

City of Norcross

65 Lawrenceville Street

Norcross, GA 30071



Meeting Agenda

Monday, February 2, 2026

6:30 PM

Council Chambers

Regular Council Meeting

Mayor Craig Newton

Mayor Pro Tem Bruce Gaynor

Councilmember Andrew Hixson

Councilmember Josh Bare

Councilmember Matt Myers

Councilmember Marshall Cheek

Livestream Here:

<https://norcrossga.portal.civicclerk.com/>

A. Call to Order by Mayor Craig Newton

PLEASE SILENCE ALL CELL PHONES AND ELECTRONIC DEVICES

B. Invocation - Councilmember Cheek**C. Pledge of Allegiance to the Flag of the United States of America****D. Roll Call (recorded)****E. Presentation of Previous Meeting Minutes for Acceptance**

Regular Council Meeting Minutes — January 05, 2026

Policy Work Session Minutes — January 20, 2026

F. Set Agenda as Presented for Scheduled Meeting

Acceptance of the Agenda and Approval of the Consent Agenda.

G. Ceremonial Presentations, Recognitions, and Swearing-in Ceremonies**H. Floor Open to Citizens Desiring to Address the Governing Authority**

a. Comments by Citizens

b. Comments by Council

c. Comments by City Manager

I. Public Hearings

- 1. 2025-324: COA2025-027; Consideration of a Historic Demolition and New Home**
Consideration of the applicant's request for the demolition of a historic contributing structure and construction of a new single-family residence, with conditions as outlined by the Community Development and Planning Department and the Architectural Review Board.

Attachments:

1. Agenda Report - COA2025-027
2. Staff Report
3. Application
4. Engineer Report from Michael Quinn and Associates, P.C.
5. Financial Statement
6. Georgia Historic Resources Survey
7. Historic Demolition Questionnaire
8. COA2025-027_Constitutional Objections (12.1.25)
9. Letter from the Applicant, Susan Tanner, received November 24, 2025
10. PowerPoint presentation from the Applicant, Susan Tanner
11. COA2025-027 DRAFT ORDINANCE

2. 2025-433: RZ2025-006 5330 Old Norcross Road

Consider the rezoning request from its current zoning to M1 (Light Industry) district, with consideration of the conditions recommended by staff and the Planning and Zoning Board.

Attachments:

1. Agenda Report - RZ2025-006
2. Staff Report
3. Application REDACTED
4. Letter of Intent
5. Boundary Survey
6. Applicant Presentation
7. RZ2025-006 - Draft Ordinance

3. 2026-31: TEXT2026-001 Amendment to the Unified Development Ordinance

Review of several proposed changes to the Unified Development Ordinance (UDO).

Attachments:

1. TEXT2026-001 Chapter 100, 200, 400 Changes V3
2. Agenda Report - TEXT2026-001v2
3. UDO Chapter 100, 200, and 400 P&Z recommendation (1)
4. Ordinance Draft - TEXT2026-001 v2

4. 2026-32: FP2025-003, Final plat consideration

Consideration of a request for final plat approval for the property located at 551 Sunset Drive.

Attachments:

1. Agenda Report - FP2025-003
2. FP2025-003 - Draft Resolution
3. FP2025-003 - FINAL PLAT

J. Reports of the Mayor and Councilmembers**A. General Announcements****FEBRUARY CALENDAR OF EVENTS****First Friday Concert: The Rainmen**

Friday, February 6 | 7:00 - 9:00 p.m. | Cultural Arts & Community Center

Movie Monday: Ghost

Monday, February 9 | 1:30 & 6:30 p.m. | Cultural Arts & Community Center

Galentine's Boutique Crawl

Thursday, February 12 | 5:00 - 8:00 p.m. | Downtown Norcross

Valentine's Father-Daughter Dance

Friday, February 13 | 6:30 - 8:30 p.m. | Cultural Arts & Community Center

Coffee With Council

Saturday, February 14 | 8:00 a.m. | 45 South Cafè

Valentine's Night To Remember

Saturday, February 14 | 6:30 - 8:30 p.m. | Downtown Norcross

Policy Work Session

Monday, February 16 | 6:30 p.m. | City Hall, 2nd Floor Conference Room

Georgia Arbor Day Celebration

Thursday, February 19 | 10:00 a.m. | Stripling Elementary School

Movie Monday: Sarah's Oil

Monday, February 23 | 1:30 & 6:30 p.m. | Cultural Arts & Community Center

K. Board Appointments

There are no appointments and reappointments for the Mayor and Council to consider at this time.

L. Consent Agenda**1. 2026-19: Accept and Appropriate NPAC Donations**

Accept and Appropriate donations totaling \$440.00 to NPAC from Acorn Sales.

Attachments:

1. WSN Acorn Sales Spreadsheet
2. Budget Amendment
3. Agenda Report - Accept & Appropriate NPAC Donations

2. 2026-21: Budget Amendment and Appropriation of Funds for the Purchase of the 9 S Peachtree St. Property.

Consideration of a request to approve and appropriate funding for the City's financing of the DDA's acquisition of 9 South Peachtree Street.

Attachments:

1. Agenda Report - Budget Amend & Appropriation - 9 S Peachtree St
2. Budget Amendment 1.20.26 9 S Peachtree

3. 2026-24: Award of Contract for On-Call Stormwater Relining and Repair

Consider approval of a contract between the City of Norcross and the selected vendor for on-call stormwater relining and repair services.

Attachments:

1. Agenda report - Award of Contract for On-Call Stormwater Relining
2. Evaluation Summary - RFQ PW 26-05 Packet
3. CON Agreement - Southern Premier Contractors, Inc.
4. RFQ PW 26-05 Packet
5. Norcross Stormwater Pipe Status

-
- 4. 2026-25: Approve Sale of Property located at 993 East Glochester**
Request for Council approval of the sale of 993 East Glochester Place through closed bids and authorization for the Mayor to sign documents necessary to consummate the sale.
- Attachments:
1. Agenda Report - Sale of lot 993 East Gloshester
 2. Tax Foreclosure Deed
 3. Proposed Bid Notice
- 5. 2026-26: Approval of Hydrology Study and HEC-RAS Modeling for Culvert Extension – Norcross Greenway Project**
Approve the proposal submitted by Clark Patterson Lee (CPL) to provide additional design services for a Hydrology Study and HEC-RAS modeling for the culvert extension under Cemetery Street.
- Attachments:
1. Agenda Report - Hydrology Study and HEC-RAS Modeling
 2. Contract Amendment
 3. Construction Location
 4. Budget Amend Item 26-2026-35 (Hydrology Study)
- 6. 2026-27: Sidewalk Data and Gap Analysis**
Approve recommended sidewalk priorities and initial proposed projects.
- Attachments:
1. Agenda Report - Sidewalk data and gap analysis
 2. Sidewalk Gap Presentation 1-20-2026
- 7. 2026-35: Traffic study and ownership of Holcomb Bridge Road**
Authorize Public Works to complete a \$20,000 traffic study for the Olde Town Park Drive/Holcomb Bridge Road intersection and amend the budget by transferring \$20,000 from Mayor and Council Contingency to the Public Works professional services line. Also authorize the Mayor to begin discussions with Gwinnett County about transferring ownership of Holcomb Bridge Road (Peachtree Blvd to Buford Hwy), including any related maintenance and improvement funding.
- Attachments:
1. Agenda Report - HBR and traffic study

M. Items for Discussion

N. Adjourn in memory of

O. Adjourn to Executive Session for Legal, Personnel, and Real Estate

P. Signed by _____ Mayor Craig Newton

Q. Attest _____ Monique Philip, City Clerk



Mayor: Craig Newton • **Mayor Pro Tem:** Bruce Gaynor • **Councilmember:** Andrew Hixson • **Councilmember:** Josh Bare
Councilmember: Matt Myers • **Councilmember:** Marshall Cheek • **City Manager:** Eric Johnson • **City Clerk:** Monique Philip

AGENDA REPORT

To: Mayor and Council

From: Helen Balch, Community Development & Planning Director

Meeting Date: February 2, 2026– Regular Council Meeting (RCM)

Item No.: 2025-324

Title: COA2025-027; Consideration of a Historic Demolition and New Home

CC: Eric Johnson, City Manager

Recommendation

Approve the demolition of the dwelling and the proposed new home design as approved by the Architectural Review Board with the following conditions:

1. Brick facade type and color to be submitted for administrative approval;
2. On both left and right elevation the top gable will contain an architectural pediment matching the front elevation architectural pediments;
3. Second story middle window on the left elevation to align with the other second story windows and be 1 over 1 instead of single pane.
4. Trim on second story windows to have consistent dimensions (1x4 or 1x6);
5. The applicant shall recycle the bricks and windows at a minimum and provide documentation of where or who recycled them through presentation of receipt.
6. The applicant is reminded that this approval assumes general conformance with the adopted City of Norcross Architectural and Site Design Standards and Unified Development Ordinance. The applicant and/or builder is responsible for conforming with any specific design standard or UDO code section not addressed in the staff report and Architectural Review Board approval.
7. Any changes from the Architectural Review Board approved component shall require ARB approval at another public hearing.
8. An architectural inspection shall occur prior to release of the certificate of completion or occupancy to confirm compliance with the ARB's approval.

Background

The applicant proposes to demolish a historic home built in 1920 with the intent of rebuilding a two (2) story, approximately 3,800 square foot, five (5) bedroom, two (2) garage residence on a 0.30-acre lot. The proposed architecture will consist of brick, hardiplank shingle siding and horizontal hardiplank

siding on the primary façade, with brick and horizontal hardie plank siding on the side and rear elevations. According to the application, Sea Sand (6885-1) and Balsam Blue (7041-1) are two of the proposed colors for the new residence. The accessory architectural components' colors will be Sea Sand and White. The proposed doors and windows on the first floor will feature brick soldier course headers, with windows on the second floor featuring a trim border. Proposed windows feature diamond grills. The home will feature a six (6) foot deep front porch with 8-inch box columns.

ARCHITECTURAL REVIEW BOARD RECOMMENDATIONS

At their October 21, 2025 Hearing, The Architectural Review Board considered the existing building to be a **contributing structure** but could not be feasibly rehabilitated and therefore meets the criteria for demolition. The ARB recommended approval of the historic demolition subject to the following conditions:

1. Brick facade type and color to be submitted for administrative approval;
2. On both left and right elevation the top gable will contain an architectural pediment matching the front elevation architectural pediments;
3. Second story middle window on the left elevation to align with the other second story windows and be 1 over 1 instead of single pane.
4. Trim on second story windows to have consistent dimensions (1x4 or 1x6);
5. Door with pathway to be added on the left side of the rear elevation;
6. The applicant shall recycle the bricks and windows at a minimum and provide documentation of where or who recycled them through presentation of receipt;
7. The applicant is reminded that this approval assumes general conformance with the adopted City of Norcross Architectural and Site Design Standards and Unified Development Ordinance. The applicant and/or builder is responsible for conforming with any specific design standard or UDO code section not addressed in the staff report and Architectural Review Board approval;
8. Any changes from the Architectural Review Board approved component shall require ARB approval at another public hearing; and
9. An architectural inspection shall occur prior to release of the certificate of completion or occupancy to confirm compliance with the ARB's approval.

Financial Impact

N/A

Consistent with Comprehensive Plan? (If applicable, please select which goal applies)

Continues to define Norcross' sense of place

Attachments

1. Staff Report
2. Application
3. Engineer Report from Michael Quinn and Associates, P.C.
4. Financial Statement
5. Georgia Historic Resources Survey
6. Historic Demolition Questionnaire
7. Letter from the Applicant, Susan Tanner, received November 24, 2025
8. COA2025-027_Constitutional Objections (12.1.2025)
9. PowerPoint presentation from the Applicant, Susan Tanner, received in January 2026.
10. COA2025-027_Draft Ordinance

Update

Planning Staff met with the applicants on January 5, 2026, to discuss the latest proposed ideas ahead of the January 20 Policy Work Session. The co-applicant, Mark Bugajski, presented those ideas, which include integrating the existing porch into the new home's design and having the existing home be an accessory dwelling unit on the property.



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AGENDA REPORT

To: Mayor and Council

From: Helen Balch
Director, Community Development & Planning

Meeting Date: February 2, 2026 – Regular Council Meeting (RCM)

Item No.: 2025-433

Title: RZ2025-006; 5330 Old Norcross Road; Old Norcross Truck Storage LLC, c/o
The Galloway Law Group, LLC

CC: Eric Johnson, City Manager
Tracy Rye, AICP, Assistant City Manager

Recommendation

Approve the rezoning of 5330 Old Norcross Road to M1 Light Industrial District with conditions.

Background

The applicant requests the rezoning of the subject property from C-2 (General Business) district to M1 (Light Industry) district, due to the site triggering the nonconforming clause Sec. 206-3 nonconforming uses. (a)(6) fails to obtain a new occupational tax certificate within six months of the closure of the previous non-conforming use or renew an existing occupational tax certificate per the city's prescribed renewal schedule for existing occupational tax certificates.

Planning and Zoning Board Recommendation- Approval with Staff Conditions

Financial Impact

N/A

Consistent with Comprehensive Plan? (If applicable, please select which goal applies)

1. Continues to Strengthen Norcross as a Livable, Inclusive, and Safe Environment

Attachment

- Staff Report
- Application REDACTED
- Letter of Intent
- Boundary Survey
- Applicant Presentation
- RZ2025-006 - Draft Ordinance

Update

The applicant's representative provided a presentation during the Policy Session on January 20, 2026.



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AGENDA REPORT

To: Mayor and City Council

From: Helen Balch, AICP
Community Development & Planning Director

Meeting Date: February 2, 2026 - Regular Council Meeting (RCM)

Item No.: 2026-13

Title: TEXT2026-0001; Amendment to the Unified Development Ordinance

CC: Eric Johnson, City Manager
Tracy Rye, AICP, Assistant City Manager

Recommendation

Approve changes to the Unified Development Ordinance (UDO) as presented.

Background

The Community Development and Planning Department is continuing its work to make the Unified Development Ordinance (UDO) easier to understand and use. The proposed amendments focus on refining definitions and clarifying existing regulations. These updates also ensure the UDO is consistent with the goals and direction of the 2045 Comprehensive Plan. Items to be removed are in red strike-through, items to be added are in bold, underlined italics, and highlighted in yellow on the attached documents.

Planning and Zoning Board Recommendation- **Approval of the text amendments**, to include that all multifamily residential development requires a Special Use Permit.

Amendments are proposed to the following sections of the UDO:

Chapter 100 General and Administrative Provisions, Article II. Definitions

Chapter 200 Land Use and Zoning, Article I, Division 2

Sec. 201-22 CX Community Mixed Use

Sec. 201-23 BH Buford Highway

Chapter 200 Land Use and Zoning, Article II Supplemental and Accessory Use Standards:

Sec. 202-2 Supplemental use standards(aa)(3)

Sec. 202-3 Accessory uses or structures

Chapter 200 Land Use and Zoning, Article III Parking and Loading

Sec. 203.9 Minimum number of spaces required

Chapter 400

Sec. 407-4 Applicability criteria for stormwater management standards

Sec. 407-5 Exemptions from stormwater management standards

Financial Impact

N/A

Consistent with Comprehensive Plan? (If applicable, please select which goal applies)

1. Continues to Strengthen Norcross as a Livable, Inclusive, and Safe Environment

Attachments

UDO Chapter 100, 200, and 400 proposed changes V3
UDO Chapter 100, 200, and 400 P&Z recommendation (1)
Ordinance Draft TEXT2026-001 v2

Update

The Planning and Zoning Board held a public hearing on January 7, 2026, during which the proposed amendments were discussed. Questions were raised by the Board and answered by Community Development Staff. After careful deliberation, the Planning and Zoning Board voted to recommend, adding that all multifamily developments should require a Special Use Permit.

With respect to the Supplemental Use regulations as they pertain to Accessory Dwelling Units (ADUs), after further research and review of height plane ordinance language in other jurisdictions, such a change requiring detailed height plane plans could be deemed to be overly burdensome in interpretation and result in costly design considerations to the average homeowner to be effectively implemented. Staff does not recommend any changes with respect to adding in height plane design requirements and present ADU Supplemental Use regulations as previously presented.

During the Policy Session, councilmembers suggested a language change to the Accessory Dwelling Units to include homestead exemptions and a potential addition to parking requirements. Changing the percentage for residential-only development to 55% and removing the additional five (5) percent bonus for bicycle parking/facilities and developments close to bus stops. Along with clarifying language for height requirements in CX (commercial mixed-use) and BH (Buford Highway) zoning districts.



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AGENDA REPORT

To: Mayor and City Council

From: Helen Balch, AICP
Community Development & Planning Director

Meeting Date: February 2, 2026 – Regular Council Meeting (RCM)

Item No.: 2026-32

Title: FP2025-003; 551 Sunset Drive; Roma Fine Homes

CC: Eric Johnson, City Manager
Tracy Rye, AICP, Assistant City Manager

Recommendation

Approve the final plat for 551 Sunset Drive as presented.

Background

Per the Unified Development Ordinance section 104-3 (c) Decision Making Responsibilities, all Final Plat approvals fall under the Quasi-Judicial Action Approval Processes, which must meet the requirements of Section 403-8 Final Plat procedure, and must be reviewed by the Planning & Zoning Board, with the Final Decision made by the Mayor and City Council.

Planning and Zoning Board Recommendation- **Approval of Final Plat**

Financial Impact

N/A

Consistent with Comprehensive Plan? (If applicable, please select which goal applies)

1. Continues to Strengthen Norcross as a Livable, Inclusive, and Safe Environment

Attachments

FP2025-003 - Draft Resolution
FP2025-003 Final Plat



Mayor: Craig Newton • **Mayor Pro Tem:** Bruce Gaynor • **Councilmember:** Andrew Hixson • **Councilmember:** Josh Bare
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AGENDA REPORT

To: Mayor and Council

From: Jon Robinson, Finance Director

Meeting Date: February 2, 2026 – Regular Council Meeting (RCM)

Item No.: 2026-19

Title: Accept and Appropriate NPAC Donations

CC: Eric Johnson, City Manager

Recommendation

Accept and Appropriate donations totaling \$440.00 to NPAC from Acorn Sales

Background

The White Squirrels of Norcross project is a public art initiative designed to enhance the City's sense of place and cultural identity. The donations received from the sale of Acorns help offset the costs associated with the White Squirrels project.

Financial Impact

The White Squirrels project is fully funded by previous approval of the City Council in the FY2026 budget. Through fundraising efforts, combined with the adopted FY2026 budget, NPAC anticipates being able to support the financing of the projects.

Consistent with Comprehensive Plan? (If applicable, please select which goal applies)

1. Continues to define Norcross' sense of place

Attachments

Budget Amendment,
WSN Acorn Sales Spreadsheet

Update



Mayor: Craig Newton • **Mayor Pro Tem:** Bruce Gaynor • **Councilmember:** Andrew Hixson • **Councilmember:** Josh Bare
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AGENDA REPORT

To: Mayor and Council

From: Jon Robinson, Finance Director

Meeting Date: February 2, 2026 – Regular Council Meeting (RCM)

Item No.: 2026-21

Title: Budget Amendment and Appropriation of Funds for the Purchase of the
9 S Peachtree St Property

CC: Eric Johnson, City Manager

Recommendation

Approve and appropriate funding for City's Financing of the DDA's Acquisition of 9 South Peachtree Street

Background

On January 5, 2026, the City Council approved financing for the DDA's acquisition of the property at 9 South Peachtree St. The loan was executed through an intergovernmental agreement, note, and security deed for up to one-million, four thousand dollars (\$1,400,000.00) in a fifteen (15) year note, incurring an interest at per annum rate of 5.0%. The DDA will service the debt payments quarterly, with interest only in Year 1 and principal reduction beginning in Year 2.

Financial Impact

Appropriate from Fund Balance \$1,400,000.00 to the FY26 Adopted budget.

Consistent with Comprehensive Plan? (If applicable, please select which goal applies)

1. Continues to define Norcross' sense of place
2. Continues to Strengthen Norcross as a Livable, Inclusive, and Safe Environment
3. Increases Opportunities for Travel via Different Modes within and Outside the Community
4. Maintains a Vibrant Economy and Continue to Facilitate Job Growth
5. Ensures that Norcross Residents have a Variety of Attainable, Quality Housing Options
6. Furthers the City's Tradition of Strong Leadership and High Level of Quality Services

Attachments

Budget Amendment 1.20.26 9 S Peachtree

Update



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AGENDA REPORT

To: Mayor and Council

From: Len Housley, Director of Public Works

Meeting Date: February 2, 2026 – Regular Council Meeting (RCM)

Item No.: 2026-24

Title: Award of Contract for On-Call Stormwater Relining and Repair

CC: Eric Johnson, City Manager

Recommendation

Approve contract between the City of Norcross and Southern Premier Contractors, Inc. for on-call stormwater relining and repair services.

Background

The City of Norcross Public Works Department issued a Request for Qualifications to select one vendor to perform stormwater pipe relining and repairs for the City on an on-call basis. The contract term will be for one year with the option to renew the contract up to 3 years. The selected vendor will work under the direction of the Public Works department to complete approved projects.

RFQ submissions were due on Wednesday, January 14, 2026. An evaluation committee comprised of City employees evaluated all responsive proposals that met the minimum technical requirements, using the following criteria:

- Experience & Qualifications (35)
- References (20)

Cost proposals (worth up to 45 points) were evaluated separately based on a shortlist of frequently used task sections. Final scores were calculated based on a combination of the technical proposal scores and the cost proposal score. Southern Premier Contractors, Inc. received the highest total score and is recommended for the contract award. An evaluation summary is provided along with a summary of the city's stormwater infrastructure.

Financial Impact

This is a requirements on-call contract. Funding for projects will come from the FY26 Stormwater Fund budget, not to exceed \$1.5 million.

Consistent with Comprehensive Plan? (If applicable, please select which goal applies)

1. Continues to Strengthen Norcross as a Livable, Inclusive, and Safe Environment
2. Furthers the City's Tradition of Strong Leadership and High Level of Quality Services

Attachments

Evaluation Summary – RFQ PW 26-05

CON Agreement – Southern Premier Contractors, Inc.

RFQ PW 26-05 Packet

Norcross Stormwater Pipe Status

Update



Mayor: Craig Newton • **Mayor Pro Tem:** Bruce Gaynor • **Councilmember:** Andrew Hixson • **Councilmember:** Josh Bare
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AGENDA REPORT

To: Mayor and Council

From: Len Housley, Director of Public Works

Meeting Date: February 2, 2026 – Regular Council Meeting (RCM)

Item No.: 2025-25

Title: Sale of Property Located at 993 East Glochester

CC: Eric Johnson, City Manager

Recommendation

Request for Council approval of the sale of 993 East Glochester Place through closed bids and authorization for the Mayor to sign documents necessary to consummate the sale.

Background

The City acquired 993 East Glochester Place, Norcross, Georgia after the execution of a tax lien by Sherriff's sale on December 10, 2020. The City has received recent interest from private property owners in acquiring the property. The property is an undeveloped residential lot and there is no plan for its inclusion within the City's public facilities.

O.C.G.A. § 36-37-6 requires that the City consummate a sale either through auction or by private closed bids. After receiving the bids, the City may accept or reject the bids if they fail to meet a minimum or are otherwise unresponsive.

The request for bids would be placed after council approval of this agenda item and, thereafter, the City would publish the property's sale in the legal organ for at least 15 days. After a successful bid is made, the Mayor will need to execute a limited warranty deed. The purchaser assuming the cost of closing (attorneys' fees, recording fees, etc.) would be a prerequisite of a responsive bid.

Financial Impact

The tax assessor's value of the property is approximately \$27,000.00. All transaction costs would be paid by the purchaser.



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AGENDA REPORT

To: Mayor and Council

From: Amir Mahfoozpour, City Engineer

Meeting Date: February 2, 2026 – Regular Council Meeting (RCM)

Item No.: 2026-26

Title: Hydrology Study and HEC-RAS Modeling for Culvert Extension

CC: Eric Johnson, City Manager

Recommendation: Approve the proposal submitted by Clark Patterson Lee (CPL) to provide additional design services for a Hydrology Study and HEC-RAS modeling for the culvert extension under Cemetery Street.

Background:

- Hydrology Study. The project will create more than 5,000 sq ft of impervious area. As part of the project permitting process, and in accordance with the GSMM (Georgia Stormwater Management Manual), a Hydrology study should be performed to design appropriate BMPs (Best Management Practices) where feasible. Due to the linear nature of this project, there may be locations where stormwater management is not practical or feasible.
- HEC-RAS (Hydrologic Engineering Center's River Analysis System). Due to the trail alignment and the drainage design at the Cemetery Field driveway off Mitchell Road, an 11-foot culvert extension is required. The hydraulic analysis for this extension has been completed. The culvert extension cannot be permitted until the HEC-RAS model is updated and corrected (known as the Corrected Effective Model, or CEM). Afterward, the proposed conditions must be modeled and compared with the CEM to determine whether any impacts occur and whether a "no-rise" certification can be achieved as a result of the culvert extension.

Note: The HEC-RAS model is the platform (software) used by FEMA and local government floodplain administrators (the City of Norcross is the floodplain administrator for this project) to make the necessary determinations.

Financial Impact: Total \$34,300 (Hydrology Study – \$18,600/ HEC-RAS modeling for the culvert extension under Cemetery Street – \$15,800) from Recreation SPLOST.



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Consistent with Comprehensive Plan? (If applicable, please select which goal applies)

1. Continues to Strengthen Norcross as a Livable, Inclusive, and Safe Environment
2. Increases Opportunities for Travel via Different Modes within and Outside the Community

Attachments

- Contract Amendment
- Construction Location

Update



Mayor: Craig Newton • Mayor Pro Tem: Bruce Gaynor • Councilmember: Andrew Hixson • Councilmember: Josh Bare
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AGENDA REPORT

To: Mayor and Council

From: Len Housley, Director of Public Works

Meeting Date: February 2, 2026 – Regular Council Meeting (RCM)

Item No.: 2026-27

Title: Sidewalk Data and Gap Analysis

CC: Eric Johnson, City Manager

Recommendation: Approve recommended sidewalk priorities and initial proposed projects.

Background:

Norcross sidewalk mapping and GIS files were completed by Keck & Wood in November 2025. The GIS data shows existing sidewalks, sidewalk gaps, and streets with no sidewalks. The sidewalk gap data shows 21,670 linear feet (LF) of sidewalks not connected in the city of Norcross. Of which approximately 1,490 LF belongs to County and State.

Provided is a recommended prioritization:

High:

- Address Gaps-Focus on connecting existing sidewalk segments to create a seamless network, especially for medium to high traffic volume.
- No sidewalks on either side of the street in medium to high traffic volume that would cause pedestrians to walk in the street.
- Sidewalk installation ICW road widening and/or other projects.
- Sidewalk on one side of the street where it is difficult to cross the street safely, and/or no installation of a crosswalk-medium to high level traffic volume.
- Areas with high pedestrian volume, uncomfortable pathways, or missing sidewalks and crossings.
- Lack of sidewalks within a quarter-mile of schools and parks.

Low:

- Sidewalks on one side of the street in low traffic volume areas and low posted speed limits such as a residential neighborhood.
- Cul-de-Sacs or Hammerheads.
- Existing neighborhood streets with no sidewalks as designed in development and low traffic volume and low posted speed limit signs-no history of safety concerns.
- culvert extension.



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Councilmember: Matt Myers • **Councilmember:** Marshall Cheek • **City Manager:** Eric Johnson • **City Clerk:** Monique Philip

Based on the recommended prioritization, staff propose the following projects for FY26 and FY27:

- Ruth Street Phase 1:
 - \$21,225 Stormwater work/Curb n Gutter (SW funds available FY26)
 - \$16,140 Sidewalk (GF Sidewalk Funds available FY26)
 - \$37,365 Total (FY26)
- Lake Drive: \$9,700 (North) plus \$10,000 for relocation of power pole
 - \$5,150 (South)
 - \$24,850 Total (FY27)
- Autry:
 - \$12,700
 - \$10,000 Required Tree removals
 - \$22,700 Total (FY27)
- West Peachtree:
 - \$17,000 Total (FY27)

Upon award of Safe Streets for All (SS4A), contractor will also assess pedestrian safety throughout Norcross. Our Data and GIS files will be given to the contractor for further assessment of safety concerns. Future recommended projects will incorporate the SS4A findings.

Financial Impact: FY26 \$37,365/FY27 \$64,550. For FY27 the sidewalk budget would need to increase. The FY26 sidewalk budget approved was \$40,000.

Consistent with Comprehensive Plan? (If applicable, please select which goal applies)

1. Continues to Strengthen Norcross as a Livable, Inclusive, and Safe Environment
2. Increases Opportunities for Travel via Different Modes within and Outside the Community

Attachments

- Sidewalk PP Brief

Update



Mayor: Craig Newton • Mayor Pro Tem: Bruce Gaynor • Councilmember: Andrew Hixson • Councilmember: Josh Bare
Councilmember: Matt Myers • Councilmember: Marshall Cheek • City Manager: Eric Johnson • City Clerk: Monique Philip

AGENDA REPORT

To: Mayor and Council

From: Bruce Gaynor, Mayor Pro Tem

Meeting Date: February 2, 2026! – Regular Council Meeting (RCM)

Item No.: 2026-35

Title: Traffic study and ownership of Holcomb Bridge Road

CC: Eric Johnson, City Manager

Recommendation

Authorize the Public Works Department to conduct a traffic study for the intersection of Olde Town Park Drive and Holcomb Bridge Road, and amend the budget to reduce the Mayor and Council Contingency by \$20,000 and increase the professional services budget in the Public Works budget. Separately, authorize the Mayor to initiate a discussion with Gwinnett County on transferring ownership of Holcomb Bridge Road from the intersection with Peachtree Boulevard to the intersection with Buford Highway, along with any funds the County has planned for maintenance and improvements (e.g., resurfacing, sidewalks, stormwater).

Background

Holcomb Bridge Road is a County-owned and -maintained road within the City of Norcross from the intersection of Peachtree Boulevard to the intersection of Buford Highway. In consideration of concerns expressed by City residents, a traffic study can identify potential improvements justified at the intersection with Olde Town Park Drive. A traffic study is the mechanism by which data is collected and analyzed by a traffic engineer using guidelines established by the U.S. Department of Transportation – the Manual on Uniform Traffic Control Devices. Funds are required to initiate a study by the City. Ownership of the entire segment of Holcomb Bridge Road has been an area of interest for some time, and transfer to the City would facilitate not only appropriate intersection improvements, but also allow the City to act on relevant issues such as ensuring stormwater management, providing appropriate pedestrian facilities, and conducting maintenance consistent with City standards.

Financial Impact

The traffic study is anticipated to cost \$20,000. The potential cost for maintenance and improvements has not been estimated.

Consistent with Comprehensive Plan? (If applicable, please select which goal applies)

Goal 6 - Furthers the City's Tradition of Strong Leadership and High Level of Quality Services.

Attachments - none