

City of Norcross

*65 Lawrenceville Street
Norcross, GA 30071*



Meeting Agenda

Monday, May 2, 2022

6:30 PM

Council Chambers

Mayor and Council

Mayor Craig Newton

Mayor Pro Tem Matt Myers

Councilmember Andrew Hixson

Councilmember Josh Bare

Councilmember Bruce Gaynor

Councilmember Arlene Beckles

- A. Call to Order by Mayor Craig Newton**
PLEASE TURN OFF ALL CELL PHONES AND ELECTRONIC DEVICES
- B. Invocation**
- C. Pledge of Allegiance to the Flag of the United States of America**
- D. Roll Call (recorded)**
- E. Presentation of previous meetings minutes for acceptance**
 - [22-6467](#) **Approval of Previous Meeting Minutes**
 - [Mayor and Council - Regular Meeting - Apr 4, 2022, 6:30 PM](#)
 - [Special Called Meeting - Special Meeting - Apr 18, 2022, 6:30 PM](#)
 - [Policy Work Session - Policy Work Session - Apr 18, 2022, 6:30 PM](#)
- F. Set agenda as presented for scheduled meeting.**
 - [22-6468](#) **Acceptance of the Agenda**
- G. Ceremonial Presentations, Recognitions, and Swearing in Ceremonies**
 - [22-6469](#) **Proclamation Recognizing Colin Steuterman**
 - A Proclamation presented to Colin Steuterman in recognition of his service to the Sustainable Norcross Commission.
 - [PRO - Colin Steuterman](#)
 - [22-6470](#) **Proclamation Recognizing Blake Manton**
 - A Proclamation presented to Blake Manton in recognition of his service to the Tree Preservation Board.
 - [PRO- Blake Manton](#)
 - [22-6471](#) **Proclamation Recognizing Municipal Clerks Week**
 - A proclamation recognizing the 53rd Annual Professional Municipal Clerks Week
 - [PRO- Professional City Clerk Week](#)
- H. Floor Open to Citizens Desiring to Address the Governing Authority**
 - a. Comments by Citizens**
 - b. Comments by Council**
 - c. Comments by City Manager**

PH. Public Hearings**J. Reports of the Mayor and Councilmembers****a. General Announcements****MAY CALENDAR OF EVENTS****Norcross Community Market**

Every Wednesday from May to August | 4:00 p.m. - 7:00 p.m. | Thrasher Park

Viva Mexico

Saturday, May 7th | 12:00 p.m. - 5:00 p.m. | Thrasher Park

Movie Monday: King Richard

Monday, May 9th | 1:30 & 6:30 p.m. | Norcross Cultural Arts & Community Center

Coffee with Council

Saturday, May 14th | 8:00 a.m. | 45 South

Pedal Norcross

Saturday, May 14th | 12:00 p.m. - 3:00 p.m. | Downtown Norcross

Policy Work Session

Monday, May 16th | 6:30 p.m. | 2nd Floor Conference Room

Movie Monday: Dog

Monday, May 23rd | 1:30 & 6:30 p.m. | Norcross Cultural Arts and Community Center

Summer Concert Series: ATL Pleasure

Friday, May 27th | 7:30 p.m. - 9:30 p.m. | Thrasher Park

Memorial Day Remembrance

Monday, May 30th | 11:30 a.m. - 1:30 p.m. | Thrasher Park

City Closed (Memorial Day Observance)

Monday, May 30th | All Day (Sanitation and Recycling Services will not be affected.)

Coming Up in June:

Summer Concert - June 10

Jazz In The Alley - June 11

Bluesberry Beer & Music Festival - June 18

Juneteenth Celebration - June 19

Summer Concert - June 24

K. Board Appointments

[22-6472](#)

Board Appointment - Tree Preservation Board

L. Approval of Consent Agenda**M. Items for Discussion****1. [22-6455](#) Norcross Activity Center LCI**

A recommendation that a draft update to the 2008 Norcross Activity Center LCI Plan be reviewed by the City of Norcross for comments and suggestions during the April 18, 2022, Policy Work Session.

[Agenda Report- 2008 Norcross Activity Center LCI](#)

[Norcross LCI Update - Final](#)

2. [22-6456](#) Affordable Housing Developer Recommendation

Authorize city staff to draft a letter of support for Walton Communities.

[Agenda Report - Affordable Housing Developer Recommendation](#)

[Norcross Letter & Scoring Rubric for Affordable Housing Developers](#)

[Developer Score Sheets - Averaged - 2022 LIHTC Cycle](#)

[Developer Applications](#)

3. [22-6457](#) Position Reclassification

Approve reclassification of Master Crafts-worker to Beautification Manager - Landscape Management.

[Agenda Report - Position Reclassification](#)

[Job Description - Landscape Management Beautification Manager](#)

4. [22-6463](#) Pedestrian Railroad Crossing Discussion**N. Adjourn to Executive Session for Personnel, Real Estate or Legal**

O. Signed by _____ Mayor Craig Newton

P. Attest: _____ Monique Lang, City Clerk



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

City of Norcross

Legislation Details (With Details)

File #:	22-6467	Version:	
Type #:	Agenda Item	Status:	Agenda Ready
On Agenda:	5/2/2022 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 April 5th Regular Council Meeting Minutes and Executive Session, the April 18th Special Called Meeting, Policy Work Session and Executive Session.

City of Norcross

65 Lawrenceville Street
Norcross, GA 30071



Meeting Minutes

Monday, April 4, 2022

6:30 PM

Council Chambers

Mayor and Council

Mayor Craig Newton

Mayor Pro Tem Matt Myers

Councilmember Andrew Hixson

Councilmember Josh Bare

Councilmember Bruce Gaynor

Councilmember Arlene Beckles

Minutes Acceptance: Minutes of Apr 4, 2022 6:30 PM (Presentation of previous meetings minutes for acceptance)

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

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

Regular Meeting was called to order at 6:35 PM by Mayor Craig Newton

- E. Presentation of previous meetings minutes for acceptance
- 22-6452: Approval of Previous Meeting Minutes**

Motion

A motion to Approve the January 27th Mayor and Council Visioning Session, the February 17th Mayor and Council Retreat, the March 7th Regular Council Meeting Minutes and Executive Session, the March 21st Policy Work Session and Executive Session, and the March 28th Special Called Meeting.

Mayor and Council Visioning Session - Visioning Session - Jan 27, 2022 8:00 AM

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

Mayor and Council Retreat - Mayor and Council Retreat - Feb 17, 2022 9:00 AM

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

Mayor and Council - Regular Meeting - Mar 7, 2022 6:30 PM

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

Policy Work Session - Policy Work Session - Mar 21, 2022 6:30 PM

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

Minutes Acceptance: Minutes of Apr 4, 2022 6:30 PM (Presentation of previous meetings minutes for acceptance)

Special Called Meeting - Special Meeting - Mar 28, 2022 6:30 PM

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

F. Set agenda as presented for scheduled meeting.**22-6446: Acceptance of the Agenda****Motion**

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

21-6335: Bridge at Valley and Cochran

22-6441: Wi-Fi in the Public Parks (Lillian Webb, Thrasher & Pinnacle)

22-6434: Library Landscaping

22-6431: CDBG Application Proposal for FY23 Funds

22-6432: Speed & Traffic Calming Measures Studies Update on Selected City Roadways

22-6436: Sanitation Services RFP

21-6331: Norcross Letter Art Installation

22-6437: Adoption of Proposed 2023 SPLOST Allocations

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

G. Ceremonial Presentations, Recognitions, and Swearing in Ceremonies**22-6447: Important Announcements and Updates Regarding COVID-19**

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

RESULT:	PRESENTED BY DR. AUDREY ARONA
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22-6448: Proclamation Recognizing Laura Hernandez

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

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

PH. Public Hearings**22-6428: RZ2022-004 Norcross Housing Authority****Motion**

A motion to approve RZ2022-004 with conditions based on this 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 PRD to PRD with conditions is granted for the parcel at 19 Garner Street NW, more fully described as parcel identification number 6242 066, 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 multi-family apartment up to 180 units;
2. The applicant shall submit architectural drawings and details to the Architectural Review Board for a regular ARB meeting prior to applying for any permits;
3. The property shall be developed in general conformance with the site plan dated receipt 2/16/22 and shall include a 20-foot setback along Mitchel Road and 10-foot setback along Reeves Street and 10-foot setback along the interior property lines. Access to and improvements along Mitchell Road is limited to one point of access and subject to the review and approval of Gwinnett County and access to Reeves Street is limited to one point of access subject to the review and approval of the Norcross City Engineer;
4. A 10-foot landscape strip shall be provided within the 10-foot setback along the interior property lines and in accordance with the concept Tree Recompense Plan dated February 2, 2014, included in the Rezoning Application.
5. A traffic study shall be provided if building 150 or more units on the site and shall follow the Norcross UDO criteria for traffic studies during the permitting process;
6. If Garner Street is determined to be a public road, the formal City process of sale and abandonment will need to occur prior to applying for any permits.
7. The applicant shall provide a minimum of 1.5 parking spaces per unit in phase 1 and a minimum ratio of 1.25 spaces per unit in phase 2
8. A 2' landscape strip, a 10' sidewalk and an additional 8' landscape strip with streetlights shall be installed along Mitchell Road in conformance the Beaver Ruin Creek Greenway Plan.
9. A 2-foot sidewalk landscape strip, 5-foot sidewalk and 10-foot landscape strip with streetlights shall be installed along Reeves street, except where parallel parking is provided, in conformance with Section 205-4.f. of the UDO and subject to the approval of the Norcross City Engineer.
10. All common areas, including but not limited to streets and storm water systems, shall be maintained by the property manager/owner
11. 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;
12. The location of any and all crosswalks and traffic calming measures within the development are subject to the approval of the City Engineer;

13. Plant material use on site in landscape strips and buffers are subject to final approval of the City's landscape review professional;
14. Location of underground stormwater detention is subject to the approval of the City Engineer as feasible;
15. All utilities shall be buried;
16. The development shall comply with the Architectural Review Board's conditions of approval;
17. 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 (UDO). The applicant and/or builder are responsible for conforming with any specific design standard or UDO code section not addressed in the staff report;
18. Building 3, as part of phase 2, final approval is subject to the approval of Mayor and Council after review and recommendation of the Architectural Review Board;
19. The landscape plan for Building 3, as part of phase 2, is subject to approval of Mayor and Council after review and recommendation of the Architectural Review Board and City Arborist;
20. The recycling and dumpster screening for the site shall be enhanced with either landscaping or other solid screening.

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

J. Reports of the Mayor and Councilmembers

a. General Announcements

APRIL CALENDAR OF EVENTS

Neighborhood Cleanup and Recycling Day

Saturday, April 9th | 8:00 a.m. - 3:00 p.m. | Downtown Norcross

Movie Monday: The Lorax

Monday, April 11th | 1:30 p.m. | Norcross Cultural Arts & Community Center

Coffee with Council

Saturday, April 16th | 8:00 a.m. | 45 South

Easter Egg Hunt

Saturday, April 16th | 10:00 a.m. | Rossie Brundage Park

Special Needs Easter Egg Hunt

Saturday, April 16th | 1:00 p.m. | Rossie Brundage Park

Policy Work Session

Monday, April 18th | 6:30 p.m. | 2nd Floor Community Room

Queen Jubilee's Party

Saturday, April 23rd | All Day | Downtown Norcross

Movie Monday: American Underdog

Monday, April 25th | 1:30 p.m. | Norcross Cultural Arts and Community Center

Coming Up in May:

Viva Mexico – May 7

Summer Concert – May 27

Memorial Day – May 30

K. Board Appointments**22-6449: Board Appointment - Downtown Development Authority**

The following applicants satisfied all the requirements to be considered for appointment/reappointment to the to the Downtown Development Authority which currently has one vacancy:

John Bemis

Marshall Cheek

Robert Lawson Forro

William G McLees

Motion

A motion to Approve the reappointment of the following applicant to the Norcross Downtown Development Authority with a term expiration of December 1, 2026:

John Bemis

RESULT:	APPROVED [4 TO 1]
MOVER:	Bruce Gaynor, Councilmember
SECONDER:	Matt Myers, Mayor Pro Tem
AYES:	Matt Myers, Andrew Hixson, Josh Bare, Arlene Beckles
NAYS:	Bruce Gaynor

22-6450: Board Appointment - Planning & Zoning Board

The following applicants satisfied all the requirements to be considered for appointment/reappointment to the to the Planning & Zoning Board which currently has three vacancies:

Antonio Henson

Marshall Cheek

Robert Lawson Forro

Motion

A motion to Approve the appointment of the following applicants to the Planning & Zoning Board with a term expiration of June 1, 2026:

Antonio Henson

Marshall Cheek

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

22-6451: Board Appointment - Sustainable Norcross Commission

The following applicants satisfied all the requirements to be considered for appointment/reappointment to the Sustainable Norcross Commission which currently has three vacancies:

Jaquelyn Morgan

Stephanie Barksdale

Chelsea Youmans

Motion

A motion to Approve the reappointment and appointment of the following applicants to the Sustainable Norcross Commission with a term expiration of December 1, 2024:

Jaquelyn Morgan

Stephanie Barksdale

Chelsea Youmans

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

L. Approval of Consent Agenda

RESULT:	ADOPTED ON CONSENT AGENDA [UNANIMOUS]
MOVER:	Josh Bare, Councilmember
SECONDER:	Matt Myers, Mayor Pro Tem
AYES:	Myers, Hixson, Bare, Gaynor, Beckles

1. 22-6427: Budget Amendment to Reallocate Salaries

Motion

A motion to approve an increase to the Community Development and Information Technology FY2021-2022 Personnel Budget in the amount of \$63,240.00 and \$44,099.00, respectively, with funds to be allocated from Professional Services-Other.

2. 22-6440: Positions Reclassification

Motion

A motion to approve the reclassification of the budgeted positions by implementing the following Title changes, amended job duties, and/or position change:

Title Change - Admin Services Department

Accountant Manager changed to **Assistant Finance Director**

Title Change and amended job duties - Public Works, Utilities & Parks Department

Executive Coordinator - Capital Projects Admin changed to **Capital Projects Manager**

Position Change - Public Works, Utilities & Parks Department

ACM/Public Works, Utilities & Parks Director changed to - **Public Works, Utilities & Parks Director**

3. **22-6425: Revision to Norcross Code 34-59, Truck Parking City Wide**

Motion

A motion to amend Article III, entitled "Parking" of Chapter 34 of the Code of Ordinances of the City of Norcross entitled "Alcoholic Beverages" by deleting Section 34-59 of Chapter 44, Article III, and substituting a new Sections 34-59 in lieu thereof, with the following enacting clause:

The Mayor and City Council of the City of Norcross, Georgia, hereby ordain that the adopted Code of Ordinances is 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.

4. **22-6426: Clean Agent Fire Suppression System – Server Room – 2nd Floor City Hall**

Motion

A motion to approve the Clean Agent Fire Suppression System installation in the server room located on the second floor of the city hall building with a cost of \$21,170.00, funded by the SPLOST fund.

5. **22-6429: ARPA Nonprofit Grant Program**

Motion

A motion to approve awards for the Norcross ARPA Nonprofit Grant Program and authorize city staff to coordinate disbursement of funds.

6. **22-6430: Service Contract with ACE for ARPA Small Business Grant Program**

Motion

A motion to approve the Norcross Business Relief Grant Program Services Contract Agreement with Access to Capital for Entrepreneurs, Inc.

7. **22-6433: Comprehensive Electric Inventory**

Motion

A motion to approve a system inventory to take place for future use with system coordination study & updated GIS use to include poles, transformers, other switches & apparatus, conductor sizes, lights, and their GPS coordinates.

8. **22-6435: Cured-In-Place Storm Pipe Relining Project Contracts**

Motion

A motion to approve the attached contract with IPR Southeast for the Cured-in-Place Storm Pipe Relining project, funded by ARPA and Stormwater funds, in the amount of \$4,996,056.00 and \$979,126.55, respectively.

9. **22-6438: Participation Agreement with the Georgia Municipal Employees Benefits System (GMEBS) Establishing a Tax-Exempt Irrevocable Trust to Prefund a Portion of The City's Other Post-Employment Benefits (OPEB) Liability**

Motion

A motion to approve a Participation Agreement with the Georgia Municipal Employees Benefits System (GMEBS) establishing a tax-exempt irrevocable trust to prefund a portion of the City's Other Post-Employment Benefits (OPEB) liability and authorize a payment of \$1 million to that trust from an

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appropriation from the General Fund unassigned fund balance.

M. Items for Discussion

1. 21-6335: Bridge at Valley and Cochran

Motion

A motion to proceed with option 3.

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

2. 22-6441: Wi-Fi in the Public Parks (Lillian Webb, Thrasher & Pinnacle)

Motion

A motion to approve the IT Department to proceed with a Request for Proposals for suitable sealed bids to accomplish all the work needed to install Wi-Fi in three designated parks, Thrasher, Lillian Webb, and Pinnacle.

RESULT:	APPROVED [4 TO 1]
MOVER:	Arlene Beckles, Councilmember
SECONDER:	Bruce Gaynor, Councilmember
AYES:	Matt Myers, Andrew Hixson, Bruce Gaynor, Arlene Beckles
NAYS:	Josh Bare

3. 22-6434: Library Landscaping

Motion

A motion to approve the removal of the existing plant material on the hillside between the library building and Buford Hwy/Britt Road corner and replace as shown on the attached plan with costs totaling \$77,000, partially funded by FY2022 budget (\$32,000), and a request to use Mayor & Council contingency to pay unfunded balance of \$45,000.

RESULT:	APPROVED [4 TO 1]
MOVER:	Matt Myers, Mayor Pro Tem
SECONDER:	Arlene Beckles, Councilmember
AYES:	Matt Myers, Andrew Hixson, Bruce Gaynor, Arlene Beckles
NAYS:	Josh Bare

4. 22-6431: CDBG Application Proposal for FY23 Funds

Motion

A motion to approve the completion and submittal of the FY2023 online CDBG application for available funds awarded through the Community Development Block Grant (CDBG).

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

5. **22-6432: Speed & Traffic Calming Measures Studies Update on Selected City Roadways**

Motion

A motion to set speeds recommended by the traffic study and to move forward with listed recommendations, aside from traffic circles, adding stop signs at Oak Terrace with Pedestrian Crossing.

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

Amendment

Amend motion to add Georgetown Park and Holcomb Bridge stop sign, subject to approval by Gwinnett County and to add a stop sign at Mitchell Road and Everglades Trail.

RESULT:	APPROVED WITH CONDITIONS [UNANIMOUS]
MOVER:	Bruce Gaynor, Councilmember
SECONDER:	Josh Bare, Councilmember
AYES:	Bare, Gaynor, Beckles
NAYS:	Myers, Hixson

Amendment

Amend motion to have Peachtree Street remain the lower of the two speed limit options provided by study.

RESULT:	APPROVED WITH CONDITIONS [UNANIMOUS]
MOVER:	Matt Myers, Mayor Pro Tem
SECONDER:	Josh Bare, Councilmember
AYES:	Myers, Hixson, Bare, Gaynor, Beckles

6. **22-6436: Sanitation Services RFP**

Motion

A motion to approve an amendment to the contract with Waste Management and grant a one year extension for services.

RESULT:	APPROVED [3 TO 2]
MOVER:	Josh Bare, Councilmember
SECONDER:	Arlene Beckles, Councilmember
AYES:	Matt Myers, Josh Bare, Arlene Beckles
NAYS:	Andrew Hixson, Bruce Gaynor

7. **21-6331: Norcross Letter Art Installation**

Motion

A motion to approve the placement of the Norcross Letter Art Installation at the proposed temporary or permanent location at Stevens and Buford Highway.

RESULT:	APPROVED [3 TO 2]
MOVER:	Josh Bare, Councilmember
SECONDER:	Bruce Gaynor, Councilmember
AYES:	Matt Myers, Josh Bare, Bruce Gaynor
NAYS:	Andrew Hixson, Arlene Beckles

8. **22-6437: Adoption of Proposed 2023 SPLOST Allocations**

Motion

A motion to approve SPLOST allocations of 55% for transportation, 15% for parks, and 30% for administration.

RESULT:	APPROVED [3 TO 2]
MOVER:	Andrew Hixson, Councilmember
SECONDER:	Arlene Beckles, Councilmember
AYES:	Matt Myers, Andrew Hixson, Arlene Beckles
NAYS:	Josh Bare, Bruce Gaynor

N. **Adjourn in memory of**

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

The meeting adjourned to Executive Session for Personnel, Real Estate, and Legal at 9:17 PM with a motion by Councilmember Bare and seconded by Mayor Pro Tem Matt Myers.

P. **Signed by** _____ **Mayor Craig Newton**

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

Minutes Acceptance: Minutes of Apr 4, 2022 6:30 PM (Presentation of previous meetings minutes for acceptance)

City of Norcross

65 Lawrenceville Street
Norcross, GA 30071



Meeting Minutes

Monday, April 18, 2022

6:30 PM

2nd Floor Conference Room

Special Called Meeting

Mayor Craig Newton

Mayor Pro Tem Matt Myers

Councilmember Andrew Hixson

Councilmember Josh Bare

Councilmember Bruce Gaynor

Councilmember Arlene Beckles

Minutes Acceptance: Minutes of Apr 18, 2022 6:30 PM (Presentation of previous meetings minutes for acceptance)

A. Call to Order by Craig Newton

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

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

B. Roll Call (recorded)**C. Comments by Citizens****PH. Public Hearings****PH. 22-6442: COA2022-011 Historic Demolition**

A motion to approve the attached request for a historic demolition as outlined in the attached application and staff report.

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

E. Items for Discussion**F. Adjourn to Executive Session Legal Personnel, and Real Estate**

A motion was made by Councilmember Beckles, seconded by Mayor Pro Tem to adjourn the meeting at 6:50 pm, the vote was unanimous.

G. Signed by _____ Mayor Craig Newton

H. Attest _____ Monique Lang, City Clerk

Minutes Acceptance: Minutes of Apr 18, 2022 6:30 PM (Presentation of previous meetings minutes for acceptance)

City of Norcross

65 Lawrenceville Street
Norcross, GA 30071



Meeting Minutes

Monday, April 18, 2022

6:30 PM

2nd Floor Conference Room

Policy Work Session

Mayor Craig Newton

Mayor Pro Tem Matt Myers

Councilmember Andrew Hixson

Councilmember Josh Bare

Councilmember Bruce Gaynor

Councilmember Arlene Beckles

Minutes Acceptance: Minutes of Apr 18, 2022 6:30 PM (Presentation of previous meetings minutes for acceptance)

A. Roll Call (recorded)

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

Policy Work Session was called to order at 6:51 PM by Mayor Craig Newton

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

Architectural Review Board- Jeff Hopper

D. General Updates

*Johnson Dean Park update- Mary Beth Bender

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

Mayor and Council will consider an appointment to the following board, authority or commission:

Tree Preservation Board

G. City Manager's Report**H. Items for Discussion****1. 22-6455: Norcross Activity Center LCI**

RESULT:	THIS MATTER WAS REFERRED TO
	Next: 5/2/2022 6:30 PM
TO:	Mayor and Council

2. 22-6456: Affordable Housing Developer Recommendation

RESULT:	THIS MATTER WAS REFERRED TO
	Next: 5/2/2022 6:30 PM
TO:	Mayor and Council

3. 22-6457: Position Reclassification

RESULT:	THIS MATTER WAS REFERRED TO
	Next: 5/2/2022 6:30 PM
TO:	Mayor and Council

Minutes Acceptance: Minutes of Apr 18, 2022 6:30 PM (Presentation of previous meetings minutes for acceptance)

4. **22-6460: Multi Language Park Signage**

RESULT: THIS MATTER WAS REFERRED TO STAFF AND THE PARKS,
GREEN SPACES, & TRAILS COMMISSION

5. **22-6458: Downtown Parking Signage**

RESULT: THIS MATTER WAS REFERRED TO STAFF

6. **22-6459: Downtown Merchant Employee Parking**

RESULT: THIS MATTER WAS REFERRED TO STAFF

7. **22-6461: City Hall Parking**

RESULT: THIS MATTER WAS REFERRED TO STAFF

8. **22-: 6463 Pedestrian Railroad Crossing**

This item was added to the agenda by Councilmember Hixson with unanimous support of the Council.

RESULT: THIS MATTER WAS REFERRED TO

TO: Next: 5/2/2022 6:30 PM
Mayor and Council

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

A motion was made by Mayor Pro Tem Myers, seconded by Councilmember Beckles to adjourn to executive session at 8:31 PM. The vote was unanimous.

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

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

Minutes Acceptance: Minutes of Apr 18, 2022 6:30 PM (Presentation of previous meetings minutes for acceptance)



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

City of Norcross

Legislation Details (With Details)

File #:	22-6468	Version:	
Type #:	Agenda Item	Status:	Agenda Ready
On Agenda:	5/2/2022 6:30 PM	In Control:	Mayor and Council
Title:	Acceptance of the Agenda		

Sponsors:

Code Sections:

Title
Acceptance of the Agenda

Motion

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



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

City of Norcross

Legislation Details (With Details)

File #:	22-6469	Version:	
Type #:	Agenda Item	Status:	Agenda Ready
On Agenda:	5/2/2022 6:30 PM	In Control:	Mayor and Council
Title:	Proclamation Recognizing Colin Steuterman		

Sponsors:

Code Sections:

Attachments:

1. [PRO - Colin Steuterman](#)

Title
Proclamation Recognizing Colin Steuterman

Presenter
Mayor Craig Newton

Proclamation

City of Norcross, Georgia
Recognition and Celebration of Dedicated Service

- WHEREAS:** change is constant and affects all cities. Sustainability planning and plans can help manage this change in a way that provides better choices for how people work and live; and
- WHEREAS:** sustainability planning provides an opportunity for all residents to be meaningfully involved in making choices that determine the future for their community and the full benefits of planning require public officials and citizens who understand, support, and demand excellence in sustainability planning and plan implementation; and
- WHEREAS:** Colin Steuterman has improved the Norcross Community by contributing to the Sustainable Norcross Commission as a member and serving as a sustainability education champion by participating in pollinator education and recycling reading activities for school-aged children; and greatly contributing to the development of a Sustainability themed welcome packet for new Norcross residents; and
- WHEREAS:** Colin Steuterman has faithfully and conscientiously served the city of Norcross and its citizens and during which period of time numerous projects were initiated through his leadership which will continue to have a growing sustainability impact on the city of Norcross; and
- WHEREAS:** Colin Steuterman has been a powerful influence for good in the growth and progress of our community; and
- WHEREAS:** his performance of the duties and responsibilities as a member of this community has been characterized by excellent and constructive contributions to our entire community; and
- WHEREAS:** as our community looks back over its many years of being, a few individuals stand out for their caring, their contribution, and their vision, which have made the City of Norcross such a fine place to live;

NOW, THEREFORE, I Craig Newton, Mayor of the City of Norcross, commend Colin Steuterman for his valuable service, his dedication, and many contributions to the progress of the community and to the citizens of the City of Norcross, and extend our personal thanks and those of the City Council and all our citizens for his dedicated and faithful service.

Mayor Craig Newton

Attest: Monique Lang, City Clerk

Attachment: PRO - Colin Steuterman (22-6469 : Proclamation Recognizing Colin Steuterman)



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

City of Norcross

Legislation Details (With Details)

File #:	22-6470	Version:	
Type #:	Agenda Item	Status:	Agenda Ready
On Agenda:	5/2/2022 6:30 PM	In Control:	Mayor and Council
Title:	Proclamation Recognizing Blake Manton		

Sponsors:

Code Sections:

Attachments:

1. [PRO- Blake Manton](#)

Title
Proclamation Recognizing Blake Manton

Presenter
Mayor Craig Newton

Proclamation

City of Norcross, Georgia
Recognition and Celebration of Dedicated Service

WHEREAS, the Norcross Tree Preservation Board is established to develop, interpret, and assist in enforcing the provisions of the City's Tree Ordinances and to advise the mayor and City Council on matters pertaining to the preservation of trees and conservation of tree canopy cover within the City. In addition, the Tree Preservation Board promotes tree conservation through many avenues and activities such as public education, tree plantings, Arbor Day celebrations, and stewardship of public forested areas and City landscaped trees; and

WHEREAS, Blake Manton has been a member of the Norcross Tree Preservation Board since its inception in 2003 and has served with distinction for these past 19 years. As a valued and knowledgeable member, he has contributed greatly to the City's policies and ordinance development regarding our trees and tree canopy throughout or City; and

WHEREAS, Blake Manton has heavily influenced the recognition of the value of trees and their role in our ambiance, beauty, climate and the good ecological contributions to our city; and

WHEREAS, Blake Manton has contributed, at his own expense, numerous trees and their plantings for Norcross' Arbor Day celebrations and tree memorials. His many donated trees can be found all over the City of Norcross; and

WHEREAS, Blake Manton is one of the few individuals that really stand out in his contributions to the City of Norcross. His care, his vision, his generosity, and his willingness to share his expertise in the management of plants and trees have made the City of Norcross a distinctive and beautiful place to live.

NOW, THEREFORE, I Craig Newton, Mayor of the City of Norcross, commend Blake Manton for his valuable service, his dedication, his many contributions to the Norcross Tree Preservation Board, and to the community, and extend our personal thanks and those of the City Council, present and past members of the Tree Preservation Board, and the entire community for his dedicated and faithful service.

Craig Newton, Mayor

Attest: Monique Lang, City Clerk



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

City of Norcross

Legislation Details (With Details)

File #:	22-6471	Version:	
Type #:	Agenda Item	Status:	Agenda Ready
On Agenda:	5/2/2022 6:30 PM	In Control:	Mayor and Council
Title:	Proclamation Recognizing Municipal Clerks Week		

Sponsors:

Code Sections:

Attachments:

1. [Proclamation for Professional City Clerks Week](#)

Title
Proclamation Recognizing Municipal Clerks Week

Presenter
Mayor Craig Newton

Proclamation

The City of Norcross, Georgia

53rd ANNUAL PROFESSIONAL MUNICIPAL CLERKS WEEK

May 1 - May 7, 2022

Whereas, The Office of the Professional Municipal Clerk, a time honored and vital part of local government exists throughout the world, and

Whereas, The Office of the Professional Municipal Clerk is the oldest among public servants, and

Whereas, The Office of the Professional Municipal Clerk provides the professional link between the citizens, the local governing bodies, and agencies of government at other levels, and

Whereas, Professional Municipal Clerks have pledged to be ever mindful of their neutrality and impartiality, rendering equal service to all, and

Whereas, The Professional Municipal Clerk serves as the information center on functions of local government and community, and

Whereas, Professional Municipal Clerks continually strive to improve the administration of the affairs of the Office of the Professional Municipal Clerk through participation in education programs, seminars, workshops and the annual meetings of their state, provincial, county and international professional organizations, and

Whereas, It is most appropriate that we recognize the accomplishments of the Office of the Professional Municipal Clerk.

Now, Therefore, I, Craig Newton, Mayor of the City of Norcross, do recognize the week of May 1 through May 7, 2022, as Professional Municipal Clerks Week, and further extend appreciation to our Professional Municipal Clerk Monique Lang and Deputy Clerk, Shayla Alexis, and to all Professional Municipal Clerks for the vital services they perform and their exemplary dedication to the communities they represent.

Dated this 2nd day of May, 2022

Craig Newton, Mayor

Attest: Monique Lang, City Clerk



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

City of Norcross

Legislation Details (With Details)

File #:	22-6472	Version:	
Type #:	Agenda Item	Status:	Agenda Ready
On Agenda:	5/2/2022 6:30 PM	In Control:	Mayor and Council
Title:	Board Appointment - Tree Preservation Board		

Sponsors:

Code Sections:

Title
Board Appointment - Tree Preservation Board

The following applicant satisfied all the requirements to be considered for appointment to the Tree Preservation Board which currently has one vacancy:

Michelle Osborne

Motion

A motion to Approve/Deny the appointment of the following applicant to the Tree Preservation Board with a term expiration of June 1, 2026:



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

City of Norcross

Legislation Details (With Details)

File #:	22-6455	Version:	
Type #:	Agenda Item	Status:	Agenda Ready
On Agenda:	5/2/2022 6:30 PM	In Control:	Mayor and Council
Title:	Norcross Activity Center LCI		

Sponsors:

Code Sections:

Attachments:

1. [Agenda Report- 2008 Norcross Activity Center LCI](#)
2. [Norcross LCI Update Final](#)

Title
Norcross Activity Center LCI

Drafter
Beth Brown

Motion
A motion to Approve/Deny a draft update to the attached update to the Norcross Activity Center LCI as proposed by the Norcross Housing Authority and Walton Communities.



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

Agenda Report

To: Mayor and Council

From: Beth Brown

Meeting Date: May 2, 2022 – Mayor & Council

Item No.: 22-6455

Title: 2008 Norcross Activity Center LCI Plan Update

CC: Eric Johnson

Recommendation:

It is recommended that the update to the 2008 Norcross Activity Center LCI Plan be approved.

Background:

The Housing Authority of the City of Norcross, in partnership with Walton Communities, has engaged Mosaic Community Planning to prepare an update to the 2008 Norcross Activity Center LCI Plan. This update focuses on several key components of the 2008 plan, including demographic characteristics, housing market trends, infrastructure, and housing goals. It also summarizes projects implemented within the study area since 2008 and planned for implementation in the next several years. Two community input sessions were held in order to gain public input and suggestions regarding existing conditions and the priorities/goals the community members see for the Norcross Activity Center.

Financial Impact:

There is no financial impact to the City of Norcross applicable to the cost associated with updating the 2008 Norcross Activity Center LCI Plan. All costs associated with updating this plan will be paid by the applicant.

Consistent with Comprehensive Plan?:

The proposed updates to the 2008 Norcross Activity Center LCI Plan are consistent with the City of Norcross Comprehensive Plan. The update includes character area descriptions for the Norcross Activity Center and incorporates housing and neighborhood goals, both drawn from the 2040 Norcross Comprehensive Plan.

Next Steps:

Mayor and City Council to consider approving this plan for re-adoption on May 2, 2022.

Attachments:

Enclosed is a draft version of the proposed updates to the 2008 Norcross Activity Center LCI Plan.

Update:

Not applicable.

Prepared for the

NORCROSS HOUSING AUTHORITY

By Mosaic Community Planning, LLC

DRAFT: APRIL 2022

Attachment: Norcross LCI Update_Final (22-6455 : Norcross Activity Center LCI)



NORCROSS ACTIVITY CENTER

LIVABLE CENTER INITIATIVE UPDATE

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1. CONTEXT

In 2008, the City of Norcross received a Livable Centers Initiative (LCI) grant from the Atlanta Regional Commission (ARC). The LCI program uses federal transportation dollars to fund studies aimed at fostering greater livability, mobility, and access in the Atlanta region. LCI studies examine the land use and transportation links within a community and identify possibilities for new or improved connections.

The 2008 Norcross Activity Center LCI focused on an area in the southeast portion of the city, roughly bounded by Interstate 85, North Norcross Tucker Road, Buford Highway and Beaver Ruin Road. At the time of the original plan, the study area lay partially within Norcross city limits and partially within unincorporated Gwinnett County. In 2012, the entire study area became part of the city of Norcross through annexation.

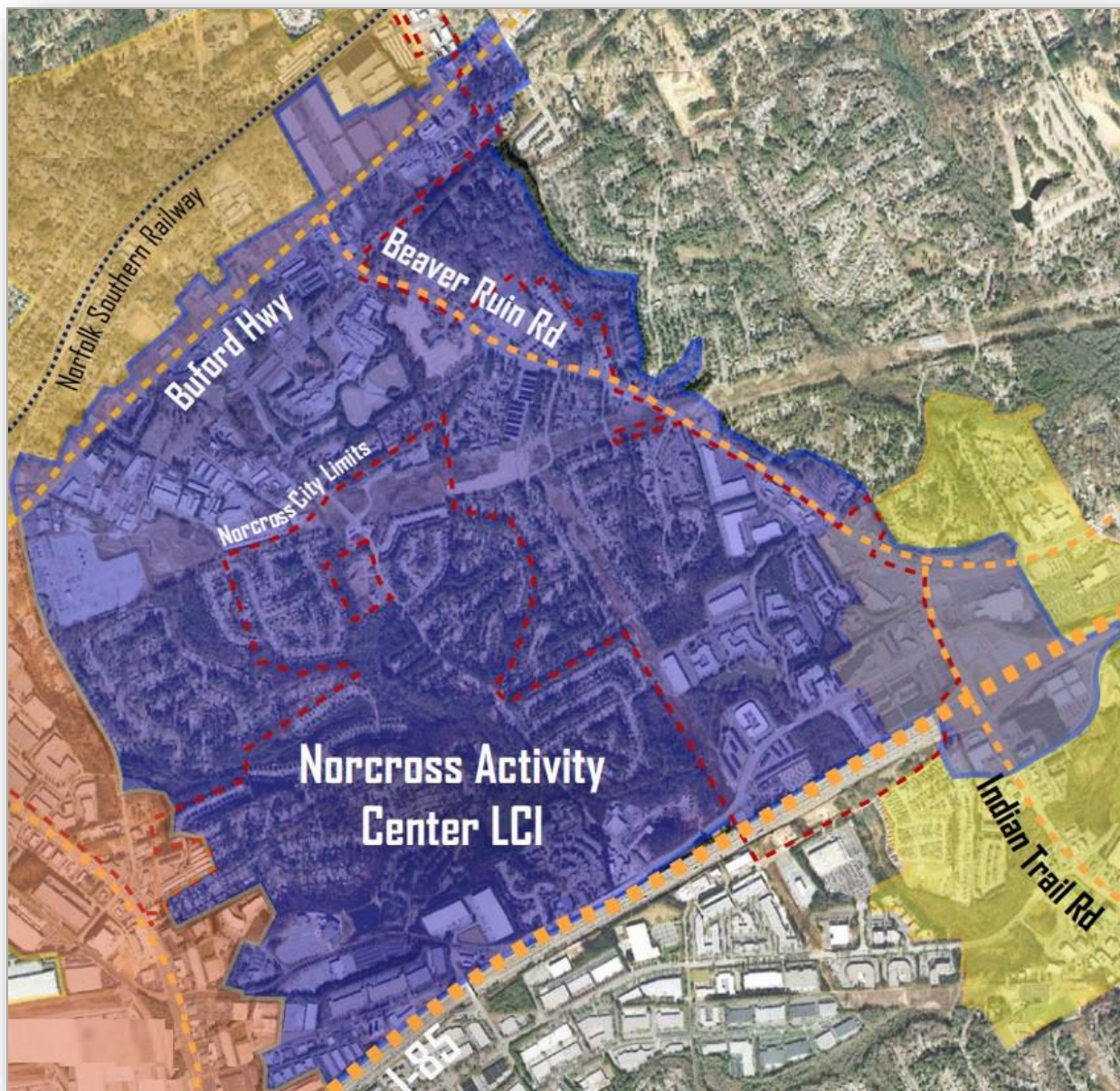
The 2008 plan examined land use, zoning, urban design, transportation, market conditions, and development opportunities within the Norcross Activity Center. It incorporated input gathered from a wide variety of stakeholders including residents, city and county officials and staff, Gwinnett Village Community Improvement District representatives, local business and property owners, and community activists. Based on the analyses and the public input collected, planners outlined a vision and action plan for future development. A 12-person steering committee and 21-person core team guided the plan's preparation.

Since the time of the original 2008 study, Norcross has grown significantly and its plans for Norcross Activity Center area have advanced. This update, led by the Norcross Housing Authority, focuses on several key components of the 2008 plan, including demographic characteristics, housing market trends, infrastructure, and housing goals. It also summarizes projects implemented within the study area since 2008 and planned for implementation in the next several years. In several places, it draws on content from the original 2008 Norcross Activity Center LCI, prepared by Urban Collage, Inc.

Norcross Activity Center LCI Study Area

The Norcross Activity Center study area (see Figure 1) is about 20 miles northeast of Atlanta and less than 5 miles from the I-285 perimeter. It comprises nearly one-half of the city of Norcross and lies within Gwinnett County, one of the fastest growing and most diverse counties in the metro Atlanta region. The study area's southern border – I-85 – is one of the region's busiest interstates and the other three boundaries are major strip corridors.

Figure 1: Norcross Activity Center LCI Study Area



Map from the 2008 Norcross Activity Center LCI

Attachment: Norcross LCI Update_Final (22-6455 : Norcross Activity Center LCI)



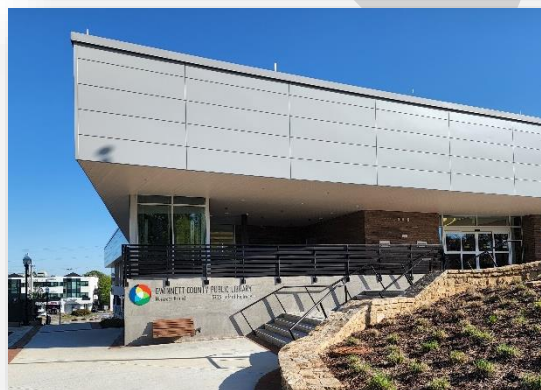
Single-Family Residential Neighborhoods



Norcross Housing Authority Community



Retail Strip Center along Buford Highway



Norcross Library Branch

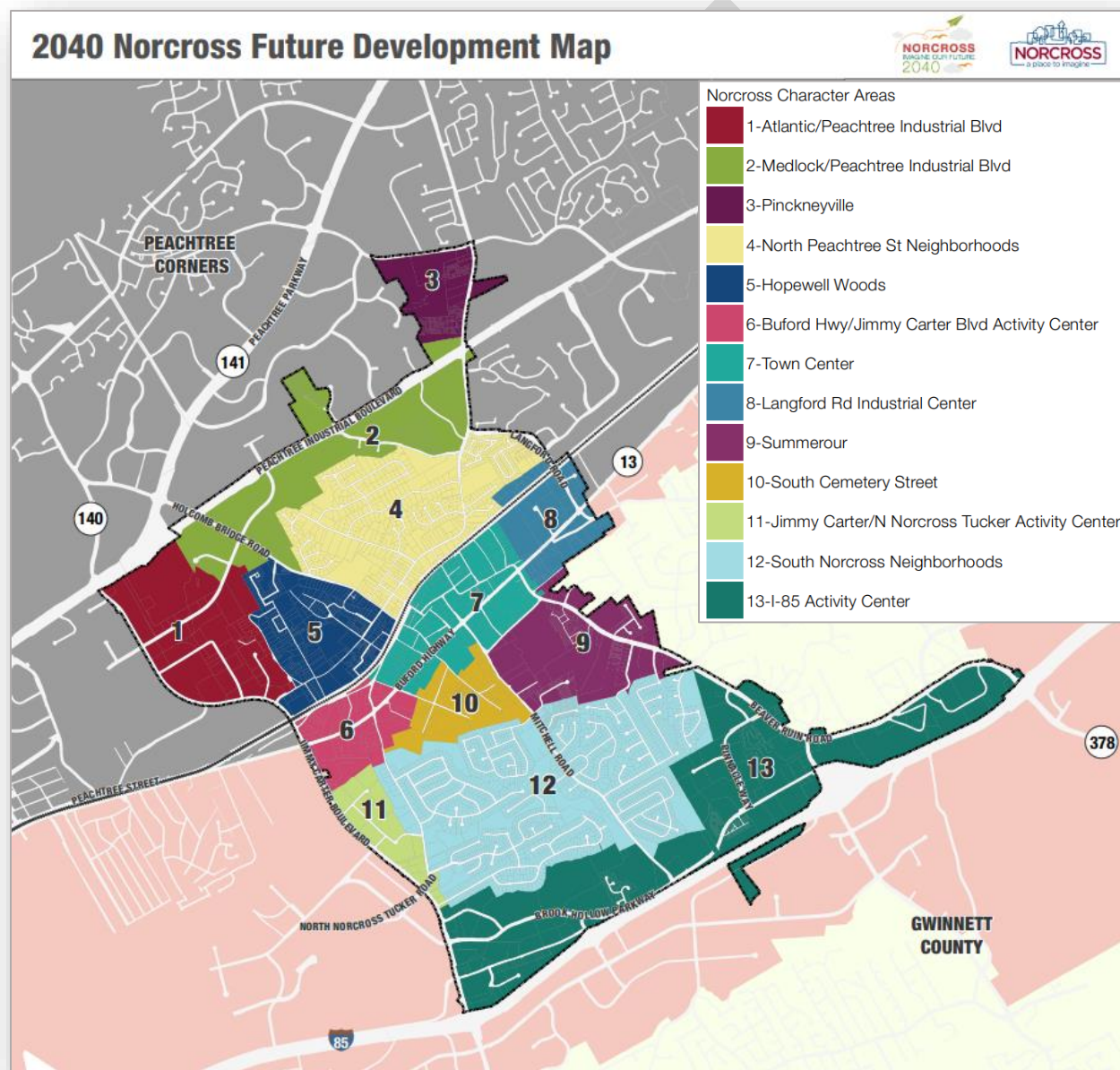
Land use and development patterns are typical of suburban areas in metro Atlanta. Single-family residential subdivisions and cul-de-sacs predominate in the study area's center, branching off from Mitchell and North Norcross Tucker Roads. The area also includes several higher density residential uses, such as townhomes and apartments, with most located along or near Beaver Ruin Road. The Brunswick, one of Norcross' newest residential developments, is on the study area's northern edge at the intersection of Holcomb Bridge Road and Buford Highway. It opened in 2020 and offers 184 apartments and 9 live/work units. Additionally, the Norcross Housing Authority operates 44 affordable rental housing units at three sites: Mitchell Road and Garner Street (27 units), Nesbit Street (8 units), and Hunter Street and Norcross Glen Terrace (9 units).

Commercial uses are concentrated in aging strip centers and low-density office parks along the study area's major corridors, including Buford Highway, Beaver Ruin Road, and Brook Hollow Parkway. Two power easements cut through the study area, one stretching through the middle from North Norcross Road to Beaver Ruin Road and another reaching south to I-85.

Civic uses within the study area include schools (Baldwin Elementary and Summerour Middle), a Gwinnett County Public Library branch, and Pinnacle Park. The latter two are recent developments, constructed using special purpose local option sales tax (SPLOST) revenue and opened within the last three years.

Figure 2 displays City of Norcross Character Areas as adopted in 2019 through the 2040 Norcross Comprehensive Plan. Seven of the character areas fall wholly or partially within the LCI study area. Descriptions for these areas as expressed in the Comprehensive Plan are summarized in the table on the following page. Several of these character areas reflect or advance the visioning and planning conducted for the 2008 Norcross Activity Center LCI.

Figure 2: City of Norcross Character Areas



Map from the City of Norcross GIS Department, Adopted March 4, 2019

Table 1: City of Norcross Character Area Descriptions

Buford Highway/Jimmy Carter Boulevard Activity Center	
Vision	A medium density node with a mix of residential and commercial space. Connections to Best Friend Park make it a desirable place to live and locate a business. Development intensity is highest at the Buford Highway/Jimmy Carter Boulevard intersection.
Selected Implementation Measures	• Create pedestrian and bicycle connections to Best Friend Park • Pedestrian safety improvements at Jimmy Carter Blvd and Buford Hwy • Encourage village concept with mix of and commercial • Implement gateway signage
Town Center	
Vision	The civic heart of the community, with a wide variety of entertainment, dining, recreational and shopping options. A destination for the greater Norcross community with a blend of historic and modern buildings that create a sustainable work to live, work, and visit.
Selected Implementation Measures	• Create pedestrian connections across Buford Hwy to Lillian Webb Park • Create safe pedestrian and cyclist connections across Buford Hwy • Continue downtown event programming • Attract new commercial uses to downtown
Langford Road Industrial Center	
Vision	A hub of business and industrial innovation and creativity with affordable commercial spaces that is aesthetically pleasing with pedestrian and bicycle infrastructure, connections to downtown, and new housing options.
Selected Implementation Measures	• Pursue proposed multi-use trail, linking Giles and Lawrenceville Streets • Offer safe pedestrian and cycling opportunities
Summerour	
Vision	An activity hub serving common needs of residents with education, recreation and retail. A new path links the southeastern portion of the city with its central and northwestern sections. The area has new civic facilities, small scale retail, and increased mobility and safety for cars, bikes, and pedestrians.
Selected Implementation Measures	• Implement streetscaping along Mitchell Rd • Encourage higher scale, traditional residential developments including townhomes, narrow-lot housing, and cluster homes • Continue Safe Routes to School and other safe pedestrian connections • Implement the Beaver Run Creek Greenway Concept

Table 1: City of Norcross Character Area Descriptions (continued)

South Cemetery Street	
Vision	A unique district with a mix of public and private spaces including light industrial and heavier commercial. Redevelopment has spurred access and freight traffic movement improvements.
Selected Implementation Measures	• Industrial and heavy commercial uses not visible from Buford Hwy • Improve and maintain local streets to accommodate truck traffic • Implement the Beaver Ruin Creek Greenway Concept
South Norcross Neighborhoods	
Vision	Master planned, well-constructed, design-conscious medium density housing on the eastern edge. Single-family neighborhoods to the west that provide affordable housing for the workforce and young families. A culturally diverse area with streetscapes, sidewalks, and multi-use trails.
Selected Implementation Measures	• Develop home maintenance and homeownership assistance programs • Pursue code enforcement to ensure consistency with zoning code • Undertake senior housing initiative • Implement streetscaping, lighting and multi-use path along Mitchell Rd • Acquire site for active recreation, playground, and picnic area • Implement the Beaver Ruin Creek Greenway Concept
I-85 Activity Center	
Vision	A growing regional center with convenient access to I-85, is supportive of a major transit hub, and celebrates cultural diversity. A new transit stop generates activity at all times and well-designed big box retail and preserved industrial properties provide shopping and employment opportunities.
Selected Implementation Measures	• Implement gateway signage and landscaping • Establish design standards • Implement complete streets on Brook Hollow Parkway • Implement the Pinnacle Park Master Plan • Implement the Beaver Ruin Creek Greenway Concept • Support regional initiatives incorporating a regional rail extension to the western side of the Jimmy Carter Blvd interchange

From 2040 Norcross Comprehensive Plan

Public Engagement Efforts

Both the 2008 Norcross Activity Center LCI and this update included opportunities for local residents and other stakeholders to provide input about existing conditions and their vision for the study area.

In 2008, the City and its planning team relied on a variety of methods to gather community input, including:

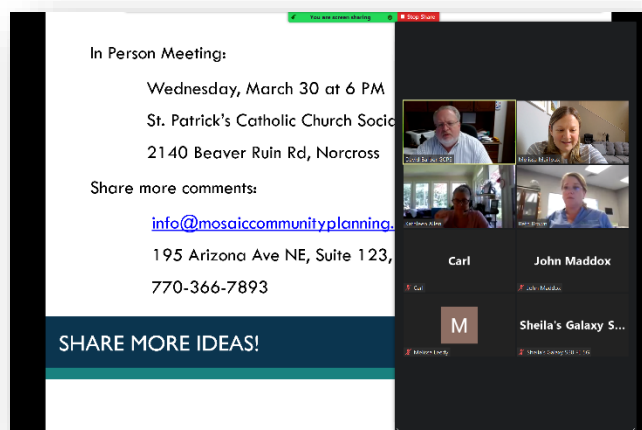
- ❖ Five meetings with a 12-person steering committee.
- ❖ Four meetings with a 21-person core team.
- ❖ Four public meetings or workshops, with attendance ranging from 21 to 45 people.
- ❖ Interviews with 20 local stakeholders.
- ❖ An image preference and short answer survey through the Norcross Compass, available during the public kickoff meeting and through the City's website for two weeks afterwards.

The Norcross Compass results indicated that people favored mixed-use development in the study area, with a focus on high traffic areas such as Buford Highway and I-85 and on the Buchanan school site. Participants hoped that redevelopment along main corridors would focus as much on quality and quantity, with little concern about development height along I-85. Survey takers emphasized connectivity through parks and greenspace and the need for streets to be more pedestrian- and bicycle-friendly.

In considering study area housing, Norcross Compass participants reached little consensus regarding desirable housing types beyond a move away from traditional apartment stock. There was strong support for lofts and condos along I-85 and some concern about the condition of existing housing. A majority of stakeholder interviewees echoed this idea, noting that residential uses should keep up a quality appearance and citing ongoing code enforcement efforts by the City. Other stakeholder comments regarding housing emphasized the need for a variety of housing types at a range of costs, including homes attractive to homeowners, empty nesters, and those working in the area.



Photo from the 2008 Norcross Activity Center LCI



Community Meeting via Zoom



Community Meeting at St. Patrick's Catholic Church

For the 2022 update, the planning team held two meetings open to residents and other stakeholders – one via Zoom and one at St. Patrick's Catholic Church Social Hall. Combined, about 16 people attended the meetings, providing input on vision for the study area and local housing and infrastructure needs. Participants discussed difficulties many residents – both owners and renters – have in securing housing that is suitable and affordable. Although interest in single-family homeownership is high, a tight housing market and investors with cash offers increase competition for available housing. Meeting attendees also noted that, as rental rates increase, additional apartments are needed to serve families and seniors.

In terms of infrastructure, meeting participants discussed the importance of quality sidewalks and safe crossings, particularly along Buford Highway. Community spaces like a senior center and children's learning center were also noted as needs in the study area. More detailed input received from the community is included in relevant sections of this study. Notes, sign-in sheets, advertisements, and the meeting presentation are included in an appendix.

2. INVENTORY AND ASSESSMENT

When a community takes measure to plan for its future, the starting point with which it must begin is an assessment of the existing conditions. To fully understand the measures necessary to successfully implement a community's vision, one must approach the future with the perspective gained from knowing the current situation. This updated Inventory and Assessment component examines demographic indicators, employment, housing, and infrastructure factors that will have an impact on the approach the City of Norcross pursues in continuing to implement the vision for the Norcross Activity Center study area. Relevant recent plans and other works of research inform much of the data contained in this section.

Demographic Characteristics Update

The 2008 Norcross Activity Center LCI included a summary of demographic characteristics, including an overview of the population, households, and employment within the study area, the city of Norcross, and Gwinnett County. This report updates several of these demographic indicators and discusses changes over the last decade. The analysis relies primarily on 2015-2019 Five-Year American Community Survey data, the latest year for which data is available for all three geographies being examined. Where possible, information from the 2020 Decennial Census is discussed for the city and county. Projected population growth is provided by the Atlanta Regional Commission. The study area is approximated using Gwinnett County census tracts 503.19 and 503.20.

Population and Household Growth

According to the American Community Survey estimates, the Norcross Activity Center study area is home to about 12,600 residents and makes up just over three-fourths of the city's population. Over the last nine years, the Activity Center's population grew by about 12%, just below Gwinnett County's growth rate of 13.6%. Norcross saw significantly greater expansion as the city annexed land within the study area during that time frame. Household growth was less pronounced in all three geographies, indicating a somewhat larger average household size in 2019 than in 2010.

Over the next ten years, Atlanta Regional Commission population and household projections indicated accelerated growth in the Activity Center and the county. The study area is predicated to add 2,340 residents and 938 households. Per its Comprehensive Plan, the City of Norcross predicts it will add an average of 267 residents per year, for a total of 3,421 more people. As the Comprehensive Plan notes, this growth rate assumes no additional annexations.

Table 2: Population and Household Growth in the Norcross Activity Center Study Area, City of Norcross and Gwinnett County, 2010 to 2030

	Study Area	City of Norcross	Gwinnett County
Population			
2010	11,287	9,116	805,321
2019	12,615	16,458	915,046
2020*	-----	17,209	957,062
Growth Rate (2010-2019)	11.8%	80.5%	13.6%
Population Projections			
2030**	14,957	19,879	1,172,752
Growth Rate (2019-2030)	18.6%	20.8%	28.2%
Households			
2010	3,324	3,161	268,519
2019	3,584	5,087	293,330
2020*	-----	5,813	316,708
Growth Rate (2010-2019)	7.8%	60.9%	9.2%
Household Projections			
2030**	4,522	6,715	423,017
Growth Rate (2019-2030)	26.2%	32.0%	44.2%

Data Sources: U.S. Census Bureau, 2010 Decennial Census, 2015-2019 American Community Survey, 2020: DEC Redistricting Data (PL 94-171); Atlanta Regional Commission Projections

*2020 population data is not yet available for geographic levels below cities.

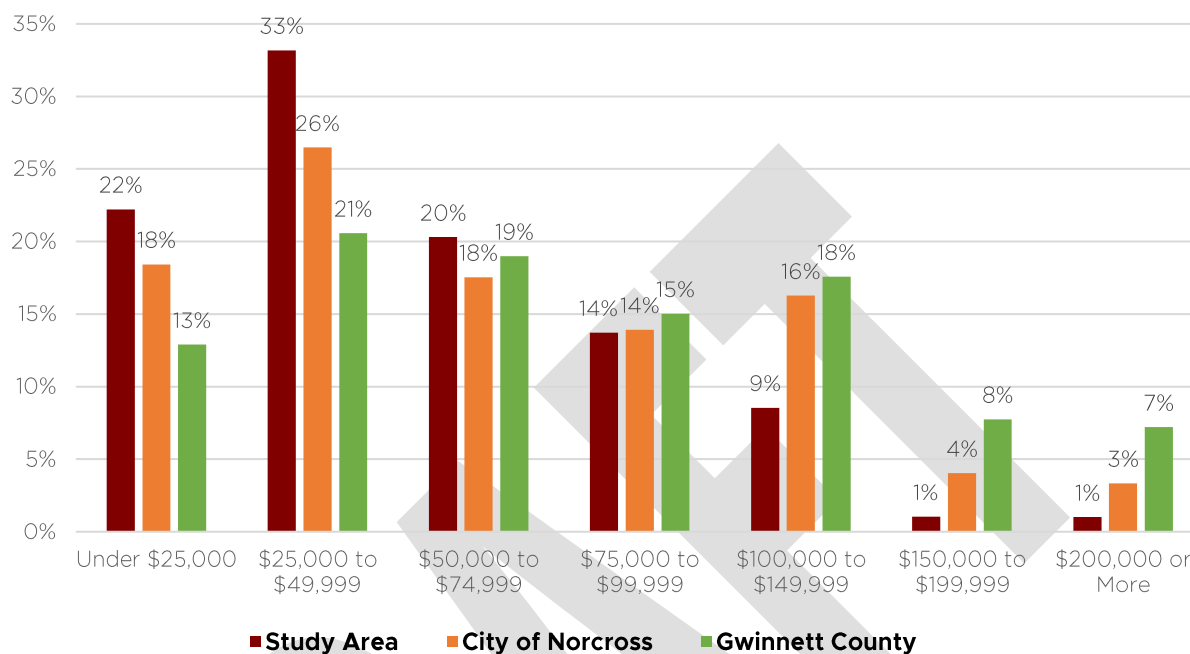
** City of Norcross projections assume an average annual increase of 267 residents per the 2040 Norcross Comprehensive Plan.

Household Income

Study area households tend to have lower incomes than households throughout Norcross and Gwinnett County. As of 2019, median household income in the Activity Center was about \$43,000, markedly below the figures in Norcross (\$58,200) and Gwinnett County (\$71,000). Figure 3 shows income distribution for the three geographies, revealing that more than one-half of study area households have incomes under \$50,000. The study area also has lowest shares of households with incomes over \$100,000 – 11% compared to 23% citywide and 33% countywide.

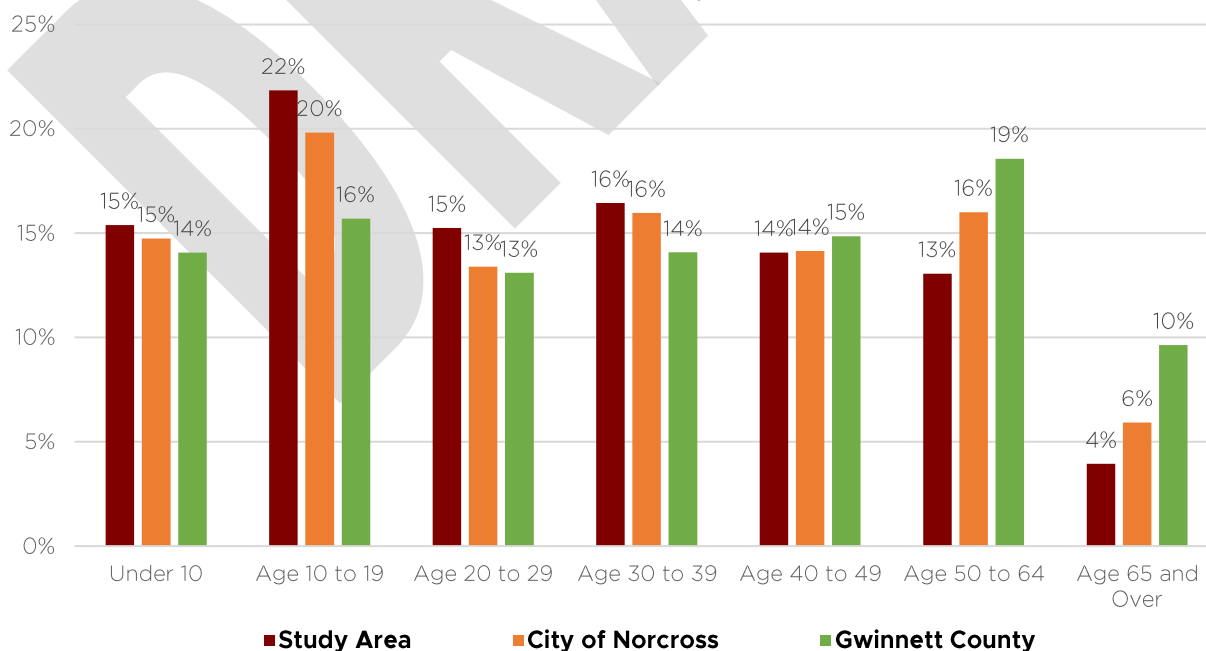
As income trends indicate, creating new affordable housing opportunities and retaining existing affordable housing will be increasingly important for ensuring viable housing options are available to study area residents.

Figure 4: Household Income Distribution in the Study Area, City of Norcross and Gwinnett County



Source: 2015-2019 American Community Survey

Figure 3: Age Distribution in the Study Area, City of Norcross and Gwinnett County



Source: 2015-2019 American Community Survey

Age Distribution

Study area and city of Norcross residents are, on average, younger than residents throughout Gwinnett County. Median age in the study area and city is about 29-31, compared to 35 for the county.

About 37% of residents in the Norcross Activity Center are under 20 years old and only 17% are over age 50. In contrast, about 30% of Gwinnett County residents are under 20 and another 30% are over 50. Age data indicates that housing, recreation and transportation options that serve families with children will continue to be important for the study area over the next several years.

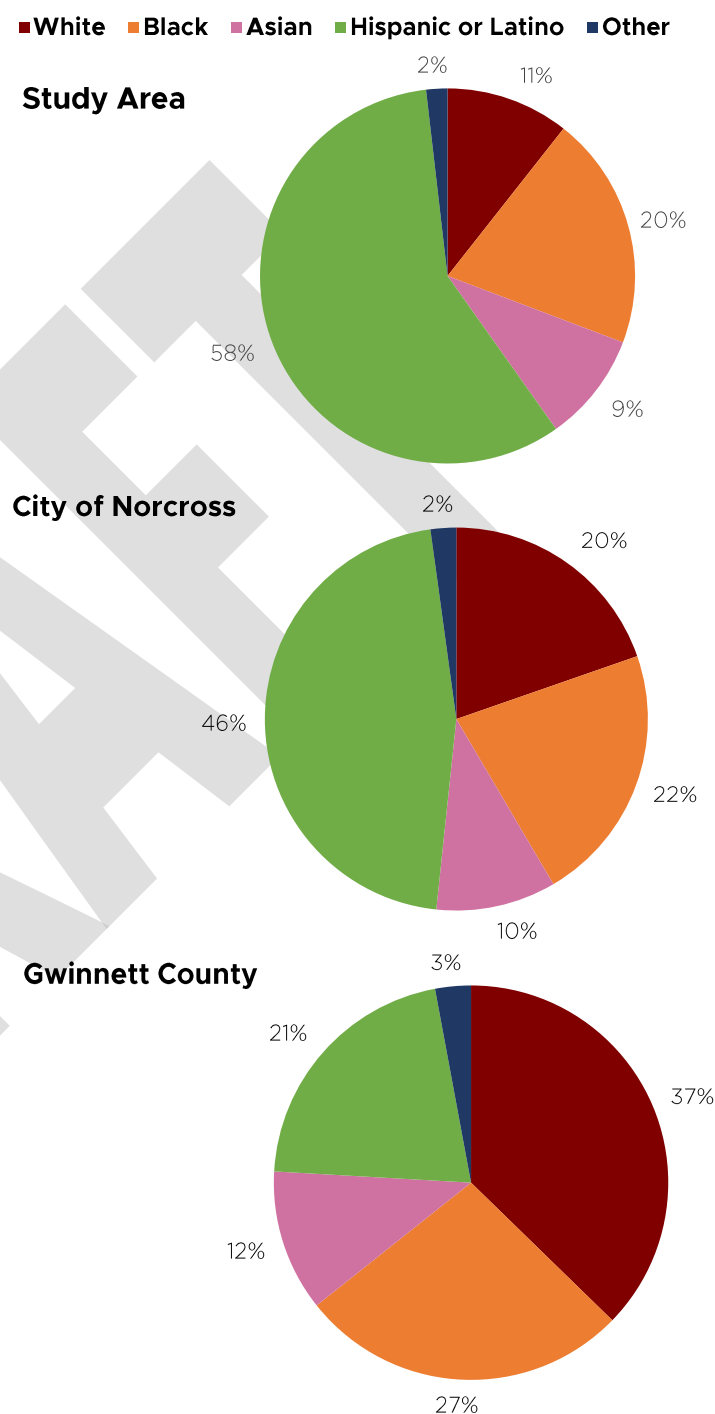
Racial and Ethnic Composition of the Population

All three geographies have relatively diverse populations. In the Activity Center, most residents identify as Hispanic or Latino (58%). Hispanic or Latino residents also make up the largest population segment in the city (46%). About 20% of study area residents are Black, 11% are white, and 9% are Asian.

Black and white residents make up larger shares of the population at the city and county levels. About one-fifth of Norcross' residents identify as Black and another fifth as white. At the county level, more than one-third of residents are white (37%) and over one-quarter are Black (27%).

Asian population shares are slightly higher in the city and county (10-12%) than in the study area.

Figure 5: Racial and Ethnic Composition in the Study Area, City of Norcross and Gwinnett County

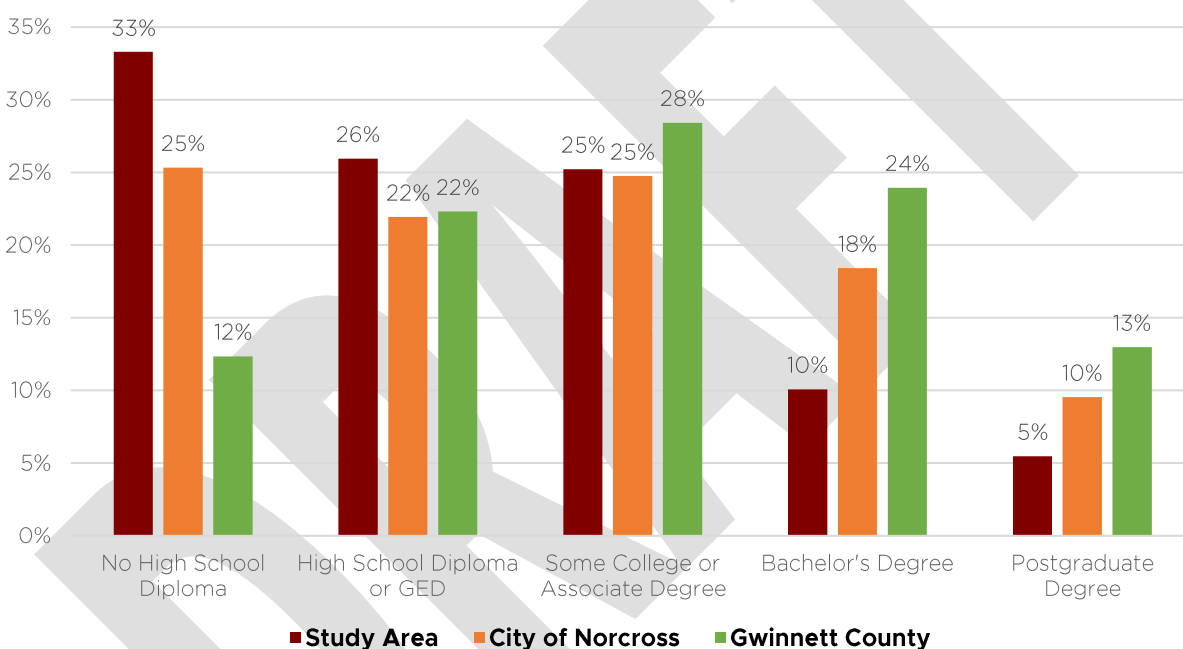


Source: 2015-2019 American Community Survey

Educational Attainment

Average educational attainment in the Study Area and the City of Norcross is considerably lower than throughout Gwinnett County (see Figure 6). About one-third of Study Area residents and one-fourth of residents citywide did not complete high school, compared to 12% countywide. Population shares with high school diplomas or equivalents and with some college or an Associate Degree are relatively similar in all geographies. Looking at shares of the population with a Bachelor's or postgraduate degree, however, shows that about 36% of Gwinnett County residents completed a four-year college degree or higher compared to 15% of residents in the study area and 28% in the city.

Figure 6: Educational Attainment for the Population Age 25 and Over in the Study Area, City of Norcross and Gwinnett County



Source: 2015-2019 American Community Survey

Jobs and Employment

According to the U.S. Census Bureau's On The Map program, there were approximately 26,863 jobs in the city of Norcross as of 2019. As Figure 7 shows, most of these jobs are held by someone living outside of Norcross. Only 451 people both live and are employed within Norcross. The majority of employed Norcross residents (6,389 people or 93%) commute out of the city.

Looking at jobs within the city, industries with the most employees include waste management and remediation (20% of jobs); wholesale trade (12% of jobs); professional, scientific and technical services (12% of jobs); and management positions (11% of jobs). Retail trade and

accommodation and food services also make up significant portions of Norcross jobs (10% and 7%, respectively).

On The Map data also provides information about earnings for people employed in Norcross. About 19% of primary jobs (i.e., jobs that are the highest paying job for an individual worker) pay less than \$15,000 per year. Another 32% pay between \$15,000 and \$40,000 per year. With a combined 50% of Norcross jobs paying less than \$40,000 per year, availability of a range of housing types and prices will be important to provide options for people working in the city to live near their jobs.

Housing Market Trends Update

The 2008 Norcross Activity Center LCI also reviewed the housing supply and residential market trends in the study area and surrounding geographies. This report updates several of these indicators and discusses changes over the last several years. The analysis relies primarily on 2015-2019 Five-Year American Community Survey data, the latest year for which data is available for all three geographies being examined. The study area is approximated using Gwinnett County census tracts 503.19 and 503.20.

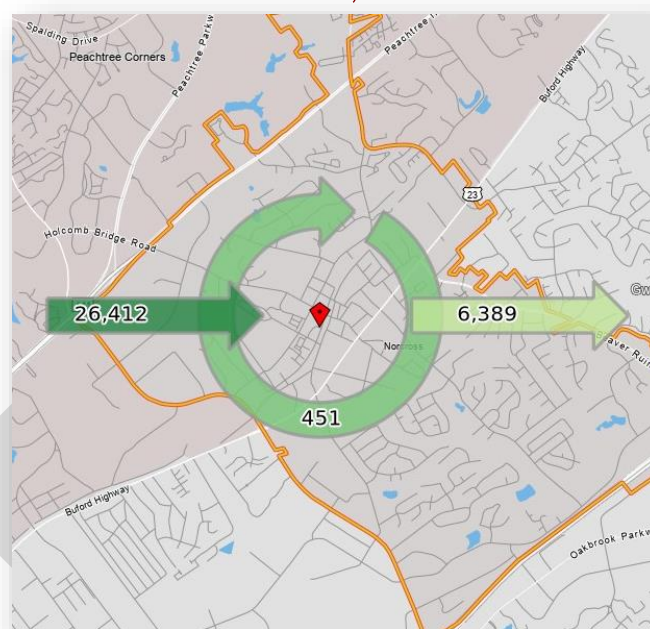
Housing Supply Summary

The Norcross Activity Center LCI study area contains an estimated 3,771 housing units, which is about 70% of the city's total (see Table 3). Vacancy rates are low (about 5%) in all geographies, with lowest vacancies in for-sale housing (ranging from 0.4% in Norcross to 2.4% in the study area).

Rental housing predominates in the study area, where about 62% of households rent and 38% own their homes, roughly unchanged since the 2008 LCI. Homeownership rates in Norcross and Gwinnett County are higher at 50% and 66%, respectively.

The study area's median home value also showed little change since 2008 (\$136,558), reaching an estimated \$139,743 according to 2015-2019 ACS data. Given the acceleration of home values since 2020, however, this figure may have increased in recent years. The County's median home value saw a greater increase, from \$187,509 in 2008 to \$217,900 in 2019. Again, ACS figures likely underestimate the County's current median home value due to increases during the COVID-19 pandemic.

Figure 7: Job Inflow/Outflow in City of Norcross, 2019



Source: On The Map from the U.S. Census Bureau

Table 3: Housing Indicators in the Norcross Activity Center Study Area, City of Norcross and Gwinnett County, 2019

	Study Area		City of Norcross		Gwinnett County	
	Number	Percent	Number	Percent	Number	Percent
Total Housing Units	3,771	100.0%	5,329	100.0%	309,166	100.0%
Occupied Housing Units	3,584	95.0%	5,087	95.5%	293,330	94.9%
Owner-Occupied Units	1,346	35.7%	2,550	47.9%	194,378	62.9%
Renter-Occupied Units	2,238	59.3%	2,537	47.6%	98,952	32.0%
Vacant Housing Units	187	5.0%	242	4.5%	15,836	5.1%
Homeownership						
Homeownership Rate		37.6%		50.1%		66.3%
Vacancy Rate by Tenure						
Homeowner Vacancy Rate		2.4%		0.4%		1.5%
Renter Vacancy Rate		3.9%		2.9%		6.1%
Housing Costs						
Median Home Value		\$139,743		\$177,400		\$217,900
Median Gross Rent		\$1,164		\$1,205		\$1,272
Renters with Gross Rent >30% of Income		61.0%		57.0%		49.6%

Source: 2015-2019 American Community Survey

Housing Type

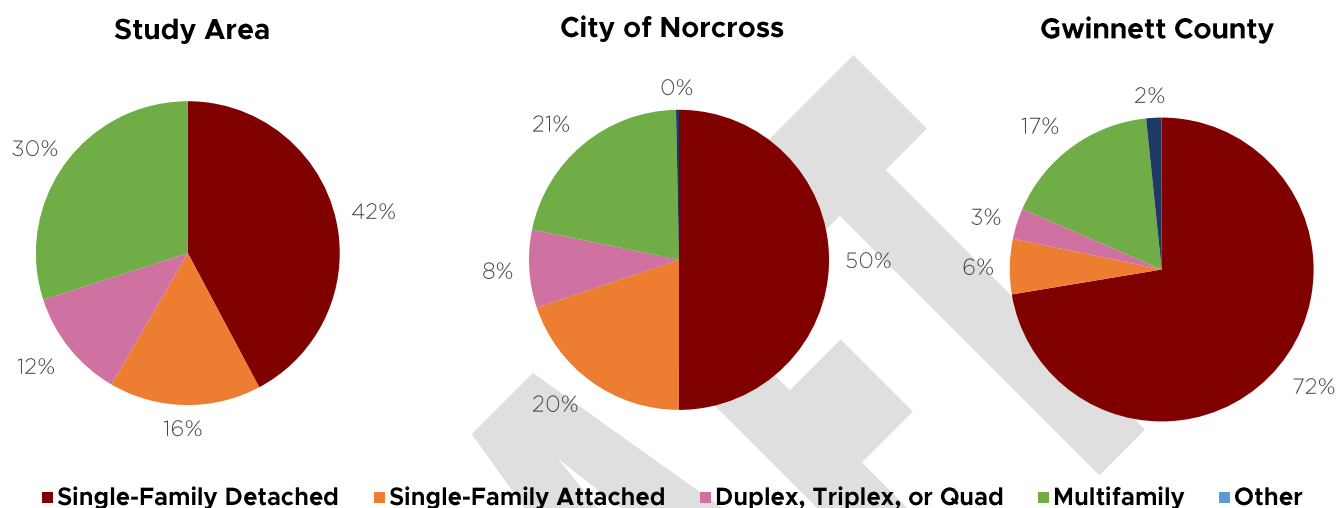
Single-family detached homes are the most common housing type in all three geographies, although their shares range considerably (see Figure 8). About three-fourths of Gwinnett County homes are single-family detached houses. In contrast, only about 50% of Norcross and 42% of the study area are detached units. Townhomes (i.e., single-family attached units) make up about one-fifth of the city and 16% of the study area. Middle housing types (duplex, triplex, and quads) and multifamily units make up a combined 42% of study area housing, which is more than half their share countywide (20%).

Age of Housing

Most housing units in the study area, the city, and the county were built between 1980 and 1999 (see Figure 9). However, older housing makes up a greater share of units in the study area and Norcross than throughout Gwinnett County. About 26-27% of units in the study area and city were built before 1980, compared to 15% countywide. Likewise, about one-third of Gwinnett

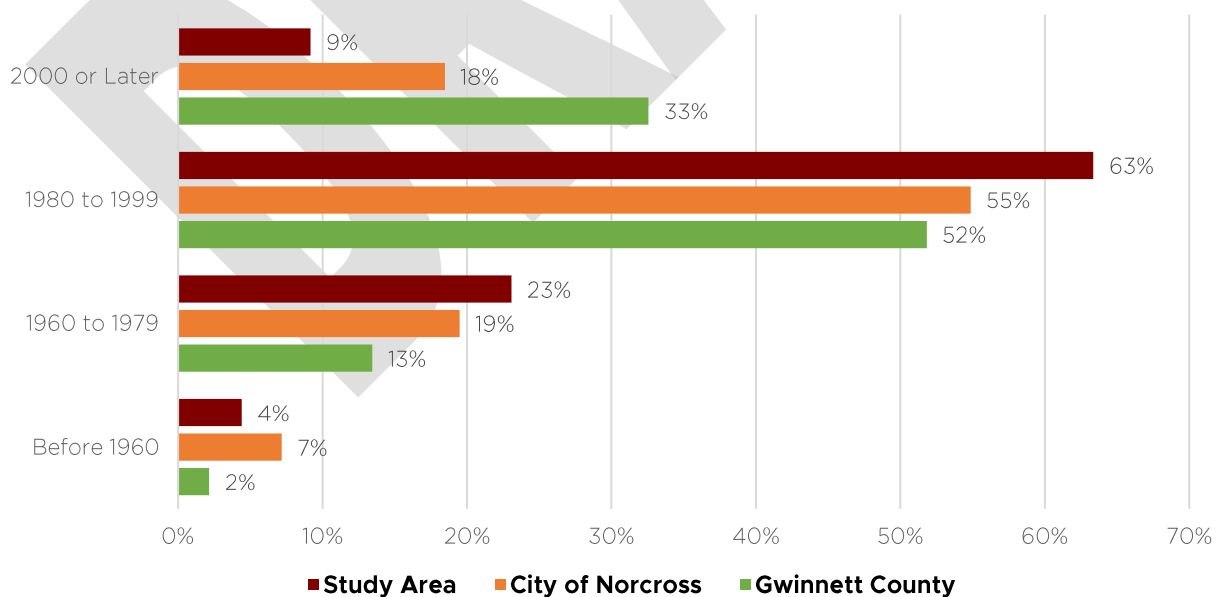
County's housing was built since 2000, compared to 18% in the city and 9% in the study area. Note that these ACS estimates would not include any housing constructed after 2019 such as The Brunswick or Pinnacle Walk.

Figure 8: Housing Type in the Study Area, City of Norcross and Gwinnett County



Source: 2015-2019 American Community Survey

Figure 9: Age of Housing in the Study Area, City of Norcross and Gwinnett County



Source: 2015-2019 American Community Survey

For-Sale Market Trends

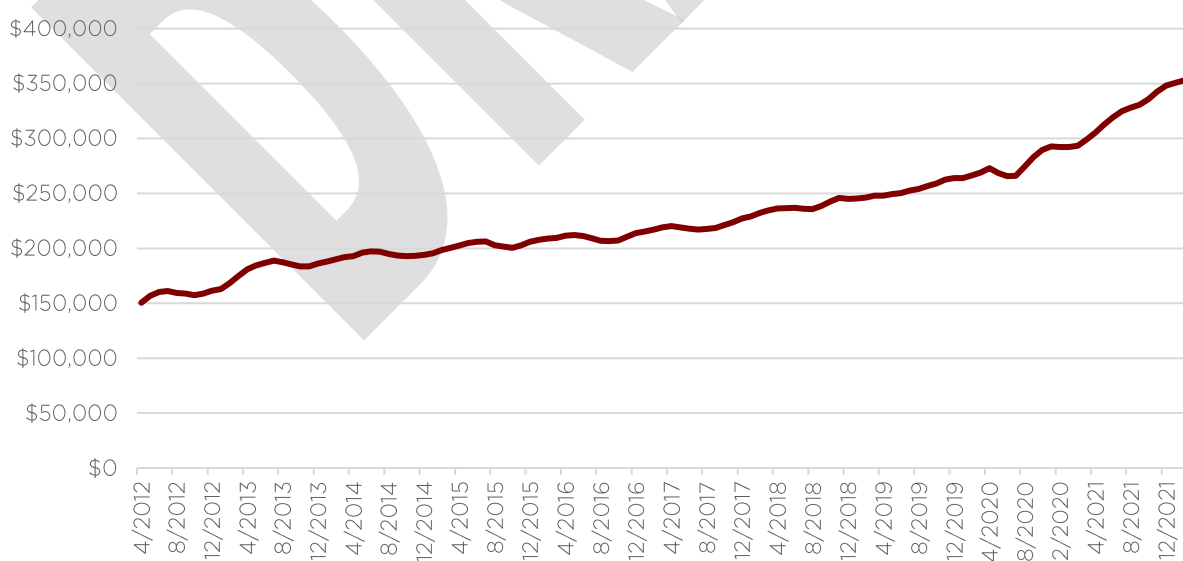
Since completion of the Norcross Activity Center LCI in 2008, there have been substantial changes in the housing market both nationally and locally. Home values and sales prices declined during and following the Great Recession that from 2008 to mid-2009, eventually stabilizing and rebounding over the last decade.

More recently, home sales prices in many locations saw rapid acceleration during the COVID-19 pandemic. Figure 10 shows median homes sales prices for all property types in the metro Atlanta region for the last ten years. While sales prices show relatively steady increase since 2012, growth has been most substantial in the last year. From March 2021 to March 2022, the region's median home sales price grew by 19% to reach about \$356,000, according to Zillow sales data.

Along with rising sales prices, the metro Atlanta region also saw a decline in for-sale inventory and quicker sales in recent months. Figure 11 shows the region's for-sale inventory and median days on market (as measured from initial listing to pending status) since 2018. From March 2021 to March 2022, the number of for-sale units on the market fell by about 32% to around 16,000. In comparison, about 40,000 units on the market during the fall of 2019. The current median number of days on market is 7, down from 9 in March 2021 and 27 in March 2021.

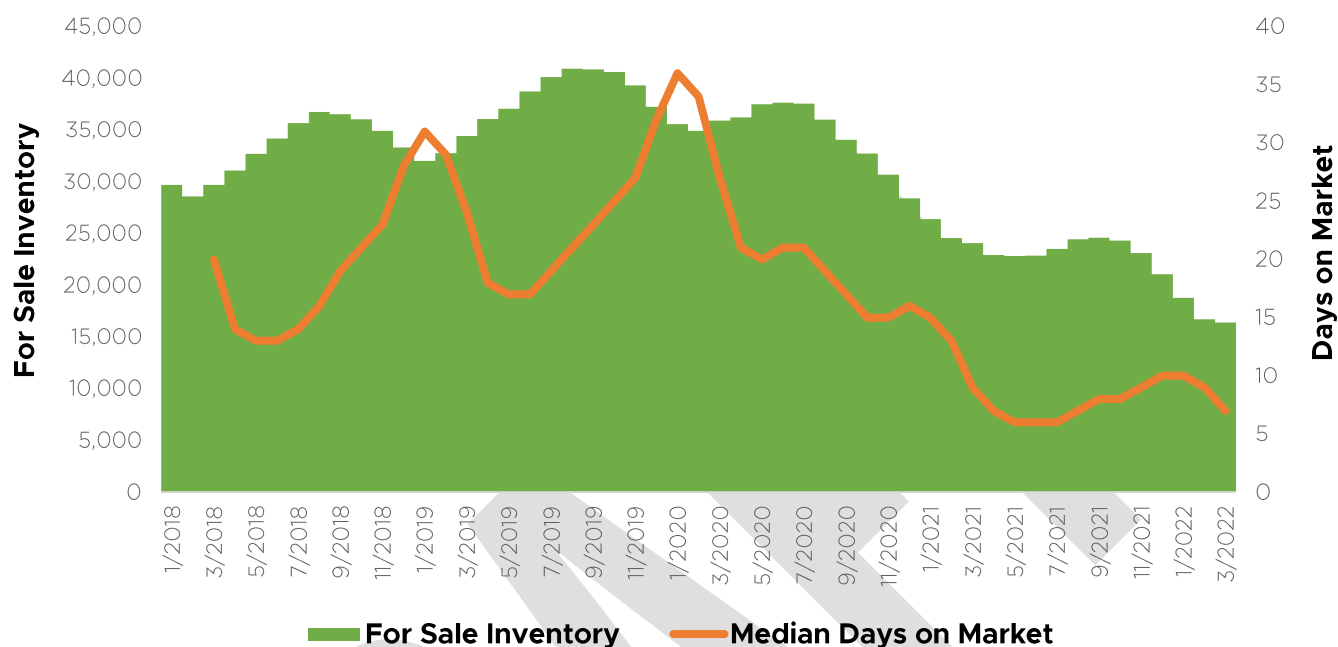
Taken together, these indicators all speak to a very tight for-sale market in the metro Atlanta area. Typical home values in Norcross (see Figure 12) also reflect this trend. Zillow estimates the typical home value in Norcross in March 2022 at \$302,281, up 31% from March 2021. Community input received for this study confirms these findings, indicating that the market is very difficult for first time homebuyers and that there is substantial competition from cash buyers purchasing homes to use as rental units.

Figure 10: Median Home Sales Price in Metro Atlanta, April 2012 to March 2022



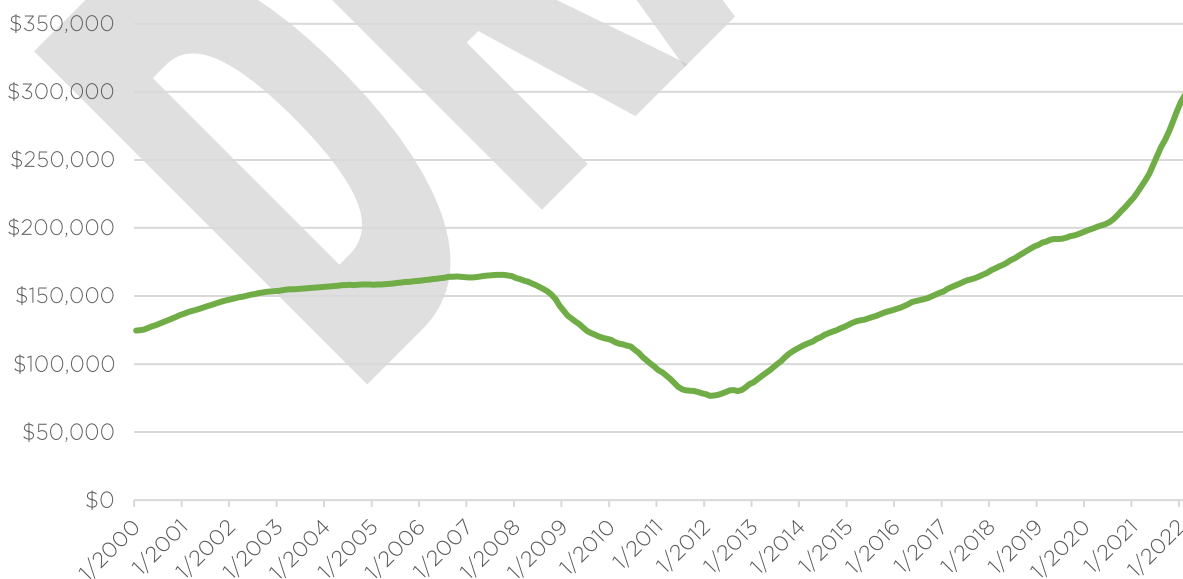
Source: Zillow

Figure 11: For-Sale Inventory and Median Days on Market in Metro Atlanta, January 2018 to March 2022



Source: Zillow

Figure 12: Typical Home Values in the City of Norcross, January 2000 to March 2022



Source: Zillow

Rental Market Trends

Like the for-sale market, Atlanta's rental market has seen costs increase and availability decrease during the COVID-19 pandemic. According to Marcus and Millichap's Second Quarter 2022 Multifamily Market Report for the Atlanta region, job gains and in-migration are bolstering rental market demand in an already-tight market. Suburban submarkets north of Atlanta are attracting renters and seeing substantial annual rent growth ranging from 20-30%. While these growth rates are expected to stabilize, demand is predicted to continue for rental units in these submarkets.

Community input received for this study aligns with market data. Many participants noted experiencing or knowing people who experienced large increases in rent in recent months. Stakeholders noted a need for affordable rental units for families and seniors, including people looking to move from transitional to permanent affordable housing.

Infrastructure Assessment Update

In the Norcross Activity Center LCI study area, development and travel patterns are heavily influenced by the transportation corridors that form the bounds of the study area, including I-85, Buford Highway, Beaver Run Road, Jimmy Carter Boulevard, and North Norcross Tucker Road. While historically, public and private development have catered to motorized travel, recent planning efforts and investment have shown a heavier focus on internal circulation and connections for pedestrians and bicyclists.

Existing Transportation Infrastructure

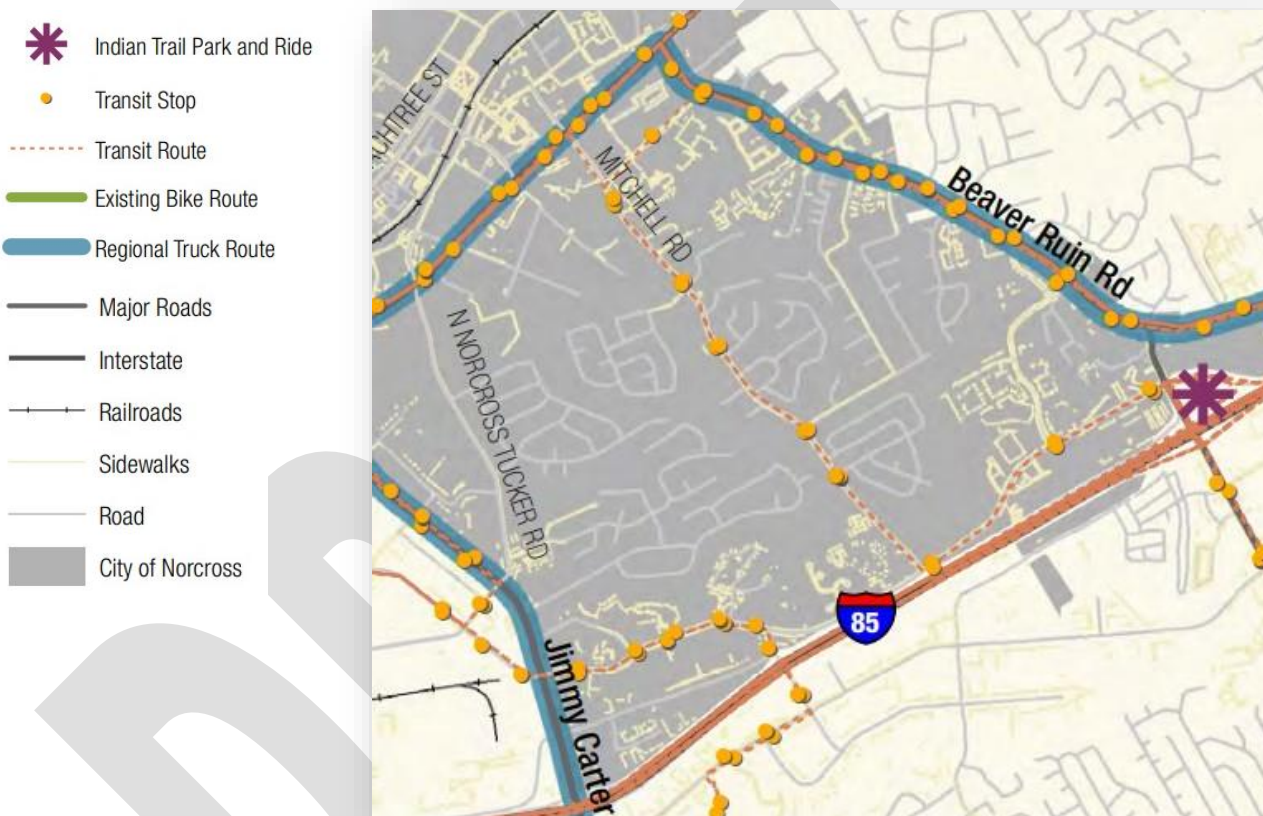
The City's 2040 Norcross Comprehensive Plan completed in 2019 assessed transportation infrastructure in the study area and throughout the city. It noted that major roadways such as Buford Highway provide excellent access to other municipalities, unincorporated Gwinnett County and regional arteries such as I-85, most major roadways have congestion issues with limited right-of-way for expansion. In addition to serving local residents, study area roads including Beaver Run Road, Jimmy Carter Boulevard and I-85, also serve as designated truck routes.

The study area is served by Gwinnett County transit buses and includes the Indian Trail Park and Ride facility at Indian Trail-Lilburn Road and I-85. From the park and ride lot, two bus routes take passengers directly into Atlanta. Study area bus stops are concentrated along Buford Highway, Beaver Run Road, Mitchell Road, Jimmy Carter Boulevard, and Brook Hollow Parkway. Routes serving the area provide access to the Doraville MARTA station.

According to the 2040 Norcross Comprehensive Plan, there are currently no dedicated bicycle facilities in the study area due to a lack of adequate shoulders or spacing and safety concerns due to high traffic volumes. Recent planning efforts, however, have focused on developing bicycle routes and trails within the study area.

Sidewalks exist along several larger roads in the study area, although enhancements are needed in some areas to improve safety and attractiveness. Community members that provided input for this study noted the need for improved pedestrian crossings along Buford Highway, noting that while crosswalks exist now, traffic speed and volume does not make the crossing feel safe or enjoyable. Figure 13 below summarizes available transportation infrastructure in the study area.

Figure 13: Study Area Transportation Infrastructure



From Norcross 2040 Comprehensive Plan

Since completion of the 2008 Norcross Activity Center LCI, several transportation infrastructure enhancements have been made, including:

- ❖ Road and intersection improvements on Indian Trail Road. These include adding a second eastbound right turn lane and a westbound through lane at the intersection with Brook Hollow Parkway; a second left turn lane onto I-85 northbound; and a raised center median from Beaver Ruin Road to Oakbrook Parkway.
- ❖ Road and intersection improvements on Buford Highway. These include adding a northbound right turn lane on North Norcross Tucker Road and a raised center median from North Norcross Tucker Road to Langford Road and retiming signals to improve traffic flow.
- ❖ Bus stop improvements at various locations throughout the study area.

Planned Transportation Enhancements

The City of Norcross and its partners are actively working to implement a variety of projects and initiatives that will improve the transportation within the study area, particularly for pedestrian and bicyclists. A multi-use path is planned along Indian Train-Lilburn Road to connect Norcross and Lilburn. Additionally, the City intends to use general funds to develop the southeast utility trail corridor, which would run through the middle of the study area.

A third trail project anticipated in the study area, the Norcross Greenway project would provide about three miles of shared-use paths connecting neighborhoods, employment areas and community centers. It would also connect to shared-use trails along Beaver Ruin Road in two places. Along with these projects, the City anticipates developing a citywide bicycle and pedestrian master plan to identify and prioritize needs. The figure below illustrates anticipated transportation improvements in the study area.

Figure 14: Anticipated Study Area Transportation Improvements



From Norcross 2040 Comprehensive Plan

3. VISION

Community Vision

The 2008 Norcross Activity Center LCI set forth a series of vision statements to guide development activity and investment in the study area. The LCI's framework plan and implementation action plan grew out of the ideals expressed in the community's vision. Below is a recap of the vision statements from the original 2008 LCI study.

North Study Area Vision

Geared toward a lower scale than the southern portion of the study area, the Downtown Norcross area is a good base model, but with a little more density. Residential focuses on more traditional product, but at a higher scale than what is currently offered – more along the lines of townhomes, narrow-lot housing and cluster homes.

South Study Area Vision

Focused along the I-85 corridor, the vision here is noticeably more amenable to commercial and residential density, including possible development over ten stories. The clear caveat, however, is a preference for higher-density development as part of a mixed-use model.

Parks and Open Space

Open space should focus on connectivity. The future should not simply involve parks, but these open spaces should provide connections among the neighborhoods and between destinations.

Streets and Sidewalks

The vision for streets and sidewalks is distinctly urban. Broad sidewalks with outdoor seating and pedestrian lighting, quality landscaping, and on-street parking are popular. Likewise, landscaped medians, particularly along the surrounding corridors, is attractive.

During community engagement for this update, the planning team asked meeting participants to reflect on these vision statements and whether they still accurately reflect the study area. Participants generally felt that the 2008 vision held true today, although a few attendees noted that higher density housing including apartments should be included in the vision for the northern portion of the study area. They noted that the need for additional housing at prices and rents residents can afford has grown since 2008 and is not likely to be fulfilled by low density development. While townhomes and small lot housing have lower price points than single-family homes, apartments are also needed for families and seniors.

Housing Goals

In various past planning efforts, Norcross leaders and residents have made diverse housing types a goal for the city's future. In 2017, Norcross was selected to participate in the Georgia Initiative for Community Housing, a three-year program led by the Department of Community Affairs and University of Georgia. Out of this effort came the "LiveNorcross: A Home to Imagine" Initiative, whose mission is "to create a more inclusive and prosperous Norcross by offering housing options for families of all incomes." Specific topic areas of interest for LiveNorcross include expanding homeownership opportunities, offering quality rental housing to families not able to buy a home, rehabilitating aging homes, and better understanding and assisting the city's population living in extended-stay hotels.

The Norcross 2040 Comprehensive Plan also outlined housing and neighborhood goals for the community over the next twenty years. In many ways, these incorporate LiveNorcross' mission and reflect input about local housing needs received during the community engagement process for this update.

Housing goals for the Norcross Activity Center LCI study area are shown below, developed based on relevant citywide goals expressed in the Comprehensive Plan, goals resulting from the GICH process and input received for the original 2008 LCI and this update.

Continue to Define Norcross' Sense of Place

- ❖ Support opportunities for infill development that reflects neighborhood character.
- ❖ Encourage mixed-use development and pedestrian-oriented design standards.
- ❖ Encourage greenspace in all new development.
- ❖ Preserve and complement the traditional historic, architectural and landscape character of the Downtown core and surrounding neighborhoods, while guiding reasonable growth.

Ensure Residents Have a Variety of Attainable, Quality Housing Options

- ❖ Accommodate housing needs of a diverse population by supporting development of a variety of residential types and densities based on land use patterns.
- ❖ Support construction of workforce housing to help ensure those who work in the community have viable options to live in the community without spending more than one-third of their net income on housing costs.
- ❖ Protect residential areas through continued, targeted code enforcement.
- ❖ Assist residents in keeping their homes safe and free from hazards.
- ❖ Collaborate with other jurisdictions to address affordable housing and regional location efficiency needs.

Continue Collaboration with Norcross GLCH Initiative/LiveNorcross

- ❖ Continue participation with other community partners as part of the LiveNorcross Initiative.
- ❖ With community partners, explore options for assisting families facing housing instability or homelessness secure permanent housing.

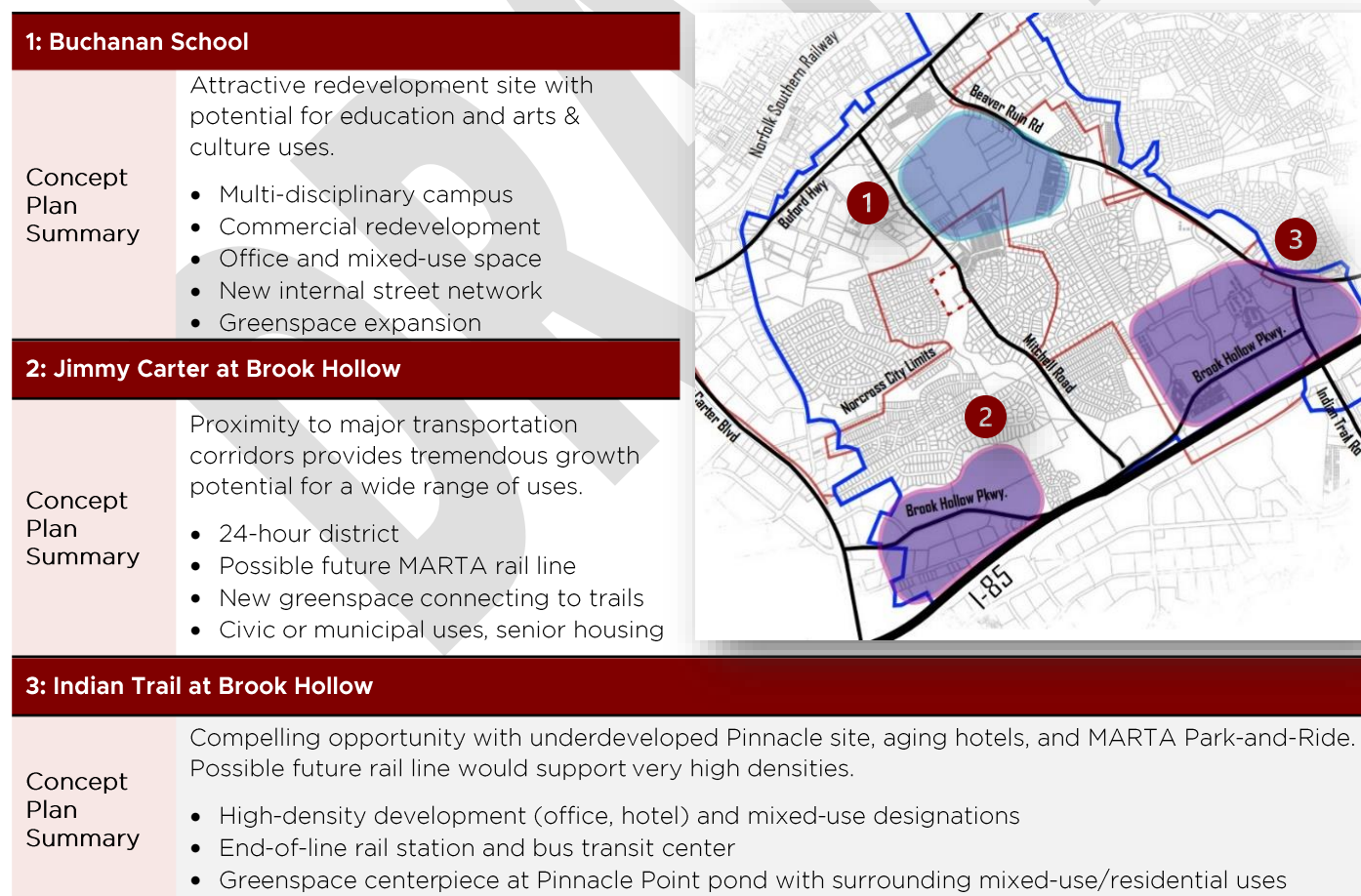
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4. ACTION PLAN

The 2008 Norcross Activity Center LCI culminated in a Framework Plan to guide future development in the study area and an Action Plan that outlined implementation steps for achieving the community's goals. Figure 16 summarizes the Framework Plan for the area, which calls for roadway and pedestrian safety improvements at several intersections, a greenway trail project and other greenspace additions, transit enhancements and connections, and development patterns ranging from single-family residential neighborhoods to high-density mixed-use nodes.

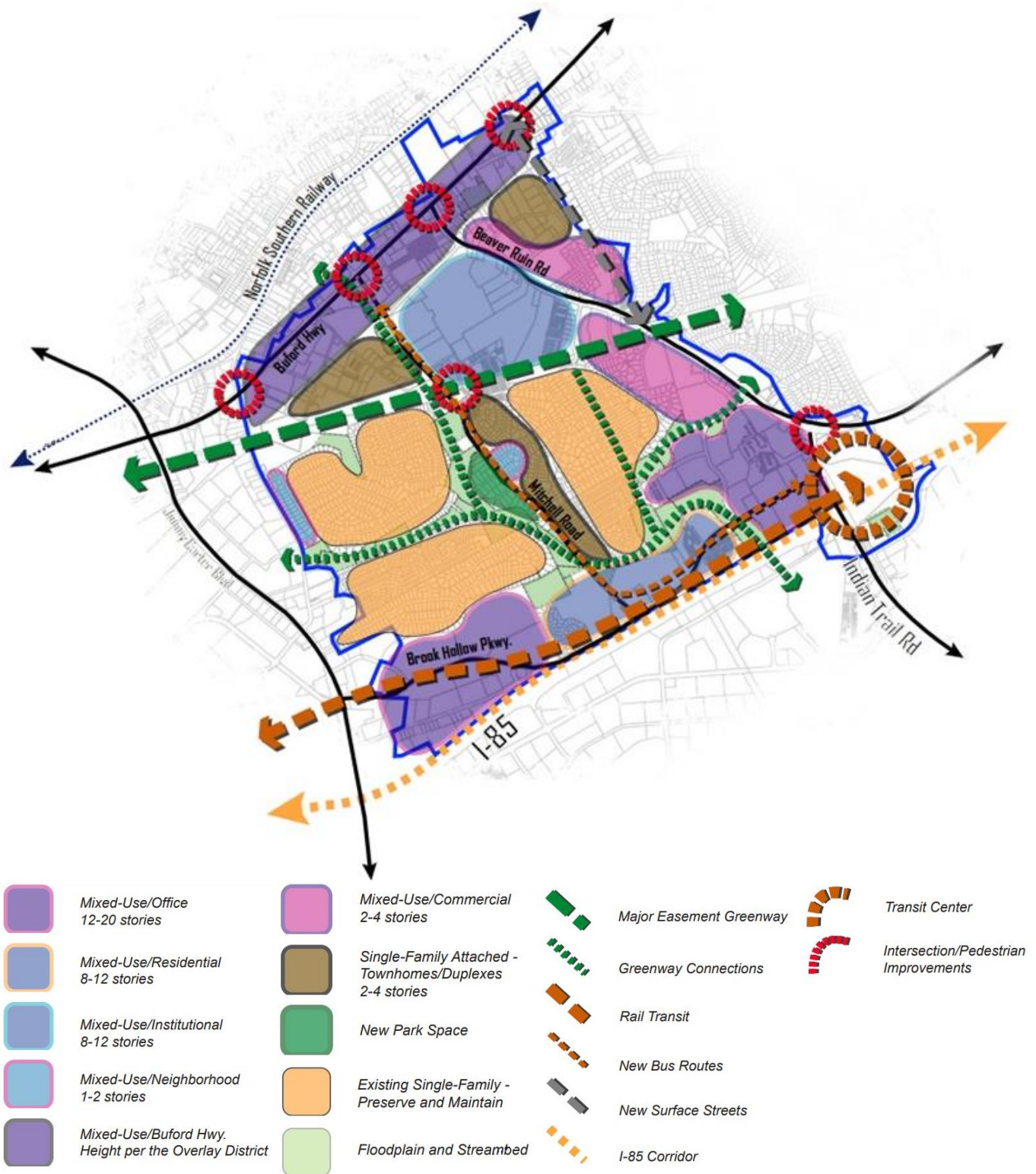
The Framework Plan also outlined more detailed concept plans for three nodes: the Buchanan School, Jimmy Carter at Brook Hollow and Indian Trail at Brook Hollow. A map and summary of the concept plans for each development node is shown below.

Figure 15: 2008 Norcross Activity Center LCI Development Node Concept Plans



Detailed concept plans from the 2008 Norcross Activity Center LCI

Figure 16: 2008 Norcross Activity Center LCI Framework Plan



Framework plan map from the 2008 Norcross Activity Center LCI

Completed LCI Area Projects

Several projects contemplated in the Framework Plan or outlined in the Action Plan of the 2008 LCI have been completed within the study area over the last fourteen years. Pursuit of these projects by the City of Norcross, Gwinnett County and other partners underscores the community's commitment to implementation of the full Norcross Activity Center Vision. Noteworthy among the recently completed projects is Pinnacle Park, a 12-acre park off Brook Hollow Parkway designed to connect with the Beaver Ruin Creek Greenway and Gwinnett County's trail system. Features include a small lake, playground, fitness equipment, walking trails, and picnic areas. Opening in 2019, the park was funded using special purpose local option sales tax (SPLOST) money.



Pinnacle Park

SPLOST funds were also for a new Norcross branch of the Gwinnett County Public Library system located on Buford Highway abutting Lilian Webb Park. The new building, which opened in 2021, doubled the size of the former branch and includes a game room, meeting and study rooms, and computers and other technology equipment. The City of Norcross and Gwinnett County spent about \$12.3 million in SPLOT funds on the facility.



Sign at Pinnacle Way near Brook Hollow Parkway

Since the 2008 LCI, the Gwinnett County Public School (GCPS) system put substantial investment in the study area at the Buchanan School development node. In 2015, GCPS redeveloped the former Buchanan School site into a new campus for Summerour Middle School using \$23.7 million in general obligation (GO) bonds. A year later, GCPS redeveloped Summerour Middle's former site (adjacent to its new location and also part of the Buchanan School development note) into a new elementary school using \$17.1 million in GO bonds. Baldwin Elementary opened in the fall of 2016.

In addition to these and other City investments in the area, which are listed in Table 4, there has also been private sector investment in the area, including The Brunswick, a \$45 million multifamily rental development adjacent to the Norcross Library, and Pinnacle Walk, a \$7 million townhome community within walking distance to Pinnacle Park.

Table 4: Projects Completed within the Norcross Activity Center LCI Study Area

Project	Location	Year	Cost	Funding Source(s)
Projects				
Norcross Library	5735 Buford Hwy	2021	\$12.3 million	City of Norcross and Gwinnett County SPLOST funds
Pinnacle Park	250 Pinnacle Way	2019	\$2.0 million	City of Norcross SPLOST funds
Indian Trail Road Improvements • Second eastbound right turn lane and westbound through lane at Brook Hollow Pkwy at Indian Trail Rd intersection • Second left turn lane onto I-85 northbound at Indian Trail Rd interchange • Raised center median on Indian Trail Rd from Beaver Ruin Rd to Oakbrook Pkwy, as well as major side streets	Indian Trail Rd	2013	\$2.2 million	City of Norcross, Gwinnett County, Gwinnett Village CID, Federal Funds
Buford Highway Improvements • Northbound right turn lane on North Norcross Tucker Rd at Buford Hwy intersection • Raised center median on Buford Hwy from North Norcross Tucker Rd to Langford Rd, as well as major side streets • Retime Buford Highway traffic signals to improve traffic flow	Buford Hwy	2013	\$1.9 million	Gwinnett County, Federal Funds
Bus Stop Improvements	Various Locations in Study Area	2010	\$120,000	Gwinnett County
Initiatives				
Implement LiveNorcross: Hire Housing Manager to Develop and Implement Programs	Citywide	2022	\$150,000	City of Norcross General Fund; Revitalization Grants

From 2040 Norcross Comprehensive Plan and City of Norcross 2022 Report of Accomplishments and Draft 2022-2024+ Work Plan

Action Plan

Since completion of the 2008 Norcross Activity Center LCI, the City and other partners have developed additional plans for the study area, many of which incorporate or further detail projects identified in the LCI's Action Plan. Table 5 summarizes projects and initiatives planned for the study area over the next several years. The City also plans to undertake a full update of its 2008 plan in the next coming years, which will further refine implementation activities.

Table 5: Projects/initiatives Planned within the Norcross Activity Center LCI Study Area

Project/Initiative	Location	Year	Cost	Funding Source(s)
Projects				
Indian Trail-Lilburn Road Multi-Use Path Connecting Norcross and Lilburn	Indian Trail Lilburn Rd	2024	\$6.7 million	SPLOST, ARC
Southeast Utility Trail Corridor	N Norcross Tucker Rd to Beaver Ruin Rd	2024 and beyond	\$1.3 million	City of Norcross General Fund
LCI Greenway Segment 1: Downtown to Beaver Ruin Rd/Pinnacle Way	Buford Hwy to Beaver Ruin Rd/Pinnacle Way	2024 and beyond	\$11.0 million	SPLOST, ARC, City of Norcross General Fund
LCI Greenway Segment 2: Price Place from Mitchell Rd to Beaver Ruin Rd	Mitchell Rd to Beaver Ruin Rd			
Complete Update of Norcross Activity Center LCI Study	Throughout Study Area	2023	\$40,000	City of Norcross General Fund
Initiatives				
Develop City-Wide Bicycle and Pedestrian Master Plan*	Citywide	2024	TBD	TBD
Review Code Enforcement Regulations and Procedures; Continue and Expand Progressive Code Enforcement of Residential Neighborhoods	Citywide	Ongoing	City Staff Time; Additional Cost TBD	City of Norcross General Fund
Perform Housing Study and Implement City Housing Policy	Citywide	2023	\$50,000	City of Norcross General Fund

From 2040 Norcross Comprehensive Plan and City of Norcross 2022 Report of Accomplishments and Draft 2022-2024+ Work Plan

**Pedestrian enhancement and sidewalk projects from the 2008 LCI were postponed pending completion of a citywide master plan.*

APPENDIX

Services BuyGA Obituaries Jobs Class/Legals Place An Ad SCNI Events

f t in y i Sign Up Log In

GWINNETT
Daily **gdp** Post

SPRING PREVIEW DAYS
MARCH 5 - APRIL 16

Georgia Gwinnett
COLLEGE

←

Ads by Google

Send feedback Why this ad?

49°

Home News e-Edition Find a Job Sports Entertainment Opinion Obituaries Community Multimedia Marketplace Help

Don't Miss the Norcross Activity Center Community Meeting!

Mar 29, 2022 0

COMMUNITY MEETING FOR THE NORCROSS ACTIVITY CENTER!

What community improvements would you like to see?
What type of housing is available in the area? Is it affordable?
Please join us to talk about development ideas and community improvement projects for the Norcross Activity Center. We want to hear from you!

Meet Virtually
Tuesday, March 29 at 2 PM
By video:
<https://us02web.zoom.us/j/99532601797>
By phone:
Celia Mancini: 305-715-8032
Meeting ID: 995 3260 1797

Meet in Person
Wednesday, March 30 at 6 PM
St. Patrick's Catholic Church Social Hall
2140 Beaver Run Rd, Norcross
"Refreshments served"

Homemade King Hawaiian Rolls Or Loaf

Great Grandma's Coconut Cream Pie

Mom's Raised Doughnuts

f t e b

Join in to learn more and provide your input for the development ideas and community improvement projects for the Norcross Activity Center.

COMMUNITY MEETING

FOR THE NORCROSS ACTIVITY CENTER!

What community improvements would you like to see?

What type of housing is available in the area? Is it affordable?

Please join us to talk about development ideas and community improvement projects for the Norcross Activity Center. We want to hear from you!



Meet Virtually
Tuesday, March 29 at 2 PM

By video:

<https://us02web.zoom.us/j/89532601797>

By phone:

Call-in Number: 301-715-8592

Meeting ID: 895 3260 1797

Meet In Person
Wednesday, March 30 at
6 PM

St. Patrick's Catholic Church
Social Hall

2140 Beaver Ruin Rd, Norcross

Refreshments served

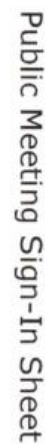
You can review the 2008 LCI Plan for the Norcross Activity Center at:

<https://tinyurl.com/NorcrossActivityCenterLCI>

You can also contribute thoughts and ideas by emailing
info@mosaiccommunityplanning.com.

Mosaic Community Planning is working with the Norcross Housing Authority and its partners to prepare an update to selected components of the 2008 Norcross Activity Center Livable Centers Initiative (LCI) plan. The LCI Study Area is loosely bound by Interstate 85, North Norcross Tucker Rd., Buford Hwy., and Beaver Ruin Rd. The planning process is dependent on the perceptions of residents and business owners, who are encouraged to offer their input. For more information or for accommodation of any special needs relating to accessibility, please contact Mosaic Community Planning at 470-435-6020 or info@mosaiccommunityplanning.com.





Date: March 30, 2022
Location: St. Patrick's Catholic Church

Norcross Activity Center Livable Center Initiative Update | 34

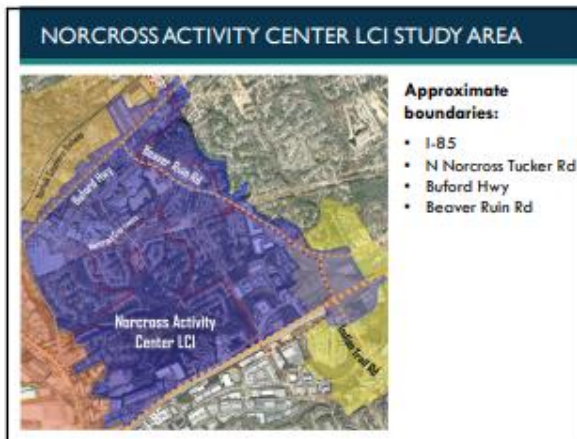


1

THE ORIGINAL LCI STUDY (2008)

- Studied demographics, housing, land use, zoning, urban design, transportation, and development opportunities
- Collected input through a steering committee, core team, stakeholder interviews, and four public meetings
- Resulted in a community vision and framework plan to guide future development

2



3

- North Study Area**
 - Commercial development similar to Downtown Norcross but with a little more density
 - Traditional residential uses but at a higher scale – townhomes, narrow-lot housing, and cluster homes
- South Study Area**
 - Focused along I-85 corridor, mixed-use commercial and residential develop
- Parks and open space** that foster connectivity and pedestrian activity throughout the study area

THE 2008 COMMUNITYVISION

4

2021 LCI UPDATE

- Reviews accomplishments since 2008
- Reassesses the status of transportation infrastructure
- Brings demographic, housing, and employment data up to date
- Updates the community's housing goals
- Sets a new set of action items for implementation

5

LET'S TALK!

6

STUDY AREA HOUSING

LCI Objectives:

- Housing suitable for a variety of family types and incomes
- Jobs/housing match



7

STUDY AREA TRANSPORTATION

LCI Objectives:

- Improve internal mobility and safety including for pedestrians, bicyclists, and transit riders
- Connectivity to other centers



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- **North Study Area**
 - Commercial development similar to Downtown Norcross but with a little more density
 - Traditional residential uses but at a higher scale – townhomes, narrow-lot housing, and cluster homes
- **South Study Area**
 - Focused along I-85 corridor, mixed-use commercial and residential develop
- **Parks and open space** that foster connectivity and pedestrian activity throughout the study area

STUDY AREA COMMUNITY VISION

9

Share more comments:

info@mosaiccommunityplanning.com

195 Arizona Ave NE, Suite 123, Atlanta, GA 30307

770.366.7893

SHARE MORE IDEAS!

10

Norcross Activity Center LCI Update – March 29, 2022 Community Meeting Notes Held Via Zoom

1. Thinking about the Norcross Activity Center Study Area, what types of housing needs or opportunities come to mind?
 - A survey of renters done as part of the GICH (Georgia Initiative for Community Housing) process indicated that many people are interested in buying single-family homes. Investors are purchasing single-family homes in the area and renting them, but there is interest among area households in affordable homeownership opportunities.
 - Existing housing is in decent shape. Many renters – even low- and moderate-income families paying high rents – make some improvements to their properties. You don't see a lot of blight in the area.
 - Habitat for Humanity has done some work on improvements to existing single-family homes.
 - The GICH process also included a survey of people staying in extended stay hotels/motels in Norcross, which showed that on any given night about 10% of the city's population is living in an extended stay motel.
 - Norcross invested in a Motel to Home program with United Way and St. Vincent de Paul that assisted families in extended stay motels find apartments. The program assisted with first and last months' rent and provided a case worker. It was successful but served a relatively small number of people (15 families); there is a lot more need, but more affordable housing units are needed for people to move in to.
 - Norcross really needs more apartments and affordable apartments. The need is big for both seniors and families.
 - Recent townhomes and apartment development is somewhat more affordable but is not workforce housing and not affordable for many city workers. High end development is filling in neighborhoods on the north side of Buford Highway.
 - The greenway project on the east side of Buford Highway is likely to spur housing development there.
2. Thinking about the Norcross Activity Center Study Area, what infrastructure needs or opportunities come to mind? This could include things like transportation, sidewalks, parks, and other community facilities.
 - The quality of sidewalks needs improvement, but the City is working on that.
 - Rules regarding street parking vary depending on what part of the city you're in. They should be uniform for streets of similar widths. Not allowing street parking in some neighborhoods gives the impression that you shouldn't be there unless you have someone specific to visit. For equity and community connectivity, parking rules should be similar throughout the city.
 - Pinnacle Park is a great addition.
 - Moving forward with the greenway would be great; it would open up the area to a lot more people.
 - Crossing Buford Highway is dangerous and uncomfortable as a pedestrian or bicyclist. Safer crossings are needed.

3. Reflecting on the vision outlined in the 2008 Norcross Activity Center LCI, does that remain the vision for the area today? Are there changes you would suggest?
 - Northern parts of the study area should be higher density than originally contemplated in the 2008 plan, given the need for affordable housing and the influx of institutional investors in residential properties. More need has accumulated since 2008.
4. Are there any other concerns or ideas for the future of the Study Area?
 - There are no free public indoor spaces for people young and old. The Boys and Girls Club and YMCA are far away and cost money. A community center or senior center is needed. Some sort of gathering space for teens and seniors.
 - Continued park development would be good.

Norcross Activity Center LCI Update – March 30, 2022 Community Meeting Notes
Held at St. Patrick's Catholic Church, Social Hall

1. Thinking about the Norcross Activity Center Study Area, what types of housing needs or opportunities come to mind?
 - Affordable housing is needed; rents are going up by \$200 a month for people renewing leases.
 - Affordable housing could be apartments or duplexes and should have access to needed community resources – schools, places of worship, hospitals, etc. – that maintain the human fabric of the community.
 - Small housing/tiny homes could be an option for affordable housing. For families, multi-bedroom apartments are needed.
 - Senior housing is a big need. The Housing Authority's longest waitlist is for senior one-bedroom units.
 - Lots of people have an eviction on their record, which makes it very difficult to get housing. Affordable housing that is available to people who have an eviction is needed.
 - There's also need for affordable housing that will be available for people to apply regardless of immigration status.
 - It's much easier to keep someone housed than to find new housing for them once they've had to move out. Programs that provide stopgap assistance are important, but people need to know about the programs and be comfortable asking for assistance prior to being evicted.
 - Skills training is a need to help people obtain higher paying jobs. St. Vincent de Paul refers folks to Gwinnett Co workforce development programs, which are helpful.
 - Transitional housing is a big need. St. Vincent de Paul has some funding to assist with rental payments in the short-term but there are not places for people to go other than hotel/motels, which are often unsafe.
 - Resources are needed for homeless men, women, and families, including transitional housing and case management. People want to stay in the area they know and not go to Atlanta.
 - Inclusionary zoning should be considered as a possible option for increasing the supply of affordable housing in Norcross. This would involve requiring developers to build some number of affordable units based on how many market rate units they are building.

2. Thinking about the Norcross Activity Center Study Area, what infrastructure needs or opportunities come to mind? This could include things like transportation, sidewalks, parks, and other community facilities.
 - Mirco transit (ex: Wego in Gainesville) that is like Uber but public transportation is needed.
 - St. Vincent de Paul has noted a need for an Uber account that parents could use to get to school events if they don't have personal transportation.
 - A learning center for kids in the community with tutors and internet access is needed. High school students could volunteer as tutors. It would be great if kids could walk to it.
 - A grocery store is needed. Right now the closest option is in Lilburn.

- A senior center is needed.
- A future community center could include a concession stand that different groups can work at to raise money.

DRAFT



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

Legislation Details (With Details)

File #:	22-6456	Version:	
Type #:	Agenda Item	Status:	Agenda Ready
On Agenda:	5/2/2022 6:30 PM	In Control:	Mayor and Council
Title:	Affordable Housing Developer Recommendation		

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

1. [Agenda Report Affordable Housing Developer Recommendation](#)
2. [Norcross Letter & Scoring Rubric for Affordable Housing Developers](#)
3. [Developer Scoresheets - Averaged - 2022 LIHTC Cycle](#)
4. [Developer Applications](#)

Title
Affordable Housing Developer Recommendation

Drafter
William Corbin

Motion
A motion to Approve/Deny authorization for City staff to draft a letter for support for Walton Communities.



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

Agenda Report

To: Mayor and Council

From: William Corbin, Economic Development Director

Meeting Date: May 2, 2022 – Mayor & Council

Item No.: 22-6456

Title: Affordable Housing Developer Recommendation

CC: Eric Johnson

Recommendation

Authorize city staff to draft a letter of support for Walton Communities.

Key city staff, including the Community Development Director, Economic Development Director, Senior Planner and Business Development Manager, as well as a development authority boardmember, reviewed each developer application and selected Walton Communities as the preferred development team to receive a letter of support from Mayor & Council as part of the Low Income Housing Tax Credit (LIHTC) competitive application process, which is administered by the Georgia Department of Community Affairs (DCA).

Background

The LIHTC Program allocates federal and state tax credits to owners of qualified rental properties who reserve all or a portion of their units for occupancy for low-income tenants.

In Georgia the program is administered through DCA. Applicants (affordable housing developers) – are judged using a highly competitive, point-based scoring system developed and scored by DCA. Final applications to DCA are due May 20, 2022.

The Norcross Development Authority, in partnership with the Community Development Department and the Economic Development Department, helped create and develop a rubric that staff can use to objectively score, identify and recommend an affordable housing developer to Mayor & Council that it believes is most deserving to receive a letter of support in the context of the LIHTC competitive application process.

Scoring criteria is inclusive of Developer Experience, Project Approach, Connectivity, Community Impact and Consistency with Norcross Priorities, Architectural Aesthetics, Streetscape, Commitment to Diversity and Innovation.

The City of Norcross received two developer applications for the 2022 LIHTC application cycle – Blue Ridge Atlantic Development (BRAD) and Walton Communities.

The most significant differentiation between the two applications was in the category of Developer Experience. Although the principals and project team members at BRAD have meaningful experience in affordable housing development, BRAD – as a development firm – was formed in 2018. Walton Communities was founded in 1989.

The scores in every other category were very close, with Walton Communities scoring slightly higher than BRAD in each category except for Architectural Aesthetics, in which each developer scored the same.

Financial Impact

None

Consistent with Comprehensive Plan?

Yes.

Sustainability & Quality of Life – Housing & Neighborhood Stabilization

Next Steps

Draft letter of support and provide letter of support to selected development team that they may include as part of their application packet to DCA.

Attachments

Norcross Letter & Scoring Rubric for Affordable Housing Developers

Completed Developer Scoresheets

Developer Applications (see link below: Blue Ridge Atlantic Development & Walton Communities)

<https://app.box.com/s/lq7hf27iuhhdifyv413z0v0pqwmi6ru3>

Update

N/A

March 8, 2022

To Whom it May Concern:

This letter is regarding the Low Income Housing Tax Credit Program (LIHTC), which allocates federal and state tax credits to owners of qualified rental properties who reserve all or a portion of their units for occupancy for low-income tenants.

In the State of Georgia, this program is administered through the Georgia Department of Community Affairs (DCA). Applicants (affordable housing developers) are judged using a highly competitive, point-based scoring system developed by DCA. Final applications to DCA are due May 20, 2022.

The City of Norcross has the opportunity to play a role in this process by choosing to send a letter of support to DCA endorsing an applicants' development proposal. This letter results in an additional point for the applicant. The proposed project must be within the incorporated city limits of Norcross and the City may only endorse one project per application cycle.

The City of Norcross can do this because it has successfully completed the Georgia Initiative for Community Housing program (GICH) and is now recognized as a GICH "Alumni Community."

The Initiative is a three-year program of collaboration and technical assistance related to housing and community development. The objective of the Initiative is to help communities create and launch a locally based plan to meet their housing needs.

The City of Norcross has established criteria and an associated timeline for applicants seeking the "GICH Point." Applicants shall submit the following proposal information to the City of Norcross:

1. Developer Experience

- Please describe and detail the applicant's Low Income Housing Tax Credit development and management experience nearby, in the State of Georgia, and/or elsewhere in America.

2. Project Approach

- Please describe your proposed project, inclusive of:
 - Site Plan and Number of units (affordable and total)
 - Project budget, including funding sources
 - Project Schedule
 - Plans/Financial Modeling/Rental Schedule
 - Renderings and images
 - Building materials and descriptions of key structural elements and proportions

3. Connectivity

- Please describe how the project fits with existing street, water, sewer, and utility networks.
- Please describe how the project increases connectivity options for pedestrians and bicyclists

4. Community Impact and Consistency with Norcross Priorities

The City of Norcross has drafted several recent studies and plans that include housing-related narrative and goals. Please describe how your proposal is consistent with Norcross housing priorities and needs.

Additionally, please detail how you plan to obtain input from local stakeholders who may be impacted by your proposed development.

5. **Architectural Aesthetics**

Architecture of the proposed development should be compatible with the surrounding community and meet the City of Norcross's Architectural Review Board standards.

6. **Streetscape**

The City of Norcross recently adopted a new Unified Development Ordinance (UDO). The new and improved UDO combines zoning and land development regulations into one easy-to-read and understand document with the ability to direct and encourage development in a manner consistent with the city's vision and goals.

The proposed project's streetscape elements should meet City of Norcross code, fit into the existing network, maximize pedestrian connectivity and effectively address parking.

7. **Commitment to Diversity**

The City of Norcross values and appreciates diversity. Please elaborate on the applicant's ownership status; the applicant's Section 3 contracting experience; and the applicant's experience working with woman, minority or veteran-owned certified businesses.

8. **Innovation**

- Please describe and elaborate on any of the proposed project's innovative and creative physical and programmatic elements (e.g. energy efficiency, sustainability, unique usage of indoor/outdoor space, etcetera).

Applicants must submit 3 hard copies and 1 digital copy on a USB drive. Each application submittal will be evaluated based on the criteria in the attached scoring rubric.

Applications must be delivered on or before **10:00am EST on Friday, April 1, 2022** to City Hall either by mail or hand delivery addressed to Norcross Economic Development Director, City Hall, 2nd Floor, 65 Lawrenceville Street, Norcross, GA 30071.

Late applications will not be accepted.

All applicants will be notified of their final status after the May 2, 2022 Mayor & Council meeting. Should city leadership choose to select an applicant, a letter of support will be issued before the DCA May 20, 2022 deadline.

Please direct any questions to William Corbin, Economic Development Director at william.corbin@norcrossga.net or 678-421-2023.

Sincerely,

William Corbin
Economic Development Director
City of Norcross

Norcross Development Authority LIHTC Development Rubric

Scale	Developer Experience	Max of 18 Points
10	Developer has 10 or more years' LIHTC development and management experience nearby, in the State of Georgia, and/or elsewhere in America OR	
or 6	Developer has 5 or more years' LIHTC development and management experience nearby, in the State of Georgia, and/or elsewhere in America	
6	Developer provides positive reference(s) from municipality's key representative for previous LIHTC project(s)	
2	Developer provides proof of GICH point from DCA for GA jurisdiction for previous LIHTC project(s)	
Section Subtotal		
Scale	Project Approach	Max of 22 Points
6	Project is fully pre-approved for funding of development proposal (bank commitment letter and private equity in place)	
4	Development proposal includes a realistic and detailed project schedule	
4	Plans/Financial Modeling/Rental Schedule clearly explain the project	
4	Project renderings are detailed and fully describe project scope	
4	Project demonstrates the goals of the LIHTC program as outlined by DCA	
Section Subtotal		
Scale	Connectivity	Max of 14 Points
4	Project fits within existing street, water, sewer, and utility networks without requiring significant offsite construction	
3	Project is located within ¼ mile walking distance of existing transit options	
3	Project increases connectivity options for pedestrians & bicyclists, including sidewalks	
2	Project located within ½ mile walking distance of diverse housing establishments which promotes a more inter-connected community and increases the variety of housing options	
2	Development is inclusive, rather than exclusive, to larger community	
Section Subtotal		
Scale	Community Impact and Consistency with Norcross Priorities	Max of 14 Points
2	Proposed development adheres to the 2040 Norcross Comprehensive Plan, Buford Highway Master Plan, and Future Development Map (i.e., Character Area/Land Use)	
2	Project site plan demonstrates minimal negative impact on traffic for its location	
2	Project is consistent with Norcross affordable housing needs and priorities	
2	Project incorporates effective use of nearby civic, green, park, and/or recreational space within ½ mile walking distance	
2	Project contributes to mixed land uses within ½ mile walking distance	
2	Applicant's Community Engagement Plan is thorough, identifies stakeholders, utilizes best practices in community engagement, and has a reasonable timeline of completion	
2	Project will have a positive effect on community at large with little or no potential negative impact resulting from the development	
Section Subtotal		
Page 1 Subtotal		

Scale	Architectural Aesthetics	Max of 8 Points
2	Proposed development meets Norcross Architectural Review Board standards	
2	Architecture is compatible with surrounding community	
2	Building elements and proportions are appropriate for the area	
2	Development includes high-quality, durable building materials	
Section Subtotal		
Scale	Streetscape	Max of 10 Points
2	Proposed streetscape elements meet Norcross code and fit into existing network	
2	Project's block and street pattern reflect surrounding neighborhood	
2	Sidewalks are present and continuous in all public frontages and connect with existing streets and pathways	
2	On-street and private parking are addressed effectively in a manner that maximizes pedestrian connectivity	
2	Continuity of built-out frontages are appropriate and consistent with surrounding streetscape.	
Section Subtotal		
Scale	Commitment to Diversity	Max of 8 Points
4	Applicant is a woman, minority, or veteran-owned certified business	
4	Applicant demonstrates Section 3 contracting experience; experience working with woman, minority, or veteran-owned certified businesses	
Section Subtotal		
Scale	Innovation	Max of 6 Points
6	Project includes innovative and creative physical and programmatic elements: (list provides examples, is not all-inclusive) • Energy efficiency (Norcross is a Green Platinum City and Tree City USA) • Sustainability • Space allocated for community programming and/or engagement, such as after-school tutoring, etc. • Broad band access to nearby community • Public greenspace • Micro-units and room share to provide lower rental rate availability	
Section Subtotal		
Page 2 Subtotal		
Page 1 Subtotal		
Page 2 Subtotal		
GRAND TOTAL POSSIBLE = 100 POINTS		GRAND TOTAL

Norcross Development Authority LIHTC Development Rubric - Developer Scoresheets (average score)

			Blue Ridge Atlantic Development	Walton Communities
Scale	Developer Experience	Max of 18 Points		
10	Developer has 10 or more years’ LIHTC development and management experience nearby, in the State of Georgia, and/or elsewhere in America OR		7.2	10.0
or 6	Developer has 5 or more years’ LIHTC development and management experience nearby, in the State of Georgia, and/or elsewhere in America			
6	Developer provides positive reference(s) from municipality’s key representative for previous LIHTC project(s)		6.0	6.0
2	Developer provides proof of GICH point from DCA for GA jurisdiction for previous LIHTC project(s)		1.8	2.0
Section Subtotal			15.0	18.0
Scale	Project Approach	Max of 22 Points		
6	Project is fully pre-approved for funding of development proposal (bank commitment letter and private equity in place)		6.0	6.0
4	Development proposal includes a realistic and detailed project schedule		4.0	4.0
4	Plans/Financial Modeling/Rental Schedule clearly explain the project		3.4	4.0
4	Project renderings are detailed and fully describe project scope		4.0	4.0
4	Project demonstrates the goals of the LIHTC program as outlined by DCA		4.0	3.8
Section Subtotal			21.4	21.8
Scale	Connectivity	Max of 14 Points		
4	Project fits within existing street, water, sewer, and utility networks without requiring significant offsite construction		4.0	4.0
3	Project is located within ¼ mile walking distance of existing transit options		3.0	3.0
3	Project increases connectivity options for pedestrians & bicyclists, including sidewalks		2.8	2.8
2	Project located within ½ mile walking distance of diverse housing establishments which promotes a more inter-connected community and increases the variety of housing options		1.8	2.0
2	Development is inclusive, rather than exclusive, to larger community		1.8	2.0
Section Subtotal			13.4	13.8
Scale	Community Impact and Consistency with Norcross Priorities	Max of 14 Points		
2	Proposed development adheres to the 2040 Norcross Comprehensive Plan, Buford Highway Master Plan, and Future Development Map (i.e., Character Area/Land Use)		2.0	2.0
2	Project site plan demonstrates minimal negative impact on traffic for its location		2.0	2.0
2	Project is consistent with Norcross affordable housing needs and priorities		2.0	2.0
2	Project incorporates effective use of nearby civic, green, park, and/or recreational space within ½ mile walking distance		2.0	2.0
2	Project contributes to mixed land uses within ½ mile walking distance		2.0	2.0

Norcross Development Authority LIHTC Development Rubric - Developer Scoresheets (average score)

			Blue Ridge Atlantic Development	Walton Communities
2	Applicant’s Community Engagement Plan is thorough, identifies stakeholders, utilizes best practices in community engagement, and has a reasonable timeline of completion		1.8	2.0
2	Project will have a positive effect on community at large with little or no potential negative impact resulting from the development		2.0	2.0
Section Subtotal			13.8	14.0
Page 1 Subtotal			63.6	67.6
Scale	Architectural Aesthetics	Max of 8 Points		
2	Proposed development meets Norcross Architectural Review Board standards		2.0	2.0
2	Architecture is compatible with surrounding community		2.0	2.0
2	Building elements and proportions are appropriate for the area		2.0	2.0
2	Development includes high-quality, durable building materials		2.0	2.0
Section Subtotal			8.0	8.0
Scale	Streetscape	Max of 10 Points		
2	Proposed streetscape elements meet Norcross code and fit into existing network		2.0	2.0
2	Project’s block and street pattern reflect surrounding neighborhood		2.0	2.0
2	Sidewalks are present and continuous in all public frontages and connect with existing streets and pathways		2.0	2.0
2	On-street and private parking are addressed effectively in a manner that maximizes pedestrian connectivity		1.8	2.0
2	Continuity of built-out frontages are appropriate and consistent with surrounding streetscape.		1.8	2.0
Section Subtotal			9.6	10.0
Scale	Commitment to Diversity	Max of 8 Points		
4	Applicant is a woman, minority, or veteran-owned certified business		2.2	2.8
4	Applicant demonstrates Section 3 contracting experience; experience working with woman, minority, or veteran-owned certified businesses		3.6	3.2
Section Subtotal			5.8	6.0
Scale	Innovation	Max of 6 Points		

Norcross Development Authority LIHTC Development Rubric - Developer Scoresheets (average score)

			Blue Ridge Atlantic Development	Walton Communities
6	Project includes innovative and creative physical and programmatic elements: (list provides examples, is not all-inclusive) • Energy efficiency (Norcross is a Green Platinum City and Tree City USA) • Sustainability • Space allocated for community programming and/or engagement, such as after-school tutoring, etc. • Broad band access to nearby community • Public greenspace • Micro-units and room share to provide lower rental rate availability		5.6	6.0
Section Subtotal			5.6	6.0
Page 2 Subtotal			29.0	30.0
Page 1 Subtotal			63.6	67.6
Page 2 Subtotal			29.0	30.0
GRAND TOTAL POSSIBLE = 100 POINTS		GRAND	92.6	97.6



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

Legislation Details (With Details)

File #:	22-6457	Version:	
Type #:	Agenda Item	Status:	Agenda Ready
On Agenda:	5/2/2022 6:30 PM	In Control:	Mayor and Council
Title:	Position Reclassification		

Sponsors:

Code Sections:

Attachments:

1. [Agenda Report - Position Reclassification](#)
2. [Job Description - Landscape Management Beautification Manager](#)

Title

Position Reclassification

Drafter

Camille Washington

Motion

**A motion to Approve/ Deny the reclassification of Master Crafts-worker to Beautification Manager
- Landscape Management.**



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

Agenda Report

To: Mayor and Council

From: Camille Washington

Meeting Date: May 2, 2022 – Mayor & Council

Item No.: 22-6457

Title: Position Reclassification

CC: Eric Johnson

Recommendation: Approve reclassification of Master Crafts-worker to Beautification Manager - Landscape Management.

Background: The role of Master Crafts-worker will become a contract position and Beautification Manager - Landscape Management formerly a contracted job will transition to full-time.

Financial Impact: None, budgeted position

Consistent with Comprehensive Plan? No

Next Steps: None

Attachments:

Job Description - Landscape Management Beautification Manager

Update:

Attachment: Agenda Report - Position Reclassification (22-6457 : Position Reclassification)



POSITION DESCRIPTION

Attachment: Job Description - Landscape Management Beautification Manager (22-6457 : Position Reclassification)

Title: Landscape Management – Beautification Manager

Level:

Department: Public Works, Utilities and Parks

Position Summary:

This position is responsible for project and program managerial work in directing and coordinating landscape management and beautification projects for the City's parks, facilities, and streetscapes.

The incumbent is responsible for managing contractors/vendors for landscape maintenance services, landscape enhancements, downtown streetscape maintenance and improvements, beautification projects, decorative exterior lighting installations and maintenance, seasonal décor installations and improvements; managing small capital improvement projects; developing and managing budget to support responsibilities; and coordinating projects with other groups within the department, other departments, and community groups as required.

Reports to: Director Public Works, Utilities & Parks

Essential Duties and Responsibilities:

- Develop and maintain standards, policies, procedures, inspection criteria, checklists, vendor contracts, work proposals, purchase orders, etc. for the maintenance of parks and facility landscapes and streetscapes, exterior lighting for landscapes and facilities, and interior and exterior seasonal décor.
- Identify opportunities for improvements, enhancements, and corrective measures; define scope, cost estimates, project interfaces, alternatives, and implementation schedules.
- Participate on project teams for new projects; review landscape plans; document concerns/issues/alternative recommendations.
- Prepare and manage annual budget for areas of responsibility; adjust budgetary resources as required to support changing requirements.
- Inspect parks, facilities, and streetscapes regularly to identify current and potential maintenance or project needs.
- Manage the work of contractors and subcontractors.
- Develop plant health care programs, schedules, and budget requirements.
- Manage health care program and propagation program for Champion American Elm tree.
- Receive and review requests for maintenance and prioritize maintenance activities based on urgency and availability of resources; evaluate finished work for completeness and quality.
- Ensure corrective/preventative actions relating to assigned processes and procedures are initiated and/or completed in a timely manner.
- Provide project support and documentation for support of City's Sustainability initiatives.
- Maintain knowledge by reviewing technical publications and attending training.
- Maintain continuity among work teams by documenting and communicating actions, schedules, and requirements.



POSITION DESCRIPTION

Education and/or Work Experience Requirements:

- Bachelor's degree in horticulture or related field and 2 – 3 years in landscape management, public administration, and environmental sustainability; or equivalent combination of education and experience.
- Demonstrated experience in project management.
- Demonstrated organizational and communication skills.
- Flexibility to perform duties after regular hours, on weekends and holidays, as required to meet community needs.

Additional Duties and Responsibilities:

Any other duties as assigned by management.

Scope and Impact:

Job has recurring work situations involving high degree of discretion; incumbent must have the ability to use independent judgement. The need for accuracy and effective utilization of available resources and routines is high. The need for accuracy and strong attention to detail is essential.

Communications/Customer Contact:

Contacts are typically with co-workers, department heads, other city employees, contractors, consultants, vendors, board members and the general public. Contacts are typically to give or exchange information, resolve problems, provide services, and direct the public to appropriate resources.

Competencies:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Knowledge of City and departmental methods, policies, and procedures.
- Knowledge of the geography of the city.
- Skill in the use of personal computers and related applicable software applications.
- Skill in organizing resources and establishing priorities.
- Skill in written and oral communication.
- Ability to organize work, handle multiple tasks, set priorities, meet critical deadlines, and follow up on tasks with minimal direction and oversight.
- Ability to communicate and work well with others in a professional office environment.
- Ability to maintain work records and prepare written reports.
- Ability to plan, develop, and manage short- and long-term goals.



POSITION DESCRIPTION

- Ability to think creatively, strategically, and analytically.
- Ability to recognize and exercise remedial action to correct quality deficiencies in areas of responsibility.
- Ability to maintain high quality communication and interaction with all City departments, co-workers, and the public.
- Possession of a valid Georgia Driver's License.

Working Conditions:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this position. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- **Field work** (approximately 50% of time): is performed in an outside environment; lighting and temperature vary based on seasons, time of day, and other factors. Incumbent may be exposed to wet and/or humid conditions.
- Frequently required to stand; walk; climb or balance; and stoop, kneel, crouch or crawl.
- Noise levels may vary by location.
- Incumbent may occasionally be exposed to fumes or airborne particles.
- Travel is required between facility locations throughout the City.
- **Office environment:** required to sit; use hands to finger, handle or feel; reach with hands and arms; and talk and hear clearly.
- Occasionally required to stand; walk; climb or balance; and stoop, kneel, crouch or crawl.
- Occasionally lift and/or move up to 30 pounds.
- The noise level in the office work environment is usually low.
- Specific vision abilities required by this job include close vision, distance vision, color vision, depth perception and ability to adjust focus.
- Incumbent may be required to work evenings, early mornings, or weekends in addition to normally scheduled work hours.

Limitations and Disclaimer:

The above position description is meant to describe the general nature and level of work being performed. It is not intended to be an exhaustive list of all responsibilities, duties and skills required for the position.

All job requirements are subject to possible modification to reasonably accommodate individuals with disabilities. Some requirements may exclude individuals who pose a direct threat or significant risk to the health and safety of themselves or other employees.

This position description in no way states or implies that these are the only duties to be performed by the employee occupying this position. Employees will be required to follow any other job-related instructions and to perform other job-related duties requested by their supervisor in compliance with Federal and State Laws.

Requirements are representative of minimum levels of knowledge, skills and/ or abilities. To perform this position successfully, the employee must possess the abilities or aptitudes to perform each duty proficiently. Continued employment remains on an "at-will" basis.

**POSITION DESCRIPTION**

Acknowledgement of Receipt and Understanding

Attachment: Job Description - Landscape Management Beautification Manager (22-6457 : Position Reclassification)



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

City of Norcross

Legislation Details (With Details)

File #:	22-6463	Version:	
Type #:	Agenda Item	Status:	Agenda Ready
On Agenda:	5/2/2022 6:30 PM	In Control:	Mayor and Council
Title:	Pedestrian Railroad Crossing Discussion		

Sponsors:

Code Sections:

Title
Pedestrian Railroad Crossing Discussion

Drafter
Councilmember Andrew Hixson