

**CITY OF SUGAR HILL  
COUNCIL MEETING MINUTES  
MONDAY, DECEMBER 9, 2013, 7:30 P.M.  
CITY HALL  
5039 WEST BROAD STREET  
SUGAR HILL, GEORGIA**

**CALL TO ORDER** – by Mayor Pirkle at 7:30 p.m. Present were Mayor Gary Pirkle, Mayor Pro Tem Susie Gajewski, Council Members Marc Cohen, Brandon Hembree, Curtis Northrup and Mike Sullivan. Also present were City Manager Bob Hail, Paul Radford, City Clerk Jane Whittington and City Attorney Frank Hartley.

**PLEDGE OF ALLEGIANCE TO THE FLAG** – led by Girl Scout Brownie Troop 2440 from Sugar Hill.

**INVOCATION** led by Mayor Pirkle.

**APPROVAL OF AGENDA** – Council Member Sullivan motioned to approve the Agenda as submitted. Council Member Gajewski seconded the motion. Approved 5-0.

**APPROVAL OF MINUTES** – Council Meeting November 11, 2013, Work Session November 4, 2013, Special Called Meeting November 4, 2013 – Council Member Cohen motioned to approve the Minutes as written. Council Member Gajewski seconded the motion. Approved 5-0.

**CITY ATTORNEY’S REPORT  
COUNCIL REPORTS  
MAYOR’S REPORT  
CITY CLERK’S REPORT  
CITY MANAGER’S REPORT**

**CITIZENS AND GUESTS COMMENTS** - Mayor-Elect Steve Edwards presented a slide show of pictures and memorabilia through Mayor Pirkle’s service to the City. Several past Council Members and residents spoke regarding Mayor Pirkle. This included Chris Abbey, Kim Hall and Nick Thompson former Council Members and Jim Holt a former neighbor.

**CONSENT AGENDA**

**OLD BUSINESS**

**NEW BUSINESS**

**Public Hearing, Zoning Ord. Amendment, Article 3, 4 & 10, Definitions, Accessory Uses & other provisions, and Town Center Overlay Design Review Board** – Director Awana explained the changes to the Zoning Ordinance. This includes Article 3 Definitions, 4 Accessory Uses and other Use Provisions & 10 Town Center Overlay (TCO) Design Review Board. The City Manager could make an Administrative Decision to determine which side yard may be considered a rear yard for the placement of a residential accessory use on corner lots only. Article 10 was amended to specify the Mayor and Council as the Design Review Board. The Planning Commission and Staff recommended approval. The Public Hearing was opened and there were no comments so the hearing was closed. The City Attorney stated that in Table 4.3 it refers to Section 406 but it should be 407. Council Member Sullivan motioned to approve the Zoning Ordinances recommended changes with one

modification that Table 4.3 refer to Section 407. Council Member Cohen seconded the motion. Approved 5-0.

**Public Hearing, DRB Variance Architectural Standards, 1052 Level Creek Rd.** – Director Awana explained the Variance request. Applicant Nick Thompson with Summerhill Level Creek, LLC has requested a variance of the architectural design standards to coincide with a proposed minor subdivision on Level Creek Rd. The applicant is requesting relief from variance conditions and zoning ordinance section 608 in order to build five single family detached homes with a front façade of 10% masonry. The staff recommends conditional approval. The conditional approval of 10% masonry front façade with four staff conditions. All existing conditions shall be deleted and replaced with the following conditions; Minimum dwelling size shall be 2400 sq. ft. for single family detached homes; there shall be a mandatory home owners association responsible for maintenance of any required drainage facilities; each front façade shall contain at least 10% masonry, the remaining façade area shall be constructed with wood or fiber cement siding. The Public Hearing was opened and no one spoke for or against so the hearing was closed. There will be a swell required to benefit all five lots and the Homeowners Association will be required to keep it cleared out and maintained. Council Member Sullivan motioned to approve VAR-13-007 with staff conditions. Council Member Cohen seconded the motion. Approved 5-0.

**TCO Design Review Application, TCO-13-001, 1052 Level Creek Rd.** – Director Awana explained the application. Nick Thompson, Summerhill Level Creek, LLC, is requesting architectural approval for five single family detached homes on a tract within the Town Center Overlay fronting Level Creek Rd. Council Member Northrup motioned to approve TCO-13-001. Council Member Sullivan seconded the motion. Approved 5-0.

**Public Hearing, 2014 Short Term Work Program Update, Submittal to ARC** – Director Awana explained that this update would cover 2014 – 2019. The Public Hearing was opened and there were no comments for or against so the hearing was closed. Council Member Cohen motioned to approve the Resolution an version 1.1 of the Short Term Work Program Update and submit it to the ARC. Council Member Gajewski seconded the motion. Approved 5-0.

**Final Plat Revision, Barrington U3, Drainage Easement Modification** – Director Awana explained that the City received an application from Barrington Estates for a U3 Drainage Easement Modification. This request is to remove a drainage easement from three lots within the Barrington Estate subdivision, Unit 3. The re-grading of the area and installation of an additional storm drain system has addressed the drainage issues and the easement is no longer needed. The staff recommendation is to ratify the plat revision and direct staff to approve. Council Member Sullivan motioned to ratify the plat revision. Council Member Cohen seconded the motion. Approved 5-0.

**Planning Commission Post 5 Appointment** – Post 5 is currently being held by Barry Pullen and he has submitted his interest in serving again. Council Member Cohen nominated Barry Pullen for Post 5 of the Planning Commission. There were no other nominations so Barry Pullen will be sworn in at a later date.

**Municipal Court Judge Appointments** – Chief Judge Margaret Washburn and Associate Judge Charles Barrett has submitted their interest in serving in the Sugar Hill Municipal Court again. Council Member Northrup nominated Margaret Washburn as Chief Judge and Charles Barrett as Associate Judge. There were no other nominations.

**Public Hearing, Legislative Annexation** – Director Awana explained that the City initiated the process to annex these properties. They include Lanier High School, Sycamore Elementary, White Oak Elementary and Lanier Middle School, Publix Shopping Center and Chase Bank. The Public Hearing was opened and Kim Hall asked if annexing Lanier High School would create an island and it

would not. There were no other comments so the hearing was closed. Council Member Cohen motioned to approve the Resolution and convey it to the State Legislature to consider annexation of these properties. Council Member Sullivan seconded the motion. Approved 5-0.

**Close out 2013 Budget** – the City Manager requested that the Council approve giving him the ability to adjust the 2013 budget to close the year. Council Member Sullivan motioned to approve this request. Council Member Sullivan seconded the motion. Approved 5-0.

**Public Hearing 2014 Proposed Budget** – the City Manager explained the proposed budget. Council Member Hembree requested that the DDA budget be increased for 2014. The Public Hearing was opened and there were no comments or questions so the hearing was closed. The DDA wants to figure out what to do with the old City Hall, update the master plan for the Central Business District, update the marketing materials, complete a void analysis of what types of businesses are lacking. They request that the budget be increased from \$15,000 to \$50,000 for 2014. Council Member Northrup would like to see a budget from the DDA before the funds are increased. Council Member Sullivan motioned to approve the 2014 Budget as recommended and submitted. Council Member Gajewski seconded the motion. Approved 5-0.

**EXECUTIVE SESSION: TO DISCUSS LEGAL, REAL ESTATE AND/OR PERSONNEL** – Council Member Cohen motioned to enter Executive Session. Council Member Northrup seconded the motion. Approved 5-0.

**PUBLIC ACTION TAKEN OUT OF EXECUTIVE SESSION** – the meeting was reconvened at 9:55 p.m. Council Member Sullivan motioned to raise the salary for the City Clerk 5% and to raise the salary for the City Manager 6%. Council Member Cohen seconded the motion. Approved 5-0.

**ADJOURNMENT:** Council Member Gajewski motioned to adjourn. Council Member Hembree seconded the motion. Approved 5-0.

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Gary Pirkle, Mayor

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Jane Whittington, City Clerk