

City of Norcross

65 Lawrenceville Street

Norcross, GA 30071



Meeting Minutes

Monday, November 17, 2025

6:30 PM

2nd Floor Conference Room

Policy Work Session

Mayor Craig Newton

Mayor Pro Tem Marshall Cheek

Councilmember Andrew Hixson

Councilmember Josh Bare

Councilmember Matt Myers

Councilmember Bruce Gaynor

Meeting Recording:

<https://norcrossga.portal.civicclerk.com/event/179/media>

A. Roll Call (recorded)

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

B. Citizen Input

Charlotte Osborn (Item 6)

Expressed concern about increased stormwater runoff and creek erosion near Johnson Dean Forest Preserve due to nearby development. Requested engineering and stormwater review of runoff impacts and urged adherence to the previously discussed shared, permeable driveway design.

Ian Lecroy (for Stan Howington, Item 6)

Stated that the ARB's approval of the private driveway was consistent with standards and supported by staff.

Terry Sutton (Item 6)

Requested that the feasibility of a shared driveway for Item 6 be closely evaluated during the land-disturbance permitting process.

Tixie Fowler (Items 6 & 7)

Raised concerns about grading accuracy, structure size, and slope conditions related to Items 6 and 7, and requested review by the City Engineer and arborist.

Stan Howington (Item 6)

Stated that a shared driveway was evaluated but determined not feasible and noted coordination with staff, the City Engineer, and the City Arborist regarding site conditions.

John Manseur (Item 4)

Requested Council vote against Conditions 1 and 2.

Edith Riehm (Item 6)

Expressed concern about runoff issues, removal of a detention wall, and impacts on the surrounding neighborhood and natural areas.

Jim Eyre (Various Items)

Supported the Buford Highway Safe Streets project, supported rezoning changes including removal of Conditions 1 and 2, supported tabling certain UDO amendments, commented on brick pavers, encouraged clear notice of potential votes during Policy Work Sessions, and supported the reappointment of Lauren Summers to the DDA.

C. Board Updates

None.

D. General Updates

* Solid Waste Recycling – Steve Edwards (Postponed)

* Artwork for Utility Box Wraps - Elizabeth Simpson, NPAC

E. Council- General Discussions**F. City Manager's Report****G. Board Appointments**

The Mayor and Council will discuss appointments and reappointments to the following Boards, Commissions, or Authorities in Executive Session :

- * Downtown Development Authority
- * Norcross Housing Authority
- * Norcross Public Arts Commission

H. Items for Discussion**1. 2025-317: Consideration Adopting the Buford Highway Safe Streets for All (SS4A) Safety Action Plan Created by the City of Doraville GA**

RESULT:

Referred to the December 1 Regular Council Meeting.

2. 2025-320: SUP2025-005 Consideration of an Adult Daycare in a M1 Light Industry Zoning

RESULT:

Referred to the December 1 Regular Council Meeting.

3. 2025-321: RZ2025-005; Consideration of a Rezoning to the M1 (Light Industry) District

RESULT:

Referred to the December 1 Regular Council Meeting.

4. 2025-322: RZ2025-004; Consideration of Rezoning to BH (Buford Highway) District

RESULT:

Referred to the December 1 Regular Council Meeting.

5. 2025-324: COA2025-027; Consideration of a Historic Demolition and New Home

RESULT:

Referred to the December 1 Regular Council Meeting.

6. 2025-325: City Council Appeal of ARB Approval of COA2025-037

RESULT:

Referred to the December 1 Regular Council Meeting.

- 7. 2025-330: Amendment to the Unified Development Ordinance**
RESULT:
Referred to the December 1 Regular Council Meeting.
- 8. 2025-328: Public Safety Building – Motorola 911 Radio Equipment Agreement**
RESULT:
Referred to the December 1 Regular Council Meeting.
- 9. 2025-281: GEMA Cybersecurity Grant Opportunity**
RESULT:
Referred to the December 1 Regular Council Meeting.
- 10. 2025-326: Residential Decorative Streetlighting**
RESULT:
Referred to the December 1 Regular Council Meeting.
- 11. 2025-319: Accept and Appropriate Grant Funds from Norfolk Southern**
RESULT:
Referred to the December 1 Regular Council Meeting.
- 12. 2025-327: Amendment to Purchasing Provisions within the Norcross Code of Ordinances and Financial Policy**
RESULT:
Postponed to the December 15 Policy Work Session.
- 13. 2025-318: Brick Paver Repair on Jones St. and South Peachtree St**
RESULT:
Referred to staff.
- 14. 25-7453: Ability to Vote on Select Items at Policy Work Sessions**
RESULT:
Referred to the December 1 Regular Council Meeting.
- 15. 2025-323: Policy on Use of Artificial Intelligence (AI)**
RESULT:
Referred to the December 1 Regular Council Meeting.
- 16. 2025-329: Adopt Publication of News and Newsletters Using RoughDraft Publication**
RESULT:
Referred to the December 1 Regular Council Meeting.

17. 25-7365: City Manager Follow-Up and Prioritization on Mayor and Council-Initiated Requests

RESULT:
Referred to the City Manager.

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

The meeting adjourned to Executive Session for Personnel and Real Estate matters at 10:50 PM, following a motion by Councilmember Myers, seconded by Councilmember Hixson, approved unanimously.

J. Signed by _____ Mayor Craig Newton

K. Attest _____ Monique Philip, City Clerk