



Small town. Big difference.

City of Lilburn
76 Main Street
Lilburn, GA 30047

City Council
Meeting Agenda

Auditorium
Monday, October 10, 2016
7:30 p.m.

Council

Johnny Crist, Mayor
Brian Burchik, Post 1
Scott Batterton, Post 2
Eddie Price, Post 3
Tim Dunn, Post 4

As set forth in the Americans with Disabilities Act of 1990, the City of Lilburn does not discriminate on the basis of disability in the admission or access to, or treatment or employment in its programs or activities. Doug Stacks, 76 Main Street, Lilburn, GA 30047 has been designated to coordinate compliance with the non-discrimination requirements contained in section 13.107 of the Department of Justice regulations, information concerning the provisions of the Americans with Disabilities Act, and the rights provided thereunder, are available from the ADA coordinator.

The City of Lilburn will assist citizens with special needs given proper notice (seven working days). Any requests for reasonable accommodations required by individuals to fully participate in any open meeting, program or activity of the City of Lilburn should be directed to Doug Stacks, 76 Main Street, Lilburn, GA 30047, telephone number 770-921-2210.

- I. **CALL TO ORDER**
- II. **ROLL CALL**
- III. **PLEDGE TO THE FLAG**
- IV. **APPROVAL OF AGENDA**
- V. **ANNOUNCEMENTS**
 - October 11th – The last Food Truck Tuesday (5 pm to 8 pm @City Park)
 - October 18th – Ribbon Cutting Ceremony for City Hall/Library (4 pm to 5 pm @Lilburn City Hall/Library)
 - October 21st – Moonlight Movie & Pokémon GO Night (6 pm to 9 pm @City Park)
 - October 29th – Open House for City Hall/Library (11 am to 12 pm @Lilburn City Hall/Library)
 - November 6th – Veterans Day Celebration (2 pm to 4 pm @ City Park)
- VI. **CEREMONIAL MATTER – NONE**
- VII. **PUBLIC COMMENT – NONE**
- VIII. **APPROVAL OF MINUTES**
 - Consideration of the **City Council Regular meeting minutes and Executive Meeting Minutes from September 12, 2016.**
- IX. **PUBLIC HEARING**
 1. **PUBLIC HEARING – SUP-2016-03 LILBURN BRADEN DEVELOPMENT, LLC. 5712 LAWRENCEVILLE HIGHWAY – PROPOSED SPECIAL USE PERMIT – AUTOMOBILE SERVICE (CAR WASH FACILITY) – DIRECTOR OF PLANNING & ECONOMIC DEVELOPMENT**

ZONING HISTORY

The subject 4.25 acre parcel was annexed and rezoned in 2009 (LRZ-05-09.) The subject parcel was granted an SUP in 2015 (SUP 2015-04) and the western half of the parcel is currently under construction for the approved package store. The parcel is proposed for subdivision and this SUP would apply to the eastern half (2.16 ac) of the property.

APPLICANT'S INTENT

The applicant intends to subdivide the 4+ acre parcel and construct a 3,200 square foot self-service car wash facility. The facility is proposed as a self-service express tunnel car wash with three pay stations and 18-20 vacuum stations outside of the building. See applicant's letter of intent and supplemental information for details.

ANALYSIS OF SPECIAL USE PERMIT REQUEST

The property is commercially zoned (CB) and is within the U.S. 29 Overlay District. The Special Use Permit is to allow *automobile service as a car wash*. The parcel is located at the intersection of Braden Drive and Lawrenceville Highway and is proposed for subdivision. Access to the property is proposed from Highway 29 and Braden Drive through interparcel connection. Traffic counts in 2009 were in excess of 33,000 vehicles per day.

Automobile service establishments, specifically car washes are permitted in the CB District and within the U.S. 29 Overlay District subject to a Special Use Permit and specific provisions of the zoning resolution. The proposed site plan indicates the intent to comply with most of the use provisions. The lot is adequate, stacking spaces are provided, and exit drives are of sufficient length. Parking spaces are oriented to the side of the building with 18-20 free vacuum stations proposed. Buffers adjacent to residential uses to the east and southeast will be undisturbed and the concept plan respects stream buffers along the eastern property boundary. On-site stormwater management will be reviewed prior to permitting by the Department of Planning & Development and any on-site septic system would require approval by the Department of Environmental Health. Finally, the

developer intends to manage the car wash operations so that all wash water is recycled onsite, and the business use would be subject to applicable water, sewer and/or environmental health regulations.

Specific design criteria of the US Highway 29 Overlay are also applicable to this property, the purpose and intent of which is to provide a pleasing aesthetic/visual quality in landscaping, architecture and signage. Below are highlights from Section 501 of the Zoning Ordinance related to site and building standards of the U.S. 29 Overlay District:

- *Provide inter-parcel access.*
- *Provide pedestrian and bicycle access (5' sidewalks) along Lawrenceville Highway and designate pedestrian routes between the parking lots and the building.*
- *Provide decorative lighting consistent with the Lilburn Town Center Master Plan.*
- *Provide landscaping throughout and to effectively screen the parking lot, screen dumpsters, and provide decorative, commercial-quality bicycle racks, benches, and trash receptacles where applicable.*
- *Architectural design of the building shall include massing and modulation changes, changes in height, horizontal plane, building projections/recessions, roof form and/or other architectural elements. Building materials shall be brick, stone, and glass with textured concrete masonry block, stucco, cement-fiber siding as accents, roof parapets shall be articulated to provide visual diversity, all mechanical, HVAC and like systems shall be screened.*
- *Signage shall meet the standards of the Lilburn Sign Ordinance.*

Though most of these standards can be met with the proposed use, the site plan indicates the building is oriented so that the 100' wash tunnel faces U.S. 29 at an angle. In addition, the tunnel design includes transparent building material and the carwash operates with an interactive "neon light show". The building design warrants additional review under the Lilburn Sign Ordinance and building code, as "Any neon in any shape, whether numbers, words or display of neon shall be considered a sign. Such neon shall not be permitted." The following additional statements are from the adopted sign ordinance.

Sec. 113-14. - Illumination of Signs:

- (a) *No sign shall give off light that glares, blinds or has any other such adverse effect on traffic or adjacent properties. The light from an illuminated sign shall be established in such a way that adjacent properties and roadways are not adversely affected and that no direct light is cast upon adjacent properties and roadways...*
- (b) *No sign shall have blinking, flashing, or fluctuating lights or other illuminating devices that have a changing light intensity, brightness or color.*
- (e) *All neon decorative lighting, including strips of neon for decoration and signs that display numerals or words on the exterior of a building shall not be permitted...*

Sec. 113-9. - Signs and sign devices prohibited.

- (5) *Flashing, blinking, varying light intensity signs or animated signs, with the exception of signs used for... variable message board signs.*

In cases where existing businesses have applied for such similar window lighting, including rope lighting, they have been denied based on the property maintenance section of the building code (Article III - Property Maintenance, Sec. 105-82. - Decorative features):

The use of LED rope lighting is not considered decorative in commercial applications and is prohibited when visible from the exterior of the building facing a roadway (whether installed inside or outside of the premises).

Based upon the above considerations, staff recommends APPROVAL of the request with the following conditions:

1. The Special Use Permit shall apply to a car wash facility only.
2. The building shall be oriented so that the wash bay does not directly face US 29. Alternatively, an opaque screen a minimum 6' in height shall be provided along the front of the bay/tunnel and along the exit drive to the parking lot.
3. Signs and lighting shall comply with applicable codes, specifically prohibiting neon, LED, and rope lighting visible from the exterior of the building.
4. With self-serve business no detailing activities permitted beyond vacuum stations adjacent to the building.
5. Hours of operation shall be 7 am to 9 pm.
6. Access from US 29 shall be permitted through Georgia DOT.
7. Facility must be certified under DNR regulations 391-3-31-.02 or be prohibited from operating during periods of drought.

Required public notice resulted in no opposition. Lilburn Police and Public Works anticipate no adverse impacts. The Planning Commission met on Thursday, September 22 and recommended unanimous approval with the conditions enumerated above.

By unanimous vote, the Planning Commission recommended approval as submitted. **Staff recommends a motion to approve Ordinance No. 2016-506 approving Special Use Permit 2016-03 with conditions.**

Attachments: *Application, Staff Analysis, Planning Commission Minutes, Adoption Ordinance No. 2016-506*

X. AGENDA

2. ADOPTION – COUNTYWIDE EMERGENCY OPERATIONS PLAN – RESOLUTION #2016-06 – CITY MANAGER

Every four years the Countywide Emergency operations Plan must be reviewed and adopted by Elected Officials. After adoption, the plan is sent to GEMA and Homeland Security. Staff recommends adoption of Resolution number 2016-06.

Staff recommends a motion to adopt Resolution No. 2016-06 adopting the countywide Emergency Operations Plan. Further, authorize Mayor to execute Resolution on behalf of the City of Lilburn.

Attachment: *Resolution 2016-06*

3. MANIHANI KAMALPREET, OWNER OF BRANDED BARREL1, LLC – APPLICATION FOR PACKAGE STORE LICENSE AT 735 PLEASANT HILL RD. – FINANCE DIRECTOR

The Alcohol Review Board met on October 5th and heard the new application. 735 Pleasant Hill Road is a new location that has never held an alcohol license and must be approved by council.

Staff recommends a motion to approval of the package store license for Branded Barrel 1, LLC. located at 735 Pleasant Hill Road.

Attachment: *Alcohol License Application, Surveyor Certification*

XI. ADJOURNMENT

CITY OF LILBURN

ITEM 1

PUBLIC HEARING

Date:	October 3, 2016	To:	Mayor and Council
From:	Doug Stacks	Department:	Planning & Econ Dev't
Work Session Date:	October 10, 2016	Presenter:	Doug Stacks
Agenda Title:	SUP-2016-03 Lilburn Braden Development, LLC 5712 Lawrenceville Highway Proposed Special Use Permit - Automobile Service (Car Wash Facility)		
Audio/Visual Req'ts:	n/a	Meeting Date:	October 10, 2016

Agenda Item (Background/History/Details):

ZONING HISTORY

The subject 4.25 acre parcel was annexed and rezoned in 2009 (LRZ-05-09.) The subject parcel was granted an SUP in 2015 (SUP 2015-04) and the western half of the parcel is currently under construction for the approved package store. The parcel is proposed for subdivision and this SUP would apply to the eastern half (2.16 ac) of the property.

APPLICANT'S INTENT

The applicant intends to subdivide the 4+ acre parcel and construct a 3,200 square foot self-service car wash facility. The facility is proposed as a self-service express tunnel car wash with three pay stations and 18-20 vacuum stations outside of the building. See applicant's letter of intent and supplemental information for details.

ANALYSIS OF SPECIAL USE PERMIT REQUEST

The property is commercially zoned (CB) and is within the U.S. 29 Overlay District. The Special Use Permit is to allow *automobile service as a car wash*. The parcel is located at the intersection of Braden Drive and Lawrenceville Highway and is proposed for subdivision. Access to the property is proposed from Highway 29 and Braden Drive through interparcel connection. Traffic counts in 2009 were in excess of 33,000 vehicles per day.

Automobile service establishments, specifically car washes are permitted in the CB District and within the U.S. 29 Overlay District subject to a Special Use Permit and specific provisions of the zoning resolution. The proposed site plan indicates the intent to comply with most of the use provisions. The lot is adequate, stacking spaces are provided, and exit drives are of sufficient length. Parking spaces are oriented to the side of the building with 18-20 free vacuum stations proposed. Buffers adjacent to residential uses to the east and southeast will be undisturbed and the concept plan respects stream buffers along the eastern property boundary. On-site stormwater management will be reviewed prior to permitting by the Department of Planning & Development and any on-site septic system would require approval by the Department of Environmental Health. Finally, the developer intends to manage the car wash operations so that all wash water is recycled onsite, and the business use would be subject to applicable water, sewer and/or environmental health regulations.

Specific design criteria of the US Highway 29 Overlay are also applicable to this property, the purpose and intent of which is to provide a pleasing aesthetic/visual quality in landscaping, architecture and signage. Below are highlights from Section 501 of the Zoning Ordinance related to site and building standards of the U.S. 29 Overlay District:

- *Provide inter-parcel access.*
- *Provide pedestrian and bicycle access (5' sidewalks) along Lawrenceville Highway and designate pedestrian routes between the parking lots and the building.*
- *Provide decorative lighting consistent with the Lilburn Town Center Master Plan.*
- *Provide landscaping throughout and to effectively screen the parking lot, screen dumpsters, and provide decorative, commercial-quality bicycle racks, benches, and trash receptacles where applicable.*
- *Architectural design of the building shall include massing and modulation changes, changes in height, horizontal plane, building projections/recessions, roof form and/or other architectural elements. Building materials shall be brick, stone, and glass with textured concrete masonry block, stucco, cement-fiber siding as accents, roof parapets shall be articulated to provide visual diversity, all mechanical, HVAC and like systems shall be screened.*
- *Signage shall meet the standards of the Lilburn Sign Ordinance.*

Though most of these standards can be met with the proposed use, the site plan indicates the building is oriented so that the 100' wash tunnel faces U.S. 29 at an angle. In addition, the tunnel design includes transparent building material and the carwash operates with an interactive "neon light show". The building design warrants additional review under the Lilburn Sign Ordinance and building code, as "Any neon in any shape, whether numbers, words or display of neon shall be considered a sign. Such neon shall not be permitted." The following additional statements are from the adopted sign ordinance.

Sec. 113-14. - Illumination of Signs:

- (a) *No sign shall give off light that glares, blinds or has any other such adverse effect on traffic or adjacent properties. The light from an illuminated sign shall be established in such a way that adjacent properties and roadways are not adversely affected and that no direct light is cast upon adjacent properties and roadways....*
- (b) *No sign shall have blinking, flashing, or fluctuating lights or other illuminating devices that have a changing light intensity, brightness or color.*
- (e) *All neon decorative lighting, including strips of neon for decoration and signs that display numerals or words on the exterior of a building shall not be permitted...*

Sec. 113-9. - Signs and sign devices prohibited.

- (5) *Flashing, blinking, varying light intensity signs or animated signs, with the exception of signs used for... variable message board signs.*

In cases where existing businesses have applied for such similar window lighting, including rope lighting, they have been denied based on the property maintenance section of the building code (**Article III - Property Maintenance, Sec. 105-82. - Decorative features**):

The use of LED rope lighting is not considered decorative in commercial applications and is prohibited when visible from the exterior of the building facing a roadway (whether installed inside or outside of the premises).

Based upon the above considerations, **staff recommends APPROVAL** of the request with the following conditions:

1. The Special Use Permit shall apply to a car wash facility only.
2. The building shall be oriented so that the wash bay does not directly face US 29. Alternatively, an opaque screen a minimum 6' in height shall be provided along the front of the bay/tunnel and along the exit drive to the parking lot.

3. Signs and lighting shall comply with applicable codes, specifically prohibiting neon, LED, and rope lighting visible from the exterior of the building.
4. With self-serve business no detailing activities permitted beyond vacuum stations adjacent to the building.
5. Hours of operation shall be 7 am to 9 pm.
6. Access from US 29 shall be permitted through Georgia DOT.
7. Facility must be certified under DNR regulations 391-3-31-.02 or be prohibited from operating during periods of drought.

Required public notice resulted in no opposition. Lilburn Police and Public Works anticipate no adverse impacts. The Planning Commission met on Thursday, September 22 and recommended unanimous approval with the conditions enumerated above.

Staff Recommendation:

By unanimous vote, the Planning Commission recommended approval as submitted.

Therefore, Staff recommends a motion to approve Ordinance No. 2016-506 approving Special Use Permit 2016-03 with conditions.

Department Head Approval:

Mayor's Signature Required:

YES

NO

List Attachments:

1. Application
2. Staff Analysis
3. Planning Commission minutes
4. Adoption Ordinance



City of Lilburn

in Gwinnett County

State of Georgia

Ordinance

Number:

2016-506

Date of Reading and Adoption: October 10, 2016

At the meeting of the Lilburn City Council held at 76 Main Street, Lilburn, Georgia.

**AN ORDINANCE TO AMEND THE CODE OF THE CITY OF LILBURN, GEORGIA, WITH
RESPECT TO A ZONING UPDATE OF OFFICIAL ZONING MAP
SPECIAL USE PERMIT-2016-03**

An ordinance to amend the Official Zoning Map of the City of Lilburn approving **Case Number SUP-2016-03 to allow Automobile Service (Car Wash Facility)** on property located at 5712 Lawrenceville Highway; District 6, Land Lot 137, Parcel 024; containing 2.16± acres.

WHEREAS, the Code of the City of Lilburn entitled the Lilburn Zoning Ordinance provides that the text/map thereof may be amended from time to time by ordinance of the City of Lilburn; and

WHEREAS, the Applicant, Lilburn Braden Development, LLC, has applied for a Special Use Permit; and

WHEREAS, the City of Lilburn Planning Commission met on Thursday, September 22, 2016, and recommended approval to the Mayor and City Council for action;

NOW THEREFORE BE IT ORDAINED that the Mayor and City Council of the City of Lilburn, Georgia hereby approves the Special Use Permit with the following conditions:

1. The Special Use Permit shall apply to a car wash facility only.
2. The building shall be oriented so that the wash bay does not directly face US 29. Alternatively, an opaque screen a minimum 6' in height shall be provided along the front of the bay/tunnel and along the exit drive to the parking lot.
3. Signs and lighting shall comply with applicable codes, specifically prohibiting neon, LED, and rope lighting visible from the exterior of the building.
4. With self-serve business no detailing activities permitted beyond vacuum stations adjacent to the building.
5. Hours of operation shall be 7 am to 9 pm.
6. Access from US 29 shall be permitted through Georgia DOT.
7. Facility must be certified under DNR regulations 391-3-31-.02 or be prohibited from operating during periods of drought.

BE IT FURTHER ORDAINED that this ordinance becomes effective upon its adoption.

BE IT FURTHER ORDAINED that all regulations or parts of regulations in conflict with this Ordinance are hereby rescinded to the extent of said conflict.

SO ORDAINED this the 10th day of October, 2016.

Johnny D. Crist, Mayor
City of Lilburn

ATTEST:

Melissa L. Penate, City Clerk

Members Present: Chairman-Hugh Wilkerson, Joe Gennusa, Emil Powella

Members Absent: - Vice Chairman-Michelle West, AJ Passman **Quorum Present:** Yes.

Staff Members Present: Joellen Wilson – City Planner

Work Session: Yes.

- I. **Call to Order:** 7:32 PM by Hugh Wilkerson, Chairman.
- II. **Approval of Agenda:** Motion by Powella. Second by Gennusa. All for.
- III. **Approval of Minutes – May 26, 2016:** Motion by Powella. Second by Gennusa. All for.
- IV. **Old Business:** None
- V. **New Business:**
SUP-2016-03. Application of Lilburn Braden Development, LLC for a Special Use Permit to allow automobile service (car wash facility) on approximately 2.16 acres of property zoned for commercial business (CB). The property is located at 5712 Lawrenceville Highway, being in District 6, Land Lot 137, Parcel 024.

Staff described the applicant's intent to subdivide the 4+ acre parcel per the site plan included in the application and use easternmost 2.1 ac for construction of a 3,200 square foot self-service express car wash facility. The facility is proposed with three stacking lanes and pay stations, one 100' wash tunnel, and 18-20 vacuum stations outside of the building. The use (car wash) is permitted in the CB District and within the U.S. 29 Overlay District subject to a Special Use Permit. Specific provisions of the zoning resolution under Section 704.-Car Wash apply, as well as the site and architectural design standards of the Overlay District.

Staff noted the proposed development concept plan meets most of the provisions of the zoning and US 29 Overlay requirements, but added the site infrastructure, building orientation and design are subject to additional review and approval. Two items for discussion were the building orientation (wash bay facing US 29) combined with lighting within the tunnel that would be visible due to the transparency of the building façade, and the lack of sanitary sewer. Staff recommended approval of the application with the following conditions:

1. The Special Use Permit shall apply to a car wash facility only.
2. The building shall be oriented so that the wash bay does not directly face US 29.
Alternatively, an opaque screen a minimum 6' in height shall be provided along the front of the bay/tunnel and along the exit drive to the parking lot.
3. Building signs and lighting shall comply with applicable codes, specifically prohibiting neon, LED, and rope lighting visible from the exterior of the building.
4. With self-serve business no detailing activities permitted beyond vacuum stations adjacent to the building.
5. Hours of operation shall be 7 am to 9 pm.
6. Access from US 29 shall be permitted through Georgia DOT.
7. Facility must be certified under DNR regulations 391-3-31-.02 or be prohibited from operating during periods of drought.

Applicant presented a summary of business operations and answered a few questions from the Planning Commission members: Three stacking lanes merge into one with cues at the pay station, the basic wash lasts 2-3 minutes, up to five cars would be in the tunnel at one time, one employee is anticipated to be on-site, brightly colored canopies would be installed over vacuum stations for marketing/branding purposes, the lights are integrated into the foam wash mechanism and would not be visible from the street. He offered an alternative building orientation to parallel US 29 that would require a stream buffer variance. The applicant was agreeable to conditions but asked to clarify whether the prohibition of LED lighting would apply to exterior wall signs manufactured with interior LED devices, as is typical of most business signs/logos. Staff confirmed the exterior business signs would be permitted separately.

Motion by Powella to approve the SUP with conditions as presented by staff. Second by Gennusa. All voted for.

- VI. **Adjournment:** Gennusa motioned to adjourn. Seconded by Powella. All voted for. Meeting was adjourned at approximately 7:52 PM.

Hugh Wilkerson



Special Use Permit Application

CASE NUMBER: SUP-2016-03
Date Received: 8/31/16

Please type or print using BLACK ink

Applicant: LILBURN BRADEN DEVELOPMENT LLC	Property Owner: LILBURN BRADEN DEVELOPMENT LLC
Address: 17 EXECUTIVE PARK DRIVE NE, SUITE 115	Address: 17 EXECUTIVE PARK DRIVE NE, SUITE 115
City, State & Zip: ATLANTA, GA 30329-2222	City, State & Zip: ATLANTA, GA 30329-2222
Contact Person: VIRAL PAREKH	Owner Contact: VIRAL PAREKH
Business Phone: 404-884-3834	Business Phone: 404-884-3834
Email: VKPAREKH@GMAIL.COM	Email: VKPAREKH@GMAIL.COM
Cell Phone: N/A	Cell Phone: N/A

APPLICANT IS THE Owner's Agent Property Owner Contract Purchaser

ADDRESS OF PROPERTY: 5712 LAWRENCEVILLE HIGHWAY, LILBURN, GA 30084

LAND DISTRICT: 6 **LAND LOT(S):** 137 **PARCEL(S):** 6137 024 **ACRE(S):** 2.16 AC

CURRENT ZONING: CB (COMMERCIAL BUSINESS) **PROPOSED ZONING DISTRICT(S):** CB (COMMERCIAL BUSINESS)

SPECIAL USE PERMIT REQUESTED: DEVELOPMENT OF A NEW CARWASH FACILITY

Has Applicant filed or intend to file, any other variance, rezoning or waiver applications? YES NO.
 If YES, please describe: SPECIAL USE PERMIT EXISTS FOR A LIQUOR STORE THAT WILL BE ADJACENT TO THE PROPOSED CONTACT.

SEE SUP-2015-04 FOR MORE INFORMATION.

Please attach all REQUIRED documents. Refer to Rezoning, SUP and CIC Instructions for fees, deadlines and hearing schedule.

- ✓ STANDARDS GOVERNING EXERCISE OF THE ZONING POWER (attached)
- ✓ CONFLICT OF INTEREST CERTIFICATION/DISCLOSURE OF CAMPAIGN CONTRIBUTIONS (attached)
- ✓ APPLICANT/PROPERTY OWNER NOTARIZED CERTIFICATIONS (attached)
- ✓ TYPED LEGAL DESCRIPTION OF PROPERTY - *parcel 024/subdivided*
- ✓ TYPED LETTER OF INTENT - *explain what is proposed*
- ✓ SITE PLAN/ BOUNDARY SURVEY - *1 full size (to scale) copy and 5 reductions (8.5" x 11") or electronic file*
- ✓ LIST OF ADJOINING PROPERTY OWNERS - *names and mailing addresses*

City of Lilburn Planning and Economic Development Department (770) 279-3710 - Fax (770) 921-9822
 98 First Ave. - Lilburn, Georgia 30047 - www.CityofLilburn.com

STANDARDS GOVERNING THE EXERCISE OF THE ZONING POWER

Pursuant to Section 1702 of the 1985 Zoning Resolution, the Mayor and Council of the City of Lilburn find that the following standards are relevant in balancing interest in promoting the public health, safety, unrestricted use of property and shall govern the exercise of the zoning power.

- (A) Whether a proposed rezoning (or Special Use Permit) will permit a use that is suitable in view of the use and development of adjacent and nearby property:

The adjoining properties are commercially zoned and the subject property fronts on Hwy 29, a major commercial corridor

- (B) Whether a proposed rezoning (or Special Use Permit) will adversely affect the existing use or usability of adjacent or nearby property:

No, In fact the proposed SUP would help compliment and rejuvenate the nearby commercial corridor.

- (C) Whether the property to be affected by a proposed rezoning (or Special Use Permit) has a reasonable economic use as currently zoned:

The proposed SUP is a solid and favorable economic use

- (D) Whether the proposed rezoning (or Special Use Permit) will result in a use which will or could cause an excessive or burdensome use of existing streets, transportation facilities, utilities, or schools:

No, the SUP is located along Hwy 29 and its use would have no impact with the above.

- (E) Whether the proposed rezoning (or Special Use Permit) is in conformity with the policy and intent of the Land Use Plan:

Yes, the SUP is a consistent use along the Hwy 29 corridor.

- (F) Whether there are other existing or changing conditions affecting the use and development of the property which give supporting grounds for either approval or disapproval of the proposed rezoning (or Special Use Permit):

The properties adjacent to subject property are being developed to other complementary uses which the SUP will integrate with rather nicely.

CHAPTER 67A
CONFLICT OF INTEREST IN ZONING ACTIONS

SECTION 36-37A-1: DEFINITIONS

SECTION 36-37A-2: DISCLOSURE OF FINANCIAL INTERESTS

SECTION 36-37A-3: DISCLOSURE OF CAMPAIGN CONTRIBUTIONS

SECTION 36-37A-4: PENALTIES

Effective Date: This Chapter became effective July 1, 1984.

Cross References: Codes of ethics and conflicts of interest, T. 45, Ch. 10.

Code Commission Notes: Ga. L. 1986, p. 1269, Sec. 1 and Ga. L. 1986, p. 1496, Sec. 1, both enacted as Chapter 85 of Title 36. The chapter enacted by Ga. L. 1986, p. 1269, Sec. 1 was redesignated as Chapter 67A of Title 36 pursuant to Sec. 26-9-3.

SECTION 36-37A-1: DEFINITIONS

As used in this chapter, the term:

- (1) "Applicant" means any individual or business entity applying for rezoning action.
- (2) "Business entity" means any corporation, partnership, limited partnership, firm, enterprise, franchise, association, or trust.
- (3) "Financial interest" means all direct ownership interests of the total assets or capital stock of a business entity where such ownership interest is 10 percent or more.
- (4) "Local government" means any County or municipality of this State.
- (5) "Local government official" means any member of the governing authority of a local government or any member of a planning or zoning commission.
- (6) "Member of the family" means the spouse, mother, father, brother, sister, son, or daughter of a local government official.
- (7) "Property interest" means the direct or indirect ownership of real property and includes any percentage of ownership less than total ownership.
- (8) "Real property" means any tract or parcel of land and, if developed, any buildings or structures located on the land.
- (9) "Rezoning action" means action by local government adopting an amendment to a zoning ordinance which has the effect of rezoning real property from one zoning classification to another. (Code 1981, Sec. 36-67A-1, enacted by Ga. L. 1986, p. 1269, Sec. 1.)

SECTION 36-37A-2: DISCLOSURE OF FINANCIAL INTERESTS

A local government official who:

- (1) Has a property interest in any real property affected by a rezoning action upon which that official is authorized to vote;
- (2) Has a financial interest in any business entity which has a property interest in any real property affected by a rezoning action upon which that official is authorized to vote; or
- (3) Has a member of the family having any interest described in paragraph (1) or (2) of this Code Section shall immediately disclose the nature and extent of such interest, in writing of the governing authority of the local government in which the local government official is a member. Such disclosures shall be a public record and available for public inspection at any time during normal working hours. (Code 1981, Section 36-67A-2, enacted by Ga. L. 1986, p. 1269, Sec. 1.)

SECTION 36-37A-3: DISCLOSURE OF CAMPAIGN CONTRIBUTIONS

(A) When any applicant for rezoning action has made within two years immediately preceding the filing of that applicant's application for the rezoning action, campaign contributions aggregating \$250.00 or more or made gifts having in the aggregate a value of \$250.00 or more to a local government official of the local government which will consider the application, it shall be the duty of the applicant and the attorney representing the applicant to file a disclosure report with the governing authority of the respective local government showing:

- (1) The name of the local government official to whom the campaign contribution or gift was made; and
 - (2) The dollar amount of each campaign contribution made by the applicant to the local government official during the two years immediately preceding the filing of the application for the rezoning action and the date of each such contribution; and
 - (3) An enumeration and description of each gift having a value of \$250.00 or more made by the applicant to the local government official during the two years immediately preceding the filing of the application for the zoning change.
- (B) The disclosure required by subsection (1) of this Code section shall be filed within ten days after the application for the rezoning action is first filed. (Code 1981, Section 36-67A-3, enacted by Ga. L. 1986, p. 1269, Sec. 1.)

SECTION 36-37A-4: PENALTIES

Any local government official knowingly failing to make a disclosure required by Code Section 36-85-2 shall be guilty of a misdemeanor. Any applicant for rezoning action knowingly failing to make any disclosures as required by Code Section 36-83-3 shall be guilty of a misdemeanor. (Code 1981, Section 36-67A-4, enacted by Ga. L. 1986, p. 1269, Sec. 1.)

CONFLICT OF INTEREST CERTIFICATION FOR REZONINGS

The undersigned below, making application for rezoning, has complied with the Official Code of Georgia, Section 36-67A-1, et. seq, Conflict of Interest in Zoning Actions, and has submitted or attached the required information on the forms provided.

Viral Parekh
 Signature of Applicant/Applicant's Attorney or Representative

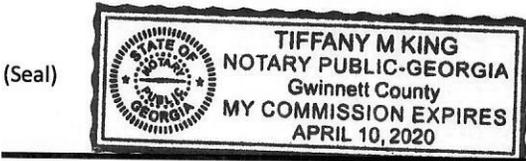
8/29/16
 Date

VIRAL PAREKH
 Type or Print Name

 Title

Tiffany M. King
 Notary Public

8/29/16
 Date



DISCLOSURE OF CAMPAIGN CONTRIBUTIONS AND/OR GIFTS

Have you, within the two years immediately preceding the filing of this application, made campaign contributions or gifts of an aggregate value that is \$250.00 or more to the Mayor and Council Members or a member of the Lilburn Planning Commission? YES NO. If the answer is YES, please complete the following section:

NAME OF OFFICIAL	CONTRIBUTION/GIFT	DESCRIPTION	DATE
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Attach additional sheets if necessary to disclose or describe all contributions and gifts.

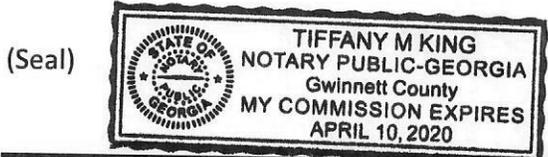
APPLICANT CERTIFICATION

The undersigned below is authorized to make this application and is aware that no application or reapplication affecting the same property shall be acted upon within twelve (12) months from the date of last action by the Mayor and Council, unless waived by the Mayor and Council. In no case shall an application or reapplication be acted upon in less than six (6) months from the date of last action by the Mayor and Council. Further, no application may be withdrawn once advertised and must receive final action by the Mayor and Council.

Virat Parekh _____ Date 8/29/16
Signature of Applicant _____

VIRAL PAREKH _____ Title _____
Type or Print Name _____

Tiffany M. King _____ Date 8-29-16
Notary Public _____



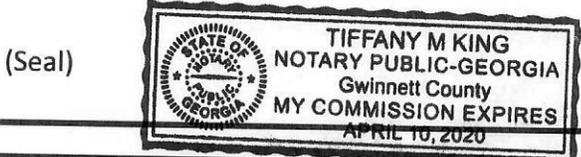
PROPERTY OWNER CERTIFICATION

The undersigned below, or as attached, is the record owner of the property considered in this application and is aware that if an application is denied by the Mayor and Council, no application or reapplication affecting the same land shall be acted upon within twelve (12) months from the date of last action by the Mayor and Council, unless waived by the Mayor and Council. In no case shall an application or reapplication be acted upon in less than six (6) months from the date of last action by the Mayor and Council. Further, no application may be withdrawn once advertised and must receive final action by the Mayor and Council.

Virat Parekh _____ Date 8/29/16
Signature of Owner _____

VIRAL PAREKH _____ Title _____
Type or Print Name _____

Tiffany M. King _____ Date 8/29/16
Notary Public _____



ADMINISTRATIVE USE ONLY

CASE NUMBER: SUP-2016-03 DATE COMPLETE: 8/31/2016 RECEIVED BY: [Signature]
APPLICATION FEE: \$750.00 PAID BY/RECEIPT#: 00629868 HEARING DATES: PC 9/22 CC 10/10

Lilburn Braden Development LLC

5605 Glenridge Drive, Suite 1090, Atlanta, GA 30342

Tel: (404) 884-3834 Fax: (404) 529-4666

August 29, 2016

To: City of Lilburn

Re: 5712 Lawrenceville Highway, Lilburn, GA 30084

The application for Special Use Permit is being submitted to request permission for the development and operations of a high-end 3,200 square foot carwash facility. See the attached site plan for more information.

Respectfully,



Viral Parekh

Legal Description

ALL THAT TRACT OR PARCEL OF LAND lying in and being located in Land Lots 137, 138, 144 and 145 of the 6th district, Gwinnett County, Georgia, and being more particularly described as follows:

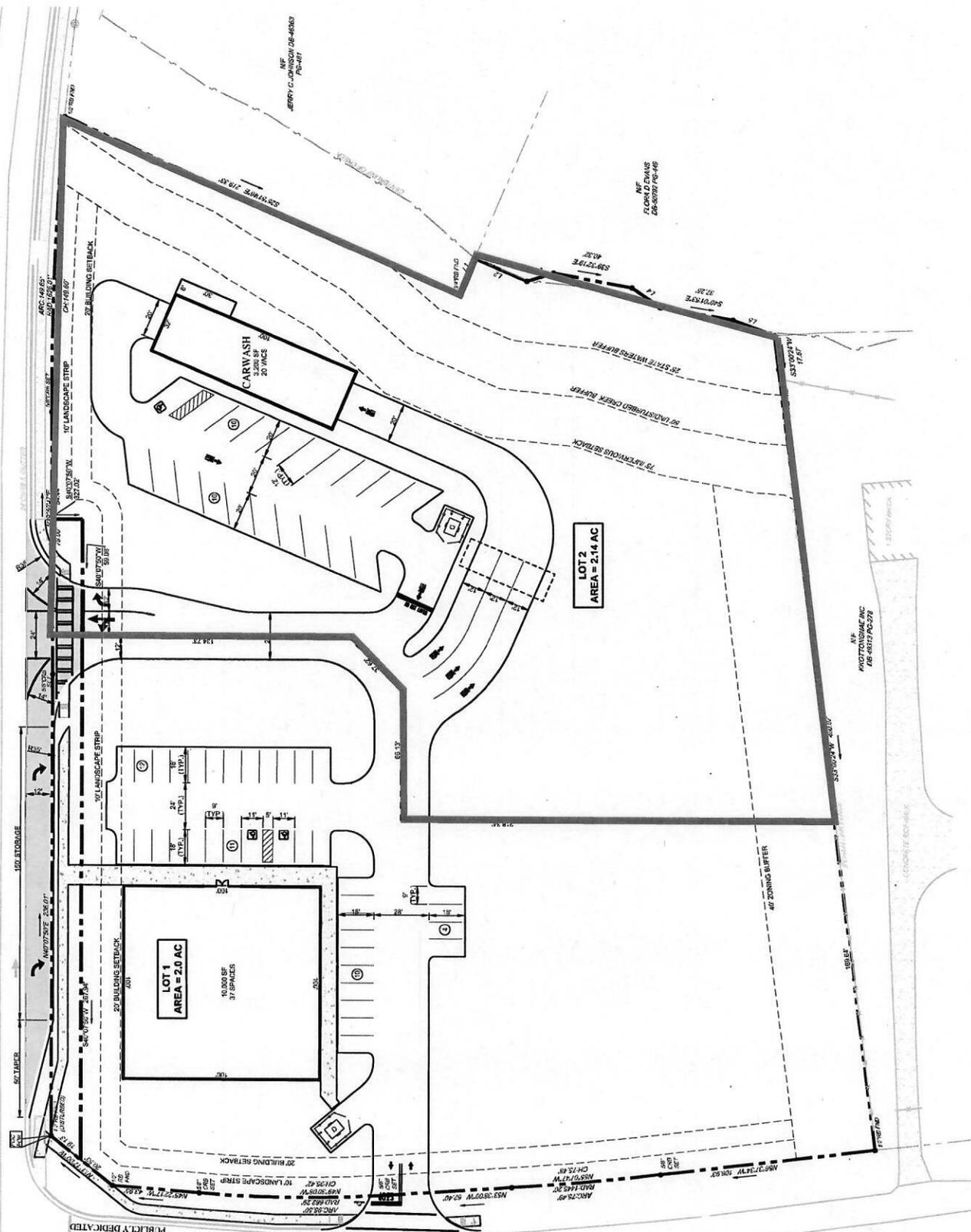
Commencing at a 1/2 inch rebar found at the mitered intersection of the southerly right of way of Lawrenceville Highway (also known as U.S. Highway 29 and State Route 8)(having a publicly dedicated 88 foot right of way), and the easterly right of way of Braden Drive (having a publicly dedicated 60 foot right of way); Thence leaving said right of way of Braden Drive and continuing along said right of way Lawrenceville Highway the following courses and distances: North 40 degrees 07 minutes 50 seconds East a distance of 236.01 feet to a 5/8 inch capped rebar set; North 39 degrees 50 minutes 47 seconds East a distance of 20.10 feet to a point, said point being the TRUE POINT OF BEGINNING.

Thence continuing along said right of way of Lawrenceville Highway North 39 degrees 50 minutes 47 seconds East a distance of 113.37 feet to a 5/8 inch capped rebar set; Along a curve to the right, said curve having a radius of 1626.01 feet, with an arc distance of 149.65 feet, with a chord bearing of North 42 degrees 28 minutes 59 seconds East and a chord length of 149.60 feet to a 1/2 inch rebar found; Thence leaving said right of way of Lawrenceville Highway South 25 degrees 51 minutes 46 seconds East a distance of 219.33 feet to a 3/4 inch rebar found; Thence North 60 degrees 24 minutes 02 seconds East a distance of 19.46 feet to a point; Thence South 27 degrees 06 minutes 13 seconds East a distance of 28.72 feet to a point; Thence South 66 degrees 30 minutes 48 seconds East a distance of 14.02 feet to a point; Thence South 39 degrees 32 minutes 19 seconds East a distance of 40.32 feet to a point; Thence South 14 degrees 49 minutes 36 seconds East a distance of 17.54 feet to a point; Thence South 40 degrees 01 minutes 53 seconds East a distance of 37.25 feet to a point; Thence South 29 degrees 23 minutes 17 seconds East a distance of 22.23 feet to a point; Thence South 33 degrees 00 minutes 24 seconds West a distance of 17.57 feet to a 1/2 inch rebar found; Thence South 33 degrees 00 minutes 24 seconds West a distance of 230.38 feet to a point; Thence North 49 degrees 52 minutes 22 seconds West a distance of 218.34 feet to a point; Thence North 40 degrees 07 minutes 50 seconds East a distance of 66.13 feet to a point; Thence North 04 degrees 52 minutes 10 seconds West a distance of 37.62 feet to a point; Thence North 49 degrees 52 minutes 22 seconds West a distance of 149.95 feet to a point on said right of way of Lawrenceville Highway, said point being the TRUE POINT OF BEGINNING.

Said tract of land contains 2.161 Acres (94,135.32 square feet).

LAWRENCEVILLE HIGHWAY
(AKA U.S. HIGHWAY 29 & S.R. 8)
40 MPH; 85' RIGHT OF WAY; PUBLICLY DEDICATED

BRADEN DRIVE
60' RIGHT OF WAY;
PUBLICLY DEDICATED



LOT 2
AREA = 2.14 AC

LOT 1
AREA = 2.0 AC

CARWASH
2,000 SF
20 SPACES

PROTONIC INC
DB 4874 PG 278

NF
FLOOR DRAINING
28-0000 PG 46

NF
ERRY C. ANDSON DB 4060



Small town. Big difference.

**Staff Report & Recommendation
Special Use Permit Case SUP-2016-03
Date of Report: September 20, 2016
Report by: Joellen Wilson, City Planner**

Hearing Dates:

Planning Commission	September 22, 2016
Mayor and Council	October 10, 2016

GENERAL INFORMATION

Applicant:	Lilburn Braden Development, LLC
Owner:	Viral Parekh
Size:	2.16 acres
Location:	5712 Lawrenceville Highway, District 6, Land Lot 137, Parcel 024
Existing Zoning:	CB, Commercial Business
Proposed Special Use Permit:	Automobile Service (Car Wash Facility)

EXISTING LAND USES & ZONING DISTRICTS

To the East:	Vacant	CB
	Vacant/Residential	R1
To the West:	Commercial	CB
To the South:	Residential	R-75 Gwinnett County
To the North:	Lawrenceville Highway	

ZONING HISTORY

The subject 4.25 acre parcel was annexed and rezoned in 2009 (LRZ-05-09.) The subject parcel was granted an SUP in 2015 (SUP 2015-04) and the western half of the parcel is currently under construction for the approved package store. The parcel is proposed for subdivision and this SUP would apply to the eastern half (2.16 ac) of the property.

APPLICANT'S INTENT

The applicant intends to subdivide the 4+ acre parcel and construct a 3,200 square foot self-service car wash facility. The facility is proposed as a self-service express tunnel car wash with three pay stations and 18-20 vacuum stations outside of the building. See applicant's letter of intent and supplemental information for details.

ANALYSIS OF SPECIAL USE PERMIT REQUEST

The property is commercially zoned (CB) and is within the U.S. 29 Overlay District. The Special Use Permit is to allow automobile service as a car wash. The parcel is located at the intersection of Braden Drive and Lawrenceville Highway and is proposed for subdivision. Access to the property is proposed from Highway 29 and Braden Drive through interparcel connection. Traffic counts in 2009 were in excess of 33,000 vehicles per day.

Automobile service establishments, specifically car washes are permitted in the CB District and within the U.S. 29 Overlay District subject to a Special Use Permit and specific provisions of the zoning resolution (**Article 6 and Article 7, Section 704. Car Wash**) as follows:

704-1. Minimum lot size. *A minimum lot size of 20,000 square feet (.46 ac) shall be required for a car wash facility.*

704-2. Orientation. *When located within the U.S. 29 Overlay, buildings must be oriented so that wash bays do not directly face U.S. 29, or be screened as specified by the conditions of the special use permit.*

704-3. Vehicle stacking. *A minimum of five stacking spaces for queuing of cars shall be provided per car wash bay.*

704-4. Required yard activity. *Car wash facilities shall not conduct any drying, cleaning, polishing, dispensing of gasoline or other comparable operation within any landscape areas.*

704-5. Exit drives. *The establishment shall provide exit drives that are a minimum of 100 feet in length, measured from the vehicle exit of the car wash establishment to the pavement edge of the street.*

704-6. Surface drainage. *The surface and drainage treatment at the exit drive shall be designed so that no water accumulates on the surface or onto the public right-of-way or adjoining properties as a result of the car wash operations.*

704-7. Water Recycling. *A car wash facility shall provide for the recycling of wash water to the extent possible with technology and equipment available at the time of development. The facility location may be restricted by current applicable Environmental Health, Stormwater, and Sewer regulations.*

The proposed site plan indicates the intent to comply with most of the use provisions. The lot is adequate, there are more than five stacking spaces provided in three lanes, and exit drives are of sufficient length. Parking spaces are oriented to the side of the building with 18-20 free vacuum stations proposed. Buffers adjacent to residential uses to the east and southeast will be undisturbed and the concept plan respects stream buffers along the eastern property boundary. Stormwater management for the site will be reviewed prior to permitting by the Department of Planning & Development and any on-site septic system would require approval by the Gwinnett Department of Environmental Health. Finally, the developer intends to manage the car wash operations so that all wash water is recycled onsite.

Specific design criteria of the US Highway 29 Overlay are also applicable to this property, the purpose and intent of which is to provide a pleasing aesthetic/visual quality in landscaping, architecture and signage. Below are highlights from Section 501 of the Zoning Ordinance related to site and building standards of the U.S. 29 Overlay District:

- *Provide inter-parcel access.*
- *Provide pedestrian and bicycle access (5' sidewalks) along Lawrenceville Highway and designate pedestrian routes between the parking lots and the building.*
- *Provide decorative lighting consistent with the Lilburn Town Center Master Plan.*

- Provide landscaping throughout and to effectively screen the parking lot, screen dumpsters, and provide decorative, commercial-quality bicycle racks, benches, and trash receptacles where applicable.
- Architectural design of the building shall include massing and modulation changes, changes in height, horizontal plane, building projections/recessions, roof form and/or other architectural elements. Building materials shall be brick, stone, and glass with textured concrete masonry block, stucco, cement-fiber siding as accents, roof parapets shall be articulated to provide visual diversity, all mechanical, HVAC and like systems shall be screened.
- Signage shall meet the standards of the Lilburn Sign Ordinance.

Though most of these standards can be met with the proposed use, the site plan indicates the building is oriented so that the 100' wash tunnel faces U.S. 29 at a slight angle. In addition, the tunnel design includes transparent building material and operates with an interactive "neon light show". The building design warrants additional review under the sign ordinance and building code. According to the Lilburn sign ordinance, "Any neon in any shape, whether numbers, words or display of neon shall be considered a sign. Such neon shall not be permitted." The following additional statements are contained in the adopted sign ordinance.

Sec. 113-14. - Illumination of Signs:

- (a) No sign shall give off light that glares, blinds or has any other such adverse effect on traffic or adjacent properties. The light from an illuminated sign shall be established in such a way that adjacent properties and roadways are not adversely affected and that no direct light is cast upon adjacent properties and roadways. No illuminated sign shall be constructed or maintained within 75 feet of the property line of any single-family residential lot.
- (b) No sign shall have blinking, flashing, or fluctuating lights or other illuminating devices that have a changing light intensity, brightness or color.
- (e) All neon decorative lighting, including strips of neon for decoration and signs that display numerals or words on the exterior of a building shall not be permitted.... However, interior allowable window signs may have 50 percent of the allowable area of neon. Such interior neon signage will be limited to one elevation of the building only. Neon existing before May 12, 2003, may remain as a nonconforming use.

Sec. 113-9. - Signs and sign devices prohibited. *The following types of signs or advertising devices are prohibited in all zoning districts of the City of Lilburn.*

- (5) Flashing, blinking, varying light intensity signs or animated signs, with the exception of signs used for official government purposes and variable message board signs.

In cases where existing businesses have applied for such similar lighting, including rope lighting, the applications have been denied based on the property maintenance section of the building code (**Ch. 105 – Buildings and Bldg Regs, Article III - Property Maintenance, Division 3 – based on Sec. 105-82. - Decorative features:** The use of LED rope lighting is not considered decorative in commercial applications and is prohibited when visible from the exterior of the building facing a roadway (whether installed inside or outside of the premises).

As part of the rezoning process, the Applicant, Planning Staff, Planning Commission, and the Mayor and City Council of the City of Lilburn are to analyze the application with respect to each of the matters enumerated in Section 1003-7. Criteria for amendments to official zoning map. The Mayor and Council find that the following standards are relevant in balancing the interest in promoting the public health, safety, morality, or general welfare against the right to the unrestricted use of property and shall govern the exercise of the zoning power.

The Applicant's response is attached to this application. Staff's response is as follows:

A. Whether the zoning proposal will permit a use that is suitable in view of the use and development of adjacent and nearby properties:

The proposed use will be suitable in view of the surrounding properties. The building materials, lighting and signage will be required to comply with applicable codes.

B. Whether the zoning proposal would adversely affect the existing use or usability of adjacent or nearby property:

The zoning proposal should not adversely affect the existing use of the surrounding properties.

C. Whether the property to be affected by the zoning proposal has a reasonable economic use as currently zoned:

The subject property has a reasonable economic use as currently zoned.

D. Whether the zoning proposal will result in a use which will or could cause an excessive or burdensome use of existing streets, transportation facilities, utilities, or schools:

The proposed use will not cause a burdensome impact on existing infrastructure; however, it has not been determined whether sewer is feasible or a septic system is approved for this use at this location.

E. Whether the rezoning proposal is in conformity with the policy and intent of the Land Use Plan:

The proposal conforms to the policy and intent of the Land Use Plan.

F. Whether there are other existing or changing conditions affecting the use and development of the property which give supporting grounds for either approval or disapproval of the zoning proposal:

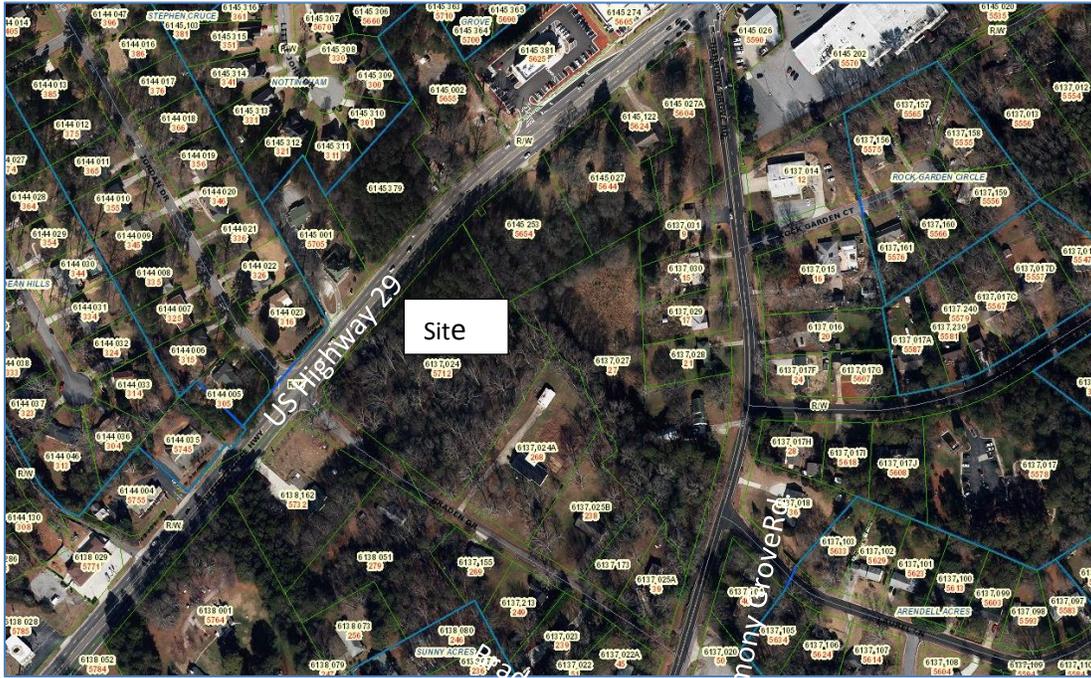
High traffic counts, consistency with the Comprehensive Plan, and adherence to U.S. 29 Overlay District site and architectural standards all support approval.

Based upon the above considerations, **Staff recommends APPROVAL** of the request with the following conditions:

1. The Special Use Permit shall apply to a car wash facility only.
2. The building shall be oriented so that the wash bay does not directly face US 29. Alternatively, an opaque screen a minimum 6' in height shall be provided along the front of the bay/tunnel and along the exit drive to the parking lot.
3. Signs and lighting shall comply with applicable codes, specifically prohibiting neon, LED, and rope lighting visible from the exterior of the building.
4. With self-serve business no detailing activities permitted beyond vacuum stations adjacent to the building.
5. Hours of operation shall be 7 am to 9 pm.
6. Access from US 29 shall be permitted through Georgia DOT.
7. Facility must be certified under DNR regulations 391-3-31-.02 or be prohibited from operating during periods of drought.

SUP-2016-03 – 5712 Lawrenceville Highway

Aerial Map of the Site



Parcel Map with Zoning



**CITY OF LILBURN
AGENDA ITEM 2**

Date:	10/4/16	To: Mayor and Council	10/5/16
From:	Bill Johnsa	Department:	City Manager
Work Session/Reg. Mtg. Date Requested:	10/10/16	Presenter:	Bill Johnsa
Agenda Title:	Adoption – Countywide Emergency Operations Plan		
Audio/Visual Requirements:	n/a	Deadline Date:	n/a

Agenda Item (Background/History/Details):
Every four years the Countywide Emergency operations Plan must be reviewed and adopted by Elected Officials. After adoption, the plan is sent to GEMA and Homeland Security. Staff recommends adoption of Resolution number 2016-06.

Staff Recommendations:
Staff recommends the following: “Motion to adopt Resolution number 2016-06 adopting the countywide Emergency Operations Plan. Further, authorize Mayor to execute Resolution on behalf of the City of Lilburn”.

Department Head Approval:	B. Johnsa
----------------------------------	------------------

Mayor/Council Signature Required:	<u>YES</u>	NO
------------------------------------------	-------------------	-----------

List Attachments:
1. Resolution 2016-06

Financial Information (For Financial Services Use Only)

Budgeted Yes/No	Fund Name & Code	Current Balance	Requested Allocation	City Manager's Initials
N/A				BJ



City of Lilburn

in Gwinnett County

State of Georgia

Resolution

Number:

2016-06

Date of Reading and Adoption: October 10th, 2016
At the meeting of the Lilburn City Council held at 76 Main Street, Lilburn, Georgia.

A RESOLUTION TO ADOPT THE REVISED EMERGENCY OPERATIONS PLAN FOR GWINNETT COUNTY AND ITS MUNICIPALITIES

- WHEREAS Gwinnett County and its municipalities may be subjected to emergencies and disasters of all types; and
- WHEREAS Gwinnett County and its municipalities will continue to be prepared and to respond during emergencies and disasters to protect public peace, health and safety and to preserve lives and property of the people; and
- WHEREAS Gwinnett County and its municipalities will plan and prepare in order to implement efficient emergency operations and to mitigate the effects of emergencies and disasters; and
- WHEREAS Such planning and operations has been a coordinated effort of all local departments and agencies; and
- Whereas Gwinnett County and its municipalities will coordinate emergency prevention, mitigation, preparedness, response and recovery activities through the Gwinnett County Office of Emergency Management and Homeland Security Agency; and
- Whereas The Gwinnett County Office of Emergency Management has developed, in partnership with local governments and community agencies, a comprehensive Emergency Operations Plan in compliance with the requirements of the Georgia Emergency Management and Homeland Security Agency.

NOW THEREFORE, BE IT RESOLVED that the Gwinnett County Emergency Operations Plan of 2016 is hereby approved and adopted and shall serve as the basis to assist all local governments and citizens in time of emergency or disaster.

Johnny D. Crist, Mayor

ATTESTED TO BY:

Melissa L. Penate, City Clerk

**CITY OF LILBURN
AGENDA ITEM 3**

Date:	10/10/2016	To:	Mayor and Council
From:	Sheila McGaughey	Department:	Finance
Work Session/Regular Meeting Date Requested:	10/10/2016	Presenter:	Angela Couch
Agenda Title:	Manihani Kamalpreet, owner of Branded Barrel 1, LLC has applied for package store license at 735 Pleasant Hill Road.		
Audio/Visual Requirements:	n/a	Deadline Date:	n/a

Agenda Item (Background/History/Details):
The Alcohol Review Board met on October 5 th and heard the new application. 735 Pleasant Hill Road is a new location that has never held an alcohol license and must be approved by council.

Staff Recommendations:
The recommendation of the ARB is to approve the license.

Department Head Approval:	
----------------------------------	--

Mayor's Signature Required:	YES	no
------------------------------------	------------	----

List Attachments:

Financial Information (For Financial Services Use Only)

Budgeted Yes/No	Fund Name & Code	Current Balance	Requested Allocation	City Manager's Initials
n/a				