

**COUNCIL MEETING MINUTES  
CITY OF SUGAR HILL COUNCIL CHAMBERS  
5039 WEST BROAD STREET  
SUGAR HILL, GEORGIA  
TUESDAY, FEBRUARY 15, 2022, 7:30 P.M.**

**CALL TO ORDER** – by Mayor Hembree. Present were Mayor Brandon Hembree, Mayor Pro Tem Taylor Anderson, Council Members Marc Cohen, Mason Roszel and Jenn Thatcher, City Manager Paul Radford, Assistant City Manager Troy Besseche, City Clerk Jane Whittington and City Attorney Creighton Lancaster.

**PLEDGE OF ALLEGIANCE TO THE FLAG**

**INVOCATION** – given by Council Member Thatcher.

**APPROVAL OF AGENDA** – Mayor Pro Tem Anderson motioned to approve the agenda as submitted. Council Member Roszel seconded the motion. Approved 3-0.

**APPROVAL OF MINUTES** – Special Called Meeting & Executive Session January 18, 2022; Work Session & Executive Session January 3, 2022 – Council Member Thatcher motioned to approve the minutes as submitted. Mayor Pro Tem Anderson seconded the motion. Approved 3-0.

**AWARDS/PRESENTATIONS/PROCLAMATIONS**

**Council Member Cohen arrived at the meeting.**

**REPORTS**

**CITY ATTORNEY  
COUNCIL  
MAYOR  
CITY CLERK  
CITY MANAGER  
YOUTH COUNCIL**

**CITIZENS AND GUESTS COMMENTS-** there were no comments from citizens or guests.

**CONSENT AGENDA**

**OLD BUSINESS**

**NEW BUSINESS**

**Public Hearing, DRBCBD-22-001, Scott Adams, 4909 Roosevelt Circle, design review for new single- family detached home** – Planning Director Awana explained that the city received an application from Scott Adams requesting design review board approval to build a single-family detached home. The existing zoning is RS-100, and the property is located in the Town Center Overlay and Central Business District. The existing garage in the rear of the property will remain. The property is vacant after a fire destroyed the principal structure in 2017. The staff is recommending approval with one condition. The public hearing was opened and there were no comments, so the hearing was closed. Council Member Cohen motioned to approved DRBCBD-22-001 with the one condition as listed by staff. Council Member Roszel seconded the motion. Approved 4-0.

**Public Hearing, RZ-21-009, ACR Engineering, Inc., 1250 Hickory Hills Dr., Rezone from MH to R36 for 12 Cottage Court Units** – Planning Director Awana explained that the city received an application from ACR Engineering, Inc. requesting to change the zoning from existing Mobil Home Park District (MH) to Medium Density Mixed Residential (R-36) for a 12-unit cottage court development. In Sugar Hill there are significant numbers of single-family homes that are large. Compact single-family home ownership could be attractive to the households who earn less income and can afford the \$150,000 price range. The homes would have prominent front porches with a shotgun style. They face a center courtyard. Staff as well as the Planning Commission recommended approval with four conditions. The public hearing was opened and Mark Colbert, ACR Engineering, Inc., spoke regarding the application and project. Council Member Thatcher expressed concerns over the responsibility of the HOA regarding repairs and maintenance of the retention pond given the price of the homes. She asked if there would be reserve funds for the HOA? Council Member Cohen asked the applicant who he would market the homes to teachers, public workers. When they leased would it be leased to own. The applicant stated that they would market to all those categories and the homes would be both lease and lease to own. There were no other comments, so the hearing was closed. Mayor Pro Tem Anderson shared concerns for funding the HOA. He requested that maybe they should perform a capital reserve study. Mayor Pro Tem Anderson motioned to table RZ-21-009 until the March meeting to address concerns brought forward tonight. Council Member Thatcher seconded the motion. Approved 4-0

**Public Hearing, RZ-21-010, TT Investment Group, LLC, 4810 Wages Way, Change in Conditions to Construct an Office/Warehouse Building** – Planning Director Awana explained that this application is for a change in conditions only. Staff approves with seven conditions. The public hearing was opened, and Ronald Taylor spoke regarding the buffer and the hours that the proposed establishment will be open. He owns the property adjoining this parcel. He is good with the hours in the conditions and requested that there be a buffer protecting his property.

Joshua Paige, 1214 Hidden Circle spoke regarding the traffic. He and his neighbors have been working with Gwinnett County to install speed humps on Hidden Circle. He would also request that Public Safety make sure the businesses closes as they are supposed to.

There were no other comments, so the hearing was closed. Mayor Pro Tem Anderson motioned to approve RZ-21-010 with the seven conditions as presented by staff. Council Member Cohen seconded the motion. Approved 4-0.

**Public Hearing, DRB-CBD 21-003 Rangewater Real Estate LLC, 5000 & 5252 Nelson Brogdon Blvd. Design Review for mixed-use with townhomes & commercial** – Planning Director explained that the public hearing will be combined with VAR-21-002. These would be rental units. The public hearing was opened and Shane Lanham with Mahaffey Pickens Tucker, LLC spoke for the applicant. There were no other comments, so the hearing was closed. Mayor Pro Tem Anderson motioned to approve DRB-CBD 21-003 with the four conditions as presented. Council Member Roszel seconded the motion. Approved 4-0.

**Public Hearing, VAR-21-002, Rangewater Real Estate LLC, 5000 & 5252 Nelson Brogdon Blvd., stream buffer variance** – Combined Public Hearing. Council Member Cohen motioned to approve VAR-21-002 with condition that on-site mitigation is accomplished in accordance with the procedures provided in the Gwinnett County Storm Water Design Manual prior to receiving a land disturbance permit.

**Public Hearing, DRB-21-004, Joe Alcock/MPS Architecture, 1450 Peachtree Industrial Blvd., Design Review for mixed use w/multi-family, townhomes & commercial** – Planning Director explained that this project was approved in December 2021. They are seeking design

review approval. The project consists of commercial row houses, multi-family residential and townhomes. The public hearing was opened and Chuck Young from Prestwyck spoke for the applicant. There were no other comments, so the hearing was closed. Council Member Thatcher motioned to approve DRB-CBD 21-004 approval of the site plan and building elevations in material and architectural detail with four conditions. Council Member Roszel seconded the motion. Approved 4-0.

**Public Hearing, SUP-21-004 Shining Health LLC, Haiying Yu, 4450 Nelson Brogdon Blvd., Suite D1, Special Use permit for a massage establishment** – Planning Director explained that staff and the Planning Commission recommended denial. The public hearing was opened and there were no comments, so the hearing was closed. Council Member Cohen motioned to deny SUP-21-004. Council Member Thatcher seconded the motion. Approved 4-0.

**22 Acre Park Construction Manager at Risk, RFP# 21-004** – Mayor Pro Tem Anderson motioned to reject the two bids that were received for the Construction Manager at Risk for the 22-acre park owned by the city. Council Member Cohen seconded the motion. Approved 4-0.

**On-Call Engineering Services, RFP# 21-019** – The City Manager Paul Radford clarified for transparency purposes that his daughter recently accepted a job with Atlas. Her role will be working with DOT in another area of the company. Assistant City Manager Besseche explained that the city advertised an RFP in December for a group of engineering firms to have a role as on-call engineering services for city projects. The city received proposals from fourteen firms. The three-person selection committee reviewed the proposals, and five firms were selected. The selection committee consisted of the Assistant City Manager, the Projects Coordinator and the Parks and Recreation Director. Council Member Cohen motioned to approve the five vendors for award of the on-call engineering services to provide architectural, engineering and civil design services in an on-call capacity with cost and scope to be determined with each project. Council Member Thatcher seconded the motion. Approved 4-0.

**EXECUTIVE SESSION: TO DISCUSS LEGAL, REAL ESTATE AND/OR PERSONNEL** – Council Member Cohen motioned to enter Executive Session. Council Member Roszel seconded the motion. Approved 4-0.

**PUBLIC ACTION TAKEN OUT OF EXECUTIVE SESSION** – there was no public action taken out of Executive Session.

**ADJOURNMENT** – Council Member Thatcher motioned to adjourn. Council Member Cohen seconded the motion. Approved 4-0.