

**MINUTES SUGAR HILL COUNCIL WORK SESSION**  
**MONDAY, FEBRUARY 7, 2005, 7:00 P.M.**  
**CITY HALL ANNEX**  
**4988 WEST BROAD STREET**  
**SUGAR HILL, GEORGIA**

Mayor Pirkle called the meeting to order at 7:30 p.m. Present were Mayor Gary Pirkle, Council Members Marc Cohen, Steve Edwards, Ron Johnson, Clint Thompson and Nick Thompson. Also present were City Manager Bob Hail, City Attorney Lee Thompson and City Clerk Jane Whittington.

Council Member Cohen requested to add number 9, Board Appointments by Post to the Agenda. There was unanimous consent.

The City Council discussed the following Agenda items at length to prepare for an upcoming vote at the Regular Meeting to be held February 14, 2005.

**Work Session Issues for Council Meeting**

**1. Land Use Plan Update** – PBS&J representative Paige Hatley made a presentation of the draft Land Use Plan Update. She explained that once the Council approves the Resolution to accept this update, they will forward it to the Atlanta Regional Commission and then the Department of Community Affairs for review. The review usually takes about sixty days but could take until May 6<sup>th</sup>. There will be a Public Hearing February 14<sup>th</sup> to allow public comments on this draft update.

**2. RZ-04-007 – Tax Parcel Id’s: R7-339-068, 069, 071, 079 &142. GA 20 Ventures North, LLC requesting to rezone 7.207 acres off GA Hwy 20, currently zoned OI, proposed BG.** – Hail presented the application. Council requested that no fast foods be added to #7 Prohibited Use. Also reword w. to clarify intercoms in drive through, #8 add word Monument to “Signs”, take 19, 20 & 21 out and add 23 West most building must be one story.

**3. AX-04-025, Tax Parcel Id’s 7-320-017, 015, 015A, 015B, 016, 018, 018A, 019, 020, 021, 022, 024, 027, 030, 031, 035, 043, 7-320A-001, 001A, 003, 004, 005, 007, 020, 024, 026, GA 20 Ventures North, LLC requesting to annex 14.993 ???? acres off GA Hwy 20, currently zoned C-1, C-2 and R-75 in Gwinnett County, proposed in City BG.** – Hail presented the application. Council requested that the following changes be made; add to #7 Prohibited use fast foods. Mr. Skiba stated that a 40’ right of way on Hwy 20 for the widening project had already been accounted for.

**4. AX-04-029, Tax Parcel: 7-320-017, 015, 015A, 015B, 016, 018, 018A, 019, 020, 021, 022, 024, 027, 030, 031, 035, 043, 7-320A-001, 001A, 003, 004, 005, 007, 020, 024, 026, GA 20 Ventures North, LLC, 29.963 acres along Hwy. 20, C-1, C-2 & R-75 in Gwinnett requesting RS-100 PRD to develop 81 single family homes.** – Hail presented the application. He stated that the application had been modified to 79 single family homes. All the lots along the boundary of Emerald Lakes are now 75’ lots. Mr. Skiba stated that he had brought in a new map. The Council had concerns about Bellagio I and Bellagio II sharing amenities namely the pool. This could be dangerous with children and adults crossing what will become a 4 lane road to use the pool. They requested separate amenities and Homeowner’s Association and no sharing between the two projects. Mr. Skiba stated that the new plan had tennis courts in the amenities.

**5. 2005 Budget Amendment IT Personnel** – Hail reported that Tracy Gilmore, Network Administrator has taken on more tasks with the growth of the City and staff. This request would allow her to train the new employee as a back up in many of the IT functions to assist her day to day.

**6. Ordinance Consent Agenda** – Cohen requested that the City Attorney draft an Ordinance to include a Consent Agenda to expedite the meetings. The items included could be pulled off by any Council Member and voted on separately. The Council requested that the City Clerk attach a brief description of the items placed on the Consent Agenda for their consideration.

7. **Council Liaisons** – Cohen requested to have new categories for the liaisons – Community Relations, Recreation, Planning & Zoning, DDA and Infrastructure (to include gas and street department). Council had concerns about anyone running for office being on Community Relations committee. This will be discussed further at the March Work Session.
8. **Ordinance Annexation/Rezoning Application Limits** – Mayor requested that the City Attorney draft an ordinance to limit the number of rezoning and annexation applications for each monthly meeting to six. The applications must be complete and accepted, and the first six will go forward to the Planning Commission and come forward to the City Council.
9. **Board Appointments by Post** – Cohen submitted a request to align the Board appointments by the City Council Post number and term expiration. The City Attorney will have to draft an ordinance to amend the section regarding boards and how they are appointed.

**Updates by City Manager** – City Manager Bob Hail updated the Council on renovation plans for the City Hall Annex, Web Site redesign currently underway by Ms. Gilmore in IT.

**Annexations to go to Planning Commission 2/21/2005 & City Council 3/14/05**

a. **AX-04-030, Tax Parcels: 7-339-140, 015, 016, 017, 018, 046 & 065, Jamie Stahulak, request to annex 6.361 acres off Hwy. 20, currently zoned R-100 in Gwinnett County proposed in City HSB for Commercial Use.** He reported that the application has not been accepted by him and will probably not come forward to the Planning Commission yet.

**Work Session Discussion Issues**

1. **Communication Policy** – Mayor requested that the current drafted policy add the work “Work” to communications.
2. **City Building Use for Non Profit Organizations** – Hail stated that there have been an increased number of requests from non-profit organizations to use the City’s recreation facilities at no charge. The Mayor requested that the City look at what other cities and Gwinnett County do and bring this back to the Council at the March Work Session.
3. **DDA – Transfer of Funds – Use of Tree Logo – Waiver of Sign Permit Fee.** The tree logo can be used with monitoring because this is the official logo of the City. Funds should be tracked through the City’s accounts and kept under the same check signing requirements as recommended by the City Attorney. The City can however, open a separate account for DDA. The sign permit could be waived since this is an intergovernmental association.
4. **City Monument Signs** – Hail reported that a member of DDA and her husband have an architectural firm in the City and have submitted a bid to design signage for the City.
5. **Ordinance Parking on Grass** – Johnson requested that an ordinance be drafted to prohibit parking on the grass in residential areas. This will come forward at the March meeting.
6. **Ordinance Charter Amendment, Grounds for Removal** – N. Thompson requested that the City Attorney draft an ordinance to change the Charter to define Grounds for Removal. The City Attorney stated that since this is a charter amendment it has advertising requirements and has to be presented at two consecutive meetings. The City Attorney will prepare it for the March and April meetings.
7. **Detention/Retention Properties** – Hail reported that there have been discussions regarding storm utility. The Mayor suggested that they come back to Council with how many detention/retention properties are there and how much it would cost to repair them and bring it forward at the March Work Session.
8. **Pocket Parks/Designated Green Space** – Edwards suggested that the City consider smaller passive parks throughout the City. These parks could include benches, trails, playgrounds and things of this sort. The City is to develop a Recreation Master Plan.

9. **Planning & Zoning Procedures** – Johnson suggested that the Planning Department outline policies and timelines for the rezoning and annexation applications. The Development Regulations spell out all you need.

**Executive Session – Legal, Real Estate, and/or Personnel** - Mayor and Council entered Executive Session. After adjourning from Executive Session, the Mayor advised the Clerk in public session that the Mayor and Council had reached a consensus that the City Manager Bob Hail should be placed on suspension with pay for the days February 8 and February 9, and that the City Clerk would be in charge of communicating this fact to the appropriate city personnel and would be responsible for the day to day affairs of the City for those two days.

**Adjournment** – the meeting was adjourned.

Jane Whittington, City Clerk