



LAWRENCEVILLE

GEORGIA

CITY COUNCIL WORK SESSION

AGENDA

Wednesday, July 08, 2026
5:05 PM

Council Chambers
70 S. Clayton St, GA 30046

Call to Order

Prayer

Pledge of Allegiance

Agenda Additions / Deletions

Discussion of General City Business

There is no public comment during this section of the agenda unless formally requested by the Mayor and the Council.

- [1.](#) An Ordinance to Amend the City of Lawrenceville Zoning Ordinance (2020) (Adopted May 2020 as Amended), which will result in changes to Article 1, Districts, related to Section 102.7 RM-8 Townhouse Residential District, Subsection B. Lot Development Standards, Minimum Lot Area.
- [2.](#) ANNX2026-00002 RZM2026-00006 & SUP2026-00006; Owen Herbert; 0 Sugarloaf Parkway
- [3.](#) RZM2026-00004; JCT Construction Group c/o LJA Engineering; 737 Grayson Highway
- [4.](#) Administrative Update – SB 447
- [5.](#) Cooperative Purchasing Contract – CINTAS Omnia Agreement 211092607
- [6.](#) Amendment to Alcohol Ordinance for updates to the Appeal Board

Executive Session - Personnel, Litigation, Real Estate

Final Adjournment



LAWRENCEVILLE

GEORGIA

AGENDA REPORT

MEETING: WORK SESSION, JULY 8, 2026

AGENDA CATEGORY: GENERAL WORK SESSION

Item: An Ordinance to Amend the City of Lawrenceville Zoning Ordinance (2020) (Adopted May 2020 as Amended), which will result in changes to Article 1, Districts, related to Section 102.7 RM-8 Townhouse Residential District, Subsection B. Lot Development Standards, Minimum Lot Area.

Department: Planning and Development

Date of Meeting: Wednesday, July 8, 2026

Presented By: Todd Hargrave, Director of Planning and Development

Applicants Request: Amend City Ordinance ~ Article 1, Districts, Section 102.7 RM-8 Townhouse Residential District, Subsection B. Lot Development Standards, Minimum Lot Area.

Planning & Development Recommendation: Approval

Planning Commission Recommendation:

Summary: An Ordinance to Amend the City of Lawrenceville Zoning Ordinance (2020) (Adopted May 2020 as Amended), which will result in changes to Article 1, Districts, related to Section 102.7 RM-8 Townhouse Residential District, Subsection B. Lot development standards, minimum lot area.

Attachments/Exhibits:

- ZON ORD 2026-XX_ART 1 RM-8_07272026.docx
- ARTICLE 1 DISTRICTS_SEC 102.7_RDLNS_06102026.pdf

ORDINANCE ZON-ORD-2026-XX

AN ORDINANCE TO AMEND THE CITY OF LAWRENCEVILLE ORDINANCE (2020) (ADOPTED MAY 2020 AS AMENDED), BY AMENDING ARTICLE 1, DISTRICTS, RELATED TO SECTION 102.7 RM-8 TOWNHOUSE RESIDENTIAL DISTRICT, SUBSECTION B. LOT DEVELOPMENT STANDARDS, MINIMUM LOT AREA.

The City Council of the City of Lawrenceville, Georgia hereby ordains that the City of Lawrenceville Zoning Ordinance 2020 (a/k/a Zoning Ordinance for the City of Lawrenceville, Georgia) (hereinafter “Zoning Ordinance”) shall be amended as follows:

Section 1.

Article 1, Districts, Section 102.7, RM-8 Townhouse Residential District, Table 102.7 B.1., Lot Development Standards, is hereby amended by deleting the existing Minimum Lot Area standard in its entirety and replacing it with a new Minimum Lot Area standard, as set forth herein and incorporated into this Ordinance by reference.

A. Purpose

The RM-8 Townhouse Residential District is designed to provide for townhome development that will be compatible when located near and among lower- and moderate-density types of developments.

Property in the RM-8 Townhouse Residential District shall be developed in accordance with the Minimum Lot Area requirement and the applicable site related provisions of the City of Lawrenceville Development Regulations.

B. Lot Development Standards

Table 102.7 B.1. Lot Development Standards

Minimum Lot Area	Minimum Unit Width	Minimum Front Yard Building Setback¹	Minimum Side Yard Building Setback	Minimum Rear Yard Building Setback¹
1,800 square feet	20 feet	25 feet	0 feet (attached)	20 feet

Table 102.7 B.2. Lot Development Standards

Maximum Lot Coverage	Maximum Building Height	Minimum Common Area
40 percent	35 feet	15 percent

- Minimum Building Setback - 40 feet if located along a property boundary adjoining a Local Street, Minor Collector, Major Collector, Minor Arterial, Major Arterial, or Freeway roadway that is external to and not part of the internal street network of the development.
- Minimum Side Yard Building Setback – 20 feet if located along a property boundary adjoining a Local Public or Private Street that is internal to the street network of the development and not part of the existing external street network of public roadways.
- Duplexes shall be prohibited.

Table 102.7 B.3. Lot Development Standards

Minimum Heated Floor Area				
Studio	1-bedroom	2-bedroom	3-bedroom	4-bedroom
-	1,000	1,200 sq. ft.	1,400 sq. ft.*	1,600 sq. ft*

Table 102.7 B.4. Lot Development Standards

Minimum Dwelling Unit width	
Double-car garage	20 ft.

* Three-bedroom units shall be limited to 40% of the entire townhouse development.

* Four-bedroom units shall be limited to 10% of the entire townhouse development.

C. Mandatory Homeowners Association

As part of the planning process for the development of a townhome subdivision, the developer shall propose at the time of the request for development a Homeowners Association to be attached to the development property. The Homeowners Association shall be recorded in the deed records of the Superior Court of Gwinnett County either as written restrictive covenants or on the plat for development of the subdivision.

The development shall have a mandatory community association(s) to provide maintenance for all common areas (including the maintenance of landscaping within internal rights-of-way and immediately adjacent external rights-of-way) and enforce reasonable and customary property maintenance standards through covenants on all residences within the

community. The, and provide other services to be defined within the covenants, conditions, and restrictions that will be recorded with the City prior to the issuance of the first building permit. The covenants will run for 20 years and automatically renew every 20 years unless 51% of the persons owning lots in the subdivision vote to terminate the covenants as governed by O.C.G.A. 44-5-60. Subject to applicable City, local, and federal rules, laws, regulations, and rulings of courts having competent jurisdiction over the subject property, said covenants shall include a restriction that no more than 10% of the single-family units (with an additional 5% hardship) may be leased to third parties by individual owners.

Restrictive Covenant shall include the following:

Development amenities shall include a resort style pool, cabana, fitness center, and community room for residents. Community room shall be sized large enough for activities such as student after school programs, etc. Common area(s)/Park(s) shall be programmed with amenities to maximize use such as benches, tables, grills, etc.

D. Architectural Standards

Subject to review and approval by the Director of Planning and Development.

- a. Each building shall consist of a minimum of two alternating roof types, specifically, open gable, boxed gable, dormer, hip, or flat roof lines.
- b. Front, side, and rear facades shall be finished with primarily brick or stone on each elevation.
- c. Elevations shall be staggered with alternating exterior treatments such as porches, balconies, awnings, chimney, stoops, decks, patios, and terraces.
- d. Provide a unique architectural entrance with door surround.
- e. Incorporate changes in building material texture and color.
- f. Provide elements such as shutters and roof eave brackets.
- g. Refer to Article 6, Architectural and Design Standards, for types of materials allowed in the district.

See figures for examples:

Rear Entry



Front Entry



E. **Development Standards**

The following minimum requirements shall be applied to the property:

- a. All vehicles shall be parked on a subdivision lot on an approved hard surface.
- b. Internal yard requirements: A 20-foot grassed or landscaped strip shall be provided between all buildings (facades/elevations) and interior private drives.
- c. A minimum of three (3) and a maximum of eight (8) units shall be allowed in each row of townhouses.

- d. Private Drive shall be installed with the following dimensions:
 - i. Street width shall be 24 feet. Two-foot curb and gutter required (dimensions are back to back of curbs).
 - ii. A 5-foot sidewalk is required and shall be 2 feet off the back of the curb.
- e. All utilities shall be underground and shall be located within the required right-of-way.
- f. All townhouses must be rear entry; driveways shall have no access to exterior streets.
- g. Rear entry units shall abide by the following rules and regulations:
 - i. Rear entry unit garages shall not be converted into heated interior space without being replaced with another garage within the building of the property subject to the terms of this Ordinance.
 - ii. Driveway must provide two external parking spaces (9 ft. x 20 ft. each)
 - iii. The rear elevation of Rear Entry Units shall be setback 27 feet from the required 24-foot Private Drive.
- h. Front entry units shall require the approval of an associated Special Use Permit. If approved, shall abide by the following rules and regulations:
 - i. Front entry unit garages shall not be converted into heated interior space without being replaced with another garage within the building of the property subject to the terms of this Ordinance.
 - ii. The front façade of Front Entry Units shall be setback 27 feet from required 24-foot Private Drive.
 - iii. Driveway must provide two external parking spaces (9 ft. x 20 ft. each).
- i. Each townhome residence shall have a two-car garage as a minimum requirement.
- j. No plumbing or heating vents shall be placed on the front side roof of any structure in this district.
- k. Building fronts shall be staggered to provide architectural relief.
- l. Sidewalks on both sides of all streets including cul-de-sacs shall be required as set forth in the subdivision regulations of the City of Lawrenceville.
- m. The term “pavement width of streets” as used in this Ordinance shall be defined as from the back of curb to back of curb.

- n. No driveway shall have access to exterior streets.
- o. Centralized mail kiosk shall have a minimum three-car stacking lane for every 100 units served.
- p. Dumpsters and recycle bins shall be screened from all units and not visible from right-of-way.

F. Utility Restrictions

- a. All utilities shall be located underground.
- b. All utilities meters shall be located along a side or rear elevation.

G. Green/Common Space

- a. Every development shall be required to construct an area of public green space within the confines of the development.
- b. At least 15% of the net project acreage (total acreage of the project excluding 50% of the 100-year floodplain and wetland areas) shall be designated on a recorded plat as a permanent common area for the use of the residents of the development.
- c. Depending on the scale of the development, the common area shall include at least one conveniently located public gathering area or activity center with related amenities and improvements in the form of a square, green, plaza, or similar approved element that is accessible to the residents from at least three points of entry by sidewalks. Active recreation areas, including swimming pools, tennis courts, basketball courts, clubhouses, and other recreational amenities may not be constructed in the green space.
- d. 50% of the townhouses must be adjacent to or directly across the street from a common area such as a public green, park, or square. These units shall be rear-entry only.
 - i. The minimum size for a public green, park or square 3,000 square feet
 - ii. Provide a mix of undisturbed natural plantings and/or formal plantings
 - iii. Provide benches, tables, seat walls, planters, play structure, and/or picnic areas/shelter.
 - iv. Install outdoor lighting.

H. Zoning Exhibit

As part of the application for rezoning, an exhibit shall be submitted

that includes the following information:

- a. A location map showing the boundaries of the property with the current zoning of the property, as well as zoning on adjacent properties.
- b. A plan showing applicable details, to include lots, streets and right-of-ways, setback lines, dwelling sizes, off-street parking, on-street parking, street trees, sidewalks, multi-use trails, stormwater management facility areas, floodplain and wetlands, topography, and common space.
- c. Specifications, calculations, and applicable percentages for common area, density calculations, lot sizes, land use, gross and net acreage, dwelling units, and parking.
- d. Color elevations of front, sides, and rear of all typical units, including proposed building materials, building heights and any other structures.
- e. Other architectural and engineering data necessary to demonstrate conformity with applicable standards of the district and with the Article 6, Architectural and Design Standards.
- f. Conceptual Signage Plan.

Section 2.

Except as specifically amended as set forth above, all other provisions of the City of Lawrenceville Zoning Ordinance (2020) shall remain in full force and affect.

Section 3.

All ordinances, regulations, or parts of the same in conflict with this Ordinance are hereby rescinded to the extent of said conflict and only to the extent of said conflict.

Section 4.

If any section, article, paragraph, sentence, clause, phrase, or word in this ordinance, or application thereof to any person or circumstance is held invalid or unconstitutional by a Court of competent jurisdiction, such holding shall not affect the validity of the remaining portion of this ordinance; and the City Council hereby declares it would have passed such remaining portions of the ordinance despite such invalidity, which remaining portions shall remain in full force and effect.

Section 5.

This ordinance shall become effective upon its adoption by the City Council.

IT IS SO ORDAINED this XX^{XX} day of MONTH, 2026

David R. Still, Mayor

Attest:

Karen Pierce, City Clerk

102.7 RM-8 Townhouse Residential District

A. Purpose

The RM-8 Townhouse Residential District is designed to provide for townhome development that will be compatible when located near and among lower- and moderate-density types of developments.

Property in the RM-8 Townhouse Residential District shall be developed in accordance with the Minimum Lot Area requirement and the applicable site related provisions of the City of Lawrenceville Development Regulations.

~~Lot Development Standards~~

B. Lot Development Standards

Table 102.7 B.1. Lot Development Standards

<u>Minimum Lot Area</u>	<u>Minimum Unit Width</u>	<u>Minimum Front Yard Building Setback¹</u>	<u>Minimum Side Yard Building Setback</u>	<u>Minimum Rear Yard Building Setback¹</u>
<u>1,800 square feet</u>	<u>20 feet</u>	<u>25 feet</u>	<u>0 feet (attached)</u>	<u>20 feet</u>

Table 102.7 B.2. Lot Development Standards

<u>Maximum Lot Coverage</u>	<u>Maximum Building Height</u>	<u>Minimum Common Area</u>
<u>40 percent</u>	<u>35 feet</u>	<u>15 percent</u>

~~B.~~

Min. Lot Area	Unit Width Min.	External Min. Front Setback	External Min. Side Setback	External Min. Rear Setback	Min. Heated Floor Area	Impervious surface Max. Lot Coverage	Max. Building Height	Min. % Com. Area
5 acres	20 ft.	25 ft.	20 ft.*	20 ft.	See table below	40%	35 ft.	15%

- Minimum Building Setback - 40 feet if located along a property boundary adjoining a Local Street, Minor Collector, Major Collector, Minor Arterial, Major Arterial, or Freeway roadway that is external to and not part of the internal street network of the development. ~~40 feet if located on Major Arterial~~

•

- Minimum Side Yard Building Setback – 20 feet if located along a property boundary adjoining a Local Public

or Private Street that is internal to the street network of the development and not part of the existing external street network of public roadways.

- ~~• This Minimum Lot Area shall not be reduced by a Variance. If property was zoned (RM-12) General Residence, 3,600 Sq. Ft. District at the time of adoption of the City of Lawrenceville Zoning Ordinance 2020 (ZON-ORD 2020-9), on May 20, 2020, and property does not meet the Minimum Lot Area then the property owner may apply for a Variance.~~
- Duplexes shall be prohibited.

Table 102.7 B.3. Lot Development Standards

Minimum Heated Floor Area				
Studio	1-bedroom	2-bedroom	3-bedroom	4-bedroom
-	1,000	1,200 sq. ft.	1,400 sq. ft.*	1,600 sq. ft*

Table 102.7 B.4. Lot Development Standards

Minimum Dwelling Unit width	
Double-car garage	20 ft.

- * Three-bedroom units shall be limited to 40% of the entire townhouse development.
- * Four-bedroom units shall be limited to 10% of the entire townhouse development.

C. Mandatory Homeowners Association

As part of the planning process for the development of a townhome subdivision, the developer shall propose at the time of the request for development a Homeowners Association to be attached to the development property. The Homeowners Association shall be recorded in the deed records of the Superior Court of Gwinnett County either as written restrictive covenants or on the plat for development of the subdivision.

The development shall have a mandatory community association(s) to provide maintenance for all common areas (including the maintenance of landscaping within internal rights-of-way and immediately adjacent external rights-of-way) and enforce reasonable and customary property maintenance standards through covenants on all residences within the community. The, and provide other services to be defined within the covenants, conditions, and restrictions that will be recorded with the City prior to the issuance of the first building permit. The covenants will run for 20 years and automatically renew every 20 years unless 51% of the persons owning lots in the subdivision vote to terminate the covenants as governed by O.C.G.A. 44-5-60. Subject to applicable City, local, and federal rules, laws, regulations, and rulings of courts having competent jurisdiction over the subject property, said covenants shall include a restriction that no more than 10% of the single-family units (with an additional 5% hardship) may be leased to third parties by individual owners.

Restrictive Covenant shall include the following:

Development amenities shall include a resort style pool, cabana, fitness center, and community room for residents. Community room shall be sized large enough for activities such as student after school programs, etc. Common

area(s)/Park(s) shall be programed with amenities to maximize use such as benches, tables, grills, etc.

D. Architectural Standards

Subject to review and approval by the Director of Planning and Development.

- 1.a. Each building shall consist of a minimum of two alternating roof types, specifically, open gable, boxed gable, dormer, hip, or flat roof lines.
- 2.b. Front, side, and rear facades shall be finished with primarily brick or stone on each elevation.
- 3.c. Elevations shall be staggered with alternating exterior treatments such as porches, balconies, awnings, chimney, stoops, decks, patios, and terraces.
- 4.d. Provide a unique architectural entrance with door surround.
- 5.e. Incorporate changes in building material texture, and color.
- 6.f. Provide elements such as shutters and roof eave brackets.
- 7.g. Refer to Article 6, Architectural and Design Standards, for types of materials allowed in the district.

See figures for examples:

Rear Entry



Front Entry



E. Development Standards:

The following minimum requirements shall be applied to the property:

- 1.a. All vehicles shall be parked on a subdivision lot on an approved hard surface.
- 2.b. Internal yard requirements: A 20-foot grassed or landscaped strip shall be provided between all buildings (facades/elevations) and interior private drives.
- 3.c. A minimum of three and a maximum of eight units shall be allowed in each row of townhouses.
- 4.d. Private Drive shall be installed with the following dimensions:
 - a.i. Street width shall be 24 feet. Two-foot curb and gutter required (dimensions are back to back of curbs).
 - b.ii. A 5-foot sidewalk is required and shall be 2 feet off the back of the curb.
- 5.e. All utilities shall be underground and shall be located within the required right-of-way.
- 6.f. All townhouses must be rear entry; driveways shall have no access to exterior streets.

~~7.g.~~ Rear entry units shall abide by the following rules and regulations:

~~a.i.~~ Rear entry units garages shall not be converted into heated interior space without being replaced with another garage within the building of the property subject to the terms of this Ordinance.

~~b.ii.~~ Driveway must provide two external parking spaces (9 ft. x 20 ft. each)

~~c.iii.~~ The rear elevation of Rear Entry Units shall be setback 27 feet from the required 24-foot Private Drive.

~~8.h.~~ Front entry units shall require the approval of an associated Special Use Permit. If approved, shall abide by the following rules and regulations:

~~a.i.~~ Front entry units garages shall not be converted into heated interior space without being replaced with another garage within the building of the property subject to the terms of this Ordinance.

~~b.ii.~~ The front façade of Front Entry Units shall be setback 27 feet from required 24-foot Private Drive.

~~c.iii.~~ Driveway must provide two external parking spaces (9 ft. x 20 ft. each).

~~9.i.~~ Each townhome residence shall have a two-car garage as a minimum requirement.

~~10.j.~~ No plumbing or heating vents shall be placed on the front side roof of any structure in this district.

~~11.k.~~ Building fronts shall be staggered to provide architectural relief.

~~12.l.~~ Sidewalks on both sides of all streets including cul-de-sacs shall be required as set forth in the subdivision regulations of the City of Lawrenceville.

~~13.m.~~ The term “pavement width of streets” as used in this Ordinance shall be defined as from the back of curb to back of curb.

~~14.n.~~ No driveway shall have access to exterior streets.

~~15.o.~~ Centralized mail kiosk shall have a minimum three-car stacking lane for every 100 units served.

~~16.p.~~ Dumpsters and recycle bins shall be screened from all units and not visible from right-of-way.

F. Utility Restrictions

~~1.a.~~ All utilities shall be located underground.

~~2.b.~~ All utilities meters shall be located along a side or rear elevation.

G. Green/Common Space:

~~1.a.~~ Every development shall be required to construct an area of public green space within the confines of the development.

~~2.b.~~ At least 15% of the net project acreage (total acreage of the project excluding 50% of the 100-year floodplain and wetland areas) shall be designated on a recorded plat as a permanent common area for the use of the residents of the development.

~~3.c.~~ Depending on the scale of the development, the common area shall include at least one conveniently-located public gathering area or activity center with related amenities and improvements in the form of a square, green, plaza, or similar approved element that is accessible to the residents from at least three points of entry by sidewalks. Active recreation areas, including swimming pools, tennis courts, basketball courts, clubhouses, and other recreational amenities may not be constructed in the green space.

~~4.d.~~ 50% of the townhouses must be adjacent to or directly across the street from a common area such as a public green, park, or square. These units shall be rear entry only.

~~a.i.~~ The minimum size for a public green, park or square 3,000 square feet

~~b.ii.~~ Provide a mix of undisturbed natural plantings and/or formal plantings

~~c.iii.~~ Provide benches, tables, seat walls, planters, play structure, and/or picnic areas/shelter.

~~d.iv.~~ Install outdoor lighting.

H. Zoning Exhibit

As part of the application for rezoning, an exhibit shall be submitted that includes the following information:

~~1.a.~~ A location map showing the boundaries of the property with the current zoning of the property, as well as zoning on adjacent properties.

- ~~2.~~b. A plan showing applicable details, to include lots, streets and right-of-ways, setback lines, dwelling sizes, off-street parking, on-street parking, street trees, sidewalks, multi-use trails, stormwater management facility areas, floodplain and wetlands, topography, and common space.
- ~~3.~~c. Specifications, calculations, and applicable percentages for common area, density calculations, lot sizes, land use, gross and net acreage, dwelling units, and parking.
- ~~4.~~d. Color elevations of front, sides, and rear of all typical units, including proposed building materials, building heights and any other structures.
- ~~5.~~e. Other architectural and engineering data necessary to demonstrate conformity with applicable standards of the district and with the Article 6, Architectural and Design Standards.
- ~~6.~~f. Conceptual Signage Plan.



LAWRENCEVILLE

GEORGIA

AGENDA REPORT

MEETING: WORK SESSION, JULY 8, 2026

AGENDA CATEGORY: GENERAL CITY BUSINESS

Item:	ANNX2026-00002 RZM2026-00006 & SUP2026-00006; Owen Herbert; 0 Sugarloaf Parkway
Department:	Planning and Development
Date of Meeting:	Wednesday, July 8, 2026
Presented By:	Todd Hargrave, Director of Planning and Development
Applicants Request:	Annex Property and Rezone from R-TH (Gwinnett County Single-Family Residence Townhouse District) to RM-8 (City of Lawrenceville Townhouse Residential District)
Planning & Development Recommendation:	Approval with Conditions
Planning Commission Recommendation:	Approval with Conditions

Summary: The applicant requests the annexation and rezoning of an approximately 6.61-acre property located at 0 Sugarloaf Parkway (Parcel ID Number: 5078 003) from Gwinnett County R-TH (Single-Family Townhouse District) to RM-8 (Townhouse Residential District) to develop thirty-nine (39) townhouse dwelling units at a density of approximately six (6) Units Per Acre (UPA). Furthermore, the applicant requests a Special Use Permit for thirty-one (31) front-entry units. The subject property is located along the western right-of-way of Sugarloaf Parkway, south of its intersection with Lawrenceville-Suwannee Road.

Attachments/Exhibits:

- ANNX2026-00002 RZM2026-00006 SUP2026-00006_ATTCH_05192026.pdf



LAWRENCEVILLE

Planning & Development

ANNEXATION, REZONING, AND SPECIAL USE PERMIT

CASE NUMBER(S): ANN2026-00002, RZM2026-00006, & SUP2026-00006

APPLICANT(S): OWEN HERBERT

PROPERTY OWNER(S): ZIANNA GROUP LLC – ASIF DHANANI

LOCATION(S): 0 SUGARLOAF PARKWAY

PARCEL IDENTIFICATION NUMBER(S): 5078 003

APPROXIMATE ACREAGE: 6.61 ACRES

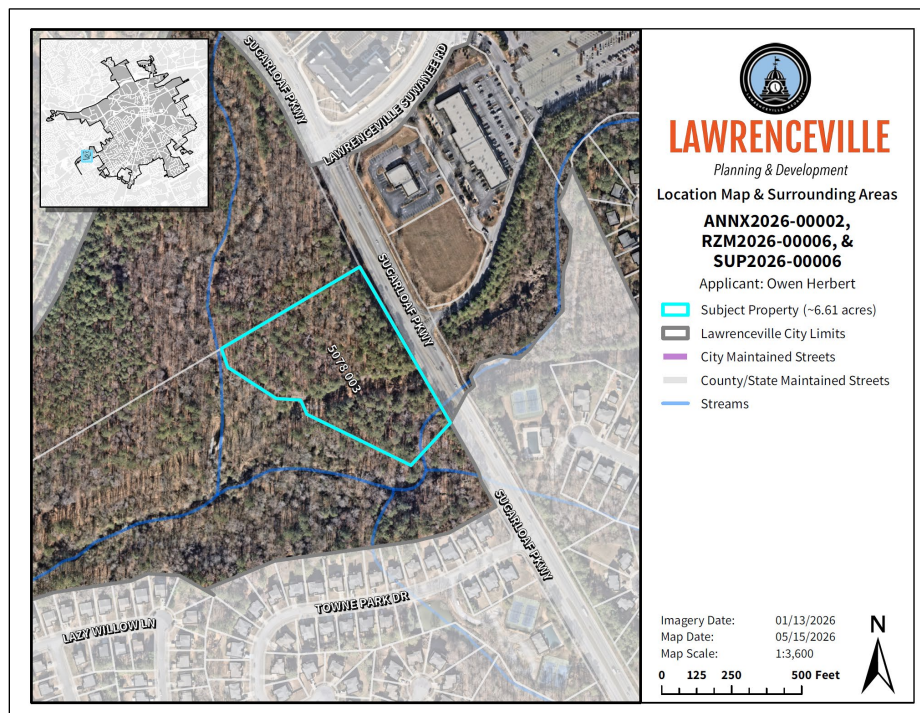
CURRENT ZONING: R-TH (SINGLE-FAMILY TOWNHOUSE DISTRICT)

PROPOSED ZONING: RM-8 (TOWNHOUSE RESIDENTIAL DISTRICT)

PROPOSED DEVELOPMENT: 39 TOWNHOMES W/ SUP FOR FRONT-ENTRY

DEPARTMENT RECOMMENDATION: APPROVAL WITH CONDITIONS

VICINITY MAP



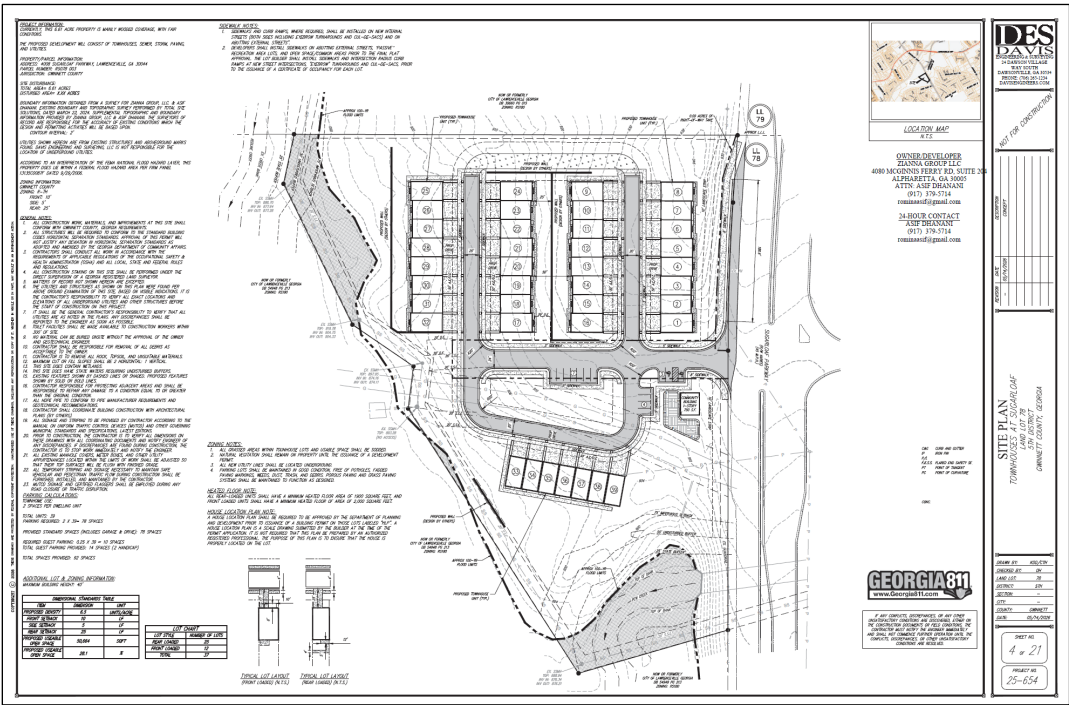
ZONING HISTORY

The subject property is located within unincorporated Gwinnett County and is currently zoned R-TH (Single-Family Townhouse District).

PROJECT SUMMARY

The applicant requests the annexation and rezoning of an approximately 6.61-acre property located at 0 Sugarloaf Parkway (Parcel ID Number: 5078 003) from Gwinnett County R-TH (Single-Family Townhouse District) to RM-8 (Townhouse Residential District) to develop thirty-nine (39) townhouse dwelling units at a density of approximately six (6) Units Per Acre (UPA). Furthermore, the applicant requests a Special Use Permit for thirty-one (31) front-entry units. The subject property is located along the western right-of-way of Sugarloaf Parkway, south of its intersection with Lawrenceville-Suwannee Road.

SITE PLAN



ZONING AND DEVELOPMENT STANDARDS

The proposed development generally reflects the development pattern and residential intensity previously approved for the subject property (Gwinnett County - RZM2023-00004) under Gwinnett County's R-TH zoning district. The proposed RM-8 district permits townhouse residential development at a moderate density compatible with the surrounding mix of commercial, residential, and open-space uses. While the proposal generally conforms to the intent of the RM-8 district, several deviations from the City's townhouse development standards require additional evaluation.

The applicant seeks to develop thirty-nine (39) townhomes on the subject property, of which the eight (8) units fronting Sugarloaf Parkway are rear-entry and the remaining balance of thirty-one (31) units internal to the development are front-entry. The proposed development includes five separate rows of townhomes consisting of seven to eight units per row. Common space includes a central ~10,500 square foot neighborhood green as well as a 750 square foot community building.

Approval of the requested RM-8 (Townhouse Residential District) zoning district requires variances from the minimum standard for the district as outlined below:

Article 1 Districts, Section 102.7 RM-8 Townhouse Residential District, Subsection B. Lot Development Standards

Standard	Requirement	Proposal	Recommendation
Min. Lot Area*	5 acres	6.61 acres	N/A
Min. Unit Width	20 ft	24 ft	N/A
Ext. Front Setback	40 ft	40 ft	N/A
Ext. Side Setback	20 ft	20 ft	N/A
Ext. Rear Setback	20 ft	20 ft	N/A
Min. Heated Area	See Table Below	See Table Below	N/A
Max. Lot Coverage	40%	Not Listed	N/A
Max. Height	35 ft	35 ft	N/A
Min. Com. Area %	15%	Not Listed	N/A

*Minimum lot area shall not be reduced by a Variance.

Minimum Heated Floor Area

Standard	Requirement	Proposal	Recommendation
1-bedroom	1,000 sq. ft	N/A	Variance
2-bedroom	1,200 sq. ft		
3-bedroom	1,400 sq. ft (40%)	1,900-2,000 square feet (100%)	
4-bedroom	1,600 sq. ft (10%)		

INX2026-00002 RZM2026-00006 SUP2026-00006 ATTCH_05192026

Article 1 Districts, Section 102.7 RM-8 Townhouse Residential District, Subsection E. Development Standards

Standard	Requirement	Proposal	Recommendation
Min. Units Per Row (UPR)	<i>3 units</i>	<i>7 units</i>	<i>N/A</i>
Max. Units Per Row (UPR)	<i>8 units</i>	<i>8 units</i>	<i>N/A</i>
Private Drive Width	<i>24 ft</i>	<i>20 ft</i>	Variance
Sidewalk Width	<i>5 ft</i>	<i>5 ft</i>	<i>N/A</i>
Rear Setback from Private Drive	<i>27 ft</i>	<i>27 ft</i>	<i>N/A</i>
Rear-Entry Units	<i>39 units (100%)</i>	<i>8 units (21%)</i>	Special Use Permit
Adjacency to Public Green Space	<i>20 units (51%)</i>	<i>7 units (18%)</i>	Variance
Min. Public Green Space	<i>3,000 SF</i>	<i>~10,500 SF</i>	<i>N/A</i>

Article 4 Buffers, Section 403 Buffers Table

Standard	Requirement	Proposal	Recommendation
RM-8 / RS-180	<i>50 ft</i>	<i>26 ft</i>	Variance

Article 5 Parking, Section 508 Number of Off-Street Parking Spaces Required; Table 5-3.

Standard	Requirement	Proposal	Recommendation
Parking: Dwelling	<i>4 spaces per unit (156 spaces)</i>	<i>4.36 spaces per unit (170 spaces)</i>	<i>N/A</i>

DEVELOPMENT CHARACTER AND USE COMPATIBILITY

The proposed townhouse development may be appropriate given the subject property's location along the Sugarloaf Parkway corridor and its relationship to surrounding commercial, residential, and future open space uses. The property was previously approved for townhouse residential development under Gwinnett County's R-TH zoning district, establishing a precedent for attached residential use on the site. The proposed density of approximately six (6) units per acre remains moderate in scale and may serve as a

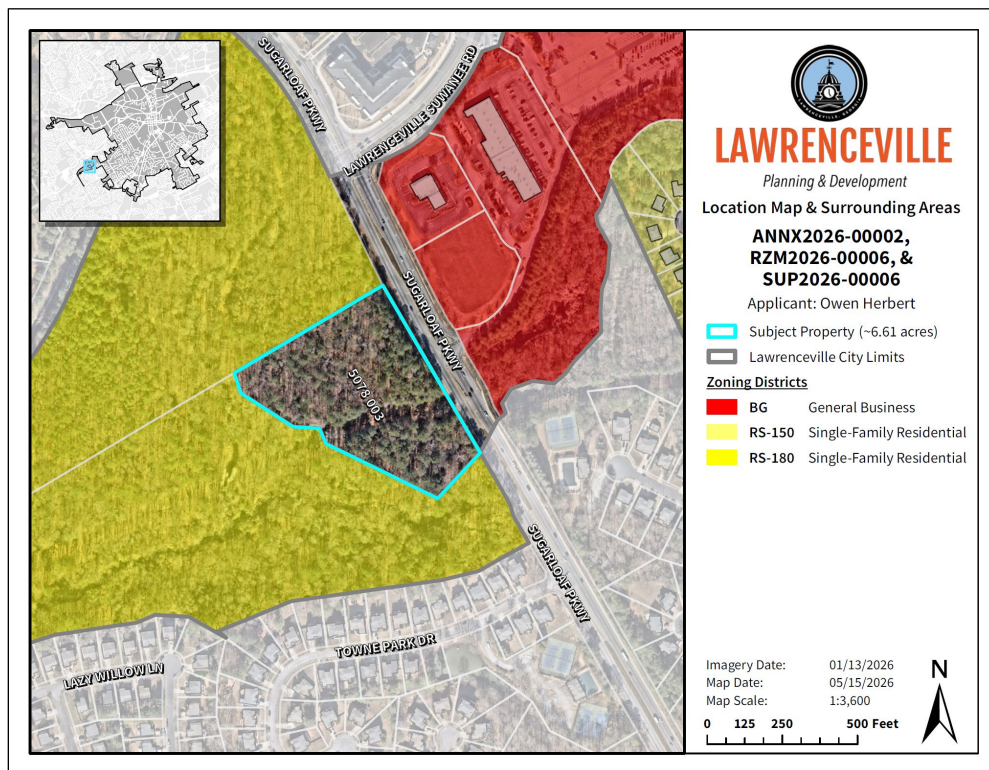
compatible residential transition between nearby commercial development and adjacent lower-density residential areas.

DESIGN COMPLIANCE AND DEVELOPMENT STANDARDS

The proposal includes several deviations from the RM-8 development standards, including front-entry townhouse units, reduced private drive widths, reduced adjacency to public green space, and reduced zoning buffers. While some requested deviations exceed typical RM-8 development standards, the proposal generally maintains the townhouse residential development pattern previously approved for the property under Gwinnett County zoning.

The requested deviations should nevertheless be considered in light of the City's intended townhouse design standards. Staff finds that some deviations may be mitigated by the site's transitional context, adjacency to undeveloped City-owned properties, and environmental constraints associated with nearby floodplain areas. Staff finds the request may be appropriate if properly conditioned.

CITY OF LAWRENCEVILLE OFFICIAL ZONING MAP



SURROUNDING ZONING AND USE

The subject property is surrounded by a mix of commercial, residential, and undeveloped open-space properties. Properties directly adjacent to the site are zoned RS-180 (Single-Family Residential District) and consist primarily of undeveloped City-owned properties associated with Pew Creek and Redland Creek. Commercial properties zoned BG (General

Business District) are located across Sugarloaf Parkway and are developed with retail and banking uses. Nearby residential subdivisions within unincorporated Gwinnett County are primarily zoned R-75 (Single-Family Residence District).

Given the surrounding development pattern, the proposed townhouse development may serve as a buffering residential development pattern between the commercial corridor along Sugarloaf Parkway and nearby lower-density residential areas and future park/open-space properties.

2045 COMPREHENSIVE PLAN

Although the subject property is currently outside the City limits of Lawrenceville, the site is identified within Gwinnett County's 2045 Comprehensive Plan as part of the Traditional+ daily community, which supports residential development with access to sewer infrastructure and includes townhouse residential development as an appropriate land use.

The subject property is also adjacent to areas identified within Lawrenceville's 2045 Comprehensive Plan as Parks and Commercial Corridor character areas. The nearby City-owned properties associated with Pew Creek and Redland Creek have been identified for potential future trail and park development, while the Sugarloaf Parkway corridor is intended to accommodate more intensive commercial development patterns.

Given the site's location between the commercial corridor and future open-space areas, the proposed townhouse development may serve as an appropriate transitional residential use consistent with the broader planning objectives of both Gwinnett County and the City of Lawrenceville.

STAFF RECOMMENDATION

The proposed annexation, rezoning, Special Use Permit, and associated variances may be appropriate given the subject property's existing townhouse residential entitlement under Gwinnett County's R-TH zoning district and its location along the Sugarloaf Parkway corridor. The proposed townhouse development may serve as a moderate-density residential transition between nearby commercial development, future open-space and park properties, and surrounding lower-density residential areas.

While the proposal includes several deviations from the RM-8 development standards, including front-entry townhouse units, reduced private drive widths, reduced adjacency to public green space, and reduced zoning buffers, Staff finds that some deviations may be mitigated by the site's transitional context, adjacency to undeveloped City-owned properties, and existing environmental constraints associated with nearby floodplain areas. Additionally, the proposal includes enhanced architectural materials, open-space amenities, sidewalks, and parking accommodations that may support compatibility with surrounding development patterns.

INX2026-00002 RZM2026-00006 SUP2026-00006 ATTCH_05192026

Based on the foregoing analysis, Staff recommends **APPROVAL WITH CONDITIONS** of the requested annexation, rezoning, Special Use Permit, and associated variances.

CITY OF LAWRENCEVILLE DEPARTMENT COMMENTS:

ENGINEERING DEPARTMENT - No comment

PUBLIC WORKS - No comment

ELECTRIC DEPARTMENT - Georgia Power will serve this development.

GAS DEPARTMENT - Lawrenceville Gas will not serve this development.

DAMAGE PREVENTION DEPARTMENT - No comment

CODE ENFORCEMENT - No comment

STREET AND SANITATION DEPARTMENT - No comment

STATE CODE 36-67-3 (FMR.) REVIEW STANDARDS:

1. Whether a zoning proposal will permit a use that is suitable in view of the use and development of adjacent and nearby property;

The proposed annexation and rezoning may permit residential townhouse use that is suitable in view of the surrounding development pattern along the Sugarloaf Parkway corridor. The subject property is located adjacent to commercial development, undeveloped City-owned open-space properties, and nearby single-family residential neighborhoods. The proposed townhouse development may serve as an intermediate residential use between these varying land use intensities.

2. Whether a zoning proposal will adversely affect the existing use or usability of adjacent or nearby property;

The proposed rezoning may not adversely affect the existing use or usability of adjacent or nearby properties. The surrounding area already contains a mix of residential and commercial uses, and the proposed development is generally consistent with the townhouse residential character previously approved for the property under Gwinnett County zoning. Additionally, adjacent City-owned properties associated with Pew Creek and Redland Creek remain largely undeveloped and constrained by floodplain conditions.

3. Whether the property to be affected by a zoning proposal has a reasonable economic use as currently zoned;

The subject property likely retains reasonable economic use under its existing Gwinnett County R-TH zoning classification, which already permits townhouse residential development. However, the requested annexation and rezoning to RM-8 would allow the property to develop under the City of Lawrenceville's zoning framework while generally maintaining a similar residential development pattern and density.

4. Whether the zoning proposal will result in a use which will or could cause an excessive or burdensome use of existing streets, transportation facilities, utilities, or schools;

The proposed townhouse development may increase demand on existing streets, utilities, and public services; however, the scale and density of the development do not appear excessive given the property's location along Sugarloaf Parkway and its access to existing transportation and utility infrastructure. Access improvements, including a deceleration lane, are proposed to support traffic circulation and site access.

5. Whether the zoning proposal is in conformity with the policy and intent of the Comprehensive Plan;

The proposed rezoning may be consistent with the general policy direction and intent of both Gwinnett County's and the City of Lawrenceville's comprehensive planning documents. The property is located within Gwinnett County's Traditional+ daily community and adjacent to Lawrenceville character areas associated with commercial corridors and future parks/open space uses. The proposed townhouse development may therefore function as an appropriate transitional residential use within the area.

6. Whether there are other existing or changing conditions affecting the use and development of the property, which give supporting grounds for either approval or disapproval of the zoning proposal;

Existing and changing conditions affecting the property include the site's prior approval for townhouse residential development under Gwinnett County zoning, the continued development of the Sugarloaf Parkway corridor, and the presence of adjacent City-owned properties associated with future trail and park opportunities. Additionally, environmental constraints related to nearby floodplain areas may limit the development potential of adjoining properties and support the proposed transitional residential land use pattern.

INX2026-00002 RZM2026-00006 SUP2026-00006 ATTCH_05192026

**ORDINANCE TO ANNEX PROPERTY INTO THE MUNICIPAL LIMITS OF THE
CITY OF LAWRENCEVILLE, GEORGIA**

The Council of the City of Lawrenceville, Georgia hereby ordains:

WHEREAS, the City of Lawrenceville did receive an application to have lands annexed into the existing corporate limits of the City of Lawrenceville, Georgia; and

WHEREAS, it appears to the governing body of the City of Lawrenceville, Georgia, that the area proposed to be annexed is contiguous to the existing corporate limits of the City of Lawrenceville, that the applicants represent one hundred percent (100%) of the owners of the land area proposed to be annexed and that said application complies with the laws of the State of Georgia; and

WHEREAS, the governing body of the City of Lawrenceville, Georgia, has determined that the annexation of the area proposed to be annexed would be in the best interests of the property owners of the area proposed for annexation and of the citizens of the City of Lawrenceville, Georgia;

BE IT, THEREFORE, ordained that the property described on Exhibit A, which is attached hereto and incorporated herein by reference, be and the same hereby is, annexed to the existing corporate limits of the City of Lawrenceville, Georgia, and the same shall hereafter constitute a part of the lands within the corporate limits of the City of Lawrenceville, Georgia.

BE IT FURTHER ORDAINED that the Clerk of the City of Lawrenceville or her designee certify a copy hereof and file such reports as are required by state and federal law.

INX2026-00002 RZM2026-00006 SUP2026-00006 ATTCH_05192026

IT IS SO ORDAINED, this DATEth day of MONTH 2026.

Attest:

Karen Pierce, City Clerk

Mayor David R. Still

INX2026-00002 RZM2026-00006 SUP2026-00006 ATTCH_05192026



LAWRENCEVILLE

Planning & Development

PLANNING AND DEVELOPMENT DEPARTMENT

RECOMMENDED CONDITIONS – 06012026

RZM2026-00006

Approval of a rezoning to RM-8 (Townhouse Residential District), subject to the following enumerated conditions:

1. To restrict the use of the property as follows:

- A. Townhouse dwelling units at a maximum of thirty-nine (39) dwelling units on approximately 6.61 acres at a gross density of no more than eight (8) units per acre (UPA).
- B. The development shall be designed and constructed in general accordance with the Site Plan titled "Townhouses at Sugarloaf." dated "May 18, 2026," prepared by "DES - Davis Engineering & Surveying" with the exception that the plan may be modified to address conditions of zoning. Final site design shall be subject to the review and approval of the Director of the Planning and Development Department.
- C. The multifamily dwelling units shall be designed in general accordance with the Elevations titled "Townhouses at Sugarloaf by Zianna," dated received "April 1, 2026," predominantly four-side masonry, which could be brick, stone or a combination of brick and stone (with accents of fiber cement siding). Final design shall be subject to the review and approval of the Director of the Planning and Development Department.
- D. All townhouse dwelling units shall have a two (2) car garage with carriage-style garage doors. The driveway shall measure twenty-one (21) feet in width and twenty-seven (27) feet in depth (as measured from the curb), providing sufficient space for two (2) passenger vehicles. Final design shall be subject to the review and approval of the Director of the Planning and Development Department

2. To satisfy the following site development considerations:

- A. The development shall be constructed in conformity with the City of Lawrenceville Zoning Ordinance and Development Regulations. The final design shall be subject to the review and approval of the Director of Planning and Development.
- B. The development shall abide by all applicable standards of the Development Regulations, unless otherwise specified in these conditions, or through approval of a variance administratively, or by the Zoning Board of Appeals, as appropriate.

INX2026-00002 RZM2026-00006 SUP2026-00006 ATTCH_05192026

- C. Landscape shall be designed and installed to meet the conditions of zoning, requirements of the Zoning Ordinance and Development Regulations. The final design shall be subject to the review and approval of the Director of Planning and Development.
- D. Natural vegetation shall remain on the property until the issuance of a development permit.
- E. All grassed areas shall be sodded.
- F. The required parking ratio for development shall be four (4) spaces per townhouse unit.
- G. Building setbacks off internal streets or driveways shall be in general accordance with the submitted site plans and architectural renderings, and otherwise subject to review and approval of the Director of Planning and Development.
- H. All underground utilities shall be provided throughout the development.

3. The following variances are approved:

- A. A variance from the Zoning Ordinance, Article 1 – Districts, Section 102.7 – RM-8 Townhouse Residential District, Subsection B. Lot Development Standards. Allows an increase in the percentage of three-bedroom units allowed from forty percent (40%) feet to one hundred percent (100%).
- B. A variance from the Zoning Ordinance, Article 1 – Districts, Section 102.7 – RM-8 Townhouse Residential District, Subsection E. Development Standards. Allows for a reduction in the required minimum private drive width from twenty-four (24) feet to twenty (20) feet.
- C. A variance from the Zoning Ordinance, Article 1 – Districts, Section 102.7 – RM-8 Townhouse Residential District, Subsection E. Development Standards. Allows for a reduction in the required minimum adjacency of units to public green space from fifty percent (50%) to forty percent (40%).
- D. A variance from the Zoning Ordinance, Article 4 – Buffers, Section 403 Buffers Table. Allows for a fifty percent (50%) reduction of the minimum zoning buffer requirements between dissimilar zoning classifications (RM-8 and RS-180), from fifty (50) feet to forty (40) feet.

INX2026-00002 RZM2026-00006 SUP2026-00006 ATTCH_05192026

PLANNING AND DEVELOPMENT DEPARTMENT**RECOMMENDED CONDITIONS – 06012026****SUP2026-00006**

Approval of a Special Use Permit for Front Entry Garage Units, subject to the following enumerated conditions:

1. To restrict the use of the property as follows:
 - A. The maximum number of Front Entry Units shall be thirty-one (31).

INX2026-00002 RZM2026-00006 SUP2026-00006 ATTCH_05192026



LAWRENCEVILLE

GEORGIA

ANNEXATION APPLICATION

APPLICANT INFORMATION	PROPERTY OWNER INFORMATION*
NAME: <u>Owen Herbert</u>	NAME: <u>Zianna Group LLC - Asif Dhanani</u>
ADDRESS: <u>24 Dawson Village Way S</u>	ADDRESS: <u>4080 McGinnis Ferry Rd, Ste 20</u>
CITY: <u>Dawsonville</u>	CITY: <u>Alpharetta</u>
STATE: <u>GA</u> ZIP: <u>30534</u>	STATE: <u>GA</u> ZIP: <u>30005</u>
CONTACT PERSON: <u>Owen Herbert</u> PHONE: <u>706-926-0074</u>	
* If multiple property owners, each owner must file an application form or attach a list, however only one fee. Multiple projects with one owner, must file separate applications, with separate fees.	
PRESENT ZONING DISTRICT(S): <u>R-TH</u> REQUESTED ZONING DISTRICT: <u>RM-8</u>	
PARCEL NUMBER(S): <u>R5078-003</u> ACREAGE: <u>6.61</u>	
ADDRESS OF PROPERTY: <u>Sugarloaf Parkway, Lawrenceville, GA 30044</u>	

Chander N. Herbert, P.E.
SIGNATURE OF APPLICANT DATE

Owen Herbert
TYPED OR PRINTED NAME

AJ 3/5/2021
SIGNATURE OF OWNER DATE

Zianna Group LLC - Asif Dhanani
TYPED OR PRINTED NAME



Prutor 3/4/20
DATE

[Signature] 03/05/2021
NOTARY PUBLIC DATE



Clayton St • PO Box 2200 • Lawrenceville, Georgia 30046-2200
770.963.2414 • www.lawrencevillega.org

INX-2026-000062 RZM2926-00006 SUP2026-00006 ATTCH_05192026



LAWRENCEVILLE

GEORGIA

DISCLOSURE OF CAMPAIGN CONTRIBUTIONS

Have you, within the two years immediately preceding the filing of this application, made campaign contributions aggregating \$250.00 or more to the Mayor of the City of Lawrenceville, a member of the City Council, or to a member of the Planning Commission of the City of Lawrenceville? No
Y/N

If the answer is yes, please complete the following section:

NAME OF GOVERNMENT OFFICIAL	CONTRIBUTIONS (List all which aggregate to \$250 or more)	DATE CONTRIBUTION WAS MADE (Within last two years)

Have you, within the two years immediately preceding the filing of this application, made gifts having in the aggregate a value of \$250.00 or more to the Mayor of the City of Lawrenceville, a member of the City Council, or to a member of the Planning Commission of the City of Lawrenceville? No
Y/N

If the answer is yes, please complete the following section:

NAME OF GOVERNMENT OFFICIAL	CONTRIBUTIONS (List all which aggregate to \$250 or more)	DATE CONTRIBUTION WAS MADE (Within last two years)

Attach additional sheets if necessary to disclose or describe all contributions/gifts.



March 4, 2026

City of Lawrenceville
70 S Clayton Street, Lawrenceville, GA 30046

RE: Letter of Intent – Annexation Request | Sugarloaf Parkway (Parcel R5078-003)

To Whom It May Concern,

Please accept this Letter of Intent submitted on behalf of the property owner, Zianna Group LLC, requesting annexation of approximately 6.61 acres located along Sugarloaf Parkway (Parcel No. R5078-003) into the City of Lawrenceville.

The subject property is currently located in Gwinnett County and is zoned R-TH (Townhouse Residential). The property was rezoned from C-2 (General Business) to R-TH in March 2023 to allow for residential development. The Applicant is proposing the development of a 40-unit townhome community consistent with that previously approved zoning and development intent.

As part of the annexation into the City of Lawrenceville, the property will be assigned a City zoning district. The Applicant proposes that the property be designated RM-8 (Multi-Family Residential), which reflects zoning requirements comparable to the existing Gwinnett County R-TH classification and is appropriate for the proposed 40-unit townhome development. This is not a separate rezoning request, but rather the establishment of the applicable City zoning district upon annexation.

Annexation into the City is necessary to facilitate connection to the City of Lawrenceville's water and sanitary sewer systems to adequately serve the proposed development. Municipal service through the City will allow for coordinated infrastructure planning and ensure the project is constructed in compliance with the City's development standards and regulations.

The subject property is also located within an area identified in the City's long-range plans for future expansion of the municipal boundaries. Annexation of this parcel promotes logical and orderly growth of the City limits and supports the City's planning objectives for residential development along the Sugarloaf Parkway corridor.

The proposed 40-unit townhome community will:

- Provide quality residential housing in a planned development setting;
- Be consistent with the previously approved residential zoning in Gwinnett County;
- Utilize existing and planned infrastructure efficiently; and

The Applicant respectfully requests favorable consideration of this annexation request and the assignment of the RM-8 zoning district upon incorporation into the City of Lawrenceville.

We appreciate your time and consideration and look forward to working with City staff throughout the annexation review process. Please do not hesitate to contact us should you require any additional information.

Sincerely,

Charles N. Herbert, III, P.E.

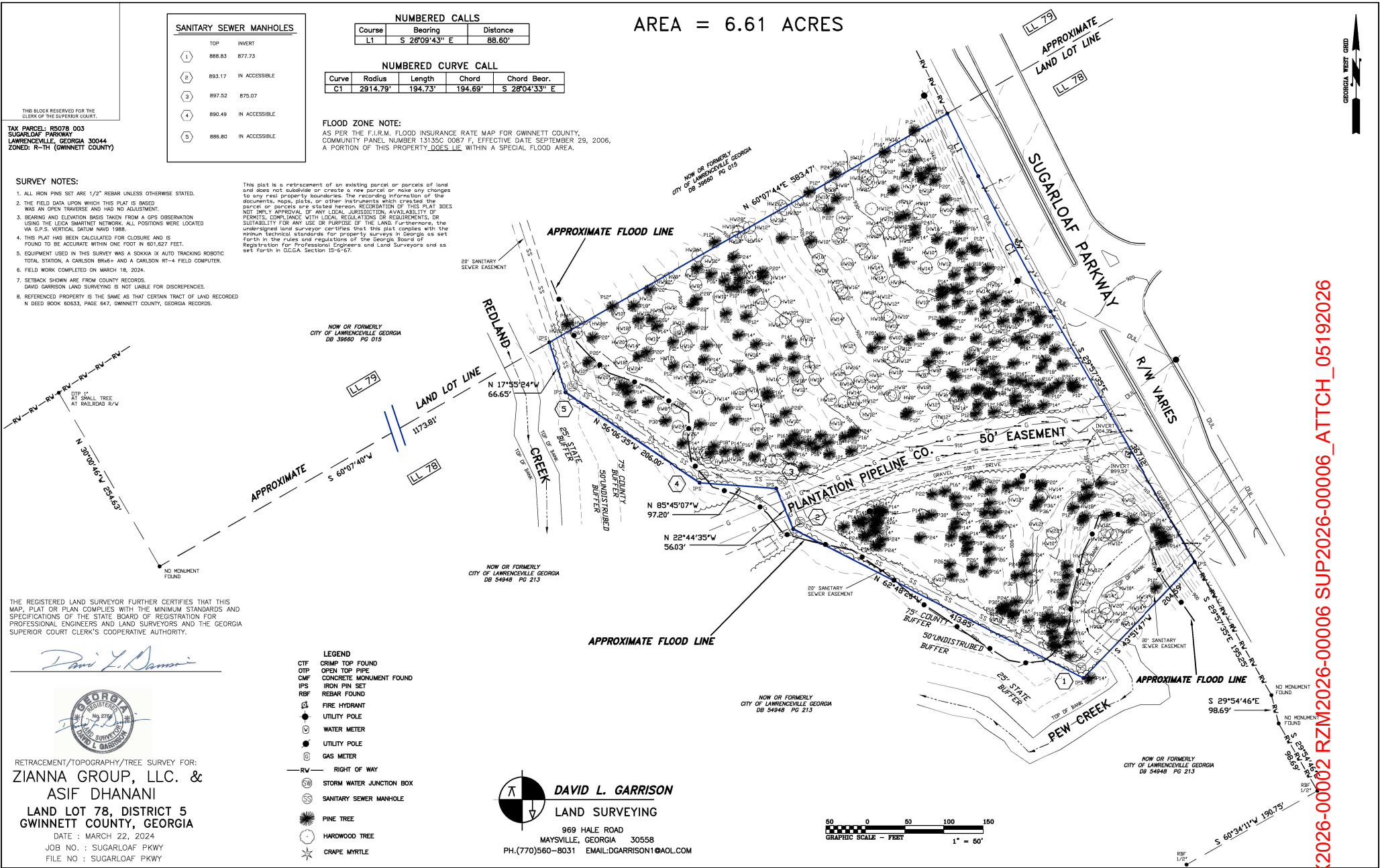
LEGAL DESCRIPTION

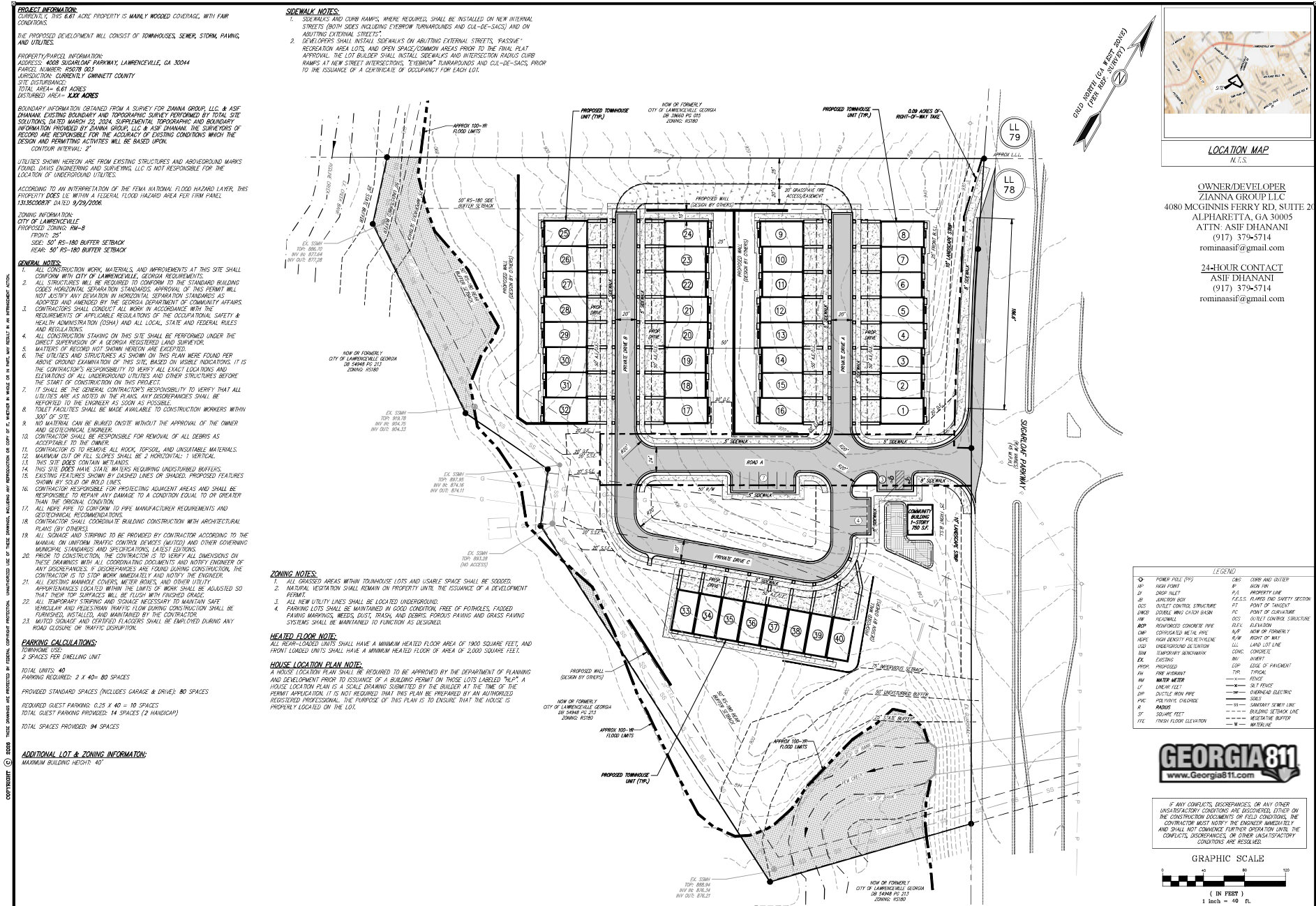
All that tract or parcel of land lying and being In Land Lot 78 of the 5th District of Gwinnett County, Georgia, being more particularly described as follows:

Beginning at an iron pin set at a point where the southwesterly right-of-way of Sugarloaf Parkway (right-of-way varies) intersects with the land lot line separating Land Lot 78 and Land Lot 79 of the 5th Land District of Gwinnett County, which is the point of beginning, thence running along said right-of-way of Sugarloaf Parkway south 26 degrees 08 minutes 25 seconds east a distance of 88.60 feet to a point, thence continuing along said right-of-way and following the curvature of an arc distance of 194.73 feet said arc having a radius of 2,914,789 feet and being subtended by a chord having a bearing of south 28 degrees 03 minutes 15 seconds east, a chord distance of 194.69 feet to a point, thence continuing along said right-of-way south 29 degrees 56 minutes 17 seconds east a distance of 367.12 feet to a point; thence leaving said right-of-way and running south 43 degrees 53 minutes 05 seconds west a distance of 204.59 feet to a point; thence running north 62 degrees 47 minutes 08 seconds west a distance of 413.85 feet to a point; thence running north 22 degrees 43 minutes 17 seconds west a distance of 56.03 feet to a point; thence running north 85 degrees 43 minutes 49 seconds west a distance of 87.20 feet to a point; thence running north 56 degrees 05 minutes 17 seconds west a distance of 206.00 feet to a point; thence running north 17 degrees 54 minutes 06 seconds west a distance of 66.65 feet to a point located on the land lot line separating Land Lot 78 and Land Lot 79 of the 5th Land District of Gwinnett County, Georgia; thence running along said lot line north 60 degrees 08 minutes 58 seconds east a distance of 583.47 feet to an iron pin set which is the point of beginning.

Said tract of land containing 6.6169 acres and being designated as Tract I as shown on a plat of survey for MEA Family Investments, LP prepared by McNelly & Patrick dated September 16, 2008, which plat is incorporated herein by reference for a more particular description.

INX2026-00002 RZM2026-00006 SUP2026-00006 ATTCH_05192026





PROJECT INFORMATION:
CURRENTLY, THIS 6.61 ACRE PROPERTY IS MAINLY WOODED COVERAGE, WITH FAIR CONDITIONS.
THE PROPOSED DEVELOPMENT WILL CONSIST OF TOWNHOUSES, SEWER, STORM, PAVING, AND UTILITIES.

PROPERTY/PARCEL INFORMATION:
ADDRESS: 4008 SUGARLOAF PARKWAY, LAWRENCEVILLE, GA 30044
PARCEL NUMBER: 00270 003
JURISDICTION: GWINNETT COUNTY

SITE DISTURBANCE:
TOTAL AREA= 6.61 ACRES
DISTURBED AREA= .XXX ACRES

BOUNDARY INFORMATION OBTAINED FROM A SURVEY FOR ZIANNIA GROUP, LLC & ASIF DHANANI, EXISTING BOUNDARY AND TOPOGRAPHIC SURVEY PERFORMED BY TOTAL SITE SOLUTIONS, DATED MARCH 02, 2024. SUPPLEMENTAL TOPOGRAPHIC AND BOUNDARY INFORMATION PROVIDED BY ZIANNIA GROUP, LLC & ASIF DHANANI. THE SURVEYORS OF RECORD ARE RESPONSIBLE FOR THE ACCURACY OF EXISTING CONDITIONS WHICH THE DESIGN AND PERMITTING ACTIVITIES WILL BE BASED UPON.
CONTOUR INTERVAL: 2'

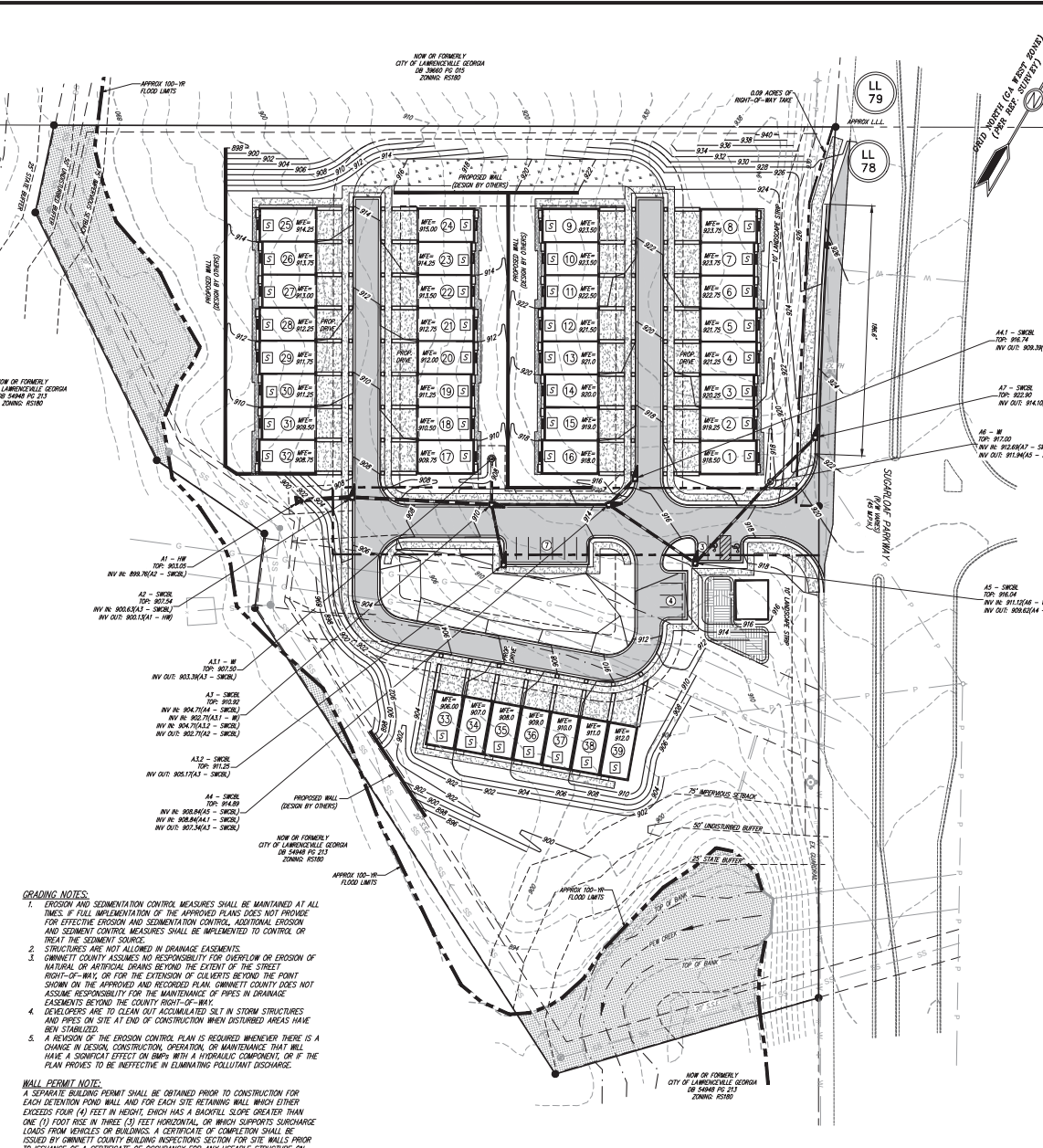
UTILITIES SHOWN HEREON ARE FROM EXISTING STRUCTURES AND ABOVEGROUND MARKS FOUND. DAVIS ENGINEERING AND SURVEYING, LLC IS NOT RESPONSIBLE FOR THE LOCATION OF UNDERGROUND UTILITIES.

ACCORDING TO AN INTERPRETATION OF THE FEMA NATIONAL FLOOD HAZARD MAP, THIS PROPERTY DOES LIE WITHIN A FEDERAL FLOOD HAZARD AREA PER FIRM PANEL 1316000009P, DATED 8/29/2006.

ZONING INFORMATION:
GWINNETT COUNTY
ZONING: R-1H
FRONT: 10'
SIDE: 5'
REAR: 25'

GENERAL NOTES:
1. ALL CONSTRUCTION WORK, MATERIALS, AND IMPROVEMENTS AT THIS SITE SHALL CONFORM WITH GWINNETT COUNTY, GEORGIA REQUIREMENTS.
2. ALL STRUCTURES WILL BE REQUIRED TO CONFORM TO THE STANDARD BUILDING CODES HORIZONTAL SEPARATION STANDARDS. APPROVAL OF THIS PERMIT WILL NOT JUSTIFY ANY DEVIATION IN HORIZONTAL SEPARATION STANDARDS AS ADOPTED AND AMENDED BY THE GEORGIA DEPARTMENT OF COMMUNITY AFFAIRS.
3. CONTRACTORS SHALL CONDUCT ALL WORK IN ACCORDANCE WITH THE REQUIREMENTS OF APPLICABLE REGULATIONS OF THE OCCUPATIONAL SAFETY & HEALTH ADMINISTRATION (OSHA) AND ALL LOCAL, STATE AND FEDERAL RULES AND REGULATIONS.
4. ALL CONSTRUCTION STAKING ON THIS SITE SHALL BE PERFORMED UNDER THE DIRECT SUPERVISION OF A GEORGIA REGISTERED LAND SURVEYOR.
5. MATTERS OF RECORD NOT SHOWN HEREON ARE EXCEPTED.
6. THE UTILITIES AND STRUCTURES AS SHOWN ON THIS PLAN WERE FOUND PER AERIAL PHOTO EXAMINATION OF THIS SITE BASED ON VISIBLE INDICATIONS. IT IS THE CONTRACTOR'S RESPONSIBILITY TO VERIFY ALL EXACT LOCATIONS AND ELEVATIONS OF ALL UNDERGROUND UTILITIES AND OTHER STRUCTURES BEFORE THE START OF CONSTRUCTION ON THIS PROJECT.
7. IT SHALL BE THE GENERAL CONTRACTOR'S RESPONSIBILITY TO VERIFY THAT ALL UTILITIES ARE AS NOTED IN THE PLANS. ANY DISCREPANCIES SHALL BE REPORTED TO THE ENGINEER AS SOON AS POSSIBLE.
8. TOILET FACILITIES SHALL BE MADE AVAILABLE TO CONSTRUCTION WORKERS WITHIN 500' OF SITE.
9. NO MATERIAL CAN BE BURIED ON-SITE WITHOUT THE APPROVAL OF THE OWNER AND GEOTECHNICAL ENGINEER.
10. CONTRACTOR SHALL BE RESPONSIBLE FOR REMOVAL OF ALL DEBRIS AS ACCEPTABLE TO THE OWNER.
11. CONTRACTOR IS TO REMOVE ALL ROCK, TOPSOIL, AND UNSUITABLE MATERIALS.
12. MAXIMUM CUT OR FILL SLOPES SHALL BE 2 HORIZONTAL: 1 VERTICAL.
13. THIS SITE DOES NOT CONTAIN WETLANDS.
14. THIS SITE DOES HAVE STATE WATERS REQUIRING UNDISTURBED BUFFERS.
15. EXISTING FEATURES SHOWN BY DASHED LINES OR SHADED. PROPOSED FEATURES SHOWN BY SOLID OR BOLD LINES.
16. CONTRACTOR RESPONSIBLE FOR PROTECTING ADJACENT AREAS AND SHALL BE RESPONSIBLE TO RETAIN ANY DAMAGE TO A CONDITION EQUAL TO OR GREATER THAN THE ORIGINAL CONDITION.
17. ALL NEW PIPE TO CONFORM TO PIPE MANUFACTURER REQUIREMENTS AND GEOTECHNICAL RECOMMENDATIONS.
18. CONTRACTOR SHALL COORDINATE BUILDING CONSTRUCTION WITH ARCHITECTURAL PLANS BY OTHERS.
19. ALL SIGNAGE AND STRIPING TO BE PROVIDED BY CONTRACTOR ACCORDING TO THE MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES (MUTCD) AND OTHER GOVERNING MUNICIPAL STANDARDS AND SPECIFICATIONS, LATEST EDITIONS.
20. PRIOR TO CONSTRUCTION, THE CONTRACTOR IS TO VERIFY ALL DIMENSIONS ON THESE DRAWINGS WITH ALL COORDINATING DOCUMENTS AND NOTIFY ENGINEER OF ANY DISCREPANCIES. IF DISCREPANCIES ARE FOUND DURING CONSTRUCTION, THE CONTRACTOR IS TO STOP WORK IMMEDIATELY AND NOTIFY THE ENGINEER.
21. ALL EXISTING HANGING CABLES, WETTER BOULES, AND OTHER UTILITY APPEARANCES LOCATED WITHIN THE LIMITS OF WORK SHALL BE ADJUSTED SO THAT THEIR TOP SURFACES WILL BE FLUSH WITH FINISHED GRADE.
22. ALL TEMPORARY STOPPING AND SIGNAGE NECESSARY TO MAINTAIN SAFE VEHICULAR AND PEDESTRIAN TRAFFIC FLOW DURING CONSTRUCTION SHALL BE PROVIDED, INSTALLED, AND MAINTAINED BY THE CONTRACTOR.
23. MUTED SIGNAGE AND CERTIFIED FLAGGERS SHALL BE EMPLOYED DURING ANY ROAD CLOSURE OR TRAFFIC DISRUPTION.

GRADING NOTES:
1. FILL FOR FILL SHALL BE CLEAN, COARSE CLAY OR SANDY CLAY FREE OF DEBRIS, ORGANICS, AND DELETERIOUS MATERIAL.
2. NO CUT OR FILL SLOPES STEEPER THAN 2H:1V ARE ALLOWED.
3. ALL REINFORCED CONCRETE PIPE (RCP) SHALL BE CLASS 1 UNLESS OTHERWISE NOTED. ALL CORRUGATED METAL PIPE (CMP) SHALL BE 16 GAUGE MINIMUM AND ASPHALT OR ALUMINUM COATED.
4. ALL MANHOLE TOPS SHALL BE SET FLUSH WITH FINISHED GRADE.
5. TRENCH BACKFILL MATERIAL SHALL BE COMPACTED TO NO LESS THAN 90% OF THE OPTIMUM COMPACTION FOR ANY SOIL CLASSIFICATION AS DETERMINED BY THE STANDARD PROCTOR TEST (ASTM D-1557) METHOD 'A'. BACKFILL MATERIAL SHALL BE CLEAN AND FREE OF ROOTS OR OTHER MATERIALS. AREAS WHERE PUMP WHILE PROOF ROLLED SHALL BE UNDEVELOPED AND BACK-FILLED AS SPECIFIED BY THE GEOTECHNICAL ENGINEER.
6. AREAS INTENDED TO SUPPORT PAVEMENT OR NEW FILL SHALL BE PROOF ROLLED WITH A 20 TO 30 TON LOADED TRUCK OR OTHER PNEUMATIC-TIRED VEHICLE OF SIMILAR SIZE AND WEIGHT IN THE PRESENCE OF A GEOTECHNICAL ENGINEER TO LOCATE HEAVY METAL MATERIALS. AREAS WHERE PUMP WHILE PROOF ROLLED SHALL BE UNDEVELOPED AND BACK-FILLED AS SPECIFIED BY THE GEOTECHNICAL ENGINEER.
7. CRUSHED STONE AGGREGATE (GAB) IN ROADWAY/PARKING AREAS SHALL CONFORM WITH SECTION 815 OF THE STATE OF GEORGIA DEPARTMENT OF TRANSPORTATION STANDARD SPECIFICATIONS FOR ROAD AND BRIDGE CONSTRUCTION. ALL ASPHALT MATERIAL AND PAVING OPERATIONS SHALL MEET APPLICABLE SPECIFICATIONS OF THE ASPHALT INSTITUTE NO. GEORGIA DEPARTMENT OF TRANSPORTATION.
8. ALL STORM DRAIN PIPES ARE TO BE COMPLETELY CLEANED OF ALL SILT AND DEBRIS AT THE COMPLETION OF CONSTRUCTION.
9. NOT MUST BE SUBMITTED BY THE CONTRACTOR 14 DAYS MINIMUM PRIOR TO THE BEGINNING OF CONSTRUCTION. CONTRACTOR SHALL CLEARLY MARK AND MAINTAIN PROPERTY CORNER MONUMENTS AND BENCHMARKS AND IS RESPONSIBLE FOR THE COST OF REPLACEMENT IF DISTURBED. THE CONTRACTOR IS ALSO ADVISED TO PROTECT ALL ADJACENT LANDS FROM DAMAGE AND WILL BE RESPONSIBLE TO RETURN ANY DISTURBED OFF-SITE AREAS TO A CONDITION EQUAL TO OR BETTER THAN THE EXISTING CONDITION.
10. ALL VEGETATION, ROOT SYSTEMS, TOPSOIL, ROTTER, AND OTHER DELETERIOUS, NON-SOIL MATERIAL SHALL BE STRIPPED FROM THE PROPOSED CONSTRUCTION AREAS, CLEAN TOPSOIL MAY BE STOCKPILED AND REUSED LATER AT THE OWNER'S DISCRETION.
11. ALL NECESSARY PERMITS FOR DEMOLITION SHALL BE OBTAINED BY THE CONTRACTOR PRIOR TO BEGINNING WORK.
12. ALL STRUCTURES TO BE DEMOLISHED SHALL BE COMPLETELY REMOVED ABOVE AND BELOW GRADE INCLUDING APPLICABLE SERVICE LINES. STRUCTURES TO REMAIN SHALL BE PROTECTED FROM DAMAGE DURING ALL PHASES OF CONSTRUCTION.



LOCATION MAP
N.T.S.

OWNER/DEVELOPER
ZIANNIA GROUP LLC
4080 MCGINNIS FERRY RD, SUITE 204
ALPHARETTA, GA 30005
ATTN: ASIF DHANANI
(917) 379-5714
rominasif@gmail.com

24-HOUR CONTACT
ASIF DHANANI
(917) 379-5714
rominasif@gmail.com

LEGEND

POWER POLE (PP)	C&G	C&G AND GUTTER
UP	UP	UP
DOWN	DOWN	DOWN
DRIP INLET	P/A	PROPERTY LINE
JUNCTION BOX	P/C	POINT OF CURVATURE
OUTLET CONTROL STRUCTURE	P/C	POINT OF CURVATURE
DOUBLE WING CATCH BASIN	QCS	OUTLET CONTROL STRUCTURE
REINFORCED CONCRETE PIPE	R/C	REINFORCED CONCRETE PIPE
COMPACTED METAL PIPE	R/C	COMPACTED METAL PIPE
HIGH DENSITY POLYETHYLENE	R/C	HIGH DENSITY POLYETHYLENE
UNDERGROUND RETENTION	R/C	UNDERGROUND RETENTION
TEMPORARY BENCHMARK	R/C	TEMPORARY BENCHMARK
EXISTING	R/C	EXISTING
PROPOSED	R/C	PROPOSED
LINEAR	R/C	LINEAR
WATER METER	R/C	WATER METER
DUCTILE IRON PIPE	R/C	DUCTILE IRON PIPE
POLYETHYLENE GLASS REINFORCED	R/C	POLYETHYLENE GLASS REINFORCED
CONCRETE	R/C	CONCRETE
FINISH FLOOR ELEVATION	R/C	FINISH FLOOR ELEVATION

GEORGIA811
www.Georgia811.com

GRAPHIC SCALE
1 inch = 40 feet

DES DAVIS
ENGINEERING & SURVEYING
24 DAWSON VILLAGE
WAY SOUTH
DAWSONVILLE, GA 30534
PHONE: (706) 265-1234
DAVIDENGINEERS.COM

NOT FOR CONSTRUCTION

GRADING & DRAINAGE PLAN
TOWNHOUSES AT SUGARLOAF PARKWAY
GWINNETT COUNTY, GEORGIA

INX-201600002 RZM-2426-00006 SUP 24-00006 ATTCH 05-192026

DATE 05/14/2024
REVISION 1
DESCRIPTION CONCEPT

DRAWN BY JED/CCH
CHECKED BY CH
LAND LOT 01
DISTRICT 5TH
SECTION 5TH
CITY 5TH
COUNTY GWINNETT
DATE 05/14/2024

SHEET NO 5 of 21
PROJECT NO 25-0004

2

GENERAL NOTES
- TRACT AREA = 0.02 ACRES

- SITE ADDRESS:
4008 SUGARLOAF PARKWAY

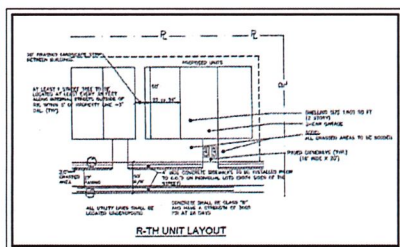
- WATER: PROVIDED BY GWINNETT COUNTY WATER AND SEWER
- SEWER: PROVIDED BY GWINNETT COUNTY WATER AND SEWER
- THERE ARE STATE WATERS ON OR WITHIN 200 FEET OF THIS PROPERTY
- ZONING C2
- HOR. DATUM: NAD 83
- VERT. DATUM NAVD 88

FLOOD NOTE
PORTIONS OF THIS PROPERTY LIE WITHIN A FLOOD HAZARD AREA PER
FIRM MAP NUMBER 132135C0087F, DATED SEPTEMBER 29, 2008.

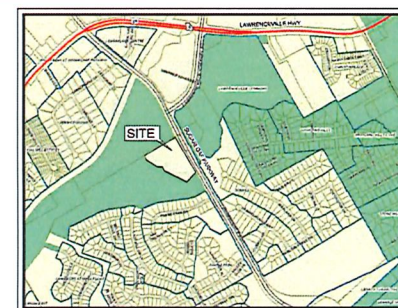
REFERENCES

- * TOPOGRAPHICAL AND BOUNDARY SURVEY BY TOTAL SITE SOLUTIONS, DAWSONVILLE, GA, DATED 07-28-2010.

MINIMUM HEATED FLOOR AREA
2-BEDROOM = 1,000 SQ. FT.
3-BEDROOM = 1,200 SQ. FT.
4-BEDROOM = 1,400 SQ. FT.



CITY OF LAWRENCEVILLE
R5079 279
3515 SUGARLOAF PARKWAY
ZONED R5-150



VICINITY MAP

R-TH RESIDENCE TOWNHOUSE DISTRICT
WITHIN THE R-TH SINGLE-FAMILY RESIDENCE TOWNHOUSE DISTRICT, THE
FOLLOWING REQUIREMENTS SHALL BE MET:
1) MAXIMUM DENSITY = TEN UNITS PER ACRES
6.62 ACRES x 10 UNITS/AC. = 66 UNITS MAXIMUM

7. LOT AREA = 10,000 TO 15,000 SQUARE FEET, 00 UNITS TO 50 UNITS MAXIMUM
8. LOT AREA = 15,000 TO 20,000 SQUARE FEET, 50 TO 75 UNITS MAXIMUM
9. LOT WIDTH = NO MINIMUM
10. INTERNAL ROAD FRONTAGE = NO MINIMUM
11. EXTERNAL ROAD FRONTAGE FOR OVERALL DEVELOPMENT = 50 FEET
12. MAXIMUM HEIGHT = 35 FEET
13. 2.2 FEET FOR DOUBLE-CAR GARAGE TOWNHOUSES
14. 1.8 FEET FOR SINGLE-CAR GARAGE TOWNHOUSES
15. MAXIMUM HEIGHT = 35 FEET
16. INTERNAL YARD REQUIREMENTS A 20 FOOT GRASSED OR LANDSCAPED AREA SHALL BE PROVIDED BETWEEN ALL BUILDINGS AND INTERIOR DRIVEWAYS/STREETS.
17. EXTERNAL YARD REQUIREMENTS
 - A FRONT YARD = 50 FEET
 - A SIDE YARD = 40 FEET
 - A REAR YARD = 40 FEET
18. ALL TOWNHOUSE UNITS SHALL REQUIRE AT LEAST A SINGLE-CAR GARAGE. PROVIDE THREE OR MORE OFF-STREET PARKING SPACES PER UNIT. EXCEPT FOR TOWNHOUSES WITH A SINGLE-CAR GARAGE, FOR OVERALL DEVELOPMENT THERE MUST BE LOCATED DIRECTLY IN FRONT OR REAR OF EACH UNIT AT LEAST ONE OFF-STREET PARKING SPACE. PARKING MAY BE LOCATED IN A PARKING FACILITY SEPARATED FROM THE UNITS. ALL TOWNHOUSES SHALL HAVE A SINGLE-CAR GARAGE.
19. ALL GRASSED AREAS SHALL BE GRASSED.
20. PROVIDE SIDEWALKS ADJACENT TO BOTH SIDES OF INTERIOR STREETS AND SIDEWALKS ADJACENT TO BOTH SIDES OF EXTERIOR STREETS.
21. A MINIMUM OF THREE AND MAXIMUM OF EIGHT DWELLING UNITS SHALL BE ALLOWED ON EACH LOT.
22. ALL UTILITIES SHALL BE PLACED UNDERGROUND.
23. A 50 FOOT WIDE LANDSCAPED SETBACK SHALL BE PROVIDED ALONG A STREET FRONTING LOT. THE SETBACK SHALL BE PLACED IN A MANNER TO INCORPORATE NATURAL VEGETATION AND SHALL INCLUDE A DECORATIVE FENCE OR WALL. THE SETBACK SHALL BE CONSTRUCTED AS A SOLID BRICK OR STACKED STONE WALL, OR AS A WOODSIGHT IRON-STYLE FENCE WITH BRICK OR STACKED STONE COLUMNS AND A 50 FOOT WIDE LANDSCAPED SETBACK SHALL BE PROVIDED ALONG A STREET FRONTING LOT.

[illegible]

TOWN HOUSES AT SUGARLOAF BY ZIANNIA

CONCEPT PLAN

FOR

SITE VIEW DETAIL B

LAND LOT 78 - 5th DISTRICT

GWINNETT COUNTY, GEORGIA

000000-000006-A



CITYVIEW
DESIGN BUILD
Project Management and Coordination

SHEET 1 OF 1
JOB #: 2023-109



GWINNETT COUNTY
PLANNING AND DEVELOPMENT
RECEIVED
1.24.2023



Townhouses at Sugarloaf
By Zianna
4008 Sugarloaf Parkway
Gwinnett County, GA

INX2026-00002 RZM2026-00006 SUP2026-00006 ATTCH_05192026

GWINNETT COUNTY
PLANNING AND DEVELOPMENT
RECEIVED
1.24.2023



View from Sugarloaf Parkway

“Sugarloaf Townhouses by Zianna” | 4008 Sugarloaf Parkway, Lawrenceville, GA

INX2026-00002 RZM2026-00006 SUP2026-00006 ATTCH_05192026

GWINNETT COUNTY
PLANNING AND DEVELOPMENT
RECEIVED
1.24.2023



View from Sugarloaf Parkway

“Sugarloaf Townhouses by Zianna” | 4008 Sugarloaf Parkway, Lawrenceville, GA

INX2026-00002 RZM2026-00006 SUP2026-00006 ATTCH_05192026

GWINNETT COUNTY
PLANNING AND DEVELOPMENT
RECEIVED
1.24.2023



View of Site & Buildings

“Sugarloaf Townhouses by Zianna” | 4008 Sugarloaf Parkway, Lawrenceville, GA

INX2026-00002 RZM2026-00006 SUP2026-00006 ATTCH_05192026

WINNETT COUNTY
PLANNING AND DEVELOPMENT
RECEIVED
1.24.2023



View of façade at entrance

“Sugarloaf Townhouses by Zianna” | 4008 Sugarloaf Parkway, Lawrenceville, GA

GWINNETT COUNTY
PLANNING AND DEVELOPMENT
RECEIVED
1.24.2023



View of façade at entrance

“Sugarloaf Townhouses by Zianna” | 4008 Sugarloaf Parkway, Lawrenceville, GA

INX2026-00002 RZM2026-00006 SUP2026-00006 ATTCH_05192026

GWINNETT COUNTY
PLANNING AND DEVELOPMENT
RECEIVED
1.24.2023



View of garage entrance

"Sugarloaf Townhouses by Zianna" | 4008 Sugarloaf Parkway, Lawrenceville, GA

INX2026-00002 RZM2026-00006 SUP2026-00006 ATTCH_05192026



LAWRENCEVILLE

Planning & Development

Location Map & Surrounding Areas

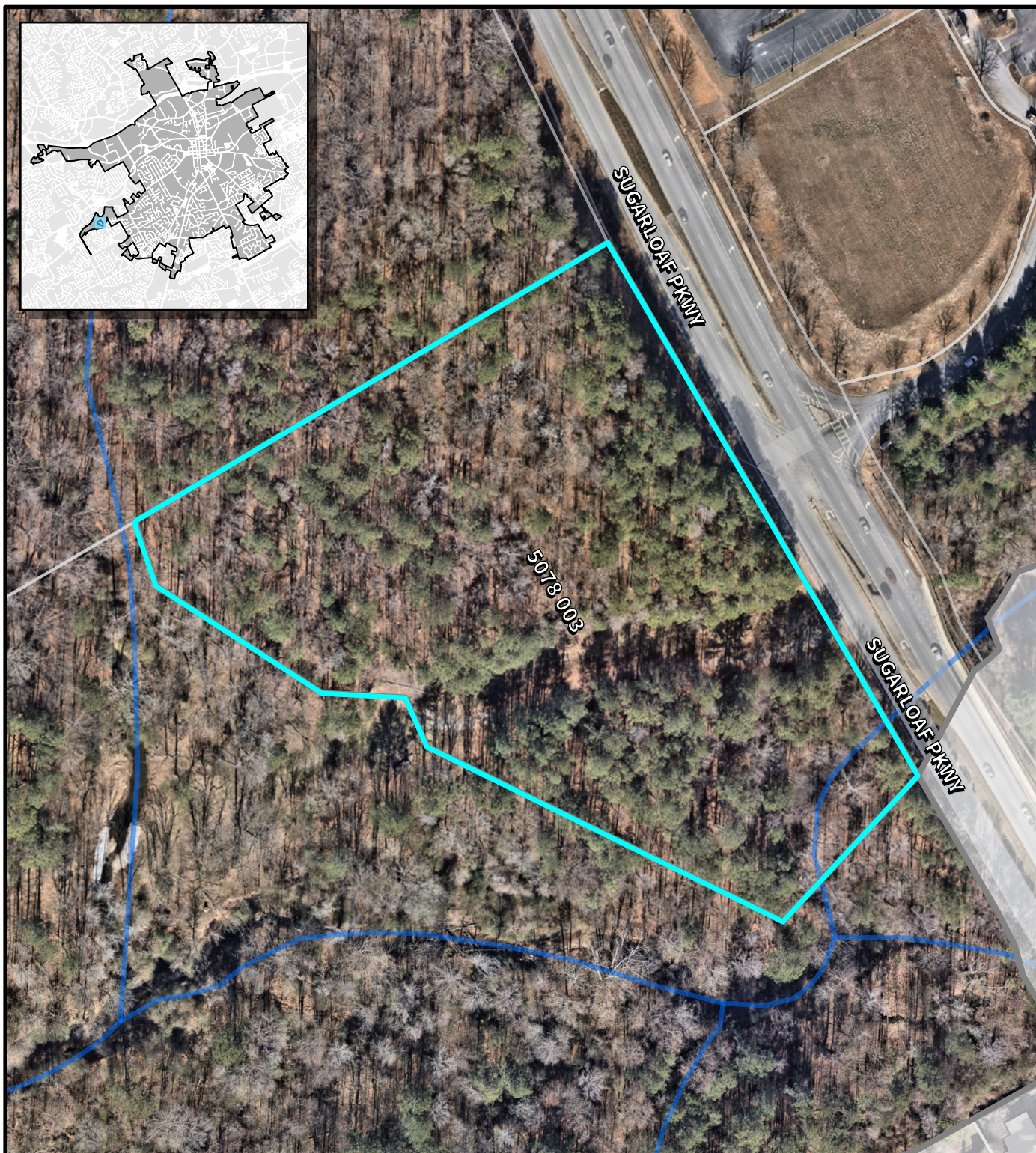
**ANNX2026-00002,
RZM2026-00006, &
SUP2026-00006**

Applicant: Owen Herbert

-  Subject Property (~6.61 acres)
-  Lawrenceville City Limits
-  City Maintained Streets
-  County/State Maintained Streets
-  Streams

Imagery Date: 01/13/2026
Map Date: 05/15/2026
Map Scale: 1:1,800

0 62.5 125 250 Feet





LAWRENCEVILLE

Planning & Development

Location Map & Surrounding Areas

**ANNX2026-00002,
RZM2026-00006, &
SUP2026-00006**

Applicant: Owen Herbert

 Subject Property (~6.61 acres)

 Lawrenceville City Limits

Zoning Districts

 BG General Business

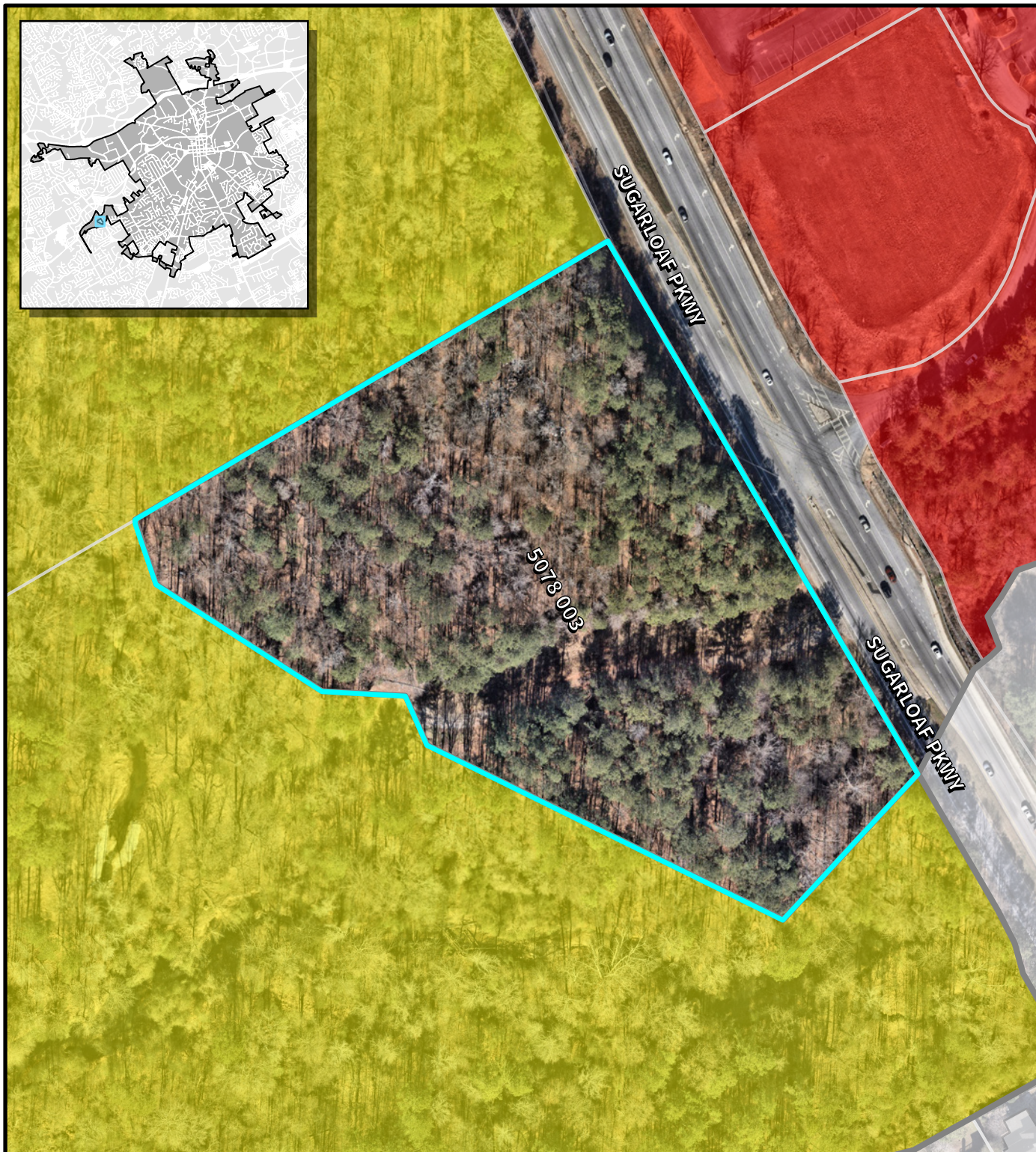
 RS-180 Single-Family Residential

Imagery Date: 01/13/2026

Map Date: 05/15/2026

Map Scale: 1:1,800

0 62.5 125 250 Feet





LAWRENCEVILLE

Planning & Development

Location Map & Surrounding Areas

**ANNX2026-00002,
RZM2026-00006, &
SUP2026-00006**

Applicant: Owen Herbert

 Subject Property (~6.61 acres)

 Lawrenceville City Limits

2045 Character Areas

 Commercial Corridor

 Parks

Imagery Date: 01/13/2026

Map Date: 05/15/2026

Map Scale: 1:1,800

0 62.5 125 250 Feet





LAWRENCEVILLE

Planning & Development

Location Map & Surrounding Areas

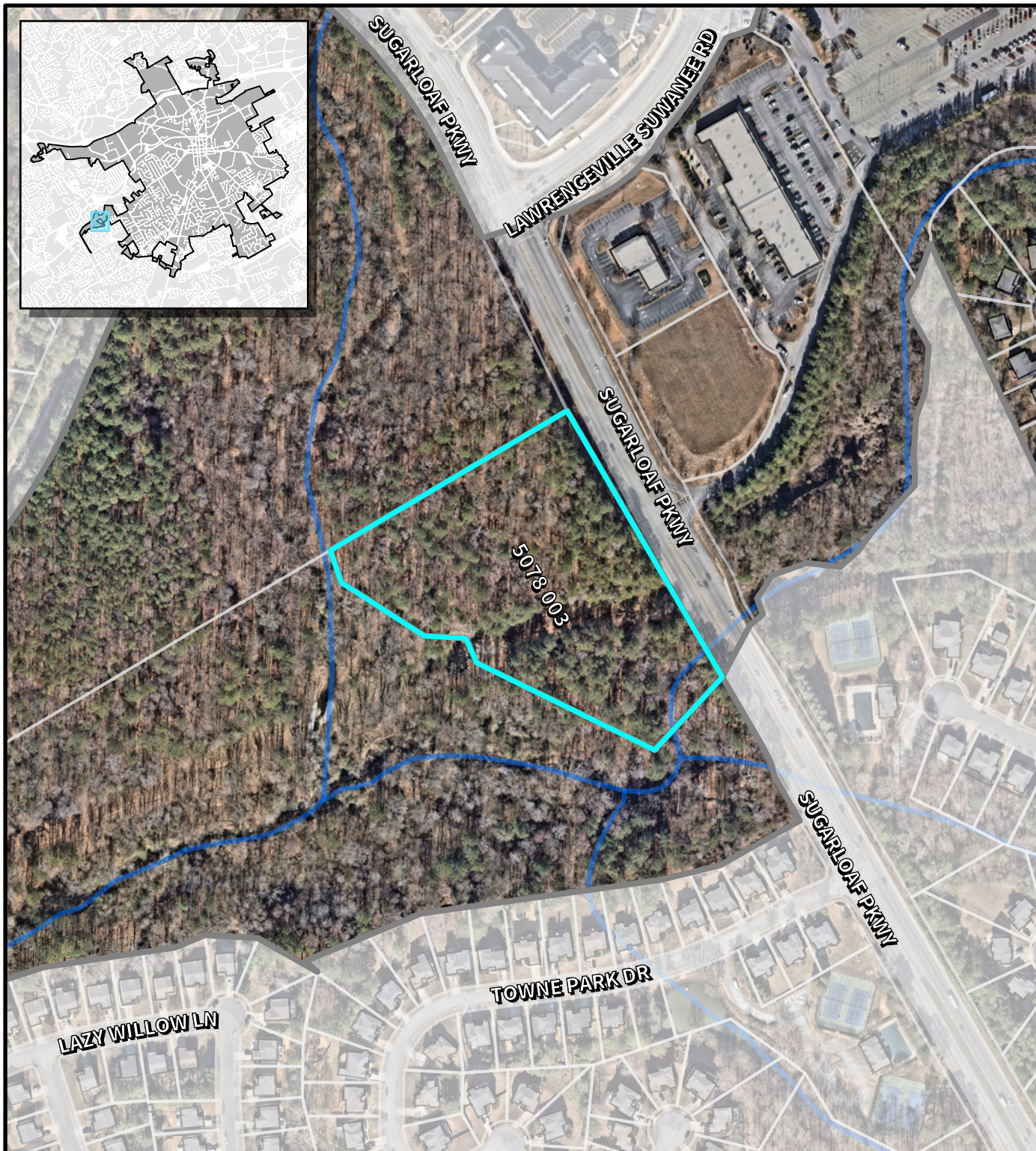
**ANNX2026-00002,
RZM2026-00006, &
SUP2026-00006**

Applicant: Owen Herbert

-  Subject Property (~6.61 acres)
-  Lawrenceville City Limits
-  City Maintained Streets
-  County/State Maintained Streets
-  Streams

Imagery Date: 01/13/2026
Map Date: 05/15/2026
Map Scale: 1:3,600

0 125 250 500 Feet





LAWRENCEVILLE

Planning & Development

Location Map & Surrounding Areas

**ANNX2026-00002,
RZM2026-00006, &
SUP2026-00006**

Applicant: Owen Herbert

 Subject Property (~6.61 acres)

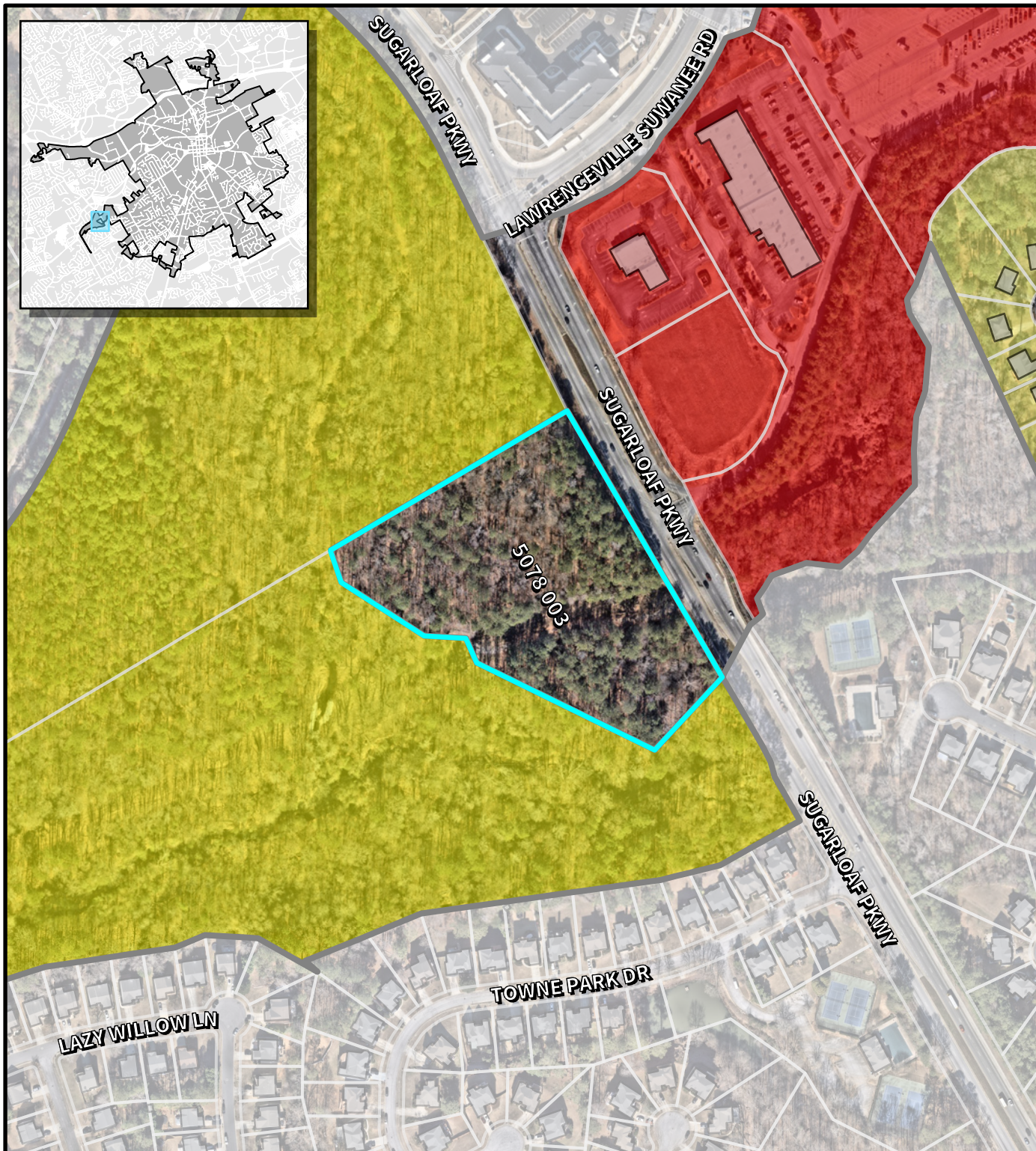
 Lawrenceville City Limits

Zoning Districts

- | | | |
|---|---------------|---------------------------|
|  | BG | General Business |
|  | RS-150 | Single-Family Residential |
|  | RS-180 | Single-Family Residential |

Imagery Date: 01/13/2026
Map Date: 05/15/2026
Map Scale: 1:3,600

0 125 250 500 Feet





LAWRENCEVILLE

Planning & Development

Location Map & Surrounding Areas

**ANNX2026-00002,
RZM2026-00006, &
SUP2026-00006**

Applicant: Owen Herbert

 Subject Property (~6.61 acres)

 Lawrenceville City Limits

2045 Character Areas

 Traditional Residential

 Commercial Corridor

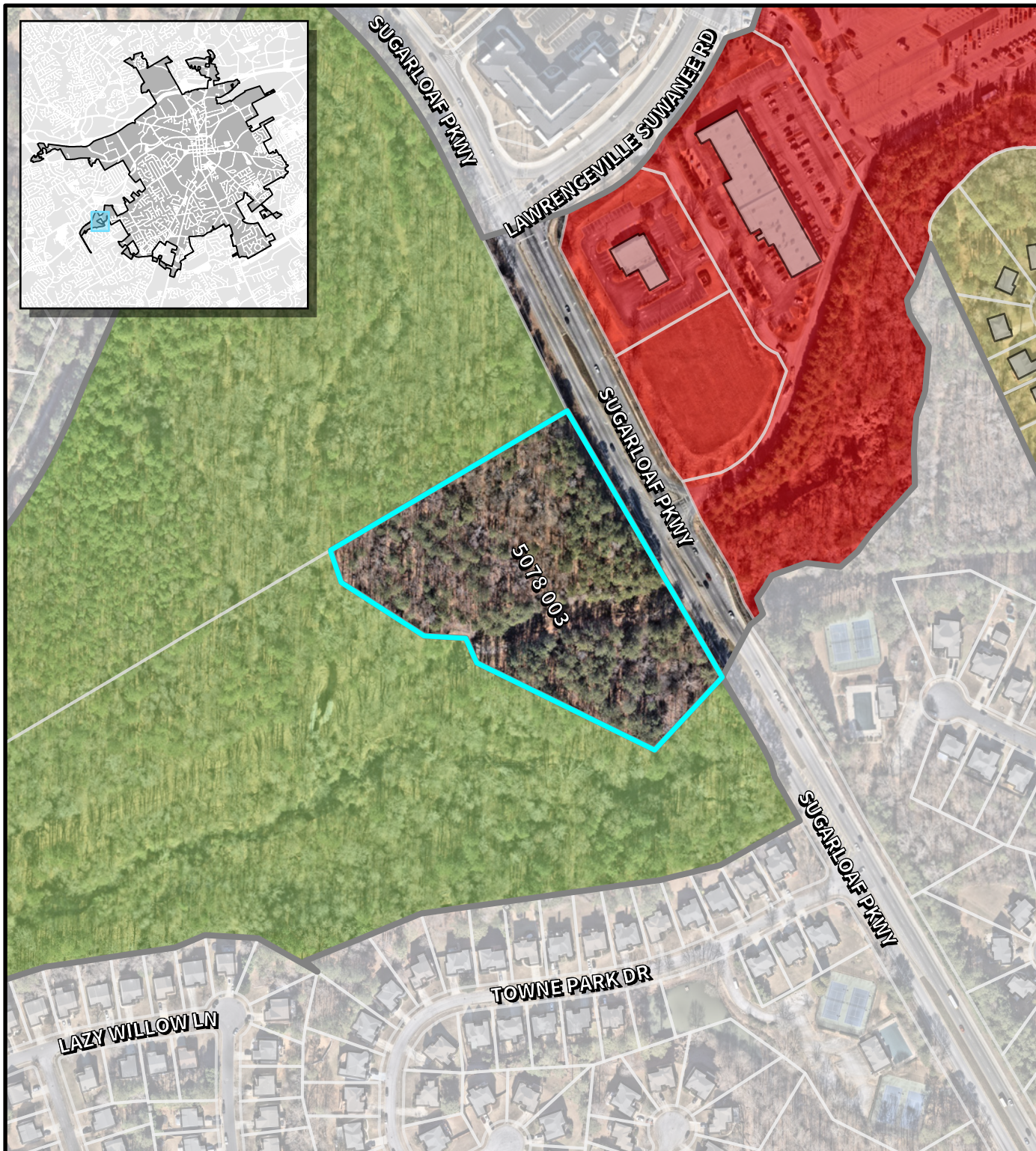
 Parks

Imagery Date: 01/13/2026

Map Date: 05/15/2026

Map Scale: 1:3,600

0 125 250 500 Feet





May 8, 2026

The Honorable David Still, City Mayor
City of Lawrenceville
70 South Clayton Street
Lawrenceville, GA 30046

Re: Proposed Annexation by City of Lawrenceville pursuant to the 100% Application Method
Land Lot 78 of the 5th District Tax Parcel Number: R5078 003

Applicant/Owner:

Parcel	Owner	Applicant
R5078 003	ZIANNA GROUP LLC	ZIANNA GROUP LLC

Dear Mayor Still:

As required by O.C.G.A. § 36-36-7, our operating departments reviewed the property proposed for annexation with respect to county facilities on the property located at 0 Sugarloaf Parkway, Lawrenceville, GA 30044 and determined that Gwinnett County does not own any facilities within the properties proposed for annexation.

Gwinnett County Department of Community Services (DoCS) determined that there are no facilities associated now or planned by the Department of Community Services known to be upon or adjacent to this tract or affected by the annexation of this tract.

Gwinnett County Parks and Recreation Department determined that there are no facilities associated now or planned by the Parks and Recreation Department known to be upon or adjacent to this tract or affected by the annexation of this parcel.

Gwinnett County Department of Transportation ("GCDOT") also determined that there are no GCDOT facilities located within the property proposed for annexation. Sugarloaf Parkway is a GCDOT-maintained roadway and any access or work within the right-of-way is subject to prior review/approval by GCDOT. Maintenance responsibility for this roadway will remain with GCDOT regardless of this annexation.

Gwinnett County Department of Water Resources determined that the following infrastructure exists as depicted on the enclosed maps: a twelve (12) inch water main along the western right-of-way of Sugarloaf Parkway; a series of twenty inch (21), twenty-one (21) inch and thirty (30) inch gravity sewer interceptors discharging into a thirty-six (36) inch gravity sewer along the southwestern boundary of the subject site; a series of eighteen (18) inch stormwater closed conduits along the eastern right-of-way of Sugarloaf Parkway; a County-maintained ditch along

INX2026-00002 RZM2026-00006 SUP2026-00006 ATTCH_05192026

the eastern boundary of the subject site; and a one hundred and fourteen (114) inch stormwater closed conduit crossing under Sugarloaf Parkway discharging into a stream on the southeastern boundary of the subject site. Any proposed work for water and sewer, and stormwater may be subject to prior review and approval by Gwinnett County Department of Planning and Development and Gwinnett County Department of Water Resources.

Gwinnett County Department of Planning and Development notes that the subject property is zoned R-TH (Single-Family Townhouse District). The subject property has a designation of Traditional+ on the Future Development Map (FDM) of the Gwinnett 2045 Unified Plan. If this annexation occurs, please forward a copy of the resolution documenting the City's final action on the annexation proposal to William Deguffroy in the Gwinnett County Department of Planning and Development, by email to William.Deguffroy@gwinnettcountry.com or to his attention to the Gwinnett County Department of Planning and Development, at 446 West Crogan Street, Suite 300, Lawrenceville, GA, 30046-2440.

If you have any questions regarding this issue, feel free to call me on (770) 822-7000.

Sincerely,



Glenn P. Stephens
County Administrator

ANX2026-00005

CERTIFIED MAIL #: 9214 8902 9562 6590 1619 0107 15

C: Nicole L. Hendrickson, Commission Chairwoman
Jasper Watkins III, Commissioner, District 3
Buffy Rainey, Deputy County Administrator
Matt Dickison, Director of Planning & Development
Chris Minor, Director of Parks & Recreation
Rebecca Shelton, Director of Water Resources

Edgardo Aponte, Director of Transportation
Ron Adderly, Director of Support Services
Lindsey Jorstad, Director of Community Services
Melanie F. Wilson, Senior Assistant County Attorney
Long Range files, ANX2026-00005

INX2026-00002 RZM2026-00006 SUP2026-00006 ATTCH_05192026

LAWRENCEVILLE

LAWRENCEVILLE

SUGARLOAF PKWY

SUGARLOAF PKWY

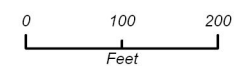
KIRKLAND DR

TOWNE PARK DR

 ANX2026-00005

5078 003

Gwinnett County
Department of Planning and Development
Created: May 4, 2026



INX2026-00002 RZM2026-00006 SUP2026-00006 ATTCH 05192026

2

LAWRENCEVILLE

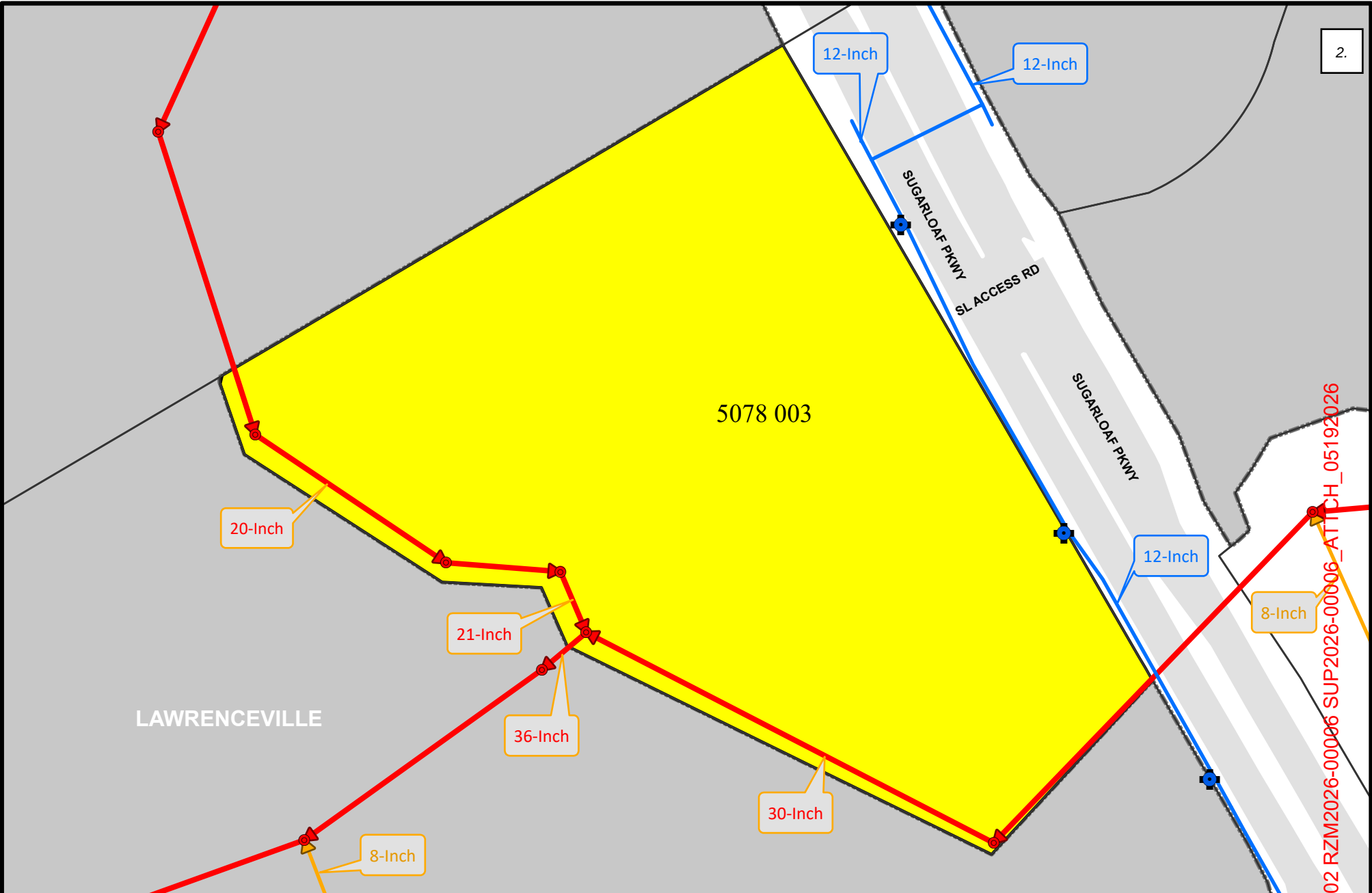
ANX2026-00005

Gwinnett County
Department of Planning and Development
Created: May 4, 2026

SUBJECT SITE AND SURROUNDING ZONING

Page 58

AX2026-00002 RZM2026-00006 SUP2026-00006 ATTCH_05-92026



INX-2026-00002 RZM2026-00006 SUP2026-00006 ATTCH_05192026

LEGEND

Proposed Annexation	Manhole
City	Sewer Collector
Water Main	Sewer Interceptor
Hydrant	Pressure Main

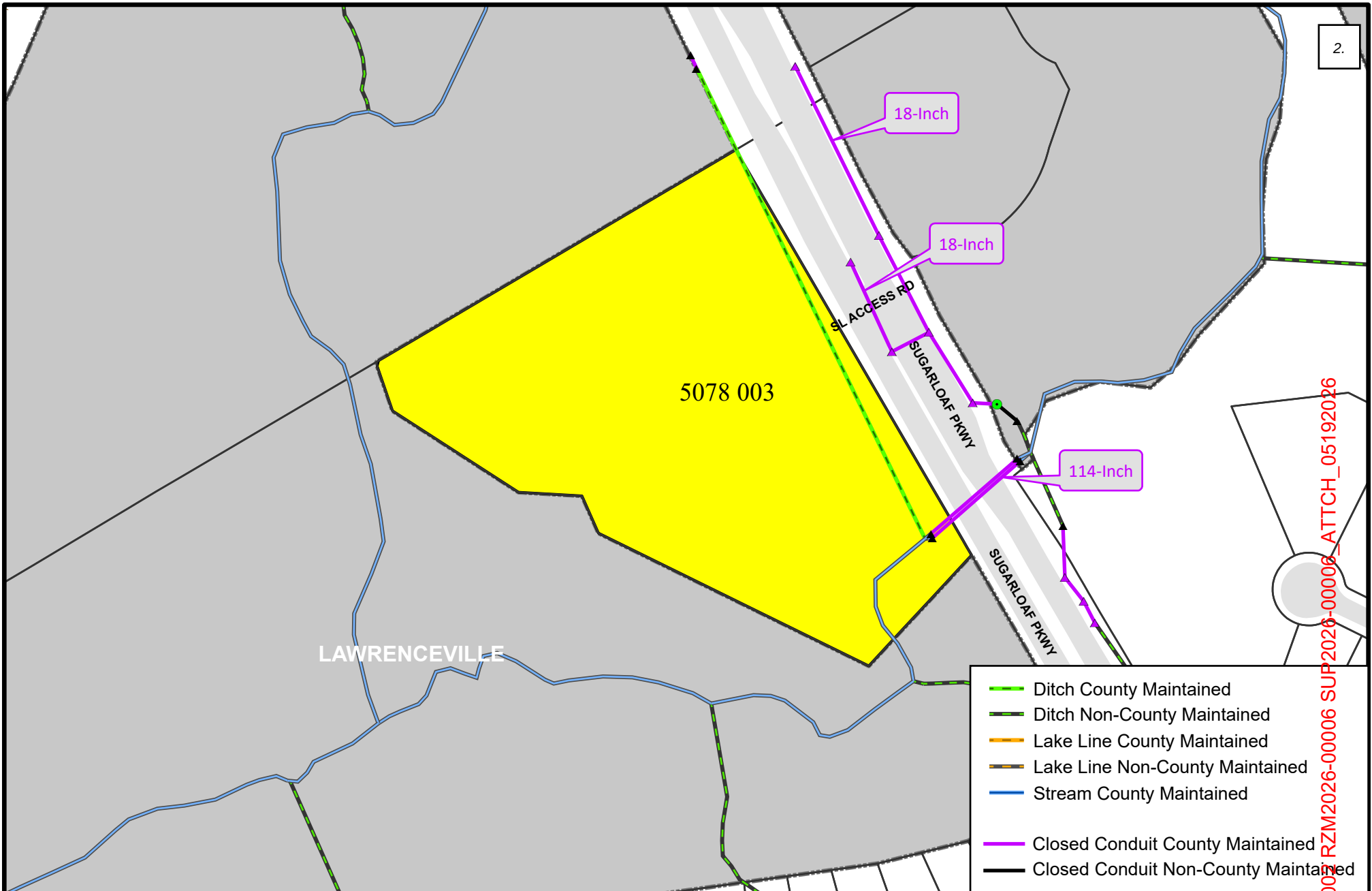
ANX-2026-005

Water & Sewer
Utility Map

0 60 120
Feet

LOCATION

Page 59

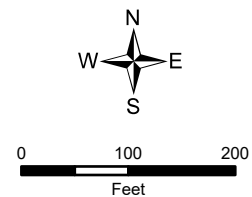


LEGEND

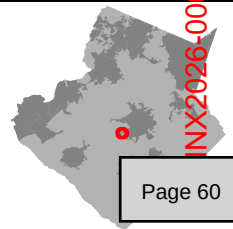
- | | |
|---------------------|--------------|
| Proposed Annexation | Standpipe |
| City | Headwall |
| Catch Basin | Trench Drain |
| Junction Box | Flume |
| Yard Inlet | Weir |

ANX-2026-005

**Stormwater
Utility Map**



LOCATION





LAWRENCEVILLE

Planning & Development

PLANNING ~~MAYOR AND COUNCIL~~ ~~AND DEVELOPMENT DEPARTMENT~~

RECOMMENDED CONDITIONS – ~~076021~~2026

RZM2026-00006

Approval of a rezoning to RM-8 (Townhouse Residential District), subject to the following enumerated conditions:

1. To restrict the use of the property as follows:

- A. Townhouse dwelling units at a maximum of ~~forty~~~~thirty-nine~~ (40~~39~~) dwelling units on approximately 6.61 acres at a gross density of no more than eight (8) units per acre (UPA).
- B. The development shall be designed and constructed in general accordance with the Site Plan titled "Townhouses at Sugarloaf." dated "May 18, 2026," prepared by "DES - Davis Engineering & Surveying" with the exception that the plan may be modified to address conditions of zoning. Final site design shall be subject to the review and approval of the Director of the Planning and Development Department.
- C. The ~~townhouse~~~~multifamily~~ dwelling units shall be designed in general accordance with the ~~e~~Elevations titled "~~Townhouses at~~ Sugarloaf ~~Townhouses by~~ Zianna," dated received "~~July~~~~April~~ 21, 2026," predominantly four-sided masonry construction, ~~which could be~~utilizing brick, stone or a combination ~~thereof of brick and stone~~ (with ~~accents of~~ fiber cement siding permitted only as an accent material). Final architectural design shall be subject to the review and approval of the Director of the Planning and Development Department.
- D. All townhouse dwelling units shall ~~have a~~shall include a minimum two-~~(2)~~ car garage with carriage-style garage doors. ~~D~~The driveways shall measure twenty-one (21) feet in width and twenty-seven (27) feet in depth ~~(as measured from the curb),~~ ~~providing sufficient~~ to accommodate ~~space for two~~ ~~(2)~~ passenger vehicles. Final design shall be subject to the review and approval of the Director of the Planning and Development Department
- ~~D-E.~~ Lots 1 through 8 shall be developed with rear-entry garages. All remaining townhouse lots shall be developed with front-entry garages and shall include a covered rear porch or covered rear deck. Rear sidewalks serving individual townhouse lots shall not be permitted unless otherwise required by applicable building or accessibility regulations.

INX2026-00002 RZM2026-00006 & SUP2026-00006_M&C REC CND5_07022026

2. To satisfy the following site development considerations:

- A. The development shall be constructed in conformity with the City of Lawrenceville Zoning Ordinance and Development Regulations. The final design shall be subject to the review and approval of the Director of Planning and Development.
- B. The development shall abide by all applicable standards of the Development Regulations, unless otherwise modified by ~~specified in~~ these conditions of zoning, or ~~through approval of a variance administratively, or by the Zoning Board of Appeals, as appropriate~~ by an approved variance.
- C. Landscape shall be designed and installed ~~to meet the~~ with these conditions of zoning, ~~requirements of the~~ Zoning Ordinance, and Development Regulations. ~~The final landscape plans design~~ shall be subject to the review and approval of the Director of Planning and Development.
- D. Natural vegetation shall remain on the property until the issuance of a development permit.
- E. All grassed areas shall be sodded.
- F. The required parking ratio for development shall be four (4) parking spaces per townhouse unit.
- G. Building setbacks adjacent to ~~off~~ internal streets or private ~~drive~~ways shall ~~be in~~ generally conform to the approved ~~accordance with the submitted~~ site plans and architectural renderings, ~~and otherwise~~ subject to review and approval of the Director of Planning and Development.

H. All underground utilities shall be provided throughout the development.

I. The community building shall contain a minimum of one thousand (1,000) square feet of enclosed floor area and shall include publicly accessible restroom facilities for residents and guests.

J. A passive dog park or similar recreational amenity shall be provided within the area located south of the playground and generally situated over the Colonial Pipeline easement, subject to the review and approval of Colonial Pipeline and all applicable easement restrictions.

K. The central green space located within the Colonial Pipeline easement shall incorporate passive recreational amenities, including benches, picnic tables, seating areas, or similar site furnishings intended to encourage resident use and activity, subject to the review and approval of Colonial Pipeline and all applicable easement restrictions.

~~H.~~ L. An enhanced landscape buffer shall be installed along the Sugarloaf Parkway frontage adjacent to Lots 1 through 8 to provide additional visual screening and noise attenuation. The landscape design shall include a combination of canopy trees, evergreen trees, understory trees, shrubs, berms, or other landscape features, as approved by the Director of Planning and Development.

3. The following variances are approved:

- A. A variance from the Zoning Ordinance, Article 1 – Districts, Section 102.7 – RM-8 Townhouse Residential District, Subsection B. Lot Development Standards. Allows an increase in the percentage of three-bedroom units allowed from forty percent (40%) feet to one hundred percent (100%).
- B. A variance from the Zoning Ordinance, Article 1 – Districts, Section 102.7 – RM-8 Townhouse Residential District, Subsection E. Development Standards. Allows for a reduction in the required minimum private drive width from twenty-four (24) feet to twenty (20) feet.
- C. A variance from the Zoning Ordinance, Article 1 – Districts, Section 102.7 – RM-8 Townhouse Residential District, Subsection E. Development Standards. Allows for a reduction in the required minimum adjacency of units to public green space from fifty percent (50%) to forty percent (40%).
- D. A variance from the Zoning Ordinance, Article 4 – Buffers, Section 403 Buffers Table. Allows for a fifty percent (50%) reduction of the minimum zoning buffer requirements between dissimilar zoning classifications (RM-8 and RS-180), from fifty (50) feet to forty (40) feet.

~~D.~~ Exception: Notwithstanding the foregoing, the installation and construction of two retaining walls within the required forty-foot (40') buffer shall be permitted as depicted on the approved site plan and engineering plans. The retaining walls shall be limited to the two non-contiguous locations along the western property boundary and shall not be construed as reducing the required buffer width for the remainder of the property. Except for the approved retaining wall encroachments, the forty-foot (40') buffer shall be maintained around the entire perimeter of the development where required.

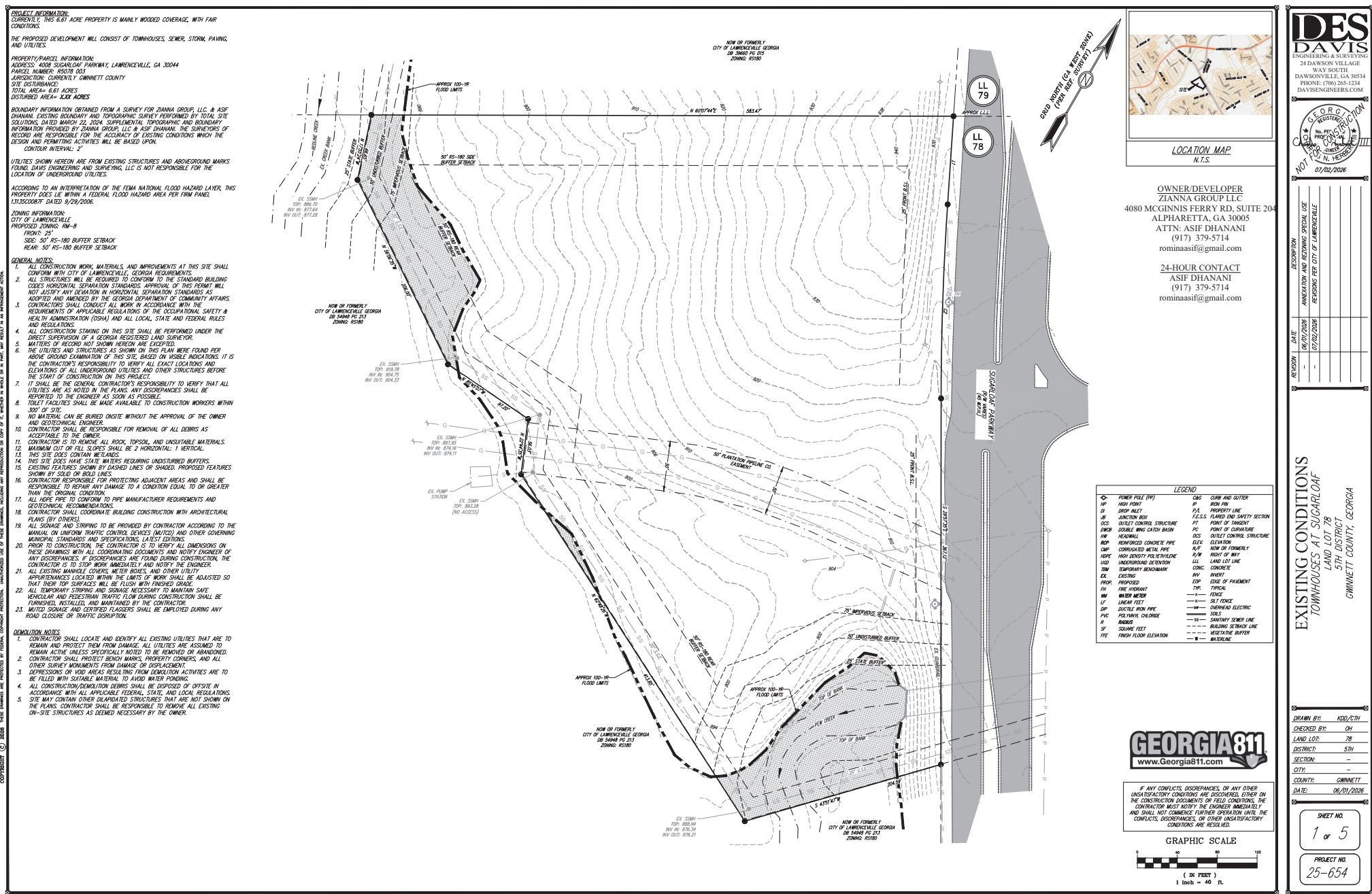
PLANNING ~~COMMISS~~AND-DEVELOPMENT-DEPARTMENT**RECOMMENDED CONDITIONS – 06012026****SUP2026-00006**

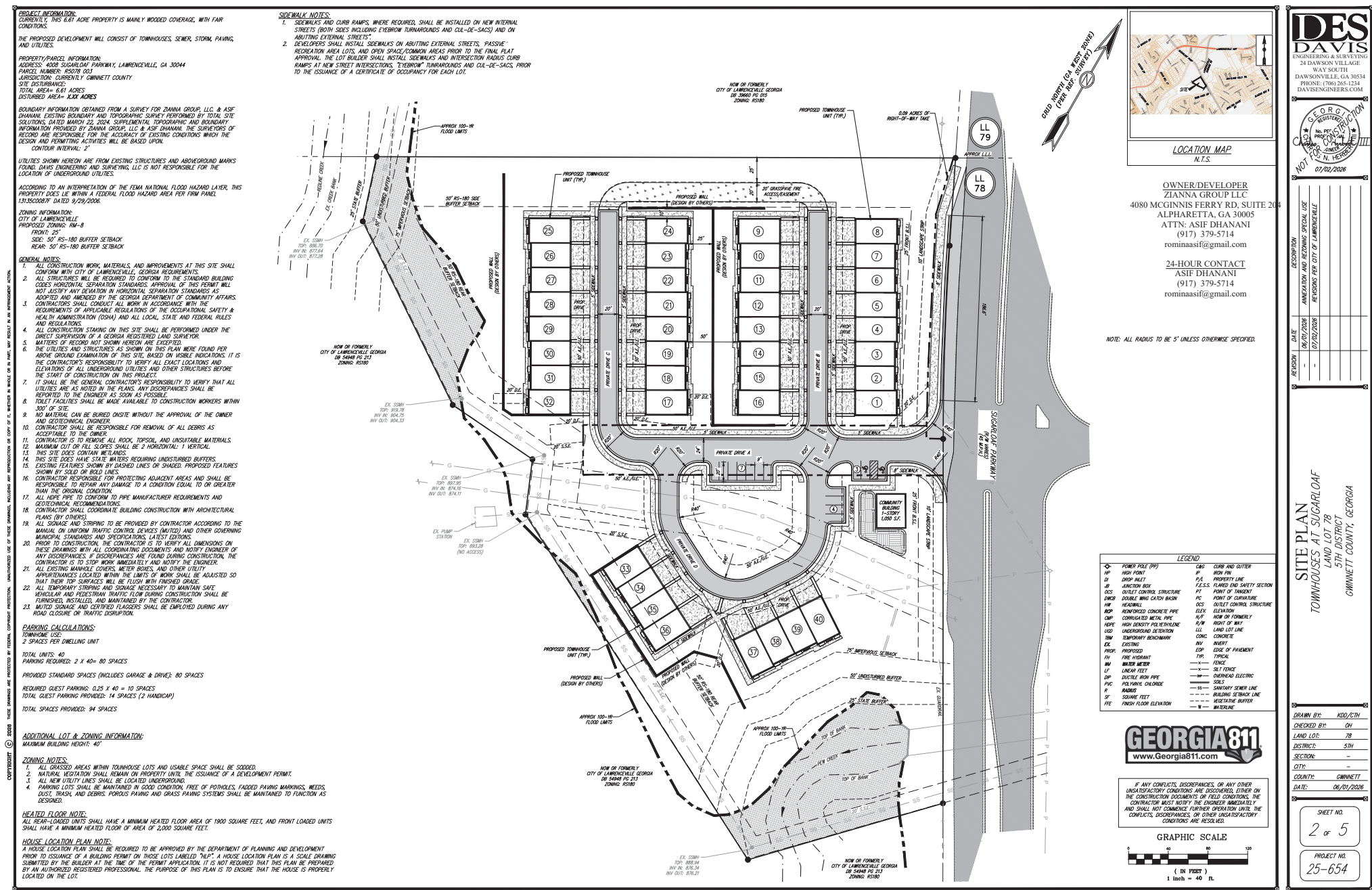
Approval of a Special Use Permit for Front Entry Garage Units, subject to the following enumerated conditions:

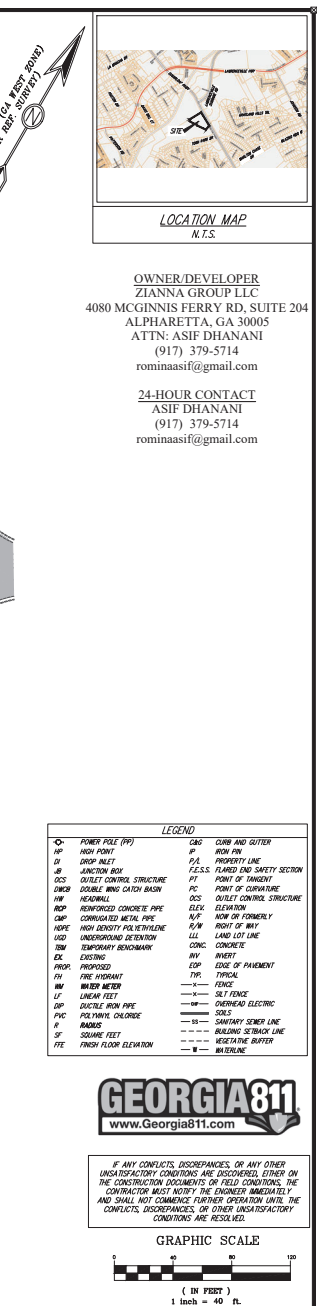
1. To restrict the use of the property as follows:

- A. The maximum number of Front Entry Units shall be thirty-~~two~~^{one} (32~~1~~¹).

INX2026-00002 RZM2026-00006 & SUP2026-00006_M&C REC CNDS_07022026









PLANSET TITLE

PROJECT:
SUGARLOAF TOWNHOUSES
ADDRESS:
4008 SUGARLOAF PARKWAY
LAWRENCEVILLE, GA
OWNER: -

SEAL

REVISIONS:	

DRAWN BY: CHA
CHECKED BY: NAG

Date: 2-JULY-26

A102
FRONT VIEW
Scale:





PLANSET TITLE

PROJECT:
SUGARLOAF TOWNHOUSES

ADDRESS:
4008 SUGARLOAF PARKWAY
LAWRENCEVILLE, GA

OWNER: -

SEAL

REVISIONS:

DRAWN BY: CHA

CHECKED BY: NAG

Date: 2-JULY-26

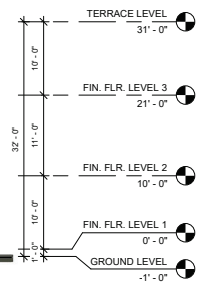
A100

FRONT & LEFT ELEVATIONS.

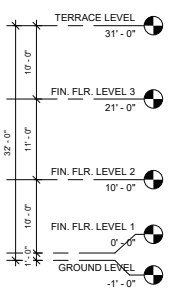
Scale: 1/8" = 1'-0"



1 FRONT ELEVATION
1/8" = 1'-0"



2 LEFT ELEVATION
1/8" = 1'-0"



FACADE FINISH LEGEND

- 1. BRICK 'A' (LIGHTER COLOR)
- 2. BRICK 'B'
- 3. SHIPLAP SIDING - PAINTED
- 4. ARCHITECTURAL ROOF SHINGLES
- 5. PRE-FINISHED METAL GUTTER
- 6. PRE-FINISHED METAL DOWNSPOUT
- 7. WOOD TRIM - PAINTED
- 8. DOUBLE GLASS WINDOW
- 9. SLIDING BALCONY DOOR
- 10. ENTRANCE DOOR
- 11. METAL CANOPY
- 12. GARAGE DOOR



PLANSET TITLE

PROJECT:
SUGARLOAF TOWNHOUSES

ADDRESS:
4008 SUGARLOAF PARKWAY
LAWRENCEVILLE, GA

OWNER: -

SEAL

REVISIONS:

DRAWN BY: CHA
CHECKED BY: NAG

Date: 2-JULY-26

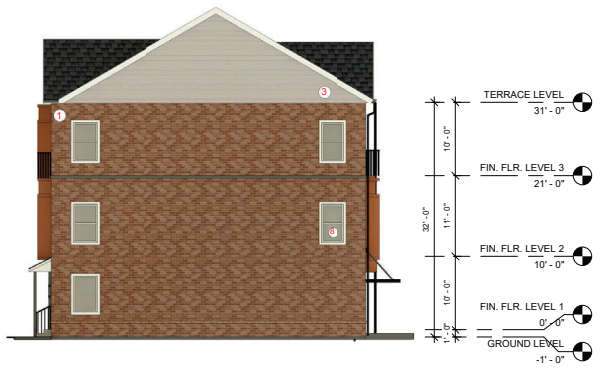
A101

REAR & RIGHT ELEVATIONS

Scale: 1/8" = 1'-0"



1 REAR ELEVATION
1/8" = 1'-0"



2 RIGHT ELEVATION
1/8" = 1'-0"

- FACADE FINISH LEGEND**
- 1. BRICK 'A' (LIGHTER COLOR)
 - 2. BRICK 'B'
 - 3. SHIPLAP SIDING - PAINTED
 - 4. ARCHITECTURAL ROOF SHINGLES
 - 5. PRE-FINISHED METAL GUTTER
 - 6. PRE-FINISHED METAL DOWNSPOUT
 - 7. WOOD TRIM - PAINTED
 - 8. DOUBLE GLASS WINDOW
 - 9. SLIDING BALCONY DOOR
 - 10. ENTRANCE DOOR
 - 11. METAL CANOPY
 - 12. GARAGE DOOR



PLANSET TITLE

PROJECT:
SUGARLOAF TOWNHOUSES

ADDRESS:
4008 SUGARLOAF PARKWAY
LAWRENCEVILLE, GA

OWNER: -

SEAL

REVISIONS:

DRAWN BY: CHA
CHECKED BY: NAG

Date: 2-JULY-26

A103

LEFT AND FRONT ISO

Scale:





PLANSET TITLE

PROJECT:
SUGARLOAF TOWNHOUSES
ADDRESS:
4008 SUGARLOAF PARKWAY
LAWRENCEVILLE, GA
OWNER: -

SEAL

REVISIONS:

DRAWN BY: CHA
CHECKED BY: NAG

Date: 2-JULY-26

A104

**RIGHT AND REAR
ISO**

Scale:





PLANSET TITLE

PROJECT:
SUGARLOAF TOWNHOUSES
ADDRESS:
4008 SUGARLOAF PARKWAY
LAWRENCEVILLE, GA
OWNER: -

SEAL

REVISIONS:

DRAWN BY: CHA
CHECKED BY: NAG

Date: 2-JULY-26

A105
REAR VIEW

Scale:





















LAWRENCEVILLE

GEORGIA

AGENDA REPORT

MEETING: WORK SESSION, JULY 8, 2026

AGENDA CATEGORY: GENERAL CITY BUSINESS

Item: RZM2026-00004; JCT Construction Group c/o LJA Engineering; 737 Grayson Highway

Department: Planning and Development

Date of Meeting: Wednesday, July 8, 2026

Presented By: Todd Hargrave, Director of Planning and Development

Applicants Request: Rezone Property from BG (General Business) to RM-8 (Townhouse Residential)

Planning & Development Recommendation: Approval with Conditions

Planning Commission Recommendation: Approval with Conditions

Summary: The applicant requests the rezoning of an approximately 4.03-acre property located at 737 Grayson Highway (Parcel ID Number: 5140 004) from BG (General Business District) to RM-8 (Townhouse Residential District) to develop twenty-five (25) rear-entry townhome dwelling units at a density of approximately six and one-quarter (6.25) Units Per Acre (UPA). The subject property is located along the western right-of-way of Grayson Highway, between its intersections with Farmer Court and Crane Drive.

Attachments/Exhibits:

- RZM2026-00004_ATTCH_05192026.pdf



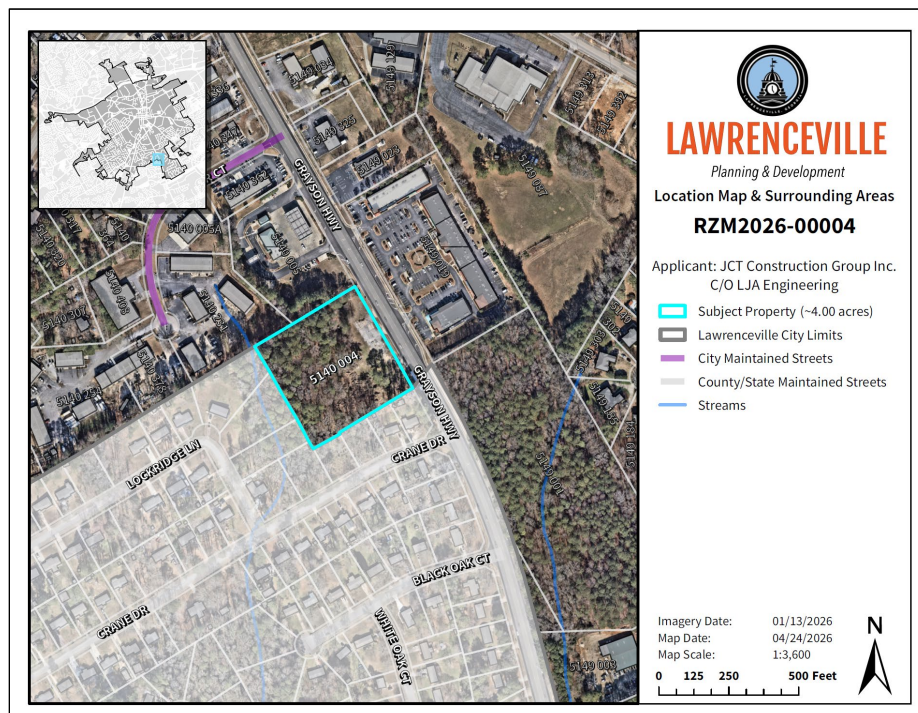
LAWRENCEVILLE

Planning & Development

REZONING

CASE NUMBER(S):	RZM2026-00004
APPLICANT(S):	JCT CONSTRUCTION GROUP INC. C/O LJA ENGINEERING
PROPERTY OWNER(S):	JEFFREY C THREAT
LOCATION(S):	737 GRAYSON HIGHWAY
PARCEL IDENTIFICATION NUMBER(S):	5140 004
APPROXIMATE ACREAGE:	4.03 ACRES
CURRENT ZONING:	BG (GENERAL BUSINESS DISTRICT)
PROPOSED ZONING:	RM-8 (TOWNHOUSE RESIDENTIAL DISTRICT)
PROPOSED DEVELOPMENT:	25 REAR-ENTRY TOWNHOMES
DEPARTMENT RECOMMENDATION:	APPROVAL WITH CONDITIONS

VICINITY MAP



ZONING HISTORY

The subject property was annexed into the City of Lawrenceville and rezoned to BG – General Business District (its current zoning district) at an unspecified time between the years of 1986 and 2002.

PROJECT SUMMARY

The applicant requests the rezoning of an approximately 4.03-acre property located at 737 Grayson Highway (Parcel ID Number: 5140 004) from BG (General Business District) to RM-8 (Townhouse Residential District) to develop twenty-five (25) rear-entry townhome dwelling units at a density of approximately six and one-quarter (6.25) Units Per Acre (UPA). The subject property is located along the western right-of-way of Grayson Highway, between its intersections with Farmer Court and Crane Drive.

SITE PLAN



ZONING AND DEVELOPMENT STANDARDS

The proposed RM-8 district permits a comparable attached residential use that is generally compatible with the surrounding mix of commercial, residential, and open-space uses. While the proposal generally conforms to the intent of the RM-8 district, several deviations from the City's townhouse development standards require additional consideration.

The applicant seeks to develop twenty-five (25) rear-entry townhomes on the subject property. The proposed development includes five separate rows of townhouses consisting of three to seven units per row. Two of these rows (consisting of twelve total units) directly face Grayson Highway, while the remaining three rows (consisting of thirteen units) face an approximately 10,000 square foot internal neighborhood green.

Approval of the requested RM-8 (Townhouse Residential District) zoning district requires variances from the minimum standard for the district as outlined below:

Article 1 Districts, Section 102.7 RM-8 Townhouse Residential District, Subsection B. Lot Development Standards

Standard	Requirement	Proposal	Recommendation
Min. Lot Area*	5 acres	4 acres	See Staff Analysis
Min. Unit Width	20 ft	24 ft	N/A
Ext. Front Setback	40 ft	25 ft	Variance
Ext. Side Setback	20 ft	20 ft	N/A
Ext. Rear Setback	20 ft	20 ft	N/A
Min. Heated Area	See Table Below	See Table Below	N/A
Max. Lot Coverage	40%	43.4%	Variance
Max. Height	35 ft	35 ft	N/A
Min. Com. Area %	15%	43.7%	N/A

*Minimum lot area shall not be reduced by a Variance.

Minimum Heated Floor Area

Standard	Requirement	Proposal	Recommendation
1-bedroom	1,000 sq. ft	N/A	Variance
2-bedroom	1,200 sq. ft		
3-bedroom	1,400 sq. ft (40%)	1,900-2,000 square feet (100%)	
4-bedroom	1,600 sq. ft (10%)		

Article 1 Districts, Section 102.7 RM-8 Townhouse Residential District, Subsection E. Development Standards

Standard	Requirement	Proposal	Recommendation
Min. Units Per Row (UPR)	<i>3 units</i>	<i>3 units</i>	<i>N/A</i>
Max. Units Per Row (UPR)	<i>8 units</i>	<i>7 units</i>	<i>N/A</i>
Private Drive Width	<i>24 ft</i>	<i>26 ft</i>	<i>N/A</i>
Sidewalk Width	<i>5 ft</i>	<i>5 ft</i>	<i>N/A</i>
Rear Setback from Private Drive	<i>27 ft</i>	<i>20 ft</i>	Variance
Rear-Entry Units	<i>25 units (100%)</i>	<i>25 units (100%)</i>	<i>N/A</i>
Adjacency to Public Green Space	<i>13 units (52%)</i>	<i>13 units (52%)</i>	<i>N/A</i>
Min. Public Green Space	<i>3,000 SF</i>	<i>~10,000 SF</i>	<i>N/A</i>

Article 4 Buffers, Section 403 Buffers Table

Standard	Requirement	Proposal	Recommendation
RM-8 / R-75 (Gwinnett County)	<i>25 ft</i>	<i>25 ft</i>	<i>N/A</i>
RM-8 / BG	<i>N/A</i>	<i>N/A</i>	<i>N/A</i>
RM-8 /LM	<i>N/A</i>	<i>N/A</i>	<i>N/A</i>

Article 5 Parking, Section 508 Number of Off-Street Parking Spaces Required; Table 5-3.

Standard	Requirement	Proposal	Recommendation
Parking: Dwelling	<i>4 spaces per unit (100 spaces)</i>	<i>4.84 spaces per unit (121 spaces)</i>	<i>N/A</i>

DEVELOPMENT CHARACTER AND USE COMPATIBILITY

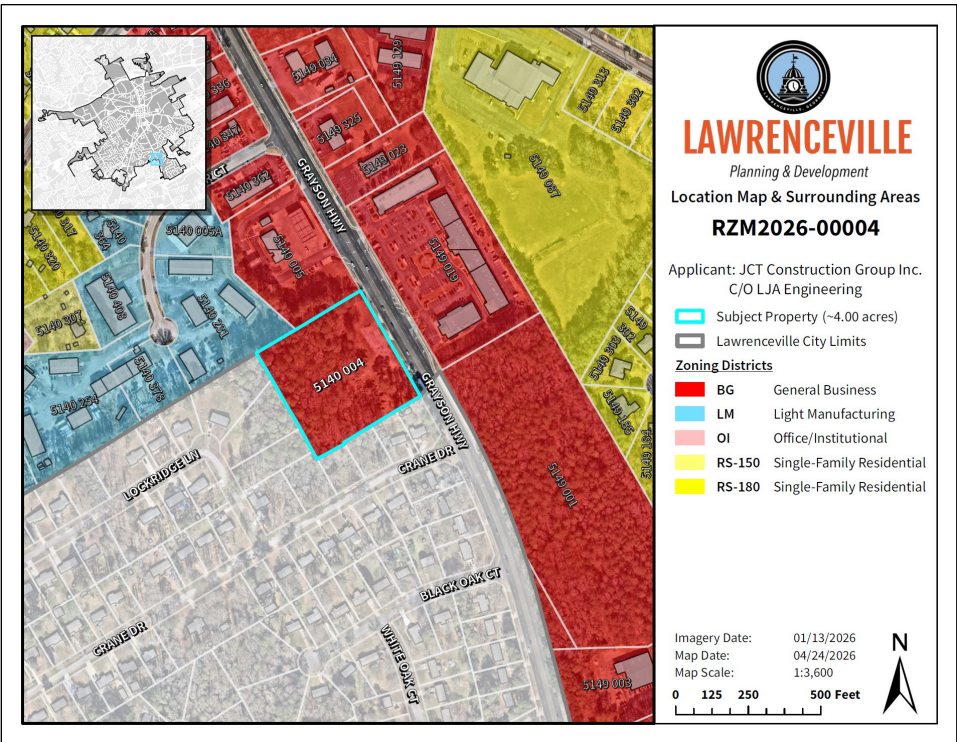
The proposed townhouse development may represent an appropriate transitional and compatible land use between the commercial and light industrial uses along Grayson Highway and the adjacent residential neighborhoods to the south and west. The proposal

incorporates several design features intended to improve compatibility with surrounding properties, including rear-loaded garages, enhanced open space, pedestrian-oriented circulation, and moderate residential density.

DESIGN COMPLIANCE AND DEVELOPMENT STANDARDS

The proposed development generally complies with several RM-8 development standards; however, the request requires multiple variances and a text amendment related to minimum lot area, setbacks, lot coverage, and unit mix standards. Because the RM-8 district does not permit reductions to the minimum five-acre lot area through the variance process, approval of the request requires a text amendment to the Zoning Ordinance. Several requested variances exceed Staff’s typical administrative support threshold for dimensional deviations; however, Staff recognizes that many of the requested modifications are associated with the project’s overall site design, enhanced open space configuration, and rear-loaded development pattern. While policy concerns remain regarding reductions to established district standards, Staff finds that the overall site design and transitional corridor context support consideration of approval in this instance.

CITY OF LAWRENCEVILLE OFFICIAL ZONING MAP



SURROUNDING ZONING AND USE

The immediate area surrounding the subject property consists of a mixture of commercial, light industrial, and single-family residential uses. Commercial uses are concentrated along the Grayson Highway corridor, including retail and convenience-oriented development,

while established single-family residential neighborhoods are located immediately south and west of the property. Office and warehouse use zoned LM Light Manufacturing District are located northwest of the site along Farmer Court.

The proposed townhouse development may serve as an appropriate transitional and compatible land use between the higher-intensity commercial and light industrial uses along Grayson Highway and the adjacent lower-density residential neighborhoods. The proposal's rear-loaded design enhanced open space, pedestrian-oriented layout, and moderate density may further improve compatibility with surrounding properties while supporting reinvestment within the corridor environment.

FUTURE LAND USE PLAN MAP



2045 COMPREHENSIVE PLAN

The 2045 Comprehensive Plan and Future Development Map designate the subject property within the Commercial Corridor character area, which is primarily intended to accommodate commercial, employment, and corridor-oriented development along major transportation routes. While the proposed townhouse development differs from the corridor's traditional commercial emphasis, contemporary planning practices increasingly recognize the role of compatible residential redevelopment within evolving commercial environments where such development may support transitional land use patterns, corridor reinvestment, and housing diversification.

The subject property occupies a transitional location between existing commercial and light industrial uses along Grayson Highway and established single-family residential neighborhoods to the south and west. In this context, the proposed townhouse development may serve as an appropriate transitional land use between differing development intensities.

The proposal incorporates several design features intended to improve compatibility with surrounding properties, including rear-loaded garages, enhanced open space, pedestrian-oriented circulation, reduced visual prominence of parking areas, and higher-quality architectural materials. The proposed density of approximately 6.25 units per acre is moderate for an attached residential product and is generally appropriate within the surrounding corridor environment.

While the proposal requires multiple variances and a text amendment associated with the RM-8 district standards, several requested deviations are related to the project's overall site design, open space configuration, and rear-loaded development pattern. Overall, the proposal may be viewed as generally consistent with broader Comprehensive Plan objectives related to compatible transitional redevelopment and corridor reinvestment along Grayson Highway.

STAFF RECOMMENDATION

The proposed townhouse development represents a compatible residential redevelopment opportunity within the evolving Grayson Highway corridor. The proposal incorporates several design features intended to improve compatibility with surrounding properties, including rear-loaded garages, enhanced open space, pedestrian-oriented circulation, and moderate residential density. The development may be an appropriate transitional land use between the higher-intensity commercial and light industrial uses along Grayson Highway and the adjacent single-family residential neighborhoods to the south and west.

While the request requires multiple variances and a text amendment associated with the RM-8 district standards, several requested deviations are related to the project's overall site design, open space configuration, and rear-loaded development pattern. Although the request warrants careful consideration regarding consistency with the intent of the RM-8 district standards, Staff finds that the proposal generally reflects a compatible and contextually appropriate redevelopment pattern within this corridor environment.

Based on the proposal's transitional land use function, enhanced site design, moderate density, and housing diversification benefits, Staff recommends **APPROVAL WITH CONDITIONS** of the requested rezoning and associated variances, subject to appropriate conditions of development.

CITY OF LAWRENCEVILLE DEPARTMENT COMMENTS:

ENGINEERING DEPARTMENT - No comment

PUBLIC WORKS - No comment

ELECTRIC DEPARTMENT - Georgia Power will serve this development.

GAS DEPARTMENT - Lawrenceville Gas will service this development.

DAMAGE PREVENTION DEPARTMENT - No comment

CODE ENFORCEMENT - No comment

STREET AND SANITATION DEPARTMENT - No comment

STATE CODE 36-67-3 (FMR.) REVIEW STANDARDS:

1. Whether a zoning proposal will permit a use that is suitable in view of the use and development of adjacent and nearby property;

The proposed townhouse development may represent an appropriate transitional and compatible land use between the commercial and light industrial uses along Grayson Highway and the adjacent single-family residential neighborhoods to the south and west. The proposal incorporates several design features intended to improve compatibility with surrounding properties, including rear-loaded garages, enhanced open space, pedestrian-oriented circulation, and moderate residential density.

2. Whether a zoning proposal will adversely affect the existing use or usability of adjacent or nearby property;

The proposed development is not anticipated to create substantial adverse impacts on adjacent properties due to the moderate density, proposed buffering, and overall site design. The proposal may provide an effective transition between higher-intensity commercial uses and nearby residential neighborhoods while supporting compatible redevelopment within the corridor environment.

3. Whether the property to be affected by a zoning proposal has a reasonable economic use as currently zoned;

The property retains reasonable economic use under its existing BG zoning classification due to its location along the Grayson Highway corridor and proximity to existing commercial development. However, the site's transitional location and surrounding development pattern may also support consideration of attached residential redevelopment on the property.

4. Whether the zoning proposal will result in a use which will or could cause an excessive or burdensome use of existing streets, transportation facilities, utilities, or schools;

The proposed townhouse development is not anticipated to create excessive impacts on existing streets, transportation facilities, utilities, or schools due to the moderate scale and density of the project and the availability of existing infrastructure along the corridor. Access improvements, including a proposed deceleration lane, are intended to support traffic circulation and site access.

5. Whether the zoning proposal is in conformity with the policy and intent of the Comprehensive Plan;

The proposal is generally consistent with the broader policy direction of the 2045 Comprehensive Plan. While the Commercial Corridor character area primarily emphasizes commercial and employment-oriented uses, contemporary planning practices increasingly recognize the role of compatible residential redevelopment within evolving commercial corridors that support transitional land use patterns, corridor reinvestment, and housing diversification.

6. Whether there are other existing or changing conditions affecting the use and development of the property, which give supporting grounds for either approval or disapproval of the zoning proposal;

Existing and changing conditions affecting the property include the evolving redevelopment character of the Grayson Highway corridor and the transitional relationship between nearby commercial and residential uses. While the proposal requires several variances and a text amendment associated with the RM-8 district standards, Staff finds that the overall site design, moderate density, and transitional development pattern are generally compatible within this corridor environment.



LAWRENCEVILLE

Planning & Development

PLANNING AND DEVELOPMENT DEPARTMENT

RECOMMENDED CONDITIONS – 06012026

RZM2026-00004

Approval of a rezoning to RM-8 (Townhouse Residential District), subject to the following enumerated conditions:

1. To restrict the use of the property as follows:

- A.** Townhouse dwelling units at a maximum of twenty-five (25) dwelling units on approximately 4 acres at a gross density of no more than eight (8) units per acre (UPA).
- B.** The development shall be designed and constructed in general accordance with the site plan titled “Zoning Plan,” dated “November 6, 2025,” prepared by “LJA Surveying Inc.” with the exception that the plan may be modified to address conditions of zoning. Final site design shall be subject to the review and approval of the Director of the Planning and Development Department.
- C.** The multifamily dwelling units shall be designed in general accordance with the elevations titled “JC Threat Townhouses”, dated and received “November 14, 2025,” predominantly four-side masonry, which could be brick, stone or a combination of brick and stone (with accents of fiber cement siding). Final design shall be subject to the review and approval of the Director of the Planning and Development Department.
- D.** All townhouse dwelling units shall have two (2) car garage with carriage-style garage doors. The driveway shall measure eighteen (18) feet in width and twenty (20) feet in depth (as measured from the curb), providing sufficient space for two (2) passenger vehicles. Final design shall be subject to the review and approval of the Director of the Planning and Development Department

2. To satisfy the following site development considerations:

- A.** The development shall be constructed in conformity with the City of Lawrenceville Zoning Ordinance and Development Regulations. The final design shall be subject to the review and approval of the Director of Planning and Development.
- B.** The development shall abide by all applicable standards of the Development Regulations, unless otherwise specified in these conditions, or through approval of a variance administratively, or by the Zoning Board of Appeals, as appropriate.

- C.** Landscape shall be designed and installed to meet the conditions of zoning, requirements of the Zoning Ordinance and Development Regulations. The final design shall be subject to the review and approval of the Director of Planning and Development.
- D.** Natural vegetation shall remain on the property until the issuance of a development permit.
- E.** All grassed areas shall be sodded.
- F.** The required parking ratio for development shall be four (4) spaces per townhouse unit.
- G.** Building setbacks off internal streets or driveways shall be in general accordance with the submitted site plans and architectural renderings, and otherwise subject to review and approval of the Director of Planning and Development.
- H.** All underground utilities shall be provided throughout the development.

3. The following variances are approved:

- A.** A variance from the Zoning Ordinance, Article 1 – Districts, Section 102.7 – RM-8 Townhouse Residential District, Subsection B. Lot Development Standards. Allows a reduction in the minimum lot area from five (5) acres to four (4) acres.
- B.** A variance from the Zoning Ordinance, Article 1 – Districts, Section 102.7 – RM-8 Townhouse Residential District, Subsection B. Lot Development Standards. Allows a reduction in the minimum external front setback along a major/principal arterial street from forty (40) feet to thirty-two (32) feet.
- C.** A variance from the Zoning Ordinance, Article 1 – Districts, Section 102.7 – RM-8 Townhouse Residential District, Subsection B. Lot Development Standards. Allows an increase in the maximum lot coverage from forty percent (40%) feet to forty-eight percent (48%).
- D.** A variance from the Zoning Ordinance, Article 1 – Districts, Section 102.7 – RM-8 Townhouse Residential District, Subsection B. Lot Development Standards. Allows an increase in the percentage of three-bedroom units allowed from forty percent (40%) feet to one hundred percent (100%).
- E.** A variance from the Zoning Ordinance, Article 1 – Districts, Section 102.7 – RM-8 Townhouse Residential District, Subsection E. Development Standards. Allows for a reduction in the required rear setback from a private drive from twenty-seven (27) feet to twenty-two (22) feet.

Applicant's Letter of Intent

JCT Construction Group Inc.
City of Lawrenceville
Rezoning - BG to RM-8
Attached Townhomes

JCT Construction Group, Inc. ("the Applicant") respectfully submits this Letter of Intent requesting the rezoning of approximately 4.03 acres located at 737 Grayson Highway (Parcel R5140 004) from BG (General Business) to RM-8 (Townhouse Residential) to allow for the development of a high-quality, 25-unit townhouse community. The property is situated along Grayson Highway (SR-20), directly across from The Village shopping center, and is bordered by BG-zoned commercial property to the north, LM-zoned industrial property to the east, and established R-75 single-family neighborhoods to the west and south.

The Applicant proposes to develop 25 rear-loaded townhomes, each 24 feet by 50 feet in size, resulting in a density of 6.2 units per acre, which is below the 8 units per acre permitted in the RM-8 zoning district. Each townhome will include a minimum of 2,000 square feet of heated space, with at least three bedrooms and three bathrooms, and will feature a two-car rear-entry garage with an additional two spaces in each driveway, providing four off-street parking spaces per unit. The architectural design will utilize brick and complementary high-quality exterior materials to ensure compatibility with the surrounding community and the overall character of the City of Lawrenceville. Access to the site will be provided via a private street connection to Grayson Highway, which will include a deceleration lane to enhance traffic safety. Internal circulation will be served by 26-foot private alleys and private streets designed to accommodate residents, visitors, public safety vehicles, and service access. Sidewalks with a 2-foot grass strip will be provided throughout the community, offering safe and convenient pedestrian connectivity. A mailbox kiosk will be located adjacent to the central green for easy resident access and postal service compliance. The proposed layout includes a significant amount common area, with 1.76 acres provided, or 43.7% of the site. A centrally located Neighborhood Green of more than 3,000 square feet will serve as the focal point of the community, and over half of the units will be situated adjacent to or directly across from common open space. Additional open space and vegetated areas include a 25-foot undisturbed buffer along all R-75 boundaries, ensuring privacy and compatibility with neighboring homes. The plan also respects all applicable stream buffers, including the 25-foot state buffer, 50-foot city buffer, and 75-foot impervious setback. Stormwater management will be addressed through an underground detention system, allowing the site to effectively manage runoff while preserving functional open space at the surface. Water and sewer service will be provided by Gwinnett County, with sanitary sewer accessible off-site. Two variances are requested in conjunction with this rezoning. First, the Applicant seeks a reduction in the minimum required lot size for RM-8 zoning from 5.0 acres to 4.03 acres. Second, the Applicant requests approval to increase maximum lot coverage from 40% to 43.4%. These variances are modest and necessary to support the rear-loaded alley system, underground stormwater facility, and enhanced open-space network that significantly exceeds ordinance requirements and improves compatibility with surrounding properties.

The Applicant believes that the proposed rezoning represents a logical and beneficial land use transition along the Grayson Highway corridor. The project replaces an underutilized commercial parcel with a thoughtfully designed residential community that offers high-quality for-sale housing, substantial open space, improved site access, modern stormwater infrastructure, and appropriate buffering for surrounding single-family homes. This development aligns with the City of Lawrenceville's long-term goals and contributes positively to the continued growth and revitalization of this portion of the community.

Based upon the above reasons, the applicant feels that this is a reasonable request and that action contradictory to the zoning request will constitute a taking of property in violation of the Just Compensation Clause of the Fifth Amendment and the Due Process Clause of the Fourteenth Amendment to the Constitution of the United States, and Article 1, Section 3, Paragraph 1 of the Constitution of Georgia, denying the owner viable use of its land.

A tract of land lying in Land Lot 140 of the 5th District, City of Lawrenceville, Gwinnett County, Georgia and being more particularly described as follows:

Beginning at a set 5/8" capped rebar (L.S.F. 1390) along the Westerly right-of-way of Georgia Highway 20 (variable right-of-way); thence leaving said right-of-way run South 58 Degrees 36 Minutes 00 Seconds West for a distance of 419.80' to a found axle; thence run North 29 Degrees 47 Minutes 11 Seconds West for a distance of 420.30' to a found 1 1/2" angle iron; thence run North 58 Degrees 38 Minutes 31 Seconds East for a distance of 165.62' to a found 1/2" rebar with cap; thence run North 58 Degrees 31 Minutes 10 Seconds East for a distance of 192.33' to a found 1/2" rebar with cap; thence run North 59 Degrees 06 Minutes 50 Seconds East for a distance of 49.82' to a set 5/8" capped rebar (L.S.F. 1390) said point lying on the aforementioned Westerly right-of-way of Georgia Highway 20; thence run South 27 Degrees 19 Minutes 54 Seconds East along said right-of-way for a distance of 13.63' to a set 5/8" capped rebar (L.S.F. 1390); thence run North 62 Degrees 40 Minutes 6 Seconds East along said right-of-way for a distance of 10.00' to a found right-of-way monument; thence run South 30 Degrees 09 Minutes 19 Seconds East along said right-of-way for a distance of 405.63' to the POINT OF BEGINNING.

Said tract containing 175,656 Square Feet or 4.033 Acres.



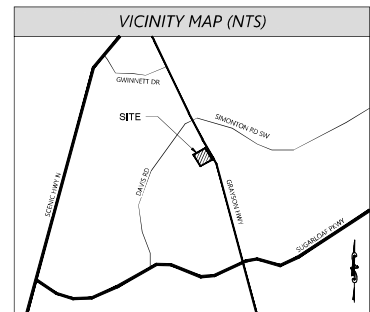
[illegible]

LEGEND

-  25' STATE STREAM BUFFER
-  50' CITY STREAM BUFFER
-  75' IMPERVIOUS SETBACK
-  STREAM BUFFER
-  UTILITY EASEMENT
-  SETBACK
-  ADJACENT PROPERTY LINE
-  PROPERTY LINE
-  COMMON AREA

LINE TABLE		
L1	N 59°06'50" E	49.82'
L2	S 27°19'54" E	13.63'
L3	N 62°40'06" E	10.00'
L4	N 28°23'29" W	6.14'
L5	N 60°03'50" E	10.12'

GENERAL NOTES	
1.	WATER SERVED BY GWINNETT COUNTY.
2.	SEWER LOCATED OFF SITE, PROVIDED BY GWINNETT COUNTY.
3.	THERE IS NO FLOODPLAIN LOCATED ON SITE ACCORDING TO FEMA MAP PANEL 13135C0089F, EFFECTIVE 9/29/2006.
4.	ALTA SURVEY BY LJA SURVEYING INC., DATED 10/27/25 BY M. CHAYCE BELL, PLS #3465.
5.	STORMWATER DETENTION WILL BE MANAGED UNDERGROUND.



CONCEPT PLAN FOR
737 GRAYSON HWY
LAWRENCEVILLE, GEORGIA
PARCEL # 15140 004

00262000004 ATTCH_00262000004

 NORTH

SCALE 1" = 50'

50'

1" = 1' NUMBER

0041-2501

1" = 1' TITLE

ZONING

PLAN

DATE

06/25



1 FRONT ELEVATION

SCALE: 1/4" = 1'-0"

JC THREAT TOWNHOUSES

Issue	Revised	Drawn By
1		
2		
3		
4		
5		
6		
7		
8		

PROJECT

FRONT ELEVATION

A-1

M22600004_ATTACH_05212026



LAWRENCEVILLE

Planning & Development

Location Map & Surrounding Areas

RZM2026-00004

Applicant: JCT Construction Group Inc.
C/O LJA Engineering

-  Subject Property (~4.00 acres)
-  Lawrenceville City Limits
-  City Maintained Streets
-  County/State Maintained Streets
-  Streams



Imagery Date: 01/13/2026
Map Date: 04/24/2026
Map Scale: 1:1,800

0 62.5 125 250 Feet

RZM2026-00004_ATTCH_05212026



LAWRENCEVILLE

Planning & Development

Location Map & Surrounding Areas

RZM2026-00004

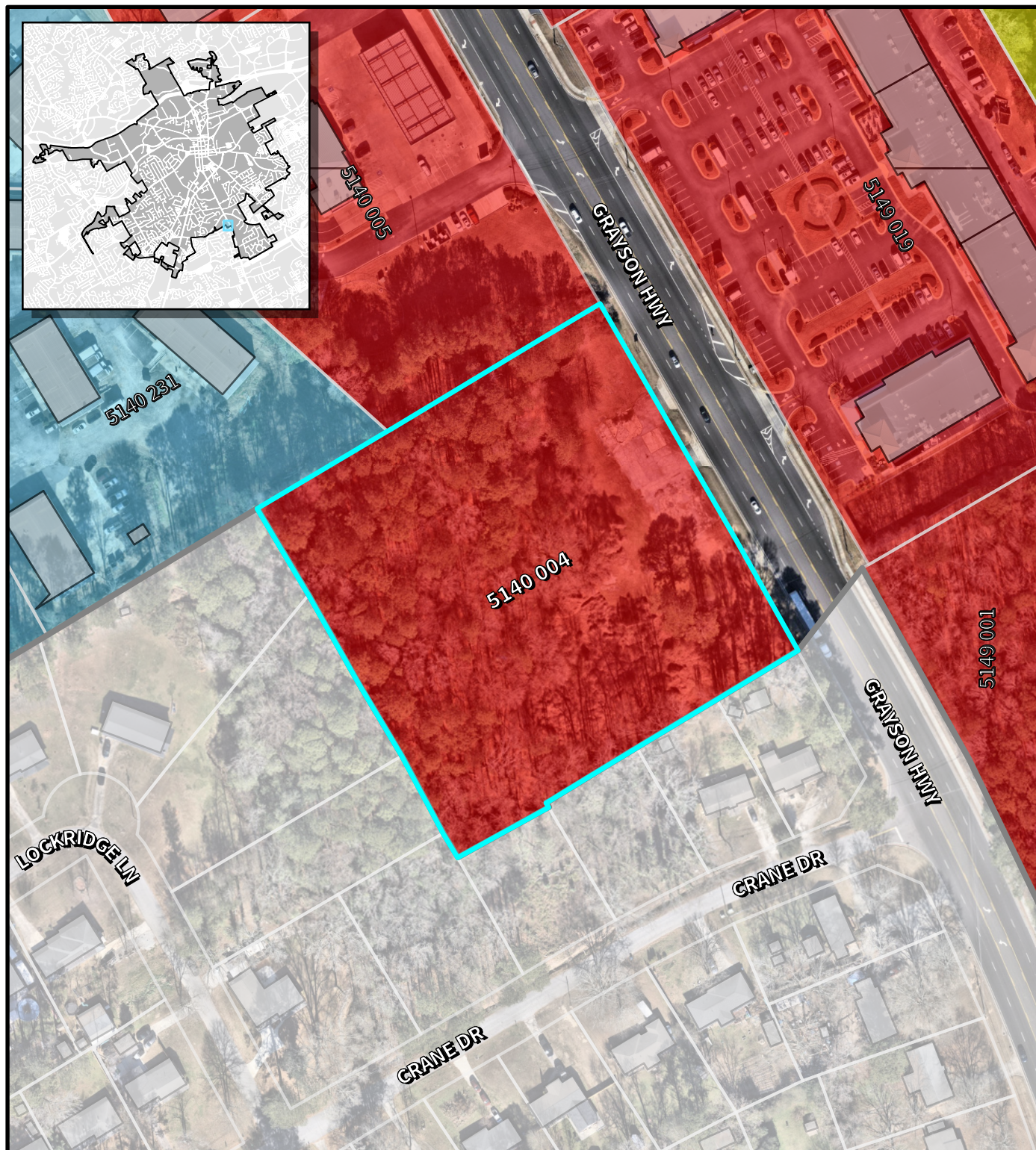
Applicant: JCT Construction Group Inc.
C/O LJA Engineering

 Subject Property (~4.00 acres)

 Lawrenceville City Limits

Zoning Districts

	BG	General Business
	LM	Light Manufacturing
	RS-180	Single-Family Residential



Imagery Date: 01/13/2026

Map Date: 04/24/2026

Map Scale: 1:1,800

0 62.5 125 250 Feet





LAWRENCEVILLE

Planning & Development

Location Map & Surrounding Areas

RZM2026-00004

Applicant: JCT Construction Group Inc.
C/O LJA Engineering

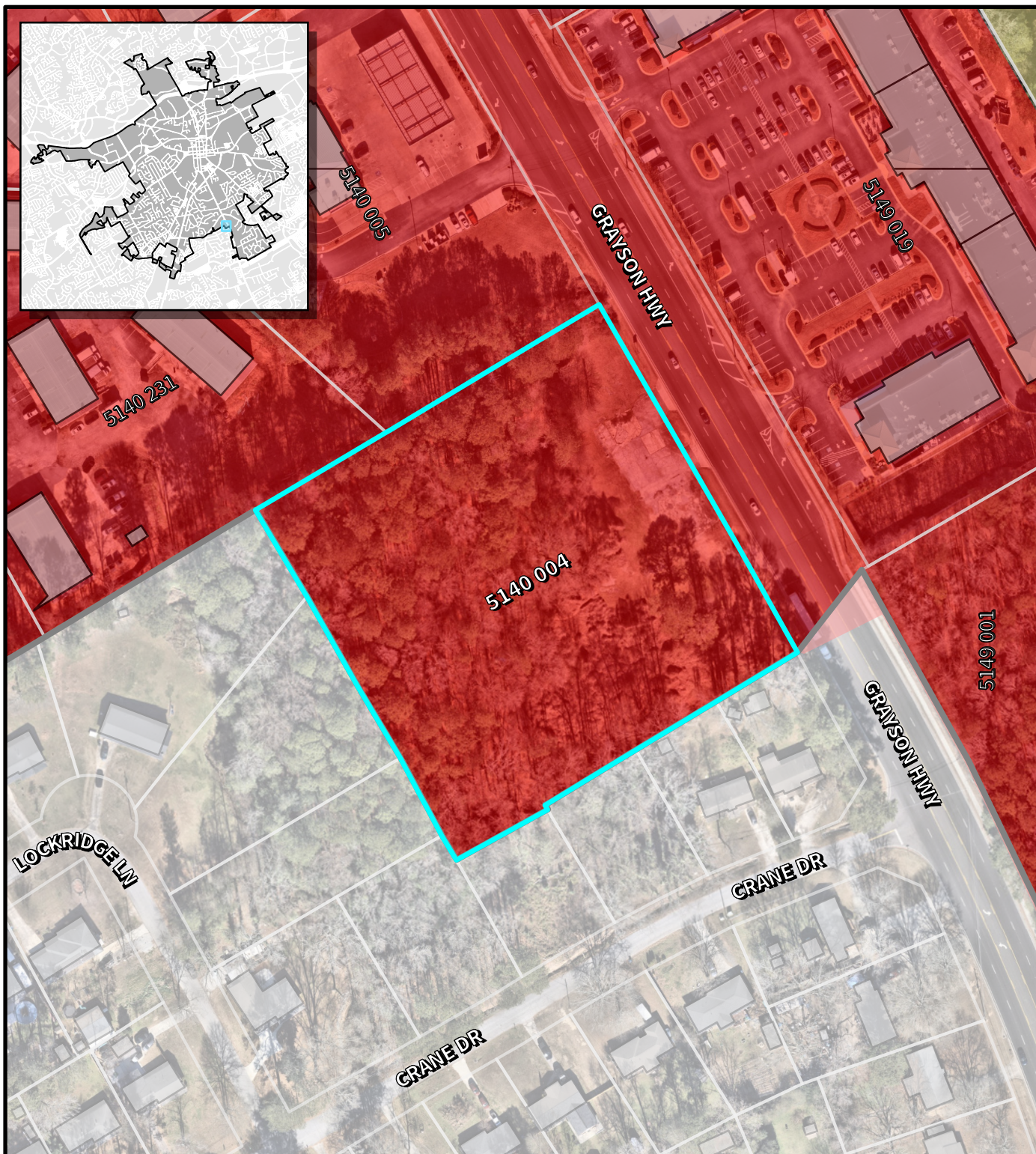
 Subject Property (~4.00 acres)

 Lawrenceville City Limits

2045 Character Areas

 Traditional Residential

 Commercial Corridor



Imagery Date: 01/13/2026

Map Date: 04/24/2026

Map Scale: 1:1,800

0 62.5 125 250 Feet





LAWRENCEVILLE

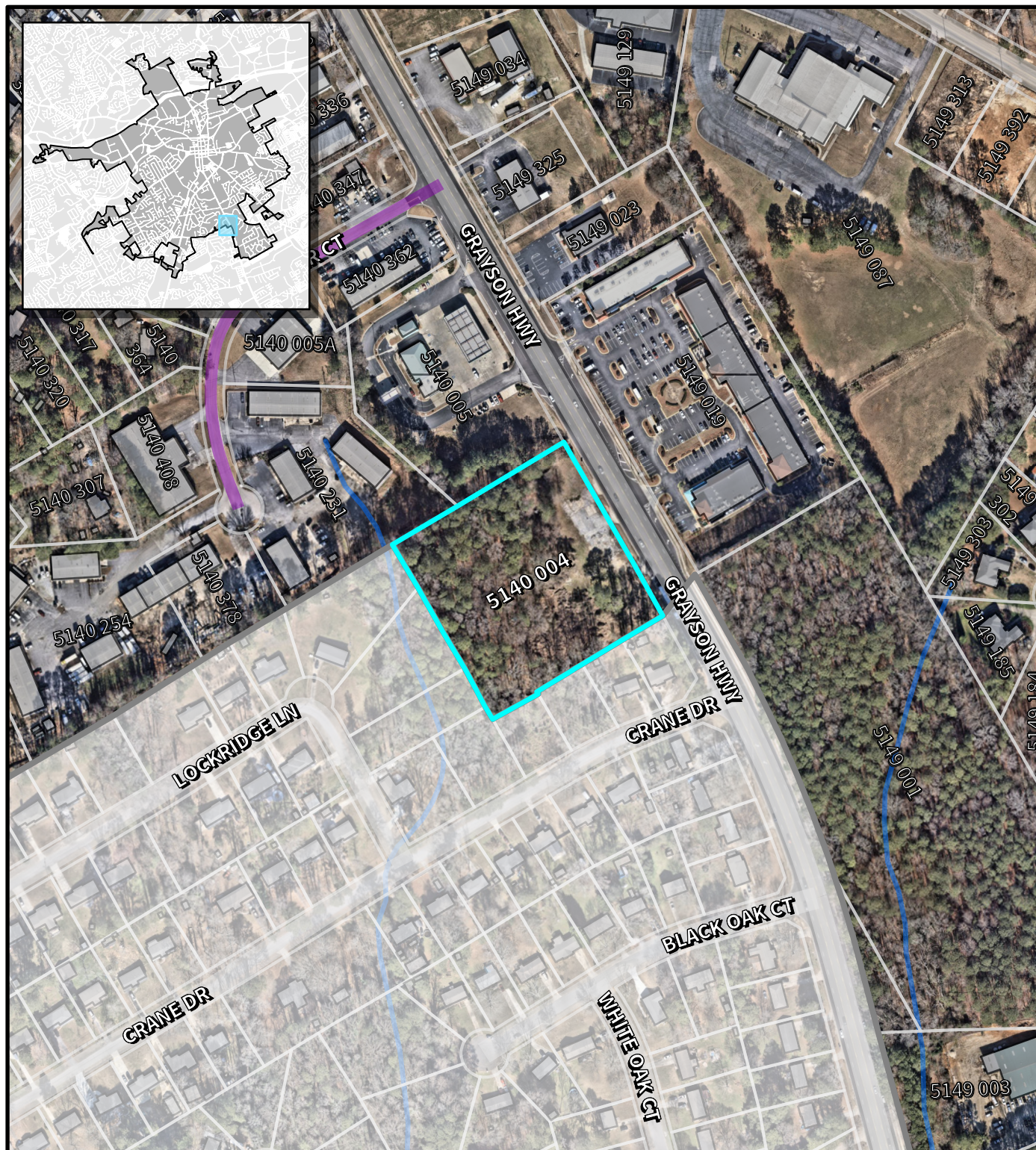
Planning & Development

Location Map & Surrounding Areas

RZM2026-00004

Applicant: JCT Construction Group Inc.
C/O LJA Engineering

-  Subject Property (~4.00 acres)
-  Lawrenceville City Limits
-  City Maintained Streets
-  County/State Maintained Streets
-  Streams



Imagery Date: 01/13/2026
Map Date: 04/24/2026
Map Scale: 1:3,600

0 125 250 500 Feet





LAWRENCEVILLE

Planning & Development

Location Map & Surrounding Areas

RZM2026-00004

Applicant: JCT Construction Group Inc.
C/O LJA Engineering

 Subject Property (~4.00 acres)

 Lawrenceville City Limits

Zoning Districts

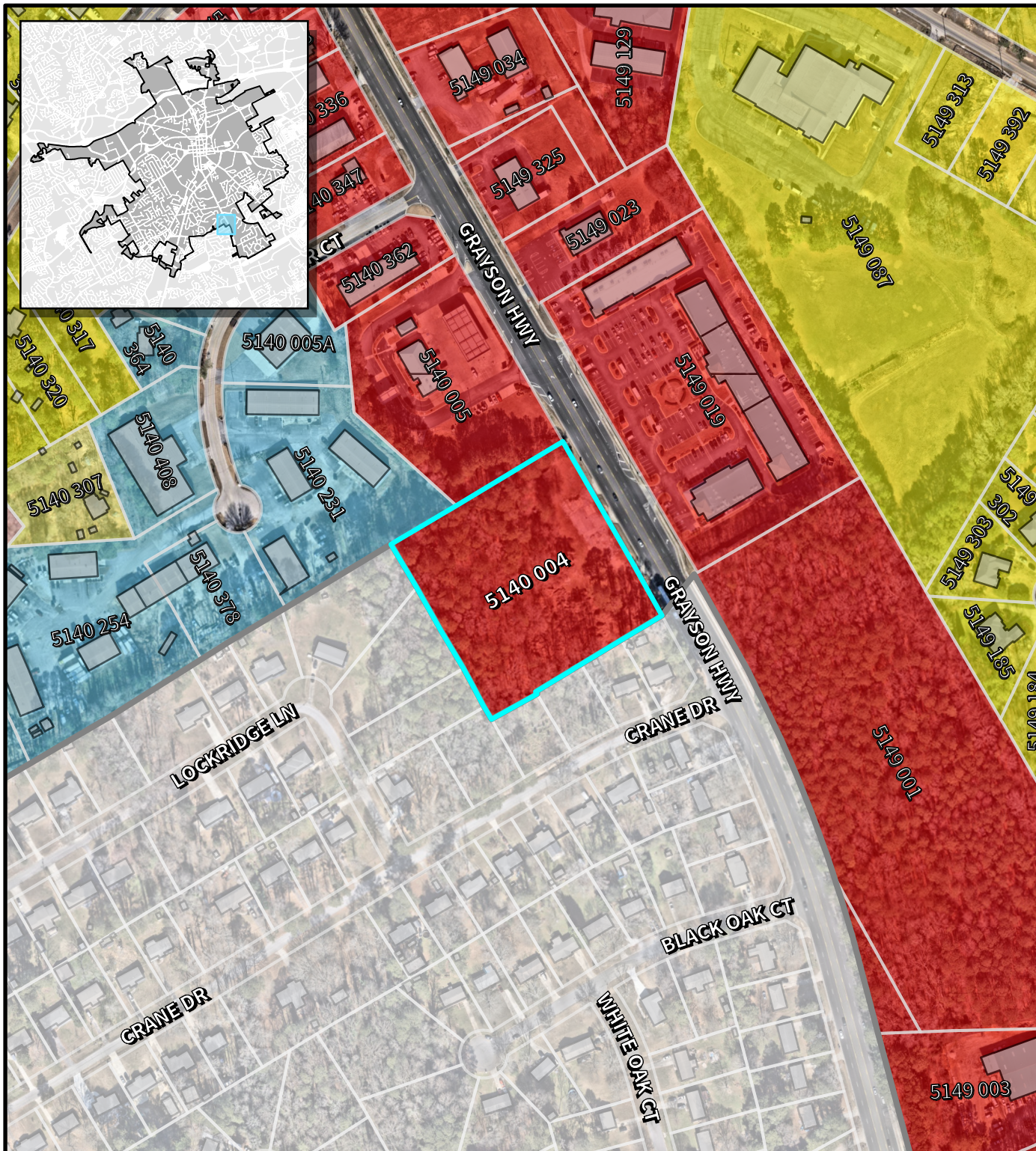
	BG	General Business
	LM	Light Manufacturing
	OI	Office/Institutional
	RS-150	Single-Family Residential
	RS-180	Single-Family Residential

Imagery Date: 01/13/2026

Map Date: 04/24/2026

Map Scale: 1:3,600

0 125 250 500 Feet



RZM2026-00004_ATTCH_05212026

Planning & Development

Location Map & Surrounding Areas

RZM2026-00004

Applicant: JCT Construction Group Inc.
C/O LJA Engineering

 Subject Property (~4.00 acres)

 Lawrenceville City Limits

2045 Character Areas

Traditional Residential

 Commercial Corridor

Education Center

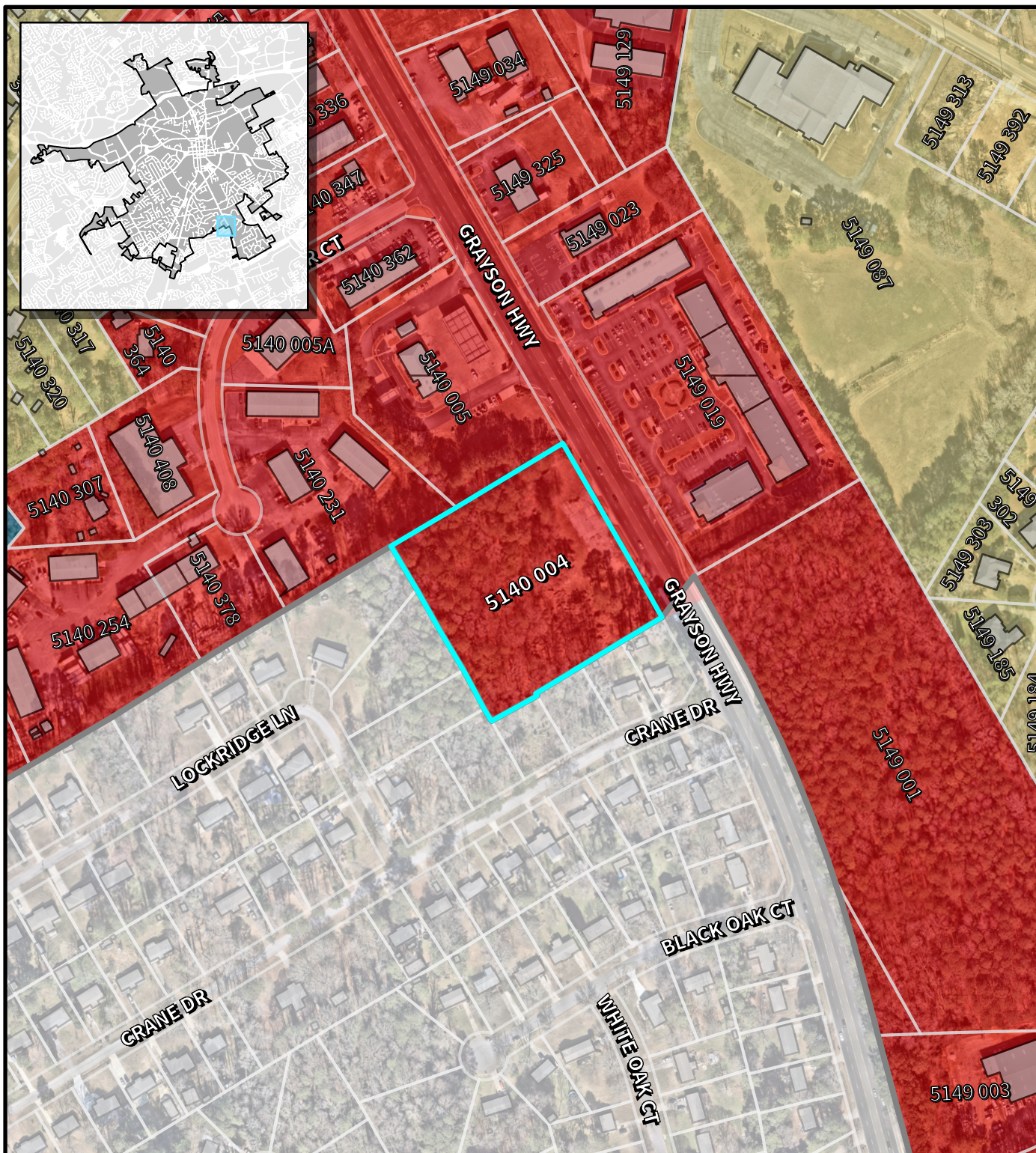
Imagery Date: 01/13/2026

Map Date: 04/24/2026

Map Scale: 1:3,600

0 125 250 500 Feet

Page 106





LAWRENCEVILLE

GEORGIA

AGENDA REPORT

MEETING: WORK SESSION, JULY 8, 2026

AGENDA CATEGORY: GENERAL CITY BUSINESS

Item:	Administrative Update – SB 447
Department:	Planning and Development
Date of Meeting:	Wednesday, July 8, 2026
Presented By:	Todd Hargrave, Director of Planning and Development
Applicants Request:	Update the Mayor and City Council on the upcoming Senate Bill (SB) 447 scheduled to take effect on July 1, 2026.
Planning & Development Recommendation:	Approval

Summary: Senate Bill (SB) 447 officially took effect on July 1, 2026. Signed into law on May 11, 2026, the Legislation implemented major changes and stricter statutory review timelines for building and land disturbance permits across the state of Georgia.

Attachments/Exhibits:

- SB 447 IMPLMNT UPDATE_06262026.pptx
- Lawrenceville SB447 Internal Policy Framework.docx



Planning and Development Department Administrative Update – SB 447

Wednesday, July 8, 2026
Work Session



SB 447 Overview

Senate Bill 447 establishes new administrative requirements relating to:

- Permit application processing
- Status updates
- Review timelines
- Written review comments
- Permit documentation
- Private professional inspections

The legislation affects both Building Permits and Land-Disturbing Activity Permits (LDPs).



Lawrenceville is Ahead of the Curve

Many of the administrative practices contemplated by SB 447 are already incorporated into the Department's daily operations, including:

- Electronic permit processing and tracking
- Timely applicant communication
- Documented review procedures
- Interdepartmental coordination
- Inspection and permit recordkeeping
- Administrative accountability

The proposed Policy formalizes these existing practices and provides a consistent internal framework for administering Building Permits and Land-Disturbing Activity Permits (LDPs).



Current Administrative Practices

The Planning and Development Department has established internal performance standards intended to provide timely communication and predictable permit review.

Within Three (3) Business Days:

- Administrative intake and application screening
- Initial permit status determination
- Applicant notification regarding the status of the application

Within Ten (10) Business Days: (Below is a sampling of tasks to be completed in this timeframe)

- Following acceptance for substantive review, the Department endeavors to provide written review comments
- Requests for additional information
- Deficiency notices, or review determinations, as appropriate



Proposed Administrative Policy

The Planning and Development Department has prepared an internal SB 447 Permit Administration and Compliance Policy to document and standardize the Department's existing administrative practices. The internal policy is intended to:

- Formalize existing internal procedures
- Promote consistency in permit administration
- Improve documentation and recordkeeping
- Support implementation of SB 447
- Provide uniform guidance for Planning and Development staff

The Policy is an internal administrative document and does not amend the City's Zoning Ordinance, Building Code, Development Regulations, or permitting requirements.



Information for Mayor and Council

The accompanying memorandum and proposed Policy are provided ***for informational purposes*** to keep the Mayor and City Council informed of the Department's implementation of SB 447 and the administrative measures being taken to maintain compliance with applicable state law.

Because the Policy establishes internal administrative procedures only, ***no formal action by the Mayor and City Council is required.***



Closing Statement

The Planning and Development Department has reviewed the requirements of SB 447 and determined that many of the administrative practices contemplated by the legislation have already been incorporated into the Department's daily operations. The proposed internal Policy documents those existing practices, promotes consistency in permit administration, and provides staff with a uniform administrative framework for processing Building Permits and Land-Disturbing Activity Permits (LDPs).

The accompanying Policy is being provided ***for your information*** and to keep the governing authority informed of the Department's continued efforts to improve administrative efficiency, maintain transparency, and ensure compliance with applicable state law.

Because the proposed Policy is an internal administrative document, ***no action by the Mayor and City Council is requested or required.***



LAWRENCEVILLE
GEORGIA



4.

Questions?

CITY OF LAWRENCEVILLE

PLANNING AND DEVELOPMENT DEPARTMENT

SB 447 PERMIT ADMINISTRATION AND COMPLIANCE POLICY

Section 1. Purpose and Intent. The purpose of this Policy is to establish a uniform administrative framework for the receipt, processing, review, evaluation, approval, denial, issuance, inspection, enforcement, modification, suspension, expiration, abandonment, and closure of permit applications administered by the City of Lawrenceville.

This Policy is intended to promote consistency, transparency, accountability, and procedural efficiency in the administration of permits and related development activities while maintaining compliance with applicable federal law, state law, local ordinances, adopted codes, technical standards, and administrative procedures.

This Policy is adopted pursuant to and intended to supplement, implement, and coordinate applicable provisions of Georgia law, including but not limited to:

- O.C.G.A. § 8-2-20;
- O.C.G.A. § 8-2-26;
- O.C.G.A. § 12-7-3;
- O.C.G.A. § 12-7-9;
- O.C.G.A. § 12-7-11;
- O.C.G.A. § 36-60-34;
- O.C.G.A. § 36-66-1 et seq.;
- O.C.G.A. § 36-70 et seq.;
- and other applicable provisions of state law governing permit administration, land-disturbing activities, development review, code enforcement, inspections, and related regulatory functions.

Nothing contained herein shall be construed to modify, supersede, redefine, limit, waive, or conflict with any requirement, right, obligation, definition, review timeline, enforcement authority, or procedural standard established by applicable law.

Section 2. Definitions. For purposes of permit administration, workflow processing, inspections, approvals, enforcement actions, review procedures, authorized work, and related permitting activities, status may also include the current administrative condition, classification, designation, or procedural position assigned by the Local Issuing Authority to identify workflow progression, review activity, compliance

condition, enforcement condition, administrative action, or procedural disposition within the permitting system.

For purposes of permit administration, status classifications may include synonymous workflow descriptions, software-generated labels, administrative terminology, or procedural designations having substantially similar meaning as determined by the Local Issuing Authority, provided such interpretation does not conflict with applicable law, ordinance, or adopted code.

A. Status. The current stage of review or action on a building or land disturbing activity permit application.

Status classifications may include, but shall not be limited to, and shall be defined as follows:

1. Abandonment. The failure of an applicant, permit holder, owner, contractor, or responsible party to actively pursue, continue, maintain, respond to, or complete a permit application, approved plans, authorized work, required corrective action, review comments, requests for additional information, deficiency notices, or other permitting obligations within the timeframes established by applicable codes, ordinances, regulations, permit conditions, administrative procedures, or written directives of the Local Issuing Authority.

Abandonment may include, but is not limited to:

- failure to respond to review comments;
- failure to provide requested information;
- failure to submit required revisions or corrections;
- failure to satisfy permit conditions;
- failure to commence or continue authorized work;
- prolonged inactivity;
- expiration due to inactivity; or
- other conduct demonstrating that the application, permit, approval, or authorized work is no longer being actively pursued.

The term "Abandonment" shall include, but not be limited to, abandoned, inactive, expired due to inactivity, administratively abandoned, or lapsed.

2. Approved. All applicable requirements have been satisfied and the submitted plans, documents, and supporting materials comply with applicable building codes, zoning requirements, land disturbance regulations, and adopted standards. The project is approved to proceed toward permit issuance;

however, the permit may not yet be issued pending satisfaction of all remaining administrative requirements, conditions, fees, bonds, agreements, recordings, or other applicable prerequisites.

The term "Approved" shall include, but not limited to, approved plans, plans approved, approved construction plans, or approved set of plans.

- 3. Closed.** All required administrative, regulatory, construction, inspection, recording, and post-development obligations associated with the permit or approval have been satisfied, completed, terminated, or otherwise resolved in accordance with applicable codes, ordinances, regulations, permit conditions, or development requirements.

The term "Closed" shall include, but not limited to, completed, finalized, completed and close, or administratively closed.

- 4. Denied.** The Local Issuing Authority determines that the application, plans, documents, reports, supporting materials, proposed work, or requested authorization do not comply with applicable codes, ordinances, regulations, permit requirements, approved conditions, or adopted standards, and the application is therefore formally denied or rejected.

An application may also be denied or rejected when the Local Issuing Authority determines that the applicant has failed to act in good faith to advance the review process, including, but not limited to:

- failing to adequately respond to review comments, correction notices, deficiency notices, or requests for additional information;
- repeatedly submitting incomplete, deficient, inaccurate, inconsistent, nonresponsive, or substantially unchanged materials;
- failing to provide information reasonably necessary to evaluate compliance with applicable requirements;
- failing to pursue the application within applicable timeframes;
- abandoning the application;
- submitting revisions that do not reasonably address previously issued review comments; or
- otherwise impeding, delaying, frustrating, or preventing completion of the review process.

For purposes of this section, good faith pursuit shall mean the timely and reasonable submission of information, revisions, corrections, clarifications,

and supporting documentation necessary to advance the application toward a review determination.

The term "Denied" shall include, but not limited to, rejected, formally rejected, deficient and rejected, rejected pending resubmittal, application denied or permit denied.

- 5. Expired.** A permit, approval, application, authorization, extension, certificate, or related entitlement is no longer valid or enforceable due to the passage of time, failure to commence work, cessation of work, failure to satisfy required conditions, inactivity, expiration of an authorized time period, or failure to comply with applicable codes, ordinances, regulations, permit conditions, or administrative requirements.

The term "Expired" shall include, but not limited to, lapsed, terminated by expiration, no longer valid, expired permit, or expired approval.

- 6. Incomplete.** An application, plans, documents, reports, fees, signatures, supporting materials, or other required submission elements are missing, deficient, inconsistent, inaccurate, illegible, or otherwise insufficient to allow the Local Issuing Authority to commence or continue substantive review and determine compliance with applicable requirements.

The term "Incomplete" shall include, but not limited to, require re-submittal, pending applicant response, incomplete submission, or pending additional information.

- 7. Issued.** A permit has been officially granted. The applicant is authorized to begin construction or land-disturbing activity. Any required conditions (fees paid, bonds posted, etc.) have been satisfied.

The term "Issued" shall include, but not limited to, authorized, granted, or authorized to proceed.

- 8. Submitted.** An application has been formally received by the local government permitting authority. All required initial documents and fees have been turned in. The application is now in the system but has not yet been reviewed.

The term "Submitted" shall include, but not limited to, filed, received, logged, accepted for intake, submittal, or application received.

Submission does not constitute approval, issuance, or acceptance for substantive technical review.

- 9. Suspended.** Suspended. A permit or application has been temporarily halted. This may occur due to, including but not limited to, violations, public health

or safety concerns, stop work orders, enforcement actions, expired approvals, failure to satisfy permit conditions, failure to comply with applicable laws or regulations, failure to respond to requests of the Local Issuing Authority, or other circumstances requiring the temporary suspension of permit processing or authorized work. Work shall remain suspended until the deficiency or condition giving rise to the suspension has been satisfactorily resolved, as determined by the Local Issuing Authority.

- 10. Under Review.** An application is actively being evaluated by staff. Plan reviewers, engineers, or zoning officials are checking compliance with applicable codes, ordinances, regulations, and adopted standards. Comments, corrections, requests for additional information, or required revisions may be generated during this stage, and the applicant shall be responsible for timely responding to and addressing all identified comments, deficiencies, corrections, and requested revisions necessary to continue the review process.

The term "Under Review" shall include, but not limited to, review, in review, pending review, under evaluation, in process, or substantially similar administrative classifications.

- 11. Withdrawn.** An applicant, owner, permit holder, authorized representative, or responsible party voluntarily requests the removal, cancellation, discontinuation, or termination of a permit application, permit, approval, review process, or authorized work prior to final completion, issuance, expiration, denial, revocation, or administrative closure.

The term "Withdrawn" shall include, but not limited to, voluntarily withdrawn, application withdrawn, permit withdrawn, administratively withdrawn, or withdrawn by applicant.

Section 3. Applicability. This Policy shall apply to all permit applications, development reviews, land disturbance permits, building permits, site development permits, engineering permits, inspections, approvals, certificates, and related administrative authorizations processed by the Planning and Development Department unless otherwise governed by applicable state law, ordinance, adopted code, intergovernmental agreement, or separate departmental policy.

Section 4. Policy Administration, Completeness Determinations, and Review Procedures. The City of Lawrenceville Planning and Development Department shall administer permit applications through a structured workflow process utilizing identifiable procedural statuses, documented administrative actions, written communication practices, and objective intake and review procedures.

The Department recognizes that SB 447 emphasizes:

- procedural accountability,
- timely permit processing,
- identifiable workflow stages,
- written communication,
- completeness determinations,
- and administrative transparency.

Accordingly, the Department shall maintain procedures intended to support consistent and defensible permitting administration.

Section 5. Permitting Workflow Statuses. The Department shall utilize the following workflow classifications for permit administration:

- Abandonment
- Approved
- Closed
- Denied
- Expired
- Incomplete
- Issued
- Submitted
- Suspended
- Under Review
- Withdrawn

No application shall remain without an identifiable workflow classification.

Section 6. Completeness Determinations. The Department shall evaluate submitted applications for completeness in accordance with applicable laws, ordinances, regulations, permit requirements, application checklists, technical standards, and adopted codes.

For purposes of permit administration, workflow processing, and review timelines, the procedural review clock shall begin when the Local Issuing Authority formally receives, processes, and enters a permit application into the permitting system during normal administrative intake operations, and not necessarily at the exact moment an applicant transmits, uploads, or otherwise submits application materials at an arbitrary time or date.

The Local Issuing Authority may evaluate submitted applications to determine whether sufficient plans, reports, fees, supporting documents, technical information, certifications, signatures, forms, and other required materials have been provided to commence substantive review.

A complete application shall include:

- required forms;
- required plans;
- required reports;
- required fees;
- required supporting documents; and
- other submission materials identified by applicable permit requirements, application checklists, ordinances, regulations, technical standards, or adopted codes.

A. Initial Status Determination. During the first three (3) business days following administrative receipt, intake processing, and entry of a permit application into the permitting system by the Local Issuing Authority, the Local Issuing Authority shall determine the current stage of review or action associated with the permit application and provide a written response indicating the applicable permit status classification.

Such written response may include, but shall not be limited to, the following status classifications:

- Submitted;
- Incomplete;
- Under Review; or
- as determined by the Local Issuing Authority based upon the condition, sufficiency, and completeness of the application materials submitted.

B. Submitted Status. Applications determined to be Submitted shall be formally received by the Local Issuing Authority and processed through the permitting system for administrative intake processing.

1. An application classified as Submitted may:

- undergo completeness evaluation;
- be assigned for departmental, technical, engineering, zoning, stormwater, erosion and sedimentation, or code review;

- be designated as Incomplete, Additional Information Required, or Under Review based upon the condition and completeness of the submitted materials;
- require verification of fees, forms, signatures, certifications, supporting documents, reports, or other submission requirements;
- remain pending intake review, staff assignment, or administrative processing; or
- be returned to the applicant for correction, clarification, or resubmittal prior to commencement of substantive review.

2. An application Submitted status does not constitute:

- acceptance for substantive review;
- determination of completeness;
- approval;
- permit issuance;
- authorization to commence work;
- confirmation of code compliance; or
- vested rights inconsistent with applicable law.

C. Incomplete Status. Applications determined to be Incomplete or Additional Information Required shall be identified by the Local Issuing Authority as lacking sufficient plans, reports, fees, supporting documents, technical information, certifications, signatures, forms, or other required materials necessary to commence or continue substantive review in accordance with applicable laws, ordinances, regulations, permit requirements, application checklists, technical standards, or adopted codes.

1. An application classified as Incomplete may:

- remain pending applicant response;
- require resubmittal;
- require additional information, clarification, corrections, or revisions;
- generate deficiency notices, correction comments, or requests for supplemental documentation;
- be administratively delayed pending correction of identified deficiencies;
- be reassigned to Under Review upon determination that sufficient information has been provided to commence substantive review; or

- be rejected, denied, closed, abandoned, expired, or otherwise administratively terminated for failure to adequately respond within applicable timeframes.

The applicant shall be responsible for responding in good faith to all requests for additional information, corrections, revisions, clarifications, or supporting documentation necessary to continue the review process.

2. An Incomplete status does not constitute:

- acceptance for substantive review;
- approval;
- permit issuance;
- authorization to commence work;
- confirmation of code compliance; or
- vested rights inconsistent with applicable law.

D. Under Review Status. Applications determined to be Under Review shall be actively undergoing substantive administrative, technical, engineering, zoning, stormwater, erosion and sedimentation, code, or interdepartmental evaluation by the Local Issuing Authority to determine compliance with applicable laws, ordinances, regulations, permit requirements, approved conditions, technical standards, and adopted codes.

1. Applications classified as Under Review may:

- proceed through substantive administrative or technical review;
- be circulated to departments, consultants, agencies, inspectors, engineers, or technical staff for review and comment;
- generate review comments, correction notices, deficiency notices, requests for additional information, or approval conditions;
- require revised plans, supplemental documentation, technical reports, calculations, certifications, or supporting materials;
- remain pending applicant response, outside agency coordination, technical analysis, or resolution of identified issues;
- proceed through one or more subsequent review cycles following resubmittal or correction response;
- be approved, conditionally approved, suspended, rejected, denied, or otherwise reassigned to a different permit status classification based upon review findings; or

- continue in active review until final administrative disposition by the Local Issuing Authority.

The applicant shall be responsible for timely responding to all review comments, correction notices, deficiency notices, requests for additional information, and required revisions necessary to continue the review process.

E. Review Response Timeline. Following acceptance of a permit application for review, the Local Issuing Authority shall endeavor to provide written review comments, correction notices, deficiency notices, review determinations, or other written review response within ten (10) business days whenever practicable and consistent with:

- applicable law;
- application completeness;
- project complexity;
- interdepartmental coordination;
- outside agency review;
- technical review requirements;
- workload conditions; and
- other circumstances reasonably affecting the review process.

F. Administrative Limitations. Completeness determinations and permit status classifications are administrative threshold determinations only and shall not constitute:

- approval;
- permit issuance;
- authorization to commence work;
- confirmation of final compliance;
- determination of substantive technical compliance; or
- vested rights inconsistent with applicable law.

1. Nothing within this Policy shall be construed to:

- waive applicable state law;
- create vested rights;
- guarantee approval;
- require approval of incomplete or noncompliant applications; or

- limit the authority of the Local Issuing Authority to require compliance with applicable laws, ordinances, regulations, permit conditions, technical standards, or adopted codes.

Section 7. Permit Review Timelines. The procedural review clock should begin when the Local Issuing Authority formally receives and processes the application into the permitting system during normal administrative intake operations, not necessarily the exact moment an applicant transmits or uploads materials at an arbitrary time or date.

A. The Department shall provide the following:

- During the first three (3) business days following administrative receipt, intake processing, and entry of a permit application into the permitting system by the Local Issuing Authority, the Local Issuing Authority shall determine the current stage of review or action associated with the permit application and provide a written response indicating the applicable permit status classification.

Such written response may include, but shall not be limited to, status classifications including Submitted, Incomplete, or Under Review, as determined by the Local Issuing Authority based upon the condition and completeness of the application materials submitted.

- Following acceptance of a permit application for substantive review, the Local Issuing Authority shall endeavor to provide written review comments, correction notices, deficiency notices, review determinations, or other written review response within ten (10) business days whenever practicable and consistent with applicable law, application completeness, project complexity, interdepartmental coordination, outside agency review, technical review requirements, workload conditions, and other circumstances reasonably affecting the review process.

B. Nothing within this Policy shall be construed to:

- waive applicable state law,
- create vested rights,
- guarantee approval,
- or limit the authority of the Local Issuing Authority to require compliance with applicable regulations.

Section 8. Private Professional Inspection Reports. Pursuant to applicable state law and City ordinance, the Building Official may accept inspection reports from approved agencies or individuals.

The Building Official retains authority to determine whether agencies or individuals are acceptable or qualified for purposes of providing inspection reports relied upon by the City.

1. The Building Official may require:

- licensure verification,
- certifications,
- proof of qualifications,
- insurance documentation,
- conflict disclosures,
- or other information reasonably necessary to determine qualification or report acceptability.

Section 9. Recordkeeping and Documentation. The Planning and Development Department shall maintain records relating to:

- status changes,
- review comments,
- inspection reports,
- approvals,
- deficiencies,
- denials,
- enforcement actions,
- and other administrative actions associated with permit processing.

Written communication may include:

- letters,
- email correspondence,
- electronic permitting system notifications,
- review comments,
- inspection reports,
- or other documented communication methods authorized by the Department.

Section 10. Administrative Interpretation. For purposes of permit administration, workflow classifications identified within this Policy may include synonymous administrative classifications, software-generated labels, workflow descriptions, or common permitting terminology having substantially similar procedural meaning as determined by the Local Issuing Authority.

The Local Issuing Authority retains authority to interpret and administer this Policy in a manner consistent with:

- applicable law,
- adopted codes,
- ordinances,
- permit conditions,
- and public health, safety, and welfare.

Section 11. Reservation of Authority. Nothing within this Policy shall be construed to:

- limit the enforcement authority of the City,
- waive compliance with applicable law,
- require approval of noncompliant work,
- restrict the authority of the Building Official,
- or create rights inconsistent with applicable statutes, ordinances, regulations, or adopted codes.

Section 12. Effective Date. This Policy shall become effective upon approval by the Planning and Development Department or other authorized City authority and may be amended administratively as necessary to maintain consistency with applicable law, adopted codes, permitting practices, and operational requirements.



LAWRENCEVILLE

GEORGIA

AGENDA REPORT

MEETING: WORK SESSION, JULY 8, 2026

AGENDA CATEGORY: GENERAL CITY BUSINESS

Item:	Cooperative Purchasing Contract – CINTAS Omnia Agreement 211092607
Department:	Purchasing
Date of Meeting:	Wednesday, July 8, 2026
Fiscal Impact:	N/A
Presented By:	Kenneth Morris, Purchasing Director
Action Requested:	Approval of cooperative agreement through Omnia Partners with Cintas authorizing the City to purchase uniforms, janitorial supplies, safety products, and other eligible goods and services available under the cooperative agreement on an as-needed basis with final contract documents to be prepared by staff and submitted to the City Clerk for City Attorney review and approval prior to execution.

Summary: The Purchasing Division respectfully requests City Council approval of an agreement with Cintas utilizing a competitively solicited cooperative purchasing contract through Omnia Partners Public Sector. The agreement will provide the City with access to a comprehensive inventory of products and services, including employee uniforms, facility and janitorial supplies, floor care products, safety-related items, and other competitively priced commodities and services available under the cooperative contract. Utilizing an established cooperative agreement supports the City's commitment to procurement efficiency while maintaining compliance with applicable purchasing policies and best practices.

Approval of this agreement will establish a citywide purchasing vehicle that departments may utilize on an as-needed basis for operational requirements. By leveraging the purchasing power and competitively awarded pricing available through the cooperative contract, the City can reduce administrative costs associated with conducting multiple solicitations for routine and recurring purchases while maintaining access to a broad range of products from a single source. The agreement does not obligate the City to purchase any minimum quantity of goods or services and

will be utilized only when it is determined to provide the best value to the City. Individual purchases that exceed \$125,000 will be presented independently to Council for consideration.

The cooperative contract provides flexibility for the City to continue its agreement uniforms, janitorial and facility maintenance supplies, safety products, and other related goods and services offered by Cintas under the contract's scope and pricing structure. Departments will continue to follow all applicable procurement procedures, budgetary controls, and approval requirements prior to making purchases under the agreement.

Approval of this agreement supports the City's goals of operational efficiency, fiscal stewardship, and responsible procurement practices by providing a compliant and cost-effective purchasing solution for routine departmental needs. Staff recommends approval of the agreement with Cintas and authorization for the City to utilize the OMNIA Partners cooperative contract for eligible products and services as needed in support of City operations.

Fiscal Impact: This contract is paid out of General Operating from each department's approved budget.

Concurrences: Other departments, agencies, personnel, who agree and have formally supported.

Attachments/Exhibits:

- CityofLawrenceville-626R Workplace Solutions (001299) Agreement.pdf
- CityofLawrenceville-PriceChartExhibit-626.pdf

CITY OF LAWERENCEVILLE - PRICE CHART EXHIBIT

Material Number	Material Desc.	Frequency	Omnia Rental Price
X275	MENS SNAG RESISTANT MM POLO	Weekly (01)	\$0.279
X280	FR CARHARTT JEAN	Weekly (01)	\$0.557
X290	CARHARTT FR CARPENTR	Weekly (01)	\$0.586
X294	CARHARTT FR WORK SH	Weekly (01)	\$0.533
X330	MENS COTTON WORK SHIRT	Weekly (01)	\$0.227
X366	HIGH IMAGE JKT	Weekly (01)	\$0.310
X371	FR CARHARTT WORK PNT	Weekly (01)	\$0.500
X376	CARHARTT ACTIVE JACKET	Weekly (01)	\$1.321
X381	CARHARTT 5 PKT JN	Weekly (01)	\$0.359
X382	CARHARTT CARP JN	Weekly (01)	\$0.341
X383	CARHARTT DUNGAREE PANT	Weekly (01)	\$0.382
X391	CARHARTT FR CVRL	Weekly (01)	\$1.119
X53758	FR JACKET DBLE LYR	Weekly (01)	\$2.079
X53641	CARHARTT HI-VIS COLOR BLOCK	Weekly (01)	\$0.705
X60081	MENS FR BASE LAYER	Weekly (01)	\$1.086
X64943	ARIAT PANT	Weekly (01)	\$0.924
X65777	FR JK 9.5OZ 88C/12N	Weekly (01)	\$1.975
X65858	88/12 JACKET LINER	Weekly (01)	\$1.189
X73478	FRDUNGRE CRHRT INHRT	Weekly (01)	\$0.521
X74533	CARHARTT PANT STRETCH RPSTP	Weekly (01)	\$0.526
X23270	COMFORTFLEX CARGO PANT	Weekly (01)	\$0.280
X8004	LAUNDRY LOCK UP	Weekly (01)	\$1.228
X8010	HANGER RACK	Weekly (01)	\$0.000
X80501	HI VIS BOMBER JACKET	Weekly (01)	\$1.990
X872	JACKET LINER	Weekly (01)	\$0.561
X297	FR CARHARTT T-SHIRT	Weekly (01)	\$0.495
X270	MENS CARGO PANTS	Weekly (01)	\$0.299
X370	MENS CARGO SHORT	Weekly (01)	\$0.289
X677	CINTAS QUILTED BOMBER JACKET	Weekly (01)	\$0.564
X935	CINTAS COMFORT MENS SHIRT	Weekly (01)	\$0.180
X384	CARHARTT SHIRT	Weekly (01)	\$0.299
X2160	SM SHOP TWL-RED	Weekly (01)	\$0.072
X268	T SHIRT PRO KNIT	Weekly (01)	\$0.155
X66275	LADIES SNAG RESISTANT POLO	Weekly (01)	\$0.299
X912	CINTAS CLASSIC COVERALL	Weekly (01)	\$0.227
X9680	BOX HVY DUTY WIPER	Weekly (01)	\$5.963
X259	MENS PROKNIT NG SHIRTS	Weekly (01)	\$0.206
X22935	COMFORTFLEX VENTED BACK SHIRT	Weekly (01)	\$0.191
X23945	COMFORTFLEX WORK PANT	Weekly (01)	\$0.277
X10186	4X6 ACTIVE SCRAPER	Weekly (01)	\$6.942
X106	SERVICE CHARGE	Weekly (01)	\$0.000

X1405	HAND SANITIZER SVC	Weekly (01)	\$10.285
X2278	SIGNET SK1 DETERGENT	Weekly (01)	\$1.131
X2279	SK2 SINK SANITIZER	Weekly (01)	\$1.131
X27026	SIG AIR SVC	Weekly (01)	\$5.142
X27027	SIG AIR RFL CLEAN	Monthly (04)	\$0.000
X27030	SIG AIRADV DSP ALU	Monthly (04)	\$0.000
X27035	SIG ARADV CVR BLACK	Monthly (04)	\$0.000
X27045	SIG AUTOSOAP DSP ALU	Monthly (04)	\$0.000
X27050	SIG AUTOSOAP CVR BLK	Monthly (04)	\$0.000
X27051	SIG AUTOSOAP CVR BLU	Monthly (04)	\$0.000
X27069	SIG SOAP SVC	Weekly (01)	\$14.829
X27070	SIG SOAP RFL FOAM	Monthly (04)	\$0.000
X27082	SIG DUALTP SVC	Weekly (01)	\$0.000
X6680	DISP URINAL MAT SVC	Weekly (01)	\$2.517
X7464	DISP URINAL MAT RFL	Monthly (04)	\$0.000
X7717	WHITE MICROFIBR WIPE	Weekly (01)	\$0.380
X7717	WHITE MICROFIBR WIPE L/R	Weekly (01)	\$2.700
X9210	URINAL SCREEN SVC	Weekly (01)	\$2.517
X9215	URINAL SCREEN RFL	Weekly (01)	\$0.000
X27069	SIG SOAP SVC	Weekly (01)	\$14.829
X10186	4X6 ACTIVE SCRAPER	Weekly (01)	\$6.942
X2279	SK2 SINK SANITIZER	Weekly (01)	\$1.131
X27082	SIG DUALTP SVC	Weekly (01)	\$0.000
X2278	SIGNET SK1 DETERGENT	Weekly (01)	\$1.131
X27026	SIG AIR SVC	Weekly (01)	\$5.142
X6680	DISP URINAL MAT SVC	Weekly (01)	\$2.517
X27083	SIG DUALTP RFL PAPER	Bi-Weekly (01) (C	\$22.216
X27012	SIG ZFOLD RFL PAPER/CS	Monthly (04)	\$0.000
X1410	HAND SANITIZER RFL	Weekly (01)	\$0.000

Workplace Solutions (001299) Cooperative Acceptance Agreement



Location #: 0258
Contract #: 211092607
Customer #: 16108705

CINTAS INTERNAL USE ONLY

Main Corporate Code: → Omnia Nebraska Rental/FS MLA CC #13897 MLA Agreement #
GPO CC #13897 GPO Agreement #211011196

(If locally managed MLA please
replace agreement # with current
Locally Managed MLA)

Customer/Participating Public Agency: CITY OF LAWRENCEVILLE ("Customer") Phone: Date:
Address: 70 S CLAYTON ST City: LAWRENCEVILLE State: GA Zip: 30046

UNIFORM PRODUCT RENTAL PRICING:

ITEM #	DESCRIPTION	STANDARD ITEM	UNIT PRICE	LOSS/DAMAGE REPLACE. VALUE
		☐ Yes ☐ No		
	see attached price addendum	☐ Yes ☐ No		
		☐ Yes ☐ No		
		☐ Yes ☐ No		
		☐ Yes ☐ No		
		☐ Yes ☐ No		

Space for additional entries provided on page 5

This Workplace Solutions Cooperative Acceptance Agreement (this "Acceptance Agreement") is effective as of the date of execution for a term of 60 months from the date of installation or renewal (the "Term").

Standard Name Emblem	\$ 2.99	ea	Standard Agency Emblem	\$ 2.99	ea
Custom Agency Emblem	\$ 3.99	ea	Embroidery	\$ N/A	ea
Uniform Advantage	Item:			\$ 0.065	ea per week
Premium Uniform Advantage	Item:			\$ 0.124	ea per week
Emblem Advantage	Item:			\$ 0.023	ea per week
Prep Advantage	Item:			\$ 0.034	ea per week
Minimum Charge	\$35 per delivery or 50% of initial invoice (the greater of the two).				
Make-Up Charge	\$ 1.50 per garment				
Non-Standard/Special Cut Garment (i.e., non-standard, non-stocked unusually small or large sizes, unusually short or long sleeve or length, etc.) premium				\$	per garment
Under no circumstances will Cintas accept textiles bearing free liquid. Shop towels may not be used to clean up oil or solvent spills.					
Artwork Charge for Logo Mat		\$			
Payment Terms: Net 30					
Size Change	Customer agrees to have employees measured by a Cintas representative using garment "size samples" or Cintas TruFit. A charge of \$ per garment will be assessed for employee's size changed within 4 weeks of installation.				
Other					

WORKPLACE SERVICES PRODUCTS PRICING:

ITEM #	DESCRIPTION	RENTAL FREQ.	INVENTORY	UNIT PRICE
	see attached price addendum			

Space for additional entries provided on page 5

Automatic Lost Replacement Charge	Item:	% of inventory	\$ ea
Automatic Lost Replacement Charge	Item:	% of inventory	\$ ea

	CHECKBOX	INITIALS	DATE
Initial and check box if Unilease. All Garments will be cleaned by customer.	☐		
Initial and check box if receiving Linen Service. Company will take periodic physical inventories of items in possession or under control.	☐		
Initial and check box if receiving direct embroidery. If service is discontinued for any employee or Customer deletes any of the garments direct embroidery for any reason, or terminates this Acceptance Agreement for any reason or fails to renew this Acceptance Agreement, Customer will purchase all direct embroidered garments at the time they are removed from service at the then current replacement values. (See Section 6 of Cintas General Service Terms Section).	☐		

Page 133

Cintas Representative Initials: Customer Initials:

OMNIA PARTICIPATING PUBLIC AGENCIES TERMS

1. **Participating Public Agencies:** Cintas Corporation No. 2 ("Cintas") agrees to extend the same terms, conditions, and covenants agreed to under the OMNIA Vendor Agreement executed between Cintas and University of Nebraska (the "Master Agreement") to other government agencies ("Participating Public Agencies") that, in their discretion, desire to access the Master Agreement in accordance with all terms and conditions contained herein or attached hereto. Each Participating Public Agency will be exclusively responsible and deal directly with Cintas on matters relating to length of agreement, ordering, delivery, inspection, acceptance, invoicing, and payment for products and services in accordance with the terms and conditions of the Master Agreement. By executing this Acceptance Agreement, the Customer identified on Page 1 herein agrees to be bound by the terms and conditions set forth in the Master Agreement as a Participating Public Agency and the terms and conditions set forth in this Acceptance Agreement. Master Agreement #001299 available at <https://www.omniapartners.com/publicsector>.
2. **Dispute Resolution – Arbitration and Class Waiver:** This provision shall take precedence over and supersede any contrary or conflicting provision in the Master Agreement.
 - a. **Arbitration Notice:** Customer agrees to the maximum extent permitted by law that any dispute, controversy, or claim arising out of or relating to this Acceptance Agreement (including its enforcement, performance, breach, arbitrability, or interpretation) or to the products or services provided hereunder will be submitted to and resolved by final and binding individual arbitration. ARBITRATION MEANS THAT AN ARBITRATOR, AND NOT A JUDGE OR A JURY, WILL DECIDE THE DISPUTE, CONTROVERSY, OR CLAIM. BY ACCEPTING THESE TERMS, YOU AND CINTAS ARE EACH EXPRESSLY WAIVING THE RIGHT TO A TRIAL BY JURY AND TO PURSUE OR PARTICIPATE IN ANY CLASS ACTION, COLLECTIVE ACTION, OR REPRESENTATIVE CLAIMS OR PROCEEDINGS EITHER IN ARBITRATION OR IN ANY COURT. To the extent a class or collective action or representative claim or proceeding may not be waived, you agree to stay any such actions, claims, and proceedings until after all actions, claims, and proceedings subject to arbitration are fully resolved.
 - b. **Arbitration Procedures:** Any arbitration between Customer and Cintas will be governed by the Commercial Dispute Resolution Procedures and the Supplementary Procedures for Consumer Related Disputes (collectively, "AAA Rules") of the American Arbitration Association ("AAA"), as modified by this Acceptance Agreement, and will be administered by the AAA. The AAA Rules and filing forms are available online at www.adr.org, by calling the AAA at 1-800-778-7879, or by contacting Cintas. Any arbitration hearings will take place in the state in which Customer is located; provided, however, that if the claim is for \$10,000 or less, Customer may choose for the arbitration instead to be conducted: (i) solely on the basis of documents submitted to the arbitrator; or (ii) through a telephonic hearing. The arbitrator must issue a reasoned written decision sufficient to explain the essential findings and conclusions on which the decision and award, if any, are based.
 - c. **Fees:** Arbitration fees will be assessed consistent with the AAA Rules.
 - d. **No Class Actions in Arbitration or in Any Court, No Jury Trial:** CUSTOMER AND CINTAS AGREE THAT, TO THE MAXIMUM EXTENT PERMITTED BY LAW, EACH MAY BRING CLAIMS AGAINST THE OTHER ONLY IN THEIR INDIVIDUAL CAPACITIES AND NOT AS A PLAINTIFF OR CLASS MEMBER IN ANY PURPORTED CLASS OR REPRESENTATIVE PROCEEDING, WHETHER IN ARBITRATION OR IN ANY COURT. FURTHER, UNLESS BOTH CUSTOMER AND CINTAS AGREE OTHERWISE, AN ARBITRATOR OR JUDGE MAY NOT CONSOLIDATE MORE THAN ONE PARTICIPATING PUBLIC AGENCY'S CLAIMS AND MAY NOT OTHERWISE PRESIDE OVER ANY FORM OF A REPRESENTATIVE OR CLASS PROCEEDING.
FOR THE AVOIDANCE OF DOUBT, CUSTOMER AND CINTAS AGREE TO RESOLVE ANY DISPUTE ON AN INDIVIDUAL, NON-REPRESENTATIVE, NON-CLASS BASIS IN ARBITRATION, BUT IF FOR ANY REASON SUCH DISPUTE PROCEEDS IN COURT, CUSTOMER AND CINTAS AGREE TO WAIVE ANY RIGHT TO HAVE THE DISPUTE PROCEED AS A CLASS ACTION OR IN ANY REPRESENTATIVE CAPACITY WHATSOEVER. IF THE DISPUTE PROCEEDS IN COURT, CUSTOMER AND CINTAS AGREE TO WAIVE ANY RIGHT TO A TRIAL BY JURY.
 - e. **Enforceability:** If the requirement to submit any and all disputes, controversies, and claims to binding arbitration is found to be unenforceable or contrary to applicable law, the dispute, controversy or claim will be resolved in accordance with, and governed by, the laws of the State in which the Participating Public Agency exists.
 - f. **Severability:** If any section or provision of this ¶ 2, Dispute Resolution – Arbitration and Class Waiver, is found to be unenforceable or invalid, the parties will substitute an enforceable provision that, to the maximum extent possible under applicable law, preserves the original intentions of the parties, and the remainder will be given full force and effect.
3. **Dispute Resolution – Timing of invoice challenges:** Requests for an invoice adjustment or challenges to invoice amounts must be received by Cintas within 60 days of Customer's receipt of the contested invoice, or any billing dispute is waived. Notification to Cintas of a request for an invoice adjustment must be made in writing and must include the invoice number, disputed amount, and the reason for the disputed charge.
4. In the event of any conflict between this Acceptance Agreement and the Master Agreement, the Master Agreement shall prevail, except to the extent this Acceptance Agreement specifically provides that it is superseding a provision in the Master Agreement.

CINTAS GENERAL SERVICE TERMS SECTION

1. **Prices:** Customer agrees to rent from Cintas, and Cintas agrees to provide to Customer, all of Customer's requirements for uniform rental products and services at the prices listed in the Master Agreement, including annual price adjustments. An amendment to this Acceptance Agreement is not required when pricing in the Master Agreement is updated and adjusted. There will be a minimum charge of thirty-five dollars (\$35.00) or 50% of initial invoice (whichever is greater) per delivery (the "Minimum Stop Charge") for each Customer location required to purchase its rental services from Cintas as set forth in this Acceptance Agreement. The Minimum Stop Charge shall supersede any conflicting or different term in the Master Agreement.
2. **Buyback of Non-Standard Garments:** Customer has ordered from Company a garment rental service requiring garments that may not be standard to Company's normal rental product line or include direct embroidery or an unusual emblem placement. Non-standard items will also include standard garments that have been embroidered. Those non-standard products will be designated as such under Garment Description in the Uniform Product Rental Pricing Chart(s). In the event the Customer deletes a non-standard product, alters the design of the non-standard product, fails to renew the Acceptance Agreement, or terminates the Acceptance Agreement in whole or in part for any reason, the Customer agrees to buy back all remaining non-standard products allocated to Customer that the Company has in service and out of service at the then current Loss/Damage Replacement Values.
3. **Garments' Lack of Flame Retardant or Acid Resistant Features:** Unless specified otherwise in writing by Cintas, the garments supplied under this Acceptance Agreement are not flame retardant or acid resistant and contain no special flame retardant or acid resistant features. They are not designed for use in areas of flammability risk or where contact with hazardous materials is possible. Flame resistant and acid resistant garments are available from Cintas upon request. Customer warrants that none of the employees for whom garments are supplied pursuant to this Acceptance Agreement require flame retardant or acid resistant clothing.
4. **Logo Mats:** In the event that Customer decides to delete any mat bearing the Customer's logo (Logo Mat) from the rental program, changes the design of the Logo Mats, terminates this Acceptance Agreement for any reason or fails to renew this Acceptance Agreement, the Customer will purchase at the time of deletion, design change or termination, all remaining Logo mats that Cintas has in service and out of service held in inventory at the then current Loss/Damage Replacement Value.
5. **Adding Employees:** Additional employees and merchandise may be added to this Acceptance Agreement at any time upon written or oral request by the Customer to Cintas. Any such additional employees or merchandise shall automatically become a part of and subject to the terms of this Acceptance Agreement. If such employees are employed at a Customer location that is then participating under this Acceptance Agreement, the Customer shall pay Cintas the one-time preparation fee indicated on the Master Agreement and / or outlined above. Customer shall not pay Cintas any one-time preparation fee for garments for employees included in the initial installation of a Customer location. There will be a one-time charge for name and/or company emblems when employees are added to the program in garments requiring emblems.
6. **Emblem Guarantee:** If Customer has requested that Cintas supply emblems designed exclusively for Customer featuring Customer's logo or other specific identification (hereinafter "Customer Emblems"), Cintas will maintain a sufficient quantity of Customer Emblems in inventory to provide for Customer's needs and maintain a low cost per emblem through quantity purchases.
In the event Customer decides to discontinue the use of Customer Emblems, changes the design of the Customer Emblems, terminates this Acceptance Agreement for any reason or fails to renew this Acceptance Agreement, the Customer will purchase at the time of deletion, design change, termination or expiration, all remaining Customer Emblems that Cintas allocated to Customer at the price indicated on the Master Agreement and / or outlined above of this Acceptance Agreement. In no event shall the number of Customer Emblems allocated to Customer exceed the greater of (a) twelve (12) months' volume for each unique Customer Emblem or (b) a quantity agreed to by Cintas and Customer and noted on the Master Agreement and / or outlined above.
7. **Terminating Employees:** Subject to the provisions of this Acceptance Agreement, the weekly rental charge attributable to any individual leaving the employ of the Customer, or on a temporary leave of absence of three (3) weeks or more, shall be terminated upon oral or written notice by the Customer to Cintas but only after all garments issued to that individual, or value of same at the then current Loss/Damage Replacement Values, are returned to Cintas.
8. **Replacement:** In the event any merchandise is lost, stolen or is not returned to Cintas, or is destroyed or damaged by fire, welding damage, acid, paint, ink, chemicals, neglect or otherwise, the Customer agrees to pay for said merchandise at the then current Loss/Damage Replacement Values.
9. **Additional Customer Locations:** Notwithstanding anything to the contrary contained herein, there will be a minimum term equal to the greater of thirty-six (36) months or the remainder of the Term for any individual Customer location added after the date of this Acceptance Agreement.

10. **Termination for Unavailability of Funds:** If Customer intends to terminate this Acceptance Agreement pursuant to Section 36 of the Master Agreement due to a reduction in local, state, and/or federal funding ("Funding Termination"), Customer shall give prompt written notice to Cintas along with documentation evidencing the extent of unavailability or reduction of funding. In the event that Customer's funding is sufficient to finance this Acceptance Agreement in part, then prior to termination, Cintas shall have the option, in its sole discretion, to reduce the scope of this Acceptance Agreement to conform with the available funds, and Customer shall cooperate in good faith with Cintas to amend this Acceptance Agreement to reflect such reduced scope. If Customer complies with the notice and scope reduction requirements in this Section 10, the termination charges in Section 11 shall not apply to such Funding Termination. If Customer does not comply with the notice and scope reduction requirements in this Section 10, the termination charges in Section 11 shall apply to such Funding Termination. This provision shall take precedence over and supersede any contrary or conflicting provision in the Master Agreement.
11. **Additional Items:** Additional Customer employees, products and services may be added to this Acceptance Agreement and shall automatically become a part of and subject to the terms hereof and all of its provisions. If this Acceptance Agreement is terminated early for convenience, the parties agree that the damages sustained by Cintas will be substantial and difficult to ascertain. Therefore, if this Acceptance Agreement is terminated by Customer prior to the applicable expiration date for any reason other than documented quality of service reasons which are not cured, or terminated by Cintas for non-payment by Customer at any time Customer will pay to Cintas, as termination charges and not as a penalty based upon the following schedule:
- If this Acceptance Agreement is cancelled for convenience in the first twelve months of the term, Customer shall pay as termination charges equal to 52 weeks of rental service.
 - If this Acceptance Agreement is cancelled for convenience in months thirteen (13) through twenty-four (24) of the term, Customer shall pay as termination charges equal to thirty-nine (39) weeks of rental service.
 - If this Acceptance Agreement is cancelled for convenience in months twenty-five (25) through thirty-six (36) of the term, Customer shall pay as termination charges equal to twenty-six (26) weeks of rental service.
 - If this Acceptance Agreement is cancelled for convenience after thirty-six (36) months of service, Customer shall pay as termination charges of thirteen (13) weeks of rental service.
 - Customer shall also be responsible to return all of the merchandise allocated to such Customer locations terminating this Acceptance Agreement at the then current Loss/Damage Replacement Values and for any unpaid charges on Customer's account prior to termination.
12. **No Federal Contractor:** As a material condition of this Acceptance Agreement, Customer represents and warrants that: (a) this Acceptance Agreement is not federally funded; (b) this Acceptance Agreement does not constitute, and is not entered into to support a federal government contract, subcontract or third party contract; (c) Cintas does not hereby become a subrecipient, subgrantee, project participant, or third party contractor or subcontractor in relation to any contract with the federal government; and (d) by entering this Acceptance Agreement, Cintas does not become obligated to comply with federal regulations or federal laws (including specifically the Service Contract Act), whether by virtue of such obligation flowing down from a contract between Customer and any third party, by virtue of federal funding being used in relation to this project, or otherwise. In the event that any of the foregoing is or becomes untrue, Cintas shall have the option to unilaterally terminate this Acceptance Agreement.
13. **Prevailing Wage/Living Wage:** Customer represents and warrants that this Acceptance Agreement is not subject to laws pertaining to prevailing wages, living wages, or other wage and/or benefit requirements established by law ("Wage Statutes"). Customer agrees and acknowledges that it will not attempt to enforce any Wage Statutes in relation to this Acceptance Agreement and Customer hereby waives and releases Cintas from any and all fines, penalties, interest, or other costs, expenses, or charges of any type imposed by any federal, state, or local authority in relation to Cintas's failure to satisfy any such Wage Statute in relation to this Acceptance Agreement.
14. **PO Economic Terms:** The Parties agree that terms and conditions set forth in any purchase order, Statement of Work, or similar document ("Order Document") will be limited to economic and/or logistical terms such as product type, pricing, dates of service, etc., and that any terms and conditions in an Order Document that conflict with, or could be construed to modify, alter, or expand the terms and conditions set forth in this Acceptance Agreement will be null and void.
15. **Customer Type:** Customer must select the appropriate response below:
Is Customer a United States Federal government agency or instrumentality?
- ☐ Yes ☒ No (If Yes, Customer must provide any applicable U.S. Federal government flowdown terms and conditions, which will only be binding on Cintas if attached hereto and agreed to by Cintas prior to execution of this Acceptance Agreement).
16. **Customer Funding Source:** Customer must select the appropriate response below:
Will Customer pay for the goods and services ordered under this Acceptance Agreement with any United States Federal government funds?
- ☐ Yes ☒ No (If Yes, Customer must provide any applicable U.S. Federal government flowdown terms and conditions, which will only be binding on Cintas if attached hereto and agreed to by Cintas prior to execution of this Acceptance Agreement).
17. **Additional Terms:** Customer must select the appropriate response below:
Does Customer require any additional terms and conditions to be incorporated into this Acceptance Agreement, or is Customer accepting the Acceptance Agreement without additional terms?
- ☐ Yes, additional terms required (If Yes, Customer must provide any applicable additional terms and conditions using Addendum A – Additional Terms, which will only be binding on Cintas if attached hereto and agreed to by Cintas prior to execution of this Acceptance Agreement).
- ☒ No additional terms needed
18. I authorize Cintas to verify my credit on Credit.net and/or by contacting the parties provided. I am authorized to sign on behalf of this company. In addition, I authorize Cintas to open a new account on behalf of the company and deliver the products or services listed above at the agreed upon pricing and delivery terms.

Cintas Location #:

Cintas Representative Signature:

Title:

Accepted-GM:

Cintas Enterprise Account: ☐ Yes ☐ No

Cintas Enterprise Partner Name:

Customer Signature:

Print Name:

Print Title:

Email:

Customer Contact:

Customer Contact Email:

Accounts Payable Contact Billing Information

PLEASE SKIP THIS PAGE IF NO UPDATES TO BILLING

How should the Business Name read on the invoice?

Do you have other sites/locations within your company that are set up for billing with Cintas? ☐ YES ☐ NO ☐ UNSURE

Are you Tax Exempt? ☐ YES ☐ NO If Yes, where can I get a copy of your tax-exempt form?

PAYER INFORMATION: This section covers the address where the person who pays the bills is and their contact information.

Account Payable Contact Name:

Account Payable Contact Phone #:

Account Payable Email:

Payer Street Address:

City: ST/PROV: ZIP/PC:
We will use the Payer address above as the address that is used for credit reference/credit check if it is different from service address.

BILL-TO INFORMATION: This section covers where the bill will be mailed/sent to.

☐ Same as Payer OR ☐ Same as Sold-To

Bill-To Street Address:

City: ST/PROV: ZIP/PC:

WE CAN CUSTOMIZE HOW YOU RECEIVE YOUR BILL FOR PAYMENT PROCESSING

Invoice Delivery (choose one): ☐ Leave at Site and Email ☐ Email Only ☐ Physically Mail ☐ Leave at site after service

Do invoices require a purchase order? ☐ YES ☐ NO If yes, please provide PO#

Will the same PO need to appear on each invoice? ☐ YES ☐ NO Is there an expiration date?

PAYMENT TERMS: Net 30 Standard

PAYMENT OPTIONS

☐ Check

☐ ACH/EFT - We will have our ACH/EFT team contact the AP contact above with ACH/EFT payment details

☐ Credit Card - We will have our Payment Center contact the AP Contact above for credit card details

Unless noted below, your AP contact above will be automatically registered to manage your Cintas account online with myCintas Billing. myCintas allows you to conveniently access your account anytime using your computer, tablet, or mobile device!

Do not send information about Online Bill Pay (US Only)

Cintas Representative Initials:

Customer Initials:

16108705 - CITY OF LAWRENCEVILLE
18 S CLAYTON ST LAWRENCEVILLE GA 30046

16109622 - CITY OF LAWRENCEVILLE
435 W PIKE ST LAWRENCEVILLE GA 30046

16108945 - CITY OF LAWRENCEVILLE
435 W PIKE ST LAWRENCEVILLE GA 30046

16108709 - CITY OF LAWRENCEVILLE
18 S CLAYTON STREET LAWRENCEVILLE GA 30046

16111607 - CITY OF LAWRENCEVILLE
20 S CLAYTON ST LAWRENCEVILLE GA 30046

16108949 - CITY OF LAWRENCEVILLE
435 W PIKE ST LAWRENCEVILLE GA 30046

16108252 - CITY OF LAWRENCEVILLE
70 S CLAYTON STREET LAWRENCEVILLE GA 30046

18931069 - CITY OF LAWRENCEVILLE
72 S CLAYTON ST LAWRENCEVILLE GA 30046

16113673 - CITY OF LAWRENCEVILLE
70 S CLAYTON ST LAWRENCEVILLE GA 30046

16109229- LAWRENCEVILLE ART CENTER
128 W PIKE ST LAWRENCEVILLE, GA 30046

27319580 - CITY OF LAWRENCEVILLE (Facilities)
435 W PIKE ST, STE 100 LAWRENCEVILLE GA 30046



LAWRENCEVILLE

GEORGIA

AGENDA REPORT

MEETING: WORK SESSION, JULY 8, 2026

AGENDA CATEGORY: GENERAL CITY BUSINESS

Item:	Amendment to Alcohol Ordinance for updates to the Appeal Board
Department:	Finance
Date of Meeting:	Wednesday, July 8, 2026
Fiscal Impact:	n/a
Presented By:	Keith Lee, Chief Financial Officer
Action Requested:	Staff is requesting Mayor and Council feedback on proposed amendments to Chapter 4, Alcoholic Beverages, of the City Code to clarify the City's administrative appeal process for alcohol-related licensing decisions, including employee pouring permits.

Summary: Staff will present proposed updates to the City's alcohol ordinance to strengthen and clarify the administrative appeal process for alcohol-related licensing decisions. The current ordinance provides appeal rights in certain areas, including denial, suspension, or revocation matters, but the appeal structure would benefit from clearer language identifying the appeal body, its membership, its authority, and the procedure for hearings.

The proposed structure would establish an Alcohol Licensing Appeals Board to hear appeals from final administrative decisions under Chapter 4. The proposed board would consist of the Code Enforcement Director, the City Clerk or designee, and the Assistant Finance Director - Operations.

These positions were selected to provide an administrative review body that is knowledgeable about City operations but separated from the Finance staff responsible for issuing alcohol licenses.

The proposed amendments are intended to improve procedural clarity, protect due process, and give applicants, licensees, and pouring-permit applicants a clear path for review when an appealable administrative decision is made. The draft also clarifies notice requirements, filing deadlines, hearing procedures, burden of proof, board authority, recusals, alternate members, and judicial review.

This discussion does not change alcohol licensing standards, hours of sale, distance requirements, license qualifications, or enforcement expectations. The focus is procedural: making sure the ordinance clearly explains who hears appeals, how appeals are filed, how hearings are conducted, and what authority the appeal board has.

Background: Chapter 4 of the City Code governs alcoholic beverages within the City of Lawrenceville. The chapter includes provisions for alcohol licenses, employee pouring permits, operational requirements, inspections, audits, penalties, suspensions, and revocations.

The current ordinance already recognizes that certain alcohol-related decisions may be appealed. For example, Section 4-110 provides that no license shall be denied, suspended, or revoked without the opportunity for a hearing, and it also states that this provision applies to employee pouring permits. Section 4-145 also requires written notice when a pouring permit applicant is found ineligible and references the right to appeal.

However, the ordinance currently refers to a “Board of Appeals” without clearly establishing a dedicated alcohol licensing appeals board, defining its membership, identifying alternates, or fully describing the board’s authority in different types of appeals. That creates avoidable ambiguity, especially for pouring-permit denials or other administrative decisions that do not fit neatly into a license suspension or revocation framework.

The proposed amendment would create a defined Alcohol Licensing Appeals Board within Chapter 4. The board would hear appeals from final administrative decisions involving alcohol licenses, employee pouring permits, permits, approvals, suspensions, revocations, denials, administrative terminations, or refusals to renew, unless another appeal procedure is expressly provided by ordinance.

The proposed membership is designed to avoid having the same staff responsible for issuing licenses also serve as the appellate decision-maker. The CFO and Assistant Finance Director - Revenue are involved in the alcohol licensing function. For that reason, the proposed board uses the Code Enforcement Director, the City Clerk or designee, and the Assistant Finance Director - Operations. The City Attorney or designee would serve as legal advisor to the board but would not vote.

The proposed changes would also clarify the appeal process. An affected person would file a written appeal with the City Clerk within 15 calendar days after written notice of the decision. The board would conduct a hearing, allow the appellant to be represented by counsel, permit evidence and argument, and issue a written decision. The appellant would bear the burden of proof.

For pouring permits, the proposed language would make clear that a denied applicant may appeal to the Alcohol Licensing Appeals Board. It would also clarify that filing an appeal does not authorize the applicant to sell, serve, dispense, or handle alcoholic beverages unless and until the permit is issued.

The proposed amendment is intended to improve the ordinance's administrative durability. It gives applicants and licensees a clearer process, gives staff a more consistent procedure to follow, and gives the City a stronger record if a decision is later challenged.

Fiscal Impact: n/a

Attachments/Exhibits:

- Chapter 4 ALCOHOLIC BEVERAGES – redline.docx

PART II - CODE
Chapter 4 ALCOHOLIC BEVERAGES

Chapter 4 ALCOHOLIC BEVERAGES¹

ARTICLE I. IN GENERAL

Sec. 4-1. Sale within City limits; license a privilege; severability.

- (a) Alcoholic beverages may only be sold in the City under a license granted by the City Manager upon the terms and conditions provided in this chapter.
- (b) All licenses in this chapter shall be a mere grant of privilege to carry on the business during the term of the license, subject to all terms and conditions imposed by this Code and State law.
- (c) All licenses issued pursuant to this chapter shall have printed on the front these words:

"THIS LICENSE IS A PRIVILEGE SUBJECT TO BE REVOKED AND ANNULLED AND IS SUBJECT TO FURTHER ORDINANCES WHICH MAY BE ENACTED."

- (d) Any holder of a license issued pursuant to this chapter is required to apply for and obtain an alcoholic beverage license from the State before any sales commence. Additionally, City licensees are required to abide by all applicable State regulations and laws.
- (e) It shall be unlawful for any person to sell or possess for the purpose of sale any alcoholic beverage where the person does not have a license granted by the City to sell or possess for sale these alcoholic beverages, or to sell or make deliveries beyond the boundaries of the premises covered by the license. Violations of this section shall result in a fine of not less than \$500.00 and/or up to 30 days in jail.
- (f) Severability. Should any part, paragraph or portion of this chapter be declared invalid for any reasons by any court of competent jurisdiction, such declaration shall not affect the remaining portions of this chapter not so declared to be invalid, but all such remaining portions of this chapter shall remain in full force and effect as if they were separately adopted.

(Ord. No. 2023-4, 10-23-2023)

¹Editor's note(s)—Ord. No. 2023-4, adopted October 23, 2023, repealed ch. 4 and enacted a new ch. 4 as set out herein and as may later be amended. Former ch. 4 pertained to similar subject matter and derived from 2005 Code §§ 34-101—34-104, 34-106—34-109, 34-150, 34-151, 34-170, 34-172—34-185, 34-187—34-195, 34-200—34-204, 34-206—34-210, 34-250—34-253, 34-300, 34-350; Ord. No. 2011-XX, adopted June 2, 2012; Ord. No. 2764-001, adopted August 6, 2012; Ord. No. 2013-17, adopted October 7, 2013; an Ord. adopted December 17, 2014; Ord. No. 2015-99, adopted May 6, 2015; Ord. No. 2016-16, adopted June 6, 2016; Ord. No. 2016-19, adopted August 1, 2016; Ord. No. 2016-28, adopted November 7, 2016; Ord. No. 2016-30, adopted December 14, 2016; Ord. No. 2018-28, adopted November 5, 2018; Ord. No. 2019-4, adopted January 7, 2019; Ord. No. 2019-15, adopted April 10, 2019; Ord. No. 2019-18, adopted July 10, 2019; An Ord. adopted December 11, 2019; Ord. No. 2021-14, adopted December 15, 2021; and Ord. No. 2023-1, adopted February 27, 2023.

State law reference(s)—Local licensing authority, O.C.G.A. § 3-3-2; local regulatory authority, O.C.G.A. §§ 3-4-49, 3-5-40 et seq., 3-6-40.

Sec. 4-2. Definitions.

The following words, terms and phrases, when used in this chapter, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Alcohol means ethyl alcohol, hydrated oxide of ethyl, or spirits of wine, from whatever source or by whatever process produced.

Alcohol Licensing Appeals Board means the administrative appeals board established under this chapter to hear appeals from final administrative decisions involving alcoholic beverage licenses, employee pouring permits, permits, approvals, suspensions, revocations, denials, administrative terminations, or other actions made under this chapter.

Alcoholic beverage means and includes all alcohol, distilled spirits, beer, malt beverage, wine or fortified wine as defined in this section.

Alcoholic frozen consumables means a frozen consumable that contains any measurable amount of ethyl alcohol, which is regulated by and in accordance with Georgia Department of Revenue Policy Bulletin ATD-2019-01.

Art shop means a retail business located in the Downtown Entertainment District devoted exclusively to providing art education limited to instruction in painting, sculpture, and similar crafts. An art shop may also sell portraits, paintings, sculptures, art supplies, and similar crafts or display for viewing portraits, paintings, sculptures and similar artwork. An art shop shall not allow any activities that would cause the business to be an adult entertainment establishment, as defined in section 12-401.

Beer or malt beverage means any alcoholic beverage obtained by the fermentation of any infusion or decoction of barley, malt, hops, or any other similar product, or any combination of such products in water, containing not more than 14 percent alcohol by volume, and including ale, porter, brown, stout, lager beer, small beer, strong beer, and hard cider as may be defined by state law. Also included are beverages known as nonalcoholic beer, which is made by fermentation of any infusion or decoction of barley, malt, hops, or other products, and containing less than three percent, but more than 0.1 percent alcohol by volume. The term "malt beverage" does not include sake, known as Japanese rice wine.

Brewer means a manufacturer of beer or malt beverages.

Brewpub means a restaurant in which beer or malt beverages are manufactured or brewed, subject to State law barrel production limitations.

Church means a permanent building where persons regularly assemble for religious worship.

City Manager means the person holding the official title of Manager for the City or the Manager's designee.

Distilled spirits or spirituous liquor means any alcoholic beverage obtained by distillation or containing more than 24 percent alcohol by volume.

Distiller means a manufacturer of distilled spirits or spirituous liquor.

Fixed salary means the amount of compensation paid any member, officer, agent, or employee of a bona fide private club as may be fixed for him by its members at a prior annual meeting or by the governing body out of the general revenue of the club and shall not include a commission on any profits from the sale of alcoholic beverages. For the purpose of this definition, tips or gratuities which are added to the bills under club regulation shall not be considered as profits from the sale of alcoholic beverages.

Food means prepared meals or individual items that are required to be cooked, heated, or prepared on-site and does not include pre-packaged or processed items that are purchased and do not require preparation on-site.

Created: 2026-02-05 12:05:12 [EST]

(Supp. No. 14)

Fortified wine means any alcoholic beverage containing not more than 24 percent alcohol by volume made from fruits, berries, or grapes either by natural fermentation or by natural fermentation with brandy added. The term includes, but is not limited to, brandy.

Frozen consumables means ice cream, frozen yogurt, frozen custard, popsicles or other frozen consumable or edible products.

Governing authority means the Mayor and City Council of the City of Lawrenceville.

Growler means a reusable container used to transport draft beer or wine for off-premises consumption that is not to exceed 68 ounces and not less than 12 ounces and is filled with beer or wine from a keg by a licensee or an employee of a licensee holding a license as a retail dealer of beer sold in original packages for consumption off the premises from the City or holding a license as a growler shop subject to the provisions of section 4-151.

High gravity beer means any beer or malt beverage containing six percent or more alcohol by volume.

Hotel means any building or other structure providing sleeping accommodations for hire to the general public. Such hotels shall maintain a minimum of 75 rooms available for hire and have one or more public dining rooms with an adequate kitchen. Hotels shall have the privilege of granting franchises for the operation of any licensed establishment described in this chapter and the holder of such franchise shall be included in the definition of a hotel pursuant to this definition.

Indoor commercial recreational establishment.

- (1) The term "indoor commercial recreational establishment" means and is limited to an establishment which:
 - a. Regularly serves prepared food, with a full-service kitchen (a full-service kitchen will consist of a three-compartment pot sink, a stove or grill permanently installed, and a refrigerator, all of which must be approved by the County Health and Fire Departments), prepared to serve food every hour they are open and deriving at least 70 percent of its total annual gross sales from the sale of prepared meals or foods and recreation activities; and
 - b. Wherein the sale of food and alcoholic beverages is incidental to its primary enterprise and activity on the premises.
- (2) The primary activity on the premises of the indoor commercial recreational establishment shall be family-oriented in nature, generally meaning a use which attracts a range of individuals from all age groups. Uses may specifically include, but are not limited to, dinner theaters, bowling centers, and other similar uses. Neither outdoor commercial recreational activities, nor concession stand sales of alcoholic beverages are permitted under this provision. Dance halls, nightclubs, taverns, billiard parlors, skating arenas, adult entertainment and/or sexually related entertainment activities, and similar uses are specifically excluded from this definition of indoor commercial recreational establishments. Furthermore, no indoor commercial recreational establishment shall offer alcoholic beverages for sale during the time it is sponsoring events which primarily attract persons under the lawful drinking age in the State.
- (3) Notwithstanding the limitations set forth in this definition, indoor commercial recreational establishments are allowed to have dancing, provided that the dancing is limited to a dance floor area of five percent of the public floor space of the establishment, or 200 square feet whichever area is smaller.
- (4) Notwithstanding the limitations set forth in this definition, indoor commercial recreational establishments are allowed to have no more than two billiard tables in the establishment.

Indoor publicly owned civic and cultural center means and is limited to publicly owned establishments which the sale of food and alcoholic beverages are incidental to its primary enterprise and activity on the premises. The

Created: 2026-02-05 12:05:12 [EST]

(Supp. No. 14)

term "indoor publicly owned civic and cultural center" includes the City-owned Depot Building, the, the City owned Lawrenceville Arts Center and the Historic Courthouse.

Indoor special event facility means a privately-owned commercial establishment which:

- (1) Provides a gathering space for rental purposes for special events;
- (2) Serves prepared food at every event held at the facility at which alcohol is consumed and has a food or catering preparation area consisting of a sink and warming unit(s), where food is prepared and/or staged;
- (3) Charges a rental fee for use of the event facility for special events;
- (4) Has at least 2,700 square feet of enclosed heated space;
- (5) May allow professional, live, or musical entertainment to be performed on-site indoors during a private special event or a properly permitted special event; and
- (6) Does not allow sexually related adult entertainment as defined in chapter 12 of this Code to be performed in the event facility.

The primary activity on the premises of the indoor special event facility shall be family-oriented in nature, generally meaning a use which attracts a range of individuals from all age groups. Uses may specifically include, but are not limited to: corporate events, wedding receptions, birthday parties, holiday parties, and other similar uses. Bingo parlors, dance halls, nightclubs, taverns, billiard parlors, video arcades, skating arenas, adult entertainment and/or sexually related entertainment activities, as defined in chapter 12 of this Code and similar uses are specifically excluded from this definition of indoor special event facility.

License means an authorization granted by the City to operate as a retail consumption dealer, retail package dealer or wholesale dealer.

Licensed location means a location for which the City has issued a permit allowing the sale of alcoholic beverages.

Licensee means the individual to whom a license is issued or the person designated by the application and approved by the City Manager to be responsible for the day to day operations of a licensed establishment to whom a license is issued or, in the case of closely held partnerships or corporations, all partners, officers, and directors of the partnership or corporation.

Liter means the metric measurement currently used by the United States.

Manufacturer means any maker, producer, or bottler of an alcoholic beverage. The term "manufacturer" also means:

- (1) In the case of distilled spirits, any person engaged in distilling, rectifying, or blending any distilled spirits, however, that a vintner that blends wine with distilled spirits to produce a fortified wine shall not be considered a manufacturer of distilled spirits;
- (2) In the case of malt beverages, any brewer; and
- (3) In the case of wine, any vintner.

Package means a bottle, can, keg, barrel, growler or other original consumer container.

Performing arts facility means and is limited to an establishment:

- (1) Which is located in the Downtown Entertainment District;
- (2) Which operates in a building owned by the City;

Created: 2026-02-05 12:05:12 [EST]

(Supp. No. 14)

- (3) Which has as its principal objective or business the presentation of live music, mainline dramatic arts, plays, theatre productions and stand-up comedy; and
- (4) Which does not feature, show, allow, promote or advertise adult businesses as defined and regulated in chapter 12, including, but not limited to, adult dancing establishments, adult mini-motion picture theatres, adult motion picture theatres, adult motion picture arcades and erotic dance establishments.

Person means any individual, firm, partnership, cooperative, nonprofit membership corporation, joint venture, association, company, corporation, agency, syndicate, estate, trust, business trust, receiver, fiduciary, or other group or combination acting as a unit, body politic, or political subdivision, whether public, private, or quasi-public.

Pouring permit means an authorization granted by the City to dispense, sell, serve, take orders, or mix alcoholic beverages in establishments licensed to serve beer, wine, or liquor for consumption on site (which shall specifically include brewers and distillers if they serve for consumption on site as allowed under State law).

Private club means any nonprofit association organized under the laws of this State which:

- (1) Has been in existence at least one year prior to the filing of its application for a license to be issued pursuant to this chapter;
- (2) Has at least 75 regular dues-paying members;
- (3) Owns, hires or leases a building or space within a building for the reasonable use of its members with:
 - a. A suitable kitchen and dining room space and equipment;
 - b. A sufficient number of employees for cooking, preparing and serving meals for its members and guests; and
 - c. Has no member, officer, agent or employee, directly or indirectly, receiving in the form of salary or other compensation, any profits from the sale of alcoholic beverages beyond a fixed salary as established by its members at any annual meeting or by its governing board out of the general revenue of the club; except that for the purposes of this section, tips which are added to the bills under club regulation shall not be considered as profits from the sale of alcoholic beverages.

Restaurant.

- (1) The term "restaurant" means any public place selling prepared food for consumption by the public on the premises with a full-service kitchen. A full-service kitchen will consist of a three-compartment pot sink, a stove or grill permanently installed, and refrigerator, all of which must be approved by the County Health and Fire Departments. A restaurant will be prepared to serve food every hour they are open and will derive at least as much gross receipts annually from the sale of prepared meals or food as it derives from the sale of alcoholic beverages. A restaurant shall not be permitted to charge a cover charge or fee of any kind for entrance into the premises or into any part of the premises.
- (2) Notwithstanding the limitations set forth in this definition, restaurants are allowed to have dancing, provided that the dancing is limited to a dance floor area of five percent of the public floor space of the establishment or 200 square feet, whichever area is smaller.
- (3) Notwithstanding the limitations set forth in this definition, restaurants are allowed to have no more than two billiard tables in the establishment.

Retail consumption dealer means any person who sells alcoholic beverages for consumption on the premises, at retail, only to consumers and not for resale.

Retail package dealer means any person who sells unbroken packages, at retail, only to consumers and not for resale.

Created: 2026-02-05 12:05:12 [EST]

(Supp. No. 14)

School building or educational building shall apply only to State, County, City, or church school buildings and to such buildings at such other schools in which are taught subjects commonly taught in the common schools and colleges of this State and are accredited by the State or federal government.

Sports club means an association or corporation organized and existing under the laws of the State, organized and operated primarily to provide a location for the patrons thereof to engage in sporting events. To qualify for an alcoholic beverage consumption dealer's license, a sports club must have been actively in operation within the City at least two years prior to an application for license under this chapter. The two-year operational requirement shall not apply to golf club associations or golf club corporations where the selling or the serving of alcoholic beverages is to take place on the golf course premises. A sports club organized or operated primarily for serving of alcoholic beverages shall not qualify for licensing under this article, and accordingly shall not be permitted to serve alcoholic beverages at any time. Unless otherwise indicated, a sports club licensee shall comply with all other requirements imposed upon retail consumption dealers.

Vintner means a manufacturer of wine. This includes a manufacturer of fortified wine if not considered a distiller.

Wholesaler or wholesale dealer means any person who sells alcoholic beverages to other wholesale dealers, to retail dealers, or to retail consumption dealers.

Wine means any alcoholic beverage containing not more than 24 percent alcohol by volume made from fruits, berries, or grapes either by natural fermentation or by natural fermentation with brandy added. The term "wine" includes, but is not limited to, all sparkling wines, champagnes, combinations of such beverages, vermouths, special natural wines, rectified wines, and like products. The term "wine" does not include cooking wine mixed with salt or other ingredients so as to render it unfit for human consumption as a beverage. A liquid shall first be deemed to be a wine at the point in the manufacturing process when it conforms to the definition of wine contained in this section.

(Ord. No. 2023-4, 10-23-2023)

Secs. 4-3—4-22. Reserved.

ARTICLE II. APPLICATION AND FEES

Sec. 4-23. License application, form and contents and advertising requirements.

- (a) All persons desiring to sell alcoholic beverages shall make application on the form prescribed by the City Manager. Separate applications must be made for each location and separate licenses must be issued.
- (b) The application shall include, but not be limited to, the name and address of the applicant; the proposed business to be carried on; if a partnership, the names and residence address of the partners; if a corporation, the names of the officers; the names and address of the registered agent for service of process; the name and address of the manager; and the name of all shareholders holding more than ten percent of any class of corporate stock, or any other entity having a financial interest in each entity which is to own or operate the establishment for which a license is sought.
- (c) All applicants shall furnish data, fingerprints, financial responsibility and other records as required by the City Manager and to ensure compliance with the provisions of this chapter. Failure to furnish data pursuant to such request shall automatically serve to dismiss the application with prejudice.
- (d) All applications shall be sworn to by the applicant before a notary public or other officer empowered by law to administer oaths. No alcoholic beverage license shall be issued to any person unless the building in which

Created: 2026-02-05 12:05:12 [EST]

(Supp. No. 14)

the business will be located is complete and detailed plans of the building and outside premises are attached to the application, or unless proposed plans and specifications and a building permit of a proposed building to be built are attached to the application. The completed building or the proposed building shall comply with ordinances of the City, applicable county regulations, the State Revenue Commissioner, and the State. The proposed building shall also be subject to final inspection and approval when completed by the Building Inspector. Each building in which the business will be located shall contain sufficient lighting so that the building itself and the premises on all sides of the building are visible. Each applicant for an alcoholic beverage license shall attach to the application evidence of ownership of the building or proposed building, or a copy of the lease if the applicant is leasing the building. If the applicant is a franchisee, then such applicant shall attach a copy of the franchise agreement or contract with the application. All premises for which an alcoholic beverage license shall be issued shall afford therein adequate sanitary toilet facilities and shall be adequately illuminated so that all hallways, passageways and open areas may be clearly seen by the customers therein.

(e) Licensing qualifications.

- (1) No license for the sale of alcoholic beverages shall be granted to any person who is not a citizen of the United States or to any person who is not lawfully admitted and lawfully residing in the United States.
- (2) Where the applicant is a partnership or corporation, the provisions of this section shall apply to all partners, officers and majority stockholders. In the case of a corporation the license shall be issued jointly to the corporation and the majority stockholder, if an individual. Where the majority stockholder is not an individual, the license shall be issued jointly to the corporation and its agent registered under the provisions of this chapter. In the case of a partnership, the license will be issued to all the partners owning at least ten percent of the partnership; or if the no partner owns ten percent then the general partner, managing partner or the partner with the greatest ownership will be licensed.
- (3) No person shall be granted any alcoholic beverage license unless it shall appear to the satisfaction of the City Manager that such person, partners, partners in the firm, officers, and directors of the corporation and on-site managers have not been convicted or pled guilty or entered a plea of nolo contendere to any felony or any crime involving moral turpitude, illegal gambling, or illegal possession or sale of controlled substances or the illegal sale or possession of alcoholic beverages, keeping a place of prostitution, solicitation of sodomy, or any sexual related crime within a period of ten years prior to the date of application or the applicant remains on parole or probation for a violation of such a crime or any felony. Completed sentences under the Georgia First Offender Act shall not apply to such consideration. A person's first time conviction for illegal possession of alcohol as a misdemeanor or violation of a City or County ordinance shall not, by itself, make a person ineligible for an alcohol license. An applicant who is found to have falsified an application or any information therein shall be denied a permit.
- (4) Any licensee who is convicted or pleads guilty or pleads no lo contender to a felony or any crime involving moral turpitude, illegal gambling, or illegal possession or sale of controlled substances or the illegal sale or possession of alcoholic beverages, keeping a place of prostitution, solicitation of sodomy, or any sexual related crime shall have the license immediately revoked and canceled.
- (5) It shall be unlawful for any City employee involved in the issuance of alcoholic beverage licenses under this article or elected City Official to have any whole, partial or beneficial interest in any license to sell alcoholic beverages in the City.
- (6) No license for the sale of alcoholic beverages shall be granted to any person who has had any City license revoked within two years prior to the filing of the application.

Created: 2026-02-05 12:05:12 [EST]

(Supp. No. 14)

-
- (7) The City Manager may decline to issue a license when any person having any ownership interest in the operation of such place of business or control over such place of business does not meet the licensing qualifications set forth in this section.
 - (8) All applicants for an alcoholic beverage license must be of good character and all operators, managers, clerks, or other employees shall be of like good character. Corporate or firm applicants shall be of a good business reputation.
 - (9) A license application may be denied to any applicant for any alcoholic beverage license where it appears that the applicant would not have adequate financial participation in the proposed business to direct and manage its affairs, or where it appears that the applicant is intended to be a mere surrogate for a person or persons who would not otherwise qualify for a license for any reason whatsoever.
 - (10) The City Manager may in the Manager's discretion consider extenuating circumstances which may reflect favorably or unfavorably upon the applicant, application, or the proposed location of the business. If in the Manager's judgment the circumstances are such that granting the license would not be in the best interest of the general public, such circumstances may be grounds for denying the application.
- (f) In all instances in which an application is denied under the provisions of this chapter, the applicant may not reapply for a license for at least one year from the final date of such denial.
 - (g) All licensees shall list in their application their home address, home telephone number and places of employment. Thereafter, if any person other than the one listed in the application as manager shall be employed as manager, the name, address, and telephone numbers of the new manager shall be filed with the City Manager within three days of the date of such employment.
 - (h) Each application for license under this chapter shall be accompanied by a certified check for the full amount of the license fee, together with a separate check or cash in the amount of \$300.00 to defray investigative and administrative cost. The City Manager shall have a complete search made of any police record of the applicant based on the information given in the application. Any person applying for more than one license shall pay only one fee to defray investigative and administrative expenses, which fee shall be the largest of the investigative and administrative fees authorized under this Code.
 - (i) Advertisement of intent to engage in business; signs posted. All applicants desirous of obtaining a license for the sale of alcohol shall give notice at their expense of the making of an application by advertisement at least twice a week for two consecutive weeks, said advertisement to begin no later than ten days following submission of the application required by this section, application; form; content; process; deposit. The advertisement shall be published in the newspaper in which the legal advertisements of the City are published. The advertisement referred to herein shall be of type not smaller than ten-point capital in lower case and shall be at least a two-inch, one-column advertisement in size. Said notice shall contain a complete description of the location of the proposed business and shall give the name of the applicant and if a partnership, the names of the partners, whether limited or general, and if a corporation, the names of the officers and all stockholders having more than ten percent of any class of corporate stock therein, and the date the application was filed with the City Manager. The advertisement shall contain the following additional statement:

 "AN APPLICATION HAS BEEN FILED ON (date) WITH THE CITY MANAGER OF THE CITY OF LAWRENCEVILLE FOR A LICENSE TO OPERATE _____ AT THE ABOVE LOCATION. A DECISION ON WHETHER OR NOT TO GRANT OR DENY SUCH A LICENSE WILL BE MADE BY THE CITY MANAGER OF THE CITY OF LAWRENCEVILLE NO LATER THAN THIRTY (30) DAYS FROM THE DATE THE FILED APPLICATION IS DETERMINED TO BE COMPLETE. MEMBERS OF THE PUBLIC ARE INVITED TO NOTE ANY OBJECTIONS, IN WRITING, THAT THEY MAY HAVE TO THE GRANTING OF SUCH A LICENSE BY FILING SAID WRITTEN OBJECTIONS WITH THE CITY MANAGER OF THE CITY OF LAWRENCEVILLE."

Created: 2026-02-05 12:05:12 [EST]

(Supp. No. 14)

-
- (1) Tear sheets and a publisher's affidavit shall be furnished to the City by the applicant(s) prior to the applicant's application being considered complete.
 - (2) The applicant shall cause to be placed at their expense upon the location of the proposed business no later than ten days following submission of the application, a sign or signs stating the following:

"AN APPLICATION HAS BEEN FILED ON (date) WITH THE CITY MANAGER OF THE CITY OF LAWRENCEVILLE FOR A LICENSE TO SELL _____. A DECISION ON WHETHER OR NOT TO GRANT OR DENY SUCH A LICENSE WILL BE MADE BY THE CITY MANAGER OF THE CITY OF LAWRENCEVILLE NO LATER THAN THIRTY (30) DAYS FROM THE DATE THE FILED APPLICATION IS DETERMINED TO BE COMPLETE. MEMBERS OF THE PUBLIC ARE INVITED TO NOTE ANY OBJECTIONS, IN WRITING, THAT THEY MAY HAVE TO THE GRANTING OF SUCH A LICENSE BY FILING SAID WRITTEN OBJECTIONS WITH THE CITY MANAGER OF THE CITY OF LAWRENCEVILLE."
 - (3) The sign or signs required by subsection (i)(2) of this section shall be constructed of wood or metal and shall be placed with the base of the sign not more than three feet from the ground and shall be not less than 36 inches by 36 inches in size and shall face toward all public streets, alleys, sidewalks, or other public property adjoining the proposed location. The statement above shall be printed or painted on the sign in the English language. Such signs shall be placed where they can be easily seen, and the statement above easily read from all public properties adjoining the proposed location. Said sign shall not be required to comply with the requirements of article 10 of the zoning ordinance pertaining to signs.
 - (4) The advertising requirements of this section shall not be required for license renewals or in cases where the location of the proposed business has previously served as a location where alcoholic beverage sales have been licensed within five years of the date of the application for license.

(Ord. No. 2023-4, 10-23-2023)

Sec. 4-24. Withdrawal of application.

Any license application made pursuant to this chapter may be withdrawn by the applicant at any time. If the application is withdrawn before the license is issued, any sums deposited as license fees will be refunded. After issuance of the license, no refunds will be made. No refunds shall be made under any circumstances for investigative and administrative expenses required in this article.

(Ord. No. 2023-4, 10-23-2023)

Sec. 4-25. Expiration; renewal of license.

- (a) All licenses granted under this article shall expire on March 1 of each year. Licensees who desire to renew their licenses shall file applications with the requisite fee with the City Manager on the form provided for renewal of the license for the ensuing year. All renewal applications shall contain an affidavit confirming that the information set forth on the initial application and the criminal history information of the applicant remains true and correct or shall provide an update for any information that has changed since the initial application or last renewal. Applications for renewal must be filed on or before January 31 of each year. Any renewal applications received after January 31 shall be subject to, in addition to the annual fee, a late charge of 20 percent. If the license application is received after March 1, such application shall be treated as an initial application and the application shall be required to comply with all rules and regulations for the granting of licenses as if no previous license had been held. If a license application is received after March 1, investigative and administrative cost will be assessed. The establishment shall immediately stop selling

Created: 2026-02-05 12:05:12 [EST]

(Supp. No. 14)

alcohol and remove all alcoholic beverages offered for sale on the premises on March 2 of each year unless the establishment has applied for and received a renewal of its license.

- (b) All licenses granted under this article shall be for a period of no more than one year and shall expire on March 1 of each year. The full license fee must be paid for a license application filed prior to September 1 of the licensed year. One-half of a full license fee shall be paid for a license application filed after September 1 of the license year, except for applications for temporary or event licenses authorized under this article.

(Ord. No. 2023-4, 10-23-2023)

Sec. 4-26. Automatic license forfeiture for non-use.

Any holder of any license under this article who shall, for a period of three consecutive months after the license has been issued, cease to operate the business and sale of the products authorized shall, after the three-month period, automatically forfeit the license without the necessity of any further action.

(Ord. No. 2023-4, 10-23-2023)

Sec. 4-27. Transferability of license.

- (a) No license for the sale of alcoholic beverages shall be transferable, except as otherwise provided in this section.
- (b) Nothing in this section, however, shall prohibit one or more of the partners holding a license to withdraw from the partnership in favor of one or more of the partners who were partners at the time of the issuance of the license. This section shall not prohibit transfer of stock between persons who held stock in the corporation at the time of issuance of the license nor shall it prohibit transfers of stock which do not result in any person increasing his stock holdings to a total of ten percent or more of any class of stock.
- (c) Except as provided in this section, any change in the ownership of any entity owning a licensed establishment shall cancel and revoke any license pursuant to this article automatically, without the necessity of any hearing.
- (d) Violation of this section shall result in revocation of the license being used and a fine on both the new ownership and the old ownership of not less than \$1,000.00 and/or one year in jail. No license will be issued to the old or the new owner in the City for one year from the date of the violation.
- (e) Should a licensee make application to the City Manager for a transfer of location, and should such a transfer of a location be approved, with no change of ownership of the business, the license fee paid for the previous license shall be applied to the new location. Each applicant for a transfer of location shall pay a transfer fee in the amount of \$300.00.

(Ord. No. 2023-4, 10-23-2023)

Sec. 4-28. License fee scale.

Before a license shall be granted, the applicant therefor shall comply with all rules and regulations adopted by the Mayor and Council regulating the sale of alcoholic beverages and each applicant shall pay a license fee in accordance with the fees set forth in section 4-29.

(Ord. No. 2023-4, 10-23-2023)

Created: 2026-02-05 12:05:12 [EST]

(Supp. No. 14)

Sec. 4-29. License fees enumerated.

License fees applicable to this article are set out as follows:

- (1) Retail dealers of distilled spirits to be consumed on the premises: \$4,000.00 per year (subject to fixed bar/moveable bar regulations).
- (2) Retail dealers of beer to be consumed on the premises: \$1,000.00 per year (subject to fixed bar/moveable bar regulations).
- (3) Retail dealers of wine to be consumed on the premises: \$1,000.00 per year (subject to fixed bar/moveable bar regulations).
- (4) Retail dealers of beer and wine to be consumed on the premises: \$2,000.00 per year (subject to fixed bar/moveable bar regulations).
- (5) Retail dealers of beer sold in original packages for consumption off the premises: \$1,000.00 per year.
- (6) Retail dealers of wine sold in original packages for consumption off the premises: \$1,000.00 per year.
- (7) Retail dealers of beer and wine sold in original packages for consumption off the premises: \$2,000.00 per year.
- (8) Wholesale dealers in beer, whose principal place of business is in the City: \$300.00 per year.
- (9) Wholesale dealers in wine, whose principal place of business is in the City: \$300.00 per year.
- (10) Wholesale dealers in beer and wine, whose principal place of business is in the City: \$600.00 per year.
- (11) Any additional fixed bar at any previously licensed location for consumption of alcoholic beverages on the premises: \$600.00 per year.
- (12) Any movable bar at any previously licensed location for consumption of alcoholic beverages on the premises: \$200.00 per year.
- (13) Temporary license for nonprofit civic organizations: \$50.00 per day, maximum five days per year.
- (14) Nonprofit private club beer to be consumed on the premises: \$500.00 per year.
- (15) Nonprofit private club wine to be consumed on the premises: \$500.00 per year.
- (16) Nonprofit private club beer and wine to be consumed on the premises: \$1,000.00 per year.
- (17) Nonprofit private club distilled spirits to be consumed on the premises: \$2,000.00 per year.
- (18) Hotel-motel in-room service: \$100.00 per year.
- (19) Wholesale dealers in distilled spirits whose principal place of business is in the City: \$1,000.00 per year.
- (20) Retail dealers of distilled spirits, beer and wine by the drink to be consumed outdoors or in a public facility pursuant to a special use permit: \$2,000.00 per event.
- (21) Patio sales: \$200.00 per year.
- (22) Catering license: \$200.00 per year.
- (23) Catering permit for out-of-jurisdiction catering licensee: \$50.00 per event.
- (24) Wine shop license: \$2,500.00 per year (subject to fixed bar/moveable bar regulations).
- (25) Performing arts facility license: \$1,500.00 per year (subject to fixed bar/moveable bar regulations).
- (26) Indoor special events facility license: \$2,000.00 per year.

Created: 2026-02-05 12:05:12 [EST]

(Supp. No. 14)

- (27) Art shop license: \$500.00 per year.
- (28) Brewpub license: \$2,500.00 per year (subject to fixed bar/moveable bar regulations).
- (29) Growler shop license: \$500.00 per year (subject to fixed bar/moveable bar regulations).
- (30) Brewer's license: \$2,500.00 per year (subject to fixed bar/moveable bar regulations).
- (31) Distiller's license: \$2,500.00 per year (subject to fixed bar/moveable bar regulations).
- (32) Alcoholic frozen consumables license: \$100.00 per year.

(Ord. No. 2023-4, 10-23-2023)

Sec. 4-30. Reporting of employees to the City Manager.

It shall be the duty of all persons holding any license to sell alcoholic beverages to file with the City Manager the name of the establishment, the license number, and a list of all employees, including each employees' home addresses and a telephone number for each employee twice annually, once during the month of June and again during the month of December. Failure to file this report may result in the suspension or revocation of any license or permit issued under this chapter.

(Ord. No. 2023-4, 10-23-2023)

Secs. 4-31—4-46. Reserved.

ARTICLE III. ALCOHOL EXCISE TAX

Sec. 4-47. Per drink excise tax.

- (a) Every purchaser of distilled spirits by the drink shall be liable for a tax thereon at the rate of three percent of the retail price or charge for such drink. Such tax shall be collected by the licensee licensed under this article, and such licensee shall remit the same to the City on or before the 20th day of the succeeding month along with a summary of the licensee's gross sales derived from the sale of distilled spirits by the drink, excluding malt beverages. Gross sales shall include all sales regardless of method of payment, and shall be reported and taxes collected thereon shall be submitted to the City Manager to the same extent as required of cash sales. Each licensee shall be allowed a deduction equal to that rate authorized for deductions from State tax under part V of the Georgia Retailer's and Consumer's Sales and Use Tax Act, O.C.G.A. § 48-8-50, as now written or hereafter amended, provided that the tax is not delinquent at the time of payment. It shall be the duty of every such licensee required to make a report and pay any tax levied pursuant to this article, to keep and preserve suitable records of the sales taxable pursuant to this article, and such other books or accounts as may be necessary to determine the amount of tax due. It shall be the duty of every licensee to keep and preserve such records for a period of three years.
- (b) Excise taxes received in the Office of the City Manager after the 20th day of the month shall be charged interest and penalties in accordance with this section.
 - (1) Interest calculations that apply to late alcoholic beverage tax payments will be based on an annual calculation of the federal prime rate, plus three percent. Interest rate will change when the federal reserve announces the new bank prime loan rate each January.

Created: 2026-02-05 12:05:12 [EST]

(Supp. No. 14)

- (2) In addition to interest in (b)(1) above, a five percent penalty will be assessed after 120 days with an additional five percent assessed after each successive 120 days, to a maximum of 20 percent of the principal amount due until all taxes are collected by the City.
- (c) Any licensee who violates any provision of this article may, upon conviction, be punished by a fine of not less than \$300.00 for each offense and/or 30 days in the common jail of the County and the license of such location may be suspended or revoked.

(Ord. No. 2023-4, 10-23-2023)

Sec. 4-48. Excise tax and bond requirement on wholesalers.

- (a) There is hereby levied an excise tax computed at the rate of \$0.22 per liter which shall be paid to the governing authority on all distilled spirits and wine sold by wholesalers to retailers in the City. Such tax shall be paid to the City Manager by the wholesale distributor on all distilled spirits and wine sold to the licensees for the sale of distilled spirits and wine in the City as follows: each wholesaler selling, shipping, or in any way delivering distilled spirits or wine to any licensees under this article shall collect the excise tax at the time of delivery and shall remit the same together with a summary of all deliveries to each licensee on or before the tenth day of the month following. The \$0.22 per liter shall be prorated so that all containers of distilled spirits and wine shall be taxed on the basis of \$0.22 per liter. It shall be unlawful and a violation of this article for any wholesaler to sell, ship or deliver in any manner any distilled spirits or wine to a retail dealer without collecting said tax. It shall be unlawful and a violation of this article for any retail dealer to possess, own, hold, store, display or sell any distilled spirits or wine on which such tax has not been paid. Each wholesaler shall be paid three percent of the amount of taxes collected as reimbursement for collection of the said tax.
- (b) There is hereby levied an excise tax on all beer and malt beverages sold by wholesalers to retailers in the City at the rate of \$0.05 per 12-ounce container and \$6.00 for each container of tap or draft beer or malt beverage of 15½ gallons and in similar proportion for bottles, cans and containers of various sizes as follows:

Size of container	Tax per container
7 ounces	\$0.0291
8 ounces	\$0.0333
12 ounces	\$0.0500
14 ounces	\$0.0583
16 ounces	\$0.0666
32 ounces	\$0.1333
½ barrel (15½ gallons)	\$6.00
1 barrel (31 gallons)	\$12.00

- (c) *Collection of fees or taxes sums due.* Excise taxes received in the Office of the City Manager after the 20th day of the month shall be charged interest and penalties in accordance with this section.
- (1) Interest calculations that apply to late alcoholic beverage tax payments will be based on an annual calculation of the federal prime rate, plus three percent. Interest rate will change when the federal reserve announces the new bank prime loan rate each January.
- (2) In addition to interest in subsection (c)(1) above, a five percent penalty will be assessed after 120 days with an additional five percent assessed after each successive 120 days, to a maximum of 20 percent of the principal amount due until all taxes are collected by the City.
- (3) If any person shall fail to pay the sum due under this article, the City Manager shall issue an execution against the person so delinquent and his property for the amount of the delinquent fee or tax.

Created: 2026-02-05 12:05:12 [EST]

(Supp. No. 14)

- (d) The provisions of this section shall apply to brewers in accordance with O.C.G.A. §§ 3-5-24.1 and 3-5-81.
- (e) The provisions of this section shall apply to brewpubs in accordance with O.C.G.A. § 3-5-36.
- (f) The provisions of this section shall apply to distillers in accordance with O.C.G.A. §§ 3-4-24.2 and 3-4-61.
- (Ord. No. 2023-4, 10-23-2023)

Secs. 4-49—4-69. Reserved.

ARTICLE IV. GENERAL REGULATIONS

Sec. 4-70. Drinking in public; consumption of alcohol on City streets prohibited or limited in certain areas.

- (a) Except as provided in subsection (b) of this section or in a licensed establishment, it shall be unlawful for any person to consume any alcoholic beverage in or upon any street, alley, sidewalk or other public way or place in the City or within any public building. Except as provided in subsection (b) of this section, it shall be unlawful for any licensed establishment to dispense any alcoholic beverage in an open container for removal from the premises, and it shall be unlawful for any person to remove from an alcoholic beverage establishment any open container of an alcoholic beverage or to drink or attempt to drink any alcoholic beverage from any open container or to possess in any open container any alcoholic beverage on the streets, sidewalks, rights-of-way, and parking lots, whether public or private, or within any public building within the City limits.
- (b) Consumption of alcohol in an open container outside of a licensed establishment shall be allowed only in the locations specified below:
- (1) Inside the Historic Courthouse Building by a licensed caterer as set forth in section 4-144;
 - (2) On the patio of a licensed establishment which meets all of the requirements and is specifically licensed for patio sales in accordance with section 4-146;
 - (3) Outdoor special event permit.
 - a. This subsection shall apply to all events except those exempted by subsection b. below. Outside in an area clearly marked for identification as an outdoor alcohol drinking area pursuant to a special event permit issued by Mayor and Council to allow consumption outside of a licensed establishment. Only establishments licensed and properly permitted by the State shall be eligible for special event permit and license under this subsection. The license shall be granted for a maximum of five consecutive days (provided the state issues a permit) and shall be governed by all of the other rules and regulations of the City as if the alcohol was being dispensed within an establishment licensed by the City for sale of alcohol for consumption on the premises. A permit fee of \$1.00 per square foot or \$2,000.00, whichever is greater, shall be charged per event payable at the time of issuance of the permit. The applicant shall be required to provide adequate security officers for the event as established by the Mayor and Council at the expense of the applicant. Security officers shall be off duty Police Officers or Sheriff's deputies from the County or one of its municipalities.
 - b. This subsection shall apply only in the case of an event sponsored by the City. Outside in an area clearly marked for identification as an outdoor alcohol drinking area pursuant to a special event permit issued by the City Manager to allow consumption outside of a licensed establishment.

Created: 2026-02-05 12:05:12 [EST]

(Supp. No. 14)

Only establishments licensed and properly permitted by the State shall be eligible for special event permit and license under this subsection. An application fee of \$100.00 shall be submitted with the special event application. The license shall be granted for a maximum of five consecutive days (provided the state issues a permit) and shall be governed by all of the other rules and regulations of the City as if the alcohol was being dispensed within an establishment licensed by the City for sale of alcohol for consumption on the premises.

- (4) A person may remove an alcoholic beverage purchased from an establishment licensed for consumption on the premises and possess and consume said alcoholic beverage subject to the following requirements:
- The alcoholic beverage shall be purchased from an establishment licensed for consumption on the premises and located within the Downtown Entertainment District;
 - The alcoholic beverage shall be in a shatterproof or plastic cup no larger than 16 ounces;
 - Only one drink at a time per person may be carried out of an establishment;
 - The hours of open carry under this paragraph shall be Monday through Sunday from 11:00 a.m. until 11:59 p.m.
 - The beverage cannot be carried into an establishment that does not serve alcohol unless permitted by the establishment; and
 - The area in which this subsection applies shall be known as the Downtown Entertainment District. The boundaries of the Downtown Entertainment District are established by a map adopted by resolution of the City Council and a copy of said map shall be maintained in the office of the City Manager. If no such resolution and map has been adopted or if such resolution and map are repealed, there shall be no area in the City to which this subsection applies.

(Ord. No. 2023-4, 10-23-2023; Ord. No. 2025-8, § 1, 7-28-2025)

Sec. 4-71. Outdoor special event permit minimum requirements.

- (a) The following are minimum special event permit requirements for the exemptions set forth in subsection 4-70(b)(3).
- (1) The applicant shall be required to provide adequate security officers for the event as established by the Mayor and Council at the expense of the applicant; however, there shall be a minimum of one security officer for all events. Security officers used to comply with this section shall be off-duty police officers or sheriff's deputies from the County or one of its municipalities.
 - (2) An outdoor special event permit shall only be granted within the Downtown Entertainment District.
 - (3) A separate event application shall be required for any party/person/use seeking to obtain an outdoor special event permit.
- (b) The following additional regulations shall apply to dispensing and drinking alcohol pursuant to the exceptions set forth in section 4-70(b)(3) and shall be made conditions of each special event permit issued for such exceptions:
- (1) *Two drink limit.* Any establishment licensed to dispense alcoholic beverages by the drink for consumption on the premises is authorized to dispense an alcoholic beverage in a paper or plastic cup or aluminum container, for removal from the premises; provided, however, that no establishment shall dispense to any person more than two such alcoholic beverages at a time and provided the alcohol is consumed in the area specified in the special event permit granted in section 4-70(b)(3).

Created: 2026-02-05 12:05:12 [EST]

(Supp. No. 14)

- (2) *Size limitation.* No container in which an alcoholic beverage is dispensed or served pursuant to section 4-70(b)(3) shall exceed 16 fluid ounces in size; provided, however, that beer or a malt beverage may be dispensed or served in a container up to but not exceeding 24 fluid ounces in size. No person shall hold in possession within the defined area any open alcoholic beverage container which exceeds 16 fluid ounces in size, except for a container of beer or a malt beverage which shall not exceed 24 fluid ounces in size.
- (3) *Drinking from glass prohibited.* It shall be unlawful for any person to drink or attempt to drink any alcoholic beverage from a glass container or to possess in a glass container any alcoholic beverage outside the defined area.
- (4) *Commemorative ceramic mug.* It shall be permitted in the defined area to drink from a mug made of ceramic material, created to honor, celebrate or remember the event. The mug should serve as a keepsake for individuals attending the event.
- (5) *Drinking outside the designated area.* It shall be a violation of this article to take an alcoholic beverage served in the designated area outside of the designated area for any reason.
- (6) *Hours and days.* It shall be unlawful for any person to purchase, distribute, or consume alcoholic beverages outside of the hours of sale provisions contained in this article.

(Ord. No. 2023-4, 10-23-2023; Ord. No. 2025-8, § 2, 7-28-2025)

Sec. 4-72. Public drunkenness.

It shall be unlawful for any person to be and appear in an intoxicated condition on any public or private street or highway within the City or within the curtilage of any private residence not in the exclusive possession of the person so intoxicated or at any place of business open to the public or at any other place or public gathering or assembly or place accessible to or visible to all members of the community. Said intoxication may be caused by the excessive use of intoxicating wines, beers, liquors, or opiates, or narcotics or other dangerous or hazardous drugs, and must be made manifest by boisterousness, or by indecent condition or actions or by vulgar, profane, or unbecoming language, or loud and violent discourse of the person so intoxicated, and further, a person may be deemed intoxicated within the meaning of this article where his excessive use of intoxicants produces such a material change in his normal mental status that his behavior becomes unpredictable and uncontrolled and, as a result, either:

- (1) Slight irritations, real or imaginary, cause outbursts of anger that find expression in acts of physical violence against another person, either police officers or citizens; or
- (2) The accused becomes unable to exercise any care for his own safety.

(Ord. No. 2023-4, 10-23-2023)

Sec. 4-73. Possession of alcoholic beverages by a minor.

It shall be unlawful for a person under the age of 21 to possess alcoholic beverages within the corporate limits of the City. The City Municipal Court shall have jurisdiction to try and dispose of cases where a person is charged with the possession of alcoholic beverages. No person under the age of 21 years of age shall attempt to purchase any alcoholic beverage or misrepresent his age in any manner whatever for the purpose of obtaining alcoholic beverages. Violation of this section shall constitute a misdemeanor and shall be punishable by a fine not to exceed \$1,000.00 and imprisonment not to exceed one year.

(Ord. No. 2023-4, 10-23-2023)

Created: 2026-02-05 12:05:12 [EST]

(Supp. No. 14)

Sec. 4-74. Registered agent.

All licensed establishments must have and continuously maintain with the City a registered agent upon whom any process, notice or demand required or permitted by law or under this article to be served upon the licensee or owner may be served. This person must be a resident of the County. The licensee shall file the name of such agent, along with the written consent of such agent, with the City Manager in such form as may be prescribed.

(Ord. No. 2023-4, 10-23-2023)

Sec. 4-75. Distance requirements.

- (a) For the purposes of this section, distance shall be measured by the most direct route of travel on the ground in a straight line from the front door of the structure from which alcoholic beverages are sold or offered for sale, to the front door of the building of a church, government owned treatment center, housing authority property, or to the nearest property line of the real property being used for school or educational purposes.
- (b) Within the boundaries of the Downtown Entertainment District, no license permitting the retail sale (package) of malt beverages or wine or both shall be issued for any proposed location which is:
 - (1) Within a distance of 100 yards of an alcoholic treatment center owned by the State or any County or municipal government.
- (c) Outside the boundaries of the Entertainment District, no license permitting the retail sale (package) of alcoholic beverages shall be issued for any proposed location which is:
 - (1) Within a distance of 100 yards of any private residence unless such residence is located in a commercially zoned (BN, BG, HSB) district;
 - (2) Within a distance of 100 yards of any church building;
 - (3) Within a distance of 100 yards of any public library or branch thereof;
 - (4) Within a distance of 100 yards of a public park;
 - (5) Within a distance of 200 yards of any school building, educational building, school grounds or college campus; or
 - (6) Within a distance of 100 yards of an alcoholic treatment center owned by the State or any County or municipal government.
- (d) No license permitting the retail sale of alcoholic beverages for consumption on the premises shall be issued for any proposed location which is within a distance of 100 yards of any housing authority property.
- (e) As used in this chapter, the Downtown Entertainment District shall mean the boundaries/area established by a map adopted by resolution of the City Council and a copy of said map shall be maintained in the office of the City Clerk. If no such resolution and map has been adopted or if such resolution and map are repealed, there shall be no area in the City known as the Downtown Entertainment District.
- (f) As used in this section, the term "school building" or "educational building" shall apply only to State, County, City, or church school buildings and to such buildings at such other schools in which are taught subjects commonly taught in the common schools and colleges of this State and which are public schools or private schools as defined in O.C.G.A. § 20-2-690(b).
- (g) As used in this section, the term "church building" shall mean the main structure used by any religious organization for the purpose of worship.

Created: 2026-02-05 12:05:12 [EST]

(Supp. No. 14)

(Ord. No. 2023-4, 10-23-2023)

Sec. 4-76. Display of license at place of business.

- (a) Each license issued under this chapter shall at all times be kept in public in a public area plainly exposed to view upon the licensed premises.
- (b) All retail consumption dealers and retail dealers who sell at retail any alcoholic beverages for consumption on the premises shall post, in a conspicuous place, a sign that clearly reads: "Warning: Drinking alcoholic beverages during pregnancy can cause birth defects."
- (c) Each retail business establishment which is licensed to sell alcoholic beverages of any kind shall post in a conspicuous place a notice which shall contain the provisions in the laws of this State which deal with the unlawful sale of such items to underage persons and the penalties for violating such laws.

(Ord. No. 2023-4, 10-23-2023)

Sec. 4-77. Advertising; location requirements; signs.

As a condition of the privilege of having a license and permit pursuant to this article, the holder agrees not to use any outdoor advertising or signs to promote the sale of alcoholic beverages or the prices of such beverages. No advertising or signs shall be permitted to be physically attached to the windows of any such establishment. Any signs or advertising inside the permitted location shall be of a size and type that is directed to customers inside the facility.

(Ord. No. 2023-4, 10-23-2023)

Sec. 4-78. Retailer to purchase from licensed wholesaler only.

- (a) No retailer shall purchase alcoholic beverages from any person other than a wholesaler licensed in accordance with State law. No wholesaler shall sell any alcoholic beverage to anyone other than a retailer licensed under this article; provided, however, that this section shall not prohibit the purchase by one retailer of another retailer's entire stock in a bona fide purchase of an ongoing business.
- (b) The City Manager may request from time to time information concerning purchases and sales of alcoholic beverages from retailers and wholesalers.

(Ord. No. 2023-4, 10-23-2023)

Sec. 4-79. Retail consumption dealers to store inventory only on premises.

No retail consumption dealer licensed under this article shall keep any beer or wine or other alcoholic beverages at any place except the licensed place of business. No retail consumption dealer shall be permitted to enter into any type of arrangement whereby distilled spirits ordered by a licensee are stored by a licensed wholesaler.

(Ord. No. 2023-4, 10-23-2023)

Created: 2026-02-05 12:05:12 [EST]

(Supp. No. 14)

Sec. 4-80. Adding to contents prohibited.

No one shall add to or permit the adding to any alcoholic beverage or refill any alcoholic beverage manufacturer's container in any manner. Notwithstanding the foregoing prohibition, retail package malt beverage licensees may fill and refill growlers with draft beer at a licensed location for retail package sales so long as the growler is not less than 32 ounces in volume and that said growler is sealed on premises with a tamper-proof plastic cap. A brewer is a manufacturer and may fill or refill kegs, bottles, or cans with products manufactured at the licensed premises.

(Ord. No. 2023-4, 10-23-2023)

Sec. 4-81. Familiarity with ordinance provisions; responsibility of licensee for violations.

Each licensee hereunder shall make this article available for review in the licensed premises and shall instruct any person working therein with respect to the terms hereof and each licensee, the licensee's agents and employees selling alcoholic beverages shall at all times be familiar with the terms hereof. The licensee shall be responsible for any acts of agents or employees which are in violation of this article or of the laws of the State or of the rules and regulations of the State Revenue Commissioner.

(Ord. No. 2023-4, 10-23-2023)

Sec. 4-82. Employment of underage persons prohibited; exceptions.

- (a) No person shall allow or require a person in his employment under 18 years of age to dispense, serve, sell, or take orders for any alcoholic beverage.
- (b) The provisions of this section shall not prohibit persons under 18 years of age who are employed in supermarkets or convenience stores from selling or handling alcoholic beverages which are sold for consumption off the premises.
- (c) It is unlawful for any person under the age of 18 years of age to work as an entertainer in any establishment licensed under this article without written consent from the parents or guardian of the underage person. Written consent shall be maintained by the establishment until the entertainer is no longer working at the establishment or the entertainer has reached the age of 18 years old.

(Ord. No. 2023-4, 10-23-2023)

Sec. 4-83. Underage sales and sales to intoxicated persons prohibited.

No holder or employee of the holder of a license authorizing the sale of alcoholic beverages shall do any of the following upon the licensed premises:

- (1) Sell or offer to sell any distilled spirits, wines, malt beverages, or any other alcoholic beverage to any person under the age of 21 years.
- (2) The prohibition in subsection (1) of this section shall not apply with respect to the sale of alcoholic beverages to a person when such person has furnished proper identification showing that the person to whom the alcoholic beverages are being sold is 21 years of age or older. For the purposes of this subsection, the term "proper identification" means any document issued by a government agency containing a description of the person, such person's photograph, or both, and giving such person's date of birth, including, but not limited to, a passport, military identification card, driver's license, or identification card authorized under an act to require the Department of Public Safety to issue

Created: 2026-02-05 12:05:12 [EST]

(Supp. No. 14)

identification cards to persons who do not have a motor vehicle driver's license. Proper identification shall not include a birth certificate.

- (3) It shall be a violation not to require and properly check identification to ensure that an underage person is not sold, served, or does not have in his possession alcoholic beverages while in a licensed establishment. The term "identification," in this section, means any document issued by a governmental agency containing a description of the person, such person's photograph and giving such person's date of birth and shall include, without being limited to, a passport, military ID card, driver's license or ID card issued by a governmental entity.
- (4) No person who holds a license to sell alcoholic beverages by the drink shall allow any minors to be in, frequent or loiter about the licensed premises of the establishment unless such minors are accompanied by a parent, legal guardian, or custodian; provided, however, that such minors shall be permitted in eating establishments, indoor commercial recreational establishments, or private clubs as defined in this chapter without being accompanied by a parent, legal guardian, or custodian; and provided further that this section shall not apply to minors who are employees under the terms of this article.
- (5) It shall be unlawful to sell or offer to sell any alcoholic beverages to any person who is noticeably intoxicated, who is of unsound mind, or who is a habitual drunkard whose intemperate habits are known to the licensee or his employees.
- (6) The penalty for violation of this section by an individual shall be as follows:
 - a. For the first offense, a minimum fine of \$250.00 and a requirement to attend a training class approved by the City.
 - b. For the second offense and subsequent violations, a minimum fine of \$500.00.
 - c. Any licensed establishment where three or more violations of this section, or O.C.G.A. § 3-3-23, have occurred within any 36-month period shall be punished as follows:
 1. For the third offense within any 36-month period, suspension of license for a period not to exceed 90 days.
 2. For the fourth and any subsequent violation within any 36-month period, suspension of license for a period not to exceed one year.

(Ord. No. 2023-4, 10-23-2023)

Sec. 4-84. Promotions and sales.

- (a) No licensee or employee or agent of a licensee, in connection with the sale or other disposition of alcoholic beverages for consumption on the premises, shall:
 - (1) Offer or deliver any free alcoholic beverage to any person or group of persons.
 - (2) Deliver more than one alcoholic beverage to one person at a time.
 - (3) Sell, offer to sell, or deliver to any person or group of persons any alcoholic beverage at a price less than the price regularly charged for such alcoholic beverage during the same calendar day, except at private functions not opened to the public.
 - (4) Sell, offer to sell, or deliver to any person or group of persons an unlimited number of alcoholic beverages during any set period of time for a fixed price, except at private functions not open to the public.

Created: 2026-02-05 12:05:13 [EST]

(Supp. No. 14)

-
- (5) Increase the volume of alcohol contained in a drink without increasing proportionately the price regularly charged for such alcoholic beverage during the same calendar week.
 - (6) Encourage or permit on the licensed premises any game or contest which involves the drinking of alcoholic beverages or the awarding of alcoholic beverages as a prize.
 - (b) Each licensee shall maintain a written schedule of the price charged for all alcoholic beverages to be served and consumed on the licensed premises or in any room or part thereof. The licensee shall not vary the schedule of prices from hour to hour within a single day. The written schedule of prices shall be available to the paying public, and the schedule shall be effective for not less than one calendar day.
 - (c) No licensee shall advertise or promote in any way, whether within or without the licensed premises, any of the practices prohibited under subsection (a) of this section.
 - (d) No provision of this section shall be construed to prohibit licensees from offering free food or entertainment at any time, to prohibit licensees from including an alcoholic beverage as part of a meal package, or to prohibit the sale or delivery of wine by the bottle or carafe when sold with meals or to more than one person.
 - (e) No licensee may require the purchase of any alcoholic beverage as a part of or prerequisite to the purchase of any other product or service. If alcoholic beverages are included as part of a package of other goods and/or services, the alcoholic beverages must be priced separately, and all customers must be allowed to purchase the remaining goods and services without the alcoholic beverages at a price from which the full price of the alcoholic beverages has been deducted.
 - (f) Licensees guilty of violating this section may be subject to revocation proceedings.

(Ord. No. 2023-4, 10-23-2023)

Sec. 4-85. Sale on election days.

- (a) The sale of wholesale and retail of alcoholic beverages shall be lawful during the polling hours of any election; provided, however, nothing in this section shall authorize the sale of alcoholic beverages within 250 feet of a polling place during such time as the polls are open.
- (b) All ordinances and parts of ordinances in conflict with this section are hereby expressly repealed.

(Ord. No. 2023-4, 10-23-2023)

Sec. 4-86. Bring your own bottle (brown bagging) prohibited.

It is prohibited for any person to bring in his own alcoholic beverage (brown bag) in any establishment either licensed or unlicensed to serve alcoholic beverages; provided, however, that the establishments that meet the definition of a restaurant set forth in this chapter and that are licensed pursuant to this chapter as a retail dealer of distilled spirits to be consumed on the premises, and/or a retail dealer of beer to be consumed on the premises, and/or a retail dealer of wine to be consumed on the premises may allow customers to bring in a bottle or bottles of wine and charge a corkage fee as a convenience charge for opening and serving the wine brought in by the customer. Facilities licensed as an art shop under this chapter may also allow customers to bring in a bottle or bottles of wine and/or beer subject to the specific provisions governing the operation of an art shop.

(Ord. No. 2023-4, 10-23-2023)

Created: 2026-02-05 12:05:13 [EST]

(Supp. No. 14)

Sec. 4-87. Removing a partially consumed bottle of wine from a restaurant.

A partially consumed bottle of wine purchased with a meal from a restaurant and resealed may be removed from the restaurant by a patron as permitted by O.C.G.A. § 3-6-4 and Ga. Comp. Rules and Regs. 40-6-253(2).

(Ord. No. 2023-4, 10-23-2023)

Sec. 4-88. Package sales not permitted.

Nothing in this chapter shall be construed to permit the package sale of distilled spirits or spirituous liquor except for distiller/distillery pursuant to O.C.G.A. § 3-4-24.2.

(Ord. No. 2023-4, 10-23-2023; Ord. No. 2024-2, § 1, 2-26-2024)

Sec. 4-89. Criminal gangs and criminal activity.

The Mayor and Council shall have the right to revoke any license or permit issued under this chapter after a hearing if by a preponderance of the evidence it is established that the licensed establishment is participating in helping, fostering, harboring, or encouraging the unlawful activities described in chapter 26 or any other criminal activity.

(Ord. No. 2023-4, 10-23-2023)

Sec. 4-90. Fixed bar and moveable bar regulations.

All licensees are entitled to one bar. A licensee may permit additional fixed or moveable bar(s) subject to the fee schedule in this chapter and subject to the regulations set below:

- (1) A map showing the location of any additional fixed or moveable bar shall be submitted to the City Manager for approval.
- (2) The City Manager may limit the number of additional fixed or moveable bars based on the square footage of the licensed establishment.
- (3) A moveable bar shall be a temporary bar that is used occasionally and is not in regular operation.

(Ord. No. 2023-4, 10-23-2023)

Secs. 4-91—4-106. Reserved.**ARTICLE V. AUDITS, INSPECTION, PENALTIES AND REVOCATION/SUSPENSION OF LICENSE****Sec. 4-107. Records and audits of licensees.**

- (a) All licensed establishments must maintain the following records for a three-year period and make them available to authorized City representatives for audit at the licensed premises:
 - (1) Monthly income or operating statements.

(Supp. No. 14)

Created: 2026-02-05 12:05:13 [EST]

-
- (2) Daily sales receipts showing liquor, beer, wine and food sales separately (this requirement does not apply to package beer and wine licensees).
 - (3) Daily cash register receipts such as Z tapes or guest tickets.
 - (4) Monthly State sales and use tax reports.
 - (5) Daily purchase receipts for liquor, beer and wine.
 - (6) Federal and State income tax returns.
 - (b) The City Manager is authorized to conduct an audit of the records and books of any licensee at any time to ensure compliance with this chapter. The City Manager may designate a City employee or other designated person to perform the audits authorized in this section.
 - (c) The City Manager, or authorized designee conducting an audit shall notify the licensee of the date, time and place of the audit not less than 24 hours prior to the audit.
 - (d) A licensee who fails to cooperate with the audit authorized under this section shall be subject to revocation of his license.
 - (e) A licensee who is unable to produce the records required to be maintained by this section shall be subject to revocation of his license.
 - (f) A licensee who produces incomplete, erroneous, or fraudulent records shall be subject to revocation of his license.

(Ord. No. 2023-4, 10-23-2023)

Sec. 4-108. Inspection of licensed establishments by the City.

In addition to the audit provisions set forth in section 4-107, sworn officers of the City's Police Department, City Code Enforcement Officers, and other personnel designated by the City Manager shall have the authority to inspect establishments licensed under the alcoholic beverages ordinances of the City during the hours in which the premises are open for business. These inspections shall be made for the purpose of verifying compliance with the requirements of this chapter and State law. This section is not intended to limit the authority of any other City officer to conduct inspections authorized by other provisions of this Code.

(Ord. No. 2023-4, 10-23-2023)

Sec. 4-109. Suspension or revocation of license.

- (a) A license may be suspended or revoked by the City Manager where the licensee furnishes fraudulent or untruthful information in the application for a license or for failure to pay all fees, taxes or other charges imposed under the provisions of this chapter.
- (b) Whenever the State shall revoke any permit or license to sell alcoholic beverages, the City license shall thereupon be automatically revoked. The City Manager shall take the necessary steps to see that signs are removed and that all alcoholic beverage sales cease.
- (c) Any licensed establishment that is found to be in violation of any provision of this chapter shall be subject to immediate revocation or suspension.
- (d) The City Manager shall revoke the license of any licensee whose license has been suspended three or more times in any consecutive 12-month period.

(Supp. No. 14)

Created: 2026-02-05 12:05:13 [EST]

- (e) The City Manager shall revoke the license for any premises where alcoholic beverages have been sold or distributed during a period of suspension.
- (f) The City Manager may suspend or revoke the license of any establishment which does not meet the licensing qualifications set forth in this chapter at any time such knowledge becomes known to him.
- (g) An act or omission of a licensee, owner of more than ten percent interest in the licensed establishment, or employee of the licensee or licensed establishment willingly or knowingly performed which constitutes a violation of federal or State law or of any provision of this chapter will subject the licensee to suspension or revocation of its license in accordance with the provisions of this chapter, when the City Manager determines to his own satisfaction that the act or omission did occur, regardless of whether any criminal prosecution or conviction ensues; provided, however, in the case of an employee, the City Manager must determine that the acts of the employee were known to or, under reasonable circumstances should have been known to, the licensee, were condoned by the licensee, or where the licensee has not established practices or procedures to prevent the violation from occurring.
- (h) Whenever it can be shown that a licensee under this chapter no longer maintains adequate financial responsibility upon which issuance of the license was conditioned, or whenever the licensee has defaulted in any obligation of any kind whatsoever, lawfully owing to the City, the license may be suspended or revoked.
- (i) Wherever this article permits the City Manager to suspend any license issued under this chapter but does not mandate the period of such suspension, such discretion shall be exercised within the guidelines of this subsection.
- (1) No suspension shall be for a period of time longer than the time remaining on such license.
- (2) The following factors may be considered on any revocation or suspension as set out in this section:
- Consistency of penalties mandated by this chapter and those set by the City Manager;
 - Likelihood of deterring future wrongdoing;
 - Impact of the offense on the community;
 - Any mitigating circumstances or remedial or corrective steps taken by licensee;
 - Any aggravating circumstances or failure by the licensee to take remedial or corrective steps.

(Ord. No. 2023-4, 10-23-2023)

Sec. 4-110. Denial, suspension, revocation, administrative action, and appeals.

(a) Applicability. This section shall apply to any final administrative decision made under this chapter denying, suspending, revoking, administratively terminating, or refusing to renew any alcoholic beverage license, employee pouring permit, temporary permit, special event permit, catering permit, patio or outdoor service approval, or other permit or approval required under this chapter, unless another appeal procedure is expressly provided by this chapter.

Formatted: Underline, Font color: Blue

Formatted: List Paragraph, Numbered + Level: 1 +
Numbering Style: a, b, c, ... + Start at: 1 +
Alignment: Left + Aligned at: 0.25" + Indent at:

(b) Notice of administrative decision. No license, permit, or approval subject to this chapter shall be denied, suspended, revoked, administratively terminated, or refused renewal without written notice to the applicant, licensee, permit holder, or affected person. The notice shall state: (1) the administrative action taken or proposed; (2) the factual and legal grounds for the action; (3) the effective date of the action, if applicable; (4) the right to appeal the decision to the Alcohol Licensing Appeals Board; (5) the deadline for filing an appeal; and (6) the applicable appeal fee, if any.

Formatted: Underline, Font color: Blue

(c) Establishment of Alcohol Licensing Appeals Board. There is hereby established an Alcohol Licensing Appeals Board for the purpose of hearing appeals under this chapter.

Formatted: Underline, Font color: Blue

- (d) Membership. The Alcohol Licensing Appeals Board shall consist of three voting members: the Code Enforcement Director; the City Clerk, or the City Clerk's designee; and the Assistant Finance Director - Operations. The City Attorney, or the City Attorney's designee, may serve as legal advisor to the Board and shall not vote. The City Attorney or designee may advise the Board regarding procedure, evidence, applicable law, deliberations, written findings, and the form of the Board's decision.
- (e) Alternates. If a Board member is unavailable, disqualified, or recused, the Assistant City Manager – Operations, Budget Director, or Risk Manager may serve for that appeal, provided the alternate had no involvement in the matter being appealed.
- (f) Disqualification and recusal. No person shall serve as a Board member for any appeal in which that person participated in the investigation, inspection, review, recommendation, enforcement action, denial, suspension, revocation, administrative termination, or other administrative decision being appealed. A Board member shall disclose any actual or potential conflict of interest before the hearing. If a conflict exists, the member shall be recused and replaced by an alternate appointed under subsection (e).
- (g) Filing of appeal. A person aggrieved by a final administrative decision subject to this section may file a written appeal with the City Clerk within 15 calendar days after the date of the written notice of decision. The written appeal shall identify the decision being appealed and shall state the grounds for appeal.
- (h) Appeal fee. The appeal fee shall be as established by the City's fee schedule. If the appeal concerns only the denial, suspension, revocation, or administrative action involving an employee pouring permit, the appeal fee shall be the reduced pouring-permit appeal fee established by the City's fee schedule.
- (i) Scheduling of hearing. Upon receipt of a timely appeal, the City shall schedule a hearing before the Alcohol Licensing Appeals Board. The hearing shall be held within 30 calendar days after receipt of the appeal unless continued for good cause by the Board, by agreement of the parties, or as otherwise required by law.
- (j) Notice of hearing. The City shall provide written notice of the hearing to the appellant at least ten calendar days before the hearing unless the appellant waives such notice. The notice shall state the date, time, location, and general purpose of the hearing.
- (k) Open meeting and record. Hearings of the Board shall be conducted in accordance with applicable law, including the Georgia Open Meetings Act, to the extent applicable. The City Clerk or designated records officer shall maintain the record of the proceeding, including notices, written submissions, exhibits, minutes, findings, and the final written decision of the Board.
- (l) Rights at hearing. At the hearing, the appellant may appear personally or through counsel, present testimony and evidence, cross-examine witnesses, and make argument. The City may present testimony, documents, records, inspection findings, criminal-history information to the extent lawfully considered, staff reports, or other evidence relevant to the administrative decision.
- (m) Rules of evidence. The Board shall not be bound by the strict rules of evidence applicable in courts of law. The Board may consider evidence of a type commonly relied upon by reasonably prudent persons in the conduct of serious administrative affairs. The Board may exclude irrelevant, immaterial, unduly repetitious, or unreliable evidence.
- (n) Burden of proof and standard of review. The appellant shall bear the burden of proof. The Board shall affirm the administrative decision unless the appellant establishes by a preponderance of the evidence that the decision was contrary to this chapter or other applicable law, unsupported by substantial evidence, arbitrary or capricious, an abuse of discretion, or otherwise affected by a material procedural error.
- (o) Authority of Board. After hearing the appeal, the Board may affirm the administrative decision; reverse the administrative decision; modify the administrative decision; reduce or modify a suspension or other

Created: 2026-02-05 12:05:13 [EST]

(Supp. No. 14)

administrative sanction; remand the matter to the appropriate City official for further review, investigation, or findings; direct issuance or reinstatement of a license, permit, or approval if authorized by this chapter and applicable law; or impose lawful conditions consistent with this chapter.

(p) Written decision. The Board shall issue a written decision stating the action taken and the basis for the decision. The written decision shall be served on the appellant by personal delivery, certified mail, electronic mail if consented to by the appellant, or other method reasonably calculated to provide notice.

(g) Finality. The decision of the Alcohol Licensing Appeals Board shall constitute the final administrative decision of the City.

(r) Judicial review. Judicial review of a final decision of the Alcohol Licensing Appeals Board shall be by petition for review in accordance with O.C.G.A. Title 5, Chapter 3, as amended, and any other applicable law. Filing a petition for review shall not automatically stay the decision of the Board unless a stay is granted by the reviewing court or by the Board.

(s) Failure to appeal. Failure to file a timely appeal shall constitute waiver of the right to administrative appeal, and the administrative decision shall become final.

Sec. 4-110. License revocation/suspension hearings.

(a) ~~No license shall be denied, suspended, or revoked without the opportunity for a hearing as provided in this section. This provision does apply to pouring permits for employees.~~

(b) ~~The City Manager shall provide written notice to the applicant or licensee of his order to deny, suspend or revoke the license. Such written notification shall set forth in reasonable detail the reasons for such action and shall notify the applicant or licensee of the right to appeal under the provisions of this chapter. Any applicant or licensee who is aggrieved or adversely affected by a final action of the City Manager may have a review of a final action by appeal to the Board of Appeals. Such appeal shall be by written petition, filed in the Office of the City Manager within 15 days after the final order or action of the City Manager and, in order to defray administrative costs, must be accompanied by a filing fee of \$500.00; except that the filing fee for appeals relating only to pouring permits for employees shall be \$50.00. The City Manager, at his discretion, may waive or reduce the filing fee amount if it is determined the fee would create a hardship on the individual filing the appeal. The Board of Appeals may, at the request of the appellant, refund the filing fee by a majority vote.~~

(c) ~~A hearing shall be conducted on each appeal within 30 days of the date of filing with the City Manager unless a continuance of such date is agreed to by the appellant and the City Manager. The appellant at such hearing shall have the right to be represented by an attorney, at the expense of the appellant, and to present evidence and cross examine witnesses. The appellant shall have the burden of proof on any such appeal.~~

(d) ~~Before hearing an appeal, each member of the Board of Appeals shall confirm on the record that he is not related to any owner of the licensed establishment in question in the appeal being considered and that he has no financial interest in the outcome of the appeal. Should any member be unable to truthfully make such confirmation, that member shall not serve on that appeal, and the case shall be heard by the remaining members of the Board of Appeals.~~

(e) ~~The Board of Appeals shall be authorized to affirm the recommendation of the City Manager, reduce a proposed revocation to a suspension for a certain number of days, or to reduce the duration of a proposed suspension.~~

(f) ~~The findings of the Board of Appeals shall be forwarded to the City Manager within 15 days after the conclusion of the hearing, and it shall be the duty of the City Manager to notify the appellant of the action of the Board of Appeals.~~

(g) ~~The findings of the Board of Appeals shall not be set aside unless found to be:~~

Created: 2026-02-05 12:05:13 [EST]

(Supp. No. 14)

~~(1) Contrary to law or ordinances;~~

~~(2) Unsupported by substantial evidence on the records as a whole; or~~

~~(3) Unreasonable.~~

~~(h) The findings of the Board of Appeals shall be final unless appealed within 30 days of the date of the finding by certiorari to the County Superior Court.~~

~~(Ord. No. 2023-4, 10-23-2023)~~

Sec. 4-111. Notice.

For the purpose of this chapter, notice shall be deemed delivered when personally served or when served by certified mail within three days after the date of deposit in the U.S. mail.

(Ord. No. 2023-4, 10-23-2023)

Sec. 4-112. Penalties for violation of article.

Except as otherwise provided in this chapter, any person who violates any provisions of the sections in this article may, upon conviction in the Municipal Court, be punished by a fine of not more than \$1,000.00 for each offense and/or one year in jail.

(Ord. No. 2023-4, 10-23-2023)

Sec. 4-113. Notice to Georgia Department of Revenue of violations.

(a) As used in this section, the following terms shall have the meanings ascribed to them in this subsection.

Bar means any premises at which a retailer licensed to sell alcoholic beverages derives 75 percent or more total annual gross revenue from the sale of alcoholic beverages for consumption on the premises.

Disciplinary action means any citation or arrest arising out of the violation of any law, rule, regulation, resolution, or ordinance of a governmental entity relating to the manufacture, distribution, sale, or possession of alcoholic beverages against a licensee, an employee of a licensee, or any person holding a financial interest in the license of the licensee on the premises or place of business of any licensee.

Governmental entity means the United States government, any state government, any local government, and any department, agency, or instrumentality thereof.

Licensee means any person issued a license pursuant to this chapter that meets the definition of a bar.

(b) Within 45 days of any disciplinary action, the licensee shall notify the Georgia Department of Revenue ("department") of the details of such disciplinary action, including the date such action was taken, the nature of such action, and any other information required by the Department.

(c) Every county or municipality which issues licenses to a licensee authorizing the manufacture, distribution, or sale of alcoholic beverages shall by resolution or ordinance adopt a policy and implement a process by which any disciplinary action against a licensee shall be reported to the department within 45 days of any officer, department, agency, or instrumentality of such county or municipality taking such disciplinary action.

(Ord. No. 2023-4, 10-23-2023)

Created: 2026-02-05 12:05:13 [EST]

(Supp. No. 14)

Secs. 4-114—4-137. Reserved.

ARTICLE VI. REGULATION OF ALCOHOL SALES FOR CONSUMPTION ON THE PREMISES

Sec. 4-138. Retail sales of malt beverages and wine for consumption on the premises.

No beer or wine may be sold by the drink for consumption on the premises where sold except pursuant to a license and under one of the following categories:

- (1) In restaurants with a seating capacity of at least 30 people, excluding stools and counter seating, regularly serving prepared food, with a full-service kitchen. A full-service kitchen will consist of a three-compartment pot sink, a stove or grill permanently installed, and a refrigerator, all of which must be approved by the County Health and Fire Departments. Such restaurant shall regularly serve food every hour it is open and derive at least as much gross receipts annually from the sale of prepared meals or food as it derives from the sale of beer and wine.
- (2) In zoning districts where such restaurants are conforming uses or where such establishments are incidental to a hotel.
- (3) In indoor commercial recreation establishments.
- (4) In an indoor publicly owned civic and cultural center.
- (5) In a performing arts facility where the facility meets the definition for a performing arts facility set forth in section 4-2 (establishment located in the Downtown Entertainment District; operates in a building owned by the City or the Lawrenceville Building Authority, has its principal objective or business as the presentation of live music, mainline dramatic arts, plays, theatre productions and stand-up comedy; and does not feature, show, allow, promote or advertise adult businesses as defined and as defined and regulated in chapter 12 of this Code, including, but not limited to, adult dancing establishments, adult mini-motion picture theatres, adult motion picture theatres, adult motion picture arcades and erotic dance establishments); provided, however, that a performing arts facility license shall not authorize the licensee to serve or sell alcohol in any location other than the performing arts facility.
 - a. A business meeting the definition of a performing arts facility under this Code shall be eligible to apply for and be considered for an annual license to allow alcohol consumption on the premises from the City Manager in the same manner as set forth in article II of this chapter.
 - b. A business granted a performing arts facility license for consumption of alcohol on the premises shall be required to obtain all required licenses from the State and to follow all State and local laws, ordinances and rules governing the consumption of alcohol on the premises.
 - c. Alcohol may also be sold and/or dispensed at a performing arts facility as defined in section 4-2 by a licensed caterer in the same manner set forth in section 4-144 without the need for the facility or the caterer to obtain a performing arts facility license.
 - d. In addition to the hours of sale requirements set out in section 4-139, alcohol may not be dispensed at a performing arts facility earlier than one hour before the start of a performance or later than one hour after the performance has ended.
- (6) In a wine shop under the conditions set forth in section 4-147.

Created: 2026-02-05 12:05:13 [EST]

(Supp. No. 14)

- (7) In a brewery, provided that only beer is sold and such establishment meets all requirements of O.C.G.A. § 3-5-24.1.
- (8) In indoor special event facilities under the conditions set forth in section 4-156.

(Ord. No. 2023-4, 10-23-2023)

Sec. 4-139. Hours of sale of beer/wine for consumption on the premises.

- (a) Beer and/or wine shall not be sold for consumption on the premises except between the hours of 9:00 a.m. and 1:55 a.m. Monday through Saturday. It shall be unlawful for businesses holding a consumption on the premises license to fail to remove from its retail service area any and all cans, bottles, glasses, mugs, pitchers, cups, or any other containers used in the consumption of alcoholic beverages or to otherwise allow the consumption of alcoholic beverages on its premises one hour or more after the business is prohibited from selling, dispensing, or delivering alcoholic beverages to any customer, patron or guest of the business.
- (b) No consumption on the premises license holder shall furnish, sell, or offer for sale any beer/malt beverage or wine at any time in violation of State law, local ordinance or regulation, or special order of the Mayor and Council.
- (c) The sale of beer and/or wine for consumption on the premises is permitted on Sundays from 11:00 a.m. until 12:00 midnight in:
 - (1) Any licensed establishment which derives at least 50 percent of its total annual gross sales from the sale of prepared meals or food in all of the combined retail outlets of the individual establishment where food is served;
 - (2) In any licensed establishment which derives at least 50 percent of its total annual gross income from the rental of rooms for overnight lodging; and
 - (3) An indoor publicly owned civic and cultural center under the standards established by the required special use permit.
- (d) Beer and/or wine may be sold for consumption on the premises from the hours of 12:00 midnight to 2:00 a.m. on any Monday which is New Year's Day, January 1 of any year.

(Ord. No. 2023-4, 10-23-2023)

Sec. 4-140. Distilled spirits consumption on the premises.

- (a) No distilled spirits may be sold by the drink for consumption on the premises where sold except:
 - (1) In restaurants regularly serving prepared food, with a full-service kitchen. A full-service kitchen will consist of a three-compartment pot sink, a stove or grill permanently installed, and a refrigerator, all of which must be approved by the County Health and Fire Departments. Such restaurant shall regularly serve food every hour it is open and derive at least as much gross receipts annually from the sale of prepared meals or food as it derives from the sale of distilled spirits.
 - (2) In zoning districts where such restaurants are conforming uses or where such establishments are incident to a hotel.
 - (3) In indoor commercial recreation establishments.
 - (4) In an indoor publicly owned civic and cultural center.

Created: 2026-02-05 12:05:13 [EST]

(Supp. No. 14)

-
- (5) In a performing arts facility which holds a performing arts facility alcohol license, and which meets all of the definitional requirements set forth in this chapter; provided, however, that a performing arts facility license shall not authorize the licensee to serve or sell alcohol in any location other than the performing arts facility.
 - (6) In a distillery as permitted by O.C.G.A. § 3-4-24.2.
 - (7) In indoor special event facilities under the conditions set forth in section 4-156.
 - (b) Any restaurant or indoor commercial recreational establishments where distilled spirits are to be consumed on the premises shall also meet the following requirements:
 - (1) Such establishments shall have a seating capacity of at least 30 people, excluding stools and counters;
 - (2) The establishment shall be used, advertised and held out to the public as a place where meals are served and meals are actually served;
 - (3) Such establishment shall serve two meals per day for at least six days per week, with the exception of holidays, vacations, and periods of redecorating, and the serving of such meals shall be the principal business conducted with the serving of distilled spirits to be consumed on the premises as incidental thereto. Eating establishments serving full course meals during an extended period of not less than five hours per day at least six days per week shall be deemed to be serving two meals per day.

(Ord. No. 2023-4, 10-23-2023)

Sec. 4-141. Distilled spirits consumption on the premises hours and days of sale and additional restrictions.

- (a) Distilled spirits shall not be sold for consumption on the premises except between the hours of 9:00 a.m. and 1:55 a.m. Monday through Saturday. It shall be unlawful for businesses holding a consumption on the premises license to fail to remove from its retail service area any and all cans, bottles, glasses, mugs, pitchers, cups, or any other containers used in the consumption of alcoholic beverages or to otherwise allow the consumption of alcoholic beverages on its premises one hour or more after the business is prohibited from selling, dispensing, or delivering alcoholic beverages to any customer, patron or guest of the business.
- (b) No consumption on the premises license holder shall furnish, sell, or offer for sale any distilled spirits at any time in violation of State law, local ordinance or regulation, or special order of the Mayor and Council.
- (c) The sale of distilled spirits for consumption on the premises is permitted on Sundays from 11:00 a.m. until 12:00 midnight in:
 - (1) Any licensed restaurant which derives at least 50 percent of its total annual gross sales from the sale of prepared meals or food in all of the combined retail outlets of the individual establishment where food is served;
 - (2) Any licensed establishment which derives at least 50 percent of its total annual gross income from the rental of rooms for overnight lodging; and
 - (3) An indoor publicly owned civic and cultural center under the standards established by the required special use permit.
 - (4) A licensed distiller/distillery pursuant to section 4-153 of this chapter.
- (d) Distilled spirits may be sold for consumption on the premises from 12:00 midnight to 2:00 a.m. on any Monday which is New Year's Day, January 1 of any year.

Created: 2026-02-05 12:05:13 [EST]

(Supp. No. 14)

- (e) Persons holding a license to sell distilled spirits for consumption on the premises shall not be permitted to sell any alcoholic beverage by the package or bottle.

(Ord. No. 2023-4, 10-23-2023; Ord. No. 2024-2, § 2, 2-26-2024)

Sec. 4-142. No consumption outside premises.

Except as allowed in sections 4-70 and 4-146, the following restrictions shall apply:

- (1) It is prohibited for customers to leave the premises with open alcoholic beverages, and it is the licensee's responsibility to ensure that no open beverages are sold and carried out.
- (2) It is prohibited for customers to gather outside an alcoholic beverage establishment and consume alcoholic beverages.
- (3) It is prohibited for the manager or any employee to allow persons to gather outside an alcoholic beverage establishment and consume alcoholic beverages.

(Ord. No. 2023-4, 10-23-2023)

Sec. 4-143. Reserved.

Sec. 4-144. Licensed caterers.

- (a) Notwithstanding any other provision of this chapter to the contrary, a licensed caterer shall be permitted to sell alcoholic beverages for consumption on the premises of a duly authorized catered event held at one of the following locations:
- (1) Performing arts facilities as defined in this chapter;
 - (2) Indoor publicly owned civic and cultural centers as defined in this chapter (the City-owned Depot Building and the Historic Courthouse);
 - (3) Indoor special event facilities as defined in this chapter; and
 - (4) An authorized outdoor special event which has been granted an outdoor special event permit in accordance with subsection 4-70(b)(3).
- (b) A licensed caterer authorized under this section must be a retail dealer licensed pursuant to State law and must possess the following licenses and permits:
- (1) A license permitting the sale of alcoholic beverages for consumption on the premises issued by the City or another licensing jurisdiction;
 - (2) An alcoholic beverage catering license issued by the City or another licensing jurisdiction; and
 - (3) An off-premises permit for the specific event being catered.
- (c) All licensed alcoholic beverage caterers desiring to engage in activities permitted by this section shall make written application to the City Manager for the appropriate off-premises permit. The application shall include, but not be limited to, the name, address and telephone number of the applicant; the date, address and time of the proposed catered event and the licensed alcoholic beverage caterer's State license number. All applications shall be sworn to by the applicant before a notary public or other officer authorized to administer oaths. If an applicant has had his license to sell alcohol by the drink for consumption on the premises issued by another jurisdiction, the application shall be accompanied by an off-premises permit fee of \$50.00. If the application is denied, or if the applicant withdraws the application prior to its approval, the

Created: 2026-02-05 12:05:13 [EST]

(Supp. No. 14)

license fee (without interest) shall be refunded. If an applicant has had his license to sell alcohol by the drink for consumption on the premises issued by the City, such off-premises permit fee is waived. However, such permit must still be obtained.

- (d) The City Manager shall have authority to prescribe forms for applications. Failure to furnish any requested data shall automatically serve to dismiss the application with prejudice.
- (e) Any untrue or misleading information contained in, or material statement omitted from, an original or renewal application for an off-premises permit shall be cause for the denial or revocation thereof.
- (f) If such off-premises permit is granted by the City Manager, it shall be good only for the specific event at the specified address, for the date(s) and time set forth in the application.
- (g) Except as set forth in this section, an off-premises permit holder must comply with all other provisions set forth in this chapter.

(Ord. No. 2023-4, 10-23-2023)

Sec. 4-145. Pouring permit required.

- (a) No person shall be employed to dispense, sell, serve, take orders for, or mix alcoholic beverages, or serve in any managerial position, by an establishment holding a license under this chapter until such person has applied for and received a permit from the City, indicating that the person is eligible and has been issued a pouring permit.
- (b) This section shall not be construed to include employees whose duties are limited solely to those of host, bus boy, cook, or dishwasher. Poured alcoholic beverages shall be transported from the point of dispensing to the customer only by employees that possess a City pouring permit.
- (c) No permit shall be processed until such time as a signed application has been filed with the City Manager, and a fee as established by the Mayor and Council has been paid. The application shall be made on forms approved by the City Manager.
- (d) ~~Any person denied an employee pouring permit shall be provided written notice stating the cause for denial and advising the person of the right to appeal the denial to the Alcohol Licensing Appeals Board in accordance with Section 4- 110. The appeal shall be filed within fifteen calendar days after the date of the written notice of denial. Appeals involving only an employee pouring permit shall be subject to the reduced pouring- permit appeal fee established by the City's fee schedule. Filing an appeal shall not authorize the applicant to sell, serve, dispense, or handle alcoholic beverages unless and until the employee pouring permit is issued. The City Manager shall conduct a background check on each applicant to determine whether the applicant is eligible to hold a permit. If it is found that the person is not eligible for a permit, the City Manager shall notify the person, in writing, that he is not eligible to receive a permit, the cause of such denial and the right to appeal.~~
- (e) No person shall be granted a pouring permit if the City Manager determines that such person has been convicted or pled guilty or entered a plea of nolo contendere to any crime involving moral turpitude, illegal gambling, or illegal possession or sale of controlled substances or the illegal sale or possession of alcoholic beverages, keeping a place of prostitution, solicitation of sodomy, or any sexual-related crime within a period of five years prior to the date of application or the applicant remains on parole or probation for a violation of such a crime or any felony. Completed sentences under the Georgia First Offender Act shall not apply to such consideration. A person's first-time conviction for illegal possession of alcohol as a misdemeanor or violation of a City or County ordinance shall not, by itself, make a person ineligible for an alcohol pouring permit. An applicant who is found to have falsified an application or any information therein shall be denied a permit.

Created: 2026-02-05 12:05:13 [EST]

(Supp. No. 14)

-
- (f) An alcohol pouring permit shall be issued for a period of one calendar year from the date of the original application. The alcohol pouring permit must be in the possession of the holder while the holder is working at the licensed establishment. This permit must be available for inspection by the City Manager.
 - (g) All permits issued through administrative error shall be terminated and seized by the City Manager.
 - (h) Replacement permits may be issued upon paying one-half of the fees charged for an original permit. The original expiration date shall remain in force for any replacement permit.
 - (i) All permits issued under this chapter remain the property of the City Manager and shall be produced for inspection upon the demand of any employee or designee of the City.
 - (j) No licensee shall allow any employee or manager required to hold a permit to work on the premises unless the employee or manager has in his possession a current valid City pouring permit. For new employees, a receipt issued by the City Manager may be used for a maximum of 30 days from the date of its issue. Licensees are required by this chapter to inspect and verify that each employee required to do so has in his possession a valid current alcohol pouring permit.
 - (k) The penalty for service of alcoholic beverages to a minor by an individual who holds an alcoholic beverage pouring permit shall be as follows:
 - (1) For the first offense: a minimum fine of \$250.00.
 - (2) For the second offense and subsequent violations: a minimum fine of \$500.00.
 - (3) Any individual holding an alcoholic beverage pouring permit where three or more violations of serving alcoholic beverages to a minor have occurred within any 36-month period shall be punished as follows:
 - a. For the third offense within any 36-month period, suspension of the alcoholic beverage pouring permit for a period not to exceed 90 days.
 - b. For the fourth and any subsequent violation within any 36-month period, suspension of the alcoholic beverage pouring permit for a period not to exceed one year.

(Ord. No. 2023-4, 10-23-2023)

Sec. 4-146. Open area and patio sales.

- (a) Alcoholic beverage sales may be made by a licensed consumption on-premises establishment in a patio/open sales area type environment if the establishment has been approved to do so by the City Manager.
- (b) The requirement for approval is that the patio/open area be enclosed by some structure providing for public ingress/egress only through the main licensed premises. The purpose of this requirement is to prevent a customer from leaving the outside sales area with an open drink without the licensee's knowledge.
- (c) The height of such structure shall be a minimum of 3.5 feet above ground level. It does not have to be solid, nor does it have to restrict visibility into or out of the patio/open sales area. It must be submitted to and approved by the City Manager.
- (d) The only exit from this type of area is to be through the licensed establishment's main premises and through an approved fire exit, not for general public use unless an emergency exists. The fire exit shall be of the type that sounds an alarm so that the establishment will be alerted in the event of unauthorized use when no emergency exists.
- (e) Nothing contained in this section shall prohibit a hotel or motel with a consumption on the premises license from making sales and allowing consumption of alcoholic beverages in ballrooms, meeting rooms, reception rooms, or patio areas of such hotel or motel, provided that such functions are catered in connection with a meeting, conference, convention or similar type gathering at such hotel or motel.

Created: 2026-02-05 12:05:13 [EST]

(Supp. No. 14)

- (f) Notwithstanding any provisions to the contrary in this section, any licensed consumption on premises establishment permitted to sell alcoholic beverages in a patio/open sales area type environment which is located in the Downtown Entertainment District shall not be required to meet the requirements of (b), (c) and (d) above. The patio/open area shall be clearly separated from the public sidewalk or right-of-way and shall be under the exclusive control of the licensed establishment.

(Ord. No. 2023-4, 10-23-2023)

Sec. 4-147. Wine shop.

- (a) Notwithstanding any other provision of this chapter to the contrary, the City Manager is authorized to issue a wine shop license to businesses:
- (1) Which meet all other license application requirements set forth in this chapter and shall be located in the Downtown Entertainment District
- (b) A wine shop established under this section may:
- (1) Sell and serve beer and wine by the drink for consumption on the premises. The total amount of beer served to a patron for consumption on the premises shall not exceed a total of 32 ounces in volume to any one individual within a two-hour period, but if a person is sold a high gravity beer the total sample amount in a two-hour period shall be reduced to 20 ounces in volume. The total amount of wine served to a patron for consumption on the premises shall not exceed a total of 12 ounces in volume to any one individual within a two-hour period. A wine shop shall not be permitted to sell 20/32 ounces of beer and 12 ounces of wine to one individual. The intent of this section is that the primary purpose of a wine shop is to be a package off premises operation but may allow consumption on the premises as part of its operations. The intent of this provision is to restrict the amount sold to one individual to the lowest volume (12, 20 or 32 ounces) based on any combination of alcoholic beverage.
 - (2) Sell wine and beer by the package must remain sealed on the licensed premises with a tamper proof cap and may not thereafter be opened or consumed on the premises.
- (c) Nothing in this subsection shall prohibit a wine shop from serving food. In order to serve alcohol for consumption on the premises on Sunday, the establishment must receive 50 percent of its revenue from the sale of prepared meals or food in accordance with the requirements of O.C.G.A. § 3-3-7 as currently exist or as may be amended in the future.

(Ord. No. 2023-4, 10-23-2023)

Sec. 4-148. Private clubs.

- (a) Private clubs may sell and dispense alcoholic beverages upon compliance with all applicable ordinances and regulations of the City governing the sale of such beverages and upon payment of such license fees and taxes as may be required by the existing ordinances, rules and regulations of the City.
- (b) Veteran organizations, fraternal organizations, and other nonprofit organizations currently having tax exempt status under either the United States Internal Revenue Code or the State income tax law shall not be required to operate a food establishment serving prepared food as a condition of licensing for consumption on the premises. However, any such organization selling or dispensing alcoholic beverages shall be subject to all ordinance regulations dealing with general licensing and consumption on the premises establishments.
- (c) Alcoholic beverages shall not be sold for consumption on the premises at a private club except between the hours of 9:00 a.m. and 1:55 a.m. Monday through Saturday.

Created: 2026-02-05 12:05:13 [EST]

(Supp. No. 14)

-
- (d) No private club consumption on the premises license holder shall furnish, sell, or offer for sale any alcoholic beverages at any time in violation of State law, local ordinance or regulation, or special order of the Mayor and Council. It shall be unlawful for private clubs holding a consumption on the premises license to fail to remove from its service area any and all cans, bottles, glasses, mugs, pitchers, cups, or any other containers used in the consumption of alcoholic beverages or to otherwise allow the consumption of alcoholic beverages on its premises one hour or more after the club is prohibited from selling, dispensing, or delivering alcoholic beverages to any customer, patron or guest.
- (e) The sale of alcoholic beverages for consumption on the premises is permitted in a private club on Sundays from 11:00 a.m. until 12:00 midnight in:
- (1) Any licensed establishment which derives at least 50 percent of its total annual gross sales from the sale of prepared meals or food in all of the combined retail outlets of the individual establishment where food is served;
 - (2) Any licensed establishment which derives at least 50 percent of its total annual gross income from the rental of rooms for overnight lodging; and
 - (3) An indoor publicly owned civic and cultural center under the standards established by the required special use permit.
- (f) Alcoholic beverages may be sold for consumption on the premises at a private club from 12:00 midnight to 2:00 a.m. on any Monday which is New Year's Day, January 1 of any year.
- (Ord. No. 2023-4, 10-23-2023)

Sec. 4-149. Art shop.

- (a) Notwithstanding any other provision of this chapter to the contrary, the City Manager is authorized to issue an art shop license to businesses:
- (1) Located in the Downtown Entertainment District;
 - (2) Which meet all other license application requirements set forth in this chapter; and
 - (3) Which operate as an art shop.
- (b) An art shop established under this section may allow customers to bring in bottles of wine and beer to be consumed on the premises, except on Sundays.
- (1) Any wine and/or beer served on the premises shall only be served by an employee of the art shop otherwise authorized to serve alcoholic beverages under this article.
 - (2) No customer of an art shop shall consume more than two six-ounce servings of wine or two 12-ounce servings of beer during a three-hour period or four six-ounce servings of wine or four 12-ounce servings of beer within a single business day.
 - (3) The serving of wine and/or beer in an art shop shall be subject to all of the provisions related to the service of other alcoholic beverages under this article, including, but not limited to, the prohibition of serving wine or beer to anyone under 21 years of age or to anyone intoxicated.
- (c) Nothing in this section shall prohibit an art shop from serving food, provided that it meets all of the requirements provided in this Code and is properly permitted by the City.

(Ord. No. 2023-4, 10-23-2023)

Created: 2026-02-05 12:05:13 [EST]

(Supp. No. 14)

Sec. 4-150. Brewpub.

- (a) No person shall be permitted to own or operate a brewpub without first obtaining a brewpub license from the City Manager pursuant to the same procedures as are set forth in this chapter, and each brewpub license holder shall comply with all other applicable State and local license requirements.
 - (b) A brewpub license authorizes the holder of such license to:
 - (1) Manufacture on the licensed premises not more than 10,000 barrels of beer in a calendar year solely for retail.
 - (2) Operate a restaurant that shall be the sole retail outlet for such beer. Such outlet may offer for sale any other alcoholic beverages produced by other manufacturers which are separately authorized for consumption on the premises by this chapter, including wine, distilled spirits, and malt beverages, provided that such alcoholic beverages are purchased from a licensed wholesaler for consumption on the premises only; and provided, further, that in addition to draft beer manufactured on the premises, each brewpub licensee shall offer for sale commercially available canned or bottled malt beverages from licensed wholesalers for consumption on the premises only; and
 - (3) Notwithstanding any other provision of this section, sell up to a maximum of 5,000 barrels annually of such beer to licensed wholesale dealers for distribution to retailers and retail consumption dealers.
 - (c) Possession of a brewpub license shall not prevent the holder of such license from obtaining another license authorized under this chapter for the same premises.
 - (d) A brewpub license does not authorize the holder of such license to sell alcoholic beverages at retail by package for consumption off the premises.
 - (e) A brewpub licensee shall pay all state and local license fees and excise taxes applicable to individuals licensed as manufacturers, retailers, and, where applicable, wholesalers.
 - (f) A brewpub licensee shall measure all beer manufactured on the premises and otherwise comply with applicable regulations respecting excise and enforcement tax determination of such beer as required.
 - (g) Except as set forth in this section, a brewpub license holder shall be subject to all provisions of this chapter.
- (Ord. No. 2023-4, 10-23-2023)

Sec. 4-151. Growler shop.

- (a) No person shall be permitted to own or operate a growler shop without first obtaining a growler shop license from the City Manager pursuant to the same procedures as are set forth in this article, and each growler shop license holder shall comply with all other applicable State and local requirements.
- (b) A growler shop shall be located in the Downtown Entertainment District. Growlers may not be sold at any establishment engaged in the sale of distilled spirits.
- (c) The filling of growlers by means of a tapped keg shall not constitute the breaking of a package as contemplated by O.C.G.A. § 3-3-26 or other provisions of this article, provided that after the growler is filled the growler must be sealed on the licensed premises with a tamper-proof plastic cap and may not thereafter be opened or consumed on the premises. Licensees or employees of the growler shop may fill or refill growlers with draft beer or wine at a growler shop as provided in this section in a growler not smaller than 12 ounces in volume and not to exceed 68 ounces in volume.
- (d) A growler shop shall be authorized to sell samples of draft beer or wine to patrons over the age of 21 years. Samples of beer whether under subsection (d) or (e) shall not exceed a total of 32 ounces in volume to any

Created: 2026-02-05 12:05:13 [EST]

(Supp. No. 14)

one individual within a 24-hour period, but if a person is sold a sample of high gravity beer the total sample amount in a 24-hour period shall be reduced to 20 ounces in volume. Samples of wine whether under subsection (d) or (e) shall not exceed a total of 12 ounces in volume to any one individual within a 24-hour period. A growler shop shall not be permitted to sell 20/32 ounces of beer and 12 ounces of wine to one individual. The intent of this section is that the primary purpose of a growler shop is to be a package off premises operation but may provide samples as an ancillary part of its operations. The intent of this provision is to restrict the amount of the samples sold to one individual to the lowest volume (12, 20 or 32 ounces) based on any combination of alcoholic beverage.

- (e) In addition to growlers, a growler shop may sell beer and/or wine in cans, bottles, or other sealed package as a retail dealer. The growler shop shall be authorized to sell samples of beer or wine to patrons over the age of 21 years. Samples of beer whether under subsection (d) or (e) shall not exceed a total of 32 ounces in volume to any one individual within a 24-hour period, but if a person is sold a sample of high gravity beer the total sample amount in a 24-hour period shall be reduced to 20 ounces in volume. Samples of wine whether under subsection (d) or (e) shall not exceed a total of 12 ounces in volume to any one individual within a 24-hour period. A growler shop shall not be permitted to sell 20/32 ounces of beer and 12 ounces of wine to one individual. The intent of this ordinance is that the primary purpose of a growler shop is to be a package off premises operation but may provide samples as an ancillary part of its operations. The intent of this provision is to restrict the amount of the samples sold to one individual to the lowest volume (12, 20 or 32 ounces) based on any combination of alcoholic beverage.
- (f) Nothing in this section shall prohibit a growler shop from serving food or other non-alcoholic products, provided that it meets all of the requirements provided in this Code and is properly permitted by the City.

(Ord. No. 2023-4, 10-23-2023)

Sec. 4-152. Brewer/brewery.

- (a) A brewer shall be permitted to manufacture beer with the right to sell the product of the brewer for resale within and outside of the limits of the State.
- (b) The right to sell the manufactured product of the brewer for resale within the City and the State may be revoked separately from the right to manufacture and sell the product for resale outside of this State.
- (c) A licensed brewer shall be permitted to operate in accordance with and shall be subject to the limited exception to the three-tier distribution system as set forth in O.C.G.A. § 3-5-24.1, as currently exists or as may hereafter be amended.
- (d) A licensed brewer shall be subject to the provisions related to hours and days of sale as set forth in section 4-139 of this chapter.
- (e) A licensed brewer shall submit excise taxes to the City on a monthly basis in accordance with O.C.G.A. §§ 3-5-24.1 and 3-5-81 and section 4-48 of this chapter.
- (f) A licensed brewer shall abide by all federal, State and local laws, regulations or rules. The failure to comply with such laws, regulations or rules may serve as a basis for revocation of the license issued by the City.

(Ord. No. 2023-4, 10-23-2023; Ord. No. 2024-2, § 3, 2-26-2024)

Sec. 4-153. Distiller/distillery.

- (a) A distiller shall be permitted to manufacture distilled spirits with the right to sell the product of the distiller for resale within and outside of the limits of the State.

Created: 2026-02-05 12:05:13 [EST]

(Supp. No. 14)

- (b) A licensed distiller shall be permitted to operate in accordance with and shall be subject to the limited exception to the three-tier distribution system as set forth in O.C.G.A. § 3-4-24.2, as currently exists or as may hereafter be amended.
 - (c) A licensed distiller shall be subject to the provisions related to hours and days of sale as set forth in section 4-141 of this chapter.
 - (d) A licensed distiller shall submit excise taxes to the City on a monthly basis in accordance with O.C.G.A. §§ 3-4-24.2 and 3-4-61 and sections 4-47 and 4-48 of this chapter.
 - (e) A licensed distiller shall abide by all federal, State and local laws, regulations or rules. The failure to comply with such laws, regulations or rules may serve as a basis for revocation of the license issued by the City.
 - (f) A licensed distiller may operate as a distiller during the hours as retail consumption dealers are allowed pursuant to O.C.G.A. § 3-4-24.2.
- (Ord. No. 2023-4, 10-23-2023; Ord. No. 2024-2, §§ 4—6, 2-26-2024)

Sec. 4-154. Amenity license.

- (a) A non-eating establishment that offers beer and/or wine as an act of hospitality, where it is clearly a secondary function of the business, shall be eligible to apply for a beer and/or wine amenity license. Eating establishments shall not be eligible for a beer and/or wine amenity license.
- (b) An amenity license shall allow the license holder to offer beer and/or wine for sell as an act of hospitality and shall not be part of the core operations of such establishments.
- (c) Amenity sales license permits the licensee to sell a patron either two six-ounce glasses of wine or two 12-ounce servings of beer or other malt beverage per day.
- (d) In no event shall a licensee's total annual gross alcohol revenue exceed ten percent of the licensee's gross annual revenues.
- (e) Amenity alcohol sales licensees shall be required to obtain a State alcohol license for consumption on the premises and except as expressly provided for herein, shall be subject to all State and local laws, rules and requirements, including licensing requirements and the other provisions of this chapter related to the sale of alcohol for consumption on the premises. Notwithstanding the foregoing, amenity sales licensees shall not be required as a condition of their license to post signs as required by this chapter.
- (f) Notwithstanding other provisions in this chapter regarding penalties for violation of this chapter, upon a determination that a holder of an amenity sales license has violated any provision of this chapter the license shall be revoked and the holder shall be ineligible to obtain an amenity sales license for a period of five years following the effective date of the revocation.
- (g) The amenity permit application shall include a background check. A \$50.00 administrative fee shall be charged to cover this administrative process.

(Ord. No. 2023-4, 10-23-2023)

Sec. 4-155. Alcoholic frozen consumables.

- (a) An establishment that makes alcoholic frozen consumables shall be permitted to sell, serve, and/or dispense alcoholic frozen consumables.
- (b) Alcoholic frozen consumables shall not be sold for consumption on the premises except between the hours of 9:00 a.m. and 1:55 a.m. Monday through Saturday. The sale of alcoholic frozen consumables is permitted

Created: 2026-02-05 12:05:13 [EST]

(Supp. No. 14)

on Sundays from 11:00 a.m. until 12:00 midnight if the establishment derives at least 50 percent of its total annual gross sales from the sale of non-alcoholic frozen consumables and prepared meals or food in all of the combined retail outlets of the individual establishment.

- (c) Alcoholic frozen consumables may be carried in the Downtown Entertainment District in accordance with the provisions of subsection 4-70(b)(5).
- (d) Any establishment licensed under this section shall comply with all relevant and applicable provisions of this chapter.

(Ord. No. 2023-4, 10-23-2023)

Sec. 4-156. Indoor special event facility.

In an indoor special event facility pursuant to a license issued by the City Manager setting forth specific operational requirements and restrictions for the facility that control consumption at the facility. Alcohol may only be served at an indoor special events facility by a licensed caterer under the provisions set forth in section 4-144 or by the owner of the indoor special events facility in compliance with all applicable sections of this chapter. If the indoor special events facility is located outside of the Downtown Entertainment District, in order to serve or allow alcohol to be consumed on the premises, the following additional requirements shall apply:

- (1) Minimum square footage of 2,700 square feet.
- (2) All events with alcohol sold, served, or consumed must end by 10:00 p.m. and attendees must vacate the premises. Nothing in this provision shall prevent the owner or event organizer from staying past event closing time to clean facility and/or prepare for other events.
- (3) All events must provide on-site security for safety and noise control with at least one security personnel per 75 attendees.
- (4) All parking areas serving the facility shall be well lighted.
- (5) No loitering shall be permitted outside of or in the parking lot of the facility and shall be enforced by the security personnel required above.

(Ord. No. 2023-4, 10-23-2023)

Secs. 4-157—4-170. Reserved.

ARTICLE VII. RETAIL PACKAGE SALES OF MALT BEVERAGES AND WINE

Sec. 4-171. Type of retail establishment where permitted.

No beer or wine shall be sold at retail package except in the following establishments:

- (1) In retail establishments devoted principally to the retail sale of groceries and food products and which are located in zoning districts in which food establishments are permitted as a conforming use;
- (2) In retail establishments devoted principally to the retail sale of fish bait and fishing equipment and which are located in zoning districts in which retail sale of fish bait and fishing equipment are a permitted use;
- (3) In a licensed wine shop as set forth in section 4-147; or

(Supp. No. 14)

Created: 2026-02-05 12:05:13 [EST]

(4) In a licensed beer growler establishment where beer and malt beverages are sold.

(Ord. No. 2023-4, 10-23-2023)

Sec. 4-172. Hours and days of sale.

- (a) No retail license holder holding a license under this article for sale of beer/malt beverages, wine, or both, shall furnish, sell or offer for sale any beer/malt beverage or wine except between the hours of 7:00 a.m. and 12:00 midnight Monday through Saturday and 12:30 p.m. and 11:30 p.m. on Sunday.
- (b) No retail license holder shall furnish, sell, or offer for sale any beer/malt beverage or wine at any time in violation of State law, local ordinance or regulation, or special order of the Mayor and Council.

(Ord. No. 2023-4, 10-23-2023)

Sec. 4-173. Use of tags or labels to indicate prices.

Retailers shall indicate plainly by tags or labels on the bottles or containers or on the shelf immediately below where the containers are placed the prices of all beer and wine exposed or offered for sale.

(Ord. No. 2023-4, 10-23-2023)

Sec. 4-174. Quantity sale requirements.

Single cans or bottles or other containers of alcoholic beverages may be sold.

(Ord. No. 2023-4, 10-23-2023)

Secs. 4-175—4-201. Reserved.

ARTICLE VIII. WHOLESALERS

Sec. 4-202. License required.

Any person, firm or corporation designed to sell at wholesale any beer, wine, or distilled spirits in the incorporated area of the City shall make application to the City Manager for a license to do so, which application shall be in writing on the forms authorized and prescribed by the City Manager. No beer, wine, or distilled spirits shall be delivered to any retail sales outlet in the City except by a duly licensed wholesaler in licensed vehicles. The name of the wholesale distributor shall be clearly marked on the vehicles.

(Ord. No. 2023-4, 10-23-2023)

Secs. 4-203—4-227. Reserved

ARTICLE IX. HOTEL-MOTEL IN-ROOM SERVICE

(Supp. No. 14)

Created: 2026-02-05 12:05:13 [EST]

Sec. 4-228. License.

- (a) The term "in-room service" means the provision of a cabinet or other facility located in a hotel-motel guestroom which contains beer and/or wine only, which is provided upon written request of the guest and which is accessible by lock and key only to the guest and for which the sale of the beer and/or wine contained therein is final at the time requested except for a credit which may be given to the guest for any unused portion.
- (b) Any hotel-motel that acquires this in-room service shall also be required to obtain a consumption on the premises license and meet all of the requirements of this chapter.
- (c) No hotel-motel shall be authorized to provide in-room service until it has been issued a special license to do so. A license fee of \$100.00 for each hotel-motel shall be imposed to provide only beer and/or wine by in-room service.
- (d) The sale of beer and/or wine by in-room service shall be subject to all restrictions and limitations relative to the retail sale of any alcoholic beverages, except as provided otherwise in this article.
- (e) Keys for in-room service shall only be sold to guests between the hours of 11:00 a.m. and 12:00 midnight Monday through Saturday and between the hours of 12:30 p.m. and 12:00 midnight on Sunday.

(Ord. No. 2023-4, 10-23-2023)

Created: 2026-02-05 12:05:13 [EST]

(Supp. No. 14)