



CITY OF DAHLONEGA

Council Work Session Agenda

August 19, 2024, 4:00 PM

Gary McCullough Council Chambers, Dahlonega City Hall

In compliance with the Americans with Disabilities Act, those requiring accommodation for Council meetings should notify the City Clerk's Office at least 24 hours prior to the meeting at 706-864-6133.

Vision – Dahlonega will be the most welcoming, thriving, and inspiring community in North Georgia

Mission Statement - Dahlonega, a City of Excellence, will provide quality services through ethical leadership and fiscal stability, in full partnership with the people who choose to live, work, and visit. Through this commitment, we respect and uphold our rural Appalachian setting to honor our thriving community of historical significance, academic excellence, and military renown.

OPEN MEETING

APPROVAL OF AGENDA

BOARD & COMMITTEES

1. Cemetery Committee--July 2024
Quataunda Armstrong, Dahlonega Cemetery Committee
2. DDA Department Report - July 2024
Ariel Alexander, Downtown Development Director

DEPARTMENT REPORTS AVAILABLE AT: <https://dahlonega.gov/category/department-reports/>

3. Community Development Report - July 2024
Allison Martin, City Manager
4. Finance and Administration Department – July 2024
Kimberly Stafford, Finance Manager
5. City of Dahlonega Police Department - July 2024.
George Albert, Chief of Police.
6. Public Works—July 2024
Mark Buchanan, PW Director/City Engineer
7. Water & Wastewater Treatment Department Report July 2024
John Jarrard, Water/Wastewater Treatment Director

APPOINTMENT, PROCLAMATION & RECOGNITION : (Vote at Council Meeting)

PRESENTATION

8. University of North Georgia - Council Update
Dr. Shannon, President

ORDINANCES & RESOLUTIONS

9. Ordinance 2024-07 Body Art
Doug Parks, City Attorney
Strategic Priority - Communication

[10.](#) Ordinance 2024-04 Amending Map

Doug Parks

Strategic Priority - Communication

[11.](#) Ordinance 2024-05 Amending HPC Regulations

Doug Parks

Strategic Priority - Communication

AGREEMENTS & CONTRACTS:

OTHER ITEMS:

COMMENTS – PLEASE LIMIT TO THREE MINUTES

Clerk Comments

City Manager Comments

City Attorney Comments

City Council Comments

Mayor Comments

ADJOURNMENT

Guideline Principles - The City of Dahlonaga will be an open, honest, and responsive city that balances preservation and growth and delivers quality services fairly and equitably by being good stewards of its resources. To ensure the vibrancy of our community, Dahlonaga commits to Transparency and Honesty, Dedication and Responsibility, Preservation and Sustainability, Safety and Welfare ...for ALL!



Ordinances and Resolutions

DATE: 8/19/2024
TITLE: Ordinance 2024-07 Body Art
PRESENTED BY: Doug Parks, City Attorney
PRIORITY: Strategic Priority - Communication

AGENDA ITEM DESCRIPTION

Ordinance 2024-07 Body Art

HISTORY/PAST ACTION

This is a very minor change. The alteration is simply to incorporate the rules of the Georgia Department of Public Health into our regulations. This is in accord with and to be consistent with action taken by the County.

FINANCIAL IMPACT

None.

RECOMMENDATION

Recommendation to approve.

SUGGESTED MOTIONS

Motion to approve Ordinance 2024-07 Body Art at the September council meeting.

ATTACHMENTS

Ordinance 2024-07

ORDINANCE 2024-07

AN ORDINANCE TO AMEND THE CODE OF THE CITY OF DAHLONEGA BY ADOPTION OF A MINOR AMENDMENT TO CHAPTER 8 ARTICLE V OF THE CODE

WHEREAS, the City Council desires to promote the public health, safety, and general welfare of the residents of the city; and

WHEREAS, the City Council finds that there is a need to incorporate recently adopted rules of the Georgia Department of Public Health into our current regulations for tattoo and body art businesses.

NOW THEREFORE, be it ordained, and it is so ordained by the authority of the City Council of Dahlonega, that Part B, Chapter 8, Article 5 shall be amended by revising currently reserved Section 8-166 to read as follows:

“Sec. 8-166. Incorporation of State Rules.

Those rules of the Georgia Department of Public Health and identified as Chapter 511-3-8 GA DPH Rules and Regulations for Body Art are hereby incorporated by reference and shall supersede any regulation or requirement set forth herein inconsistent therewith.”

Except as modified herein, The Code of the City of Dahlonega, Georgia, is hereby reaffirmed and restated. The codifier is hereby granted editorial license to include this amendment in future supplements of said Code by appropriate section, division, article or chapter. The City Attorney is directed and authorized to direct the codifier to make necessary minor, non-substantive corrections to the provisions of this Code, including but not limited to, the misspelling of words, typographical errors, duplicate pages, incorrect references to state or federal laws, statutes, this Code, or other codes or similar legal or technical sources, and other similar amendments, without necessity of passage of a corrective ordinance or other action of the Mayor and Council. The City Clerk shall, upon the written advice or recommendation of the city attorney and without the necessity of further council action, alter, amend or supplement any non-codified ordinance, resolution or other record filed in his or her office as necessary to effect similar non-substantive changes or revisions and ensure that such public records are correct, complete and accurate. This amendment is adopted with the express authority for Municode to renumber the ordinance section(s) based on their numbering system.

BE IT ORDAINED by the City Council of Dahlonega, and it is ordained by authority of the same, that if any portion of this Ordinance is for any reason found to be invalid or unconstitutional by the final decision of any tribunal of competent jurisdiction, it is the intention of the City Council of Dahlonega that the remainder of this Ordinance shall be in full force and effect.

So ordained and effective this ____ day of _____ 2024.

JoAnne Taylor, Mayor

Attest: Sarah Waters, Assistant City Clerk



Ordinances and Resolutions

DATE: 8/19/2024
TITLE: Ordinance 2024-04 Amending Map
PRESENTED BY: Doug Parks
PRIORITY: Strategic Priority - Communication

AGENDA ITEM DESCRIPTION

Ordinance 2024-04 Amending Map to reflect updated changes since the prior adoption and for other purposes.

HISTORY/PAST ACTION

A number of changes from the prior map have occurred and are now ready to be integrated into the official map.

FINANCIAL IMPACT

None.

RECOMMENDATION

Recommend direction to staff to start the process necessary to adopt the amended map.

SUGGESTED MOTIONS

Motion to direct legal counsel and staff to start the process for adoption of the map.

ATTACHMENTS

Current draft of Ordinance 2024-04. The digital version of the map under review is as follows [DahlonegaZoning07222024FinalDraft.pdf](#)

ORDINANCE 2024-04

**AN ORDINANCE TO AMEND THE CODE OF THE CITY OF DAHLONEGA BY
ADOPTION OF AN AMENDED ZONING MAP OF THE CITY OF DAHLONEGA**

WHEREAS, the City of Dahlonega has caused to be prepared an amended comprehensive zoning map for the City of Dahlonega, which map designates the location and boundaries of the City’s zoning districts; and

WHEREAS, the City Council believes that said zoning map provides a clear and comprehensive mechanism whereby members of the public may easily determine the location and boundaries of the zoning districts; and

WHEREAS, the Council desires to adopt said amended zoning map as the Official Zoning Map for the City of Dahlonega; and

WHEREAS, the Council desires to protect the health, safety, morals, and welfare of the citizens of the City of Dahlonega;

NOW, THEREFORE, be it ordained by the City Council of Dahlonega, and it so ordained by the authority thereof as follows:

ARTICLE I

(a) The City Council hereby adopts and incorporates by reference as if it were fully contained herein the map as amended and titled Official Zoning Map of the City of Dahlonega (hereinafter “Map”), duly certified by the City Clerk on the date of adoption of this Ordinance. Said Map shall be and henceforth is a public record and shall be kept on file in the location required by the City’s regulations where it shall be available for public inspection. Regardless of the existence of purported copies of the official Map which may from time to time be published, the official Map shall be the final authority to the current zoning status within the City.

(b) All prior zoning maps of the City of Dahlonega shall remain on file in the City of Dahlonega City Hall but shall be of no legal effect except to designate the zoning districts and boundaries existing before the adoption of the new Map.

(c) Any references made in the regulations of the City of Dahlonega to the Zoning Map of the City of Dahlonega shall henceforth refer to the Zoning map adopted by and made a part of this Ordinance.

(d) The revised zoning map will be available for public inspection and copying during business hours at the City Hall, 465 Riley Road Dahlonega, GA 30533, and located therein pursuant to the regulations.

(e) The revised zoning map shall be titled the Official Zoning Map for the City of Dahlonega and shall bear the date of adoption.

ARTICLE II

The Preamble of this Ordinance shall be construed to be and is hereby incorporated by reference as is fully set out herein.

ARTICLE III

The sections, paragraphs, sentences, clauses, and phrases of this Ordinance are severable, and if any phrase, sentence, paragraph, or section of this Ordinance shall be declared illegal by the valid judgment or decree of any court of competent jurisdiction, such an illegality shall not affect any of the remaining phrases, clauses, sentences, paragraphs, and sections of this Ordinance.

It is so ordained this ____ day of _____, 2024.

JoAnne Taylor, Mayor

Attest:

Sarah Waters, Assistant City Clerk



Ordinance 2024-05 Amending HPC Regulations

DATE: 8/19/2024
TITLE: Ordinance 2024-05 Amending HPC Regulations
PRESENTED BY: Doug Parks
PRIORITY: Strategic Priority - Communication

AGENDA ITEM DESCRIPTION

Not all matters within the jurisdiction of the Historic Preservation Commission require public hearings. An administrative procedure for the more mundane matters is necessary and that is accomplished by the changes set forth in the amendments presented by this ordinance.

HISTORY/PAST ACTION

History has indicated that it is needless to put an applicant through a full blown certificate of appropriateness process if the change is simply a minor item. This administrative change can assist in moving routine wall signs through the permitting process as well. Highlighted in yellow are suggested adjustments by the preservationist. At the last meeting we noted that those comments as to revisions had not been provided, but they are now incorporated in the highlighted portions of the draft. A copy of the draft ordinance has been sent to the chair of the HPC for comment and adjustment as necessary prior to adoption.

FINANCIAL IMPACT

None.

RECOMMENDATION

Recommend approval.

SUGGESTED MOTIONS

Favorable action regarding Ordinance 2024-05 is recommended to occur at the September council meeting.

ATTACHMENTS

Attached is a copy of Ordinance 2024-05.

ORDINANCE 2024-05

**AN ORDINANCE TO AMEND THE CODE OF THE CITY OF DAHLONEGA BY
ADOPTION OF AN AMENDED HISTORIC PRESERVATION ORDINANCE**

WHEREAS, the City Council finds that some of the requests for a Certificate of Appropriateness do not require a hearing before the Historic Preservation Commission and should be reviewed administratively; and

WHEREAS, administrative review of these requests will lead to time and cost efficiencies;

NOW, THEREFORE, be it ordained, and it is so ordained by the authority of the City Council of Dahlonega, that Chapter 109, Article II, shall be amended by adding Section 109-22.1 and Section 109-22.2, which shall read as follows:

Sec. 109-22.1 Request for Administrative Issuance of a Certificate of Appropriateness

(a) *Procedure for Administrative Issuance.* The applicant may request an application for administrative issuance of a Certificate of Appropriateness. A pre-application meeting shall then be conducted by the Zoning Administrative Officer or a designee. Once the Zoning Administrative Officer or a designee has determined the application is complete, a copy of the application shall be provided informationally to the Chair of the Historic Preservation Commission. Also a listing of all applications for administrative issuance currently in process shall be provided at least once monthly to the Chair. Then a review of the application will be made to determine whether the request meets the requirements for Administrative Issuance of a Certificate of Appropriateness, and the application will then be approved or denied with the assistance as needed from a trained preservationist. A decision will be made within 10 working days of receiving a complete application. The basis for denial of administrative issuance will be one or more of the following objections: (1) the request does not meet all the applicable requirements of these regulations for administrative issuance; (2) the application is incompatible with an originally approved Certificate of Appropriateness; and/or (3) the request is inconsistent with the applicable set of design guidelines.

(b) *Procedure upon denial of Administrative Issuance.* If the Zoning Administrative Officer denies the request for administrative issuance, the applicant will be notified of the specific provisions that have not been met and offer the applicant the opportunity to make changes to the application. If no changes are made, the application will then follow the standard procedures for issuance of a Certificate of Appropriateness set forth in these regulations.

Sec. 109-22.2 Requirements for Administrative Issuance of a Certificate of Appropriateness

(a) *Administrative issuance is available for certain types of changes.* The following changes are subject to review for administrative issuance: A. Windows (including storm shutters) when not located on the building's primary facade; B. Minor changes to roofs not involving a change in the type of shingles, the roof profile or form; C. Residential accessibility structures; D. Storage sheds/outbuildings; E. Doors (including storm shutters) when not located on the building's primary

facade; F. Drainage; G. Utility meters: electric, gas, cables; H. Exhaust/supply fans/plumbing vents; I. Fences/gates/screening walls; J. HVAC; K. Exterior lighting; L. Shutters not located on the building's primary facade; M. Siding and trim when not located on the building's primary facade; N. Railings; O. Awnings; P. Skylights; Q. Wall Signs; and R. Other similar changes as determined by the Zoning Administrative Officer with the consent of the chair of the Historic Preservation Commission.

(b) *Public hearing not required for administrative issuance.* A public hearing is not required for administrative issuance of a Certificate of Appropriateness; therefore, no formal notice of the submittal is published, mailed or posted.

Except as modified herein, The Code of the City of Dahlonega, Georgia, is hereby reaffirmed and restated. The codifier is hereby granted editorial license to include this amendment in future supplements of said Code by appropriate section, division, article or chapter. The City Attorney is directed and authorized to direct the codifier to make necessary minor, non-substantive corrections to the provisions of this Code, including but not limited to, the misspelling of words, typographical errors, duplicate pages, incorrect references to state or federal laws, statutes, this Code, or other codes or similar legal or technical sources, and other similar amendments, without necessity of passage of a corrective ordinance or other action of the Mayor and Council. The City Clerk shall, upon the written advice or recommendation of the city attorney and without the necessity of further council action, alter, amend or supplement any non-codified ordinance, resolution or other record filed in his or her office as necessary to effect similar non-substantive changes or revisions and ensure that such public records are correct, complete and accurate.

BE IT ORDAINED by the City Council of Dahlonega, and it is ordained by authority of the same, that if any portion of this Ordinance is for any reason found to be invalid or unconstitutional by the final decision of any tribunal of competent jurisdiction, it is the intention of the City Council of Dahlonega that the remainder of this Ordinance shall be in full force and effect.

So ordained and effective this ____ day of _____ 2024.

JoAnne Taylor, Mayor

Attest: Sarah Waters, Assistant City Clerk