

City of Norcross

*65 Lawrenceville Street
Norcross, GA 30071*



Meeting Minutes

Monday, May 6, 2024

6:30 PM

Council Chambers

Mayor and Council

Mayor Craig Newton

Mayor Pro Tem Bruce Gaynor

Councilmember Andrew Hixson

Councilmember Josh Bare

Councilmember Matt Myers

Councilmember Marshall Cheek

- 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	
Bruce Gaynor	Mayor Pro Tem	Present	
Andrew Hixson	Councilmember	Present	
Josh Bare	Councilmember	Present	
Matt Myers	Councilmember	Present	
Marshall Cheek	Councilmember	Present	

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

- E. **Presentation of previous meeting minutes for acceptance**

24-6996: Approval of Previous Meeting Minutes

Motion

A motion to Approve the April 1st Regular Council Meeting Minutes and the April 15th Policy Work Session and Executive Session Minutes.

Mayor and Council - Regular Meeting - Apr 1, 2024, 6:30 PM

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

Policy Work Session - Policy Work Session - Apr 15, 2024, 6:30 PM

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

- F. **Set agenda as presented for scheduled meeting.**
- 1. **24-6995: Acceptance of the Agenda and Approval of the Consent Agenda**
 A motion to accept the agenda and Approve the Consent Agenda with the following items being moved to discussion:
 - 24-6970: ADA Ramp at Norcross Gallery and Studios
 - 24-6953: Training and Travel Expenses Policy
 - 24-6974: Consolidation of Community Development and Planning and Economic Development Departments
 - 24-6980: Addition of Three Traffic Officers
 - 24-6978: Mixed Use Development Standards

Motion A motion to add the following items from the floor:

24-6997: PI 00160067 - Norcross Greenway Reimbursable Contract for Acquisition of Right-Of-Way (ROW) with GDOT

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

G. Ceremonial Presentations, Recognitions, and Swearing in Ceremonies**a. 24-6994: Proclamation Recognizing Professional Municipal Clerks Week**

RESULT:	PRESENTED BY MAYOR NEWTON
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H. Floor Open to Citizens Desiring to Address the Governing Authority**a. Comments by Citizens**

Anne Hall - Invitation to the 2nd Annual Reflections Exhibitions at the Rectory on Saturday, May 11, 2024.

Faye McFarland - comments regarding excessive cars parked in the driveways and the need for Code Enforcement intervention. Comments about the implementation of Senior Citizen Tax Exemption benefits

Kathleen Allen - comments regarding excessive cars parked in the driveways and the need for Code Enforcement intervention.

Joe Beech - comments regarding the lack of provisions for loading and unloading motor homes in the city's code and the need for consistency in violations issued by Code Enforcement

Lynne Ward - comments regarding the need for consistency in violations issued by Code Enforcement

Jim Eyre - comments regarding a sponsored event for the local Downtown Business Association, held in conjunction with the UGA Small Business, make Pinnacle Forest Preserve an active property for the community, specifically regarding the pond and the importance of maintaining the separation of the Community Development and Economic Development departments.

b. Comments by Council**c. Comments by City Manager**

* PI 00160067 – Norcross Greenway-LCI - Reimbursable Contract for Acquisition of Right-of-Way (ROW) with GDOT

PH. Public Hearings**PH. 24-6919: SUP2023-005 - Towing Service and Impound Lot**

Motion

A motion to deny Special Use Permit SUP2023-005.

RESULT:	DENY [UNANIMOUS]
MOVER:	Bruce Gaynor, Mayor Pro Tem
SECONDER:	Marshall Cheek, Councilmember
AYES:	Gaynor, Hixson, Bare, Myers, Cheek

PH. 24-6958: RZ2024-002 - 3385 Medlock Bridge Rd

Motion

A motion to Approve, with conditions, the rezoning from R100 (Single Family Residential) to PRD (Planned Residential Development) at 3385 Medlock Bridge Rd, with the addition of the fifth condition:

1. To restrict the use of the property for single-family townhomes.
2. The site shall be developed in accordance with the general conformity to the site plan as submitted.
3. Within the landscape buffer of the sides and rear of the property the applicant is required to install enhanced landscape strips, with no more than 30 percent of trees to be of one species.
4. 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 all design standards or UDO code sections not addressed in the staff report.
5. Subject property to be built to fee-simple Town Home standards, including firewalls and individual meters for utilities.

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

PH. 24-6957: RZ2024-001 - 3391 & 3395 Medlock Bridge Rd

Motion

A motion to Approve the rezoning from R100 (Single Family Residential) to C-1 (Neighborhood Commercial) at 3391 & 3395 Medlock Bridge Rd with the following conditions:

1. To restrict the use of the property to the proposed use as a daycare.
2. The site shall be developed in accordance with the general conformity to the site plan as submitted.
3. The site plan will address ingress and egress of traffic in conjunction with the traffic associated with the townhome development.
4. 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 all design standards or UDO code sections not addressed in the staff report.

RESULT:	APPROVED WITH CONDITIONS [UNANIMOUS]
MOVER:	Marshall Cheek, Councilmember
SECONDER:	Matt Myers, Councilmember
AYES:	Gaynor, Hixson, Bare, Myers, Cheek

J. Reports of the Mayor and Councilmembers

a. General Announcements

MAY CALENDAR OF EVENTS

Norcross Bike Rodeo

Saturday, May 11 | 9:00 a.m. - 12:00 p.m. | Summerour Middle School Parking Lot

Movie Monday: About My Father

Monday, May 13 | 1:30 & 6:30 p.m. | Cultural Arts & Community Center

Coffee With Council

Saturday, May 18 | 8:00 a.m. | 45 South Cafe

Policy Work Session

Monday, May 20 | 6:30 p.m. | City Hall, 2nd Floor Conference Room

Summer Concert Series: The Platinum Band

Friday, May 24 | 7:30 - 9:30 p.m. | Thrasher Park

City Hall Closed For Memorial Day

Monday, May 27 | Sanitation & Recycling Services Will Be Delayed

Memorial Day Remembrance

Monday, May 27 | 11:30 a.m. - 1:00 p.m. | Thrasher Park

Movie Monday: Wish

Monday, May 28 | 1:30 & 6:30 p.m. | Cultural Arts & Community Center

K. Board Appointments

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

L. Consent Agenda

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

1. **24-6969: Revised Contractual Agreement with United Futbol Academy**

Motion

A motion to Approve a revised contractual agreement between the City of Norcross and United Futbol Academy.

2. **24-6972: Pinnacle Forest Preserve and Fickling Pond Forest Preserve**

Motion

A motion to Approve Pinnacle Forest Preserve and Fickling Pond Forest Preserve to be designated as "Forest Preserves."

3. **24-6971: State of Georgia Law Enforcement Certification Program Contract Renewal**

Motion

A motion to Approve the renewal of a contract for the State of Georgia Law Enforcement Certification Program, to be executed by the Mayor.

M. Items for Discussion

1. **24-6970: ADA Ramp at Norcross Gallery and Studios**

Motion

A motion to Approve the demo and replacement of the current ADA ramp for wheelchair users at the Norcross Gallery located at 116 Carlyle St NW, at the cost of \$19,897.50, funded by the Capital project fund established for H V A C units.

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

2. **24-6953: Training and Travel Expenses Policy**

Motion

A motion to Approve an amendment to the City of Norcross Financial Management Policies, Part II, Section IV, as presented in the document entitled "Proposed Training and Travel Expenses Policy."

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

3. **24-6974: Consolidation of Community Development and Planning and Economic Development Departments**

Motion

A motion to table this item indefinitely.

RESULT:	TABLED INDEFINITELY [UNANIMOUS]
MOVER:	Bruce Gaynor, Mayor Pro Tem
SECONDER:	Matt Myers, Councilmember
AYES:	Gaynor, Hixson, Bare, Myers, Cheek

4. **24-6980: Addition of Three Traffic Officers**

Motion

a motion to authorize the addition of three traffic officers.

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

5. **24-6997: PI 00160067 - Norcross Greenway-LCI - Reimbursable Contract for Acquisition of Right-Of-Way (ROW) with GDOT**

Motion

A motion to approve the attached funding agreement with GDOT for the reimbursement of right-of-way acquisition costs in the amount of Three Million Four Hundred Eighty Thousand DOLLARS and No Cents (\$3,480,000.00).

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

6. **24-6978: Mixed Use Development Standards**

RESULT:	FAILED SENT TO [2 TO 3]
	Next: 5/20/2024 6:30 PM
TO:	Policy Work Session
MOVER:	Matt Myers, Councilmember
SECONDER:	Bruce Gaynor, Councilmember
AYES:	Andrew Hixson, Marshall Cheek
NAYS:	Bruce Gaynor, Josh Bare, Matt Myers
RESULT:	TABLED SENT TO [4 TO 1]
	Next: 6/17/2024 6:30 PM
TO:	Policy Work Session
MOVER:	Matt Myers, Councilmember
SECONDER:	Josh Bare, Councilmember
AYES:	Bruce Gaynor, Andrew Hixson, Josh Bare, Matt Myers
NAYS:	Marshall Cheek

N. **Adjourn in memory of**

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

Councilmember Bare motioned to adjourn the meeting, seconded by Mayor Pro Tem Gaynor, and the vote was unanimous. The meeting was closed at 8:14 PM.

Signed by _____ Mayor Craig Newton

Attest _____ Monique Philip, City Clerk