



Mayor and City Council Special Called Meeting

Tuesday, October 15, 2024 at 5:30 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. First Amendment to City of Dacula Employment Agreement

NEW BUSINESS:

2. **PUBLIC HEARING:** Ordinance to amend Article IX, Section 917 of the Zoning Resolution to add the Downtown Overlay District
3. Ordinance to amend Article IX, Section 917 of the Zoning Resolution to add the Downtown Overlay District

EXECUTIVE SESSION: Real property matters

ADJOURNMENT:

STATE OF GEORGIA

WINNETT COUNTY

**First Amendment to
City of Dacula Employment Agreement**

This First Amendment made and entered into this _____ day of _____, 2024 by and between the City of Dacula of Georgia, (a Georgia municipal corporation, (hereinafter called "Employer") and Brittini Nix (hereinafter called "Employee");

WHEREAS, the Employee serves as City Administrator; and

WHEREAS, the Employee and City wish to document and memorialize the Employee's upcoming maternity leave and to provide for her to work from home, at her request, to further the efficient operations of the City;

NOW THEREFORE, in consideration of the mutual promises and benefits outlined herein, the receipt and sufficiency of which is hereby acknowledged, the parties hereto agree as follows:

Section 1: Maternity Leave

The Employee and City hereby agree to the following terms to supplement and modify the City's family and medical leave policy and to provide terms for the Employee to work from home: For the first two weeks of her maternity leave, Employee will not be obligated to perform any work activities. Employee shall use accumulated sick leave for this first two week period. Thereafter, Employee agrees to work from home for up to three (3) days per week for a period of eight (8) weeks. This eight week work from home period may be extended for up to four (4) additional weeks by approval of the Mayor. At the end of this temporary work from home period, Employee shall return to regular, in person attendance for work. In the event of any variation between the terms of the City's Employee Handbook and this First Amendment, then the terms of this First Amendment shall control.

Section 2: Compensation

Employee shall receive her regular salary paid during her maternity leave.

Section 3: Separation from Employment

Should the Employer terminate this Agreement without cause or eliminate the Employee's position, Employee shall be entitled to receive severance compensation in the sum equal to one month's pay for each fully completed year of service with the City.

Section 4: General Provisions

- A. Except as amended herein, the rest and remainder of the original Agreement between the parties shall continue in full force and effect.
- B. The parties agree that the intention of maternity and parental leave is to provide care and bonding time with a child during the first 12 months of the birth of a child. The parties agree that the terms outlined in this First Amendment conform to the applicable provision of State and Federal law regarding family and parental leave, including but not limited to FMLA and

PWFA. The parties agree that the terms outlined herein represent a reasonable accommodation to the Employee and that these terms have been mutually agreed upon after an interactive process with input from both parties.

Executed as of the date written above

Employer:

Employee:

Mayor, Hugh D. King, III

Brittini Nix

[SEAL]



MEMO

TO: Mayor and City Council of the City of Dacula
City of Dacula Planning Commission

FROM: Hayes Taylor, City Planner

DATE: September 30, 2024

SUBJECT: Amendment to Zoning Resolution Article IX, Sec. 917, creating the
“Downtown Overlay District”

Staff has worked with the Council to create an overlay district for a section of the Dacula Downtown character area within the 2050 Comprehensive Plan that has been designated as the Urban Redevelopment Area. Overlay districts are an additional set of standards that do not change the underlying zoning. The purpose of the Downtown Overlay District (DOD) is to give the City the tools to accomplish traditional town center development outlined within the 2050 Comprehensive Plan character area description and in the public outreach survey. The DOD will help guide developers to predictable quality development through architectural design guidelines, public standards, color palette options, and public space requirements, as the City works to revitalize Second Avenue and the surrounding area.



AN ORDINANCE

AN ORDINANCE TO AMEND THE ZONING RESOLUTION OF THE CITY OF DACULA; TO REPEAL ALL ORDINANCES AND PARTS OF ORDINANCES IN CONFLICT HEREWITH; AND FOR OTHER PURPOSES.

WHEREAS, the City has adopted and maintained a comprehensive Zoning Resolution; and

WHEREAS, changes in development patterns, proposed land uses, infrastructure and other matters warrant reviewing and updating portions of the Zoning Resolution; and

WHEREAS, it is in the best interest of the health, safety and welfare of the citizens of the City to review and evaluate the current Zoning Resolution in view of current development trends and future land use plans in and near the City; and

WHEREAS, the City has undertaken and completed such review and evaluation for property within the City’s center and downtown area and has created a new Downtown Overlay District to govern land use and development in the downtown district; and

WHEREAS, the City has determined that maintaining and improving property within the City’s central Downtown District is critical to promoting sound land use principles and ensuring the health and welfare of citizens of the City; and

WHEREAS, the Planning Commission and City Council have conducted public hearings in accordance with Georgia law seeking comment on the Downtown Overlay District Ordinance; and

WHEREAS, it is in the best interest of the health, safety and welfare of the citizens and businesses within the City of Dacula to amend the Zoning Resolution as outlined herein;

SECTION 1

NOW THEREFORE, THE MAYOR AND COUNCIL OF THE CITY OF DACULA HEREBY ORDAINS that the Zoning Resolution and City Code be amended by adopting the new Section 917, Downtown Overlay District, and every subpart thereof, including, but not limited to the Downtown Overlay District Boundaries map and the purpose statement and all findings and recitals, in the form attached hereto as Exhibit “A” and incorporated herein by reference.

SECTION 2

The City Administrator, Assistant City Administrator, and Director of Planning and Economic Development are further authorized to correct typographical errors in the text of

the existing Zoning Resolution and to produce and publish a final codified version of the Zoning Resolution 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 effective immediately upon their adoption by the Mayor and City Council.

SO ORDAINED by the governing authority of the City of Dacula, this _____ day of _____, 2024..

AYES: ____

NAYES: ____

ATTEST:

HUGH D. KING, III
MAYOR, CITY OF DACULA

BRITTNI NIX,
CITY ADMINISTRATOR

EST. CITY OF 1905
DACULA

Downtown Overlay District



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A. Introduction to the Overlay District

1. Purpose: This City of Dacula Downtown Overlay District (the “Overlay” or the “DOD”) compliments the City of Dacula Urban Redevelopment Plan (the “Urban Redevelopment Plan” or the “URP”) to assist in the redevelopment and extension of the City of Dacula, Georgia (the “City” or “City of Dacula”) old town center. This chapter shall only apply to parcels within the Downtown Overlay District Boundaries and shall not apply to any other parcels within the City of Dacula, Georgia.

2. Authority: In the event of any conflict between the provisions of the Downtown Overlay District and other provisions of the Zoning Resolution or Development Regulations, the conflicting ordinances are hereby superseded to the full extent necessary to give the Downtown Overlay District full force and effect. This chapter is enacted pursuant to the authority contained in Article IX, Section II, Paragraph IV of the Georgia Constitution and O.C.G.A. § 36-61-1, et seq.

3, Dacula Downtown Vision: The goal of the Downtown Overlay District is to facilitate predictable quality development without sacrificing variety, through objective, understandable, and enforceable design guidelines and public standards. While the design guidelines are not intended to establish a singular architectural design, they do provide guidance for the creation of visually appealing buildings and streetscapes that are consistent with pre-World War II town centers throughout the Southeast United States. The Overlay provides the City necessary zoning tools to facilitate the Urban Redevelopment Plan’s goals of incrementally revitalizing and extending the pre-World War II development pattern on 2nd Avenue, creating the urban fabric for increased multi-modal opportunities, the connection of sidewalks, trails and complete streets, and investing in public spaces.

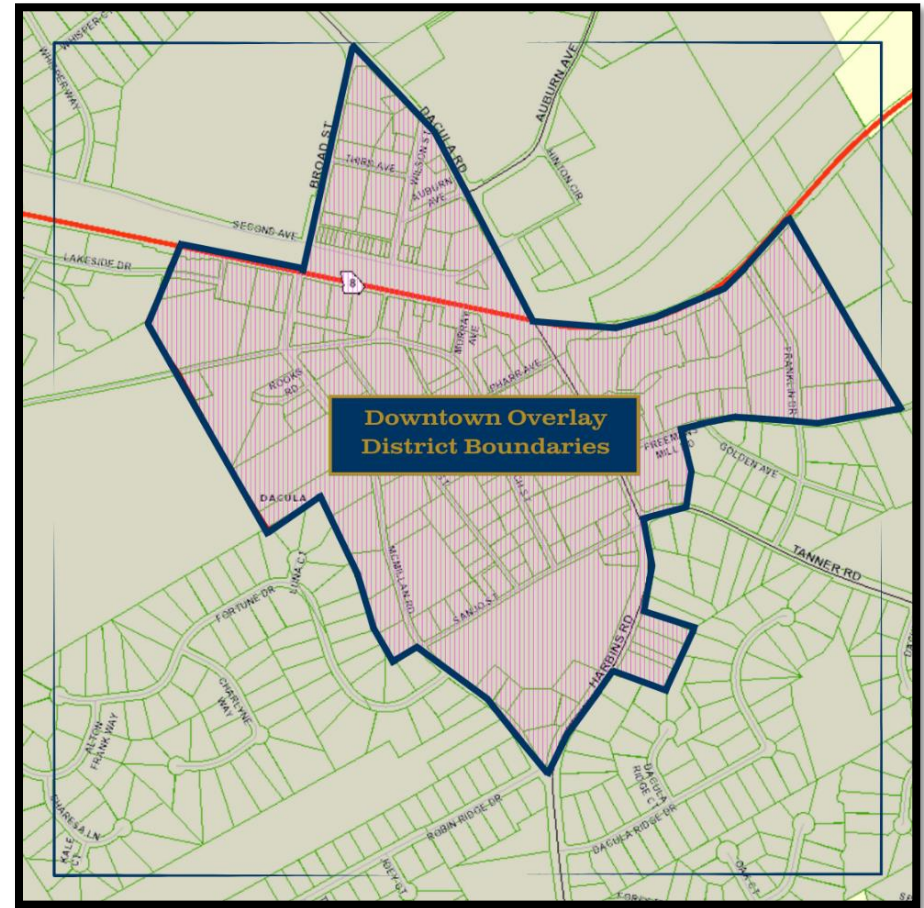


Figure 1: Downtown Overlay District Boundaries

B. The Administration of the Overlay

1. The Downtown Overlay Design Review Process is integrated into the existing design and plan review process.
 - a. The pre-application meeting is recommended for all commercial and mixed-use developments prior to the submission of a zoning, plan review, and/or building permit application.
 1. Applicants wishing to submit an application for rezoning, special use permits, special exemptions, change of conditions, and/or variances must attend a pre-application meeting.
 - b. An administrative concept plan review is required for all developments of two (2) acres or more.
 - c. The Development Standards are subject to the separate requirements of Gwinnett County Department of Water Resources (for water and sewer service) and the Gwinnett County Fire Marshal (for fire protection).
2. Rezoning to the Downtown Overlay District (DOD)
 - a. Eligibility: parcels must be within Dacula Downtown Character Area in the Dacula 2050 Comprehensive Plan.
 1. Example: R-1200 to R-1200 DOD.
 - b. Overlay District zoning applications follow the existing zoning application process.
3. Special Use Permit Requirements in the Overlay District
 - a. To safeguard downtown development, the uses in *Table 1: SUP Required* are subject to the Special Use Permit process. Special Use Permits following the existing zoning application process.

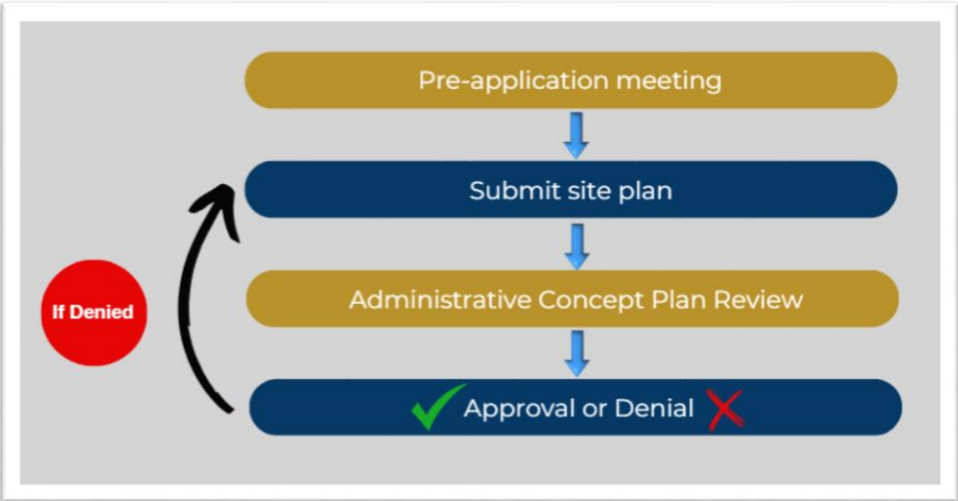


Figure 2: Overlay Review Process

Overlay SUP Required	
<i>Use:</i>	
Automotive Repair and Auto Body	Mini-Warehouses
Automotives Sale Lots (new or used)	Mobile Home or Mobile Building Leasing or Sales (new or used)
Boat Sales (new or used)	Planned Shopping Centers
Box Stores of 10,000 square feet or greater	Quick Oil Change
Contractors Office with outdoor storage	Tire Store
Drive Thru Uses	Truck Rentals/Repair
Fleet Vehicle Parking Lots	Truck Stops
Gas Stations	Vertical Mixed-Use (residential over nonresidential)
Heavy Equipment Retail/Sales	

Table 1: SUP Required

C. Public Standards & Guidelines

1. Street Classification

- a. Primary Streets
 1. Primary streets are the economic drivers of the Downtown Overlay District with a diverse number of businesses, offices, and mixing of uses that are characteristic of pre-World War II town centers. The Public Standards are intended to foster human scaled development and to sustainably extend the City's commercial center.
 2. Street list: Broad St, Second Ave, McMillan Rd, Dacula Rd, Pharr Ave, Franklin Dr, Winder Hwy, Freemans Mill Rd, (until the Golden Ave intersection).
- b. Secondary Streets
 1. Secondary Streets are primarily residential neighborhoods within the City's downtown. Secondary streets are intended to connect residents to neighborhood amenities that are within walking distance.
 2. Street List: Third Ave, Wilson St, Lakeside Dr, Stanley Rd, Church St, Sanjo St, Maxey St, Tanner Rd, Freemans Mill Rd (from the Golden Ave intersection).
- c. Desired Future Right-of-way
 1. Desired Connections: Pharr Avenue to Maxey St. & McMillan Rd, Lakeside Drive & Stanley Rd.
- d. Winder Highway
 1. State Right of Way
 2. Adhere to Zoning Resolution and Development Regulations standards.

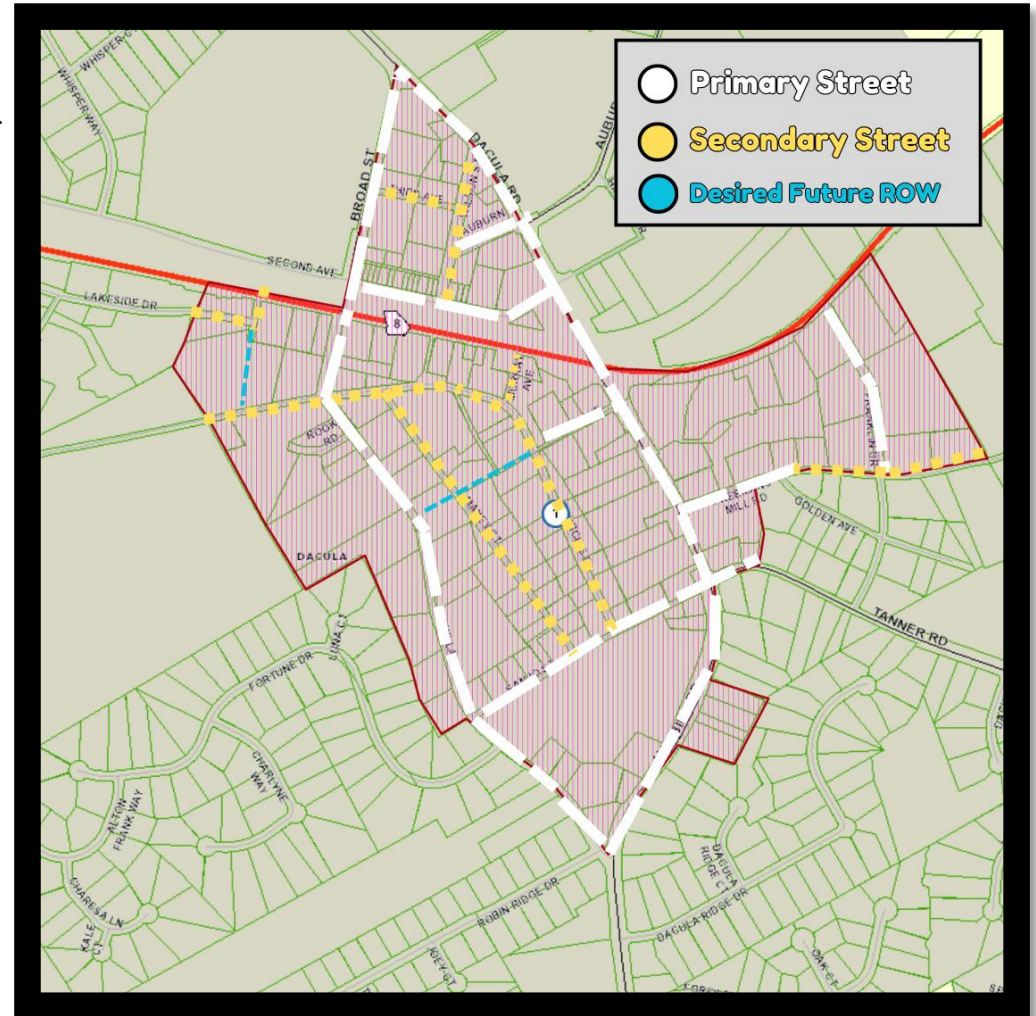


Figure 3: Street Classification

2. Primary Street Site Standards & Guidelines

a. Build to Zone

1. Buildings shall be built within five (5) feet of the pedestrian zone along the property line, including the side dimensions of the corner lot.
 - i. The build to zone may be used as a frontage zone for small patios.
 - ii. Where special lot conditions exist (such as frontage along steep grade), the build to zone may be increased to allow for a split sidewalk, site steps, accessibility ramps etc.
2. No side setbacks are required for commercial and mixed-use primary structures (Site Limits table on pg 27)

b. Pedestrian Zone (see pg 14)

1. 12 - foot minimum width is required along primary streets for pedestrian zone/streetscaping. A minimum of eight (8) feet shall be dedicated to the sidewalk/pedestrian through zone and a minimum of four (4) feet bordering the right-of-way shall be dedicated to the furnishing zone.

c. Furnishing Zone and Landscaping (see pg 14)

1. Street trees shall be planted a maximum of thirty (30) feet on center and spaced an equal distance between streetlights and in line with stripes of on-street parking spaces.
2. All newly planted trees shall be a minimum caliper of three (3) inches measured twelve (12) inches above ground, shall be limbed up to a minimum height of seven (7) feet and shall have a minimum mature height of forty (40) feet.
3. The street-tree grate may extend up to two (2) feet into the pedestrian through zone provided it is level with the sidewalk (see landscape standards on page 14).
4. Pedestrian pads (see pg 16) are required every 300 ft of right-of-way.

d. Access & Parking

1. No more than one (1) street cut per 300 ft of right-of-way. Driveway access from primary streets is discouraged. Property owners are strongly encouraged to form and enter into parking agreements or shared parking easements.
 - i. If site constraints make communal parking infeasible, the City Administrator may grant up to two (2) street cuts per 300 ft of right-of-way administratively.
2. On corner lots, driveway access should be provided from either a secondary street or an alley.

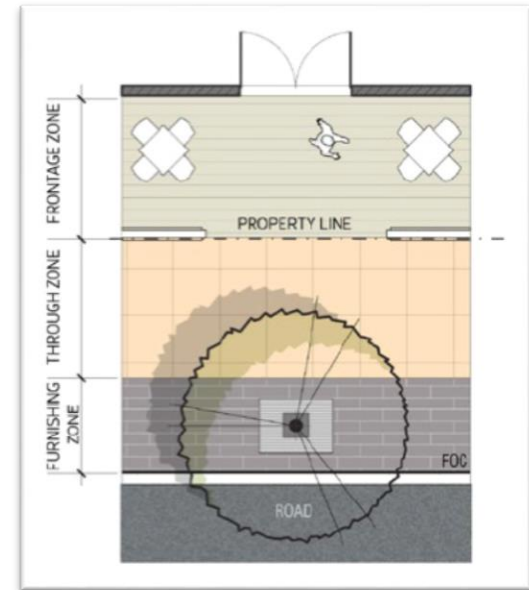


Figure 4: Primary Street Layout



- i. Lots cornering two (2) primary streets shall comply with block/massing design standards (see pg 10).
 3. Parking lot entrances for vehicle access onto a street shall not exceed 24 feet in width.
 4. Off-street parking shall not be permitted in front of primary street buildings.
- e. Corner Lots
1. Lots cornering two (2) primary streets shall comply with block/massing standards and streetscape standards for primary street standards. Primary access can be given from either primary street as long as there is no more than one (1) street cut per 300 ft of right-of-way ROW.
 2. Lots cornering one (1) primary street, and one (1) secondary street are subject to primary street layout standards for the first 25 ft of façade on the secondary street. The entrance must be from the primary street.

3. Secondary Street Site Standards & Guidelines

- a. Build to Zone
 1. Buildings shall be built within 10 feet of pedestrian zone along lot frontage, including the side dimensions of corner lots.
 2. Where special lot conditions exist (such as frontage along steep grade), the build-to zone may be increased to allow for a split sidewalk, site steps, accessible ramps etc.
 3. No side setbacks are required for commercial/mixed use, townhouse, and rowhouse designs. A minimum five (5) foot front setback is required for single family detached.
- b. Pedestrian Zone (see pg 9)
 1. A ten (10) foot minimum width for pedestrians is required for pedestrian zone/streetscaping. Six (6) feet shall be dedicated to a pedestrian sidewalk. The four (4) feet bordering the right-of-way shall be dedicated to the furnishing zone.
- c. Landscape and Screening (see pg 14)
 1. Street trees shall be planted a maximum of forty (40) feet on-center and spaced equal distance between streetlights and in line with stripes of on-street parking spaces.
 2. The street-tree grate may extend up to two (2) feet into the pedestrian through zone provided it is level with the sidewalk (see landscape standards on page 14).
- d. Access & Parking
 1. Alley parking is encouraged when feasible.

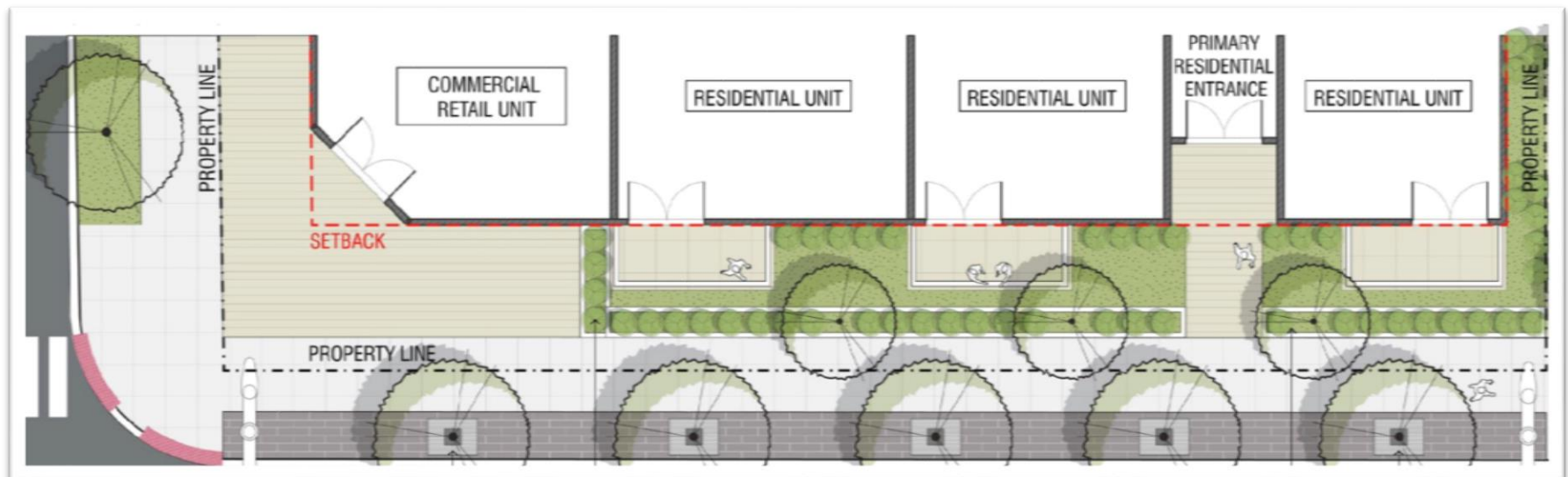


Figure 5 Secondary Street Layout

4. Institutional Site Standards & Guidelines

a. Government/Institutional buildings are not subject to Overlay standards and subject to the Council’s discretion.

5. Street Standards Table

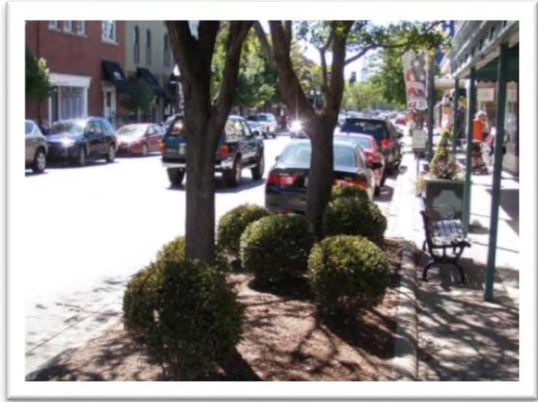
Street	Furnishing Zone ¹	Sidewalk	Build to Zone ²	Street Trees	Street Lights ³
Primary St	4'	8'	Up to 5' from back of sidewalk	15'- 30' o.c.	15'- 30' o.c.
Secondary St	4'	6'	Up to 10' from back of sidewalk	25'- 40' o.c.	25'- 40' o.c.

Table 2: Street Standards

1. Street tree grates may extend up to two (2) feet into the sidewalk zone, provided they are level with the sidewalk.
2. The build to zone may be extended by an additional 5' for the creation of an outdoor dining area at the discretion of the City Administrator or his or her designee.
3. Street trees shall be planted on-center (o.c.) and spaced equal distance between streetlights and in line with stripes of on-street parking spaces.
4. The Development Standards (such as street width) are subject to the separate requirements of Gwinnett County Water Resources Department (for water and sewer service) and the Gwinnett County Fire Department (for fire protection).



City



D. Block Design & Parking

Purpose:

Automotive parking within the Downtown Overlay District must respect the objectives within the Dacula 2050 Comprehensive Plan and the Urban Redevelopment Plan. Both plans call for amenity-oriented development that fosters connectivity, walkability, and multi-modal options. Parking should be collective in nature so that visitors may park and then safely walk to multiple destinations. Once a pedestrian is on foot, vehicles become liabilities to the economic success of the downtown area and compete with the limited real estate that could be used for business enterprise, housing or public space. The Downtown Overlay parking standards seek to increase property utility, increase sales tax receipts, increase overall activity within the downtown, and prioritize amenity-oriented design.

1. General Requirements:

- a. No off-street parking is required for non-residential uses in the Overlay District unless such uses exceed 4,300 square feet of gross floor area, in which case off street parking must be provided with the Overlay District parking requirements chart.
- b. Parking lots containing 15 parking spots or more must provide commercial grade bicycle parking facilities and/or a pedestrian pad. The inclusion of the pedestrian pad is subject to the discretion of the City Administrator or their designee.
- c. Off-street parking spaces must be located to the rear of the principal building or the block interior so as not to be visible from the public right-of-way. Pedestrian walkways through the use of speed tables, or a change in materials is required when feasible.
- d. Developers must provide inter-parcel access for off street parking lots, unless infeasible. Infeasibility will be determined by the City Engineer.
- e. Shared parking agreements must be agreed upon prior to permitting mixed-use buildings and are encouraged throughout the District.
 1. Shared parking facilities may not be more than 300 ft from any individual member of the parking agreement.
- f. Curb cuts for driveways may be made every 300 feet of right-of-way on Primary Streets.
- g. No curb cuts are allowed for lots abutting alleys.
- h. Parking lots shall not be located on street corners.
- i. Parking lots shall be landscaped according to the Downtown Overlay District Landscape Standards.

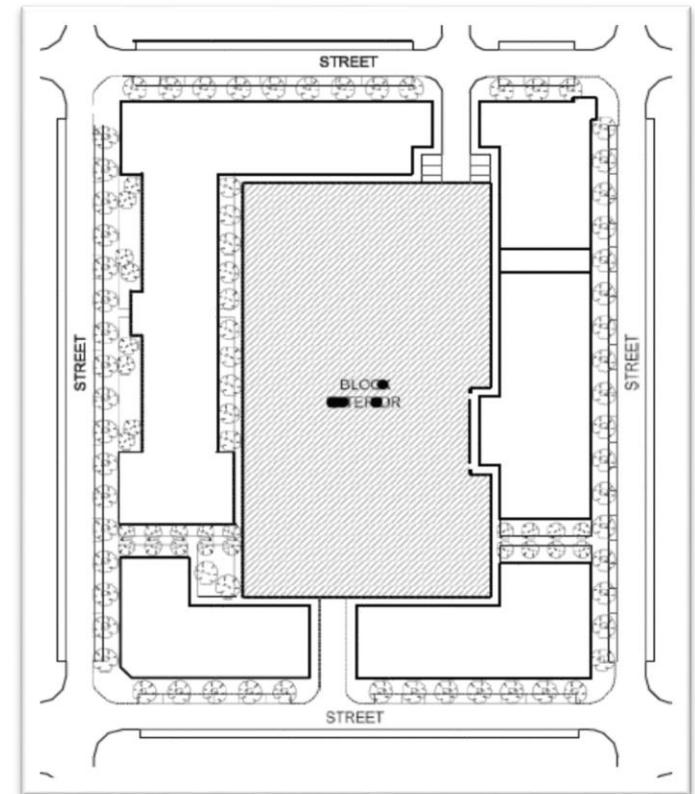


Figure 6: Block Design Standards

- j. Structured parking garages shall:
 - 1. Adhere to the build-to-line.
 - 2. Have visible faces designed to be compatible with adjacent buildings where parking garage faces abut, or portions are visible from a street or public right-of-way
 - 3. Not exceed the height of adjacent buildings.

2. Service and Loading

- a. Service and loading areas shall be located behind buildings, such that they are not visible from the street, and accessed via block breaks at key points. Access that is shared with those provided for parking areas is strongly encouraged.
- b. Where block and building configurations necessitate the location of loading docks with access directly from the street, they may be permitted provided they:
 - 1. Are not located along those portions of streets bordering an open space.
 - 2. Have restricted access from the pedestrian sidewalk and the doors are compatible in design and color with the façade of the primary use of the property.



3. Pervious Parking and “Green” Parking Design

- a. Pervious Paving Systems: The use of pervious paving designs for parking areas is encouraged.
- b. The use of standard porous concrete is not permitted due to high maintenance costs. Pavers with at least 20% open space are classified as pervious.
- c. Parking Area Rain Gardens (Bio-Retention): The use of bio-retention areas in the form of rain gardens and bio-swales in parking lots are strongly encouraged.
- d. The City of Dacula adopts by reference the Green Stormwater Standards within the most up to date Georgia Stormwater Manual.

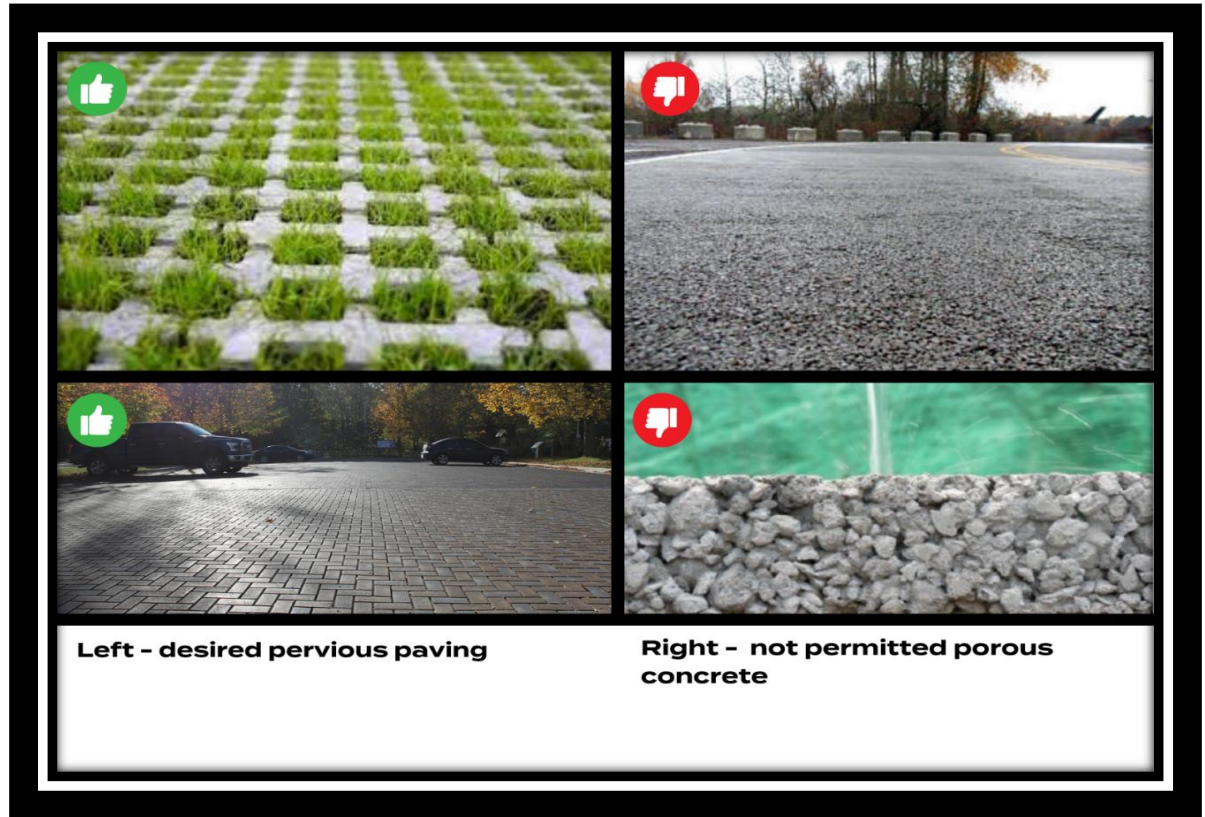
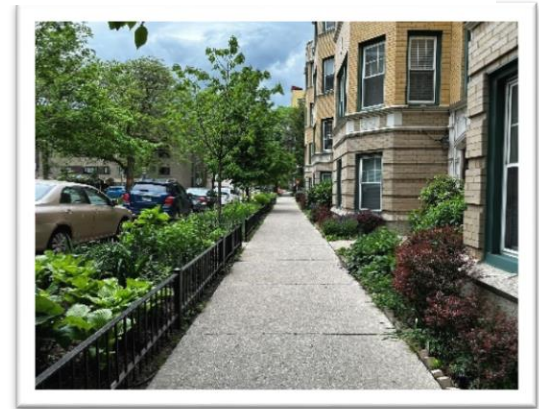


Figure 7: Permitted Green Parking Infrastructure



4. Parking Requirements (Off-Street)

Building Type	Parking Minimum	Maximum Parking	Notes
Dwellings	1 space per dwelling unit	2.5 per dwelling unit ¹	Existing dwellings nonconforming as to parking and dwellings where on-site parking is infeasible may provide off-site parking within 300 feet.
Mixed-use	1 space per dwelling unit	1.5 spaces per dwelling unit	
Single Use Commercial	1 space per 500 sq. ft. of GFA	1 space per 200 sq. ft. of GFA	No parking is required for buildings of 4,300 square feet or less.
Single Use Office	1 space per 1,000 sq. ft. of GFA	1 space per 300 sq. ft. of GFA	No parking is required for buildings of 4,300 square feet or less.
Overnight Rooming and Boarding Facilities	0.5 spaces for each bedroom	2 spaces for each bedroom.	
Institutional Facilities (schools, libraries, places of assembly, and government buildings)	n/a	n/a	Subject to the approval of City Administrator or their designee.

Table 3: Off-street Parking

1. Decimals are to be rounded down.
2. The parking spaces provided should be based on the needs of the surrounding character area. For example, properties along 2nd Avenue may have different parking needs than a parcel along Winder Hwy that does not have access to on-street parking.
3. Parking calculations for Single Use Commercial and Single Use Office should be based on square footage in excess of 4,300 square feet.

E. Landscaping & Screening

1. Landscaping

- Reference the City of Dacula's BLT Ordinance for tree preferences and requirements.
- See Table 1: Street Parameters for street tree placement.
- All street trees should be supported by a Deep Root Control System to protect sidewalks and trees from root damage (see figure 8).
- When a private property owner provides landscaping within the public right-of-way and the landscaping dies within one year of installation, it must be replaced within the earliest possible planting season by the private owner.

2. Screening

- Dumpsters and garbage/recycling containers shall be screened from view with a gated enclosure no less than one foot in height taller than the container being screened; enclosures shall be constructed of opaque materials that complement the building(s) being served.
- Grounded/mounted utility cabinets, meters and transformers located in front yards shall be screened from public view with opaque walls and/or landscaping.
- Chain link fencing is not appropriate where visible from a public right-of-way with the exception of rear yards of residential properties
- Any parking not screened from the street by a building shall have a minimum seven (7) foot wide landscaped area between such parking and the street which may be located in the Build to Zone. Such landscaped area shall have a minimum of one (1) shade tree per forty (40) linear feet, groundcover, and an evergreen hedge at a maximum of thirty-six (36) inches or decorative wall or fence with a minimum height of thirty (30) inches. Trees shall be planted, and street lighting placed in line with the stripes of adjacent parking spaces.
- Parking areas in new developments that are located within twenty-five (25) feet of existing residential structures, if not entirely screened by an intervening building, shall have a continuous, visual screen obscuring it from the residential development reaching a minimum

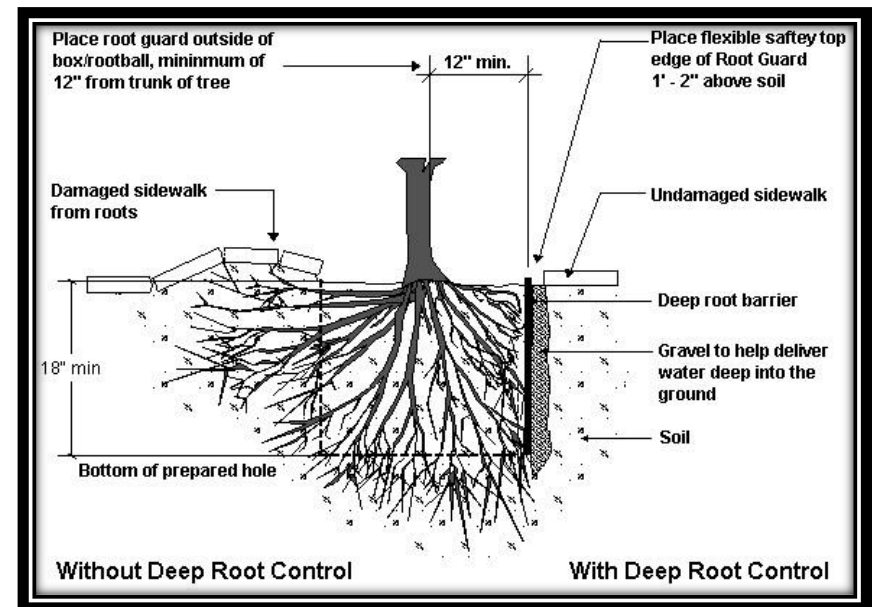


Figure 8: Deep Root Control Requirement

height of six (6) feet. This screen shall consist of a compact evergreen hedge or other foliage screening, and a six (6) foot tall wall or fence.

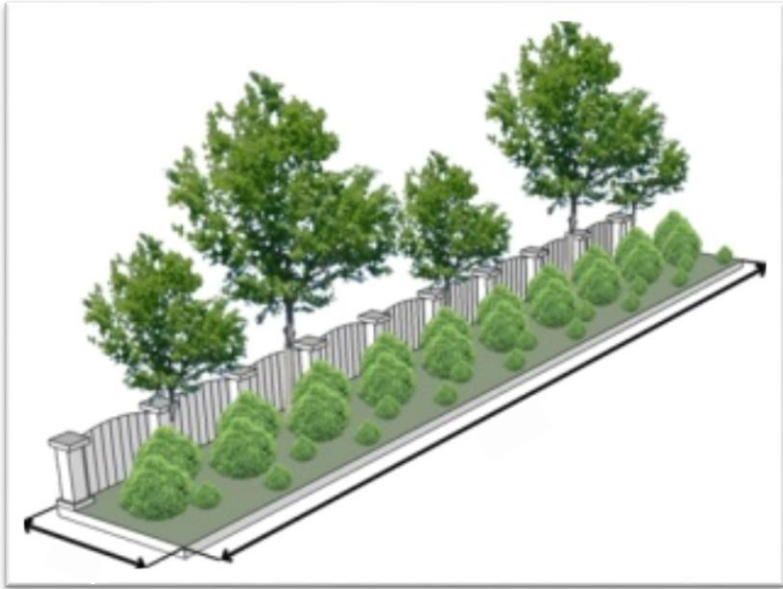


Figure 9: Residential Parking Buffers



F. Public Space

1. General Requirements
 - a. Pedestrian connectivity between all buildings, parcels, and uses is required.
 - b. Site designs of at least two (2) acres are required to include civic space. Civic space must be a minimum of fifteen (15) percent of the total developments area, after subtracting street right-of-way.
 - c. Site designs over 300' long or deep may be required to include the creation of new right-of-way to further the creation of a block development pattern. The inclusion of a new right-of-way is at the discretion of the City Administrator.
 - d. Pedestrian pads along sidewalks must be 2-feet by 8-feet and are required every 300 feet of right-of-way.
 - i. Pedestrian pads must include benches, planters, waste receptacles, and shade trees. Pads at key points may be required to provide bicycle racks and/or streetlights, subject to the City Administrator’s discretion.
 - ii. All pedestrian elements must be commercial in quality.
 - iii. Shade trees must conform with landscape standards (see Figure 8).



Types of Civic Space	Viable Street/Front
<p><u>Plaza</u> A community-wide focal point primarily for civic purposes and commercial activities. Spatially defined by buildings frontages and tree-lined streets.</p>	All
<p><u>Greenway Connection</u> A multiple-block long linear space for community gathering and strolling for nearby residents and employees, defined by a tree-lined street on at least one side, sometimes forming a one-way couplet on its flanks and by the fronting buildings across the street. Greenways serve an important role as a green connector between destinations. Should be added to by multiple developments.</p>	All
<p><u>Green</u> A large space with ample shade available for unstructured and limited amounts of structured recreation.</p>	Secondary Street
<p><u>Pedestrian Passage</u> A pedestrian pathway that extends from the public sidewalk into a civic space and/or across the block to another public sidewalk. The pathway is lined by non-residential shopfronts and/or residential ground floors and pedestrian entries as required by the zone.</p>	All
<p><u>Playground</u> A small-scale space designed and equipped for the recreation of children. These spaces serve as quiet, places protected from the street and in locations where children do not have to cross any major streets.</p>	Secondary Street
<p><u>Rest Canopy</u> A hard-scaped rest area within a retail, commercial or mixed-use development that provides protection from the sun, containing benches and planters for shoppers.</p>	Primary Street
<p><u>Community Garden</u> A small-scale space designed as a grouping of garden plots available for small-scale cultivation. Community gardens may be fenced and may include a small accessory structure for storage.</p>	Secondary Street
<p><u>Pedestrian Pad</u> 2-foot by 8-foot pad that provides seating for and shade for pedestrians.</p>	All

Table 4: Types of Civic Space

- 2. Streetlights
 - a. Georgia Power
 - i. Phillips Domus Pendant model (pictured right)
 - ii. LED Street Lighting
 - iii. Full cutoff
 - iv. Black Powdercoat
 - b. See Street Standards Table (pg 9) for distance requirements



- 3. Pedestrian Area Lighting
 - a. Georgia Power
 - i. LED Specialty Area Lighting
 - ii. Decorative Post Top model required (pictured right)
 - iii. Black Powdercoat
 - b. Required as needed for public spaces (pg 16).



- 4. Benches & Trash Receptacles
 - a. Benches and receptacles used in pedestrian pads should match the streetlights and pedestrian area light in character (see right for examples).
 - b. Model subject to the approval of the City Administrator or their designee in required off-street public spaces.



F. Color Palette

Purpose: The purpose of the Color Palette is to provide developers with color combinations that will add to the distinct Dacula Downtown character.

1. General Requirements:

- a. All street facing facades within the Overlay shall be consistent with the provided color palette.
- b. No more than two (2) adjacent buildings may have the same color combinations.
- c. Combinations not provided below are subject to approval by the Planning & Development Department.
- d. Color Breakdown:
 - i. 1st Color: Base Color
 - ii. 2nd Color: Sign board, panel elements, and bulk heads
 - iii. 3rd Color: Trim and small profile elements

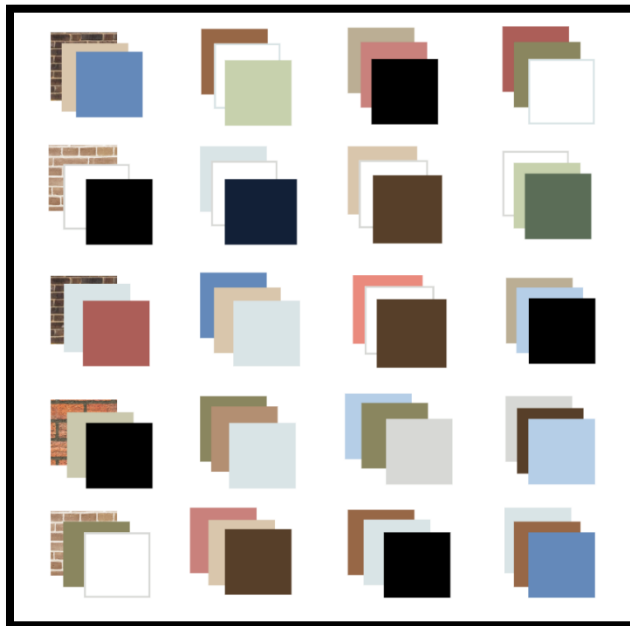


Figure 10: Color Palette





Figure 11: Color Palette Diagram

H. Building Design Guidelines

Purpose: The purpose of the Design Guidelines is to consistently deliver high-quality design and character within the Downtown Overlay District. Traditional pre-World War II town centers are characterized with varying levels of detail, creating an ornate urban fabric. The subsequent standards and guidelines are intended to guide residents and developers to consistently build high-quality developments.

1. Main Street Mixed-use & Commercial Buildings

a. General character:

1. Main Street Mixed-use & Commercial Buildings should extend the traditional town center character along 2nd Avenue.

b. Architectural Styles

1. The City encourages Mercantile, Queen Anne, Daytona, Federal, Greek Revival and Neoclassical architectural styles.
2. All main street buildings are encouraged to follow the layout present within Figure 1: Main Street Building Anatomy.

c. Street Fronting Facades:

1. 100% of the width of any façade fronting a primary street shall conform to the façade standards and guidelines. No less than 20 feet of continuous façade width measured from the fronting corners of a primary street building along the secondary street shall comply.
 - i. Multi-story buildings shall be architecturally detailed to present a storefront, upper floor(s) and cornice (base, shaft and cap).
 - ii. Building facade shall be articulated into distinct façade bays of no more than 25 feet in width. Articulations may be made with architectural elements such as columns and pilasters, wall projections and/or recesses, and variations of materials/colors.
2. A minimum of one building entrance shall be provided fronting the pedestrian zone and accessed from a public sidewalk.

d. Transparency

1. For buildings with first floor commercial uses, a minimum of 60% of the street-facing ground floor façade must be comprised of clear windows that allow views of indoor space or product display.
 - i. Windows, doors, or product displays used to satisfy the transparency standards may not be more than 4 feet above the adjacent sidewalk.



- ii. Product display windows used to satisfy these requirements must have a minimum height of 4 feet and be internally lit.
- 2. For above street level floors, no less than 25% of the street level façade must be comprised of openings (windows and doors inclusive of framing, dividing, and sub-dividing elements). The façade area is measure from the finished floor at the second level to the finished roof at the face of the façade.
- 3. Storefront window systems shall be no wider than 25 feet without being articulated by another building element.
- 4. Reflective glass and dark tinted glass are discouraged.

e. Height

- 1. Buildings shall not exceed 40 feet in height.
- 2. For multi-story buildings, the minimum first floor height shall be 14 feet from the finished floor to finished floor.

f. Building Materials

- 1. Exterior building materials visible from a street or public open space should be selected from the following:
 - i. Brick
 - ii. Manufactured or natural stone
 - iii. Cement-based siding
 - iv. Hard coat stucco
 - v. Fiber reinforced plastic (FRP) – exterior detailing and architectural elements
- 2. Vinyl siding shall not be permitted on main street buildings.

g. Roofs

- 1. Materials Permitted
 - i. Copper, factory finished painted metal, slate, synthetic slate, terra cotta, cement tile, glass, and fiber shingles.
 - ii. Materials other than the aforementioned materials may be appropriate for architectural trim and accent applications (cornices, brackets, frieze panels, decorative lintels, shutters, and porch or balcony railings).
- 2. Buildings with the same height must have different roof and parapet treatments to break up the blocks' mass and provide visual interest.
- 3. Sloped roofs should be concealed from view with a parapet wall.
- 4. Pre-engineered metal building roofs shall be concealed by a parapet wall fronting all streets.



5. Green roofs (aka sustainable roofs) on flat roofs must be approved by the City Administrator or their designee. The City adopts the most recent Georgia Stormwater Manual standards by reference.

h. Building Feature Organization

1. Mixed-use and commercial buildings within the Downtown Overlay district shall organize their building features based on Figure 12, including the three distinct breakages consisting of the storefront, upper floor(s) and cornice (if there are not upper floors, the storefront and cornice are still required).
2. A minimum of six (6) of the twelve (12) presented architectural features must be present in all downtown commercial/mixed use buildings.
 - i. Selecting which architectural details are present is up to the designer.

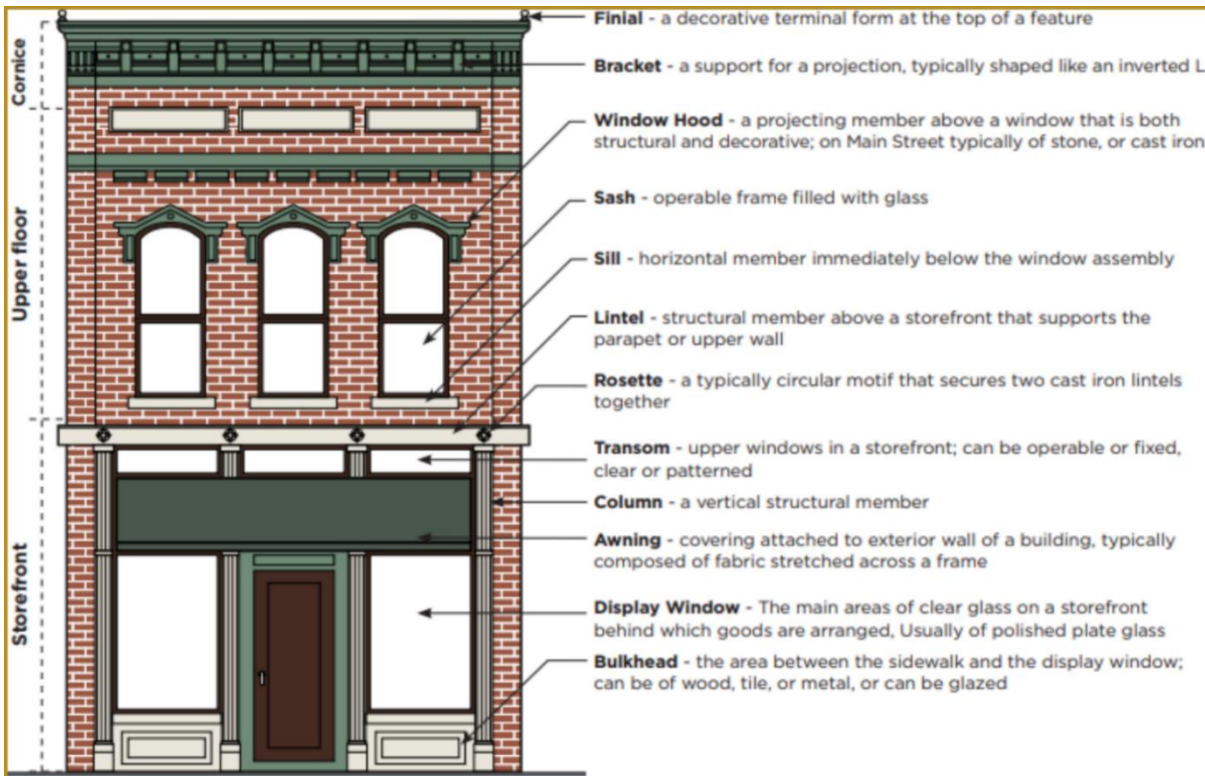


Figure 12: Main Street Building Feature Organization

2. Neighborhood Cafes & Retail:

a. General Character:

1. Neighborhood Cafes & Retail may be placed on both primary and secondary streets. Buildings should serve as natural transitions from primary to secondary streets by providing amenities and services within a walkable distance from residents, decreasing the necessity for car travel for basic needs.

b. Architectural Styles

1. The City encourages Greek Revival, Federal, Tudor, Mercantile, Stick and Daytona architectural styles.
2. Developers should pursue architectural styles that complement the surrounding street to either serve as a transition from commercial to residential or to blend in with residential.

c. Street Front Facades

1. Storefront window systems should be no longer than 25 feet without being articulated by another building element.
2. Ground floor windows shall be no more than 3 feet above the finished floor.
3. Windows should be vertically proportionate.
4. A minimum of one (1) building entrance shall be provided fronting the pedestrian zone and access from public sidewalk.
 - i. Corner entrances are encouraged to incentivize access from both primary streets and secondary streets.
5. Corner Cafes & Retail buildings are encouraged to utilize the build to area for public gathering space.

d. Height

1. Corner Cafes & Retail shall not exceed two stories (does not apply to buildings cornering both primary and secondary streets).

e. Building Materials

2. See main street building materials for reference.
3. Vinyl siding shall not be permitted; brick, wood or cementous (Hardi, etc.) siding is preferred.
4. Green alternatives to concrete and asphalt shingles are encouraged. Mycelium for framing is encouraged. Proposed alternatives are subject to Planning & Development Department approval.
5. Metal and exterior insulation and finish (E.I.F.S) systems are discouraged.



f. Roofing

1. Sloped roofs on secondary streets are appropriate.
 - ii. Knee walls are required for sloped roofs.
2. False mansard roofs and overhanging fascia type roofs are not permitted
3. Pre-engineered metal building roofs shall be concealed by a parapet wall fronting all streets.
4. Green roofs on flat roofs must be approved by the City Administrator or their designee.

The City adopts the most recent Georgia Stormwater Manual standards by reference.

3. Town Center Single-Family:

a. General Character:

1. Single family housing should be on secondary streets within the Downtown Overlay. Town center single-family types include single family detached, small cottages, courtyard cottages, row houses, and town houses. The goal of single-family housing downtown is to provide nearby amenities to as many residents as possible and to provide proximal patrons for downtown businesses. Subdivision developments are not permitted within the Overlay District. Developers are encouraged to produce a variety of styles, and housing types to a unique street character.

b. Architectural Styles

1. Encouraged: Tudor, Greek Revival, Federal and Stick architectural styles are encouraged.
2. Discouraged: Queen Anne, Georgian, and English Vernacular are discouraged
3. Biomimicry and bioclimatic design to foster passive heating and cooling is encouraged.
4. Courtyard Cottages and Cul-de-sac developments are encouraged to connect to the City’s trail network.

c. Street Front Faces

1. A maximum of eight (8) dwelling units shall be allowed in each row of townhouses/rowhouses.
2. Covered front porches are encouraged on all housing types.

d. Height

1. No Town Center Single-Family dwelling shall exceed 40 feet in height.

e. Building Materials

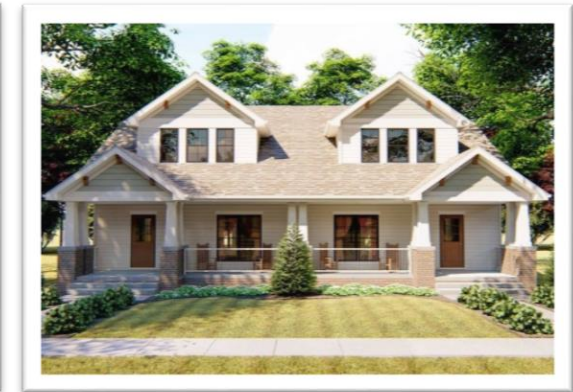
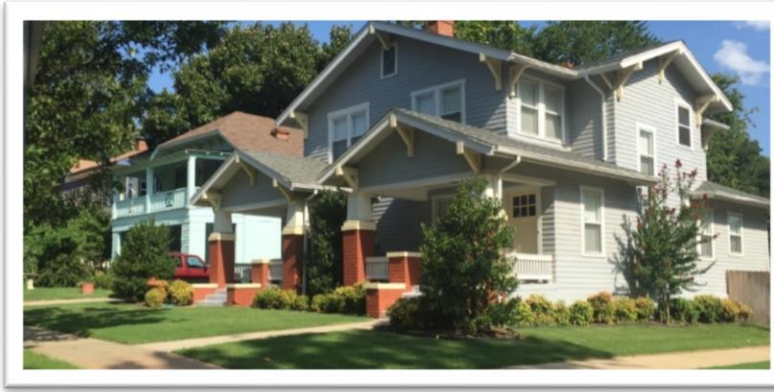
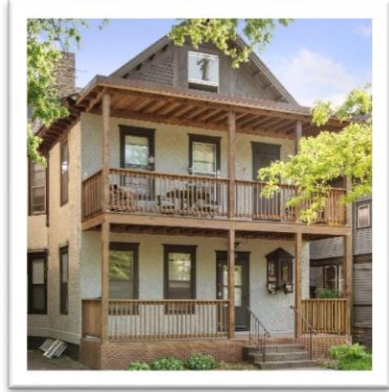
1. Stucco, metal, and E.I.F.S systems are discouraged. Vinyl siding shall not be permitted.
2. Green alternatives to concrete and asphalt shingles are encouraged. Mycelium for framing, cork and adobe are encouraged when appropriate.



4. Duplexes

a. General Character:

- 1. Town center duplex types include attached duplexes (stacked and side by side), row houses, and town homes. The goal of duplexes is to diversify the housing options within the City and to foster an amenity-oriented development pattern. Developers are encouraged to produce a variety of styles. For design standard see Town Center Single Family (pg. 25).



Downtown Overlay Site Limits Table	<u>Primary St - Commercial/Mixed Use Building</u>	<u>Secondary St - Café & Retail</u>	<u>Primary St & Secondary St – Residential Attached¹</u>	<u>Primary St & Secondary St – Detached</u>
Minimum Lot Area	n/a	600 s.f.	Sewer: n/a Septic: 30,000 s.f.	Sewer: n/a Septic: 30,000 s.f.
Build to Zone	0' - 5'	0'-5'	0'-10'	5'-10'
Height Maximum	4 stories or 40' whichever is lesser.	2 stories or 30' whichever is lesser.	40'	40'
Minimum Ceiling Height	14' sidewalk level/9' upper levels	14' sidewalk level/9' upper levels	9'	9'
Minimum Dwelling Unit Size	750 s.f.	750 s.f.	850 s.f.	1,000 s.f.
Street Façade Frontage	100%	100%	n/a	n/a
Rear Setback (minimum feet)	0'	With Alley – 0' No alley – 10'	Residential alley – 0' No alley – 10'	Residential alley – 5' No alley – 15'
Side Setback (minimum feet)	0'	0'	0'	5'
Block Size (maximum feet) perimeter/block face	1,600'/400'	800'/200'	1,800'/600'	1,200'/300'

Table 5: Site Limits

1. Side setbacks of zero shall only be permitted between adjacent townhouse and rowhouse units, otherwise the larger setback shall apply.
2. No more than two attached units per parcel zoned Single-Family Residential or Multi-family Duplex District shall be permitted in the Overlay District.

E. Granny Cottages

1. General Requirements:

- a. Granny Cottages are allowed in any residential zone on properties as an accessory to single-family residences within the Overlay District.
 1. Parcels on septic must receive approval from Gwinnett County Environmental Health Department.
- b. One cottage is allowed on any one permissible lot with a single-family residence.
 1. Parcels on septic systems must be 0.5 acres or greater to qualify.
- c. Either the primary unit or the Cottage must be owner occupied.
- d. The Cottage may not be sold or subdivided but may be rented to nonfamily members.
- e. Short Term Rentals (STR) of Cottages are not permitted.



2. Location/Size Requirements:

- a. Cottages must be 750 s.f. or 40% of the habitable floor area of the primary unit (whichever is greater). Cottages shall be a maximum of 1,000 s.f. or 60% of the habitable floor area of the primary unit (whichever is greater).
- b. Shall be located in the rear yard.
- c. Must be five (5) feet or greater from primary dwelling unit or property line.
- d. Shall have one off street parking space provided.

3. Architectural Requirements:

- a. Shall be congruent with the primary dwelling unit.
- b. The cottage shall not exceed fifteen (15) feet in height or the height of the primary dwelling unit, whichever is more.
- c. Cottages are limited to a maximum of two bedrooms.
- d. Entrance must be separate from the primary dwelling unit.
- e. Granny Cottages shall be affixed by permanent foundation, and cannot include travel trailers, RVs, or mobile homes.



F. Downtown Overlay Districts Signage

Purpose: Signs are an integral part of an amenity-oriented downtown. Major thoroughfare-oriented development often forces businesses to be increasingly bigger and brighter to grab the attention of customers in fastmoving traffic; however, bigger and brighter often does not mean human oriented. Done properly, business signage contributes to the branding and imagery of both the businesses that use them and the City they reside in. The Downtown Overlay District Sign Guidelines lead business owners to pedestrian-oriented, high quality, and well detailed signage that is in congruence with the small-town character of the City of Dacula.

1. General Requirements for Downtown Signage

- a. No Billboards shall be allowed in any part of the Downtown Overlay District.
- b. No LED messages boards shall be allowed in any part of the Downtown Overlay District.
- c. The maximum height of a wall sign or awning sign shall be twenty-four feet (24’).
- d. Wall signs may project beyond the face of the building up to one (1) foot (does not include protruding or awning signs),
- e. Building owners are liable for fallen protruding signs and awnings.

2. Sign Guidelines

- a. Colors shall be consistent with the Downtown Overlay District color palette guidelines and are subject to Planning & Development Department review.
- b. Signage should not obscure or conflict with significant architectural details on building.
- c. Signage should complement the architectural character of the building or face and not detract from the overall character of the Downtown.
- d. Businesses are encouraged to provide individually designed signage that is unique to their establishment.

3. Sign Lighting

- a. Signs shall be indirectly lit or backlit.
- b. Neon Signs
 1. Neon signs are not permitted on the exterior of any buildings.
 2. Neon signs may be used in store windows, provided that they are no larger than 40” in height or width.

4. Monument Signs

- a. Unless grandfathered in, monument signs for individual businesses are prohibited within the Downtown Overlay District.
- b. Monument signs for planned offices, commercial, or mixed-use centers must be approved by the City Administrator or their designee.

5. Wall Signs

- a. Businesses are permitted one wall sign per street frontage. Entrances primarily used by employees do not qualify as a street frontage.
- b. The size of the right-of-way facing wall signs shall comply with the City of Dacula’s Zoning Resolution, Article 12 – Signs and Advertising.
- c. Signage should complement the style of each building and be integrated into their architectural elements.
- d. Wall signs may be incorporated into hardscape features, as approved by the City Administrator.



6. Awnings and Canopies

- a. Graphics within the area of the awning or canopy shall be calculated toward the allowable wall sign area.
- b. LED lighting is not permitted.
- c. The designs below are examples of desired awning character.



7. Protruding Signs

- a. Protruding signs may be used in conjunction with awning signs, but not in addition to wall signs.
- b. Protruding signs must be a minimum of eight feet (8') from the sidewalk and pedestrian zone.
- c. Protruding signs may not protrude more than six feet (6') from a building's face.
- d. Hanging protruding signs are permissible provided they will not easily move in winds of 25 mph and below.
- e. Businesses are encouraged to artistically highlight the business brand and style. The City encourages the inclusion of metal work, carved wood, wrought iron and artisanal designs. The designs below are examples of desired artistic creativity:



8. Window Signage

- a. Windows signs are any signs placed on the inside of the glass.
- b. No signs are allowed on the outside of the glass.
- c. Seasonal signs and messages related to holidays or special events may be painted on windows as long as the message area does not exceed 30% of the window.
- d. Stain glass windows used as signs must be approved by the City Administrator or their designee.



9. **Address and Unit Numbering**

- a. Commercial and mixed-use buildings within the Downtown Overlay District shall have their street address clearly visible from the right-of-way.
 1. The address must be mounted or painted to the side of or above the principal entrance of the building on the corresponding street consistent with U.S. Post Office guidelines.
 2. The address is not to be displayed on business signs.
 3. Numbering must be between six (6) and twelve (12) inches.