

BRIEF SYNOPSIS OF THE ZONING PROCESS

At the 1st hearing on the 1st Tuesday of each month, the Cherokee County Municipal Planning Commission (CCMPC) hears from the applicant and the public and forwards their recommendations to the Board of Commissioners (BOC).
Cherokee County Municipal Planning Commission members are appointed by the Board of Commissioners and serve in an advisory capacity.

At the 2nd meeting on the 3rd Tuesday of each month, the Board of Commissioners take into consideration the Cherokee County Municipal Planning Commission recommendations. The BOC may or may not adhere to the CCMPC recommendations.
The Board of Commissioners are elected by the public and make the final decision on each case.

THE ZONING PROCESS DETAILED



The applicant submits an application to the Cherokee County Planning and Zoning Department.

Each zoning application submitted is available for viewing online
www.cherokeega.com/ccweb/departments/pz/zoning_cases.cfm

The Cherokee County Planning and Zoning Department reviews, verifies, and assigns the application a hearing date.

A zoning notice is posted on applicant's property.

The application is reviewed at the Cherokee County Municipal Planning Commission work session held on the 4th Monday of the month prior to the Planning Commission's regular meeting. These work sessions are open to the public but the public is not permitted to speak or ask questions.

The application is placed on the Cherokee County Municipal Planning Commission agenda for a public hearing.

The cases are heard on the 1st Tuesday of the month at 7:00 PM.

Agendas are available at the desk as you enter the Jury Assembly Room. Case specific public comment Sign-Up Sheets are also available on the desk. If you would

like to speak on a particular zoning application, you **MUST** sign-up to speak. In addition, you **MUST** fill out a Campaign Disclosure Form prior to speaking.

The Cherokee County Municipal Planning Commission Chair calls the meeting to order at 7:00 PM. Normally cases are heard in the order in which they appear on the agenda but occasionally the agenda may be amended due to a postponement or withdrawal of a case.

As each case is presented, the **PROPOSERS** are given **10 MINUTES TOTAL** to present their case and the **OPPOSERS** are given **10 MINUTES TOTAL** to voice their opposition. After the opposition has spoken, the applicant is allowed rebuttal time based on what is left of his 10 minutes. The opponents are not allowed rebuttal time.

Please see the section Speaker Tips at the end of this brochure.

The Cherokee County Municipal Planning Commission Chair then closes that case to the public. The Board reviews the case, and makes their recommendation to approve, approve with stipulations, deny, or table the case.

No additional public input is permitted unless requested by the CCMPC Chair or the BOC.

After all cases are heard and any other business is conducted, the Chair adjourns the meeting.

In most cases, the Board of Commissioners will vote on the application at their next public hearing held on the third Tuesday of the month.

You may use the two weeks between the Cherokee County Municipal Planning Commission **HEARING** and the Board of Commissioners **FINAL VOTE** to submit additional comments to the Board of Commissioners via telephone, fax, letters, email, or by scheduling an appointment.

No public comments on the zoning cases are allowed at the Board of Commissioners meeting.

On the 3rd Tuesday of each month at 6:00 PM, the Board of Commissioners will review and discuss each case. The Board of Commissioners will then vote to approve, approve with stipulations, deny, or table the case. If the case is approved, it will move forward to the technical review process. If the case is denied, the applicant must wait 12 months before the case can be heard again. Applicants may seek relief from the BOC decision through legal action in court. Applicants may also seek relief from setbacks, buffers, and other specifics decided by the BOC through the Cherokee County Zoning Board of Appeals.

Contact information is available on the back of this brochure.



SPEAKER TIPS



Sign up to speak on the Case Specific sheet.

Fill out a Campaign Disclosure Form.

Remember each side is allocated 10 minutes **TOTAL**.

You may have one speaker or multiple speakers.

If you have multiple speakers, **AVOID REPETITION**.

Speakers must use the podium and microphone.

Each speaker shall provide his or her name, address, proximity to the zoning, and group affiliation.

Speakers should state the reasons for opposition or approval.

Speakers may use charts, maps, photos, or other visuals to support their point of view.

Speakers should mark all documentation with the Case Number and provide a copy to the County Clerk.

MEETING LOCATION & TIMES

Cherokee County Municipal Planning Commission
First Tuesday of Each Month
7:00 PM in the Jury Assembly Room

Board of Commissioners
First and Third Tuesday of Each Month
6:00 PM in the Jury Assembly Room

Parking - Lower Level of Justice Center

CHEROKEE COUNTY CONTACT INFO

BOARD OF COMMISSIONERS

Mike Byrd, Chairman
jmbyrd@cherokeega.com

Harry Johnston, Post One
hjohnston@cherokeega.com

Jim Hubbard, Post Two
jhubbard@cherokeega.com

Karen Mahurin, Post Three
kmahurin@cherokeega.com

Derek Good, Post Four
dvgood@cherokeega.com



Cherokee County Official Web Site
www.cherokeega.com

Cherokee County Board of Commissioners
90 North Street, Suite 310
Canton, GA 30114
678.493.6000
678.493.6013 (fax)

Cherokee County Planning and Zoning Department
130 East Main Street, Suite 108
Canton, Ga 30114
678.493.6101

Cherokee County Engineering Department
130 East Main Street, Suite 106
Canton, GA 30114
678.493.6077



DIRECTIONS

Jury Assembly Room
Justice Center
90 North Street, Canton

From 575

Take Exit #19 (Highway 20), turn west and go approximately 1 mile. Turn right at the Justice Center for access to the parking deck. The Jury Assembly Room is on the ground floor of the Justice Center.

PUZZLED

BY THE ZONING PROCESS



This brochure has been developed to help Cherokee County residents understand and participate in the zoning process. It provides general information on the format of the public zoning hearings and suggestions for participating.