# **Mayor and City Council Regular Meeting**



Thursday, July 03, 2025 at 7:00 PM

**Dacula City Hall, Council Chambers** 

442 Harbins Rd. | P.O. Box 400 | Dacula, Georgia 30019 | (770) 963-7451

# Agenda

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

## **INVOCATION:**

#### **PLEDGE OF ALLEGIANCE:**

# **CONSENT AGENDA:**

- 1. Approval of the Minutes from the Worksession Meeting on June 5, 2025
- 2. Approval of the Minutes from the Regular Meeting on June 5, 2025
- 3. Ordinance to amend the City's Development Regulations
- 4. Resolution regarding the abandonment and sale of certain vehicles, equipment, and other personal property
- 5. A Resolution to Regulate and Provide for the calling of a General Municipal Election on Tuesday, November 4, 2025

#### **OLD BUSINESS:**

6. Ordinance to amend Chapter 22, Section 22-5 - Solid Waste

#### **NEW BUSINESS:**

- 7. **PUBLIC HEARING:** Ratification of revisions to the Official Zoning Map of the City of Dacula
- 8. Ratification of revisions to the Official Zoning Map of the City of Dacula

# **STAFF COMMENTS:**

#### **MAYOR AND COUNCIL COMMENT(S):**

#### **PUBLIC COMMENTS:**

**EXECUTIVE SESSION:** Personnel, real property, and legal matters

#### **ADJOURNMENT:**



# **Mayor and City Council Worksession**

Thursday, June 05, 2025 at 6:00 PM
Dacula City Hall, Council Chambers

442 Harbins Rd. | P.O. Box 400 | Dacula, Georgia 30019 | (770) 963-7451

#### Minutes

Updated June 3, 2025

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

Meeting started at 6:00 p.m.

#### **Councilmembers Present:**

Mayor Trey King Councilmember Sean Williams Councilmember Jason Shelton Councilmember Ann Mitchell Councilmember Denis W. Haynes, Jr.

# **City Staff Present:**

Brittni Nix, City Administrator
Jack Wilson, City Attorney
Courtney Mahady, Administrative Clerk
Hayes Taylor, City Planner
Dana Stump, Administrative Assistant for Planning & Zoning
James Ross, City Marshal
Alethia Hyman, Tax Clerk
Renee Cooke, Front Desk Clerk

# II. <u>OLD BUSINESS:</u>

None

#### III. NEW BUSINESS:

1. Ordinance to amend Chapter 8 - Health and Safety and Chapter 12 - Business Licenses and Regulations

City Administrator, Brittni Nix, discussed the ordinance to amend Chapter 8 and Chapter 12.

2. Ordinance to amend Chapter 22, Section 22-5 - Solid Waste

City Administrator, Brittni Nix, discussed the ordinance to amend Chapter 22, Section 22-5 of the Solid Waste ordinance.

3. Proposal for geotechnical services

City Administrator, Brittni Nix, discussed the proposal for geotechnical services.

4. Proposal for GCIC and court software services

Court Administrator, Amy Morris, discussed the proposal for GCIC and court software services.

5. Second amendment to property purchase contract

City Administrator, Brittni Nix, discussed the second amendment to property purchase contract.

#### IV. MARSHAL UPDATE:

Brittni Nix provided the marshal updated on behalf of Chief Marshal Amy White.

# V. <u>CITY ADMINISTRATOR UPDATE:</u>

Brittni Nix provided the city administrator update.

## *VI. MEMBER COMMENT(S) / QUESTION(S):*

Councilmember Mitchell discussed the city's efforts to conduct due diligence regarding the oak tree and explored possible ways to preserve it. She asked the Mayor and Council to consider potential uses for the tree's wood.

Councilmember Haynes, Jr. expressed his appreciation to the Mayor and Council for creating an environment where differing opinions can be shared respectfully. He praised their ability to engage in 'agree to disagree' conversations without letting disagreements become personal or disruptive.

#### VII. ADJOURNMENT:

Meeting adjourned at 6	5:35 p.m.		
Minutes approved			
11	 Date	Signature	



# **Mayor and City Council Regular Meeting**

Thursday, June 05, 2025 at 7:00 PM

Dacula City Hall, Council Chambers

442 Harbins Rd. | P.O. Box 400 | Dacula, Georgia 30019 | (770) 963-7451

#### Minutes

Updated June 3, 2025

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

Mayor King called the June 5, 2025 Council Meeting to order at 7:00 p.m. and a roll call of the members was taken. A quorum was present. He welcomed everyone to the meeting.

#### **Councilmembers Present:**

Mayor Trey King Councilmember Sean Williams Councilmember Jason Shelton Councilmember Ann Mitchell Councilmember Denis W. Haynes, Jr.

# **City Staff Present:**

Brittni Nix, City Administrator
Jack Wilson, City Attorney
Courtney Mahady, Administrative Clerk
Hayes Taylor, City Planner
Dana Stump, Administrative Assistant for Planning & Zoning
James Ross, City Marshal
Alethia Hyman, Tax Clerk
Renee Cooke, Front Desk Clerk

#### II. INVOCATION:

Pastor Jeff Rogers gave the invocation.

# III. PLEDGE OF ALLEGIANCE:

Mayor King led the Pledge of Allegiance.

#### IV. CONSENT AGENDA:

- 1. Approval of the Minutes from the Worksession Meeting on May 1, 2025
- 2. Approval of the Minutes from the Regular Meeting on May 1, 2025
- 3. Ordinance to amend Chapter 8 Health and Safety and Chapter 12 Business Licenses and Regulations

- 4. Ordinance to amend Chapter 22, Section 22-5 Solid Waste
- 5. Proposal for geotechnical services
- 6. Proposal for GCIC and court software services
- 7. Second amendment to property purchase contract

Councilmember requested to remove item #4 Ordinance to amend Chapter 22, Section 22-5 - Solid Waste from the consent agenda and move it under new business.

Motion to approve the consent agenda with the removal of item #4 made by Councilmember Haynes, Jr., Seconded by Councilmember Williams.

Voting Yea: Councilmember Williams, Councilmember Shelton, Councilmember Mitchell, Councilmember Haynes, Jr.

# V. <u>OLD BUSINESS:</u>

None

## VI. NEW BUSINESS:

4. Ordinance to amend Chapter 22, Section 22-5 - Solid Waste

Motion to table to the July 3, 2025 Council Meeting made by Councilmember Haynes, Jr., Seconded by Councilmember Shelton.

Voting Yea: Councilmember Williams, Councilmember Shelton, Councilmember Mitchell, Councilmember Haynes, Jr.

#### VII. STAFF COMMENTS:

None

#### VIII. MAYOR AND COUNCIL COMMENT(S):

The Mayor and Council agreed with Councilmember Haynes, Jr's statement from the Worksession, noting how valuable it is to have respectful and constructive discussions, even when opinions vary. They also congratulated Hayes Taylor on passing his AICP exam.

Mayor King added his thanks to everyone who made the Memorial Day Parade another success this year.

#### IX. PUBLIC COMMENTS:

Veronica Pennington, 865 Tanner Road, Dacula, Georgia 30019, gave a presentation regarding The Sandwich Project.

Glen Haller, 2355 Harbin Oaks Drive, Dacula, Georgia 3019, inquired if the city was going to raise the taxes to help pay for the City Core Project.

Mayor King informed Mr. Haller that the city is not going to raise the taxes for the Project.

# X. <u>EXECUTIVE SESSION:</u> Real property, potential litigation, and personnel matters

Motion to exit regular session and enter executive session made by Councilmember Shelton, Seconded by Councilmember Mitchell for the purpose of real property, potential litigation, and personnel matters at 7:24 p.m.

Voting Yea: Councilmember Williams, Councilmember Shelton, Councilmember Mitchell, Councilmember Haynes, Jr.

Motion to exit executive session and reconvene regular session made by Councilmember Williams, Seconded by Councilmember Haynes, Jr. at 8:07 p.m.

Voting Yea: Councilmember Williams, Councilmember Shelton, Councilmember Mitchell, Councilmember Haynes, Jr.

City Attorney, Jack Wilson, reported no votes were takin in executive session. The Council met to discuss real property, pending litigation, and personnel matters as allowed by the Open Meetings Act.

# XI. ADJOURNMENT:

Motion to adjourn made by Councilmember Haynes, Jr., Seconded by Councilmember Shelton. Voting Yea: Councilmember Williams, Councilmember Shelton, Councilmember Mitchell, Councilmember Haynes, Jr.

Meeting adjourned	at 8:07 p.m.		
Minutes approved _	 Date	 Signature	



# **MEMO**

TO: Mayor and City Council of the City of Dacula

FROM: Hayes Taylor, City Planner

DATE: July 3, 2025

SUBJECT: Development Regulations Update

In February 2024, the City of Dacula ratified the 2050 Comprehensive Plan, which outlines the community's long-term vision and goals. Updating the City's Development Regulations will codify goals stated in the comprehensive plan, allow the City to account for modern project timelines, and require standards that staff consistently includes in their recommended conditions for zoning cases.

# The recommended updates include:

- Mandating that Georgia Power or requisite local power company install street lights;
- Extending timeframe for maintenance and performance sureties by an additional 12 months;
- Requiring chain link fences around stormwater detention ponds;
- Modifying street layout requirements; and
- Adding a provision regarding traffic calming devices.

Staff requests approving the recommended resolution effective immediately.

# AN ORDINANCE TO AMEND THE CITY'S DEVELOPMENT REGULATIONS

WHEREAS, the City has reviewed its policies and procedures with respect to the Development Regulations; and

WHEREAS, the current references to Development Regulations are outdated and should be updated and adjusted for current conditions; and

WHEREAS, it is in the best interest of the health, safety and welfare of the citizens of the City of Dacula to amend the City Code to adopt by reference the model and Development Regulations outlined herein;

NOW THEREFORE, THE MAYOR AND COUNCIL OF THE CITY OF DACULA HEREBY ORDAINS that the City Development Regulations be amended as follows:

#### **SECTION 1**

The existing Article IV, Sections 4.6.1 and 4.7.1; Article VI, Sections 6.3.3, 6.3.4, 6.4.6, and 6.9.5; and Article IX, Sections 9.3.2, 9.4, and 9.5.5 are amended as marked on Exhibit "A" attached hereto and incorporated herein by reference.

#### **SECTION 2**

The City Administrator and Director of Planning and Economic Development are further authorized to correct typographical errors in the text of the existing Development Regulations and to produce and publish a final codified version of the Development Regulations with the amendments and revisions outlined herein.

#### **SECTION 3**

In the event any Court of competent jurisdiction determines that any portion of the foregoing amendment is invalid, unconstitutional or otherwise illegal, such rulings shall not impair the validity of the rest and remainder of this amendment.

#### SECTION 4

All laws and parts of laws in conflict with this Ordinance are hereby repealed.

# SECTION 5

This Ordinance and	the amendments	outlined herein	shall be eff	fective imme	diately
upon their adoption by the l	Mayor and City C	Council.			

SO ORDAINED by the gove of July, 2025	erning authority of the City of Dacula, this da
AYES:	
NAYES:	
ATTEST:	HUGH D. KING, III MAYOR, CITY OF DACULA
BRITTNI NIX, CITY ADMINISTRATOR	

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Exhibit A:

Article 9

#### 9.3.2 **Block Dimensions**

- A. Blocks shall generally have a width ranging from 200 to 400 feet, and a length ranging from 400 to 800 feet in length, except where topographic conditions and/or unique lot configurations offer no practical alternatives.
- B. Blocks shall be no longer than 1,000 feet long. In blocks over 1,000 800 feet the City may, when existing or proposed pedestrian circulation patterns or public gathering places so justify, require pedestrian ways or pedestrian access easements, as appropriate, through the block, with said easements improved to accommodate either underground utilities, drainage facilities, emergency access, and/or a pedestrian/bicycle pathway.

#### 9.4 ACCESS

- A. A maximum number of 200 150 residential dwelling units shall be allowed to be constructed with only one street outlet to an existing public street. If a second access to an existing public road is not available or, in the opinion of the City, could induce non-residential traffic through the development, a single entrance may be allowed if designed with a traffic signal and/or sufficient right-of-way and improvements to provide a protected left-turn lane.
- B. At the discretion of the City Administrator or his / her designee, more than one means of vehicular access on different streets may be required based on Traffic Impact Study results, adopted plans, or site-specific conditions.

# 9.5.5 Traffic Calming Techniques

The use of traffic calming devices such as raised intersections (speed tables), chicanes (lateral shifts), and roundabouts may be required by the Planning Department depending the nature of the roadway or intersection.

#### **Article 4**

#### 4.6.2 Maintenance and Performance Surety

A. The Development Performance and Maintenance Agreement shall be accompanied by a bond, letter of credit or other acceptable surety providing for the maintenance of all installation and Public improvements required by these Regulations in the

Legend: Deleted = Strikethrough Added = Bold

development for a period not to exceed 24 months (two years) 36 months (three years) following the date of Approval of Development Conformance. The Maintenance Bond period of application may be extended by the City at the request of the Developer, provided it is in the best interest of the health, safety and welfare of the public.

#### Article 6

#### 6.3.3 Cul-de-sac Streets

- A. The use of culs-de-sac shall be discouraged, except in areas where topography or environmentally sensitive lands or other public resource lands would prevent extension and connection to adjoining and surrounding streets.
- AB. When permitted, Delead end streets designed to have one end permanently closed shall provide a cul-de-sac turnaround and may be no more than 2000' 1,500' in length from the nearest intersection. Additional length necessitated by topography or property configuration may be approved by the City.
- C. Dead end streets of more 1,000' in length, may be required when existing or proposed pedestrian circulation patterns or public gathering places so justify, require pedestrian ways or pedestrian access easements, to provide access to existing and/or future open space areas, public facilities, trails, or adjacent subdivisions.
- **BD**. The length of a cul-de-sac street shall be measured from the center of the cul-de-sac to the center of the intersection with another street, whether a through street or another cul-de-sac or dead-end street.
- **CE.** Eyebrow cul-de-sac (half cul-de-sacs) will be allowed only at "right-angled" intersections having an interior angle between 80 degrees and 100 degrees.
- **DF**. Cul-de-sacs shall conform to the layout and dimensional requirements as shown in the Standard Drawings.

#### 6.3.4 Other Dead End Streets

- A. A dead end street shall be provided to the boundary of a subdivision where necessary to provide access to a land-locked abutting property, for planned continuity of future circulation, for improved access for public safety vehicles, or for the extension of public water or other utilities to neighboring lands. Such dead end streets shall be designed so as to allow their reasonable extension, and shall be located so as to be reasonably incorporated into a street design for the neighboring property. The stub street requirement may be waived by the City.
- B. Dead end streets on abutting property shall be extended into a proposed subdivision and incorporated into the street design of the development. This requirement may be waived

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by the City Council in cases of serious topographical hardship or dissimilar zoning which would create unacceptable land use conflicts between the two developments. This modification may be conditioned on the provision of easements necessary for the extension of public utilities, the provision of cul-de-sac or other permanent turnaround on the dead end street, or the removal of the dead end street back to its nearest intersection.

- C. A dead end street may be required to provide a temporary vehicular turnaround within the right-of-way. This requirement may be waived if extension of the dead end street is approved and under construction prior to its inclusion in a Final Plat.
- D. Where a street dead ends at the property boundary and the street exceeds 1,000' in length, a permanent cul-de-sac shall be required. In this situation, right-of-way to the property boundary shall be required, but the pavement shall not be extended to the property boundary beyond the edge of the paved cul-de-sac turnaround. In no case shall a dead end street exceed 2,000' 1,500' in length, unless approved by the City due to unusual topographic conditions or property configuration.

# 6.4.6 Street Lights

The installation of all street lighting fixtures within City right-of-way must be approved by the City or the Gwinnett County Department of Transportation prior to such installation.

Street lights shall be required along all interior streets of residential subdivisions. Lights shall be located within the rights-of-way and shall be of the type and spacing approved by the utility company of jurisdiction. Type and spacing shall be approved by the City or Gwinnett County, corresponding to the owner of the right-of-way.

- A. Developers must contract Georgia Power or requisite local power company to install lights for all new developments to the industry standards.
- B. For HOA residential developments, the HOA is responsible for maintenance and costs of operating street light fixtures.

#### 6.9.5 STORMWATER UTILITY

- A. Black chain link fence(s) with restricted gate access shall enclose detention / bioretention ponds. The property owner's association is responsible for the maintenance of the pond(s) and fence(s).
- B. Stormwater maintenance / bioretention areas are encouraged to include practices from the Georgia Stormwater Management Manual green standards. Stormwater bioretention areas may include lower maintenance grass alternatives, such as Blue Star Creeper, Corsican Mint, Micro-Clover, Fescue, or native grasses, native shrubs, and native trees, subject to planning department approval.
- C. Stormwater detention / bioretention ponds with green stormwater and pedestrian infrastructure are permitted as an alternative to black chain link fence(s), as approved by the City Administrator or his / her designee.

# ARTICLE 9 PERFORMANCE GUIDELINES

All projects for permit within the City of Dacula will be required to follow the latest version and all amendments (including any future amendments) to Gwinnett County's Storm Water Regulations.

#### 9.1 GENERAL

# 9.1.1 Purpose

The Sections enumerated in this Article are guidelines, and are intended to be benchmark indicators of what standards could be acceptable. They are further intended to allow alternate designs which could produce results similar to these performance standards and similar protection to the public. The objective of these performance standards is not to suggest a single methodological standard of acceptance exclusive of all others. Rather they establish what would otherwise be allowed in the absence of an acceptable alternative.

#### 9.1.2 Constraints

The alternative design solutions are constrained by the Design Requirements of Article 5, the Access Requirements and Street and Right-of-Way Requirements and the Street Construction Standards of Article 6, and the Grading, Detention, Drainage Requirements of Article 8, as well as the Purpose and Intent of these Regulations.

# 9.1.3 Documentation Required

In the event that an alternative is suggested by the applicant, studies and reports conducted by professionals currently certified in the State of Georgia will be required to be submitted to and approved by the City. These studies and reports must clearly relate to the desired results and purposes expressed or implied in the applicable performance standard. Once an alternative has been approved by the City, it shall become a required standard applicable to the specific approved Permit only.

#### 9.2 LOTS

- 2.2.1 Lots should be designed generally such that they are no more than four times as deep as they are wide at the building setback line, unless accepted by the City.
  - A. The City may require notation that a House Location Plan (HLP) is required to be approved prior to issuance of a building permit on certain lots when particular care in locating the house or other improvements will be necessary. Such lots include, but are not limited to:
    - 1. A lot which presents particular or unusual difficulties for a builder to meet minimum required building setbacks.
    - 2. A lot upon which an easement is located of unusual configuration.
    - 3. A lot containing a floodplain but upon which no fill or other encroachment into the floodplain is anticipated at the time the Final Plat is filed.
    - 4. A lot upon which is located all or a part of a stormwater detention facility.
    - 5. A lot upon which a buffer is located which was required by the Zoning

- 9.2.1 Lots should be designed generally such that they are no more than four times as deep as they are wide at the building setback line, unless accepted by the City. (Continued)
  - Ordinance as a condition of zoning approval.
  - 6. All duplex lots.
  - B. The City may require notation that a Residential Drainage Plan (RDP) is required to be approved prior to issuance of a building permit on certain lots where additional (site specific) engineering will be necessary to properly grade the lot or locate the building or other improvements. Such lots include, but are not limited to:
    - 1. A lot containing floodplain where fill or other encroachment into the floodplain is planned or reasonably expected.
    - 2. A lot containing severe topographic features which interfere with the building site.
    - 3. A lot containing a drainage easement with a pipe discharge or other facilities, or flow characteristics which may adversely affect the location of a building or other site improvements.
  - C. The City may require notation that a Residential Drainage Study (RDS) is required to be approved prior to issuance of a building permit on certain lots where particular attention to site grading will be necessary, but formal engineering is not needed. Such an RDS is conducted in the field where the effect of the site grading must be accomplished with adequate care so as not to create a drainage problem on neighboring property.
- 9.2.2 Side lot lines generally should be at right angles (90 degrees) to straight street lines or radial to curved street lines as much as practical. Side lot lines should be radial to the radius points of all cul-de-sacs. Variations of more than 10 degrees shall require approval of the City, but shall be approved when appropriate to the reasonable loading pattern of the subdivision, efficient use of the land relative to topographic conditions, or provisions of improved building sites over those which would result without variation of the side lot lines.
- 9.2.3 Corner lots shall be sufficiently larger so that they have the same width between minimum side setback lines as an interior lot, but in no case shall more than 75 feet between side setback lines on a corner lot be required.
- 9.3 BLOCKS
- 9.3.1 The lengths, widths, and shapes of blocks shall be determined with regard to:
  - A. Provision of adequate building sites suitable to the special needs of the type of use contemplated
  - B. Applicable zoning requirements as to lot size and dimensions,
  - C. Needs for convenient access, circulation, control, and safety of street traffic,
  - D. Limitations and opportunities of topography.

#### 9.3.2 **Block Dimensions**

- A. Blocks shall generally have a width ranging from 200 to 400 feet, and a length ranging from 400 to 800 feet in length, except where topographic conditions and/or unique lot configurations offer no practical alternatives.
- B. Blocks shall be no longer than 1,000 feet long. In blocks over 1,000 800 feet the City may, when existing or proposed pedestrian circulation patterns or public gathering places so justify, require pedestrian ways or pedestrian access easements, as appropriate, through the block, with said easements improved to accommodate either underground utilities, drainage facilities, emergency access, and/or a pedestrian/bicycle pathway.

#### 9.4 ACCESS

- **A.** A maximum number of 200 150 residential dwelling units shall be allowed to be constructed with only one street outlet to an existing public street. If a second access to an existing public road is not available or, in the opinion of the City, could induce non-residential traffic through the development, a single entrance may be allowed if designed with a traffic signal and/or sufficient right-of-way and improvements to provide a protected left-turn lane.
- B. At the discretion of the City Administrator or his / her designee, more than one means of vehicular access on different streets may be required based on Traffic Impact Study results, adopted plans, or site-specific conditions.

#### 9.5 ROADWAY DESIGN

- 9.5.1 Street Grades and Design Speeds
  - A. Minimum grade for all local and minor collector streets shall be 1.5%. Minimum grades for all major collector and arterial streets shall conform to Georgia DOT practice.
  - B. Minimum grade of less than 1.5% on a local street may be approved by the City, based on adequate engineering designs, where at least 1.5% cannot reasonably be achieved due to topographical limitations imposed by the land. In such cases, a Record Drawing and such computations as necessary shall be provided after construction to establish that the street will drain in accordance with these Regulations. Street sections where unacceptable pooling, excessive spread at catch basins, or other hazardous conditions occur shall be reconstructed or otherwise improved to eliminate such conditions.
  - C. Minimum vehicle design speeds and maximum grades allowable in City of Dacula by street classification shall be as shown in Table 9-A.

# TABLE 9-A MINIMUM DESIGN SPEEDS AND MAXIMUM GRADES

Item	3
поп	J.

STREET CATEGORY	MAXIMUM GRADE	<b>DESIGN SPEED</b>
Arterial	8%	50 MPH
Collector	10%	$40\mathrm{MPH}$
Minor Collector	10%	30 MPH
Local	15%	20 MPH

- \* Grades between 12% and 14% shall not exceed a length of one hundred and fifty feet (150') and shall require an "as graded" survey prior to the installation of the curb or utilities. The distance shall be measured as the tangent length between points of curvature.
- D. Maximum grade on any cul-de-sac turnaround shall be 6%.

# 9.5.2 Vertical Street Alignment

- A. All changes in street profile grades having algebraic difference greater than 1% shall be connected by a parabolic curve having a minimum length (L) equal to the product of the algebraic difference between the grades in percent (A) and the design constant (K) assigned to the street according to its category (i.e., L=KA).
- B. Constant (K) values are shown in the Table 9-B for both desirable and minimum acceptable ("hardship") conditions. In all cases, the "desirable" value shall be used, unless it cannot be achieved due to topographic conditions beyond the developer's

# 9.5.2 Vertical Street Alignment (Continued)

control.

In such hardship situations, the City may approve a lesser value to the extent required by the hardship situation, but in no event less than the value shown in the Table as "minimum."

# TABLE 9-B CONSTANT (K) VALUES FOR VERTICAL CURVES

STREET CATEGORY		ST CURVES JM / DESIRABLE	SAG CU MINIMUM / I	
Arterial	100	170	80	110
Collector	55	80	55	70
Minor Collector	30	30	35	35
Local	10	10	20	20

#### 9.5.3 Horizontal Street Alignment

A. All new streets shall adhere to the following standards governing horizontal curvature and superelevation:

TABLE 9-C HORIZONTAL CURVES		
STREET CATEGORY	MINIMUM RADIUS (FT)	MAXIMUM <u>SUPERELEVATION</u>

# Article 9 Performance Guidelines

Arterial	833	0.06	
Collector	560	0.04	
Minor Collector	300	0.00	
Local	120	0.00	

B. Superelevation for horizontal curves shall be calculated utilizing the following formula:

R = minimum radius curve v = vehicle design speed (MPH)

e = rate of superelevation 2 (decimal of a foot rise per foot of roadway)

R = v f = side friction factor, as follows:<math>15 (e + f) Vehicle Design Speed (v) 30 40 50 60

Side Friction Factor (f) .16 .15 .14 .12

C. Widening section along existing streets shall be designed reflecting existing curvature and superelevation, if any, unless the existing street has been included in a specific design by Gwinnett County or Georgia DOT which calls for different standards, in which case the project will be coordinated with the overall design.

# D. Superelevation Runoff

Roadway edge curves shall be provided for tangent runout (bringing edge from a normal crown to centerline elevation) and superelevation runoff (from the end of tangent runout to the point of design superelevation) in accordance with design standards of the Georgia Department of Transportation or other professional engineering standards.

#### E. Tangents and Compound Curves

Between reverse horizontal curves there shall be not less than the minimum centerline tangents shown in Table 9-D unless otherwise specified by the Georgia Department of Transportation. Compound radii curves are prohibited. At least the "desirable" length shall be provided unless hardship conditions of topography or property configuration will not allow lengths greater than those shown as "minimum." For compound circular curves, the ratio of the flatter radius to the sharper radius shall not exceed 1.5 to 1.

	TABLE 9-D	
	TANGENTS	
	MINIMUM	DESIRABLE
STREET CATEGORY	TANGENT LENGTH	TANGENT LENGTH
Arterial	125	150
Collector	100	120
Minor Collector	75	90
Local	50	60

NOTE: Minimum tangents are based on the distance traveled in 1.7 seconds at the design speed for each category of street. Desirable length is based on distance traveled in 2.0 seconds.

#### 9.5.4 Horizontal and Vertical Clearances

#### A. Horizontal Clearances

- 1. A shoulder of no less than 11 feet from the back of curb or edge of pavement, appropriately graded and having gentle slopes of not more than 2 inch per foot and rounded cross-sectional design shall be maintained along all streets. Beyond the shoulder but within the right-of-way, slopes shall not exceed one foot of rise for each two (2') feet of horizontal distance on a cut slope, and one foot of fall for each three (3') feet of horizontal distance on a fill slope.
- 2. Along all public streets, a clear zone shall be provided for a minimum distance of six (6') feet from back of curb or edge of pavement wherein nothing may be located above ground level except traffic/street signs, public utility structures, and mail boxes.
- 3. At selected locations, such as the outside of a sharp curve a wider clear zone with greater horizontal clearances provided to any roadside obstruction may be required.
- 4. The City of Dacula, Gwinnett County Department of Transportation, in accordance with Georgia Law 32-6-51, is authorized to remove or direct the removal of any sign, signal, device, or other structure erected, placed, or maintained on the right-of-way of a public road which because of its nature, construction, or operation, constitutes a danger to, or interferes with the vision of, drivers of motor vehicles.

#### B. Vertical Clearances

Vertical clearance at underpasses shall be at least 14.5 feet over entire roadway width.

#### 9.5.5 Traffic Calming Techniques

The use of traffic calming devices such as raised intersections (speed tables), chicanes (lateral shifts), and roundabouts may be required by the Planning Department depending the nature of the roadway or intersection.

#### 9.6 STREET INTERSECTIONS

#### 9.6.1 Angle of Intersection

Intersections shall generally be at right angles and shall not be at an angle of less than 85 degrees unless approved by the City, nor less than 80 degrees unless the intersection is signalized in which case the angle of the intersection may be reduced subject to the review and approval of the Gwinnett County Traffic Engineer.

#### 9.6.2 Maximum Grade

Street intersections should be designed with a flat grade wherever possible, but in no case should the grade exceed two (2%) percent in normal situations (or 4% in topographical

hardship situations on local streets).

# 9.6.3 Intersection Approaches: Horizontal Alignment

- A. New <u>local streets</u> which approach an intersection with a street in a category higher than itself on a horizontal curve having a centerline radius less than 240 feet shall provide a tangent section of roadway at least 30 feet long. <u>Collectors</u> approaching an intersection with an Arterial on a horizontal curve having a centerline radius of less than 550 feet shall also provide the 30 foot tangent section. The tangent length shall be measured along the centerline of the street, from the right-of-way line of the intersecting street, extended, to the point of tangency with the centerline of the curve section.
- B. New <u>Arterials</u> shall provide tangent sections at intersections with streets in equal or higher categories as needed to provide adequate stopping distances at their design speeds.

# 9.6.4 Intersection Approaches: Vertical Alignment

- A. For intersections with local or Collector streets, a leveling of the street at a grade not exceeding 2 percent shall be provided but no level approach distance is required for streets approaching at less than seven (7%) percent, and a minimum 25 foot level approach distance shall be provided for streets approaching at a grade of seven (7%) percent or more. (See Standard Drawings).
- B. As a street approaches an intersection with an Arterial, there shall be a suitable leveling of the street at a grade not exceeding two (2%) percent and for a distance not less than the following minimums:

TABLE 9-E APPROACH DISTANCES AT MAJOR INTERSECTIONS

APPROACHING STREET CATEGORY	MINIMUM APPROACH DISTANCE
Arterial	100 Feet
Collector	75 Feet
Minor Collector	75 Feet
Local	50 Feet

<sup>\*</sup> Distance of the approach is measured from edge of pavement of the intersecting street to the point of curvature in the approaching street.

#### 9.6.5 Intersection Radii

Intersection radii for roadways measured at back of curb and for the right-of-way lines shall be as follows. For intersecting streets of different classification, the larger radii shall be provided. In all cases, adequate right-of-way shall be provided to maintain minimum

of 11 feet from back-of-curb. Larger radii may be required for streets intersecting at angles less than 90 degrees.

	ΓABLE 9-F		
INTERSECTION RADII			
STREET CATEGORY	ROADWAY <u>RADII</u>	R-O-W <u>RADII*</u>	
Arterial Collector	40 Feet 40 Feet	20 Feet 20 Feet	
Minor Collector-Residential	25 Feet	9 Feet	
Minor Collector-Nonresidential	40 Feet	20 Feet	
Local-Residential	20 Feet	9 Feet	
Local-Commercial or Office	25 Feet	11 Feet	
Local-Industrial	40 Feet	25 Feet	

<sup>\*</sup> Intersecting right-of-way lines may be joined by an arc having the minimum radius shown, or by a miter which cuts across right-of-way lines connecting the points where the required radius would have otherwise been tangent.

#### 9.6.6 Islands

Islands in street intersections shall conform to the design requirements of the standard drawings. In no case shall anything in an island extend more than 3 feet above the street grade within the right-of-way, except traffic regulatory devices and other infrastructure erected or approved by the City of Dacula. No island shall be approved which contains less than 100 square feet.

#### 9.6.7 Intersection Corner Sight Distance

- A. Intersections shall be designed with adequate corner sight distance for each street which approaches a street in an equal or higher street category (except an intersection of two local streets). Where necessary, backslopes shall be flattened and horizontal or vertical curves lengthened to provide the minimum required sight distance.
- B. The minimum corner sight distance from the approaching street shall be equal to or exceed 10 times the regulated speed of the intersecting street, as measured from the center of the approaching street in both directions along the right-of-way line of the intersecting street. As an alternative, the minimum corner sight distance requirement may be calculated using AASHTO "Policy on Geometric Design of Highways and Streets," Chapter 9 (at-grade intersections), latest edition. The sight distance shall provide clear visibility of an object 4 feet above the intersecting street viewed from the centerline of the approaching street at the right-of-way line of the intersecting street, at a height of 3.5 feet above the ground.

#### 9.6.8 Obstructing Visibility at Intersections

On any corner lot, within an area formed by the lot lines on the street sides of such lot and a line (miter) joining points on such lot lines located at a distance of 20 feet from the point of their intersection, the following shall apply:

A. There shall be no fence or wall or hedge higher than three (3') feet.

B. There shall be no obstruction to vision, other than a post or column or tree (except standards erected by Gwinnett County or the City of Dacula) not exceeding one (1') foot in greatest cross-sectional dimension, between a height of three (3') feet and a height of 15 feet above the established grade of either of the intersecting streets.

#### 9.6.9 Turning Lanes at Intersections

Left turning lanes shall be provided on all new internal project streets, classified as a minor collector, collector or arterial intersecting an arterial, and may be required in other locations to meet traffic demand and safe operations. Right turning lanes may be required to meet traffic demands or safety concerns. When provided, turning lanes shall meet the following criteria:

- A. Storage length A minimum of 150 feet of storage length for turning lanes on any arterial roadway shall be used. A minimum of 100 feet of storage length for turning lanes on all collectors shall be used.
- B. Taper Length The minimum taper length shall be 50 feet.
- C. Left turning lanes from arterial roads shall be subject to longer storage lengths and tapers, as determined on a case by case basis.

#### 9.7 DRIVEWAY INTERSECTIONS

#### 9.7.1 Angle and Improvements

Driveways shall generally intersect streets at right angles. The portion of a driveway located within a public right-of-way shall be paved, if any. Driveways providing access to parking lots which contain six (6) or more spaces shall be paved in accordance with the parking lot requirements of the Zoning Ordinance.

#### 9.7.2 Driveway Design Standards

- A. Driveways serving single-family detached or duplex residences may be no less than ten (10') feet wide at the right-of-way line and shall provide a radius to the back of curb or edge of pavement of the roadway of no less than five (5') feet. All other driveway curb cuts on public streets shall conform to the standards shown on the driveway details contained in the Standard Drawings, by land use type as follows:
  - 1. Driveway Detail 1 (32' Width, 25' Radius) for:
    - a. Service Stations.
    - b. Commercial Sites (over 80,000 Square Feet).
    - c. Office/Institutional Complexes (Over 100,000 Square Feet).
    - d. Apartment/Condo Complexes (Over 200 Units).
    - e. Mobile Home Complexes (Over 200 Lots).
  - 2. Driveway Detail 2 (28' Width, 25' Radius) for:
    - a. Commercial Sites (80,000 Square Feet or Less).
    - b. Office/Institutional Complexes (100,000 Square Ft. or Less).

- c. Apartment/Condo Complexes (200 Units or Fewer).
- d. Mobile Home Complexes (200 Lots or Fewer).
- 3. Driveway Detail 3 (32' Width, 40' Radius) for:
  - a. Industrial Sites.
- 4. Driveway Detail 4 (Optional Design with Island) for:
  - a. Private Commercial/Office Street Entrances.
  - b. Private Entrances to Apartment/Condo Complexes (Over 200 Units).
  - c. Private Entrances to Mobile Home Complexes (Over 200 Lots).
- B. All driveways and driveway curb cuts on State highways shall conform to Georgia DOT standards.

# 9.7.3 Auxiliary Lanes

Along any arterial, a deceleration lane, acceleration lane, larger turning radius, traffic islands, or other devices or designs may be required to avoid specific traffic hazards which would otherwise be created by the proposed driveway location.

# 9.7.4 Corner Sight Distance

All driveways approaching a minor collector, collector or arterial shall provide adequate corner sight distance. The minimum corner sight distance from the driveway shall be equal to or exceed ten (10) times the regulated speed of the intersecting street, as measured from the center of the driveway in both directions along the right-of-way line of the intersecting street. As an alternative, the minimum corner sight distance requirement may be calculated using AASHTO "Policy on Geometric Design of Highways and Streets," Chapter (at-grade intersections), latest edition. The sight distance shall provide clear visibility of an object four (4') feet above the intersecting street viewed from the centerline of the driveway at the right-of-way line of the intersecting street, at a height of 3.5 feet above the ground.

#### 9.7.5. Separation and Spacing

All driveways except those serving residential units on individual lots shall be recommended to meet the following criteria:

- A. Minimum separation from a street intersection: 100' from centerline of driveway to nearest right-of-way line of the intersecting street, extended. For any driveway on a major arterial having a centerline between 100' and 200' from the intersecting street right-of-way line, access restriction may be imposed to avoid traffic hazards. Greater separation may be required for safe operation of a free-right lane, acceleration or deceleration lane, etc.
- B. Minimum separation between driveways along the same side of a major arterial: 100'

- between centerline as measured along the roadway edge or back of curb.
- C. Whenever possible, proposed driveways along one side of a street shall coincide with existing or proposed driveways on the opposite side of such street.
- D. Maximum number of driveways serving a single project: One (1) for each 400' of property frontage, or fraction thereof per street, along a major arterial. This is not meant to be a spacing standard but only an expression of the total number of driveways that are permitted serving a single project.

# **ARTICLE 4**

# PROCEDURES, PLAN AND PLAT SPECIFICATIONS

#### 4.1 PRE-APPLICATION CONFERENCE

Whenever any subdivision of a tract of land whether for residential or nonresidential is proposed to be developed, or whenever a single parcel of land (other than in a subdivision of a one or two-family dwelling) is proposed; the developer is encouraged to present to the City preliminary documents and graphic exhibits to allow early evaluation of the developer's intentions and coordination with the Comprehensive Plan, Zoning Resolution, etc. The conference will inform and provide the subdivider with the necessary regulations in order to properly accomplish the proposed project.

#### 4.2 CONCEPT PLAN APPROVAL

# 4.2.1 Concept Plan Procedures

- A. Application for Concept Plan approval shall be submitted to the City using an application form and in a number of copies to be determined by the City.
- B. The Concept Plan shall include the entire property being developed. Properties which adjoin the subject property and which are under the same ownership or control as the subject property shall be so indicated.
- C. Following the pre-application conference on a proposed subdivision of land not allowed as an exemption as described in Section 2.4 of these Regulations, the subdivider shall submit the appropriate number of copies of the Concept Plan, and a letter requesting Concept Plan approval. The subdivider shall indicate the name and address of the owner and developer of the proposed subdivision and pay a fee, set by the City Council.
- D. The City may send copies of the Concept Plan to the City Planning and Development Department or Consultants or engineers, or other appropriate county or state agency, for review and comment or approval.
- E. If the Dacula Planning and Development Department determines that the Concept Plan shall not be approved, the Planning and Development Department shall make findings of fact as to the reasons for the denial of a subdivision of land. Appeals to the denial shall be filed with the City Administrator. The appeal of the denial shall be considered by the City Administrator the same as an appeal of any administrative decision and shall be processed in the same manner. Any appeal of the City Administrator's decision shall be forwarded to the City Council.
- F. Following Concept Plan approval for a subdivision of land by the Dacula Planning and Development Department, a clearing and grubbing permit shall be issued at the developer's request for the clearing of street rights-of-way, based on a Soil Erosion and Sediment Control Plan approved by the appropriate agency.

# 4.2.1 Concept Plan Procedures (Continued)

- G. Following Concept Plan approval by the Dacula Planning and Development Department for a single parcel of land, non-subdivision (site plan), a grading permit may be issued at the developer's request based on the requirements for a clearing and grubbing permit and in addition a stormwater management report (hydrology study) shall be submitted and approved.
- H. Copies of the approved Concept Plan shall be provided to the City for permanent record, in a number as determined by the City.

# 4.2.2 Concept Plan Specifications

- A. The Concept Plan for a subdivision or site development shall be clearly and legibly drawn at a scale of not less than one inch represents 100 feet. Sheet size shall not exceed 36 inches by 24 inches, provided, however, a scale of not less than one inch represents 200 feet may be used to avoid sheets in excess of 36 inches by 24 inches. The City may approve other scales and sheet sizes as deemed appropriate.
- B. The Concept Plan may be prepared as a freehand drawing to approximate scale of the proposed improvements, right-of-way, lot lines, etc., shown on a boundary survey or other property outline map of the property.
- C. The Concept Plan shall contain the following:
  - 1. Approximate total acreage.
  - 2. Proposed total number of lots and minimum lot size.
  - 3. Size and location of adjoining existing streets or access drives and proposed right-of-way, roadways, and access drives.
  - 4. For multi-family and nonresidential site developments (not subdivisions), the approximate location and arrangement of buildings, parking areas, and other improvements including stormwater detention areas, and all required buffers.
  - 5. Topography with contour intervals no greater than 10 feet.
  - 6. Proposed method of sewage disposal (expressed as a note).
  - 7. Boundary lines of the overall property showing bearings and distances along all lines and the bearings and distance to an existing street intersection or other recognized permanent landmark. The source of said boundary information shall be indicated.
  - 8. All contiguous property under the ownership or control of the developer, except those lands of a dissimilar zoning category. Areas not planned at the time of the submittal shall be shown as "Future Development".

# 4.2.2 Concept Plan Specifications (Continued)

9.	Authorization	statement on	Concept Plan	to read a	s follows:
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I HEREBY SUBMIT THIS CONCEPT PLAN AS AUTHORIZED AGENT/OWNER OF ALL PROPERTY SHOWN THEREON, AND CERTIFY THAT ALL CONTIGUOUS PROPERTY UNDER MY OWNERSHIP OR CONTROL IS INCLUDED WITHIN THE BOUNDARIES OF THIS CONCEPT PLAN, AS REQUIRED BY THE DEVELOPMENT REGULATIONS.

\_\_\_\_\_

SIGNATURE OF AUTHORIZED AGENT/OWNER

DATE

10. Location sketch (vicinity map).

- 11. Lakes, ponds, and floodplains and the source of floodplain data including the panel number of flood insurance rate maps.
- 12. Required recreation areas and other public areas to be dedicated to the public or held in common ownership by a homeowner association or other similar entity.
- 13. Existing zoning of the property and adjoining properties.
- 14. Land District, Land Lot, and, Parcel Number, or Georgia Militia District.
- 15. Subdivider's name, local, and permanent (if different) address and phone number.
- 16. Tax Map page and parcel number(s).
- 17. General development data (in tabular form) for single family developments, such as minimum lot size, floor area, and all relevant Conditions of Zoning.
- 18. Signature block to read as follows:

THIS CONCEPT PLAN HAS BEEN REVIEWED AND APPROVED FOR GENERAL COMPLIANCE WITH THE ZONING RESOLUTION AND DEVELOPMENT REGULATIONS OF THE CITY OF DACULA, GEORGIA.

\_\_\_\_\_

PLANNING REPRESENTATIVE, CITY OF DACULA

**DATE** 

#### 4.3 PRELIMINARY PLAT/SUBDIVISION DEVELOPMENT PLANS

#### 4.3.1 Procedure for Subdivision Development Plans Approval

A. An application for Development Plans approval and issuance of a development permit shall be submitted to the City using an application form and in a number of copies as determined by the City. The Development Plans may encompass a portion of a property included within an approved Concept Plan. The application shall include the Preliminary Plat, and construction drawings. All construction drawings and other engineering data shall be prepared and sealed by a Professional Engineer or Landscape Architect currently registered in the State of Georgia, in accordance with provisions of Georgia Law.

- B. The City shall indicate on a review copy of the drawings or in a written memorandum all comments related to compliance of the Development Plans with these Regulations, principles of good design, the Zoning Resolution, conditions of zoning approval, and the regulations of Dacula, Gwinnett and State agencies as appropriate. The City Council shall have final authority to determine the applicability of any and all comments under these Development Regulations, the Zoning Resolution or conditions of zoning approval.
- C. The City may not approve any Preliminary Plat whereon is shown a lot which would present particularly unusual difficulties for construction of a building, which would clearly require a variance to be reasonably usable, or which is otherwise "unbuildable" because of its unusability, whether due to the presence of floodplain, unusual configuration, lack of public utilities or for any other reason. A House Location Plan (HLP) may be required to be filed as a part of the Preliminary Plat approval to substantiate the ability to build on any such difficult or unusual lot.
- D. The subdivider shall be responsible for compliance with all codes, regulations, and zoning requirements and for the satisfaction of all of the noted and written comments of the City.
- E. Should an applicant disagree with the findings or final review comments of the City or its designee, concluding that factual or interpretive errors have been made, the following appeal procedure shall be followed to resolve the issues.
  - 1. Submit to the City a written statement clearly defining the nature of the disagreement, the specific reference to the sections of the regulations (i.e., Development Regulations, etc.) at issue, and the applicant's own opinion.
  - 2. The City Administrator shall automatically forward a copy of the appeal to the City Council for final action in their normal course of business.
- F. When the City has determined that the plat and other Development Plans are in compliance with all applicable City regulations and zoning requirements and approval has been received from the City, Gwinnett County, and State Departments, the City shall approve the Development Plans and shall authorize the Mayor or his designee to sign and date a CERTIFICATE OF DEVELOPMENT PLANS APPROVAL stamped or printed on a reproducible copy of the plat. The prescribed number, which the City establishes from time to time, of approved copies of the approved plat and Development Plans shall be transmitted to the City for its records and retained by the applicant.
- 4.3.1. Procedure for Subdivision Development Plans Approval (Continued)
  - G. Following the above approval by all affected City, Gwinnett County, and State Departments, a Development Permit shall be issued at the developer's request to begin construction activities based on the approved development plans.
- 4.3.2 Preliminary Plat Subdivision Development Plan Specifications
  - A. An application for a development permit for a subdivision shall consist of the Preliminary Plat, a certified boundary survey, associated slope or construction easements (if any), and such other Development Plans as may be required by these Regulations.

B. The Development Plans shall generally conform to the Concept Plan, if any, and may constitute only that portion of the approved Concept Plan which the subdivider proposes to construct at one time as a single unit, provided that such portion conforms to the requirements of these Rules and Regulations. If no Concept Plan was approved on the property, the Development Plans shall include the entire property being developed within the same zoning category.

#### C. Scale

The Development Plans shall be clearly and legibly drawn at a scale of not less than 100 feet to one inch. Sheet size shall not exceed 24 inches by 36 inches. Plan and Profile sheets shall have a horizontal scale of no less than one inch represents 100 feet and a vertical scale of no less than one inch represents 10 feet.

# D. Certified Boundary Survey

The Preliminary Plat shall be drawn on, accompanied by, or referenced to a certified boundary survey delineating the entirety of the property contained within the Preliminary Plat, and tied to a point of reference (tie point) with the same degree of accuracy as the boundary survey itself. The survey shall have an accuracy of no less than 1 in 10,000, and shall meet all requirements of Georgia Law regarding the recording of maps and plats.

# E. The Preliminary Plat shall contain the following:

- 1. Proposed name of subdivision.
- 2. Name, address, and telephone number of the owner of record, and of the subdivider (if not the owner).
- 3. Name, address, and telephone number of each professional firm associated with the Development Plans (engineer, surveyor, landscape architect, etc.).
- 4. Date of survey, north point, and graphic scale, source of vertical datum, date of plat drawing, and space for revision dates.
- 5. Proposed use of the site, such as single-family detached residences, duplexes, townhouses, office park, industrial subdivision, etc. For residential, indicate total number of dwelling units within plat.

#### 4.3.2 Preliminary Plat Subdivision Development Plan Specifications (Continued)

- 6. Land District, Land Lot and parcel number(s), Georgia Militia District, acreage, and density, if applicable.
- 7. Location sketch locating the subdivision in relation to the surrounding area with regard to well known landmarks such as major thoroughfares or railroads. Sketches may be drawn in freehand and at a scale sufficient to show clearly the information required, but not less than one inch represents 2,000 feet. U.S. Geological Survey maps may be used as a reference guide for the location sketch.
- 8. Name of former subdivision, if any, or all of the land in the Preliminary Plat that has

been previously subdivided, showing boundaries of same.

- 9. Boundary lines of the perimeter of the tract indicated by a heavy line giving lengths in feet and hundredths of a foot, and bearings in degrees, minutes, and seconds. Bearing and distance to a designated tie point.
- 10. Directional flow arrows for street drainage and individual lot drainage when finished grading of lots is not shown.
- 11. Contour lines based on sea level datum, or other datum acceptable to the City. These shall be drawn at intervals of not more than two feet. Contour lines shall be based on field surveys or photogrammetric methods from aerial photographs. The basis for the topographic contour shown shall be specified and dated.
- 12. Natural features within the proposed subdivision, including drainage channels, bodies of water, and other known significant features such as extensive exposed rock. On all water courses leaving the tract, the direction of flow shall be indicated. The FEMA 100-year floodplain shall be outlined and the source of the depicted floodplain information shall be indicated. For those lots containing floodplain, a Floodplain Lot Chart shall be provided showing the area (in square feet) of each lot lying inside and outside of the floodplain as though the land disturbance activity were completed.
- 13. Man-made and cultural features existing within and adjacent to the proposed subdivision including existing right-of-way measured from centerline, pavements widths, and names of existing and platted streets; all easements, City, and County jurisdiction lines; existing structures on the site and their disposition, and other significant information. Location and dimensions of existing bridges; water, sewer, and other existing utility lines and structures; culverts and other existing features should be indicated.

#### 4.3.2 Preliminary Plat Subdivision Development Plan Specifications (Continued)

- 14. Proposed layout including lot lines, lot numbers, and block letters; proposed street names, roadway and right-of-way lines; and, sites reserved through covenants, easement, dedication, or otherwise for public uses. Lots shall be numbered in numerical order and blocks lettered alphabetically. The minimum building setback line from all streets. Streets shall be dimensioned to show right-of-way and roadway widths, central angles, intersection radii, and cul-de-sac roadway and right-of-way radii. Centerline curve data shall be provided for all roadway curves [radius, length, amount of super-elevation (if any), point of curvature (P.C.), point of tangency (P.T.), etc.] if not shown separately on construction drawings.
- 15. Identify unit number, division, or stage of development, if any, as proposed by the subdivider.
- 16. Existing zoning of the property. Rezoning and variance case numbers, dates of approval and conditions (as applicable). Note minimum lot size and minimum yard setback requirements, and other applicable zoning requirements. Show the dimension of required buffers, landscape strips, no-access easements, etc. Note any approved Waivers from these Regulations.

- 17. All adjoining property owners, subdivision names, lot numbers and lot lines, block letters, and zoning.
- 18. Location of all known existing or previously existing landfills.
- 19. Proposed recreation area, if any; area of the site; area and percent of site within the 100-year floodplain; proposed disposition of the site (public ownership, homeowners association, etc.).
- 20. Such additional information as may be reasonably required to allow an adequate evaluation of the subdivision.
- 21. Each Preliminary Plat shall carry the following certificate printed or stamped thereon:

ALL REQUIREMENTS OF THE CITY OF DACULA DEVELOPMENT REGULATIONS RELATIVE TO THE PREPARATION AND SUBMISSION OF A SUBDIVISION DEVELOPMENT PERMIT APPLICATION HAVING BEEN FULFILLED; SAID APPLICATION AND ALL SUPPORTING PLANS AND DATA HAVING BEEN REVIEWED AND APPROVED BY ALL AFFECTED CITY, COUNTY OR STATE DEPARTMENTS AS REQUIRED UNDER THEIR RESPECTIVE AND APPLICABLE REGULATIONS; AND THE CITY ENGINEER /PLANNER OF DACULA HAVING APPROVED SAID APPLICATION ON \_\_\_\_\_\_; APPROVAL IS HEREBY GRANTED, ON THIS PRELIMINARY PLAT AND ALL OTHER DEVELOPMENT PLANS ASSOCIATED WITH THIS SUBDIVISION, SUBJECT TO ALL FURTHER PROVISIONS OF SAID DEVELOPMENT AND OTHER EXISTING CITY REGULATIONS.

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#### ENGINEER/PLANNER, CITY OF DACULA

THIS CERTIFICATE EXPIRES TWELVE MONTHS FROM THE DATE OF APPROVAL UNLESS A DEVELOPMENT PERMIT IS ISSUED.

NOTE: The boundaries of the lots shown on this Plat have not been surveyed and this Plat is not for recording.

- 4.3.2 Preliminary Plat Subdivision Development Plan Specifications (Continued)
  - F. The Preliminary Plat shall be accompanied by other Development Plans showing the following information when same is not shown on, or evident from the Preliminary Plat. The various plans may be combined where appropriate, and where clarity can be maintained.
    - 1. Erosion Control Plan prepared in accordance with the requirements of the Soil Erosion and Sediment Control Ordinance. Erosion control measures may be shown on the Grading Plan, if desired.
    - 2. Grading Plan prepared in accordance with the requirements of Article 8 of these Regulations if grading is proposed beyond the street right-of-way.
    - 3. Storm water Drainage Construction Data:
      - a. Location and size of all proposed drainage structures, including detention ponds, catch basins, grates, headwalls, pipes and any extensions thereof, energy dissipaters, improved channels, and all proposed drainage easements to be located outside street right-of-way lines.
      - b. Profiles of all storm drainage pipes and slope of receiving channels. On storm

drainage profiles a pipe chart will be shown which will include pipe numbers, pipe size, pipe material, pipe slope, pipe length, contributing drainage area, design flow,

c. Profiles of all open channels and ditches including Mannings' 25-year storm normal depth and velocity. On storm drainage profiles, an open channel chart will be shown which will include open channel numbers, conveyance size, lining material, length, channel slope, contributing drainage area, design storm frequency, runoff coefficient and velocity.

will be shown on all pipes for the required design flow.

design storm frequency, runoff coefficient and velocity. The hydraulic grade line

- d. Hydrological study used in determining size of structures, including map of all contributing drainage basins and acreage.
- 4. If sanitary sewers are required by the City of Dacula, Gwinnett County Department of Public Utilities, or the Gwinnett County Health Department, Sanitary Sewer Plans, including the location and size of all proposed sewer lines, manholes, and any easements required therefore, together with sufficient dimensions to locate same on the ground.
- 5. Construction Data for New Streets and Street Widenings:
  - a. Centerline profiles and typical roadway sections of all proposed streets, as well as plans and profiles for all proposed major thoroughfares. Typical roadway sections shall be provided for street widenings.
  - b. Where sanitary or storm sewers are to be installed within a street, the grade; size, location, and bedding class of pipe; location and invert elevation of manholes shall be indicated on the road profile.
- 4.3.2 Preliminary Plat Subdivision Development Plan Specifications (Continued)
  - c. Profiles covering roadways that are extensions of existing roadways shall include: elevations of the existing street at 50 foot intervals for such distance as may be adequate to provide continuity consistent with the standards required by the Regulations for street improvements, but the existing street profile shall be no less than 200 feet.
  - d. All elevations shall be coordinated and tied into U.S. Coast and Geodetic Survey or Department of Transportation benchmarks where feasible, or into reference monuments established by the Federal Emergency Management Agency.
  - e. Stub streets shall be profiled at least 200 feet onto adjoining property (no tree cutting).
  - 6. Floodplain Management Plans. If any floodplain areas are located on the property, such data as is required by the Floodplain Management Ordinance of these Regulations shall be submitted.
  - G. Encroachments

Where construction is proposed on adjacent property, an encroachment agreement or easement shall be submitted to the City.

# H. Traffic Impact Study

The following developments shall be required to submit a Traffic Impact Study to the City for review prior to the issuance of a Development Permit.

- a. Residential subdivisions and complexes greater than 10 dwelling units.
- b. Commercial, office, and/or industrial subdivisions and complexes greater than 10,000 square feet.
- c. Churches or public/private schools with a capacity of at least 100 persons.
- d. The City Administrator determines a traffic impact study is necessary per the proposed development, site location, and surrounding area.

Trip generation shall be calculated based on the most current edition of the Institute of Transportation Engineers Trip Generation Manual. Trip estimates developed to identify the need for a Traffic Impact Study should not include trip reductions below ITE rates.

#### 4.4 SITE DEVELOPMENT PLANS

# 4.4.1 Site Development Plan Approval Procedures

A. An application for Development Plan approval and issuance of a Development Permit shall be submitted to the City using an application form and in a number of copies as determined by the City. The Development Plans may encompass a portion of a property included within an approved Concept Plan. However, if no Concept Plan has been approved, the Development Plans must include the entire property being developed and

#### 4.4.1 Site Development Plan Approval Procedures (Continued)

having similar zoning. The application shall include the Site Plan and construction drawings, as appropriate to the project. All construction drawings and other engineering data shall be prepared and sealed by a Professional Engineer or Landscape Architect currently registered in the State of Georgia, in accordance with the provisions of Georgia Law.

- A. The City shall indicate on a review copy of the drawings or in a written memorandum all comments related to compliance of the Development Plans with these Regulations, principles of good design, the Zoning Resolution, conditions of zoning approval, and the regulations of other City and Gwinnett Departments, and State Agencies as appropriate. The City or its designee shall have final staff authority to determine the applicability of any and all comments under these Development Regulations, the Zoning Resolution or conditions of zoning approval.
- B. The developer shall be responsible for compliance with all codes, regulations, and zoning requirements and for the satisfaction of all of the noted and written comments of the City and County or State Agency.

- C. Deeds to lands dedicated to City of Dacula in fee simple, shall be submitted to the City for recording.
- D. Should an applicant disagree with the findings or final review comments of the City, concluding that factual or interpretive errors have been made, the following appeal procedure shall be followed to resolve the issues.
  - 1. Submit to the City, a written statement clearly defining the nature of the disagreement, the specific reference to the sections of the regulations (i.e., Development Regulations, etc.) at issue, and the applicant's own opinion.
  - 2. The City Administrator shall automatically forward a copy of the appeal to the City Council for final action in their normal course of business.
- E. When the City has determined that the Site Plan and other Development Plans are in compliance with all applicable City regulations and zoning requirements, and approval has been received from Gwinnett County Departments, or State Departments, as required, the City or its designee shall approve the Development Plans and shall authorize the Mayor or his designee to sign and date a CERTIFICATE OF DEVELOPMENT PLANS APPROVAL on a reproducible copy of the plan. Approved copies of the approved Development Plans shall be transmitted to the City for its record.
- F. Following the above approval by all affected governmental agencies, a Development Permit shall be issued at the developer's request to begin construction activities based on the approved Development Plans. Said permit may include clearing, grubbing, and grading as appropriate and approved as part of the project. A building permit may also be issued on the basis of the approved Development Permit under the provisions contained in Article 4. A Certificate of Occupancy may not be issued, however, until a Final Plat Approval for the project has been executed by the Owner and an executed Development Performance and Maintenance Agreement has been received in accordance
- 4.4.1 Site Development Plan Approval Procedures (Continued)

with these Regulations.

- 4.4.2 Site Development Plan Specifications
  - A. An application for a development permit for a multi-family or nonresidential site shall consist of the Site Plan, a certified boundary survey or Final Plat reference, associated slope or construction easements (if any), and such other Development Plans as may be required by these Regulations.
  - B. The Development Plans shall generally conform to the Concept Plan, if any, and may constitute only that portion of the approved Concept Plan which the developer proposed to construct at one time as a single phase, provided that such portion conforms to the requirements of these rules and regulations and all setbacks, maximum density, and other zoning restrictions. If no Concept Plan was approved on the property, the Development Plans shall include the entire property being developed having the same zoning category.
  - C. Scale

rticle Item 3.

The Development Plans shall be clearly and legibly drawn at an engineering scale convenient to illustrate the details of the project. Sheet size shall not exceed 36 inches by 24 inches. Plan and Profile sheets, if any, shall have a horizontal scale of no less than one inch represents 100 feet and a vertical scale of no less than one inch represents 10 feet.

# D. Project Boundary Data

The Site Plan shall be drawn on, accompanied by, or referenced to a boundary survey of a lot as recorded on a Final Subdivision Plat or on a certified boundary survey delineating the entirety of the property contained within the project, and tied to a point of reference (tie point) with the same degree of accuracy as the boundary survey itself. The survey shall have an accuracy of no less than 1 in 10,000, and shall meet all requirements of Georgia Law regarding the recording of maps and plats.

# E. The Site Plan shall contain the following (on one or more sheets):

- 1. Proposed name of development. If the project is located within a subdivision, the name of the subdivision, lot, and block number must also be shown.
- 2. Name, address, and telephone number of the owner of record, and of the developer (if not the owner).
- 3. Name, address, and telephone number of each professional firm associated with the Development Plans (engineer, landscape architect, etc.).
- 4. Date of survey, north arrow, and graphic scale, source of datum, date of plan drawing, and space for revision dates.
- 5. Proposed use of the site, including gross square footage for each different use type or building.
- 6. Location (Tax Map page and parcel number(s) and G.M.D.), acreage or area in square feet, and density (if applicable).
- 7. Location sketch locating the development in relation to the surrounding area with regard to well known landmarks such as major thoroughfares or railroads. Sketches may be drawn in freehand and at a scale sufficient to show clearly the information required, but not less than one inch equal to 2,000 feet. U.S. Geological Survey maps may be used as a reference guide for the location sketch.
- 8. Size and location of all buildings, building setback lines, minimum yard lines, and distances between buildings and from buildings to property lines; location of outdoor storage areas; parking and loading areas, driveways, curb cuts and designated fire lanes. Each building shall be identified with a number or letter.
- 9. Boundary lines of the perimeter of the tract indicated by a heavy line giving lengths to the nearest one-hundredth of a foot and bearings to the nearest second. Bearing and distance to designate tie point.
- 10. Directional flow arrows for street drainage.

- 11. Contour lines based on sea level datum. These shall be drawn at intervals of not more than two feet and shall include the entire site and all abutting public streets. Contour lines shall be based on field surveys or photogrammetric methods from aerial photographs. The basis for the topographic contours shown shall be specified and dated.
- 12. Natural features within the proposed development, including drainage channels, bodies of water, and other known significant features such as extensive exposed rock. On all water courses leaving the tract, the direction of flow shall be indicated. The 100-year floodplain shall be outlined and the source of the depicted floodplain information shall be indicated. The acreage or area in square feet within the floodplain shall be indicated.
- 13. Man-made and natural features existing within and adjacent to the proposed development including existing right-of-way measured from centerline, pavement widths, and names of jurisdiction lines; existing structures on the site and their disposition, and other significant information. Location and dimensions of existing bridges; water, sewer, and other existing utility lines and structures; culverts and other existing features should be indicated.
- 14. Proposed street names, roadway and right-of-way lines and widths and sites reserved through covenants, easement, dedication or otherwise for public uses.
- 15. Identify unit number, division or stage of development, if any, as proposed by the developer.
- 16. Show all adjoining property owners, subdivision names, lot numbers, lot lines and block letters, and zoning.

#### 4.4.2 Site Development Plan Specifications (Continued)

- 17. Show the location and number of parking spaces according to the size of the building on the plans. Show factors used in determining number of spaces as required in the Zoning Resolution. Handicapped parking spaces must be shown as required by the Georgia Handicap law.
- 18. Zoning district, rezoning case number, date of approval and conditions as applicable. Variances obtained on the property should be shown with the case number, date of approval and conditions (if applicable). Note any approved Waivers from these Regulations.
- 19. If buffers or other landscaping or screening treatments are required, show the location, size, and type (natural or planted) on the plans conforming to the Buffer and Landscape Plan.
- 20. Location, height, and size of all freestanding signs to be erected on the site, and an indication whether lighted or unlighted.
- 21.Location of all known existing landfills and proposed on-site bury pits (State EPD Permit and City of Dacula Special Use Permit or other approval may be required).

- 22. Such additional information as may be reasonably required to permit an adequate evaluation of the project.
- F. Certificate of Development Plans Approval

Each Site Plan shall carry the following certificate printed or stamped thereon:

ALL REQUIREMENTS OF THE CITY OF DACULA DEVELOPMENT REGULATIONS RELATIVE TO THE PREPARATION AND SUBMISSION OF A SITE PLAN DEVELOPMENT PERMIT APPLICATION HAVING BEEN FULFILLED; SAID APPLICATION AND ALL SUPPORTING PLANS AND DATA HAVING BEEN REVIEWED AND APPROVED BY ALL AFFECTED CITY, COUNTY OR STATE DEPARTMENTS AS REQUIRED UNDER THEIR RESPECTIVE AND APPLICABLE REGULATIONS; AND THE CITY COUNCIL OF DACULA HAVING APPROVED SAID APPLICATION ON \_\_\_\_\_\_\_\_; APPROVAL IS HEREBY GRANTED, ON THIS SITE PLAN AND ALL OTHER DEVELOPMENT PLANS ASSOCIATED WITH THIS SITE PLAN, SUBJECT TO ALL FURTHER PROVISIONS OF SAID DEVELOPMENT AND OTHER EXISTING CITY REGULATIONS.

ENGINEER\PLANNER, CITY OF DACULA

THIS CERTIFICATE EXPIRES TWELVE MONTHS FROM THE DATE OF APPROVAL UNLESS A DEVELOPMENT PERMIT IS ISSUED.

G. Public Notice - Drainage

Every Site Plan shall contain the following statement:

NOTE: THE CITY OF DACULA ASSUMES NO RESPONSIBILITY FOR OVERFLOW OR EROSION OF NATURAL OR ARTIFICIAL DRAINS BEYOND THE EXTENT OF THE STREET RIGHT-OF-WAY, OR FOR THE EXTENSION OF CULVERTS BEYOND THE POINT SHOWN ON THE APPROVED AND RECORDED SUBDIVISION PLAT. THE CITY OF DACULA DOES NOT ASSUME THE RESPONSIBILITY FOR THE MAINTENANCE OF PIPES IN DRAINAGE EASEMENTS BEYOND THE STREET RIGHT-OF-WAY.

- 4.4.2 Site Development Plan Specifications (Continued)
  - H. The Site Plan shall be accompanied by other Development Plans showing the following information when same is not shown on, or evident from the Site Plan. The various plans may be combined where appropriate and clarity can be maintained.
    - 1. Erosion Control Plan prepared in accordance with the requirements of the Dacula Soil Erosion and Sediment Control Ordinance. Erosion control measures may be shown on the Grading Plan, if desired.
    - 2. Grading plan, prepared in accordance with the requirements of Article 8 of these Regulations.
    - 3. Storm Water Drainage Construction Data:
      - a. Location and size of all proposed drainage improvements, and all proposed drainage easements to be located outside street right-of-way lines.
      - b. Profiles of all storm drainage pipes and slope of receiving channels. Hydraulic grade line is to be shown for all pipes (except roof drains) for the required design flow. On storm drainage profiles a pipe chart will be shown which will include pipe numbers, pipe size, pipe material, pipe slope, pipe length, contributing drainage area, design flow, design storm frequency, runoff coefficient and

velocity. On all pipes, the hydraulic grade line shall be shown. Profiles of all open channels and ditches including the design flow normal depth and velocity. On storm drainage profiles an open channel chart will be shown which will include open channel numbers, conveyance size, lining material, length, channel slope, contributing drainage area, design flow, design storm frequency, runoff coefficient and velocity for the required design flow.

c. Acreage of drainage areas and Hydrological study used in determining size of structures, including map of all contributing drainage basins and acreages.

## 4. Sewage Disposal Plans, as follows:

- a. Sanitary Sewer Plans, including the profiles and other information as may be required by Water Pollution Control.
- b. For projects proposed to be served by on-site sewage disposal systems, location and extent of septic tank, drain field and attendant structures, and other information required by the Gwinnett County Health Department.

## 5. Street Widening and Construction Data:

a. Centerline profiles and typical roadway sections of all proposed streets, as well as plans and profiles for all proposed major thoroughfares. Profiles (and plans, where required) shall be drawn on standard plan and profile sheet with plan section showing street layout, pavement and right-of-way width, curvature, and required drainage facilities. Typical roadway sections shall be provided for street widenings.

## 4.4.2 Site Development Plan Specifications (Continued)

- a. Where sanitary or storm sewers are to be installed within a street, the grade, size, location and bedding class of pipe; location and invert elevation of manholes shall be indicated on the road profile.
- b. Profiles covering roadways that are extensions of existing roadways shall include: elevations of the existing street at 50 foot intervals for such distance as may be adequate to provide continuity consistent with the standards required by the Regulations for street improvements, but the existing street profile shall be no less than 200 feet.
- c. All elevations shall be coordinated and sighted into U.S. Coast and Geodetic Survey or Department of Transportation benchmarks where feasible or into reference monuments established by the Federal Emergency Management Agency.
- 2. Buffer and Landscape Plan, if any such areas exist within the site.
- 3. Floodplain Management Plans; if any floodplain areas are located on the property.
- 4. Private Water System Plans, if any, indicating proposed water main size and location, with fire hydrants, on the site. The distance and direction to all other fire hydrants

within 500 feet of the site or buildings along existing streets or other access drives shall also be indicated.

5. Street striping plan, showing striping in accordance with the Manual on Uniform Traffic Control devices, for any street newly constructed to 4 or more lanes, and all newly constructed or widened major thoroughfares.

### B. Encroachments

Where construction is proposed on adjacent property, an encroachment agreement or easement shall be submitted to the City.

#### 4.5 INITIATION OF DEVELOPMENT ACTIVITIES

#### 4.5.1 **Initial Activities**

Following the issuance of any permit authorizing clearing and grading of a site:

- A. Required erosion control measures must be installed where practical by the developer and inspected and approved by the City prior to actual grading or removal of vegetation. All control measures shall be in place as soon after the commencement of activities as possible and in coordination with the progress of the project.
- B. Soil sedimentation facilities must be installed and operational prior to major grading operations.
- C. Areas required to be undisturbed by the Zoning Resolution, conditions of zoning approval, or other ordinance or regulation shall be designated by survey stakes, flags, or other appropriate markings and shall be inspected and approved by the City prior to the

#### 4.5.1 Initial Activities (Continued)

commencement of any clearing or grading activities.

- 1. For those trees which are not to be removed, all protective fencing, staking, and any tree protection area signs shall be in place. These barriers must be maintained throughout the land disturbance process and should not be removed until landscaping is begun.
- 2. The buffers or tree protection areas shall not be utilized for storage of earth and other materials resulting from or used during the development process.
- 3. Construction site activities such as parking, materials storage, concrete washout, burning, etc. shall be arranged to prevent disturbances within the buffer or tree protection areas.

#### **Development Inspections** 4.5.2

Oral notification shall be made by the developer or contractor to the City of Dacula or appropriate agency at least 24 hours prior to commencement of activity for each of the following phases as authorized by any permit for site work or development. Inspections shall be made by the City and passed prior to continuation of further activity or proceeding into new phases.

- A. Clearing or clearing and grubbing of the site or any portion included under the permit.
- B. Grading. Installation of slope stakes shall be required. Upon completion of roadway grading, the Water Certificate shall be submitted to the City certifying that the centerline of the road and the offset centerline of the water line are within 6" of that shown on the approved plans or revised plan submittal. Inspection and approval shall be required prior to trenching or continuation with sub-base preparation.
- C. Installation of storm drainage pipe, detention, or other storm water facilities.
- D. Curbing of roadways, if required. Inspection should be requested before the forms have been set (if used). Roadway width will be spot checked by string line between curb stakes.
- E. Sub-base or sub-grade of streets. After compaction, the sub-grade will be string-lined for depth and crown. The sub-grade shall be roll tested and shall pass with no movement, to the satisfaction of the City.
- F. Street base. The base will be string-lined for depth and crown, and shall pass a roll test with no movement to the satisfaction of the City.
- G. Paving. A City inspector shall be on site during the paving process to check consistency, depth, and workmanship, as applicable. For asphalt paving, the temperature of the material will be spot-checked, and the roadways may be cored after completion to check thickness, at the owner's expense.

## 4.5.3 Responsibility for Quality and Design

The completion of inspections by City of Dacula officials or employees and authorization for work continuation shall not transfer responsibility for the quality of the work performed or materials used from the contractor or developer, and shall not imply or transfer acceptance of responsibility for project design or engineering from the professional corporation or individual under whose hand or supervision the plans were prepared.

## 4.5.4 Stop Work Orders

Work which is not authorized by an approved permit, or which is not in conformance to the approved plans for the project, or which is not in compliance with the provisions of these Regulations or any other adopted code, regulation or ordinance of City of Dacula, shall be subject to immediate Stop Work Order by the City. Work which proceeds without having received the necessary inspections by the City shall be halted until all inspections of intervening work is completed.

## 4.5.5 Stabilization for Erosion Control

If for any reason a clearing and grubbing, grading, or development permit expires after land disturbance activities have commenced, the developer shall be responsible for stabilizing the site for erosion control, under the direction of the appropriate stated agency or City.

## 4.6 SITE PLAN PROJECT CLOSEOUT AND CONTINUING MAINTENANCE

## Article Item 3.

## 4.6.1 Development Performance and Maintenance Agreement

The owner shall file a final Development Performance and Maintenance Agreement to the City, along with any required Certificate of Corporate Resolution and performance or maintenance surety, as a prerequisite to the issuance of a Certificate of Occupancy for any part of a project included in the development permit, except for single-family and two-family residential structures. The Development Performance and Maintenance Agreement shall be in a form as required by the City, and shall include the following:

- A. A list of required improvements yet to be completed (e.g., grassing, topping, sidewalks, required landscaping) and performance bonding. Final landscaping shall be provided in accordance with a schedule acceptable to the City. The developer may be allowed up to three months in which to finish the other designated improvements, after the date of approval of the Certificate of Occupancy.
- B. Maintenance of the public streets and drainage facilities within public streets or easements for the bonding period. Repairs shall be made for any deficiencies identified within the bonding period or the bonds shall be called to complete same.
- C. Indemnification of the City against all liability for damages arising as a result or errors or omissions in the design or construction of the development for a period of ten years. If liability is subsequently assigned or transferred to a successor in title or other person, a copy of such legal instrument shall be filed with the Clerk to Superior Court, Gwinnett County.

## 4.6.2 Maintenance and Performance Surety

A. The Development Performance and Maintenance Agreement shall be accompanied by a bond, letter of credit or other acceptable surety providing for the maintenance of all installation and Public improvements required by these Regulations in the development for a period not to exceed 24 months (two years) 36 months (three years) following the date of Approval of Development Conformance. The Maintenance Bond period of application may be extended by the City at the request of the Developer, provided it is in the best interest of the health, safety and welfare of the public.

## B. The City shall further determine that either:

- 1. All Public improvements required to be constructed and dedicated under the rules and regulations of City of Dacula have been completed in accordance with the appropriate specifications; or;
- 2. For those required Public improvements not yet completed, within areas to be dedicated (grassing, pavement topping, required landscaping, sidewalks, etc.), a performance bond shall have been filed by the Developer with the Development Performance and Maintenance Agreement, which performance bond shall:
  - a. Be conditioned upon the faithful performance by the Developer of all work required to complete all public improvements and installation required to be dedicated for the development, or approved portion thereof, in compliance with these Rules and Regulations within a specified time, not to exceed three months;

- b. Be payable to, and for the indemnification of, the City of Dacula;
- c. Be in an amount equal to the cost of construction of the required Public improvements required to be dedicated not yet completed plus an additional ten (10) percent of said costs, as calculated by the City on the basis of yearly contract prices or City contracts, where available;
- d. Be with surety by a company entered and licensed to do business in the State of Georgia; and,
- e. Be in a form acceptable to the City Council or the City Attorney.
- C. Payment for materials and installation of traffic control and street name signs shall be made to the Gwinnett Transportation Departments, in accordance with the traffic engineering regulations prior to approval of the Certificate of Development Conformance. Payment of the cost of striping major thoroughfares or required signalization if required and not completed by the Developer shall also be received by the Gwinnett Transportation Departments prior to approval of the Certificate of Occupancy.
- D. Once the City has approved the Performance and Maintenance Agreement and accepted the Performance and Maintenance Bonds which may be required, and all other affected Departments and Agencies of government, as required, have certified compliance, the City shall issue a Certificate of Occupancy for the site for the use as proposed within the
- 4.6.2 Maintenance and Performance Surety (Continued)

approved plans. The Certificate of Occupancy shall indicate all of the requirements of these Regulations, the Zoning Resolution, and the conditions of zoning approval have been met or what, if any, improvements shall be completed.

## 4.7 APPROVAL OF FINAL SUBDIVISION PLAT

The approval shall reflect the owner's certification that all site work and construction has been accomplished according to the terms of approved plans and permits, and that all facilities intended for maintenance, supervision and/or dedication to the public are in compliance with appropriate standards, regulations, codes and ordinances. Such approval shall be revoked in cases of fraud or whenever unauthorized changes are made to the site without the benefit of required permits.

## 4.7.1 Final Plat Submission and Approval Procedures

A. Upon completion of the project as authorized for construction by the development permit, the owner shall submit a Final Plat, in a number of copies as determined by the City, along with record drawings of all storm water detention facilities and modifications to the limits of the 100-year floodplain (if any), and an application for Final Plat approval, using a form provided by the City. An "as-built" hydrology study shall be submitted for the project with the actual parameters from the record drawing of the detention facilities. A record drawing of the sanitary sewer facilities, if any were constructed, shall also be prepared, separately or included with the above. The Final Plat submittal shall be in a form as required by the City and shall be accompanied by a Development Performance and Maintenance

Agreement completed in draft form. If the owner is a corporation, the documents shall be signed by the President or Vice President, be affixed by the corporate seal, and either the corporate secretary shall attest to the signature and affix the corporate seal, or a Certificate of Corporate Resolution shall be submitted.

- B. The City shall indicate on a review copy of the Final Plat or in a written memorandum all comments related to compliance of the Final Plat with these Regulations, the Zoning Resolution, conditions of zoning approval, and the regulations of the City, Gwinnett County Departments, and State agencies as appropriate. The City Council shall have final authority to determine the applicability of any and all comments under these Development Regulations, the Zoning Resolution or conditions of zoning approval.
- C. The City may not approve any Final Plat whereon is shown or by which is otherwise created a lot which would present particularly severe and unusual difficulties for construction of a building, which would clearly require a variance to be reasonably usable, or which is otherwise "unbuildable" due to the presence of floodplain, unusual configuration, lack of Health Department approval, or for any other justified reason.
- D. Lots which would appear to be buildable under certain circumstances and would require further study or additional information before a building permit could be issued, but which present problems or unusual difficulties which can reasonably be addressed or overcome by the lot owner, may be included in the Plat with the appropriate notation of the steps necessary to allow issuance of a building permit (see Section 5.5, Lots; Article 5 General Requirements).

## 4.7.1. Final Plat Submission and Approval Procedures (Continued)

- E. The subdivider shall be responsible for compliance with all codes, regulations, and zoning requirements and for the satisfaction of all of the comments of the City.
- F. Final approval by the City shall not be shown on the Final Plat, until all requirements of these and other applicable Regulations have been met, and the City has received a completed request for Approval of the Final Plat and an executed Development Performance and Maintenance Agreement. The Agreement shall be accompanied by a bond, letter of credit or other acceptable surety providing for the maintenance of all installations and improvements required by these Regulations in the subdivision for a period not to exceed 24 36 months following the date of Approval of the Final Plat for subdivisions. The Maintenance Bond period of application may be extended by the City Council at the request of the Developer, provided it is in the best interest of the health, safety and welfare of the public.
- G. The City shall further determine that either:
  - 1. The installation of all improvements within the subdivision, required for approval of the Preliminary Plat (Construction Plans), have been completed in accordance with the required or approved specifications; or
  - 2. All of the storm water drainage and detention facilities, water and sewer utilities, street base and curbing construction required for approval of the Final Plat have been properly installed and completed and, for those required improvements not yet

completed (grassing, pavement topping, required landscaping, sidewalks, etc.) a performance bond shall have been filed by the subdivider with the Development Performance and Maintenance Agreement, which performance bond shall:

- a. Be conditioned upon the faithful performance by the subdivider or developer of all work required to complete all improvements and installations for the subdivision, or approved portion thereof, in compliance with these Rules and Regulations within a specified time, not to exceed three months.
- b. Be payable to, and for the indemnification of, the City.
- c. Be in an amount equal to the cost of construction of the required improvements not yet completed plus an additional ten (10) percent of said costs, as calculated by the City on the basis of yearly contract prices or City contracts, where available.
- d. Be with surety by a company entered and licensed to do business in the State of Georgia.
- e. Be in a form acceptable to the City Council or their designee, or the City Attorney.
- H. Payment for materials and installation of traffic control and street name signs, the cost of striping major thoroughfares, and / or cost of required signalization not completed by the developer shall be received by the Department completing the improvements prior to
- I. Payment of the required plat recording fee shall be made to the City prior to approval of the Final Plat.
- J. Once all other affected departments and agencies of government, as required, have certified compliance and signed the route sheet, and the City Administrator or his/her designee has approved the Final Plat, the Mayor shall certify, by his signature on the original of the plat, that all of the requirements of these Regulations, the Zoning Resolution, and the conditions of zoning approval have been met, and that all other affected departments have approved the plat. The Final Plat shall not be deemed approved until it has been signed by the Mayor and where use of septic tanks is proposed, by a duly authorized representative of the Gwinnett County Health Department.
- K. Once the Final Plat has been so certified, the City shall authorize it to be recorded with the Clerk of the Superior Court of Gwinnett. The subdivider shall provide the City with an appropriate number of copies of the recorded plat, as determined by the City. Deeds to lands dedicated to City of Dacula in fee simple, or to Property Owner Associations for park or recreational use, shall be recorded simultaneously with the Final Plat.

## 4.7.2. Final Plat Specifications

A. The Final Plat shall be clearly and legibly drawn in black ink on tracing cloth or other permanent reproducible material. The scale of the Final Plat shall be one inch represents 100 feet (1" represents 100') or larger. Sheet size shall not exceed 48 inches by 36 inches. (Any sheet that is larger than 17 inches by 22 inches must be photographically reduced to no more than 17 inches by 22 inches in order to be recorded with the Clerk of Superior Court of Gwinnett County).

- B. The Final Plat shall be based on a certified boundary survey which delineates the entire property contained within the Final Plat, and tied to a point of reference (tie point) with the same degree of accuracy as the boundary survey itself. The survey shall have an accuracy of no less than 1 in 10,000, and shall meet all requirements of Georgia Law regarding the recording of maps and plats.
- C. The Final Plat shall substantially conform to the Preliminary Plat and it may constitute only that portion of the approved Preliminary Plat which the subdivider proposes to record at any one time, provided that such portion conforms to the requirements of these Regulations, and said portion is not inconsistent with the public health, safety, or welfare. Any substantial deviation from the Preliminary Plat shall require revision and re-approval of the Preliminary Plat.
- D. The Final Plat shall contain the following information:
  - 1. Name of the subdivision, unit number, Tax Map page and parcel number(s) and/or Georgia Militia District.
  - 2. Name, address, and telephone number of owner of record and the subdivider (if not
  - 3. Name, address, and telephone number of each professional firm associated with the portion of the subdivision within the Final Plat (engineer, surveyor, landscape architect, etc.).
  - 4. Date of plat drawing, graphic scale, north point; notation as to the reference of bearings to magnetic, true north or grid north, and indication whether bearings shown are calculated from angles turned.
  - 5. Location sketch of tract showing major surrounding features.
  - 6. Name of former subdivision, if any or all of the Final Plat has been previously recorded.
  - 7. Case number and date of approval for any applicable Rezoning, Special Use Permit, Variance or Waiver affecting the property.
  - 8. Location and dimension of any buffer, landscape strip, special setback, no-access easement, etc., required by the Zoning Resolution or these Regulations.
  - 9. Boundary lines of the tract, to be indicated by a heavy line, giving distances to the nearest one-hundredth foot and bearings to the nearest second. Bearing and distance to designated tie point shall be shown. The Plat shall have a closure precision of 1 foot in no less than 10,000 feet.
  - 10. Municipal or County jurisdictional lines approximately tied to the lines of the subdivision by distance and angles when such lines traverse or adjoin the subdivision; Land Lot and District or Georgia Militia District lines traversing or adjoining the subdivision shall also be indicated.
  - 11. Locations, widths, and names of all streets and alleys within and immediately adjoining the plat, the location and widths of all internal public crosswalks, and other

public rights-of-way.

- 12. Street center lines showing angles of deflection and standard curve data including radii, length of arcs and tangents between curves, point of curvature (P.C.) and point of tangency (P.T.).
- 13. Lot lines with dimensions to the nearest one-tenth of a foot and bearings to the nearest second, and radii of rounded corners, as necessary to delineate each lot.
- 14. Building setback lines along streets with dimensions.
- 15. When lots are located on a curve or when side lot lines are at angles other than 90 degrees, the lot width measured in accordance with the provisions of the Zoning Resolution may be required to be shown, if deemed necessary by the City for clarity.
- 16. Lots numbered in numerical order and blocks lettered alphabetically.
- 17. Location and size of all drainage pipes, location and extent of detention ponds, the location and size of all public water mains and fire hydrants, and the location, dimensions, and purpose of any easements, including construction or slope easements if required.
- 18. Location of any areas to be reserved, donated, or dedicated to public use with notes stating their purpose and limitations. Location of any areas to be reserved by private deed covenant for common use of all property owners, or dedicated to a homeowner's association.
- 19. A statement of private covenants, if any, if they are brief enough to be put directly on the plat; otherwise, if covenants are separately recorded, a statement as follows:

THIS PLAT IS SUBJECT TO THE	COVENANTS SET FORTH IN THE SEPARATE DOCUMENT(S)
ATTACHED HERETO DATED	, WHICH HEREBY BECOME A PART OF THIS PLAT,
AND WHICH WERE RECORDED	AND SIGNED BY THE OWNER.

- 20. Accurate location, material, and description of monuments and markers (all monuments shall be in place prior to approval of the Final Plat.)
- 21. Certificates and statements specified in these Regulations, below.
- 22. Extent of the 100-year floodplain and a floodplain chart showing the area within and outside the floodplain for each lot containing any portion of the 100-year floodplain. Origin of the floodplain data shall be indicated.
- 23. Street address numbers and block number designations for street names signs on abutting streets, where appropriate.
- 24. Individual lots shall be designated HLP (House Location Plan), RDP (Residential Drainage Plan) and/or RDS (Residential Drainage Study) if such are required by the City to be approved prior to issuance of a building permit.
- 25. All other notes or notations as may be required by the City.
- E. If any lands are shown on the Final Plat for dedication to the City of Dacula other than

street rights-of-way or easements, a Warranty Deed transferring title to said land in fee simple, in a form acceptable to the City, shall be submitted with the Final Plat application.

- F. If any lands are shown on the Final Plat for dedication to a Property Owners Association, a copy of the deed of transfer for such dedication and a copy of the instrument of incorporation of the Property Owners Association shall be submitted with the Final Plat application.
- 4.7.2 Final Plat Specifications (Continued)
  - G. Each Final Plat shall carry the following certificates or statements printed or stamped thereon as follows:
    - 1. Final Surveyor's Certificate:

IT IS HEREBY CERTIFIED THAT THIS PLAT IS TRUE AND CORRECT AS TO THE PROPERTY LINES
AND ALL IMPROVEMENTS SHOWN THEREON, AND WAS PREPARED FROM AN ACTUAL SURVEY
OF THE PROPERTY MADE BY ME OR UNDER MY SUPERVISION; THAT ALL MONUMENTS SHOWN
HEREON ACTUALLY EXIST, AND THEIR LOCATION, SIZE, TYPE AND MATERIAL ARE
CORRECTLY SHOWN. THE FIELD DATA UPON WHICH THIS PLAT IS BASED HAS A CLOSURE
PRECISION OF ONE FOOT IN FEET AND AN ANGULAR ERROR OF PER
ANGLE POINT, AND WAS ADJUSTED USING RULE. THIS PLAT HAS BEEN
CALCULATED FOR CLOSURE AND IS FOUND TO BE ACCURATE WITHIN ONE FOOT IN
FEET, AND CONTAINS A TOTAL OF ACRES. THE EQUIPMENT USED TO OBTAIN THE
LINEAR AND ANGULAR MEASUREMENTS HEREIN WAS
BY:
REGISTERED GA LAND SURVEYOR # EXPIRES

2. Owners Acknowledgment and Declaration

(STATE OF GEORGIA)

(COUNTY OF GWINNETT)

THE OWNER OF THE LAND SHOWN ON THIS PLAT AND WHOSE NAME IS SUBSCRIBED HERETO, AND IN PERSON OR THROUGH A DULY AUTHORIZED AGENT, ACKNOWLEDGES THAT THIS PLAT WAS MADE FROM AN ACTUAL SURVEY, AND DEDICATED BY THIS DECLARATION TO THE USE OF THE PUBLIC FOREVER ALL STREETS, SEWER COLLECTORS, LIFT STATIONS, DRAINS, EASEMENTS, AND OTHER PUBLIC FACILITIES AND APPURTENANCES THEREON SHOWN, AND TRANSFERS OWNERSHIP OF ALL PUBLIC USE AREAS IN FEE SIMPLE BY DEED, FOR THE PURPOSES THEREIN EXPRESSED.

SUBDIVIDER	OWNER	
DATE	DATE	

4.

## 4.7.2. Final Plat Specifications (Continued)

## 3. Final Plat Approval:

THE MAYOR OF THE CITY OF DACULA, GEORGIA, CERTIFIES THAT THIS PLAT COMPLIES WITH THE CITY OF DACULA ZONING RESOLUTION, AND THE CITY OF DACULA DEVELOPMENT REGULATIONS, AND HAS BEEN APPROVED BY ALL OTHER AFFECTED CITY, COUNTY, OR STATE DEPARTMENTS, AS APPROPRIATE, AND THE CITY COUNCIL OF THE CITY OF DACULA. THE MAYOR HEREBY ACCEPTS ON BEHALF OF THE CITY OF DACULA THE DEDICATION OF THE RIGHT-OF-WAY OF ALL PUBLIC STREETS AND DRAINAGE EASEMENTS, PUBLIC WATER, SEWER, DRAINAGE, AND OTHER PUBLIC FACILITIES AND APPURTENANCES SHOWN THEREON, FURTHER, THE CITY OF DACULA HEREBY ACCEPTS ON BEHALF OF THE GWINNETT COUNTY WATER AND SEWERAGE AUTHORITY ALL WATER AND SANITARY SEWER EASEMENTS. THIS PLAT IS APPROVED, SUBJECT TO THE PROVISIONS AND REQUIREMENTS OF THE DEVELOPMENT PERFORMANCE AND MAINTENANCE AGREEMENT EXECUTED FOR THIS PROJECT BETWEEN THE OWNER AND THE CITY OF DACULA.

DATED THIS \_\_\_\_\_ DAY OF \_\_\_\_

MAYOR, CITY OF DACULA
Health Department Certification (for Subdivisions Served by Septic Tanks):
THE LOTS SHOWN HEREON HAVE BEEN REVIEWED BY THE GWINNETT COUNTY HEALT DEPARTMENT AND WITH THE EXCEPTION OF LOTS ARE APPROVED FO DEVELOPMENT. EACH LOT IS TO BE REVIEWED BY THE GWINNETT COUNTY HEALT DEPARTMENT AND APPROVED FOR SEPTIC TANK INSTALLATION PRIOR TO THE ISSUANCE OF BUILDING PERMIT.
DATED THIS DAY OF

GWINNETT COUNTY HEALTH DEPARTMENT

## 5. Public Notice - Drainage:

TITLE:\_\_\_

Every Final Plat shall contain the following statements:

DRAINAGE AND STREAM BUFFER - NOTES

- a. NOTE: THE CITY OF DACULA ASSUMES NO RESPONSIBILITY FOR OVERFLOW OR EROSION OF NATURAL OR ARTIFICIAL DRAINS BEYOND THE EXTENT OF THE STREET RIGHT-OF-WAY, OR FOR THE EXTENSION OF CULVERTS BEYOND THE POINT SHOWN ON THE APPROVED AND RECORDED SUBDIVISION PLAT. THE CITY OF DACULA DOES NOT ASSUME THE RESPONSIBILITY FOR THE MAINTENANCE OF PIPES IN DRAINAGE EASEMENTS BEYOND THE STREET RIGHT-OF-WAY.
- b. STRUCTURES ARE NOT ALLOWED IN DRAINAGE EASEMENTS.
- c. STREAM BUFFER EASEMENTS ARE TO REMAIN IN A NATURAL AND UNDISTURBED CONDITION.

## 4.7.2. Final Plat Specifications (Continued)

## 6. House Location Plans (HLP):

On any Final Plat containing a lot for which a House Location Plan approval will first be required prior to issuance of a building permit, the following statement shall be included:

## **HLP - HOUSE LOCATION PLAN**

A HOUSE LOCATION PLAN SHALL BE REQUIRED TO BE APPROVED BY THE CITY PRIOR TO ISSUANCE OF A BUILDING PERMIT ON THOSE LOTS LABELED "HLP". A HOUSE LOCATION PLAN IS A SCALE DRAWING SUBMITTED BY THE BUILDER AT THE TIME OF A REQUEST FOR A BUILDING PERMIT. IT IS NOT REQUIRED THAT THIS PLAN BE PREPARED BY A LAND SURVEYOR OR PROFESSIONAL ENGINEER. THE PURPOSE OF THIS PLAN IS TO ENSURE THAT THE HOUSE IS PROPERLY LOCATED ON THE LOT. PLEASE REFER TO THE CITY OF DACULA DEVELOPMENT REGULATIONS OR CONTACT THE CITY OF DACULA FOR FURTHER INFORMATION.

## 7. Residential Drainage Plan (RDP) or Study (RDS):

On any Final Plat containing a lot for which a Residential Drainage Plan (RDP) or Residential Drainage Study (RDS) will first be required prior to issuance of a Building Permit, the following statement shall be included, as applicable:

## RDP - RESIDENTIAL DRAINAGE PLAN OR RDS - RESIDENTIAL DRAINAGE STUDY

A RESIDENTIAL DRAINAGE PLAN OR RESIDENTIAL DRAINAGE STUDY SHALL BE REQUIRED TO BE APPROVED BY THE CITY, PRIOR TO ISSUANCE OF A BUILDING PERMIT ON THOSE LOTS LABELED "RDP" OR "RDS", RESPECTIVELY. PLEASE REFER TO THE CITY OF DACULA DEVELOPMENT REGULATIONS AND CONTACT THE CITY OF DACULA FOR FURTHER INFORMATION.

## 4.8 HOUSE LOCATION PLAN (HLP)

## 4.8.1 House Location Plan (HLP) Requirement.

Refer to Section 9.2 of these Regulations for why an HLP may be required. The City of Dacula requires that a House Location Plan be approved by a City Official or City Designee prior to the issuance of a building permit for the lot on which the House Location Plan requirement is noted. House Location Plans shall be drawn to scale and may be shown on a certified boundary survey of the lot or any other drawing showing the information required below. The City may accept a House Location Plan drawn to the same scale as shown on the Final Plat where sufficient detail can be shown to support an adequate review and approval. The House Location Plan may be combined with a Residential Drainage Plan (RDP) if an RDP is required for the lot.

## 4.8.2 Who may prepare House Location Plans.

It is not the intent of the City that the House Location Plan be prepared by a Registered Surveyor or Engineer, but may be done by the individual proposing the improvements on the lot. It is the intent, however, to receive a drawing with sufficient readability and accuracy to ensure that the proposed improvements will be constructed on the lot in conformance with the

requirements of these Regulations, the Zoning Resolution, or other regulations, as applicable.

- 4.8.3 House Location Plan Specifications:
  - A. Boundary lines of the lot, giving distances to the nearest one-tenth of a foot and bearings to the nearest minute.
  - B. Location and names of all abutting streets or other rights-of-way.
  - C. Minimum required front, side and rear building setback lines with dimensions, and notation of the existing zoning on the property.
  - D. The approximate outline of all buildings, driveways, parking areas, swimming pools, recreational courts, patios, accessory structures and other improvements existing or proposed on the property, and dimensions of buildings and distances between all structures and the nearest property lines.
  - E. All easements, public water, sewer or storm drainage facilities traversing or located on the property, septic tank, and septic tank drain field.
  - F. Subdivision name, lot designation, and Georgia Militia District.
  - G. North arrow and scale.
  - H. Limit of the 100-year floodplain and any applicable buffers or special building setback lines.
  - I. All other applicable requirements of the Zoning Resolution or Conditions of Zoning approval.
  - J. Name, address, and telephone number of the owner and the person who prepared the HLP.
  - K. The House Location Plan shall contain the following signature block. If the HLP was required because of floodplain on the lot, the language contained within the brackets must be included; otherwise, it should be deleted from the signature block.

THIS HOUSE LOCATION PLAN HAS BEEN REVIEWED FOR GENERAL COMPLIANCE WITH THE ZONING RESOLUTION AND DEVELOPMENT REGULATIONS OF THE CITY OF DACULA, GEORGIA, AND IS APPROVED FOR ISSUANCE OF A BUILDING PERMIT FOR THE RESIDENTIAL STRUCTURE AND OTHER IMPROVEMENTS SHOWN HEREON. [NO FRAMING INSPECTION WILL BE APPROVED UNTIL A CERTIFICATION OF THE ELEVATION OF THE LOWEST FLOOR, AS BUILT, PREPARED BY A REGISTERED LAND SURVEYOR OR PROFESSIONAL ENGINEER, HAS BEEN RECEIVED BY THE CITY.] THIS APPROVAL IS GRANTED WITH THE PROVISION THAT NO CERTIFICATE OF OCCUPANCY SHALL BE ISSUED FOR COMPLETION OF CONSTRUCTION UNTIL CONFORMANCE TO THIS HOUSE LOCATION PLAN HAS BEEN FIELD VERIFIED BY THE CITY OF DACULA, OR HAS BEEN VERIFIED BY A FOUNDATION SURVEY PREPARED FOR THE BUILDER BY A REGISTERED LAND SURVEYOR.

CITY OF DACULA	DATE

## **Procedures, Plan and Plat Specifications**

4.8.4 Certificate of Occupancy shall be used to verify House Location Plan requirements.

A Certificate of Occupancy shall not be issued for the structure or other improvements until conformance to the provisions or other requirements of the House Location Plan have been field verified by the City or by a foundation survey prepared for the builder.

#### 4.9 RESIDENTIAL DRAINAGE PLAN (RDP) OR STUDY (RDS)

Refer to Section 9.2 of these Regulations for why a RDP or a RDS may be required. The City of Dacula requires that a Residential Drainage Plan be approved by a City Official or City Designee prior to the issuance of a building permit for the lot on which the Residential Drainage Plan or Residential Drainage Study requirement is noted. Residential Drainage Plans shall be drawn to scale on a certified boundary survey of the lot prepared by a Registered Land Surveyor, having an error of closure not exceeding one in 5000. The Residential Drainage Plan may be combined with a House Location Plan (HLP) if an HLP is required for the lot.

#### 4.9.1 Residential Drainage Plan Specifications:

- A. Boundary lines of the lot, giving distances to the nearest one-tenth of a foot and bearings to the nearest minute.
- B. Location and names of all abutting streets or other rights-of-way.
- C. The outline of all buildings, driveways, parking areas, swimming pools, recreational courts, patios, accessory structures and other improvements existing or proposed on the property, and dimensions of buildings and distances between all structures and the nearest property lines as required to locate the major improvements on the lot.

#### 4.9.1 Residential Drainage Plan Specifications (Continued)

- D. All easements, public water or sewer facilities traversing or located on the property, and septic tank drain field.
- E. Subdivision name, lot designation, Land Lot and District and/or Georgia Militia District.
- F. North arrow and scale.
- G. Contour lines based on sea level datum. These shall be drawn at intervals of not more than two feet, and shall be based on a field survey. Proposed grading of the lot shall be shown along with the finished floor elevation of the lowest habitable floor of the house.
- H. Storm water features, including swales, pipes, storm water detention and other structures, all drainage easements (D.E.), and directions of flow.
- I. Floodplain features, including the limits of the flood hazard area, 100-year flood high water elevation, origin of the floodplain data, and any proposed modifications to the floodplain limits.
- J. Sedimentation and erosion control measures to be taken or placed on the lot during construction.

- K. Names, address, and telephone number of the owner and person who prepared the RDP.
- L. Seal, registration number, and date of expiration of the Professional Engineer or Landscape Architect, registered and licensed in the State of Georgia, who prepared the drainage improvements or modifications shown on the RDP.
- 4.9.2 Site Visit by City Official Required for Residential Drainage Study (RDS)
  - A. A Residential Drainage Study (RDS) shall be conducted and submitted to the City for approval by the City prior to issuance of a Building Permit on those lots so noted on the Final Plat. The Residential Drainage Study shall be conducted on the lot after the following has been completed by the builder but prior to the building permit issuance:
    - 1. Rough grading of the lot.
    - 2. Staking of the corners of the proposed house and driveway location.
    - 3. Flagging or staking of all property line corners.
    - 4. Placement of erosion control devices.
- 4.9.3 Certificate of Occupancy shall be used to verify Residential Drainage Plan or Residential Drainage Plan Requirements

A Certificate of Occupancy shall not be issued for the structure until the provisions or improvements required by the Residential Drainage Plan or as a result of the Residential Drainage Study have been field verified by the City.

4.9.4 Signature Block for Residential Drainage Plan (RDP)

The Residential Drainage Plan shall contain the following signature block. If the RDP was required because of floodplain on the lot, the language contained within the brackets must be included: otherwise, it should be deleted from the signature block.

THIS RESIDENTIAL DRAINAGE PLAN HAS BEEN REVIEWED FOR GENERAL COMPLIANCE WITH THE ZONING RESOLUTION AND DEVELOPMENT REGULATIONS OF THE CITY OF DACULA, GA, AND IS APPROVED FOR ISSUANCE OF A BUILDING PERMIT FOR THE RESIDENTIAL STRUCTURE AND OTHER IMPROVEMENTS SHOWN HEREON. [NO FRAMING INSPECTION WILL BE APPROVED UNTIL A CERTIFICATION OF THE ELEVATION OF THE LOWEST FLOOR, AS BUILT, PREPARED BY A REGISTERED LAND SURVEYOR OR PROFESSIONAL ENGINEER, HAS BEEN RECEIVED BY THE CITY.] THIS APPROVAL IS GRANTED WITH THE PROVISION THAT NO CERTIFICATE OF OCCUPANCY SHALL BE ISSUED FOR COMPLETION OF CONSTRUCTION UNTIL CONFORMANCE TO THIS RESIDENTIAL DRAINAGE PLAN HAS BEEN FIELD VERIFIED BY THE CITY OR HAS BEEN VERIFIED BY A FOUNDATION SURVEY PREPARED FOR THE BUILDER BY A REGISTERED LAND SURVEYOR.

CITY OF DACULA	DATE	

4.10 EXEMPTION PLAT PROCEDURES AND SPECIFICATIONS.

## Article Item 3.

- 4.10.1 Procedure for Exemption Plat Approval.
  - A. When an applicant for a subdivision has parcel of land which meets Section 2.4 SUBDIVISION EXEMPTIONS of these regulations, a plat shall be submitted to the City in a number of copies as determined by the City from time to time.
  - B. This Exemption Plat shall be reviewed by the City for compliance with these Regulations and the City shall indicate on a review copy of the Plat or drawing, or in a written memorandum all comments related to compliance with these Regulations.
  - C. The applicant shall be responsible for compliance with all codes, regulations, and zoning requirements and for the satisfaction of all of the noted and written comments of the City.
  - D. When the City has determined that the Exemption Plat is in compliance with all applicable City Codes, Ordinances or Regulations, the Exemption Plat shall be approved. The City Official, so designated by the Dacula City Council to certify approval of Exemption Plats, shall sign and date said approval of the Exemption Plat, and shall authorize by such approval recording of the Exemption Plat in the Office of the Clerk of the Superior Court of Gwinnett County deed records.

## 4.10.2 Exemption Plat Specifications.

- A. Name, address and telephone number of the owner(s) of record of the land to be subdivided.
- B. Proposed name, total acreage of the subdivision and acreage of smallest lot.
- C. Name, address and telephone number of the licensed land surveyor or registered professional engineer.
- D. North arrow, graphic scale and date.
- E. Present zoning of property and adjacent property.
- F. Names of adjoining property owners.
- G. The location of streams, lakes, flood hazard or flood prone areas.
- H. The location of proposed lots showing dimensions, front yard setbacks and side yard setbacks for corner lots as required by the City of Dacula Zoning Resolution, and total number of lots with each lot being numbered.
- I. Bearings and distances to the nearest existing street lines or bench marks or other permanent monuments (not less than three) shall be accurately described on the plat.
- J. Municipal, County and Land Lot and District lines and/or Georgia Militia District lines accurately tied to the lines of the subdivision by distances and angles when such lines traverse or are reasonably close to the subdivision.
- K. Exact boundary lines of the tract, determined by a field survey.
- L. Name of plat or subdivision.

- M. Exact locations, right-of-way widths, and names of all streets adjoining or within the subdivision.
- N. Required right-of-way to be dedicated according to the Comprehensive Plan which includes a Thoroughfare Plan Functional Classification System Map.
- O. Lot lines with dimensions to the nearest one-tenth foot and bearings to the nearest minute.
- P. Lots numbered in numerical order.
- Q. Location, dimensions, and purposes of any easements and any areas to be reserved or dedicated for public use.
- R. Accurate location, material, and description of monuments and markers.
- S. A statement directly on the plat of any private covenants or reference to the deed book and page of recording of any covenants.
- 4.10.2 Exemption Plat Specifications. (Continued)
  - T. Subdivision classification (such as residential, no mobile homes, mobile homes, modular homes, commercial, industrial).
  - U. The following certifications:
    - 1. An engineer's or surveyor's certification directly on the plat as follows:

"IT IS HEREBY CERTIFIED THAT THIS PLAT IS TRUE AND CORRECT AND WAS PREPARED FROM AN ACTUAL SURVEY OF THE PROPERTY BY ME OR UNDER MY SUPERVISION; THAT ALL MONUMENTS SHOWN HEREON ACTUALLY EXIST OR ARE MARKED 'FUTURE' AND THEIR LOCATION, SIZE, TYPE, AND MATERIAL ARE CORRECTLY SHOWN; AND THAT ALL ENGINEERING REQUIREMENTS OF THE SUBDIVISION REGULATIONS OF THE CITY OF DACULA, GEORGIA, HAVE BEEN FULLY COMPLIED WITH."

D1
REGISTERED P.E., NO
REGISTERED GEORGIA LAND SURVEYOR, NO
An owner's certification and dedication, directly on the plat as follows:
OWNER'S CERTIFICATION AND DEDICATION:
STATE OF GEORGIA, COUNTY OF GWINNETT
"THE OWNER OF THE LAND SHOWN ON THIS PLAT AND WHOSE NAME IS SUBSCRIBED HERETO, IN PERSON OR THROUGH A DULY AUTHORIZED AGENT, CERTIFIES THAT THIS PLAT WAS MADE FROM AN ACTUAL SURVEY, THAT ALL STATE, COUNTY AND CITY TAXES OR OTHER ASSESSMENTS NOW DUE ON THIS LAND HAVE BEEN PAID. I (WE) HEREBY CERTIFY THAT I (WE) ADOPT THIS PLAN OF SUBDIVISION, ESTABLISH THE MINIMUM BUILDING SETBACK LINES, AND DEDICATE ALL STREETS, ALLEYS, WALKWAYS, DRAINAGE EASEMENTS, AND OTHER SPACES TO PUBLIC USE AS NOTED."
DATE

3. Certificate of approval for recording directly on the plat as follows:

I HEREBY CERTIFY THAT THE SUBDIVISION PLAT SHOWN HEREON HAS BEEN FOUND TO COMPLY WITH THE ZONING RESOLUTION AND SUBDIVISION REGULATIONS OF THE CITY OF DACULA, GEORGIA, AND THAT IT HAS BEEN APPROVED BY THE CITY OF DACULA FOR RECORDING IN THE OFFICE OF THE CLERK OF SUPERIOR COURT OF GWINNETT COUNTY, GEORGIA.

DAT	ED
	OFFICIAL OF THE CITY OF DACULA

V. Additional certifications and approval statements may be required by the City and / or Gwinnett County, as applicable.

## **ARTICLE 6**

## ACCESS AND RIGHT-OF-WAY REQUIREMENTS;

## STREET IMPROVEMENT AND CONSTRUCTION REQUIREMENTS

## 6.1 ACCESS

- 6.1.1 When land is subdivided into larger parcels than ordinary building lots, such parcels shall be arranged and designed so as to allow for the opening of future streets and to provide access to those areas not presently served by streets.
- 6.1.2 No subdivision shall be designed so as to completely eliminate street access to adjoining parcels of land. Every development shall be designed to facilitate access to adjoining properties which are developed or anticipated to be developed in a manner substantially similar to the subject property. Locations of inter-parcel access shall be as required by and subject to the approval of the City of Dacula.
- 6.1.3 Any lot required to provide minimum frontage by the zoning district in which the lot is located shall provide vehicular access directly from a public street along the frontage or along any other property line which abuts a public street, except as provided in Section 6.1.5.
- 6.1.4 Private streets as may be approved under the provisions of the Zoning Ordinance and shall be constructed to the roadway construction standards of the City of Dacula, as contained herein.
- 6.1.5 Vehicular access easements may be provided from a public street indirectly via easement in any one or more of the following circumstances:
  - A. The property is not required to provide a minimum frontage by the applicable zoning district, provided that the easement shall be in a location and the access driveway shall have a width and alignment acceptable to the City of Dacula.
  - B. The property is a buildable lot of record, as defined herein, but does not meet the minimum frontage requirement of the applicable zoning district. The property must be served by an exclusive access easement which shall be limited to the provision of access to only one principal use or structure.
  - C. The access easement serves a single-family residence on a lot which is otherwise a buildable lot of record, and which is sharing a common driveway.
  - D. The access easement was lawfully established as such under the code, ordinances, or regulations of the City of Dacula prior to the adoption of these Development Regulations.

- 6.1.5 Vehicular access easements may be provided from a public street indirectly via easement in any one or more of the following circumstances: (Continued)
  - E. The access easement coincides with a private roadway approved under the Code, Ordinances, or Regulations of the City of Dacula. All new private roadways must be constructed to the roadway standards of these Development Regulations, and their ownership and maintenance responsibility by private party(s) must be clearly established on the Final Plat of the development.
  - F. The access easement serves a buildable lot of record which meets the minimum frontage requirements of the Zoning Resolution, but at which point the access is not achieved.

## 6.2 MINIMUM RIGHT-OF-WAY AND STREET IMPROVEMENTS

- 6.2.1 Right-of-Way and Pavement Widths
  - A. Right-of-Way for all Public streets, existing and proposed, shall be dedicated in accordance with the street categories as shown on the Thoroughfares Map and Functional Road Classification Map for Gwinnett County and/or the City of Dacula as adopted within the Comprehensive Plan, or as contained in these Regulations adopted by the City of Dacula.
  - B. Additional street right-of-way width shall be required to be dedicated at intersections or other locations where the property abuts upon where deceleration lanes, turning lanes, storage lanes, medians, or realignments are required for traffic safety and minimum right-of-way standards would be inadequate to accommodate the improvements.
  - C. If a new street or thoroughfare is proposed by the Thoroughfares Map and Functional Road Classification Map for Gwinnett County and/or the City of Dacula to adjoin or traverse the property, permits shall not be issued until the City Administrator has submitted the project to the City Council for review in order to seek a determination if the City of Dacula should acquire the right-of-way or if a study of alternate routes should be undertaken. The review period by the City shall not exceed 120 days from the date of permit application. If, after the 120 day review, the City Council is unable to reach a decision, there shall not be any further delay of a requested permit for this situation.

Minimum widths for new construction (new streets) shall be as shown on the following Table 6-A.

TABLE 6-A		
MINIMUM RIGHT-OF-WAY AND ROADWAY V	VIDTHS FOR NEW STREETS	
AND PROJECT ACCESS IMPROVEMENTS		
	MINIMUM	MINIMUM NEW
STREET CATEGORY	RIGHT-OF-WAY (1)	ROADWAY (2)
PRINCIPAL ARTERIAL	120' TO 150'	UNDIVIDED
		67'
		100' DIVIDED
		2 X 29'
		6 LANES
MAJOR ARTERIAL	100' TO 120'	UNDIVIDED
		67'
		100' DIVIDED
		2 X 29'
		6 LANES
MINOR ARTERIAL	80' TO 100'	UNDIVIDED
		52' TO 67'
MAJOR COLLECTOR	80'	52'
MINOR COLLECTOR		
NONRESIDENTIAL	80 <sup>(3)</sup>	32'
NONRESIDENTIAL CUL-DE-SAC		NON-CURB 28'
LOCAL STREET: (COMMERCIAL)		
NONRESIDENTIAL		
NONRESIDENTIAL CUL-DE-SAC	60 (3)	32'
CUL-DE-SAC	60' RADIUS	50' RADIUS
LOCAL STREET: (RESIDENTIAL)		
RESIDENTIAL - URBAN		
RESIDENTIAL - URBAN CUL-DE-SAC	55'	30"
CUL-DE-SAC	55' RADIUS	45' RADIUS
LOCAL STREET: (NON CURB RESIDENTIAL)		
RESIDENTIAL - RURAL (4)		
RESIDENTIAL - RURAL CUL-DE-SAC (4)	60'	24'
CUL-DE-SAC	60' RADIUS	40' RADIUS
ECCTNOTES:		

## FOOTNOTES:

- (1) The greater right-of-way width shall apply under circumstances as described in Section 6.2.2 (3).
- (2) Roadway width dimensions are back-of-curb to back-of-curb except where noted.
- (3) Utility easement shall be provided in a location and size as required by the Gwinnett County Dept. of Public Utilities.

- 6.2.2 Project Access Improvements Single Family Detached, Single Family Attached, and Duplex Residential Subdivisions.
  - A. When property that abuts upon an existing or proposed City road is to be developed or redeveloped as a single family detached or duplex subdivision and the City street will provide access to the property, Project Access Improvements to the City road (deceleration lanes, turn lanes, etc.) shall be provided by the developer as required herein.
  - B. A deceleration lane shall be required to be provided at each subdivision street entrance that is provided street access to a Collector Street or Arterial Street. In the event a street has an existing or proposed median, and the developer desires to construct a median break to serve the subdivision, a left turn lane leading to the median break shall be required to be provided by the developer and shall meet the Standards contained herein.
  - C. Deceleration lanes shall have a length of 150 feet, with an additional 50 foot taper length, a pavement width of 12 feet (exclusive of curb and gutter) and shall be provided with curb and gutter. Additional right-of-way to accommodate the deceleration lane and an 11 foot shoulder shall be dedicated by the developer to the City of Dacula at no cost. Associated drainage improvements as deemed necessary by the construction of the deceleration lane shall also be required.
  - D. Other Project Access Improvements may be required by the City upon the recommendation of the Department of Transportation for Gwinnett County or the State of Georgia in order to ensure adequate site access, pedestrian access, convenience and safety to the motoring public.
  - E. The developer shall be responsible for the relocation of public or private utilities and drainage structures, as may be occasioned by the required Project Access Improvements.
- 6.2.3 Project Access Improvements Multi-Family and Nonresidential Developments
  - A. When property that abuts upon an existing or proposed City road is to be developed or redeveloped for multi-family or nonresidential uses and the City road will provide access to the property, access improvements to the City road (deceleration lanes, turn lanes, etc.) shall be provided by the developer.
  - B. A deceleration lane shall be required to be provided at each project driveway or subdivision street entrance, as applicable, that is provided street access to a Collector Street or Arterial Street. In the event a street has an existing or proposed median, and the developer desires to construct a median break to serve the project, a left turn lane leading to the median break shall be required to be provided by the developer and shall meet the standards contained herein.

- 6.2.3 Project Access Improvements Multi-Family and Nonresidential Developments (Continued)
  - C. Deceleration lanes shall have a length of 200 feet, with an additional 50 foot taper length, pavement width of 12 feet (exclusive of curb and gutter) and shall be provided with curb and gutter. Additional right-of-way to accommodate the deceleration lane and an 11 foot shoulder shall be dedicated by the developer to the City of Dacula at no cost. Associated drainage improvements as deemed necessary by the construction of the deceleration lane shall also be required.
  - D. Other Project Access Improvements may be required by the City upon the recommendation of the Department of Transportation for Gwinnett County or the State of Georgia in order to ensure adequate site access, pedestrian access, convenience and safety to the motoring public.
  - E. The Developer shall be responsible for the relocation of public or private utilities and drainage structures as may be occasioned by the required Project Access Improvements.

## 6.2.4 New Streets

All new streets proposed to be constructed in a subdivision or other development, whether to be public or private, shall be designed and constructed in accordance with Section 6.6 of these Development Regulations.

### 6.2.5 Substandard Streets

- A. In the event that a development has access to a substandard street (i.e., a dirt or gravel road), the following Project Access Improvements shall be required unless otherwise specified in these regulations:
  - 1. If the abutting substandard street provides access to the development and is dirt or gravel, the street shall be upgraded by the developer to a paved roadway from the project entrance to the nearest standard paved road along the route of access.
- B. Off-site Project Access Improvements required under a. (1) above, shall at a minimum, result in a full-section roadway meeting the requirements of a Local Residential Rural roadway (24 feet edge to edge of pavement, with drainage swale ditches as needed). Responsibilities shall be as follows:
  - 1. The Developer shall design the road and provide the labor, equipment, and materials required for roadway improvements and necessary drainage improvements.
  - 2. If the City desires the roadway to be improved to a standard greater than that for a Local Residential Rural roadway, the City shall provide or pay the cost of the additional materials and labor.
  - 3. All right-of-way required for these off-site improvements shall be acquired by the developer at no expense to the City. If the developer is unable to acquire the right-of-way, the City Attorney shall initiate acquisition proceedings, at the expense of the developer, after authorization by the City Council.

## 6.2.6 Improvements along State Highways

For any development which abuts a state highway or other right-of-way controlled by the State of Georgia, improvements to the roadway and the location and design of any street or driveway providing access from the state highway shall comply with the standards and requirements of the Georgia Department of Transportation. A permit for the proposed access or improvements shall be approved by the Georgia D.O.T. and incorporated into the construction drawings for the project prior to issuance of a Development Permit by the City.

## 6.3 GENERAL LAYOUT REQUIREMENTS

## 6.3.1 Conformance

The arrangement, character, extent, width, grade, and location of all streets shall conform at a minimum to the Comprehensive Plan and these Regulations.

### 6.3.2 Local Streets and Minor Collectors

Local streets shall be designed so that their use by through traffic will be discouraged. Minor collectors shall be provided to channel through traffic movements within a development, where appropriate to the design, and a major thoroughfare is not proposed by the Comprehensive Plan. Minor collectors also may be provided as central routes within large residential subdivisions, where appropriate to the design, based on project traffic demands exceeding 2,000 trips per day (ADT).

### 6.3.3 Cul-de-sac Streets

- A. The use of culs-de-sac shall be discouraged, except in areas where topography or environmentally sensitive lands or other public resource lands would prevent extension and connection to adjoining and surrounding streets.
- AB. When permitted, Ddead end streets designed to have one end permanently closed shall provide a cul-de-sac turnaround and may be no more than 2000' 1,500' in length from the nearest intersection. Additional length necessitated by topography or property configuration may be approved by the City.
- C. Dead end streets of more 1,000' in length, may be required when existing or proposed pedestrian circulation patterns or public gathering places so justify, require pedestrian ways or pedestrian access easements, to provide access to existing and/or future open space areas, public facilities, trails, or adjacent subdivisions.
- **BD**. The length of a cul-de-sac street shall be measured from the center of the cul-de-sac to the center of the intersection with another street, whether a through street or another cul-de-sac or dead-end street.
- **CE.** Eyebrow cul-de-sac (half cul-de-sacs) will be allowed only at "right-angled" intersections having an interior angle between 80 degrees and 100 degrees.

**DF**. Cul-de-sacs shall conform to the layout and dimensional requirements as shown in the Standard Drawings.

## 6.3.4 Other Dead End Streets

- A. A dead end street shall be provided to the boundary of a subdivision where necessary to provide access to a land-locked abutting property, for planned continuity of future circulation, for improved access for public safety vehicles, or for the extension of public water or other utilities to neighboring lands. Such dead end streets shall be designed so as to allow their reasonable extension, and shall be located so as to be reasonably incorporated into a street design for the neighboring property. The stub street requirement may be waived by the City.
- B. Dead end streets on abutting property shall be extended into a proposed subdivision and incorporated into the street design of the development. This requirement may be waived by the City Council in cases of serious topographical hardship or dissimilar zoning which would create unacceptable land use conflicts between the two developments. This modification may be conditioned on the provision of easements necessary for the extension of public utilities, the provision of cul-de-sac or other permanent turnaround on the dead end street, or the removal of the dead end street back to its nearest intersection.
- C. A dead end street may be required to provide a temporary vehicular turnaround within the right-of-way. This requirement may be waived if extension of the dead end street is approved and under construction prior to its inclusion in a Final Plat.
- D. Where a street dead ends at the property boundary and the street exceeds 1,000' in length, a permanent cul-de-sac shall be required. In this situation, right-of-way to the property boundary shall be required, but the pavement shall not be extended to the property boundary beyond the edge of the paved cul-de-sac turnaround. In no case shall a dead end street exceed 2,000' 1,500' in length, unless approved by the City due to unusual topographic conditions or property configuration.

## 6.3.5 Service Roads

Where a development borders on or contains a railroad right-of-way, or limited access highway right-of-way or major thoroughfare, a public street may be required to be constructed and dedicated within the development approximately parallel to and on each side of such right-of-way.

## 6.3.6 Half-Streets

Half-streets (new boundary streets having one-half of the minimum required right-of-way or pavement width) shall not be allowed nor access to same be permitted should it exist.

## 6.3.7 Reserve Strips

Land in private ownership adjacent to public rights-of-way which could control or are intended to control access to streets, alleys, or public lands shall not be permitted unless

their control is given to the City under ownership, dedication, or easement conditions approved by the City Attorney. No development shall be designed so as to deny access to abutting properties.

## 6.3.8 Alleys

Alleys shall not be provided except where the subdivider produces evidence satisfactory to the City the need for same. In the event the City approves a design which proposes alleys, the alley shall be constructed as though it were a local street with the pavement width and right of way established by the City to provide for public health, safety and welfare.

## 6.3.9 Street Jogs

- A. Street jogs shall either directly align or have offsets of a minimum of 125 feet for residential subdivision streets and a minimum of 200 feet for nonresidential subdivision streets, as measured between centerlines of said streets.
- B. All major thoroughfares as shown on the Thoroughfares Map and Functional Road Classification Map for Gwinnett County and or the City of Dacula as adopted within the Comprehensive Plan, shall provide offsets as required by the City, where alignment is not desirable or feasible, but in no case be spaced less than 600 feet apart as measured between centerlines of said streets.

## 6.4 TRAFFIC CONTROL DEVICES

## 6.4.1 Traffic Control Signs

Street signs, traffic control signs, and devices such as striping and signalization, shall be provided through payment of fees to the Gwinnett County Department of Transportation for the installation thereof.

## 6.4.2 Street Name Signs

Street name signs shall be provided by Gwinnett County. Alternate post material shall be subject to the review and approval of the City. The posts and signs will be furnished and installed by the County at all street intersections. The developer (or homeowners association in the event an alternate signpost is chosen at a later date) shall pay the County's costs.

## 6.4.3 Traffic Signals and Signs

All traffic signals and signs shall conform to the Manual on Uniform Traffic Control Devices (no decorative traffic control devices will be allowed).

## 6.4.4 Striping Requirements

All newly constructed streets having 4 or more lanes (including auxiliary lanes) and existing streets being widened with one or more additional lanes shall be striped or the payment of said striping costs shall be required from the Developer by Gwinnett County Department of Transportation prior to the approval of Development Conformance for the

project. Striping shall be accomplished with paint meeting Georgia DOT standards conforming to the Manual on Uniform Traffic Control Devices.

## 6.4.5 Payment of Fees

Payment for materials and installation of street name and traffic control signs in new developments shall be required by the City to the Gwinnett County Department of Transportation prior to a subdivision final plat or a certificate of occupancy.

## 6.4.6 Street Lights

The installation of all street lighting fixtures within City right-of-way must be approved by the City or the Gwinnett County Department of Transportation prior to such installation.

Street lights shall be required along all interior streets of residential subdivisions. Lights shall be located within the rights-of-way and shall be of the type and spacing approved by the utility company of jurisdiction. Type and spacing shall be approved by the City or Gwinnett County, corresponding to the owner of the right-of-way.

- A. Developers must contract Georgia Power or requisite local power company to install lights for all new developments to the industry standards.
- B. For HOA residential developments, the HOA is responsible for maintenance and costs of operating street light fixtures.

## 6.5 SPECIFICATIONS

Unless otherwise specifically set forth herein, all of the materials, methods of construction, and workmanship for the work covered in reference to street construction shall conform to the latest specifications of the Georgia Department of Transportation (Georgia DOT).

## 6.6 NEW STREET CONSTRUCTION SPECIFICATIONS

- A. All new streets proposed to be constructed in a subdivision or other development, whether to be public or private, shall be designed and constructed at least to the standards contained in these Regulations in accordance with the category of said streets.
- B. In residential subdivisions, a dead end ("stub") street required under Section 6.3.4 to provide access to an abutting property may be exempted from construction of roadway improvements and public utilities under the following circumstances:
  - 1. No lot within the proposed subdivision will gain access from the "stub" street.
  - 2. A Concept Plan has not been submitted or approved on the neighboring tract.
  - 3. The "stub" street shall be fully designed as part of the Development Plans. However, the right-of-way shall only be cleared and rough graded in accordance with the approved plans, and all disturbed areas grassed.
  - 4. Connections for future extension of all public utilities shall be constructed as part of the subdivision. Curb returns shall be constructed as part of the subdivision. If a

- curb is provided, curb returns shall be provided to the future "stub" street roadway location, and curb and gutter shall be installed across the roadway stub at the right-of-way line (extended).
- 5. The right-of-way for the "stub" street shall be dedicated as part of the Final Plat. Slope easements or construction easements, if required by the street design, shall be shown on the Final Plat.

## 6.6.1 Sub-grade Preparation for All Streets

- A. Sub-grade preparation shall be in accordance with Georgia DOT specifications and these Regulations.
- B. If any sections of the sub-grade are composed of topsoil, organic, or other unsuitable or unstable material, such material shall be removed and replaced with suitable material and then thoroughly compacted as specified for fill or stabilized with stone or a geo-textile or geo-grid.
- C. Fill shall be placed in uniform, horizontal layers not more than 8" thick (loose measurement). Moisture content shall be adjusted as necessary to compact material to 95% of maximum dry density except for the top 12" which shall be compacted to 100% of maximum dry density.
- D. After the earthwork has been completed, all storm drainage, water, and sanitary sewer utilities have been installed within the right-of-way as appropriate, and the backfill in all such ditches thoroughly compacted, the sub-grade shall be brought to the lines, grades, and typical roadway section shown on the plans.
- E. Utility trenches cut in the sub-grade shall be backfilled as specified herein. Compaction tests at the rate of one per 150 feet of trench shall be provided to verify compaction.
- F. The sub-grade must pass roll testing prior to placement of the base material. With the approval of the City, a geo-textile or geo-grid may be used to stabilize a sub-grade that does not pass proofrolling.
- G. If the subdivider disagrees with analysis of the proofrolling, the subdivider shall provide two (2) copies of a certificate from a certified laboratory stating that the roadway has been compacted at ninety-eight (98%) percent of maximum density to the City. The certificate shall cover the areas identified in the dispute.
- H. When the street is to be used for construction traffic before the paving work is completed, a layer of stone (except crusher run) shall be laid as a traffic surface. This material shall not be used as a part of the base material. It may be worked into the sub-grade, or it shall be removed before the base course is set up for paving.
- I. Provisions shall be made to drain low points in the road construction when the final paving is delayed. A break in the berm section is required when the curbing has not been constructed. After installation, drainage under the curb to side slopes is required,

using minimum 4 inch diameter pipe sections.

## 6.6.2 Project Access Improvement Standards

- A. For widening sections four (4) feet or greater in width, the section shall comply with the construction standards for new streets, in accordance with the street's category (see Section 6.6.4 and Table 6-B). The base course must pass roll testing prior to paving. If a delay in paving is reasonably expected by the Developer or the City, the base shall be primed with 0.25 gallon of R.C. 70 per square yard and cured for 7 days before paving.
- B. For widening sections less than 4 ft. wide, 7 inches of Class "A" concrete base (5 inches on local and minor collector streets) and 1 ½ inches of "E" or "F" topping shall be required.

## 6.6.3 New Local and Minor Collector Streets

## A. Local Residential and Residential Minor Collector Streets

Where Local and Minor Collector Streets are located within a residential subdivision; the base materials shall be a crushed stone base. The base course shall consist of at least 8 inches of graded aggregate base. After being thoroughly compacted and brought to proper section, 2 inches of "B" binder shall be applied. If a delay in paving is reasonably expected by the Developer or the City, the base shall be primed with 0.25 gallon of R.C. 70 per square yard the same day it is compacted, and cured for 7 days prior to paving. A final 2 inches of type "E" or "F" wearing course (topping) shall be applied after the binder has been installed or the developer has the option of applying the wearing course at the 30<sup>th</sup> month of the maintenance period. Prior to applying wearing course, a tack coat shall be applied to the binder course at a rate of no less than 0.05 gallons per square yard. Type of tack shall be approved by the city prior to placement.

### B. Local Streets (Non Curb Residential)

Where allowed, Local Streets (Non Curb Residential) do not require curb and gutter. The road base shall be extended 1 foot beyond the edge of pavement, and the shoulders shall extend 8 feet from the edge of pavement to a standard ditch section on each side (see Standard Drawings). Otherwise, the roadway shall comply with the standards for new residential subdivision streets, above.

## C. Local Street (Commercial) and Minor Collector (Commercial)

Where new local and minor collector streets are constructed in a nonresidential subdivision and/or other nonresidential projects, the base materials shall be a crushed stone base. The base course shall consist of at least 10 inches of graded aggregate base. After being thoroughly compacted and brought to proper section, 3 inches of "B" binder shall be applied. If a delay in paving is reasonably expected by the Developer or the City, the base shall be primed with 0.25 gallon of R.C. 70 per square yard the same day it is compacted, and cured for 7 days prior to paving. A

final 2 inches of type "E" or "F" wearing course (topping) shall be applied after the binder has been installed or the developer has the option of applying the wearing course at the 30<sup>th</sup> month of the maintenance period. Prior to applying wearing course, a tack coat shall be applied to the binder course at a rate of no less than 0.05 gallons per square yard. Type of tack shall be approved by the City prior to placement.

## 6.6.4 New Major Thoroughfares

Major Collector, Arterial, or Principal Arterial shall be constructed in accordance with designs prepared by the City, Gwinnett County, or Georgia DOT, or, if no design has been prepared, to the following standards as indicated by Table 6-B. Commercial parking lots and private commercial streets are to be constructed as indicated by Table 6-C.

TABLE 6-B CONSTRUCTION STANDARDS FOR MAJOR THOROUGHFARES

STREET CATEGORY Principal Arterial	<u>BASE</u> 10" GAB	BINDER 5"*	<u>TOPPING</u> 1 1/2" E or F
Major Arterial	10" GAB	4" B	1 1/2" E or F
Minor Arterial	10" GAB	3" B	1 1/2" E or F
Major Collector 10" GAB	3" B 1 1/2" E or F		
Minor Collector 8" GAB	2" B 1 1/2" E or F		
*2.1/2" ( "D" 1:112.1	/0!!114: 1		

\*2 1/2" type "B" binder and 2 1/2" asphaltic concrete base.

TABLE 6-C CONSTRUCTION STANDARDS FOR COMMERCIAL PARKING LOTS & STREETS

STREET CATEGORY	BASE	BINDER	TOPPING
Commercial Drive (Public or Private)	10" GAB	3" B	1 1/2" E or F
Parking Areas (Public or Private)	6" GAB	2" B	1 1/2" E or F

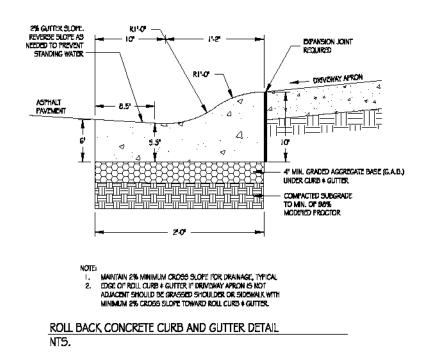
## 6.7 CURB AND GUTTER

6.7.1 All new streets and Project Access Improvements shall be provided with curb and gutter except in improvements to substandard streets, where swale ditches may be provided in lieu of curb and gutter. All gutters shall drain smoothly with no areas of ponding.

## 6.7.2 Residential Curbing

Residential curbing shall meet the following requirements:

- A. Concrete shall be Class "A" (as defined by Georgia DOT) and have a minimum strength of 3,000 PSI at 28 days.
- B. Typical minimum section shall be 6" X 24" X 12".
- C. Vertical curbing.
- D. Residential curbing may be vertical curbing or roll-back curbing. Roll-back curbing shall meet the following specification:



## 6.7.3 Industrial or Commercial Curbing

Industrial or commercial curbing shall meet the following requirements:

A. Concrete shall be Class "A" (as defined by Georgia DOT) and have a minimum strength of 3,000 PSI at 28 days.

- B. Typical minimum section shall be 8" X 24" X 14".
- C. Vertical curbing only.
- 6.7.4 Major Arterial Curbing

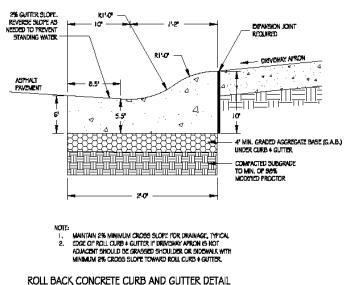
Principal Arterial and Major Arterial curbing shall meet the following requirements:

- A. Concrete shall be Class "A" (as defined by Georgia DOT) and have a minimum strength of 3,000 PSI at 28 days.
- B. Typical minimum section shall be 8" X 30" X 14".
- C. Vertical curbing only.

## 6.7.5 Parking Area Curbing

Curbing within parking areas or lots (residential or commercial) shall meet the following requirements:

- A. Concrete shall be Class "A" (as defined by Georgia DOT) and have a minimum strength of 3,000 PSI at 28 days.
- B. Typical minimum section shall be 6" X 24" X 12".
- C. Vertical curbing.
- D. Parking area curbing may be vertical curbing or roll-back curbing. Roll-back curbing shall meet the following specification:



ROLL BACK CONCRETE CURB AND GUTTER DETAIL NTS.

## 6.7.6 Construction Methods for Curb:

- A. Curb and gutter shall be set true to line and grade, horizontal be field staked, and finished to the section shown on the plans. Along the Project Access Improvements of a road which the Department of Transportation has identified for resurfacing within 1 year of the new construction, the grade of the new gutter shall be placed 1" above the Project Access Improvement pavement grade in areas where drainage will not be adversely affected.
- B. Line and grade shall be set by developer's engineer or surveyor on grade less than 2% and over 12%, and within 100 feet in both directions from all low points.
- C. One-half inch expansion joints or pre-molded bituminous expansion joint material shall be provided at all structures and radius points and at intervals not to exceed 250 feet in the remainder of the curb and gutter.
- D. Inferior workmanship or unprofessional construction methods resulting in unacceptable curb and gutter will be cause for rejection of the finished work.
- E. Disturbed areas along all curbing shall be backfilled, stabilized, and grassed.

## 6.8 UNDERGROUND UTILITIES

- 6.8.1 All water and sanitary sewer utilities and storm drain facilities within the curbs shall be installed and the ditches backfilled and thoroughly compacted before any pavement or base is installed.
- 6.8.2 Once the base has been placed, all further installation of utilities under the roadway shall be bored or otherwise comply with Section 7.5, Street Cuts.
- 6.8.3 All utility manholes and valve boxes shall be brought flush to the finished grade within the roadway section.
- 6.8.4 All utility locations shall adhere to the details found in the Standard Drawings.

## 6.9 SIDEWALKS

- 6.9.1 Sidewalks, When Required
  - A. Sidewalks shall be provided within all single family subdivisions.
  - B. Sidewalks shall be provided along the street from which a multi-family development has access.
  - C. Sidewalks shall be provided along all streets adjoining a non-residential development.

Article 6

## 6.9.2 Sidewalks, Location Standards

- A. Sidewalks shall be required adjacent to both sides of internal subdivision streets.
- B. Sidewalks shall also be required adjacent to the perimeter of "eyebrow" turnarounds.
- C. Sidewalks shall not be required adjacent to the perimeter of cul-de-sac turnarounds unless otherwise required.

## 6.9.3 Sidewalks, Design Standards

Sidewalks shall be constructed in accordance with the Design Standards contained in this Subsection unless a Waiver is granted by the City.

- A. Sidewalks shall be located two (2') feet from the back of curb. Where no curbing exists or proposed road improvements are anticipated, sidewalks shall be placed in a location acceptable to the Department of Transportation.
- B. All new sidewalks shall match and provide a smooth transition to any existing sidewalks with no steps.
- C. Sidewalks shall be constructed of concrete and shall be a minimum of five (5') feet in width and four (4") inches thick. Concrete shall be Class "B" (as defined by Georgia DOT) and have strength of 3,000 PSI at 28 days.
- D. Curb ramps shall be provided at all curb termini or street intersections and shall be a minimum of five (5') feet in width exclusive of flared sides.
- E. Expansion joints shall be provided at all property lines (extended) and driveway crossings. Control joints shall be provided every ten (10') feet.
- F. Disturbed areas resulting from sidewalk construction shall be backfilled, stabilized, and grassed.

## 6.9.4 Sidewalks, Installation Deadlines

Sidewalks shall be installed prior to the issuance of a Certificate of Occupancy or Final Plat approval in accordance with this Subsection unless a performance bond is posted. The cost of sidewalk installation may be set aside in escrow where proposed road improvements may impact the location of the sidewalk.

- A. Sidewalks required on residential building lots shall be installed prior to issuance of a Certificate of Occupancy for each individual dwelling.
- B. Sidewalks required on common or recreation areas shall be installed prior to Final Plat approval.
- C. Sidewalks required on other projects shall be installed prior to issuance of a Certificate of Occupancy or Certificate of Completion, as appropriate.

## 6.9.5 STORMWATER UTILITY

- A. Black chain link fence(s) with restricted gate access shall enclose detention / bioretention ponds. The property owner's association is responsible for the maintenance of the pond(s) and fence(s).
- B. Stormwater maintenance / bioretention areas are encouraged to include practices from the Georgia Stormwater Management Manual green standards. Stormwater bioretention areas may include lower maintenance grass alternatives, such as Blue Star Creeper, Corsican Mint, Micro-Clover, Fescue, or native grasses, native shrubs, and native trees, subject to planning department approval.
- C. Stormwater detention / bioretention ponds with green stormwater and pedestrian infrastructure are permitted as an alternative to black chain link fence(s), as approved by the City Administrator or his / her designee.

## CITY OF DACULA

# A RESOLUTION OF THE MAYOR AND COUNCIL OF THE CITY OF DACULA REGARDING THE ABANDONMENT AND SALE OF CERTAIN VEHICLES, EQUIPMENT AND OTHER PERSONAL PROPERTY

WHEREAS, the City Employees have gathered certain vehicles, equipment and other personal property described on Exhibit "A" attached hereto which are no longer regularly used by the City and no longer needed for any public purpose; and

WHEREAS, the City Staff has recommended that those vehicles, equipment and other personal property be abandoned, sold at auction, or discarded if there is no sales value realized; and

WHEREAS, it is in the best interest of the City of Dacula and its citizens for those vehicles, equipment, and other personal property to be abandoned, sold at auction or discarded if there is no sales value realized;

NOW THEREFORE, THE MAYOR AND COUNCIL OF THE CITY OF DACULA hereby formally ordains and resolves that the vehicles, equipment, and other personal property described on Exhibit "A" are abandoned and declared surplus property. The vehicles, equipment, or other personal property shall be advertised, sold at auction or discarded in accordance with O.C.G.A. §36-37-6.

SO RESOLVED, this	s 3 <sup>rd</sup> day of July, 2025 by the Governing Authority of the City of Dacula
AYES:	
NAYES:	
Hugh D. King, III, Mayor	_
City of Dacula	
Brittni Nix	_

City Administrator

Excess Inventory List  Dated: July 3, 2025								
ltem		Description	Condition	Functional	Qty Available	Disposition		
Electronics	laptops	Lenovo Thinkpads	used	no	4			
	computer tower	Lenovo tower	used	no	1			
	timeclock	Pyramid 3500	used	no	1			
Office	vacuum	residential vacuum	used	no	1			
	shredder	Royal 112 MX	used	no	1			
Miscellaneous Items	benches	benches at Maple Creek Park	used	no	2			
	picnic tables	picnic tables at Maple Creek Park	used	no	6			

## CITY OF DACULA

A RESOLUTION OF THE MAYOR AND COUNCIL OF THE CITY OF DACULA TO REGULATE AND PROVIDE FOR THE CALLING OF A GENERAL MUNICIPAL ELECTION ON TUESDAY, NOVEMBER 4, 2025 TO FILL THE EXPIRED TERMS OF MAYOR AND TWO COUNCILMEMBERS.

**WHEREAS**, under the Charter of the City of Dacula, the Georgia Election Code codified at O.C.G.A. § 21-2-1 et seq., and the Constitution of the State of Georgia of 1983, Art. 9, Sec. 5, Para. 1, the City of Dacula shall call a general municipal election to fill the expired terms of its elected members;

**WHEREAS**, the terms of Mayor and two Councilmember seats are set to expire.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE CITY OF DACULA, A GEORGIA MUNICIPAL CORPORATION, AND BY THE AUTHORITY OF THE SAME, AS FOLLOWS:

Section 1. That under and by virtue of the Charter of the City of Dacula, Constitution and laws of the State of Georgia, a general election be, and it is hereby, called to be held in the City of Dacula on November 4, 2025 at which election there shall be submitted to the qualified voters of said City the election for the expired term of the following offices, to wit:

Mayor (to succeed Hugh D. King III)

Councilmember (to succeed Denis W. Haynes, Jr.)

Councilmember (to succeed Jason Shelton)

Section 2. The election shall be held on Tuesday, November 4, 2025, between the hours of 7:00 a.m. and 7:00 p.m. at Dacula City Hall, 442 Harbins Road, Dacula, Georgia. The voting polls shall be opened for advance in person voting at Dacula City Hall during the dates of October 14 – 18, 2025 from 9:00 a.m. to 5:00 p.m., October 20 – 25, 2025 from 9:00 a.m. to 5:00 p.m., and October 27 – 31, 2025 from 9:00 a.m. to 5:00 p.m. Said election shall be held in accordance and in conformity with the laws of the State of Georgia.

**Section 3.** A run-off election, if necessary, shall be held December 2, 2025.

Section 4. Qualifying for said offices shall be Monday, August 18, 2025 from 8:30 am to 4:30 pm, Tuesday, August 19, 2025 from 8:30 am to 4:30 pm, and Wednesday, August 20, 2025 from 8:30 am to 4:30 pm. Individuals intending to qualify shall remit the qualification fee of \$300.00 for Mayor or \$240.00 for Councilmember.

<u>Section 5.</u> Registration of an elector to vote in the November 4, 2025 general municipal election shall close on October 6, 2025.

<u>Section 6.</u> That the City shall utilize paper ballots to tabulate the respective votes.

Section 7. That a notice of qualifying be posted 2 weeks prior to the qualifying dates in the legal organ of the City of Dacula (OCGA 21-2-132(d)(5)(B)(ii)).

**Section 8.** That the notice of said election shall be in substantially the following form as the attached Exhibit "A".

# APPROVED AND ADOPTED THIS 3rd DAY OF JULY, 2025.

ATTESTED TO BY:	DACULA CITY COUNCIL, A GEORGIA MUNICIPAL CORPORATION
Brittni Nix, City Administrator	BY: Hugh D. King III, Mayor
APPROVED AS TO FORM	BY:Ann Mitchell, Councilmember
	BY:
Robert J. Wilson, City Attorney	BY: Jason Shelton, Councilmember
	BY:

#### **EXHIBIT A**

# NOTICE OF CITY OF DACULA GENERAL MUNICIPAL ELECTION

Pursuant to OCGA  $\delta$  21-2-1 et seq. and all other applicable Georgia laws, please be advised that on November 4, 2025, a general municipal election will be held in the City of Dacula, Georgia, at which time there will be submitted to the qualified voters of said City for their determination the expired term of Mayor Trey King, Councilman Denis W. Haynes, Jr., and Councilman Jason Shelton.

The election shall be held on Tuesday, November 4, 2025, between the hours of 7:00 am and 7:00 pm at Dacula City Hall, 442 Harbins Road, Dacula, Georgia. The voting polls shall be opened for advance in person voting during the dates of Tuesday through Saturday, October 14 - 18, 2025, from 9:00 am to 5:00 pm, Monday through Saturday, October 20 - 25, 2025 from 9:00 am to 5:00 pm, and Monday through Friday, October 27 - 31, 2025 from 9:00 am to 5:00 pm. All duly qualified electors of the City of Dacula are urged to participate. Those qualified to vote at said election shall be determined in all respects in accordance and in conformity with the laws of the State of Georgia.

Those interested in qualifying for said offices should be advised that the respective qualification period shall be Monday, August 18, 2025 from 8:30 am to 4:30 pm, Tuesday, August 19, 2025 from 8:30 am to 4:30 pm, and Wednesday, August 20, 2025 from 8:30 am to 4:30 pm at Dacula City Hall. Qualification will close at 4:30 p.m. on Wednesday, August 20, 2025. Individuals intending to qualify shall remit the sum of \$300.00 for Mayor and \$240.00 for Councilmember.

The registration deadline to vote in this election is October 6, 2025. Any person who is presently registered as a voter in said City but who now resides outside the City limits is not eligible to vote in said election. All duly qualified electors of the City of Dacula, Georgia, are urged to participate. Those qualified to vote at said election shall be determined in all respects in accordance and in conformity with the laws of the State of Georgia. Information on voter registration may be obtained through the Chief Registrar of Gwinnett County, Georgia.

In accordance with the City Charter, the successful candidate(s) will be determined by majority of votes. A run-off election, if necessary, shall be held December 2, 2025 between the hours of 7:00 am and 7:00 pm at Dacula City Hall, 442 Harbins Road, Dacula, Georgia. If necessary, advanced voting for the December 2, 2025 run-off election will be held Monday through Saturday, November 17 - 22, 2025 from 9:00 am to 5:00 pm, and Monday through Wednesday, November 24 - 26, 2025 from 9:00 am to 5:00 pm at Dacula City Hall, 442 Harbins Road, Dacula, Georgia.

This and all City of Dacula Elections are governed by the Municipal Election Code of the State of Georgia and the City Charter. A copy of the ordinance and/or resolution calling for the election is on file, together with other relevant documents, for inspection at the City Clerk's Office, 442 Harbins Road, Dacula, Georgia 30019, between the hours of 8:30 a.m. and 5:00 p.m., Monday through Friday. For additional information, contact the City Clerk's office at 770-963-7451. Information on voter registration may be obtained through the Chief Registrar of Gwinnett County, Georgia.

This 3rd day of July 2025. Courtney Mahady Election Superintendent City of Dacula, Georgia

# AVISO DE LA CIUDAD DE DACULA ELECCIÓN MUNICIPAL GENERAL

Según la O.C.G.A. § 21-2-1 y siguientes. y todas las demás leyes aplicables del Estado de Georgia, tenga en cuenta que el 4 de noviembre de 2025 se llevará a cabo una elección municipal general en la Ciudad de Dacula, Georgia, a los votantes calificados de dicha Ciudad para determinar los términos vencidos del Alcalde Trey King, el Concejal Denis W. Haynes, Jr., y el Concejal Jason Shelton.

Las elecciones se celebrarán el martes 4 de noviembre de 2025, de 7:00 a. m. a 7:00 p. m., en el Ayuntamiento de Dacula, ubicado en 442 Harbins Road, Dacula, Georgia. Las urnas estarán abiertas para la votación anticipada presencial del martes 14 al sábado 18 de octubre de 2025, de 9:00 a. m. a 5:00 p. m., del lunes 20 al sábado 25 de octubre de 2025, de 9:00 a. m. a 5:00 p. m., y del lunes 27 al viernes 31 de octubre de 2025, de 9:00 a. m. a 5:00 p. m. Se insta a todos los electores debidamente calificados de la Ciudad de Dacula a participar. Los residentes calificados para votar en dicha elección se determinarán en todos los aspectos de acuerdo y en conformidad con las leyes del Estado de Georgia.

Los interesados en calificar para dichas oficinas deben tener en cuenta que el período de calificación será el lunes 18 de agosto de 2025 de 8:30 a 16:30 horas, martes 19 de agosto de 2025 de 8:30 a 16:30 horas, y miércoles 20 de agosto de 2025 de 8:30 a.m. a 4:30 p.m. en el Ayuntamiento de Dacula. La clasificación se cerrará a las 16:30 horas, el miércoles 20 de agosto de 2025. Las personas que pretendan calificar deberán enviar la suma de \$300.00 para la Alcaldía y \$240.00 para la Concejalía.

El plazo de registro electoral para votar en esta elección es 6 de octubre, 2025. Cualquier persona que esté presentemente registrada como votante en dicha cuidad, pero reside fuera de los límites de la Ciudad, no es elegible para votar en dicha elección. Todos los electores debidamentes calificados de la Ciudad de Dacula, Georgia, son urgidos a participar. Aquellos calificados para votar en la elección mencionada, serán determinados en todos los aspectos de acuerdo y en conformidad con las leyes del Estado de Georgia. Información sobre el registro de votantes puede obtenerse a través del Jefe de Registro del Condado de Gwinnett, Georgia.

De acuerdo con la Carta de la Ciudad, los candidatos seleccionados se determinarán por mayoría de votos. De ser necesario, se celebrará una segunda vuelta el 2 de diciembre de 2025, de 7:00 a. m. a 7:00 p. m., en el Ayuntamiento de Dacula, ubicado en 442 Harbins Road, Dacula, Georgia. Si es necesario, la votación anticipada para la segunda vuelta del 2 de diciembre de 2025 se llevará a cabo del lunes 17 al 22 de noviembre de 2025, de 9:00 a. m. a 5:00 p. m., y del lunes 24 al miércoles 26 de noviembre de 2025, de 9:00 a. m. a 5:00 p. m., en el Ayuntamiento de Dacula, ubicado en 442 Harbins Road, Dacula, Georgia.

Esta y todas las Elecciones de la Ciudad de Dacula se rigen por el Código Electoral Municipal del Estado de Georgia y los Estatutos de la Ciudad. Una copia de la ordenanza que convoca a las elecciones está archivada, junto con otros documentos importantes, para su inspección en la Oficina del Secretario Municipal, 442 Harbins Road, Dacula, Georgia 30019, entre las 8:30 a y las

5:00 p de lunes a viernes. Para obtener información adicional, comuníquese con la oficina de la Secretaria Municipal al 770-963-7451. La información sobre el registro de votantes se puede obtener del Jefe de Registro del Condado de Gwinnett, Georgia.

Este día 3 de julio de 2025.

Courtney Mahady Superintendente de Elecciones Ciudad de Dacula, Georgia



# **MEMO**

TO: Mayor and City Council of the City of Dacula

FROM: Brittni Nix, City Administrator

DATE: May 30, 2025

SUBJECT: Amendments to Solid Waste Ordinance

The proposed Ordinance would amend procedures for the placement of garbage receptables outlined in Section 22-5 of the Solid Waste Ordinance. The proposed language permits residents to place receptacles curbside "no earlier than the day before scheduled collection day and removed no later than two days after scheduled collection day."

## AN ORDINANCE TO AMEND THE CITY OF DACULA CITY CODE OF ORDINANCNES REGARDING SOLID WASTE SERVICE Section 22-5

WHEREAS, the City has adopted a Code of Ordinances, which includes provisions for solid waste services for the benefit of the citizens and the environment; and

WHEREAS, the existing Ordinance should be amended to provide greater efficiency and safety in the process of collection and disposal of solid waste;

WHEREAS, it is in the best interest of the health, safety and welfare of the citizens of the City to amend the City Code as outlined in this Ordinance;

NOW THEREFORE, the Mayor and City Council of the City of Dacula hereby ordains that the existing Section 22-5, Items for collection; preparation and placement, is deleted, and the following new Section 22-5 is substituted in its place:

#### **SECTION 1**

Sec. 22-5. - Items for collection; preparation and placement.

- (a) A maximum of two City approved garbage receptacles shall be placed at curbside, but not so as to block or impair vehicular access in the street or block the sidewalk. Receptacles should be placed at the curb no earlier than the day before scheduled collection day and removed no later than two days after scheduled collection day.
- (b) Leaves shall be placed at the street curb for removal by the maintenance department. Leaf pickup shall be scheduled at City Hall.
- (c) Fallen limbs, trees, cut limbs, cut trees, brush, and trash of this category shall be cut by the property owner into lengths of not more than four feet in length with a six-inch diameter. Cuttings shall be placed as near as possible to the street or sidewalk right-of-way adjacent to the property but not so as to block or impair vehicular access the street or block the sidewalk. At no time shall trash be placed in gutters, drains, walkways, alleys, sidewalks, or streets of the City. Chipping service shall be scheduled at City Hall.
- (d) An owner or occupant wishing to dispose of large bulky items, such as appliances or furniture, shall notify City Hall and arrange a collection day. Fees for such special pickup shall be fixed from time to time by the mayor and City council.

#### SECTION 2

The City Administrator and Assistant City Administrator are further authorized to correct typographical errors in the text of the existing Code of Ordinances and to produce and publish a final codified version of the City Code with the amendments and revisions outlined herein.

### SECTION 3

In the event any Court of competent jurisdiction determines that any portion of the foregoing amendment is invalid, unconstitutional or otherwise illegal, such rulings shall not impair the validity of the rest and remainder of this amendment.

### **SECTION 4**

All laws and parts of laws in conflict with this Ordinance are hereby repealed.

### **SECTION 5**

This Ordinance and the amendment outlined herein shall be effective immediately upon adoption by the Mayor and City Council.

SO ORDAINED by the gov July, 2025.	erning authority of the City of Dacula, this day o
AYES:	
NAYES:	
ATTEST:	HUGH D. KING, III MAYOR, CITY OF DACULA
BRITTNI NIX CITY ADMINISTRATOR	



# **MEMO**

TO: Mayor and City Council of the City of Dacula

FROM: Brittni Nix, City Administrator

DATE: July 3, 2025

SUBJECT: Ratification of Official Zoning Map Revisions

Staff requests the City Council ratify the presented Zoning Map. The map reflects the City's zoning actions since June 6, 2024. If ratified, the subject map will become the Official Map of the Corporate Limits of the City of Dacula, Georgia.

