

City of Norcross

65 Lawrenceville Street
Norcross, GA 30071



Meeting Agenda

Monday, March 3, 2025

6:30 PM

Council Chambers

Mayor and Council

Mayor Craig Newton

Mayor Pro Tem Marshall Cheek

Councilmember Andrew Hixson

Councilmember Josh Bare

Councilmember Matt Myers

Councilmember Bruce Gaynor

Live Stream Here:

<https://youtube.com/live/30ewH9izKbg?feature=share>

- A. **Call to Order by Mayor Craig Newton**
PLEASE SILENCE 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 meeting minutes for acceptance**
 - 1. [25-7253](#) **Approval of Previous Meeting Minutes**
[Mayor and Council Retreat - Mayor and Council Retreat - Jan 31, 2025, 9:00 AM](#)
[Mayor and Council - Regular Meeting - Feb 3, 2025, 6:30 PM](#)
[Policy Work Session - Policy Work Session - Feb 17, 2025, 6:30 PM](#)
- F. **Set agenda as presented for the scheduled meeting.**
 - 1. [25-7254](#) **Acceptance of the Agenda and Approval of the Consent Agenda**
- G. **Ceremonial Presentations, Recognitions, and Swearing in Ceremonies**
 - 1. [25-7255](#) **Proclamation Recognizing Chloe Au**
A proclamation recognizing Chloe Au for her Excellence in Scientific Excellence.
[Proclamation for Chloe Aue](#)
 - 2. [25-7256](#) **Proclamation Recognizing Dr. Wetherington as Principal of the Year for Paul Duke STEM High School**
A proclamation recognizing Dr. Wetherington as principal of the year for Paul Duke STEM High School.
[Dr. Wetherington Proclamation](#)
 - 3. [25-7257](#) **Swearing in of Officer Theresa Dawes**
Oath of office administered to Officer Theresa Dawes.
[Oath of Office - Theresa Dawes](#)
 - 4. [25-7258](#) **Swearing in of Officer King Mitchell**
Oath of office administered to Officer King Mitchell.
[Oath of Office - King Mitchell](#)
 - 5. [25-7259](#) **Swearing in of Officer Logan Spurgeon**
Oath of office administered to Officer Logan Spurgeon.
[Oath of Office - Logan Spurgeon](#)
 - 6. [25-7260](#) **Swearing in of Officer Gabriel Veras**
Oath of office administered to Officer Gabriel Veras.
[Oath of Office - Gabriel Veras](#)

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

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

Item to be added from floor:

Moratorium on Certain Development Applications for Residential Developments Utilizing Private Roads

[Agenda Report - Moratorium on Private Roads](#)

[Resolution for Moratorium on Private Roads](#)

PH. Public Hearings

PH1. [25-7240](#)

REZ2024-007 Rezoning from R-100 and R-75 to PRD for Single Family Detached Residential Project

Consider a recommendation of approval on the zoning component of RZ2024-007, the adoption of zoning standards under the Planned Residence District (PRD) for the property located at 136, 138, 134 & 141 Beutell St. & 87 Hunt Street, with the conditions as presented.

[Agenda Report - REZ2024-007 Rezoning from R-100 and R-75 to PRD for Single Family Detached Residential Project](#)

[RZ2024-007 DRAFT Ordinance](#)

[Staff Report Package](#)

[Hunt Beutell Concept Plan](#)

[Hunt and Beutell Rezoning Application](#)

J. Reports of the Mayor and Councilmembers**a. General Announcements****MARCH CALENDAR OF EVENTS****First Friday Concert: The Gold Standard Band**

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

Irish Fest

Saturday, March 8 | 1:00 - 5:00 p.m. | Downtown Norcross

Movie Monday: A League Of Their Own

Monday, March 10 | 1:30 & 6:30 p.m. | Cultural Arts & Community Center

Day Of Play

Friday, March 14 | 5:00 - 6:00 p.m. | Lillian Webb Park

Coffee With Council

Saturday, March 15 | 8:00 a.m. | 45 South Cafe

Policy Work Session

Monday, March 17 | 6:30 p.m. | City Hall, 2nd Floor Conference Room

Movie Monday: National Treasure

Monday, March 24 | 1:30 & 6:30 p.m. | Cultural Arts & Community Center

Neighborhood Cleanup & Recycling Day

Saturday, March 29 | 8:00 a.m. - 12:00 p.m. | Norcross Public Works

Norcross Then & Now Exhibit

Tuesday, April 1 - Wednesday, April 30 | The Rectory

First Friday Concert: Block Party Band

Friday, April 4 | 7:00 - 9:00 p.m. | Cultural Arts & Community Center

K. Board Appointments

There are no Board, Commission, or Authority appointments or re-appointments for the Mayor and Council to consider at this time.

L. Consent Agenda**1. [25-7248](#)****Brookhaven Innovation Academy (BIA) School Zone**

Adopt a resolution to be forwarded to the Georgia Department of Public Safety and Georgia Department of Transportation (or any other applicable agency necessary to effect the designations in the resolution) that facilitates the designation of streets surrounding Brookhaven Innovation Academy (BIA) as a School Zone.

[Agenda Report - BIA School Zone](#)

[BIA School Zone Ordinance](#)

[School Zone Map](#)

[BIA Signs and Markings for School Zone](#)

2. [25-7249](#)**Expanded Downtown Parking**

Authorize staff to receive at least 3 vendor quotes/proposals from the City's On-call Professional Engineering & Design Services Contract to provide surveying and engineering design to generate a design development level plan for expanding parking in the downtown area.

[Agenda Report - Expanded Downtown Parking](#)

[City Hall Parking Concept V4 10-8-24](#)

M. Items for Discussion**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 Philip, City Clerk



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

AGENDA REPORT

To: Mayor and Council

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

Meeting Date: March 3, 2025 – Regular Meeting (PWS)

Item No.: 25-XXXX (Provided by Clerks)

Title: Moratorium on the Development Private Roads

CC: Eric Johnson, City Manager

Recommendation: Consider the imposition of a limited Moratorium on the development of Private Roads in new residential subdivisions until the City can analyze the effectiveness of its existing ordinances and, if appropriate, suggest ordinance revisions concerning development and maintenance standards.

Background: Recent developments in Norcross have utilized private roads to access subdivided parcels. Concerns have been raised regarding the effect utilizing private roads has on the City's development standards and the long-term maintenance viabilities of private roads. A moratorium may allow the City the opportunity to analyze its existing regulatory scheme and suggest improvements that better align regulations on private roads with the City's long- and short-term planning goals.

The drafted moratorium applies only to residential properties where a private road connects more than two lots to a public road. The moratorium does not apply to developments that have previously received zoning approval, land disturbance permits or preliminary plats.

Financial Impact: TBD

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

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

Attachments:

Proposed Moratorium

**RESOLUTION ENACTING A MORATORIUM ON THE ISSUANCE OF
PRELIMINARY PLATS, LAND DISTURBANCE PERMITS, BUILDING PERMITS,
AND OTHER PERMITS ISSUED BY THE CITY OF NORCROSS, GEORGIA THAT
PROVIDES FOR INTRA-PARCEL CONNECTIVITY THROUGH PRIVATE ROADS,
ALLEYS, OR OTHER ACCESS POINTS;**

The City of Norcross, Georgia (the “City”), by and through its City Council, has duly considered the forgoing and hereby adopts as a Resolution of the City Council the foregoing:

WHEREAS, the City’s Unified Development Ordinance (“UDO”) provides certain provisions for the location, standards of development, access, utility placement, and other design and development components for private and public roads;

WHEREAS, as those provisions apply to private roads, the UDO may fail to meet the same standards for maintenance, development, and construction that apply to publicly owned and dedicated roads;

WHEREAS, the City’s historical development and subdivision patterns have created remnant parcels without traditional access to platted public rights-of-way and where such patterns and private roads may inhibit the development of intra-parcel connectivity;

WHEREAS, the City has recently re-adopted its Comprehensive Plan to provide for long-term planning, land use, and resource allocation to accommodate appropriate and viable growth and development within the City;

WHEREAS, the evolving development trends indicate and suggest that certain changes might be necessary to adequately regulate the development of private roads and applicable design and maintenance requirements in a manner that is consistent with the Comprehensive Plan and the intent of the UDO;

WHEREAS, the interests of the City and its citizenry, including those interests related to the health, safety, morals, and general welfare of the public, shall be served by imposing a moratorium through May 31, 2025, on certain permit and plat approvals involving private roads;

WHEREAS, a moratorium will allow the City sufficient time to review its Comprehensive Plan, its Unified Development Ordinance, development trends in the Metropolitan Atlanta area, and allocation of public resources and services to maintain rights-of-way in the City;

WHEREAS, the City Council desires the development of a cohesive and coherent policy regarding private roads within the City and desires to promote community, economic, and infrastructure development through stable, predictable, regulated, and balanced development which furthers the interests of the City and the general public.

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL FOR THE CITY OF NORCROSS, GEORGIA, that a moratorium be established thereby precluding staff for the City of Norcross from considering or accepting any application for rezoning or special use permits, land disturbance permits, construction plans, preliminary plat, combination plat, or for a final plat

wherein the development, disturbance, or subdivision details the development of Private Residential Roads, as defined *infra*;

BE IT FURTHER RESOLVED, that aforementioned moratorium shall apply to any and all privately owned access roads, alleys, lanes, rights-of-way, or any point of ingress and/or egress, whether owned by adjoining property owners or by a community or neighborhood association, that provides access and/or frontage to three or more residentially-zoned parcels (including those parcels to be subdivided through the putative plat or subdivision) (herein, “Private Residential Roads”);

BE IT FURTHER RESOLVED, that the moratorium shall be established as of the effective date of this resolution and shall continue through May 31, 2025;

BE IT FURTHER RESOLVED, that this moratorium shall not impact any application for permits, application for plat review, or any land use petition for rezoning or special use permit filed before the effective date of this resolution;

BE IT FURTHER RESOLVED, that this moratorium shall not impact any application for permits or for plating involving commercial, institutional, or industrially zoned parcels within the City nor shall this moratorium apply to private driveways accessing public roads in a manner that is otherwise compliant with the UDO;

BE IT FURTHER RESOLVED that the City Council, having considered evidence and the opinions of experts, including those of City Staff, believes that the recitals of this resolution were adequately researched to reach an informed decision and that such recitals are fully valid, enforceable and constitutional; that every section, paragraph, sentence, clause or phrase of this Resolution is severable from any other section, paragraph, sentence, clause or phrase herein; that no section, paragraph, sentence, clause or phrase of this Resolution shall, for any reason whatsoever, be declared invalid, unconstitutional or otherwise unenforceable by a valid judgment or decree of any court of competent jurisdiction; it is further the express intent of the City Council that, in the event a court of competent jurisdiction were to declare by valid and final judgment that any such section, paragraph, sentence, clause, or phrase of this Resolution to be invalid, unconstitutional, or otherwise unenforceable, it shall not render invalid, unconstitutional or otherwise unenforceable any of the remaining phrases, clauses, sentences, paragraphs or sections of the Resolution and that, to the greatest extent allowed by law, all remaining phrases, clause, sentences, paragraphs or sections of the resolution shall remain valid, constitutional, enforceable, and of full force and effect;

BE IT FURTHER RESOLVED that all resolutions, ordinances, or acts of the City Council in conflict with this Resolution are, to the extent of the conflict, hereby repealed.

SO RESOLVED by the City Council for the City of Norcross, Georgia

(Continued on Following Page)

ADOPTED THIS 24th DAY OF FEBURARY, 2025.

CITY OF NORCROSS, GEORGIA

(SEAL)

By: _____
Craig Newton, Mayor

Attest: _____

Monique Philips, City Clerk



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

City of Norcross

Legislation Details (With Details)

File #:	25-7253	Version:	
Type #:	Agenda Item	Status:	Agenda Ready
On Agenda:	3/3/2025 6:30 PM	In Control:	Mayor and Council
Title:	Approval of Previous Meeting Minutes		

Sponsors:

Code Sections:

Title
Approval of Previous Meeting Minutes

Motion

A motion to Approve the January 31 Visioning Session minutes, February 3rd Regular Council Meeting minutes, and the February 17 Policy Work Session and Executive Session minutes.

NORCROSS COUNCIL RETREAT

SUMMARY REPORT



PREPARED BY THE GEORGIA MUNICIPAL ASSOCIATION
FEBRUARY 2025



Overview

The City of Norcross held a “Mini-Retreat” on Friday, January 31st at the City of Suwanee’s City Hall. Prior to the retreat, the Mayor and City Manager gathered input from Council for agenda items and developed narratives to set the stage for the discussion in six areas of focus: Economic Development, Transportation & Mobility, Natural Environment & Greenspace, Quality of Life (summarized), High-Performance Government, and Regional Leadership & Influence. Each discussion area had 2 to 4 discussion points taken from conversations between Mayor, Council, and staff.

Purpose of Retreats

Public officials operate in a demanding and rapidly changing work environment, exacerbated by shifts in the workforce, development trends, rising costs, technological advancements, and evolving service delivery expectations. Given these challenges, structured retreats offer decision-makers and administrators an opportunity to step away from their usual routines and engage in focused discussions and idea-sharing in a more relaxed setting.

Beyond merely enhancing governmental efficiency and effectiveness, retreats, as highlighted by the International City-County Managers Association (ICCMA), offer many advantages. They serve as a platform for resolving conflicts that may impede group dynamics and foster stronger working relationships. Retreats can facilitate the cohesion of a new governing board, aiding in their understanding of roles and responsibilities, building trust and collaboration, establishing effective communication channels, and exchanging expectations. Key components often include introduction and familiarization, clarification of roles, trust-building exercises, communication strategies, and setting expectations. However, participants must be willing to undergo self-examination through thoughtful, honest dialogue and try to change individual and group problem areas in order to realize progress.

Participants

Elected Officials: Mayor Craig Newton, Mayor Pro Tempore Marshall Cheek, Councilmember Josh Bare, Councilmember Bruce Gaynor, Councilmember Andrew Hixson, Councilmember Matt Myers

City Staff: City Manager Eric Johnson, Assistant City Manager Tracy Rye, City Clerk Monique Philip, Interim Economic Development Director Jim Trupiano

Speakers: City of Suwanee Mayor Jimmy Burnette, City of Suwanee Councilmember Linnea Miller, City of Suwanee City Manager Marty Allen, and Assistant City Manager Denise Brinson

GMA Facilitator: Michael McPherson, Member Services Consultant

Welcome & Introduction

Mayor Newton began the meeting by welcoming everyone and thanking them for taking time to be present. Mayor Jimmy Burnette welcomed everyone to the City of Suwanee and expressed his

delight that the Norcross Council should meet in Suwanee. Mayor Newton turned the meeting over to Michael McPherson to facilitate.

Roles of Facilitator & Ground Rules

McPherson thanked everyone for their candid conversations during the confidential interviews in the days leading up to the retreat. He introduced himself, his experience, and his motivations. He covered the role of the facilitator as:

- Keeping the conversation focused
- Being the gatekeeper
- To make sure everyone is heard
- To protect the participants during the meeting
- To keep a written record
- To help the group reach a consensus
- To answer questions where possible

McPherson asked to trust him to rearrange the order of the agenda items to streamline the day's discussion and covered the ground rules:

- Each member present will check their title at the door, including staff, would operate as equals during the meeting keeping the best interests of Norcross at the front
- Everyone will focus on the future leaving the past in the past
- Think community-wide and focus on broad strategies
- Trust each other enough to speak
- Respect each other enough to listen
- Respect each other's differences and perspectives
- Leave personal interest behind
- Don't beat a dead horse

McPherson asked for agreement on the ground rules and to forgive him in advance if he should seem rude at any point because his job is to keep the discussion moving forward to give ample time to the agenda items. McPherson acknowledged that in previous years, some members expressed a disdain for teambuilding exercises. He asked the group to humor him briefly by examining a few images that highlight the fact that people sitting in the same room can be looking at the same image and see it very differently. After some discussion, he asked each member of the Council to think about their ideal city—a city that comes to mind as a great place—but to save their answers for a little later as they were about to tackle an item that has been discussed at every retreat since 2020: Parking.

Parking

In discussion of the parking situation, its history, studies, and ideas for solutions the following SWOT analysis was started by the group and specific action items were developed:

Parking

Strengths

Added 40 paces recently
2 New Restaurants Opening +
Parking Study
Acquiring Property for New Spaces

Opportunities

Impact Fee
Signage
More spaces
District
Standards
Parking Deck / More Spaces
Permeable Parking on Greenspace
Pick-up Spots
Lions Club Park

Weakness

Perception
Underutilized Spaces
Biz Employees Taking Spaces
Signage
Policy
No Consensus on Study Data
Space for New Parking
Mandates / Regs (Federal)

Threats

Status Quo / Perpetuating
Public Backlash
Decreased Utilization of Downtown Biz
Too Much Parking / Waste of \$

Action Items:

- 1) Develop plan for signage upgrade (immediate)
Assigned to: Staff
- 2) Communication w/ Biz Association RE: Employee Parking (Enforce Employee Permit Requirement?) (immediate)
Assigned to: Staff
- 3) Consider revised parking ordinance (minimum parking standards)
Assigned to: Council and staff
- 4) Plan for RR property parking & benchmark other cities
Assigned to: Staff and Legal

Natural Environment & Greenspace

The discussion started broadly, and it was pointed out that Council has updated the comp plan regarding greenspaces, parks, and trails. Council voted to take first step in implementing the first item in Master Plan—RFQ Engineering/Design for Phases. In discussion of the recycling program, it was determined that Council should understand the difference in cost if residential recycling was left to the resident to decide rather than subsidize a program that is not performing due to trash contamination. Council will consider roll-offs at Lively for a recycling location. Should Lively turn into a recycling center, community service workers could sort/prep streams as there is an ample number of people seeking community service hours. Keep Gwinnett Beautiful should be a great

resource for recycling information for direct contact with glass, paper, and metal recycling interests.

A discussion regarding the Sustainability Commission ensued and it was determined that the commission had largely accomplished its goals. The point was made that Council had a goal of lowering the number of Boards, Councils, and Commissions where possible, especially when needs had been satisfied. Council saw that there are other opportunities to show movement on sustainability through analysis, department by department, to highlight what is already being done and taking note of items that may be accomplished in the future.

Action Items:

- 1) Staff will provide Council with figures in conversation with WM regarding change in contract
- 2) Staff will provide Council with figures for expanding recycling options at Lively
- 3) Sustainability Planner will help communicate the successes of each department in this area

Regional Leadership & Influence

Council had good discussion on the topic, and each member will keep in mind the ability to showcase the city by taking on leadership roles and participating in roundtable discussions with partners. Staff will partner with their counterparts in neighboring cities to stay informed of initiatives that might allow for regional projects and other collaboration.

Action Item:

Staff will start the initiative to propose regular (perhaps bi-annual or quarterly) meetings with peers in surrounding cities.

Great/Impressive Cities

The Council was asked to share the cities that came to mind and the things that make the cities special:

Portland, ME

Safe
Historic
Walkable
Downtown vibrant

Greensboro, NC

Big City w/ Feel of Small Town
Cost of Living
Lots to do
Great Feel

Savannah, GA

Historic Residential/Retail
Parks
Grid
Jobs

Fort Collins, CO

Walkable
Bikeable
Tree Canopy
Downtown not Dominated by Parking

Greenville, NC

Walkable
Safe

Greenville, NC

RR City
Leveraged Business Community

Pretty Downtown
Modern Amenities/Retail

Econ Redevelopment has driven wealth
Walkability

The group took a quick break to gather their lunch and prepare for an Economic Development presentation by Suwanee staff and Councilmember Linnea Miller. The presentation focused on the new park that Suwanee recently opened, including its features and the history of the project, which was delayed by COVID. Also covered in the discussion was the development of Suwanee City Hall and the surrounding residential and retail. The point was well made and taken by all that Suwanee was in a different position than Norcross in terms of development as Norcross opportunities are squarely in the redevelopment category, which poses unique challenges with each property considered. **In discussion, using the old library for filming opportunities had consensus among the group.**

Interim Economic Development Director Jim Trupiano gave a presentation on the Economic Development Outlook for Norcross. Lots of good discussion ensued regarding rising costs, incentive strategy, current and possible future Tax Allocation Districts (TAD), and the expansion of the DDA footprint or explore alternatives to the limited footprint.

Jim's Presentation is attached to this report.

Action Items:

- 1) Staff to determine from county how to access the TAD funds and explore its use on Skin Alley and stormwater retention
- 2) Staff/Council will explore the use/creation of another TAD around Beaver Ruin and Indian Trail
- 3) Staff will research expanding the DDA footprint and better communicate DDA finances
- 4) Host an Open House / Ideation at the Old Public Library Building for input on use; possibly incorporate a "Bring a Book, Take a Book" event alongside the Open House

High Performance Government & Staffing

From the Economic Development discussion, the open position of Economic Development Director was discussed, and McPherson asked that the group move to the staffing agenda item. He asked everyone to think about the staffing reality that cities face—public service has not been seen as a popular career choice in some time, the city has a good pool of staff in the metro area, but it will be tough to compete for talent with its larger neighbors. Also, each member of Council needs to be very conscious of their interactions with staff. McPherson asked them to remember that they (the Council) must set the tone for leadership at the top and understand that morale is in their hands. Pay attention when staff is presenting and be conscious of your line of questioning, especially when cultivating great new employees. To keep staff—praise loudly, and reprimand quietly. However, the professional manner that is to be expected of staff interacting with elected officials should be instilled and understood before being put in a position to succeed or fail. An observation was made that employees need thick skin to operate in front of a Board of Directors in the private sphere, so too should the public employee. The difference should be pointed out that Council meetings are public, private BODs meetings are not. There is no need for a Councilmember

to berate, chastise, or “one-up” staff as employees are there to serve. If questions remain after a presentation or questions do not fully satisfy a Councilmember, simply get with the City Manager and ask for clarity.

Great/Impressive Cities

McPherson shared the population and demographics of the cities Councilmembers had mentioned and compared them with Norcross. As Norcross is a diverse city, there was some discussion on serving the populations that exist and how service might look in the future.

Micro Transit

The City Manager asked for clarity regarding the micro-transit program citing that several months of data has been collected. The point was made that the transit referendum failed, and due to the failure, several groups may no longer support micro-transit. It was noted that demand has been increasing, however, the cost per ride is more than it was initially thought to be and there was not much appetite for subsidizing further.

Adjournment

The meeting was adjourned at approximately 4:00pm.

Closing

Team Norcross (Mayor, Council & Staff) consists of very capable individuals with great passion for their city, an incredible pool of experience, and a strong sense of professionalism. Team Norcross received a high compliment from Suwanee staff, which was expressed in their envy of Norcross’ historic downtown. Though there are some varying points of view on big issues like housing, the Mayor and Council work well together and reached a consensus on plenty of action items. It will be important to keep communication between Councilmembers steady with regular calls, meals, or coffee meetings, if only to touch base with each other between meetings. This will allow each member to gain and maintain the understanding between people that is necessary in a high-functioning group. Turnover among employees has apparently been an issue for the city—Councilmembers should be conscious of the need to cultivate talent and conscious of their tone in meetings. Allow the City Manager to handle coaching opportunities and discipline with staff but always remember to praise a job well done loudly. Encouraging staff to meet with their counterparts from the surrounding cities will reap benefits as they share good ideas, best practices, and brainstorm collaborations. In the past, the Mayor has spearheaded Legislative Delegation events that have brought many people together to network and hear from their legislators—this is a great way to bring good exposure to the city and get credit for a GMA Hometown Connection.

The Georgia Municipal Association was pleased to be a part of the Norcross Team Retreat. The retreat fostered a sense of unity and purpose, ensuring that the vision for a stronger, more vibrant Norcross will be actively pursued for long-term results.

Economic Development Market Outlook

- Economic headwinds will require cities to run more efficiently and create a sense of urgency to increase paths to revenue growth.
- Annual CPI growth is averaging 3% while asphalt and other manufacturing materials saw a 29% increase between 2021-2022 and continue to grow annually at an average of 5%.
- Rising materials and operational costs are outpacing revenues for many cities in the United States.
- Competition for economic growth between surrounding cities will tighten over the next few years making incentives a critical part of our strategy if Norcross wants to outperform in the economic development arena.
- Changing consumer preferences, rising prices, and the increased demand for convenience have led to new market demands for current and future businesses and residents.

Economic Development Scenario Matrix

E.a

○ Prioritization
○ Actionable
○ Measurable

Outcomes							
Revenue Streams							
Options	Description	Tax	Electricity Sales	Fees	Population Growth	Job Creation	Proposed Incentives
Scenario 1 Current State Comprehensive Plan 	☐ Business Recruitment ☐ Target Industries ▪ Advanced MFG ▪ Professional Services ▪ Wholesale Trade	☒ ☒	☒ ☒	☒ ☒		☒ ☒	☐ Waive Permit Fees ☐ Expediting ☐ Discounted Electric Rate for Customer Choice
Scenario 2 Retail & Residential	☐ Mixed Use ☐ Apartments ☐ Town Homes ☐ Missing Middle	☒	☒ ☒		☒ ☒		☐ 5-Year Tax Abatement ☐ Tax Allocation District ☐ Land Acquisition
Scenario 3 Redevelopment & Investment	☐ Buford Hwy ULI ☐ Examples ▪ Campus Drive ▪ Norcross Truck ▪ Pinnacle Park Properties	☒	☒	☒	☒	☒	☐ Tax Allocation District ☐ Land Acquisition for Discounted Sale ▪ Example: Techie Homes

Minutes Acceptance: Minutes of Jan 31, 2025 9:00 AM (Presentation of previous meeting)

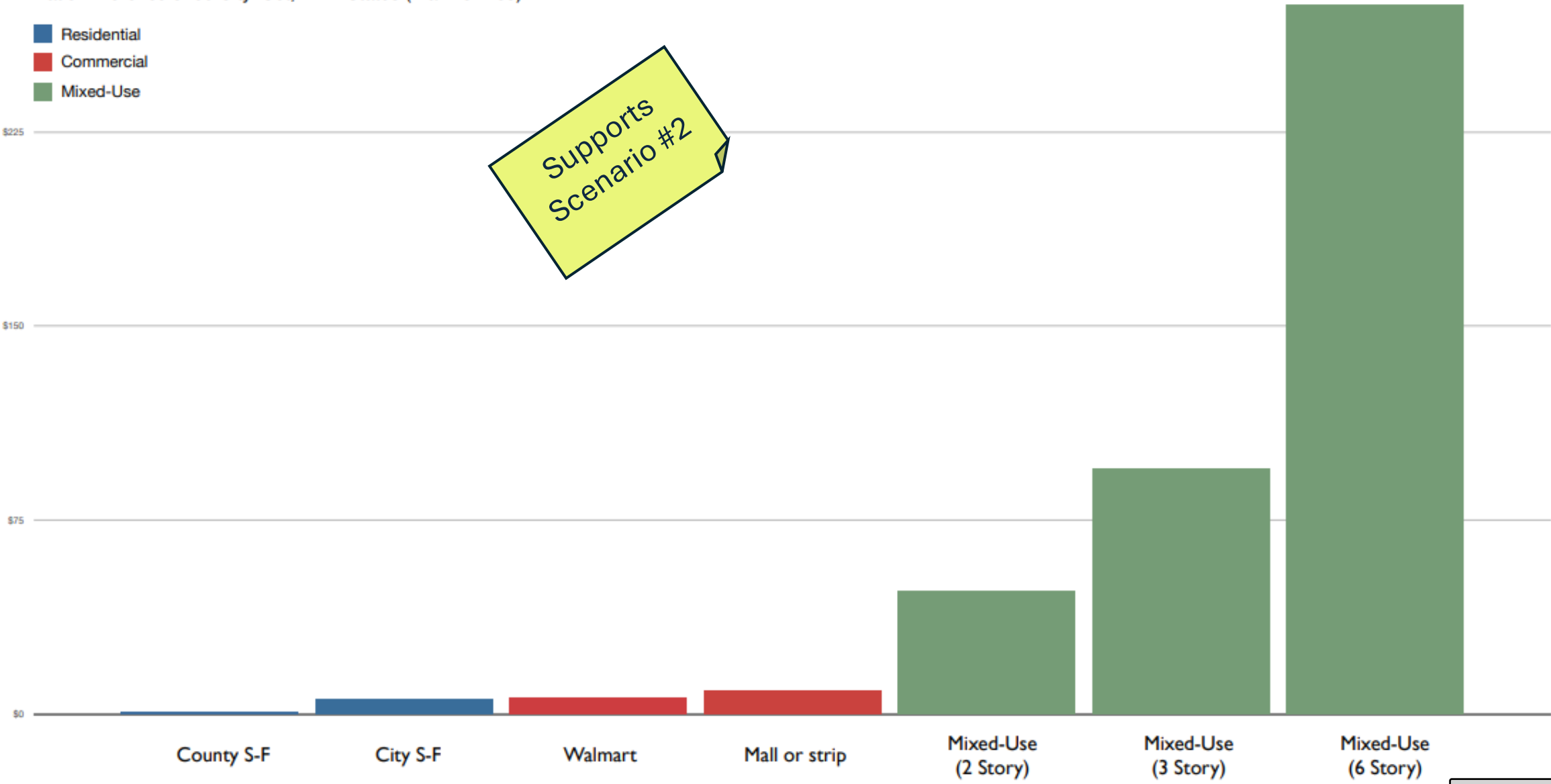


Existing State Incentives Include, Job Tax Credits, Port Tax Relief, Foreign Trade Zones and Data Center Tax Exemptions

County Property Taxes/Acre

Ratio Difference of 60 City Set, in 21 States (+ a Province)

- Residential
- Commercial
- Mixed-Use



Supports Scenario #2

Surrounding Jurisdiction Incentives

Municipality	Business Focused Incentives	Development Focused Incentives	Tax Abatement
Gwinnett County	Yes		Yes
Forsyth County	Yes	Yes	Yes
Cobb County	Yes	Yes	
City of Roswell	Yes		
City of Peachtree Corners	Yes		Yes

- ***Norcross has been known to offer incentives on a case-by-case basis. However, the jurisdictions above have officially adopted and advertised these incentives.***

Norcross Tax Allocation District

GCID 2016-0321 - EXHIBIT A MAP

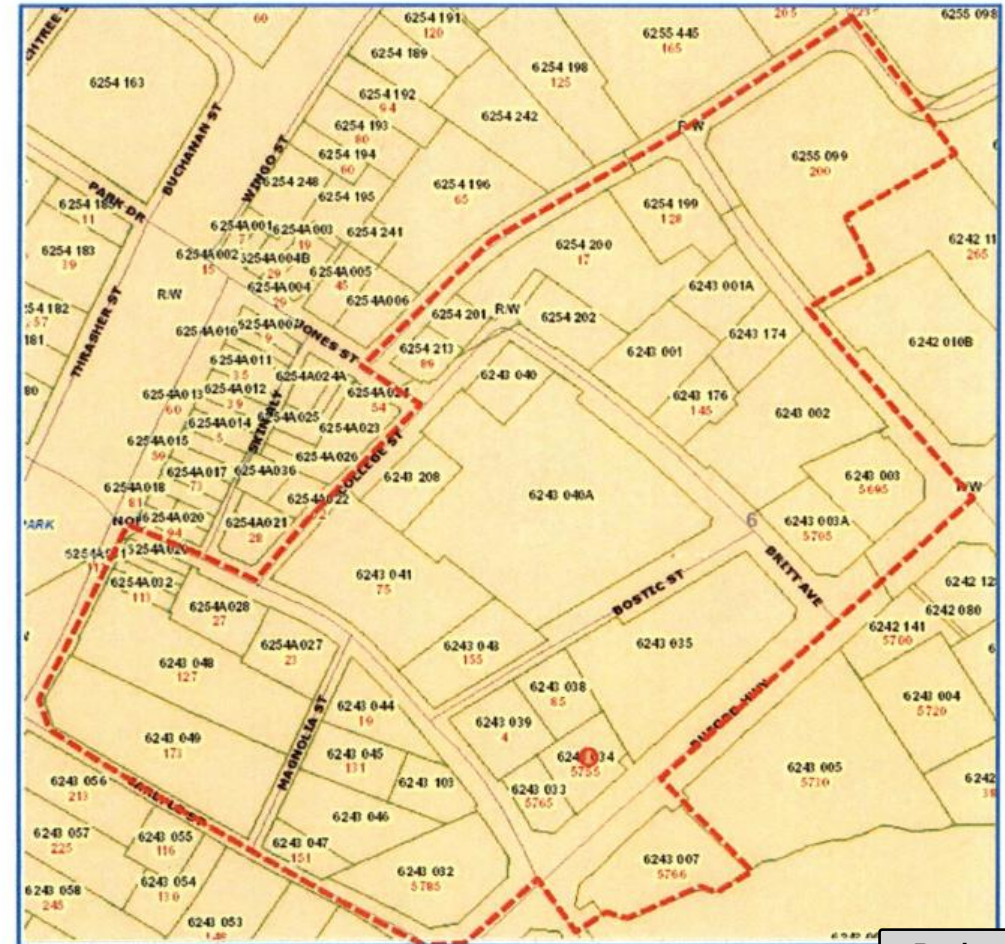
Downtown Norcross Redevelopment Plan and
Tax Allocation District #1 - City Center East

APPENDIX A. DOWNTOWN NORCROSS TAD #1 BOUNDARY MAP (L)

- Existing TAD boundary is confined to a small geographic area and most of the property is non-tax paying entities:

- ☐ Lillian Webb Park
- ☐ Gwinnett County Library
- ☐ DDA Parcels
- ☐ USPS
- ☐ Church

- ☐ Current TAD has limitations to the impact it can have on future development.



Utility Revenue Snapshot – The Brunswick

E.a

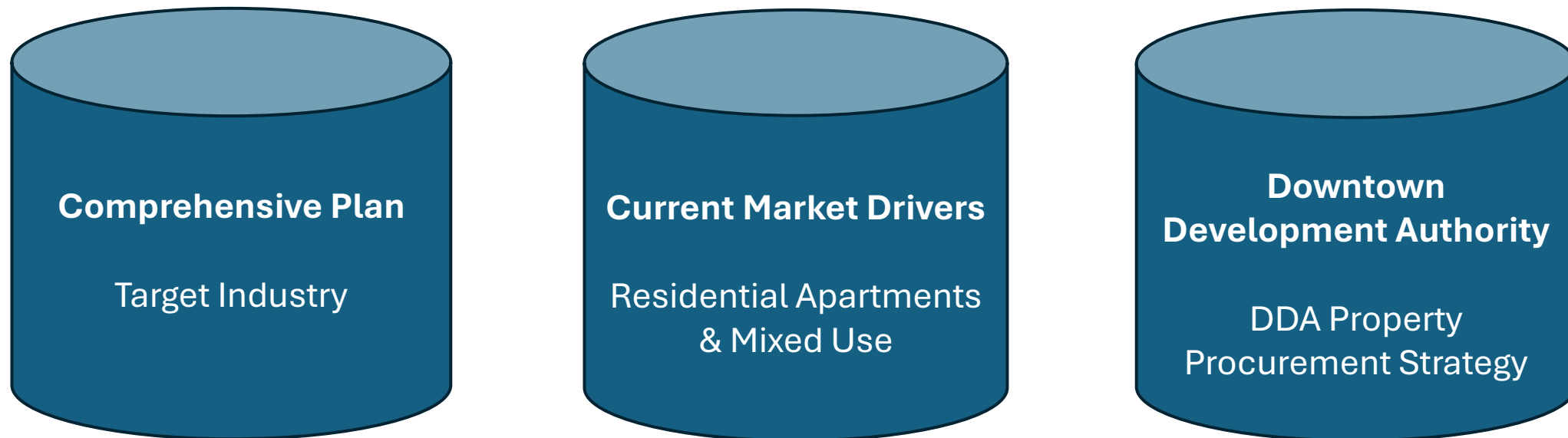


By the Numbers

- 186 Apartments Occupied
- 2024 Annual Electric Revenue \$242,000
- 2024 Annual Electric Margin \$39,000
- 25 Year Tax Abatement

- It is always a positive impact to add Residential customers because the incremental increase in cost is outweighed by the increase in revenue. Spreading high fixed costs over more customers is always better.

Alignment & Prioritization



Next Steps:

- ☐ Align as a Team – There is a clear correlation between alignment and effectiveness
- ☐ Once aligned... Prioritize, Incentivize & Measure
- ☐ Be “Lock Step” with the DDA
- ☐ Hire new Economic Development Director and Manager experience in aligned focus area
- ☐ Revisit TAD and Comprehensive Plan
- ☐ Note: Residential growth leads to more commercial growth

Measuring Outcomes

Outcome Metrics

Opportunity Name	Category	Tax	Electric Sales	Fees	Job Creation	Population Growth	Total Estimated Annual Value	Economic Development Effort	Organic
Norcross Truck Repair	Redevelop	\$	kWh	\$				✓	
Savage Pizza	Retail	\$	kWh	\$	5				✓
AT&T 5G Data Expansion	Redevelop	\$	MW	\$	3				✓

City of Norcross

65 Lawrenceville Street
Norcross, GA 30071



Meeting Minutes

Monday, February 3, 2025

6:30 PM

Council Chambers

Mayor and Council

Mayor Pro Tem Marshall Cheek

Councilmember Andrew Hixson

Councilmember Josh Bare

Councilmember Matt Myers

Councilmember Bruce Gaynor

Mayor Craig Newton

Minutes Acceptance: Minutes of Feb 3, 2025 6:30 PM (Presentation of previous meeting 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	
	Mayor Pro Tem	Absent	
Andrew Hixson	Councilmember	Present	
Josh Bare	Councilmember	Present	
Matt Myers	Councilmember	Present	
Bruce Gaynor	Councilmember	Present	

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

- E. Presentation of previous meeting minutes for acceptance

25-7243: Approval of Previous Meeting Minutes

Motion

A motion to Approve the January 6 Special Called Executive Session meeting minutes, the January 6 Regular Council Meeting and Executive Session meeting minutes, and the January 27 Policy Work Session and Executive Session meeting minutes.

Special Called Meeting - Special Meeting - Jan 6, 2025 5:30 PM

RESULT: ACCEPTED [UNANIMOUS]
MOVER: Bruce Gaynor, Councilmember
SECONDER: Andrew Hixson, Councilmember
AYES: Andrew Hixson, Josh Bare, Matt Myers, Bruce Gaynor
ABSENT: Marshall Cheek

Mayor and Council - Regular Meeting - Jan 6, 2025, 6:30 PM

RESULT: ACCEPTED [UNANIMOUS]
MOVER: Bruce Gaynor, Councilmember
SECONDER: Andrew Hixson, Councilmember
AYES: Andrew Hixson, Josh Bare, Matt Myers, Bruce Gaynor
ABSENT: Marshall Cheek

Policy Work Session - Policy Work Session - Jan 27, 2025, 7:00 PM

RESULT: ACCEPTED [UNANIMOUS]
MOVER: Bruce Gaynor, Councilmember
SECONDER: Andrew Hixson, Councilmember
AYES: Andrew Hixson, Josh Bare, Matt Myers, Bruce Gaynor
ABSENT: Marshall Cheek

- F. Set the agenda for the scheduled meeting as presented.
- 1. 25-7244: Acceptance of the Agenda

Motion

A motion to Accept the Agenda and Approve the Consent Agenda.

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

G. Ceremonial Presentations, Recognitions, and Swearing in Ceremonies

25-7241: 2025 Arbor Day Proclamation

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

a. Comments by Citizens

Lynn Ward raised concerns about marked trees on 80 and 94 Wingo and wants to know the DDA's plans. She also stated that there are ample parking spaces in the downtown.

Pierre Levy thanked the Mayor and Council for the well-organized Mini Retreat and the insightful ideas that emerged from the meeting. He also briefly mentioned annexation and suggested expanding the Historic District.

Tiney Willis voiced her apprehensions about Jones Street's newly approved pocket park. She suggested installing blinking lights at the intersection of Jones Street/South Peachtree St and Holcomb Bridge/South Peachtree as a safety measure. She is also eager to understand the DDA's plans for 80 and 94 Wingo.

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

First Friday Concert: The Rainmen
Friday, February 7 | 7:00 - 9:00 p.m. | Cultural Arts & Community Center

Movie Monday: The Art Of Love
Monday, February 10 | 1:30 & 6:30 p.m. | Cultural Arts & Community Center

Valentine's Night To Remember

Friday, February 14 | 6:30 - 8:30 p.m. | Downtown Norcross Coffee With Council

Saturday, February 15 | 8:00 a.m. | 45 South Cafe Valentine's Father-

Daughter Dance Saturday, February 15 | 6:30 - 8:30 p.m. | Cultural Arts & Community Center

Policy Work Session

Monday, February 17 | 6:30 p.m. | City Hall, 2nd Floor Conference Room

Georgia Arbor Day Celebration

Friday, February 21 | 10:00 a.m. | Lion's Club Concession Area

Movie Monday: Harriet

Monday, February 24 | 1:30 & 6:30 p.m. | Cultural Arts & Community Center

K. Board Appointments

A. 25-7242: Zoning Board of Appeals (One Vacancy | One Applicant)

Motion

A motion to Approve/Deny the appointment of the following candidate to the Zoning Board of Appeals with the term as presented :

Naim Harrison June 1, 2029

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

L. Consent Agenda

RESULT:	ADOPTED ON CONSENT AGENDA [UNANIMOUS]
MOVER:	Andrew Hixson, Councilmember
SECONDER:	Matt Myers, Councilmember
AYES:	Andrew Hixson, Josh Bare, Matt Myers, Bruce Gaynor
ABSENT:	Marshall Cheek

1. 25-7231: Amendment to MOU Between Sustainable Norcross Inc. and the City

Motion

A motion to Authorize an amendment to the Memorandum of Understanding between Sustainable Norcross Inc. and the City for the Green Roof project, funded by a grant from Sustainable Norcross, Inc., for the relocation of the Green Roof project to Pinnacle Park, and adding naming honors and dedication/ribbon cutting ceremonies, and authorize the Mayor to execute.

2. 25-7232: Georgia First Responder PTSD Program

Motion

A motion to Adopt a resolution to add the First Responder PTSD program to the GIRMA Fund.

3. 25-7234: Authorization to Sign Tax Determination Letter Regarding Employee Retirement Plan

Motion

A motion Authorizing the Mayor to execute documents necessary to submit a determination letter

to the Internal Revenue Service and to hire counsel from the Georgia Municipal Employees Benefit System to monitor tax status.

M. Items for Discussion

1. 25-7233: Additional Appropriation for South Peachtree Parking Lot

Motion

A motion to Approve an appropriation from Transportation SPLOST for the additional amount of \$360,517.94 for the construction of the South Peachtree Parking Lot.

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

N. Adjourn in memory of

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

Councilmember Hixson motioned to adjourn the meeting at 7:07 PM, seconded by Councilmember Myers. The vote was unanimously approved.

Signed by _____ Mayor Craig Newton

Attest _____ Monique Philip, City Clerk

Minutes Acceptance: Minutes of Feb 3, 2025 6:30 PM (Presentation of previous meeting minutes for acceptance)

City of Norcross

65 Lawrenceville Street
Norcross, GA 30071



Meeting Minutes

Monday, February 17, 2025

6:30 PM

2nd Floor Conference Room

Policy Work Session

Mayor Craig Newton

Mayor Pro Tem Marshall Cheek

Councilmember Andrew Hixson

Councilmember Josh Bare

Councilmember Matt Myers

Councilmember Bruce Gaynor

Minutes Acceptance: Minutes of Feb 17, 2025 6:30 PM (Presentation of previous meeting minutes for acceptance)

A. Roll Call (recorded)

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

The Policy Work Session was called to order at 6:31 PM by Mayor Craig Newton

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

Norcross Public Arts Commission - Elizabeth Simpson, Chair

D. General Updates**E. Council - General Discussion****F. City Manager's Report****G. Board Appointments**

The Mayor and Council have no Board, Commission, or Authority appointments or re-appointments to consider at this time.

H. Items for Discussion**1. 25-7248: Brookhaven Innovation Academy (BIA) School Zone**

RESULT:	THIS MATTER WAS REFERRED TO
	Next: 3/3/2025 6:30 PM
TO:	Mayor and Council

2. 25-7246: Final Plat Issued for Sunset Drive Lot

Per the direction of the Mayor and Council, an item will be introduced from the floor at the March 3 Regular Meeting to discuss issuing an emergency moratorium on certain development applications for residential projects utilizing private roads. This moratorium would provide an opportunity to amend the Unified Development Ordinance (UDO).

Additionally, the March Public Work Session (PWS) will include a discussion topic on the process for approving preliminary plats.

RESULT:	DISCUSSED
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3. 25-7240: REZ2024-007 Rezoning from R-100 and R-75 to PRD for Single Family Detached Residential Project

RESULT:	THIS MATTER WAS REFERRED TO
	Next: 3/3/2025 6:30 PM
TO:	Mayor and Council

Minutes Acceptance: Minutes of Feb 17, 2025 6:30 PM (Presentation of previous meeting minutes for acceptance)

4. **25-7247: Public Safety Building Update**

An open house will be held to provide citizens the opportunity to review construction plans, view updated renderings, and learn more about the project's progress. The date, time, and location are to be determined.

RESULT:	DISCUSSED
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5. **25-7249: Expanded Downtown Parking**

RESULT:	THIS MATTER WAS REFERRED TO
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Next: 3/3/2025 6:30 PM

TO:	Mayor and Council
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I. **Adjourn to Executive Session for Personnel, Real Estate, or Legal**

The meeting adjourned to Executive Session for Real Estate at 10:16 PM. The motion to adjourn was made by Councilmember Bare, seconded by Councilmember Hixson.

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

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

Minutes Acceptance: Minutes of Feb 17, 2025 6:30 PM (Presentation of previous meeting minutes for acceptance)



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

City of Norcross

Legislation Details (With Details)

File #:	25-7254	Version:	
Type #:	Agenda Item	Status:	Agenda Ready
On Agenda:	3/3/2025 6:30 PM	In Control:	Mayor and Council
Title:	Acceptance of the Agenda and Approval of the Consent Agenda		

Sponsors:

Code Sections:

Title

Acceptance of the Agenda and Approval of the Consent Agenda

Motion

A motion to Accept the Agenda and Approve the Consent Agenda.



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

City of Norcross

Legislation Details (With Details)

File #:	25-7255	Version:	
Type #:	Agenda Item	Status:	Agenda Ready
On Agenda:	3/3/2025 6:30 PM	In Control:	Mayor and Council
Title:	Proclamation Recognizing Chloe Au		

Sponsors:

Code Sections:

Attachments:

1. [Proclamation for Chloe Aue](#)

Title

Proclamation Recognizing Chloe Au

Presented by
Mayor Craig Newton

Proclamation

City of Norcross, Georgia

Recognizing

Chloe Au

For Excellence in Scientific Achievement

- Whereas:** it is with great pride that we acknowledge the remarkable accomplishments of Chloe Au, a senior at Paul Duke STEM High School in Gwinnett County, Georgia, who has been named one of the top teenage scientists in the world by the Society for Science; and
- Whereas:** Chloe Au was selected from thousands of applicants for her outstanding research in the field of neuroscience, demonstrating exceptional talent and dedication to scientific discovery; and
- Whereas:** Chloe’s project, *The Role of Myc in Tunicate Central Nervous System Development*, was recognized as a groundbreaking contribution to understanding neurodegeneration, a field of research with the potential to yield transformative solutions for some of the world’s most pressing health challenges; and
- Whereas:** Chloe Au is one of only three students from Georgia to receive this esteemed honor in 2025, further showcasing her exemplary achievement and the impact of her research; and
- Whereas:** Chloe’s passion for neuroscience and her commitment to scientific inquiry were nurtured through a summer internship with the Georgia Institute of Technology’s Neuroscience Department, where she worked alongside leading experts in the field; and
- Whereas:** Chloe’s work not only advances the scientific community’s understanding of neurodegeneration but also exemplifies the potential of high school students to engage in advanced research when given the right opportunities and resources; and
- Whereas:** the recognition of Chloe Au’s achievement brings honor to her, her family, Paul Duke STEM High School, and Gwinnett County, as her success serves as an inspiration to other students to pursue excellence in science and to tackle the world’s most challenging problems.

Now, Therefore, I, Mayor Craig Newton, and the City Councilmembers do hereby commend Chloe Au for her outstanding achievements and extend heartfelt congratulations on being named one of the top teenage scientists in the world by the Society for Science. We are proud of her accomplishments and look forward to the groundbreaking contributions she will make in the field of neuroscience in the future.

Let this proclamation stand as a testament to the power of curiosity, hard work, and the pursuit of knowledge.

Given under my hand on this 4th day of February 2025.

Craig Newton, Mayor

Attest: Monique Philip, City Clerk



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

City of Norcross

Legislation Details (With Details)

File #:	25-7256	Version:	
Type #:	Agenda Item	Status:	Agenda Ready
On Agenda:	3/3/2025 6:30 PM	In Control:	Mayor and Council
Title:	Proclamation Recognizing Dr. Wetherington as Principal of the Year for Paul Duke STEM High School		

Sponsors:

Code Sections:

Attachments:

1. [PRO - Dr. Jonathon Wetherington - Gwinnett Co. Principal of the Year](#)

Title

Proclamation Recognizing Dr. Wetherington as Principal of the Year for Paul Duke STEM High School

Presented by
Mayor Craig Newton

Proclamation

The City of Norcross, Georgia Recognizes

Dr. Jonathon Wetherington

Gwinnett County Principal of the Year

- Whereas:** Dr. Jonathon Wetherington has demonstrated exceptional leadership and an unwavering commitment to enhancing student support services at Paul Duke STEM High School; and
- Whereas:** through his dedication, he has transformed the school's counseling services into a highly effective, student-centered initiative that prioritizes student well-being and success; and
- Whereas:** Dr. Wetherington has made significant contributions by aligning the student-to-counselor ratio with the American School Counselor Association (ASCA) model standards, ensuring students receive the individualized support they need; and
- Whereas:** his commitment to amplifying the voices of school counselors is evident through his inclusion of counseling staff in hiring and leadership committees, ensuring their insights shape the future of Paul Duke STEM High School; and
- Whereas:** Dr. Wetherington has expanded and promoted counseling services through key initiatives such as aligning the counselor calendar with the school year, launching "Coffee with a Counselor" sessions, addressing student needs by providing hygiene products, securing funding for a de-escalation room, adding a College and Career Counselor, and increasing dual enrollment opportunities for students; and
- Whereas:** in recognition of his outstanding leadership and dedication to student support services, Dr. Jonathon Wetherington was named 2025 Gwinnett County Mary Joe Hannaford Counselor Administrator (Principal) of the Year at the district counselors' meeting; and

Now, Therefore, I, Craig Newton, on behalf of the Norcross City Council, do hereby recognize and commend Dr. Jonathon Wetherington for his exemplary leadership and dedication to student success, and we extend our heartfelt congratulations on this well-deserved honor.

Given under my hand on this 3rd day of March 2025.

Craig Newton, Mayor

Attest: Monique Philip, City Clerk



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

City of Norcross

Legislation Details (With Details)

File #:	25-7257	Version:	
Type #:	Agenda Item	Status:	Agenda Ready
On Agenda:	3/3/2025 6:30 PM	In Control:	Mayor and Council
Title:	Swearing in of Officer Theresa Dawes		

Sponsors:

Code Sections:

Attachments:

1. [Oath - Theresa Dawes](#)

Title

Swearing in of Officer Theresa Dawes

Sworn in by

Mayor Craig Newton

Norcross Police Department

Oath of Office

I, Theresa Dawes, swear (or affirm) that I am not incumbent in any office of trust in this State, of the United States or of any foreign State and should I seek such, my separation herefrom shall be instant;

I further swear (or affirm) that I am not the holder of any public monies due this or any other State or political subdivision unaccounted for; I swear (or affirm) that I am not the holder of any office of trust under the government of the United States, any other state, or any foreign state which I, by the laws of the State of Georgia, am prohibited from holding; I swear (or affirm) I am qualified to hold the office to which I am appointed, and for so long as I am employed with the City of Norcross Police Department, I do solemnly swear (or affirm) that I will support and defend the Constitution of the United States of America and the Constitution of the State of Georgia, and I will faithfully perform and discharge the duties of my position, conscientiously and without malice or partiality, to the best of my ability;

I further swear (or affirm) to obey, to adhere to, to uphold and to enforce the laws of the United States of America, of the State of Georgia, and of the City of Norcross at all times;

So Help Me God.

Officer's Signature

Administrator's Signature

Title and Name of Administrator

Date

Notary Public



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

City of Norcross

Legislation Details (With Details)

File #:	25-7258	Version:	
Type #:	Agenda Item	Status:	Agenda Ready
On Agenda:	3/3/2025 6:30 PM	In Control:	Mayor and Council
Title:	Swearing in of Officer King Mitchell		

Sponsors:

Code Sections:

Attachments:

1. [Oath of Office - King Mitchell](#)

Title

Swearing in of Officer King Mitchell

Sworn in by

Mayor Craig Newton

Norcross Police Department

Oath of Office

I, King Mitchell, swear (or affirm) that I am not incumbent in any office of trust in this State, of the United States or of any foreign State and should I seek such, my separation herefrom shall be instant;

I further swear (or affirm) that I am not the holder of any public monies due this or any other State or political subdivision unaccounted for; I swear (or affirm) that I am not the holder of any office of trust under the government of the United States, any other state, or any foreign state which I, by the laws of the State of Georgia, am prohibited from holding; I swear (or affirm) I am qualified to hold the office to which I am appointed, and for so long as I am employed with the City of Norcross Police Department, I do solemnly swear (or affirm) that I will support and defend the Constitution of the United States of America and the Constitution of the State of Georgia, and I will faithfully perform and discharge the duties of my position, conscientiously and without malice or partiality, to the best of my ability;

I further swear (or affirm) to obey, to adhere to, to uphold and to enforce the laws of the United States of America, of the State of Georgia, and of the City of Norcross at all times;

So Help Me God.

Officer's Signature

Administrator's Signature

Title and Name of Administrator

Date

Notary Public



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

City of Norcross

Legislation Details (With Details)

File #:	25-7259	Version:	
Type #:	Agenda Item	Status:	Agenda Ready
On Agenda:	3/3/2025 6:30 PM	In Control:	Mayor and Council
Title:	Swearing in of Officer Logan Spurgeon		

Sponsors:

Code Sections:

Attachments:

1. [Oath of Office - Logan Spurgeon](#)

Title

Swearing in of Officer Logan Spurgeon

Sworn in by

Mayor Craig Newton

Norcross Police Department

Oath of Office

I, Logan Spurgeon swear (or affirm) that I am not incumbent in any office of trust in this State, of the United States or of any foreign State and should I seek such, my separation herefrom shall be instant;

I further swear (or affirm) that I am not the holder of any public monies due this or any other State or political subdivision unaccounted for; I swear (or affirm) that I am not the holder of any office of trust under the government of the United States, any other state, or any foreign state which I, by the laws of the State of Georgia, am prohibited from holding; I swear (or affirm) I am qualified to hold the office to which I am appointed, and for so long as I am employed with the City of Norcross Police Department, I do solemnly swear (or affirm) that I will support and defend the Constitution of the United States of America and the Constitution of the State of Georgia, and I will faithfully perform and discharge the duties of my position, conscientiously and without malice or partiality, to the best of my ability;

I further swear (or affirm) to obey, to adhere to, to uphold and to enforce the laws of the United States of America, of the State of Georgia, and of the City of Norcross at all times;

So Help Me God.

Officer's Signature

Administrator's Signature

Title and Name of Administrator

Date

Notary Public



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

City of Norcross

Legislation Details (With Details)

File #:	25-7260	Version:	
Type #:	Agenda Item	Status:	
On Agenda:	3/3/2025 6:30 PM	In Control:	Mayor and Council
Title:	Swearing in of Officer Gabriel Veras		

Sponsors:

Code Sections:

Attachments:

1. [Oath of Office - Gabriel Veras](#)

Title

Swearing in of Officer Gabriel Veras

Sworn in by

Mayor Craig Newton

Norcross Police Department

Oath of Office

I, Gabriel Veras swear (or affirm) that I am not incumbent in any office of trust in this State, of the United States or of any foreign State and should I seek such, my separation herefrom shall be instant;

I further swear (or affirm) that I am not the holder of any public monies due this or any other State or political subdivision unaccounted for; I swear (or affirm) that I am not the holder of any office of trust under the government of the United States, any other state, or any foreign state which I, by the laws of the State of Georgia, am prohibited from holding; I swear (or affirm) I am qualified to hold the office to which I am appointed, and for so long as I am employed with the City of Norcross Police Department, I do solemnly swear (or affirm) that I will support and defend the Constitution of the United States of America and the Constitution of the State of Georgia, and I will faithfully perform and discharge the duties of my position, conscientiously and without malice or partiality, to the best of my ability;

I further swear (or affirm) to obey, to adhere to, to uphold and to enforce the laws of the United States of America, of the State of Georgia, and of the City of Norcross at all times;

So Help Me God.

Officer's Signature

Administrator's Signature

Title and Name of Administrator

Date

Notary Public



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

City of Norcross

Legislation Details (With Details)

File #:	25-7240	Version:	
Type #:	Agenda Item	Status:	Agenda Ready
On Agenda:	3/3/2025 6:30 PM	In Control:	Mayor and Council
Title:	REZ2024-007 Rezoning from R-100 and R-75 to PRD for Single Family Detached Residential Project		

Sponsors:

Code Sections:

Attachments:

1. [Agenda Report - REZ2024-007 Rezoning from R-100 and R-75 to PRD for Single Family](#)
2. [RZ2024-007 DRAFT Ordinance](#)
3. [Staff Report Package](#)
4. [Hunt Beutell Concept Plan](#)
5. [Hunt and Beutell Rezoning Application](#)

Title

REZ2024-007 Rezoning from R-100 and R-75 to PRD for Single Family Detached Residential Project

Drafter

Tracy Rye

Motion

A motion to Approve/Deny the zoning component of RZ2024-007, the adoption of zoning standards under the Planned Residence District (PRD) for the property located at 136, 138, 134 & 141 Beutell St. & 87 Hunt Street, with the following conditions:

1. The PRD zoning designation shall be restricted to a single-family development up to a maximum of 31 units;
2. The property shall be developed in general conformance with the site plan dated receipt 10/28/2024 and shall include a 14-foot setback along the interior property lines;
3. A 2-foot sidewalk landscape strip shall be provided along the interior property lines;
4. The applicant shall provide a minimum of 3 parking spaces per unit all which must be provided on the site;
5. A 2-foot sidewalk landscape strip, 8-foot sidewalk with streetlights shall be installed along Hunt Street and Beutell Street in conformance with Section 205-4.f. of the UDO unless otherwise required by the City Engineer; and the sidewalk in front of existing lots 26 and 27 shall be upgraded from 5' to 8'.
6. All common areas, including but not limited to stormwater systems, shall be maintained by the property manager/owner;
7. It is acknowledged that the Gwinnett County Fire Marshal or another reviewing agency may require modifications to the site for oversized vehicles such as fire and garbage trucks and minor adjustments to the site concept plan shall be approved by the Community Development Director in response to Gwinnett County comments is allowed;
8. The location of any and all crosswalks and traffic calming measures within the development are subject to the approval of the City Engineer;
9. Plant material use on site in landscape strips and buffers are subject to final approval of the City's Arborist;
10. Location of stormwater detention is subject to the approval of the City Engineer;
11. All utilities shall be buried;
12. The development shall comply with the Architectural Review Board's 11 conditions of approval referenced earlier in the analysis. Any changes to previously approved plans shall be subject to the formal advertising and review process of the Architectural Review Board;
13. The applicant work with City Staff to help develop pedestrian connectivity between Hunt Street and Wingo Street, if possible. If it is possible to develop pedestrian connectivity, the applicant shall contribute \$10,000 total in equal assessments on each building permit for the development (31) into a specified trail/sidewalk fund towards the creation of the connection



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

Agenda Report

To: Mayor and Council

From: Community Development

Meeting Date: March 3, 2025 - Regular Council Meeting (RCM)

Item No.: 25-7240

Title: REZ2024-007 Rezoning from R-100 and R-75 to PRD for Single Family Detached Residential Project

CC: Eric Johnson, City Manager

See Update Section on Pages 3-4

Recommendation

Consider a recommendation of approval from the Planning and Zoning Board by a vote of 4-1 on the zoning component of RZ2024-007, the adoption of zoning standards under the Planned Residence District (PRD) for the property located at 136, 138, 134 & 141 Beutell St. & 87 Hunt Street, with the following conditions:

1. The PRD zoning designation shall be restricted to a single-family development up to a maximum of 31 units;
2. The property shall be developed in general conformance with the site plan dated receipt 10/28/2024 and shall include a 14-foot setback along the interior property lines;
3. A 2-foot sidewalk landscape strip shall be provided along the interior property lines;
4. The applicant shall provide a minimum of 3 parking spaces per unit all which must be provided on the site;
5. A 2-foot sidewalk landscape strip, 8-foot sidewalk with streetlights shall be installed along Hunt Street and Beutell Street in conformance with Section 205-4.f. of the UDO unless otherwise required by the City Engineer; and the sidewalk in front of existing lots 26 and 27 shall be upgraded from 5' to 8'.

6. All common areas, including but not limited to stormwater systems, shall be maintained by the property manager/owner;
7. It is acknowledged that the Gwinnett County Fire Marshal or another reviewing agency may require modifications to the site for oversized vehicles such as fire and garbage trucks and minor adjustments to the site concept plan shall be approved by the Community Development Director in response to Gwinnett County comments is allowed;
8. The location of any and all crosswalks and traffic calming measures within the development are subject to the approval of the City Engineer;
9. Plant material use on site in landscape strips and buffers are subject to final approval of the City's Arborist;
10. Location of stormwater detention is subject to the approval of the City Engineer;
11. All utilities shall be buried;
12. The development shall comply with the Architectural Review Board's 11 conditions of approval referenced earlier in the analysis. Any changes to previously approved plans shall be subject to the formal advertising and review process of the Architectural Review Board;

Background

The applicant has assembled these parcels and proposes 34 lots with 31 new construction detached single family homes. Lots 26 and 27 are currently under construction based on the initial plat for the legacy Beutell Street subdivision which was platted in the 1950s. Two lots will be common area open space, and the third lot will be utilized for detention.

The assemblage of four parcels spans either side of Beutell Street and the east side of Hunt Street. The north side of the subject parcels is directly adjacent to the railroad right of way and the site sits at the end of these residential streets developed in a traditional neighborhood pattern. The total acreage is 3.35 acres and is within the Town Center Future Land Use designation. Lots 26 and 27 are currently under construction based on the initial plat for the legacy Beutell Street subdivision which was platted in the 1950s. As related to the existing permits for these two lots, Beutell is currently being extended and widened within the frontage of the lots to a 30' ROW with a 5' sidewalk.

Vehicular access to the 31 new homes will be provided by the creation of a 50' wide new road that connects Hunt and Beutell Streets. Additionally, Beutell will be extended to the railroad right of way within the existing right of way. This new road will provide access through the development. 5' sidewalks are proposed throughout the development and parking is provided for guests and for those retrieving mail at the centrally located mail kiosk. Lots with frontage on Beutell will derive access from the extension of Beutell Street.

The homes range from 2,911-3,819 square feet. The design of these proposed 31 homes was the subject of an Architecture Review Board review on December 17, 2024, and was approved with conditions. The applicant is proposing 3.5' side setbacks from each side property line, for a distance of 7.0' between houses. These setbacks will apply to building overhang, and the Building Official will require the homes to be constructed with fire rated assemblies.

Financial Impact:

Residential property taxes will increase if the previously undeveloped portions of this property are developed. Current scope of impact to City revenues are unknown at this time.

Consistent with Comprehensive Plan?

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

Attachments

1. Staff Report Package
2. RZ2024-007 DRAFT Ordinance
3. Hunt Beutell Concept Plan
4. Hunt and Beutell Rezoning Application

Update:

It is noted that Mayor and Council would like for the applicant to work toward gaining an easement for a trail from Hunt Street toward Wingo Street along either the railroad right-of-way or across or across Gwinnett Board of Education property at Norcross Elementary School as a condition of approval of the application. There is concern for the complexities of placing a condition for work or encumbrances outside of existing City Right of Way or across private property not subject to the zoning action should the applicant not be able to arrive at a reasonable solution related to the request. As an alternative, staff proposes the following as condition number 13:

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

Next Steps

Mayor and Council Voting Session March 3, 2025 at 6:30 PM

Ordinance _____ (RZ2024-007)**A Sample Ordinance Allowing a Rezoning**

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

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

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

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

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

SO ORDAINED this 3rd day of March 2025.

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

Craig Newton, Mayor

ATTEST:

Monique Philip, City Clerk



Meeting Date: 2/17/2025 at 6:30 PM	Petition Number: REZ2024-007
Project Type:	New single-family residential development
Property Location:	136, 138, 134 & 141 Beutell St. & 87 Hunt Street Norcross, GA 30071
Tax Parcel ID:	6255 072, 6255 525, 6255 087, 625 524, 6255 084
Petitioner:	Musah Lotallah
Petitioner's Request:	Creation of a new 34-lot single family detached Planned Residential Development (PRD) with 31 new construction homes
Recommendation:	Approval with conditions

Summary

The applicant requests approval of the site plan within the PRD district to construct a 34-lot single-family development with 31 newly proposed homes on the 3.35-acre assemblage.

Timeline

The Norcross UDO Section 104-3.B requires rezoning applications for Planned Residential District (PRD) to first be reviewed by the Architectural Review Board, followed by Planning and Zoning Board, Mayor and Council's policy meeting and the Mayor and Council's regular meeting for final action. Below is the proposed schedule of dates.

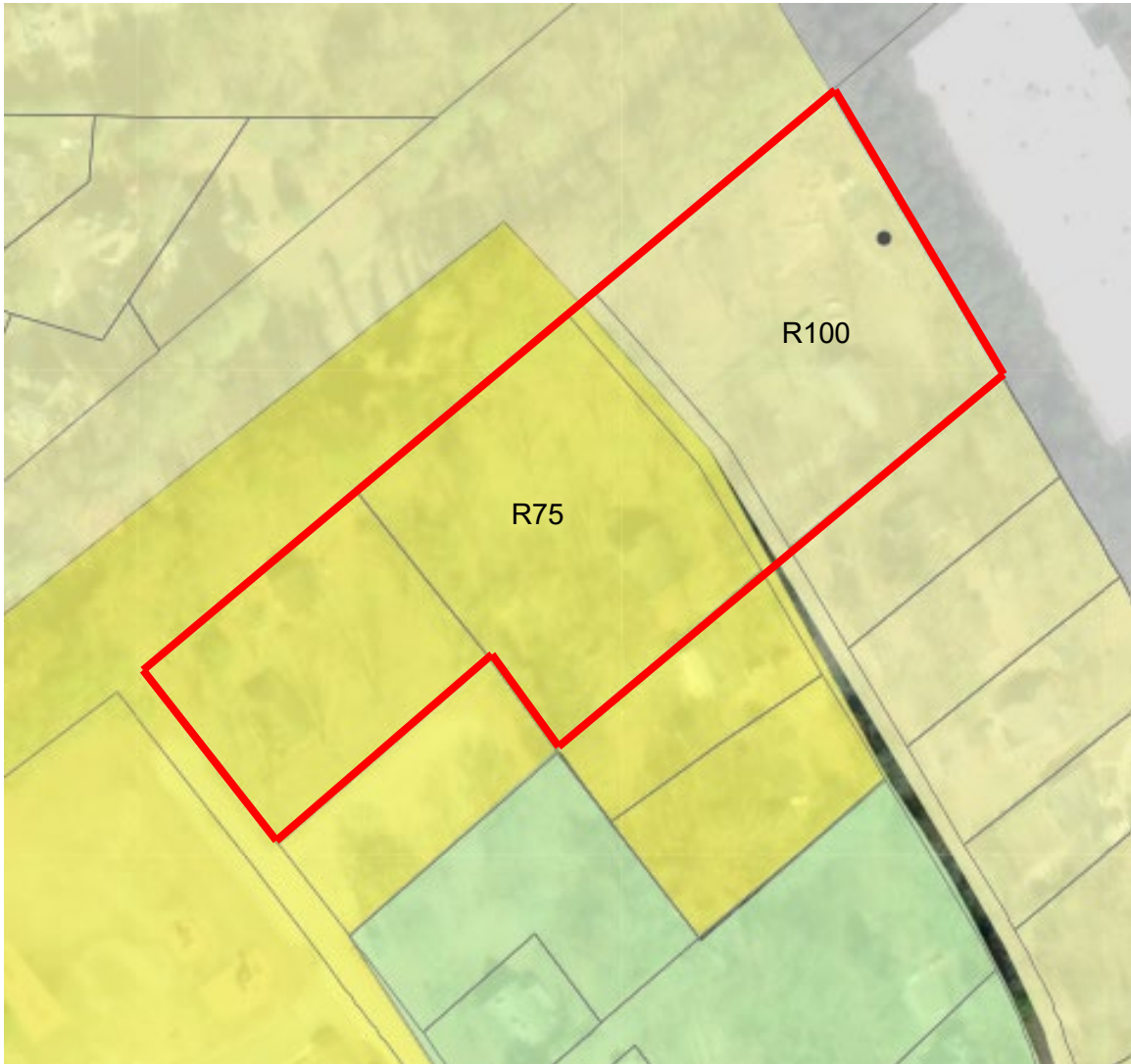
Board	Meeting Type	Meeting	Meeting Time	Room
ARB	Hearing	12/17/2024	6:00 PM	2nd Floor Conference Room
P&Z	Hearing	2/5/2025	6:30 PM	2nd Floor Conference Room
MCC Policy	Hearing	2/17/2025	6:30 PM	2nd Floor Conference Room
MCC Regular	Hearing	3/3/2025	6:30 PM	Council Chambers

Aerial View



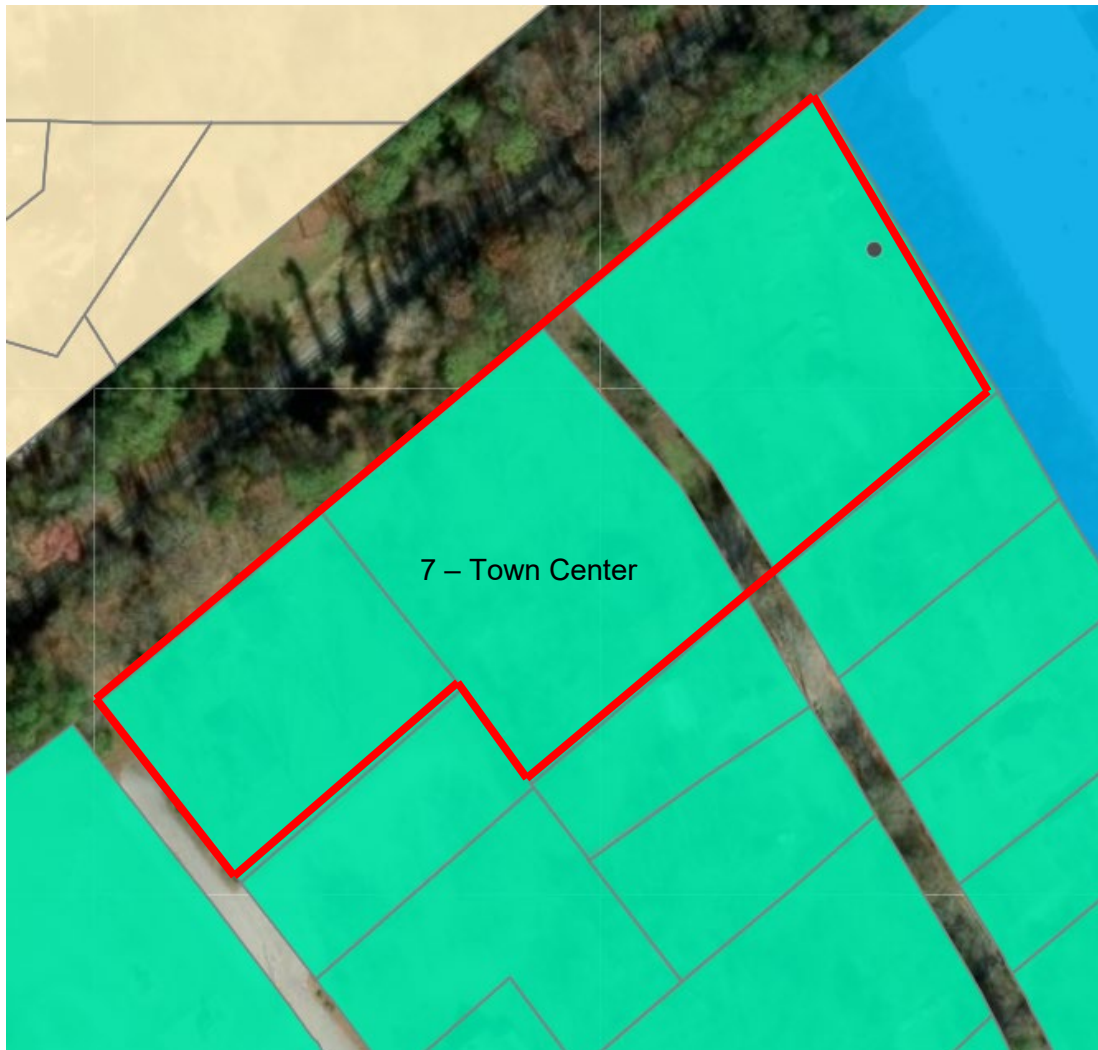
Attachment: Staff Report Package (25-7240 : REZ2024-007 Rezoning from R-100 and R-75 to PRD for Single Family)

Zoning Map



Attachment: Staff Report Package (25-7240 : REZ2024-007 Rezoning from R-100 and R-75 to PRD for Single Family)

Character Area Map



PROPERTY INFORMATION			
136, 138, 134 & 141 Beutell St. & 87 Hunt Street Norcross, GA 30071			
Zoning & Land Use			
Current Zoning: R75 & R100	Requested Zoning: PRD	Acreage: 3.35 acres	2045 Comprehensive Plan Designation: Town Center
Estimated Dimensions			
As this is a proposal for a PRD development, proposed lot and building dimensions vary.			
Existing Lot Dimensions:	Generally, proposed lot sizes are between 3,628 s.f. and 7,117 s.f.		
Building Dimensions:	Generally, proposed building dimensions are between 2,911 s.f. and 3,819 s.f.		
500ft Adjoining Parcels: Developments, Zoning & Uses			
North	R100 Railroad Right of Way and Single-Family Residences		
South	R-75, R-100, O-I and PRD Single Family Residences and Enrich @ 519 Senior Living		
East	M1 Peachtree Corners Distribution Center		
West	R75 Norcross Elementary School		
Topography			
Topography:	High Point: Northwest corner Low Point: Northeast corner		
Elevation:	High Point: 1078’ Low Point: 1064’		
Encumbrances:	N/A		

Background

In June 2019 the city adopted the Unified Development Ordinance (UDO) and zoning map. This new UDO incorporated the use of a new, flexible district called the Planned Residential District (PRD) which allows flexibility in lot design, setbacks and building heights to achieve a more improved design. In exchange for this flexibility, the developer must present housing unit plans to the Architectural Review Board, the Planning and Zoning Board and final approval of the Mayor and Council a concept plan to which the development will be constructed. PRD developments are additionally subject to heightened scrutiny and development conditions to ensure that the project presented during the initial phases of review during zoning is ultimately what is developed and constructed.

Applicant's Request

The applicant has assembled these parcels and proposes 34 lots with 31 new construction detached single family homes. Lots 26 and 27 are currently under construction based on the initial plat for the legacy Beutell Street subdivision which was platted in the 1950s. Two lots will be common area open space, and the third lot will be utilized for detention.

Existing Conditions

The assemblage of four parcels spans either side of Beutell Street and the east side of Hunt Street. The north side of the subject parcels is directly adjacent to the railroad right of way and the site sits at the end of these residential streets developed in a traditional neighborhood pattern. The total acreage is 3.35 acres and is within the Town Center Future Land Use designation. Lots 26 and 27 are currently under construction based on the initial plat for the legacy Beutell Street subdivision which was platted in the 1950s. As related to the existing permits for these two lots, Beutell is currently being extended and widened within the frontage of the lots to a 30' ROW with a 5' sidewalk.

Project Description and Architectural Review

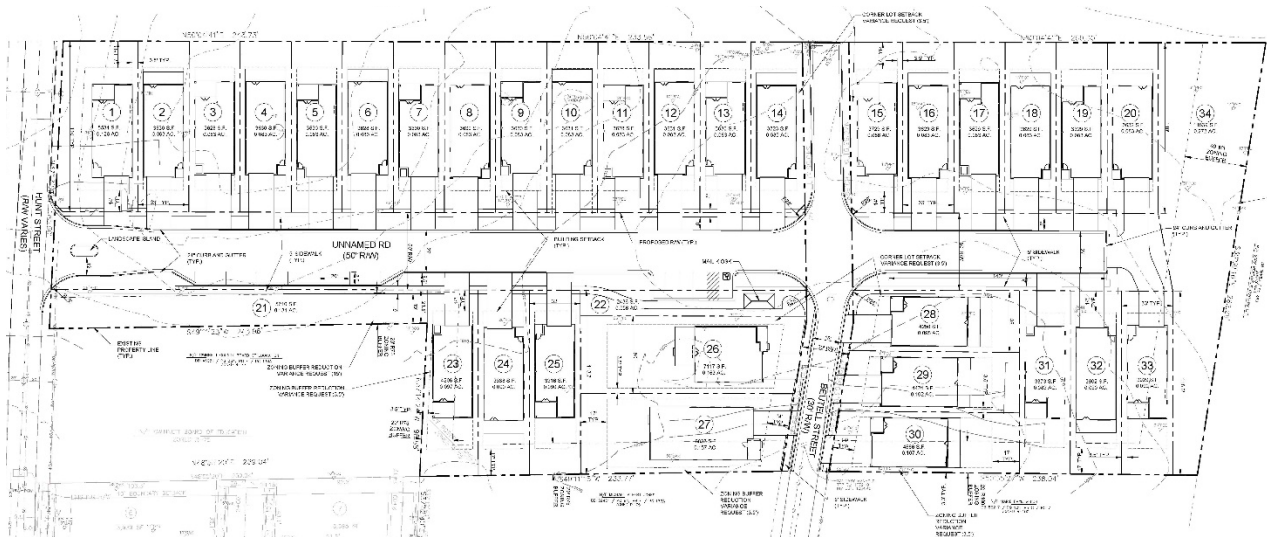
Vehicular access to the 31 new homes will be provided by the creation of a 50' wide new road that connects Hunt and Beutell Streets. Additionally, Beutell will be extended to the railroad right of way within the existing right of way. This new road will provide access through the development. 5' sidewalks are proposed throughout the development and parking is provided for guests and for those retrieving mail at the centrally located mail kiosk. Lots with frontage on Beutell will derive access from the extension of Beutell Street.

The homes range from 2,911-3,819 square feet. The design of these proposed 31 homes was the subject of an Architecture Review Board review on December 17, 2024, and was approved with conditions. The applicant is proposing 3.5' side setbacks from each side property line, for a distance of 7.0' between houses. These setbacks will apply to building overhang, and the Building Official will require the homes to be constructed with fire rated assemblies.

The Architectural Review Board recommended the following 11 conditions for consideration of approval of this request and the elevations reviewed are provided later in this report:

1. The applicant is reminded that this approval assumes general conformance with the adopted City of Norcross Architectural and Site Design Standards and Unified Development Ordinance. The applicant and/or builder are responsible for conforming with any specific design standard or UDO code section not addressed in the staff report and Architectural Review Board approval.
2. The subject homes shall be substantially similar in style and color to the elevations in the application as determined by the Community Development Director. Styles and colors shall be limited to the components shown in the elevations in this application.
3. Lot 25 shall have a band board on the left elevation.
4. Lot 31 shall have a brick water table on the left elevation.

5. Corner lot homes with brick on the front elevation shall have matching height brick on the side of the house adjacent to the street.
6. All front elevations of all homes shall have windows with mullions.
7. No elevation shall be the same as that of any adjacent home, including those on either side or directly across the street.
8. The HVAC equipment shall be appropriately screened from view from the right of way.
9. If shutters are used on any windows, they will be operable when feasible; and all shutters (inoperable and operable) must be appropriately scaled to cover the window opening per design standard 3.6.1.6.
10. The mail kiosk elevations shall be subject to approval by the Community Development Director.
11. A final Architectural Review Board inspection shall occur prior to release of the certificate of occupancy to confirm compliance with the above conditions.



ZONING ANALYSIS

Current Zoning

The subject property is zoned R-100 (Single-Family Residence) and R-75 (Single-Family Residence). Immediate and nearby zoning districts consist of R100 to the north (across the railroad) that is used for railroad right of way and single-family homes. To the south, the zoning is R-100, R-75, OI and PRD (Planned Residential Development) used for single-family homes and Enrich @ 519 Senior Living (OI). To the east of the subject assemblage, the zoning is M-1 (Light Industry), and the area is used as a distribution center. Last, to the west, the Norcross Elementary

School parcel is zoned R-75.

Zoning Request

The Planned Residence District (PRD) is intended to allow higher density and contain housing types allowed by the character area of the parcel. The Town Center Character Area where this property is located allows for medium density residential development at a density of up to 12 units per acre. The applicant is seeking to change of zoning to PRD (planned residential development) to allow site plan flexibility, but it is proposing detached single-family homes as the land use, which is allowed under the existing zoning. The proposed density is 9.25 units per acre for a total of 31 units. The total site acreage is 3.35.

The applicant **proposes** the following development standards as shown on the site plan dated receipt October 28, 2024:

- Front setback: 14 feet
- Side setback: 3.5 feet (setbacks apply to overhangs and fire rated assemblies will be required by the Building Official)
- Rear setback: 17 feet
- Parking ratio: UDO requirement is 3 spaces per unit
 - Two-car garage and driveway provided for each housing unit
 - 10 on-street parking spaces are proposed
- Density: 9.25 units per acre
- Height: 3 stories
- Landscape strips: Required with sidewalk
- Buffers: Reductions requested as part of site plan review.

The UDO requires a 20-foot transitional buffer between R75 Zoning Districts and PRD. However, the applicant is not required to follow the buffer standards provided by the UDO within the PRD Zoning District. Developments approved through legislative review and tied to an approved concept plan will follow the buffers laid on that plan. The applicant proposes a 15-foot buffer to the north of the R-75 property owned by the Gwinnett County Board of Education and a 3.5-foot buffer to the east of that same parcel (see proposed lots 21 and 23). On the site plan, the applicant also proposes a 3.5-foot buffer along the southern and eastern boundaries of the subject assemblage adjacent to the surrounding R-75 zoned parcels.

2045 Comprehensive Plan Analysis

The 2045 Comprehensive Plan, the “Comp Plan”, is a document that reflects the wishes of the community as acknowledged and adopted by the Mayor and Council. The Comp Plan contains four sections to determine the appropriateness of a zoning action. Those sections are: 1) Table 2.1 a matrix that depicts land uses by character area, 2) specific visions for each of the twelve character areas, 3) the overarching policy goals for the city, and 4) Land Use Definitions. The subject parcels fall within Character Area 7, Town Center.

A. Land Uses by Character Area

The Town Center Character Area outlines appropriate scale of development and land use policies, including, 'Planned residential communities offering a variety of housing options.'

Taken from Table 2.1, the following uses are either specifically detailed in the character area description or considered appropriate according to the matrix:

Appropriate Land Uses for Character Area 7 – Town Center	
Low Density Residential	Community level commercial or office (< 50,000 sf)
Medium Density Residential	Entertainment related commercial
Planned Residential Community (mixed housing types allowed)	Mixed-use (vertical)
Skilled nursing facilities (no rehab)	Places of assembly
Neighborhood level commercial, studio, or office (<5,000 sf)	Transportation and communication utilities

B. Policy Goals

Under the policy goals the proposed rezoning meets the following criteria:

- *Policy 1-3: Support opportunities for infill development that reflects the neighborhood character.*
- *Policy 5-1: Accommodate the housing needs of a diverse population by supporting the development of a variety of residential types and densities based on land use patterns.*
- *Policy 5-4: Encourage residential development downtown to activate and diversify the area.*

C. Character Area Vision

The Town Center Character Area contains four points that support the area's vision of which the following applies:

- *A compatible blend of historic and modern buildings create an economically and environmentally sustainable place to live, work, and visit.*

D. Land Use Definition

Planned residential community – a residential development whose essential features are a definable boundary, and a consistent, but not necessarily uniform character. Such developments may include a variety of housing types and typically share common recreational amenities, and private covenants, conditions, and restrictions enforced by a homeowners' association

Standards Governing the Exercise of Zoning Power

According to Section 103-11, the criteria by which a zoning action can be approved or denied are as follows:

1) Whether the zoning proposal will permit a use that is suitable in view of the use and development of adjacent and nearby properties?

The request to approve the proposed site plan for the construction of the 31 single-family homes within the PRD zoning district is suitable based on the existing uses of adjacent and nearby properties. Although more dense than the surrounding residential land uses, this proposed single-family development is aligned with adjacent uses. The nearby school is an institutional use, so this development is aligned with that as well.

2) Whether the zoning proposal will adversely affect the existing use or usability of adjacent or nearby property?

The land use itself would likely not adversely impact existing uses or usability of adjacent properties, beyond the additional trips created from new homes on historically vacant property. The project will be required to provide for on site detention and water quality management as part of its overall development plan.

3) Whether the property to be affected by the zoning proposal has a reasonable economic use as currently zoned?

The subject property has reasonable economic use under its current zoning of R75 and R100. This site could be redeveloped, as zoned, with any allowed uses under the Town Center Character Area and the Norcross Unified Development Ordinance.

4) Whether the zoning proposal will result in a use which will or could cause an excessive or burdensome use of existing streets, transportation facilities, utilities or schools?

Staff does not foresee any excessive or burdensome use of existing streets, transportation, utilities, and schools.

5) Whether the zoning proposal is in conformity with the policy and intent of the Comprehensive Plan?

The subject site is located within the Town Center Character Area, which is intended to be the civic heart of the city with a wide variety of entertainment, dining, recreational and shopping options creating a destination for the greater community. It allows a variety of residential housing options, as part of a planned residential development. The proposed single-family project is considered infill and will provide more housing options to the Norcross community, meeting the intent of the Comprehensive Plan.

6) Whether there are other existing or changing conditions affecting the use and development of the property which give supporting grounds for either approval or disapproval of the zoning proposal?

There are no known existing or changing conditions affecting the use of the property.

Gwinnett County External Comments:

Water & Sewer:

1. Sewer: The subject case proposing 31 new residential lots has sewer capacity certification for 36 new residential units which is valid through May 2025. Though the applicant should request an updated certification for the final unit count (and keep this certification active), the sewer flow has been accounted for.
2. Water: The existing water is indicated as 6-inch cast iron of unknown age. Connection to less than a 6-inch water line may require a variance. The developer is responsible for determining if this will provide sufficient water for domestic and fire protection needs.

Gwinnett Fire Plan Review:

1. Dead-end access roads in excess of 150 feet in length shall be provided at the end with a cul-de-sac having a 50-foot radius at the outside curblane, or other approved means for turning around. (2012 Gwinnett County Fire Ordinance Section 42-35e). As currently presented it does not appear that fire access turnaround needs to be provided, however final approvals are subject to the review by Gwinnett County at the time of permitting.

Schools:

Residential Rezoning Impact on Local Schools Prepared for City of Norcross, January, 2025											Proposed Zoning
	School	2024-25			2025-26			2026-27			Approximate Student Projections from Proposed Developments
		Forecast	Capacity	+/- Cap.	Forecast	Capacity	+/- Cap.	Forecast	Capacity	+/- Cap.	
Beutell & Hunt Street Tract	Norcross High School or Paul Duke STEM High School	2,343	2,600	-257	2,292	2,600	-308	2,254	2,600	-346	7
	Summerour Middle School	1,342	1,675	-333	1,303	1,675	-372	1,290	1,675	-385	6
	Norcross Elementary School	780	1,000	-220	772	1,000	-228	779	1,000	-221	9

Conclusion

The submitted application meets the comprehensive plan expectations as noted by the previously mentioned appropriate land uses, policy goals, and vision in Sections A-C; the proposed development appears to meet the presented policy goals in Section C and it meets planned residential community definition.

Recommendation

Staff recommends **approval** of the zoning component of RZ2024-007, the adoption of zoning standards under the existing Planned Residence District (PRD) for the property located at 136, 138, 134 & 141 Beutell St. & 87 Hunt Street, with the following conditions:

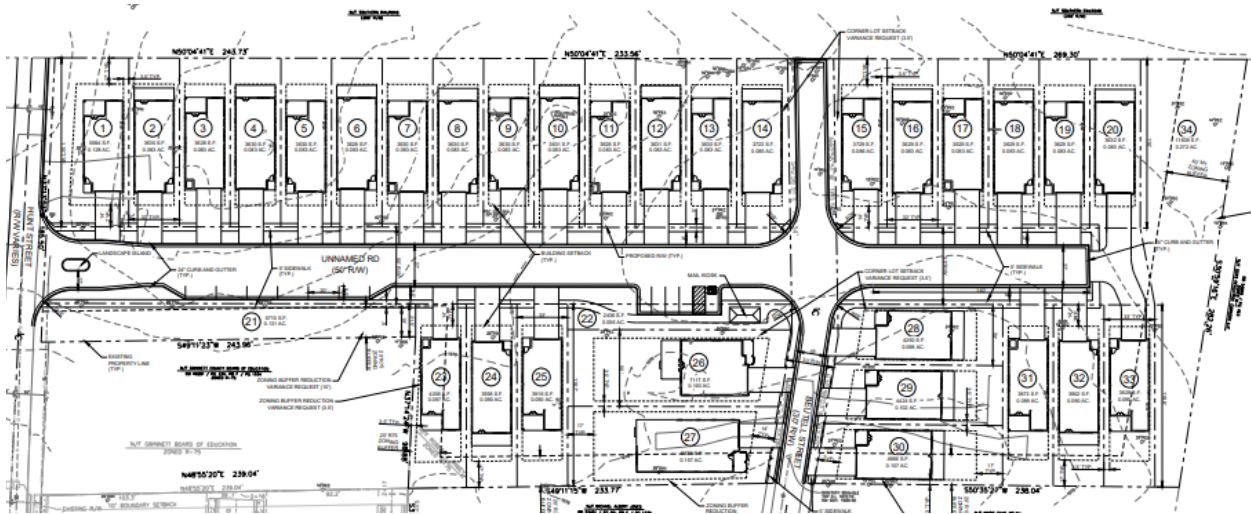
1. The PRD zoning designation shall be restricted to a single-family development up to a maximum of 31 units;
2. The property shall be developed in general conformance with the site plan dated receipt 10/28/2024 and shall include a 14-foot setback along the interior property lines;
3. A 2-foot sidewalk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

12. The development shall comply with the Architectural Review Board's 11 conditions of approval referenced earlier in the analysis. Any changes to previously approved plans shall be subject to the formal advertising and review process of the Architectural Review Board;

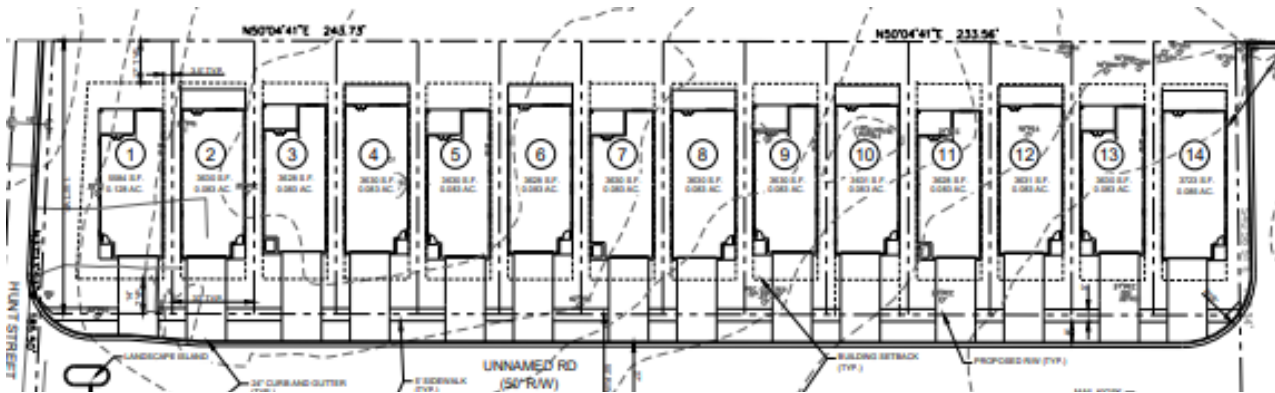
Site Plan

Concept Plan

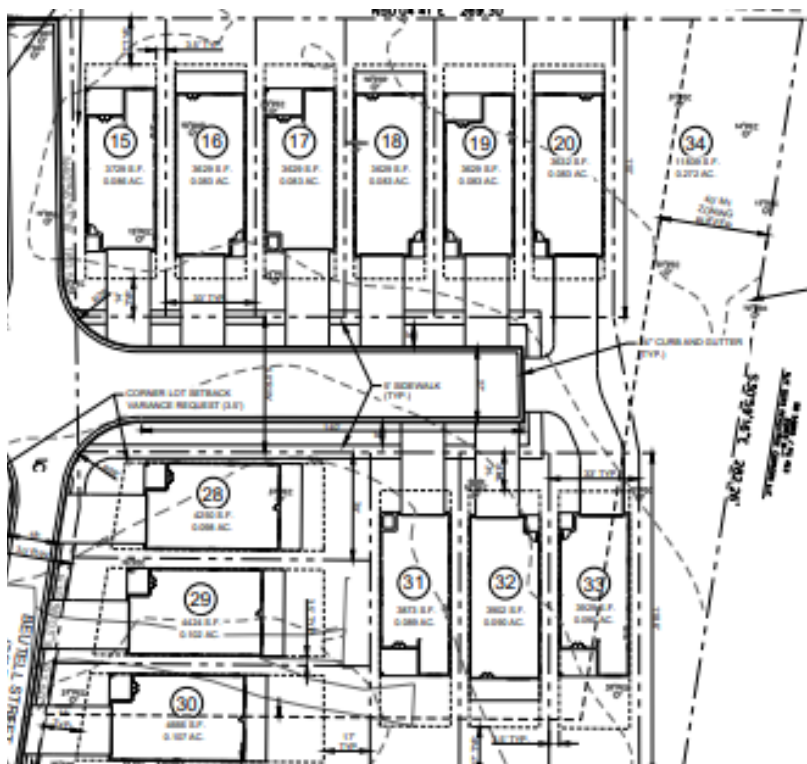
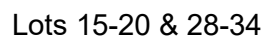
For purposes of orientation and view, the applicant's proposed concept plan is presented below.



Lots 1-14



Lots 21-27



The applicant also included several renderings of the proposed neighborhood with their application. These show a more realistic view of the architecture that is being proposed. The images below are for illustrative purposes only; elevations and finishes are detailed later in the staff report.

Aerial view of the neighborhood



Elevations

The following pages include front, right, left, and rear facades for each proposed home, as well as the proposed finishes. Generally, the facades show vertical and horizontal batten siding in a variety of colors and at least one architectural element on each home to include brick, wood shingle. The materials list also includes roofing materials, front door material and other accents as proposed.

Streetscape View 1



Streetscape View 2



Streetscape View 3



Attachment: Staff Report Package (25-7240 : REZ2024-007 Rezoning from R-100 and R-75 to PRD for Single Family)

Streetscape View 4



Streetscape View 5



Streetscape View 6



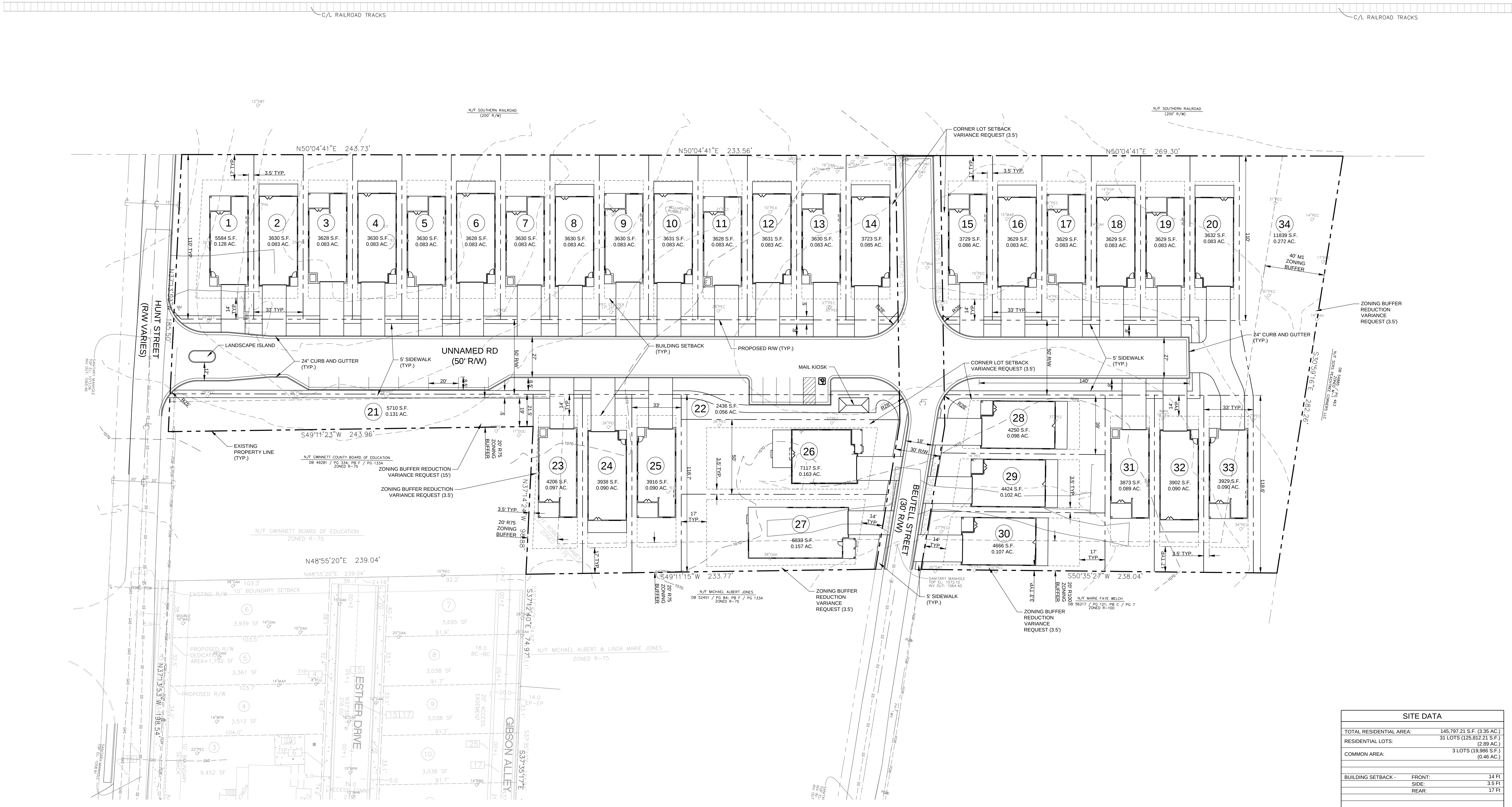
Streetscape View 7



Attachment: Staff Report Package (25-7240 : REZ2024-007 Rezoning from R-100 and R-75 to PRD for Single Family)

Photos





HUNT & BEUTELL RESIDENTIAL

CONCEPT PLAN



REZONING APPLICATION

PROPERTY OWNER'S INFORMATION

Owner's Name:

Mutual Home Solutions LLC. & Church Street LLC

Owner's Address:

438 Langford Dr

City: Norcross State: GA Zip Code: 30071

Phone: (404) 643-4606 Cell Phone: (404) 643-4606 Email: musah.mhs@gmail.com

APPLICANT'S CONTACT INFORMATION

Applicant's Name:

Musah Lotallah

Applicant's Address:

438 Langford Dr

Suite: City: Norcross State: GA Zip Code: 30071

Phone: (404) 643-4606 Cell Phone: (404) 643-4606 Email: musah.mhs@gmail.com

PROPERTY LOCATION

Tax Parcel Number(s): 6255-072,525,087,524, 084 Size in acres: 4.14

Address(es): 136, 138, 134 & 141 Beutell St + 87 Hunt St Norcross GA 30071

Number of existing structures: 4 Number of parking spaces: 12

PROPOSED USE

Current Zoning: R75 Requested Zoning: PRD

Date of Pre-Application Mtg: October 17th

Is the request in conformity with the Current Land Use Plan? ☒ Yes ☐ No

Comp Plan Designation: If No, Comp Plan Amendment is required

Is this site located in the National/Local Historic District? ☐ Yes ☒ No

If yes, what are the plans for the historic resources, if any, onsite

There are no historic resources on site

Proposed Use Details:

We propose to build a new subdivision of Single Family Detached houses Our aim is to be in conformity with the policy, UDO and intent of the Comprehensive Plan.

ITEMS THAT MUST ACCOMPANY APPLICATION

- A. **Owner's Signature or Affidavit** - If the owner and applicant are not the same, the owner must sign the application or complete the attached affidavit.
- B. **Plat/Survey** – Submit one (1) full size, one (1) 11 x 17 and one (1) digital copy of a plat in JPG or PDF format, drawn by an engineer or land surveyor, describing in detail the tract, parcel or lot of land proposed to be rezoned. The plat must include the following information:
 - 1. A current boundary survey and plot plan, dimensioned and to scale, prepared by a registered surveyor, architect or engineer showing the seal of such surveyor, architect, or engineer.
 - 2. This survey shall be a plat of the land in question, or a description by metes and bounds, bearings and distances of the land, or if the boundaries conform to the lot boundaries within a subdivision for which a plat is recorded in the land records of the City of Norcross, then, the lot, block, and subdivision designations with appropriate plat reference.
 - 3. A description of existing land uses on adjacent and surrounding property.
- C. **Concept Plan** – Submit one (1) full size copy, one (1) 11x17 copy and one (1) digital copy in JPG or PDF format of a concept plan, including but not limited to all items listed on the attached checklist for such plan.
- D. **Impact Analysis** –
 - 1. If the zoning change has been initiated by an owner or their representative, the application must be accompanied by a written, documented analysis of the proposed zoning change with regard to each of the standards governing consideration attached to this application.
 - 2. A traffic study, a hydrology study, market study and other studies of the impact of the proposed development prepared by a duly licensed engineer or qualified professional may be required by the Community Development Department, Planning & Zoning Board or the Mayor & City Council as deemed necessary for adequate consideration and a fully-informed decision on the proposed request. The studies shall be prepared under the direction of the City at the applicant's expense.
- E. **Warranty Deed** – A copy of the recorded warranty deed to the property must accompany each application. The owner on the deed must be the same as the owner listed on the application.

- F. **Proof of Taxes Paid** – Proof that all ad valorem taxes due on the property have been paid must accompany each application.
- G. **Certificate Concerning Campaign Contributions** – The applicant must complete the certificate concerning campaign contributions and submit with each application.
- H. **Fees** – See attached fee schedule. Fees are non-refundable.
- I. **Development of Regional Impact** – If your application meets the Atlanta Regional Commission's (ARC) alternative rules for a Development of Regional Impact, additional review will be required by ARC and the State. More information can be found here, <https://atlantaregional.org/community-development/comprehensive-planning/developments-of-regional-impact/>
- J. **Conditional Rezoning** – An applicant may apply for conditional zoning and so state on the application. The conditional zoning applications may be based on written conditions contained within the relevant section of the application only or it may be based on the narrative AND a site plan.
- K. Any other information required by the Community Development Department or any other City department which is deemed necessary or desirable in processing the application which is related to the present or proposed use of the property.

I have read and understand the attached application and zoning procedures. I also hereby authorize the Community Development Staff, Planning & Zoning Board and Mayor & Council to inspect the premises that are the subject of this application.



10/15/2024

Signature of Applicant

Date

CITY USE ONLY. DO NOT WRITE BELOW

Date received: _____ Application Number: _____ Fee Paid: _____

Notes: _____

DEADLINE AND HEARING SCHEDULE

See calendar on the Community Development website for pre-application conference deadlines, application submission deadlines and scheduled meeting dates.

(THE APPLICANT OR APPLICANT'S AGENT MUST ATTEND ALL HEARINGS REGARDING THE APPLICATION)

Concept Plan Checklist

1. An application shall be accompanied by a concept plan if any new construction or alteration of the site is proposed.
2. A concept plan may be prepared by a professional engineer, a registered land surveyor, a landscape architect, a land planner or any other person familiar with land development.
3. The concept plan shall be drawn on a boundary survey of the property. The boundary survey shall have been prepared by a Georgia registered land surveyor and meet the requirements of the State of Georgia for such a map or plat under O.C.G.A. 15-6-67(b).

The concept plan shall show the following:

1. Zoning district classification of the subject property and all adjacent properties, and zoning district boundaries if they cross the property.
2. Man-made features within and adjacent to the property, including existing and future right-of way of streets, pavement width and street names; political boundary lines; and other significant information such as location of bridges, utility lines, existing buildings to remain, and other features as appropriate to the nature of the request.
3. Natural features, such as the 100-year flood plain, and protected wetlands and stream buffers required under the Buffers, Landscaping and Tree Conservation Article of this Ordinance.
4. Proposed use of the property.

The proposed project layout including:

1. For residential subdivisions, and office or industrial parks, approximate lot lines and street right-of-way lines, along with the front building setback line on each lot.
2. For multi-family and nonresidential development projects, the approximate outline and location of all buildings, and the location of all minimum building setback lines, outdoor storage areas, dumpsters, zoning buffers, parking areas, loading stations, zoning buffers, stormwater detention facilities, and driveways, entrances and exits.
3. Name and address of the property owner.
4. Name, address, and telephone number of the applicant (if different than the owner).
5. Date of concept plan drawing, and revision dates, as appropriate.
6. Location (Land District and Land Lot) and size of the property in acres (or in square feet if less than an acre).
7. Location sketch of the property in relation to the surrounding area with regard to well-known landmarks such as arterial streets or railroads. Sketches may be drawn in freehand and at a scale sufficient to show clearly the information required, but not less than 1 inch equal to 2,000 feet. US. Geological Survey maps may be used as a reference guide for the location concept.
8. A statement as to the source of domestic water supply.
9. A statement as to the provision for sanitary sewage disposal.
10. The approximate location of proposed storm water detention facilities.
11. Such additional information as may be useful to permit an understanding of the proposed use and development of the property.

Criteria and Standards for Considering a Rezoning

The Mayor and City Council find that the following standards are relevant in balancing the interest in promoting the public health, safety, morality, or general welfare against the right to the unrestricted use of property and shall govern the exercise of zoning power. Please address these criteria to the best of your ability. You may use a separate sheet if necessary.

- 1) Whether the zoning proposal will permit a use that is suitable in view of the use and development of adjacent and nearby property;

Our Proposed development will provide new Single Family homes with the charm and characteristic of the Nocrross residential developments. We will turn the vacant land into a thriving neighborhood that meets the current Comprehensive plan & UDO

- 2) Whether the zoning proposal will adversely affect the existing use or usability of adjacent or nearby property;

Our development will enhance the neighborhood increase property values and transform the existing area. There is a school accross the street from our development that can provide housing for students and parents.

- 3) Whether the property to be affected by the zoning proposal has a reasonable economic use as currently zoned;

No

- 4) Whether the zoning proposal will result in a use which will or could cause an excessive or burdensome use of existing streets, transportation facilities, utilities, or schools;

The location of the subdivision is at the dead end of the street and the number of houses will not substantially impact exsisting traffic.

- 5) Whether the zoning proposal is in conformity with the policy and intent of the Comprehensive Plan; and

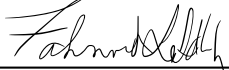
Yes it is compeltely in conformity with the policy of the Comprehensive plan

- 6) Whether there are other existing or changing conditions affecting the use and development of the property which give supporting grounds for either approval or disapproval of the zoning proposal.

Our proposed development is in the targeted area for redevelopment based on the UDO

CONFLICT OF INTEREST CERTIFICATION FOR REZONINGS

The undersigned below, making application for rezoning, has complied with the Official Code of Georgia Section 36-67A-1, et seq. Conflict of Interest in Zoning Actions, and has submitted or attached the required information on the forms provided.

 10-15-24 Fahnmusah Lotallah Applicant

SIGNATURE OF APPLICANT DATE TYPE OR PRINT NAME AND TITLE

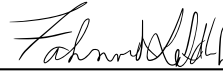
 SIGNATURE OF APPLICANT'S DATE TYPE OR PRINT NAME AND TITLE
 ATTORNEY OR REPRESENTATIVE

DISCLOSURE OF CAMPAIGN CONTRIBUTIONS

Have you, within the two years immediately preceding the filing of this application, made campaign contributions aggregating \$250.00 or more to a City of Norcross Mayor/Council Member or a Member of the Planning and Zoning Board

No _____ (YES or NO)

Fahnmusah Lotallah



YOUR NAME

If the answer is yes, please complete the following section:

NAME AND OFFICIAL POSITION OF GOVERNMENT OFFICIAL	CONTRIBUTIONS (LIST ALL WHICH AGGREGATE TO \$250.00 OR MORE)	DATE CONTRIBUTION WAS MADE (WITHIN THE LAST TWO YEARS)

Attach additional sheets if necessary to disclose or describe all contributions.

DATE RECEIVED: _____

CASE#: _____

ACCEPTED BY: _____

I.1.e

Attachment: Hunt and Beutell Rezoning Application (25-7240 : REZ2024-007 Rezoning from R-100 and R-75 to PRD for Single Family)

10-15-24

Dear City Of Norcross,

Proposal

On behalf of Mutual Home Solutions, a single-family home developer based in Norcross, GA, I am writing to formally request the rezoning of a parcel of land located at Hunt and Beutell St to allow the development of a new 31-lot, single-family residential subdivision. Our company is dedicated to developing high-quality, top-of-market residential communities throughout Metro Atlanta, and this project aims to further enhance the housing options available within the city. The proposed subdivision has been meticulously planned to align with the current Unified Development Ordinance (UDO) and the City of Norcross' 2040 Comprehensive Plan. The design meets all requirements and follows the Town Center Character Area outlined in the UDO & Comprehensive Plan, supporting the city's vision for balanced growth, livability, and sustainability. The medium-density residential development will be a perfect fit for this area, enhancing its appeal while preserving its unique character.

Request

We respectfully request that the City of Norcross rezone the property from R75 to the Planned Residential District (PRD). This flexible zoning classification will allow us to optimize the lot design, setbacks, and building heights in a way that promotes improved community design and architectural harmony with the surrounding area. By utilizing the PRD zoning, we can maintain consistency with the city's vision for the Town Center Character Area, which seeks to blend historic traditional and modern architecture while fostering economic and environmental sustainability.

This development is designed with the following in mind:

- **Compatibility:** The subdivision will feature a mix of traditional architectural styles that complement the existing historic elements of Norcross.
- **Sustainability:** The project will be economically and environmentally sustainable, in line with the city's goals to create a place where residents can live, work, and visit with ease.
- **Quality of Life:** The subdivision's design encourages walkability and community interaction, reinforcing Norcross' reputation as a desirable place to live.

Conclusion

In conclusion, Mutual Home Solutions is excited about the opportunity to contribute to the continued growth and vitality of Norcross by developing a thoughtfully designed, medium-density residential subdivision. This project aligns with the City of Norcross' Town Center Character Area vision by providing high-quality homes that harmonize with the city's architectural heritage while supporting future growth. We are committed to delivering a project that both meets the city's planning goals and enhances the quality of life for its residents. We respectfully ask for the City of Norcross' favorable consideration of this rezoning request to PRD. Please let us know if any additional information is required. We look forward to working with the city and the community on this exciting development.

Thank you for your time and consideration.

Sincerely,
Musah Lotallah
Mutual Home Solutions

Attachment: Hunt and Beutell Rezoning Application (25-7240 : REZ2024-007 Rezoning from R-100 and R-75 to PRD for Single Family)

1. Rezone Property on From R75 to PRD

2. We also have buffer zone variance requested on the Concept plan. We will like those buffer request granted with the rezoning.

3. We Request to have setbacks as shown on site plans most Setbacks are
14' Front
17' Rear
3.5' Side

We will have a few exceptions on the plan and will request variance for those few lots at the time of rezoning.

4. Conditions that will have us to allow which house footprint can be used interchangeably in the development without having to go back through rezoning and ARB for approvals Once our submitted plans are approve through rezoning the City of Norcross can administratively approve the house location and color pallet.



Ownership Affidavit & Designation of Agent

I. Ownership.

I, _____, hereby attest to ownership of the property described below:

Parcel I.D. Number(s) _____

Location address: _____

for which this Application is submitted.

The ownership, as recorded on the deed, is in the name of: _____

134, 136 & 138 Butell St Norcross GA 30071

Please complete the appropriate section below:

NOTE: The person signing under section IV Acknowledgement, must be listed below as an officer or partner.

☐ Individual

☐ Corporation/Limited Liability Company (LLC)

☐ Partnership

☐ Government Entity

Provide Names of Officers/Members:

Provide Names of General Partners:

Secretary of State Registration Number: _____

Name/Address of Registered Agent: _____

II. Designation of Owner's Agent. (Leave blank if not applicable)

As the owner of the above designated property and the applicant for which this affidavit is submitted, I wish to designate the below named party as my agent in all matters pertaining to the location address. In authorizing the agent named below to represent me, or my company, I attest that the application is made in good faith and that any information contained in the application is accurate and complete to the best of my knowledge and belief. (Note: Prior to the issuance of a building permit, the owner's agent must be the contractor listed on the permit application.)

Owner's Agent: Fahnmusah Lotallah

Address: 438 Langford Dr Norcross GA 30071

Contact Person: Fahnmusah Lotallah Telephone No.: 4046434606

III. Notice to Owner.

- A. All changes in Ownership & Applicant's Agent prior to issuance shall require new affidavit. If ownership changes the new owner assumes the obligations and the original applicant is released from responsibility for actions taken by others after the change in ownership.
- B. If the Owner intends the Designation of Applicant's Agent to be limited in any manner, please indicate the limitation below. (i.e., Limited to obtaining a certificate of concurrency for the parcel; limited to obtaining a land use compliance certificate; etc.).

City of Norcross, 65 Lawrenceville Street, Norcross, GA 30071 Community Development Department, 678-421-2027

IV. Acknowledgement.

• Individual

Signature

Print Name: _____
Address: _____
Phone #: _____

• Government Entity

Print Government Name

By: _____
Signature

Print Name: _____
Title: _____
Department: _____

• Corporation/LLC

Print Corporation/LLC Name

By: _____
Signature

Print Name: _____
Its: _____
Address: _____
Phone #: _____

• Partnership

Print Partnership Name

By: _____
Signature

Print Name: _____
Its: _____
Address: _____
Phone #: _____

NOTARY INFORMATION (Please use appropriate block.)

STATE OF GEORGIA
COUNTY OF _____

• Individual

Before me, this _____ day of _____, 20____, personally appeared _____ who executed the foregoing instrument, and acknowledged before me that same was executed for the purposes therein expressed.

• Government Entity

Before me, this _____ day of _____, 20____, personally appeared _____ as _____ and on behalf of _____, who executed the foregoing instrument, and acknowledged before me that same was executed for the purposes therein expressed.

• Corporation/LLC

Before me, this _____ day of _____, 20____, personally appeared _____ of _____ a _____ corporation/LLC, on behalf of the corporation/LLC, who executed the foregoing instrument and acknowledged before me that same was executed for the purposes therein expressed.

• Partnership

Before me, this _____ day of _____, 20____, Of _____, personally appeared _____, partner/agent on behalf of _____, a partnership, who executed the foregoing instrument and acknowledged before me that same was executed for the purposes therein expressed.

Signature of Notary

NOTARY STAMP:

My commission expires: _____

Print Notary Name

Identification Method: _____ Personally known.
_____ Produced I.D. – Type: _____

City of Norcross, 65 Lawrenceville Street, Norcross, GA 30071 Community Development Department, 678-421-2027



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

City of Norcross

Legislation Details (With Details)

File #:	25-7248	Version:	
Type #:	Agenda Item	Status:	Agenda Ready
On Agenda:	3/3/2025 6:30 PM	In Control:	Mayor and Council
Title:	Brookhaven Innovation Academy (BIA) School Zone		

Sponsors:

Code Sections:

Attachments:

1. [Agenda Report - BIA School Zone](#)
2. [BIA School Zone Ordinance](#)
3. [School Zone Map](#)
4. [BIA Signs and Markings for School Zone](#)

Title

Brookhaven Innovation Academy (BIA) School Zone

Drafters

Councilmembers Bruce Gaynor and Matt Myers

Motion

A motion to Approve/Deny the adoption of a resolution to be forwarded to the Georgia Department of Public Safety and Georgia Department of Transportation (or any other applicable agency necessary to effect the designations in the resolution) that facilitates the designation of streets surrounding Brookhaven Innovation Academy (BIA) as a School Zone.



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

AGENDA REPORT

To: Mayor and Council

From: Councilmembers Bruce Gaynor and Matt Myers

Meeting Date: March 3, 2025 – Regular Council Meeting (RCM)

Item No.: 25-7248

Title: Brookhaven Innovation Academy (BIA) School Zone

CC: Eric Johnson, City Manager

Recommendation Adopt a resolution to be forwarded to the Georgia Department of Public Safety and Georgia Department of Transportation (or any other applicable agency necessary to effect the designations in the resolution) that facilitates the designation of streets surrounding Brookhaven Innovation Academy (BIA) as a School Zone.

Background There are over 500 students at BIA and the intersection of Hunter and W. Peachtree is a very busy intersection, especially during the beginning and end of school. Many local students walk, or could walk, to school if the area was safer for pedestrians. Speeding and running stop signs are common observations by nearby residents. A designated school zone will give the Police Department additional tools to help make the area safe for all pedestrians in the area.

Financial Impact TBD

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

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

Attachments:

BIA School Zone Ordinance

School Zone Map

BIA Signs and Markings for School Zone

Update: Staff and the City Attorney have drafted the attached resolution including Autry Street, Hunt Street, and Nesbit Street within the City's off-system (non-GDOT) speed detection roadways. Once coordinated, this will be the first step to increasing the enforcement mechanisms available for school zones pursuant to O.C.G.A. § 40-14-8. Once the attached resolution is approved by this Council, it will be taken to the Department of Public Safety and/or the Georgia Department of Transportation for approval to include the school zone within the city-wide speed detection zones (i.e., to allow trained City officers to use speed detection devices to detect the speed of vehicles and write citations based on the speed displayed). We note that West Peachtree is not included among the roads where speed detection devices are currently being used and is not being added here. That is because large portions of the road gradients there exceed 7%, making the use of speed detection devices limited.

We have also shown signage requirements to display the school zone and pedestrian crossings on Autry Street, Hunt Street, West Peachtree, and Nesbit Street. The placement and location of the signs are required by GDOT and national standards.

Ordinance No. 25-_____

AN ORDINANCE AMENDING CHAPTER 34, ARTICLE II, SECTION 34-36 OF THE CODE OF THE CITY OF NORCROSS, GEORGIA TO INCLUDE CERTAIN SCHOOL ZONES ALONG OFF-SYSTEM ROADWAYS WITHIN THE MUNICIPAL LIMITS OF THE CITY, TO PROVIDE AN EFFECTIVE DATE, TO REPEAL EXISTING LAW, AND FOR OTHER PURPOSES

WHEREAS, the Georgia law creates School Zones located within 1,000 feet of the boundary of any public or private elementary school or secondary school pursuant to O.C.G.A. § 40-14-1.1;

WHEREAS, the designation of a School Zone allows for greater enforcement provisions pursuant to O.C.G.A. § 40-14-8 provided that certain signage is erected pursuant to O.C.G.A. § 40-14-6;

WHEREAS, BIA Charter School, Inc. (“BIA Charter”) is a State Chartered School pursuant to O.C.G.A. § 20-2-2060 operating within the City of Norcross’s Municipal Limits and under a charter by the State Charter Schools Commission;

WHEREAS, an application of the School Zone surrounding BIA Charter provided by O.C.G.A. § 40-14-1.1 would place certain city-operated roads (off-system roadways) partially within the School Zone provided by state law as approximated in the Approximate BIA Charter, School-Zone Map attached Appendix 1;

WHEREAS, the City desires to implement signage and increase enforcement within the Approximate BIA Charter, School-Zone Map.

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 numbered to accomplish that intention.

I. AMENDMENTS TO THE CODE OF THE CITY OF NORCROSS, GEORGIA

Section 34-35 of Chapter 34, Article II, shall be replaced in its entirety with the following provisions, with substantive changes from the prior iteration notated by underline:

Sec. 34-35. Speed detection devices/approved maximum speed limits.

The limits specified in this section shall be the maximum lawful vehicle speeds, and the city shall be authorized to run speed detection devices in accord with O.C.G.A. § 40-14-2.

LIST OF ROADWAYS FOR CITY OF NORCROSS ON-SYSTEM ROADWAYS

State Route	Within the city/town limits of and/or school name	From	Mile point	To	Mile point	Length in miles	Speed limit
SR 13	Norcross	158' south of Jimmy Carter Blvd (South Norcross City Limits)	02.38	252' north of Langford Road (North Norcross City Limits)	04.35	01.97	35
SR 140	Norcross	320' west of Cash Court (West Norcross City Limits)	02.57	Brook Hollow Pkwy	5.30	02.73	45
SR 140	Norcross	Brook Hollow Pkwy	05.30	End at I-85 On/Off Ramps	05.73	00.43	40
SR 378	Norcross	State Route 13 (Buford Highway)	00.00	213' east of Light Circle	00.35	00.35	35
SR 378 *School Zone*	Summerour Middle School <i>School Days Only</i>	Davidson Drive	00.12	193' west of Light Circle	00.27	00.15	30
SR 378	Norcross	213' east of Light Circle	00.35	I-85 northbound ramp	02.91	02.49	45
SR 378 *School Zone*	Beaver Ridge Elementary <i>School Days Only</i>	550' east of Indian Trail Rd	01.83	948' west of Beaver Ridge Cir	02.20	00.30	35

OFF-SYSTEM ROADWAYS

Road name	Within the city/town limits of and/or school name	From	To	Length in miles	Speed limit
Academy Street	Norcross	Lawrenceville Street	Born Street	00.11	25
Amber Drive	Norcross	Wexford Drive	Dead End	00.06	25
Atlantic Boulevard	Norcross	Holcomb Bridge Road	Jimmy Carter Boulevard	00.75	40
Atlantic Boulevard *School Zone*	Norcross Stripling Elementary	900' S of South Driveway	775' N of North Driveway	00.32	30
Autry Street	Norcross	Thrasher Street	Nesbit Street	00.60	25
<u>Autry Street</u> *School Zone*	<u>Norcross</u> <u>BIA Charter</u>	<u>West Peachtree Street</u>	<u>250' NW of Ewing Street</u>	<u>.37</u>	<u>25</u>
Brook Hollow Parkway	Norcross	Indian Trail-Lilburn Road	Jimmy Carter Blvd (SR 140)	02.10	45
Business Park Drive	Norcross	North Peachtree Street	Peachtree Industrial Boulevard	00.41	25
Camelot Way	Norcross	Lancelot Drive	East Glochester Place	00.19	25
Chastain Manor Drive	Norcross	North Peachtree Street	Cul-De-Sac	00.25	25
Cochran Drive	Norcross	North Peachtree Street	Cul-De-Sac	00.40	25
East Glochester Place	Norcross	Lancelot Drive	Glochester Place	00.36	25
Georgetown Park Drive	Norcross	Hunter Street	Cul-De-Sac	00.28	25
Glochester Place	Norcross	North Norcross-Tucker Road	East Glochester Place	00.27	25
Goshen Springs Rd	Norcross	Center Way	Jimmy Carter Blvd (SR 140)	00.60	35
Goodwick Way	Norcross	Mitchell Road	Cul-De-Sac	00.44	25
Holcomb Bridge Road	Norcross	South Peachtree Street	West Peachtree Street	00.10	25
Holcomb Bridge Road	Norcross	West Peachtree Street	Peachtree Industrial Boulevard	00.80	35

Holcomb Bridge Road	Norcross	West Peachtree Street	Peachtree Industrial Boulevard	00.80	35
Huddersfield Way	Norcross	Beaver Ruin Road/SR 378	Goodwick Way	00.70	25
Hunter Street	Norcross	West Peachtree Street	Langford Rd	00.40	35
<u>Hunter Street</u> <u>*School Zone*</u>	<u>Norcross</u> <u>BIA Charter</u>	<u>West Peachtree</u> <u>Street</u>	<u>Ken Manor Way</u>	<u>00.30</u>	<u>25</u>
Lancelot Drive	Norcross	Glochester Place	Cul-De-Sac	00.57	25
Langford Drive	Norcross	West Peachtree Street	Hunter Street	00.82	25
Langford Road	Norcross	Medlock Bridge Rd	Railroad Crossing	00.40	40
Langford Road	Norcross	Railroad Crossing	Old Norcross Road	00.40	35
Lawrenceville Street <i>*School Zone*</i>	Norcross Elementary	100 Ft N of Hunt Street	600 Ft S of Hunt Street	00.13	25
Lawrenceville Street	Norcross	Jones Street	Buford Highway/ SR 13	00.58	25
Lively Avenue	Norcross	Buford Highway/ SR 13	Cul-De-Sac	00.39	25
Longview Drive	Norcross	Sunset Drive	Dogwood Circle	00.51	25
Marshes Glenn Drive	Norcross	500 Ft. N Of Everglades Trail	Marshes Glenn Drive	00.29	25
Mitchell Road	Norcross	Buford Hwy (SR 13)	Brook Hollow Pkwy	01.60	35
Mitchell Road <i>*School Zone*</i>	Baldwin Elementary <i>School Hours Only</i>	100' W of Price Place	500' E of Price Place	00.18	25
Newbury Road	Norcross	Goodwick Way	Beaver Ruin Road/SR 378	00.66	25
<u>Nesbit Street</u> <u>*School Zone*</u>	<u>Norcross</u> <u>BIA Charter</u>	<u>Autry Street</u>	<u>Ewing Street</u>	<u>00.12</u>	<u>25</u>
Norcross Glen Trace	Norcross	Hunter Street	Hunter Street	00.22	25
Norcross Industrial Court	Norcross	Buford Highway/ SR 13	Dead End	00.17	25

Norcross Parkway	Norcross	Beaver Ruin Road/SR 378	Pinnacle Way	00.20	25
North Barton Street	Norcross	Holcomb Bridge Road	Sunset Drive	00.30	25
North Norcross-Tucker Road	Norcross	Buford Highway/SR 13	SR 140/Jimmy Carter Blvd	00.93	35
North Peachtree Street	Norcross	Park Drive	Ollie Avenue	00.26	25
North Peachtree Street	Norcross	Ollie Avenue	Medlock Bridge Road/ Langford Road	00.76	30
Olde Town Park Drive	Norcross	Holcomb Bridge Road	Georgetown Park Drive	00.23	25
Pacific Drive	Norcross	Jimmy Carter Boulevard/SR 140	Jimmy Carter Boulevard/SR 140	00.63	35
Peachtree Corners East	Norcross	Holcomb Bridge Rd	Peachtree Industrial Blvd	00.30	35
Peachtree Industrial Boulevard	Norcross	Holcomb Bridge Rd/SR 141 Conn	Medlock Bridge Road	01.67	45
Peterson Place	Norcross	Jimmy Carter Boulevard/SR 140	Cul-De-Sac	00.24	25
Pinnacle Court	Norcross	Pinnacle Way	Cul-De-Sac	00.19	25
Pinnacle Way	Norcross	Beaver Ruin Road/SR 378	Brook Hollow Parkway	00.59	25
Price Place *School Zone*	Baldwin Elementary and Summerour Middle	Beaver Ruin Road/SR 378	Mitchell Road	00.42	25
Reps Miller Road	Norcross	North Peachtree Street	Dead End	00.73	35
Sheffield Road	Norcross	North Norcross-Tucker Road	East Glochester Place	00.32	25
South Peachtree Street	Norcross	Jones Street	Jimmy Carter Boulevard (State Route 140)	00.89	25
Stanstead Circle	Norcross	Langford Road	Stanstead Circle	00.49	25
Sunset Drive	Norcross	North Peachtree Street	Dead End	00.74	25
Thrasher Street	Norcross	Kelly Street	Buchanan Street	00.69	25

Twin Creeks Drive	Norcross	Beaver Ruin Road	Twin Creeks Place	00.12	25
Twin Creeks Place	Norcross	Twin Creeks Drive	Cul-De-Sac/ Cul-De-Sac	00.16	25
Wexford Drive	Norcross	Beaver Ruin Road/SR 378	Cul-De-Sac	00.43	25
Winchester Lane	Norcross	Lancelot Drive	East Glochester Place	00.18	25
Wingo Street	Norcross	Jones Street	Born Street	00.36	25

II. REPEALER.

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

III. EFFECTIVE DATE.

This Ordinance shall become effective immediately and shall remain in effect until revised or repealed by further action 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 _____, 2025.

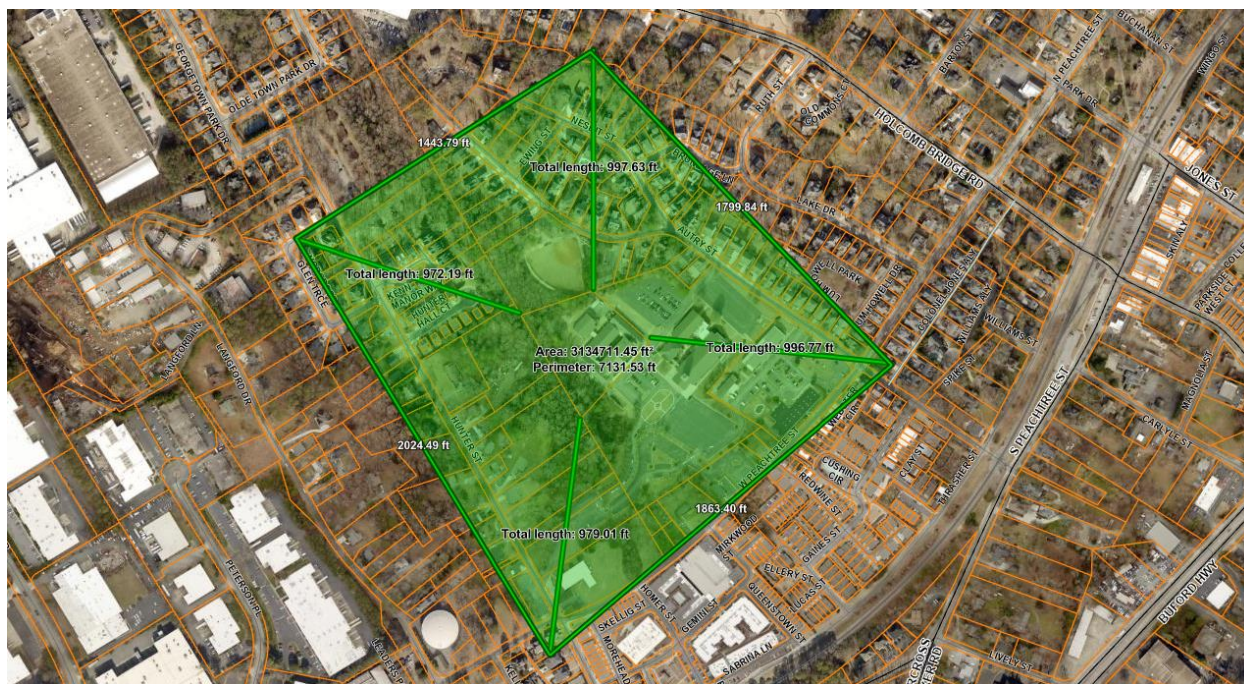
Craig Newton, Mayor

ATTEST:

Monique Philip, City Clerk

Approximate BIA Charter School, School-Zone Map

Appendix 1





2/25/2025 3:49:32 PM

BIA School Zone



BIA School Zone Sign Requirement

Per GDOT Signing and Marking Design Guidelines

Area	Sign Type	Qty	Sign Type	Qty	Sign Type	Qty
Autry at Access Rd to School	Ped Xing	2	State Law	2	Xing Ahead	2
Autry at Nesbit	Ped Xing	2	State Law	2	Xing Ahead	2
Autry at West Ptree	Ped Xing	8	State Law	4	Xing Ahead	4
West Ptree at Redwine	Ped Xing	4	State Law	3	Xing Ahead	2
West Ptree at Homer	Ped Xing	2	State Law	1	Xing Ahead	1
West Ptree at Hunter St	Ped Xing	4	State Law	2	Xing Ahead	4
		22		14		15
						51

15 School Approach Signs

15 School Speed Limit Signs

Will also require "School" painting Markings on the Road at 6 locations

Total Sign requirement **81**



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

City of Norcross

Legislation Details (With Details)

File #:	25-7249	Version:	
Type #:	Agenda Item	Status:	Agenda Ready
On Agenda:	3/3/2025 6:30 PM	In Control:	Mayor and Council
Title:	Expanded Downtown Parking		

Sponsors:

Code Sections:

Attachments:

1. [Agenda Report - Expanded Downtown Parking V2](#)
2. [City Hall Parking Concept V4 10-8-24](#)

Title

Expanded Downtown Parking

Drafters

Councilmember Matt Myers
 Jim Eyre, DDA Chair

Motion

A motion to authorize staff to receive at least 3 vendor quotes/proposals from the City's On-call Professional Engineering & Design Services Contract to provide surveying and engineering design to generate a design development level plan for expanding parking in the downtown area.



Mayor: Craig Newton • Mayor Pro Tem: Marshall Cheek • Councilmember: Andrew Hixson • Councilmember: Bruce Gaynor
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AGENDA REPORT

To: Mayor and Council

From: Councilmember Matt Myers & Jim Eyre (DDA Chair)

Meeting Date: March 3, 2025 – Regular Council Meeting (RCM)

Item No.: 25-7249

Title: Expanded Downtown Parking

CC: Eric Johnson, City Manager

Recommendation: Authorize staff to receive at least 3 vendor quotes/proposals from the City's On-call Professional Engineering & Design Services Contract to provide surveying and engineering design to generate a design development level plan for expanding parking in the downtown area.

There is also a need to define downtown parking requirements to be reviewed and approved based on historic urban downtown standards.

Background: Based on recent downtown property acquisitions, and development opportunities in the downtown area. There is a consistent demand for parking in the downtown area and this conversation is to facilitate growth in our downtown commercial area.

Parking standards and requirements have also been questioned if they are still adequate for the city of Norcross.

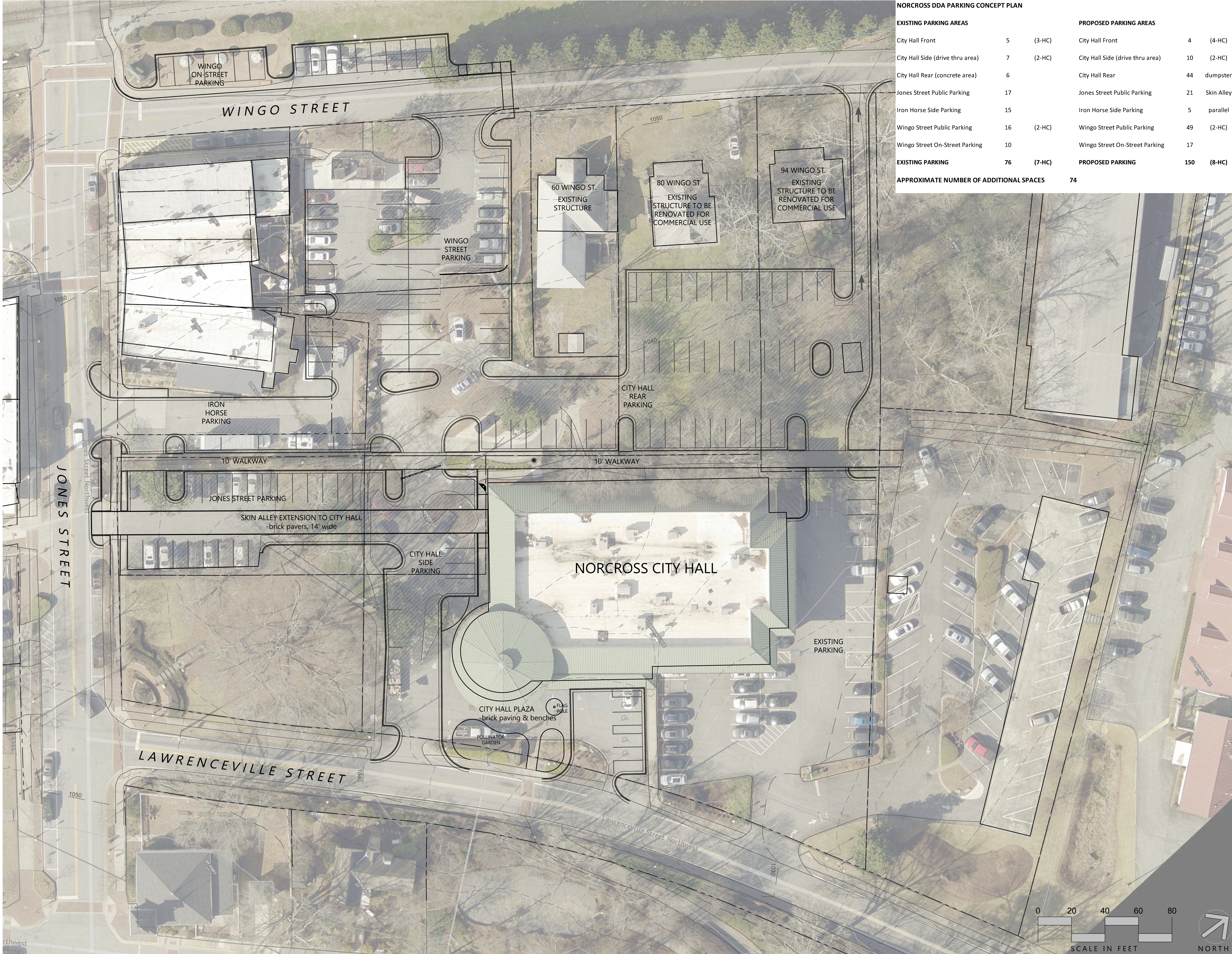
Financial Impact: TBD. Costs expected to exceed City Manager's approval. Could require M&C approval in April 2025.

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

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

Attachments

City Hall Parking Concept V4 10-8-24



NORCROSS DDA PARKING CONCEPT PLAN					
EXISTING PARKING AREAS			PROPOSED PARKING AREAS		
City Hall Front	5	(3-HC)	City Hall Front	4	(4-HC)
City Hall Side (drive thru area)	7	(2-HC)	City Hall Side (drive thru area)	10	(2-HC)
City Hall Rear (concrete area)	6		City Hall Rear	44	dumpster
Jones Street Public Parking	17		Jones Street Public Parking	21	Skin Alley
Iron Horse Side Parking	15		Iron Horse Side Parking	5	parallel
Wingo Street Public Parking	16	(2-HC)	Wingo Street Public Parking	49	(2-HC)
Wingo Street On-Street Parking	10		Wingo Street On-Street Parking	17	
EXISTING PARKING	76	(7-HC)	PROPOSED PARKING	150	(8-HC)
APPROXIMATE NUMBER OF ADDITIONAL SPACES			74		

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PARKING EXPANSION CONCEPT PLAN

NORCROSS DDA
CITY HALL AREA

OCTOBER 8, 2024

SHEET

SP-1

Attachment: City Hall Parking Concept V4 10-8-24 (25-7249 - Expanded Downtown Parking)

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