

City of Norcross

*65 Lawrenceville Street
Norcross, GA 30071*



Meeting Minutes

Monday, March 2, 2020

6:30 PM

Council Chambers

Mayor and Council

Mayor Craig Newton

Mayor Pro Tem Josh Bare

Councilmember Andrew Hixson

Councilmember Elaine Puckett

Councilmember Matt Myers

Councilmember Bruce Gaynor

- 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	Absent	
Elaine Puckett	Councilmember	Present	
Matt Myers	Councilmember	Present	
Bruce Gaynor	Councilmember	Present	

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

- E. Presentation of previous meetings minutes for acceptance

Mayor and Council - Regular Meeting - Feb 3, 2020 6:30 PM

RESULT: ACCEPTED [UNANIMOUS]
MOVER: Josh Bare, Mayor Pro Tem
SECONDER: Matt Myers, Councilmember
AYES: Josh Bare, Elaine Puckett, Matt Myers, Bruce Gaynor
ABSENT: Andrew Hixson

Mayor and Council Retreat - Special Meeting - Feb 6, 2020 3:00 PM

RESULT: ACCEPTED [UNANIMOUS]
MOVER: Josh Bare, Mayor Pro Tem
SECONDER: Matt Myers, Councilmember
AYES: Josh Bare, Elaine Puckett, Matt Myers, Bruce Gaynor
ABSENT: Andrew Hixson

Mayor and Council Retreat - Special Meeting - Feb 7, 2020 9:00 AM

RESULT: ACCEPTED [UNANIMOUS]
MOVER: Josh Bare, Mayor Pro Tem
SECONDER: Matt Myers, Councilmember
AYES: Josh Bare, Elaine Puckett, Matt Myers, Bruce Gaynor
ABSENT: Andrew Hixson

Policy Work Session - Regular Meeting - Feb 17, 2020 6:30 PM

RESULT: ACCEPTED [UNANIMOUS]
MOVER: Josh Bare, Mayor Pro Tem
SECONDER: Matt Myers, Councilmember
AYES: Josh Bare, Elaine Puckett, Matt Myers, Bruce Gaynor
ABSENT: Andrew Hixson

Special Called Meeting - Special Meeting - Feb 24, 2020 6:30 PM

RESULT: ACCEPTED [UNANIMOUS]
MOVER: Josh Bare, Mayor Pro Tem
SECONDER: Matt Myers, Councilmember
AYES: Josh Bare, Elaine Puckett, Matt Myers, Bruce Gaynor
ABSENT: Andrew Hixson

F. Set agenda as presented for scheduled meeting.**20-5639: Acceptance of the Agenda****Motion**

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

20-5635 : Brunswick/New South Easement

20-5636 : Proposal Concerning Communication and Media Presence

20-5642 : City Manager Annual Review Compensation 2019-2020

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Bruce Gaynor, Councilmember
SECONDER:	Josh Bare, Mayor Pro Tem
AYES:	Josh Bare, Elaine Puckett, Matt Myers, Bruce Gaynor
ABSENT:	Andrew Hixson

G. Ceremonial Presentations, Recognitions, and Swearing in Ceremonies**H. Floor Open to Citizens Desiring to Address the Governing Authority****a. Comments by Citizens****b. Comments by Council****PH. Public Hearings**

19-5568: COA2019-0049/REZ2019-0003 0 Pinnacle Way

Motion

A motion to approve the submitted application for the rezoning and development of an existing vacant and wooded 2.61 acre pie-shaped site from M-1, Light Industry, to PRD (Planned Residential District) for the construction of a 26-unit townhome community, with the following zoning conditions:

- 1) The PRD zoning designation shall be restricted to only townhome primary uses and allowable home occupations as accessory uses;
- 2) The minimum number of required units shall be 24, which corresponds to a minimum density of 9.1954 du/acre;
- 3) Minimum setbacks for the perimeter of the parcel shall be 15ft for the front, rear and side setbacks to allow for more flexibility in building footprint;
- 4) No allowable encroachments as defined under Section 206-8.B and no administrative variances as defined under 104-7.A shall be allowed;
- 5) Maximum building heights shall be 35ft;
- 6) The applicant shall clarify that units 21 to 26 will have a minimum distance of 20ft from garage door to edge of the sidewalk to create a walking area that is not obstructed by parked vehicles.
- 7) The applicant shall clarify that units 1 to 20 will have a minimum distance of 20ft from garage door to the back of curb so that no vehicle shall over hang into the street.
- 8) The development shall comply with Norcross UDO Sections 203-8 and 203-9 parking minimums and maximums for townhomes and multifamily dwelling developments;

- 9) The development shall comply with the Architectural Review Board's conditions of approval;
- 10) The development shall comply with all technical requirements contained within the Unified Development Ordinance not specifically addressed during the zoning review process;
- 11) The development shall conform generally to the site plan as presented to Mayor and Council, dated 10/26/2019 and electronically labeled as v3 Base Concept B 12-02-19 by the City of Norcross, and attached as part of the rezoning ordinance with setbacks, building heights and parking requirements as modified within these conditions;
- 12) The newly created streets shall be private;
- 13) All common areas, including but not limited to streets and storm water systems, shall be maintained by a mandatory homeowner association;
- 14) The location of any and all crosswalks and traffic calming measures are subject to the approval of the City Engineer;
- 15) Plant material use on site in landscape strips and buffers are subject to final approval of the City's landscape review professional.
- 16) All utilities shall be buried.

RESULT:	APPROVED WITH CONDITIONS [UNANIMOUS]
TO:	Policy Work Session
MOVER:	Matt Myers, Councilmember
SECONDER:	Elaine Puckett, Councilmember
AYES:	Josh Bare, Elaine Puckett, Matt Myers, Bruce Gaynor
ABSENT:	Andrew Hixson

20-5628: Modification to the Adopted Building Codes Under the UDO

Motion

A motion to approve an amendment to Article III of Chapter 300 by inserting a new section, Sec. 303-2 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.

RESULT:	APPROVED [UNANIMOUS]
TO:	Policy Work Session
MOVER:	Josh Bare, Mayor Pro Tem
SECONDER:	Matt Myers, Councilmember
AYES:	Josh Bare, Elaine Puckett, Matt Myers, Bruce Gaynor
ABSENT:	Andrew Hixson

20-5627: Comp Plan Use Table Amendment

Motion

A motion to approve/deny the addition of the Planned Residential District (PRD) as an available option in Character Area 7 Town Center and Character Area 9 Summerour in Table 2.4 of the Comprehensive Plan.

RESULT:	APPROVED [UNANIMOUS]
TO:	Policy Work Session
MOVER:	Bruce Gaynor, Councilmember
SECONDER:	Matt Myers, Councilmember
AYES:	Josh Bare, Elaine Puckett, Matt Myers, Bruce Gaynor
ABSENT:	Andrew Hixson

J. Reports of the Mayor and Council Members

a. General Announcements

March Calendar of Events

Now through Friday, March 13

"For the Love of Art" Exhibit | The Rectory | *Call 678.421.2048/2049 for access*

Friday, March 6

First Friday Concert: Deb Bowman | 7:00 p.m. - 9:00 p.m. | Norcross Cultural Arts & Community Center | *Must RSVP, call 678.421.2048/2049. Tables will only be held until 7:15 p.m.*

Sunday, March 8

International Women's Day Panel & Booksigning | 3:00 p.m. | Norcross Cultural Arts & Community Center

Monday, March 9

Movie Monday: Judy | 1:30 p.m. & 6:30 p.m. | Norcross Cultural Arts & Community Center

Saturday, March 14

Irish Fest | 11:00 a.m. - 3:30 p.m. | Downtown Norcross

Saturday, March 21

Historic Trolley Tour | 11:00 a.m. - 12:30 p.m. | Boards at the Crossing Parking Lot | *Must RSVP, call 678.421.2048/2049. Tickets are \$5, payable upon arrival.*

Monday, March 23

Movie Monday: Yesterday | 1:30 p.m. & 6:30 p.m. | Norcross Cultural Arts & Community Center

Monday, March 23

State of the City | 6:30 p.m. - 8:30 p.m. | Paul Duke STEM High School

Weekend Walking Group - 8:30 a.m. | Thrasher Park | Saturday and Sundays
Contact Jolyn Barrow by text at [770-851-0571](tel:770-851-0571) or at susnorbp@gmail.com

Norcross Arts & Culture Events:

Kudzu Art Zone Events <<https://www.kudzuartzone.org/events/>> - visit www.kudzuartzone.org for more information

K. Board Appointments**20-5643: Board Appointment - Discovery Garden Board**

Motion

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

Discovery Garden Board

Ann Steele 3/1/2022

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Josh Bare, Mayor Pro Tem
SECONDER:	Bruce Gaynor, Councilmember
AYES:	Josh Bare, Elaine Puckett, Matt Myers, Bruce Gaynor
ABSENT:	Andrew Hixson

20-5644: Board Appointment - Sustainable Norcross Commission

Motion

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

Sustainable Norcross Commission

Laura Hernandez 3/4/2022

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Josh Bare, Mayor Pro Tem
SECONDER:	Matt Myers, Councilmember
AYES:	Josh Bare, Elaine Puckett, Matt Myers, Bruce Gaynor
ABSENT:	Andrew Hixson

L. Approval of Consent Agenda**M. Items for Discussion****1. 20-5635: Brunswick/New South Easement**

Motion

A motion to approve the agreement between CREA LWP NORCROSS OWNER, LLC and the

Downtown Development Authority of the City of Norcross to grant a general mutual release of all claims, as stated, and certain license and easement for underground utilities, as stated in the substituted license and easement agreement.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Josh Bare, Mayor Pro Tem
SECONDER:	Elaine Puckett, Councilmember
AYES:	Josh Bare, Elaine Puckett, Matt Myers, Bruce Gaynor
ABSENT:	Andrew Hixson

2. 20-5636: Proposal Concerning Communication and Media Presence

Motion

A motion to approve the creation of a Media, Marketing and Communications Task Force for the specific purpose of evaluating our current communication processes, print publications, web presence and use of social media platforms and making recommendations for moving into the future, for a duration of three months and to approve the following committee members listed below:

Tixie Fowler

Callie Murray

Sandra Brooks

Cathy Muth

Arlene Beckles

Joe Jackson

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Bruce Gaynor, Councilmember
SECONDER:	Matt Myers, Councilmember
AYES:	Josh Bare, Elaine Puckett, Matt Myers, Bruce Gaynor
ABSENT:	Andrew Hixson

3. 20-5642: City Manager Annual Review Compensation 2019-2020

Motion

A motion to approve a 3.5% increase for Rudolph Smith, City Manager based on the annual performance review conducted by Mayor and Council on January 21, 2020.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Elaine Puckett, Councilmember
SECONDER:	Bruce Gaynor, Councilmember
AYES:	Josh Bare, Elaine Puckett, Matt Myers, Bruce Gaynor
ABSENT:	Andrew Hixson

N. Adjourn in memory of**20-5641: Proclamation Honoring the Memory of Resident Jane Holbrook**

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 closed at 7:30 PM

P. Signed by _____ Mayor Craig Newton

Q. Attest: _____ Monique Lang, City Clerk