

**COUNCIL MEETING MINUTES  
CITY OF SUGAR HILL  
5039 WEST BROAD STREET  
SUGAR HILL, GEORGIA  
MONDAY, OCTOBER 14, 2024, 7:30 P.M.**

**CALL TO ORDER** – by Mayor Hembree. Present were Mayor Brandon Hembree, Mayor Pro Tem Alvin Hicks, Council Members Taylor Anderson, Meg Avery, Joshua Page and Gary Pirkle, Assistant City Manager Troy Besseche, City Clerk Jane Whittington, and City Attorney Frank Hartley. City Manager Paul Radford was not present.

**PLEDGE OF ALLEGIANCE TO THE FLAG  
INVOCATION** – given by Mayor Pro Tem Hicks.

**APPROVAL OF AGENDA** – Mayor Pro Tem Hicks motioned to approve the agenda. Council Member Page seconded the motion. Approved 5-0.

**APPROVAL OF MINUTES** – Council Meeting & Special Called Meeting September 9, 2024; Special Called Meeting September 16, 2024; Work Session & Executive Session September 3, 2024. Council Member Avery motioned to approve the minutes. Council Member Anderson seconded the motion. Approved 5-0.

**AWARDS/PRESENTATIONS/PROCLAMATIONS**

**REPORTS**

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

**CITIZENS AND GUESTS COMMENTS  
CONSENT AGENDA**

**OLD BUSINESS**

**PUBLIC HEARING, RZ-24-004, 1036 and 1040 Whitehead Road, Whitehead Road Investments LLC, Rezone from AF, RS-100 & RS-150 to RS-100 CBD within the Central Business District** for future Single-Family Residences – City Manager/Planning. Rebecca Keefer, Interim Planning Director, explained the application and two conditions. The Planning Commission recommended denial and staff recommended approval with two conditions which she read for the record. This will still go through the design review process.

Mayor Hembree explained that at the Work Session it was agreed to allow fifteen minutes per side during the public hearing. The public hearing was opened, and David Smith and Pam Session of Hedgewood Homes explained their project. Clifton Pruitt, 5223 Sugar Ridge spoke regarding current housing stock. Josh Mendoza, 985 Whitehead Rd. spoke in favor of the project.

The following spoke in opposition Babs Grimes, 799 Whitehead Rd.; Ms. Flanders, 1056 Whitehead Rd.; Paul Grimes, 799 Whitehead Rd.; Marla King 510 Emerald Pkwy.; Haley Wyland, Riverside Walk Dr.; Amber Chambers 809 Whitehead Rd. and Andrew Schultz, 5350 Windswept Trace.

Council Member Pirkle motioned to deny RZ-24-004. Council Member Page made a substitute motion to approve the rezoning of RZ-24-004, 4.61 acres described as 1036 and 1040 Whitehead Rd. to RS-100 CBD with the two staff conditions adding eight new conditions. He read the proposed eight conditions which are as follows:

3. Add a 0% cap provision to the HOA CCRs
4. The road labeled “Bailey Avenue would not connect to adjacent parcels. This road would also remain a private driveway and not become city maintained
5. Increase the buffer that is adjacent to parcels 7306 011A & 7306008 from 5 to 10 feet respectively to 15 feet on both sides
6. The buffer that is adjacent to Parcels 7306 011A & 7306 008 should be substantially screened and professionally landscaped and maintained
7. The developer shall fund the HOA reserves in the amount of \$1,000 per unit developed (100 units = \$100,000, 180 units = \$180,000)
8. The cost of any stormwater detention/retention shall be paid for by the developer
9. No more than 7 units per acre for the entire project
10. Removal of Whitehead Rd. parking

Staff conditions:

1. The development shall substantially conform to the site plan (Exhibits 1-2) submitted with the application, particularly regarding its general features, placement, and alignments. However, alterations necessary to accommodate requirements from the design review process are permitted without additional Mayor and Council approval, provided they align with the spirit and context of the approval as determined by the Planning Department. (Amendment – Applicant to submit new site plan which includes the eight new conditions)
2. At least three natural gas appliances shall be installed within each residential unit prior to a certificate of occupancy.

Council Member Anderson seconded for discussion. Council Member Pirkle commented that a new site plan was necessary to see how the current conditions would align with what is being proposed. The City Attorney explained that they could require an updated site plan as an amendment to staff condition #1. Council Member Page amended the motion to require the applicant to submit a new site plan to address condition #1. Council Member Anderson seconded the motion. The motion was approved 3-2 with Council Members Anderson Hicks and Page voting in favor and Council Members Avery and Pirkle voting against. The Council will now need to vote on the original substitute motion as amended. The motion was approved 3-2 with Council Members Anderson, Hicks and Page voting in favor and Council Members Avery and Pirkle voting against.

## **NEW BUSINESS**

**PUBLIC HEARING, DRB-CBD-24-002, 1125 Whitehead Rd., Renovation to office use and provide an addition of a two-car garage** – City Manager/Planning. Planner Logan Witter explained that the City received an application from Caren Carney, DVM requesting design review board approval for renovation of the existing residential structure to an office with the addition of a two-car garage. This property is within the Central Business District (CBD) overlay. The public hearing was opened, and Dr. Carney explained that this business will not have walk-in customers or animals boarded. James January commented in favor of the project. A current client at 6252 Suwanee Dam Rd. spoke in favor of the project. There were no other comments, so the hearing was closed. Council Member Anderson motioned to approve DRB-CBD-24-002 with the staff condition. He congratulated Dr. Carney on coming from a home office to the Suite Spot to a downtown business location. The motion was seconded by Council Member Page. Approved 5-0.

**PUBLIC HEARING, DRB-TCO-24-003, 5017 Spring Hill Drive, remodel & provide an addition to existing single-family residence** – City Manager/Planning. Planner Claire Weatherly explained that the city received an application from Mike Dodson requesting design review board approval to remodel and add onto an existing residence located within the Town Center Overlay at 5017 Spring Hill Drive.

The public hearing was opened, and Mike Dodson explained that he and his wife bought this property for resell. They are in real estate and want to remodel this property and turn around and sell it. Paul Grimes spoke in favor of the remodel. Council Member Avery motioned to approve the site plan and buildings in material and architectural detail with the following condition: Final designs shall substantially resemble the attached exhibits labeled Exhibit 1-2. Council Member Hicks seconded the motion. Approved 5-0.

**PUBLIC HEARING, DRB-TCO 24-004 1011 Level Creek Road, Kennet Johansson, Design Review Board Approval to remodel and provide an addition to existing single-family residence** – City Manager/Planning. Planner Claire Weatherly explained that the city received an application on September 11, 2024, from Kennet Johansson requesting design board review approval to remodel and add onto an existing residence located within the Town Center Overlay (TCO) at 1011 Level Creek Rd. The applicant came before the Council in September with a previous plan which was denied. The applicant will remodel the current structure, bring it up to code and improve the appearance. The public hearing was opened, and Mr. Johansson explained that he plans to remove the second driveway, remodel it as a single-family structure and remove the back entrance. There were no other comments, so the hearing was closed. Council Member Page motioned to approve TCO Design Review 24-004 with the following condition: Final design shall substantially resemble the attached exhibits labeled Exhibit 1-4. Council Member Hicks seconded the motion. Approved 5-0.

**Contract Award, Highway 20 Pedestrian Bridge Construction** – the Assistant City Manager explained the background and the budget impact of the proposed bridge. The project has been fully designed and permitted through the Georgia Department of Transportation. Staff recommended awarding the contract to the lowest bidder Om Shiv at \$7,102,626.50. Council Member Anderson motioned to approve awarding the contract to Om Shiv at \$7,102,626.50 with the budget allotment presented by the Assistant City Manager. Council Member Hicks seconded the motion. Approved 3-2 with Council Members Anderson, Hicks and Page voting in favor and Council Members Avery and Pirkle voting against.

**Contract Award, 4605 Creek Bluff Stormwater Improvements** - Assistant City Manager Besseche explained that the city bought this property in February 2021. There is a drainage easement and a large pipe running through the property and extending both upstream and downstream 200 plus feet. The project is proposed to be funded by ARPA and a budget amendment is required to the capital improvement budget. Council Member Hicks motioned to approve awarding the contract for Creek Bluff Stormwater Improvements to the Dickerson Group in the amount of \$210,268.50 and approve the corresponding budget amendment. Council Member Avery seconded the motion. Approved 5-0.

**International Residential Code Amendments** – City Manager/Planning. Planner Logan Witter explained that the proposed amendment clarifies language within Section 302.1 – Exterior Walls to eliminate ambiguity in interpretation. It removes “projections” from Exception 1. The amendment comes at the recommendation of the city’s building inspectors to provide consistency in regard to projections from a wall face, like decks, roof extensions or other additions. This amendment will be submitted to the Department of Community Affairs (DCA) for a recommendation in accordance with the Uniform Codes Act. Council Member Anderson motioned to approve submitting to DCA the amendment of the 2018 International Residential Code. Council Member Page seconded the motion. Approved 5-0.

**EXECUTIVE SESSION: TO DISCUSS LEGAL, REAL ESTATE AND/OR PERSONNEL** – Council Member Hicks motioned to enter Executive Session to discuss legal, real estate or personnel. Council Member

Anderson seconded the motion. Approved 3-2 with Council Members Anderson, Hicks and Page voting in favor and Council Members Avery and Pirkle voting against.

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

**ADJOURNMENT** – Council Member Hicks motioned to adjourn. Council Member Pirkle seconded the motion. Approved 5-0.

---

Brandon Hembree, Mayor

---

Jane Whittington, City Clerk