

City of Norcross

*65 Lawrenceville Street
Norcross, GA 30071*



Meeting Minutes

Monday, May 4, 2020

6:30 PM

Teleconference - <https://zoom.us/j/371954425>

Mayor and Council

Mayor Craig Newton

Mayor Pro Tem Josh Bare

Councilmember Andrew Hixson

Councilmember Elaine Puckett

Councilmember Matt Myers

Councilmember Bruce Gaynor

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

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

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

- E. Presentation of previous meetings minutes for acceptance

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

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

Special Called Meeting - Special Meeting - Apr 13, 2020 6:30 PM

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

Special Called Meeting - Special Meeting - Apr 20, 2020 6:30 PM

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

Policy Work Session - Regular Meeting - Apr 20, 2020 6:30 PM

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

Special Called Meeting - Special Meeting - Apr 27, 2020 6:30 PM

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

F. Set agenda as presented for scheduled meeting.**20-5696: Acceptance of the Agenda****Motion**

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

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

G. Ceremonial Presentations, Recognitions, and Swearing in Ceremonies**H. Floor Open to Citizens Desiring to Address the Governing Authority**

*Covid-19 Updates- Dr. Audrey Arona District Health Director and CEO
of Gwinnett, Newton and Rockdale County Health Departments.

a. Comments by Citizens**b. Comments by Council****PH. Public Hearings****20-5691: Urban Redevelopment Plan****Motion**

A motion to Approve the attached Resolution to adopt an Urban Redevelopment Plan for one or more slum, blighted or underdeveloped areas within the City of Norcross, Georgia, pursuant to the provisions of the urban development law, O.C.G.A. section 36-61-8; to approve an application for an opportunity zone for the area encompassed by such redevelopment plan pursuant to O.C.G.A. section 48-7-40.1; to promote the public health, safety and welfare, and for other purposes.

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

20-5646: COA2020-0001/REZ2020-0001 370 Thrasher Street Historic Demolition and PRD Rezoning**Motion**

A motion to approve a request for historic demolition subject to the conditions established by the Architectural Review Board as enumerated in the attached:

- 1) The existing building is considered a non-contributing structure to the historic district
- 2) The existing building is approved for demolition of the building with the following conditions:
 - a. The applicant shall offer the house to the community at large to be relocated for a period of not less than one month prior to demolition.
 - b. The applicant shall recycle as many viable parts of the house and provide documentation of where or who recycled them, if the structure is not relocated from the property.

- c. The applicant shall advertise on social media the availability of any parts of the house for reuse or recycling. The contractor will determine the fees and items for each part based on labor and liability costs. Final available picking timeframe shall be in effect for 30 days should the Mayor and Council approve COA2020-0001 I REZ2020-0001.

And

To approve a request for a PRD (Planned Residential Development) subject to the conditions as recommended by the Architectural Review Board and Planning and Zoning Board as enumerated in the attached:

The Architectural Review Board recommended approval of the proposed site and elevation component of the application with the following conditions:

- 1) The applicant shall install a sidewalk on the property to tie into the existing city sidewalk network. The final location shall be determined by staff.
- 2) The applicant shall provide a usable outdoor public space. It may be hard surfaced, but must include seating, landscaping and trees that provide shade.
- 3) The parking area in front of the garages shall be minimum of 17.5ft in depth.
- 4) The stoop dimensions shall be 5ft x 6ft.
- 5) The steps leading to the front doors shall be brick.
- 6) The design standard 3.6.1.3 requirement for mutins to be of adequate depth to convey the proper effect of muntins and mullions shall apply to all elevations.
- 7) Black metal railings on front and rear elevations.
- 8) Facade cladding materials are approved as submitted from the 2/25/2020 revision, which are:
 - Lot 17: 3rd floor board and baton, 2nd floor brick, 1st floor brick
 - Lot 16: 3rd floor siding, 2nd floor board and baton, 1st floor brick
 - Lot 15: 3rd floor board and baton, 2nd floor board and baton, 1st floor brick
 - Lot 14: 3rd floor siding, 2nd board and baton, 1st floor brick
 - Lot 13: 3rd floor board and baton, 2nd floor brick 1st floor brick
- 9) The rear cladding material that faces toward Redwine Street, shall match the cladding material variation as called out in condition number eight above.
- 10) Lot 13, facing Gaines Street, shall be brick on first and second floor with windows similarly placed as the Thrasher Street elevation.
- 11) Wood shall be placed between windows at cantilevered sections.
- 12) Weathered Wood shall be employed on the primary roofing.
- 13) Side elevations shall have hip roofs as depicted in the original submission.
- 14) Metal shed roofs shall be bronze in color.
- 15) Judges paneling shall match the muntins and sashes in color.
- 16) The balconies that project toward Redwine Street shall be a minimum of 6ft in depth.
- 17) The applicant shall use 10-inch boxed columns for the elevation that projects toward Redwine Street.

- 18) The applicant shall extend the brick water table along the first floor and second floors for the elevations that projects toward Thrasher Street.
- 19) The applicant shall include two faux windows within the first floor brick work which employs a herring bone pattern.
- 20) The applicant shall install faux or real windows along the first floor for the elevations that project toward Gaines Street.
- 21) No two similar garage doors shall be side by side to show variation from dwelling unit to dwelling unit,
- 22) The color pallet submitted at the 2/25/2020 special called meeting shall be the approved color pallet for the townhome development.
- 23) The HVAC equipment shall be appropriately screened from view;
- 24) It is acknowledged that the Gwinnett County Fire Marshal may require modification to the site for oversized vehicles such as fire and garbage trucks.
- 25) The reveal (exposed portion) of siding shall be a minimum of four inches and shall not exceed six (6) inches per design standard 3.5.3.2.
- 26) Corner boards shall have the same width and depth as the siding reveal, and are not permitted to be greater than two inches of the siding reveal, or less than one inch of the siding reveal per design standard 3.5.3.3.
- 27) The band board delineating the second and third floors shall be 10 inches in width.
- 28) The applicant is reminded that this approval assumes general conformance with the adopted City of Norcross Architectural and Site Design Standards and Unified Development Ordinance. The applicant and/or builder are responsible for conforming with any specific design standard or UDO code section not addressed in the staff report and Architectural Review Board approval, such as site lighting, light poles and mailbox kiosk.
- 29) Any changes from the Architectural Review Board approved component shall follow established procedures and may require additional public hearings.
- 30) A final Architectural Review Board inspection shall occur prior to release of the certificate of occupancy to confirm compliance with the above conditions.

Thrasher facing façade is subject to the following:

1. Concept plan as designed by staff and attached as part of the file;
2. Balcony to be 6' in depth with 6x6 stained wood or metal posts, and metal railings;
3. Doors and windows leading to balcony subject to administrative approval
4. Metal roof for balcony to match the primary roof;
5. Back window placement for end unit subject to administrative approval;
6. Soldier coursing along street facing façade subject to administrative approval

And

The Planning and Zoning Board recommended approval of the PRD by a vote of 4-0 on March 4, 2020 with the following conditions:

- 1) The PRD zoning designation shall be restricted to only townhome primary uses and allowable home occupations as accessory uses;
- 2) In conformance with the adopted 2040 Comprehensive Plan, the development is limited to a maximum of 5 townhome dwelling units; or 1 unit per .128 acres.
- 3) To accommodate potential building orientation concerns the setbacks and building height for the parcel shall be:

Yard	Front	Side, south	Side, north	Rear
Distance	35ft	0ft	0ft	0ft
Maximum height: 35ft defined in Article II, Section 102				

- 4) The applicant shall replace the existing Thrasher sidewalk with a new 8' wide sidewalk and rows of street trees subject to the approval of the City Arborist and City Engineer.
- 5) 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.
- 6) No allowable encroachments as defined under Section 206-8.B and no administrative variances as defined under 104-7.A shall be allowed;
- 7) The development shall comply with Norcross UDO Sections 203-89 parking minimums for townhomes and multifamily dwelling developments;
- 8) The development shall comply with the Architectural Review Board's conditions of approval;
- 9) The applicant is reminded that this approval assumes general conformance with the adopted City of Norcross Architectural and Site Design Standards and Unified Development Ordinance. The applicant and/or builder are responsible for conforming to any specific design standard or UDO code section not addressed in the staff report.
- 10) All common areas, including but not limited to streets and storm water systems, shall be maintained by a mandatory homeowner association;
- 11) The developer shall install a 4' sidewalk of pervious pavers with a 4' landscape strip along the property line adjacent to Clay Street, in addition, parallel parking spaces shall also be constructed of pervious pavers, subject to the approval of the City Engineer and City landscape review professionals.
- 12) Plant material use on site in landscape strips and buffers are subject to final approval of the City's landscape review professionals.
- 13) All utilities shall be buried.
- 14) The parking area in front of the garages shall be minimum of 17.5ft in depth

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

J. Reports of the Mayor and Council Members**a. General Announcements****May Calendar of Events**

All City events have been canceled due to precautionary measures for COVID-19.

K. Board Appointments**20-5698: Board Appointment - Architectural Review Board**

Motion

A motion to approve the Reappointments and Appointment of the following board members and terms as presented:

Architectural Review Board

Rick Maxian 4/3/2023 (reappointment)

Jeff Hopper 4/3/2023 (reappointment)

Naim Harrison 5/4/2023 (appointment)

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

20-5697: Board Appointment - Planning and Zoning Board

Motion

A motion to Approve the Reappointment of the following board member and term as presented:

Planning and Zoning Board

John Hollon 3/6/2024

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

L. Approval of Consent Agenda**M. Items for Discussion****N. Adjourn in memory of****O. Adjourn to Executive Session for Personnel, Real Estate or Legal**

The meeting was closed at 8:10 AM

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

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