

# **CITY OF DACULA**

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

## **PLANNING COMMISSION**

### **MINUTES**

**November 27, 2023**

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

The Planning Commission met on Monday, November 27, 2023 in the Council Chambers at Dacula City Hall, Dacula, Georgia.

Vice Chairman Lisa Bradberry called the meeting to order at 6:00 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, Myra Montalbano

Not Present  
Chairman, Mark Chandler

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

Brittni Nix, City Administrator  
Amy Morris, Director of Human Resources & Business Services  
Dana Stump, Administrative Assistant for Planning & Zoning  
Hayes Taylor, City Planner  
Amy White, City Marshal

#### **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, September 25, 2023

Member Greeson motioned to approve the September 25, 2023 minutes. Member Francis seconded. Motion passed unanimously.

**V. OLD BUSINESS:**

*None*

**VI. NEW BUSINESS:**

- 2. PUBLIC HEARING: 2023-CD-RZ-03;** Applicant: Archon Homes, Owner: Dacula Real Estate requests rezoning from MH Mobile Home Park District to R-TH Single Family Residence Townhouse District The property is located in Land Lot 275 of the 5th District and contains 4.04 acres more or less.

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

City Planner, Hayes Taylor, presented the staff case report for the rezoning application. The applicant has requested rezoning from MH Mobile Home Park District to R-TH Single Family Residence Townhouse District. Staff recommends approval with twenty-one conditions.

Applicant Representative, John Slappey, 2160 Morningside Dr. Suite 250, Buford, GA 30518, expressed their thoughts were to keep the same density. Mr. Slappy also stated they would give the tenants a 60-day notice before they had to be out and that they would be glad to help them with any assistance they may need.

*Comments in favor*

*None*

*Comments in opposition*

*None*

Member Greeson motioned to close the public hearing. Member Francis seconded. Motion passes unanimously.

- 3. Rezoning Application: 2023-CD-RZ-03;** Applicant: Archon Homes, Owner: Dacula Real Estate requests rezoning from MH Mobile Home Park District to R-TH Single Family Residence Townhouse District The property is located in Land Lot 275 of the 5th District and contains 4.04 acres more or less.

Member Francis motioned to recommend approval of the rezoning application with the following twenty-one conditions. Member Greeson seconded. Motion passed unanimously.

1. The property shall be developed in accordance with the conceptual site plan prepared by Archon Homes dated August 23, 2023 and with the provided zoning conditions. Any

substantial deviation from the approved conceptual plan and/or remaining conditions of zoning shall be resubmitted to the City Council for consideration. The City Administrator shall determine what constitutes substantial deviation.

2. The open space shall not be subdivided and shall be owned and maintained by a mandatory homeowners' association. The deed to the mandatory homeowners' association shall require that the open space be perpetually maintained.
3. The maximum number of dwelling units shall not exceed 4 buildings consisting of 16 units total.
4. The minimum heated floor area per dwelling unit shall be 1,800 square feet.
5. The front and side façades of all dwelling units shall consist of architectural treatments of brick, stone, or stucco with fiber cement siding for the remainder of the elevation. The remainder of the structures shall be constructed of brick, stone, stucco, concrete fiber, or similar material.
6. The proposed elevation, building materials, and colors shall be approved by the City prior to building permit issuance.
7. Delineated street parking outside of travel lanes along the internal road must be provided by the developer.
8. Collection of solid waste, recycling, and recovered materials from the townhome development shall be arranged by an agreement with a franchised contractor.
9. The development shall include an amenity area with a park benches, and picnic tables. The benches and tables will be included in a walking trail, gathering space, or central green as approved by the City.
10. The development shall include a cabana, pavilion or shade provision alternative in the designated mail kiosk space as approved by the City.
11. All non-amenity grassed areas shall be sodded.
12. The amenity and stormwater maintenance areas may include lower maintenance grass alternatives such as Blue Star Creeper, Corsican Mint, Microclover, or Fescue as approved by the City Administrator.
13. 5-foot-wide sidewalks shall be constructed on both sides of the internal private drive.
14. 5-foot-wide sidewalks shall be constructed along the property frontage of Stanley Road, Shane Lane, and Jody Avenue.
15. The developer shall provide street trees along the external sidewalk, internal sidewalk and internal walkways at 25-foot increments on center. All trees should be 6 to 8 feet tall at the time of installation with a minimum DBH of 2.5 inches. Subject to review and approval by the City Administrator or their designee.

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

- a. Sweet Bay Magnolia
- b. Blood Good Japanese Maple
- c. Eastern Redbud
- d. Willow Oak
- e. Carolina Silverbell
- f. Nuttall Oak
- g. Shumard Oak
- h. White Oak
- i. Japanese Zelkova
- j. Red Maple
- k. North Red Oak

- 16. The developer will provide crosswalks at the stop signs of the internal private drive.
- 17. The developer shall submit the Final Plat to the City of Dacula prior to the issuance of any building permits.
- 18. Each townhome building shall have landscape features to include, but not necessarily limited to flowerbeds, landscape trees, evergreen understory plantings and the like. Subject to review and approval by the City Administrator or their designee.
- 19. Underground utilities shall be provided throughout the development.
- 20. Street light service feeds and maintenance are the responsibility of the homeowner's association. Street light fixtures must be reviewed and approved by the City.
- 21. Ownership and maintenance of internal drives, roads, sidewalks and/or parking area found on the subject site shall be the responsibility of the developer and/or private property owner.

- 4. **PUBLIC HEARING: 2023-CD-COC-02**, Applicant: J&R, LLC, Owner: James Roy Greeson requests changes to 2022-CD-AA-01 and 2022-CD-RZ-02 condition(s). The property is located in Land Lot 277 of the 5th District and contains 4.52 acres more or less.

Application was withdrawn on November 14, 2023.

5. **Change of Conditions Application: 2023-CD-COC-02**, Applicant: J&R, LLC, Owner: James Roy Greeson requests changes to 2022-CD-AA-01 and 2022-CD-RZ-02 condition(s). The property is located in Land Lot 277 of the 5th District and contains 4.52 acres more or less.

No votes were taken

**6. PUBLIC HEARING:** Ordinance to amend Article III of the Zoning Resolution

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

City Planner, Hayes Taylor presented amendments to Article III of the Zoning Resolution to add three (3) definitions: meeting, parking deck and special events.

*Comments in favor*

None

*Comments in opposition*

None

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

**7. Ordinance to amend Article III of the Zoning Resolution**

Member Montalbano motioned to recommend approval of the amendment to Article III of the Zoning Resolution. Member Greeson seconded. Motion passed unanimously.

**VII. ADJOURNMENT:**

Member Francis motioned to adjourn. Member Greeson seconded. Motion passed unanimously. Meeting adjourned at 6:12 p. m.

*Minutes approved*

\_\_\_\_\_  
January 29, 2024  
Date  
\_\_\_\_\_  
Courtney Mahady  
Signature