

City of Norcross

65 Lawrenceville Street

Norcross, GA 30071



Meeting Agenda

Wednesday, July 1, 2026

6:30 PM

2nd Floor Conference Room

Planning and Zoning Board

Walter Bell, Chair

David Grayson, Vice Chair

Tom Doherty

Antonio Henson

Marlene Janos

- A. **Call to Order**
- B. **Presentation of previous meeting minutes for acceptance and acceptance of the agenda as presented for the scheduled meeting.**

[Planning and Zoning Board – Regular Meeting – April 1, 2026, 6:30 PM](#)

- C. **Ongoing Business**
- D. **New Business**

- 1. **2026-231: Preliminary Plat 2026-002 (Hunt St. and Beutell St.)**
Review of a proposed subdivision between the concept plan and construction plan stages to ensure compliance with the UDO and any conditions of concept plan approval.

Attachments:
 - 1. PP2026-002
- 2. **2026-93: Downtown Parking Policies and Related Amendments to the Unified Development Ordinance; TEXT2026-004**
Text amendment related to the Downtown Parking (DP) District, which establishes off-street parking requirements for certain dining, retail, service, and office uses in Norcross's historic commercial core.

Attachments:
 - 1. TEXT2026-004_Ch 200 Amendment Downtown Parking District
 - 2. TEXT2026-004_Downtown Parking District Map
- 3. **2026-232: Official Zoning Map Adoption**
This item is to consider adoption of the Official Zoning Map, including updates related to the Downtown Parking (DP) District.

Attachments:
 - 1. Official Zoning Map_2026

- E. **ADDITIONAL INPUT AND/OR DISCUSSION NOT OTHERWISE ADDRESSED BY THIS AGENDA**

- F. **Adjourn**

City of Norcross

65 Lawrenceville Street

Norcross, GA 30071



Meeting Minutes

Wednesday, April 1, 2026

6:30 PM

2nd Floor Conference Room

Planning and Zoning

Walter Bell, Chair
David Grayson, Vice Chair
Tom Doherty
Antonio Henson
Marlene Janos

A. Call to Order

The meeting was called to order by Vice Chair David Grayson at 6:38 p.m.

Attendee Name	Title	Status	Arrived
Walter Bell	Chair	Not Present	
Tom Doherty	Board member	Present	
Antonio Henson	Board member	Not Present	
David Grayson	Vice Chair	Present	
Marlene Janos	Board member	Present	

B. Presentation of previous meeting minutes for acceptance and acceptance of the agenda as presented for the scheduled meeting.

A motion to approve the March 4, 2026, regular meeting minutes.

RESULT: APPROVED [UNANIMOUS] 3-0

MOVER: Tom Doherty, Board member

SECONDER: Marlene Janos, Board member

AYES: Grayson, Janos, Doherty

ABSENT: Bell, Henson

C. Ongoing Business — None

D. New Business

1. 2026-115: RZ2026-001 6011 Western Hills Drive

Staff Presentation:

Staff provided a summary of the proposal, stating that the applicant is requesting rezoning to **C1 (Neighborhood Business)** for a 0.86-acre lot to allow for retail sales. The approximately 3,166 square-foot building will be used as a retail space for the sale of produce and household items. The proposed floor plan was included in the staff analysis.

Applicant Comments:

The applicant spoke briefly about the request and explained the need for a grocery store at the location, noting that the store will have a manager and addressing previous historic code enforcement violations on the property.

Staff Conditions:

Based on the analysis of the case, Staff recommended **approval** of the rezoning to C1 (Neighborhood Business), subject to the following conditions:

1. All permitted as-of-right uses allowed in the C1 (Neighborhood Business) zoning district shall be allowed.
2. A 50-foot buffer and building setback shall be provided adjacent to residentially zoned property.
3. The applicant shall provide a five (5) foot landscape strip along the front property line for review and approval by the Community Development Department.
4. No outdoor storage, including ice machines, shall be allowed.
5. A ground sign shall be installed in conformance with the Unified Development Ordinance.
6. Dumpsters or trash bins shall not be visible from the right-of-way.
7. The building shall be brought up to commercial building code(s) prior to the issuance of a Certificate of Occupancy.
8. Carts, if applicable, shall not be visible from the right-of-way.
9. Deliveries shall not impede traffic.
10. Hours of operation shall be limited to 7:00 a.m. to 9:00 p.m., Monday through Sunday.
11. Window signage, if applicable, shall meet the requirements of the Unified Development Ordinance.
12. Per the City Engineer, the existing ditch shall be cleaned up by the property owner.
13. All zoning conditions shall be met prior to the issuance of a Certificate of Occupancy.

Staff Recommendation:

The Planning and Zoning Board recommended approval, subject to staff's conditions, and referred the item to the April 20 Policy Work Session for Council's consideration.

RESULT: APPROVED [UNANIMOUS] 3-0
MOVER: Marlene Janos, Board member
SECONDER: Tom Doherty, Board member
AYES: Grayson, Janos, Doherty
ABSENT: Bell, Henson

E. ADDITIONAL INPUT AND/OR DISCUSSION NOT OTHERWISE ADDRESSED BY THIS AGENDA

F. Adjourn

Board member Marlene Janos made a motion to adjourn the meeting at 6:52 pm, seconded by Board member Tom Doherty. The vote was unanimous, 3-0

PRELIMINARY PLAT:

THE FOUNDRY

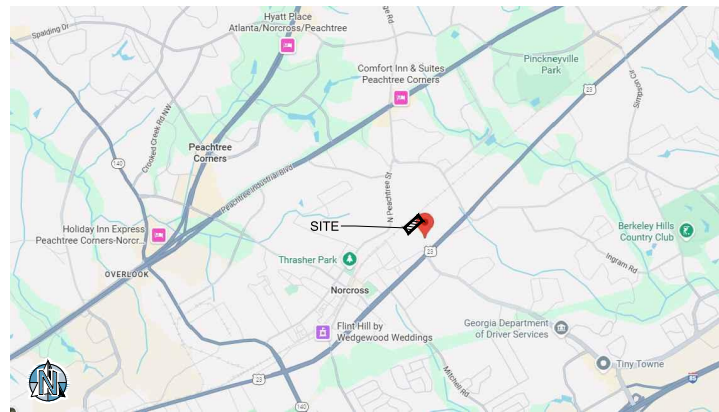
HUNT & BEUTELL STREET
NORCROSS, GA 30071

LAND LOT: 255, DISTRICT: 6, PARCEL #: 6255 072, 525, 084, 524, & 087

ZONED: PRD RZ2024-007

SHEET INDEX

- C-0 COVER
- V-1 SURVEY
- C-1 PRELIMINARY PLAT SITE PLAN
- C-2 PRELIMINARY PLAT GRADING & DRAINAGE PLAN
- C-3 PRELIMINARY PLAT UTILITY PLAN



VICINITY MAP
NOT TO SCALE

TOTAL SITE AREA = 4.33 AC
SITE DISTURBED AREA = 4.33 AC

OWNER CERTIFICATION

I HEREBY SUBMIT THIS PRELIMINARY PLAT AS THE OWNER, OR HIS/HERS AUTHORIZED AGENT, OF ALL PROPERTY SHOWN THEREON.

Josh Carnes
SIGNATURE OF OWNER OR AUTHORIZED AGENT

5/28/2026
DATE

PREPARED BY:



Foresite Group, LLC
451 Vision Dr.
Suite H201
Cumming, GA 30040

770.368.1399
770.368.1944
www.foresitegroup.net

24 HR CONTACT:
MUSAH LOTALLAH
404-643-4606

ISSUED:
MAY 28, 2026
2190.003

PROJECT DIRECTORY

OWNER/DEVELOPER
MUTUAL HOME SOLUTIONS
38 LANGFORD DRIVE
NORCROSS, GA 30071
404-643-4606
CONTACT: MUSAH LOTALLAH
MUSAH.MHS@GMAIL.COM

CIVIL ENGINEER
FORESITE GROUP, LLC
3740 DAVINCI COURT
PEACHTREE CORNERS, GA 30092
(770) 368-1399
CONTACT: JOSH CARNES, PE
jcarnes@fg-inc.net

JURISDICTION AUTHORITY

LOCAL ISSUING AUTHORITY
CITY OF NORCROSS
65 LAWRENCEVILLE STREET
NORCROSS, GA 30071
770-448-2122
CONTACT: 770-448-2122

UTILITY PROVIDERS

WATER & SEWER SERVICE PROVIDER
GWINNETT COUNTY DEPT. OF WATER RESOURCES
684 WINDER HWY.
LAWRENCEVILLE, GA 30045
678-376-6700

WATER AND WASTEWATER SERVICE
PROVIDED BY GWINNETT COUNTY



ENGINEER:

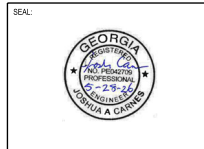


3740 Davinci Ct.
Suite 101
Peachtree Corners, GA 30092

DEVELOPER:

MUTUAL HOME SOLUTIONS, LLC
438 LANGFORD DRIVE
NORCROSS, GA 30071
(404) 643-4606
CONTACT: MUSAH LOTALLAH

THE FOUNDRY
PRELIMINARY PLAT
134, 138, 141 BEUTELL ST & 87 HUNT ST
NORCROSS, GA 30071, LL 265, 6TH DISTRICT
PARCELS: MULT.



REVISIONS	DATE
PRELIMINARY PLAT SUBMITTAL	1/16/2026
PRELIMINARY PLAT RESUBMITTAL	5/28/2026

PROJECT MANAGER:	
DRAWING BY:	JAC
JURISDICTION:	CITY OF NORCROSS
DATE:	05/28/2026
SCALE:	1"=30'
TITLE:	

COVER

SHEET NUMBER: **C-0**

COMMENTS: RELEASED FOR PERMITTING

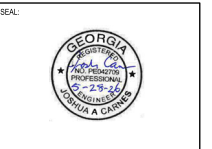
JOB FILE NUMBER: 2190.003

Proposed Preliminary Plat

ENGINEER:
FORESITE group
 Foresite Group, LLC
 3740 Dawson Ct.
 Suite 100
 Peachtree Corners, GA 30092
 P 770.368.1399
 F 770.362.1944
 www.foresitegroup.net

DEVELOPER:
 MUTUAL HOME SOLUTIONS, LLC
 436 LANFORD DRIVE
 NORCROSS, GA 30071
 (404) 843-4606
 CONTACT: MUSAH LOTALLAH

PROJECT:
THE FOUNDRY PRELIMINARY PLAT
 134, 136, 138, 141 BEUTELL ST & 87 HUNT ST
 NORCROSS, GA 30071, LL 265, 6TH DISTRICT
 PARCELS: MULT.

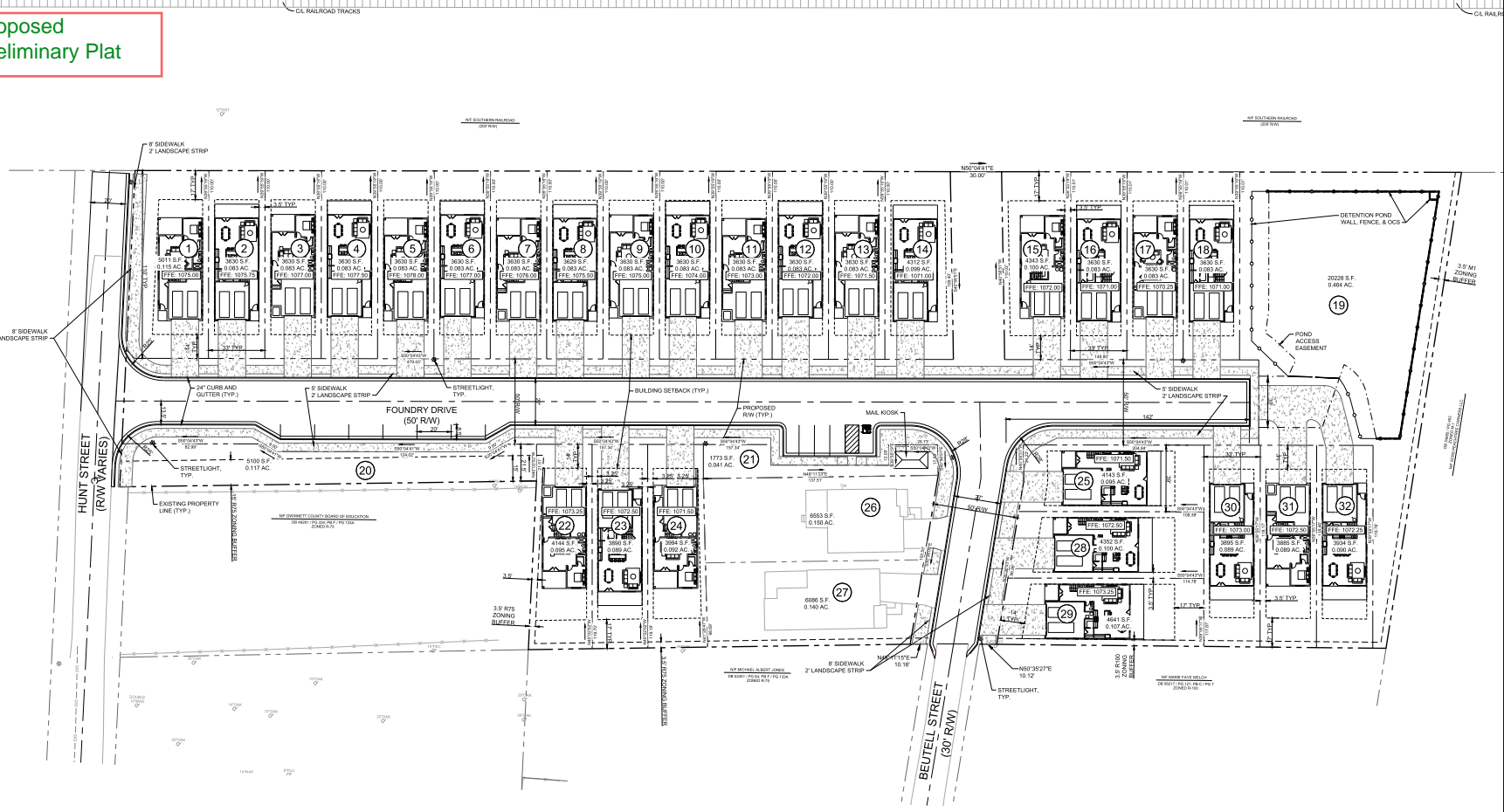


REVISIONS

REVISIONS	DATE
PRELIMINARY PLAT SUBMITTAL	1/16/2026

PROJECT MANAGER: JAC
 DRAWING BY: JAC
 JURISDICTION: CITY OF NORCROSS
 DATE: 01/16/2026
 SCALE: 1"=30'
 TITLE:

PRELIMINARY PLAT SITE PLAN
 SHEET NUMBER: **C-1**
 COMMENTS: RELEASED FOR PERMITTING
 JOB FILE NUMBER: 2190.003



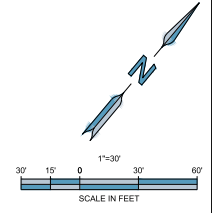
SITE DATA

TOTAL PROJECT AREA:	188,599.78 S.F. (4.33 AC.)
RESIDENTIAL LOTS:	32 LOTS (117,922.62 S.F.) (2.70 AC.)
COMMON AREA:	3 LOTS (27,068.57 S.F.) (0.62 AC.)
RIGHT-OF-WAY:	43,873.17 S.F. (1.01 AC.)
BUILDING SETBACK:	FRONT: 16 FT.
	SIDE: 3.5 FT.
	REAR: 17 FT.
DENSITY:	6.70 UNITS/ACRE

- SITE NOTES:**
- PROJECT DESCRIPTION: SINGLE FAMILY RESIDENTIAL DEVELOPMENT. APPROVED REZONING CASE: R2000-01.
 - ALL EXISTING STRUCTURES AND FENCES TO BE DEMOLISHED.
 - OWNER OF RECORD AND SUBDIVIDER IS MUTUAL HOME SOLUTIONS, LLC.
 - RESIDENTIAL LOT SETBACKS: FRONT 14', BACK 17', SIDE 3.5/3.25'. RESIDENTIAL LOTS # 29.

LINE LEGEND

	PROPERTY LINE
	EXISTING CHAINLINK FENCE
	EXISTING SCREEN FENCE
	EXISTING WOODEN FENCE
	EXISTING GUARDRAIL
	PROPOSED BUILDING WALLS
	PROPOSED CURB AND GUTTER
	PROPOSED TAPERED CURB AND GUTTER
	PROPOSED CHAINLINK FENCE
	PROPOSED SCREEN FENCE
	PROPOSED WOODEN FENCE
	PROPOSED HANDRAIL
	PROPOSED GUARDRAIL
	PROPOSED RETAINING WALL



RZ2024-007

An Ordinance Allowing a Rezoning

Enacting Clause; The Mayor and City Council of the City of Norcross, Georgia, after conducting a duly authorized and advertised public hearing, hereby ordains that:

A rezoning from R-100 and R-75 to Planned Residence Development (PRD) with conditions is granted for the parcel at 136, 138, 134 & 141 Beutell St. & 87 Hunt Street more fully described as parcel identification numbers 6255 072, 6255 525, 6255 087, 625 524, 6255 084 and subject to all regulations and ordinances as adopted by the City of Norcross, and subject to the following conditions:

1. The PRD zoning designation shall be restricted to a single-family development up to a maximum of 31 units;
2. The property shall be developed in general conformance with the site plan dated receipt 10/28/2024 and shall include a 14-foot setback along the interior property lines;
3. A 2-foot sidewalk landscape strip shall be provided along the interior property lines;
4. The applicant shall provide a minimum of 3 parking spaces per unit all which must be provided on the site;
5. A 2-foot sidewalk landscape strip, 8-foot sidewalk with streetlights shall be installed along Hunt Street and Beutell Street in conformance with Section 205-4.f. of the UDO unless otherwise required by the City Engineer; and the sidewalk in front of existing lots 26 and 27 shall be upgraded from 5' to 8'.
6. All common areas, including but not limited to stormwater systems, shall be maintained by the property manager/owner;
7. It is acknowledged that the Gwinnett County Fire Marshal or another reviewing agency may require modifications to the site for oversized vehicles such as fire and garbage trucks and minor adjustments to the site concept plan shall be approved by the Community Development Director in response to Gwinnett County comments is allowed;
8. The location of any and all crosswalks and traffic calming measures within the development are subject to the approval of the City Engineer;
9. Plant material use on site in landscape strips and buffers are subject to final approval of the City's Arborist;
10. Location of stormwater detention is subject to the approval of the City Engineer;
11. All utilities shall be buried;
12. The development shall comply with the Architectural Review Board's 11 conditions of approval

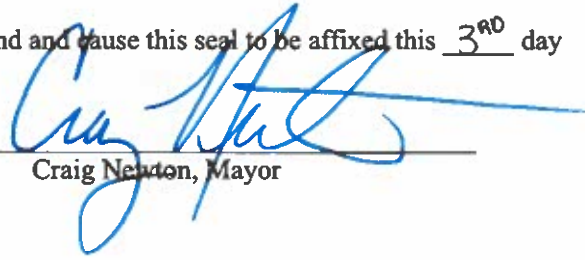
referenced earlier in the analysis. Any changes to previously approved plans shall be subject to the formal advertising and review process of the Architectural Review Board;

13. The applicant work with City Staff to help develop pedestrian connectivity between Hunt Street and Wingo Street, if possible. If it is possible to develop pedestrian connectivity, the applicant shall contribute \$10,000 total in equal assessments on each building permit for the development ($\$10,000/31=\322.38 per permit) into a specified trail/sidewalk fund towards the creation of the connection;

14. The applicant must obtain a Land Disturbance Permit (LDP) within 18 months of this zoning action. If not obtained, the applicant shall provide an update to Mayor and Council at a regularly scheduled meeting on the status of the project.

SO ORDAINED this 3rd day of March 2025.

IN WITNESS WHEREOF, I have hereunto set my hand and cause this seal to be affixed this 3RD day of March.

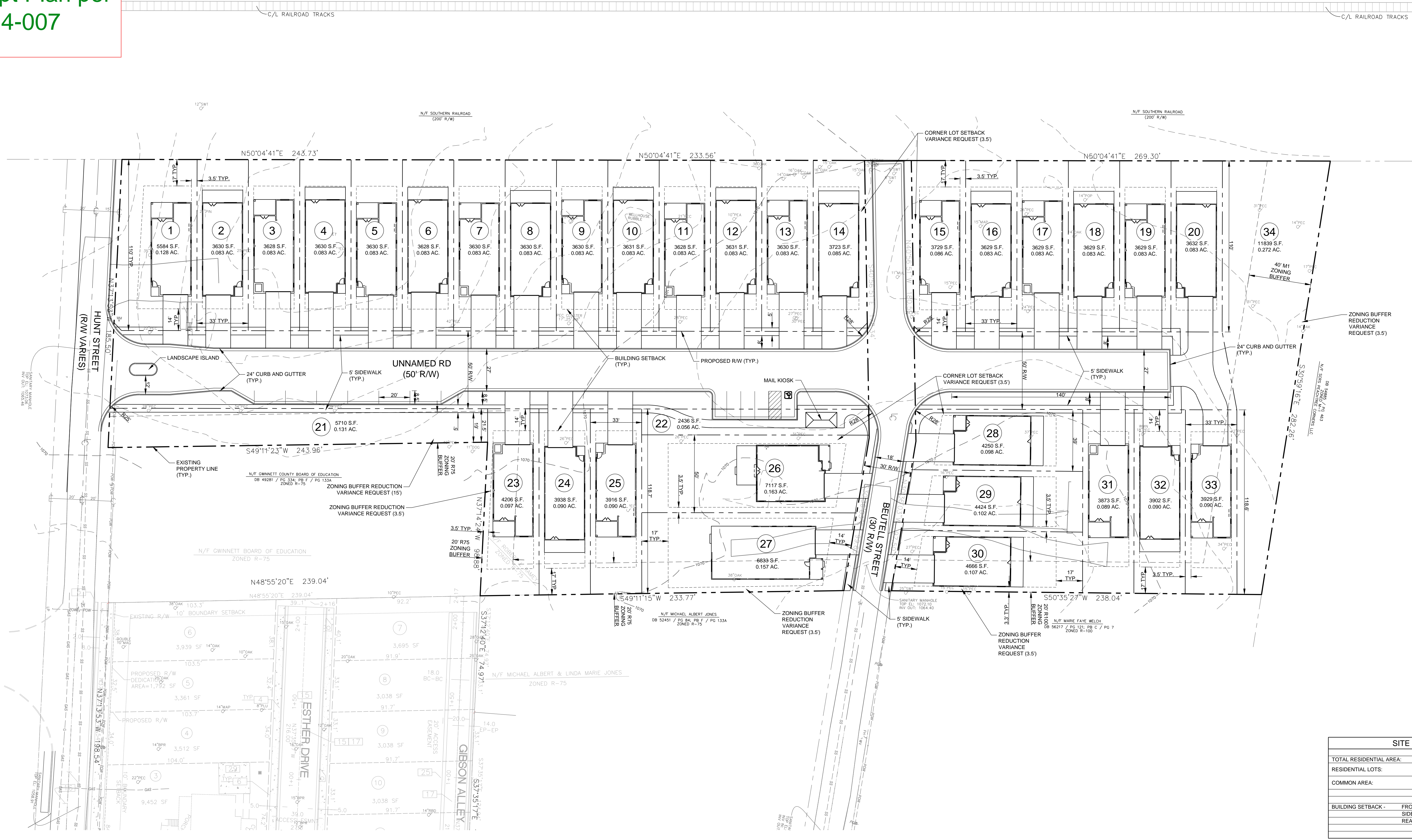


Craig Newton, Mayor

ATTEST:

Shayla Alexis
_ Shayla Alexis, Deputy City Clerk

Approved
 Concept Plan per
 RZ2024-007



SITE DATA	
TOTAL RESIDENTIAL AREA:	145,797.21 S.F. (3.35 AC.)
RESIDENTIAL LOTS:	31 LOTS (125,812.21 S.F.) (2.89 AC.)
COMMON AREA:	3 LOTS (19,986 S.F.) (0.46 AC.)
BUILDING SETBACK - FRONT:	14 FT
BUILDING SETBACK - SIDE:	3.5 FT
BUILDING SETBACK - REAR:	17 FT

HUNT & BEUTELL RESIDENTIAL CONCEPT PLAN

Ordinance TEXT2026-004

An Amendment to the City Code of Ordinance

Chapter and Purpose: Subpart B Unified Development Ordinance, Section as noted.

Enacting Clause; The Mayor and City Council of the City of Norcross, Georgia hereby ordains that the adopted Code of Ordinances is hereby amended as more particularly set forth below. It is the intention of the Mayor and City Council, and it is hereby ordained that all following provisions shall become and be made part of the Code of the City of Norcross.

1. Amendment to edit the language as noted on the attached, to add those items shown as underlined and highlighted, and delete those items shown as red strikethrough, any items completely deleted are reserved. For purposes of defined items, new definitions are added where they fit alphabetically within the existing defined terms section.

Sec. 201-33. – DP downtown parking district

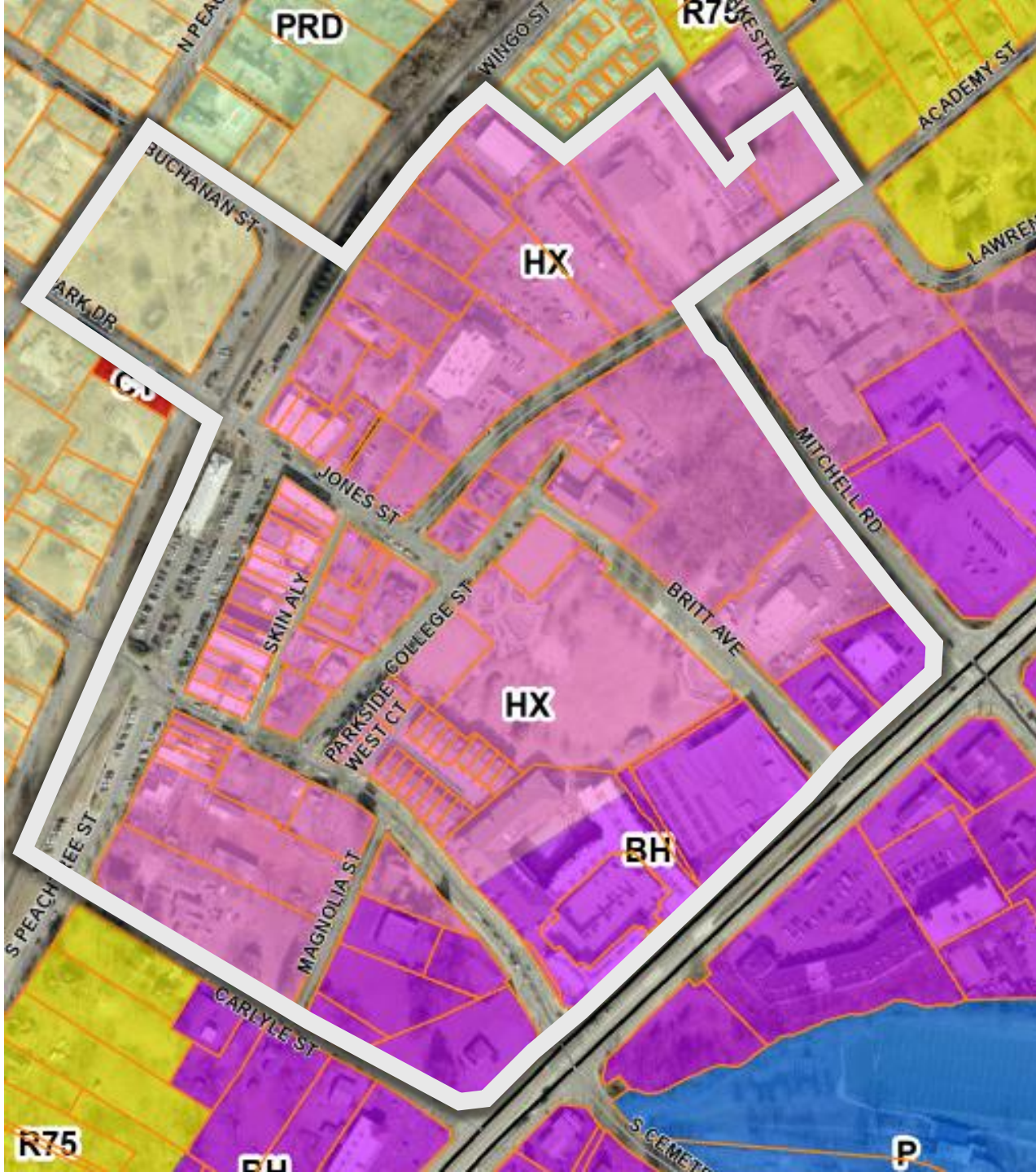
- (a) *DP purpose.* The DP downtown parking district is established to provide a unique set of off-street parking requirements for certain dining, retail, service, and office uses located in the historic commercial core of Norcross.
- (b) *DP boundary.* The boundaries of the DP downtown parking district shall be identical to the boundaries of the Downtown Dining District, as defined in Section 4-6.
- (c) *DP applicability.* The minimum off-street parking requirements for this overlay district shall only apply to certain commercial uses that reinforce the established character of downtown Norcross. Any other commercial, residential, or public uses shall be subject to the minimum off-street parking requirements under Section 203-9. The commercial uses for which DP off-street parking requirements shall apply are tied to North American Industrial Classification System (NAICS) codes, as defined by the federal Office of Management and Budget (OMB). The official listing of NAICS codes can be found at the U.S. Census Bureau website: <https://www.census.gov/naics/>.
 - (1) Retail, food and drink, and personal services uses that meet the definition of the following NAICS codes. Any NAICS code with fewer than six digits shall be inclusive of all six-digit codes beginning with the same digits:
 - a. Retail Trade
 1. NAICS 4451 Grocery and Convenience Retailers
 2. NAICS 4452 Specialty Food Retailers
 3. NAICS 4453 Beer, Wine, and Liquor Retailers
 4. NAICS 4491 Furniture and Home Furnishings Retailers
 5. NAICS 4492 Electronics and Appliance Retailers
 6. NAICS 4561 Health and Personal Care Retailers
 7. NAICS 4581 Clothing and Clothing Accessory Retailers
 8. NAICS 4582 Shoe Retailers
 9. NAICS 4583 Jewelry, Luggage, and Leather Goods Retailers
 10. NAICS 4591 Sporting Goods, Hobby, and Musical Instrument Retailers
 11. NAICS 4592 Book Retailers and News Dealers

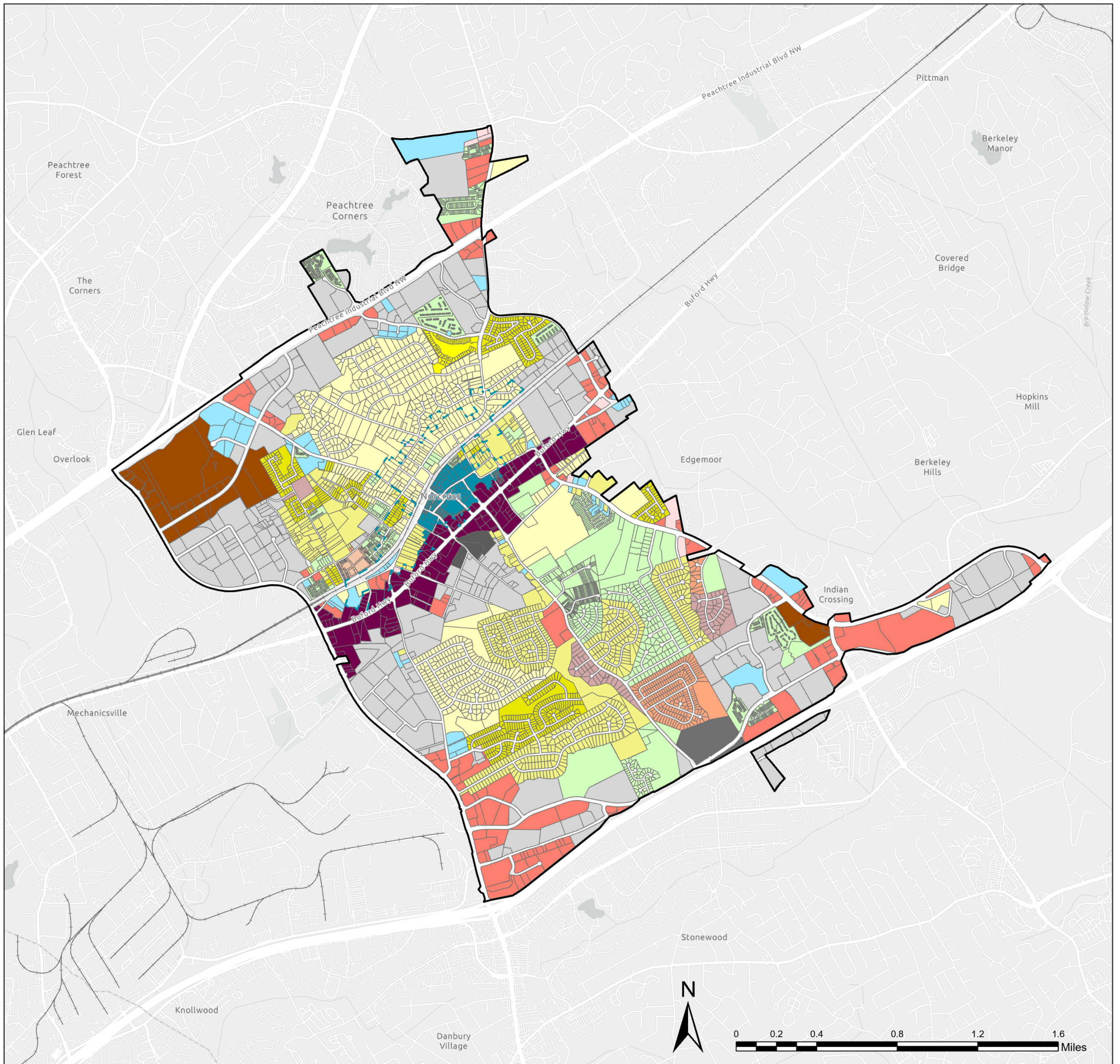
12. NAICS 4593 Florists
 13. NAICS 4594 Office Supplies, Stationery, and Gift Retailers
 14. NAICS 4595 Used Merchandise Retailers
 15. NAICS 459910 Pet and Pet Supplies Retailers
 16. NAICS 459920 Art Dealers
 - b. Eating and Drinking Places
 1. NAICS 722320 Caterers
 2. NAICS 722410 Drinking Places (Alcoholic Beverages)
 3. NAICS 722511 Full-Service Restaurants
 4. NAICS 722513 Limited-Service Restaurants
 5. NAICS 722515 Snack and Nonalcoholic Beverage Bars
 - c. Personal Services
 1. NAICS 541921 Photography Studios, Portrait
 2. NAICS 541922 Commercial Photography
 3. NAICS 541940 Veterinary Services
 4. NAICS 8121 Personal Care Services
 5. NAICS 812910 Pet Care Services
- (2) Professional, business, health care, and other services uses that meet the definition of the following NAICS codes. Any NAICS code with fewer than six digits shall be inclusive of all six-digit codes beginning with the same digits:
- a. Information
 1. NAICS 5131 Newspaper, Periodical, Book and Directory Publishers
 2. NAICS 5131 Software Publishers
 3. NAICS 5182 Computing Infrastructure Providers
 4. NAICS 5192 Other Information Services
 - b. Finance and Insurance
 1. NAICS 52 Finance and Insurance
 - c. Real Estate and Rental and Leasing
 1. NAICS 5311 Lessors of Real Estate
 2. NAICS 5312 Offices of Real Estate Agents and Brokers
 3. NAICS 5313 Activities Related to Real Estate
 - d. Professional, Scientific and Technical Services
 1. NAICS 5411 Legal Services
 2. NAICS 5412 Accounting, Tax Preparation, Bookkeeping, and Payroll Services
 3. NAICS 5413 Architectural, Engineering, and Related Services
 4. NAICS 5414 Specialized Design Services
 5. NAICS 5415 Computer System Design and Related Services
 6. NAICS 5416 Management, Scientific, and Technical Consulting Services
 7. NAICS 5417 Scientific Research and Development Services
 8. NAICS 5418 Advertising, Public Relations, and Related Services
 9. NAICS 541910 Marketing Research and Public Opinion Polling
 10. NAICS 541930 Translation and Interpretation Services
 11. NAICS 541990 All Other Professional, Scientific, and Technical Services
 - e. Management of Companies and Enterprises
 1. NAICS 55 Management of Companies and Enterprises
 - f. Administrative and Support Services
 1. NAICS 5611 Office Administrative Services
 2. NAICS 5613 Employment Services
 3. NAICS 5614 Business Support Services
 4. NAICS 5615 Travel Arrangement and Reservation Services
 5. NAICS 5619 Other Support Services


- g. Health Care and Social Assistance
 - 1. NAICS 6211 Offices of Physicians and Mental Health Specialists
 - 2. NAICS 6212 Offices of Dentists
 - 3. NAICS 6213 Offices of Other Health Practitioners
- h. Other Services
 - 1. NAICS 8131 Religious Organizations
 - 2. NAICS 8132 Grantmaking and Giving Services
 - 3. NAICS 8133 Social Advocacy Organizations
 - 4. NAICS 8134 Civic and Social Organizations
 - 5. NAICS 8139 Business, Professional, Labor, Political, and Similar Organizations

(d) Minimum number of spaces required.

- (1) For any retail, food and drink, and personal services NAICS codes listed under Section 201-33 (c)(1), no off-street parking spaces shall be required for any building, use, or site with less than 2,500 square feet of GFA.
- (2) For any professional, business, health care, and other services NAICS codes listed under Section 201-33 (c)(2), no off-street parking spaces shall be required for any building, use, or site with less than 5,000 square feet of GFA.
- (3) For any building, use, or site that is larger than the maximum square footage, any square footage in excess of the maximum shall be subject to the minimum off-street parking requirements for that specific use type as shown in Section 203-9.
- (4) These provisions shall apply to the entirety of a site. If multiple individual uses that are individually below the square footage maximum combine to exceed the maximum, the minimum off-street parking requirements for the appropriate use type from Section 203-9 shall apply to the square footage in excess of the maximum.





 <p>ZONING MAP of the CITY OF NORCROSS, GA ADOPTED BY THE MAYOR AND CITY COUNCIL ON</p> <p>_____ DATE</p> <p>_____ MAYOR</p> <p>_____ CITY CLERK</p>	<p>ZONING CATEGORIES</p> <table border="0"> <tr> <td> City of Norcross</td> <td> HX</td> <td> RTH</td> <td> CX</td> </tr> <tr> <td> Historic District</td> <td> P</td> <td> PRD</td> <td> M1</td> </tr> <tr> <td> Railroads</td> <td> R100</td> <td> OI</td> <td> M2</td> </tr> <tr> <td></td> <td> R75</td> <td> C1</td> <td></td> </tr> <tr> <td></td> <td> R75 CSO</td> <td> C2</td> <td></td> </tr> <tr> <td></td> <td> R60</td> <td> BH</td> <td></td> </tr> <tr> <td></td> <td> RD</td> <td> NX</td> <td></td> </tr> </table>	City of Norcross	HX	RTH	CX	Historic District	P	PRD	M1	Railroads	R100	OI	M2		R75	C1			R75 CSO	C2			R60	BH			RD	NX		<p>MAP AMANDEMENTS</p> <p>Parcels 6254 576 & 6254 001 (RZ2023-002), 6254 623, 6254 624 - R75 to RTH</p> <p>Parcels 6286 010 & 6286 010A - (RZ2024-001) - R100 to C1</p> <p>Parcel 6244 027 (currently 6244 025) (RZ2024-003) - R100 to OI</p> <p>Parcels 6253 028, 6253 027, 6253 026, 6253 262 (RZ2024-003) - PRD restricted to a single-family development up to a maximum of 21 units;</p> <p>Parcel 6241 010 (RZ2025-005) C2 to M1</p> <p>Parcel 6254 151, Norcross Womens Club, added to Historic District</p>
City of Norcross	HX	RTH	CX																											
Historic District	P	PRD	M1																											
Railroads	R100	OI	M2																											
	R75	C1																												
	R75 CSO	C2																												
	R60	BH																												
	RD	NX																												