

City of Norcross

*65 Lawrenceville Street
Norcross, GA 30071*



Meeting Agenda

Monday, March 1, 2021

6:30 PM

Teleconference

<https://zoom.us/j/97000880870>

Mayor and Council

*Mayor Craig Newton
Mayor Pro Tem Josh Bare
Councilmember Andrew Hixson
Councilmember Matt Myers
Councilmember Bruce Gaynor
Councilmember Arlene Beckles*

- A. **Call to Order by Mayor Craig Newton**
PLEASE TURN OFF ALL CELL PHONES AND ELECTRONIC DEVICES
- B. **Invocation**
- C. **Pledge of Allegiance to the Flag of the United States of America**
- D. **Roll Call (recorded)**
- E. **Presentation of previous meetings minutes for acceptance**
21-6070 Approval of Previous Meeting Minutes

Mayor and Council - Regular Meeting - Feb 1, 2021 6:30 PM

Policy Work Session - Regular Meeting - Feb 15, 2021 6:30 PM

- F. **Set agenda as presented for scheduled meeting.**

21-6066 Acceptance of the Agenda

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

21-6067 Important Announcements and Updates Regarding COVID-19

The Mayor and Council will be joined by Dr. Audrey Arona, District Health Director, and CEO of Gwinnett, Newton, and Rockdale County Health Departments who will present critical information and updates regarding COVID-19.

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

- a. **Comments by Citizens**
- b. **Comments by Council**
- c. **Comments by City Manager**

- PH. **Public Hearings**

- J. **Reports of the Mayor and Council Members**

- a. **General Announcements**

MARCH CALENDAR OF EVENTS

Please remember to wear a mask and social distance at all in-person events.

Saturday, March 13

Free Carriage Rides (Valentine's Rescheduled Event) | Board in Front of Taste of Britain |
6:00 p.m. - 8:30 p.m.

Friday, March 26

Clothes Story: An Exhibition Opening Night | 4:00 p.m. & 6:00 p.m. | The Rectory | *Must RSVP, call 678.421.2048/2049. Entry is limited to 15 people for each entry time due to social distancing. Additional viewing hours/times to be announced at a later date.*

Saturday, March 27

Facebook Live Virtual Concert: Tribute to Johnny Cash & Waylon Jennings | 7:00 p.m. - 8:30 p.m. | City of Norcross Facebook Live (@cityofnорcrossga)

Saturday, April 10

Neighborhood Cleanup & Recycling Day | Various Downtown Locations and Times, See Website for Details

Other Upcoming Events to Look Forward To:

- Norcross Community Drive-through Market
- Red, White & Boom July 3 Celebration
- August Summer Concert with The Bee Gees Gold ...and more!

Our events team is working to finalize our 2021 events calendar and share details as soon as more information comes available. Stay tuned!

K. Board Appointments[21-6068](#)**Board Appointment - Planning and Zoning Board****L. Approval of Consent Agenda****M. Items for Discussion**1. [21-6044](#)**Gwinnett Metro Task Force Memorandum of Agreement**

A request to approve the updated Gwinnett Metro Task Force Memorandum of Agreement.

[Agenda Item Memo to M&C - Police Dept GMTF MOA](#)

[GMTF Memorandum of Agreement.2.4.2021](#)

2. [21-6049](#)**Business Development Manager**

Approval of Mayor & Council to add the full time position of 'Business Development Manager' to the Economic Development Department and to authorize a budget amendment moving the appropriate amount of funds in Economic Development from Contract Labor to Salary/Benefits in order to financially cover this position through the end of Fiscal Year 2021.

[PWS Memo Business Development Manager Position_2.15.21](#)

[Business Development Manager Job Description](#)

3. [21-6050](#)**Private Road**

A request to allow a private Road at 275 Summerour Street to serve the 14-lot townhome development.

[275 Summerour Street Private Road](#)

4. [21-6047](#) **Walk Friendly**
Request to adopt the attached International Charter for Walking.

[International Charter for Walking Agenda Item](#)
5. [21-6051](#) **Civic Club Membership**
City Manager, Eric Johnson, requests approval, as required in Section 14 of his employment agreement, for the City to pay for his membership in the Rotary Club of Peachtree Corners. This will be the one civic club membership provided under the agreement.

[Civic Club Membership Memo](#)
6. [20-5972](#) **Reactivation of the Parks and Greenspace Commission**
Due to the inquiries and interest from several residents within the city regarding green spaces and trails, the city would like to reactivate the Parks, Green Spaces, and Trails Commission that was proposed to the council on April 3, 2006.

[MC 12-21-2020 Meeting](#)

[Memo - Norcross Walkable Watershed Trail](#)

[ORDINANCE NO. 2021-XXX Parks, Green Spaces and Trails Commission rev. 3](#)
7. [21-6052](#) **Norcross Distillery Ordinance Proposal**
Proposal for modification or addition to UDO to include allowance for Micro-Distillery or Craft-Distillery in the city limits of Norcross, to include on premise taproom sales, Sunday sales and offsite sales.

[Norcross Distillery Ordinance](#)
- N. **Adjourn in memory of**
- O. **Adjourn to Executive Session for Personnel, Real Estate or Legal**
- P. **Signed by**_____ **Mayor Craig Newton**
- Q. **Attest:**_____ **Monique Lang, City Clerk**

City of Norcross

65 Lawrenceville Street
Norcross, GA 30071



Meeting Minutes

Monday, February 1, 2021

6:30 PM

Teleconference

Mayor and Council

Mayor Craig Newton

Mayor Pro Tem Josh Bare

Councilmember Andrew Hixson

Councilmember Matt Myers

Councilmember Bruce Gaynor

Councilmember Arlene Beckles

Minutes Acceptance: Minutes of Feb 1, 2021 6:30 PM (Presentation of previous meetings minutes for acceptance)

- A. Call to Order by Mayor Craig Newton
- B. Invocation
- 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	
Josh Bare	Mayor Pro Tem	Present	
Andrew Hixson	Councilmember	Present	
Matt Myers	Councilmember	Present	
Bruce Gaynor	Councilmember	Present	
Arlene Beckles	Councilmember	Present	

Regular Meeting was called to order at 6:30 PM by Mayor Craig Newton

- E. Presentation of previous meetings minutes for acceptance

21-6037: Approval of Previous Meeting Minutes

Motion

A motion to Approve the January 4th Regular Council Meeting Minutes and the January 19th Policy Work Session and Executive Session.

Mayor and Council - Regular Meeting - Jan 4, 2021 6:30 PM

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Josh Bare, Mayor Pro Tem
SECONDER:	Bruce Gaynor, Councilmember
AYES:	Bare, Hixson, Myers, Gaynor, Beckles

Policy Work Session - Regular Meeting - Jan 19, 2021 6:30 PM

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Josh Bare, Mayor Pro Tem
SECONDER:	Bruce Gaynor, Councilmember
AYES:	Bare, Hixson, Myers, Gaynor, Beckles

- F. Set agenda as presented for scheduled meeting.

21-6038: Acceptance of the Agenda

Motion

A motion to Accept the Agenda as Presented with the following items being moved to discussion:

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Bruce Gaynor, Councilmember
SECONDER:	Andrew Hixson, Councilmember
AYES:	Bare, Hixson, Myers, Gaynor, Beckles

Minutes Acceptance: Minutes of Feb 1, 2021 6:30 PM (Presentation of previous meetings minutes for acceptance)

G. Ceremonial Presentations, Recognitions, and Swearing in Ceremonies**21-6039: Important Announcements and Updates Regarding COVID-19 Vaccinations**

RESULT:	PRESENTED BY DR. PLATZ
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21-6040: Arbor Day Proclamation

RESULT:	ACKNOWLEDGED AND READ BY MAYOR CRAIG NEWTON
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H. Floor Open to Citizens Desiring to Address the Governing Authority

- a. Comments by Citizens
- b. Comments by Council
- c. Comments by City Manager

PH. Public Hearings**J. Reports of the Mayor and Councilmembers**

- a. General Announcements

February Calendar of Events**Saturday, February 13th**

Carriage Rides 6-8:30 p.m.

Downtown Norcross (Board in front of Taste of Britain)

Some of the merchants are also offering Valentine's weekend specials in lieu of our annual "Night to Remember" event (which will not take place this year due to COVID). We encourage the support of our downtown merchants for those couples seeking a safe, socially distant night out in honor of the occasion.

K. Board Appointments**21-6041: Board Appointment - Downtown Development Authority**

Motion

A motion to Approve the appointment of the following board members and terms as presented:

Downtown Development Authority

Lauren Summers 12/1/2025

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Andrew Hixson, Councilmember
SECONDER:	Matt Myers, Councilmember
AYES:	Bare, Hixson, Myers, Gaynor, Beckles

Minutes Acceptance: Minutes of Feb 1, 2021 6:30 PM (Presentation of previous meetings minutes for acceptance)

21-6042: Board Appointment - Norcross Public Arts Commission

Motion

A motion to Approve the appointment and reappointment of the following board members and terms as presented:

Norcross Public Arts Commission

Cathy Muth 12/1/2026

Bob Grossman 12/1/2026

Greg Noblin 12/1/2026

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Bruce Gaynor, Councilmember
SECONDER:	Andrew Hixson, Councilmember
AYES:	Bare, Hixson, Myers, Gaynor, Beckles

L. Approval of Consent Agenda

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Andrew Hixson, Councilmember
SECONDER:	Arlene Beckles, Councilmember
AYES:	Bare, Hixson, Myers, Gaynor, Beckles

1. 21-6019: Text Amendment to City Ordinance Chapter 30 - Parks

Motion

A motion to Approve an amendment to Chapter 30 by revising section 30-1 and inserting a new section Sec. 30-25, with the following 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 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 be renumbered to accomplish that intention.

2. 20-5898: Notice of Invitation to Bid – West Peachtree Street Property

Motion

A motion to Approve authorization for the Economic Development Department Director to proceed with the attached Invitation for Sealed Bids, for the sale of 1.73 acres city-owned property located at 636, 646, 656, and 658 West Peachtree Street.

3. 21-6017: Skin Alley Lights

Motion

A motion to Approve the selection of Firefly Lighting company for the installation of 1800 feet of commercial grade LED festoon string lights across Skin Alley at a projected cost \$23,088 to be funded by the Mayor and Council Contingency Fund.

4. **21-6025: On Demand Services Contract Agreement**

Motion

A motion to Approve the attached contract agreement formalizing the 2021 On Demand Services list with approved professionals.

5. **21-6016: InterParticipant Transfers (IPT) 2021 Supplemental Power**

Motion

A motion to Approve the attached InterParticipant Transfers (IPT) 2021 Supplemental Power Contracts with the City of Fairburn.

6. **21-6021: Professional Services Funding Request**

Motion

A motion to Approve Community Development's requests for additional funds from Prior Year to cover on call services for a variety of positions that have become vacant in FY21 at a cost of \$100,000 to be funded by the COVID-19 fund.

M. **Items for Discussion**

N. **Adjourn in memory of**

21-6043: Proclamation in Memory of Mr. James Terry Gordon

RESULT:	ACKNOWLEDGED AND READ BY MAYOR CRAIG NEWTON
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O. **Adjourn to Executive Session for Personnel, Real Estate or Legal**

The meeting was adjourned at 7:18 PM with a motion by Councilmember Bruce Gaynor and seconded by Councilmember Arlene Beckles.

P. Signed by: _____ Mayor, Craig Newton

Q. Attest: _____ Monique Lang, City Clerk

Minutes Acceptance: Minutes of Feb 1, 2021 6:30 PM (Presentation of previous meetings minutes for acceptance)

City of Norcross

65 Lawrenceville Street
Norcross, GA 30071



Meeting Minutes

Monday, February 15, 2021

6:30 PM

Teleconference

Policy Work Session

Mayor Craig Newton

Mayor Pro Tem Josh Bare

Councilmember Andrew Hixson

Councilmember Matt Myers

Councilmember Bruce Gaynor

Councilmember Arlene Beckles

Minutes Acceptance: Minutes of Feb 15, 2021 6:30 PM (Presentation of previous meetings minutes for acceptance)

A. Roll Call (recorded)

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

Regular Meeting was called to order at 6:33 PM by Mayor Craig Newton

B. Citizen Input**C. Board Updates**

Planning and Zoning Update - John Hollon

D. General Updates

*Important COVID-19 Updates- Dr. Audrey Arona

E. Council- General Discussion**F. Board Appointments**

Mayor and Council are asked to consider appointments and re-appointments to the following board, authority or commission:

Planning and Zoning

G. City Manager's Report

Presented by Eric Johnson, City Manager

H. Items for Discussion**1. 21-6048: Buford Highway Master Plan**

RESULT: THIS MATTER WAS REFERRED TO

Next: TBD

TO: Mayor and Council Visioning Session

2. 21-6046: Enterprise Fleet Management

RESULT: THIS MATTER WAS REFERRED TO

Next: 3/15/2021 6:30 PM

TO: Policy Work Session

3. 21-6044: Gwinnett Metro Task Force Memorandum of Agreement

RESULT: THIS MATTER WAS REFERRED TO

Next: 3/1/2021 6:30 PM

TO: Mayor and Council

Minutes Acceptance: Minutes of Feb 15, 2021 6:30 PM (Presentation of previous meetings minutes for acceptance)

4. **21-6045: Flock Safety Memorandum of Understanding****RESULT: THIS MATTER WAS REFERRED TO****Next: 3/15/2021 6:30 PM**
TO: Policy Work Session5. **21-6049: Business Development Manager****RESULT: THIS MATTER WAS REFERRED TO****Next: 3/1/2021 6:30 PM**
TO: Mayor and Council6. **21-6050: Private Road****RESULT: THIS MATTER WAS REFERRED TO****Next: 3/1/2021 6:30 PM**
TO: Mayor and Council7. **21-6047: Walk Friendly****RESULT: THIS MATTER WAS REFERRED TO****Next: 3/1/2021 6:30 PM**
TO: Mayor and Council8. **21-6051: Civic Club Membership****RESULT: THIS MATTER WAS REFERRED TO****Next: 3/1/2021 6:30 PM**
TO: Mayor and Council9. **20-5972: Reactivation of the Parks and Greenspace Commission****RESULT: THIS MATTER WAS REFERRED TO****Next: 3/1/2021 6:30 PM**
TO: Mayor and Council10. **21-6052: Norcross Distillery Ordinance Proposal****RESULT: THIS MATTER WAS REFERRED TO****Next: 3/1/2021 6:30 PM**
TO: Mayor and Council

Minutes Acceptance: Minutes of Feb 15, 2021 6:30 PM (Presentation of previous meetings minutes for acceptance)

I. Adjourn to Executive Session for Personnel, Real Estate or Legal

The meeting adjourned at 8:58PM with a motion by Councilmember Bruce Gaynor seconded by Councilmember Arlene Beckles.

J. Signed by: _____ **Mayor Craig Newton**

K. Attest: _____ **Monique Lang, City Clerk**

Minutes Acceptance: Minutes of Feb 15, 2021 6:30 PM (Presentation of previous meetings minutes for acceptance)



MAYOR **CRAIG NEWTON** • MAYOR PRO TEM **JOSH BARE** • COUNCILMEMBER **ANDREW HIXSON** • COUNCILMEMBER **MATT MYERS**
COUNCILMEMBER **ARLENE BECKLES** • COUNCILMEMBER **BRUCE GAYNOR** • CITY MANAGER **ERIC JOHNSON** • CITY CLERK • **MONIQUE LANG**

City of Norcross

Legislation Details (With Details)

File #:	21-6066	Version:	
Type #:	Agenda Item	Status:	Agenda Ready
On Agenda:	3/1/2021 6:30 PM	In Control:	Mayor and Council
Title:	Acceptance of the Agenda		

Sponsors:

Code Sections:

Title
Acceptance of the Agenda

Motion

A motion to Accept/Deny the Agenda as Presented with the following items being moved to discussion:



MAYOR **CRAIG NEWTON** • MAYOR PRO TEM **JOSH BARE** • COUNCILMEMBER **ANDREW HIXSON** • COUNCILMEMBER **MATT MYERS**
COUNCILMEMBER **ARLENE BECKLES** • COUNCILMEMBER **BRUCE GAYNOR** • CITY MANAGER **ERIC JOHNSON** • CITY CLERK • **MONIQUE LANG**

City of Norcross

Legislation Details (With Details)

File #:	21-6067	Version:	
Type #:	Agenda Item	Status:	Agenda Ready
On Agenda:	3/1/2021 6:30 PM	In Control:	Mayor and Council
Title:	Important Announcements and Updates Regarding COVID-19		

Sponsors:

Code Sections:

Title
Important Announcements and Updates Regarding COVID-19

Drafter
Dr. Arona



MAYOR **CRAIG NEWTON** • MAYOR PRO TEM **JOSH BARE** • COUNCILMEMBER **ANDREW HIXSON** • COUNCILMEMBER **MATT MYERS**
COUNCILMEMBER **ARLENE BECKLES** • COUNCILMEMBER **BRUCE GAYNOR** • CITY MANAGER **ERIC JOHNSON** • CITY CLERK • **MONIQUE LANG**

City of Norcross

Legislation Details (With Details)

File #:	21-6068	Version:	
Type #:	Agenda Item	Status:	Agenda Ready
On Agenda:	3/1/2021 6:30 PM	In Control:	Mayor and Council
Title:	Board Appointment - Planning and Zoning Board		

Sponsors:

Code Sections:

Title
Board Appointment - Planning and Zoning Board

Motion

A motion to Approve/Deny the reappointment of the following board members and terms as presented:

Planning and Zoning Board

Joey Clayton 06/01/2025



MAYOR **CRAIG NEWTON** • MAYOR PRO TEM **JOSH BARE** • COUNCILMEMBER **ANDREW HIXSON** • COUNCILMEMBER **MATT MYERS**
COUNCILMEMBER **ARLENE BECKLES** • COUNCILMEMBER **BRUCE GAYNOR** • CITY MANAGER **ERIC JOHNSON** • CITY CLERK • **MONIQUE LANG**

City of Norcross

Legislation Details (With Details)

File #:	21-6044	Version:	
Type #:	Agenda Item	Status:	Agenda Ready
On Agenda:	3/1/2021 6:30 PM	In Control:	Policy Work Session
Title:	Gwinnett Metro Task Force Memorandum of Agreement		

Sponsors:

Code Sections:

Attachments:

1. [Agenda Item Memo to M&C - Police Dept GMTF MOA](#)
2. [GMTF Memorandum of Agreement.2.4.2021](#)

Title
Gwinnett Metro Task Force Memorandum of Agreement

Drafter
Bill Grogan

Motion
A motion to Approve/Deny a request to approve the updated Gwinnett Metro Task Force Memorandum of Agreement as presented.



NORCROSS POLICE DEPARTMENT

BILL GROGAN, CHIEF OF POLICE

To: Mayor and Council

From: Bill Grogan, Chief of Police

Agenda: February 15th, 2021

Item: Updated Memorandum Of Agreement - Gwinnett Metro Task Force

Summary

The Gwinnett Metro Task Force (GMTF) must update its Memorandum Of Agreement (MOA) anytime there is a change of agency head at the participating cities/agencies. Two agency heads have changed since our last signed MOA; the City of Suwanee Chief of Police and Gwinnett County Sheriff.

Request

Approve the updated GMTF MOA; signed by Mayor Newton.

Background

Persons engaged in criminal activities and enterprises do not respect geographical jurisdictional boundaries. Therefore, the GMTF was created many years ago to form a partnership between cities and county agencies to handle complaints and investigate incidents of narcotics use and abuse as well as violations of vice laws occurring within the various municipalities located in Gwinnett County. Participating agencies, including the Norcross Police Department, provide POST-certified detectives, which creates a 'force multiplier' for each agency in their efforts to combat the illegal drug problem across the County. See MOA for further.

MEMORANDUM OF AGREEMENT
INTERAGENCY AGREEMENT FOR NARCOTICS AND VICE
GWINNETT/METRO TASK FORCE

PURPOSE

As a result of the settlement in the Services Delivery Strategy case, it is incumbent on the cities to identify resources to handle complaints and investigate incidents of narcotics use and abuse as well as violations of vice laws occurring within the various municipalities located in Gwinnett County. Accordingly, the cities enumerated below have agreed to form a Task Force to respond to, investigate and prosecute the offenders through mutual aid and the terms of this agreement within the respective municipalities. It is the intent of this Task Force to forward information on cases, known violations and intelligence occurring in unincorporated Gwinnett County to the Gwinnett County Police Department for enforcement action.

Persons engaged in criminal activities and enterprises do not respect geographical jurisdictional boundaries. Therefore, membership in this Task Force is open to the Gwinnett County Police Department and any other local, state or federal agency desiring to partner with us in this effort.

Gwinnett Metro Task Force Mission Statement

The Gwinnett Metro Task Force (GMTF) is charged with the suppression of illegal possession, manufacture, and distribution of controlled substances. To counter the threat of illegal narcotics-related violence and crime, GMTF has developed multifaceted strategies and initiatives targeting and attacking all levels of this complex problem. The suppression of such narcotics activity is accomplished through proactive investigations utilizing intelligence gathering capabilities, surveillance, confidential informants, and undercover operations. GMTF will file asset seizure cases against narcotics traffickers whenever possible. GMTF will cooperate with other law enforcement agencies – local, state or federal – in order to provide for the effective investigation of narcotics related cases. The primary consideration of any operation or arrest is the safety of the officer.

Authority and Responsibility

Pursuant to the Georgia Constitution Art. IX, Sec. III, Para. I and O.C.G.A. 36-69-1 *et. seq.*, the following departments enter into this Interagency Agreement to operate the Gwinnett Metro Task Force (GMTF):

1. Auburn Police Department
2. Duluth Police Department
3. Gwinnett County Sheriff's Office
4. Lawrenceville Police Department
5. Lilburn Police Department
6. Norcross Police Department
7. Snellville Police Department
8. Suwanee Police Department

The Chief Law Enforcement Officials, of the above eight entities, shall comprise the Board of Directors of the Task Force and shall direct the operations of said Task Force. The head of any other approved law enforcement entity shall assume a seat on the Board once approved by the sitting Board. A Chairman of the Board and a Secretary/Treasurer of the Task Force will be elected by the Board every January and serve for a term of one year; however, other Board Members may be appointed and or elected to these positions should either become unable to serve out the one-year term. The Board shall convene on the 4th Tuesday of each month at 10:00 a.m. or as soon as practicable after the Gwinnett Chief's meeting that begins at 9:00 a.m. on the same day in the conference room of the Gwinnett County Sheriff's Office. Other meetings will be held at a time and location specified by the Chairman upon adequate notice to the other Board members. Attendance by four members of the Board shall constitute a quorum and are authorized to conduct business on behalf of the entire Board.

Membership is open to members of the Gwinnett County Police Department, the City of Braselton, the City of Loganville, the Georgia Bureau of Investigation (G.B.I.), and any duly constituted law enforcement agency with jurisdiction in Gwinnett County or any other state or federal entity having an interest in the Task Force or working with the Task Force in any capacity. Associate membership in the Task Force is authorized for other local, state or federal entities as approved by the Board. The District Attorney, or his designee, shall sit on the board as an associate member in a non-voting capacity to provide assistance to the Board.

SECTION I

Once constituted, the Board will establish written policies and procedures for the Gwinnett Metro Task Force and shall ensure that such policies and procedures are provided to each member of the Board and each employee of the various agencies assigned to the Task Force. The Board shall review the written policies and procedures at such time as may be required for the successful operation of the Gwinnett Metro Task Force and make changes or modification deemed appropriate or necessary by the Board.

Agency personnel will adhere to their agency's policies where GMTF's policies do not exist. See GMTF policy 01-07.3 - In any circumstance where GMTF Policy contradicts a member's agency policy, the member shall notify a supervisor immediately. Officers/Employees will refer to their Departmental Policies and Procedures when a matter is not covered in the GMTF Policies and Procedures Manual.

SECTION II

Custody of all records, checkbooks and funds shall remain with the Secretary/Treasurer, or his or her designee, and may be assigned to a fulltime accountant. Said accountant shall monitor all funds or seized assets and maintain accounting records as required and or recommended by the Board. The Secretary/Treasurer or his designee shall be responsible for all state and federal reporting requirements.

The Secretary/Treasurer, as custodian of the records, shall make recommendations to the Board as to the depository or depositories to be used by the Board for all funds, including those seized or forfeited. Upon approval by the board, the Secretary/Treasurer or his or her designee is authorized to open accounts as may be required in any banking institution insured by the Federal Depositors Insurance Corporation (F.D.I.C.)

Forfeited funds deposited in such accounts shall be used by the Board in the operation of the Gwinnett Metro Task Force. Funds may be used for any purpose permitted by O.C.G.A. 16-13-49 including, but not limited to, paying informant fees, providing investigators with "buy money", costs related to investigations of illegal narcotics and vice operations, approved equipment or training for the members of the Task Force, other members of participating agencies, and an Assistant District Attorney or investigator assigned to the unit or any other expense authorized by the Board for the operation of the Gwinnett Metro Task Force.

Disbursement of any funds from the accounts shall be made by issuance of a check drawn on the appropriate account bearing the signature of the Chairman and Secretary/Treasurer as approved by the Board. The Board will also authorize other signatories, in its discretion, to sign only when the Chairman and/or Secretary are unavailable to ensure timely processing of any funds for the efficient operation of the Task Force. In accordance with GMTF policy, expenditure of funds under \$500.00 may be made by the Task Force Commander or his/her designee. These expenditures may be made by either cash on hand "buy money", or use of a debit card linked to the account.

Forfeited funds derived from either the Department of Justice or the Department of the Treasury Equitable Sharing Program shall be distributed equally amongst all participating agencies with GMTF. Funds from the State Asset Forfeiture Account not used in support of GMTF's operations can be distributed equally to participating agencies with the task force at the discretion of the Board.

SECTION III

The Gwinnett Metro Task Force will operate combined narcotics, vice and intelligence units within the Task Force. Lieutenant Dean Boone of Snellville Police Department is designated as the Task Force Commander and shall report to the Board. Supervisors in the unit will be designated by the Task Force Commander and approved by the Board. The total number of investigators and or analyst assigned to the Task Force will be determined at the discretion of the Chief Law Enforcement Officer of each member agency.

SECTION IV

Should seizures occur as contemplated and authorized by the Official Code of Georgia Annotated, the civil proceedings required for the forfeiture shall be handled under the authority of the District attorney or his designee. The current officer assigned to the District Attorney's Office, (currently, a Gwinnett County Police Officer) shall investigate, handle any administrative matters including preparation of documents or other pleadings. Any applicable fees will be paid from the proceeds as provided in O.C.G.A. 16-13-49.

SECTION V

Any member of the Board of Directors or the Gwinnett Metro Task Force can opt out of this is agreement and participation in the Task Force by submitting a notice to separate or resignation to the Board for action. The Board will approve any notice submitted in writing upon receipt of

notice provided the notice is submitted at least thirty (30) days prior to the intended withdrawal from the Board or Task Force.

Chief Christopher Hodge
Auburn Police Department

Date: _____

Mayor Linda Blechinger
City of Auburn

Date: _____

Chief Randy Belcher
Duluth Police Department

Date: _____

Mayor Nancy Harris
City of Duluth

Date: _____

Sheriff Keybo Taylor
Gwinnett County

Date: _____

Chief Tim Wallis
Lawrenceville Police Department

Date: _____

Mayor David Still
City of Lawrenceville

Date: _____

Chief Bruce Hedley
Lilburn Police Department

Date: _____

Mayor Tim Dunn
City of Lilburn

Date: _____

Chief Bill Grogan
Norcross Police Department

Date: _____

Mayor Craig Newton
City of Norcross

Date: _____

Chief Roy Whitehead
Snellville Police Department

Date: _____

Mayor Barbara Bender
City of Snellville

Date: _____

Chief Cass Mooney
Suwanee Police Department

Date: _____

Mayor Jimmy Burnette
City of Suwanee

Date: _____



MAYOR **CRAIG NEWTON** • MAYOR PRO TEM **JOSH BARE** • COUNCILMEMBER **ANDREW HIXSON** • COUNCILMEMBER **MATT MYERS**
COUNCILMEMBER **ARLENE BECKLES** • COUNCILMEMBER **BRUCE GAYNOR** • CITY MANAGER **ERIC JOHNSON** • CITY CLERK • **MONIQUE LANG**

City of Norcross

Legislation Details (With Details)

File #:	21-6049	Version:	A
Type #:	Agenda Item	Status:	Agenda Ready
On Agenda:	3/1/2021 6:30 PM	In Control:	Policy Work Session
Title:	Business Development Manager		

Sponsors:**Code Sections:****Attachments:**

1. [PWS Memo_Business Development Manager Position_2.15.21](#)
2. [Business Development Manager Job Description](#)

Title**Business Development Manager****Drafter****William Corbin****Motion**

A motion to Approve/Deny to add the full time position of 'Business Development Manager' to the Economic Development Department and to authorize moving the appropriate amount of funds in Economic Development from Contract Labor to Salary/Benefits in order to financially cover this position through the end of Fiscal Year 2021.



City of Norcross

To: Mayor and City Council
 From: William Corbin, Economic Development Director
 Date: 2/15/2021
 Re: City of Norcross Business Development Manager Position

Summary: The City of Norcross Economic Development Department is requesting approval to add the full time position of 'Business Development Manager' to the Economic Development Department and to authorize a budget amendment moving the appropriate amount of funds in Economic Development from Contract Labor to Salary/Benefits in order to financially cover this position through the end of Fiscal Year 2021.

Background: The Economic Development Coordinator position is currently funded via contract. I would like to bring this position in-house. In my professional opinion, bringing the position in house with a title of Business Development Manager, will help facilitate and enable greater flexibility and efficiencies as it pertains to completing the tasks and goals of the department, including the support of residential/commercial projects and investment as well as the health of our local economy when it comes to Business Retention & Expansion (BRE).

Per the Human Resources Department, I anticipate a start date of May 2021 for this new employee. That means that this current FY21 budget year would be affected for the last four months of this fiscal year (May-August 2021). The fiscal impact to the budget for May-August 2021 will be approximately \$31,000. We will have enough funds left in the current contract to cover this difference.

I am therefore asking for budget amendment approval to have \$31,000 in funds moved from Contract Labor to Salary/Benefits, in order to cover May-August 2021.

Additionally, please note that currently, the department allocates \$60,000 towards the Economic Development Coordinator position. However, that figure is not inclusive of benefits. The total budget amount, including benefits, for the identical \$60,000 salary, is \$90,530 (this is the amount that will be requested for the full time Business Development Manager position when the budget review process begins for Fiscal Year 2022).

JOB TITLE:

Business Development Manager

JOB SUMMARY:

The purpose of this position is to support the Economic Development Department towards achieving its goal of growing the local economy through the encouragement of investment and development throughout the city.

The incumbent in this position will be responsible for helping the Economic Development Director to manage the city's economic development programs and services. This includes duties such as interfacing with businesses and other stakeholder organizations in the community as well as promoting the city to prospective investors.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Active and regular engagement of existing business establishments throughout the city
- Represent and promote the City of Norcross to prospective businesses, investors and developers
- Project management assistance (social demographics/economic research, site selection analysis, etc.)
- Help liaise with, coordinate, and attend monthly meetings of the Downtown Development Authority (DDA) as well as the citywide Norcross Development Authority (NDA).
- Attendance at various meetings of local chambers of commerce and other civic/business organizations, as necessary
- Assist with the planning and execution of various events focused on supporting the overall goals of the department
- Interface with and maintain meaningful and effective professional relationships with the various local, county and state economic development partner organizations
- Attendance at industry events and conferences as well as professional development events
- Work closely with planning and zoning staff on projects relating to real estate development as well as new businesses

EDUCATION AND/OR WORK EXPERIENCE REQUIREMENTS:

- Bachelor's or Master's degree in Public Administration, Business Administration, Public Policy, Political Science or similar field
- Minimum of one to three years of experience

COMPETENCIES:

- Strong verbal and written communication skills, including public speaking
- Skilled in interpersonal relations and relationship building
- Detail-oriented personality
- Skill in planning, organizing, coordinating and executing projects
- Knowledge and ability to comprehend and analyze demographics/business market research
- Ability to work independently and follow through on assignments with minimal direction

- Ability to work a flexible schedule to include some nights/weekends in order to attend meetings, events or handle special projects

SALARY:

\$55,000+

To apply, please send a resume and cover letter to hr@norcrossga.net.



MAYOR **CRAIG NEWTON** • MAYOR PRO TEM **JOSH BARE** • COUNCILMEMBER **ANDREW HIXSON** • COUNCILMEMBER **MATT MYERS**
 COUNCILMEMBER **ARLENE BECKLES** • COUNCILMEMBER **BRUCE GAYNOR** • CITY MANAGER **ERIC JOHNSON** • CITY CLERK • **MONIQUE LANG**

City of Norcross

Legislation Details (With Details)

File #:	21-6050	Version:	
Type #:	Agenda Item	Status:	Agenda Ready
On Agenda:	3/1/2021 6:30 PM	In Control:	Policy Work Session
Title:	Private Road		

Sponsors:

Code Sections:

Attachments:

1. [275 summerour Street_Private Road](#)

Title
Private Road

Drafter
Matthew Zaki

Motion
 A motion to Approve/Deny a request to allow a private road at 275 Summerour Street to serve the 14-lot townhome development.



MAYOR **CRAIG NEWTON** · MAYOR PRO TEM **JOSH BARE** · COUNCILMEMBER **ANDREW HIXSON** · COUNCILMEMBER **MATT MYERS** ·
COUNCILMEMBER **BRUCE GAYNOR** · COUNCILMEMBER **ARLENE BECKLES** · CITY MANAGER **ERIC JOHNSON** · CITY CLERK **MONIQUE LANG**

MEMO

To: Mayor & Council
From: Matthew Zaki , City Engineer

RE: Request to allow a private Road at 275 Summerour St. to serve the 14-lot townhome development

The applicant Peter Bright with Capital City properties LLC is requesting that the road servicing the 14-lot townhome development located at 275 Summerour St NW at the intersection of Buford Highway and Summerour Street be accepted as shown on the development plans as a private road

This parcel is challenging in regards to accessibility since a stream and the associated buffers split the site. The only means of access is at the location shown on the site plan, that access location prevents any further impact to the 75' impervious setback and the 50' undisturbed City buffers.

The applicant is showing the required 5' sidewalk along the private street that will connect pedestrian traffic from the proposed development to the sidewalk along Summerour Street (See attached Site plan)

Pursuant to the adoption of Gwinnett County's Unified Development Ordinance (UDO) as outlined in the City's UDO Sec. 401-1. **"Adopted portions of the Gwinnett County Unified Development Ordinance"** (See attached), Section 900-140. **"Private Streets and Alleys"** of Chapter 900. of Gwinnett County's UDO - **"Infrastructure, streets, Sidewalks, Multi-Use Paths, Greenways"** (See attached) will be followed in its entirety and as a result the applicant was informed of the following minimum requirements:

- 1) City of Norcross has no responsibility to build, improve, maintain, repair, or otherwise service the private streets, drainage improvements, and other appurtenances contained within the general purpose public purpose access and utility easement or easements for private streets shown on this plat.
- 2) A private maintenance covenant recorded with the Clerk of the Superior Court shall be required for any private street, alley and other improvements within general purpose public access and utility easements established for private streets and alleys.



MAYOR **CRAIG NEWTON** · MAYOR PRO TEM **JOSH BARE** · COUNCILMEMBER **ANDREW HIXSON** · COUNCILMEMBER **MATT MYERS** ·
COUNCILMEMBER **BRUCE GAYNOR** · COUNCILMEMBER **ARLENE BECKLES** · CITY MANAGER **ERIC JOHNSON** · CITY CLERK **MONIQUE LANG**

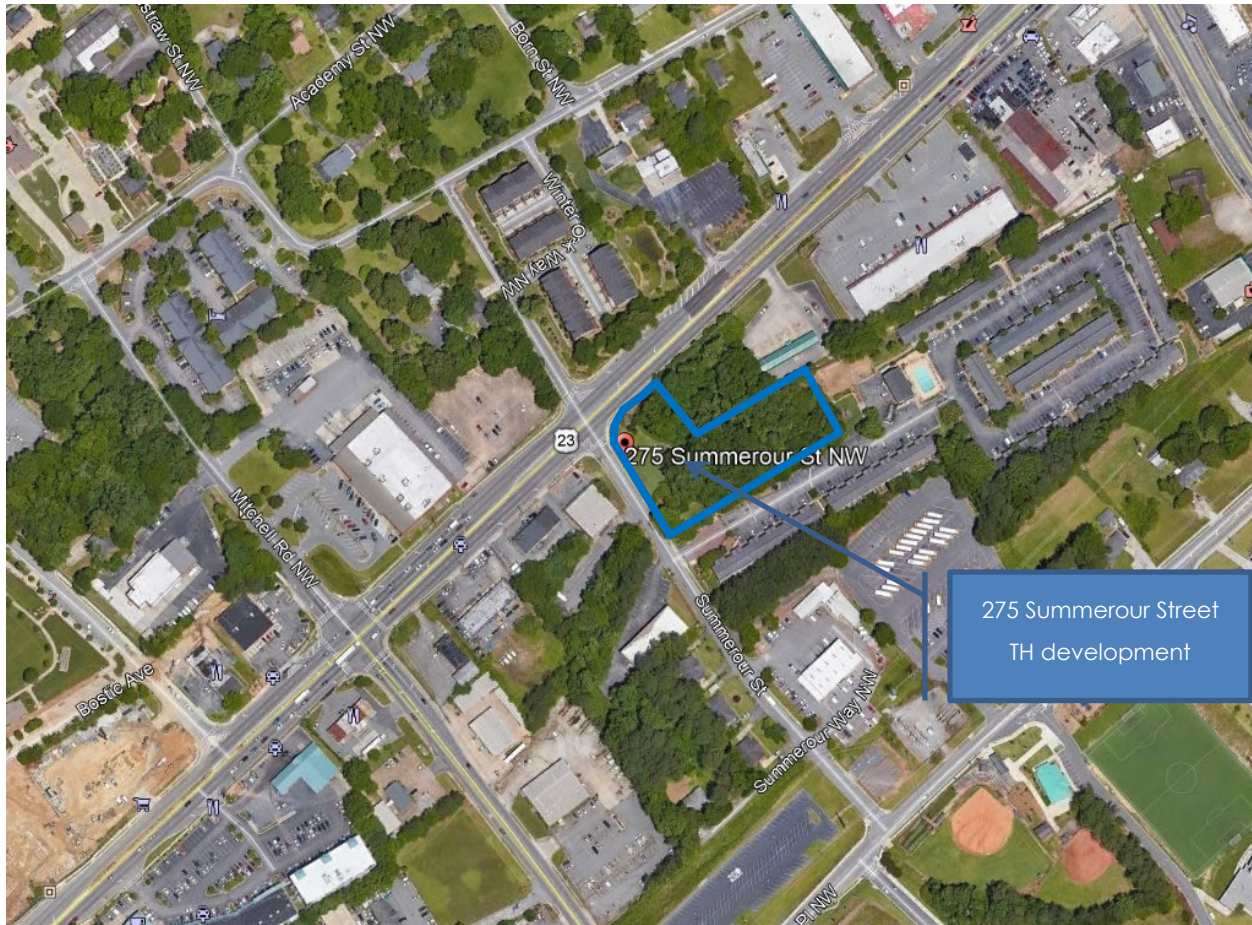
- 3) Prior to the sale or as a condition of the closing of a real estate transaction involving any lot served by a private street or alley in the City of Norcross, the purchaser of said lot shall execute a notarized Purchaser's Acknowledgement of Private Street and/or Alley Construction and Drainage Maintenance Responsibilities.
- 4) The Mayor and City Council may, at its discretion, as a condition of approving private streets, require a performance bond and/or maintenance bond be submitted by the subdivider and held by a homeowners or property owners association, or the Board may require that the subdivider pay an amount of money as recommended by the Community Director into an escrow account or other suitable account for the construction, maintenance and repair of private streets and Stormwater management improvements, to be drawn from by the homeowners or property owners association as the need may arise.

It's my professional opinion that accepting this road as private will not impact any future inter-parcel connectivity to the City's road network and to other parcels in the vicinity of this project. Also allowing the private street will avoid the creation of any future maintenance obligation from the City towards this road.

Attachment: 275 summerour Street_Private Road (21-6050 : Private Road)



MAYOR **CRAIG NEWTON** · MAYOR PRO TEM **JOSH BARE** · COUNCILMEMBER **ANDREW HIXSON** · COUNCILMEMBER **MATT MYERS** ·
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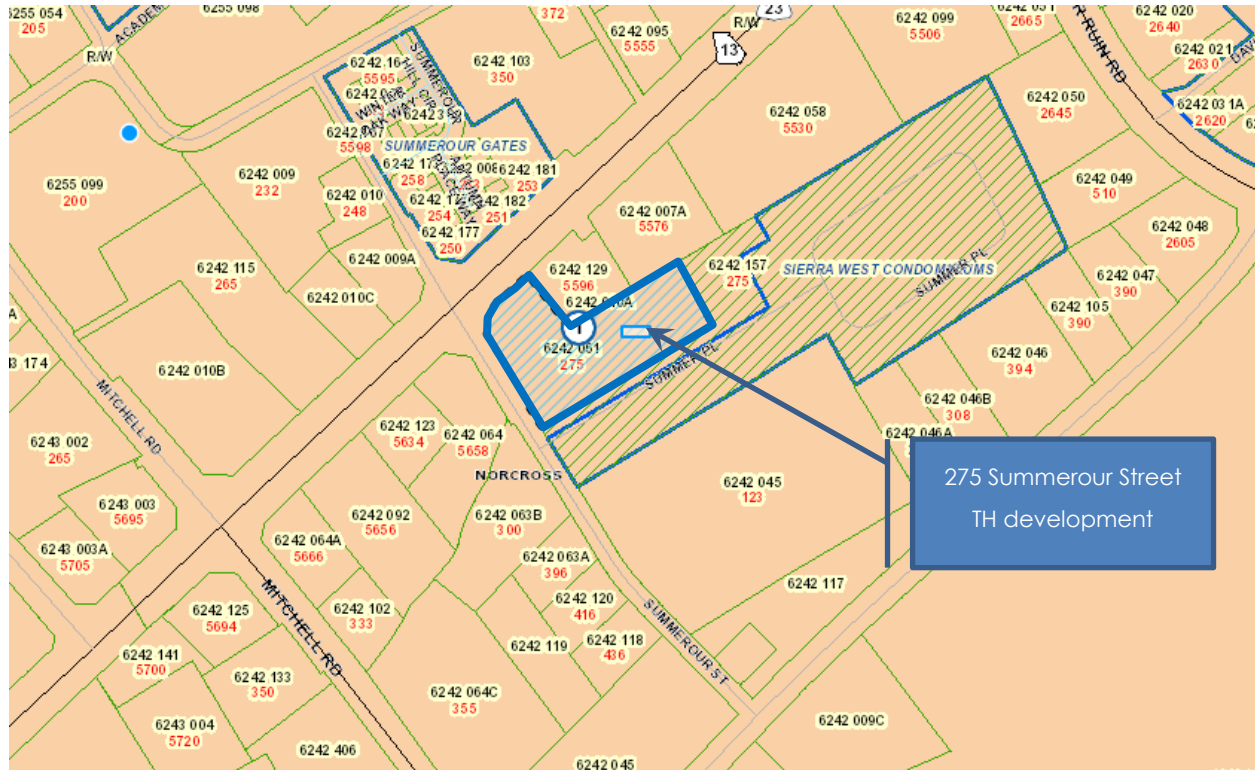


Attachment: 275 summerour Street_Private Road (21-6050 : Private Road)

65 LAWRENCEVILLE STREET, NORCROSS, GEORGIA 30071
(678) 421-2027 **UPSTAIRS CITY HALL** (770) 242-0824 **FAX** (770) 448-2111 **POLICE DEPARTMENT**
<http://www.norcrossga.net>



MAYOR **CRAIG NEWTON** · MAYOR PRO TEM **JOSH BARE** · COUNCILMEMBER **ANDREW HIXSON** · COUNCILMEMBER **MATT MYERS** ·
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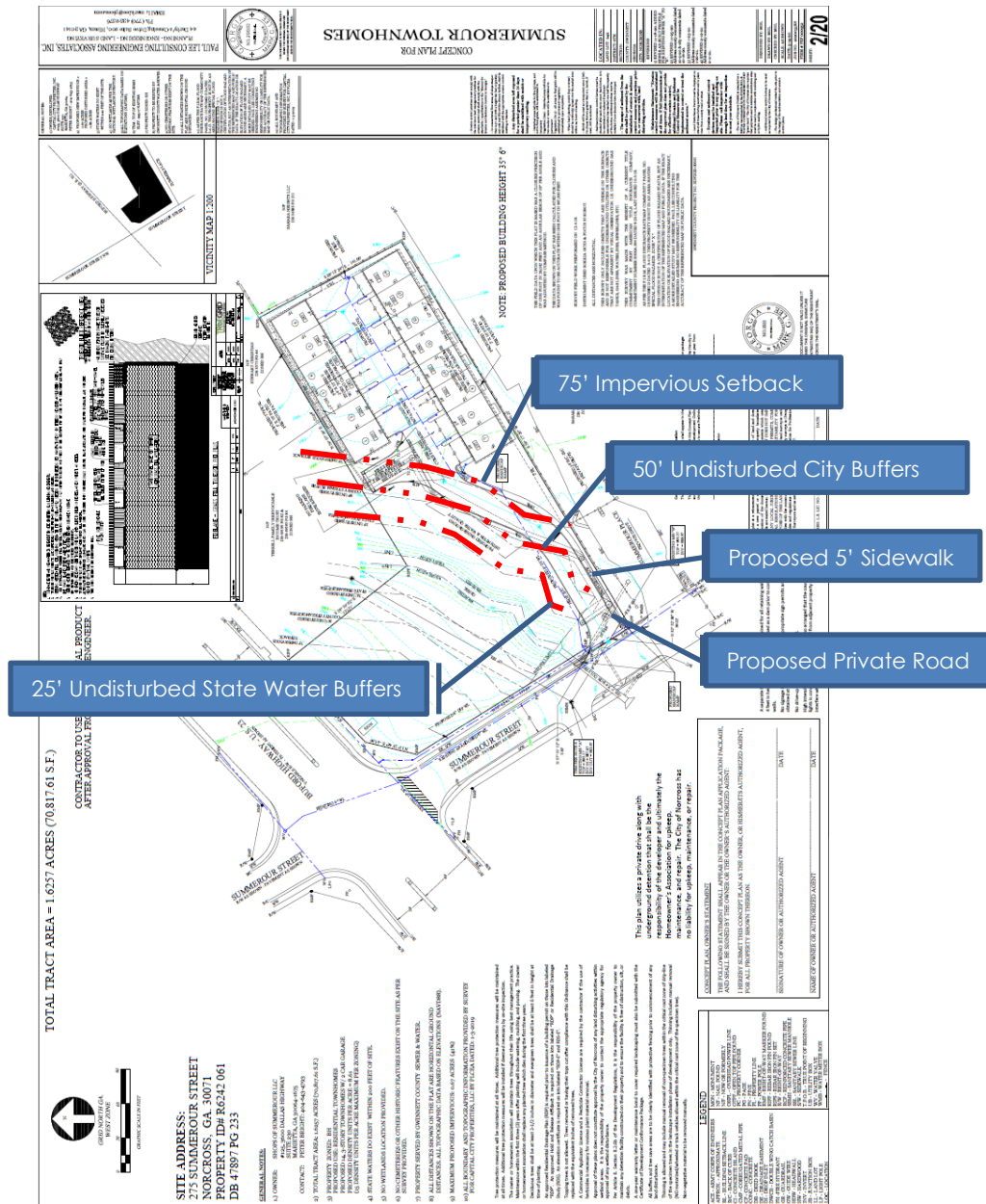
Attachment: 275 summerour Street_Private Road (21-6050 : Private Road)

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COUNCILMEMBER **BRUCE GAYNOR** · COUNCILMEMBER **ARLENE BECKLES** · CITY MANAGER **ERIC JOHNSON** · CITY CLERK **MONIQUE LANG**

Site plan of “275 Summerour Townhomes” construction plans:



Attachment: 275 summerour Street_Private Road (21-6050 : Private Road)

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CHAPTER 400 – Land Development

ARTICLE I. Land Development Standards**DIVISION 1. - IN GENERAL****Sec. 401-1. Adopted portions of the Gwinnett County Unified Development Ordinance**

The following Chapters of the Land Development Standards of the Gwinnett County Unified Development Ordinance, as described in Title 3, Development and Permitting, or as amended, are hereby adopted as a general ordinance of the city to the extent that the development regulations are not inconsistent with this UDO or City local amendments under Section 401-2:

- Chapter 330-10 – 330-20 - Chapter 340-90 – Development Conformance, Performance Surety, Maintenance Surety and Continuing Maintenance
- Chapter 350 – Inspections
- Chapter 360 – Development Design Standards
- Chapter 800 – Stormwater Management
- Chapter 810 – Stormwater Conveyance Systems
- Chapter 900. - Infrastructure, Streets, Sidewalks, Multi-Use Paths, Greenways
- Chapter 910. - Street Lighting
- Chapter 1000. - Public Utilities Installation

A copy of the current Gwinnett County Unified Development Ordinance and any additions, deletions or local amendments thereto shall be maintained in the office of the Community Development Department and be available for inspection by the public.

Sec. 401-2. Local amendments

For the purposes of applying portions of the Gwinnett Unified Development Ordinance, the following sections and chapters of the Gwinnett County Unified Development Ordinance are amended as follows:

A. Section 110-40. Definitions.

1. *Board of commissioners*, read Mayor and City Council.
2. *Comprehensive plan*, read City of Norcross Comprehensive Plan as amended.
3. *County*, read city.
4. *Department*, read Community Development Department.
5. *Engineering department*, read Community Development Department and/or consulting engineer as applicable.
6. *Erosion control regulations*, read Norcross UDO, Chapter 400, Article II, Erosion, Sediment and Pollution Control.
7. *Planning commission*, read city Planning and Zoning Board.
8. *Zoning resolution*, read Norcross UDO, Chapter 200 as amended.

gwinnettcounty Unified Development Ordinance

Section 900-130. Traffic Calming Devices.

- 900-130.1 Subdivision streets shall be designed in accordance with the Gwinnett County Traffic Calming Guide. The maximum length roadway section between speed control points, as defined by the Traffic Calming Guide, shall be 500 feet.
- 900-130.2 The traffic-calming plan is subject to review and approval by the Department of Transportation. The Director of the Department of Transportation may grant modifications.

Section 900-140. Private Streets and Alleys.

900-140.1 Private Streets and Alleys Permitted.

- A. Application for approval of private streets shall be considered by the Board of Commissioners. Notwithstanding other provisions of the UDO, the Board of Commissioners may impose conditions on the approval of private streets ensure the health, safety and welfare of the general public and to mitigate potential problems with private streets.
- B. Alleys intended to serve as private access route in the rear of buildings shall be permitted, constructed and maintain as private driveways, and in substantial conformance with the UDO Design Guidelines. Application for approval of such private alleys may be considered by the Director of Department of Planning and Development.

900-140.2 General Provisions.

- A. It shall be unlawful for any person, firm, or corporation to construct a new private street or alley, or alter an existing private street or alley, or to cause the same to be done without first obtaining a development permit, for such construction or alteration, from the Department.
 1. All private streets shall be constructed to the roadway construction standards for public streets as required by the UDO, and contained herein. All private alleys shall be designed and constructed as private driveways as required by the UDO. No permit for a private street or alley shall be issued unless the proposed roadway improvements are in conformity with the standards and requirements for public streets and the applicable provisions of the UDO.
 2. For setback purposes, front setbacks shall be measured as if the streets were public streets, or as approved by individual variances. Rear setbacks of lots adjacent to alleys shall be a minimum of 5 feet measured from the rear property line of such lot.
 3. The subdivider/developer shall comply with the Department of Fire and Emergency Services general order for secure gate access, if a gated development is proposed.
 4. All provisions of the UDO regarding roadways, water lines, sewer lines, stormwater facilities and their appurtenances including the design, submittal of plans, required improvements, etc., shall apply to all developments with private streets or alleys approved pursuant to this section.
 5. The subdivider/developer shall comply with the standards and requirements of the Department of Water Resources for the installation of water and sanitary sewer mains within private developments/subdivisions.
 6. The subdivider/developer shall establish a mandatory property owners association, with bylaws and/or covenants which shall include the following:
 - a. Mandatory membership of all purchasers of lots therein and their successors
 - b. Responsibility for maintenance, insurance and taxes
 - c. Equitable sharing of the cost of maintenance
 - d. Authority to place liens on the real property of members who fail to pay their dues or assessments
 7. No Final Plat or development permit involving any private street shall be approved unless said Final Plat or development permit conforms to the requirements of this section.

gwinnettcounty Unified Development Ordinance

900-140.3

Street Names and Address Assignments for Private Streets.

- A. Proposed names for private streets shall follow the same rules as for public streets in [Section 360-100.2](#).
1. The subdivider of land involving a private street shall install street signs with the street name and designation "private" as approved by the Department.
 2. Street address assignments will be in accordance to Section 360-100.3, Street Address Assignments.

900-140.4

Easements for Private Streets or Alleys.

- A. Easements for private streets shall be designated on Final Plats as general purpose public access and utility easements along with the name of said street. Said easement shall at minimum be of the same width as that required for the right-of-way of a public street as shown on the Long Range Road Classification Map for the type of public street (local, collector, etc.) most closely resembling the proposed private street.
- B. In cases where alleys are intended to serve as private service or access route, either with or without utility easements for more than two properties, then the alleys shall have a minimum easement width of 20 feet and shall be designated on Final Plats as private access and utility easement, as applicable, and on its own discrete parcel to be dedicated to private property association.
1. Easements for private streets and alleys shall not be included in any calculation of minimum lot size as established in this UDO.
 2. In the cases of private streets where roadway improvements are not required (i.e. exemption plat, minor subdivision), the general purpose public access and utility easement for the private street shall be shown in a manner on the plat such that each lot fronting the private street extends to the centerline of the private street. No lot shall be permitted to be divided by the general purpose public access and utility easement required and established for a private street.
 3. In the cases of private streets where roadway improvements are required, the general purpose public access and utility easement for a private street shall be drawn as its own discrete parcel to be dedicated to a private homeowners association (i.e., not shown to be a part of any lot).

900-140.5

Maintenance.

- A. Gwinnett County shall not maintain, repair, resurface, rebuild, or otherwise improve streets, signs, drainage improvements, or any other appurtenances within general purpose public access and utility easements established for private streets or alleys.
1. Gwinnett County assumes full responsibility for the repair and maintenance of the water and/or sanitary sewer mains and appurtenances and any areas disturbed by repair or maintenance efforts will be restored to as near to its original condition as is feasible. Permanent repairs to the streets shall be made by the homeowners associations or other entity having maintenance responsibility for the development. Driveways and sidewalks will be repaved, sodded or landscaped. Areas will be graded, smoothed, reseeded or resodded where appropriate. Maintenance responsibility by Gwinnett County for individual sanitary sewer stubs shall extend to the end of the standard six-inch stub, and to the water meter for individual water lines.
 2. A private maintenance covenant recorded with the Clerk of the Superior Court shall be required for any private street or alley and other improvements within general purpose public access and utility easements established for private streets and alleys. The covenant shall set out the distribution of expenses, remedies for non-compliance with the terms of the agreement, rights to the use of easements, and other pertinent considerations. The covenant shall specifically include the following terms:
 - a. The covenant shall establish minimum annual assessments in an amount adequate to defray costs of ordinary maintenance and procedures for approval of additional needed assessments. The covenant shall also specify that the funds from such assessments will be held by a homeowners or property owners association in cases of subdivision fronting on a private street or containing a private alley.
 - b. The covenant shall specify that the property owners association shall be responsible for the maintenance and repair of the stormwater drainage system and all common areas within the development.
 - c. The covenant shall include a periodic maintenance schedule.
 - d. The covenant for maintenance shall be enforceable by any property owner served by the private street or alley.

Attachment: 275 summerhouse Street Private Road (21-6050 : Private Road)

- e. The covenant shall establish a formula for assessing maintenance and repair costs equitably to property owners served by the private street or alley.
- f. The covenant shall run with the land.
- 3. The Board of Commissioners may, at its discretion, as a condition of approving private streets, require a performance bond and/or maintenance bond be submitted by the subdivider and held by a homeowners or property owners association, or the Board may require that the subdivider pay an amount of money as recommended by the Director into an escrow account or other suitable account for the construction, maintenance and repair of private streets and stormwater management improvements, to be drawn from by the homeowners or property owners association if the need may arise.

900-140.6

Specifications for Final Plats Involving Private Streets.

No Final Plat involving a private street shall be approved by the Department for recording unless and until it shall contain the following on the face of the plat:

- A. Deed book and page reference to the recorded covenant required in [Section 900-140.5 Maintenance](#), as listed above.
- 1. "Gwinnett County has no responsibility to build, improve, maintain, or otherwise service the private streets, drainage improvements, and other appurtenances contained within the general public purpose access and utility easement easements for private streets shown on this plat."
 - 2. "Grant of Easement. The general purpose public access and utility easement(s) shown on this plat for private street is hereby granted and said grant of rights shall be liberally construed to provide all necessary authority to the County and to public or private utility companies serving the subdivision, for the installation and maintenance of utilities, including, but not limited to electric lines, gas lines, telephone lines, water lines, sewer lines, cable television lines, and fiber optic cables, together with the right to trim interfering trees and brush, together with a perpetual right of ingress and egress for installation, maintenance, and replacement of such lines.

Signature of Property Owner

Date

- 3. "Certificate of Dedication." All water and sewer lines installed within the general purpose public access and utility easement(s) shown on this plat for private street(s) are hereby dedicated to Gwinnett County.

900-140.7

Requirement for Purchaser's Acknowledgement of Responsibilities for Private Street and/or Alley.

- A. Prior to the sale or as a condition of the closing of a real estate transaction involving any lot served by a private street or alley in Gwinnett County, the purchaser of said lot shall execute a notarized Purchaser's Acknowledgement of Private Street and/or Alley Construction and Drainage Maintenance Responsibilities set forth below. A copy of the purchaser's acknowledgement shall be retained by the subdivider or seller and shall be required to be submitted as a condition of a Building Permit for a principal building on said lot:

"Purchaser's Acknowledgement of Private Street and/or Alley and Drainage Maintenance Responsibility."

(I) (We) have read the Declaration of Covenant which pertains to the lot that is the subject of this real estate transaction _____ (insert address or attach legal description). (I) (We) understand that the Declaration of Covenant applies to the lot that (I am) (we are) purchasing and requires (me) (us) to provide a specified percentage or amount of the financing for the construction and maintenance of any private street (and/or alleys) and drainage facilities serving the lot which (I am) (we are) purchasing, and that owners of other lots in this plat may sue and recover for those costs which this covenant requires (me) (us) to pay, plus their damages resulting from (my) (our) refusal to contribute, plus reasonable attorney's fees. (I) (We) further understand that the County has no obligation to assist with the maintenance and improvement of the private street, alley, drainage facilities, and other appurtenances within the general purpose public access and utility easement for the private road serving the lot in question. (I) (we) understand that a copy of this purchaser's acknowledgement shall be required as a condition of the issuance of a building permit for a principal building on the lot (I am) (we are) purchasing.

Purchaser

Date

Purchaser

Date



MAYOR **CRAIG NEWTON** • MAYOR PRO TEM **JOSH BARE** • COUNCILMEMBER **ANDREW HIXSON** • COUNCILMEMBER **MATT MYERS**
 COUNCILMEMBER **ARLENE BECKLES** • COUNCILMEMBER **BRUCE GAYNOR** • CITY MANAGER **ERIC JOHNSON** • CITY CLERK • **MONIQUE LANG**

City of Norcross

Legislation Details (With Details)

File #:	21-6047	Version:	
Type #:	Agenda Item	Status:	Agenda Ready
On Agenda:	3/1/2021 6:30 PM	In Control:	Policy Work Session
Title:	Walk Friendly		

Sponsors:

Code Sections:

Attachments:

1. [International Charter for Walking Agenda Item](#)

Title
Walk Friendly

Drafter
Tracy Rye

Motion
 A motion to Approve/Deny a request to adopt the attached International Charter for Walking.



Community Development and Planning

TO: Mayor and Council

FROM: Tracy Rye, AICP, Community Development and Planning Director

AGENDA: February 15, 2021

ITEM: Adoption of International Charter for Walking

Request

Adoption of the attached International Charter for Walking.

Background

In 2016, the City of Norcross applied for a Walk Friendly Designation from Walk Friendly Communities. The designation ultimately was not approved and feedback consisted of a “Needs Attention” response to all of the reviewed designation categories (Community Profile; Status of Walking; Planning; Education & Encouragement; Engineering; Enforcement; and Evaluation).

In 2019, the City adopted both a new Comprehensive Plan and a new Unified Development Ordinance (UDO). The Comprehensive Plan, through the Community Work Program (CWP), identified several items that the City desires to accomplish over the 2019-2024 planning horizon. Two of the top implementation items in the planning horizon include establishing a sidewalk connectivity program and dedicating annual funding to sidewalk improvements, along with maintaining the City’s platinum Green Communities certification. Further in the CWP, item SQ23 states that the City will pursue Walk Friendly Certification in 2023 and 2024.

As part of the UDO, the City has expanded requirements for sidewalks and trails and heightened the requirements for connectivity and separately prepared an updated ADA Transition Plan. The City has definitely made improvements since 2016, but still needs to make more incremental improvements in the areas identified above before applying for Walk Friendly Certification in the coming years. Staff will continue to plan for and ask to program

those incremental improvements in upcoming budgets until such time as enough progress has been made toward applying for the Walk Friendly Community designation again.

The first step identified in the Community Profile is the adoption of the attached International Charter for Walking. In essence, the City would be committing to the following as it continues through this process:

“...reducing the physical, social and institutional barriers that limit walking activity. We will work with others to help create a culture where people choose to walk through our commitment to this charter and its strategic principles:

- 1. Increased inclusive mobility*
- 2. Well designed and managed spaces and places for people*
- 3. Improved integration of networks*
- 4. Supportive land-use and spatial planning*
- 5. Reduced road danger*
- 6. Less crime and fear of crime*
- 7. More supportive authorities*
- 8. A culture of walking”*

Staff Recommendation

Adoption of the International Charter for Walking



International Charter for Walking

**Creating healthy, efficient and sustainable communities
where people choose to walk**

I, the undersigned recognize the benefits of walking as a key indicator of healthy, efficient, socially inclusive and sustainable communities and acknowledge the universal rights of people to be able to walk safely and to enjoy high quality public spaces anywhere and at any time. We are committed to reducing the physical, social and institutional barriers that limit walking activity. We will work with others to help create a culture where people choose to walk through our commitment to this charter and its strategic principles:

- 1. *Increased inclusive mobility***
- 2. *Well designed and managed spaces and places for people***
- 3. *Improved integration of networks***
- 4. *Supportive land-use and spatial planning***
- 5. *Reduced road danger***
- 6. *Less crime and fear of crime***
- 7. *More supportive authorities***
- 8. *A culture of walking***

IN WITNESS WHEREOF, I have hereunto set my hand and cause this seal to be affixed
this ____ day of March 2021

Craig Newton, Mayor

ATTEST:

Monique Lang, City Clerk

www.walk21.com



MAYOR **CRAIG NEWTON** • MAYOR PRO TEM **JOSH BARE** • COUNCILMEMBER **ANDREW HIXSON** • COUNCILMEMBER **MATT MYERS**
COUNCILMEMBER **ARLENE BECKLES** • COUNCILMEMBER **BRUCE GAYNOR** • CITY MANAGER **ERIC JOHNSON** • CITY CLERK • **MONIQUE LANG**

City of Norcross

Legislation Details (With Details)

File #:	21-6051	Version:	
Type #:	Agenda Item	Status:	Agenda Ready
On Agenda:	3/1/2021 6:30 PM	In Control:	Policy Work Session
Title:	Civic Club Membership		

Sponsors:

Code Sections:

Attachments:

1. [Civic Club Membership Memo](#)

Title

Civic Club Membership

Drafter

Eric Johnson

Motion

A motion to Approve/Deny a request for the City Manager to gain Membership into the Rotary Club of Peachtree Corners at a cost of \$400, quarterly, to be funded by the City Manager dues and fees budget.



MAYOR **CRAIG NEWTON** • MAYOR PRO TEM **JOSH BARE** • COUNCILMEMBER **ANDREW HIXSON** • COUNCILMEMBER **MATT MYERS** •
COUNCILMEMBER **BRUCE GAYNOR** • COUNCILMEMBER **ARLENE BECKLES** • CITY MANAGER **ERIC JOHNSON** • CITY CLERK **MONIQUE LANG**

TO: Mayor and City Council

FROM: Eric R. Johnson, City Manager

DATE: February 8, 2021

SUBJECT: Civic Club Membership

Presented By: Eric Johnson, City Manager

Part of engaging with the local community involves participation in activities that expand personal and professional relationships in the area. Civic membership is one such activity. To that end, participation in the local Rotary chapter, in which the former City Manager engaged, is recommended.

Section 14 of the City Manager employment agreement, dated October 12, 2020, provides for the City Manager to become a member of any one civic club “subject to the approval of the Mayor and Council, for which Employer shall pay all expenses. Employee shall report to the Employer on each membership that he has taken out at Employer’s expense.”

It is the City Manager’s intent to join the Rotary Club of Peachtree Corners. Membership has been approved by the local Rotary.

While the quarterly fee is currently reduced, it is understood that the post-Covid fee would be \$400 quarterly. Sufficient funds are currently available in the 2020-2021 budget: To date, \$1,232 has been charged to the City Manager’s annual dues and fees budget of \$3,500, for 2021 annual membership in the International City/County Managers Association (ICMA).

Staff Recommendation: Approve City Manager Membership in the Rotary Club of Peachtree Corners.

Funding Source: City Manager dues and fees budget



MAYOR **CRAIG NEWTON** • MAYOR PRO TEM **JOSH BARE** • COUNCILMEMBER **ANDREW HIXSON** • COUNCILMEMBER **MATT MYERS**
COUNCILMEMBER **ARLENE BECKLES** • COUNCILMEMBER **BRUCE GAYNOR** • CITY MANAGER **ERIC JOHNSON** • CITY CLERK • **MONIQUE LANG**

City of Norcross

Legislation Details (With Details)

File #:	20-5972	Version:	
Type #:	Agenda Item	Status:	Agenda Ready
On Agenda:	3/1/2021 6:30 PM	In Control:	Policy Work Session
Title:	Reactivation of the Parks and Greenspace Commission		

Sponsors:

Code Sections:

Attachments:

1. [MC 12-21-2020 Meeting](#)
2. [Memo - Norcross Walkable Watershed Trail](#)
3. [ORDINANCE NO. 2021-XXX Parks, Green Spaces and Trails Commission rev. 3](#)

Title

Reactivation of the Parks and Greenspace Commission

Drafter

Councilmember Bruce Gaynor

A motion to Approve/Deny an amendment to Article V of Chapter 2 of the City Code of Ordinances to add a new Section 2-154 to create the Parks, Green Spaces and Trails Commission pursuant to

Section 3.11 of the Norcross City Charter, with the following enacting clause:

The Mayor and City Council of the City of Norcross, Georgia hereby ordains that the adopted Code of Ordinance 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.



MAYOR **CRAIG NEWTON** • MAYOR PRO TEM **JOSH BARE** • COUNCILMAN **ANDREW HIXSON** • COUNCILWOMAN **ELAINE PUCKETT**
 COUNCILMAN **MATT MYERS** • COUNCILMAN **BRUCE GAYNOR** • CITY MANAGER **ERIC JOHNSON** • CITY CLERK **MONIQUE LANG**

To: Mayor and Council

From: Sonya Isaac, Special Projects Manager

Date: December 21, 2020

Re: Proposal to reactive Parks, Green Spaces, and Trails Commission

Due to the inquiries and interest from several residents within the city regarding green spaces and trails, the city would like to reactive the Parks, Green Spaces, and Trails Commission that was proposed to the council on April 3, 2006. See attached document.

Following the 2016 Parks Master Plan and the 2040 Norcross Comprehensive Plan that prioritizes connectivity utilizing various greenways and trails, the city would begin to implement the recommendations outlined in the adopted plans when the commission is reactivated.

Attachment: MC 12-21-2020 Meeting (20-5972 : Reactivation of the Parks and Greenspace Commission)

10. Consent Agenda

- 10 - 1 Reappointment of Don Thompson to P & Z Board of Appeals
- 10 - 2 Proposal to change utility billing late fees from 10th to the 15th of the month.
- 10 - 3 Norcross Garden Club tree dedication - 10 a.m. on May 15th dedicated to "First Responders".
- 10 - 4 Policy for use of DOT regulations for private road development.
- 10 - 5 Ratification of sexual harassment policy.
- 10 - 6 Ratification of Parks and Green Space Commission "Citizen Board".
- 10 - 7 Ratification of Development Regulations.
- 10 - 8 Authorize Norcross Art Fest Committee to replace brick veneer on the gazebo in Thrasher park.
- 10 - 9 Authorize Norcross Art Fest Committee to place a plaque on the Amphitheatre in Thrasher Park.
- 10 - 10 Approval for employees to donate vacation or sick hours to an administrative employee who needs additional sick hours to attend to a close relative. These gifts will not exceed 40 hours from an individual employee.

11. Unfinished Business

- 11 - 1 Funding and job description for Events Coordinator/Public Information Officer Position.
- 11 - 2 City Website.
- 11 - 3 Appoint CID Board Member.
- 11 - 4 Acceptance of new verbage for Building Plan Review and City Engineer Review.
- 11 - 5 Community Development Fee Schedule.
- 11 - 6 Architectural Review Board.

(Continued on next page)

Attachment: MC 12-21-2020 Meeting (20-5972 : Reactivation of the Parks and Greenspace Commission)

10 - 6

**City of Norcross Georgia
Mayor and Council Meeting
Agenda Request**

I. Department: Community Development
 Department Head Authorization: Clark Patterson Associates
 Date Submitted: March 27, 2006
 Work Session Date: March 27, 2006
 Council Meeting Date: April 3, 2006
 Tabled From/To: _____
 Submitting Person: Clark Patterson Associates
 Citizen Request: _____

II. Item of Business: Consent Agenda

(The wording as presented will be the exact wording to be entered into the records of the City of Norcross, Georgia unless officially amended at the time of presentation)

Motion to ratify a Parks and Green Space Commission "Citizen Board"

(The City Clerk or Governing Authority introducing and presenting the following request certifies that to the best of the City's knowledge that it is not in conflict with City State or Federal codes)

Foregoing motion by _____ Seconded by _____ Vote: _____ Ayes _____ Nays
 Amended motion by _____ Seconded by _____ Vote: _____ Ayes _____ Nays

III. Staff Recommendation:

IV. Financial Action Required: _____ yes _____ xx no

BUDGETED	ACCT. TITLE	CURRENT BAL.	REQUESTED	DEPT. HEAD
yes _____ no _____				

Budgetary references made with each individual item when necessary.

V. Other comments in addition to written information submitted:

Back up information attached _____ yes _____ no

VI. Attorney Comments:

Attachment: MC 12-21-2020 Meeting (20-5972 : Reactivation of the Parks and Greenspace Commission)

Proposal for a PARK AND GREEN SPACE COMMISSION

3/22/06

Introduction

We believe that park space is an important part of a healthy city. As structural density increases public park space provides a critical balance. As Norcross has pursued the concept of “live, work and play” residential density has increased resulting in smaller yards for private recreation. The land use inventory of Norcross included in the 2001 LCI Study cited “Missing land use components include medium density residential and parks. A greater variety of housing and more recreational areas are needed for a more livable center” (page 6 of the report). The Preference Survey Results cited “Urban open spaces and pocket parks are preferred” (page 16 of the report).

Since the LCI Study the City has wisely purchased three green spaces but has not focused on their use. The existing parks in Norcross appear to be minimally maintained. Norcross does not have the available acreage to construct large scale recreational parks so it must carefully oversee and preserve what it has with an eye to best use. We feel there is need for a commission that focuses specifically on the development, use and maintenance of these valuable spaces.

It is important to understand that this proposal is not intended to imply any lack of performance on the Public Works Department, but rather to ensure that parks and greenspace needs are given adequate priority by the Council. The Commission will work closely with Public Works in formulating plans and determining budget requirements for implementation.

The Purpose of the Park and Green Space Commission

To advise City Council regarding the best use, development and maintenance of the parks and green spaces within the City of Norcross, and to provide a focal point for citizen inputs on these issues

The Structure of the Park and Green Space Commission

Similar to the citizen volunteers of the Tree Commission, the Park and Green Space Commission will include five individuals, appointed by the City Council, each serving a term of two years. No term limits. No less than four of the Park and Green Space Commission members must be citizens of Norcross. The Park and Green Space Commission will have the authority to assemble committees to further specific projects, and at least two of those committee members must be citizens of Norcross.

The Park and Green Space Commission will seek input, guidance and recommendations from professionals in the urban planning and landscape industries and from professionals in local, state and federal organizations, such as The Trust For Public Land and the

Georgia Green Space Commission, when developing plans for the parks and green spaces within Norcross.

Functions of the Park and Green Space Commission

- Formulate plans for use, development and maintenance of parks and green spaces within the City.
- Establish priorities for implementation of plans.
- Determine budget requirements relative to each plan.
- Organize committees to support the creation of plans.
- Obtain citizen input as to use, development and priority of plans.
- Identify and pursue sources of funding for plans.
- Assist the City in coordinating the implementation of plans.
- Prepare new or revised ordinance and code proposals to ensure proper use of our parks and greenspaces

Meetings of the Park and Green Space Commission

The Park and Green Space Commission will hold regularly scheduled and announced meetings no less than once a month which will include a forum for public input and which will advise the public of decision points elected by the commission.

Preliminary Inventory of Parks and Green Spaces

The City currently identifies ten parks/green spaces within the city limits:

1. Betty Mauldin Park, a passive park with benches, fountain and bell.
2. Rossie Brundidge Park, a recreation park including baseball field, basketball court, small child play area, pavilion with kitchen, barbeques and parking.
3. South Point Park, a passive park with concrete pathway.
4. Thrasher Park, an historic, semi-recreational park including a tennis court, small child play area, pavilion, gazebo, benches, picnic tables, barbeques, concrete pathways and parking.
5. Johnson Dean Park (Barton Street Parcel), an undeveloped green space located on Barton Street containing an abandoned commercial building.
6. Fickling Lake Parcel, an undeveloped green space located on Longview Drive containing a pond.
7. Pinnacle Pointe Park, a landlocked, undeveloped green space near Pinnacle Pointe Drive.
8. Cemetery Park, an historic grave site with a pavilion.
9. Cemetery Field, a football field, maintained and scheduled by Gwinnett County.
10. Lillian Webb Field, a baseball field, maintained and scheduled by Gwinnett County.

(signed)

Patricia Pritchard
Meryl Wilkerson

MEMO

TO: Mayor and Council
FROM: Tixie Fowler
SUBJECT: Norcross Walkable Watershed Trail
CC: Eric Johnson, City Manager

Imagine taking an innovative, grass roots approach to economic development that fosters our community's health both tangibly and intangibly. The proposed trail recognizes Norcross' natural, cultural, historical and economic assets, and makes them more accessible, engaging and inclusive for citizens. The envisioned project takes advantage of existing infrastructure and natural landscapes, incorporates key goals identified in community planning documents, and supports the city's efforts to reduce its environmental impact as a Green Community.

Developing the Watershed Trail will engage the collective creativity of residents, local institutions, city boards and city staff, inviting a collaboration that results in a viable walking trail that not only connects individuals to our own community's assets, but also connects Norcross to similar visions in neighboring cities, and even across the region.

ORDINANCE NO. ____ - 2021

An Amendment to Article V of Chapter 2 of the City Code of Ordinances to add a new Section 2-154 to create the Parks, Green Spaces and Trails Commission pursuant to Section 3.11 of the Norcross City Charter, and for the purposes set forth therein, including but not limited to advising the Mayor and City Council regarding the best use, development and maintenance of the parks, green spaces, and trails within the City of Norcross, and to provide a focal point for citizen inputs on the forgoing issues, and for Other Purposes as Stated Herein:

WHEREAS, Sec. 3.11 of the Norcross City Charter grants the City Council the authority to create by ordinance such boards, commissions and authorities to fulfill any investigative, quasi-judicial or quasi-legislative function the city council deems necessary and shall by ordinance establish the composition, period of existence, duties and powers thereof; and

WHEREAS, Sec. 3.11 of the Norcross City Charter further delineates the manner in which the members of such boards, commissions and authorities are appointed, how vacancies are filled for the unexpired term of a member, how such members may be removed from office, that the qualifications of such members are to be proscribed by ordinance, and the general terms and organization of such boards, commissions and authorities; and

WHEREAS, the Mayor and Council of the City of Norcross find that parks, green spaces, and trails are an important part of a healthy city; and

WHEREAS, the Mayor and Council of the City of Norcross further find that Norcross has pursued the concept of “live, work and play” and that as residential density has increased, the space for recreation on residential properties has decreased, resulting in the need for additional public green space, trails and public parks; and

WHEREAS, the land use inventory of Norcross included in the Atlanta Regional Commission’s Livable Centers Initiative (“LCI”) study suggests that more parks and more recreational areas are needed for a more livable center in Norcross; and

WHEREAS, the Mayor and Council of the City of Norcross further find that it is in the best interest of the health, welfare and safety of the citizens of Norcross and the public at large that a new commission be created to advise the City Council on the best use, development and maintenance of the parks, green spaces, and trails within the City of Norcross and to provide a focal point for citizen inputs on such issues;

NOW THEREFORE, the Mayor and Council hereby amend Article V of Chapter 2 of the Code of Ordinances of the City of Norcross to add a new Section 2-154 to activate the Norcross Development Authority, as is more particularly set forth below.

An Amendment to the City Code of Ordinances, Article V of Chapter 2, entitled “Boards, Commissions and Authorities.”

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 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 be renumbered to accomplish that intention.

I. AMENDMENT.

Article V of Chapter 2, entitled “Boards, Commissions and Authorities” of the Code of Ordinances for the City of Norcross, shall be amended by adding a new Sec. 2-154, as follows:

“Sec. 2-154. – Parks, Green Spaces and Trails Commission.

- (a) *Finding of need and creation.* There is hereby determined and declared to be a present and future need for a commission to advise the City Council on the best use, development and maintenance of the parks, green spaces, and trails within the City of Norcross and to provide a focal point for citizen inputs on such issues.
- (b) *Creation.* Pursuant to the authority granted under the city Charter, the Mayor and City Council do hereby create a body named the Parks, Green Spaces and Trails Commission.
- (c) *Duties and responsibilities.* The Parks, Green Spaces and Trails Commission shall have the following duties and responsibilities:
 - (1) To formulate plans for the best use, development and maintenance of the parks, green spaces, and trails within the City of Norcross.
 - (2) To establish priorities for the implementation of such plans.
 - (3) To determine budget requirements relative to each such plan.
 - (4) To organize and assemble committees to further specific projects and to support the creation of such plans. Each such committee shall have at least two members that are citizens of the City of Norcross.
 - (5) To obtain citizen input as to use, development and priority of such plans.
 - (6) To identify and pursue sources of funding for such plans.
 - (7) To assist the City in coordinating the implementation of plans.

- (8) To prepare new or revised ordinance and code proposals to ensure proper use of parks, trails, and greenspaces within the City of Norcross.
 - (9) To seek input, guidance, and recommendations from professionals in urban planning and landscape industries and from professionals in local, state, and federal organizations such as the Trust for Public Land and the Georgia Community Green Space Commission, when developing plans for the parks, green spaces and trails within Norcross.
 - (10) To hold regularly scheduled meetings and announced meetings not less than once per month which will include a forum for public input and to advise the public of decisions made by the commission.
 - (11) To prepare and present a proposed budget to the Mayor and Council for its operation not later than 60 days prior to the beginning of each fiscal year.
- (d) *Membership and terms.* The Parks, Green Spaces and Trails Commission shall consist of a board of directors, all members of which shall be appointed by the Mayor and City Council by resolution under the following terms:
- (1) *Members.* The Parks, Green Spaces and Trails Commission shall be comprised of five members. A minimum of four members shall be citizens of the city. Members shall serve at the pleasure of the Mayor and City Council.
 - (2) *Terms of members.* Each member shall be appointed for a term of four years.
 - (3) *Qualifications.* The membership of the Parks, Green Spaces and Trails Commission shall consist of taxpayers residing in the city who, in the opinion of the Mayor and City Council, are qualified by experience and training to advise the City Council on the best use, development and maintenance of the parks, green spaces, and trails within the City of Norcross and to provide a focal point for citizen inputs on such issues and are not employees of the city.
 - (4) *Quorum and voting.* A simple majority of the board shall constitute a quorum.
 - (5) *Chairperson.* The Parks, Green Spaces and Trails Commission shall annually select one of its members to serve as chairperson.
 - (6) *Secretary of the board.* The chairperson of the Parks, Green Spaces and Trails Commission shall appoint a secretary of the board and shall make a detailed record of all its proceedings, which shall set forth the reasons for its decision, the vote of each member, the absence of a member and any failure of a member to vote.
- (e) *Bylaws and regulations.* The Parks, Green Spaces and Trails Commission may make bylaws and regulations for its governance and may delegate to one or more of its officers, agents, and employees such powers and duties as may be deemed necessary and proper.
- (f) *Public hearings.* The Mayor and Council do hereby appoint the person who holds the office of City Attorney from time to time and/or the person who holds the office of City Clerk from time to time to act as the hearing officer duly empowered to conduct such public hearings as may be necessary regarding matters involving the Parks, Green Spaces and Trails Commission and empowers either of them to take such actions as may be necessary or appropriate in the conduct of such office.

- (g) *Dissolution of the board.* The Mayor and Council shall have the power to dissolve the Parks, Green Spaces and Trails Commission by ordinance.”

II. SEVERABILITY.

In the event that any section, subsection, sentence, clause or phrase of this Ordinance shall be declared or adjudged invalid or unconstitutional, such adjunction shall in manner affect the other sections, sentences, clauses, or phrases of this Ordinance, which shall remain in full force and effect, as if the section, subsection, sentence, clause or phrase so declared or adjudged invalid or unconstitutional were not originally part thereof.

III. REPEALER.

All ordinances and parts of ordinances in conflict with this Ordinance are hereby repealed.

IV. EFFECTIVE DATE.

This Ordinance shall become effective immediately and shall remain in effect until revised or repealed by further action of the Mayor and Council of the City of Norcross.

IN WITNESS WHEREOF, I have hereunto set my hand and cause this seal to be affixed this ____ day of _____, 2021.

Craig Newton, Mayor

ATTEST:

Monique Lang, City Clerk



MAYOR **CRAIG NEWTON** • MAYOR PRO TEM **JOSH BARE** • COUNCILMEMBER **ANDREW HIXSON** • COUNCILMEMBER **MATT MYERS**
 COUNCILMEMBER **ARLENE BECKLES** • COUNCILMEMBER **BRUCE GAYNOR** • CITY MANAGER **ERIC JOHNSON** • CITY CLERK • **MONIQUE LANG**

City of Norcross

Legislation Details (With Details)

File #:	21-6052	Version:	
Type #:	Agenda Item	Status:	Agenda Ready
On Agenda:	3/1/2021 6:30 PM	In Control:	Policy Work Session
Title:	Norcross Distillery Ordinance Proposal		

Sponsors:

Code Sections:

Attachments:

1. [Norcross Distillery Ordinance](#)

Title
Norcross Distillery Ordinance Proposal

Drafter
Councilmember Matt Myers

Motion
A motion to Table this item to the March 15 Policy Work Session.



MAYOR **CRAIG NEWTON** • MAYOR PRO TEM **JOSH BARE** • COUNCILMEMBER **ANDREW HIXSON** • COUNCILMEMBER **MATT MYERS** •
COUNCILMEMBER **BRUCE GAYNOR** • COUNCILMEMBER **ARLENE BECKLES** • CITY MANAGER **ERIC JOHNSON** • CITY CLERK **MONIQUE LANG**

Summary: Currently the city of Norcross does not have an ordinance to allow the manufacturing of distilled spirits within city limits. Proposal for modification or additional to UDO to include allowance for Micro-Distillery or Craft-Distillery in the city limits of Norcross, to include on premise taproom sales, Sunday sales and offsite sales.

Notable breweries/distilleries:

NOFO Brewing and Distillery, Cumming, GA
Wild Leap Brewing and Distillery, Lagrange, GA
Scofflaw Brewing and Distillery, Atlanta, GA
Redhare Brewing and Distillery, Marietta, GA

Cities that have recently approved or adopted similar ordinances:

Tucker separates breweries and distilled spirits manufacturing in definitions and in our Use Table. Definitions in Zoning Ordinance:

- *Alcohol manufacturing (brewery)* means a light malt beverage manufacturer licensed by the state as a brewery. All state and federal licensing and regulatory requirements shall be met prior to the approval of a certificate of occupancy. Such establishment may include restaurants as an accessory use.
- *Alcohol manufacturing (distilled spirits)* means any maker, producer, or bottler engaging in distilling, rectifying, or blending any distilled spirits; provided, however, that a vintner that blends wine with distilled spirits to produce a fortified wine shall not be considered a manufacturer of distilled spirits. All state and federal licensing and regulatory requirements shall be met prior to the approval of a certificate of occupancy.
- *Distilled spirit* means any alcoholic beverage obtained by distillation or containing more than 24 percent alcohol by volume.

Decatur

Craft distillery: A building or group of buildings where distilled spirits are manufactured (distilled, rectified or blended), bottled, packaged, and distributed for wholesale and/or retail distribution, at a rate of production that does not exceed 60,000 gallons annually.

Chamblee

Craft distillery: A building or group of buildings where distilled spirits are manufactured (distilled, rectified, or blended), bottled, packaged, and distributed for wholesale and/or retail distribution.



MAYOR **CRAIG NEWTON** • MAYOR PRO TEM **JOSH BARE** • COUNCILMEMBER **ANDREW HIXSON** • COUNCILMEMBER **MATT MYERS** •
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Peachtree Corners allows micro distilleries in several districts and also references the GA code.

Lilburn, Suwanee allow it in their Alcohol Codes, but it does appear to be mentioned in Zoning.

Sugar Hill allows distilleries in Central Business District when there is no outdoor storage, and a restaurant or taproom is included.

Georgia: Governor Nathan Deal signed Senate Bill 85 into law on May 8, 2017. SB 85 allows manufacturers of distilled spirits and malt beverages to sell a limited amount of the products they produce directly to the public for consumption both on and off a manufacturer's premises. These manufacturers may only sell distilled spirits and beer that have been manufactured on-site, and they may only sell to consumers who visit the distiller's or brewer's manufacturing location.

Matt Myers
City Council Member
City of Norcross
65 Lawrenceville Street
Norcross, Georgia 30071
www.norcrossga.net

Attachment: Norcross Distillery Ordinance (21-6052 : Norcross Distillery Ordinance Proposal)