

City of Norcross

65 Lawrenceville Street

Norcross, GA 30071



Meeting Minutes

Monday, January 5, 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

Meeting Recording:

<https://norcrossga.portal.civicclerk.com/event/610/media>

A. Call to Order by Mayor Craig Newton

PLEASE SILENCE ALL CELL PHONES AND ELECTRONIC DEVICES

B. Invocation - Mayor Craig Newton**C. Pledge of Allegiance to the Flag of the United States of America****D. Roll Call (recorded)**

Attendee Name	Title	Status	Arrived
Craig Newton	Mayor	Present	
Marshall Cheek	Mayor Pro Tem	Present	
Andrew Hixson	Councilmember	Present	
Josh Bare	Councilmember	Present	
Matt Myers	Councilmember	Present	
Bruce Gaynor	Councilmember	Present	

E. Presentation of Previous Meeting Minutes for Acceptance

A motion to Approve the meeting minutes of the December 1 Regular Council Meeting and the December 15 Policy Work Session and Executive Session.

Mayor and Council — Regular Council Meeting — December 1, 2025

Mayor and Council — Policy Work Session — December 15, 2025

RESULT: APPROVED [UNANIMOUS]

MOVER: Matt Myers, Councilmember

SECONDER: Marshall Cheeks, Councilmember

AYES: Cheek, Hixson, Bare, Myers, Gaynor

F. Set Agenda as Presented for Scheduled Meeting

Acceptance of the Agenda and Approval of the Consent Agenda.

A motion to Accept the Agenda and Approve the Consent Agenda, with the following item being moved under discussion:

2025–325: City Council Appeal of ARB Approval of COA2025-037

2025-327: Amendment to Purchasing Provisions within the Norcross Code of Ordinances and Financial Policy

2025–411: City Financing of the DDA Acquisitions of 9 South Peachtree Street

2025–413: Election of Mayor Pro Tempore for 2026

RESULT: APPROVED [UNANIMOUS]

MOVER: Josh Bare, Councilmember

SECONDER: Andrew Hixson, Councilmember

AYES: Cheek, Hixson, Bare, Myers, Gaynor

A motion to add an agenda item to Appoint a Hearing Officer for Alcohol Licensing Appeals to the discussion agenda.

RESULT: APPROVED [UNANIMOUS]

MOVER: Andrew Hixson, Councilmember

SECONDER: Bruce Gaynor, Councilmember

AYES: Cheek, Hixson, Bare, Myers, Gaynor

G. Ceremonial Presentations, Recognitions, and Swearing-in Ceremonies

Mayor Newton, Councilmember Matt Myers, and Councilmember Bruce Gaynor were sworn in by Chief Magistrate Judge Kenneth Wickham.

H. Floor Open to Citizens Desiring to Address the Governing Authority

a. Comments by Citizens

Michelle Crofton

Expressed concern that recent apartment development has altered Norcross's small-town character. She no longer sees familiar faces downtown and urges the council to preserve the unique character that distinguishes Norcross from surrounding communities.

Edith Rehm

Raised concerns about the house's size and mass not matching the neighborhood character and about stormwater runoff impacts and requested that hydrology reports be made public. Criticizes the approval process as broken, noting that significant topographic changes are being made before environmental impact assessments.

Ian Lacroix (Attorney)

Stressed that the council should focus on the Architectural and Design Guidelines rather than stormwater concerns at this stage. He noted that the design met ARB standards and that the council previously found it satisfactory, subject to two conditions (35% impervious surfaces and stormwater compliance), which will be met.

Jim Eyre

Thanked the council for approving the downtown parking project, the art grant for the elementary school, the intergovernmental agreement, and the financing of 9 South Beach Street. Expresses appreciation for DDA's work on parking issues and strategic property acquisitions in downtown Norcross.

Joe Beach

Questioned why the comprehensive plan needs to be changed after only one year. Suggests either something is wrong with the plan or the council is listening to the wrong people, and recommends getting a refund if the plan was created by a consulting firm.

Lawrence Ertley

Request that the council investigate dangerous traffic conditions at two intersections before someone is seriously injured or killed: (1) Holcomb Bridge Road and Parktown Drive (Georgetown Park entrance), where left turns are nearly impossible during peak times, and (2) West Peachtree Street and Jimmy Carter Boulevard near BIA Charter School. Urges council to work with the state/county to install roundabouts, traffic lights, or stop signs.

Carrie Tolbert

Stated that changing the comp plan removes protections for homeowners and that Norcross already has too many renters versus owners. Expressed concern about approximately 1,000 apartment units potentially surrounding her neighborhood, overwhelming school capacity, and a lack of necessary infrastructure. Noted this would likely cause school rezoning from the desirable Pinckneyville.

Heather Julian

Questioned how the city could sustain additional traffic on already-congested Holcomb Bridge Road (a two-lane road serving multiple communities). Noted existing rental vacancies and doesn't understand the need for more housing. Called for transparency from leadership and criticized the speed of the proposed changes as outrageous.

Evelyn Smith

Expressed that historic Norcross already has plenty of apartments (Broadstone with 354 units, Brunswick with 193 units, plus 64 townhomes at The Junction with 40% rentals). Emphasized protecting Norcross's historic character. Opposed high-density apartments in or near the historic core due to infrastructure concerns (narrow streets, limited parking, incompatibility with historic structures). Suggests alternatives such as townhomes, cottage-style homes, or condominiums in appropriate locations.

Stephen Knau

Noted that multiple neighbors have raised traffic and congestion issues, and that some council members ran on addressing congestion. Questioned why nothing has been done in six years and asked what projects, besides high-density buildings, are planned to help with congestion. Wants to know when campaign promises will be fulfilled.

Sabrina Cochlin

Oppose changes to the Comp Plan and want community notification about development plans. Likes Norcross as-is and doesn't want it to become like downtown Atlanta. Fears that apartments will bring crime, traffic, and higher property taxes, destroying the safe environment where she can walk at night without worry.

Brandy Hogan

Pointed out an inconsistency in the council enforcing three-minute time limits after voting not to adopt them. Opposed apartments for the same reasons others stated. Noted that traffic has skyrocketed since Broadstone and other apartments were approved, despite her previous opposition. Expressed the difficulty of turning onto Sunset Drive due to congestion from cut-through traffic and apartment residents. Asked the council to explain the rationale for adding more traffic and apartments to citizens who oppose it.

Jeff Allen

Provided detailed data showing nearly 2,000 apartment units built since 2020. Argued that comp plan amendments will shift zoning power from written policy to five individuals. Noted that apartments inevitably become Class C after 20 years. Pointed out council's own summer survey showed 60%+ support for single-family housing, 30% for townhomes/condos, and less than 10% for apartments, yet amendments encourage multi-family housing.

Tiffany Means

Acknowledged growth is inevitable in the Atlanta metro area, but it needs to be managed wisely. Traffic is already a major issue, and criticized the comp plan for not clearly addressing infrastructure needs. Supports walkable downtown growth, improved road safety, and infrastructure upgrades before adding more development.

Mary Hagenstadt

Moved from Johns Creek 5.5 years ago for a small-town feel, walkability, and beauty. She stated that her daughter's family moved from Decatur to Lake Drive two years ago for the same reasons - it is 'truly a place to imagine.' Opposes apartments as it would compromise Norcross's character.

Michael Gross

Stated that Norcross is her heart and these are her neighbors. Opposes any more apartments, arguing the only reason to approve them would be for revenue, which is 'terribly selfish.' Asks council to keep Norcross the way it's always been.

b. 2025-363: Comments by Council**c. 2025-364: Comments by City Manager****I. Public Hearings****1. 2025-360: Amendment to the 2045 Comprehensive Plan**

A motion to submit the drafted Comprehensive Plan to the Atlanta Regional Commission (ARC) and the Department of Community Affairs (DCA) for review and authorize the Mayor to sign the transmittal letter.

RESULT: APPROVED [4-1]

MOVER: Matt Myers, Councilmember

SECONDER: Marshall Cheek, Councilmember

AYES: Cheek, Hixson, Myers, Gaynor

NAY: Josh Bare, Councilmember

A motion for a moratorium on multifamily housing until the pending UDO updates are approved by the Mayor and Council.

RESULT: APPROVED [4-1]

MOVER: Matt Myers, Councilmember

SECONDER: Bruce Gaynor, Councilmember

AYES: Bare, Hixson, Myers, Gaynor

NAY: Marshall Cheek, Councilmember

2. 2025-428: Condemnation for Temporary Construction Easement and Right of Way at 484 Mitchel Road (PIN: R6242-114) (Norcross Greenway Parcel 4).

A motion to Approve the exercise of eminent domain as it pertains to Greenway Project Parcel 4 in the amount of \$4,200.00 and authorize the City Attorney to initiate condemnation proceedings.

RESULT: APPROVED [UNANIMOUS]

MOVER: Andrew Hixson, Councilmember

SECONDER: Bruce Gaynor, Councilmember

AYES: Cheek, Hixson, Bare, Myers, Gaynor

3. 2025-429: Condemnation for Temporary Construction Easement and Right of Way at 405 Pinnacle Court (PIN: R6213 068) (Norcross Greenway Parcel 62).

A motion to Approve the exercise of eminent domain as it pertains to Greenway Project Parcel 62 in the amount of \$51,900.00 and authorize the City Attorney to initiate condemnation proceedings.

RESULT: APPROVED [UNANIMOUS]

MOVER: Bruce Gaynor, Councilmember

SECONDER: Andrew Hixson, Councilmember

AYES: Cheek, Hixson, Bare, Myers, Gaynor

4. 2025-429: Condemnation for Temporary Construction Easement and Right of Way at 405 Pinnacle Court (PIN: R6213 068) (Norcross Greenway Parcel 62).

A motion to Approve the exercise of eminent domain as it pertains to Greenway Project Parcel 62 in the amount of \$51,900.00 and authorize the City Attorney to initiate condemnation proceedings.

RESULT: APPROVED [UNANIMOUS]

MOVER: Bruce Gaynor, Councilmember

SECONDER: Andrew Hixson, Councilmember

AYES: Cheek, Hixson, Bare, Myers, Gaynor

5. 2025-359: Abandonment of City Right of Way on Lawrenceville Street

A motion to authorize the City's abandonment of the alleyway located adjacent to 372 Lawrenceville Street, Norcross, Georgia, 30071 (Parcel ID R6242 006) pursuant to O.C.G.A. § 32-7-1 et seq.

RESULT: APPROVED [UNANIMOUS]

MOVER: Matt Myers, Councilmember

SECONDER: Andrew Hixson, Councilmember

AYES: Cheek, Hixson, Bare, Myers, Gaynor

J. Reports of the Mayor and Councilmembers

a. General Announcements

JANUARY CALENDAR OF EVENTS

Movie Monday: October Sky

Monday, January 12 | 1:30 & 6:30 p.m. | Cultural Arts & Community Center

Martin Luther King Dr. Day Observance

Monday, January 19 | Sanitation & Recycling g Will Not Be Affected

Coffee With Council

Saturday, January 17 | 8:00 a.m. | 45 South Cafè

Policy Work Session

Tuesday, January 20 | 6:30 p.m. | City Hall, 2nd Floor Conference Room

Movie Monday: Dead Poets Society

Monday, January 26 | 1:30 & 6:30 p.m. | Cultural Arts & Community Center

K. Board Appointments

There are no appointments or reappointments to consider at this time.

K. Consent Agenda

A motion to approve the consent agenda.

RESULT: ADOPTED ON THE CONSENT AGENDA [UNANIMOUS]

MOVER: Josh Bare, Councilmember

SECONDER: Andrew Hixson, Councilmember

AYES: Cheek, Hixson, Bare, Myers, Gaynor

1. 2025-361: Expanded Downtown Parking Planning and Design

A motion to approve the updated planning and design progress for the Expanded Downtown Parking Project to complete 60% design.

3. 2025-357: Budget Amendment for Norcross Elementary Paint Love Mural Sponsorship

A motion to approve a budget amendment reallocating \$2,000 for the Norcross Elementary School Paint Love mural project, with funding to come from the Mayor and Council Contingency Fund.

4. 2025-410: Award of Contract for Lillian Webb Park Railing

A motion to approve the award of a contract for the Lillian Webb Park railing between the City of Norcross and CGS LLC, in the amount of 103,840, funded by SPLOST-Recreation.

7. 2025-412: Intergovernmental Agreement with the Downtown Development Authority regarding 80 and 94 Wingo Street.

A motion to approve an Intergovernmental Agreement with the Downtown Development Authority concerning the allocation of net proceeds and subdivision of properties located at 80 and 94 Wingo Street.

L. Items for Discussion**2. 2025-325: City Council Appeal of ARB Approval of COA2025-037**

A motion to approve with conditions the Certificate of Appropriateness for 60 Barton Street (the "Property"):

1. City Arborist shall approve final landscape plan;
2. City Engineer shall approve final driveway, which shall be limited to one driveway access off Buchanan Street per Code Section 401.41(d), Driveway Design Standards; unless otherwise approved by the City Engineer during plan review and permitting.
3. Any future conversions of unconditioned space into conditioned space will require a permit;
4. 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;

5. Any changes from the Architectural Review Board-approved component shall require ARB approval at another public hearing; and
6. An architectural inspection shall occur prior to release of the certificate of completion or occupancy to confirm compliance with the ARB's approval.
7. Developer will not exceed the maximum impervious coverage for the applicable zoning district.
8. Developer will provide a stormwater plan and show conformance with the Georgia Stormwater Management Manual.

RESULT: APPROVED [4-1]

MOVER: Bruce Gaynor, Councilmember

SECONDER: Marshall Cheek, Councilmember

AYES: Cheek, Bare, Myers, Gaynor

NAYS: Andrew Hixson, Councilmember

6. 2025-327: Amendment to Purchasing Provisions within the Norcross Code of Ordinances and Financial Policy

A motion to approve amendments to the City of Norcross Financial Management Policies, with the inclusion of the local preference amendments added tonight.

RESULT: APPROVED [UNANIMOUS]

MOVER: Matt Myers, Councilmember

SECONDER: Marshall Cheek, Councilmember

AYES: Cheek, Hixson, Bare, Myers, Gaynor

A motion to approve an amendment to the Norcross Code of Ordinances, Article II. Budgeting and Finance, Sections 16-75 and 16-76, with the following enacting clause:

The Mayor and City Council of the City of Norcross, Georgia, hereby ordain that the adopted Code of Ordinances is amended as more particularly set forth below. It is the intention of the Mayor and City Council, and it is hereby ordained, that the following provisions shall become and be made a part of the Code of the City of Norcross, and the Sections in the Code in the Ordinance are enumerated to accomplish that intention.

RESULT: APPROVED [UNANIMOUS]

MOVER: Matt Myers, Councilmember

SECONDER: Bruce Gaynor, Councilmember

AYES: Cheek, Hixson, Bare, Myers, Gaynor

7. 2025-411: City Financing of the DDA Acquisitions of 9 South Peachtree Street

A motion to approve City financing of the Downtown Development Authority's acquisition of 9 South Peachtree, up to one million, four hundred thousand dollars (\$1,400,000.00), and to authorize the Mayor's execution of an intergovernmental contract and loan documents to finalize the transaction as presented, funded by **Fund Balance**.

RESULT: APPROVED [UNANIMOUS]

MOVER: Matt Myers, Councilmember

SECONDER: Andrew Hixson, Councilmember

AYES: Cheek, Hixson, Bare, Myers, Gaynor

8. 2025-413: Election of Mayor Pro Tempore for 2026

A motion to Approve the appointment of Bruce Gaynor as Mayor Pro Tem for 2026.

RESULT: APPROVED [UNANIMOUS]

MOVER: Andrew Hixson, Councilmember

SECONDER: Matt Myers, Councilmember

AYES: Cheek, Hixson, Bare, Myers, Gaynor

1. 2026-41: Appointment of Hearing Officer for Alcohol Licensing Appeals

A motion to appoint Judge Kenneth Wickham as the hearing officer for appeals pursuant to Chapter 4 of the Norcross Code of Ordinances, with Associate Judges serving in a supporting role.

RESULT: APPROVED [UNANIMOUS]

MOVER: Matt Myers, Councilmember

SECONDER: Marshall Cheek, Councilmember

AYES: Cheek, Hixson, Bare, Myers, Gaynor

M. Adjourn in memory of**N. Adjourn to Executive Session for Legal, Personnel, and Real Estate**

Councilmember Myers motioned to adjourn the meeting at 9:57, seconded by Councilmember Cheeks. The vote was unanimous, 5-0.

O. Signed by _____ Mayor Craig Newton

P. Attest _____ Monique Philip, City Clerk



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

Agenda Report

To: Mayor and Council

From: William J. Diehl, Thompson, O'Brien, Kappler & Nasuti, PC

Meeting Date: January 5, 2026 – Regular Meeting Session

Item No.: 2026-41

Title: Appointment of Hearing Officer for Alcohol Licensing Appeals

CC: Eric Johnson, City Manager

Recommendation: Appoint a hearing officer for appeals under Chapter 4 of the Norcross Code of Ordinances as provided in the attached resolution.

Background: The City recently received multiple appeals of alcohol-license application denials. Appeals are governed by Code of Ordinances § 4-102 which provides an appellant with the opportunity to present evidence as to why its application should have been granted before a hearing officer. The Mayor and City Council have the authority to appoint hearing officers; however, no officer has been previously appointed to hear these appeals.

The Council may appoint whomever it deems most appropriate. Alcohol licensing is an administrative function of the City and the hearing officer should be familiar with the process. The attached resolution is drafted for all appeals filed in the next six months, which would allow Council the opportunity to review this regulatory scheme and consider amendments or more permanent appointments.

Financial Impact: None.

Consistent with Comprehensive Plan?

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

Attachments:

1. Resolution Appointing Hearing Officer

**A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF
NORCROSS, GEORGIA TO APPOINT A HEARING OFFICER TO ADMINISTER
APPEAL HEARINGS UNDER SECTION 4-102**

The Mayor and City Council of the City of Norcross, Georgia, have considered and hereby adopt the following as a Resolution of said Council:

WHEREAS, Chapter 4 of the City of Norcross Code of Ordinances governs, among other matters, the regulation of alcohol sales through the licensing of establishments serving alcohol; and

WHEREAS, the licensing schemes for alcohol sales as provided therein delegates the approval of licenses to the City's Finance Department (formally, the General Government Administration Department) and provides for an appeal process for adverse actions wherein the appellant has the right to present evidence and cross examine witnesses; and

WHEREAS, appeals of license denials, suspensions, and revocations are governed by Section 4-102 of the Code of Ordinances which provides that hearings on such appeals shall be heard by a hearing officer appointed by the Mayor and City Council; and

WHEREAS, the Mayor and City Council has not previously appointed a hearing officer and one or more appeals of Chapter 4 license denials have been filed;

WHEREAS the appointment of a hearing officer is necessary to provide appellants with process as provided in Section 4;

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF NORCROSS, GEORGIA, that _____ (the "Appointee") shall be appointed as the hearing officer for all appeals of license denials, suspensions, or revocations under Chapter 4 of the Norcross Code of Ordinances;

BE IT FURTHER RESOLVED that the Appointee shall remain the appointed hearing officer for any subsequently filed appeal under Section 4-102 until July 1, 2026 or until subsequently resolved by the Mayor and City Council.

IN WITNESS HEREOF, I have hereunto set my hand and caused this seal to be affixed,

This the ____ day of January 2026.

Hon. Craig Newton, Mayor

Attest: Monique Philip, City Clerk