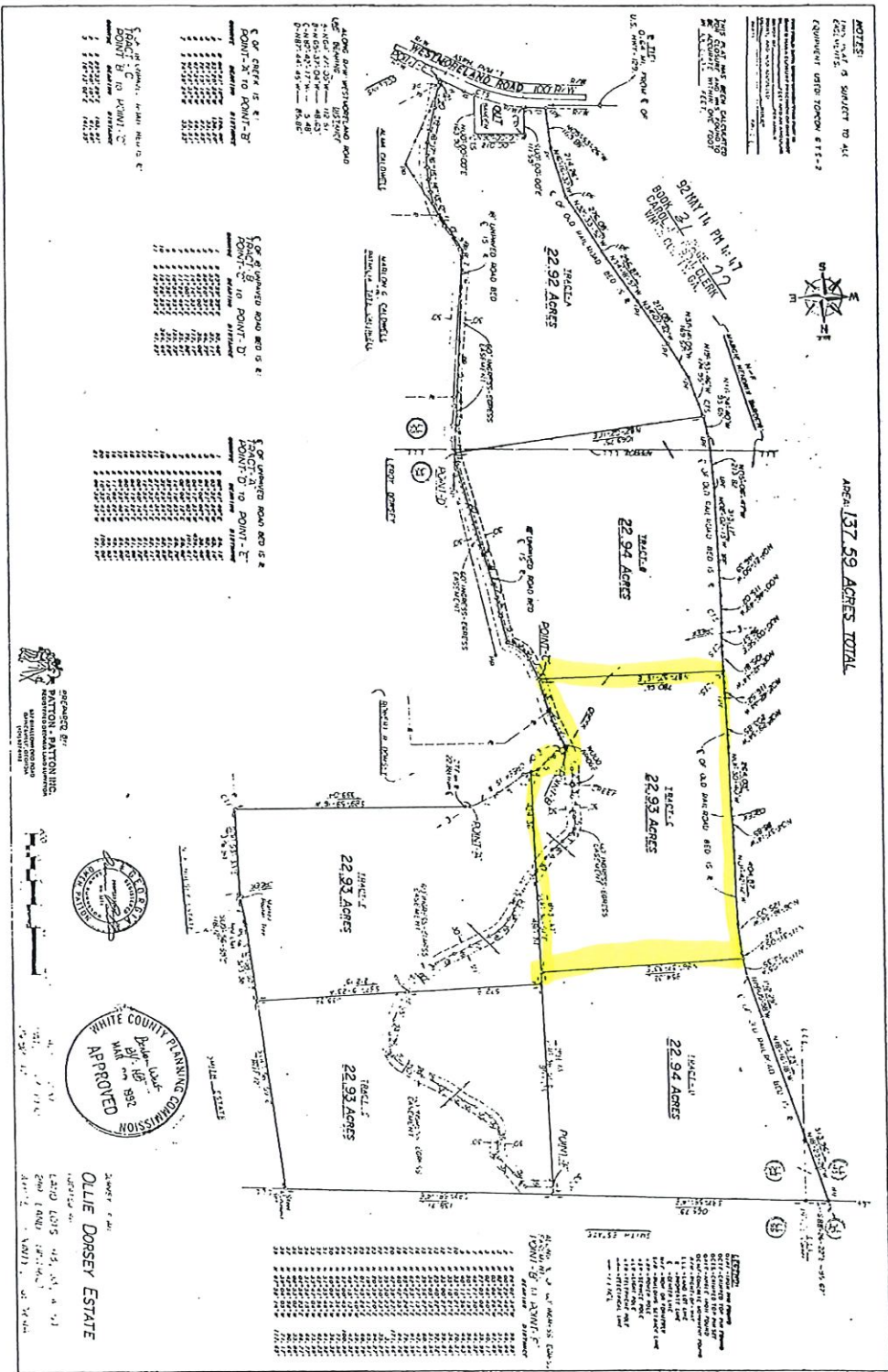
If, based upon information submitted, no septic systems exist on the property, this zoning/land use change and/or building permit request should not affect the property with respect to septic use.

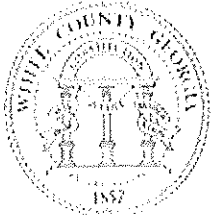
White County Environmental Health  
District 2 Public Health

*By signing below, I certify all information submitted is accurate and true to the best of my knowledge.*

 Xrlm  
Applicant Signature







**Property Tax Payment Receipt**  
**White County, GA**  
113 N. Brooks St.  
Cleveland, Georgia 30528  
Office: 706-865-2225

**Year/Bill #: 2023-10478**  
**Parcel/Map Type: 049 093-Real**  
**Payment Type/Last 4 of CC: Visa-5362**  
**Payment Method: WEB**

**Customer Name:** LIN XIN  
**Payor Name:** XIN LIN  
**Billing Address:** 11877 Douglas Rd, Ste102-233  
**City/State/Zip:** Alpharetta, GA 30005  
**Phone #:** 404-563-0747  
**Email:** linhongxinde@gmail.com  
**Payment Date:** 09/27/2023 9:34:11 AM  
**Payment Clerk:**  
**Confirmation #:** 26741822

**Thank you for your payment. You will see two transactions on your card related to your payment:**

- 1) Tax billed by White County, GA
- 2) Convenience Fee billed by GovernmentWindow

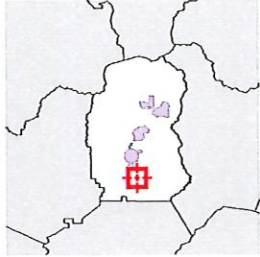
<b>Tax Amount:</b>	<b>\$4,654.30</b>
<b>Convenience Fee Amount:</b>	<b>\$127.99</b>
<b>Total Paid:</b>	<b>\$4,782.29</b>

-- CUSTOMER COPY --





Overview



Legend

- Parcels
- Roads
- Railroads
- Lakes
- Streams and Rivers
- City Labels

Parcel ID	049 093	Alternate ID	5170361	Owner Address	LIN XIN
Sec/Twp/Rng	n/a	Class	V		11877 DOUGLAS RD STE 102-233
Property Address	585 CALDWELL DR	Acreage	22.93		ALPHARETTA GA 30005-4325
	01				
District	01				
Brief Tax Description	LL 54 LD 2				

(Note: Not to be used on legal documents)

Date created: 9/28/2023  
 Last Data Uploaded: 9/28/2023 5:29:05 AM

# LETTER REQUEST FOR APPROVAL OF SHORT TERM RENTAL

Hello,

My name is XIN LIN. I am requesting a conditional use permit for Short Term Rental for the following property:

Address: 585 Caldwell Dr, Cleveland, GA 30528

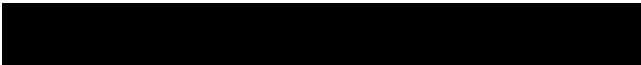
Parcel ID: 049 093

Per White County Code of Ordinances Appendix C/Article VII/Section 702, I am required to have a signed majority of the homeowners in the subdivision for me to apply for this conditional use. Please complete the form below indicating that you approve of a conditional use for Short Term Rental at my property above.

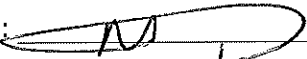
I, Niles Gray (printed name), approve of short term rental at the property referenced above. My information is provided below.

I own the following properties in this subdivision:

Lot #	Parcel ID	Address or Street name if no address
	<u>049 094</u>	<u>409 Caldwell Dr, Cleveland</u>

Phone Number: 

Email Address: 

Signature: 

Date Signed: 9/29/23



# LETTER REQUEST FOR APPROVAL OF SHORT TERM RENTAL

Hello,

My name is XIN LIN. I am requesting a conditional use permit for Short Term Rental for the following property:

Address: 585 Caldwell Dr, Cleveland, GA 30528

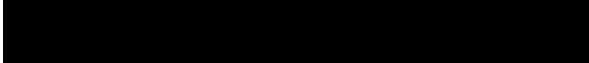
Parcel ID: 049 093

Per White County Code of Ordinances Appendix C/Article VII/Section 702, I am required to have a signed majority of the homeowners in the subdivision for me to apply for this conditional use. Please complete the form below indicating that you approve of a conditional use for Short Term Rental at my property above.

I, Donald C. Reed (printed name), approve of short term rental at the property referenced above. My information is provided below.

I own the following properties in this subdivision:

Lot #	Parcel ID	Address or Street name if no address
	<u>049 092</u>	<u>245 Hiawatha Hills Rd, Cleveland</u>

Phone Number: 

Email Address: 

Signature: 

Date Signed: 9-29-2023

# LETTER REQUEST FOR APPROVAL OF SHORT TERM RENTAL

Hello,

My name is XIN LIN. I am requesting a conditional use permit for Short Term Rental for the following property:



Address: 585 Caldwell Dr, cleveland, GA 30528

Parcel ID: 049 093

Per White County Code of Ordinances Appendix C/Article VII/Section 702, I am required to have a signed majority of the homeowners in the subdivision for me to apply for this conditional use. Please complete the form below indicating that you approve of a conditional use for Short Term Rental at my property above.

I, Stanislava Gomes (printed name), approve of short term rental at the property referenced above. My information is provided below.

I own the following properties in this subdivision:

Lot #	Parcel ID	Address or Street name if no address
		
	049 084	1540 Caldwell Dr, cleveland, GA 30528 5

Phone Number: 

Email Address: 

Signature: Stanislava Gomes

Date Signed: 9/29/23

**WHITE COUNTY PLANNING DEPARTMENT  
STAFF COMMENT**

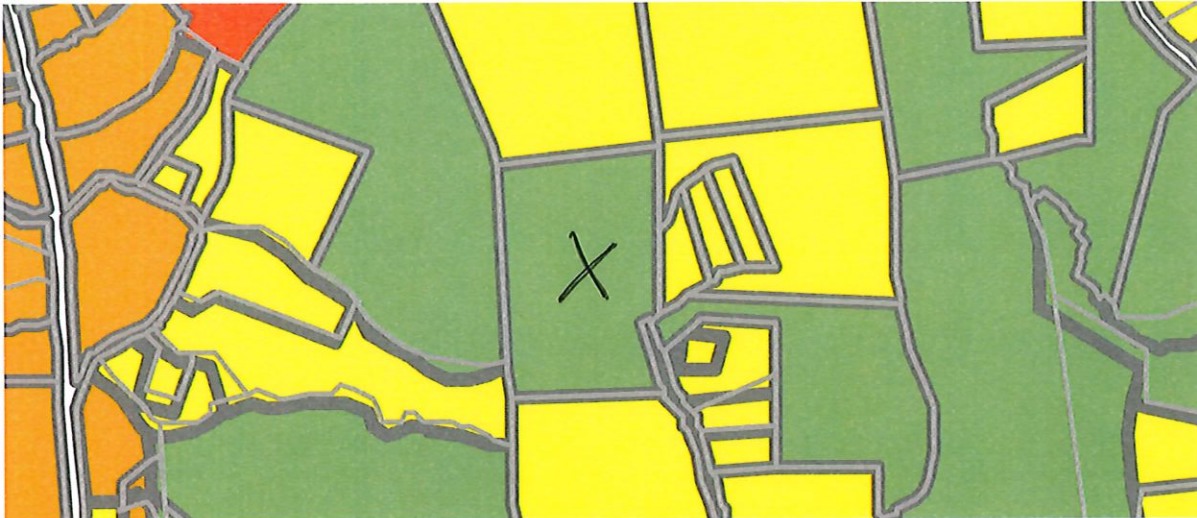
**KAI WO LLC (XIN LIN)**

- PROPERTY IS LOCATED AT 585 CALDWELL DR IN CLEVELAND. IT IS IN THE A-1 AGRICULTURE FORESTRY DISTRICT AND WILL REQUIRE A CONDITIONAL USE PERMIT FROM THE WHITE COUNTY BOARD OF COMMISSIONERS TO PLACE THE PROPERTY IN THE SHORT TERM RENTAL PROGRAM.
- PROPERTY ADJOINS TO THE NORTH, SOUTH, EAST, AND WEST R-1 RESIDENTIAL SINGLE-FAMILY DISTRICT; TO EAST AND WEST A-1 AGRICULTURE FORESTRY DISTRICT.
- THE WHITE COUNTY COMPREHENSIVE PLAN FUTURE LAND USE MAP INDICATES AGRICULTURE FORESTRY.
- TOTAL ACREAGE IS 22.93.
- PROPERTY SUPPLIED BY WELL AND SEPTIC.

**EXISTING LAND USE**



**FUTURE LAND USE**



## Mercedes Dodd

---

**From:** Tammy Carter  
**Sent:** Friday, December 1, 2023 10:59 AM  
**To:** Mercedes Dodd  
**Subject:** Fw: Opposition to B&B on Caldwell Dr.

Please place with information forwarded to PC for 12.4.2023.

Thx

Tammy

---

**From:** Karen Borders <[REDACTED]>  
**Sent:** Thursday, November 30, 2023 9:31 PM  
**To:** Harry Barton <hbarton@WhiteCounty.net>; Tammy Carter <tcarter@whitecounty.net>  
**Subject:** Opposition to B&B on Caldwell Dr.

[You don't often get email from [REDACTED]. Learn why this is important at <https://aka.ms/LearnAboutSenderIdentification> ]

[ EXTERNAL SENDER - PROCEED CAUTIOUSLY ]

Names:

Barbara Lockwood  
1065 Wall Bridge Rd.; Clarkesville, GA

Karen Borders  
5263 Hampton Mill Dr.  
Flowery Branch, GA

To Whom it May Concern:

I attended the Planning Commission meeting on Monday, November 27th and was unable to voice my opposition to the Bed and Breakfast proposed on Caldwell Drive. Comments were closed after so many spoke in opposition of the proposal but I want my comments noted.

I was completely opposed prior to attending the meeting; however, I am now even more opposed after witnessing the haphazard and disorganized proposal that could have a devastating impact on the community. We own 22 acres and plan to retire there in a couple of years. This land has been in my family for many, many years and the entire neighborhood is not intended to be used for public profits. Please consider the ramifications that would be detrimental to the community if approved. First of all, the presenter was either not forthcoming in her plans and was not able or did not want to articulate the true nature of her plans.

The property owners are a close-knit, family-oriented and have invested so much to ensure that it remains this way. Please consider the fact that this will open the property up to unwanted guests and may compromise the safety of the families. Also, the lady who submitted the proposal lives too far to manage and could not indicate anyone who could assist her in any way. I also feel that she was not truthful in her intent.

Again, we are vehemently opposed to this proposal on Caldwell Drive.

Sincerely,  
The family of Barbara Lockwood  
[REDACTED]



WHITE COUNTY PLANNING COMMISSION MINUTES  
PUBLIC HEARING: LAND USE REGULATION

he would manage, clean, and repair the property with the help from another cleaner. He stated he would be the emergency contact and lives ten minutes away. When asked how close the nearest home was, he said between one-quarter and one-half of a mile away. He said Ms. Rand's siblings own the surrounding properties.

Chairman Thomas asked if anyone would like to speak for the application, there was no response. He asked if anyone would like to speak against the application, there was no response. Chairman Thomas closed the hearing. Mr. Barton advised the applicant of the next meeting on December 4<sup>th</sup>.

**Application of The Rental-Mart LLC (Dana and David Mullins)** to request a conditional use permit located at 7680 Highway 75 Alternate, Helen, Georgia, 30545. Tax map and parcel 042A-032A. Total acreage is 1.44. Proposed use is to place in "Short Term Rental" program. Present zoning is R-1 Residential Single Family.

The applicant, Dana Mullins of 959 Kings Road in Midway, GA, was present. Mr. Barton gave a summary of the application. Ms. Mullins explained the short-term rental has a maximum occupancy of six people. She said the first application on this agenda is the neighboring property and they own an adjacent vacant lot, as well. She said they have owned the home since 2020 and have been renting it for three years, but retrieved documentation of the taxes paid through online platforms after notified by the county that she was not in compliance. She explained that she has been in the vacation rental business for fourteen years and owns seven rentals of her own, while also managing for others. She said she has strict house rules and has never had any complaints from neighbors. She said there are two homes side-by-side, but the other home is currently applying for short-term rental as well. Ms. Mullins said she does not have other rentals in White County, but has local resources and a local emergency contact. She said there are no covenants or restrictions on the property that she is aware of.

Chairman Thomas asked if anyone would like to speak for the application, there was no response. He asked if anyone would like to speak against the application, there was no response. Chairman Thomas closed the hearing. Mr. Barton advised the applicant of the next meeting on December 4<sup>th</sup>.

**Application of KAI WO LLC (Xin Lin)** to request a conditional use permit located at 585 Caldwell Drive, Cleveland, Georgia, 30528. Tax map and parcel 049-093. Total acreage is 22.93. Proposed use is to place in "Short Term Rental" program. Present zoning is A-1 Agricultural Forestry District.

The applicant, Xin Lin of 585 Caldwell Drive, was present. Mr. Barton gave a summary of the application. Ms. Lin said the proposed short-term rental has four bedrooms with parking for ten vehicles. She said she purchased the home last December as a second home for her family and friends, but has been renting it out short-term when they are not staying there and was notified by the county that she was not in compliance. She said she has not received any complaints since she has been renting and has been paying hotel/motel taxes. She said she lives one hour away in Alpharetta and has a neighbor that helps with cleaning and a local emergency contact.

Chairman Thomas asked if anyone would like to speak for the application, there was no response. He asked if anyone would like to speak against the application.

**WHITE COUNTY PLANNING COMMISSION MINUTES**  
**PUBLIC HEARING: LAND USE REGULATION**

Joshua Perkins of 124 Caldwell Drive expressed concerns of increased traffic on the privately maintained dirt road, strangers, security, preserving the quietness of the area, and apprehensiveness to new things happening that could cause adverse effects on his property based on issues with the wedding venue built next to him, including fireworks. He said there is not an official road maintenance agreement, but some neighbors pitch in to put gravel down.

Craig Olsen of 402 Caldwell expressed concerns of the privately maintained dirt road that was previously compromised during construction of new structures, animal and child safety, preserving the quietness and peacefulness of the area, the definition of short-term and what the rental could bring in, such as drugs and alcohol. He said law enforcement has been called to the road two times concerning trespassers and drugs (not related to the application.).

Kathy Mulpaw of 540 Caldwell Drive explained previous encounters of non-residents driving up to her gate and going on her property to pet her animals, adding that property owners own to the middle of the private road so non-residents are trespassing. She said she feels an obligation to protect the conservation area and the waterways and she does not want renters.

Marlon Caldwell of 128 Caldwell Drive provided a history of the parcel splits and development of Caldwell Drive and explained that the residents live there as a group. He expressed concerns of security and the owner not being able to control who stays there, such as sex offenders, the current traffic amount and condition of the road, and the owner living in metro-Atlanta leaving the home unsecured.

Niles Corey of 409 Caldwell Drive said he was a signer for the letters of approval required for the application. He explained he did not know the owner had already been renting the property and it was his understanding that she was living there with her son to join her later on. He said the neighbors take care of the road together and after speaking with the neighbors, he realized there could be events and weddings brought in that he was concerned could get out of hand and they were not sure what their rights were. He stated he would like to rescind his signature on the letter.

Breelee Perkins of 124 Caldwell Drive said Ms. Lin mentioned she had a neighbor as local contact. Ms. Perkins wanted to know who that would be because none of the neighbors has agreed to that.

Chairman Thomas asked Ms. Lin if she had anything to add.

Ms. Lin said she told the neighbors her son is graduating high school in a year and that is why she wants the rental. She said her local contact is the Chinese restaurant person and on her paperwork, to which Mr. Sell explained the board does not have her host license information as part of the application. Ms. Lin said she has another neighbor, Andriell, who lives in the neighborhood that will help her also. She explained the area is very quiet, safe, and seldom has traffic. She said the previous owners told her to pay \$500 a year toward road maintenance, but she did not know how to pay or who collects the money. She agreed to contribute the \$500 annually.

Chairman Thomas closed the hearing. Mr. Barton advised the applicant of the next meeting on December 4<sup>th</sup>.

WHITE COUNTY PLANNING COMMISSION MINUTES  
REGULAR SESSION

A representative, Eric Selene of 1073 Echota Road in Clarkesville, GA, was present. Mr. Sell gave a summary of the application. Mr. Seleen did not have anything to add.

Motion to recommend approval to the Board of Commissioners made by Ms. Dixon and seconded by Ms. Burke. Motion was unanimous. Mr. Sell advised the applicant of the next meeting on December 11<sup>th</sup>, 2023.

**Application of The Rental-Mart LLC (Dana and David Mullins)** to request a conditional use permit located at 7680 Highway 75 Alternate, Helen, Georgia, 30545. Tax map and parcel 042A-032A. Total acreage is 1.44. Proposed use is to place in “Short Term Rental” program. Present zoning is R-1 Residential Single Family.

A representative, Adrian Locklear of 104B Fireside Drive in Cleveland, was present. Mr. Sell gave a summary of the application. Mr. Locklear explained the property is not part of a subdivision and is close to the previous Curelar application. He said the owners have been in the rental business for fourteen years, own seven rental properties, and Ms. Mullins is a licensed realtor. He said they would manage the property themselves and he would be their “boots on the ground.” Mr. Locklear added that they are employing several local businesses for maintenance for their properties.

Motion to recommend approval to the Board of Commissioners made by Ms. Burke and seconded by Mr. Ackerman. The motion carried with a 5-1 majority, with Mr. Ash in opposition. Mr. Sell advised the applicant of the next meeting on December 11<sup>th</sup>, 2023.

**Application of KAI WO LLC (Xin Lin)** to request a conditional use permit located at 585 Caldwell Drive, Cleveland, Georgia, 30528. Tax map and parcel 049-093. Total acreage is 22.93. Proposed use is to place in “Short Term Rental” program. Present zoning is A-1 Agricultural Forestry District. The applicant, Xin Lin of 585 Caldwell Drive, was present. Mr. Sell gave a summary of the application. Ms. Lin explained that she would limit the occupancy to ten people with no big parties or weddings. She said the house would first be open to friends and if the neighbors are okay with it, she would open to outside visitors via online booking platforms. She said her family live in the house on the weekends and holidays, adding that they come to take care of animals, plants, and the house. She said her local contact’s address is 868 S Main Street, Suite 1200 in Cleveland. She said the closest house is 1500 feet away and she has cameras set up that she can check on her phone. Ms. Burke stated that she believes if the board cannot understand the applicant, then they need to bring an interpreter because she has a hard time voting for something she cannot understand. Additionally, she asked if the removal of one of the signatures last week during the public hearing would affect the application. Mr. Sell explained the signatures allow the applicant to bring the application forward to the Planning Commission to vote, it does not give the property owners a vote or to say they approve it. He stated the subdivision has six lots; three letters were received in addition to the applicant, so she received fifty percent plus one.

Motion to recommend denial to the Board of Commissioners made by Mr. Ash because the request is not consistent with the established development pattern of Caldwell Drive. Ms. Dixon seconded the motion. The motion was unanimous. Mr. Sell advised the applicant of the next meeting on December 11<sup>th</sup>, 2023.



# WHITE COUNTY

## *Board of Commissioners*

**Item Title:** Conditional Use Permit for Short Term Rental for Charli and Johnny Fain, 44 Twilight Dell, Sautee

**For Meeting Date:** 12/11/2023

**Work Session**  **Regular Meeting**  **Public Hearing**

**Category (Select One):** Land Use Application

**Submitted By:** John Sell

**Attachments:** Yes  **If yes, please list each file name below:**

1. 20360
2. Public Hearing Minutes 11/27/2023
3. Regular Meeting Minutes 12/4/2023

---

### **Purpose:**

Consider the application of Johnny and Charli Fain to request to redistrict property located at 44 Twilight Dell Road, Sautee Nacoochee, Georgia, 30571 from C-1 Community Commercial District to R-3 Residential Season District. Tax map and parcel 055-030. Total acreage is 0.86. Proposed use is to place in "Short Term Rental" program. Present zoning is C-1 Community Commercial District. .

### **Background / Summary:**

- Applicant is requesting to rezone to R-3 for short-term rental. The short-term rental is part of a 7-lot subdivision for John Koenig, but because it is being rezoned to R-3 letters are not required. Ms. Fain, said this is a full-time rental cabin. She explained it has a 2-adult, 2-child maximum occupancy with parking for 2 vehicles. She said they have been renting the property but got a letter from the county. but she has been remitting the hotel/motel tax. They have owned the property for 8-10 years. The property is surrounded by short-term rentals and is next to Tanglewood. No one spoke for or against the application. The Planning Commission recommended approval and the motion passed by unanimous vote.

### **Department Recommendation:**

Planning Commission recommended approval by unanimous vote.

### **Options:**

- Uphold Planning Commission recommendation and approve the application
- Reverse Planning Commission recommendation and deny the application.
- Table the application for further review or to send back to Planning Commission



**Budget Information:** Applicable  Not Applicable

**Budgeted:** Yes  No

**Finance Director's Comments (if applicable):**

- 

**County Manager Comments:**

-

# WHITE COUNTY CHANGE OF LAND USE DISTRICT APPLICATION

<b>OFFICE USE ONLY</b>	Land Use Application #: <u>20360</u>
Public Hearing Date: <u>11/27/2023</u>	Commission District: <u>4</u>
Fees Assessed: <u>250</u>	Paid via: <u>240</u> cash <u>10</u> credit card _____ check# _____

APPLICANT INFORMATION	
Status: <input checked="" type="checkbox"/> Owner <input type="checkbox"/> Authorized Agent <input type="checkbox"/> Lessee <input type="checkbox"/> Option to Purchase	
Printed Name(s): <u>Johnny &amp; Charli Fain</u>	
Address: <u>490 Mauldin Road Sautee GA 30571</u>	
Phone Number: _____	Alternate Contact Number: _____
Email: _____	
Owner Information (if different from Applicant/Agent):	
Name: _____	Phone #: _____
PROPERTY INFORMATION	
Parcel ID: <u>055030</u>	Total acreage being changed: <u>.810</u>
Address: <u>44 Twilight Dell Sautee GA 30571</u>	
Directions to Property: <u>Go thru downtown Helen. Turn right onto Hwy 35W. Go 2 miles turn left onto mt. madness. Turn right onto Twilight Dell. 2nd cabin on right.</u>	
Current Use/Zoning of Property: <u>C1</u>	Type of Road Surface: _____
Any prior redistricting requests for property: _____ If yes, provide redistricting application #: _____	
SURROUNDING PROPERTY LAND USE CLASSIFICATION:	
North: <u>C1</u>	South: <u>C1</u> East: <u>C1</u> West: <u>C1</u>
REQUESTED ACTION AND DETAILS OF PROPOSED USE (check all that apply)	
<input checked="" type="checkbox"/> Redistrict from district: <u>C1</u>	Redistrict to district: <u>R3</u>
Conditional Use - specify: _____	
Special Use - specify: _____	
Land Use Variance from Code Section: _____	
Proposed use if not listed above: _____	
Is this property part of a subdivision? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No    If so, please list number of lots: <u>7</u>	
Are there covenants? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No    Is there an active homeowner's association? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Subdivision Name (if applicable): _____	

Existing Utilities (check all that apply):  
 \_\_\_ County or City Water     Well     Septic    \_\_\_ Gas    \_\_\_ Electric    \_\_\_ Broadband

Proposed Utilities (check all that apply):  
 \_\_\_ County or City Water    \_\_\_ Well    \_\_\_ Septic    \_\_\_ Gas    \_\_\_ Electric    \_\_\_ Broadband

**COMMERCIAL AND INDUSTRIAL REDISTRICT INFORMATION**

Building Area: \_\_\_\_\_ No. of Parking Spaces: 2

**RESIDENTIAL REDISTRICT INFORMATION**

No. of Lots: 1    Minimum Lot Size in acres: 0.80    No. of Units: 1

Minimum Heated Floor Area (ft<sup>2</sup>): \_\_\_\_\_ Density/Acre: \_\_\_\_\_

Is an Amenity area proposed (specify if yes)?

\_\_\_ Apartments    \_\_\_ Condominiums    \_\_\_ Townhomes    \_\_\_ Single Family

Rental Cabins    \_\_\_ Recreational Vehicle Park    \_\_\_ Other- Specify: \_\_\_\_\_

**LIST OF ADJACENT PROPERTY OWNERS**

It is the responsibility of the Applicant to provide a list of adjacent property owners that has property bordering your property or who has property directly across the street from your property (additional sheet may be included, if necessary).

PARCEL	PROPERTY OWNER NAME	MAILING ADDRESS
<u>1</u> <u>055031</u>	<u>Laura Potts</u>	<u>5322 Mulberry Bend Ct. Flowery Branch GA 30542</u>
<u>2</u> <del>055029</del> <u>055029</u>	<u>Randy Rogus</u>	<u>PO Box 308 Helen GA 30545</u>
<u>3</u> <u>055D041</u>	<u>Tammy Vonier</u>	<u>3818 Hwy 350 Sauttee GA 30571</u>
<u>4</u> <u>055033</u>	<u>Gary Williamson</u>	<u>45 Holtzmuller Rd West Manchester OH 45392</u>
<u>5</u>		
<u>6</u>		
<u>7</u>		

**APPLICANT CERTIFICATION**

I hereby request the action contained within this application relative to the property shown on the attached plats and site plan and further request that this item be placed on both the Planning Commission and Board of Commissioners meeting agendas.

I understand that the Planning Department staff may either accept or reject my request upon review. My request will be rejected if all the necessary data is not presented.

I understand that I have the obligation to present all data necessary and required by statute to enable the Planning Commission and Board of Commissioners to make an informed determination on my request. I understand that I may seek legal advice if I am not familiar with the land use requirements and procedures.

I understand that my request will be acted upon at the Planning Commission and Board of Commissioners meetings and that I am required to be present or to be represented by someone able to present all facts and answer all questions. I understand that failure to appear at a meeting shall result in the postponement or denial of my application request. I further understand that it is my responsibility to be aware of relevant meeting dates and times regardless of notification from White County.

I hereby certify that I have read the above and that the above information, as well as the attached information, is true and correct.

Applicant Signature:

*Charli R. Bain*

Date:

*9/14/23*

**2023 DEADLINES AND MEETING DATES**

Submittal Date Planning Dept. Office 5:00 p.m. Deadline	Planning Commission Public Hearing 1239 Helen Hwy 6:00 p.m.	Planning Commission Regular Session 1239 Helen Hwy 6:00 p.m.	Board of Commissioners Work Session 1235 Helen Hwy 4:30 p.m.
Wednesday, January 4, 2023	Monday, January 30, 2023	Monday, February 6, 2023	Monday, February 27, 2023
Wednesday, February 1, 2023	Monday, February 27, 2023	Monday, March 6, 2023	Monday, March 27, 2023
Wednesday, March 1, 2023	Monday, March 27, 2023	Monday, April 3, 2023	Monday, April 24, 2023
Wednesday, March 29, 2023	Monday, April 24, 2023	Monday, May 1, 2023	TBA
Wednesday, May 3, 2023	TBA	Monday, June 5, 2023	Monday, June 26, 2023
Wednesday, May 31, 2023	Monday, June 26, 2023	Monday, July 3, 2023	Monday, July 31, 2023
Wednesday, June 14, 2023 *	Monday, July 31, 2023	Monday, August 7, 2023	Monday, August 28, 2023
Wednesday, July 12, 2023	Monday, August 28, 2023	TBA	Monday, September 25, 2023
Wednesday, August 9, 2023	Monday, September 25, 2023	Monday, October 2, 2023	Monday, October 30, 2023
Wednesday, September 13, 2023	Monday, October 30, 2023	Monday, November 6, 2023	Monday, November 27, 2023
Wednesday, October 11, 2023	Monday, November 27, 2023	Monday, December 4, 2023	TBA
Wednesday, November 8, 2023	TBA	TBA	Monday, January 29, 2024
Wednesday, December 13, 2023	Monday, January 29, 2024	Monday, February 5, 2024	Monday, February 26, 2024

\*NEW DEADLINE DATES EFFECTIVE IN ORDER TO MEET ZPL UPDATES AS OF JULY 2023



**NOTICE OF AGRICULTURAL DISTRICT ADJACENCY**

Future abutting developers in non-agricultural land use districts shall be provided with this "Notice of Agricultural Adjacency" prior to administrative action on either land use district, the issuance of a building or occupancy permit or approval of a subdivision of property. Prior to administrative action, the applicant shall be required to sign this wavier which indicates that the applicant understands that a use is ongoing, adjacent to his/her use, which can produce odors, noise, dust and other effects which may not be compatible with the applicant's development. Nevertheless, understanding the effects of the adjacent Agricultural District uses, the applicant agrees by executing this form to waive any objection to those effects and understands that his/her district change and/or permits or other approvals are issued and processed in reliance on his agreement not to bring any action asserting that the adjacent uses in the Agricultural District constitute a nuisance against the local government and adjoining land owners whose property is located in an Agricultural District. This wavier shall be provided and made applicable for subsequent purchasers and owners or heirs of his/her property. This notice and acknowledgement shall be public record.

**Applicant Signature:**

**Date:**

**DISCLOSURE OF CAMPAIGN CONTRIBUTIONS  
(APPLICANTS AND REPRESENTATIVE(S) OF REQUESTED ACTION)**

Pursuant to O.C.G.A. Section 36-67 A-3.A, the disclosure of any campaign contributions aggregating \$250.00 or more to a local government official who will consider an application for re-classification or for a conditional use or special use permit is mandatory when an application or any representation of application for re-classification of district or for conditional use or special use permit has been made within two (2) years immediately preceding the filing of a request for reclassification or conditional use or special use permit by the same applicant and/or representative of said applicant. It shall be the duty of the applicant and/or any representatives of the applicant to file a disclosure with the governing authority of the respective local government to show the following:

Name of local official(s) to whom campaign contribution was made:

The dollar amount and description of each campaign contribution made by the applicant to the local government official during the two (2) years immediately preceding the filing of this application for action for district re-classification, conditional use or special use permit.

Amount \$:

Date:

Enumeration and description of each gift (when the total value of all gifts is \$250.00 or more) made to the local government official during the two (2) years immediately preceding the filing of this application. **Please attach additional sheets if needed.**

Check box if no contributions made

**Applicant Signature:**

*Charis R. Bain*

**Date:**

*9/14/23*

**PROPERTY OWNER AUTHORIZATION**

To be completed by the property owner to certify ownership of subject property and to provide authorization for other person(s) to represent the owner on their behalf.

I/WE (print), Charli L. Fain,  
hereby swear that I/we own the property for which this land use change application is being made.

<b>Property Address and/or Parcel ID:</b>	
<b>PROPERTY OWNER INFORMATION</b>	
Printed Name of Owner(s):	<u>Charli L. Fain</u>
Mailing Address:	<u>490 Mauldin Rd Santee GA 30571</u>
Phone Number:	[REDACTED]
Alternate Contact Number:	[REDACTED]
Email:	[REDACTED]
I/we hereby authorize the person named below to act as the applicant or agent in the pursuit of the requested action on this property. I/we understand that any action granted and/or conditions or stipulations placed on the property will be binding upon the property regardless of ownership. The person named below is authorized to make this application. The person named below is aware that no application or re-application affecting the same land shall be acted upon within six (6) months from the date of the last action by the White County Board of Commissioners.	
Printed Name of applicant or agent(s):	<u>Charli L. Fain</u>
Signature of Owner(s):	Date Signed:
<u>Charli Fain</u>	<u>10/2/23</u>

**PROPERTY OWNER AUTHORIZATION DOCUMENT: NOTARY ACKNOWLEDGEMENT**

Sworn to (or affirmed) and subscribed before me this 2nd day of October, 20 23 by Charli Fain (name of signer(s)). The named signer(s) is/are personally known by me or produced the identification type of Drivers License

{Seal}

**Doreen Green**  
**NOTARY PUBLIC**  
**White County, GEORGIA**  
**My Commission Expires 07/12/2025**

[Signature]  
(Signature of Notary)

Doreen Green  
(Name of Notary Typed, Stamped, or Printed)



**SHORT TERM RENTAL CERTIFICATIONS**

To be completed and notarized for any application where the proposed use is short term rental.

I/WE (print), Charli L. Fain,  
hereby swear that I/we own/will own the property referenced below for which this land use change application is being made.

\*Property Address and/or Parcel ID: 055030

**PROPERTY OWNER AUTHORIZATION ACKNOWLEDGEMENT OF GUESTS**

I acknowledge to keep the total number of guests to that number which can safely stay in the premises and may be subject to the State of Georgia's fire safety code regulations.

Signature of Owner/Future Owner(s): Charli L. Fain

**PROPERTY OWNER AUTHORIZATION CERTIFIED BY OWNER OR THIRD PARTY INSPECTOR**

I attest by owner or third party inspector that short term rentals meet applicable International Building Code, International Fire Code regulations and NFPA 101 Life Safety codes.

Signature of Owner/Future Owner(s): Charli L. Fain

**PROPERTY OWNER AUTHORIZATION CERTIFIED DEED RESTRICTION**

I certify that there are no deed restriction and/or covenants on the property that prohibits the use of the property as a short-term rental.

Signature of Owner/Future Owner(s): Charli L. Fain

**PROPERTY OWNER AUTHORIZATION CERTIFIED SHORT-TERM RENTAL INSURANCE**

I certify that the owner/future owner has commercial or specific short-term rental insurance for the property. If insurance *has not been obtained* at time of application, I certify that owner/future owner will obtain prior to renting if application approval is granted.

Signature of Owner/Future Owner(s): Charli L. Fain

**OFFICIAL CODE OF WHITE COUNTY APPENDIX C/ARTICLE VII – SHORT TERM RENTALS & BUSINESS LICENSES NOTIFICATION**

I certify that I have been informed of and provided a copy of Appendix C/Article VII - Short Term Rentals. I certify that I have also been informed that I will need to contact the White County Business Tax Office (706-865-2235) to obtain the proper business licensing, host licensing, and subsequent tax information prior to operation of my short-term rental.

Signature of Owner/Future Owner(s): Charli L. Fain

**SHORT TERM RENTAL CERTIFICATIONS DOCUMENT: NOTARY ACKNOWLEDGEMENT**

Sworn to (or affirmed) and subscribed before me this 2nd day of October, 2023 by Charli Fain (name of signer(s)). The named signer(s) is/are personally known by me or produced the identification type of Drivers License

{Seal}

**Doreen Green**  
**NOTARY PUBLIC**  
**White County, GEORGIA**

My Commission Expires 07/12/2025

Doreen Green

(Signature of Notary)

Doreen Green

(Name of Notary Typed, Stamped, or Printed)

**APPLICANT ACKNOWLEDGEMENT OF MEETING DATES**

I, Charli L. Fain (print name) have been advised that I or someone to represent me must be in attendance when my application is before the White County Planning Commission and the White County Board of Commissioners or it will be tabled. I also acknowledge that I have been made aware of the below dates upon submission of my application.

Senior Center, 1239 Helen Hwy, Cleveland

6:00pm

Public Hearing Date (Planning Commission): Nov. 27, 2023

Regular Meeting Date (Planning Commission): Dec. 4, 2023

Administration Building, 1235 Helen Hwy, Cleveland

4:30pm

Board of Commissioners Meeting Date: TBD

*\*Meeting dates are subject to change*

Charli L. Fain  
Signature of Applicant or Authorized Agent

9/14/23  
Date

<p><b><u>OFFICE USE ONLY</u></b></p> <p>Copy given to applicant: <u>10/02/23</u> (date)</p> <p>Staff Initials: <u>LF</u></p> <p>Flag (circle): <input checked="" type="radio"/> Y <input type="radio"/> N</p>
---

\*\*\*\*\*

<p><b>WITHDRAWAL</b></p> <p><i>Notice: This section only to be completed if application is being withdrawn.</i></p>
<p align="center">PART II - OFFICIAL CODE/APPENDIX C - LAND USE REGULATIONS/ARTICLE XVIII. AMENDMENT, APPLICATION AND PROCEDURAL REQUIREMENTS</p> <p><i>Section 1803. Withdrawal of amendment application.</i> Any petition for an amendment to these regulations, official land use district map, conditional use approval, variance or special use permit may be withdrawn, at the discretion of the person or agency initiating such request, at any time prior to final action by the board of commissioners upon written notice to the planning director. Any required fees shall be forfeited</p>
<p>I hereby withdraw application #:</p>
<p><b>Applicant Signature:</b> _____ <b>Date:</b> _____</p>

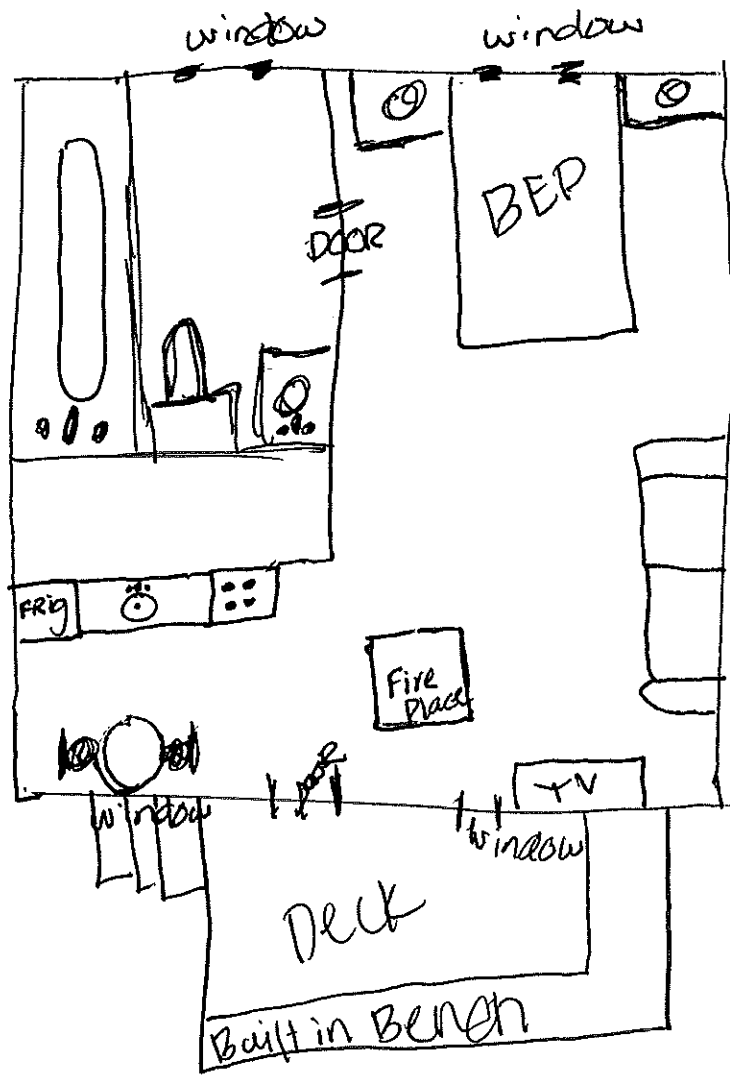


Charli Lauren Fain  
October 2, 2023

To whom it may concern:

Please be advised that the undersigned is interested in entering into a short term rental. Please be advised that I Charli Lauren, Fain and the owner of this property The property to be rented. Short term is 44 Twilight Dell Sautee, GA 30571. All properties that are currently at mountain madness or zoned C1 and need to be re-zoned to R3. Property will be listed on Airbnb, as well as Vrbo. I manage as well as clean the property.

Thank you,  
Charli Lauren Fain





**Public Health**  
Prevent. Promote. Protect.

# White County Environmental Health

Zachary Taylor, M.D., M.S., Acting Health Director

1241 Helen Highway, Unit 210 • Cleveland, GA 30528

PH: 706-348-7698 • FAX: 706-348-1670 • [www.phdistrict2.org](http://www.phdistrict2.org)

Banks, Dawson, Forsyth, Franklin, Habersham, Hall, Hart, Lumpkin, Rabun, Stephens, Towns, Union and White Counties

- |                                     |   |                          |  |
|-------------------------------------|---|--------------------------|--|
| <input checked="" type="checkbox"/> | <b>Evaluation Applied For</b>                 | <input type="checkbox"/> | <b>Appropriate Permit Applied For</b>                  |
| <input type="checkbox"/>            | <b>Appropriate Permit Issued to Applicant</b> | <input type="checkbox"/> | <b>Evaluation, Permit Not Applied For At This Time</b> |

DATE: 10/02/2023

APPLICANT NAME: JOHNNY & LAUREN FAIN

PROPERTY ADDRESS: 44 TWILIGHT DELL  
SAUTEE NACOOCHEE, GA 30571

White County Planning Department:

In reference to a request for a change of zoning/land use or a building permit, application may need to be made for an existing system evaluation to determine:

- that the permit on file is the correct permit for the property in question;
- that there is no evidence of system failure;
- that the septic system is appropriately sized for the current and proposed use;
- that there is adequate repair after the proposed addition;
- that there are no conditions that could adversely affect the functionality of the system.

Please note that this is NOT an all-inclusive list. Based upon the information submitted and/or the outcome of the evaluation, it may be determined that a septic system needs additional capacity or upgrade. If so, the appropriate permit will need to be obtained and the work completed before an approval can be given.

If, based upon information submitted, no septic systems exist on the property, this zoning/land use change and/or building permit request should not affect the property with respect to septic use.

White County Environmental Health  
District 2 Public Health

*By signing below, I certify all information submitted is accurate and true to the best of my knowledge.*

→   
 Applicant Signature







## OFFICIAL TAX RECEIPT

**White County Tax Commissioner**

**Cindy Cannon**

P. O. Box 970

Cleveland GA 30528

Phone 17068652225 - Fax 17062190078

Email: wctc@whitecounty.net

**OWNER**

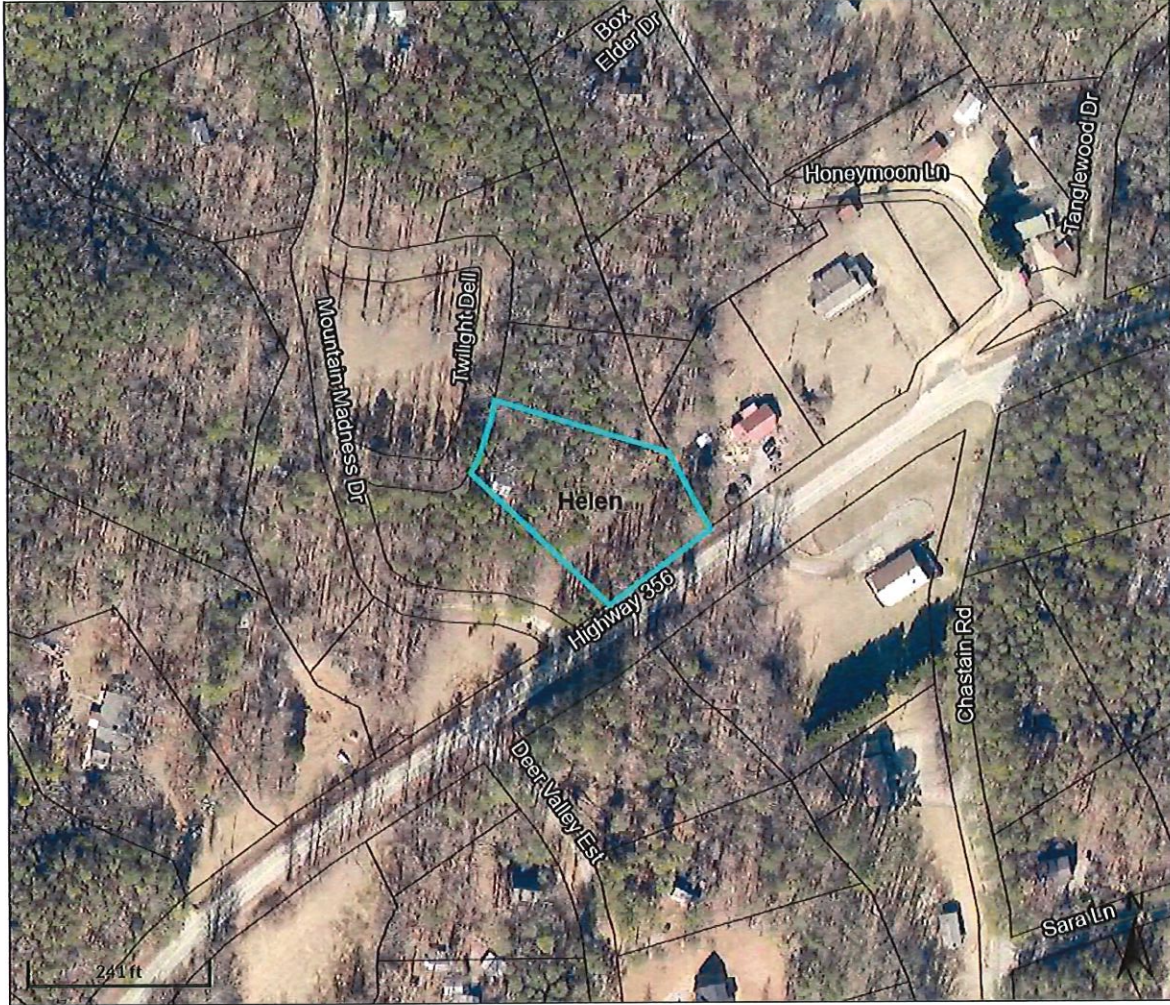
FAIN JOHNNY

490 MAULDIN RD

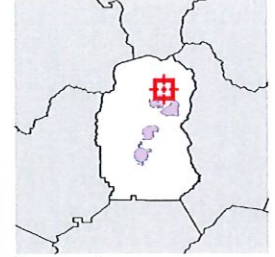
SAUTEE NACOOCHEE, GA 30571

<b>PAID DATE</b>			11/14/2022
<b>RECEIPT PRINTED</b>			10/2/2023 10:08:30 AM
<b>CASH AMOUNT</b>	<b>CHECK AMOUNT</b>	<b>CHARGE AMOUNT</b>	<b>CHECK NUMBER(S) CHARGE APPROVAL CODE</b>
\$561.58	\$0.00	\$0.00	
<b>REFUND AMOUNT</b>			\$0.00
<b>OVERPAY AMOUNT</b>			\$0.00
<b>CHANGE AMOUNT</b>			\$0.00
<b>REGISTER</b>			5
<b>CASHIER</b>			
<b>TOTAL PAID</b>			\$561.58

Tax Year- Bill Number FMV Property ID	Property Description Property Address District Serial Number Decal Number	Due Date  Original Due	Interest Penalty  Other Fees	Previous Paid Amount	Current Amount Due	Amount Paid	Tax Bill New Balance	
2022-5500 FMV: 59170.00 055 030	LL 13 LD 6 SITE2 44 TWILIGHT DELL RD DISTRICT: 001 SERIAL NUMBER: DECAL NUMBER: 0	11/15/2022  \$561.58	\$0.00 \$0.00 \$0.00	\$0.00	\$561.58	\$561.58	\$0.00	
Paid By: FAIN JOHNNY		Overpayment Amount: 0.00						
<b>Transaction(s): 37373 - 37373</b>		<b>Total(s):</b>	<b>\$561.58</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$561.58</b>	<b>\$561.58</b>	<b>\$0.00</b>



Overview



Legend

- Parcels
- Roads
- Railroads
- Lakes
- Streams and Rivers
- City Labels

Parcel ID	055 030	Alternate ID	5157876	Owner Address	FAIN JOHNNY
Sec/Twp/Rng	n/a	Class	C		490 MAULDIN RD
Property Address	44 TWILIGHT DELL RD	Acreage	0.86		SAUTEE NACOOCHEE GA 30571
	01				

District 01  
 Brief Tax Description LL 13 LD 6 SITE2

**(Note: Not to be used on legal documents)**

Date created: 10/2/2023  
 Last Data Uploaded: 10/2/2023 5:31:12 AM

Developed by Schneider  
 GEOSPATIAL



**WHITE COUNTY PLANNING DEPARTMENT  
STAFF COMMENT**

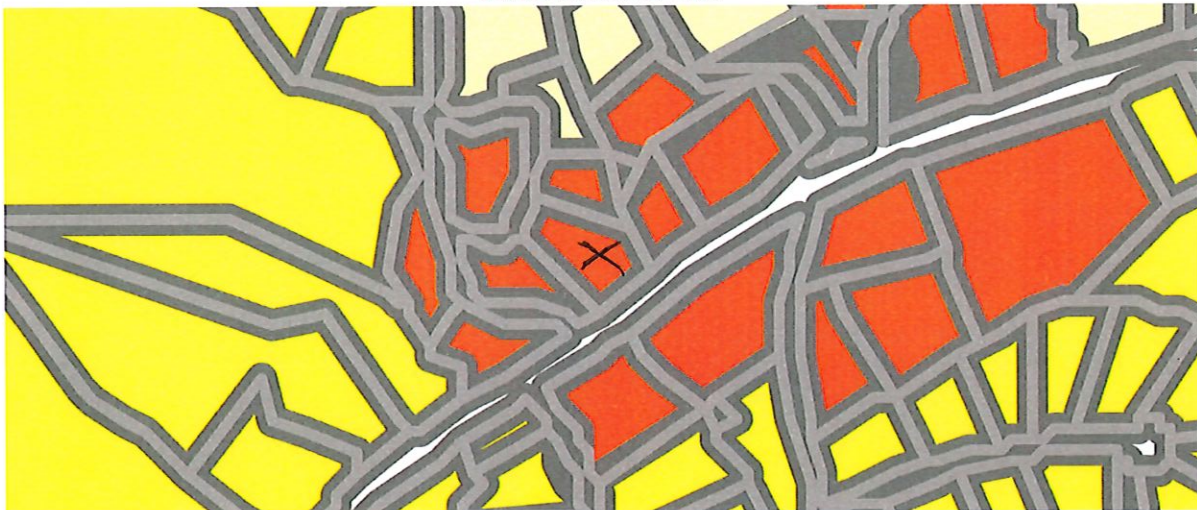
**JOHNNY AND CHARLI FAIN**

- PROPERTY IS LOCATED AT 44 TWILIGHT DELL RD IN SAUTEE NACOOCHEE. IT IS IN THE C-1 COMMUNITY COMMERCIAL DISTRICT.
- APPLICATION REQUEST TO CONSIDER REDISTRICTING TO R-3 RESIDENTIAL SEASONAL DISTRICT.
- PROPERTY ADJOINS TO THE NORTH, SOUTH, EAST, AND WEST C-1 COMMUNITY COMMERCIAL DISTRICT.
- THE WHITE COUNTY COMPREHENSIVE PLAN FUTURE LAND USE MAP INDICATES COMMUNITY COMMERCIAL.
- TOTAL ACREAGE IS 0.86.
- PROPERTY SUPPLIED BY WELL AND SEPTIC.

**EXISTING LAND USE**



**FUTURE LAND USE**



WHITE COUNTY PLANNING COMMISSION MINUTES  
PUBLIC HEARING: LAND USE REGULATION

**Application of Johnny and Charli Fain** to request to redistrict property located at 44 Twilight Dell Road, Sautee Nacoochee, Georgia, 30571 from C-1 Community Commercial District to R-3 Residential Season District. Tax map and parcel 055-030. Total acreage is 0.86. Proposed use is to place in “Short Term Rental” program. Present zoning is C-1 Community Commercial District.

The applicants, Charli and Johnny Fain of 490 Mauldin Road in Sautee Nacoochee, were present. Mr. Barton gave a summary of the application. Ms. Fain explained the short-term rental has a two-adult and two-child maximum occupancy with parking for two vehicles. She said they have been renting the home short-term and received a letter from the county, but she has been remitting the hotel/motel taxes. Mr. Fain said they have owned the property for eight to ten years. Ms. Fain explained the property is surrounded by short-term rentals and is next to Tanglewood. She said there is only one full-time resident in the subdivision. Ms. Fain said she self-manages the rental and has had no complaints.

Chairman Thomas asked if anyone would like to speak for the application, there was no response. He asked if anyone would like to speak against the application, there was no response. Chairman Thomas closed the hearing. Mr. Barton advised the applicant of the next meeting on December 4<sup>th</sup>.

**Application of Theresa Wilson** to request a conditional use permit located at 729 Monroe Ridge Road, Sautee Nacoochee, Georgia, 30571. Tax map and parcel 069-570. Total acreage is 1.06. Proposed use is to place in “Short Term Rental” program. Present zoning is R-1 Residential Single Family. The applicant, Theresa Wilson of 3827 Savannah Square in Atlanta, GA, was present. Mr. Barton gave a summary of the application. Ms. Wilson explained she purchased the home in 2018 and has been renovating it until this spring when she began renting it short-term. She said there are many short-term rentals in the subdivision and that the prior use was a weekend home. Ms. Wilson said she uses a management company, who is her emergency contact, and has not had any complaints since she has been renting.

Chairman Thomas asked if anyone would like to speak for the application, there was no response. He asked if anyone would like to speak against the application, there was no response. Chairman Thomas closed the hearing. Mr. Barton advised the applicant of the next meeting on December 4<sup>th</sup>.

Motion to adjourn made by Ms. Burke and seconded by Ms. Dixon. Motion unanimous.



WHITE COUNTY PLANNING COMMISSION MINUTES  
REGULAR SESSION

**Application of Johnny and Charli Fain** to request to redistrict property located at 44 Twilight Dell Road, Sautee Nacoochee, Georgia, 30571 from C-1 Community Commercial District to R-3 Residential Season District. Tax map and parcel 055-030. Total acreage is 0.86. Proposed use is to place in “Short Term Rental” program. Present zoning is C-1 Community Commercial District.

The applicant, Charli Fain 490 Mauldin Road in Sautee Nacoochee, was present. Mr. Sell gave a summary of the application. When asked if she understood the restrictions for R-3 zoning, Ms. Fain stated yes and she does not imagine it would be used for full time living because it is a tiny home.

Motion to recommend approval to the Board of Commissioners made by Ms. Burke and seconded by Mr. Ash. Motion was unanimous. Mr. Sell advised the applicant of the next meeting on December 11<sup>th</sup>, 2023.

**Application of SBC Properties LLC (Shawn Hammond)** to request a conditional use permit located at 83 Elrod Road, Helen, Georgia, 30545. Tax map and parcel 042B-088. Total acreage is ±1.260. Proposed use is to place in “Short Term Rental” program. Present zoning is R-1 Residential Single Family.

The applicant, Shawn Hammond of 83 Elrod Road, was present. Mr. Sell gave a summary of the application. Ms. Hammond explained there are several short-term rentals in the area and there have been no issues. She said she has security cameras and plenty of parking.

JS summary

Motion to recommend approval to the Board of Commissioners made by Ms. Dixon and seconded by Mr. Ackerman. Motion was unanimous. Mr. Sell advised the applicant of the next meeting on December 14<sup>th</sup>, 2023.

**Application of Quentin Carr, on behalf of Neal and Sally Berry**, to request a conditional use permit located at 176 Laurel Ridge Road, Cleveland, Georgia, 30528. Tax map and parcel 073C-067C. Total acreage is 2.50. Proposed use is to place in “Short Term Rental” program. Present zoning is R-1 Residential Single Family.

A representative, Spencer Carr with the Carr Law Group of 471 South Main Street in Cleveland, was present on behalf of the applicant. Mr. Sell gave a summary of the application. Mr. Carr explained that when the property was transferred in 2005, the deed specifically allowed for one cabin and was on the deed when the current owners purchased the property.

Motion to recommend approval to the Board of Commissioners made by Mr. Ackerman and seconded by Ms. Dixon. Motion was unanimous. Mr. Sell advised the applicant of the next meeting on December 14<sup>th</sup>, 2023.

**Application of Jennifer Whaley** to request a conditional use permit located at 233 Ralph Vandiver Road, Sautee Nacoochee, Georgia, 30571. Tax map and parcel 055-085. Total acreage is 8.30. Proposed use is to place in “Short Term Rental” program. Present zoning is R-1 Residential Single Family.

A representative, Shaun Whaley 8710 South Mount Drive in Alpharetta, GA, was present. Mr. Sell gave a summary of the application. Mr. Whaley explained the original intention was not for an income property, but remodels went out of budget so they would like to rent the property while they are not using for a family getaway, which is the primary use.



# WHITE COUNTY

## *Board of Commissioners*

**Item Title:**

Award Purchase of Roll Off Containers and Compactor for Solid Waste

**For Meeting Date:** 12/11/2023

**Work Session**  **Regular Meeting**  **Public Hearing**

**Category (Select One):** Other

**Submitted By:** Derick Canupp

**Attachments:** Yes  **If yes, please list each file name below:**

1. RFP Scorecard
2. Quote Details
3. \_\_\_\_\_

---

**Purpose:**

The purpose of this agenda item is to procure roll off containers and a compactor for the transfer station and convenience center.

**Background / Summary:**

- The county is resuming control of the transfer station. As a result, there is a need to acquire roll off containers we do not currently own. These roll off's will be necessary to provide an efficient and sanitary service to the citizens of White County.
- RFP's were advertised and received on November 17, 2023, with four companies responding.
- Overall, Samson Equipment Company scored the highest. However, their prices were the highest.
- Fleet Genius scored second and had the best prices.
- References for Fleet Genius have been contacted and responses were very positive.
- The lead time for delivery of the containers is estimated to be 8 weeks.
- Total cost of containers, including freight, is \$49,391.00

**Department Recommendation:**

Staff recommends approval of Fleet Genius for providing roll off containers as advertised

**Options:**

- Approve purchase of Fleet Genius Roll Off's
- Readvertise RFP

- Commission Defined Alternative

**Budget Information:** Applicable  Not Applicable

**Budgeted:** Yes  No

**Finance Director's Comments (if applicable):**

- 

**County Manager Comments:**

-

**Request For Proposal  
ROLOFF CONTAINERS & COMPACTOR**

Project #:  
2023-RFP-SW110223

Vendor:

~~Technology  
International  
Disqualified~~

~~Fleet Genius~~

~~Sansom  
Equipment  
Co~~

~~Waste  
Management~~

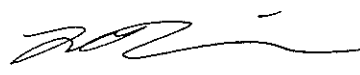
Transmittal Letter	no	yes	yes	yes	yes
Bidder's Certification(Appendix A)	yes	yes	yes	yes	yes
E-Verify Affidavit(Appendix B)	yes	yes	yes	yes	yes
All qualifications information referenced under Section 4 of this RFP	no	yes	yes	yes	yes
Proof of Insurance	no	yes	no	yes	yes
Signed Addendum(if any)	n/a	n/a	n/a	n/a	n/a

Qualifications		Maximum Points				
Company Background	10	disqualified	9.75	9.5	9.75	
Financials	5	disqualified	1	3.5	2.25	
Litigation	5	disqualified	5	5	5	
Personnel Qualifications	20	disqualified	19.75	19.75	19.5	
Relevant Work	30	disqualified	29.25	29.75	27.5	
Project Approach/Understanding	30	disqualified	29.75	29.5	29.5	
<b>Total Points:</b>	100	disqualified	94.5	97	93.5	



<b>Pricing Proposal Amount:</b>					
<b>(X1) 35-40 Cubic Yard Enclosed Roll Off</b>	\$7,800.00	\$8,235.00	\$8,294.00	\$11,500.00	
<b>(X1) 35 – 40 Cubic Yard Enclosed Roll Off with Compactor</b>	\$27,200.00	\$23,993.00	\$32,162.00	\$28,573.00	
<b>(X1) 40 Cubic Yard Open Top Roll Off</b>	\$7,800.00	\$6,007.00	\$8,294.00	\$8,204.00	
<b>(X2) 20 Cubic Yard Open Top Roll Offs</b>	\$11,000.00	\$9,592.00	\$13,878.00	\$13,208.00	
<b>Freight Charges:</b>		\$1,564.00	\$3,240.00		
<b>Totals:</b>	\$53,800.00/Disqualified	\$49,391.00	\$65,868.00	\$61,485.00	

**Appendix C**  
**Pricing Proposal**

Description per attached specifications	Price
(X1) 35 – 40 Cubic Yard Enclosed Roll Off (Made for recycling flattened cardboard)  <i>See Sect. 2.3.1</i>	\$8,235. <sup>00</sup>
(X1) 35 – 40 Cubic Yard Enclosed Roll Off with Compactor  <i>See Section 2.3.2</i>	\$23,993. <sup>00</sup>
(X1) 40 Cubic Yard Open Top Roll Off  <i>See Section 2.3.3</i>	\$6,007. <sup>00</sup>
(X2) 20 Cubic Yard Open Top Roll Offs  <i>See Section 2.3.4</i>	\$4,796. <sup>00</sup> each
Total:	Subtotal - \$47,827. <sup>00</sup> With Freight - \$49,391. <sup>00</sup>
<p>Please list any time constraints or exceptions your company would have in beginning work on this project:            See attached quotes: for Compactor # 51604; for recycle and open tops # 52097            Estimated lead time is 7 weeks for Containers + 8 weeks for Compactor</p> <div style="display: flex; justify-content: space-between; margin-top: 20px;"> <div data-bbox="154 1764 560 1900"> <p>FleetGenius of NC Inc              1808 Normwood St SW              Lenoir NC 28645</p> </div> <div data-bbox="901 1701 1291 1890" style="text-align: right;">               Brandon Barrier              Corporate Controller           </div> </div>	



FLEETGENIUS™

# FleetGenius of NC

1808 Norwood St SW  
Lenoir NC 28645  
USA

## QUOTATION

Original

Quote No.: 51604  
Date: 09/25/23  
Valid Until: 12/10/23  
Customer No.: L09397  
Customer Ref. No.:  
Page No.: Page 1 of 2

### BILL TO

White County GA  
675 Truelove Rd  
  
Cleveland GA 30528  
USA

### SHIP TO

White County - GA  
675 Truelove Rd  
Derick Canupp 706-865-2510  
Cleveland GA 30528  
USA

### TOTAL

\$ 24,775.00

Sales Employee: Missi Templeton  
Contact Name: Derick Canupp  
Terms: CIA SHIP

Ship Via: FGT, LLC  
FOB:

Item No.	Description	Unit Price	Quantity	Total
SC-35	Self Cont Compactor-35cy (278"L x 96"W x 105"H)	\$ 23,993.00	1.000	\$ 23,993.00

Remote Power Unit w/ weather cover  
w/ key lock start, reverse, & e-stop controls in panel  
w/ 8ft hydraulic hoses

Voltage: TBD / 3ph

\*\*Advise if Single Phase Power--Not included in Price\*

Warning lights 80% & 100%

Color Coded Pressure gauge on Power Unit

Multicycle

Extended Breaker Bar Teeth-approx 1" above Ram

Sealed Clean Out Door (hinged) in Compactor Head (sub for bolt on panel)

Hydraulic Connections / Disconnects: Hard Piping to Door End Both Sides with Fittings

\*No Load Option / No Hold To Run

CO-GdSC110"+Stop	SC Guide(110")- Lg Stops	1.000
------------------	--------------------------	-------

We Appreciate Your Interest In FleetGenius, And For This Opportunity To Do Business,

Missi Templeton  
South Region Sales Manager  
FleetGenius & Pinnacle Compactors  
828-448-8371 (cell)  
828-726-3001 (main office)  
mtempleton@fleetgenius.com (email)  
<https://www.fleetgenius.com> (website)

\*Lead Time: Approx (8) Weeks After Receipt Of Order - Subject To Change At Time Of Order

\*Prices Quoted Are Good For 30 Days From The Date Of The Quote



**FleetGenius of NC**

1808 Norwood St SW  
 Lenoir NC 28645  
 USA

**QUOTATION**

Original

Quote No.: 51604  
 Date: 09/25/23  
 Valid Until: 12/10/23  
 Customer No.: L09397  
 Customer Ref. No.:  
 Page No.: Page 2 of 2

Item No.	Description	Unit Price	Quantity	Total
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\*Sales Tax Will Be Applied Unless FG Has A Tax Exempt Certificate On File

\*Customer Is Responsible And Liable For Offloading Equipment Upon Delivery Unless Alternate Methods Have Been Arranged Prior To Delivery

Order Terms and Conditions:

Order Confirmation – quotes are confirmed into orders based on customer verbal or written confirmation.

ALL INFORMATION CONTAINED IN A CONFIRMED QUOTE WILL BE CONSIDERED CORRECT AND ACCURATE AT THE TIME OF THE ORDER

Purchase Orders are required for order confirmation. The quoted product item, price, quantity, and specifications are also acknowledged at the time the order is confirmed.

Prices will be subject to change based on any subsequent alteration to quantity, product design or specification, logistics, or delivery schedule.

\*Order Cancellations – canceled or revised orders will be subject to 30% cancelation or change order fee.

\*Fees may be higher on custom engineered products.

Payment Terms – method and payment terms are confirmed at time of order. New and COD accounts will be subject to a 30% (nonrefundable) deposit, also 70% final payment due upon delivery. All credit card payments will be subject to a convenience fee of 4% (excluding parts orders)

SHIPMENT AND F.O.B. POINT. All shipments will be made after completion of manufacture unless otherwise agreed to in writing.

In the event the equipment delivery is delayed or postponed by the Purchaser the Purchaser will be invoiced immediately for the equipment

(less freight), and such invoice shall be due and payable according to these terms.

Storage shall be at the risk of the Purchaser and FleetGenius shall be liable only for the ordinary care of the property.

Unless stated in writing, all prices quoted or otherwise listed are F.O.B. point of manufacture.

All Products are invoiced upon completion when the sales order has met it's due date.

Warranty – standard FG warranty applies to all new products sold. Warranty date begins on the date the product is received.

Subtotal	\$ 23,993.00
Discount	
Shipping	\$ 782.00
Tax	
<b>Total</b>	<b>\$ 24,775.00</b>

Remarks: Bid 2023-RFP-SW110223  
 SC-35  
 1 TL Freight  
 Lead Time Approx 8 Weeks





FLEETGENIUS™

# FleetGenius of NC

1808 Norwood St SW  
Lenoir NC 28645  
USA

## QUOTATION

Original

Quote No.: 52097  
Date: 11/10/23  
Valid Until: 12/10/23  
Customer No.: L09397  
Customer Ref. No.:  
Page No.: Page 1 of 3

### BILL TO

White County GA  
675 Truelove Rd  
  
Cleveland GA 30528  
USA

### SHIP TO

White County - GA  
675 Truelove Rd  
Derick Canupp 706-865-2510  
Cleveland GA 30528  
USA

### TOTAL

\$ 24,616.00

Sales Employee: Missi Templeton  
Contact Name: Derick Canupp  
Terms: CIA SHIP

Ship Via: FGT, LLC  
FOB:

Item No.	Description	Unit Price	Quantity	Total
ROT-30-22	Roll Off Tub 30 cu yd (22 ft x 66" 'sides)	\$ 8,235.00	1.000	\$ 8,235.00

Color : TBD  
Roll Off Recycle Container Body w/ Roof w/ Doors

Capacity: 30y  
Container Size: 30y  
Roof Style: 3" Rise Roof  
Doors / Openings per side: 3)6x60 Cardboard Slots each side, with Piano Hinged Locking Steel Fold Down Doors  
Hinged Dividers: None  
Load Height (distance from Ground to Bottom of Opening): Approx 66"  
Straight Sides

Container Body Specifications:  
Understructure Cross Members- 3" channel on 16" center  
2 gussets per cross member  
Main Rails - 2" x 6" tubing 3/16" wall, with solid bull nose  
Pull Hook - 1 1/2" w x 5 1/2" h x 2 1/2" eye opening  
Floor - 3/16" steel plate  
Wheels - (2) 8" dia x 6" long with grease fitting  
Guide Rollers - 4" dia x 6" long with recessed grease fitting  
Sides and Front - 12 gauge steel  
Top Cap - 4" x 3" x 11 ga wall tubing  
Hinges - heavy-duty hinges with grease fitting  
Paint - Primer inside and outside 2.0 mils, Industrial enamel finish to 2.0

ROR-40-22(84)	Roll Off 40 cu yd Rect. (22 ft x 84" sides)	\$ 6,007.00	1.000	\$ 6,007.00
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Color : TBD

ROR-20-22(42) (20)	Roll Off 20 cu yd Rect. (22 ft x 42" sides)	\$ 4,796.00	2.000	\$ 9,592.00
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Color : TBD



**FleetGenius of NC**

1808 Norwood St SW  
 Lenoir NC 28645  
 USA

**QUOTATION**

Original

Quote No.: 52097  
 Date: 11/10/23  
 Valid Until: 12/10/23  
 Customer No.: L09397  
 Customer Ref. No.:  
 Page No.: Page 2 of 3

Item No.	Description	Unit Price	Quantity	Total
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We Appreciate Your Interest In FleetGenius, And For This Opportunity To Do Business,

Missi Templeton  
 South Region Sales Manager  
 FleetGenius & Pinnacle Compactors  
 828-448-8371 (cell)  
 828-726-3001 (main office)  
 mtempleton@fleetgenius.com (email)  
 https://www.fleetgenius.com (website)

\*Lead Time: Approx ( 7 ) Weeks After Receipt Of Order - Subject To Change At Time Of Order

\*Prices Quoted Are Good For 30 Days From The Date Of The Quote

\*Sales Tax Will Be Applied Unless FG Has A Tax Exempt Certificate On File

\*Customer Is Responsible And Liable For Offloading Equipment Upon Delivery Unless Alternate Methods Have Been Arranged Prior To Delivery

Order Terms and Conditions:

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In the event the equipment delivery is delayed or postponed by the Purchaser the Purchaser will be invoiced immediately for the equipment

(less freight), and such invoice shall be due and payable according to these terms.

Storage shall be at the risk of the Purchaser and FleetGenius shall be liable only for the ordinary care of the property.

Unless stated in writing, all prices quoted or otherwise listed are F.O.B. point of manufacture.

All Products are invoiced upon completion when the sales order has met it's due date.

Warranty – standard FG warranty applies to all new products sold. Warranty date begins on the date the product is received.

Subtotal \$ 23,834.00  
 Discount  
 Shipping \$ 782.00



FLEETGENIUS™

## FleetGenius of NC

1808 Norwood St SW  
Lenoir NC 28645  
USA

## QUOTATION

Original

Quote No.: 52097  
Date: 11/10/23  
Valid Until: 12/10/23  
Customer No.: L09397  
Customer Ref. No.:  
Page No.: Page 3 of 3

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Remarks: Bid 2023-RFP-SW110223  
ROT-30-22 w/3" Rise Roof, ROR-40-22,  
2)ROR-20-22  
1 FGT TL - 782

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**Total** \$ 24,616.00



# WHITE COUNTY

## *Board of Commissioners*

**Item Title:**

Transfer Station Contract Services Award

**For Meeting Date:** 12/11/2023

**Work Session**  **Regular Meeting**  **Public Hearing**

**Category (Select One):** Contract / IGA

**Submitted By:** Derick Canupp

**Attachments:** Yes  **If yes, please list each file name below:**

1. Scoring Sheet
2. Financial Analysis
3. \_\_\_\_\_

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**Purpose:**

The purpose of this agenda item is to seek approval from the BOC to award contracted services related to the operation of the transfer station.

**Background / Summary:**

- The county entered into a service agreement with Waste Management in 2019 for operation, transportation and disposal services.
- The cost to continue the agreement with Waste Management has continued to rise each year. In fact, if the existing contract continues into 2024, the cost is being increased at least 11%.
- The County issued RFP's for operational services including, Push & Loading Trucks, Tractor Trailer Hauling, Roll Off Hauling, and Landfill Disposal.
- RFP's were received on November 30, 2023 and four contractors responded
- Staff have evaluated the pricing proposals and are making a recommendation to the Board for the following services and associated contractors:
- Pushing & Loading: Mark Robinson Hauling: \$5,825 / Week
- Tractor Trailer Hauling of Solid Waste: GFL: \$20.70 / Ton
- Roll Off Hauling: Green Waves: \$295 Compactors, \$295 Recycle Containers, \$50 20 CY Containers
- Landfill Disposal: GFL: \$21.50 / Ton
- Based on this proposed arrangement, the ton price is expected to remain \$64 / Ton with the county operating the scalehouse and having more control on operations, that will improve the facility and service to citizens
-



**Department Recommendation:**

Staff recommend awarding contracts to the stated contractors and authorizing the Chairman to sign related documents

**Options:**

- Award contracts to stated vendors for associated services
- Take no actions and accept an increase from \$64/ton to \$71.11/ton
- Commission defined alternative

**Budget Information:** Applicable  Not Applicable

**Budgeted:** Yes  No

**Finance Director's Comments (if applicable):**

- 

**County Manager Comments:**

-

## Request For Proposal

### Solid Waste Transfer Station Operation, Transportation, & Disposal

Project #:  
2023-RFP-SW102623

Vendor:

*GFL  
Environmental*

*Green Waves  
Resources  
LLC*

*Waste  
Management*

*Mark  
Robinson  
Hauling*

Transmittal Letter	yes	yes	yes	yes	
Bidder's Certification(Appendix A)	yes	yes	yes	yes	
E-Verify Affidavit(Appendix B)	yes	yes	yes	yes	
Completed Pricing Proposal (Appendix C)	yes	yes	yes	yes	
All qualifications information referenced under Section 4 of this RFP	yes	yes	yes	yes	
Proof of Insurance	yes	yes	yes	yes	
Signed Addendum(if any)	yes	yes	yes	yes	

Qualifications	Maximum Points					
Company Background	10	9.75	8	9.5	9	
Financials	5	5	4.25	5	4.75	
Litigation	5	5	5	5	5	
Personnel Qualifications	20	19.75	19.25	19.25	19.5	
Relevant Work	30	27	25	27.25	26.75	
Project Approach/Understanding	30	30	26.25	27.25	28.25	
<b>Total Points:</b>	100	96.5	87.75	93.25	93.25	

<b>Pricing Proposal Amount:</b>					
	GFL Environmental	Green Waves	WM	Mark Robinson	
<b>Pushing &amp; Loading Solid Waste, Recyclables(2.3.1)</b>	NO BID	\$20.00 PER TON	NO BID	\$5, 825 PER WEEK (\$9.06 PER TON)	
<b>SW Transportation, Tractor Trailer(2.3.2)</b>	\$20.70 PER TON	\$18.00 PER TON	\$21.06 PER TON	\$18.25 PER TON PLUS FUEL SURCHARGE	After getting verbal clarification from Robinson, it comes out to \$19.50 per ton.
<b>SW Transportation,Roll Off(2.3.3)</b>	NO BID	35 YARD - \$295 PER PULL RECYCLE - \$295 PER PULL 20 YARD - \$50 PER PULL	35 YARD - \$225 PER HAUL RECYCLE - \$400 PER HAUL 20 YARD - \$125 PER HAUL	NO BID	
<b>Landfill Disposal Tipping Fee(2.3.4)</b>	\$21.50 PER TON	\$35.00 PER TON	\$28.94 PER TON	NO BID	
<b>Totals:</b>					

<b>Revenue</b>			
	<b>Current</b>	<b>New rate WM</b>	<b>New rate by Bid</b>
<b>Bag Revenue @ Convenience Sight</b>	\$ 86,861.00	\$ 86,861.00	\$ 86,861.00
<b>Bag Revenue @ Transfer Station</b>	\$ -	\$ -	\$ 56,628.00
<b>Revenue Tipping</b>	\$ 94,536.00	\$ 94,536.00	\$ 2,016,768.00
<b>Total Revenue</b>	\$ 181,397.00	\$ 181,397.00	\$ 2,160,257.00
<b>Expense</b>			
	<b>Current</b>	<b>New rate WM</b>	<b>New rate by Bid</b>
<b>Haul Cost (Convenience)</b>	\$ 110,864.00	\$ 128,128.00	\$ 105,040.00
<b>Loading Cost (Transfer Station)</b>			\$ 302,830.32
<b>Transport Cost (Transfer Station)</b>			\$ 652,298.40
<b>Disposal Cost (Transfer Station)</b>			\$ 677,508.00
	\$ 110,864.00	\$ 128,128.00	\$ 1,737,676.72
<b>Employees</b>			
<b>Convenience</b>	\$ 23,164.00	\$ 23,164.00	\$ 23,164.00
<b>Transfer Station</b>			\$ 107,328.00
<b>CIP</b>	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00
<b>Maintenance and Operations</b>	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
<b>Totals</b>	\$ 138,164.00	\$ 138,164.00	\$ 245,492.00
<b>Total scale to landfill</b>	\$ 249,028.00	\$ 266,292.00	\$ 1,983,168.72
<b>Net Revenue</b>	\$ (67,631.00)	\$ (84,895.00)	\$ 177,088.28
<b>Benefit Summary</b>			
<b>Net benefit to BOC compared to the new WM Rate</b>			<b>\$ 261,983.28</b>
<b>Net benefit to the Citizens compared to the new WM Rate</b>			<b>\$ 221,844.48</b>
<b>Total benefit to BOC and Citizens compared to the new WM Rate</b>			<b>\$ 483,827.76</b>





# WHITE COUNTY

## *Board of Commissioners*

**Item Title:** 2024 Worker's Compensation Insurance Renewal

**For Meeting Date:** 12/11/2023

**Work Session**  **Regular Meeting**  **Public Hearing**

**Category (Select One):** Contract / IGA

**Submitted By:** Shanda Murphy

**Attachments:** Yes  **If yes, please list each file name below:**

1. Summary Comparison From Prior Year
2. Renewal from ACCG
- 3.

---

**Purpose:**

To consider approval of the 2024 Worker's Compensation Insurance Renewal produced by ACCG-GSIWCF

**Background / Summary:**

- Worker's Compensation insurance is up for renewal January 1 of each year.
- White County HR provided the data for ACCG-GSIWCF to produce the annual renewal.
- This renewal is \$18,523.00 (7.08%) below the 2023 Worker's Comp Insurance contract.

**Department Recommendation:**

Approve renewal

**Options:**

- Approve renewal
- Not approve renewal

**Budget Information:** Applicable  Not Applicable

**Budgeted:** Yes  No

**Finance Director's Comments (if applicable):**

- 

**County Manager Comments:**

-

## Shanda Murphy

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**From:** Shanda Murphy  
**Sent:** Friday, December 1, 2023 10:37 AM  
**To:** Billy Pittard; Craig Bryant; Edwin Nix; Lyn Holcomb; Terry Goodger; Travis Turner  
**Cc:** Krystal Talley  
**Subject:** 2024 Worker's Comp Insurance Renewal

With the last liability insurance renewal shocking us all, I wanted to pass along the info I received yesterday on our 2024 worker's comp renewal – this actually decreased by \$18,523.00 (7.08%). The decrease was a result of claims experience.

I will have the renewal for the BOC to approve at the 12/11 meeting.

2023 Worker's Comp Renewal			2024 Worker's Comp Renewal
Contribution	\$297,594.00		\$276,296.00
Dividend Credit	-\$36,052.00		-\$33,277.00
Total Due	\$261,542.00		\$243,019.00
	Difference		-\$18,523.00
			-7.08%

Thank you -

Shanda L. Murphy  
County Clerk & Human Resources Director  
1235 Helen Hwy  
Cleveland, GA 30528  
706-865-2235 - Phone  
706-865-1324 - Fax



**GROUP SELF-INSURANCE WORKERS' COMPENSATION FUND  
2024 ESTIMATED CONTRIBUTION INVOICE**

**PLEASE MAKE CHECK PAYABLE TO THE ACCG-GSIWCF.  
MAIL PAYMENT AND ONE COPY OF INVOICE TO:**

Truist Trust Dept – Income Processing 1  
ACCG – GSIWCF #0384  
P.O. Box 896741  
Charlotte, NC 28289-6741

White County  
1235 Helen Hwy  
Cleveland, GA 30528

MEMBER.: 6650  
INVOICE NO.: 1-6650-2024  
AMOUNT: \$243,019  
DUE DATE: UPON RECEIPT

INSURANCE DESCRIPTION		DEPARTMENT	
WORKERS' COMPENSATION		ACCG INSURANCE & RISK MANAGEMENT SERVICES	
COVERAGE PERIOD		DESCRIPTION	AMOUNT DUE
EFFECTIVE	EXPIRATION		
1/1/2024	1/1/2025	ACCG - GROUP SELF-INSURANCE WORKERS' COMPENSATION FUND  FUND DATES FROM 1/1/2024 TO 1/1/2025  2024 ESTIMATED CONTRIBUTION 2024 DIVIDEND CONTRIBUTION CREDIT	      \$276,296 (\$33,277)
<b>AMOUNT DUE ACCG</b>			<b>\$243,019</b>

The ACCG-GSIWCF is non-profit and member-owned. Prompt payment of your contribution is necessary to keep the cost of coverage down for all members. Should you have any questions about this invoice, please call Lisa Wood at ACCG at (404) 589-7874 or (404) 308-5760.

WE APPRECIATE YOUR PARTICIPATION IN THE  
ACCG - GROUP SELF-INSURANCE WORKERS' COMPENSATION FUND

Date: 11/29/2023



**ASSOCIATION COUNTY COMMISSIONERS OF GEORGIA  
GROUP SELF-INSURANCE WORKERS' COMPENSATION FUND  
ESTIMATED CONTRIBUTION STATEMENT  
1/1/2024 TO 1/1/2025**

White County

**MEMBER NO. 6650**

<u>CODE</u>	<u>CLASSIFICATION</u>	<u>RATE</u>	<u>ESTIMATED PAYROLL</u>	<u>ESTIMATED CONTRIBUTION</u>
5506	STREET OR ROAD CONSTRUCTION	6.59	\$884,434	\$58,284
7380	DRIVERS NOC	4.79	\$58,451	\$2,800
7710	FIREFIGHTERS & DRIVERS - PAID	2.93	\$1,577,109	\$46,209
7720	POLICE OFFICERS & DRIVERS	3.49	\$4,692,471	\$163,767
8380	AUTO REPAIR SHOP & DRIVERS	2.06	\$51,854	\$1,068
8742	OUTSIDE SALES MESSENGERS	0.21	\$12,663	\$27
8810	CLERICAL	0.34	\$4,444,990	\$15,113
8831	HOSPITAL - VETERINARY & DRIVERS	0.99	\$202,492	\$2,005
9014	BUILDING OPERATIONS BY CONTRACTORS	3.42	\$0	\$0
9015	BUILDINGS NOC OPERATIONS BY OWNER	5.13	\$545,150	\$27,966
9061	SENIOR CENTER EMPLOYEES	1.02	\$205,860	\$2,100
9102	PARK MAINTENANCE	3.41	\$435,314	\$14,844
9403	GARBAGE COLLECTION & DRIVERS	5.84	\$21,343	\$1,246
9410	MUNICIPAL EMPLOYEES	2.59	\$933,806	\$24,186
7711	FIREFIGHTERS & DRIVERS - VOLUNTEERS	2.93	\$256,591	\$7,518
			<b>\$14,322,528</b>	<b>\$367,133</b>

EXPERIENCE MODIFICATION	1.1300	x	1.1300
VOLUME DISCOUNT	-20.00%	x	0.8000
SAFETY DISCOUNT	-0.075		0.925
SCHEDULED MODIFIER	-10.00%	x	0.9000
			\$276,296
<b>ESTIMATED CONTRIBUTION</b>			<b>\$276,296</b>
<b>2024 DIVIDEND</b>			<b>(\$33,277)</b>

<b>2024 ESTIMATED CONTRIBUTION DUE 1/1/2024</b>	<b>\$243,019</b>
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<b>PAYMENT PLAN INSTALLMENT SCHEDULE</b>	<b>DUE DATE</b>	<b>AMOUNT DUE</b>
DOWN PAYMENT (25%)	01/01/2024	\$60,755
APRIL INSTALLMENT (37.5%)	04/01/2024	\$91,132
JULY INSTALLMENT (37.5%)	07/01/2024	\$91,132

THE ANNUAL CONTRIBUTION MAY BE PAID IN FULL ON 1/1/2024 OR PAYMENT MAY BE MADE BY UTILIZING THE PAYMENT PLAN SHOWN ABOVE. PROMPT PAYMENT OF THE CONTRIBUTION IS NECESSARY TO KEEP THE COST OF COVERAGE DOWN FOR ALL MEMBERS. A FINANCE CHARGE OF 7% ANNUAL, PRO-RATED DAILY INTEREST WILL BE ASSESSED ON ANY CONTRIBUTIONS NOT RECEIVED WHEN DUE.

<p><b>CONGRATULATIONS ON MEETING THE REQUIREMENTS FOR THE SAFETY DISCOUNT PROGRAM FOR 2024. YOUR EFFORTS HAVE RESULTED IN A 7.5% REDUCTION ON YOUR 2024 PREMIUM OR A SAVINGS OF: \$22,402</b></p>
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191 Peachtree Street  
Suite 700  
Atlanta, Georgia 30303  
p 800.858.2224  
fx 404.522.1897  
[accg.org](http://accg.org)

## MEMORANDUM

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TO: Members of the ACCG Workers' Compensation Program

FROM: Ashley Abercrombie, CPCU, Director of Property & Casualty Programs

DATE: November 29, 2023

SUBJECT: 2024 Workers' Compensation Renewal and Dividend Distribution

Thank you for your continued support of the ACCG member-owned insurance programs. Enclosed is the 2024 invoice, an Evidence of Coverage, and supporting documentation for renewal in the Association County Commissioners of Georgia - Group Self-Insurance Workers' Compensation Fund (ACCG-GSIWCF).

**A new report is included this year, which shows your organization's Cash Returns, Employee Safety Grants, the Law Enforcement Driving Grant, and Dividend Credits, where applicable.** When risk pools such as ACCG-GSIWCF experience lower-than-expected losses and/or favorable financial performance, excess funds can be distributed back to members. This encourages risk management and provides financial benefits to the membership.

**The ACCG-GSIWCF continues to be financially strong, supplying stable workers' compensation coverage in a cost-effective manner** to 168 Georgia counties and authorities. This non-profit program has provided quality service at affordable prices since 1982, when Georgia county representatives asked the legislature for a group self-insurance alternative due to the rising cost of commercial insurance.

**The ACCG-GSIWCF Board of Trustees recently approved an overall 8.4% rate decrease for 2024. Rates have continued to decrease nine of the last ten years due to the members' overall improved loss experience.** Each member is individually rated and may receive an increase or a decrease, based on their specific payroll, claims history, and other factors.

**The ACCG-GSIWCF Board also voted to return a dividend in the amount of \$4 million** to those members who were in the Fund in fiscal years 1997 to 2014, the years from which the surplus is returned. The dividend will be credited to the 2024 billed premiums, reducing the members' premiums by an average of 14%. Unlike commercial insurers, which would retain any underwriting or investment income, the Fund regularly returns such income to the membership in the form of dividends, which reduces the overall cost for workers' compensation coverage. **Inclusive of this dividend and a \$5 million cash return to eligible members in early 2024, the Fund has returned approximately \$124 million in dividends since its inception.**

**Protecting Georgia's Counties.**



November 29, 2023

Page 2

The \$5 million cash return declared by the ACCG-GSIWCF Board will be provided to members that joined in 2015 or earlier and maintained continuous membership through the date the dividend is distributed.

**If you see a change from the 2023 premium, it could be due to one or more of the following factors:**

- **Change in Employees/Payroll** – Workers' compensation premium is based on your organization's payroll, so a change in payroll affects premium. (Your initial invoice is based upon the estimated annual payroll submitted. ACCG will conduct an audit after the term expires and send you an invoice/refund based on the actual, audited payroll.)
- **Adjustments in Rates/Payroll** – While the overall rates decreased, some individual class code rates were adjusted downward more than others based on the claims experience in the related occupations. If your organization has changes in payroll within class codes that had substantive rate adjustments, that will impact your premium.
- **Change in Experience Modification** – As is standard in the insurance industry, an experience modifier is calculated annually for each member and is used in the premium calculation. This modifier provides equity in pricing because it predicts the member's future losses based on their 3-year claims history, not including the current year. Some members have an increase in premium because their actual losses for that 3-year period are more than expected based on their payroll by class code. Other members have a reduced premium because their actual losses are less than expected. Your workers' compensation claims or lack thereof has a direct impact on your future premiums, so it is extremely important to implement and maintain an effective safety program.
- **Change in Safety Discount** – You may have a positive impact on your workers' compensation premium by earning the 7.5% Safety Discount. Most members earned the discount for 2024 by meeting the requirements in 2023. *Not only does the discount lower your organization's future premium and make it eligible for the 2024 Employee Safety Grant Program, but most importantly, it may also prevent serious injury or save the life of an employee or volunteer!* Again, premiums are affected by your claims experience, so preventing claims should result in lower premiums in future years.

Safety should be supported by management and encouraged among all employees. Please contact Local Government Risk Management Services (LGRMS) at 800-650-3120 if you need help establishing or improving your safety program. LGRMS has extensive resources available at no additional charge online, onsite, regionally, and through periodicals.

If you have any questions about your 2024 premium, please call me or Matt Autry at 404-522-5022. On behalf of the ACCG-GSIWCF Board of Trustees and the ACCG team, we express our appreciation for your continued support of the ACCG Insurance Programs. The success of the ACCG-GSIWCF is directly attributable to your organization's long-term commitment to the program.



ACCG - GROUP SELF-INSURANCE WORKERS' COMPENSATION FUND

EVIDENCE OF COVERAGE

Member: 6650
White County
1235 Helen Hwy
Cleveland, GA 30528

Coverage Period: 1/1/2024 to 1/1/2025

ACCG-GSIWCF Administrator
ACCG
191 Peachtree Street NE, Suite 700
Atlanta, GA 30303
Phone: (404) 522-5022 / (800) 858-2224
Fax: (404) 522-1897
Email: accginsurance@accg.org

This is to certify that above member is in good standing with the ACCG - Group Self-Insurance Workers' Compensation Fund and is afforded statutory workers' compensation coverage for all employees. Also covered are individuals authorized via appropriate resolutions passed by the member in accordance with O.C.G.A. Section 34-9-1(2). Those individuals fall into the following categories checked below:
[X] Volunteer Firefighters
[X] Any person certified by the Department of Human Resources or the Composite State Board of Medical Examiners and registered with any county of this state as a medical first responder for any volunteer first responder services rendered in such capacity
[X] Volunteer law enforcement personnel that are POST certified
[X] Elected county officers and elected members of the governing authority
[X] Volunteer members or workers of an emergency management or civil defense organization, emergency medical service, or rescue organization

The ACCG-GSIWCF operates under the authority of O.C.G.A. 34-9-150 et seq. and the Georgia Insurance Commissioner's Office. Reinsurance & Excess Insurance is provided to the ACCG-GSIWCF by County Reinsurance Limited, Policy # CRL-GAWC-010124 and Renewal of Safety National Policy # SP 4067541.

Remarks: Part One: Workers' Compensation
Limit of Indemnity: Statutory
Part Two: Employers' Liability
Limit of Indemnity: \$2,000,000 - Each Accident
\$2,000,000 - Each Employee

This document is issued as a matter of information only and confers no rights upon the document holder. This document does not amend, extend, or alter the coverage, terms, exclusions, conditions, or other provisions afforded by the coverage referenced herein. Coverage is subject to all terms, conditions, and internal limits as specified in the policies referenced above.

CANCELLATION: SHOULD THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH ITS PROVISIONS.

Authorized Representative for ACCG-GSIWCF

Date: 11/29/2023