

**COUNCIL MEETING MINUTES  
CITY OF SUGAR HILL  
5039 WEST BROAD STREET  
SUGAR HILL, GEORGIA  
MONDAY, JULY 14, 2025, 7:30 P.M.**

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

**PLEDGE OF ALLEGIANCE TO THE FLAG**

**INVOCATION** – given by Mayor Pro Tem Page.

**APPROVAL OF AGENDA** – Council Member Pirkle motioned to amend the agenda by moving it from #10 Audit of Financial Statements to #5 New Business. Council Member Avery seconded the motion. Approved 4-0.

**APPROVAL OF MINUTES** – Council Meeting & Executive Session June 9, 2025; Work Session & Executive Session June 2, 2025. Council Member Anderson motioned to approve the minutes as written. Mayor Pro Tem Page seconded the motion. Approved 5-0.

**AWARDS/PRESENTATIONS/PROCLAMATIONS**

**REPORTS**

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

**CITIZENS AND GUESTS COMMENTS-** Nathan Blackmeyer, 365 Kendrix Rd., spoke regarding AX-25-002. He had concerns regarding the alcohol sales at restaurants in the proposed retail center. They are very close to a daycare center. Marla King, 510 Emerald Pkwy., spoke regarding AX-25-002. She was concerned with the traffic and requested that the Council deny this application as currently submitted.

**CONSENT AGENDA**

**OLD BUSINESS**

**TCO Design Review 25-003, 5290 Sycamore Rd., New Single-family Residence** (public hearing held 4-14-25) – Planning Director Newell explained that the lot was redivided and now the requested front setback is 35'. The house would be located 78' from the centerline of Sycamore Rd. No variance on the side setbacks would be required. Council Member Pirkle motioned to approve TCO Design Review 25-003. Mayor Pro Tem Page seconded the motion. Approved 4-0. The City Attorney clarified whether the staff conditions were included in the motion. Council Member Pirkle clarified the motion included the staff conditions.

**TCO Design Review 25-004, 5300 Sycamore Rd. New Single-family Residence** – Planning Director (public hearing held 4-14-25) – the Planning Director explained that the applicant will now remove the existing garage and the house will only need a variance on the front setback for 35'. Mayor Pro Tem page motioned to approve AX-25-002 with the two staff conditions. Council Member Anderson seconded the motion. Approved 4-0.

**AX-25-002, 5853, 5875 Suwanee Dam Rd., 5868 Henry Bailey Rd., 2.72 acres Rezone to General Business (BG) for Retail Commercial Development** (public hearing held 6-9-25) – Planning Director Newell explained that this application includes 3 parcels. It was previously approved in 2008 for a split shopping center with two access points off Suwanee Dam Rd. They are now requesting access points from Suwanee Dam Rd. and Henry Bailey Rd. Council Member Pirkle stated that Suwanee Dam Rd. would accommodate the traffic better than Henry Bailey Rd. or Kendrix Rd. Council Members Anderson and Page agreed that Henry Bailey access should be removed. Council Member Anderson suggested tabling this until August to better understand the variance and allow some issues to be addressed such as access points. Council Member Anderson motioned to table AX-25-002 until the August meeting. Council Member Pirkle seconded the motion. Approved 4-0.

**Ordinance Amendment Chapters of the Sugar Hill Code related to Incorporating Gwinnett County Code** – City Attorney Frank Hartley explained that this will clean up code sections that the county has changed or re-adopted. The noise ordinance amendment required an advertisement and posting on the city's website. It was advertised in the Gwinnett Daily Post and is posted on the city's website. Council Member Pirkle motioned to approve the ordinance amendments. Mayor Pro Tem Page seconded the motion. Approved 4-0.

## **NEW BUSINESS**

**2024 Audit of Financial Statements** – the City Manager explained the audit is complete and introduced the auditor Josh Carroll from Mauldin & Jenkins. He explained the results of the 2024 audit. The city received an unmodified opinion. Council Member Pirkle requested that the audit be placed on the city website. Council Member Pirkle motioned to table the acceptance of the 2024 audit until the August meeting to allow questions to be addressed. Council Member Anderson seconded the motion. Approved 4-0.

**Public Hearing, RZ-05-005, 400 Riverside Rd. R7347 001, Rezone from RS200 to OI (Office-Institutional)** – the Planning Director explained that the applicant is requesting to rezone from RS200 to OI. The staff is recommending approval with four staff conditions. The Planning Commission recommended approval. The public hearing was opened and Kinh Dinh, 150 Bayswater Dr., Suwanee spoke for the applicant. His wife is a local dentist and is looking to expand after twelve years in the current location. They have no plans for a future building but currently plan to demolish the structure and build a 6,500 sq. ft. facility for their new dentist's office. Council Member Pirkle stated that he is glad to see a development that is not requesting a variance. Council Member Anderson motioned to approve RZ-25-005 with the four staff conditions. Council Member Avery seconded the motion. Approved 4-0.

**Public Hearing, RZ-25-006, 4822 Lanier Ave. R7292 045, rezone from RM to RS-72 for three units, side setback variance requested** – the Planning Director explained that the applicant is requesting to rezone the property from RM to RS72 for the construction of three two-story residences on three individual fee-simple lots. They are requesting a reduction of the required 10' side setbacks to 7'. The public hearing was opened and Bryan Matthews, 1000 Duluth Hwy. Lawrenceville spoke regarding the application. They will put three craftsman style homes on the lots. Some of the side setbacks can meet the required 10' and some are slightly below so they requested a variance for all three lots. Council Member Avery asked if the homes would be 3,000 to 4,000 sq. ft. homes and the applicant said yes they are spacious homes. There were no other comments, so the hearing was closed. Council Member Anderson motioned to approve RZ-25-006 with the four staff conditions. Mayor Pro Tem Page seconded the motion. Approved 4-0.

**Public Hearing, CDB Design Review 25-001, 4934 Hannah St. R7291 007, for pool construction** – Planning Director Newell explained that the applicant is requesting a design review for construction of an inground pool. There are no variances but there is one staff condition. The public hearing was opened, and the applicant spoke regarding the pool construction. Chris Johnson, 4924 Hannah St. spoke regarding the water runoff for construction of this pool. When the house was remodeled, they took away a berm that protected his lot from water runoff. He just wanted to make sure the pool would not drain on his lot which is lower. The pool construction company was there to answer questions regarding the pool construction. Council Member Anderson noted they could take the extra soil from the pool and recreate the berm. Council Member Pirkle motioned to table this until next month to allow the applicant and neighbor to work out the water flow. Council Member Avery seconded the motion. Approved 3 to 1. Council Member Anderson voted to not approve tabling this item.

**REQUEST TO TABLE, ZOA 25-003, Zoning Ordinance Amendment to Re-adopt Zoning Map** – Planning Director Newell explained that the zoning map is updated every time the Council take zoning action. This vote will formalize

adoption of the map and get it back on an annual adoption. Staff requested to table this to allow more research so the Mayor suggested that the Council table it and consider it in August. Council Member Pirkle motioned to table the adoption of the zoning map. Council Member Avery seconded the motion. Approved 4-0.

**TRANSCO Meter Station Upgrade Project Update (Change Order Request)** – the Assistant City Manager explained that the original contract with Williams was approved in December 2024. Since that time the cost has increased from 2,147,406.96 to 2,588,842.28. The city has the funds in the SPLOST account to fund this increase. Staff requests that the council approve the change order and budget amendment of \$441,435.32 for this project. Council Member Pirkle motioned to approve the change order and the budget amendment with funding from SPLOST. Council Member Anderson seconded the motion. Approved 4-0.

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

**PUBLIC ACTION TAKEN OUT OF EXECUTIVE SESSION** – the meeting was reconvened and the Council discussed one personnel, one legal and one real estate matter. There was no public action taken out of Executive Session.

**ADJOURNMENT** – Mayor Pro Tem Page motioned to adjourn. Council Member Avery seconded the motion. Approved 4-0.

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Brandon Hembree, Mayor

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Jane Whittington, City Clerk