

City of Norcross

*65 Lawrenceville Street
Norcross, GA 30071*



Meeting Minutes

Tuesday, September 5, 2023

6:30 PM

Council Chambers

Mayor and Council

*Mayor Pro Tem Bruce Gaynor
Councilmember Andrew Hixson
Councilmember Josh Bare
Councilmember Matt Myers
Mayor Craig Newton*

- 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	Absent	
Arlene Beckles	Councilmember	Present	

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

- E. Presentation of Previous Meetings Minutes for Acceptance
- 23-6807: Approval of Previous Meeting Minutes**

Motion

A motion to Approve the August 7th Regular Council Meeting and Executive Session Minutes and the August 21st Policy Work Session and Executive Session Minutes.

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

Mayor and Council - Regular Meeting - Aug 7, 2023, 6:30 PM

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

Policy Work Session - Policy Work Session - Aug 21, 2023 6:30 PM

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

- F. Set Agenda for Scheduled Meeting

1. 23-6808: Acceptance of the Agenda and Approval of Consent Agenda**Motion**

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

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

G. Ceremonial Presentations, Recognitions, and Swearing in Ceremonies**a. 23-6809: Proclamation Recognizing Rodger Harris**

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

Faye McFarland - Comments regarding improvements at 775 Glochester.

Shawn & Chris Casey - Comments regarding Pad 2 project and parking.

b. Comments by Council**c. Comments by City Manager****PH. Public Hearings****J. Reports of the Mayor and Councilmembers****a. General Announcements****SEPTEMBER CALENDAR OF EVENTS****Farm Fresh Days**

Wednesday, September 6 | 4:00 - 7:00 p.m. | Thrasher Park

Atlanta British Car Fayre

Saturday, September 9 | 10:00 a.m. - 3:00 p.m. | Downtown Norcross

9/11 Remembrance Ceremony

Monday, September 11 | 8:15 - 9:00 a.m. | Betty Mauldin Park

Movie Monday: Tyson's Run

Monday, September 11 | 1:30 & 6:30 p.m. | Cultural Arts & Community Center

Coffee With Council

Saturday, September 16 | 8:00 a.m. | 45 South Cafe

Hispanic Heritage Celebration

Saturday, September 16 | 2:00 - 6:00 p.m. | Summerour Middle School Parking Lot

Policy Work Session

Monday, September 18 | 6:30 p.m. | City Hall 2nd Floor Conference Room

Movie Monday: 80 For Brady

Monday, September 25 | 1:30 & 6:30 p.m. | Cultural Arts & Community Center

Historic Trolley Tour

Saturday, September 30 | 10:00 a.m. & 1:00 p.m. | Boarding At Cultural Arts & Community Center

Jazz In the Alley: Saxophonist Lord Yancy

Saturday, September 30 | 7:30 - 9:30 p.m. | Betty Mauldin Park

K. Board Appointments

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

A. 23-6810: Board Appointment - Norcross Development Authority

Motion

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

Norcross Development Authority

Bianca Keaton December 6, 2024

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

B. 23-6811: Board Appointment - Norcross Public Arts Commission

Motion

A motion to Approve/Deny the appointment of the following board member and unexpired term as presented:

Norcross Public Arts Commission

Nicole Morgan December 1, 2026

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

L. Consent Agenda

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

1. 23-6801: Gwinnett United in Drug Education (GUIDE) Contribution

Motion

A motion to Approve a \$500 contribution to Gwinnett United in Drug Education (GUIDE) for the purpose of covering costs associated with the use of Lillian Webb Park for a currently non-sponsored event.

2. 23-6742: City of Tucker Franchise Agreement

Motion

A motion to Approve the Mayor's execution of the attached Electrical Facilities Franchise Agreement with the City of Tucker, with any modifications as to form as may be appropriate on advice of counsel, and to approve the payment of fees pertaining to prior use of the City of Tucker's Right of Way, the same being \$31,444.52 on or before October 31, 2023.

3. 23-6797: Annual Seasonal Color Container Services

Motion

A motion to Approve/Deny the issuance of a Request for Proposals (RFP) for Annual Seasonal Color Container Services.

4. 23-6798: RFP for Pest Control Services

Motion

A motion to Approve/Deny the issuance of a Request for Proposals (RFP) for Pest Control Services.

5. 23-6799: Commercial Solid Waste Services Fees

Motion

A motion to Approve/Deny commercial solid waste services fees effective September 1, based on a ten percent markup over the fees charged to the City of Norcross by Waste Management except for a five percent markup of disposal fees, and amend the total Solid Waste Fund budget to \$5.4 million in sources and uses.

M. Items for Discussion**1. 23-6733: RZ2023-002 - 510 & 520 West Peachtree Street**

Motion

A motion to Approve/Deny a request to rezone the property located at 510 & 520 West Peachtree Street, from R-75 (Single-family Residence) to R-TH (Townhouse Residence) for the construction of four single-family detached residential units for the construction of 4 single-family homes, with the following conditions:

1. To restrict the use of the property as follows:
 - a. Four (4) Single-Family detached dwellings and accessory uses and structures.

2. The development shall abide by all applicable standards of the United Development Code, unless
otherwise specified in these conditions or through the approval of an administrative variance or by
the Zoning Board of Appeals, as appropriate.
3. All shared areas, but not limited to streets and storm water systems, shall be maintained by the
property manager/owner.
4. Compliance with streetscape improvements such as lighting, sidewalks, and planting strips are
subject to approval of the Community Development Department.
5. The applicant shall submit architectural drawings and details to the Architectural Review Board
for a regular ARB meeting prior to applying for any permits.
6. 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.
7. The location of all crosswalks and traffic calming measures within the development are subject to
the approval of the City Engineer.
8. Required right-of-way dedication and sidewalk dedication/or fee-in-lieu payment is subject to the
approval of the City Engineer.
9. Plant material use on site in landscape strips and buffers are subject to final approval of the City's
landscape review professional.
10. Location of stormwater detention is subject to the approval of the City Engineer.
11. All utilities shall be buried.
12. The development shall comply with the Architectural Review Board's conditions of approval.

13. 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.
14. The developer shall deposit \$5,000 to the HOA escrow account for the maintenance of the road.
15. The developer shall coordinate with the neighboring Church and Archaeologist to ensure no graves are on the development property.
16. The developer shall provide a survey and survey markings for the property, along with a site triangle report for the proposed driveway.
17. Before the land disturbance permit is issued, the developer should provide a tree save detail for the development.
18. The applicant must install a 3-foot construction fence in addition to the silt fence along the entire length of the west property line abutting the cemetery property before and during all Land Disturbance Activities.
19. The applicant must install a permanent wooden 6-foot privacy fence along and for the entire
length of the west property line abutting the cemetery.
20. A 2-foot landscape strip, 5-foot sidewalk and 10-foot landscape strip shall be installed along West Peachtree Street as specified in the Streetscape Standards on Section 205-04. F. of the Unified Development Code.
21. A 10-foot undisturbed setback shall be provided along the property line abutting the cemetery.
22. The construction of Modular homes is permitted on the site provided that the houses are built on a permanent foundation.
23. The applicant shall dedicate Right of Way for a Multi-Use path. This is for future use of the
Gwinnett Trails Master Plan.

RESULT:	APPROVED WITH CONDITIONS [3 TO 1]
MOVER:	Andrew Hixson, Councilmember
SECONDER:	Bruce Gaynor, Mayor Pro Tem
AYES:	Bruce Gaynor, Andrew Hixson, Arlene Beckles
NAYS:	Josh Bare
ABSENT:	Matt Myers

2. **23-6796: Proposed Fiscal Year 2023 Budget Amendments**

Motion

A motion to Adopt a Resolution approving amendments to the fiscal 2023 budgets for the General and Special Revenue funds.

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

3. **23-6802: RFP – Smart Parking Downtown Norcross**

Motion

A motion to Approve the issuance of a Request for Proposals (RFP) soliciting the services of a qualified vendor to provide smart parking in the Downtown Norcross area.

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

N. **Adjourn in memory of**

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

The meeting adjourned at 7:04 PM with a motion by Councilmember Bare, seconded by Councilmember Beckles.

Signed by _____ Mayor Craig Newton

Attest _____ Monique Lang, City Clerk