

# CITY OF DACULA

442 Harbins Rd.  
P. O. Box 400  
Dacula, Georgia 30019

## PLANNING COMMISSION

### MINUTES

August 29, 2022

#### **I. CALL TO ORDER AND ROLL CALL OF MEMBERS:**

The Planning Commission met on Monday, August 29, 2022, in the Council Chambers at Dacula City Hall, Dacula, Georgia

Vice Chairman Lisa Bradberry called the meeting to order at 6:02 p.m. and conducted a roll call of the members. A quorum was present.

#### **Planning Commission Present:**

Vice Chairman Lisa Bradberry  
Member Gene Greeson  
Member Monica Francis  
Member David Montalbano

*Chairman Mark Chandler - Absent*

#### **City Staff Present:**

Heather Coggins, Acting City Administrator  
Brittini Nix, Director of Planning & Economic Development  
Angelica Schaper, Court Administrator  
Dana Stump, Administrative Assistant for Planning & Zoning

#### **II. INVOCATION:**

Member Gene Greeson gave invocation.

#### **III. PLEDGE OF ALLEGIANCE:**

Vice Chairman Lisa Bradberry led the Pledge of Allegiance.

#### **IV. MINUTES:**

##### **1. Approval of the Minutes from the meeting on Monday, July 25, 2022**

Member Francis motioned to approve the July 25, 2022 minutes. Member Greeson seconded. Motion passed unanimously.

V. **OLD BUSINESS:**

2. **PUBLIC HEARING: 2022-CD-AA-02 & 2022-CD-RZ-02**, Applicant: Retail Planning Corporation, Owner(s): James Roy Greeson et al. requests annexation and rezoning from RA200 Agriculture-Residence (County) to C2 General Commercial (City). The property is located in Land Lot 277, Parcel 077 in the 5th District and contains 4.52 acres more or less.

Member Greeson motioned to open the public hearing. Member Francis seconded. Motion passed unanimously.

Director of Planning & Economic Development, Brittini Nix, presented the staff report for the application for annexation and rezoning from RA200 Agriculture-Residence (county) to C2 General Commercial (city). Ms. Nix stated staff recommend approval with revised 31 conditions dated August 29, 2022

*Comment in favor:*

Shane Lanham, 1550 North Brown Rd, Suite 125, Lawrenceville, Georgia 30043, on behalf of the applicant, presented the annexation and rezoning applications. Mr. Lanham stated that his client requested more flexibility with the zoning conditions to allow for different commercial uses due to the convenience store user dropping out. The revised conditions provide appropriate limitations on the types of commercial uses that could be developed. Mr. Lanham believes that the annexation would be a suitable expansion of the city's territory.

*No public comment*

Motion to close the public hearing: Member Greeson motioned to close the public hearing. Member Montalbano seconded. Motion passed unanimously.

2. **Rezoning Application: 2022-CD-RZ-02**, Applicant: Retail Planning Corporation, Owner(s): James Roy Greeson et al. requests rezoning from RA200 Agriculture-Residence District (County) to C2 General Commercial (City). The property is located in Land Lot 277, Parcel 077 of the 5th District and contains 4.52 acres more or less.

Member Francis motioned to approve with revised conditions dated August 29, 2022 [listed below]. Member Greeson seconded. Motion passed unanimously.

Concept Plan and Land Use

1. The property shall be developed for general business, commercial, and/or office uses only. Any substantial deviation from the approved conditions of zoning shall be resubmitted to the Mayor and City Council for consideration. The City Administrator shall determine what constitutes substantial deviation.
2. Only one (1) convenience store with gas pumps shall be permitted.

3. Only one (1) fast food restaurant with or without drive-thru windows and/or curb service shall be permitted. A fast food restaurant shall be defined as any establishment which dispenses food for consumption on or off the premises, and which has the following characteristics: a limited menu, items prepared in advance or prepared or heated quickly, no table orders, and food served in disposable wrapping or containers. Said definition shall exclude restaurants with drive-thru services whose primary product focuses on specialty coffees or donuts and exclude restaurants without a drive thru in a multi-tenant building.
4. The following uses shall be prohibited:
  - a. Outdoor storage
  - b. Car Wash
  - c. Taxidermist
  - d. Automobile, muffler, and/or brake shop
  - e. Automobile, Tune-up shop
  - f. Contractor's office
  - g. Residential or community shelter
  - h. Automotive sales lots and associated service facilities (new or used)
  - i. Boarding and rooming houses
  - j. Quick oil change store
  - k. Tire store
  - l. Van, moving, or truck rental
  - m. Auto body repair shop
  - n. Building materials sales with outdoor storage
  - o. Heavy equipment and farm equipment rental or sales and service
  - p. Mobile home or mobile building leasing or sales lots (new or used)

#### Architectural Design

5. All building exteriors shall be constructed of brick, stone or stucco. All buildings shall have flat roofs with architectural treatments to include canopies and parapets. Mechanical, HVAC and like systems shall be screened from street level on all sides by an opaque wall of brick, stucco, split faced block, or similar material approved by the Department of Planning and Development. Architectural design shall lend the appearance of multi-tenant occupancy; facades of multi-tenant buildings shall be varied in depth and parapet height. Final architectural plans and color palate shall be submitted to the City for approval.

6. Elevated or roof mounted mechanical, HVAC and like systems shall be positioned in such a way as to not be visible from the front street level or parking areas of the development. Final architectural plans and color palette shall be submitted to the Department of Planning and Development for approval.
7. Chain link fence shall be prohibited except around the stormwater management pond.

#### Landscaping and Parking

8. 15-foot wide landscape strips shall be provided along the commercial tract frontage of Harbins Road and West Drowning Creek Road. The landscape strips shall be planted so as to not impede sight distance along said roads. A landscape plan shall be submitted to the City for approval prior to the issuance of a development permit.

Provide non-ornamental shade trees spaced 30-feet on-center along the Harbins Road and West Drowning Creek Road rights-of-way and along the southern side of the rear access drive. All street trees shall be a minimum 3-inch caliper (dbh) at the time of planting.

Street trees shall be planted at least six-feet from back-of-curb subject to review and approval of the City of Dacula and Gwinnett Department of Transportation.

Street trees shall be of one or a combination of the following species:

- a. Willow Oak
  - b. Overcup Oak
  - c. Nuttall Oak
  - d. Pin Oak
  - e. Shumard Oak
  - f. Lacebark Elm
  - g. Japanese Zelkova
9. The required undisturbed buffer along the rear and side property line shall be eliminated and replaced with 25-foot wide landscape strips. Landscape strips shall be planted with a single row of Leyland Cypress trees, planted 30-foot on center.
  10. A parking lot landscape plan shall be submitted to the City for approval prior to a development permit issuance. At a minimum, the landscape plan shall include monument sign locations and should ensure that each parking island/strip will have a minimum of one (1) ornamental shade tree per 25 feet. Fifty (50) percent of all parking area trees shall be a minimum of 2-inch dbh caliper and fifty (50) percent shall be a minimum of 3-inch dbh caliper.
  11. All trash dumpsters shall be screened by an enclosure using the same exterior building material as the adjacent occupied buildings. Pickup shall be limited to the hours of 7:00 a.m. to 9:00 p.m. Monday through Saturday. Dumpster enclosures shall remain closed, locked, and in good repair at all times.
  12. Specimen trees on-site shall be saved when feasible.
  13. Natural vegetation shall remain on the property until issuance of a land disturbance permit.

Signage and Advertising

14. Oversized signs or billboards shall not be permitted.
15. Ground signage shall be limited to one monument-type sign for each commercial lot fronting Harbins Road. Each sign is limited to a maximum 50-square foot of advertising space. Monument signs shall not exceed a maximum of 6-foot in height and shall be constructed with a brick base (minimum two feet in height) matching the materials of the buildings. Neon signs shall be prohibited. Signs shall be set back 15-feet from right-of-way of Harbins Road and located so as to not impede site distance along Harbins Road. Sign location and design subject to review and approval by the City of Dacula.
16. Blinking, exposed neon, portable, inflatable and temporary signage shall be prohibited.
17. No tents, canopies, temporary banners, streamers or roping decorated with flags, tinsel, or other similar material shall be displayed, hung, or strung on the site without appropriate permit(s). No decorative balloons or hot-air balloons shall be displayed on the site.
18. Live human advertisement shall be prohibited within the subject area. This includes, but is not limited to, sign spinners, twirlers, dancers, clowns, and / or other similar temporary advertising methods commonly provided by costumed or animated humans.

Transportation and Infrastructure

19. A five-foot sidewalk shall be required adjacent to Harbins Road and West Drowning Creek Road rights-of-way. The sidewalk location shall be reviewed and approved by the City of Dacula and Gwinnett County Department of Transportation.
20. A five-foot wide sidewalk shall be required along the rear access drive. Sidewalk shall be constructed with an additional 2-foot by 8-foot pad approximately every 300 linear feet to accommodate pedestrian amenities such as benches, planters, and trash containers. All such required amenities shall be decorative, commercial-quality fixtures. Sidewalk design and placement of any of these amenities shall be reviewed and approved by the City of Dacula.
21. Prior to the issuance of a development permit, the developer shall complete a Traffic Impact Study for the site. The study shall be submitted to the City of Dacula and GCDOT Traffic Engineering for review and approval. Recommended improvements shall be completed at the owners/developer's expense prior to the issuance of any certificates of occupancy for the development.
22. Coordinate with Harbins 316 planned mixed-use development to provide a full center turn lane along Harbins Road in lieu of a right-in, right-out drive lane, as required by Gwinnett County DOT.
23. Align West Drowning Creek Road entrance with the proposed driveway for DRI 3700 (Harbins 2) as feasible. The entrance location shall be reviewed and approved by the City of Dacula.

24. Provide a sight distance verification for each driveway. The number, location and design of all access driveways will be subject to review and approval by GCDOT Traffic Engineering and the City Of Dacula.
25. Widening/entrance plans shall be submitted for review and approval by the City of Dacula and Gwinnett County Department of Transportation. It shall be the responsibility of the applicant to secure at no cost to Gwinnett County all necessary right-of-way to implement the required improvements.
26. Provide decorative light poles / fixtures adjacent to (not on) Harbins Road right-of-way and the rear access drive. Streets lights shall be staggered, 150 feet on-center. Light poles shall be black and a maximum 20 feet high. All street lighting shall be subject to review and approval of the City of Dacula and Gwinnett County Department of Transportation. Where applicable, streetlights shall be placed adjacent to required pedestrian amenity sidewalk pads. The property owner shall be responsible for street light maintenance and lighting fees. A separate lighting plan showing type of light and locations shall be submitted to the City for review and approval.
27. Parking lot lighting shall be directed in toward the property so as not to shine directly onto adjacent properties.
28. All new utility lines shall be located underground. The developer shall be responsible for the relocation of public or private utilities and stormwater infrastructure.
29. Utilities shall be placed on the developer's property whenever possible, appropriate access and maintenance easements shall be filed at the time of final plat approval for any one parcel or section of the subject development.
30. All vehicular access onto the proposed rear access drive must meet the City of Dacula's project access improvement standards of a public road. All improvements shall be provided by the developer.
31. Interparcel access drive shall be provided to parcel #5277 043.

**VI. NEW BUSINESS:**

None

**VII. ADJOURNMENT:**

Member Greeson motioned to adjourn. Member Montalbano seconded. Motion passed unanimously. Meeting adjourned at 6:17 p.m.

Minutes approved

November 28, 2022

Date

Courtney Mahady

Signature